Business Papers

Community & Cultural Services Committee Meeting

Monday, 22 September 2014
5:00pm
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 Monday, 22 September 2014, commencing at 5.00 pm.

LUC CIO CERCARELLI
ACTING CHIEF EXECUTIVE OFFICER

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**OPEN SECTION**

**CITY OF DARWIN**

**COMMUNITY & CULTURAL SERVICES COMMITTEE**

**MONDAY, 22 SEPTEMBER 2014**

MEMBERS: Member K J Worden (Chairman); The Right Worshipful, The Lord Mayor, Ms K M Fong Lim; Member J M Anictomatis; Member G Lambrinidis; Member A R Mitchell.

OFFICERS: Chief Executive Officer, Mr B Dowd; Acting General Manager Community & Cultural Services, Ms A Malgorzewicz; Manager Community Development, Ms K Hearn; Manager Liveability Mr M Grassmayr; Executive Assistant, Ms A Smit.

**Enquiries and/or Apologies:** Arweena Smit  
E-mail: a.smit@darwin.nt.gov.au - PH: 89300 685  
OR Phone Committee Room 1, for Late Apologies - PH: 89300 519

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**Committee’s Responsibilities**

* Recreation & Leisure  
* Family and Children Services  
* Sister Cities  
* Libraries  
* Cultural Services  
* Animal Management  
* Regulatory Services  
* Liquor Licences  
* Youth Services

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1. MEETING DECLARED OPEN

2. APOLOGIES AND LEAVE OF ABSENCE
   2.1 Apologies
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      Nil

3. DECLARATION OF INTEREST OF MEMBERS AND STAFF

4. CONFIDENTIAL ITEMS
   Nil
5. 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 Monday, 22 September, 2014, be received and considered individually.

DECISION NO.21\() (22/09/14)

6. CONFIRMATION OF MINUTES PERTAINING TO THE PREVIOUS COMMUNITY & CULTURAL SERVICES MEETING

() COMMITTEE’S DECISION

THAT the Committee resolve that the minutes of the previous Community & Cultural Services Committee Meeting held on Monday, 18 August, 2014, tabled by the Chairman, be received and confirmed as a true and correct record of the proceedings of that meeting.

DECISION NO.21\() (22/09/14)

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

7.1 Business Arising
EAST POINT RESERVE PUBLIC ART COMMISSION - UPDATE

REPORT No.: 14C0088 SC:kl COMMON No.: 1919497 DATE: 22/09/2014

Presenter: Coordinator Arts and Cultural Development, Sahn Cramer
Approved: Acting General Manager Community & Cultural Services, Anna Malgorzewicz

PURPOSE

The purpose of this report is to provide an update on the East Point Entrance Public Art Commission, implementation and launch.

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

- Update on implementation of the East Point Reserve Public Art work by Aly de Groot entitled ‘Intertwined’.

RECOMMENDATIONS

THAT the Committee resolve under delegated authority:-

THAT Report Number 14C0088 SC:kl entitled East Point Reserve Public Art Commission - Update, be received and noted.
BACKGROUND

PREVIOUS DECISIONS

Decision No. 21/2504 (18/8/14)
A. THAT Report Number C140074 SC:rv entitled East Point Entrance Public Art Commission, be received and noted.

Decision No. 21/1788 (17/2/14)
A. THAT Report Number 14C0012 HB:es entitled East Point Reserve Entry Statement –Intertwined-Lighting Options, be received and noted.
B. THAT Council endorse lighting the East Point Reserve Entry Statement ‘intertwined’ with integrated fibre optic or LED and that a variation of $33,000 be funded from the Public Art capital works budget (05/221061/180) and referred to third quarter budget review.
C. THAT the use of solar technology be considered in the final decision.

Decision No. 21\1261 (16/07/13)
A. THAT Report Number 13C0061AR:kl entitled Concept Designs for East Point Reserve Entry Statement, be received and noted.
B. THAT Council endorse the public art design by Aly de Groot, “Intertwined”, to proceed to design development and installation for the East Point Reserve.
C. THAT Council allocate $150,000 for the East Point Reserve Entry Statement from the Public Art capital works budget.
D. THAT the current stone wall at East Point Reserve Entry Statement be retained within the proposed Public Art capital works and landscaping.

Decision No. 21\650 (27/11/12)
A. THAT Report Number 12C0098 AR:kl entitled Minutes of the Arts and Cultural Development Advisory Committee (ACDAC) Meeting 8 November 2012, be received and noted.
B. THAT Council appoint Mr Peter Scrivener to the selection panel for the East Point Reserve Public Art Opportunity.
C. THAT Council invite former ACDAC member Mr Tony Clementson to be appointed to the selection panel for the East Point Reserve Public Art Opportunity.
D. THAT Council appoint Ms Anna Reece to the selection panel for the HMS Beagle Ship Bell Chime Opportunity for Composers.

**Decision No. 20\3350 (26/10/10)**

A. THAT Report Number 10C0140 AR:kl entitled, Minutes of the Arts and Cultural Development Advisory Committee Meeting 9 September 2010 and Public Art Projects, be received and noted.

B. THAT Council appoint Ms Janice McEwen, Executive Director, Top End Arts, as a member of the Arts and Cultural Development Advisory Committee for a 2 year term commencing 1 August 2010 to 31 July 2012 in accordance with Section 54 of the NT Local Government Act 2008.

C. THAT Council allocate $7,500 from the Capital Works – Public Art budget towards the commission of a Project Brief in consultation with stakeholders for an artwork celebrating the centenary of the Naming of Darwin, indicating the site, scope and cost of the work.

D. THAT Council allocate $15,000 from the Capital Works – Public Art budget towards the commission of a project brief for an artwork at the Gateway to East Point Reserve in consultation with the design team, and the engagement of an artist to undertake concept design work.

**DISCUSSION**

In July 2013 Darwin visual artist Aly de Groote’s concept for the East Point Reserve Public Artwork was endorsed by Council and Ms de Groote was engaged to undertake design development.

This report provides the latest update on work completed and work currently being undertaken in the final stages of implementation.

**Construction/Footings/Platform Design/Lighting**

- Meetings with Cloustons, contractors and Artist to finalize platform design and base construction.
- Follow up meetings with lighting engineers and lighting designers to establish most efficient placement for uplights, aiming to achieve enough luminosity over the sculpture.
- Liaise with Infrastructure Council Officers regarding the delivery of the artwork, what will be required to off load sculpture, and secure it prior to installation.
- Liaise with contractors, fabricator and artist to confirm installation procedure, and roles and responsibilities for all.
- Finalize text for Plaque, fabrication and install
- Confirm timelines, launch date, install date and commencement of works on site.
- Final site visit with Cloustons, contractors, Artist and Council staff (Infrastructure and Community and Cultural Services)
• Approve final concept plans for platform and footings. Liaise with Infrastructure staff and confirm approval, implementation plans and coordination.
• Meeting on site with Council’s electrical contractor and electrical engineer to address issues regarding power source and requirement to extend cables 80m to power supply board.
• Artwork received and stored in Council facilities pending installation.

Community Engagement, Communications and Media

• Over 2,000 letters and flyers distributed to Fannie Bay residents and stakeholders (Attachment A)
• Draft core flute signs (notification and advice to community) being prepared for display on site (connected to a barrier fence) during construction phase.
• Lord Mayor briefings
• Media interviews: Lord Mayor on Territory FM – 26 August and artist, Aly de Groot on ABC Territory Radio with Vicki Kerrigan – 26 August.
• Preparations for Launch event, secure participants including Bilawarra Lee for smoking of artwork and Welcome to Country.

Proposed Timelines

8 September – 16 September  Construction works on site
16 September  Transport sculpture to site for installation
              Including engineering sign off
16 September – 24 September  Final stages of implementation, contingency
                              if required for install, checks, clean up in
                              preparation for launch
24 September  Launch event, an invite will be sent to
              elected members. Proposed times:
              11am         Welcome to Country –
                            Bilawarra Lee
              11.20 am     Lord Mayor speech
              Launch event and activities including a
              barbeque lunch.

CONSULTATION PROCESS

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

• Senior Technical Officer Parks
• Manager Infrastructure Maintenance
• Team Coordinator Parks and Reserves
• Team Leader Building Services
• A/Senior Community Engagement Officer
• A/General Manager Community and Cultural Services

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

• Cloustons Associates, Associate, Landscape Architects
• Perides Foundry, Fabricator
• Commissioned Artist, Aly de Groot
• Relevant Council Contractors

POLICY IMPLICATIONS

Nil

BUDGET AND RESOURCE IMPLICATIONS

A final report including budget actuals will be provided to Council on completion.

RISK/LEGAL/LEGISLATIVE IMPLICATIONS

Contractors engaged in construction are required to abide by all relevant building and safety legislation.

The Artists holds sufficient Public Liability insurance.

ENVIRONMENTAL IMPLICATIONS

Cloustons Landscape Architects have been engaged to work with Council staff, the Artist and Public Art Project Manager to comply with all necessary environmental implications.

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.

SAHN CRAMER
COORDINATOR ARTS AND CULTURAL DEVELOPMENT

ANNA MALGORZEWICZ
ACTING GENERAL MANAGER COMMUNITY & CULTURAL SERVICES

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

Attachment A: Flyer distributed to Fannie Bay residents – ‘Public Art at East Point Reserve – August 2014’
About the location

East Point Reserve covers almost 200 hectares which includes 30 hectares of natural forest land. The reserve features important historic, cultural, recreational and environmental aspects and is home to a vast number of flora and fauna species. It is a popular public space where people of all ages meet, where events are held and the city’s culture can be experienced and enjoyed.

During September 2014, a new public artwork will be installed inside the entrance to East Point Reserve. The public artwork, named *Intertwined* is a bronze sculpture of two jellyfish and is the creation of renowned Darwin based artist Aly de Groot. The bronze sculpture, three metres in height, was fashioned from woven repurposed ropes in the style of Aly’s woven jellyfish pieces which feature in many museums and art galleries throughout Australia.

Public Art in Darwin

Council aims to enhance Darwin as a centre of cultural excellence by commissioning works of public art that celebrate, mark and reveal aspects of community life and most importantly, provide the community with artwork to interact with, explore and enjoy.

The selection process for Council led public art commissions includes consultation with community members, stakeholders and key arts sector representatives, in keeping with the principles outlined in City of Darwin’s Public Art Master Plan.

Aly de Groot’s *Intertwined* commission has provided Council an opportunity to secure a major work of excellence, adding to Darwin’s cultural collection and fulfilling Council’s goals to support the growth and development of the arts.

About *Intertwined*

Aly de Groot explains: Box jellyfish are an extremely beautiful representation of Darwin’s unique fauna, often found in East Point Reserve marine area. These large woven jellyfish forms were made from reclaimed rope collected whilst working on a ghost-net weaving project with Indigenous rangers and school children in coastal North-East Arnhem Land.

Larrakia Elder, Bilawara Lee, joined me to weave the jellyfish which were then permanently embodied in metal by Cyprus born bronze sculptor, Philip Pipredes. Marrying the old with the new and the traditional with the contemporary, through its cross-cultural collaboration *Intertwined* celebrates Darwin, the environment and the rich diversity of its people.
More from the artist:

Aly de Groot explains: Although I have lived in the Northern Territory for more than 20 years, I had rarely sighted box jellyfish, these mysterious but deadly creatures. Entranced by their translucent beauty, I found inspiration that informed my signature artwork: jellyfish woven from monofilament (fishing line). I became slightly obsessed by the jellyfish form and think box jellyfish are an underutilised and extremely beautiful representation of Darwin’s unique fauna.

