



AGENDA

East Point Reserve Advisory Committee Meeting Thursday, 15 February 2024

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

Date: Thursday, 15 February 2024

Time: 4:30 PM

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

**Simone Saunders
Chief Executive Officer**

EAST POINT RESERVE ADVISORY COMMITTEE MEMBERS

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

OFFICERS

Executive Manager Environment & Waste Services, Nick Fewster
Coordinator Environment and Climate Change, Emma Smith
Environment, Climate and Waste Support Officer, Elizabeth Gleeson

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1 MEETING DECLARED OPEN

2 APOLOGIES AND LEAVE OF ABSENCE

2.1 Apologies

THAT the apology from the following Members, be received.

Crown Lands NTG Racheal Curtain
Top End Native Plant Society Lon Wallis

2.2 Leave of Absence Granted

Nil

2.3 Leave of Absence Requested

3 ELECTRONIC MEETING ATTENDANCE

3.1 Electronic Meeting Attendance Granted

Nil

3.2 Electronic Meeting Attendance Requested

Nil

4 DECLARATION OF INTEREST OF MEMBERS AND STAFF

5 CONFIRMATION OF PREVIOUS MINUTES

East Point Reserve Advisory Committee Meeting - 5 October 2023

6 OFFICER REPORTS

6.1 CITY OF DARWIN EAST POINT UPDATE

Author: Executive Manager Environment and Waste Services

Authoriser: General Manager Innovation

Attachments: Nil

RECOMMENDATIONS

That a verbal update provided by City of Darwin officers, covering multiple programs and projects, be received and noted.

Parks & Reserves

- The Bushland Crew has completed another round of weed spraying across the reserve concentrating on forest edges and along walking tracks and cycle paths. They have also been pruning along walking tracks and roads.
- Significant erosion has occurred near rock sitters during the recent monsoonal weather and the end of the road near this point has had to be closed. Options for remediating the damage are still in the planning stages.

Environment & Climate Change

- City of Darwin staff are organising an internal cane toad management activity to be conducted this wet season to address current cane toad numbers. This will be in addition to ongoing cane toad management activities by Biodiversity Watch and Fannie Bay Equestrian Club. Any feedback from members regarding locations to target is welcome.
- Dudley Point Fishing Platform. The Department of Infrastructure, Planning and Logistics were asked for an update on 6 February 2023 and they responded that they are still in the planning phase for undertaking community consultation and propose to engage a consultant to progress this.

6.2 COMMITTEE MEMBERSHIP REVIEW

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

Authoriser: General Manager Innovation

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

RECOMMENDATIONS

1. THAT the report entitled Committee Membership Review be received and noted.
2. THAT the East Point Reserve Advisory Committee discuss the questions put forward and recommend any proposed changes.

PURPOSE

The purpose of this report is to discuss and review the responses received through the East Point Reserve Advisory Committee membership review.

KEY ISSUES

- The East Point Reserve Advisory Committee has been unable to achieve quorum at some recent quarterly meetings despite a long list of current members.
- As such, it was decided at the 5 October 2023 meeting that a review of meeting attendance and membership would be carried out to capture member preferences regarding organisational membership and individual representatives.
- This report summarises the responses received for the committee to review and recommend any proposed changes.

DISCUSSION

The East Point Reserve Advisory Committee currently includes fourteen member organisations (each represented by one individual) and two community representatives. Due to the difficulty in achieving quorum at some recent quarterly meetings, the Committee agreed at the 5 October 2023 meeting to carry out a review of meeting attendance and membership to capture member preferences regarding their organisational membership and individual representatives.

Further to this, the Terms of Membership for community members is two years and is due for renewal. As such, City of Darwin will shortly commence the process to publicly advertise for Expressions of Interest from the Darwin community for these two positions. The two current members are also encouraged to apply if they would like to continue.

