



# **AGENDA**

## **Cyclone Tracy Commemoration Advisory Committee Meeting Monday, 16 October 2023**

**I hereby give notice that a Cyclone Tracy Commemoration Advisory  
Committee Meeting will be held on:**

**Date: Monday, 16 October 2023**

**Time: 11:00am**

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

**Webcasting:**

**Simone Saunders  
Chief Executive Officer**

## **CYCLONE TRACY COMMEMORATION ADVISORY COMMITTEE MEMBERS**

The Right Worshipful, the Chairperson Kon Vatskalis  
Councillor Kim Farrar  
Australian Defence Force, Brigadier Nick Foxall AM, DSM  
Larrakia Nation, Chief Executive Officer Michael Rotumah  
Libraries and Archives NT, Dr Wendy Garden  
Museum Art Gallery NT Jared Archibald  
NT Major Events Company, Chief Executive Officer Suzana Bishop  
Community Member, Remembering Cyclone Tracy Inc Richard Creswick  
Community Member Marie-Louise Pearson  
Community Member Gerard Reid  
Community Member Sally Courtney  
Alternate Councillor Amye Un

## **OFFICERS**

General Manager Innovation, Alice Percy  
Executive Manager Growth and Economic Development, Emma Struys  
Senior Coordinator Place Activation and Events, Kate Hardman

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**Order Of Business**

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**1 MEETING DECLARED OPEN**

**2 APOLOGIES AND LEAVE OF ABSENCE**

**2.1 Apologies**

The Right Worshipful, the Chairperson Kon Vatskalis  
NT Major Events Company, Chief Executive Officer Suzana Bishop

**2.2 Leave of Absence Granted**

Nil

**2.3 Leave of Absence Requested**

Nil

**3 ELECTRONIC MEETING ATTENDANCE**

**3.1 Electronic Meeting Attendance Granted**

Nil

**3.2 Electronic Meeting Attendance Requested**

Nil

**4 DECLARATION OF INTEREST OF MEMBERS AND STAFF**

**5 CONFIRMATION OF PREVIOUS MINUTES**

Cyclone Tracy Commemoration Advisory Committee Meeting - 21 August 2023

## 6 OFFICER REPORTS

### THEMES AND PROJECT PLAN

**Author:** Senior Coordinator Place Activation and Events

**Authoriser:** Executive Manager Growth & Economic Development

**Attachments:** 1. Project Plan Cyclone Tracy 50th Commemoration Program 2024 [↓](#)

#### RECOMMENDATIONS

1. THAT the report entitled Themes and Project Plan be received and noted.
2. THAT the Cyclone Tracy Commemoration Advisory Committee endorse the Program Themes of Commemoration, Education and Recognition.
3. THAT the Cyclone Tracy Commemoration Advisory Committee provide feedback on the next steps proposed in the Project Plan at **Attachment 1**.

#### PURPOSE

The purpose of this report is to seek endorsement from the Cyclone Tracy Commemoration Advisory Committee for the Program Themes and advice on the next steps proposed within the Project Plan.

#### KEY ISSUES

- Using feedback from the first meeting of the Cyclone Tracy Commemoration Advisory Committee, City of Darwin officers discussed the possible themes and Cyclone Tracy 50<sup>th</sup> Anniversary Commemoration opportunities for 2024.
- Three themes have been identified by the officers that will be used to guide the Program.
- A project plan has been developed and City of Darwin officers are seeking endorsement for the next steps from the Cyclone Tracy Commemoration Advisory Committee.
- The Cyclone Tracy Commemoration Grants Program will use the themes as criteria for assessment.

**DISCUSSION**

The Cyclone Tracy 50<sup>th</sup> Anniversary Commemoration Program will be made up of contributions from City of Darwin, government organisations and community groups.

This will include but is not limited to:

- Events,
- ceremonies,
- interactive activations,
- exhibitions,
- editorials,
- broadcasting,
- installations,
- live storytelling,
- commemorative memorabilia,
- memorials and documentaries, and
- augmented reality.

Three program themes have been identified to help shape the outcomes and create cohesiveness across all contributors. Themes will also tell the audience what to expect and potentially attract a larger, more diverse audience.