The artwork was fabricated in Phillip Piperides’ foundry. Cyprus born Piprides is an internationally acclaimed fine art sculptor. Recipient of the Churchill Fellowship in 1990 in recognition of his achievements with bronze, his experience and passion has allowed my ethereal woven forms to become permanently embodied in bronze in a way that has never been achieved. I was joined by Larrakia Elder, Bilawara Lee, who is a respected healer and teacher with more than 62 years of experience working, living and being part of a very large, vibrant, Aboriginal family in Darwin. Bilawara ceremoniously prepared and smoked the creative space in the foundry with cockatoo feathers and burnt sage, to set a beautiful and focused start to the project.

Harbouring cross-cultural exchange, whilst marrying the old with the new, the traditional with the contemporary, this sculpture celebrates the working model of a multi-cultural city, that is Darwin. The many woven strands coming together represent the numerous reasons that East Point is a significant and important place to a diversity of people and creatures, interwoven and entwined together, like the ropey jellyfish tentacles.

About the artist:

“Aly is a visual artist from Northern Australia who takes the traditions of basket-making and weaving then drags them kicking and screaming into strange new places” (Art Nation, ABC TV, March, 2011).

Influenced by the diversity of cultures and flora and fauna in Northern Australia, de Groot’s inter-disciplinary practice involves the creation of woven sculpture, objects and installations which are often ‘witty, gawky and elegant at once’ (Ooms, Australian Art Collector, 2005).

Since 1994 Aly de Groot has been adopting and adapting basket-making techniques and has learnt from Indigenous, non-indigenous and international basket makers to weave social, political and personal narratives. In 2010 Aly explored her Dutch origins through a residency in the Netherlands. This experience reinforced her interest in cross cultural projects.

Regularly exhibiting throughout Australia, as well as facilitating community focused contemporary fibre art workshops, Aly values the inspiration and knowledge gained and exchanged in working collaboratively, using readily available materials that may otherwise pose an environmental threat.

Her artwork resides in collections Australia wide, including a permanent installation of her woven jellyfish at the Queensland Museum. Aly has been selected for and represented the Northern Territory in many prestigious art prizes, including winning the TOGART art prize in 2012 and receiving a highly commended in the 2014 Waterhouse Natural Science art prize.
Purpose

The purpose of this report is to inform and update Elected Members on the National Local Government Cultural Forum.

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

• National Local Government Cultural Forum 7-8 October 2014
• Opportunities for Elected Member involvement

Recommendations

THAT the Committee resolve under delegated authority:-

THAT Report Number 14C0089 SC:kl entitled National Local Government Cultural Forum be received and noted.

Background

The National Local Government Cultural Forum (Cultural Forum) is a network of capital city councils, local government associations and partners committed to sharing knowledge and expertise towards a common objective.
The objective is to increase the capacity of local government to strengthen the arts and cultural development in their areas.

The Cultural Forum draws on the UCLG (United Cities and Local Governments) the Global Network of Cities, Local and Regional Governments, Policy Statement on Culture that aims to:

1. Strengthen heritage, creativity, cultural industries, crafts, cultural tourism
2. Ensure culture has its rightful place in all public policies, particularly those related to education, the economy, science, communication, environment, social cohesion and international cooperation

Membership to the Cultural Forum includes representation from the eight capital cities, seven state-based local government associations, Australian Local Government Association, Cultural Development Network, Australia Council for the Arts, Office for the Arts and Global Cities Research Institute.

The Cultural Forum members have agreed that The Hon. Fred Chaney will be the Forum member Chair for all meetings.

Governance

The Cultural Forum is not a legal entity and the Cultural Development Network is the responsible body for supporting the Cultural Forum, for signing contracts and receiving and acquitting the funds that underpin the activities of the Cultural Forum (Australia Council funding).

The Cultural Development Network (CDN) and the Australian Local Government Association (ALGA) form a joint executive of the Cultural Forum and manage the meeting agendas and the business of the forum.

The role of members

Individual members of the Cultural Forum will formally represent their organisations on the arts and cultural development issues and be able to present the views of their organisation. The Coordinator Arts and Cultural Development is a member of the Cultural Forum representing the City of Darwin.

The term of the Cultural Forum is three years from January 2013 to December 2015.

The first meeting of the Cultural Forum took place in Canberra on 19 June 2013 and there have been two subsequent meetings, one in Perth 15 October, 2013 and the most recent in Brisbane 19 March, 2014. The upcoming fourth meeting will take place in Darwin, at the Civic Centre on 7 - 8 October, 2014.
The City of Darwin, to date has participated in three Forums:

1. Arts and Cultural Development Officer, via skype at the Canberra Cultural Forum.
2. Senior Community Development Officer, via skype at the Perth Cultural Forum.
3. General Manager, Community and Cultural Services attended in Brisbane at the third Cultural Forum.

DISCUSSION

The 565 local governments in Australia represent unique environments where community arts and cultural development (CACD) practice are carried out in all of the art forms. Council’s respond to their communities and the local conditions with a variety of arts programs and arts activities. This mix provides a unique opportunity for understanding the different dynamics of arts and cultural development in diverse settings.

Local government in Australia is also the fastest growing government sector investing in arts, heritage and cultural development. This growth can be traced back forty years when community arts and arts festivals became the building blocks of wider arts activities in communities through early Australia Council and state arts funding.1 (The Darwin Festival is a good example of this.)

The Cultural Development Network and the Australian Local Government Association (ALGA) have formed a partnership to create the Cultural Forum through the National Sector Development Initiative (NSDI) of the Australia Council Community Partnerships Committee. It will provide a clearing house for the arts activities that are shaping communities, their cultures and creativity. This national forum will also generate ideas and learn from the experience that over 500 councils can demonstrate; and provide a laboratory of CACD practice and for testing new ways of strengthening communities and improving health and wellbeing through the arts.

The creation of the Cultural Forum is not an end in itself but a catalyst for strengthening arts across the community through local governance and local artists. The aim is to expand the understanding and application of community-based arts practice across all art forms as a highly effective way of increasing local participation.2

The Cultural Forum being hosted in Darwin 7 - 8 October, 2014 provides Elected Members the opportunity of networking nationally with key senior managers of the Arts and Cultural sector, the Australia Council for the Arts representatives and Directors of Local Government Associations including the Australian Local Government Association.

1 CDN Proposal to the Australia Council for the Arts, Community Partnerships, 21 September, 2012
2 CDN Proposal to the Australia Council for the Arts, Community Partnerships, 21 September, 2012
In addition it provides an opportunity to become familiar with what is happening across the country through arts and cultural development programs, to understand our local setting in this context, and to be a part of the conversation that aims to build on work the City of Darwin currently undertakes as well as addressing National Sector Development Initiative objectives that set out to:

- Increase the awareness and understanding of the community arts and cultural development sector and practice.
- Grow community arts and cultural development practice to ensure that there are opportunities for individuals and communities to actively participate in excellent artistic practices.
- Provide support for the community arts and cultural development sector to present and promote in a responsive way that will impact on perceptions, policy and programs.

Elected members are welcome to attend the Cultural Forum dinner with participating members which will be held at Hanumans on Tuesday evening 7 October 2014 at 7pm.

Cultural Development Network staff are currently finalizing numbers of members who will be traveling to Darwin for the Cultural Forum. At this stage it can be advised that Tony Grybowski, CEO of the Australia Council will be attending the dinner on Tuesday 7 October 2014.

**CONSULTATION PROCESS**

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

- Acting General Manager, Community and Cultural Services

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

- Cultural Development Network

**POLICY IMPLICATIONS**

There are no immediate Policy implications; however there is an opportunity through the data and knowledge gained in participating in this forum to review Council’s current arts policies and programs over time.

**BUDGET AND RESOURCE IMPLICATIONS**

Nil

**RISK/LEGAL/LEGISLATIVE IMPLICATIONS**

Nil
ENVIROMENTAL 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.

SAHN CRAMER
COORDINATOR ARTS AND CULTURAL DEVELOPMENT

ANNA MALGORZEWICZ
ACTING GENERAL MANAGER COMMUNITY & CULTURAL SERVICES

For enquiries, please contact Anna Malgorzewicz on 89300633 or email: a.malgorzewicz@darwin.nt.gov.au.
COMMUNITY RESILIENCE PLAN – PROGRESS REPORT

REPORT No.: 14C0085 AM:kl COMMON No.: 1918404 DATE: 22/09/2014

Presenter: Acting General Manager Community & Cultural Services, Anna Malgorzewicz

Approved: Chief Executive Officer, Brendan Dowd

PURPOSE

The purpose of this report is to update Council on progress against the Community Resilience Framework.

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 5 Effective and Responsible Governance
Outcome 5.4 Effective leadership and advocacy

Key Strategies
5.4.1 Exhibit leadership on community issues

KEY ISSUES

- Council received grant funding from LGANT’s “Disaster Recovery Workshops for Local Government in the Northern Territory”, funded through the Northern Territory Disaster Resilience Fund to complete a Community Resilience Plan (the Plan).
- The Plan is the final component of the City of Darwin All Hazards Emergency Management Plan that forms the basis of a Local Counter Disaster Plan.
- The Plan includes a framework to develop and sustain corporate and community resilience.

RECOMMENDATIONS

THAT the Committee resolve under delegated authority:-

THAT Report Number 14C0085 AM:kl entitled Community Resilience Plan – Progress Report, be received and noted.
BACKGROUND

PREVIOUS DECISION

Decision No. 21\1733 (28/1/2014)

A. THAT Report Number 14C0004 AM:kl entitled  Community Resilience Plan (Draft) be received and noted.

B. THAT Council endorse  the Community Resilience Plan contained in Attachment A to Report Number 14C0004 AM:kl.

DISCUSSION

The City of Darwin plays an active role in the development of community capacity and resilience through the delivery of programs and services and provision and maintenance of community assets and facilities. In January 2014, Council endorsed a community resilience plan, “Resilience@TheTop: A better connected, capable, strong community” which provides a long term framework in developing, enhancing and sustaining community resilience. The framework is based on three enablers – physical, procedural and social – that develop and enrich community preparedness and connectedness.

Physical enablers provide the basic requirements for ensuring the community is healthy and safe. These include management and maintenance of infrastructure throughout the municipality and the provision of waste management services.

Procedural enablers are the policies, systems and strategies in place that enable Council and the community to work together in responding to and recovering from a major event or emergency situation.

Social enablers are the strategies and programs provided by Council to develop community confidence, connectedness and social trust.

Elected Members are central to the social strength and capability of communities and play an important role for building community resilience. Together with the Northern Territory Government, Elected Members will also provide effective leadership in an emergency event and the recovery phase.

The table at Attachment A outlines progress against the Community Resilience Framework. The endorsed Plan is at Attachment B.

CONSULTATION PROCESS

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

- Acting Manager Community Development
- Acting Team Coordinator, Building Services
POLICY IMPLICATIONS

Nil

BUDGET AND RESOURCE IMPLICATIONS

Nil

RISK/LEGAL/LEGALISATIVE IMPLICATIONS

The Northern Territory Local Government Act lists one of the functions of a council as “to carry out measures to protect its area from natural and other hazards and to mitigate the effects of such hazards” (s12(d)).

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.

ANNA MALGORZEWICZ
A/GENERAL MANAGER
COMMUNITY & CULTURAL SERVICES

BRENDAN DOWD
CHIEF EXECUTIVE OFFICER

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

Attachments:

Attachment A: City of Darwin progress against the Community Resilience Framework
Attachment B: Resilience@TheTop: A better connected, capable, strong community.
Community Resilience Framework
The enabling actions have been designed to align with the National Strategy for Disaster Resilience (NSDR). The seven NSDR Strategic Areas for action are:

- Leading change and coordinating effort;
- Understanding risks;
- Communicating with and educating people about risks;
- Partnering with those who effect change;
- Empowering individuals and communities to exercise choice and take responsibility;
- Reducing risks in the built environment; and
- Supporting capabilities for disaster resilience.

