**MINUTES**

**ACCESS & INCLUSION**

**ADVISORY COMMITTEE**

**Tuesday 5 February 2019**

**1.30pm – 3.00pm**

Casuarina Library Meeting Room, Bradshaw Terrace

# PRESENT

# Members

Lynne Strathie Community Representative

Liz Reid Community Representative

Susan Burns Specialist Representative, National Disability Services NT

Bernie Ingram Specialist Representative, NTG Passenger Transport

Sheree Scott Specialist Representative, NTG Building Advisory Services

Deborah Bampton Community Representative

Alderman Peter Pangquee City of Darwin

**City of Darwin Staff**

Polly Banks General Manager Community and Regulatory Services

Shenagh Gamble Executive Manager Environment and Community

Lynn Allan Community Development Officer

Tania Sellers Family and Children’s Services Coordinator

Angela Pattison Diversity and Inclusion Senior Advisor

# NOMINATION OF NEW CHAIR AND DEPUTY CHAIR

Nomination of Debbie Bampton as Chair

Moved: Liz

Second: Bernie

Nomination of Susan as Deputy

Moved: Bernie

Second: Liz

Carried

# APOLOGIES

Alderman Emma Young City of Darwin (Alternate)

Sue Shearer Specialist Representative, COTA NT

Ron Quinn City of Darwin Manager Infrastructure Maintenance

Cassandra Jevdenijevic Community Representative

Kyle Adams Community Representative

Nathan Alum Community Representative

Apologies noted and quorum reached at six members. Meeting chaired by Debbie Bampton.

# DECLARATIONS OF CONFLICT OF INTEREST ON AGENDA ITEMS

Debbie moved the Committee establish a Standard Register of Interests for all members to be attached to the minutes. This will include for example, identifying the paid positions we have or the roles we hold on other committees.

Moved: Debbie

Second: Ald Pangquee

Carried.

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| **ACTION** | Members to email Lynn with any COI for collation.  |
| **ACTION**  | Debbie to provide proforma for Standard Register of Interests  |

# ACCEPTANCE OF PREVIOUS MINUTES

The minutes from 26 September, 2018 meeting were received and noted.

Moved: Liz

Second: Bernie

Carried

# BUSINESS ARISING FROM PREVIOUS MINUTES

* 1. Signage codes: Tania Sellers explained report is going to Council. Liz Reid requested a synopsis and overview of the report.
	2. Debbie Bampton raised WCP3 capacity trial. Lynn advised this has been included as an action within the new Action and Inclusion Plan (AIP). Website capability to be considered in the new budget.
	3. Lynne Strathie discussed budget and prioritising issues within the AIP for upgrading footpaths and driveways. Debbie Bampton raised budget’s purpose is for quick fixes for individuals on Council land, though because it’s not widely known, the budget often doesn’t get used.
	4. Susan Burns is keen to continue discussions on beach access and advised NT Events is investigating beach access for people using wheelchairs and other mobility equipment, with research underway on a fibre structure that can be used on beaches.

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| **ACTION** | Tania to source signage code report for Lynn to pass on to Committee. |
| **ACTION** | Lynn to get clarification on budget purpose and use to share at next meeting.  |
| **ACTION** | Susan Burns to send through research on beach access to Committee.  |

1. **GENERAL BUSINESS**
	1. Welcome and comments from General Manager Community and Regulatory Services, Polly Banks.
* Although there has been significant change to staffing at senior management level, there is a breadth of experience at the executive level.
* With Council events moving to another department, Debbie Bampton questioned the impact on DiversAbility Collective events. Lynn will work closely with this team on events.
* Liz Reid requested a copy of the new organisational structure.
* Alderman Peter Pangquee agreed that the changes within Council signals an exciting time for Council.
* Angela Pattison explained her new role as Diversity and Inclusion Senior Advisor at Council.

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| **ACTION** | Lynn to email organisational chart and team structure to Committee. |

* 1. Access and Inclusion Plan:
* Debbie Bampton questioned what working documents will be used to support the AIP. Shenagh Gamble commented on the alignment to strategic plans, for example the business planning currently underway. Liz Reid noted the importance of measurables.
* Debbie Bampton advised consultation on AIP has happened, so no need for further public consultation before seeking final Council approval.
* Alderman Pangquee advised the background and consultation report should also be included when taken to Council.
* Debbie Bampton moved for AIP to be taken to Council as is, seconded by Liz Reid, carried. Lynn advised that some minor editing changes need to be made first.

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| **ACTION** | Lynn to ensure Acting Manager Engineering and City Services (Nik Kleine) is incorporating AIP into the capital works budget. Compile report seeking approval on AIP for next Council meeting. |

* 1. Review day and dates of AIAC meetings:
* Debbie Bampton moved to change the day of the meetings to Tuesday, so that Kyle Adams, our youth and person with lived experience representative can attend. Committee agreed upon first Tuesday of the month at 1.30pm.
* Debbie Bampton moved the Committee meet again next month, to make up for a shortage of meetings over the past few months.

