



AGENDA

East Point Reserve Advisory Committee Meeting Thursday, 5 October 2023

I hereby give notice that East Point Reserve Advisory Committee Meeting will be held on:

Date: Thursday, 5 October 2023

Time: 4:30 PM

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

Webcasting: [Microsoft Teams Meeting](#)

Simone Saunders
Chief Executive Officer

EAST POINT RESERVE ADVISORY COMMITTEE MEMBERS

Councillor Mick Palmer
Birdlife NT Lou Martini
Crown Lands NTG Racheal Curtain
Darwin Military Museum Norm Cramp
Darwin Triathlon Club Gary Wall
Fannie Bay Equestrian Club Anja Zimmermann
Friends of East Point Helen Haritos
Larrakia Nation Ben Smith
Mindil Beach Life Savers NT Teresa Hall
Museum and Art Gallery of the NT Kirsten Abbott
NT Heritage Branch Michael Wells
Pee Wees Restaurant Simon Mathews
Researcher John Rawsthorne
Top End Native Plant Society Lon Wallis
Community Representative Serena Ragosta
Community Representative Lorraine Corowa
Alternate Councillor Morgan Rickard

OFFICERS

Executive Manager Environment & Waste Services, Nick Fewster
Senior Coordinator Parks and Reserves, Jamie Lewis
Coordinator Environment and Climate Change, Emma Smith
Environment, Climate and Waste Support Officer, Elizabeth Gleeson
Executive Assistant, Louise Flower

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1 MEETING DECLARED OPEN**2 ACKNOWLEDGEMENT OF COUNTY**

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**

THAT the apology from Member Racheal Curtain (Crown Land NTG), be received.

3.2 Leave of Absence Granted**3.3 Leave of Absence Requested****4 ELECTRONIC MEETING ATTENDANCE****4.1 Electronic Meeting Attendance Granted****4.2 Electronic Meeting Attendance Requested****5 DECLARATION OF INTEREST OF MEMBERS AND STAFF**

Lorraine Corowa declared that the views expressed at this committee are her personal views as a community representative and not the views of her Senior Public Servant role within the Northern Territory Government.

6 CONFIRMATION OF PREVIOUS MINUTES

Not applicable. Quorum was not met at the East Point Reserve Advisory Committee Meeting held 16 February 2023.

7 ACTIONS ARISING FROM PREVIOUS MINUTES

Nil.

8 PRESENTATIONS

Nil.

9 OFFICER REPORTS

9.1 CITY OF DARWIN OFFICER UPDATES

Author: Executive Manager Environment and Waste Services
Authoriser: Executive Manager Environment and Waste Services
Attachments: Nil

RECOMMENDATIONS
 That a verbal update provided by Council officers, covering multiple programs and projects, be received and noted.

Emma Smith, Coordinator Environment & Climate Change

- EcOz has recently completed a comprehensive fauna survey of East Point. These surveys are done on a five yearly basis as per the East Point Reserve Biodiversity Management Plan. Results are due to be released next week and an update will be provided to the EPRAC at the next meeting. EcOz will also use the results of this survey when updating the East Point Reserve Biodiversity Management Plan.

Nick Fewster, Executive Manager Environment and Waste Services

- Discussion on committee membership under Terms of Reference.
- Beautifying benches at East Point Reserve. The benches listed below are being updated by artist Gloria Richards thanks to a combination of funding from City of Darwin’s Better Suburbs Program, a community grant and a Tourism Town Assets Grant via NTG:



Locations for Happy Place 2.0 East Point Reserve

Locations for Happy Place 2.0 are all within the East Point Reserve. These include:

- Picnic table and seats at Singh Park (1)
- Picnic table and seats at Dudley Point Lookout (2)
- Picnic table and seats at By the Tower (3)
- Picnic table and seats at Ocean Side near the Gun Turret (4)
- Bench seat in monsoon forest pictured below
- Picnic table and seats at BBQ area far end of East Point and the column pictured below



9.2 EAST POINT MILITARY INTERPRETIVE SIGNAGE

Author: Executive Assistant Community
Authoriser: General Manager Community
Attachments: Nil

RECOMMENDATIONS

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

PURPOSE

The purpose of this report is to inform the East Point Reserve Advisory Committee of the current state of the East Point Military Interpretive Signage.

