



AGENDA

Darwin Military and Civilian History Advisory Committee Meeting Wednesday, 7 February 2024

**I hereby give notice that a Darwin Military and Civilian History Advisory
Committee Meeting will be held on:**

Date: Wednesday, 7 February 2024

Time: 11:00 AM

**Location: Meeting Room Bidjpidji (Meeting Room 1)
Level 1, Civic Centre
Harry Chan Avenue, Darwin**

Webcasting:

**Simone Saunders
Chief Executive Officer**

DARWIN MILITARY AND CIVILIAN HISTORY ADVISORY COMMITTEE MEMBERS

Lord Mayor Kon Vatskalis (Chair)

Councillor Mick Palmer

Aviation Historical Society of the NT John Hart

Darwin Military Museum Norm Cramp

Department of Veterans' Affairs Louise Ruhl

RSL Darwin Branch Stephen Gloster

Tourism NT, Department of Industry, Tourism and Trade Russell Smith

DefenceNT, Department of the Chief Minister and Cabinet Ray Martin

NT Heritage Branch, Department of Territory Families Dr David Steinberg

General Manager Community Matt Grassmayr

Executive Manager Growth and Economic Development Emma Struys

Alternate Councillor Ed Smelt

GUEST

WO1 Allan Lewis

OFFICERS

Senior Administration Officer, Karen Long

Community Events Producer, Jessica Fry

Senior Coordinator Place Activation and Events, Kate Hardman

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1 Meeting Declared Open

2 Acknowledgement of Country

3 Apologies and Leave of Absence

3.1 Apologies

3.2 Leave of Absence

3.3 Leave of Absence Notified

4 Electronic Attendance

4.1 Electronic Attendance

4.2 Electronic Attendance Notified

5 Declaration of Interest

6 Confirmation of Previous Minutes

Darwin Military and Civilian History Advisory Committee Meeting - 29 November 2023

7 Actions Arising From Previous Minutes

8 Presentations

9 OFFICER REPORTS

9.1 BOMBING OF DARWIN DAY VERBAL UPDATE

Author: Executive Assistant Community
Authoriser: Executive Manager Community and Cultural Services
Attachments: Nil

RECOMMENDATIONS

THAT the verbal update on the Bombing of Darwin Day be received and noted.

Officers from the City of Darwin Events Team will provide a verbal update at the meeting.

9.2 TERMS OF REFERENCE REVIEW

Author: Executive Assistant Community
Authoriser: Executive Manager Community and Cultural Services
Attachments: 1. Tracked Changes - Functions and Membership

RECOMMENDATIONS

1. THAT the report entitled Review of Terms of Reference – Darwin Military and Civilian History Advisory Committee be received and noted.
2. THAT the Darwin Military and Civilian History Advisory Committee endorsed the proposed changes to the Functions and Membership sections at **Attachment 1** and refer these to Council for approval.

PURPOSE

The purpose of this report is to seek endorsement on the review of the Darwin Military and Civilian History Advisory Committee's Functions and Membership sections of the terms of reference.

KEY ISSUES

1. In accordance with the current terms of reference a review is to take place.
2. At the Darwin Military and Civilian History Advisory Committee meeting on 29 November 2023, the committee were informed that a review would be undertaken at the first scheduled meeting in 2024.
3. City of Darwin officers have conducted a review of the Functions and Membership sections and the suggested changes are presented for endorsement.

DISCUSSION

A review of the Functions and Membership sections of the terms of reference has been undertaken and suggested changes are contained in the document at **Attachment 1** as track changes.

Following consideration of the suggested changes at the meeting, City of Darwin's Governance team will incorporate these into the standard template for Council's approval.

PREVIOUS COUNCIL RESOLUTION

At the 29 November 2023 meeting, the Darwin Military and Civilian History Advisory Committee resolved:

COMMITTEE RESOLUTION MHAC012/23

That the Darwin Military and Civilian History Advisory Committee notes that the Terms of Reference will be reviewed at the first scheduled meeting in 2024.