On, 2 February 2024, City of Darwin reached out to all members with the following questions:

For organisational members:

- 1) *Does your organisation wish to continue as a member of the committee?*
- 2) *Is the current representative suitable or should a member update occur for your organisation?*

For community representative members:

- 1) *The Term of Membership for Community members is two years, and this is due for renewal, would you like to reapply for membership?*

The following organisations confirmed they would like to continue their membership of the committee and that their current representative will remain:

- Fannie Bay Equestrian Club.
- Darwin Triathlon Club.
- Crown Lands Management.
- Friends of East Point.
- Research organisations (Charles Darwin University).

Early in 2023, the Northern Territory Weeds Branch advised that they did not wish to continue membership.

At the time of writing, the other member organisations had not yet responded to the email.

City of Darwin has also completed an internal review of attendance, finding that most member organisations have attended regular meetings except for Pee Wees at the Point, Friends of East Point and Mindil Beach Surf Lifesavers. The Terms of Reference state that membership will expire if a member does not attend three consecutive regular meeting occasions without an approved leave of absence.

Questions for members:

- a) Do the members suggest any further organisations be approached for membership?
- b) What are the preferences of organisations who have not yet responded to the email sent 2 February 2024?

PREVIOUS COUNCIL RESOLUTION

Nil

**STRATEGIC PLAN
ALIGNMENT**

6 Governance Framework
6.3 Decision Making and Management

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



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

GOVERNANCE

1 PURPOSE

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

2 SCOPE

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

The Committee will:

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

3 AUTHORITY / DELEGATION

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

4 FUNCTIONS

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

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

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

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



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

5 MEMBERSHIP

In accordance with the *Local Government Act 2019*, City of Darwin shall appoint suitably qualified individuals to be members of the Committee based on selection criteria related to their expertise, experience, dedication and commitment to the purpose of the group. Membership will consist of Council Members, organisations and community representatives as follows:

1 Council Member (1 alternative Council Member)

2 Community Representatives

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

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

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

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

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

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

GOVERNANCE

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

GOVERNANCE

5.1 CHAIR

The chair of the committee will be appointed by Council.

The Committee Chair is responsible for:

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

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

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

5.2 MEMBERS

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

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

6 MEETINGS
6.1 FREQUENCY AND LOCATION

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

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

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

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

6.2 VOTING

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

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

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

GOVERNANCE

7 CODE OF CONDUCT

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

8 CONFLICT OF INTEREST

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

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

9 REVIEW AND PERFORMANCE EVALUATION

9.1 TERMS OF REFERENCE

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

9.2 PERFORMANCE EVALUATION

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

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

10 RESPONSIBILITY / APPLICATION

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

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

Name: _____

Signature: _____

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7 MEMBER REPORTS

7.1 STAKEHOLDER UPDATES

Author: Executive Manager Environment and Waste Services

Authoriser: General Manager Innovation

Attachments: Nil

RECOMMENDATIONS

That the Members' verbal reports be received and noted.

PURPOSE

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

8 GENERAL BUSINESS

Nil

9 QUESTIONS BY MEMBERS

10 GENERAL BUSINESS

11 CLOSURE OF MEETING



MINUTES

East Point Reserve Advisory Committee Meeting Thursday, 5 October 2023

**MINUTES OF CITY OF DARWIN
EAST POINT RESERVE ADVISORY COMMITTEE MEETING
HELD AT THE MEETING ROOM BIDJPIDJI (MEETING ROOM 1), LEVEL 1, CIVIC CENTRE,
HARRY CHAN AVENUE, DARWIN
ON THURSDAY, 5 OCTOBER 2023 AT 4:30 PM**

- PRESENT:** Chairperson Councillor Mick Palmer, Birdlife NT Lou Martini, Darwin Military Museum Norm Cramp, Darwin Triathlon Club Gary Wall, Fannie Bay Equestrian Club Anja Zimmermann, Larrakia Nation Ben Smith, Museum and Art Gallery of the NT Kirsten Abbott, Researcher John Rawsthorne, Top End Native Plant Society Lon Wallis, Community Representative Serena Ragosta, Community Representative Lorraine Corowa
- OFFICERS:** Nick Fewster (Executive Manager Environment & Waste Services), Jamie Lewis (Senior Coordinator Parks and Reserves), Emma Smith (Coordinator Environment and Climate Change), Louise Flower (Executive Assistant)
- APOLOGY:** Crown Lands NTG Racheal Curtain, Friends of East Point Helen Haritos, Weeds Branch, Elizabeth Gleeson (Environment, Climate and Waste Support Officer)
- GUESTS:** Nil

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1 MEETING DECLARED OPEN

RECOMMENDATIONS

The Chair declared the meeting open at 4:31pm.

