



# **Business Papers**

## **Community & Cultural Services Committee Meeting**

**Tuesday, 21 March 2017  
1.00pm**



## **Notice of Meeting**

To the Lord Mayor and Aldermen

You are invited to attend a Community & Cultural Services Committee Meeting to be held in Meeting Room 1, Level 1, Civic Centre, Harry Chan Avenue, Darwin, on Tuesday, 21 March 2017, commencing at 1.00pm.

A handwritten signature in blue ink, appearing to read 'Anna Malgorzewicz', is positioned above the printed name.

**A MALGORZEWICZ**  
**A/CHIEF EXECUTIVE OFFICER**

# OPEN SECTION

C&CS03/3

## CITY OF DARWIN

### COMMUNITY & CULTURAL SERVICES COMMITTEE MEETING

**TUESDAY, 21 MARCH 2017**

MEMBERS: Member R M Knox (Chair); The Right Worshipful, The Lord Mayor, Katrina Fong Lim; Member J A Glover; Member S J Niblock.

OFFICERS: Chief Executive Officer, Mr B Dowd; General Manager Community & Cultural Services, Ms A Malgorzewicz; Manager Recreation, Events and Customer Services, Mr M Grassmayr; Library Services Manager, Mrs K Conway; Manager Community Development, Ms K Hearn; Executive Assistant, Ms K Long.

**Enquiries and/or Apologies: Karen Long**

**E-mail: [k.long@darwin.nt.gov.au](mailto:k.long@darwin.nt.gov.au) - PH: 89300 633**

**OR Phone Committee Room 1, for Late Apologies - PH: 89300 519**

### ***Committee's Responsibilities***

- Recreation & Leisure
- Family and Children Services
- Sister Cities
- Libraries
- Cultural Services
- Liquor Licences
- Youth Services
- Customer Services

*THAT effective as of 16 April 2012 Council, pursuant to Section 32 (2)(b) of the Local Government Act 2008, hereby delegates to the Community & Cultural Services Committee the power to make recommendations to Council and decisions relating to Community & Cultural Services matters within the approved budget.*

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# OPEN SECTION

C&CS03/4

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# OPEN SECTION

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# OPEN SECTION

C&CS03/6

## Community & Cultural Services Committee Meeting – Tuesday, 21 March 2017

### 1. MEETING DECLARED OPEN

### 2. APOLOGIES AND LEAVE OF ABSENCE Common No. 2695036

#### 2.1 Apologies

#### 2.2 Leave of Absence Granted

### 3. ELECTRONIC MEETING ATTENDANCE Common No. 2221528

#### 3.1 Electronic Meeting Attendance Granted

### 4. DECLARATION OF INTEREST OF MEMBERS AND STAFF Common No. 2752228

#### 4.1 Declaration of Interest by Members

#### 4.2 Declaration of Interest by Staff

### 5. CONFIDENTIAL ITEMS Common No. 1944604

# OPEN SECTION

C&CS03/7

## Community & Cultural Services Committee Meeting – Tuesday, 21 March 2017

### 6. WITHDRAWAL OF ITEMS FOR DISCUSSION

() COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority that all Information Items and Officers Reports to the Community & Cultural Services Committee Meeting held on Tuesday, 21 March 2017 be received and considered individually.

DECISION NO.21\() (21/03/17)

### 7. CONFIRMATION OF MINUTES PERTAINING TO THE PREVIOUS COMMUNITY & CULTURAL SERVICES COMMITTEE MEETING

() COMMITTEE'S DECISION

THAT the Committee resolve that the minutes of the previous Community & Cultural Services Committee Meeting held on Tuesday, 21 February 2017, tabled by the Chair, be received and confirmed as a true and correct record of the proceedings of that meeting.

DECISION NO.21\() (21/03/17)

### 8. BUSINESS ARISING FROM THE MINUTES PERTAINING TO THE PREVIOUS COMMUNITY & CULTURAL SERVICES COMMITTEE MEETING

#### 8.1 Business Arising

### 9. DEPUTATIONS AND BRIEFINGS

Nil

# OPEN SECTION

C&CS03/8

Community & Cultural Services Committee Meeting – Tuesday, 21 March 2017

## 10.1 OFFICERS REPORTS (ACTION REQUIRED)



ENCL: COMMUNITY & CULTURAL SERVICES  
YES COMMITTEE/OPEN

AGENDA ITEM: 10.1.1

**QUICK RESPONSE COMMUNITY GRANT –  
NEIGHBOURHOOD WATCH NT INC - IMA SAFETY HOUSE BIRTHDAY FUN 2017**

REPORT No.: 17C0014 KH:es

COMMON No.: 3395266

DATE: 21/03/2017

**Presenter:** Manager Community Development, Katie Hearn

**Approved:** General Manager Community & Cultural Services,  
Anna Malgorzewicz

### **PURPOSE**

An application for funding of \$2,000 under Council's out of round, quick response 2016/2017 Community Grants program has been received from Neighbourhood Watch NT Incorporated (NHWNT) for Ima Safety House Birthday Fun 2017.

This report provides information about the project and a recommendation in relation to the funding request.

### **LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies of the City of Darwin 2012 – 2016 as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

#### **Goal**

1. Collaborative, Inclusive and Connected Community

#### **Outcome**

- 1.1 Community inclusion supported

#### **Key Strategies**

- 1.1.1 Develop and support programs, services and facilities, and provide information that promotes community spirit, engagement, cohesion and safety

### **KEY ISSUES**

- Council's Community Grants program for this financial year has concluded.
- Council has endorsed that remaining funds be made available for quick response grants.
- This grant application was received out of round and is presented for Council consideration as a quick response grant. **Attachment A.**

PAGE: 2  
 REPORT NUMBER: 17C0014 KH:es  
 SUBJECT: QUICK RESPONSE COMMUNITY GRANT – NEIGHBOURHOOD  
 WATCH NT INC - IMA SAFETY HOUSE BIRTHDAY FUN 2017

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## **RECOMMENDATIONS**

THAT it be a recommendation to Council:-

- A. THAT Report Number 17C0014 KH:es entitled Quick Response Community Grant – Neighbourhood Watch NT Inc – Ima Safety House Birthday Fund 2017, be received and noted.
- B. THAT Council allocate \$2,000.00 from the Community Grants Program 2016/2017 to Neighbourhood Watch NT Incorporated towards the Ima Safety House Birthday Fun 2017 project.

## **BACKGROUND**

### ***PREVIOUS DECISION***

*DECISION NO.21\5045 (29/11/16)*

### **2016/2017 Community Grants Program Round 2**

*Report No. 16C0086 KH:es (22/11/16) Common No. 3395266*

*B. THAT the following applications for Round 2 of the 2016/2017 Community Grants Program for community projects be approved:*

i)	<i>St Vincent de Paul Society NT</i>	<i>\$ 4,254</i>
ii)	<i>Satu Bulan Theatre Company</i>	<i>\$ 6,150</i>
iii)	<i>SIDS and Kids NT</i>	<i>\$ 9,500</i>
iv)	<i>Africa Australia Friendship Association</i>	<i>\$ 7,380</i>
v)	<i>Touch Football NT</i>	<i>\$ 4,705</i>
		<b><i>Total \$31,989</i></b>

Council allocates \$100,000 annually for community projects through its Community Grants Program. Funding for community projects is dispersed in two rounds each year in equal parts.

Council considered Report No. 16C0086 following the second round of Community Grants for 2016/2017 that remaining funds could be quarantined for quick response to support a community responsive approach. Each application is presented to Community and Cultural Services Committee for consideration and quick response approval.

## **DISCUSSION**

### ***Grant Applicant:***

Neighbourhood Watch NT was established in the Northern Territory in 1988 and is a community based crime prevention program aimed at the protection of property and personal safety. There are currently 181 x Safety Houses registered in the Northern Territory, 73 of which are in the municipality of Darwin.

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 REPORT NUMBER: 17C0014 KH:es  
 SUBJECT: QUICK RESPONSE COMMUNITY GRANT – NEIGHBOURHOOD  
 WATCH NT INC - IMA SAFETY HOUSE BIRTHDAY FUN 2017

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Annually Neighbourhood Watch NT celebrates its Safety House Mascot; 'Ima Safety House's 'Birthday which falls on the 5 May 2017.

Each year NHWNT alternate between Darwin and Palmerston regions to celebrate this fun event. This year the birthday party will be held on Sunday 7 May 2017 between 10.00am and 1.00pm. The venue has yet to be confirmed however, the celebration will be held in the Darwin municipality. Sites under consideration include the Esplanade and Jingili Water Gardens (within the Darwin municipality).

This event will have free activities such as: Jumping Castle and Rock Climbing Wall, Disco Tent, Fairy Face Painting, Arts and Craft, NHWNT merchandise giveaways including balloons, appearance from 'Ima Safety House' throughout the event and a ceremonial cutting of the birthday cake.

Council would be acknowledged in all advertising and promotional material if funding was provided for the Ima Safety House Birthday Fun 2017.

### **CONSULTATION PROCESS**

In preparing this report, the following City of Darwin officers were consulted:

- Community Development Support Officer

### **POLICY IMPLICATIONS**

The recommendations in this report are consistent with Policy No 008 – Community Participation, Access and Inclusion, to offer a Community Grants Program that encourage community events, projects, capacity building initiatives and activity that enriches community life and that directly benefits the Darwin community.

### **BUDGET AND RESOURCE IMPLICATIONS**

Council allocates \$100,000 annually to its Community Grants Program that is dispersed in two equal amounts bi-annually.

In November 2016 Council noted that remaining funds following the second round could be utilised for quick response grant applications to enable a more responsive approach.

There is capacity in the budget to fund this community initiative.

### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Community organisations entering agreements with Council for grants are accountable through a formal acquittal process regularly monitored by staff. Community organisations that have not acquitted previous grants are not eligible until acquittals are completed. NHWNT does not have an outstanding grant acquittal.

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WATCH NT INC - IMA SAFETY HOUSE BIRTHDAY FUN 2017

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### **ENVIRONMENTAL IMPLICATIONS**

Nil.

### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**KATIE HEARN**  
**MANAGER COMMUNITY**  
**DEVELOPMENT**

**ANNA MALGORZEWICZ**  
**GENERAL MANAGER COMMUNITY &**  
**CULTURAL SERVICES**

For enquiries, please contact Anna Malgorzewicz on 89300633 or email:  
a.malgorzewicz@darwin.nt.gov.au.

### **Attachments:**

**Attachment A:** Quick Response Community Grant Application Neighbourhood  
Watch NT Inc



## Community Grants Program Out of Round 2016/2017

### Grant Application Form

- Please read the Program Guidelines before you complete this form.
- Electronic copies of this form are available at [www.darwin.nt.gov.au](http://www.darwin.nt.gov.au)
- If there is not enough space on the form, please attach more information with your application.

#### SECTION 1 APPLICANT INFORMATION

<b>(a) Applicant Organisation Details</b>			
The 'organisation' is the body applying for the grant and undertaking the proposed project or activity. If incorporated, the exact name of the organisation, as indicated on the Incorporation Certificate, is recorded here.			
Name of Organisation:		<b>Neighbourhood Watch NT Incorporated</b>	
Number of Members in the Organisation:		ABN:	<b>58 984 560 335</b>
Local to Darwin only <input type="checkbox"/>	Across the Northern Territory <input checked="" type="checkbox"/>	National <input type="checkbox"/>	Or International <input type="checkbox"/>
What's the main purpose of your organisation?		Neighbourhood Watch NT is an effective community-based, crime prevention program whose ultimate success depends on a partnership approach between the community and the police.	
<b>If no ABN, please supply a copy of the Statement by a supplier form.</b>			
Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>	GST Registered, please tick one	
Postal Address:		<b>PO Box 41500 Casuarina NT 0811</b>	
Email Address:		<b><u><a href="mailto:neighbourhoodwatch@nt.gov.au">neighbourhoodwatch@nt.gov.au</a></u></b>	
<b>Contact Person</b> (for enquiries regarding application)			
Mr <input type="checkbox"/>	Mrs <input checked="" type="checkbox"/>	Ms <input type="checkbox"/>	Miss <input type="checkbox"/> Other
Full Name:		<b>Suzanne Seears</b>	
Telephone (business hours):		<b>8999 0843</b>	
Position in Organisation:		<b>Safety House Coordinator &amp; Neighbourhood Watch Support</b>	
Email Address:		<b><u><a href="mailto:neighbourhoodwatch@nt.gov.au">neighbourhoodwatch@nt.gov.au</a></u></b>	

<b>(b) Eligibility Status of Applicant Organisation</b> <i>(please tick the relevant box below to indicate eligibility)</i>	
Incorporated <input checked="" type="checkbox"/>	
Please provide copies of: <ul style="list-style-type: none"> <li>- Certificate of Incorporation.</li> <li>- Latest audited financial statement for applicant organisation.</li> </ul>	
Unincorporated <input type="checkbox"/>	(Applicant organisations who are not incorporated must have a sponsoring body that is incorporated)
Please provide copies of: <ul style="list-style-type: none"> <li>- Certificate of Incorporation of sponsoring organisation.</li> <li>- Letter from the sponsor confirming acceptance of responsibility for the project.</li> <li>- Details of financial position for applicant organisation signed by authorising officer.</li> </ul>	

<b>(c) Sponsor Details (if applicable)</b>	
The 'sponsor' is an incorporated body which will accept legal and financial responsibility for the project or activity.	
Name of Sponsor:	
ABN:	
If no ABN, please supply a copy of the Statement by a supplier form.	
Yes <input type="checkbox"/>	No <input type="checkbox"/> GST Registered, please tick one
Postal Address:	
Email Address:	

**SECTION 2 PROJECT DETAILS****(a) Title of the Project**

Please provide the name of the project for which a grant is sought.

**Ima Safety House Birthday Fun 2017**

**(b) About your Project – what do you want to do?**

You can attach more project information if you have it, such as invitations to meetings to discuss the Project, flyers or designs).

**Annually Neighbourhood Watch NT celebrates our Safety House Mascot; 'Ima Safety House's' birthday which falls on the 5<sup>th</sup> May. In previous years this event has been held at the following locations:**

- **Jingili Water Gardens**
- **Marlow Lagoon Recreation Reserve**
- **Lake Alexander Recreation Area &**
- **Goyder Square, Palmerston**

**Neighbourhood Watch NT (NHWNT) will continue to alternate between Darwin and Palmerston regions every year to celebrate this fun event. This year we will be holding our Birthday Party on Sunday 7<sup>th</sup> May between 10.00am and 1.00pm. The venue has yet to be confirmed, although some suggestions include The Esplanade, Leanyer Water Park and Jingili Water Gardens. Discussions with City of Darwin will commence soon to determine our site.**

**At this event the following FREE activities are planned:**

**Jumping Castle & Rock Climbing Wall, Disco Tent, Fairy Face Painting, Arts & Craft, NHWNT merchandise giveaways including balloons, appearance from 'Ima Safety House' throughout the event including cutting the birthday cake. We also hope to provide food stalls and a drink stall at the event (cost applies).**

**Currently we have 181x Safety Houses registered in the Northern Territory, 73x of which are in the municipality of Darwin:**

<b>Anula 7</b>	<b>Berrimah 1</b>	<b>Coconut Grove 4</b>	<b>Cullen Bay 1</b>	<b>Darwin City 1</b>
<b>Fannie Bay 3</b>	<b>Jingili 4</b>	<b>Karama 7</b>	<b>Larrakakeh 4</b>	<b>Leanyer 4</b>
<b>Ludmilla 1</b>	<b>Lyons 1</b>	<b>Malak 2</b>	<b>Millner 4</b>	<b>Muirhead 1</b>
<b>Nakara 2</b>	<b>Nightcliff 4</b>	<b>Rapid Creek 2</b>	<b>Sanderson 1</b>	<b>Stuart Park 4</b>
<b>Tiwi 2</b>	<b>Wagaman 5</b>	<b>Wanguri 3</b>	<b>Winnellie 1</b>	<b>Woolner 1</b>
<b>Wulagi 3</b>				



**(c) What are you aiming to achieve by doing this Project?**

**Our objectives in holding this event are to:**

- **Increase community awareness of the Safety House Program**
- **Educate children in the use of Safety Houses**
- **Make children feel safe when traveling to and from school**
- **Increase Safety House registrations throughout Darwin and Palmerston Area &**
- **Promote Child Safety initiatives and programs**

**(d) Are you working with other organisations on this Project? Which organisations?**

**Organisations and Businesses who have helped to support this event in the past have included: NT Emergency Services, St John Ambulance Volunteers, NT Fire and Rescue Services, NT Police, NT Water Safety, City of Darwin Fun Bus, Darwin Toy Library, Playshack Palmerston, City of Palmerston Library Kat Activity Bus, Kidsafe NT, Kentish Life-Long Learning and Care, The Rock, Fairy Jills Enchanted Party Art, Kevin's Mobile Disco, Scouts NT, Palmerston Power Basketball Club, Playgroup Association NT, Somerville Organisation and Local MLA's. We expect similar support for our 2017 celebrations.**

**(e) Where did the idea come from (e.g. members or volunteers' suggestion, community enquiry?)**

**Annual celebration of Ima Safety House's birthday.**

**(f) Timing of the Project**

Please outline when and where the project will take place. If you don't know exactly when it will start, please write how many days/weeks/months you think it will take to complete the stages of the Project. If you're not sure



exactly where it will happen, tell us but only programs in the City of Darwin will be funded.

**Sunday 7<sup>th</sup> May, 10.00am to 1.00pm**

**Venue: TBA (Darwin Municipality)**

*(g) Who will participate in the work of this Project (e.g. working group, committee and general public invited to workshop?)*

**Community members, Not for profit organisations, NT Tri Services agencies and Neighbourhood Watch NT Volunteers will participate in this event.**

*(h) How will you promote the Project to get people involved or to attend?*

**A number of different promotional options will be used to promote this event, including:**

- Newspaper Advertising
- face book and website posts
- local newsletters from different Not for profit organisations and Local MLA's &
- School newsletters and noticeboards.

**(i) Evaluation of the Project**

How will you evaluate the success of the project, e.g. a debrief with the organisers after the event, asking participants about their experience, feedback from other groups and organisations involved in the project. Council can work with successful grant applicants, if needed, to design evaluation in more detail.

**The success of this project will be measured by:**

- 1.Attendance numbers at the event &**
- 2.Increased awareness of the Safety House Program &**
- 3.Applications received at the event for NEW Safety House Registrations**

**SECTION 3 BUDGET DETAILS**

**(a) Please list the costs for your Project with as much detail as you can. If you're buying a substantial piece of equipment or service for example, you can attach a quote or a copy of online information.**

Budget Item	Total Cost (GST Excl.)
<b>Activities &amp; Give-aways: Rock Climbing &amp; Jumping Castle Hire / Face Painting / Disco &amp; MC Hire / Gas Bottle Hire / Safety House Merchandise Bags x300</b>	<b>3,500.00</b>
<b>Advertising (Sun Newspaper &amp; Facebook)</b>	<b>1,000.00</b>
<b>Consumables (Birthday Cake &amp; Venue Deposits)</b>	<b>250.00</b>
<b>Total Project Cost</b>	<b>4,750.00</b>
Less: Organisation's contribution to project (where applicable)	<b>2,750.00</b>
How many volunteers hours/days do you anticipate being contributed? Costed at \$20 per volunteer hour, e.g. 10 volunteer hours = \$200	<b>1,200.00 (60 Hrs)</b>
Less: Funds to be raised (where applicable)	<b>2,000.00</b>
<b>TOTAL GRANT SOUGHT</b>	<b>2,000.00</b>

**(b) Other Funding**

Have you made, or do you intend to make, an application for a grant for this project or activity from any other source?

No ☒ Yes ☐ (Please provide details)

Program Name	
Program Source	
\$ Amount	Date the outcome is expected

**(c) Will you be able to proceed with your Project in some way, if you don't receive the total amount you're asking for?**

Yes ☒ No ☐ Not sure, would need to discuss it ☐

**(e) Will you need ongoing support to maintain the work of the Project after the grant has been spent? If so,**

*where will the support come from?***SECTION 4 AGREEMENT AND DECLARATION**

I certify that, to the best of my knowledge, the statements in this application are true. I have read, and understand, the City of Darwin Grants Program Guidelines.

I acknowledge that if the City of Darwin approves this application for a grant, I will be required to meet the eligibility criteria as outlined in the 'Community Grants Program' application package.

I have been authorised by <b>Neighbourhood Watch NT Incorporated</b> (name of organisation) to make this application.	
Full Name:	<b>Ameena Serao</b>
Position in Organisation:	<b>President</b>
Signature:	
Date:	<b>21<sup>st</sup> February 2017</b>

**COMPLETED APPLICATIONS MAY BE SUBMITTED BY:**

<b>Post:</b>	<b>Hand Delivery:</b>
Community Development Officer City of Darwin Community Grants Program GPO Box 84 DARWIN NT 0801	Community Development Officer City of Darwin Civic Centre 17 Harry Chan Avenue DARWIN NT 0800
<b>Email:</b> <a href="mailto:communitygrants@darwin.nt.gov.au">communitygrants@darwin.nt.gov.au</a>	<b>Fax:</b> (08) 8930 0644

**Privacy Statement**

The information requested by this form is being collected by City of Darwin for the purpose of assessing Community Grants Program applications. Your application will not be able to be processed if you do not provide this information. Your personal information is managed in accordance with the City of Darwin's privacy policy which is available at [www.darwin.nt.gov.au](http://www.darwin.nt.gov.au) or on request from the City of Darwin Office (Civic Centre, Harry Chan Avenue). The City of Darwin may only disclose the information provided by you if required or authorised by law, or in accordance with our privacy policy. You may obtain access to your personal information by submitting an application form available at the City of Darwin's Office or website, or by contacting the "Manager Corporate Information" (08) 8930 0300.