KEY ISSUES

- State of the East Point Military Interpretive Signage.

DISCUSSION

City of Darwin has written to stakeholders concerning the military historic site at East Point where war relics are currently interpreted through a series of interpretive signs.

Unfortunately, the interpretive signs are no longer readable or enjoyable to look at due to their deterioration.

Due to their poor condition, City of Darwin is considering removing the interpretive signs and has sought feedback from the following stakeholders:

- Darwin Military Museum
- Royal Australian Artillery Association NT
- National Trust
- NT Heritage
- Tourism NT

Stakeholder's provided feedback and the matter was discussed at the Darwin Military and Civilian History Advisory Committee, and it has been determined the signs would be replaced under repairs and maintenance.

Images of some of the interpretive signs are below:



Should members of the East Point Reserve Advisory Committee have feedback this can be provided to matt.grassmayr@darwin.nt.gov.au.

PREVIOUS COUNCIL RESOLUTION

Nil

<p>STRATEGIC PLAN ALIGNMENT</p>	<p>5 A Vibrant and Creative City 5.1 By 2030, Darwin will be recognised as an iconic destination.</p>
<p>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</p>	<p>Nil</p>
<p>LEGISLATION / POLICY CONTROLS OR IMPACTS</p>	<p>Nil</p>
<p>CONSULTATION, ENGAGEMENT & COMMUNICATION</p>	<p>As detailed in the Discussion area of the report</p>
<p>DECLARATION OF INTEREST</p>	<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>

9.3 MEETING TIME, DATES AND LOCATION

Author: Executive Manager Environment and Waste Services
Coordinator Environment and Climate Change

Authoriser: Executive Manager Environment and Waste Services

Attachments: 1. East Point Reserve Advisory Committee - Terms of Reference [↓](#)

RECOMMENDATIONS

1. THAT the report entitled Meeting Time, Dates and Location be received and noted.
2. THAT the East Point Reserve Advisory Committee adopts the following schedule for meetings in 2024:
 - a) to be held on Thursday's
 - b) to be held from 4:30 PM
 - c) to be held at the Civic Centre Bidjpidjii Room (formerly Meeting Room 1) or electronically via Teams as determined by City of Darwin
 - d) Quarterly meetings are to be held on:
 - i. 15 February 2024
 - ii. 16 May 2024
 - iii. 15 August 2024
 - iv. 14 November 2024.

PURPOSE

The purpose of this report is to discuss and set the schedule for frequency, meeting time and location of meetings of the East Point Reserve Advisory Committee as per the Committee Terms of Reference.

KEY ISSUES

- At the Council Meeting held on 16 June 2020, Council decided to establish an East Point Reserve Advisory Committee.
- At the Council Meeting held on 16 March 2021, the Terms of Reference for this Committee were adopted. The adopted Terms of Reference for the East Point Reserve Advisory Committee is at **Attachment 1**.
- In accordance with the Terms of Reference, this report proposes the Committee meet on four occasions in 2024.

DISCUSSION

To align to the East Point Reserve Advisory Committee Terms of Reference, the committee is required to meet quarterly. Time and location of meetings is to be determined by the Committee. The dates presented are for endorsement or discussion of alternative dates as determined by the committee and are proposed to meet Councils statutory requirements.

It is noted that attendance at the meetings will be offered in person and via Microsoft Teams.

Proposed 2024 dates for East Point Reserve Advisory Committee meetings:

- a) Meetings to be held on Thursday’s
- b) Meetings to be held from 4:30 PM
- c) Meetings to be held at the Civic Centre Bidjpidjii Room (formerly Meeting Room 1) or electronically via Teams
- d) Quarterly meetings are to be held on:
 - i. 15 February 2024
 - ii. 16 May 2024
 - iii. 15 August 2024
 - iv. 14 November 2024.