2 ACKNOWLEDGEMENT OF COUNTRY

City of Darwin acknowledges that we are living and working on Larrakia Country. We acknowledge the Larrakia people as the Traditional Owners of the Darwin region. We pay our respects to the Larrakia elders past and present and support emerging Larrakia leaders now and into the future. City of Darwin is committed to working together with all Larrakia to care for this land and sea for our shared future.

3 APOLOGIES AND LEAVE OF ABSENCE

That the apologies from Crown Lands NTG Racheal Curtain, Friends of East Point Helen Haritos, Weeds Branch and Elizabeth Gleeson (Environment, Climate and Waste Support Officer) be received and accepted.

3.1 Leave of Absence

Nil

3.2 Leave of Absence Notified

Nil

4 ELECTRONIC MEETING ATTENDANCE

4.1 ELECTRONIC MEETING ATTENDANCE GRANTED

The following members attended the meeting electronically:

- Community Representative Serena Ragosta
- Community Representative Lorraine Corowa
- Museum and Art Gallery of the NT Kirsten Abbott
- Darwin Military Museum Norm Cramp
- Fannie Bay Equestrian Club Anja Zimmermann
- Researcher John Rawsthorne

5 DECLARATION OF INTEREST OF MEMBERS AND STAFF

5.1 DECLARATION OF INTEREST BY MEMBERS

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

5.2 DECLARATION OF INTEREST BY STAFF

Nil

6 CONFIRMATION OF PREVIOUS MINUTES

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

7 ACTIONS ARISING FROM PREVIOUS MINUTES

Nil

8 PRESENTATIONS

Nil

9 OFFICER REPORTS

9.1 CITY OF DARWIN OFFICER UPDATES

COMMITTEE RECOMMENDATIONS

Moved: Darwin Triathlon Club Gary Wall

Seconded: Birdlife NT Lou Martini

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

CARRIED 11/0

DISCUSSION

Emma Smith, Coordinator Environment and Climate Change, provided an update on the recently completed fauna survey at East Point by EcOz. It has been seven years since the last survey was completed. The survey has counted 99 vertebrate species comprising two amphibians, 77 birds, six mammals and 14 reptiles. This is ten more species compared to the last survey. These figures do not include bats as they are still reviewing this information. The Northern Brushtail Possum, listed as vulnerable under the Biodiversity Conservation Act was found at all six survey sites. The Yellow-Spotted Monitor, also listed as vulnerable, was found at two locations. However, it was noted they were all quite small in size. Introduced species detected were the Asian house gecko and cane toad. Given the report is being written up at the moment, now is the opportunity for members to provide feedback on any fauna changes noticed over the last five years within the reserve.

Lou Martini commented that they have a long record of information on shore birds. Birdlife are keen to see the results of the report, how it compares to the previous report, and how it correlates to their observations.

Lon Wallis inquired as to what season of the year this survey was completed and how it compares to the timing of the last survey. Emma Smith advised that this survey was completed in August. The previous survey was completed in May 2016 and the 2013 survey was also done in May/June. We have not completed a wet season survey which may show different results.

Kirsti Abbott enquired if the Atlas Moth was included in the fauna survey. Emma Smith advised that they did not come across the Atlas Moth during the survey. The Atlas Moth expert did not complete a light survey at the end of the wet season as they had observed that the other moths in the area had gone into diapause so they didn't expect to see any. Given this, we have not been able to confirm if the reintroduction from last wet season has been successful or not. Nick Fewster advised that in regard to the moth experts, they do go out to the reserve when the conditions are right to look for the moths. They have not spotted them yet.

