

Agenda

Access and Inclusion Advisory Committee Meeting

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I hereby give notice that an Access and Inclusion Advisory Committee Meeting will be held on:

Date: Thursday, 5 November 2026

Time: 1:30 PM

Location: Meeting Room Guyugwa (Casuarina Library Meeting Room)
17 Bradshaw Terrace, Casuarina

Simone Saunders

Chief Executive Officer



ACCESS AND INCLUSION ADVISORY COMMITTEE MEMBERS

Chairperson Tiffany Brown

Council on the Ageing NT Cecilia Chiolero

Community Member Bryony Crowe

Department of Infrastructure and Logistics Simon Gillam

Community Member Ella McGugan-Wevill

National Disability Services NT Wendy Morton

Community Member Helen Pachos

Department of Lands Planning and Environment Alison Warwick

Community Member Rikki Dehne

Community Member Jorge Palma

Community Member Jessica Simmons

Member Clarence McCarthy-Grogan

OFFICERS

Executive Manager Community and Cultural Services, Angela O'Donnell

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1 ACKNOWLEDGEMENT OF COUNTRY

2 MEETING DECLARED OPEN

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 Apologies

3.2 Leave of Absence Granted

3.3 Leave of Absence Notified

4 ELECTRONIC MEETING ATTENDANCE

4.1 Electronic Attendance Granted

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5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

6 CONFIRMATION OF PREVIOUS MINUTES

Access and Inclusion Advisory Committee Meeting - 3 September 2026

7 MOVING OF ITEMS

7.1 Moving Open Items into Confidential

7.2 Moving of Confidential Items into Open

8 DEPUTATIONS AND BRIEFINGS

9 OFFICER REPORTS

9.1 YOUTH TEAM PROGRAM

Author: Community Development Officer

Authoriser: Executive Manager Community and Cultural Services

Attachments: Nil

RECOMMENDATIONS

THAT the report entitled Youth Team Program be received and noted.

PURPOSE

The purpose of this report is to introduce City of Darwin's Youth Team and Programs and for the Committee to provide input into working with young people with disability.

KEY ISSUES

- City of Darwin's Youth Team deliver a wide variety of programs throughout the year across the municipality. Programs are free to low cost, provide opportunities for young people to build skills, capacity and connect with opportunities.
- The Youth Team is seeking the Committee's input on continuing to improve the reach and engagement of young people with disability.
- A youth co-design workshop will be held on Saturday 28 November 2026 at Casuarina Library, and Committee members are invited to share it through their networks along with other upcoming opportunities for young people.

DISCUSSION

Access Strategy 2025-30: Participate: Increase resources to support events and programs

Action: Resource designated quiet spaces, places for sensory seeking, and places for respite as far as practically possible in City of Darwin facilities and events.

City of Darwin's Youth Team deliver programs and activities for young people across the Darwin municipality. They consider how programs are designed, where and when they are held, and what supports are needed so all young people, including young people with disability, can participate.

The Youth Team will present an overview of their key programs and seek Committee input on how to continue and increase their reach with young people with disability including reducing barriers to participation and embedding additional inclusive practice in programs.

A co-design workshop for young people will be held on Saturday 28 November 2026 from 10am to 2pm at Casuarina Library. Committee members are invited to share the invitation and other programming information through their networks, including with young people with disability and their families and carers.

PREVIOUS COUNCIL RESOLUTION

Nil

STRATEGIC PLAN ALIGNMENT	5 A Vibrant and Creative City 5.2 By 2030, Darwin will be a more connected community and have pride in our cultural identity
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: Nil
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter. If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).

9.2 UPDATE ON PARKING FOR DISABILITY PERMIT HOLDERS

Author: Community Development Officer
Authoriser: Executive Manager Community and Cultural Services
Attachments: Nil

RECOMMENDATIONS

THAT the report entitled Update On Parking For Disability Permit Holders be received and noted.

PURPOSE

The purpose of this report is to update the Committee on the implementation of the Notice of Motion regarding accessibility and free parking for disability permit holders, previously reported under Committee Resolution AAIAC026/26.

KEY ISSUES

- Members requested an update on the implementation of the Notice of Motion – Accessibility and Free Parking for Disability Permit Holders, previously reported under Committee Resolution AAIAC026/26.

DISCUSSION

At the Ordinary Council Meeting on 31 March 2026, Council adopted the Notice of Motion – Accessibility and Free Parking for Disability Permit Holders.