PREVIOUS COUNCIL RESOLUTION

At the East Point Reserve Advisory Committee Meeting held 24 February 2022, the Committee resolved as follows:

9.2 MEETING TIME, DATES AND LOCATION

COMMITTEE RESOLUTION EPRAC001/22

Moved: Community Representative Lorraine Corowa
 Seconded: NT Heritage Branch Michael Wells

1. THAT the report entitled Meeting Time, Dates and Location be received and noted.
2. THAT the East Point Reserve Advisory Committee adopts the following schedule for meetings in 2022:
 - a) to be held on Thursday’s
 - b) to be held from 4:30 PM
 - c) to be held at the Civic Centre Bidjpidjii Room (formerly Meeting Room 1) or electronically via Teams as determined by City of Darwin
 - d) Quarterly meetings are to be held on:
 - i. 19 May 2022
 - ii. 18 August 2022
 - iii. 17 November 2022
 - iv. 16 February 2023.

CARRIED 11/0

STRATEGIC PLAN ALIGNMENT

6 Governance Framework
 6.3 Decision Making and Management

BUDGET / FINANCIAL / RESOURCE IMPLICATIONS	Budget/Funding: Nil Existing Position No: 4018 Contractor: Nil
LEGISLATION / POLICY CONTROLS OR IMPACTS	Legislation: The Committee has been established pursuant to the <i>Local Government Act 2019</i> Policy: Advisory and Other Committees – No.093
CONSULTATION, ENGAGEMENT & COMMUNICATION	Nil
DECLARATION OF INTEREST	The report author does not have a conflict of interest in relation to this matter. The report authoriser does not have a conflict of interest in relation to this matter. 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).



1 PURPOSE

The East Point Reserve Advisory Committee is an Advisory Committee. Its purpose is to provide advice to Council on matters outlined in the Committee's roles and functions. The Committee will provide recommendations to Council to enable an informed decision to be made on the management of East Point Reserve.

2 SCOPE

The East Point Reserve Advisory Committee operates to advocate, advise and support Council's approach to management of East Point Reserve in accordance with the East Point Reserve Biodiversity Management Plan.

The Committee will:

- Consider officer's reports and provide a recommended course of action to Council to determine matters related to the East Point Reserve; and
- Provide a forum to enable complex issues related to the East Point Reserve to be discussed at length or any other matters.

3 AUTHORITY / DELEGATION

The East Point Reserve Advisory Committee has the power only to recommend a course of action to Council and does not have any delegation to make decisions. The Committee is responsible for implementing the decisions of Council in accordance with the role and functions of the Committee.

4 FUNCTIONS

The functions of the East Point Reserve Advisory Committee are to:

- a) Bring stakeholders together to share knowledge, experience and opportunities
- b) Monitor the implementation of the East Point Reserve Biodiversity Management Plan 2019-2024
- c) Inform and advise Council of issues within and around the reserve or any other matters

GOVERNANCE

CITY FOR PEOPLE. CITY OF COLOUR.

East Point Reserve Advisory Committee Terms of Reference 1220.01.E.R		Page 1 of 4
Version: 1	Decision Number: ORD420/21	Adoption Date: 28/09/2021
Responsible Officer: Chief Executive Officer		Next Review Date: 28/09/2025

Electronic version current. Uncontrolled copy valid only at time of printing.



EAST POINT RESERVE ADVISORY COMMITTEE TERMS OF REFERENCE – 1220.001.E.R

GOVERNANCE

5 MEMBERSHIP

In accordance with the *Local Government Act 2019*, 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 will consist of Council Members, organisations and community representatives as follows:

1 Council Member (1 alternative Council Member)

2 Community Representatives

The following organisations will be invited to be members of the Committee:

1. East Point Aero Modellers Club Inc.
2. Fannie Bay Equestrian Club Inc.
3. Pee Wee's at the Point
4. Darwin Military Museum
5. Friends of East Point
6. Northern Territory Naturalist's Club
7. Top End Native Plant Society
8. Birdlife Top End
9. NTG Crown Lands
10. NTG Weeds Branch
11. NTG NT Heritage Branch
12. Research organisations
13. Larrakia Nation
14. Museums and Art Galleries of the Northern Territory
15. Darwin Triathlon Club
16. Mindil Beach Surf Life Savers NT

Membership will expire if a member does not attend three consecutive regular meeting occasions without an approved leave of absence.