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| **ACTION** | Lynn to check room availability with Library and send schedule of meetings to Committee, along with calendar invitations (with an alert of one hour).  |

* 1. AIAC budget:
* Lynn sought Committee approval for $23,000 of budget to be allocated to the Fannie Bay parking bay, upon advice that public consultation has been done.

Moved: Deb

Second: Bernie

Carried

* $21,500 remains in budget to be spent before end of financial year. Proposals sought. Bernie Ingram suggested playground infrastructure upgrades. Shenagh Gamble advised that projects need to fit within budget timeline, i.e. works should be well underway by end of financial year.

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| **ACTION** | Lynn to advise Nik so that programming for the Fannie Bay works can commence.  |
| **ACTION** | Lynn to check on status of playground upgrades with Nik. |

* 1. DiversAbility Collective:
* Debbie Bampton suggested we go back to the sector to revive group and its objectives/ initiatives. Somerville will host the Say Hi to the Dry at Lake Alexander on Saturday 27 April. DSNT will also hold 40th anniversary gala celebrations on 22 March – Committee to help promote more broadly.
* Liz Reid raised purpose behind group is to embed inclusivity into everything we do, with our obligations under the Disability Services Act, and subordinate legislation around building access.
* Polly Banks raised opportunities for collaboration with ongoing Council programs such as the Fun Bus and Storytime.
* Debbie Bampton discussed work done five years ago on an access and inclusion checklist for all Council events; Joe from Access Inclusion can provide copies of event inclusion guide.

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| **ACTION** | Debbie and Lynn to reach out to the wider DiversAbility Collective group to kick start programming for the year.  |
| **ACTION** | Lynn to source event guide.  |

# MEMBERS UPDATE

* **Shenagh Gamble:** A $10,000 grant was given to Bar Brothers under Council’s Community Grants Program, auspiced by Total Recreation for installation of inclusive outdoor gym equipment at East Point Reserve.
* **Bernie Ingram:** Taxi subsidies scheme consultation report to go to Government; will keep Committee in the loop.
* **Sheree Scott:** New construction code commences in May, with a new provision on adult change facilities.
* **Debbie Bampton:** Rectification of access and inclusion issues at Parap Pool, i.e. adult change facilities and colour of paint on walls and poles. NDIS comes online for national quality framework on 1 July.
* **Lynne Strathie:** Will give a paper on carers at the National Rural Health Conference in Hobart in March, will report back to Committee.

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| **ACTION** | Lynn to check on status of Parap Pool rectifications with Nik. |

# ANY OTHER BUSINESS

Nil.

#  NEXT MEETING

Tuesday 5 March, 2019

All meetings are from 1.30pm to 3.00pm at the Casuarina Library Meeting Room. Apologies for next meeting from Sheree Scott and Bernie Ingram.

#  MEETING CLOSED

2.51pm

**Summary of Actions**

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| **Meeting Date** | **Item** | **Status** |
| 05/02/2019 | 4. Register of Conflicts of Interest | * Members to email Lynn with any COI.
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| 05/02/2019 | 6. Signage Codes | * Tania Sellers to source signage code report for Lynn to pass on to Committee.
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| 05/02/2019 | 6. AIAC Budget | * Lynn to get clarification on budget purpose and use to share at next meeting.
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| 05/02/2019 | 6. Beach Access | * Susan Burns to send through research on beach access to Committee.
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| 05/02/2019 | 7.1 Council Structure | * Lynn to email organisational chart and team structure to Committee.
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| 05/02/2019 | 7.2 AIP | * Lynn to ensure Nik is incorporating AIP into the capital works budget and compile report seeking approval on AIP for next Council meeting.
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| 05/02/2019 | 7.3 Schedule of AIAC Meetings | * Lynn to check room availability with Library and send schedule of meetings to Committee, along with calendar invitations (with an alert of one hour).
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| 05/02/2019 | 7.4 AIAC Budget: Fannie Bay Parking Bay | * Lynn to advise Nik so that programming for the Fannie Bay works can commence.
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| 05/02/2019 | 7.4 AIAC Budget: Playground upgrades | * Lynn to check on status of playground upgrades with Nik.
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| 05/02/2019 | 7.5 DiversAbility Collective | * Debbie and Lynn to reach out to the wider DiversAbility Collective group to kick start programming for the year.
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| 05/02/2019 | 8 Access and Inclusion at Parap Pool | * Lynn to check on status of Parap Pool rectifications with Nik.
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| 05/02/2019 | 7.5 Access and Inclusion Event Guide | * Lynn to source event guide.
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| 25/07/2018 | 5.1 PDF Version of Community Services Directory  | * Still to be followed up with Council’s Media Team to see if Council’s website is WCP3 capability. Check if an audio version of the directory is available.
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| 25/07/2018 | * 1. Accessible parking at Botanic Gardens
 | * Deb and Susan to draft a letter to Brian Harty of NTG on the current status of the Botanic Gardens pathway.
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| 23/05/2018 | 5.4 Cavenagh Street accessibility | * Ongoing.
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