<table>
<thead>
<tr>
<th>Physical Enablers</th>
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<table>
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<tr>
<th>Council Actions</th>
<th>Timeline</th>
<th>Status</th>
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<tbody>
<tr>
<td><strong>NSDR Strategic Area</strong></td>
<td><strong>Council Action</strong></td>
<td><strong>Timeline</strong></td>
</tr>
<tr>
<td>Reducing risks in the built environment</td>
<td>Council makes Regulatory Orders (such as Regulatory Orders for Cyclone Hazards) within the municipality and to mitigate against natural or man-made hazards.</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

This calendar year Council has issued approximately 30 notices for untidy allotments that presented a potential health or fire hazard. Compliance timeframes of between 48 to 72 hours were set in some instances.
As the official Cyclone Season approaches, Council will revisit properties in addition to responding to resident complaint.

| Reducing risks in the built environment | Effective management of roads, reserves and assets maintenance program. | Ongoing | Ongoing responsibility. Additional major capital works have also been undertaken during the period including mitigation and remedial works;
- Repair works to Nightcliff Foreshore shared paths following coastal erosion as a result of severe storm damage in February 2014;
- Tiwi Storm Water Mitigation Works;
- Black Spot & Local Area Traffic works |

| Understanding risks | Council assets are prepared for all hazards with appropriate disaster preparedness and evacuation plans in place. | To be reviewed annually | Compliance with licensing requirements ensures appropriate procedures are in place and reviewed for child care centres.
Council implemented fire awareness training for tenants of community centres and this will become an annual event. Council is also developing a tenant handbook for its community centres to ensure appropriate procedures and training are regularly implemented and reviewed. |
Council is also currently redrafting Conditions of Use agreements for casual users of community centres to ensure fire and emergency awareness and responsibilities are better documented.

Partnering with those who effect change

Effective participation and leadership amongst TOPROC and in partnership with the Northern Territory Government regarding the establishment of a new regional waste facility.

Ongoing

Council operates the Shoal Bay Waste Management Facility that services TOPROC councils. The facility has capacity until 2045.

Council will continue to lobby the NT Government to allocate a site for future use as a regional waste facility and also as an emergency waste site.

Community Actions

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<tr>
<th>NSDR Strategic Area</th>
<th>Council Action</th>
<th>Timeline</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support capabilities for disaster resilience</td>
<td>Undertake the annual Pre-Cyclone Clean Up.</td>
<td>Annual</td>
<td>2014 Pre-Cyclone Clean Up in progress. Communication Plan enacted. Relevant dates are:</td>
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<tr>
<td></td>
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<td></td>
<td>Northern Suburbs, from Saturday 20 September 2014;</td>
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<td></td>
<td></td>
<td></td>
<td>Southern Suburbs, from Saturday 11 October 2014.</td>
</tr>
</tbody>
</table>
Empowering individuals and communities to exercise choice and take responsibility

Community groups and lessees undertake the effective management of assets and infrastructure and have established and appropriate emergency response plans. Ongoing

As leases and agreements are renewed, appropriate emergency response plans are also discussed and developed.

### Procedural Enablers

#### Council Actions

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<tr>
<th>NSDR Strategic Area</th>
<th>Council Action</th>
<th>Timeline</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reducing risks in the built environment</td>
<td>Annual simulation exercise of the Guardian Local Disaster Coordination System.</td>
<td>Annual</td>
<td>The annual Guardian System simulation is scheduled to take place in October 2014. Prior to the simulation, representatives from QIT will test Council’s hardware and systems.</td>
</tr>
<tr>
<td>Leading change and coordinating effort</td>
<td>Prepare for and nurture a corporate culture of flexibility with staff readiness to be reallocated to required roles in response to an event.</td>
<td>Ongoing</td>
<td>Call for staff volunteers to participate in simulation training exercise to be issued later September 2014, for an October 2014 exercise.</td>
</tr>
<tr>
<td>Partnering with those who effect change</td>
<td>The City of Darwin is represented on inter-governmental committees as part of a strategic approach to risk mitigation and prevention.</td>
<td>Ongoing</td>
<td>Ongoing. General manager Infrastructure and Team Coordinator Risk Audit &amp; Safety maintain representation on Northern Territory Government committees.</td>
</tr>
<tr>
<td>Understanding risks</td>
<td>Ensure Council’s IT systems are capable of handling surge capacity required for recovery of operations, storage capacity and increased systems users.</td>
<td>Annual</td>
<td>The resilience of Council’s IT systems was tested during the 12 March “System Black” during which the Top End endured more than 14 hours without power. All Council’s IT systems remained connected and operational during the period and Council switch also remained operational during the period.</td>
</tr>
<tr>
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</tr>
<tr>
<td>Understanding risks</td>
<td>Expenditure for infrastructure recovery following a significant disaster is managed to reduce financial liability for the City of Darwin.</td>
<td>Ongoing</td>
<td>Financial Services ensure appropriate cash management procedures are in place. Improved systems and procedures for accurate capturing of expenditure to be developed. Upon declaration of an event, a Work Order is triggered to capture all expenditure to support NDRAA funding procedures. This year’s severe weather event was not declared until some weeks after and required capturing of expenses retrospectively.</td>
</tr>
</tbody>
</table>
## Supporting capabilities for disaster resilience

Create procedures, including specific role descriptions (animal carers, green army) to enable volunteers to assist Council through Volunteering SA/NT as and when required in disaster response or recovery operations.

<table>
<thead>
<tr>
<th>Service Area</th>
<th>Timeline</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ongoing</td>
<td></td>
<td>Not yet commenced.</td>
</tr>
</tbody>
</table>

## Community Actions

<table>
<thead>
<tr>
<th>NSDR Strategic Area</th>
<th>Council Action</th>
<th>Timeline</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Provide new residents and ratepayers with a “New Residents Welcome Pack”. Work with agencies, hotels and businesses to ensure visitors to Darwin are well informed.</td>
<td>Ongoing.</td>
<td>City of Darwin maintains an “Emergency and Disasters” page on its website with relevant links to SecureNT and Bureau of Meteorology given prominence during the official cyclone season. “New Residents Welcome Pack” not yet commenced.</td>
</tr>
<tr>
<td></td>
<td>Implement an Animal Management community awareness campaign following the completion of revised animal management procedures.</td>
<td>Ongoing</td>
<td>In May 2014, Council introduced a single pet registration date, taking effect from 1 July 2014. All dogs and cats need to be registered and micro-chipped so that Council can reunite pets with their owners, maintain safety for the community and enable pet issues to be followed up.</td>
</tr>
<tr>
<td>Council Actions</td>
<td>Timeline</td>
<td>Status</td>
<td></td>
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<td><strong>NSDR Strategic Area</strong></td>
<td><strong>Council Action</strong></td>
<td><strong>Timeline</strong></td>
<td><strong>Status</strong></td>
</tr>
<tr>
<td>Communicating with and educating people about risks</td>
<td>Maximise community networking opportunities at local Ward and community events, <strong>Talk@TheTop</strong> program at shopping centres to disseminate information about risks and resilience building.</td>
<td>Ongoing</td>
<td>Fun Bus and Fun in the Parks programs to commence distributing information fliers regarding cyclone awareness and preparedness from October 2014. These programs are also important avenues for accessing new residents to Darwin.</td>
</tr>
<tr>
<td>Supporting capabilities for disaster resilience</td>
<td>Conduct annual Customer Satisfaction Survey and obtain valuable community feedback to improve services and systems through community engagement activities.</td>
<td>Ongoing</td>
<td>Customer Satisfaction Survey completed in July 2014. Results are pending.</td>
</tr>
<tr>
<td>Empowering individuals and communities to exercise choice and take responsibility</td>
<td>Provision of innovative special media platforms that empower the community to partner with Council in reducing physical risks in the municipality and also enable push notifications to be disseminated at times of severe weather events or hazards.</td>
<td>Ongoing</td>
<td>Council launched the City of Darwin Click and Fix app in August 2014. The app utilises GPS to identify the location and provides a menu of issues to report. The app also allows users to send a photo which helps Council identify the issue for fixing more quickly.</td>
</tr>
<tr>
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<td><strong>Status</strong></td>
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<tr>
<td>Communicating with and educating people about risks</td>
<td>Disseminate regular and accurate information to encourage individuals to prepare individual emergency kits and plans.</td>
<td>Ongoing</td>
<td>Council’s website directs residents to the SecureNT website.</td>
</tr>
<tr>
<td>Reducing risks in the built environment</td>
<td>Implementing and encouraging broad participation in regular environmental programs such as the annual Clean Up Australia Day or the Great Northern Clean Up.</td>
<td>Ongoing</td>
<td>Council provides support to community programs through waste collection. Programs such as Swap@TheTop, Sustainability Week activities and community planting days (13 December 2014) encourage broad participation in environmental programs.</td>
</tr>
<tr>
<td>Empowering individuals and communities to exercise choice and take responsibility</td>
<td>Deliver innovative inter-generational skills programs.</td>
<td>Annual</td>
<td>Digital Hub provides a regular program of training in new technology and web based programs to youth and seniors audiences.</td>
</tr>
<tr>
<td>Empowering individuals and communities to exercise choice and take responsibility</td>
<td>Host or facilitate community attendance at All Hazards briefings for households conducted by the Bureau of Meteorology and NTES. Target all areas of community.</td>
<td>Annual</td>
<td>NTES and Bureau of Meteorology will provide a staff and public information session at the Civic Centre in October 2014.</td>
</tr>
</tbody>
</table>
Resilience@TheTop
A better connected, capable, strong community.

January 2014
Introduction

Darwin has been fortunate to avoid any large scale disasters since 1974 but with the capital city’s increasing population, a devastating event will require responses many orders of magnitude greater than what has been needed to date. Darwin has been tested by a number of short term events since Cyclone Tracy shattered the city, such as recent localised flooding caused by Cyclone Carlos.

Complacency could result in prolonged social, economic and environmental recovery with widespread ramifications felt across the Northern Territory. Response and recovery from disaster events often involves ‘out-of-the-box’ issues which are more easily addressed by a resilient community.

Resilience

Resilience@TheTop: A better connected, capable and strong community is a framework to develop and sustain corporate and community resilience. It is based on the belief that innovative long-term planning by the City of Darwin, will pay dividends in the future at a time when Council may be required to take a leadership role, make significant decisions and provide a variety of services and assistance at unprecedented levels for the community.

What is Community Resilience?

The Council of Australian Governments defined ‘Resilience’ as “the capacity to prevent, mitigate, prepare for, respond to and recover from the impacts of disasters”. (COAG 2009). A resilient community is more than having the ability to recover from a shock or crisis: a resilient community is one that has the capacity to anticipate, adapt and respond proactively to sudden change or stress. It is dynamic, confident and well informed and recognises the potential risks and vulnerabilities it faces and takes steps to understand or counter these. It has appropriate infrastructure, systems and procedures and can adapt these in the face of stress or an event. A resilient community is connected and cohesive creating strong social fabric to enable it to make and embrace positive transformation.

Local governments play a significant role in developing, enhancing and sustaining community resilience. Creating and supporting resilient communities is an ongoing process that requires attending to the physical, procedural and social needs of a community. The City of Darwin operates at the strategic and grassroots levels and is placed second to none in creating ways to build and enhance community resilience. It provides enablers that develop and enrich community preparedness and connectedness.
What are Physical Enablers of Community Resilience?