At the September Council Meeting Elected Members were advised that a city-wide parking review is underway. Community workshops and stakeholder interviews have been completed, and survey work will begin shortly. A parking engagement report is expected to be presented to Elected Members in late 2026 or early 2027.

To ensure a consistent and coordinated approach across the city, all signage will be replaced at the same time, after Council has considered the parking engagement report. The Committee will be kept informed of progress as the review proceeds.

PREVIOUS COUNCIL RESOLUTION

At the March 31 2026 meeting Council resolved:

RESOLUTION ORD117/26

1. THAT Council note the City of Darwin Access Strategy 2025 – 2030 priority to enhance accessibility within the municipality.
2. THAT Council approve free parking for disability parking permit holders within CBD on-street parking Zones A and B. Vehicles that are displaying a valid disability parking permit in Zones A, and B may park at no charge for the entire time the vehicle may lawfully remain in that bay.
3. THAT Council approve the below amendment to the parking conditions at item 8 in the Fees and Charges.

8. Disability Parking Permits

On-street – designated disability parking bays

All designated disability parking bays are free of charge.

Time extensions that apply under the *Australian Road Rules* do not apply in designated disability parking bays. The time on the sign is the maximum time that a vehicle can remain in that bay.

Off-street – designated disability parking bays

Vehicles displaying a disability parking permit may park in an designated disability parking bays in the City of Darwin off-street car parks all day free of charge, except for West Lane Car Park and Dragonfly Car Park. Vehicles displaying a valid permit may park in an accessible parking bay in either West Lane Car Park or Dragonfly Car Park for twice the time paid for.

On-street – other

All on-street parking bays that usually require payment are free of charge for disability parking permit holders.

A vehicle displaying an eligible disability parking permit may park in any Zone A and Zone B on-street parking bay, that would usually require payment, free of charge.

Any extension of time that a disability permit holder is entitled to under the *Australian Road Rules* is also free of charge, for example:

Bay type	Payment required	Length of stay
15 minute bay	No	30 minutes
30 minute bay	No	2 hours
2P (2 hour bay)	No	4 hours

	3P (3 hour bay)	No	6 hours
4.	THAT Council approve the transfer of \$135,000 in funding, to offset the loss in revenue and to update the parking signage, from the On and Off-Street Parking Reserve in the 2026/27 budget.		
5.	THAT Council note the provision of free parking within the CBD for eligible disability parking permit holders will commence once all signage upgrades has been installed and the community are advised through updates to the website and relevant social media platforms.		
6.	THAT Council approve for all disability parking permit holders registered with the City of Darwin to be sent a letter advising them of parking regulations, instructions and identifying the available accessible parking locations within the CBD.		
CARRIED 12/0			
STRATEGIC PLAN ALIGNMENT	5 A Vibrant and Creative City 5.2 By 2030, Darwin will be a more connected community and have pride in our cultural identity		
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil		
LEGISLATION / POLICY CONTROLS OR IMPACTS	Nil		
CONSULTATION, ENGAGEMENT & COMMUNICATION	Engagement Level: Discuss		
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter. If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).		

9.3 COMMITTEE MEETING DATES 2027

Author: Community Development Officer

Authoriser: Executive Manager Community and Cultural Services

Attachments: Nil

RECOMMENDATIONS

1. THAT the report entitled Meeting Dates 2027 received and noted.
2. THAT the Access and Inclusion Advisory Committee sets the following schedule for the meetings for the remainder of 2027:
 - a. Meetings to be held on Thursdays
 - b. Meetings to be held on:
 - (i) 4 March 2027
 - (ii) 3 June 2027
 - (iii) 5 August 2027
 - (iv) 7 October 2027
 - c. Meetings to be held from 1:30pm to 3:00pm
 - d. Meetings to be held at the Casuarina Library Meeting room with the option to meet online when needed.

PURPOSE

The purpose of this report is to propose the Committee meeting schedule for 2027.

KEY ISSUES

- In accordance with the Terms of Reference, item *6.1 Frequency of Meeting and Location*, this report is proposing the meeting schedule for the remainder of 2026.
- In line with the Access Strategy 2025–2030, Committee members will also be invited to participate in filming in May 2027 to promote the Committee's role and responsibilities across City of Darwin departments.
- Committee members will also be invited to participate in DiversAbility FUN DAY in December 2026.

