



# **MINUTES**

**Access and Inclusion Advisory  
Committee Meeting**

**Thursday, 30 November 2023**

**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, 30 NOVEMBER 2023 AT 1:30 PM**

**PRESENT:** Chairperson Sarah Skopellos  
Councillor Sylvia Klonaris  
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 Reeve  
Community Member Lynne Strathie

**OFFICERS:** Heather Docker (Community Development Officer)  
Angela O'Donnell (Executive Manager Community and Cultural Services)  
Sueanne Johns (Coordinator Community Inclusion)  
Jenelle Saunders (Arts and Cultural Development Officer)

**APOLOGY:** Community Member Martin Blakemore  
Chairperson Stephanie Ransome

**GUESTS:** Tim O'Neill (NTG)

**Order Of Business**

<b>1</b>	<b>Meeting Declared Open</b> .....	<b>4</b>
<b>2</b>	<b>Acknowledgement of Country</b> .....	<b>4</b>
<b>3</b>	<b>Apologies &amp; Leave Of Absence</b> .....	<b>4</b>
<b>4</b>	<b>Electronic Attendance</b> .....	<b>4</b>
<b>5</b>	<b>Declaration of Interest of Members and Staff</b> .....	<b>4</b>
<b>6</b>	<b>Confirmation of Previous Minutes</b> .....	<b>4</b>
<b>7</b>	<b>Actions Arising from Previous Minutes</b> .....	<b>5</b>
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11.1	Pedestrian crossings .....	8
<b>12</b>	<b>Next Meeting</b> .....	<b>8</b>
<b>13</b>	<b>Meeting Closed</b> .....	<b>8</b>

## 1 MEETING DECLARED OPEN

The Chair declared the meeting open at 1:38pm.

## 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 Martin Blakemore

Stephanie Ransome

### 3.2 Leave of Absence

### 3.3 Leave of Absence Notified

Nil

## 4 ELECTRONIC ATTENDANCE

Department of Infrastructure, Planning and Logistic Bernie Ingram  
National Disability Services NT Mick Fallon

## 5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

### 5.1 Declaration of Interest by Members

Nil

### 5.2 Declaration of Interest by Staff

## 6 CONFIRMATION OF PREVIOUS MINUTES

### COMMITTEE RESOLUTION AAIAC019/23

Moved: Community Member Lynne Strathie

Seconded: Community Member Debbie Reeves

THAT the minutes of the Access and Inclusion Advisory Committee Meeting held on 5 October 2023 be confirmed.

**CARRIED 8/0**

**7 ACTIONS ARISING FROM PREVIOUS MINUTES**

Nil

**8 PRESENTATIONS**

Nil

**9 OFFICER REPORTS****9.1 MEETING DATES AND COMMITTEE REVIEW****COMMITTEE RESOLUTION AAIAC020/23**

Moved: Council on the Ageing NT Cecilia Chiolero

Seconded: Community Member Lynne Strathie

Council Officers plan to recommend the following at a subsequent Council meeting:

1. THAT the report entitled Frequency of Meetings and Committee Review be received and noted.
2. THAT the Access and Inclusion Advisory Committee sets its meeting schedule for 2024 as follows:
  - a) meetings to be held on a Thursday
  - b) meetings to be held at 1.30pm – 3:00pm
  - c) meetings to be held in Guyugwa, Casuarina Library or electronically via Teams
  - d) meetings to be held on
    - i. 1 February 2024
    - ii. 4 April 2024
    - iii. 6 June 2024
    - iv. 1 August 2024
    - v. 3 October 2024
    - vi. 28 November 2024
3. THAT the Access and Inclusion Advisory Committee notes the review undertaken for 2023 at **Attachment 1**
4. THAT the Access and Inclusion Advisory Committee notes that the Terms of Reference will be reviewed at the first scheduled meeting in 2024.