STRATEGIC PLAN ALIGNMENT	6 Governance Framework 6.2 Roles and Relationships
BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: Local Government Act 2019
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	<p>The report author does not have a conflict of interest in relation to this matter.</p> <p>The report authoriser does not have a conflict of interest in relation to this matter.</p> <p>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).</p>

4 FUNCTIONS

The functions of the Military and Civilian History Advisory Committee are to:

- a. Develop the tourism, historical, cultural and educational prospects and aspects of both the Bombing of Darwin event and Darwin's broader military history.
- b. Provide a strong vision for the infrastructure, activities and events that promote the Bombing of Darwin and Darwin's broader military history.
- c. Establish effective partnerships with key stakeholders engaged in participating in and promoting the Bombing of Darwin event and Darwin's broader military history.
- d. Promote recognition of the experiences of civilians in the Top End during WWII.

The target groups are:

- a. WWII veterans and their families, civilians, evacuees and their families
- b. Residents of the Darwin community
- c. Prospective interstate and international visitors to Darwin

5 MEMBERSHIP

OrganisationsCommunity

The Military ~~and~~ Civilian History Advisory Committee has community representatives from the following organisations:

- Tourism NT
- ~~Department of Tourism, Sport and Culture~~ Department of Territory Families, Housing and Communities (Heritage Branch)
- Department of Veterans' Affairs
- ~~Defence NT~~ Department of Chief Minister and Cabinet (Defence NT)
- Returned Service League
- Darwin Military Museum
- Aviation Historical Society of the NT Inc.
- First Nations Organisation

Council Members

There are two Council Members on the Committee, an ex officio position for the Lord Mayor, and one Council Member. There will also be an alternate Council Member.

Observers with specialist skills and experience may also attend by invitation of the Committee and/or Council.

City of Darwin Staff

- General Manager Community ~~and Regulatory Services~~
- ~~Manager Engagement and Events~~ 2. Executive Manager Growth and Economic Development

10 Member Reports

11 General Business

12 Next Meeting

1 May 2024, 11.00 am

13 Closure of Meeting



MINUTES

**Darwin Military and Civilian History
Advisory Committee Meeting
Wednesday, 29 November 2023**

**MINUTES OF CITY OF DARWIN
DARWIN MILITARY AND CIVILIAN HISTORY ADVISORY COMMITTEE MEETING
HELD AT THE MEETING ROOM BIDJPIDJI (MEETING ROOM 1), LEVEL 1, CIVIC CENTRE,
HARRY CHAN AVENUE, DARWIN
ON WEDNESDAY, 29 NOVEMBER 2023 AT 11:00 AM**

PRESENT:

Councillor Mick Palmer

Aviation Historical Society of the NT John Hart

Darwin Military Museum Norm Cramp

Tourism NT, Department of Industry, Tourism and Trade Russell Smith

DefenceNT, Department of the Chief Minister and Cabinet Ray Martin

General Manager Community Matt Grassmayr

Alternate Councillor Ed Smelt

OFFICERS:

Senior Administration Officer, Karen Long

Senior Coordinator Place Activation & Events, Kate Hardman

Community Events Producer, Jessica Fry

APOLOGY:

Lord Mayor Kon Vatskalis

Department of Veterans' Affairs Louise Ruhl

Executive Manager Growth and Economic Development Emma Struys

NT Heritage Branch, Department of Territory Families Dr David Steinberg

GUESTS:

WO1 Allan Lewis

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APPOINTMENT OF CHAIR**COMMITTEE RESOLUTION MHAC008/23**

Moved: Aviation Historical Society of the NT John Hart
Seconded: Councillor Mick Palmer

THAT Matt Grassmayr is appointed as chair for the meeting.

CARRIED 7/0

1 MEETING DECLARED OPEN

The Chair declared the meeting open at 11.02 pm.

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**

Lord Mayor Kon Vatskalis

Department of Veterans' Affairs Louise Ruhl

Executive Manager Growth and Economic Development Emma Struys

NT Heritage Branch, Department of Territory Families Dr David Steinberg

3.2 Leave of Absence - Nil**3.3 Leave of Absence Notified - Nil****4 ELECTRONIC ATTENDANCE**

Alternate Councillor Ed Smelt

Tourism NT, Department of Industry, Tourism and Trade Russell Smith

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 MHAC009/23**

Moved: Councillor Mick Palmer

Seconded: Darwin Military Museum Norm Cramp

That the minutes of the Darwin Military and Civilian History Advisory Committee Meeting held on 2 August 2023 be confirmed.