DISCUSSION

This report is proposing the meeting schedule for 2027.

The meeting schedule proposed does not preclude attendance in working groups or at events organised with and by the Committee members or City of Darwin such as sector networking events, launches or other programs.

Time and location of the meetings are to be determined by the Committee in line with the endorsed Terms of reference.

Dates, time and location of meetings is to be determined by the committee. The dates presented are for endorsement or discussion of alternative dates as determined by the committee.

It is noted that attendance at the meetings will be offered in person and via Microsoft Teams.

2027 meeting dates, time, and location proposal:

It is proposed that the Access and Inclusion Advisory Committee sets the following meeting schedule for the remainder of 2027:

- (a) Meetings to be held on Thursdays
- (b) Meetings to be held on:
 - (i) 4 March 2027
 - (ii) 3 June 2027
 - (iii) 5 August 2027
 - (iv) 7 October 2027
- (c) Meetings to be held from 1:30pm to 3:00pm
- (d) Meetings to be held at Casuarina Library Meeting room with the option to meet online when needed.
- (e) In line with the Access Strategy 2025–2030, Committee members will be invited to participate in filming in May 2027, potentially at the Casuarina Aquatic and Leisure Centre. The filming will support the implementation of the Strategy by promoting awareness and understanding of the Access and Inclusion Advisory Committee's role and responsibilities across City of Darwin departments.
- (f) The Community Inclusion team will provide support with script development, as required, to ensure messaging is clear, consistent and accessible.
- (g) Committee members will also be invited to participate in DiversAbility FUN DAY in December 2026.

PREVIOUS COUNCIL RESOLUTION

At the 4 June 2026 meeting Access and Inclusion Advisory Committee resolved:

COMMITTEE RESOLUTION AAIAC025/26

Moved: Councillor Sylvia Klonaris

Seconded: Council on the Ageing NT Cecilia Chiolo

1. THAT the report entitled Meeting Dates 2026 received and noted.
2. THAT the Access and Inclusion Advisory Committee sets the following schedule for the meetings for the remainder of 2026:
 - a. Meetings to be held on Thursdays

- b. Meetings to be held on:
- (i) 3 September 2026
 - (ii) 5 November 2026
- c. Meetings to be held from 1:30pm to 3:00pm
- d. Meetings to be held at either the Casuarina Aquatic and Leisure Centre Community Room or Casuarina Library Meeting room with the option to meet online when needed.

CARRIED 8/0

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.3 Decision Making and Management
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: Local Government Act 2019 Policy: Meetings Policy No.0043.100.E.R Advisory and Other Committees No.0930.100.E.R
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter. If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).

9.4 COMMITTEE MEMBER SPOTLIGHT

Author: Community Development Officer

Authoriser: Executive Manager Community and Cultural Services

Attachments: Nil

RECOMMENDATIONS

1. THAT the report entitled Committee Member Spotlight be received and noted.
2. THAT an Access and Inclusion Advisory Committee Member Spotlight be incorporated as a standing agenda item of the Committee's meeting program from 2027 onwards.

PURPOSE

The purpose of this report is to seek Committee support to include a Committee Member Spotlight in meetings from 2027. A Committee Member Spotlight aims to share knowledge, generate ideas and encourage informed discussion on access and inclusion, in alignment with the Access Strategy 2025–2030.

KEY ISSUES

- Each Committee member would take a turn to deliver a 15–20-minute Member Spotlight presentation at scheduled Committee meetings.
- The Member Spotlight aims to share knowledge, generate ideas and encourage informed discussion on access and inclusion, in alignment with the Access Strategy 2025–2030.
- Presentations are intended to inform the Committee and Council staff and do not constitute a recommendation or commitment by Council to implement a proposed initiative or to support a particular organisation or group.

DISCUSSION

Access Strategy 2025-30: Participate – People with disability exercise influence.

Action: Continue to support, develop and champion the Access and Inclusion Advisory Committee.

Each Committee member will have the opportunity to deliver a 15–20-minute presentation at a scheduled Committee meeting, followed by a brief question-and-answer session and discussion.

Members may select a topic relevant to their interests, expertise, professional or community experience, or lived experience, provided it aligns with the Access Strategy 2025–2030 and the Committee's role.

Presentations are intended to inform the Committee and Council staff and do not constitute a recommendation or commitment by Council to implement a proposed initiative.