Council performs a significant role in the establishment, management and maintenance of infrastructure throughout the municipality, such as roads and drains, community assets including child care centres, sports grounds and libraries, and the primary waste management facility for the greater Darwin area. All these physical enablers of community resilience provide the basic requirements for ensuring the community is healthy and safe.

Each year the City of Darwin runs a Pre-Cyclone Clean Up in the lead up to the monsoonal season. The clean up is one example of how Council enables the community to actively participate in preparing the municipality in the event of an emergency situation. The Pre-Cyclone Clean Up removes debris which could become dangerous missiles in the event of a cyclone.

The City of Darwin also manages and maintains a complex road, signage and drainage system network. With average rainfalls over 1.7m per annum the municipality's infrastructure is designed to serve the needs and safety of the community. Roads and road reserves are also regularly maintained to reduce possible hazards in extreme weather conditions or provide effective evacuation channels when required. Residents contribute to keeping the municipality safe through prudent selection of trees and the management of overhanging limbs from gardens.

What are Procedural Enablers of Community Resilience?

Council has a number of policies, procedures, systems and strategies in place that enable it and the community to work together in responding to and recovering from a major event or emergency situation.

Emergency response and management planning in the Northern Territory is based upon a hierarchical structure of emergency management plans, led by the Northern Territory Police, Fire and Emergency Services Northern Territory All Hazards Emergency Management Arrangements. Within this setting rests the City of Darwin All Hazards Emergency Plan which has four major elements; Emergency Management Procedures; Cyclone Counter Disaster Plan; Business Continuity Plan; and the Community Resilience Plan.

This set of procedures ensures Council can work with the community in managing event response and recovery and ensures Council business is up and running during and following a major incident. In addition, the City of Darwin performs an annual simulation exercise of the Guardian Local Disaster Coordination System to guarantee a degree of organisational preparedness and resilience.
Day to day systems that the community participates in, such as pet registration and micro-chipping assists residents in locating their pet following a major event. Council’s IT Systems including information storage and back-up systems, preserve essential corporate information and enables services undertaken in the community to be restored more rapidly to facilitate the community recovery process. Additionally, an informed community is a resilient community. Council maintains an accurate, up-to-date website that provides easy links to important sources of information including secureNT and the Bureau of Meteorology to enable the community to plan, prepare for and respond to and recover from a major incident.

**What are Social Enablers of Community Resilience?**

Communities that possess high social capital, are socially inclusive and enjoy a positive sense of local identity, are able to respond effectively to emergency situations. Community confidence, connectedness and social trust are important foundations for community self-reliance and cooperation.

Council contributes to the strength and overall resilience of the Darwin community through partnerships with the Northern Territory Government, the business sector, non-government organisations, service clubs, faith communities and social organisations.

In addition, Council provides a platform for community interaction, socialisation and connectedness through its management of community assets such as libraries, pools, parks and playgrounds and amateur sporting and recreation facilities. The provision of programs including FREEPS, Fun Bus, engagement of young people through arts, leisure and traineeship opportunities and community celebrations and commemorations such as Bombing of Darwin Day, Australia Day and Citizenship Ceremonies, further enrich a sense of place and community connection. Council libraries play a crucial role as community hubs for coming together, information exchange, entertainment and lifelong learning. The delivery of Computer and Internet Access and Digital Literacy programs through the Darwin Digital Hub and its outreach work to Bagot Community and Manunda Terrace Primary School for example, develops an important level of community capability and awareness of popular and emerging information technologies and resources that may be relied upon in an emergency event.

Council also enables vulnerable people and people who are socially dislocated or at risk, by combining regulatory activities with levels of assistance, through programs that collaborate with the Not-For-Profit sector, Larrakia Nation, HEAL and the Northern Territory Police.

And most importantly of all, Council connects with the community by listening to the community. The City of Darwin provides a range of opportunities for the community to express its needs, views and aspirations through an annual Community Satisfaction Survey, community consultation on a range of projects or participation in committees.
such as the Disability Advisory Committee (DAC), the Arts and Cultural Development Advisory Committee (ACDAC), Sister Cities Community Committees and the Youth Advisory Group (YAG).

Elected Members are central to the social strength and capability of communities that underpins community resilience. They facilitate opportunities for community building, promote the need for improved community amenities and are important intermediaries for ensuring local infrastructure and services are appropriate and flexible enough to support the community to respond to and recover from unexpected events.

**Your Lord Mayor and Aldermen**

Elected Members are the leaders in our community who play an important role for building community resilience. They will work with the Northern Territory Government in providing effective local leadership in an emergency event.

---

**City of Darwin in the Emergency Management Structure**

- **Territory Emergency Controller – Commissioner of NT Police**: Declares the disaster & part of the TEMC
- **Minister for Police, Fire and Emergency Services**: Head of the Territory Emergency Management Council & Minister for the NTES
- **Attorney-General’s Department**: Administers the Natural Disaster Relief & Recovery Arrangements
- **The Department of Prime Minister and Cabinet**: Involved if the Prime Minister makes a statement
- **Australian Defence Force**: May be able to assist with logistics
- **Regional Recovery Coordination Committee**: Functions include directing resources for recovery operations in the region
- **Northern Territory Emergency Service (NTES)**: Responsible for disaster planning, raising public awareness and response capability
- **Local Recovery Coordination Committee**: To assist the Local Controller
- **City of Darwin (CoD)** - Lord Mayor, Alderman & Council staff: Role outlined in the CoD Community Resilience Plan
- **Likely 2 of the 3 others appointed by the Minister for PFES are the Lord Mayor and CEO of the City of Darwin**
At some point following a significant or catastrophic event, the City of Darwin will be requested to take over key responsibilities by the Northern Territory Government. These could be long term commitments, especially in a situation where recovery is anticipated to take months or years to rebuild the municipality and restore an active, functioning social and economic life in Darwin. In the event of a significant or catastrophic disaster (natural or man-made) Council will implement its Business Continuity Plan to re-establish its organisational operations as quickly as possible in order to work with residents in community recovery activities.

Your local Aldermen will play a positive role in an emergency or rebuilding situation. As part of the community recovery process, Aldermen will liaise with other local leaders with whom they already have well established, trusting relationships including business operators and retailers, religious principals and heads of service organisations and sporting clubs.

Such activities are based on the important foundation Elected Members have already created through the performance of their ongoing role and responsibilities in preparing the community for an event. The Lord Mayor and Aldermen engage with the community on a continual basis through representation and regular communication, delivering activities and events in local parks and shopping centres to promote social cohesion and interaction and programs that encourage safer and better connected neighbourhoods.

Implementing the Plan

**Resilience@TheTop:** A better connected, capable and strong community has been developed as part of a family of procedures and policies and supports the City of Darwin *Evolving Darwin Towards 2020 Strategic Plan* that identifies the directions we need to take to improve the quality of life for the people of Darwin.

To access the *Strategic Plan* or Council’s other policies visit [www.darwin.nt.gov.au](http://www.darwin.nt.gov.au).
Resilience@TheTop
A better connected, capable, strong community.

Community Resilience Framework
The enabling actions have been designed to align with the National Strategy for Disaster Resilience (NSDR). The seven NSDR Strategic Areas for action are:

- Leading change and coordinating effort;
- Understanding risks;
- Communicating with and educating people about risks;
- Partnering with those who effect change;
- Empowering individuals and communities to exercise choice and take responsibility;
- Reducing risks in the built environment; and
- Supporting capabilities for disaster resilience.

Physical Enablers

<table>
<thead>
<tr>
<th>NSDR Strategic Area</th>
<th>Action</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reducing risks in the built environment</td>
<td>Council makes Regulatory Orders within the municipality and to mitigate against natural or man-made hazards such as Regulatory Orders for Cyclone Hazards. Council will respond to complaints from residents and organisations in relation to hazards and potential hazards as and when they arise. This may or may not result in Council issuing a regulatory order. Council encourages residents to take a cooperative approach to such matters.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Reducing risks in the built environment</td>
<td>Effective management of roads, reserves and assets maintenance program.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>------------------------------------------</td>
<td>------------------------------------------------------------------------</td>
<td>---------</td>
</tr>
<tr>
<td>Understanding risks</td>
<td>Council assets such as child care centres, swimming pools, community centres and sporting facilities are prepared for all hazards with appropriate disaster preparedness and evacuation plans in place.</td>
<td>To be reviewed annually</td>
</tr>
<tr>
<td>Partnering with those who effect change</td>
<td>Effective participation and leadership amongst TOPROC and in partnership with the Northern Territory Government regarding the establishment of a new emergency regional waste facility.</td>
<td>Ongoing</td>
</tr>
</tbody>
</table>

**Community Actions**

<table>
<thead>
<tr>
<th>NSDR Strategic Area</th>
<th>Action</th>
<th>Timeline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Supporting capabilities for disaster resilience</td>
<td>Undertake the annual Pre-Cyclone Clean Up.</td>
<td>Annual</td>
</tr>
<tr>
<td>Empowering individuals and communities to exercise choice and take responsibility</td>
<td>Community groups and lessees undertake the effective management of assets and infrastructure and have established and appropriate emergency response plans.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>NSDR Strategic Area</td>
<td>Action</td>
<td>Timeline</td>
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<tr>
<td>---------------------------------------------------------</td>
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<tr>
<td>Reducing risks in the built environment</td>
<td>Annual simulation exercise of the Guardian Local Disaster Coordination System.</td>
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<tr>
<td>Leading change and coordinating effort</td>
<td>Prepare for and nurture a corporate culture of flexibility with staff readiness to be reallocated to required roles in response to an event.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Partnering with those who effect change</td>
<td>The City of Darwin is represented on inter-governmental committees as part of a strategic approach to risk mitigation and prevention including Engineering Group, Biosecurity and Product Integrity Group, Public Health Group.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Understanding risks</td>
<td>Ensure Council’s IT systems are capable of handling surge capacity required for recovery of operations, storage capacity and increased systems users.</td>
<td>Annual</td>
</tr>
<tr>
<td>Understanding risks</td>
<td>Expenditure for infrastructure recovery following a significant disaster is managed to reduce financial liability for the City of Darwin.</td>
<td>Ongoing</td>
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### Community Actions

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</thead>
<tbody>
<tr>
<td>Communicating with and educating people about risks</td>
<td>Provide new residents and ratepayers with a “New Resident’s Welcome Pack”. Work with agencies, hotels and businesses to ensure visitors to Darwin (tourists and FIFO workers) are well informed.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Empowering individuals and communities to exercise choice and take responsibility</td>
<td>Implement an Animal Management community awareness campaign following the completion of revised animal management procedures.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Communicating with and educating people about risks</td>
<td>Elected Members participate in a community resilience awareness campaign and building neighbourhood connectivity, for example, “Know Your Neighbourhood Program” to promote community understanding of disasters and recovery.</td>
<td>Dec 2014 and then ongoing</td>
</tr>
<tr>
<td>Communicating with and educating people about risks</td>
<td>Current information about disaster risk and mitigation including relevant local knowledge is tailored to different target audiences</td>
<td>Dec 2015</td>
</tr>
</tbody>
</table>
and available on the Council website in languages representative of the predominant ethno-specific groups in Darwin.

