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MINUTES

**Access and Inclusion Advisory
Committee Meeting**

Thursday, 1 February 2024

**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, 1 FEBRUARY 2024 AT 1:30 PM**

PRESENT: Stephanie Ransome
Councillor Sylvia Klonaris
Building Advisory Services Trinh Bui
Council on the Ageing NT Cecilia Chiolero
Department of Infrastructure, Planning and Logistic Bernie Ingram
National Disability Services NT Mick Fallon
Community Member Kim Caudwell
Community Member Debbie Reeves
Community Member Lynne Strathie

OFFICERS: Executive Manager Arts and Cultural Services Angela O'Donnell
Senior Coordinator Community Inclusion Sueanne Johns
Senior Design Officer Sid Gurung
Arts and Cultural Development Officer Jenelle Saunders
Community Development Officer Heather Docker

APOLOGY: Community Member Kyle Adams
Community Member Lachlan Rowe
Community Member Martin Blakemore
Community Member Sarah Skopellos
Community Member Rajeev Thayil

GUESTS: Alternate Councillor Kim Farrar

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APPOINTMENT OF CHAIR**COMMITTEE RESOLUTION AAIAC001/24**

Moved: Community Member Debbie Reeves

Seconded: Councillor Sylvia Klonaris

THAT Mick Fallon is appointed as chair for the meeting

CARRIED 8/0

1 MEETING DECLARED OPEN

The Chair declared the meeting open at 1:34pm.

2 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.

3 APOLOGIES & LEAVE OF ABSENCE**3.1 Apologies**

Community Member Kyle Adams,
Community Member Lachlan Rowe
Community Member Martin Blakemore
Community Member Sarah Skopellos
Community Member Rajeev Thayil

3.2 Leave of Absence

Nil

3.3 Leave of Absence Notified

Nil

4 ELECTRONIC ATTENDANCE

Community Member Stephanie Ransome
Community Member Kim Caudwell
Building Advisory Services Trinh Bui
Council on the Ageing NT Cecilia Chiolero
Department of Infrastructure, Planning and Logistic Bernie Ingram
City of Darwin Senior Design Officer Sid Gurung

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

5.1 Declaration of Interest by Members

Nil

5.2 Declaration of Interest by Staff

Nil

6 CONFIRMATION OF PREVIOUS MINUTES

COMMITTEE RESOLUTION AAIAC002/24

Moved: Community Member Debbie Reeves
Seconded: Councillor Sylvia Klonaris

That the minutes of the Access and Inclusion Advisory Committee Meeting held on 30 November 2023 be confirmed.

CARRIED 8/0

7 ACTIONS ARISING FROM PREVIOUS MINUTES

Standing item 9.1 in agenda addressing ongoing actions

8 PRESENTATIONS

Nil

9 OFFICER REPORTS

9.1 ONGOING ACTION LIST

COMMITTEE RESOLUTION AAIAC003/24

Moved: Council on the Ageing NT Cecilia Chiolero

Seconded: National Disability Services NT Mick Fallon

THAT the report entitled Ongoing Action List be received and noted.

CARRIED 8/0

9.2 REVIEW TERMS OF REFERENCE - ACCESS & INCLUSION ADVISORY COMMITTEE

COMMITTEE RESOLUTION AAIAC004/24

Moved: Councillor Sylvia Klonaris

Seconded: Community Member Lynne Strathie

1. THAT the report entitled Review of Terms of Reference – Access and Inclusion Advisory Committee be received and noted.
2. THAT the Access and Inclusion Advisory Committee endorse the proposed changes to the Functions and Membership sections at **Attachment 1** as amended and refer these to Council for approval.

CARRIED 8/0

Stephanie Ransome joined the meeting: 2:31pm

9.3 CITY OF DARWIN COMPREHENSIVE EVENTS AND ACTIVITIES APPLICATION

COMMITTEE RESOLUTION AAIAC005/24

Moved: Community Member Debbie Reeves

Seconded: National Disability Services NT Mick Fallon

1. THAT the report entitled City of Darwin Comprehensive Events and Activities Application be received and noted.
2. THAT the Access and Inclusion Advisory Committee recommends that the Comprehensive Events and Activities Application, Section 10 – Access and inclusion, include that: on a sliding scale major events require an access audit to be completed.

CARRIED 9/0

9.4 ACCESS AND INCLUSION ADVISORY COMMITTEE OPERATIONAL BUDGET 2023/2024

COMMITTEE RESOLUTION AAIAC006/24

Moved: Community Member Lynne Strathie

Seconded: Chairperson Stephanie Ransome

1. THAT the report entitled Access and Inclusion Advisory Committee Operational Budget 2023/2024 be received and noted.
2. THAT the Access and Inclusion Advisory Committee recommend to Council the following allocation of the Disability Access Operational Budget

Project	Cost
Access Audit of Bombing of Darwin Event Day and temporary parking signage	\$1,100
Accessibility seminars (two) incidentals including photography, marketing	\$4,350
Access Guides for Parap and Nightcliff Pools (\$5,315 each)	\$10,630
Total	\$16,080

CARRIED 9/0

10 MEMBER REPORTS

Nil

11 GENERAL BUSINESS

Nil

2 NEXT MEETING

4 April 2024

The Chair declared the meeting closed at 2:57pm

Attachment 1

4. Functions

The functions of the Access and Inclusion Advisory Committee are to:

- a) Represent the access and inclusion needs of the Darwin community.
- b) Advise Council on ways to actively contribute to the development and implementation of best practice policy, procedures, planning, and programming to increase community inclusion outcomes.
- c) Identify actions that City of Darwin can take to improve access and inclusion of Council's services, facilities, and programs.
- d) Identify gaps, issues and challenges relating to access and inclusion that City of Darwin can advocate for and/or partner with businesses, services and organisations to address.
- e) Advocate for access and inclusion through providing education and information to improve community awareness of the needs and rights of those with access and inclusion issues, through positive and proactive media, social marketing, community events, festivals, forums, and other initiatives.
- f) Keep Council informed on industry developments, standards, and legislation which can improve access and inclusion to Council services, facilities, and programs.
- g) Guide the development and implementation of City of Darwin's Access Strategy and review of existing

5. Membership

In accordance with the *Local Government Act 2019*, the City of Darwin shall appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication and commitment to the purpose of the group.

Membership provisions

- a) Up to eight community members and
- b) Four organisational memberships consisting of:
 - i. National Disability Services NT (NDS NT)
 - ii. Council on the Ageing NT (COTA NT)
 - iii. Relevant Northern Territory Government representative(s)
 - iv. Identified organisation representing members of the community for whom access and inclusion are important areas of focus
- c) First Nations representative (appropriate organisation or community member)
- d) One Council Member (and one Alternate Council Member)