Suggested Topics

Presentations may focus on:

- Professional, community or lived experience relating to access and inclusion.
- Specialist knowledge or emerging issues in the access and inclusion sector.
- Access and inclusion projects or initiatives identified through work or community involvement.
- Innovative initiatives implemented by other local governments.
- Opportunities to improve accessibility and inclusion across Council facilities, services, programs or community engagement.
- Proposed access and inclusion initiatives, targets or improvements aligned with the Access Strategy 2025–2030.

Project and Initiative Proposals

Where a presentation explores a specific project or improvement, Committee members are encouraged to outline the proposed approach, anticipated benefits, indicative costs, potential timeframe, implementation considerations and how outcomes could be measured, where practical.

Rotation and Meeting Schedule

The Member Spotlight will operate on a rotating basis throughout the 2027 Access and Inclusion Advisory Committee meeting schedule, commencing at the first scheduled meeting of the year.

The proposed process is as follows:

- Expression of interest: Following confirmation of the 2027 meeting schedule, the Community Inclusion team will invite Committee members to express their interest in presenting, approximately 30 days before each scheduled meeting.
- Response period: Members will have seven working days to respond. Where multiple members express interest, the first member to respond will be allocated the presentation opportunity for the upcoming meeting.
- Submission of presentation materials: The presenting member will be required to provide all relevant presentation materials to the Community Inclusion team at least two weeks before the scheduled meeting to allow time for review and coordination.

- Ongoing rotation: The process will continue throughout the 2027 meeting schedule, subject to the number of Committee members and available meeting dates.

This approach will provide members with clear timeframes to prepare their presentations, support effective meeting coordination and facilitate opportunities for members to share their knowledge and experience throughout the year.

PREVIOUS COUNCIL RESOLUTION

Nil

STRATEGIC PLAN ALIGNMENT	2 A Safe, Liveable and Healthy City 2.1 By 2030, Darwin will be a safer place to live and visit
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Nil
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter. If a conflict of interest exists, staff will not act in the matter, except as authorised by the CEO or Council (as the case requires).

10 MEMBER REPORTS**11 GENERAL BUSINESS****12 DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING**

THAT the next Access and Inclusion Advisory Committee Meeting be held on , at (Open Section followed by the Confidential Section).

13 CLOSURE OF MEETING TO THE PUBLIC

THAT pursuant to Section 99 (2) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential Items of the Agenda.

14 CLOSURE/ADJOURNMENT OF MEETING

Minutes

Access and Inclusion Advisory Committee Meeting

Thursday, 3 September 2026

Unconfirmed

**MINUTES OF CITY OF DARWIN
ACCESS AND INCLUSION ADVISORY COMMITTEE MEETING
HELD AT THE MEETING ROOM GUYUGWA (CASUARINA LIBRARY MEETING ROOM), 17
BRADSHAW TERRACE, CASUARINA
ON THURSDAY, 3 SEPTEMBER 2026 AT 1:30 PM**

PRESENT:

Community Member Tiffany Brown
Council on the Ageing NT Cecilia Chiolerio
Councillor Sylvia Klonaris
Community Member Ella McGugan-Wevill
Community Member Helen Pachos
Community Member Jorge Palma
Community Member Jessica Simmons

OFFICERS:

Executive Manager Community and Cultural Services, Angela O'Donnell
Senior Coordinator Community Inclusion, Andrew Aragala

APOLOGY:

Department of Lands Planning and Environment Alison Warwick
Department of Infrastructure and Logistics Simon Gillam
National Disability Services NT Wendy Morton
Community Member Bryony Crowe
Community Member Rikki Dehne

GUESTS:

Coordinator Environment and Climate Change, Emma Smith

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1 ACKNOWLEDGEMENT OF COUNTRY

City of Darwin acknowledges that we are living and working on Larrakia Country. We acknowledge the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past and present and support emerging Larrakia leaders now and into the future. City of Darwin is committed to working together with all Larrakia to care for this land and sea for our shared future.

APPOINTMENT OF CHAIR

COMMITTEE RESOLUTION AAIAC028/26

Moved: Councillor Sylvia Klonaris

Seconded: Community Member Ella McGugan-Wevill

THAT Community Member Tiffany Brown is appointed as chair for the meeting.

CARRIED 7/0

2 MEETING DECLARED OPEN

RECOMMENDATIONS

The Chair declared the meeting open at 1:31 pm.