### Social Enablers

<table>
<thead>
<tr>
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<tr>
<td>Communicating with and educating people about risks</td>
<td>Maximise community networking opportunities at local Ward and community events, <strong>Talk@TheTop</strong> program at shopping centres to disseminate information about risks and resilience building.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Supporting capabilities for disaster resilience</td>
<td>Conduct annual Customer Satisfaction Survey and obtain valuable community feedback to improve services and systems through community engagement activities.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Empowering individuals and communities to exercise choice and take responsibility</td>
<td>Provision of innovative social media platforms that empower the community to partner with Council in reducing physical risks in the municipality and also enable push notifications to be disseminated at times of severe weather events or hazards.</td>
<td>Ongoing</td>
</tr>
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<td>----------------------------------------------------------------------------------</td>
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<td>----------------</td>
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<td><strong>NSDR Strategic Area</strong></td>
<td></td>
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<tr>
<td>Communicating with and educating people about risks</td>
<td>Disseminate regular and accurate information to encourage individuals to prepare individual emergency kits and plans.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Reducing risks in the built environment</td>
<td>Implementing and encouraging broad participation in regular environmental programs such as the annual Clean Up Australia Day or the Great Northern Clean Up.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Empowering individuals and communities to exercise choice and take responsibility</td>
<td>Deliver innovative inter-generational skills programs. For example, <em>Bring a Grandparent with their mobile</em> sessions can be matched with <em>Live without Electricity and Still Thrive!</em> classes in Council libraries and community facilities.</td>
<td>Annual</td>
</tr>
<tr>
<td>Empowering individuals and communities to exercise choice and take responsibility</td>
<td>Host or facilitate community attendance at All Hazards briefings for households conducted by the Bureau of Meteorology and NTES. Target all areas of community including business, residents, non-residential property owners, apartment dwellers, seniors, Indigenous people, youth, people with disabilities and others with special needs.</td>
<td>Annual</td>
</tr>
</tbody>
</table>
REPORT No.: 14C0090 SC:kl COMMON No.: 2157567 DATE: 22/09/2014

Presenter: Coordinator Arts and Cultural Development, Sahn Cramer
Approved: Acting General Manager Community & Cultural Services, Anna Malgorzewicz

PURPOSE

The purpose of this report is to provide the Community and Cultural Services Committee with information and notes from the ACDAC informal meeting 11 September 2014.

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

- Committee Membership
- Public Art and Arts and Cultural Program Updates
- Permanent Public Art Commission

RECOMMENDATIONS

THAT the Committee resolve under delegated authority:

THAT Report Number 14C0090 SC:kl entitled Arts and Cultural Development Advisory Committee (ACDAC) Meeting 11 September 2014, be received and noted.
BACKGROUND

PREVIOUS DECISIONS

Council Decision: No. 21\2286 (16/06/14)

A. THAT Report Number 14C0052 SC:rv entitled Permanent Public Art Commission, Project Brief be received and noted.

B. THAT the Permanent Public Art Commission, Project Brief Attachment A to Report Number 14C0052 be endorsed with an annual allocation of $40,000 from the capital budget 05/221061/180.

DISCUSSION

Council’s Arts and Cultural Development Advisory Committee (ACDAC) meets four times per year and currently has a membership of 16. At meetings held 17 April, 19 June and 11 September 2014 insufficient members were in attendance to reach a quorum, however members agreed to continue with an informal meeting and agenda items were discussed. As a quorum was not reached for these meetings no minutes can be formally presented to Council.

Recommendations from these meetings were made out of round via email and are:

- Permanent Public Art Commission Guidelines Attachment A (Decision No 21\2286)
- Acceptance of member resignations (pending)

Further actions were also undertaken as part of the ongoing arts and cultural development program and public art development. These actions are reported on to the Committee at each meeting and are detailed in the Notes, ACDAC, 11 September 2014 (Attachment B).

The ACDAC Committee has consistently had 6 or 7 members attend all meetings this year, the number needed for a quorum has been 8 members.

At the most recent ACDAC meeting 11 September 2014, the Committee received the resignations of three members which will reduce the total membership number of the committee to 13 and the number required for quorum to 7. Before undertaking recruitment of the vacant positions, the Coordinator Arts and Cultural Development will review the current Terms of Reference for ACDAC including the recommended membership numbers to assess and ensure they are still current and relevant to the needs and purpose of the committee to ensure its success.
The three members who have resigned:

1. Frances Bunji Elcoate, independent artist who has recently started with the City of Darwin as the new Youth & Community Events Coordinator and as such is not eligible to participate as an ACDAC member.

2. Jason de Santis, independent artist who is now travelling extensively from Tiwi to Melbourne and unable to commit to the Committee.

3. Trevor Cox, General Manager Tourism Top End, whose commitments prevent him from attending regularly, however remains a key stakeholder for the arts and cultural sector and will be kept informed through informal networks.

CONSULTATION PROCESS

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

- Acting General Manager, Community and Cultural Services

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

- Arts and Cultural Development Advisory Committee Members

POLICY IMPLICATIONS

Nil

BUDGET AND RESOURCE IMPLICATIONS

Nil

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.

SAHN CRAMER  
COORDINATOR ARTS AND CULTURAL DEVELOPMENT

ANNA MALGORZEWICZ  
A/GENERAL MANAGER  
COMMUNITY & CULTURAL SERVICES

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

Attachments:

Attachment A: Permanent Public Art Commission Guidelines
Attachment B: Notes, ACDAC, 11 September 2014
Project Brief

Permanent Public Art Commission

www.darwin.nt.gov.au
1. The Context

To create a visible arts presence throughout the city through planning, design and public art celebrating the values of Darwin its history, its cultures and future aspirations.

Through integrated and collaborative planning and climate responsive design, The City of Darwin will facilitate a collection of temporary and permanent public artworks in the public realm that celebrate ‘The Open City’ through the following thematic approaches:

– Diversity – Public art to raise awareness and appreciation of cultural values of local and surrounding Indigenous communities and diverse cultures.

– Creativity – Public art to support innovation and creative ideas.

– Tropical – Public art to create a sense of place in urban and natural environments through climate responsive artworks.

– Heritage - Public art to reflect upon Darwin’s social history.

In line with Council’s Arts and Cultural Development Policy (2010), The City of Darwin Public Art Masterplan, and The City of Darwin Public Art Guidelines 2013 the Open Public Art Commissions seek to:

• Encourage placemaking
• Activate public spaces
• Engage the Darwin community
• Provide a professional development opportunity for artists, in particular for young and emerging artists.

The City of Darwin Public Art Master Plan proposes three commissioning models:

1. Council led commissions
2. Developer commissions
3. Community or Artist led commissions

This Open Public Art commission represents the third commission; community/artist led commissions and is open to artists, and groups that reside in the Northern Territory.

Defining public art for the purpose of this commission:

Permanent public art refers to the artistic expression of a contemporary art practitioner or group presented within the public arena, outside the traditional gallery system, where it is accessible to a broad audience. The public arena refers to both indoor and outdoor spaces that are accessible to a wide public, including for example, parks, open spaces, road reserves, civic centres and library foyers. Works of art in the public arena may include paintings, prints, murals, photography, sculpture, earthworks, details in streetscapes, sound works, text, audio and multimedia.

Some examples may be:

- detail or a work of art integrated into the fabric of a building
- text or poetry inscribed in a footpath or park bench
- a sculpture commemorating an event
- an image on a billboard or a neon sign
- a mural, a footpath design or a wall relief
- a garden or landscape, which reflects or interprets broader concerns
- interpretive signage reflecting the past or present
- a subtle intervention in an unexpected context
- a multimedia presentation

These examples are given purely as a demonstration of what constitutes public art for the purposes of this commission and artists/groups are encouraged to explore alternatives. For artists wishing to undertake temporary and/or ephemeral art please refer to ‘The Temporary Public Art Program’.

2. The Program

The City of Darwin invites expression of interest as part of a competitive public art commission. Two works with a scope of $20,000 each will be selected as part of this program annually, but Council reserves the right to invite one artist/group to participate in the program for the total amount of $40,000 towards a permanent public art work.

Up to three proposals will be shortlisted. The City will pay a further fee of $1,000 for shortlisted applicants to develop their proposals as part of the concept development stage.

2.1 Site Selection

Site identification in the early planning stage is imperative to ensure integrated artwork opportunities are relevant, reflect the local identity of the area and engage with the public.

The City of Darwin encourages and supports the design and installation of artwork in public places. It is however understood that not all locations will be suitable for the installation of artwork or all designs indicative of the local community’s sense of identity and place. In recognizing this Council has
provided clear guidelines and specifications to ensure that all stakeholders are consulted and that proposed artworks do not create a traffic hazard or are socially unacceptable.

Proposals for public art work in public spaces that are not owned by the City of Darwin will be considered, but will require proof of support from the owner of the public space/building/infrastructure. In this regard ongoing maintenance of the work will be the responsibility of the owner/s and articulated in the successful applicant’s Contract.

There are climatic and site specific conditions for Darwin that artists and fabricators must consider during artwork development to ensure the longevity of all artworks. These conditions include wind wear and UV degradation for external sites and interactive wear and tear, including the possibility of vandalism in both internal and external sites. While artists will design artworks that are as durable and maintenance free as possible, like all elements in the public realm, artworks will require maintenance to ensure their longevity to reduce replacement costs.

Artists shortlisted for the commission will need to take into consideration ongoing maintenance costs and an implementation plan. Artworks will require regular condition reports as any remedial works and cleaning shall be carried out when necessary to prevent any deterioration that may lead to more expensive restoration in the long term.

Artists are encouraged to consider their material selection and ensure their artworks are of a robust nature, incorporate technologies that are easily replaced and be constructed from materials suitable for long-term installations.

2.2 Signage

Signage will be installed at the site of the work identifying the title of the work and the artist(s).

2.3 Photographic images of the work

Council reserves the right to use photographic images of selected public art works in Council publications and on the Council website.

2.4 Budget

- **$20,000** (plus GST if applicable) for each commission. The City of Darwin will promote two commissions annually and reserves the right to select one group/artist for a single commission of $40,000 annually. Artists/groups will enter into a funding agreement.

- **$1,000** additional fee will be paid to shortlisted artists for further development of concept designs. A further brief will be made available to shortlisted artists.

- Applicants are required to complete a budget form (Appendix 1) to establish the approximate scope of the project. **All total income and total expenditure must be equal**. No quotes are required for the initial submission with the exception of budget items over $10,000, which require quotes to be attached.
PERMANENT PUBLIC ART

• Artists are encouraged to allocate 20% of the project budget as their fee.

If you are registered for GST, your expenditure and income should be exclusive of GST. If you are not GST registered, your expenditure should include GST. The City of Darwin will pay the commission amount plus GST.

If required, additional funding may be sought by the applicant from other sources (e.g. arts and philanthropic grants and/or sponsors). If this is intended, please indicate this in your project budget.

3. Proposals

Will include:

• An outline of the concept and artistic vision for the work, including proposed site for the work and rationale for the site. (40 words or less)

Dimensions, theme, style, materials and the type of artwork together with a coloured A4 (minimum size) sketch of the proposed design. Consideration should be given to the nature and colour of the proposed artwork to ensure consistency with the character and amenity of the surrounding area. The design must not constitute advertising or signage.

• Applicants must provide specific details of the site including a simple plan and/or visual documentation showing the proposed location of the artwork and detailing whether the artwork is freestanding, on a wall, fence, etc. The proposal for the location of the work/s with reference to a specific site, community, history or sponsors.

• Depending on the location of the proposed artwork applicants may need to consult with public authorities Department of Infrastructure, Power and Water, Telstra etc.

• Conditions apply to city infrastructure that is owned by Council and/or a third party. Applicants should note that artwork on any such infrastructure does not confer ownership or copyright over such infrastructure to other parties. Applicants also need to be aware that if the owners of such infrastructure need to repair or replace the infrastructure no responsibility is accepted by them for replacing the artwork.

Please note specific conditions may apply to public art proposals that utilize city infrastructure and may require further consideration: eg. height restrictions, concealing or obstructing signage, identification numbers or equipment and should be included in an agreement between the applicant and the owner.