CARRIED 7/0**7 ACTIONS ARISING FROM PREVIOUS MINUTES**

Nil

8 PRESENTATIONS

Nil

9 OFFICER REPORTS**9.1 UPDATE ON THE PLANS FOR BOMBING OF DARWIN - VERBAL****COMMITTEE RESOLUTION MHAC010/23**

Moved: Aviation Historical Society of the NT John Hart

Seconded: Alternate Councillor Ed Smelt

THAT the verbal update on the plans for Bombing of Darwin be received and noted.

CARRIED 7/0

Senior Coordinator Place Activation & Events, Kate Hardman and Community Events Producer, Jessica Fry left the meeting, 11.15 am

9.2 EAST POINT INTERPRETIVE SIGNAGE UPDATE

COMMITTEE RESOLUTION MHAC011/23

Moved: Councillor Mick Palmer

Seconded: Darwin Military Museum Norm Cramp

1. THAT the report entitled East Point Interpretive Signage be received and noted.

CARRIED 7/0

9.3 MEETINGS DATES AND COMMITTEE REVIEW

COMMITTEE RESOLUTION MHAC012/23

Moved: Councillor Mick Palmer

Seconded: Darwin Military Museum Norm Cramp

1. THAT the report entitled Frequency of Meetings and Committee Review be received and noted.
2. THAT the Darwin Military and Civilian History Advisory Committee sets its meeting schedule for 2024 as follows:
 - a) meetings to be held on Wednesdays
 - b) meetings to be held from 11.00 am to 12 noon
 - c) meetings to be held at City of Darwin and electronically via Teams
 - d) meetings to be held on:
 - i. 7 February 2024
 - ii. 1 May 2024
 - ii. 7 August 2024
 - iv. 27 November 2024
3. That the Darwin Military and Civilian History Advisory Committee notes the review undertaken for 2023 at **Attachment 1**.
4. That the Darwin Military and Civilian History Advisory Committee notes that the Terms of Reference will be reviewed at the first scheduled meeting in 2024.

CARRIED 7/0

Attachment 1 – Annual Review 2023

Committee Functions	Result
Functions of the Committee achieved	The committee continues to have effective partnerships with its organisational representatives and Council members, and continues to advocate and inform Council on matters regarding military and civilian history
Committee scheduled their frequency of meetings, times and locations the calendar year prior	Four meetings were scheduled for 2023 and these meetings were schedule around key times of the year: February (prior to the Bombing of Darwin Day event) May (commencement of the dry season) August November (lead into the Bombing of Darwin Day event)
Membership Provisions of the Committee achieved	The committee has maintained consistent organisational representation throughout 2023: <ul style="list-style-type: none"> • Tourism NT • Department of Tourism, Sport and Culture • Department of Veterans' Affairs • Defence NT • Returned Service League • Darwin Military Museum • Aviation Historical Society of the NT Inc. • Council Members
Number of scheduled meetings for the calendar year achieved	One meeting was not achieved due to quorum which was the May meeting
Achievements / Highlights	<ul style="list-style-type: none"> • Bombing of Darwin Day Event 19 February 2023 • The committee supported the installation of a plaque in Lores Bonney Park providing details on Lores Bonney and her aviation history • East Point Military Heritage Interpretive Signage – the committee noted the condition of a number of small signs near the war relics, and stakeholders' support for replacement

9.4 INITIAL PROPOSAL FOR COR INFINITUS MEMORIAL IN DARWIN**COMMITTEE RESOLUTION MHAC013/23**

Moved: Councillor Ed Smelt

Seconded: Darwin Military Museum Norm Cramp

1. THAT the report entitled Cor Ininitus Proposal be received and noted.
2. That the Darwin Military and Civilian History Advisory Committee provides in principle support for the installation of a Cor Ininitus memorial and that further information be presented to the Committee on design and location in order to make a recommendation to Council.

CARRIED 7/0

10 MEMBERS REPORTS**COMMITTEE RESOLUTION MHAC014/23**

Moved: Councillor Mick Palmer

Seconded: Alternate Councillor Ed Smelt

That members verbal reports be received and noted.

CARRIED 7/0

Action – Information on Cylone Tracy 50th commemoration be provided to the Committee.

11 GENERAL BUSINESS

Nil

12 NEXT MEETING

7 February 2024

13 NEXT MEETING

Meeting closed at 11.43 am