Themes for endorsement are as follows:

**Commemoration**

Commemorative elements will aim to pay tribute and provide opportunities for remembrance for attendees.

**Education**

Educational program elements will aim to inform, engage, and create learning opportunities for attendees.

**Recognition**

These elements will aim to create awareness, appreciation, and acknowledgment to survivors, their families, service officers, and all those who were affected and supported.

The project plan gives an outline of the direction, timeline and tasks of the project. It shows stakeholders a clear roadmap of the project and ensures we have the resources for it. It includes:

- Background
- Key stakeholders
- Project objectives
- Project outputs
- Timeline (updates ongoing)

A copy of the draft high-level project plan is attached. Please note, the project plan is a working document and will be added to as the program becomes more defined with stakeholder involvement.

**PREVIOUS COUNCIL RESOLUTION**

N/A	
<b>STRATEGIC PLAN ALIGNMENT</b>	5 A Vibrant and Creative City 5.2 By 2030, Darwin will be a more connected community and have pride in our cultural identity
<b>BUDGET / FINANCIAL / RESOURCE IMPLICATIONS</b>	N/A
<b>LEGISLATION / POLICY CONTROLS OR IMPACTS</b>	N/A
<b>CONSULTATION, ENGAGEMENT &amp; COMMUNICATION</b>	N/A
<b>DECLARATION OF INTEREST</b>	<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>



## Cyclone Tracy 50<sup>th</sup> Commemoration Program 2024

Proposing Officer: Kate Hardman

### Project Management Plan

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#### A City of Darwin Project Team

Title	Name
General Manager	Alice Percy - General Manager Innovation
Executive Manager	Emma Struys - Executive Manager Growth & Economic Development
Project Manager Project Team	Kate Hardman – Senior Coordinator Place Activation & Events Events Facilitator Cherry Cai – Manager of Economic Development and International Relations

#### B Background

City of Darwin were the lead organisation in delivery of the 40th Cyclone Tracy Commemorative Program in 2014. City of Darwin's largest event was the All Faiths Service at the Christ Church Cathedral on the 3rd December at 5.30pm. City of Darwin also administered a community grants program to support activities proposed by the Darwin community and its organisations to the value of \$40,000 for the Commemorations.

A Cyclone Tracy Commemorative Advisory Committee has been formed. The committee will play an important part in the planning for appropriate activities and coordination of stakeholder contributions to the program across the Darwin Municipality.

#### C Key Stakeholders

Name	Contact/Delegate
Larrakia Nation	Michael Rotumah - CEO
Remembering Cyclone Tracy Inc	Richard Creswick
Northern Territory Major Events Company	Suzana Bishop
Museum Art Gallery NT	Jared Archibald
Library and Archives NT	Dr Wendy Garden
Australian Defence Force	Brigadier Nick Foxall AM, DSM
Cyclone Tracy Commemorative Advisory Committee Members (not mentioned above)	The Right Worshipful, Kon Vatskalis Councillor Kim Farrar Councillor Amye Un Marie-Louise Pearson Gerard Reid Sally Courtney
Tactile Arts	
Genealogy Society NT	
Tourism NT	

## D Project Objectives

Through this program, City of Darwin and the community aim to commemorate the 50th anniversary of Cyclone Tracy and to acknowledge this significant event in Darwin's history and the profound impact it had on the Darwin community.

City of Darwin aims to assist the Darwin community to carry out projects, activities or events to commemorate the 50th Anniversary of Cyclone Tracy, to enable input at the local community level into the commemoration of the Cyclone Tracy 50th Anniversary.

The program aims to recognise the significant impact of Cyclone Tracy on the Darwin community and assist with the ongoing healing process for community members from the effects of Cyclone Tracy.

## E Project Outputs

- An Anniversary Program that reflects the chosen themes, Commemoration, Education and Recognition.
- A Community Grants Program providing funding to support the not-for-profit events, activities, or programs.
- 50th Anniversary of Cyclone Tracy Commemoration information webpage including a register for activities, registration for updates and grants program application and information.

## F Program Themes

Three program themes have been identified to help shape the outcomes and create cohesiveness across all contributors. Themes will also tell the audience what to expect and potentially attract a larger, more diverse audience.