Technical specifications require that:

• the project upholds public safety
• the project maintains public access to the space
• the materials, fabrication and installation of the project meet current industry standards
PERMANENT PUBLIC ART

- appropriate risk management strategies are in place

Public Safety

- How will the artwork be designed to be safe as far as reasonably practicable?

Approvals and Agreements

- Specific pieces, such as sculpture or works affixed to a surface that require structural considerations may require development approval. Written permission must also be obtained from the owner of the surface or area housing the artwork. A demonstration of support from the owner is required either by letter or email in the initial expression of interest stage.

- Agreement between the commissioning agent/body and the owner of any public property, infrastructure or open space controlled by Council must be made prior to commencement of work. This would be in the form of a contract or memorandum of understanding.

Rights and Responsibilities

- Council reserves the right to decline the offer of any work proposed for a public place which does not meet safety, aesthetic, structural or durability requirements.

Insurance

- Until the work is complete and installed the Artist/Commissioning group shall carry appropriate public liability insurance cover and indemnify and keep indemnified the Council (or any other third party owner of infrastructure) for all claims, actions, or legal proceedings that may arise out of injury or death to any third parties from use or in connection with the work. Proof of insurance will be required as part of the short-listing process.

4. Selection Criteria

Applications will be assessed against the following selection criteria:

1. Artistic merit of the proposed work:
   a. Originality of concept for the proposed work as described in the artistic statement.
   b. Appropriateness of the work for the proposed site.

2. Demonstrated ability of the artist/project manager to complete the project to the specifications provided:
   a. Experience/skills relevant to the project as demonstrated in the artist’s CV.
   b. Successful completion of previous projects to a high artistic standard as demonstrated in the artist’s CV and images of previous work.
3. The artist/project manager must be a resident in the Northern Territory and demonstrate a genuine connection to the city of Darwin.

The selection panel will include representatives of the City of Darwin, Council’s Arts and Cultural Development Advisory Committee, and individuals with an appropriate skill set to assess public art commission applications.

Please note that the assessment process may take up to 3 months. Applications will be shortlisted and assessed on their ability to meet technical specifications and the assessment criteria.

5. Submissions

Submission will include:

- A Concept summary, schedule and budget including support material
- A current Curriculum Vitae for the artist/creative consultant including artist’s biography and contact details
- Up to 5 images of previous work
- Contact details for you and/or your organisation (if applicable)
- Copy of Public Liability Insurance or ability to register demonstrated

To make a submission all artists must first be a registered user of the City of Darwin e-tendering portal. To register go to https://www.tenderlink.com/darwin/ and click on the registration link at the top of the page. If you wish to receive further public art opportunities offered by the City of Darwin ensure that you choose the Industry Category PUBLIC ART during the registration process.

- Applications are to be submitted electronically by uploading all required inclusions through the Tender Submission page of the e-tendering portal prior to the closing time.
- The portal is capable of accepting most electronic files including audio and video.

Applications may also be posted to (attention: Arts and Cultural Development Coordinator) Arts Program, City of Darwin, GPO Box 84, Darwin NT 0801.

Individual artists, emerging artists, collectives, and community groups are eligible to apply.
6. Commission Process

The City of Darwin will provide support to the artists at all stages, especially throughout the concept development phase working with shortlisted applicants.

Stage One – Artists/Groups submit initial proposals through an Expression of Interest

- Artists may need to liaise with building owners of potential sites in preparing initial submission

Stage Two – Council short-lists submissions

- City of Darwin assessment to determine if proposals meet eligibility criteria
- Selection Panel to establish submission short-list (3)
- All artists (successful and unsuccessful) advised in writing of the outcome of their submission
- Short-listed submissions to undergo City of Darwin internal consultation with relevant Departments (Parks, Arts and Culture, Planning, Design)
- Short listed artists receive curatorial and logistical feedback on their proposals

Stage Three – Artists develop short-listed proposals

- City of Darwin will pay a fee of $1,000 per proposal
- Artists will be given a period of two months to further develop their proposal
- The City will provide support to artists in the development of their proposals (Coordinator Arts and Cultural Development will be available to discuss issues and assist where possible)
- The Concept development is then completed by artists and the result presented to the City of Darwin. Shortlisted artists will be required to:
  - Co-sign a letter of agreement to further develop the project;
  - Meet with the Coordinator Arts and Cultural Development and other City of Darwin staff to fully establish the project logistics;
  - Receive curatorial feedback and critical information about the City of Darwin permits, approvals and contractors;
  - Provide an ABN or be auspiced by a formally constituted organisation; and
  - Provide a tax invoice for their fee

Stage Four – Council makes final selection

- Selection panel makes final recommendations to the City of Darwin
- All artists (successful and unsuccessful) advised in writing of the outcome

Stage Five – Commissioning of artworks
PERMANENT PUBLIC ART

- City of Darwin to commission selected proposal/s, working closely with the successful artist/s and to present them as part of the Open Permanent Public Art Commission, City of Darwin, including launch and documentation. Successful artist/s will be required to:

  - Sign a funding agreement with the City of Darwin outlining the conditions of the commission;
  - Provide an ABN or be auspiced by a formally constituted organisation;
  - Issue the City of Darwin with a tax invoice; and
  - Provide feedback report at the completion of the project.

Completion Schedule

Projects must be completed within the timelines described in the final contract. In this regard some works may not be suitable to be developed through the wet season and artists will need to work with City of Darwin staff towards a suitable timeline and completion schedule. An artistic report must be submitted upon completion of the project.

This document can be made available in alternative formats on request, such as large print, email, and audio format on USB or compact disc.

For more information please contact:
Coordinator Arts and Cultural Development
City of Darwin
GPO Box 84 DARWIN NT 0801

T. (08) 8930 0674
F. (08) 8930 0644
E. arts@darwin.nt.gov.au
APPENDIX 1

Open Public Art Commission 2014

Name: ____________________________ Proposed Location
__________________________________ _______________________________________
Postal Address: _____________________ Have you confirmed your location/site?
__________________________________ Yes/No
Telephone _________________________ If yes, include building owner’s in-principle consent
Mobile ____________________________
Fax ______________________________
Email _____________________________
Website __________________________

Key Contact Person (if different from above) ____________________________
Telephone _________________________
Mobile ____________________________

Title of Submission __________________ Proposed dates in 2014-15 __________________

ARTFORM
□ Film/Video
□ Multi-Arform
□ New Media
□ Sculpture
□ Other (please specify)

SUPPORT MATERIAL
□ Letters of support Video
□ Artist resume/s Book
□ CD Images
□ CD-Rom Drawings
□ Catalogues/Programs Colour laser copies
PERMANENT PUBLIC ART

☐ Reviews/articles/press clippings
☐ Confirmation of Aboriginal / Torres Strait Islander identity
☐ Are you registered for GST?
☐ YES ☐ NO

ABN ____________________________

CERTIFICATION

I, the undersigned, certify that:

I have read the City of Darwin Open Public Art Commission Brief and am familiar with the information relevant to my submission. I acknowledge that my submission will not be accepted if it is late, faxed, emailed or does not have all the required support material attached.

Name ____________________________
Signature ____________________________
Date ____________________________
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PERMANENT PUBLIC ART

Checklist

Make sure you have carefully reviewed all aspects of the Project Brief to ensure that your proposal meets all requirements for assessment and eligibility.

Eligibility:

The City of Darwin Open Public Art Commission is open to Artists/Groups living and working in the Northern Territory only.

Artists/Groups are required to:

- Address the assessment criteria and technical specifications
- Supply all support material
- Submit one proposal per individual per year
- Ensure the submission is completed on the supplied submission and budget forms and received by the published closing date;
- Ensure that proposals supported by partners/sponsors/owners provide a written confirmation of the nature and scope of the sponsorship/support. (note: partners/sponsors will be appropriately acknowledged, subject to negotiation with the City of Darwin.)

Ineligible Submissions

This program will not fund:

- Costs associated with interstate/international travel
- City of Darwin employees and their immediate family members; and
- Submissions over $40,000
NOTES
ARTS & CULTURAL DEVELOPMENT
ADVISORY COMMITTEE

INFORMATION ONLY

12.00 – 1.30pm Thursday 11 September, 2014, Civic Centre

1. PRESENT

Alderman Kate Worden  Chairperson, City of Darwin
Ms Leonie McNally  Community Representative
Ms Louise Partos  Executive Officer, Artback NT
Ms Sarah Body  Chairperson, Tactile Arts
Mr Sean Pardy  Executive Director, Brown’s Mart Arts
Ms Sarah Pirrie  Chairperson, Darwin Visual Arts Assoc

Ms Sahn Cramer  Coordinator Arts and Cultural Development

2. APOLOGIES

Alderman Robin Knox  Alternate Chair, City of Darwin
Mr Ken Conway  Community Representative
Mr Bong Ramilo  Executive Officer, Darwin Community Arts
Mr Peter Scrivener  Senior Arts Broker, Arts NT
Mr Mark Crees  General Manager, Darwin Festival
Ms Aly de Groot  Independent Artist
Mr Alan James  General Manager, DEC
Mr. Mark Smith  Manager, Music NT
Ms Frances Bunji Elcoate  Independent Artist
Mr Trevor Cox  General Manager, Tourism Top End
Mr. Jason de Santis  Independent Artist

Ms Nadine Douglas  Manager Technical Services, CoD

Meeting Opened 12.10pm

3. MINUTES OF PREVIOUS MEETING

Nil

4. BUSINESS ARISING FROM PREVIOUS MEETING

Membership Discussion prior to Business Arising:

General discussion regarding membership as a quorum has not been reached for the last two meetings. Arts and Cultural Development Coordinator (Coordinator) advised that three current members of the Committee have resigned.

1. Frances Bunji Elcoate as she is now a City of Darwin staff member.
2. Jason de Santis as he now travels a lot between Melbourne and Tiwi and he is unable to make the meetings. He will remain in close contact.

3. Trevor Cox – also due to inability to commit time and wishing to remain key stakeholder in particular when issues discussed relate to tourism sector.

Before undertaking recruitment of the vacant positions, the Coordinator Arts and Cultural Development will review the current Terms of Reference for ACDAC including the recommended membership numbers to assess and ensure they are still current and relevant to the needs and purpose of the committee to ensure its success. An out of round confirmation from the Committee will be sought to accept the resignations. (Action)

4.1 Public Art Panel – Advice Sheets

Coordinator reported on the Public Art Panel meeting and discussions. Assessments of the Temporary Public Art program and outcomes to be rolled out and implemented. (Action)

The Permanent Public Art Commission will be readvertised as this round of applications failed to impress the panel, with some applicants not complying with basic guidelines. The Committee felt that it was important to keep the commission open and that artists well known for their expertise and experience be encouraged to apply.

The Coordinator to continue to work with local artists in determining obstacles or difficulties in meeting basic criteria – this could mean a simplified process of application. The Coordinator will also provide feedback to applicants this round and continue to work with emerging artists in achieving excellence and success. (Action)

Outstanding decision on ‘Eye of the Explorer’; Coordinator advised that the Public Art Panel recommended that the work be decommissioned or offered to Casuarina Library, if suitable. Coordinator to investigate the option to relocate the sculpture to Casuarina Library.

