



AGENDA

Darwin Military and Civilian History Advisory Committee Meeting Wednesday, 3 August 2022

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

Date: Wednesday, 3 August 2022

Time: 11.00 AM

Location: Via Teams (online)

**Simone Saunders
Chief Executive Officer**

DARWIN MILITARY AND CIVILIAN HISTORY ADVISORY COMMITTEE MEMBERS

Lord Mayor Kon Vatskalis (Chair)

Councillor Mick Palmer

Councillor Ed Smelt

RSL Darwin Branch Stephen Gloster

Darwin Military Museum Norm Cramp

Department of Territory Families, Housing and Communities Michael Wells

Department of Industry, Tourism and Trade Linda Fazldeen

Aviation Historical Society John Hart

Department of Veterans' Affairs Louise Ruhl

Tourism NT Jessica Keirle

City of Darwin Matt Grassmayr

City of Darwin Alice Percy

OFFICERS

Community Events Producer, Kylie Salisbury

Senior Administration Officer, Jane Bland

GUEST

JOSS NT (Defence)

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1 Meeting Declared Open**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 and Leave of Absence**3.1 Apologies – Lord Mayor Kon Vatskalis****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**

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7 Actions Arising From Previous Minutes**8 Presentations****9 OFFICER REPORTS**

10 MEMBER REPORTS**10.1 UPDATE - COMMUNITY EVENTS PRODUCER**

Author: Acting Executive Assistant Community

Authoriser: General Manager Community

Attachments: Nil

RECOMMENDATIONS

That the verbal update provided by the Community Events Producer be received and noted.

10.2 UPDATE - MEMORIAL POLICY

Author: Acting Executive Assistant Community

Authoriser: Executive Manager Operations

Attachments: 1. Memorial Policy

RECOMMENDATIONS

That the Memorial Policy (**Attachment 1**) be received and noted.



MEMORIAL POLICY

No. 0048.100.E.R

1. PURPOSE

The purpose of a memorial is to create a sense of place or provide a location where people can be remembered. The public land on which memorials are placed is an important community resource. Both memorial and location must be carefully considered to ensure a positive impact is achieved in these spaces for the community.

2. SCOPE

This policy is specific to memorials on land under the care, control, and management of the City of Darwin.

This Policy applies to:

- Memorial requests proposed on public land within the City of Darwin.
- Plaques on the Darwin Cenotaph Civilian Memorial Wall.
- Requests for a park seat on concrete base with plaque set in concrete.
- Requests for a tree in a park with a plaque set in concrete near the trunk.

This Policy does not include roadside memorials commemorating a road fatality. The City of Darwin applies the Northern Territory Government's Memorials in the Road Reserve Policy to roadside memorials within the City of Darwin.

This policy does not apply to:

- Memorials for events regarded as being of national significance.
- Memorials and remains regulated to be in cemeteries, crematoria, or burial grounds.
- Heritage plaques.
- Foundation stones.
- Plaques associated with public assets.
- Memorial requests for the CBD, Bicentennial Park and Mindil Beach Reserve, these are considered separately by Council.
- Memorials for pets which are excluded on public land.

Memorial Policy 0048.100.E.R

Version: 1

Decision Number:

Responsible Officer: GM Community

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Adoption Date:

Next Review Date:



3. POLICY STATEMENT

This policy is specific to memorials on land under the care, control, and management of the City of Darwin, but excluding roadsides.

The key policy objectives are:

- The City of Darwin will consider requests from individuals, community groups and organisations to erect memorials.
- Memorials must recognise local people, organisations, community groups, places, and/or events.
- The City of Darwin assess memorial applications to ensure appropriate strategic placement, social context, content, materiality, and maintenance criteria. City of Darwin will assess applications in a timely manner.
- The City of Darwin reserves the right to remove a memorial if there is social, safety or environmental change for the content or context of the memorial and it no longer reflects the criteria in which it was approved. The City of Darwin will make every effort to contact applicants prior to the removal of a memorial.
- The applicant will pay all costs associated with the memorial.

3.1. CRITERIA

The City of Darwin's Memorial Policy establishes the criteria to assess applications from individuals, community groups, and organisations wishing to formally recognise local people, organisations, community groups, places, and/or events, in the form of a plaque on a memorial wall, seat with plaque, or tree with plaque.

Applications for memorial plaques are assessed by City of Darwin on all criteria below:

- The location of memorials and their proximity to other memorials or culturally significant sites.
- Inclusive and respectful delivery of the memorial message, compatible with the social and natural environment in which the memorial is placed.
- Relevance to the local community regarding content and significance.
- Evidence of community consultation and support for the memorial.
- Safety, quality, and durability of the memorial materials.
- Ongoing security and maintenance requirements.

3.2. TYPES OF MEMORIALS PERMITTED

Plaques on the Darwin Cenotaph Civilian Memorial Wall: In recognition of the significant role that civilians played during the Bombing of Darwin, the City of Darwin has a civilian memorial wall to honour their contribution. The Darwin Cenotaph Civilian Memorial Wall is located within Bicentennial Park, along The Esplanade in the Cenotaph area, adjacent to the eternal flame. Refer to the City of Darwin Memorials Procedure for eligibility requirements. The applicant will pay all costs associated with the memorial.