<b>ENCL:</b> <b>YES</b>	<b>COMMUNITY &amp; CULTURAL SERVICES</b> <b>COMMITTEE/OPEN</b>	<b>AGENDA ITEM: 10.1.2</b>
<b>QUICK RESPONSE COMMUNITY GRANT – NEPALESE ASSOCIATION OF NORTHERN TERRITORY INC – NEPALESE NEW YEAR CELEBRATION 2074 BS</b>		
<b>REPORT No.: 17C0019 KH:es</b>	<b>COMMON No.: 3395266</b>	<b>DATE: 21/03/2017</b>

**Presenter:** Manager Community Development, Katie Hearn

**Approved:** General Manager Community & Cultural Services,  
Anna Malgorzewicz

### **PURPOSE**

An application for funding of \$4,750 under Council's out of round, quick response 2016/2017 Community Grants program has been received from the Nepalese Association of Northern Territory Inc for the Nepalese New Year Celebration 2074 BS.

This report provides information about the project and a recommendation in relation to the funding request.

### **LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies of the City of Darwin 2012 – 2016 as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

#### **Goal**

1. Collaborative, Inclusive and Connected Community

#### **Outcome**

- 1.1 Community inclusion supported

#### **Key Strategies**

- 1.1.1 Develop and support programs, services and facilities, and provide information that promotes community spirit, engagement, cohesion and safety

### **KEY ISSUES**

- Council's Community Grants program for this financial year has concluded.
- Council has endorsed that remaining funds be made available for quick response grants.
- This grant application was received out of round and is presented for consideration as a quick response grant. **Attachment A.**

PAGE: 2  
 REPORT NUMBER: 17C0019 KH:es  
 SUBJECT: QUICK RESPONSE COMMUNITY GRANT – NEPALESE ASSOCIATION  
 OF NORTHERN TERRITORY INC – NEPALESE NEW YEAR  
 CELEBRATION 2074 BS

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## **RECOMMENDATIONS**

THAT it be a recommendation to Council:-

- A. THAT Report Number 17C0019 KH:es entitled Quick Response Community Grant – Nepalese Association of Northern Territory Inc – Nepalese New Year Celebration 2074 BS, be received and noted.
- B. THAT Council allocate \$4,750 from the Community Grants Program 2016/2017 to Nepalese Association of Northern Territory Inc towards the Nepalese New Year Celebration 2074 BS project.

## **BACKGROUND**

### ***PREVIOUS DECISION***

*DECISION NO.21\5045 (29/11/16)*

### **2016/2017 Community Grants Program Round 2**

*Report No. 16C0086 KH:es (22/11/16) Common No. 3395266*

*B. THAT the following applications for Round 2 of the 2016/2017 Community Grants Program for community projects be approved:*

<i>i)</i>	<i>St Vincent de Paul Society NT</i>	<i>\$4,254</i>
<i>ii)</i>	<i>Satu Bulan Theatre Company</i>	<i>\$6,150</i>
<i>iii)</i>	<i>SIDS and Kids NT</i>	<i>\$9,500</i>
<i>iv)</i>	<i>Africa Australia Friendship Association</i>	<i>\$7,380</i>
<i>v)</i>	<i>Touch Football NT</i>	<i>\$4,705</i>
		<b><i>Total \$31,989</i></b>

Council allocates \$100,000 annually for community projects through its Community Grants Program. Funding for community projects is dispersed in two rounds each year in equal parts.

Following conclusion of the second round of Community Grants for 2016/2017 a small portion of funds remained that would enable Council to provide some quick response grants to support a community responsive approach. Each application is presented to Community and Cultural Services Committee for consideration and quick response approval.

## **DISCUSSION**

### ***Grant Applicant:***

The Nepalese Association of Northern Territory was found in 2007, was registered as an organisation in 2008 and incorporated under the Associations Act on 11 March 2010.



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 REPORT NUMBER: 17C0019 KH:es  
 SUBJECT: QUICK RESPONSE COMMUNITY GRANT – NEPALESE ASSOCIATION  
 OF NORTHERN TERRITORY INC – NEPALESE NEW YEAR  
 CELEBRATION 2074 BS

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Through discussions and their desire to serve the Nepalese community, the founders felt that the need of a Nepalese Community organisation would cater to the needs of new Nepalese immigrants, students and those already residing in the Northern Territory.

With a growing Nepalese population in the Northern Territory, this celebration of cultural significance will contribute to building community harmony and also pass on culture and tradition to the next generation.

The Nepalese Association of Northern Territory have been organising the New Year Musical Cultural Program Night since 2007. This year the program is on Saturday 15 April 2017 and will include some popular guest artists from Nepal and other states. There will be singing, dancing and children's entertainment. A Nepalese Association of Northern Territory musical band will provide music to the locals of Darwin. There will also be typical Nepalese food and beverage stalls during the program.

### **CONSULTATION PROCESS**

In preparing this report, the following City of Darwin officers were consulted:

- Community Development Support Officer

### **POLICY IMPLICATIONS**

The recommendations in this report are consistent with Policy No 008 – Community Participation, Access and Inclusion, to offer a Community Grants Program that encourages community events, projects, capacity building initiatives and activity that enriches community life and that directly benefits the Darwin community.

### **BUDGET AND RESOURCE IMPLICATIONS**

Council allocates \$100,000 annually to its Community Grants Program that is dispersed in two equal amounts bi-annually.

In November 2016 Council noted that remaining funds following the second round could be utilised for quick response grant applications to enable a more responsive approach.

There is capacity in the current budget to fund this community initiative.

### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Community organisations entering agreements with Council for grants are accountable through a formal acquittal process regularly monitored by staff. Community organisations that have not acquitted previous grants are not eligible until acquittals are completed. The Nepalese Association of Northern Territory does not have an outstanding acquittal.

PAGE: 4  
 REPORT NUMBER: 17C0019 KH:es  
 SUBJECT: QUICK RESPONSE COMMUNITY GRANT – NEPALESE ASSOCIATION  
 OF NORTHERN TERRITORY INC – NEPALESE NEW YEAR  
 CELEBRATION 2074 BS

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### **ENVIRONMENTAL IMPLICATIONS**

Nil.

### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**KATIE HEARN**  
**MANAGER COMMUNITY**  
**DEVELOPMENT**

**ANNA MALGORZEWICZ**  
**GENERAL MANAGER COMMUNITY &**  
**CULTURAL SERVICES**

For enquiries, please contact Anna Malgorzewicz on 89300633 or email:  
[a.malgorzewicz@darwin.nt.gov.au](mailto:a.malgorzewicz@darwin.nt.gov.au).

### **Attachments:**

**Attachment A:** Quick Response Community Grant Application Nepalese  
 Association of Northern Territory





## Community Grants Program Out of Round 2016/2017

### Grant Application Form

- Please read the Program Guidelines before you complete this form.
- Electronic copies of this form are available at [www.darwin.nt.gov.au](http://www.darwin.nt.gov.au)
- If there is not enough space on the form, please attach more information with your application.

#### SECTION 1 APPLICANT INFORMATION

##### (a) Applicant Organisation Details

The 'organisation' is the body applying for the grant and undertaking the proposed project or activity. If incorporated, the exact name of the organisation, as indicated on the Incorporation Certificate, is recorded here.

Name of Organisation:	<b>Nepalese Association of Northern Territory Inc.</b>		
Number of Members in the Organisation:	<b>375</b>	ABN:	<b>69 225 283 976</b>
Local to Darwin only <input checked="" type="checkbox"/>	Across the Northern Territory <input type="checkbox"/>	National <input type="checkbox"/>	Or International <input type="checkbox"/>
What's the main purpose of your organisation:	<p><b>The objects and purposes of the Association are to:</b></p> <ul style="list-style-type: none"> <li>• promote goodwill and co-operation amongst Nepalese people residing in Australia, in general and in the Northern Territory, in particular;</li> <li>• provide help and support to Nepalese people at times of need and hardship;</li> <li>• extend help and facilities to Nepalese students who come to study in Australia;</li> <li>• maintain and promote Nepalese culture and tradition in Australia;</li> <li>• promote friendship within Australian communities at large and exchange cultural practices and values;</li> <li>• develop and foster social, economic and cultural relationships between Australia and Nepal;</li> <li>• create a forum to discuss contemporary social issues facing the Nepalese community living either in Australia or in Nepal; and</li> <li>• undertake any activities as determined by the</li> </ul>		

		association from time to time to maintain Nepalese culture, tradition and friendships with broader Australian communities.
If no ABN, please supply a copy of the Statement by a supplier form.		
Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>	GST Registered, please tick one
Postal Address:	PO Box 42091 Casuarina NT 0810	
Email Address:	info@nant.org.au	
Contact Person (for enquiries regarding application)		
Mr <input checked="" type="checkbox"/> Mrs <input type="checkbox"/> Ms <input type="checkbox"/> Miss <input type="checkbox"/> Other <input type="checkbox"/>		
Full Name:	Sudeep Shrestha	
Telephone (business hours):	0402743563	
Position in Organisation:	President	
Email Address:	Sudeep_Shrestha@hotmail.com	

<b>(b) Eligibility Status of Applicant Organisation</b> (please tick the relevant box below to indicate eligibility)	
Incorporated	<input checked="" type="checkbox"/>
Please provide copies of: <ul style="list-style-type: none"> <li>- Certificate of Incorporation.</li> <li>- Latest audited financial statement for applicant organisation.</li> </ul>	
Unincorporated	<input type="checkbox"/> (Applicant organisations who are not incorporated must have a sponsoring body that is incorporated)
Please provide copies of: <ul style="list-style-type: none"> <li>- Certificate of Incorporation of sponsoring organisation.</li> <li>- Letter from the sponsor confirming acceptance of responsibility for the project.</li> <li>- Details of financial position for applicant organisation signed by authorising officer.</li> </ul>	

<b>(c) Sponsor Details (if applicable)</b>	
The 'sponsor' is an incorporated body which will accept legal and financial responsibility for the project or activity.	
Name of Sponsor:	
ABN:	
If no ABN, please supply a copy of the Statement by a supplier form.	
Yes <input type="checkbox"/>	No <input type="checkbox"/> GST Registered, please tick one
Postal Address:	
Street Address:	

**SECTION 2 PROJECT DETAILS****(a) Title of the Project**

Please provide the name of the project for which a grant is sought.

**Nepal New Year 2074 with cultural program & Nepalese delicious Food**

**(b) About your Project – what do you want to do?**

You can attach more project information if you have it, such as invitations to meetings to discuss the Project, flyers or designs.

Nepalese Association of Northern Territory is organising New Year Musical Cultural Program Night since 2007 every year. This year also we are planning to organise New Year cultural program with some popular guest artist from Nepal & other states. Most of the states celebrate Nepalese New Year by inviting popular artists (Actors, Singers) from Nepal on 15<sup>th</sup> April 2017 which will attract most of the Nepalese residence (Financial 375 & General Members about 2,000) in Darwin. In 2011, 2012, 2015 & 2016, there were more than 600+ Nepalese resident in Darwin attend our New year function while we invite popular guests from Nepal and program was greatly accepted by Nepalese resident in Darwin .

Our Facebook page for 2016 Nepalese New Year Program:

<https://www.facebook.com/events/989726107741336/>

There will be Singing, Dancing, kids entertainment -face painting. We also have an NANT Musical Band which will provide more excitement to the locals in Darwin. There will be typical Nepalese food & beverage stall during the program. Our NANT Food & Beverage team will look after the preparation and selling of food and drinks.

**(c) What are you aiming to achieve by doing this Project?**

**Most of the Nepalese residence will enjoy their festival with cultural program.**

**Building community bond and harmony**

**Passing culture and tradition to next generation**

**(d) Are you working with other organisations on this Project? Which organisations?**

No, but we will invite them to attend the program

**(e) Where did the idea come from (e.g. members or volunteers' suggestion, community enquiry?)**

Community Consultation

**(f) Timing of the Project**

Please outline when and where the project will take place. If you don't know exactly when it will start, please write how many days/weeks/months you think it will take to complete the stages of the Project. If you're not sure exactly where it will happen, tell us but only programs in the City of Darwin will be funded.

15<sup>th</sup> April 2017



**(g) Who will participate in the work of this Project (e.g. working group, committee and general public invited to workshop?)**

People living in Darwin, Casuarina and Palmerston area with Nepalese origin would participate in the program along with other community members.

**(h) How will you promote the Project to get people involved or to attend?**

- Email program flyer to Members, other community organisations
- Using social media - Facebook etc.

**(i) Evaluation of the Project**

How will you evaluate the success of the project, e.g. a debrief with the organisers after the event, asking participants about their experience, feedback from other groups and organisations involved in the project. Council can work with successful grant applicants, if needed, to design evaluation in more detail.

Participants feedback/suggestion box during the event.

Online community survey

Request by email to all community members

Summarise all the suggestions & feedback Make necessary change for next year's program

**SECTION 3 BUDGET DETAILS**

(a) *Please list the costs for your Project with as much detail as you can. If you're buying a substantial piece of equipment or service for example, you can attach a quote or a copy of online information. (please attach list if space insufficient).*

Budget Item	Total Cost (GST Excl.)
<b>Total Project Cost</b>	<b>-10550</b>
Less: Organisation's contribution to project (where applicable)	<b>2800</b>
How many volunteers hours/days do you anticipate being contributed? Costs at \$20 per volunteer hour, e.g. 10 volunteer hours = \$200	<b>3000</b>
Less: Funds to be raised (where applicable)	<b>7750</b>
<b>TOTAL GRANT SOUGHT</b>	<b>4750</b>

**(b) Other Funding**

Have you made, or do you intend to make, an application for a grant for this project or activity from any other source?

No <input type="checkbox"/>	Yes <input checked="" type="checkbox"/> (Please provide details)
Program Name	Same as above
Program Source	Multicultural Grant Program
\$ Amount	3000
Date the outcome is expected	01/01/2017



**(b) Will you be able to proceed with your Project in some way, if you don't receive the total amount you're asking for?**

No ☐

Yes ☒

Not sure, would need to discuss it ☐

**(c) Will you need ongoing support to maintain the work of the Project after the grant has been spent? If so, where will the support come from?**

No

**SECTION 4 AGREEMENT AND DECLARATION**

I certify that, to the best of my knowledge, the statements in this application are true. I have read, and understand, the City of Darwin Grants Program Guidelines.

I acknowledge that if the City of Darwin approves this application for a grant, I will be required to meet the eligibility criteria as outlined in the 'Community Grants Program' application package.

I acknowledge that the City of Darwin will not accept late applications.

I acknowledge that City of Darwin may vary the level of funding provided through the Program at its sole discretion.

I acknowledge that the City of Darwin cannot guarantee funding for any application, and cannot guarantee funding to the full amount requested by any applicant.

I have been authorised by <b>Nepalese Association of Northern Territory Inc.</b> (name of organisation) to make this application.	
State Full Name:	<b>Yuga Raj Adhikari</b>
Position in Organisation:	<b>Vice-President/PRO</b>
Signature:	
Date:	<b>05/03/2017</b>

COMPLETED APPLICATIONS MAY BE SUBMITTED BY:	
<b>Post:</b>	<b>Hand Delivery:</b>
Community Development Officer City of Darwin Community Grants Program GPO Box 84 DARWIN NT 0801	Community Development Officer City of Darwin Civic Centre 17 Harry Chan Avenue DARWIN NT 0800
<b>Fax:</b>	(08) 8930 0644
<b>Email:</b>	<a href="mailto:communitygrants@darwin.nt.gov.au">communitygrants@darwin.nt.gov.au</a>

**Privacy Statement**

The information requested by this form is being collected by City of Darwin for the purpose of assessing Community Grants Program applications. Your application will not be able to be processed if you do not provide this information. Your personal information is managed in accordance with the City of Darwin's privacy policy which is available at [www.darwin.nt.gov.au](http://www.darwin.nt.gov.au) or on request from the City of Darwin Office (Civic Centre, Harry Chan Avenue). The City of Darwin may only disclose the information provided by you if required or authorised by law, or in accordance with our privacy policy. You may obtain access to your personal information by submitting an application form available at the City of Darwin's Office or website, or by contacting the "Manager Corporate Information" (08) 8930 0300.

<b>ENCL:</b>	<b>COMMUNITY &amp; CULTURAL SERVICES</b>	<b>AGENDA ITEM:</b>	<b>10.1.3</b>
<b>YES</b>	<b>COMMITTEE/OPEN</b>		
<b>DRAFT MINUTES YOUTH ADVISORY COMMITTEE 2 MARCH 2017 AND APPOINTMENTS</b>			
<b>REPORT No.:</b>	<b>17C0020 RH:kl</b>	<b>COMMON No.:</b>	<b>3496925</b>
		<b>DATE:</b>	<b>21/03/2017</b>

**Presenter:** Youth Engagement Coordinator, Richelle Hedstrom

**Approved:** General Manager Community & Cultural Services, Anna Malgorzewicz

### **PURPOSE**

The purpose of this report is to present Council with the minutes of the 2 March 2017 Youth Advisory Committee meeting and to seek formal endorsement of Committee membership appointments.

### **LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies of the City of Darwin 2012 – 2016 as outlined in the ‘Evolving Darwin Towards 2020 Strategic Plan’:-

#### **Goal**

2 Vibrant, Flexible and Tropical Lifestyle

#### **Outcome**

2.3 Increased sport, recreation and leisure experiences

#### **Key Strategies**

2.3.4 Enhance services for youth

### **KEY ISSUES**

- Presentation of 2 March 2017 Youth Advisory Committee minutes at **Attachment A**.
- Youth Advisory Committee appointments to be formally endorsed.

### **RECOMMENDATIONS**

THAT it be a recommendation to Council:-

- THAT Report Number 17C0020 RH:kl entitled Draft Minutes Youth Advisory Committee 2 March 2017 and Appointments, be received and noted.
- THAT Council appoint the following as members of the Youth Advisory Committee for a three (3) year term from 2 February 2017 to 28 February 2020 in accordance with the Local Government Act 2008:

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 REPORT NUMBER: 17C0020 RH:kl  
 SUBJECT: DRAFT MINUTES YOUTH ADVISORY COMMITTEE 2 MARCH 2017 AND APPOINTMENTS

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- i) Ms Emily Ford
- ii) Ms Kailey Coble
- iii) Ms Rebecca Jennings
- iv) Ms Hannah Illingworth
- v) Mr Emmanuel Klemis
- vi) Mr Kyaw (John) Naing

C. THAT the Lord Mayor acknowledge retiring members Ms Alicia Kent, Mr Matthew Schobben and Mr Maruop Bol whose terms have concluded by letter of thanks.

## **BACKGROUND**

*DECISION NO. 21/2423 (23/07/14)*

### **Minutes Youth Advisory Committee Meeting**

*Report No. 14C0060 RH:kl (21/07/14) Common No. 2839109*

B. *THAT Christopher Teng and Jacklen Debuque be appointed as members of the Youth Advisory Group for a three year term from 1 July 2014 to 30 June 2017.*

## **DISCUSSION**

The 2 March 2017 Youth Advisory Committee draft minutes are presented for information (**Attachment A**).

New member recommendations are presented for endorsement for the 2017-2020 term. Members are appointed for a three year term after which time they may either resign or re-apply for membership. Applicants are selected based on age (12 – 25 years), interest, a genuine willingness to commit to monthly meetings and provide youth advice into Council projects and consultations.

## **CONSULTATION PROCESS**

In preparing this report, the following City of Darwin officers were consulted:

- Manager Community Development
- Youth Engagement Coordinator

## **POLICY IMPLICATIONS**

The recommendations in this report are consistent with Policy No 008 – Community Participation, Access and Inclusion and the City of Darwin Youth Strategy - Young Darwin 2016 – 2021.

## **BUDGET AND RESOURCE IMPLICATIONS**

Nil

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REPORT NUMBER: 17C0020 RH:kl  
SUBJECT: DRAFT MINUTES YOUTH ADVISORY COMMITTEE 2 MARCH 2017 AND APPOINTMENTS

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### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Nil

### **ENVIRONMENTAL IMPLICATIONS**

Nil

### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**RICHELLE HEDSTROM**  
**YOUTH ENGAGEMENT**  
**COORDINATOR**

**ANNA MALGORZEWICZ**  
**GENERAL MANAGER**  
**COMMUNITY & CULTURAL**  
**SERVICES**

For enquiries, please contact Anna Malgorzewicz on 89300633 or email:  
a.malgorzewicz@darwin.nt.gov.au.

### **Attachments:**

**Attachment A:** Draft Minutes Youth Advisory Committee 2 March 2017



## 1. MEETING OPENED

The regular meeting of the Youth Advisory Committee was opened at 5.40pm by chair Richelle Hedstrom.

## 2. PRESENT

Alderman George Lambrinidis	Elected Member
Hannah Illingworth	YAC Member
Kyaw (John) Naing	YAC Member
Emily Ford	YAC Member
Kailey Coble	YAC Member
Rebecca Jennings	YAC Observer
Emmanuel Klemis	YAC Observer
Philadelphia Hughes	YAC Observer
Tenneil Ross	YAC Observer
Ira Racines	YAC Observer
Richelle Hedstrom	Youth Engagement Coordinator
Alicia Kent	Youth Services Trainee

## 2. APOLOGIES

Skye Manley	YAC Member
Johnathon McDonald	YAC Member
Sascha Sarev-Lund	YAC Observer
Maiyshla Chunwan	YAC Observer

## 4. MINUTES OF PREVIOUS MEETING

The minutes of the previous meeting on 2 February 2017 were endorsed as a true and accurate record.

Kailey Coble (moved) Hannah Illingworth (seconded), carried

### 4.1 WELCOME OBSERVERS

YAC welcomed four new observers to the meeting.

## 4.2 MEMBER CONCLUSION OF TENURE

Youth Engagement Coordinator confirmed conclusion of tenures of:

- Maruop Bol
- Matt Schobben

## 4.3 MEMBERSHIP

YAC recommended for appointment the following applicants to the Youth Advisory Committee:

- i) Ms Emily Ford
- ii) Ms Kailey Coble
- iii) Ms Rebecca Jennings
- iv) Ms Hannah Illingworth
- v) Mr Emmanuel Klemis
- vi) Mr Kyaw (John) Naing

## 4.4 ICEBREAKER ACTIVITY AND TED TALK

Ice Breaker ran by Youth Services Trainee.