### Commemoration

Commemorative elements will aim to pay tribute and provide opportunities for remembrance for attendees.

### Education

Educational program elements will aim to inform, engage, and create learning opportunities for attendees.

### Recognition

These elements will aim to create awareness, appreciation, and acknowledgment to survivors, service officers, and all those who were affected and supported.

## G Timeline – Updates ongoing

MONTH	TASK	RESPONSIBLE	APPROVER
October	Write to Government with funding request	Emma	CEO
	Develop a 50th Anniversary of Cyclone Tracy Commemoration information page including a register for activities, registration for updates and grants program application and information.	Kate & Kym	Emma

	Develop Sponsorship Prospectus	Cherry & Kate	Alice
	Draft Grants Program	Kate	Alice
<b>November</b>	Webpage goes live	Kate & Kym	Alice
	Open Grants Program – open for 2 months	Kate with support from Cherry	Emma
<b>December</b>	Monitor and administer grants program	Kate	N/A
<b>January 2024</b>	Grants program closed, assessed and awarded	Kate	Assessment Panel
<b>February</b>	Administer grants funding	Kate	Emma
	Draft programing calendar for activities	Kate	Emma
<b>April</b>	Communications Plan	Kate & Kym	Emma/Louise
<b>May</b>	Release program of activities	Kate	Emma/Louise
<b>May</b>	Engage project manager	Kate	Emma

## H Endorsement for project to proceed

Project Manager:	Signature:	Date:
Project Sponsor:	Signature:	Date:

**7 MEMBER REPORTS**

Nil

**8 GENERAL BUSINESS**

Nil

**9 QUESTIONS BY MEMBERS**

## 10 CLOSURE OF MEETING TO THE PUBLIC

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

### RECOMMENDATIONS

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the Local Government Act:

#### 14.1 Grant Program for 50th Anniversary of Cyclone Tracy

This matter is considered to be confidential under Section 99(2) - 51(e) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with subject to subregulation 51(3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

#### 14.2 Considering a Monument or Memorial for 50th Anniversary of Cyclone Tracy

This matter is considered to be confidential under Section 99(2) - 51(e) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with subject to subregulation 51(3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

#### 14.3 Sponsorship Prospectus for 50th Anniversary of Cyclone Tracy

This matter is considered to be confidential under Section 99(2) - 51(e) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with subject to subregulation 51(3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

#### 14.4 Members Verbal Updates

This matter is considered to be confidential under Section 99(2) - 51(e) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with subject to subregulation 51(3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.



# **MINUTES**

## **Cyclone Tracy Commemoration Advisory Committee Meeting Monday, 21 August 2023**

**MINUTES OF CITY OF DARWIN  
CYCLONE TRACY COMMEMORATION ADVISORY COMMITTEE MEETING  
HELD AT THE MEETING ROOM CHAMBERS (DARRANDIRRA), LEVEL 1, CIVIC CENTRE,  
HARRY CHAN AVENUE, DARWIN  
ON MONDAY, 21 AUGUST 2023 AT 11:00AM**

**PRESENT:**

Chairperson Kon Vatskalis

Councillor Kim Farrar

Libraries and Archives NT, Dr Wendy Garden

Museum and Art Gallery NT, Jared Archibald

NT Major Events Company, Chief Executive Officer Suzana Bishop

Community Member, Remembering Cyclone Tracy Inc Richard Creswick

Community Member Marie-Louise Pearson

Community Member Gerard Reid

**OFFICERS:**

Alice Percy (General Manager Innovation)

Emma Struys (Executive Manager Growth and Economic Development)

Kate Hardman (Senior Coordinator Place Activation and Events)

Jessica Fry (Events Producer)

**APOLOGY:**

Australian Defence Force, Brigadier Nick Foxall AM, DSM

Larrakia Nation, Chief Executive Officer Michael Rotumah

**OBSERVER:**

Supervisor Councillor Governance Jane Bland

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**WEBCASTING DISCLAIMER**

The City of Darwin is live webcasting the Open Section of Cyclone Tracy Commemoration Advisory Committee Meetings. Audio-visual recording equipment has been configured to avoid coverage of the public gallery area and the City of Darwin will use its best endeavours to ensure images in this area are not webcast. However the City of Darwin expressly provides no assurances to this effect and in the event your image is webcast, you will by remaining in the public gallery area be taken to have given the City of Darwin a non-exclusive licence to copy and broadcast your image worldwide for no reward.