Alternatively the Committee recommended that the sculpture be deaccessioned and removed from the Esplanade. The Committee members present supported these actions. Coordinator will investigate these options and a final recommendation will be presented Council. (Action)

Updates on East Point Reserve public art work ‘Intertwined’ by Aly de Groot. Installation date Tuesday 16 September, Launch date 24 September. Flyer distributed to committee members and an invite to the Launch from 11am.
4.2 Civic Park Cultural Usage Plan and Implementation Plan - Priorities:

Committee members discussed priorities and focus to implement actions.
These were:

- Lighting
- Coffee Food/Vans
- Steering Committee
- Seating
- Signage to toilets (including bus stop depot toilets)
- Events pack
- More Shade Trees
- Temporary Sculptures
- Part Time Manager/Coordinator
- Toilets

The Committee felt that activities in Civic Park could include Friday night performances/music/pop ups. This would provide an opportunity for organisations like Corrugated Iron Youth Arts who actively seek opportunities to perform. The Committee felt that there are many models and precedents for activities like this around the country that have enlivened city parks and brought to life inner city areas creating opportunities for local artists, but also improving city connections (for Darwin would be): Waterfront/Browns Mart/Deckchair cinema.

The Committee fully supports the activation of the Civic Park Cultural Usage Plan and will be actively seeking a budget allocation to enable the implementation of this vision.

The Committee also felt that there were some items from the implementation and action plan that could be actioned immediately:

- Free Wi-Fi (possible 1st quarter variation)
- Browns Mart could house infrastructure as an interim solution
- Website promoting a program of activities
- Set up a Steering Committee to focus on priorities and outcomes, this could include a plan for nominated spaces of activation, develop a tender for interested parties, develop opportunities for pop up food vans/coffee carts etc.

The Coordinator Arts and Cultural Development to continue to progress implementation of the Civic Park Cultural Usage Plan. (Action)

5. GENERAL BUSINESS

5.1 Cultural Village Poles - options

Committee discussed the options for Poles to be permanently located at either Jingili/Lakeside Community Gardens or CDU.
Committee members present agreed that Lakeside Gardens would be an excellent place for the Poles and asked that an out of round recommendation be circulated to confirm. (Action)

Coordinator advised that The Cultural Village NT group, and Emma Sullivan had been consulted regarding the installation at Lakeside Gardens. The Coordinator advised that the group were supportive of the location.

The Coordinator advised that the Botanic Gardens were no longer an option for installation as the Director could not confirm in writing a suitable place to house the poles after 1 year of negotiations. As this matter has been outstanding since approximately 2006 the Committee felt that it is important to move on and if Lakeside Gardens was agreeable to both parties it would be a good outcome. Coordinator to follow through with out of round recommendation, confirm with the Cultural Village group and report to Council. (Action)

5.2 Live Performance and Participatory Art

Group members provided feedback on current arts events and activities over the coming months.

5.3 Art and Cultural Development Program updates

Street Art Program – Coordinator reported on discussions with key stakeholders. Advised of a new initiative in Harriet Place, Mayfair Gallery. The Gallery aims to operate as an ARI/Cultural Hub attracting young people to participate in mentoring/workshops and skills development. It is also an opportunity to run artist residencies and arts development projects generally. The lessee is committed to working with the Coordinator in building opportunities for young people and emerging artists who seek spaces/facilities. Ongoing discussions will continue and research around a suitable business model and role of Council in supporting any program. (Action)

Civic Centre art program – Continued discussion regarding the poor uptake and interest in this space as an exhibition space for emerging artists. Coordinator advised Committee that venues and facilities were still a key priority for the sector, but that many artists wanted a more public space to exhibit, potential for an arts and cultural precinct or hub/empty shop front model etc.

Further research and consultation required to re-vision Council’s support for arts development and opportunities. Currently the Civic Space is booked up until early January with the next exhibition due to open October.
As an alternative to the Civic Centre art exhibition this year, the Coordinator partnered with Arts and Disability groups to present workshops at Tactile Arts, Rapid Creek and Raintree Park (as part of Disability Awareness Week) together with Council Staff responsible for Disability Awareness Week.

Coordinator currently working with Council Youth Officers/trainees to develop a program of workshops and exhibitions at Mayfair Gallery/Tactile Arts as part of an arts development program instead of the Youth Exhibition usually held in January in the Civic Centre.

Recycled Arts Festival – Coordinator advised that program development has begun. Discussions and research underway for a number of sites to be activated as part of the program, including Civic Park. The program will be presented in July 2015 prior to the Darwin Festival. There is an opportunity to work with the Climate Change and Environment Officers with an education program. Coordinator to follow through with new operators at Shoal Bay. (Action)

Cyclone Tracy 40th, National Local Government Arts and Culture Forum, CBD Masterplan.

Coordinator briefed committee members with an update.

5.4 Key Priorities for Arts and Cultural Sector

General discussion regarding major issues affecting the sector, an opportunity for the Committee to broaden the discussion.

Committee members invited to provide input into a discussion regarding the arts sector as a whole. This would provide greater insight into how we can improve communication, identify potential partnerships and keep abreast of changes/opportunities as they occur. Committee to continue this conversation at our next meeting.

6. OTHER BUSINESS

Nil

7. NEXT MEETING

Thursday 13 Nov, 2014
12 noon – 1.30 pm
Meeting Room 1

8. MEETING CLOSED 1.25pm
MINUTES YOUTH ADVISORY GROUP MEETING 6 AUGUST 2014

REPORT No.: 14C0080 RH:rv COMMON No. 2588143 DATE: 22/09/2014

Presenter: Youth Programs and Engagement Officer, Richelle Hedstrom
Approved: Acting General Manager Community & Cultural Services, Anna Malgorzewicz

PURPOSE

The purpose of this report is to present the minutes (Attachment A) of the Youth Advisory Group Meeting 6 August 2014 for Council’s information.

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
1.2 Community inclusion supported

Key strategies
1.1.2 Develop equitable and accessible community participation opportunities

KEY ISSUES

- Minutes of the Youth Advisory Group
- Youth Consultations
- YAG annual Quiz 4 Dili 2014

RECOMMENDATIONS

THAT the Committee resolve under delegated authority:

THAT Report Number 14C0080 RH:rv entitled Minutes Youth Advisory Group Meeting 6 August 2014, be received and noted.

BACKGROUND

No previous related Council decisions.
DISCUSSION

The August meeting of Youth Advisory Group was attended by nine YAG members and a new observer wishing to apply for YAG membership.

Quiz for Dili 2014
City of Darwin Youth Services Trainee, Georgia Beach presented members with a draft project outline, poster and program for YAG’s annual Quiz 4 Dili event to be held on Thursday 25 September in Browns Mart Courtyard.

Feedback and input was sought from the group by Ms Beach, about following aspects of the event:

- Preferred YAG roles and responsibilities on the night
- Allocation of pre-planning tasks
- Feedback on flyer design and run sheet
- Engagement of YAG in promotion, fundraising and marketing tasks.

Members made recommendations to event programming and confirmed their availability to be involved in marketing, fundraising and on the night event assistance. Members also gave constructive feedback on design of promotional materials, and allocated roles and responsibilities for the event that were suited to skill sets and interests of each member.

Youth Strategy Consultations Darwin Show
Members also were acknowledged for their participation in Darwin Show Youth Consultations. Members were involved in the two day survey based consultations that were undertaken at the Darwin Show; resulting in over 250 surveys being completed by local young people of Darwin.

CONSULTATION PROCESS

In preparing this report, the following parties were consulted:

- Youth Advisory Group

POLICY IMPLICATIONS

Nil

BUDGET AND RESOURCE IMPLICATIONS

Nil

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 PROGRAMS AND ENGAGEMENT OFFICER

ANNA MALGORZEWICZ
ACTING GENERAL MANAGER COMMUNITY & CULTURAL SERVICES

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

Attachments:

Attachment A: Minutes Youth Advisory Group – 6 August 2014
YOUTH ADVISORY GROUP
Meeting Minutes
Wednesday, 6 August 2015

1. MEETING OPENED
The regular meeting of the YOUTH ADVISORY GROUP was opened at 5:05pm.

2. PRESENT
Madeline Tait (Chair)          YAG Member
Maruop Bol                   YAG Member
Krshna Capaque               YAG Member
Frances McCarthy            YAG Member
Domino Bidwee                YAG Member
Joyce Akena                  YAG Member
Jacklyn Debuque              YAG Member
Gabby White                  YAG Member
Phillipa Bunyan              Observer

3. APOLOGIES
Alderman George Lambrinidis  Alderman
Alderman Rebecca Want De Rowe Alderman
Natasha Brennfleck           YAG Member
Manuel Lemos                 YAG Member
Christopher Teng             YAG Member

4. ICEBREAKER
Icebreaker run by Richelle Hedstrom. Members introduced themselves and gave a recap on their activities and personal highlights over the last two months.

5. MINUTES OF PREVIOUS MEETING
The minutes of the previous meeting on the 4 of June, 2014 were endorsed as a true and accurate record. (Krshna/Maruop).

6. OTHER BUSINESS
6.1 New YAG Observer
Phillipa Bunyan has joined the meeting as an observer. Phillipa is 19 and just moved to Darwin from Western Australia. Phillipa is a passionate volunteer, and also studying at CDU.
6.2 Community Volunteering Options

There was consensus in the group to begin regular community volunteering in the Darwin area. The group agreed to a rotating 6 weekly schedule that can provide the group with a range of diverse community volunteering experiences and opportunities.

Richelle also highlighted the benefits of YAG being visible in the community and engaging with community in a meaningful and positive way.

The following volunteering activities were identified by the group:

- St Vincent De Paul: Ozenam House
- Ruby Guy Working Bee
- Melaleuca Centre
- Mission Australia
- CASY House

**Action:** Richelle and Georgia to follow up these opportunities and liaise with YAG to organize at least two before the next meeting on 3 September.

6.3 Community Consultations COD Youth Strategy 2015 – 2020

Richelle thanked the YAG members for their participation in the 2014 Darwin Show Youth Consultations. Specifically thanks went to Frances, Maruop, Chody and Georgia for their assistance in conducting consultations over the two day period. Also engaged were Headspace Youth reference group members and local representatives of sporting clubs.

Over 250 surveys were filled out by young people aged 12-20 that provided important feedback on activities, service and facilities for young people in Darwin.

Richelle is seeking YAG members to be involved in continued consultations to inform planning direction for the next youth strategy 2015 -2020. The consultations will be running right through until November and will involve the following:

- Being part of key peer led focus group discussions with other youth reference groups such as Headspace and Darwin Youth Organisation Network.
- Distributing surveys at community events and online.

**Action:** Richelle to call out for workers to undertake consultations at next YAG meeting 3 September.

**Action:** Richelle to send through calendar of events and school consultation visits to YAG members.
6.4 Quiz 4 Dili

Venue and Dates for YAG’s annual Quiz 4 Dili Event have been set. The venue will be held at Brown’s Mart Courtyard and the date will be Thursday 25 September from 6:30pm – 9pm. All of YAG was of consensus that date, time and venue were suitable given the season and time of year.

Run Sheet

Action: Georgia to distribute draft run sheet with minutes

Site Visit

Action: Georgia to organize site visit three weeks prior to event.

Marketing and Promotions

Action: Georgia provided the group with a draft version of the promotional flyer for the event and sought feedback. The group provided feedback on the flyer and Georgia agreed to adopt feedback and circulate the new draft to the group. By week ending 17 August.

Action: Richelle and Georgia to following already established marketing plan and communicate platforms promoted to with YAG members. YAG have agreed to promote with flyer and word of mouth to their respective school, professional and peer networks.

Action: Georgia distributed letters to YAG members to approach local businesses to seek donations. The following members agreed to distribute letters to local businesses seeking support for the event:


The group will remain in contact with one another via Facebook Email and mobile to update on where they have managed to snare donations and support.