## 5.0 GENERAL BUSINESS

### 5.1 NT YOUTH ROUND TABLE 2017

YAC congratulated Alicia Kent and John Kwaing on their recent appointments to the 2017 NT Youth Round Table. The new appointees sought a discussion from YAC about opportunities for collaboration between the NT Youth Round Table and the YAC in 2017. Highlighted in particular were opportunities to work collaboratively on action based community projects related middle school peer support and leadership activities, which link directly to goals articulated in *Young Darwin 2016- 2021*.

#### Actions

- NT Youth Round Table to present collaborative project ideas to YAC at May meeting.
- YAC members to invite NT Youth Round Table to collaborate on Kick Start Leadership Forum November 2017.

### 5.2 KICKSTART LEADERSHIP FORUM

YAC Members clarified aims, objectives and expected outcomes for the November 2017 leadership event and discussed possible formats of event and workshop delivery. The following focus areas were identified for the event:

- Entrepreneurship

- Soft skills development
- Idea generation
- Mentoring
- Emerging non-traditional employment opportunities

#### **Actions**

- YAC members to each present a 3 minute overview of a non-traditional and emerging career at April meeting. This exercise will aim to demonstrate with examples, a changing future of work.
- Venue, timeline and partnership opportunities to be identified at April meeting.
- Hunter Johnson, enterprise development manager at Foundation for Young Australians, to be invited as guest speaker to April meeting.
- YAC and NT Round Table to register exhibit place at Darwin Employment Expo in June 2017.

### **5.3 QUIZ4DILI PLANNING UPDATE**

Information and updates were sought from YAC by Youth Engagement Coordinator on the first of a series of 2017 Quiz4Dili planning meetings. The first meeting was held from 4:30-5:30pm, prior to the regular Youth Advisory Committee meeting.

The following key outcomes of the meeting were as follows:

- Tentative date set for Thursday 25 May 2017
- Five venues narrowed down and will be voted on via Facebook poll by no later than 13 March 2017.

#### **Actions**

- Youth Engagement Coordinator to schedule second planning meeting for Monday 13 March 2017, 4:30pm – 6:00pm at Council Civic Centre.
- Youth Services trainee to present draft project plan, timeline, fundraising letter and budget at next planning meeting.
- YAC members to research venues and post information on Facebook group prior to next planning meeting.

### **5.4 ENGAGEMENT WITH COUNCIL COMMITTEES AND ELECTED MEMBERS**

YAC Members discussed offering social media training to current and potential Aldermen as an opportunity for engagement. YAC also expressed interest in attending the next Council meeting and learning in more detail the process and details of becoming a local elected member.

#### **Actions**



- Youth Services Officer to invite YAC to attend the next Ordinary Council meeting and Community Cultural Services Committee meeting.
- YAC to plan and host one hour workshop, inviting Elected Members to attend.
- Workshop Titled: '*Getting the most from Facebook, Instagram and Snapchat*'.  
Workshop scheduled for May 2017

**Meeting Closed 7:40pm**

**Next YAC meeting scheduled**

Thursday 6 April 2017, 5:30pm – 7:30pm

Council Meeting Room 1 - Upstairs Council Civic Centre

Contact Person Youth Engagement Coordinator 0422362767

<b>ENCL:</b> <b>YES</b>	<b>COMMUNITY &amp; CULTURAL SERVICES</b> <b>COMMITTEE/OPEN</b>	<b>AGENDA ITEM:</b> 10.1.4
<b>DRAFT MINUTES ARTS AND CULTURAL DEVELOPMENT ADVISORY COMMITTEE</b> <b>2 MARCH 2017</b>		
<b>REPORT No.: 17C00018 KS:kl</b>	<b>COMMON No.: 3496933</b>	<b>DATE: 21/03/2017</b>

**Presenter:** Coordinator Arts and Cultural Development, Kieren Sanderson

**Approved:** General Manager Community & Cultural Services,  
Anna Malgorzewicz

### **PURPOSE**

The purpose of this report is to present the draft Minutes of the Arts and Cultural Development Advisory Committee (ACDAC) meeting held 2 March 2017 including recommendations.

### **LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies of the City of Darwin 2012 – 2016 as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

#### **Goal**

4 Historic and Culturally Rich City

#### **Outcome**

4.2 Community life rich in creativity

#### **Key Strategies**

4.2.1 Encourage the growth and development of the arts

### **KEY ISSUES**

- ACDAC minutes from the meeting held on Thursday 2 March 2017 presented for information (**Attachment A**).
- Committee identified unmet need for greater marketing to cruise ship passengers and visitors to Darwin of local arts and cultural development offerings.
- Committee noted Council's existing sponsorship of Tourism Top End (TTE) and seek potential leverage to resource a seasonal Arts and Culture guide for visitors and cruise ship passengers.

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 REPORT NUMBER: 17C00018 KS:kl  
 SUBJECT: MINUTES ARTS AND CULTURAL DEVELOPMENT ADVISORY  
 COMMITTEE 2 MARCH 2017

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## **RECOMMENDATIONS**

THAT it be a recommendation to Council:-

- A. THAT Report Number 17C00018 KS:kl entitled Minutes Arts and Cultural Development Advisory Committee 2 March 2017, be received and noted.
- B. THAT Council consider the current sponsorship arrangements with Tourism Top End and investigate opportunities to resource a seasonal Arts and Culture Guide.

## **BACKGROUND**

### **PREVIOUS DECISION**

*DECISION NO. 21\3455 (30/06/15)*

#### **Arts Plan 2015-2020**

*Report No. 15C0072 SC:es (22/06/15) Common No. 1128486*

- B. THAT Council endorse and adopt the Arts Plan 2015 - 2020 at Attachment A to Report Number 15C0072 entitled Arts Plan 2015 - 2020.*

## **DISCUSSION**

The first meeting for 2017 of the Arts and Cultural Development Advisory Committee was held on Thursday 2 March 2017. The meeting provided opportunity for member updates and a briefing on Council's public and temporary art programs, the Parap Pool commission and the introduction of the newly appointed Arts & Cultural Development Coordinator.

The Committee identified an emergent unmet need and significant gap in promotions of arts and cultural programs and activities that provide a welcoming environment and showcase the diversity, creativity and excellence of the arts and cultural life in Darwin. This lack of promotions was identified as impacting Darwin as a destination, the vibrancy of cultural life in Darwin and the broader arts and cultural sectors locally.

City of Hobart recently identified a similar gap in promotional materials for visitors to Hobart for visitors such as crew ship passengers. To address this gap a seasonal brochure that widens the availability of Hobart's cultural and arts programs, activities and experiences was created. An example brochure was tabled at the meeting as at **Attachment B**.

A printed and digital publication/application was considered vital and liaison with existing expertise such as Off The Leash regarded as essential.

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 REPORT NUMBER: 17C00018 KS:kl  
 SUBJECT: MINUTES ARTS AND CULTURAL DEVELOPMENT ADVISORY  
 COMMITTEE 2 MARCH 2017

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Consideration of Council's existing sponsorship arrangements with Tourism Top End was recommended, to explore opportunities for collaboration with local expertise such as Off The Leash, coupled with the direction of resources to develop a seasonal Arts and Culture guide.

### **CONSULTATION PROCESS**

In preparing this report, the following City of Darwin officers were consulted:

- Manager Community Development

In preparing this report, the following External Parties were consulted:

- Arts and Cultural Development Advisory Committee Members

### **POLICY IMPLICATIONS**

This report is guided by Council's Arts and Cultural Development Policy 007 that facilitates the development of arts and culture which recognises Darwin's diversity of cultural resources and experiences.

### **BUDGET AND RESOURCE IMPLICATIONS**

Council provides \$100,000 in operating subsidy annually to Tourism Top End. A significant unmet need exists to promote and market arts and cultural development offerings in Darwin. It is recommended the existing sponsorship of Tourism Top End be explored to identify leverage opportunities to resource and develop a seasonal arts and cultural guide.

### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Nil.

### **ENVIRONMENTAL IMPLICATIONS**

Nil.

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 REPORT NUMBER: 17C00018 KS:kl  
 SUBJECT: MINUTES ARTS AND CULTURAL DEVELOPMENT ADVISORY  
 COMMITTEE 2 MARCH 2017

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### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**KIEREN SANDERSON**  
**COORDINATOR ARTS AND**  
**CULTURAL DEVELOPMENT**

**ANNA MALGORZEWICZ**  
**GENERAL MANAGER**  
**COMMUNITY & CULTURAL**  
**SERVICES**

For enquiries, please contact Anna Malgorzewicz on 89300633 or email:  
[a.malgorzewicz@darwin.nt.gov.au](mailto:a.malgorzewicz@darwin.nt.gov.au).

#### **Attachments:**

**Attachment A:** Minutes Arts and Cultural Development Advisory Committee 2  
 March 2017

**Attachment B:** Hobart Arts & Culture Visitors Guide



**DRAFT MINUTES  
ARTS & CULTURAL DEVELOPMENT  
ADVISORY COMMITTEE (ACDAC)**

**Thursday 2 March 2017**

**12.00 – 1.30pm**

**Meeting Room 1, City of Darwin Civic Centre**

**1. PRESENT**

Alderman Robin Knox	Chairperson, City of Darwin
Ms Angela O'Donnell	Senior Arts Broker, Arts NT
Ms Alice Body	General Manager, Deckchair Cinema
Ms Eliza Nolan	Tourism NT, Policy
Mr Sean Pardy	Executive Director, Brown's Mart Arts
Ms Jane Tonkin	Executive Producer/CIYT
Ms Louise Partos	Executive Officer, Artback NT
Ms Sarah Body	Executive Officer, Tactile Arts
Ms Kieren Sanderson	Coordinator Arts & Cultural Development (CACD)
Anna Malgorzewicz	General Manager Community & Cultural Services, Observer

**2. APOLOGIES**

Ms Louise Partos	Executive Officer, Artback NT
Ms Jane Tonkin	Executive Producer/CIYT
Mr Tony Lee	Larrakia Artist

**3. DECLARATION OF INTEREST IN ANY ITEMS ON THE AGENDA**

Nil.

**4. ACCEPTANCE OF PREVIOUS MINUTES 10 NOVEMBER 2016**

Moved: Sean Pardy      Seconded: Angela O'Donnell      CARRIED

**5. BUSINESS ARISING FROM PREVIOUS MINUTES 10 NOVEMBER 2016**

**5.1 Parap Pool Public Art (*Integrated*) Commission Decision**

Noted.

**6. GENERAL BUSINESS**

**6.1 Welcome Pack**

Receipt of Welcome Pack 2017 acknowledged.

**6.2 Committee Membership**

- Committee membership and Terms of Reference reviewed.

- ACDAC members outlined areas of expertise and suggested creative industry professionals whose area of expertise was not represented. Suggestions included:
  - Darwin Fringe Festival Director
  - APRA/Music NT

ACTION: CACD to contact General Manager of Darwin Entertainment Centre for a representative for ACDAC as per Terms of Reference. CACD to invite suggested representatives as stated above.

### **6.3 2016 Year in Review**

CACD provided an overview of the 2016 projects and further progress into 2017.

### **6.4 2017 Projects**

#### **6.4.1 Parap Pool Integrated Public Art Commission Update**

- Wet weather has created slight production delays with pool construction requiring timeline adjustments.
- Architects Liquid Blu and artist Jill Chism are collaborating on the façade with a visit scheduled for late April, contingent on the architects.
- CADC to advise when plans are finalised. The professional development program is being progressed.

#### **6.4.2 Temporary Public Art Platforms program**

- CACD gave an update on the Public Art Pilot Platforms Program.
- CACD is preparing a production scope for the program.
- Contact made with Andy Ewing winner of \$5,000 cash prize as a spot in the Platform program. Meeting scheduled to discuss next steps.
- GM Community & Cultural Services provided a briefing on the sites including the Nightcliff Pool Façade and the building's readiness for a Lightbox Platform as part of the Pilot Platforms program.

#### **6.4.3 National Local Government Capital Cities Arts & Cultural Development Update**

The Capital Cities Headline Data Collection delivered by the Cultural Development Network/Adjunct Principal Research Fellow, RMIT University Australia is still in collection and definition stage. This data collection will assist in quantifying local governments' contribution to cultural life.

- CACD tabled two project examples from the National Local Government Forum in February 2017.

- A printed brochure titled, *Start Your Journey Into Creative Hobart Summer 2016* (cruise ship pax accessibility and experiences guide).
- The Guild Creative Spaces program (City of Melbourne).
- Committee identified a significant gap in arts and cultural life promotion in Darwin for cruise ship passengers and visitors.
- Council's sponsorship of Tourism Top End was discussed and the lack of promotions identified as impacting the arts and cultural sector, Darwin as a destination and the vibrancy of cultural life in Darwin.
- A printed and digital publication/application was considered vital to the visitor experience.
- Existing expertise such as Off The Leash regarded as essential.

### RECOMMENDATION

That Council consider the current sponsorship arrangements with Tourism Top End and investigate opportunities to resource a seasonal Arts and Culture Guide.

Moved: Sean Pardy

Seconded: Sarah Body

CARRIED

## 6.5 Members Update

**Arts NT** - National Performing Arts Market and NT content touring as well as the NT programmers and organisations that were present at the Market included Darwin Entertainment Centre, Araluen Arts Centre and Artback NT.

Arts NT Project Round opening soon.

**Browns Mart** launching 2017 Season on 14 March.

Education program launches with A Doll's House by Henrik Ibsen.

**Tactile Arts** studios are getting air-conditioning installed by March and these studios will be available for hire.

**Deckchair Cinema** launch 2017 season on 9 April 2017. Deckchair is positioning itself as a community venue. Local guest performers will appear this year and a new Seed Fund which supports local emerging filmmakers.

## 7. ANY OTHER BUSINESS

City of Darwin – GM Community and Cultural Services provided an overview of organisational restructure underway.

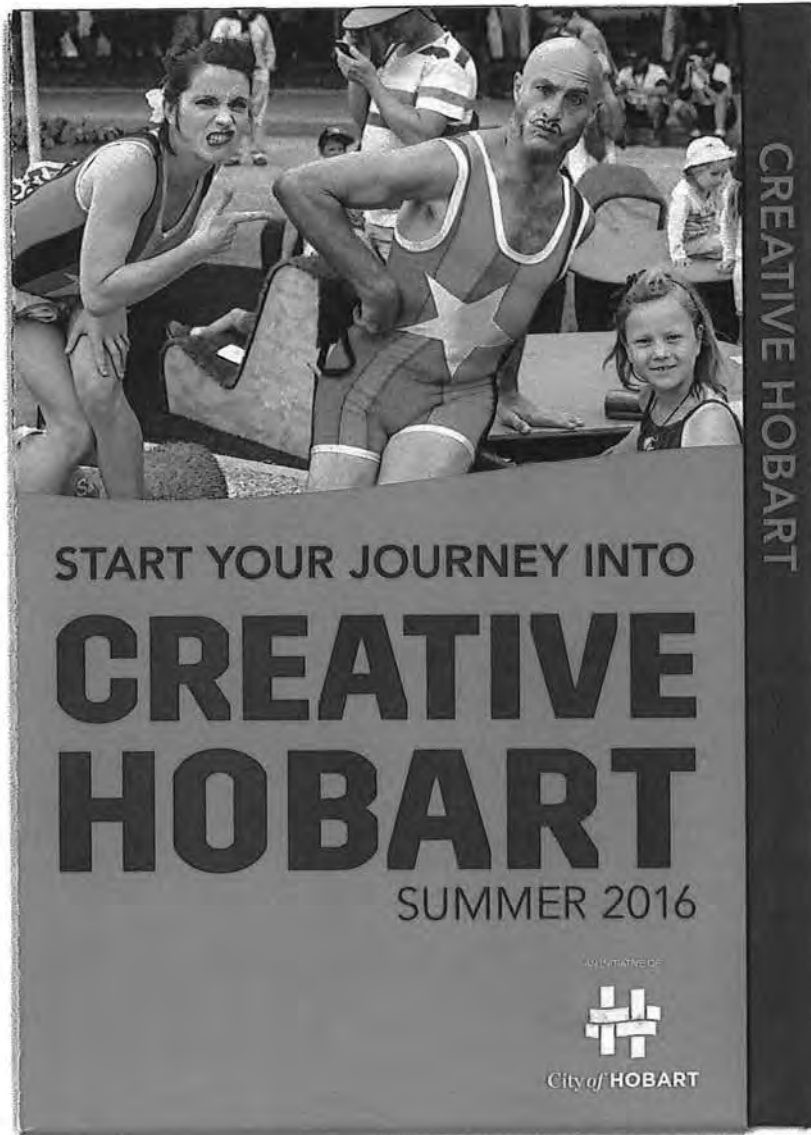
## 8. NEXT MEETING

25 May 2017 12 noon - 1.30 pm Meeting Room 1 – Civic Centre

## 9. MEETING CLOSED - 1.35 pm



## FRONT COVER



FRONT &  
BACK  
FOLDED  
OUT



CREATIVE HOBART

START YOUR JOURNEY INTO

# CREATIVE HOBART

SUMMER 2016

AUTHORISED BY



City of HOBART

## CREATIVE HOBART

Hobart is a city of creative thinkers and doers – a city where past, present and future fuse, a place that unites imaginative people, incubates and hatches courageous ideas.

## A SUPPORTIVE CITY

The City of Hobart strives to showcase the people who make this city a fresh, vibrant place. In home studios, public galleries, on the many stages big and small, or even on the streets, we want to introduce you to local artists and their impressive mosaic of projects.

**CREATIVE  
HOBART**

AUTHORISED BY



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## WHAT'S ON?

To find out what's on, there are a number of helpful links that are updated regularly, including:

### TASMANIAN ARTS GUIDE

This is your guide to the best creative places and entertainment in Hobart and across Tasmania.

[www.tasmanianartsguide.com.au](http://www.tasmanianartsguide.com.au)

### EVENTFINDA

Need to find an event? This independent website has an exhaustive list to browse.

[eventfinda.com.au](http://eventfinda.com.au)

### CITY GUIDE FACEBOOK PAGE

This is an interactive online guide to the what and where of what's on. You can read comments and reviews or post your own.

[facebook.com/Hobartcityguide](https://facebook.com/Hobartcityguide)

### WARP MAGAZINE

Tasmania's street magazine is in print and online.

[warpmagazine.com.au](http://warpmagazine.com.au)

### FREE FAMILY ACTIVITIES

Little people are as big in Hobart as grown-ups, so activities like the TMAG Family Days and its Young Collectors program will keep you fascinated.

[tmag.tas.gov.au/learning\\_and\\_discovery/families](http://tmag.tas.gov.au/learning_and_discovery/families)

## YOUR OWN PIECE OF HOBART

### SALAMANCA MARKET

Every Saturday from 8.30 am – 3 pm Hobart's creative and most colourful face is on show, 75% of it proudly locally-owned and made, including the buskers.

[hobartcity.com.au/salamancamarket](http://hobartcity.com.au/salamancamarket)

### THE MARKET

This is a boutique art and design showcase of independent Tasmanian designers and producers, held bi-monthly in Hobart's Masonic Temple.

[themarkethobart.com.au](http://themarkethobart.com.au)

### LOCALLY MADE

Throughout the city, from Criterion Street to the Salamanca Arts Centre, shops offer locally made objects, crafts, visual art, music and wearable art mirroring the inventiveness of Hobart's artisans.

### CREATIVE HOBART POP-UP

Whenever the opportunity arises, the City of Hobart gladly offers a short-term shopfront to some of its prolific artists. Look out for them dotted here and there throughout the city centre.

### COLLECT

The Collect Art Purchase Scheme is a creative opportunity offering Australian residents 12-month interest-free loans to buy the works of contemporary Tasmanian artists.

[collect-art.com.au](http://collect-art.com.au)

## ART OUT IN THE OPEN

Pick up the free Public Art in Hobart brochure that includes maps and points of interest leading to the open air works of talented artists, designers and craftspeople, many of them from Hobart:

### BUSH ADVENTURES

Bush Adventures offers activities amongst the city's beaches and reserves, including arts activities for people aged two and up. Pick up a brochure or visit

[hobartcity.com.au/bushadventures](http://hobartcity.com.au/bushadventures)

### PUBLIC ART

For more information on the City of Hobart's public art projects, see

[hobartcity.com.au/publicart](http://hobartcity.com.au/publicart)

### BATTERY POINT SCULPTURE TRAIL

No part of Hobart has more significant cultural heritage than the Battery Point precinct and a walk around it is a voyage through a rich, sometimes uncomfortable history.

### NEW TOWN RIVULET ART WALK

This sculpture trail weaving serenely through the bushscape spotlights the work of three Tasmanian artists in *Flora, Fauna and Foray*, a homage to this river ecosystem on the city's edge.

### SIGNAL BOXES

Over 40 original artworks dot the city streets, each telling its own story and painted by the community and professional artists on normally anonymous traffic infrastructure.

### SOAPBOX

Wander up to vibrant Mathers Place to take in Soapbox, the City of Hobart's billboard project giving a public voice and free expression to the city's artists.



## SUMMER IN HOBART

Summer 2017 brings blue skies and a city bursting with creativity in public and private spaces:

### MONA FOMA

Festival events in and around Hobart including the Town Hall, Salamanca Arts Centre, Brooke Street Pier, Contemporary Art Tasmania and beyond!

18–22 Jan  
[mofo.net.au](http://mofo.net.au)

### ALICE IN WONDERLAND

The outdoor summer season by Big Monkey Theatre at the Royal Tasmanian Botanical Gardens.

Until 29 Jan  
[bigmonkey.com.au](http://bigmonkey.com.au)

### RIPPLES IN THE RED SAND

An exhibition of hand-sculpted forms, reflective of the structures of the land, by Henrietta Norris at Salamanca Arts Centre.

22 Feb – 5 Mar  
[salarts.org.au](http://salarts.org.au)

### THEATRE ROYAL TOUR

Take a behind-the-scenes guided tour of this iconic jewel in Australia's cultural heritage.