Memorial Seat: The seat type and location will be discussed with the applicant but will ultimately be selected by City of Darwin in accordance with the quality and type of infrastructure that is existing in the park. The memorial seat and plaque will be a seat, bench, or other suitable installation, fixed to a concrete pad, or alternatively approved plinth, with a bronze plaque no larger than 150 mm x 100 mm fixed to the concrete pad at the front of the seat. The applicant will pay all costs associated with the memorial.

Memorial tree: The location of a tree and their species will be discussed with the applicant but ultimately selected by the City of Darwin with advanced trees being the preferred option. The memorial tree and plaque will be a single tree supplied and installed by the City of Darwin with a suitable mulch ring. Irrigation will be provided to the tree. The memorial tree will include a single bronze plaque no larger than 150 mm x 100 mm fixed to a concrete plinth at the front of the tree within the mulch ring. The applicant will pay all costs associated with the memorial.

4. DEFINITIONS

Memorial: A form of recognition of local people, organisations, community groups, places, and/or events.

Public land available for memorials includes parks and reserves owned by the City of Darwin and excludes the CBD, Bicentennial Park and Mindil Beach Reserve.

5. LEGISLATIVE REFERENCES

Local Government Act 2019 (NT)

6. PROCEDURES / RELATED DOCUMENTS

Application for Memorials

Procedure for Memorials

Northern Territory Government's Memorials in the Road Reserve Policy

7. RESPONSIBILITY / APPLICATION

The General Manager Community is responsible for ensuring this policy is understood and observed.

This policy provides the power to delegated City of Darwin Officers to assess and approve memorial plaques.



11 GENERAL BUSINESS

12 Next Meeting

13 Closure of Meeting



MINUTES

Darwin Military and Civilian History Advisory Committee Meeting Wednesday, 4 May 2022

**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, 4 MAY 2022 AT 11.00 AM**

PRESENT:	Councillor Paul Arnold
	RSL Darwin Branch Stephen Gloster
	Department of Territory Families, Housing and Communities Michael Wells
	Department of Industry, Tourism and Trade Linda Fazldeen
	Aviation Historical Society John Hart
	City of Darwin Matt Grassmayr
	City of Darwin Alice Percy
OFFICERS:	Kylie Salisbury (Community Events Producer)
	Jane Bland (Senior Administration Officer)
APOLOGY:	Lord Mayor Kon Vatskalis
	Councillor Ed Smelt
	Darwin Military Museum Norm Cramp
	Department of Veterans' Affairs Louise Ruhl
	Tourism NT Jessica Keirle

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1 Meeting Declared Open

The Chair declared the meeting open at 11.08 am.

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
Councillor Ed Smelt
Darwin Military Museum Norm Cramp
Department of Veterans' Affairs Louise Ruhl
Tourism NT Jessica Keirle

3.2 Leave of Absence

Nil

3.3 Leave of Absence Notified

Nil

4 ELECTRONIC ATTENDANCE

Meeting is being held via Teams

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 MHAC007/22

Moved: Department of Industry, Tourism and Trade Linda Fazldeen

Seconded: RSL Darwin Branch Stephen Gloster

That the minutes of the Darwin Military and Civilian History Advisory Committee Meeting held on 9 February 2022 be confirmed.

CARRIED 7/0

7 ACTIONS ARISING FROM PREVIOUS MINUTES

Nil

8 PRESENTATIONS

Nil

9 OFFICER REPORTS**9.1 UPDATE - COMMUNITY EVENTS PRODUCER****COMMITTEE RESOLUTION MHAC008/22**

Moved: RSL Darwin Branch Stephen Gloster

Seconded: City of Darwin Matt Grassmayr

That the verbal update provided by the Community Events Producer be received and noted.

CARRIED 7/0

10 MEMBER REPORTS**10 MEMBER REPORTS****COMMITTEE RESOLUTION MHAC009/22**

Moved: Aviation Historical Society John Hart

Seconded: City of Darwin Matt Grassmayr

That the Members' verbal reports be received and noted.

CARRIED 7/0

Discussion

John Hart

- Darwin Museum precinct are waiting the arrival of the F18, currently being dismantled
- Visitation numbers has increased, very pleasing
- Displays currently being updated with a new Women in Aviation display to be unveiled shortly
- Federal Government Funding to create a Holocaust Centre within the Darwin Military Museum precinct. Timeframe for completion within the next 12 to 18 months

Stephen Gloster

- Anzac Day dawn service and parade very successful
- Request for Council to coordinate traffic management for future events

Linda Fazldeen

- Congratulations to Kylie Salisbury for coordination of Bombing of Darwin commemoration service
- Congratulations to RSL Darwin sub-branch for coordination of Anzac Day commemoration service
- USS Peary Memorial commemoration service was successful
- Members were invited to the Battle of the Coral Sea commemoration service on 7 May at the USS Peary memorial site

Michael Wells

- Unveiling of the new I-124 Japanese Submarine memorial was successful

Matt Grassmayr

- Battle of Crete Anniversary an event application currently being processed to be held at the Cenotaph on 25 May 2022 at 12 Midday

10 GENERAL BUSINESS

Nil

11 NEXT MEETING

3 August 2022, 11.00am

The Chair declared the meeting closed at 11.29am.