Representatives shall be nominated by a member organisation and are required to send a briefed alternate delegate should the nominee be unable to attend a meeting.

The Term of Membership for Community members is two (2) years. Community Members if absent are unable to send a proxy.

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

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East Point Reserve Advisory Committee Terms of Reference 1220.01.E.R		Page 2 of 4
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**EAST POINT RESERVE ADVISORY COMMITTEE
TERMS OF REFERENCE – 1220.001.E.R**

GOVERNANCE

5.1 CHAIR

The chair of the committee will be appointed by Council.

The Committee Chair is responsible for:

- Ensuring the good conduct of meetings in accordance with the role and functions of the Committee; and
- Ensuring that the Committee’s recommendations and actions are in line with the Terms of Reference.

The Committee Chair may be called upon to represent the Committee to Council.

The committee may appoint a Deputy Chair for the purposes of chairing a meeting if the Chair is not present or at a meeting as required.

5.2 MEMBERS

Members are appointed to represent the interests and needs of the community relevant to the committee purpose.

Organisational members are appointed to represent the interests and views of their member organization relevant to the committee purpose.

6 MEETINGS

6.1 FREQUENCY AND LOCATION

Subject to direction by Council, the Committee will set its meeting schedule the calendar year prior.

The Committee will meet at least four (4) times per year and no more than eight (8) times annually, between February and November.

Time and location of meetings is to be determined by the Committee.

Special meetings can be convened by the Chief Executive Officer on the request of the Chair, or a majority of committee members. The Chief Executive Officer will then issue a Notice of Meeting with the time, date and location of the meeting, and the items to be discussed at the special meeting.

6.2 VOTING

A resolution of the committee will be passed by a majority vote. A majority vote is half plus 1 of the members present at the meeting

The chair must exercise, in the event of an equality of votes, a second or casting vote.

CITY FOR PEOPLE. CITY OF COLOUR.

East Point Reserve Advisory Committee Terms of Reference 1220.01.E.R		Page 3 of 4
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**EAST POINT RESERVE ADVISORY COMMITTEE
TERMS OF REFERENCE – 1220.001.E.R**

GOVERNANCE

7 CODE OF CONDUCT

All members are accountable to the *Local Government Act 2019* Code of Conduct, Schedule 1. This includes the requirement to declare gifts and/or benefits.

8 CONFLICT OF INTEREST

On appointment to a Committee, all members must identify if there are any conflicts of interest in performing their role on the committee.

Conflicts of Interest must also be identified at any meeting in which a member has a conflict of interest on a matter.

9 REVIEW AND PERFORMANCE EVALUATION

9.1 TERMS OF REFERENCE

The Terms of Reference will be reviewed annually by the Committee and any changes will be put to Council for endorsement.

9.2 PERFORMANCE EVALUATION

Commencing November 2022, at the end of each calendar year, the Committee will conduct an annual review of the Committee to assess outcomes against these terms of reference.

The review and any amendments to the Terms of Reference will be provided to Council at the commencement of each calendar year.

10 RESPONSIBILITY / APPLICATION

All members of the committee will be asked to sign the Terms of Reference as part of their induction to the committee, to ensure they are aware of their responsibilities under the *Local Government Act 2019* as member of a Council appointed committee.

These Terms of Reference were adopted by Council on 28 September 2021.

Name: _____

Signature: _____

CITY FOR PEOPLE. CITY OF COLOUR.

East Point Reserve Advisory Committee Terms of Reference 1220.01.E.R		Page 4 of 4
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10 MEMBER REPORTS

10.1 STAKEHOLDER UPDATES

Author: Executive Manager Environment and Waste Services

Authoriser: Executive Manager Environment and Waste Services

Attachments: Nil

RECOMMENDATIONS

That the Members' verbal reports be received and noted.

PURPOSE

The purpose of this report is to receive membership updates and request a roundtable update from all members and stakeholders on the Committee.

11 GENERAL BUSINESS

12 NEXT MEETING

15 February 2024 (if approved by Committee Members).

13 CLOSURE OF MEETING