Every Monday, Wednesday and Friday  
[theatreroyal.com.au](http://theatreroyal.com.au)

### STATE CINEMA ROOFTOP SEASON

Watch the latest releases and classics while reclining under the sunset and starry nights.

See the website for summer sessions  
[statecinema.com.au](http://statecinema.com.au)

## ON THE ROAD

As you meander tranquilly around Tasmania, keep an eye out at local halls and theatres for Tasmanian art: travelling the state, thanks to these Hobart-based organisations that tour home-grown product:

**TASMANIA PERFORMS** develops and presents the very best of our performing artists to audiences across the state and the nation.

[tasperforms.com](http://tasperforms.com)

**TERRAPIN PUPPET THEATRE** tells sophisticated stories of humour and pathos, embracing both new technology and the wonder of illusion through the age-old craft of puppetry.

[terrapi.org.au](http://terrapi.org.au)

**TASMANIAN SYMPHONY ORCHESTRA** tours large and small venues with more than 70 concerts across the state each year.

[tso.com.au](http://tso.com.au)

**TASMANIAN THEATRE COMPANY** presents an annual program that reliably encompasses world premieres, new Tasmanian theatre, adaptations and site specific performance.

[tastheatre.com](http://tastheatre.com)

**KICKSTART ARTS** is Tasmania's acclaimed community arts organisation connecting people and ideas through performance, film, conversation and cultural exchange.

[kickstartarts.org](http://kickstartarts.org)



## START YOUR JOURNEY INTO

# CREATIVE HOBART

SUMMER 2016



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**CREATIVE HOBART**





## LIVE PERFORMANCE

### SALAMANCA ARTS CENTRE

A hub deep in the fascinating core of historic colonial Hobart, a focus of creative output in all art forms – galleries, performance, artists, artisans, and more in an inspirational setting.  
salarts.org.au

### PLAYHOUSE THEATRE

Built in 1864, this classic proscenium arch theatre with its welcoming facade is home to lively musicals, solid theatre classics and new adventurous Tasmanian plays.  
playhouse.org.au

### ODEON THEATRE

Over a century old, this gem of live performance in Hobart is the stage for a variety of rousing performances and festival headliners.  
eventfinda.com.au

### REPUBLIC BAR & CAFE

At the beginning of Hobart's nightlife strip to the north, this is one of the city's most popular live music venues for local and touring acts, wrapped in a comfy, casual pub atmosphere.  
republicbar.com

### THEATRE ROYAL

This gloriously historic, living centre for the performing arts – Australia's oldest – has a prestigious annual program of live theatre, music, dance and more.  
theatreroyal.com.au

### FEDERATION CONCERT HALL

This is the Tasmanian Symphony Orchestra's home. For over 60 years the TSO has been at the forefront of concert life in Tasmania and is one of Australia's premier orchestras.  
tso.com.au

## GALLERIES

### TASMANIAN MUSEUM AND ART GALLERY

Tasmania's identity is housed in this nationally important natural, cultural and heritage organisation.  
tmag.tas.gov.au

### CONTEMPORARY ART TASMANIA

An annual program of high-quality, experimental visual arts famed for its innovation and energy.  
contemporaryarttasmania.org

### HOBART GALLERIES

For a comprehensive guide to Hobart's independent, commercial, large and small galleries, pick up a Hobart Gallery Guide.

## FILM

### STATE CINEMA

The eight screens, rooftop cinema, bar and labyrinth bookshop are home to all that is good about independent, international and Australian screen culture and just five minutes north of the city centre.  
statecinema.com.au

### VILLAGE CINEMA

In Collins Street you will find this Australian-based cinema chain offering blockbuster, popular, children and family films.  
villagecinemas.com.au

## BOOKS, READING AND WRITING

### TASMANIAN WRITERS' CENTRE

Tasmania's inspirational landscape, contemplative spaces and sharp minds have inspired writers for many years. The Writers' Centre serves both readers and writers with its public program.  
taswriters.org

### FULLERS BOOKSHOP

This independent bookshop and publisher in the city centre, much loved by Hobartian readers, Fullers also hosts author readings and discussions, as well as casual meetings in its cafe.  
fullersbookshop.com.au

### HOBART BOOKSHOP

Profoundly active in the literary community of Tasmania, the Hobart Bookshop is rich with literary offerings, many of which are Tasmanian authors, photographers and artists.  
hobartbookshop.com.au

### STATE LIBRARY

The LINC public library encompasses the latest publications, research facilities, a new look at history and open programs that make it a welcoming spot to soak up the myriad stories on offer in Hobart.  
linc.tas.gov.au

### SILVER WORDS

Hobart's monthly spoken word and performance poetry event is held at various venues in or close to the city centre.  
facebook.com/thesilverwords



### WITH THE MASTERS

Across the city on most days, there's a chance to be creative by learning a new skill, joining a workshop or listening to an artist in conversation, such as:

### CREATIVE EXCHANGE

Kickstart Arts in North Hobart offers casual classes in everything from circus skills to garden design.  
kickstartarts.org

### THE ARTS AT UTAS

The University of Tasmania's College of the Arts in Hunter Street presents regular lunchtime forums with artists, critics, theorists and curators from Australia and beyond.  
utas.edu.au



## BEYOND HOBART'S HEART

### ROSNY BARN

A multi-purpose, stone barn converted into an intimate arts venue in the cultural hub of Hobart's eastern shore, just 10 minutes from the city.  
clarencartsandevents.net

### ARTBIKES

Giving art lovers looking for mobility a bike for free to pedal around the scenic eastern shore of Hobart in a fun and environmentally friendly way.  
clarencartsandevents.net/artbikes

### MONA

The world-renowned Museum of Modern and New Art, is just a little further afield, north of the city in Berriedale. It's easily accessible by ferry to and from Hobart's Brooke Street Pier or the Mona Roma shuttle bus from the city. Mona's cinema and library are also worth a visit.  
mona@net.au

### MAC

Moonah Arts Centre is 15 minutes north of the city. Owned and operated by the Glenorchy City Council, MAC presents a full program of performances, exhibitions and more.  
moonahartscentre.org.au

Image credits: *Before the Flame Goes Out* (Foundry to IHOS Amsterdam) by Jacopo Baboni Schillig; Theatre Royal Hobart by Dr Ruth Frost; all other images by Alastair Bett for the City of Hobart.



ENCL: **COMMUNITY AND CULTURAL SERVICES**  
 YES **COMMITTEE/OPEN**

AGENDA ITEM: **10.1.5**

**HMAS *DARWIN* - INTENTION TO EXERCISE FREEDOM OF ENTRY AND MARCH  
 THROUGH THE CITY OF DARWIN 4 NOVEMBER 2017**

REPORT No.: 17C0016 KS:kl

COMMON No.: 3222973

DATE: 14/03/2017

**Presenter:** Community Events Producer, Kylie Salisbury

**Approved:** General Manager Community & Cultural Services,  
 Anna Malgorzewicz

**PURPOSE**

The purpose of this report is to advise Council that Commander Phillip Henry, Royal Australian Navy (RAN) has provided correspondence that HMAS *Darwin* intends to exercise its Freedom of Entry to the City of Darwin on Saturday 4 November 2017.

**LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies of the City of Darwin 2012 – 2016 as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

**Goal**

4 Historic and Culturally Rich City

**Outcome**

4.1 Recognised key activities and events

**Key Strategies**

4.1.2 Promote Darwin's war time, military and aviation history

**KEY ISSUES**

- City of Darwin has received correspondence from HMAS *Darwin* to exercise its Freedom of Entry to the City of Darwin for the final time on 4 November 2017 (**Attachment A**).
- The visit in November from 1-5 November 2017 will be the HMAS *Darwin*'s last visit prior to her decommissioning in December 2017.
- As this will be the last visit by HMAS *Darwin* to her namesake city, a community event is proposed to be held as part of the Freedom of Entry Parade to mark this significant occasion.

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## **RECOMMENDATIONS**

That it be a recommendation to Council:-

- A. THAT Report Number 17C0016 KS:kl entitled HMAS *Darwin* - Intention to Exercise Freedom of Entry and March through the City of Darwin 4 November 2017, be received and noted.
- B. THAT it be noted that the Exercising of the Right of Freedom of Entry by HMAS *Darwin* will take place in the City on Saturday 4 November 2017.
- C. THAT in order to commemorate the final visit by HMAS *Darwin*, a community event is held as part of the Freedom of Entry parade.

## **BACKGROUND**

### **PREVIOUS DECISIONS**

*DECISION NO. 21\4151 (23/02/16)*

#### **HMAS Darwin – Request to be Granted Freedom of Entry and March through the City of Darwin 8 July 2016**

*Report No 16C0018 KS:kl (23/02/16) Common No. 3222973*

- B. *THAT Freedom of Entry to the City of Darwin be granted to HMAS Darwin, the Exercising of the Right to take place in the City on Friday 8 July 2016.*

*DECISION NO. 14/6194 (25/08/87)*

#### **Freedom of the City – HMAS Darwin – Friday 21 August 1987**

*Report No. 87TC237 BC (14/8/87)*

1. *That Darwin Council pursuant to Section 61 (1) (c) of the Local Government Act 1985 hereby delegates to the members for the time being of the Administration Services Committee the power to grant the right to exercise Freedom of Entry of the City of Darwin*
2. *That Darwin City Council grant H.M.A.S. Darwin their right to exercise Freedom of Entry of the City of Darwin as granted by the council on 26 October 1985, to take place on Friday 21 August 1987.*
3. *That H.M.A.S. Darwin will march through the streets of Darwin with swords drawn, bayonets fixed, drums beating, bands playing and colours flying.*

Freedom of the entry is an ancient honour granted to martial organisations, allowing them the privilege to march into the city with drums beating, colours flying, and bayonets fixed.

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In the case of the Navy, Freedom of the City was more usually conferred in recognition of the defence of sea port cities and towns. However, as many vessels in the contemporary RAN fleet carry the names of land-locked centres, so the honour has been extended to include a number of them.

The granting of Freedom of Entry is the highest accolade a town or city can bestow upon a group and it is no less readily won or lightly given today than it was centuries ago.

Today, Freedom of Entry is a ceremonial honour bestowed upon a military unit with historic ties to the area, as a token of appreciation for their long and dedicated service. The exercising of the Freedom of Entry is celebrated through a parade march through the city.

A 'Freedom of Entry' ceremony is officiated by the Lord Mayor, the invitation list generally includes State and Federal Members of Parliament, Aldermen, representatives of the Defence Forces and a cross-section of people from the community. It is usual to hold a reception after the ceremony.

## **DISCUSSION**

City of Darwin has received correspondence from Commander Phillip Henry RAN, Commanding Officer of HMAS *Darwin* to exercise its Freedom of Entry and march through the City of Darwin on 4 November 2017 (**Attachment A**).

HMAS *Darwin* will visit the Port of Darwin for the last time from 1-5 November 2017 prior to her decommissioning in December 2017. HMAS *Darwin* was first granted Freedom of Entry into Darwin on 25 October 1985 and last exercised its right to Freedom of Entry on 8 July 2016.

Commander Henry intends to exercise the right of Freedom of Entry on 4 November 2017. During the visit HMAS *Darwin* will also host an official reception on-board scheduled for 2 November 2017.

This will be the last visit by HMAS *Darwin* to her namesake city before decommissioning. To fully commemorate this significant occasion it is proposed a community event be held as part of the Freedom of Entry Parade.

Commander Henry has advised that the officers and crew of HMAS *Darwin* are seeking opportunities to engage with the wider Darwin community and members of the public will be able to visit HMAS *Darwin*. It is proposed that the Community Events Producer liaise with HMAS *Darwin* to determine an appropriate community event to allow this interaction to occur and mark this special occasion.

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## **CONSULTATION PROCESS**

In preparing this report, the following City of Darwin officers were consulted:

- Manager Recreation, Events and Customer Service
- Executive Assistant to Lord Mayor

## **POLICY IMPLICATIONS**

The request is consistent with City of Darwin Policy No 030 Governance – General which provides a framework for such events and receptions.

## **BUDGET AND RESOURCE IMPLICATIONS**

City of Darwin has an annual allocation for Freedom of Entry and Welcome Home events.

This proposed Freedom of Entry for HMAS *Darwin* is scheduled for 4 November 2017 and will be funded through a budget allocation in the 2017/2018 financial year.

## **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Nil.

## **ENVIRONMENTAL IMPLICATIONS**

Nil.

## **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**KYLIE SALISBURY**  
**COMMUNITY EVENTS**  
**PRODUCER**

**ANNA MALGORZEWICZ**  
**GENERAL MANAGER**  
**COMMUNITY & CULTURAL**  
**SERVICES**

For enquiries, please contact Anna Malgorzewicz on 89300633 or email:  
[a.malgorzewicz@darwin.nt.gov.au](mailto:a.malgorzewicz@darwin.nt.gov.au).

## **Attachments:**

**Attachment A:** Request Letter from Commander Phillip Henry RAN, Commanding Officer of HMAS *Darwin*





07/07/11  
 DAR/OUT/2017/29

**The Right Worshipful The Lord Mayor of Darwin**

Katrina Fong Lim  
 City of Darwin  
 GPO Box 84  
 DARWIN NT 0801

*Lord Mayor*

**HMAS DARWIN'S FINAL VISIT TO THE CITY OF DARWIN**

It gives me great pleasure to inform you that HMAS *Darwin* will once again be alongside the city of which she bares the name. This visit will be HMAS *Darwin*'s last prior to her decommissioning in December 2017. The dates for this visit will be 01-05 November 2017.

Our intention is to exercise HMAS *Darwin*'s freedom of entry to Darwin city for the final time on 04 November 2017. During this visit we will also be hosting an Official Reception onboard HMAS *Darwin*, 02 November 2017. I hope that HMAS *Darwin*'s officers and crew will also be able to engage with the wider Darwin community and that members' of the public will, in turn, be able to visit HMAS *Darwin*.

The City of Darwin has immense significance to HMAS *Darwin*'s crew past and present. Darwin not only gave the ship her name but also the spirit of resurgence demonstrated by Darwin's people. We look forward to taking this opportunity to farewell our namesake city.

The point of contact for this visit is the Executive Officer of HMAS *Darwin*, LCDR Jennifer Parker. She is contactable via email on [jennifer.parker@fleet.defence.gov.au](mailto:jennifer.parker@fleet.defence.gov.au) or on via mobile on 0404 824 008.

**PA Henry**  
 Commander, Royal Australian Navy  
 Commanding Officer

HMAS *Darwin*  
 Fleet Base East  
 Cowper Wharf Road  
 WOOLLOOMOOLOO NSW 2011

15 February 2017

ENCL: COMMUNITY AND CULTURAL SERVICES  
YES COMMITTEE/ OPEN

AGENDA ITEM: 10.1.6

### HEALTHY CHOICES FOOD AND DRINKS POLICY

REPORT No.: 17C0002 CB:kl

COMMON No.: 3429439

DATE: 21/03/2017

**Presenter:** Recreation and Healthy Lifestyle Coordinator  
Clare Beacham

**Approved:** General Manager Community and Cultural Services  
Anna Malgorzewicz

#### **PURPOSE**

The purpose of this report is to present Council with the draft Healthy Choices Food and Drinks Guide for endorsement. This report also details proposed amendments to Policy No. 046 – Recreation and Healthy Lifestyle to incorporate the Guide.

#### **LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies of the City of Darwin 2012 – 2016 as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

#### **Goal**

2 Vibrant, Flexible and Tropical Lifestyle

#### **Outcome**

2.3 Increased sport, recreation and leisure experiences

#### **Key Strategies**

2.3.5 Enhance and improve services and facilities which encourage healthy lifestyle choices.

#### **KEY ISSUES**

- City of Darwin recognises the importance of healthy eating in promoting general health and wellbeing for the community and to lead by example in creating supportive environments that promote health and wellbeing.
- Consultations with staff indicated there was a strong desire to provide healthy options to the community. However, they perceived a lack of knowledge of what is available, budget constraints and lack of time as barriers to doing this.
- In order to support the community to make healthy food and drink choices, a draft Healthy Choices Food and Drinks Guide has been developed (**Attachment A**) that follows the Australian Dietary Guidelines with clear recommendations and suggestions for food and drinks provided at public functions, events, meetings or workshops organised by Council.

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- Policy No. 046 – Recreation and Healthy Lifestyle at **Attachment B** has been amended to incorporate the draft Healthy Choices Food and Drinks Guide.

## **RECOMMENDATIONS**

THAT it be a recommendation to Council:-

- THAT Report Number 17C0002 CB:kl entitled Healthy Choices Food and Drinks Policy, be received and noted.
- THAT Council endorse the Draft Healthy Choices Food and Drinks Guide at **Attachment A** of Report Number 17C0002 CB:kl entitled Healthy Choices Food and Drinks Policy, to be used when catering for all public Council functions, events, meetings or workshops.
- THAT Council adopt amendments to City of Darwin Policy No. 046 – Recreation and Healthy Lifestyle detailed at **Attachment B** of Report Number 17C0002 CB:kl entitled Healthy Choices Food and Drinks Policy, to incorporate the draft Healthy Choices Food and Drinks Guide.

## **BACKGROUND**

### **PREVIOUS DECISION**

*DECISION NO.21\5029 (22/11/16)*

#### **Healthy Choices Food and Drinks Policy** *Common No. 3429439*

*THAT a report be prepared to consider a “Healthy Choices Food and Drinks Policy” for Council functions and public events that reflects Council’s Healthy Darwin program.*

## **DISCUSSION**

City of Darwin recognises the importance of healthy eating in promoting general health and wellbeing for the community, and to lead by example in creating supportive environments that promote health and wellbeing.

Lifestyle-related chronic disease is a major, growing issue across Australia, with cardiovascular disease and Type 2 Diabetes being the leading causes of illness, death and healthcare burden (Australian Institute of Health and Welfare [AIHW], 2014)<sup>1</sup>. In Darwin, the prevalence of chronic disease-related illnesses and death are significantly higher than the Australian average. The age-standardised rate per 100,000 for deaths from diabetes is 17.0 for Darwin and 7.3 for Australia. Deaths

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<sup>1</sup> AIHW 2014, ‘Leading types of ill health’, AIHW, <http://www.aihw.gov.au/australias-health/2014/ill-health/#t10>.

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from cardiovascular disease are 70.0 per 100,000 in Darwin compared to 59.2 for Australia-wide (Australian Health Policy Collaboration [AHPC], 2016)<sup>2</sup>.

Obesity or being overweight are major contributors to these and other chronic conditions and can be modified through a healthy diet and physical activity. In 2016, over half the population (61.7%) in the Darwin region was reported as overweight or obese (AHPC 2016).

Council coordinates a range of community programs, events, meetings and workshops where catering is provided.

Consultation with staff across the organisation into the type of catering provided was conducted to identify current processes and any perceived barriers to providing healthy food and drink choices at Council catered activities.

### **Development of the Draft Healthy Choices Food and Drinks Guide**

Consultations with staff indicated there was a strong desire to provide healthy options to the community, and they feel it is important to be offering healthy food and drinks. However knowledge of what is considered to be healthy food varied amongst staff and there was a range of perceived barriers identified that resulted in unhealthy choices being provided.

Staff reported that budget was one of the biggest constraints when choosing catering and that value for money was extremely important. However it was also clear that a lack of planning and knowledge of better options that were available was also a major determination in the catering provided. Staff tended to use catering providers they had used in the past as it was convenient.

Council staff wanted the process of catering to be easy and take as little time as possible, therefore tended to choose caterers that delivered over those who did not, or purchase food and drinks from local supermarkets.

The type of food and drink offered is only part of supporting the health and wellbeing of the community. Consultations also raised the importance of considering safe transport and storage of catering, considering environmental impacts of packaging and ensuring minimal food wastage.

Cultural considerations and food intolerances were also identified as important to address when providing catering.

It is clear from the consultation process that in order to facilitate community, staff and volunteers to make healthy food and drink choices, a guide should be created that follows the Australian Dietary Guidelines with clear recommendations and suggestions for food and drinks provided at public functions, events, meetings or workshops organised by Council.

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<sup>2</sup> AHPC 2016, 'Australia's Health Tracker by Area, 2016', AHPC, <http://www.atlasesaustralia.com.au/ahpc/aust-health-tracker-area.html>.

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A draft Healthy Choices Food and Drinks Guide (**Attachment A**) was developed to be used by staff when providing catering at public functions, events, meetings or workshops organised by Council. This guide will assist those supplying food and drinks at Council activities by providing guidance and recommendations, while directly reflecting the messages promoted through the Healthy Darwin program.

The intended outcomes of this guide are to:

- Provide healthy food and drink options that are nutritious and tasty
- Assist with the selection of healthy food and drinks when purchasing or ordering catering
- Reduce energy-dense and nutrient-poor foods and drinks supplied by Council
- Facilitate Council's commitment to support and enhance the community through positively impacting their health and wellbeing
- Support environmental sustainability through tips on food wastage and single portioning management and minimisation.

It is recommended that an amendment be made to Policy No. 046 – Recreation and Healthy Lifestyle to include a statement committing to providing healthy food and drinks for public Council catered activities.

The policy will apply to all public Council activities such as community programs, community events, award ceremonies and community advisory meetings.

### **CONSULTATION PROCESS**

This report was considered by the Executive Leadership Team on 6 March 2017 and referred to Community and Cultural Services Committee for consideration.

Small focus groups were held with staff from various sections across Council who organise functions, events or meetings that involve catering. Questions were asked to gain an understanding of the type of catering provided and caterers that are currently used. Discussion focussed on some of the barriers to providing healthy catering and what would assist staff to improve the catering choices they provided.

A meeting was held with Department of Health to gain understanding of their policy, other policies around the Territory and advice on developing a policy and guidelines for Council.