<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Domino</td>
<td>TBC Tentatively available.</td>
<td>TBC</td>
</tr>
<tr>
<td></td>
<td>Will let YAG know by 15 August</td>
<td></td>
</tr>
<tr>
<td>Name</td>
<td>Task Details</td>
<td>Time</td>
</tr>
<tr>
<td>--------</td>
<td>------------------------------------------------------------------------------</td>
<td>---------------</td>
</tr>
<tr>
<td>Maruop</td>
<td>n/a 25/09  Distribute letters and flyers</td>
<td>n/a</td>
</tr>
<tr>
<td>Maddie</td>
<td>TBC Tentatively available.  Will let YAG know by 15 August</td>
<td>TBC</td>
</tr>
<tr>
<td>Jackie</td>
<td>-Set up  -Pack Up  -Flyer and letter distribution  -Raffle Tickets</td>
<td>4pm – 10:30pm</td>
</tr>
<tr>
<td>Krishna</td>
<td>-Set up  -Silent Auction</td>
<td>4pm -10:30pm</td>
</tr>
<tr>
<td>Frances</td>
<td>-Pack Up  -Door  -Collecting answers</td>
<td>5:30pm – 10pm</td>
</tr>
<tr>
<td>Joyce</td>
<td>Pack up  Raffle Tickets</td>
<td>4:30pm – 10:30pm</td>
</tr>
<tr>
<td>Phillipa</td>
<td>Set up  Collecting answers</td>
<td>5pm -10:30pm</td>
</tr>
<tr>
<td>Gabby</td>
<td>Set up</td>
<td>4pm – 10pm</td>
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<td>---------</td>
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</tr>
<tr>
<td></td>
<td>Pack up</td>
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</tr>
<tr>
<td></td>
<td>Door</td>
<td></td>
</tr>
<tr>
<td>Chody</td>
<td>TBC</td>
<td></td>
</tr>
<tr>
<td>Christopher</td>
<td>TBC</td>
<td></td>
</tr>
</tbody>
</table>

Questions and Answers

**Prepared** and sent from Trivia Master in Adelaide and Dave Garnhem from Darwin.

**Online Ticketing System**

**Action:** Georgia to follow up and run past manager

**6.5 Kaleidoscope Leadership Summit**

3-5 October 2014. Coordinated by Multicultural Youth NT. Applications are open and seeking a representative from the YAG to attend. The summit will focus on developing the following skills with young people to support/develop their innovative project ideas.

- Youth Empowerment
- Public Speaking
- Goal Setting
- Workshop Facilitation
- Project Management
- Grant Writing

**Action:** Krishna plays a key role in Kaleidoscope planning through her position in Multicultural Youth NT, and will provide updates to YAG on applications received and planning progress.
6.6 Next YAG meeting chair

Gabby White has expressed interest in taking over the role of chair for September and October meetings. Multicultural Youth NT will provide Gabby with mentoring opportunities one hour before each meeting.

**Action:** Richelle to send through confirmation to Gabby.

7. **MEETING CLOSED**

Meeting was adjourned at 7:06pm.

The next Youth Advisory Group meeting will be held Wednesday 3 September from 5-7pm, at City of Darwin Civic Centre in Meeting Room 1. It is important that all YAG members attend this meeting. Transport can be arranged. For further information or apologies email youthprojects@darwin.nt.gov.au or phone Youth Projects on 8930 0429 or 0468 987 236
MINUTES YOUTH ADVISORY GROUP MEETING 3 SEPTEMBER 2014

REPORT No.: 14C0087 RH:rv  COMMON No.: 2891166  DATE: 22/09/2014

Presenter: Youth Programs and Engagement Officer, Richelle Hedstrom
Approved: Acting General Manager Community & Cultural Services, Anna Malgorzewicz

PURPOSE

The purpose of this report is to present the minutes (Attachment A) of the Youth Advisory Group Meeting held 3 September 2014 for Council’s information.

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
1.2 Community inclusion supported

Key Strategies
1.1.2 Develop equitable and accessible community participation opportunities

KEY ISSUES

- Minutes of Youth Advisory Group Meeting
- Quiz 4 Dili
- Youth Strategy Consultations

RECOMMENDATIONS

THAT the Committee resolve under delegated authority:-

THAT Report Number 14C0087 RH:rv entitled Minutes Youth Advisory Group Meeting 3 September 2014, be received and noted.

BACKGROUND

No previous related council decisions.
**DISCUSSION**

The September meeting of the Youth Advisory Group (YAG) was attended by nine YAG members and a Group Facilitation Mentor Alpha Capaque from Multicultural Youth NT.

**Group Facilitation Mentor Program for YAG Chair**

To effectively develop meeting coordination skills for elected YAG chairs. Each Chair will undergo mentoring from experienced peer representatives from Multicultural Youth NT. The monthly mentoring sessions will occur one hour prior to each meeting and will be accompanied by a skills work book. YAG chairs will be able to demonstrate enhanced skills and abilities to facilitate meetings at the end of the three month period.

**Quiz 4 Dili 2014**

The YAG group were provided with opportunity to form event planning teams and a run schedule in preparation for the 2014 Quiz 4 Dili. All 14 members have elected to be active participants in key aspects of event planning and coordination of the event. The following teams were formed:

- Marketing
- Multi Media
- Donations
- Props and Concept development

Each member also provided input into development of:

- Event format
- Concept design
- Marketing and promotion opportunities

YAG members established consensus that there needs to be more regular communication between monthly meetings, especially during key project planning times. In response to this, Georgia Beach will set up a closed group Facebook page to enable all YAG members to engage in planning discussions and communicate more effectively.

**CONSULTATION PROCESS**

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

- Youth Advisory Group

**POLICY IMPLICATIONS**

Nil
BUDGET AND RESOURCE IMPLICATIONS

Nil

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  ANNA MALGORZEWICZ
YOUTH PROGRAMS AND  ACTING GENERAL MANAGER
ENGAGEMENT OFFICER  COMMUNITY & CULTURAL
SERVICES

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

Attachments:

Attachment A: Minutes Youth Advisory Group – 3 September 2014
1. **MEETING OPENED**

The regular meeting of the YOUTH ADVISORY GROUP was opened at 5:05pm.

2. **PRESENT**

   Gabby White (Chair) YAG Member
   Matt Schobben  YAG Member
   Krshna Capaque  YAG Member
   Frances McCarthy YAG Member
   Domino Bidwee   YAG Member
   Jacklyn Debuque  YAG Member
   Christopher Teng YAG Member
   Manuel Lomos    YAG Member
   Georgia Beach   Youth Services Trainee

3. **APOLOGIES**

   Alderman George Lambrinidis Alderman
   Alderman Rebecca Want De Rowe Alderman
   Natasha Brennfleck YAG Member
   Maruop Bol YAG Member

4. **ICEBREAKER**

   Icebreaker run by Richelle Hedstrom. Members introduced themselves and gave a recap on their activities and personal highlights over the last two months.

5. **MINUTES OF PREVIOUS MEETING**

   The minutes of the previous meeting on the 6 of August, 2014 were endorsed as a true and accurate record (Matt/Domino).

6. **OTHER BUSINESS**

   **6.1 Community Volunteering Options**

   There was consensus in the group to begin regular community volunteering in the Darwin area. The group agreed to a rotating 6 weekly schedule that can provide the group with a range of diverse community volunteering experiences and opportunities.

   The group were again provided with information to consider around community volunteering.
Richelle also highlighted the benefits of YAG being visible in the community and engaging with community in a meaningful and positive way.

The following volunteering activities were identified by the group:

- St Vincent De Paul: Ozenam House
- Ruby Guy Working Bee
- Melaleuca Centre
- Mission Australia
- CASY House

**Action:** Richelle and Georgia to follow up these opportunities and liaise with YAG to organize at least two before the next meeting on 1 October.

### 6.2 Consultations COD Youth Strategy 2015 – 2020

Richelle advised the group that there would be a series of school visits being undertaken as part of the Youth Consultations for COD Youth Strategy 2015 – 2020. The group will discuss specific roles and objectives of consultation activities after Quiz 4 Dili has concluded.

**Action:** Richelle to call out for workers to undertake consultations at next YAG meeting 1 October.

**Action:** Richelle to send through calendar of events and school consultation visits to YAG members by 1 October.

### 6.3 Quiz 4 Dili

#### 6.3.1

Venue and Dates for YAG’s annual Quiz 4 Dili Event have been set. The venue will be held at Brown’s Mart Courtyard and the date will be Thursday 25 September from 6:30pm – 9pm. All of YAG was of consensus that date, time and venue were suitable given the season and time of year.

#### 6.3.2

The groups were given the opportunity to be divided into teams according to areas of interest in the event pre-planning process. The planning teams are as follows:
**Team 1 – Marketing**

Members:
- Chody
- Frances
- Matt
- Georgia
- Richelle

Key Tasks: Flyer Distribution and Social Media Marketing.

Team Actions:
- The group will nominate a geographic area to distribute and will inform YAG via Facebook and email weekly.
- Georgia will print out and place flyers at customer service to be picked up by Tuesday.

**Team 2 - Donations**

Members:
- Maddie
- Christopher
- Krishna
- Gabby
- Domino
- Frances

Donations currently received:
- $300 worth of Chocolates donated by the Lord Mayor
- A glass necklace donated by City of Darwin Staff
- Cinema Tickets from Seamax Cinemas

Donation Target
- Silent Auction: 3 x major pieces/prizes
- Raffle and Trivia Prizes: 10 x prizes

Key Tasks:
- Actively seeking donations from local business community
Actions:

- Chris, Krishna, Domino and Gabby have volunteered to approach their respective high schools to see if there is capacity to run a BBQ to raise additional funds for Quiz 4 Dili.
- Maddie, Chris, Frances and Matt will approach local businesses in different areas to seek further donations.

**Team 3 – Multi Media**

Members

- Jackie
- Gabby
- Krishna
- Georgia
- Chody

The group will meet to set question structure and projection presentations on Saturday 6 September 3pm at City of Darwin Youth Space.

**Team 4 – Props and Décor**

Members

- Gabby,
- Frances
- Georgia

Action: The group will be meeting Wednesday 10 September at 3pm to visit op shops and organisations to obtain props for trivia activities.

6.3.3

**Run Sheet**

The group were given the opportunity to have finalised start/finish times, roles and responsibilities on the night.

**Action:** Georgia to distribute final run sheet, including start and finish times with minutes.
6.3.4

Site Visit

**Action:** Georgia and Richelle have undertaken first site visit.

6.3.5

Event Communications

The group agreed that there was need for more communication amongst members between meetings, especially during peak event planning times.

**Action:** Georgia to set up closed group Facebook page and invite all YAG members to join.

6.4

Keleidoscope Leadership Summit

3-5 October 2014. Coordinated by Multicultural Youth NT. Applications are closed. A high number of applications were received. The summit will focus on developing the following skills with young people to support/develop their innovative project ideas.

- Youth Empowerment
- Public Speaking
- Goal Setting
- Workshop Facilitation
- Project Management
- Grant Writing

**Action:** Krishna plays a key role in Kaleidoscope planning through her position in Multicultural Youth NT, and will provide updates to YAG on applications received and planning progress.

6.5

Multicultural Youth NT Chair Mentoring and Support

Alpha Capaque, a group facilitation mentor meets with Gabby one hour before each meeting to provide support and skills advice on chairing meetings.

6.6 MEETING CLOSED

Meeting was closed at 7:06pm.
The next Youth Advisory Group meeting will be held Wednesday 1 October from 5-7pm,
at City of Darwin Civic Centre in Meeting Room 1.
It is important that all YAG members attend this meeting.
Transport can be arranged.
For further information or apologies email youthprojects@darwin.nt.gov.au or phone Youth Projects on 8930 0429 or 0468 987 236
9. INFORMATION ITEMS

Nil

10. GENERAL BUSINESS

10.1