3 APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES

COMMITTEE RESOLUTION AAIAC029/26

Moved: Community Member Tiffany Brown

Seconded: Councillor Sylvia Klonaris

THAT an apology from National Disability Services NT Wendy Morton, Department of Lands Planning and Environment Alison Warwick, Department of Infrastructure and Logistics Simon, Gillam, Community Member Rikki Dehne, and Community Member Bryony Crowe be received.

CARRIED 7/0

3.2 LEAVE OF ABSENCE GRANTED

Nil

3.3 LEAVE OF ABSENCE REQUESTED

Nil

4 ELECTRONIC MEETING ATTENDANCE

4.1 ELECTRONIC ATTENDANCE GRANTED

Nil

4.2 ELECTRONIC ATTENDANCE REQUESTED

Nil

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

5.1 DECLARATION OF INTEREST BY MEMBERS

COMMITTEE RESOLUTION AAIAC030/26

Moved: Community Member Tiffany Brown

Seconded: Community Member Ella McGugan-Wevill

THAT the Committee note that pursuant to Section 114 and 115 of the *Local Government Act 2019*, Tiffany Brown, declared Conflict of Interest in Item 9.4 Update on Access Strategy Projects.

CARRIED 7/0

5.2 DECLARATION OF INTEREST BY STAFF

Nil

6 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION AAIAC031/26

Moved: Councillor Sylvia Klonaris

Seconded: Council on the Ageing NT Cecilia Chiolero

THAT the minutes of the Access and Inclusion Advisory Committee Meeting held on 4 June 2026 be confirmed.

CARRIED 7/0

7 MOVING OF ITEMS

7.1 MOVING OF ITEMS INTO CONFIDENTIAL

Nil

7.2 MOVING OF CONFIDENTIAL ITEMS INTO OPEN

Nil

7.3 MOVING CONFIDENTIAL ITEMS TO OPEN AT THE CONCLUSION OF THE MEETING

Nil

8 DEPUTATIONS AND BRIEFINGS

Nil

9 OFFICER REPORTS**9.1 WELCOME NEW COMMITTEE MEMBERS****COMMITTEE RESOLUTION AAIAC032/26**

Moved: Council on the Ageing NT Cecilia Chiolero

Seconded: Community Member Tiffany Brown

THAT the report entitled Welcome New Committee Members be received and noted.

CARRIED 7/0

9.2 NOMINATION OF CHAIRPERSON**COMMITTEE RESOLUTION AAIAC033/26**

Moved: Councillor Sylvia Klonaris

Seconded: Council on the Ageing NT Cecilia Chiolero

1. THAT the report entitled Nomination of Chairperson be received and noted.
2. THAT the Access and Inclusion Advisory Committee nominate Tiffany Brown as the Chair for a two-year term.

CARRIED 7/0

9.3 ENVIRONMENT AND WASTE SERVICES PROGRAM**COMMITTEE RESOLUTION AAIAC034/26**

Moved: Community Member Ella McGugan-Wevill

Seconded: Council on the Ageing NT Cecilia Chiolero

THAT the report entitled Environment and Waste Services Program be received and noted.

CARRIED 7/0

9.4 UPDATE ON ACCESS STRATEGY PROJECTS**COMMITTEE RESOLUTION AAIAC035/26**

Moved: Councillor Sylvia Klonaris

Seconded: Community Member Ella McGugan-Wevill

THAT the report entitled Update on Access Strategy Projects be received and noted.

CARRIED 7/0

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

Organisational Member Cecilia Chiolero requested an update on the implementation of the Notice of Motion regarding accessibility and free parking for disability permit holders, previously reported under Committee Resolution AAIAC026/26.

12 DATE, TIME AND PLACE OF NEXT COMMITTEE MEETING**RECOMMENDATIONS**

THAT the next Access and Inclusion Advisory Committee be held on Thursday, 5 November 2026, at 1:30 PM (Open Section followed by the Confidential Section), Meeting Room Guyugwa (Casuarina Library Meeting Room), 17 Bradshaw Terrace, Casuarina.

13 CLOSURE OF MEETING**RECOMMENDATIONS**

THAT the chair declared the meeting closed at 3:01 pm.

The minutes of this meeting were confirmed at the Access and Inclusion Advisory Committee Meeting held on 5 November 2026.

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CHAIR