In preparing this report, the following City of Darwin officers were consulted:

- Youth Events and Training Officer
- Youth Engagement Coordinator
- Cultural Partnerships Officer
- Arts and Cultural Development Coordinator
- Community Events Producer
- Community Development Support Officer
- Digital Communications Officer
- Committee Administrator
- Manager Strategy and Outcomes

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- Climate Change and Environment Support Officer
- Project Officer, Libraries
- Children's and Youth Services Technician, Libraries
- Recreation Services Officer
- Manager Recreation, Events & Customer Service
- Manager Community Development

In preparing this report, the following External Parties were consulted:

- Program Development Officer, Department of Health
- Program Leader Nutrition and Physical Activity, Department of Health
- Health Director, Heart Foundation NT
- DeeBee Catering
- Karen Sheldon Catering
- Café 21

Policy No. 46 was reviewed on 24 November 2015. As part of this review process it was released for community consultation. As the proposed amendments are not substantive no further community consultation is recommended.

### **POLICY IMPLICATIONS**

Policy No. 46 – Recreation and Healthy Lifestyle provides a framework to support actions that guide Council's commitment to providing community spaces, facilities and programs that encourage a healthy and connected community.

If the recommended changes are adopted, the draft Policy 046 – Recreation and Healthy Lifestyle at **Attachment B** will become the revised policy.

Should the Healthy Choices Food and Drinks Guide be endorsed and the changes to Policy No. 46 – Recreation and Healthy Lifestyle be adopted, City of Darwin will be the first Local Government in the Northern Territory to implement a catering policy that supports healthy food and drink choices.

### **BUDGET AND RESOURCE IMPLICATIONS**

NIL

### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

NIL

### **ENVIRONMENTAL IMPLICATIONS**

The proposed guide supports environmental sustainability by providing suggestions to manage and minimise food wastage and single use, catering utensils and equipment.

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### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**CLARE BEACHAM**  
**RECREATION AND HEALTHY**  
**LIFESTYLE COORDINATOR**

**ANNA MALGORZEWICZ**  
**GENERAL MANAGER**  
**COMMUNITY & CULTURAL**  
**SERVICES**

For enquiries, please contact Anna Malgorzewicz on 89300633 or email:  
[a.malgorzewicz@darwin.nt.gov.au](mailto:a.malgorzewicz@darwin.nt.gov.au).

#### **Attachments:**

**Attachment A:** Draft Healthy Choices Food and Drinks Guide  
**Attachment B:** Policy No. 46 - Recreation and Healthy Lifestyle Tracked Changes  
**Attachment C:** Policy No. 46 – Recreation and Healthy Lifestyle Final

# Healthy Choices Food and Drinks Guide

March 2017



## PURPOSE OF THIS GUIDE

This document will assist those supplying food and drinks at Council activities to ensure catering meets the recommendations of the Australian Dietary Guidelines.

This guide will assist those supplying catering at Council activities to:

- Provide food and drink options that are nutritious and also tasty!
- Reduce the supply of energy-dense, nutrient-poor foods and drinks at community events, programs and activities, and meetings.
- Quickly and easily identify and select healthy choices when ordering catering for their next event or activity.
- Facilitate Council's commitment to support members of the community, staff and volunteers to make food and drink choices that positively impact their health and wellbeing.
- Support environmental sustainability by providing suggestions to manage and minimise food wastage and single use, catering utensils and equipment.

## WHEN TO USE THIS GUIDE?

This document is to be used by anyone providing catering for public Council activities such as community programs, community events, award ceremonies and community advisory meetings.

## WHY DO WE NEED A HEALTHY FOOD AND DRINK CHOICES GUIDE?

City of Darwin is committed to supporting the health and wellbeing of the community through the provision of healthy food and drink choices that encourage healthy behaviours. This is consistent with the messages promoted by Council's Healthy Darwin program, the Heart Foundation and NT Government Department of Health.

The evidence shows Cardiovascular disease is the leading cause of death and disease burden in Australia, resulting in 30% of all deaths in 2014 (Australian Institute of Health and Welfare [AIHW], 2014)<sup>1</sup>. According to the AIHW (2014), \$8 billion was spent on healthcare related to cardiovascular disease. Type 2 Diabetes is the fastest growing chronic condition in Australia. In 2014, 100,000 Australians developed Type 2 Diabetes, and it is expected to be the leading burden of disease in less than 5 years, over-taking cardiovascular disease (AIHW, 2014).

<sup>1</sup> AIHW 2014, 'Leading types of ill health', AIHW, <http://www.aihw.gov.au/australias-health/2014/ill-health/#t10>

<sup>2</sup> AHPC 2016, 'Australia's Health Tracker by Area, 2016', AHPC, <http://www.atlasesaustralia.com.au/ahpc/aust-health-tracker-area.html>.

<sup>3</sup> ABS 2013, 'Overweight and Obesity', ABS, <http://www.abs.gov.au/ausstats/abs@.nsf/lookup/33C64022ABB5ECD5CA257B8200179437?opendocument>.

Prevalence of diet-related diseases is higher in regional and remote areas of Australia than urban, and statistics for the Darwin region support this. The age-standardised rate per 100,000 for deaths from diabetes is 17.0 for Darwin and 7.3 for Australia. Deaths from cardiovascular disease are 70.0 per 100,000 in Darwin compared to 59.2 for Australia-wide (Australian Health Policy Collaboration [AHPC], 2016)<sup>2</sup>. Furthermore, statistics are even higher for Indigenous and Torres Strait Islander populations, with hospitalisation rates for cardiovascular disease being twice as high as non-Indigenous Australians, and deaths 30% higher.

Obesity or being overweight are major contributors to these and other chronic conditions, and can be modified through a eating healthy and drinks and physical activity. In Australia, over half of the population is either overweight or obese (62.8%), increasing by 5% from 1995 to 2007-08 (Australian Bureau of Statistics [ABS], 2013)<sup>3</sup>. In the Darwin region in 2016, the age standardised rate per 100 people is 61.7; meaning over half of the population is either overweight or obese.

Eating healthy, nutritious foods and being physically active are essential to prevent, and manage lifestyle related diseases.

You must provide healthy food and drinks options at all public Council functions, activities, events and meetings.  
The following tips and catering menu options will ensure you achieve this.

### **TIPS FOR HEALTHY CATERING**

1. Determine the need to provide catering.
  - Consider the time of day and length of the meeting or activity.
  - If a meeting or activity is under 1.5 hours you should only supply water, tea and coffee.
  - If outside of meal times, only provide a healthy snack such as fruit or consider whether snacks are required at all.
  - If within meal times such as lunch and dinner, consider if you need a full meal or a light meal?
2. Consider serving sizes.
  - Always confirm attendance numbers and only order enough for the intended amount of guests.
3. Consider special dietary requirements.
  - Are there gluten and/or lactose free options?
  - Are there vegetarian and/or vegan options?
  - Have you considered any cultural backgrounds?
  - Have you asked your caterer to label the foods on the platter?
4. Never supply sugary drinks or confectionary to children.
5. Include plenty of fruit, vegetables and legumes.  
Use local and in-season where possible. Even though fresh is better canned or frozen fruit and vegetables can still be nutritious and appropriate to use. Select canned fruits in water or its own juice and check for added sodium and sugars.
6. Use moderate amounts of lean meats, skinless poultry and/or fish.
7. Include a variety of grain-based foods.  
Preferably wholegrain or wholemeal such as different breads, crackers, pasta, noodles or rice.
8. Use reduced-fat dairy products and only small amounts of cheese (unless for children under 2 yrs of age).
9. Use unsalted, polyunsaturated and monounsaturated spread.
10. Swap fried food for grilled.
11. Serve dressings or sauces on the side.
12. Swap salt and dressings for herbs and spices such as garlic, chilli, lemon or lime juice, basil and coriander.
13. Always have water available for drinking (preferably tap water).

## **SUSTAINABILITY AND FOOD WASTE – WHAT TO DO:**

“Developed nations waste over 220 billion tonnes of food annually” – (United Nations Regional Information Centre [UNRIC, 2016)]<sup>2</sup>. Here are some important tips to use when arranging catering.

- Determine the number of people who will be eating at the event. Confirm numbers prior to booking and only order for the expected number of attendees.
- Provide, or ask your caterer to use reusable/recyclable tableware (such as platters) and eating utensils or recycled or biodegradable products such as napkins or cups.
- Farm animals – staff with farm or domestic animals can use leftovers to feed them. Ask around your office to see if anyone is interested.
- Contact Food Bank or a similar program to discuss if they can pick up any left-over food from events.
- Compost – utilise left-over foods in your own garden.

## **FOOD SAFETY**

Did you know food poisoning is one of the most common illnesses in Australia? If you are providing catering you must ensure you keep your food safe. For regulations, information and advice go to:

Northern Territory Government - Food Safety and Regulations  
<https://nt.gov.au/industry/hospitality/food-safety-and-regulations>

Food Standards Australia and New Zealand  
<http://www.foodstandards.gov.au/Pages/default.aspx>

<sup>2</sup> UNRIC 2016, ‘One third of all food wasted!’, UNRIC, <http://www.unric.org/en/food-waste/27133-one-third-of-all-food-wasted>

## How to read a Nutrition Information Panel (NIP)

If purchasing food from the supermarket rather than a catering company, it can be confusing to decide which product is healthier. Here are some simple tips to follow when reading the (NIP) labelling on products.

This example is from a 25g pack of pretzels.

**Nutrition Information**

	Per Serve (25g)	Per 100g
Energy	451kj	1800kj
Protein	2.5g	10.0g
Fat - Total	2.1g	8.5g
Saturated	0.6g	2.2g
Carbohydrate - Total	19.1g	76.4g
- Sugars	2.7g	10.7g
Dietary Fibre	0.7g	2.8g
Sodium	140mg	559mg
Potassium	42mg	167mg

**Ingredients:** Wheat Flour, Vegetable Oil, Glucose (corn), Salt.

**Annotations:**

- Less than 3g per 100g saturated fat (points to Saturated Fat)
- Less than 10g total fat per 100g (points to Total Fat)
- Less than 10g sugar per 100g. Identify added sugar from ingredients list (points to Sugars)
- More than 3g fibre per 100g (points to Dietary Fibre)
- Less than 400mg sodium (salt) per 100g (points to Sodium)
- Ingredients are listed from largest to smallest quantity (points to Ingredients list)

### Be aware of food claims such as:

**No added sugar** – No simple sugars have been added. However, the product may contain natural sugars (eg. fruit sugars, milk sugars). Read label carefully for sugar content and serving size.

**Toasted/Oven Baked** – Generally means the product has been cooked in oil or fat. Watch the fat content.

**Lite/Light** – May describe taste, colour or texture as well as referring to being lower in fat or salt. Read the label carefully.

**Reduced Fat** – The product is lower in fat than the usual product, but may still be high in fat and often has added salt and sugar for taste.

**Low Fat** – Products labelled low fat are a better choice and should be less than 3g fat per 100g food.

**All Natural** – Sugar, oil, fat and cream are all natural but not good for our health. Read labels carefully.

**Salt Reduced** – Have less than the usual product. Use caution, they may still be high salt.


**Low Salt** – Must contain less than 120mg sodium per 100g food. This is a good choice if you have high blood pressure. “No Salt” or “Salt Free” products are the best choice.

(State Government of Victoria; Federal Department of Health, 2013)

## CATERING MENU OPTIONS

Below is a comprehensive list of suggested food and drink options to ensure your next catered event or meeting is healthy, balanced and tasty! We have also included a number of foods and drinks that you must avoid where possible.

While we have compiled as comprehensive list as possible, it is not a definitive list and you may use other foods or drinks that would fit within the 'healthy suggestions'.

DRINKS	
HEALTHY SUGGESTIONS	AVOID WHERE POSSIBLE
<ul style="list-style-type: none"> <li>• Tap water</li> <li>• Sparkling/soda water</li> <li>• Tea (including herbal and decaffeinated)</li> <li>• Coffee (including decaffeinated)</li> <li>• 100% fruit juice (150ml per person)</li> <li>• Low fat milk (full cream milk for children under 2yrs)</li> <li>• Fruit smoothies – low fat milk and yoghurt preferred (unless children under 2yrs)</li> <li>• Fruit slushy – fruit blended with ice</li> </ul>	<ul style="list-style-type: none"> <li>• Soft drinks (including diet soft drinks if catering for children)</li> <li>• Flavoured water – vitamin water</li> <li>• Cordial</li> <li>• Sports waters</li> <li>• Energy drinks</li> <li>• Fruit juice with less than 99% fruit juice</li> <li>• Fruit drinks (including poppers)</li> </ul>
	

### ALCOHOL (if provided)

- Serve as a [standard drink size](#)
- Provide low alcohol or alcohol-free alternatives
- Provide tap water
- Provide food
- Not to be served at events where under 18s are present.



## BREAKFAST



### HEALTHY SUGGESTIONS

#### **Finger Food/Light Breakfast**

- Wholegrain biscuits
- Fruit – fresh, dried, frozen
- Fruit smoothies – low fat milk and yoghurt (unless children under 2yrs)
- Small savoury scones and muffins
- Wholegrain, wholemeal, multigrain or rye rolls and bagels
- Wholemeal or multigrain english muffins, pikelets and small pancakes
- Low fat milk and/or low fat natural yoghurt (full cream for children under 2yrs).

#### **Toppings and Spreads**

- 100% spreadable fruit
- Fruit or vegetables – eg. banana, avocado
- Tahini or hummus
- Vegemite or similar
- Peanut butter
- Chia seeds, pumpkin seeds, almonds
- Baked beans – salt-reduced
- Ricotta cheese
- Unsalted, polyunsaturated and monounsaturated spread

#### **Sit Down Meal/Hot Meal**

- Wholegrain cereals (puffed rice, puffed wheat, flakes)
- Porridge (rolled oats)
- Natural muesli/granola
- Eggs – scrambled, poached, boiled or as an omelette or frittata
- Lean reduced-fat, reduced-salt ham or grilled bacon or sausages
- Grilled/baked vegetables – eg. tomato, mushroom, potato, spinach
- Baked beans



### AVOID WHERE POSSIBLE

#### **Finger Food/Light Breakfast**

- Pastries – croissants, danishes
- Crumpets
- Raisin and fruit breads
- Savoury pull-aparts and twists
- White bread products
- Cakes, sweet muffins and scrolls
- Hot cross buns
- Any icing or confectionery
- Full-cream milk and yoghurts, creams or custards (unless for children under 2yrs).

#### **Toppings and Spreads**

- Chocolate-based spreads – Nutella
- High sugar fruit spreads – jams, jellies
- Honey or syrups – maple
- Full fat butter, oils and margarine

#### **Sit Down Meal/Hot Meal**

- Flavoured or sweetened cereals with added sugars
- Toasted muesli and muesli bars
- Fried foods – eggs, bacon, hash browns
- Full-fat meat products – bacon, sausages
- Pancakes and crepes made with plain flour
- Hollandaise sauce

## MORNING AND AFTERNOON TEA



### HEALTHY SUGGESTIONS

- Fruit platter or fruit kebabs
- Low fat, reduced-salt cheese (full cream for children under 2yrs)
- Vegetable sticks – eg carrot, celery, cucumber, capsicum
- Vegetable or legume based dips eg hummus, guacamole, tzatziki
- Fresh or dried fruit
- Unsalted nuts
- Drained olives
- Wholegrain, multigrain or plain water crackers, pita bread, bread sticks
- Small savoury scones and muffins – eg pumpkin, chia seed

### AVOID WHERE POSSIBLE

- Potato crisps/chips
- Salted, roasted nuts
- Cream-based dips eg. french onion/ aioli
- Confectionery, including chocolate
- Cakes, muffins, slices, pastries, tarts, éclairs, doughnuts
- Sweet biscuits – eg. plain, iced, cream-filled, chocolate-coated, fruit filled
- Macaroons

## FINGER FOOD – PLATTERS & SANDWICHES



### HEALTHY SUGGESTIONS

- Any items from the morning and afternoon tea list
- Sushi or cold rolls – rice paper rolls
- Grilled vegetables – eg. zucchini, potato, eggplant, capsicum, tomato, mushroom, asparagus
- Vegetable patties – lentil, chickpea
- Lean meats – skinless chicken, lean ham, roast meats, turkey breast
- Meatballs – lean pork, lamb or beef, skinless chicken or fish
- Roast vegetable frittata
- Mini quiches
- Pizza with lean meat and vegetable toppings and low-fat cheese

### Wrap/Breads

- Wraps, pita breads and thin flatbreads
- Wholegrain, wholemeal, rye or high-fibre white bread, rolls and bagels.

### AVOID WHERE POSSIBLE

- Any item from the morning and afternoon tea list
- High fat processed meats – eg. salami, Strasburg (Don), bacon, pastrami, Mortadella, processed meatloaf
- Pastries – pies, pasties, sausage rolls, croissants
- Hot chips
- Pizza with high fat toppings – fatty processed meats, full-fat cheese
- Deep fried or crumbed foods – rice balls, spring rolls, prawn toast, calamari rings
- Full-fat cream-based sauces

### Wrap/Breads

- White bread, rolls, baguettes, bagels or english muffins
- Large portions of bread



## FINGER FOOD – PLATTERS & SANDWICHES cont.

### **Fillings & Spreads**

- Grilled vegetables – eg. zucchini, capsicum, mushrooms, eggplant, pumpkin, sweet potato
- Fish – eg. salmon, tuna, sardines.
- Lean meats – skinless chicken, lean ham, roast meats, turkey breast
- Falafel
- Egg – boiled or curried
- Salad/vegetables – eg lettuce, tomato, avocado, cucumber, carrot, cabbage, onion, beetroot
- Low fat, reduced-salt cheese (full cream for children under 2yrs).
- Vegemite
- Tahini or hummus
- Avocado or low fat guacamole
- Wholegrain or Dijon mustard
- Chutney or salsa
- Ricotta or cottage cheese
- Fresh fruit – eg banana, strawberry
- Unsalted, polyunsaturated and monounsaturated spread

### **Fillings & Spreads**

- High fat, processed meats – salami, Strasburg, bacon, pastrami, processed meatloaf
- Crumbed and deep fried meat – schnitzel
- Large serves of meat, or meat and cheese together
- Spreadable meats – Braunschweiger, pate, corned beef from tin
- Full-fat cheese (unless for children under 2yrs)
- Cream cheeses
- Soft cheeses
- Jams
- Honey mustard
- Mayonnaise and mayonnaise-based spreads – eg. aioli, chipotle, tartar.
- Full fat butter, margarine, oils or sauces.



## MEALS - SALADS AND BARBEQUES



### HEALTHY SUGGESTIONS

#### **Salads and Barbeques**

- Always serve salad or vegetables
- BBQ Vegetables – eg eggplant, zucchini, asparagus, mushroom, tomato, onion – individual or on a skewer
- Corn on the cob
- Baked potato with low-fat toppings – eg. reduced-fat cheese or yoghurt, spinach, tomato, corn, tuna, chives
- Green salad – eg. lettuce, tomato, onion, cucumber, capsicum, carrot
- Grains/legume salad – eg. couscous,

### AVOID WHERE POSSIBLE

#### **Salads and Barbeques**

- More than half the meal is meat
- Full-fat sausages
- Risssoles or burgers – high in fat
- Meat with visible fat
- Bacon

lentils, rice, barley, quinoa <ul style="list-style-type: none"> <li>• Reduced-fat, reduced-salt sausages – (Kangaroo are lowest in fat)</li> <li>• Lean meats – eg. steak, kangaroo, chicken breast (individual pieces or on a skewer)</li> <li>• Lean burger patties</li> <li>• Vegetable patties and sausages – eg. lentil, chickpea, falafel, soybean</li> </ul>	
<b><i>Dressings and Sauces</i></b> <ul style="list-style-type: none"> <li>• Vinaigrettes or low fat olive oil-based dressings – eg. Balsamic, Italian, Catalina/French</li> <li>• Lemon/lime juice</li> <li>• Asian water-based dressings – soy sauce/tamari, sesame and ginger</li> <li>• Wholegrain or Dijon mustard</li> <li>• Fresh/dried herbs and spices eg. chilli, garlic, pepper</li> <li>• Tahini or hummus</li> <li>• Reduced-salt, reduced-sugar and/or reduced-fat classic sauces – tomato, BBQ, mustard</li> <li>• Low-fat sour cream based dressing</li> <li>• Avocado or low fat guacamole</li> <li>• Chutney or salsa</li> </ul>	<b><i>Dressings and Sauces</i></b> <ul style="list-style-type: none"> <li>• Full-fat dressing and sauces – mayonnaise, Thousand Island, aioli, ranch, chipotle, Caesar, Thousand Island, Russian, Louis</li> <li>• High-sugar dressings – honey mustard, sweet chilli, balsamic or maple glazes</li> <li>• Honey mustard</li> <li>• Mayonnaise and mayonnaise-based spreads – eg. aioli, chipotle, tartar.</li> <li>• Full fat butter, margarine, oils or sauces.</li> </ul>

### MEALS - SIT DOWN/HOT OPTIONS



#### HEALTHY SUGGESTIONS

##### ***Casseroles, stews and curries***

- Vegetable-based or clear-based sauces or gravy – salt-reduced stock
- Variety of vegetables – potato, carrot, sweet potato, parsnip, turnip, zucchini, broccoli, beans, tomato, onion, mushroom, lentils
- Lean meat – eg. beef, chicken, fish
- Serve with steamed brown rice or baked/mashed potato and steamed vegetables or salad

#### AVOID WHERE POSSIBLE

##### ***Casseroles, stews and curries***

- Cream-based sauce and gravy, dairy and coconut cream, butter, ghee, lard
- High fat, processed meats – fat not trimmed
- More than half of the meal is meat

**MEALS - SIT DOWN/HOT OPTIONS cont.*****Pasta and Pasta-Bakes***

- Tomato or vegetable-based pasta sauces
- Lean meat and mince – beef, veal and pork, fat-reduced bacon
- Seafood in spring water – tinned tuna, sardines, salmon, mussels
- Variety of fresh vegetables
- Wholemeal or multi-coloured pasta
- Light, reduced-salt cheddar or parmesan cheese – finely grated (full cream cheese for children under 2yrs).
- Serve with steamed vegetables or salad

***Pasta and Pasta-Bakes***

- Cream-based sauces – Alfredo, carbonara, creamy pasta-bake
- Processed meats – full-fat bacon, salami, processed meatloaf
- More than half of the meal is meat