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**Order Of Business**

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<b>2</b>	<b>Apologies and Leave of Absence</b> .....	<b>4</b>
<b>3</b>	<b>Electronic Meeting Attendance</b> .....	<b>4</b>
<b>4</b>	<b>Declaration of Interest of Members and Staff</b> .....	<b>4</b>
<b>5</b>	<b>Confirmation of Previous Minutes</b> .....	<b>4</b>
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<b>10</b>	<b>Closure of Meeting to the Public</b> .....	<b>6</b>



**1 MEETING DECLARED OPEN**

The Chair declared the meeting open at 11:04 am.

**2 APOLOGIES AND LEAVE OF ABSENCE**

Australian Defence Force, Brigadier Nick Foxall AM, DSM  
Larrakia Nation, Chief Executive Officer Michael Rotumah

**3 ELECTRONIC MEETING ATTENDANCE**

Councillor Kim Farrar

Community Member Marie-Louise Pearson

**3.1 ELECTRONIC MEETING ATTENDANCE GRANTED**

Nil

**3.2 ELECTRONIC MEETING ATTENDANCE REQUESTED**

Nil

**4 DECLARATION OF INTEREST OF MEMBERS AND STAFF**

**4.1 DECLARATION OF INTEREST BY MEMBERS**

Nil

**4.2 DECLARATION OF INTEREST BY STAFF**

Nil

**5 CONFIRMATION OF PREVIOUS MINUTES**

Nil

## 6 OFFICER REPORTS

### 6.1 CYCLONE TRACY COMMEMORATION ADVISORY COMMITTEE TERMS OF REFERENCE

#### COMMITTEE RESOLUTION CTCAC001/23

Moved: Chairperson Kon Vatskalis

Seconded: Libraries and Archives NT, Dr Wendy Garden

1. THAT the report entitled Cyclone Tracy Commemoration Advisory Committee Terms of Reference be received and noted.

**CARRIED 8/0**

## 7 MEMBER REPORTS

### 7.1 MEMBERS VERBAL UPDATES

#### COMMITTEE RESOLUTION CTCAC002/23

Moved: Chairperson Kon Vatskalis

Seconded: Community Member Richard Creswick

THAT the report entitled Members Verbal Updates be received and noted.

**CARRIED 8/0**

- Community Member Richard Creswick:
  - Background information of Remembering Cyclone Tracy Inc was provided with the aim to represent the views of Cyclone Tracy survivors in any commemorative activities,
  - the first project initiated was the creation of a register of Cyclone Tracy survivors through an online survey tool as well as distribution of paper forms which has already garnered around 200 forms for registration. Posters have likewise been prepared that contains a QR code for ease of access in registration by the public,
  - Royal Mint has been approached with a request and petition to produce commemorative coins for the 50<sup>th</sup> Anniversary of Cyclone Tracy,
  - lastly, an agreement with the Northern Territory Government (NTG) is in place to issue special numbered plates to commemorate this event, and
  - the Lord Mayor reaffirmed that Remembering Cyclone Tracy Inc can still continue the outstanding initiatives it has started and collaboratively work with Council.

## 8 QUESTIONS BY MEMBERS

Nil

## 9 GENERAL BUSINESS

Nil

**10 CLOSURE OF MEETING TO THE PUBLIC****RECOMMENDATIONS**

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

**RECOMMENDATIONS**

That Council considers the confidential report(s) listed below in a meeting closed to the public in accordance with Section 99(2) of the Local Government Act:

**10.1 Cyclone Tracy Commemoration Background and Update**

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

**10.2 Member Update**

This matter is considered to be confidential under Section 99(2) - 51(c)(i) of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

**The Meeting closed at 11:48 AM.**

**The minutes of this meeting were confirmed at the Cyclone Tracy Commemoration Advisory Committee held on 21 August 2023.**

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**CHAIR**

Unconfirmed