**CARRIED 8/0**

**Attachment 1 – Annual Review 2023**

Committee Functions	Result
Functions of the Committee achieved	The committee continues to advocate, inform and guide Council on improved access and inclusion for all people, including people with disabilities, living, working, studying or visiting City of Darwin.
Committee scheduled their frequency of meetings, times and locations the calendar year prior	Six meetings were scheduled for 2023 meeting every second month on the first Thursday of the month excluding November where it was the last Thursday. February April June August October November
Membership Provisions of the Committee achieved	The Committee has maintained consistent organisational representation throughout 2023: <ul style="list-style-type: none"> <li>• Council on the Ageing NT</li> <li>• National Disability Services</li> <li>• Building Advisory Services</li> <li>• Department of Infrastructure, Planning and Logistics</li> </ul> <p>Community Members are independent representatives with lived experience of disability and/or as carers, multicultural background and/or under represented communities.</p>
Number of scheduled meetings for the calendar year achieved	All scheduled meetings achieved quorum and went ahead. Online attendance was available at meetings to ensure quorum and member attendance.
Achievements / Highlights	<ul style="list-style-type: none"> <li>• Recommendations to Council for allocation of budget to: <ul style="list-style-type: none"> <li>○ Access Audit of Bombing of Darwin Event</li> <li>○ Business Accessibility Seminars</li> <li>○ Adult Change Facility Assessment</li> </ul> </li> <li>• Completion of upgrade to Jingili Water Gardens accessible car park</li> <li>• Guidance given to Council officers in the areas of: <ul style="list-style-type: none"> <li>○ Tactile Ground Surface Indicators</li> <li>○ International Women’s Day Accessibility</li> <li>○ Events on City of Darwin land &amp; Accessibility</li> <li>○ City of Darwin Event Guide &amp; Accessibility</li> </ul> </li> <li>• Council Officers and Committee members presented to the Committee in relation to accessibility on the following topics:</li> </ul>

Committee Functions	Result
	<ul style="list-style-type: none"> <li>○ Psychological Accessibility</li> <li>○ Disability Access Capital Projects</li> <li>○ Events on City of Darwin land</li> <li>○ City of Darwin Strategies</li> <li>○ Casuarina Aquatic and Leisure Centre</li> <li>● Highlighted concerns on footpaths maintenance and removals</li> </ul>

## 9.2 UPDATE ON PROJECTS RECOMMENDED BY COMMITTEE TO COUNCIL

### COMMITTEE RESOLUTION AAIAC021/23

Moved: Council on the Ageing NT Cecilia Chiolero

Seconded: Community Member Sarah Skopellos

THAT the report entitled Update on Projects Recommended by Committee to Council be received and noted.

**CARRIED 8/0**

## 10 MEMBER REPORTS

### 10.1 ACCESS AND INCLUSION ADVISORY COMMITTEE FOCUS AREAS FOR 2024

#### COMMITTEE RESOLUTION AAIAC022/23

Moved: Community Member Sarah Skopellos

Seconded: Community Member Debbie Reeves

1. THAT the report entitled Access and Inclusion Advisory Committee Focus Areas for 2024 be received and noted.
2. THAT the focus areas of the Committee in 2024 will be
  - a) Accessibility of events
  - b) Footpaths
  - c) Parking
  - d) Communications tool to community on accessibility.
3. THAT the Access and Inclusion Advisory Committee invite a representative of City of Darwin events team to attend our meetings for 2024 to improve accessibility and inclusion and develop a framework for events on City of Darwin land.

**CARRIED 8/0**

## 11 GENERAL BUSINESS

### 11.1 PEDESTRIAN CROSSINGS

Member Sarah Skopellos to give further information to the Committee regarding provision of pedestrian crossings on Dick Ward Drive, Coconut Grove and Casuarina Drive, Nightcliff.

## 12 NEXT MEETING

Thursday 1 February 2024

## 13 MEETING CLOSED

The Chair declared the meeting closed at 3:04 pm.