***Roast Dinner***

- Lean meat with fat trimmed – pork, beef, chicken, veal, fish
- Variety of vegetables – potato, carrots, peas, corn, pumpkin, tomato, broccoli
- Serve with chutney, pickles, mustard or homemade gravy

***Roast Dinner***

- More than half of the meal is meat
- High-fat meats, fat not trimmed
- Cream-based sauces – white sauce, hollandaise

***Asian Stir-Fries or Rice/Noodle Dishes***

- Lean meats and mince – beef, chicken, kangaroo, pork
- Variety of Asian vegetables – onions, garlic, ginger, bok choy, carrot, celery, okra, eggplant, broccoli, cabbage, capsicum, snow peas, mushrooms
- Low-salt soy sauce/tamari, lemon juice, stock/broth, rice wine vinegar, sesame oil, corn-starch based stir fry sauce
- Serve with steamed brown or white rice, quinoa or plain noodles

***Asian Stir-Fries or Rice/Noodle Dishes***

- More than half of the meal is meat
- High-fat meats, fat not trimmed
- Packet-based sauces
- Served with fried rice or fried noodles



## GLOSSARY

**Braunschweiger** - Spreadable liver sausage from Germany

**Falafel** - Vegetarian/vegan ball of ground chickpeas, fava beans or both

**Ghee** - Clarified butter used in Indian, Asian and Middle Eastern cooking

**Granola** – Combination of rolled oats, nuts, honey and sugars toasted till brown

**Monounsaturated Margarine** – Made from one unsaturated chemical bond

**Mortadella** – Large Italian sausage made from ground, heat-cured pork

**Okra** – Green plant of the mallow family with long ridged seed pods

**Pâté** – Spreadable meat paste made from liver and offcuts from various meats

**Pikelets** – Small, round thick pancake

**Polyunsaturated Margarine** – Made from many unsaturated chemical bonds

**Quinoa** – An ancient grain where its starchy, grain-like seeds are eaten

**Strasbourg** – Spreadable meat made of ground pork and beef

**Tahini** – Toasted sesame seeds grounded into a spread

**Tamari** – Japanese-style soy sauce that is lesser in salt and thicker in consistency

## OTHER USEFUL RESOURCES

### Healthy Catering Guides:

A Healthier Serve - The Heart Foundation's Guide to Healthier Catering

<https://www.heartfoundation.org.au/images/uploads/publications/Healthier-Serve.pdf>

Northern Territory Government - Healthy Choices Made Easy

<https://health.nt.gov.au/professionals/nutrition-and-physical-activity>

### Healthy Eating Advice:

Australian Government – Australian Dietary Guidelines

<https://www.eatforhealth.gov.au>

Live Lighter

<https://livelighter.com.au>

**Title:** Recreation and Healthy Lifestyle  
**Policy No:** 046  
**Adopted By:** Council  
**Next Review Date:** 24/11/2019  
**Responsibility:** General Manager Community & Cultural Services  
**Document Number:** 3279084

Version	Decision Number	Adoption Date	History
1	20\2501	23/02/2010	Adopted
2	21\3966	24/11/2015	Revision Adopted
3			
4			

## 1 Policy Summary

City of Darwin is committed to supporting the health and wellbeing of residents through the provision of community spaces, facilities, ~~and~~ programs and healthy food choices that encourage healthy lifestyle behaviour, connect the community, and celebrate Darwin's unique tropical outdoor lifestyle.

This policy provides a framework for the equitable use and management of Council's network of active and passive reserves, aquatic and land based recreation facilities.

## 2 Policy Objectives

- To support strategic actions that guide Council's commitment to providing community spaces, facilities and programs that encourage a healthy and connected community.
- To provide a framework to support equitable, safe and inclusive use of Council's active and passive reserves and recreation facilities.

## 3 Background

Well-designed public spaces are safe and offer a range of facilities to ensure they are accessible to all ages, abilities, income levels and cultural backgrounds. They also incorporate infrastructure such as paths, water fountains, seating and shade to encourage physical activity and social interaction.

This policy is informed by the Heart Foundation's Healthy Spaces & Places Guide that describes the positive impact good urban design has on a person's level of physical activity and involvement in their community.

This policy is also informed by the National Health and Medical Research Council's Australian Dietary Guidelines (2013) that provide evidence-based information to promote health and wellbeing and reduce the risk of chronic disease

#### 4 Policy Statement

The provision of well-designed community spaces, facilities and programs encourages healthy lifestyle behaviour and creates places for the community to come together and connect.

Council's recreation facilities and active and passive reserves contribute to a more connected community, improved mental health and the city's identity. These offer space for a range of informal passive and active recreation including walking, bike riding, informal outdoor play, personal fitness, organised sport and social gatherings. These also provide a place to learn important life skills, enabling residents to manage their own wellbeing.

Council is committed to providing safe, inclusive open spaces and community recreation facilities that encourage healthy behaviour by:

- Designing and providing places that are accessible regardless of age, ability, income or culture.
- Encouraging appropriate and respectful behaviours at public open spaces and recreation facilities.
- Designing and providing environments that maximise use of natural or artificial shade and lighting.
- Including appropriate supporting infrastructure to encourage recreation and social interaction.
- Providing equitable access to open spaces and recreation facilities.
- Setting fees and charges relating to use of open spaces and recreation facilities at subsidised rates to encourage participation.

#### Recreation

Council acknowledges the importance of sport and active recreation in encouraging physical activity for all and recognises the significant role sporting clubs play in connecting communities. Council will:

- develop and implement a range of plans and strategies that encourage sport and active recreation across the municipality,
- provide reduced rates for junior participants to access recreation facilities,
- maximise the use of its ovals across the municipality by a range of sporting organisations, community groups or general public on either a



- seasonal, casual or informal basis,
- allocate ovals to optimise the available resources and to maximise flexibility for mixed use, while still identifying activities that are best suited to individual reserves, and
- provide opportunities for sporting and community organisations to pursue various means of raising revenue, congruent with healthy lifestyle choices.

Council will provide active and passive reserves and recreation facilities guided by a sound evidence base, community need and feedback. Council will continue to build collaborative partnerships with key stakeholders to advocate for and deliver programs and strategies that support healthy lifestyles.

### **Healthy Lifestyle Programs**

Healthy lifestyle programs support residents to be active and connect with others in the local community. Council will provide access to low cost healthy lifestyle programs that:

- encourage use of Council's open spaces and recreation facilities,
- provide opportunity for sustained increased levels of physical activity,
- provide opportunity for skill development to support community members to take control of their wellbeing, and
- offer environments to develop friendships and support networks.

Council will advocate for and support local community organisations to provide healthy lifestyle events, activities and workshops in the municipality.

### **Healthy Food and Drinks Choices**

Council acknowledges the link between consuming healthy food and drinks and decreasing the chances of developing chronic disease.

Council is committed to increasing the availability of healthy food and drink choices to encourage and support the community to make food and drink choices that positively impact their health and wellbeing.

Council will provide:

- A Healthy Choices Food and Drinks Guide to assist staff who are providing food and drinks at public Council activities;
- Opportunities for skills development and education to support and encourage community members to make healthy food and drinks choices.

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## **5 Legislation, terminology and references**

The Local Government Act establishes the roles, functions and objectives of Council which provide the basis for City of Darwin's active role in community, cultural and social development (Part 2.3).

Heart Foundation, 2011, Healthy Spaces & Places ~~—~~ ~~→~~ A national guide to designing places for healthy living.

National Medical Research Council of Australia, 2013, Australian Dietary Guidelines.

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## 6 Implementation and delegation

The implementation of this policy will be the responsibility of the General Manager Community & Cultural Services; however all Council departments are required to take the policy into account in the planning, provision and management of Council recreation facilities and reserves.

## 7 Evaluation and review

This Policy will be reviewed once per term of Council or in response to significant changes in legislation or other circumstances which affect its effectiveness and validity.

~~Policy to be reviewed in accordance with Policy 032 – Policy and Procedures Framework, clause 5.3 – Reviewing Existing Policies and may be amended at any time as approved by the CEO.~~



**Title:** Recreation and Healthy Lifestyle

**Policy No:** 046

**Adopted By:** Council

**Next Review Date:** 24/11/2019

**Responsibility:** General Manager Community & Cultural Services

**Document Number:** 3279084

Version	Decision Number	Adoption Date	History
1	20\2501	23/02/2010	Adopted
2	21\3966	24/11/2015	Revision Adopted
3			
4			

## 1 Policy Summary

City of Darwin is committed to supporting the health and wellbeing of residents through the provision of community spaces, facilities, programs and healthy food choices that encourage healthy lifestyle behaviour, connect the community, and celebrate Darwin's unique tropical outdoor lifestyle.

This policy provides a framework for the equitable use and management of Council's network of active and passive reserves, aquatic and land based recreation facilities.

## 2 Policy Objectives

- To support strategic actions that guide Council's commitment to providing community spaces, facilities and programs that encourage a healthy and connected community.
- To provide a framework to support equitable, safe and inclusive use of Council's active and passive reserves and recreation facilities.

## 3 Background

Well-designed public spaces are safe and offer a range of facilities to ensure they are accessible to all ages, abilities, income levels and cultural backgrounds. They also incorporate infrastructure such as paths, water fountains, seating and shade to encourage physical activity and social interaction.

This policy is informed by the Heart Foundation's Healthy Spaces & Places Guide that describes the positive impact good urban design has on a person's level of physical activity and involvement in their community.

This policy is also informed by the National Health and Medical Research Council's Australian Dietary Guidelines (2013) that provide evidence-based information to promote health and wellbeing and reduce the risk of chronic disease

#### **4 Policy Statement**

The provision of well-designed community spaces, facilities and programs encourages healthy lifestyle behaviour and creates places for the community to come together and connect.

Council's recreation facilities and active and passive reserves contribute to a more connected community, improved mental health and the city's identity. These offer space for a range of informal passive and active recreation including walking, bike riding, informal outdoor play, personal fitness, organised sport and social gatherings. These also provide a place to learn important life skills, enabling residents to manage their own wellbeing.

Council is committed to providing safe, inclusive open spaces and community recreation facilities that encourage healthy behaviour by:

- Designing and providing places that are accessible regardless of age, ability, income or culture.
- Encouraging appropriate and respectful behaviours at public open spaces and recreation facilities.
- Designing and providing environments that maximise use of natural or artificial shade and lighting.
- Including appropriate supporting infrastructure to encourage recreation and social interaction.
- Providing equitable access to open spaces and recreation facilities.
- Setting fees and charges relating to use of open spaces and recreation facilities at subsidised rates to encourage participation.

#### **Recreation**

Council acknowledges the importance of sport and active recreation in encouraging physical activity for all and recognises the significant role sporting clubs play in connecting communities. Council will:

- develop and implement a range of plans and strategies that encourage sport and active recreation across the municipality;

- provide reduced rates for junior participants to access recreation facilities;
- maximise the use of its ovals across the municipality by a range of sporting organisations, community groups or general public on either a seasonal, casual or informal basis;
- allocate ovals to optimise the available resources and to maximise flexibility for mixed use, while still identifying activities that are best suited to individual reserves, and
- provide opportunities for sporting and community organisations to pursue various means of raising revenue, congruent with healthy lifestyle choices.

Council will provide active and passive reserves and recreation facilities guided by a sound evidence base, community need and feedback. Council will continue to build collaborative partnerships with key stakeholders to advocate for and deliver programs and strategies that support healthy lifestyles.

### **Healthy Lifestyle Programs**

Healthy lifestyle programs support residents to be active and connect with others in the local community. Council will provide access to low cost healthy lifestyle programs that:

- encourage use of Council's open spaces and recreation facilities;
- provide opportunity for sustained increased levels of physical activity;
- provide opportunity for skill development to support community members to take control of their wellbeing, and
- offer environments to develop friendships and support networks.

Council will advocate for and support local community organisations to provide healthy lifestyle events, activities and workshops in the municipality.

### **Healthy Food and Drinks Choices**

Council acknowledges the link between consuming healthy food and drinks and decreasing the chances of developing chronic disease.

Council is committed to increasing the availability of healthy food and drink choices to encourage and support the community to make food and drink choices that positively impact their health and wellbeing.

Council will provide:

- A Healthy Choices Food and Drinks Guide to assist staff who are providing food and drinks at public Council activities.
- Opportunities for skills development and education to support and encourage community members to make healthy food and drinks

choices.

## **5 Legislation, terminology and references**

The Local Government Act establishes the roles, functions and objectives of Council which provide the basis for City of Darwin's active role in community, cultural and social development (Part 2.3).

Heart Foundation, 2011, Healthy Spaces & Places – A national guide to designing places for healthy living.

National Medical Research Council of Australia, 2013, Australian Dietary Guidelines.

## **6 Implementation and delegation**

The implementation of this policy will be the responsibility of the General Manager Community & Cultural Services; however all Council departments are required to take the policy into account in the planning, provision and management of Council recreation facilities and reserves.

## **7 Evaluation and review**

This Policy will be reviewed once per term of Council or in response to significant changes in legislation or other circumstances which affect its effectiveness and validity.

<b>ENCL:</b> <b>YES</b>	<b>COMMUNITY &amp; CULTURAL SERVICES</b> <b>COMMITTEE/OPEN</b>	<b>AGENDA ITEM: 10.1.7</b>
<b>REVIEW OF POLICY NO. 053 - SISTER CITIES</b>		
<b>REPORT No.: 17C0017 KH:kl</b>	<b>COMMON No.: 2078949</b>	<b>DATE: 21/03/2017</b>

**Presenter:** Manager Community Development, Katie Hearn

**Approved:** General Manager Community & Cultural Services,  
Anna Malgorzewicz

### **PURPOSE**

The purpose of this report is to present to Council the new International Relations Policy which will replace the existing City of Darwin Policy No. 053 – Sister Cities. This policy development has been informed by numerous workshops, meetings and feedback from Council's Sister City Advisory Committee members.

### **LINK TO STRATEGIC PLAN**

The issues addressed in this Report are in accordance with the following Goals/Strategies of the City of Darwin 2012 – 2016 as outlined in the 'Evolving Darwin Towards 2020 Strategic Plan':-

#### **Goal**

4 Historic and Culturally Rich City

#### **Outcome**

4.2 Community life rich in creativity

#### **Key Strategies**

4.2.2 Embrace national and international relationships

### **KEY ISSUES**

- A new International Relations Policy has been developed to contemporise Council's role in international relations (**Attachment B**).
- The new policy will replace the existing Sister Cities Policy No. 053 (**Attachment A**).
- This policy development has been informed by numerous workshops, meetings and feedback from Council's Sister City Advisory Committee members.

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 SUBJECT: REVIEW OF POLICY NO. 053 - SISTER CITIES

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## **RECOMMENDATIONS**

THAT it be a recommendation to Council:-

- A. THAT Report Number 17C0017 KH:kl entitled Review of Policy No. 053 - Sister Cities, be received and noted.
- B. THAT Council rescind City of Darwin Policy No. 053 – Sister Cities at **Attachment A** of Report Number 17C0017 KH:kl entitled Review of Policy No. 053 – Sister Cities.
- C. THAT Council adopt City of Darwin Policy No. 053 – International Relations at **Attachment B** of Report Number 17C0017 KH:kl entitled Review of Policy No. 053 – Sister Cities.

## **BACKGROUND**

### **PREVIOUS DECISIONS**

DECISION NO. 21\5024 (22/11/16)

#### **Sister Cities Interim Report**

*Report No. 16C0088 ZS:kl (22/11/16) Common No. 2280882*

*THAT Report Number 16C0088 ZS:kl entitled Sister Cities Interim Report, be received and noted.*

DECISION NO.21\3293 (12/05/15)

#### **Review of Sister Cities Program**

*Report No. 15C0059 HB:kl (12/05/15) Common No. 2280882*

- E. *THAT the Sister Cities Policy and Handbook be reviewed to include a broader framework for Council's international relations activities.*

DECISION NO. 20\2501 (23/2/10)

#### **Policy Manual**

*Report No. 10TC0017 BD:jp (18/2/10) Common No. 1612461*

- C. *THAT Council adopt Policies 1 to 42 and 44 to 54 inclusive contained in the Draft Policy manual tabled at the Ordinary Council Meeting on 27 January 2010 as Council Policy.*

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## **DISCUSSION**

This report and accompanying draft policy signposts the conclusion of the consultation and review process as described in Decision No. 21\3293 (12/05/15) Review of the Sister Cities Program. This report and draft policy brings together themes from research paired with feedback and advice provided by Elected Members and Council's Sister City Advisory Committee members during 2016 interviews, surveys, meetings and workshops.

Council's foundational Sister Cities policy was first developed in 2010. The pace of change influenced by technology, economic development, population mobility and globalisation has required City of Darwin to review its role and policy framework in international relations. To that end, a contemporised *International Relations Policy* has been crafted that redefines Council's role and reach in international relations, cultural diplomacy and more broadly its sister cities engagement.

The redrafted International Relations policy (**Attachment B**) intends to replace Policy 053 Sister Cities and will be accompanied by two operational resource documents, namely a summary of the Sister City Advisory Committee Governance Terms of Reference and Sister Cities Program Guidelines. The final composition of the resource documents will coincide with the repositioning of the international relations portfolio into the City Futures Department later this year to maximise alignment. In the interim, the drafts have been refreshed to bring all operational elements up to date reflecting the current sister cities program.

## **CONSULTATION PROCESS**

In preparing this report, the following City of Darwin officers were consulted:

- Elected Members

In preparing this report, the following External Parties were consulted:

- All five Sister City Advisory Committees have been consulted and have had a number of opportunities to help inform the new policy framework including meetings with consultant Brendan Doran and facilitated workshops.

## **POLICY IMPLICATIONS**

The report presents an updated international relations framework intended to replace the existing Policy No. 053 – Sister Cities.

## **BUDGET AND RESOURCE IMPLICATIONS**

Nil.

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 SUBJECT: REVIEW OF POLICY NO. 053 - SISTER CITIES

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### **RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Nil.

### **ENVIRONMENTAL IMPLICATIONS**

Nil.

### **COUNCIL OFFICER CONFLICT OF INTEREST DECLARATION**

We the Author and Approving Officers declare that we do not have a Conflict of Interest in relation to this matter.

**KATIE HEARN**  
**MANAGER COMMUNITY**  
**DEVELOPMENT**

**ANNA MALGORZEWICZ**  
**GENERAL MANAGER**  
**COMMUNITY & CULTURAL**  
**SERVICES**

For enquiries, please contact Anna Malgorzewicz on 89300633 or email:  
[a.malgorzewicz@darwin.nt.gov.au](mailto:a.malgorzewicz@darwin.nt.gov.au).

### **Attachments:**

**Attachment A:** Policy No. 053 - Sister Cities Current Version

**Attachment B:** Policy No. 053 - International Relations Revised Version



Title: *Sister Cities*  
Policy No: *053*  
Adopted By: *Council*  
Next Review Date: *23/02/2014*  
Responsibility: *General Manager Community & Cultural Services*

Document Number: 2118626

Version	Decision Number	Adoption Date	History
1	20\2501	23/02/10	Adopted
2			
3			
4			

## 1 Policy Summary

The Policy establishes a framework for managing Council's Sister Cities program

- Part A Sister Cities - Establishment And Assessment Of New Relationships
- Part B Establishment of Sister City Agreements
- Part C Sister City Meeting Cycles
- Part D Sister City Project 'Planning and Development'
- Part E Sister City Travel Subsidies Allocation
- Part F Sister City Delegations

## 2 Policy Objectives

The aim of this program is to attain cultural, social, economic and educational benefits for the City and its Sister City partners.

## 3 Background

City of Darwin has established a number of Sister city relationships. Formal agreements have been developed together with 'Friendship Links' consisting of a less formal arrangements which may be appropriate in meeting short term needs and supporting programs run by other sections of the community.

## 4 Policy Statement

### **Part A Sister Cities - Establishment And Assessment Of New Relationships**

Council has adopted a two-tier level of affiliations with cities and towns seeking sister city status with Darwin:

- Sister City Relationships  
which provide a formal agreement to develop and maintain a substantial program with mutual long-term benefits.
- Friendship Links  
consisting of a less formal arrangement with less administrative and financial expectation, which may be appropriate in meeting short term needs and supporting programs run by other sections of the community.

Prior to formalising a sister city agreement, City of Darwin will enter into a friendship relationship to explore the potential benefits.

Friendship agreements are to be reviewed on an annual basis at which time any decision to upgrade the affiliation to that of a sister city relationship or to discontinue the affiliation may be made based on actual program outcomes.

The consideration of new sister cities will be based on an assessment of historical links, cultural, social, economic and educational benefits for the city which may flow from the identified relationship.

Existing relationships will be reviewed every five years based on the above criteria to ensure relevance in view of global change and to ensure that the original objectives are still appropriate and achievable.

Sister City relationships may be re-classified to become friendship links if sustainability is no longer a viable reality.

No more than one Sister City and one Friendship affiliation will be established with any one country, except in exceptional circumstances.

Potential Sister City relationships only be explored once mutual interest has been established between City of Darwin and the municipal authority of the complementary city.

### **Sister Cities Criteria**

The following are factors to consider in choosing or reviewing a sister city or friendship relationship.

- General
  - Population and demographics (nationals of one Sister City residing in the other)
  - Geographic location and assets (eg Port, Frontier)
  - Ease of access

- Comparison of key industries
- Existing linkages (eg student exchanges)
- Relevance to local community
- History of diplomatic relations and/or cooperation in political, economic, commercial and cultural fields
- Economic
  - Similar economic conditions
  - Trade and investment climates and opportunities
  - Tourism potential's
- Social
  - Similar social infrastructure and issues
  - Opportunity for broad based activity
  - People to people interest, energy and commitment
- Educational
  - Across economic, social and environmental issues
  - Student / teacher exchange programs
  - University linkages

In considering the above factors, it is necessary to compare not only the similarities, but the potential for these similarities to provide mutual benefit within the existing scope and limitations of the program.

Existing relationships are also assessed against

- Level of communication with sister city
- History, outcomes to date, benefits seen
- Current and proposed projects

### **Part B Establishment of Sister City Agreements**

The establishment of any new Sister Cities Agreements will be subject to specific Council consideration.

### **Part C Sister City Meeting Cycles**

Meeting dates are scheduled no more frequently than a 6 weekly intervals except when agreed 'special meetings' are required for specific projects.

A minimum of 2 scheduled meeting per year to be held.

Proposed meeting dates will be subject to Sister Cities Program Coordinator and venue availability.

It is understood that these guidelines apply only to 'formal' meeting, being those that are services by the Sister Cities Project Program Coordinator for the purposes of minute taking, and which have a venue and refreshments provided by Council.

**Part D Sister City Project 'Planning and Development'**

This policy relates to the planning and development of Sister City Community Committee Projects and should be read in conjunction with the 'Community Committee Project Funding Policy'.

A project plan should be documented and submitted to the Council at the time of concept development, prior to any commitments being made.

Approval of Committee Action Plans does not finalise the allocation of funds. Submission for approval and funds allocation must still be provided on a per project basis.

Community Committees are asked to give consideration to the following items in planning projects or events;

**Relevance**

- Is the project currently included in the Committee Action Plan?
- Does the project reflect the focus of the Sister City relationship?
- Does the project meet Action Plan objectives?
- Do the time and budget required for the project reflect its level of priority in the Action Plan?
- Will implementation of the project be detrimental in any way to other Action Plan objectives and actions?

**Timeframes**

- Approval timeframes
- Time available within Committee Membership and Sister Cities Program Administration. (Projects implemented at short notice can be detrimental to other program activities).

**Human Resources**

- The availability and willingness of committee members to volunteer time for project realisation.
- Costs for staffing the event/activity; catering, manning displays, security, delivery and set up of display items, clean up.

Activities on City of Darwin property, where public access is required, may incur the need for continuous presence of an official Council representative (employee or Elected Member), in this case, staffing costs should be incorporated.

**Equipment**

- Hire of equipment, display items, seating, audio visual, theming.
- Some equipment may be available for loan from City of Darwin, however, alternatives should be costed into project plans to accommodate availability issues.

### Budget

- Sponsorships over 25% of individual Committee allocations will only be considered in unique circumstances. Sponsorships under 25% of Committee allocations will be considered 'promotional' and subsequently, project plans should demonstrate exposure for the program and Council.

Funds remaining at the conclusion of a financial year will not be 'rolled over' unless they have been specifically committed – this process requires internally documented invoices, work agreements and similar. Budget allocations identified in approved Action Plans do not meet these criteria alone.

Committee funds remaining at the end of March each year will be reallocated to ensure the best use of program funds.

### **Part E Sister City Travel Subsidies Allocation**

This policy relates to the allocation of approved travel budgets only and takes into consideration that costs for each individual conference or delegation will vary and may exclude the possibility of making the full recommended allocation.

- Delegations
  - Travel costs to be inclusive of the following:
    - Flights
    - Transfers at Sister City
    - Accommodation
    - Itinerary Costs
    - Transport
    - Attendance Fees
    - Arranged Meals
  - Darwin's Sister City Program to be represented by one of either:
    - Lord Mayor or an appropriate Elected Member
    - \*One Community Committee Member (or the Relevant Sister City)

\*One community committee member refers to the allocation of costs (encompassing all expenses as outlines previously) for one person to the community committee. The committee may decide whether the allocation will fund the Chair or be divided amongst those appointed members who may like to attend.

- Sister Cities Australia (SCA) Conference
  - Darwin's Sister City Program to be represented by:
    - One Council Officer
    - One Elected Member from within the Sister City Program
    - One Community Committee Member from within the Sister City
  - Accompanying Partners
    - Partners and other interested parties may be approved for inclusion in the delegation at their own expense
    - Appointed delegates may choose to share their accommodation, however, where accommodation upgrades are required to

accommodate a non-appointed committee member or partner, excess costs will be at their own expense

- Where group arrangements for the delegation may have to be amended at a higher costs to accommodate accompanying partners or interested parties, any increase in charges will be on-costed to that person (this may include transfers, meals or activities)
- All parties included in or accompanying a delegation are considered representative of the Darwin Sister City Program

### **Part F Sister City Delegations**

Council will ensure that proper protocols are observed in respect of all official Sister City delegations and associated business and social visits to Darwin.

#### **Procedure**

The following guidelines will apply:

#### ***Official Delegation Visits***

##### **1 Program/Itinerary**

- 1.1 To be developed by Lord Mayor, Chief Executive Officer or General Manager Corporate Services.
- 1.2 Draft Program to Council and a copy to all Aldermen as notice of the arrangements by the delegation organiser permits (also in relevant language if time permits).
- 1.3 Translator to be provided when necessary.

##### **2 Arrival**

- 2.1 Reception group at Airport: Lord Mayor and partner, Chief Executive Officer, Chairman of relevant Community Committee, Community Committee Members, Youth Ambassador and Sister Cities Program Coordinator.
- 2.2 Airport to Hotel - Lord Mayor to accompany Head of Delegation; other delegates, depending on numbers private hire cars or coach (allowing for luggage).

##### **3 Accommodation**

- 3.1 To be arranged with Travelodge Hotel or similar. Council responsible for costs of Mayor and Spouse or Head of Delegation and Spouse i.e. accommodation, meals and sundries. Normally a suite with adjoining lounge is obtained at excellent tariff. The Travelodge have always granted Council below Corporate and Government rates for Sister City bookings.
- 3.2 Other members of delegation single or double rooms and paid for by delegates, including meals and sundries.

##### **4 Transport**

- 
- 4.1 That transportation be provided for the Head of Delegation and partner to official dinner and other members by coach or private hire as appropriate. The Lord mayor to be at the venue to greet the guests.
- 5 Official Dinner
- 5.1 Venue to meet tastes/requirements of the official guests and be determined by the Lord Mayor.
- 5.2 Guest List
- 5.2.1 Lord Mayor and partner (Hosts),
- 5.2.2 Delegation members.
- 5.2.3 Chairman of relevant community Committee and partner, Aldermen on particular Sister City Committee and partners,
- 5.2.4 Community Committee Members and partners,
- 5.2.5 Chief Executive Officer and partner or Department Head as representative and partner,
- 5.2.6 Youth Ambassador and partner,
- 5.2.7 Sister Cities Program Coordinator and partner,
- 5.2.8 Chief Minister and partner or representative and partner,
- 5.2.9 Minister for Asian Relations, Trade and Industry and partner, (where appropriate),
- 5.2.10 Consul and partner if applicable,
- 5.2.11 Chairman of Community Committee and partner, and others as determined by the Lord Mayor.
- 5.3 Speeches - Welcome by Lord Mayor with response by Head of Delegation. Gift exchange following speeches (microphone to be available at all times).
- 5.4 Seating - To be included on official table:-
- 5.4.1 Lord Mayor and partner
- 5.4.2 Delegation Head and partner
- 5.4.3 Chairman of particular Committee and partner
- 5.4.4 Chief Minister (or his representative) and partner when appropriate
- 5.4.5 Chief Executive Officer (or Senior Officer of City of Darwin) and partner
- 5.4.6 Translator
- 5.4.7 Aldermen and Committee Members to encourage remainder of party to mix.
- 5.5 Refreshments - Beer, wine, soft drinks, water to be provided. Spirits at own cost (waive for delegates if required).
- 6 Administrator of the Northern Territory
- Courtesy visit as appropriate eg. Governor of a Province if on an 'official visit'. The exception to date is Haikou as His Honour has an affiliation with that City.
- To Attend : Lord Mayor and partner, Chief Executive Officer, Aldermen from relevant Sister City Committee, Senior Members of Delegation and partners. Chairman of Community Committee and Youth Ambassador. Sister Cities



Program Coordinator to accompany. Administrator's Administration allow about 12 to 15 people in courtesy visits and no more.

## 7 Northern Territory Government

7.1 Chief Minister: Courtesy visit as appropriate.

7.2 To Attend : Lord Mayor, Delegation and partners, Chairman Sister City Management Committee. Sister Cities Program Coordinator to accompany.

7.3 Speaker of the House: as above.

The above mentioned courtesy visits only apply in the case of Aofficial visits not for example the visit for the start of the Darwin to Ambon Yacht Race, unless the Governor is in the party.

## 8 Activities

8.1 Always include visits to Territory Perspective, and give consideration to the N.T. Museum of Arts and Sciences, following consultation with visiting delegation.

8.2 Other activities selected from City Tour, East Point, Indo-Pacific Marine, Jumping Crocodile Cruise, Fish Feeding, Mindil Beach Markets, Windows on the Wetlands, Fogg Dam etc. as time permits.

## 9 Free Time

Free Time - as determined by the Lord Mayor and Head of Delegation.

## 10 Help from other Committee Members and other interested Community groups if required.

## 11 Departure - as per Arrival

NB - Federal Airports Corporation are always willing to make special arrangements for parking for the Lord Mayor's vehicle, they also make available V.I.P. lounge when required (this is not very large thus numbers limited). Arrangements for speedy execution through customs etc are able to be made and we no longer need to obtain departure tax stamps, as internationally they are now included in the price of the airline tickets.

### *Business Delegation Visits*

#### 1 Program/Itinerary

As per Official Delegation visits.

Translator to be provided when necessary.

#### 2 Arrival

2.1 Reception group at Airport : Lord Mayor, Chairman relevant Community Committee, Community Committee Members, Sister Cities Program Coordinator.



- 
- 2.2 Airport to Hotel - Lord Mayor to accompany Head of Delegation; other delegates - private hire cars, if party about 6 in number, otherwise coach (allowing for luggage).
- 3 Accommodation  
As per Official Delegation visits.
- 4 Transport  
As per Official Delegation visits, although for business tours recommend keeping delegation as one party with coach transport the best option. Customary to utilise a staff member from Department of Asian Relations, Trade and Industry as tour guide on coach if available for some visits e.g. Trade Development Zone and East Arm development.
- 5 Official Dinner/s
- 5.1 Venue - as determined by Lord Mayor and appropriate to official party.
- 5.2 Guest List - As per Official Delegation visit, excluding Chief Minister but invite Minister of 'Asian Relations, Trade and Industry' with partner. Consul and partner if applicable.
- NB - The Department of 'Asian Relations, Trade and Industry' often hold a separate dinner hosted by them, to which they normally invite the Lord Mayor and partner.
- 5.3 Speeches - As per Official Delegation visit, although often smaller function, more intimate therefore suggest no need for microphones.
- 5.4 Seating - As per Official Delegation visit.
- 5.5 Refreshments - As per Official Delegation visit.
- 6 Administrator of the Northern Territory  
Not normally necessary for a Business Delegation, although may vary according to requirements.
- 7 Northern Territory Government  
Appropriate Minister or Departmental representative, eg. Haikou maybe Director - China Desk.
- 8 Activities
- 8.1 As appropriate to the interests of the Delegation.
- 8.2 Visit to Territory Perspective for business meetings and general overview of exhibits. Trade Development Zone and East Arm Development. Some business delegation visits have to date, been two and three days therefore 'time' is a major factor, thus 'tourist type' visits cannot be included in the program or are severely limited, as the major purpose of these visits is to foster business and trade relations.

Depending upon interests of group, may include, as we have done in the past, visits to research projects. e.g. Aqua-culture projects at the NT University or Berrimah Research Farm etc.

- 9 Free time  
When requested, following itinerary discussions with delegation.
- 10 Help from other Committee Members and other interested Community groups if required.

*Cultural/Sporting/Educational Delegation Visits*

- 1 Program/Itinerary  
As per Official Delegation visits.  
Liaise with relevant Darwin organisations e.g. Festival of Darwin Office or Departments of Education or Sport and Recreation.  
Translator to be provided when necessary.
- 2 Arrival  
As per Official Delegation visits.
- 3 Accommodation  
Good motel style.
- 4 Transport  
Usually coach most appropriate.
- 5 Official Dinner
  - 5.1 Venue - Family type restaurant.
  - 5.2 Guest List - As per Official Delegation visits. Vary according to representation and purpose of delegation, (e.g. sporting group - possibly Minister for Sport and Recreation or Secretary of relevant department.
  - 5.3 Speeches - As per Official Delegation visits (possibly excluding microphone depending on size of delegation).
  - 5.4 Seating - As per Official Delegation visits.
  - 5.5 Refreshments - As per Official Delegation visits.
- 6 Administrator of the Northern Territory  
Visit normally not required.
- 7 Northern Territory Government  
Vary according to representation.
- 8 Activities  
Governed by purpose of visit e.g. Cultural Dance Group for Festival of Darwin here to perform according to program arranged by Festival Office in liaison with Sister Cities Program Coordinator.

Allow time for shopping and some sight seeing if possible.

If an Educational Delegation, there may be a need to arrange a visit to the Minister for Education or the Secretary of the Department, a school and for

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example, a visit to meet with the NT University Vice-Chancellor, and/or Deans of various faculties including a tour of the University.

- 9 Help from other Committee Members and other interested Community groups if required.



Title: *International Relations*

Policy No: *053*

Adopted by: *Council*

Next Review Date:

Responsibility: *General Manager Community and Cultural Services*

Document Number:

Version	Decision Number	Adoption Date	History
1	20\2501	23/2/2010	Adopted
2			

## **1 Policy Summary**

City of Darwin embraces Darwin's history, geography and rich diversity of population. With such diversity comes responsibility for enriching and developing community life and Darwin's place in the global community.

This Policy provides a framework to guide Council's directions in advancing the city's future and cultural development through international and community relationships. Person to person linkages, a hallmark of the international relations movement, is realised by Council's many generous volunteers who contribute to an inclusive, well governed, community lived Sister Cities Program.

## **2 Policy Objectives**

- To articulate a context and framework for City of Darwin's role and activity in international relations engagement.
- To provide a context for City of Darwin's role in supporting the Commonwealth and Northern Territory Governments in advancing priorities described in Council's Strategic Directions and Municipal Plans.
- To elevate and enhance the value of cultural exchange, diplomacy and community capacity building in an international context.
- To provide a framework for the redevelopment of the Sister Cities Program Guidelines in place of the Sister Cities Program Handbook, to better align with volunteer practices and aspirations.



- To draw on the Sister Cities program review feedback to contemporise program and policy design.

### **3 Background**

#### *Strategic Plan Context*

City of Darwin's Evolving Darwin Towards 2020 Strategic Plan provides an operating context and contributes to the broader directions of Council's international relations endeavours. Council's Sister Cities program is but one dimension of its international relations remit.

Goal 4                      Historically and Culturally Rich City  
 Outcome                Community life rich in creativity  
 Strategy 4.2.2 Embrace national and international partnerships

#### *Sister City Program Parameters*

Following review in 2015, Council confirmed its program parameters to ensure existing relationships and partnerships were serviced in alignment with available resources and to maximise outcomes. The parameters are:

- That Council maintain the existing six Sister City relationships and two Friendship relationships within a community, cultural and educational context.
- That all future Sister City and Friendship requests be declined.
- That the Sister Cities Policy and Handbook be reviewed to include a broader framework for Council's international relations activities

### **4 Policy Statement**

#### **4.1 International Relations Activities Framework**

##### *Context*

City of Darwin has a proud history of internationalism and rich cultural diversity. The person to person linkages between the northern Australian landmass and island communities across the seas and straits to the north pre-date British colonisation.



For centuries, Darwin's Traditional Owners, the Larrakia people traded with South East Asian neighbours. A great deal of cultural exchange occurred between the Yolngu and Macassans, including trade, work and travel that has had a lasting imprint on Darwin's local culture and language.

The modern city of Darwin and its predecessor settlements since 1869 have been at the forefront of Australia's international engagement in peace and in war. Its population diversity reflects, and in some aspects predates, modern multicultural Australia.

While other levels of Government in Australia have formal responsibility for international relations and matters of trade, diplomacy, tourism and investment, City of Darwin has long welcomed all international engagement and visitors. The City actively encourages and proudly celebrates its rich cultural make up and enduring person to person linkages.

City of Darwin collaborates with the Commonwealth and Northern Territory Governments on visits, activities and protocol requirements in respect of foreign dignitaries, delegations, military and diplomatic representatives and welcomes global citizens travelling to, and through, the Territory for business, tourism, education and training, cultural and sporting purposes.

Internationally, the expectations of the role and reach of local government and the status of its officials differ considerably, requiring sensitive management in a cross cultural context.

Since establishment, Council has engaged in cultural diplomacy, local hospitality and international relations by receiving official visitors and delegations from overseas. A more formal program began in 1982 with Council's participation in the international Sister City movement through the establishment of a twinning arrangement with Kalymnos in Greece.

### *Vision*

For Darwin to be recognised as a vibrant, contemporary, culturally diverse, prosperous international capital city, committed to strategic relationships that advance cultural diplomacy, business, education, trade and peace building opportunities of mutual benefit.



### *Principles*

The following principles guide and underpin Council's involvement in international relations in support of its vision:

- Mutual respect
- Cultural diversity
- Cultural diplomacy
- Peace building through humanitarian endeavours including ethical practices.
- Co-operation on opportunities of mutual benefit including cultural exchange, business development, arts, cross cultural understanding, community harmony, tourism, education, youth development, skill sharing and inclusion.

### *Promotion*

- To showcase Darwin, promoting and building upon its international reputation with emphasis on fostering friendship, cultural exchange, business, skill and learning opportunities.
- To build, develop and enhance cross-cultural relationships.
- To promote Darwin as a vibrant, contemporary city that creates opportunity and choice and where history, culture, lifestyle and location as a Northern Australian international destination are highly valued.
- Profile Darwin as a destination of choice for international study, tourism, conferences, cultural experiences, sport and business.

### *Leverage*

- Maximise opportunities of mutual benefit.
- Capture and share innovative and best practice approaches.
- Encourage meaningful exchange and shared experiences through collaboration.
- Broker partnerships that advance strategic benefit for cultural, economic, sports, education, business, arts, tourism and humanitarian matters.



### *Linkages*

- Be underpinned by mutual respect, understanding and cultural diplomacy.
- Enhance the City and Council's international profile and reputation positively.
- Facilitate connectivity and partnerships of mutual benefit.
- Support Commonwealth and Territory Government international engagement activities where appropriate.

## **4.2. Sister Cities Program**

The Sister City Program is an important component of Darwin's international engagement portfolio. City of Darwin has five formal sister city relationships that reflect aspects of its history and more recent overseas linkages that are significant to the development of the City and the Northern Territory.

- Kalymnos (Greece)
- Anchorage (USA)
- Ambon (Indonesia)
- Haikou (China)
- Dili (Timor-Leste)

City of Darwin has two additional friendship arrangements that reflect some specific connections and aspirations:

- Honolulu (USA)
- Santa Cruz-Galapagos (Ecuador)

City of Darwin also shares a domestic Sister City relationship.

- Milikapiti (Tiwi Islands, Northern Territory)

In more recent times, City of Darwin has formalised a Memorandum of Understanding in support of local economic development brokered by the Northern Territory Government with:

- Rizhao (People's Republic of China)





### *Limited number of relationships*

Council purposefully limited Sister and Friendship City relationships in 2015 to ensure that existing commitments can be properly serviced within available resources. This does not preclude engagement with other cities and jurisdictions in other ways where appropriate and when determined by Council.

### *Focus on community, culture and education*

In 2015, Council confirmed that Sister and Friendship City relationships shall continue to focus on community, cultural and educational matters. Given this scope, there is substantial opportunity for alignment with the arts, education, business and sports etc that emerge through community and cultural development pursuits.

### *Governance arrangements*

Governance of the Sister City Program is provided through two levels of committee with Council acting as the authorising body for particular matters.

### *Advisory Committees*

Five of Council's Sister City relationships are supported and activated by local advisory community based committees, generously supported by volunteers. Committees operate for:

- Kalymnos
- Anchorage
- Ambon
- Haikou
- Dili

Each committee provides advice, expertise and deep cross-cultural linkages that facilitate and bring to life each Sister City relationship at a community level.

A template for the membership, appointment duration, role, purpose and meeting frequency of these committees is described within the Sister Cities Program Guideline document that steers all operational aspects of the program. Additionally, the annual Council Committee Booklet, each



Council's Strategic Plan, annual Municipal Plans and a range of strategies such as Young Darwin 2016-2021 set out more specific governance arrangements and project collaboration themes.

#### *Community and Cultural Services Committee (CCS Committee)*

A standing Committee of Council, the Community and Cultural Services Committee comprises the Lord Mayor and a number of Elected Representatives appointed annually. Its responsibilities include the functional areas of the Community and Cultural Services Department including the Sister Cities and International Relations portfolio. The Committee hold some delegations with a requirement for international travel and matters concerning budget approvals to be determined by Council.

#### *Committee Procedures and Program Guidelines*

The Sister Cities Program Guidelines complement this policy and provide detailed guidance for the program's operations and procedures.

General City of Darwin corporate policies and procedures are also pertinent and provide a basis for decisions and approvals on matters not covered in the Guidelines.

#### *Advisory Committee Delegation*

As a means of providing each Sister City Advisory Committee with operational decision making, Council has delegated authority to each Committee to determine the power to make decisions within the approved Committee budgets of \$4000 annually on the proviso that:

- Funds are limited to \$4,000 each financial year.
- There is no carry forwards for unspent budget allocations.
- All requests concerning international travel requires Council approval.
- Projects can be planned and delivered over more than one financial year.

### 4.3. International Engagement

#### *Reception of Visitors, Delegations and Conference activity*

Broader international engagement beyond the Sister Cities program extends to cultural diplomacy including the Lord Mayor, Aldermen, Council staff and community advisory committee members receiving dignitaries and delegations, representational attendance at conferences, meetings, celebrations and events with an international dimension. This activity may be in Darwin, elsewhere in the Northern Territory, Australia, or overseas. Attendance may be by invitation or on request. Formal approval must comply with Council finance, travel and hospitality policies and procedures.

City of Darwin is a financial member of Sister Cities Australia (SCA). SCA hosts a national conference annually which provides opportunity for international engagement beyond the operational, and enables City of Darwin representatives access to best practice across the Sister Cities movement. Relationship building is also valuable in advancing Darwin's interests with visiting delegations from other municipalities overseas.

#### *Exchanges*

Periodic professional exchanges between City of Darwin and other international entities foster goodwill, skill sharing, community connectivity and capacity building and as well as advancing specific interests and mutually agreed projects. Exchanges typically involve person to person linkages and cultural diplomacy that continue to be the bedrock of peace building initiatives internationally.

#### *Coordination with NT Government*

Council's representation on the Northern Territory's International Engagement Coordination Group, chaired by the Department of Business, and on other Territory bodies ensures that the two levels of government are appraised of each other's international activity and can coordinate and compliment activities as appropriate. The Northern Australia Capital City Committee is also an established strategic level forum where cross government matters can be advanced.



## **5. Related Documents**

Besides periodic reports to Council on international activities in relation to Council Meeting agenda items, information availability and transparency of activity is provided through City of Darwin's Annual Report and mechanisms such as the International Relations Newsletters published on the Council website.

## **5. Legislation (Terminology and References)**

The NT Local Government Act provides the basis for City of Darwin to occupy a broad role in promoting the social, economic, environmental, and cultural wellbeing of its local community and for community participation in such activities.

## **6. Implementation and Delegation**

The Community and Cultural Services Department has particular responsibility for the implementation of this policy. Elected Members, other Departments and committees also have roles in ensuring adherence and working collaboratively to further program outcomes.

In accordance with Policy 032- Policy and Procedures Framework, clause 7.2 – Implementation and Delegation, Council has delegated to the CEO the authority to decide those matters needing to be referred to Council for adoption.

In order to maintain the currency of the Sister Cities Program Guidelines, subject to Council approval of this Policy, Council has delegated to the CEO, authority to approve further updates of the Sister Cities Program Guidelines to reflect amendments necessary for various reasons including changes emanating from relevant Council decisions.

## **7. Evaluation and Review**

This policy is to be reviewed in accordance with Policy 032 – clause 5.3 – Reviewing Existing Policies. Sister City Advisory Committee members are also invited to provide feedback on program reviews as required to inform program development.

## OPEN SECTION

C&CS03/10

### Community & Cultural Services Committee Meeting – Tuesday, 21 March 2017

#### 10.2 OFFICERS REPORTS (RECEIVE & NOTE)

Nil

#### 11. INFORMATION ITEMS

##### 11.1 Access and Inclusion Advisory Committee held on the 16 November 2016

Document No. 3493267 (21/03/2017) Common No. 3493267

*The (item) is **Attachment A**.*

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#### COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

THAT the Draft Minutes of the Access and Inclusion Advisory Committee held on the 16 November 2016, **Attachment A**, Document Number 3493267, be received and noted.

DECISION NO.21\() (21/03/17)

**DRAFT MINUTES  
ACCESS & INCLUSION ADVISORY COMMITTEE  
16 November 2016  
The Hub, Civic Centre, Darwin  
1.30 pm - 3.00 pm**

**1. MEMBERS: PRESENT**

<b>Name</b>	<b>Position</b>
Deborah Bampton	CHAIR Community Representative
Lynne Strathie	Community Representative
Julie Forrest-Davis	Community Representative
Sharon Tentye	Specialist Representative, Council for the Aging NT
Alderman Simon Niblock	Elected Member, City of Darwin
Nik Kleine	Infrastructure Department, City of Darwin
Katie Hearn	Community & Cultural Services, City of Darwin

**MEMBERS: APOLOGIES**

Kayla McDonough	Specialist Representative National Disability Service NT
Jennifer Harlock	Specialist Representative Building, Advisory Services Dept of Lands, Planning & Environment
Cassandra Jevdenijevic	Community Representative
Alderman Robin Knox (Alternate)	Elected Member City of Darwin
TBA	Specialist Representative, Department of Transport

**2. DECLARATION OF INTEREST IN ANY ITEMS ON THE AGENDA**

NIL

**3. PRESENTERS AND OBSERVERS (visitors)**

NIL

**4. ACCEPTANCE OF PREVIOUS MINUTES**

Moved by: Niblock

Seconded by: Tentye

## 5. BUSINESS ARISING FROM PREVIOUS MINUTES

5.1	Appointment of Chairperson and Deputy Chairperson As per Council Decision – Noted.
5.2	Appointment and Recruitment of new Committee Members. ACTION: Kath Midgely/Dept Education to be approached for supported participation of young people. Two community representatives to be followed up and interviewed by Chair and staff. One has been extremely difficult to contact.
5.3	International Day for People with Disabilities in December. Advertisement, raising awareness of the work of the AIAC to be placed if possible.
5.4	Terms of Reference for Access and Inclusion Committee adopted. (Noted)
5.5	Access and Inclusion Committee- Action Plan for 2016 -2017 Note of thanks to be conveyed to Jane Alley.

## 6. STANDING REPORTS

6.1	Working Groups: <ul style="list-style-type: none"> <li>• Terms of Reference and Action Plan/Business Plan</li> <li>• Community Access and Inclusion Plan 2017</li> </ul>
6.2	Access Audit and infrastructure budget: <ul style="list-style-type: none"> <li>- Anula Playground Toilets Nik advised Building Services has been engaged to provide costings to either extend or refurbish. Works to proceed pending cost estimate in February.</li> <li>- Parap Markets Following change in Building Standards, Committee suggested that the facing edge of steps be painted in white to improve visibility. Nik to action to current standards.</li> </ul>
6.3	Media / promotion Communications staff were a late apology for the meeting but will attend the next meeting.
6.4	Events Committee notes International Day of People With A Disability in December.

## 7. GENERAL BUSINESS

7.1	Speaker from City of Darwin – Communications and the Media
7.2	Review of times of meetings – new meeting time
7.3	Updates from members – news, forums, issues, trends
7.4	<p>Accessible Parking Advice – Tabled</p> <p>Feedback provided to support more equitable distribution of spaces that also allowed for dual sided car/van door access.</p> <ul style="list-style-type: none"> <li>• Stuart Park</li> <li>• Cavenagh Street</li> </ul> <p>Action: Nik to pass feedback to Design Services for action.</p>

## 8. OTHER BUSINESS

- 8.1 ALGA Disability Inclusion Planning - A Guide for Local Government.  
The Committee noted that this was a helpful guide that could be used in the development of City of Darwin's Access and Inclusion Plan.

Date: 2017 Dates to be distributed

Time: 1.30pm to 3.00pm



## OPEN SECTION

C&CS03/11

### Community & Cultural Services Committee Meeting – Tuesday, 21 March 2017

#### 11.2 Bombing of Darwin and Military History Advisory Committee held on the 8 February 2017

Document No. 3496922 (21/03/2017) Common No. 3496922

*The (item) is **Attachment A**.*

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#### COMMITTEE'S DECISION

THAT the Committee resolve under delegated authority:-

THAT the Minutes of the Bombing of Darwin and Military History Advisory Committee held on the 8 February 2017, **Attachment A**, Document Number 3496922, be received and noted.

DECISION NO.21\() (21/03/17)



**DRAFT MINUTES  
BOMBING OF DARWIN & MILITARY  
HISTORY ADVISORY COMMITTEE  
2.00 - 3.00 pm, Wednesday 8 February 2017  
Meeting Room 1, City of Darwin**

**1. PRESENT**

Ms Katrina Fong Lim	The Right Worshipful, The Lord Mayor (Chair)
Alderman Gary Haslett	Elected Member
Mr Hugo Leschen	Arts and Museums Division Executive Director
Mr Stephen Gloster	RSL
Mr Tony Simons	Aviation Historical Society of the NT President
Mr Norm Cramp	Darwin Military Museum Manager
Mr Trevor Cox	Tourism Top End General Manager
Ms Meg Cotter	Tourism NT Trade and Industry Marketing Executive
Mr Lance Johnson	Department of Veterans' Affairs A/Deputy Commissioner NT
Mr Mark Blackburn	City of Darwin Executive Manager
Ms Anna Malgorzewicz	City of Darwin General Manager Community & Cultural Services
Ms Kylie Salisbury	Community Events Producer
Mrs Karen Long	Executive Assistant
Ms Josie Matthiesson	Research and Project Coordinator
Major Len Darragh	Defence
Mr Bernard McNamara	Defence
Mr Andrew Richardson	Defence

**2. APOLOGIES**

Nil

**3. DECLARATION OF INTEREST IN ANY ITEMS ON THE AGENDA**

Nil

**4. ACCEPTANCE OF PREVIOUS MINUTES 7 DECEMBER 2016**

The minutes of the meeting of the 7 December 2016 were received as a true and accurate record.

Leschen/Gloster, carried

**5. BUSINESS ARISING FROM PREVIOUS MINUTES 7 DECEMBER 2016**

Nil

## 6. GENERAL BUSINESS

### 6.1 Bombing of Darwin Day 75<sup>th</sup> Anniversary Update

Josie Matthiesson provided an update on the media and communications plan.

Kylie Salisbury provided an update on the Bombing of Darwin Day program of activities – **Attachment I** was tabled.

Members' queries from the update included:

- Lord Mayor – best on ground presentation by a veteran. Will this occur in time for the veterans to present? Kylie Salisbury to follow up with AFLNT.
- Lord Mayor – flagged that there will be a cruise ship arriving on the morning of the 19<sup>th</sup>. Meg Cotter to follow up so that advice is provided about the commemorative ceremony.
- Anna Malgorzewicz advised that the USS Peary interpretive signage has been replaced.

### 6.2 National Servicemen's Association Australia NT – Request to place a Time Capsule near the Plinth at the entrance to the Anzac Memorial Walk on the Esplanade

The Committee approved the National Servicemen's Association Australia NT placing a time capsule in the garden bed area near the Sundial.

Action – Letter to be forwarded.

### 6.2 Members' Update

Meg Cotter – operators bookings and enquiries have increased.

Trevor Cox – feedback received has been that the season has been a bit slow.

Hugo Leschen – distributed The Territory Remembers programme of events **Attachment II**. Extended a thank you to the City of Darwin for the collaborative working relationship in respect to the 75<sup>th</sup> Anniversary of the Bombing of Darwin Day.

## 7. ANY OTHER BUSINESS

### 7.1 Wet Weather contingency plan

Kylie Salisbury informed members that a wet weather contingency plan has been developed.

**8. DATE OF NEXT MEETING**

Date: 19 April 2017  
Time: 2.00 pm  
Venue: Meeting Room 1

**2017 Meeting Dates**

21 June 2017  
16 August 2017  
18 October 2017  
6 December 2017

**9. MEETING CLOSED**

2.40 pm

## City of Darwin 75<sup>th</sup> Anniversary Bombing of Darwin Day Events

### Friday 17 February 2017

- Australia's Frontline Cruises – Darwin Harbour
  - Local Company SeaDarwin is the tour provider. The cruise departs Stokes Hill Wharf and covers the historic Stokes Hill and Fort Hill wharf areas. the Pearling Luggers, wreck sites of the SS Neptuna and USS Peary, the old flying boat base at Doctors Gully and HMAS Coonawarra before arriving at Cullen Bay. Tour then goes in reverse.
  - Veterans' and Descendants' cruises at 9.30am, 10.30am and 11.30am
  - Attendees will be picked up and returned to accommodation

### Saturday 18 February 2017

- Robertson Barracks Tour 10:00am-1:00pm
  - 8:30am: 3 buses to collect attendees from their hotel pick-up points
  - 9.55am: Arrive Robertson Barracks Palmerston
  - 10:00am: Window tour of Robertson Barracks
  - 10.30am: Static display at 8/12 Regt
  - 11.30am: Lunch at Officers mess
  - 12.30: Buses depart for hotel drop offs
- Bombing of Darwin Day Round AFLNT, TIO Stadium
  - Free entry into TIO Stadium 3:30-5:00pm
  - Free face painting for kids 3 – 6pm
  - Servicemen and women free entry all day
  - Commercials promoting Commemorative Service to be played on the big screens throughout the round and an audio to be played prior to each game raising awareness of 75<sup>th</sup> anniversary.
  - Veterans and Descendants' receptions in the Michael Long Learning and Leadership Centre 4:00-7:00pm
  - NorForce to play halftime game with Auskick at 4pm
  - NorForce personnel to engage with guests at veteran and descendant receptions and assist with veterans on and off the bus
  - A Veteran will be invited to do the coin toss for 4.30 and 7pm game, also the opportunity to present a 75<sup>th</sup> Anniversary branded football to best on ground at 4.30pm match.
  - All best on ground at each game in Round 18 will receive a branded 75<sup>th</sup> Anniversary football

## Sunday 19 February 2017

- USS Peary Memorial Service
  - 8:15am - 9:00am
  - Golf carts available to transfer veterans to Cenotaph as required
- Bombing of Darwin Day Commemorative Service 9:30am - 10:45am
  - Confirmed attendance
    - ✚ The Right Worshipful, The Lord Mayor of Darwin Katrina Fong Lim
    - ✚ His Honour, the Hon John Hardy and Mrs Marie Hardy
    - ✚ His Excellency General the Honourable Sir Peter Cosgrove AK MC(Retd)  
Governor-General of the Commonwealth Of Australia and Her Excellency Lady Cosgrove
    - ✚ The Honourable Malcom Turnbull MP, Prime Minister of Australia
    - ✚ The Hon Dan Tehan, Minister for Veteran Affairs
    - ✚ The Hon Bill Shorten, Federal Leader of the Opposition
    - ✚ Vice Admiral Ray Griggs, representing Chief of Defence Force
    - ✚ Chief Minister Michael Gunner
    - ✚ JamesCarouso Chargé d'Affaires, Embassy of the United States of America
    - ✚ His Excellency Mr Sumio Kusaka Ambassador of Japan
  - Bottled water will be made available for all participants; Akuna Springs, a local Territory product, has been sourced
  - Commemorative pins, postcards, magnets, fans and program to be distributed by City of Darwin staff.
- Chief Minister's reception at Parliament House 11:00-12:30pm
- Chief Minister's Veterans' and Widows' luncheon at Parliament House 12:30 pm - 2:30pm
  - Veterans and Widows will be returned to accommodation

## Monday 20 February 2017

Ecumenical Service, Adelaide River

- 8:30am: 3 buses to collect attendees from their hotel pick-up points
- Ecumenical Service Adelaide River War Cemetery 11:00 am - 12:00pm
- Luncheon at Berry Springs Tavern 1:00pm - 2:30pm

## Tuesday 21 February 2017

Australia's Frontline Cruise – Darwin Harbour

- Veterans' and Descendants' cruise at 10:30am
- Attendees will be picked up and returned to accommodation

## **The Right Worshipful The Lord Mayor of Darwin welcomes you to today's Commemorative service which marks the 75<sup>th</sup> anniversary of the Bombing of Darwin**

### **9.30am Overview**

Brendan Dowd, Chief Executive Officer City of Darwin

### **Arrival of Dignitaries**

#### **Welcome address**

The Right Worshipful, The Lord Mayor of Darwin Katrina Fong Lim

#### **Setting the scene, events leading up to 19 February 1942**

His Excellency General the Honourable Sir Peter Cosgrove AK MC (Retd)  
Governor-General of the Commonwealth Of Australia

#### **Music and vocals**

Australian Army Band Darwin, Darwin Chorale

#### **Catafalque Party**

Australian Defence Force

#### **9.58am Sound of air raid sirens**

The air raid sirens first sounded at 9.58am on 19 February 1942

#### **Flyover and depiction of 1942 events**

#### **Prayer**

Chaplain Daniel Hynes RAN

#### **Commemorative address**

The Honourable Malcolm Turnbull, Prime Minister of Australia

#### **Prayer for Australian Defence Force**

Chaplain Daniel Hynes RAN

#### **Wreath Laying**

#### **Ode of Remembrance**

Mr Don Milford, President Darwin RSL sub branch

*They shall not grow old,  
As we that are left grow old;  
Age shall not weary them,  
Nor the years condemn.  
At the going down of the sun  
And in the morning,  
We will remember them.*

#### **Response**

*We will remember them  
Lest we forget*

#### **Last Post**

**Minute's silence**

**Rouse**

**8/12<sup>th</sup> Regiment**

Simultaneous firing of one round by four M2A2 (105mm) Howitzer guns

**National Anthem**

Australian Army Band Darwin, Darwin Chorale featuring Fiona Wake

**Benediction by Chaplain**

**Catafalque Party and Flag Party dismount**

Australian Defence Force personnel depart parade area

**Departure of Dignitaries**

**Service concludes**

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**Laying of Wreaths**



**City of Darwin**  
**75<sup>th</sup> Anniversary Bombing of Darwin Day**  
**Veteran Transport Logistics**

**Sunday 19 February 2017**

**USS Peary Commemorative Service**

Veterans will make their own way to the USS Peary site. Four golf carts plus 12 seater golf buggy on loan from the waterfront will be available to transfer any Veterans unable to make their own way to the Cenotaph.

**Bombing of Darwin Commemorative Service pick-up**

3 buses will make hotel pick-ups from 8:30am, the buses will be staffed by City of Darwin Officers and Darwin High School ambassadors. These staff are allocated to a specific bus throughout the four-day program and so are familiar with the Veterans on their bus.

Assistance will be given with safe boarding, disembarking and transfer to seating at the commemorative service.

**Transfer from Commemorative Service, Cenotaph to Parliament House for the Chief Minister's Reception, 10:45am**

The three buses will be available to transfer Veterans to the Reception. The buses will be staggered, pick up location will be directly opposite the Cenotaph in the bus waiting area and once the first bus is filled it will depart. The next bus will enter the waiting area when radioed. Access for the buses to the entrance to Parliament House has been organised.

City of Darwin staff will co-ordinate the transfer, and check to ensure that all Veterans have been provided transport.

**Chief Minister's Reception, 11:00am-12:30pm**

Four City of Darwin staff will be stationed at the Reception to assist with the transfer of Veterans arriving from the Commemorative Service and to ensure that the Veterans' special seating area is reserved for them.

At the conclusion of the Reception, one bus will be provided to return City of Darwin guests who are not attending the Luncheon to their hotels if required. The bus will be staffed by two City of Darwin officers.

**Chief Minister's Lunch, Parliament House 1:00-2:30pm**

Veterans attending the Chief Minister's Luncheon will be allocated an additional Territory Remembers Card with their blue lanyard for identification. These Veterans will be escorted from the Reception to the lifts and upstairs to the Luncheon from 12:30pm by staff from Protocol.

At the conclusion of the Reception, one bus will be provided to return Veterans to their hotels, assisted by two City of Darwin staff.

Commemorating the Bombing of Darwin  
and defence of Northern Australia

# Events

DATE	EVENT/EXHIBITION	TIME/LOCATION
Now until 27 Feb 2017	<b>Salvage and Salvation Exhibition</b> Free, donations are welcome.	Darwin Memorial Uniting Church 78 Smith St, Darwin
Now until 27 Feb 2017	<b>75th Anniversary Bombing of Darwin Display</b> Entry fees apply.	The Australian Aviation Heritage Centre 557 Stuart Hwy, Winnellie
Open	<b>Bombing of Darwin Experience</b> Entry fees apply.	Royal Flying Doctors Service Stokes Hill Wharf, Darwin
Now until 12 Mar 2017	<b>Mr Fujita's Photo Album Exhibition</b> Free, open to the public.	Northern Territory Library, Parliament House, Darwin
Open	<b>Defence of Darwin Experience</b> Entry fees apply.	Defence of Darwin Experience East Point, Darwin
Sun 12 Feb 2017	<b>Life in the US Forces during WWII in the Territory talk</b> Talk is free. Open to the public. Standard entry fees apply to museum.	The Australian Aviation Heritage Centre Gift Shop 557 Stuart Hwy, Winnellie 10am - 11am

*All events subject to change and further events will be added as  
program develops. Please visit [www.territoryremembers.nt.gov.au](http://www.territoryremembers.nt.gov.au) for  
program updates and event registration details.*



DATE	EVENT/EXHIBITION	TIME/LOCATION
Wed 15 Feb 2017 – Sat 25 Feb 2017	<b>Mr Takahashi (and other falling secrets) by Sandra Thibodeaux</b> A play about the lives of multicultural and Indigenous women affected by the attacks of 1942.  Ticketed event. Entry fees apply.	Brown's Mart Theatre 15-18 Feb, 7pm 19 Feb, 2pm 22-25 Feb, 7pm 26 Feb, 2pm
Fri 17 Feb 2017	<b>An Awkward Truth – 75th Anniversary edition book launch and talk</b>  Free, open to the public.	Northern Territory Library, Parliament House, Darwin 3pm – 4pm
Fri 17 Feb 2017	<b>Screening of 'The Bombing of Darwin: An Awkward Truth'</b> Documentary on the events of 19 February 1942.  Free, open to the public. Ticketed event, you must register to attend.	Birch Carol and Coyle, Darwin Cinemas 6pm – 7.30pm
Sat 18 Feb 2017	<b>Bombing of Darwin Day AFLNT Round</b>  Entry fees apply.	TIO Stadium From 12noon
Sat 18 Feb 2017	<b>Arthur Wellington's Last Letter, talk with historian Peter Forrest</b>  Free, open to the public.	Northern Territory Library, Parliament House, Darwin 3pm – 4pm
Sun 19 Feb 2017	<b>USS Peary Memorial Service The Esplanade</b>  Free, open to the public.	The Esplanade 8.15am – 9.00am
Sun 19 Feb 2017	<b>Bombing of Darwin Day Commemorative Service</b>  Free, open to the public.	The Cenotaph, Darwin 9.30am – 10.45am
Mon 20 Feb 2017	<b>Ecumenical Service</b>  Free, open to the public.	Adelaide River War Cemetery 11am – 12pm
Mon 20 Feb 2017	<b>Bombing of Darwin Author Panel Event</b>  Free, open to the public.	The Bookshop Darwin, 1/30 Smith St Mall 11am – 1pm



# OPEN SECTION

C&CS03/12

## Community & Cultural Services Committee Meeting – Tuesday, 21 March 2017

### 12. GENERAL BUSINESS

### 13. CLOSURE OF MEETING