Ben Smith advised the committee that Larrakia Rangers have sat-tagged a Hawksbill Turtle in the area immediately adjacent to where the jetty is proposed to go. It has been hanging around the one area for the last few months. Last year the Rangers attended one nesting site right in the corner of the bay where the mangroves are.

Jamie Lewis spoke of a well used turtle nesting site in front of the equestrian club on the sandy beach. He has reported seeing tracks there over the last four to five years. Jamie advised he will send out a pin of the location via Google Maps to the members.

Serena Ragosta requested access to the full survey once it is complete. Emma Smith advised that the full report will be sent out once received.

Nick Fewster asked that if you've noticed any trends such as litter, weeds, or dingos, please let City of Darwin know about it. As regular users of East Point, you may notice things our consultants do not notice. Please email through any feedback you may have.

Nick Fewster notified members about the work being carried out by artist Gloaria Richards to beautify benches and tables at East Point Reserve. Five picnic tables are to be updated. They look very appealing and add colour to the area while promoting local artists.

Lorraine Corowa commented on how good the benches look. Nick advised he will pass this feedback along to the Arts Team.

9.2 EAST POINT MILITARY INTERPRETIVE SIGNAGE

COMMITTEE RECOMMENDATIONS

Moved: Darwin Triathlon Club Gary Wall

Seconded: Birdlife NT Lou Martini

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

CARRIED 11/0

DISCUSSION

Nick Fewster presented the report to the members. The signs are degraded and no longer readable. It has been determined they will be replaced under a repairs and maintenance program after consultation with key stakeholders.

Councillor Palmer commented that a lot of the signs are rusted out. Nick advised that the footings and support will also be repaired as needed.

Gary Wall queried if there was a time schedule for this. Nick advised that this information hasn't been provided in the report but we can follow up and provide an update to members.

Lou Martini commented that there is also a shore birds sign that needs to be replaced as it has all been worn away. Also, the science trail could be better signed. It is a good initiative so it would be good to get this looked at as well.

Councillor Palmer agreed. He recommended we look at all the signage for the entire site, not just the military signage.

Jamie Lewis advised that the operations team are looking to refresh some of the way finding signage through the monsoon walking track. He also advised he may have access to the proofs for

the science trail tracks which would make refreshing these quite easy.

Lorraine Corowa has previously emailed through a request to refresh the bike speed limit and shared path signage along the pathways at East Point. Can this please be followed up? Many bike users travel at speed through here which has resulted in one lady being knocked over.

City of Darwin will look to undertake a signage audit of East Point to inform a signage replacement program at East Point.

9.3 MEETING TIME, DATES AND LOCATION

COMMITTEE RECOMMENDATIONS

Moved: Darwin Triathlon Club Gary Wall

Seconded: Birdlife NT Lou Martini

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

CARRIED 11/0

DISCUSSION

Nick Fewster provided a report to the members for consideration on the times and dates for the upcoming meetings for 2024 as provided within the report. This schedule was adopted.

Following this, Nick Fewster led a discussion on committee membership under the Terms of Reference. There is currently a long list of members on this committee. City of Darwin will complete an internal review of attendance and reach out to those who have not attended to confirm we have the best person representing the organisation and to confirm it is still relevant for that organisation to be included on the committee. City of Darwin will also reach out to the rest of the organisations to see if they'd like to nominate a new member or if they'd like to suggest a new organisation not currently included. City of Darwin will follow up via email with members.

10 MEMBER REPORTS

10.1 STAKEHOLDER UPDATES

COMMITTEE RECOMMENDATIONS

Moved: Darwin Triathlon Club Gary Wall

Seconded: Birdlife NT Lou Martini

That the Members' verbal reports be received and noted.

CARRIED 11/0

DISCUSSION

Anja Zimmerman commented that the trees at the front of the equestrian club were burnt on fire cracker night. She has previously submitted an email on this. Is it possible to for these to be replaced. Jamie Lewis advised that he will organise for these to be replaced.

Anja also followed up on termites in trees. The club has been contacted by a City of Darwin arborist to advise that there were termites seen in some of the trees. Unfortunately, no further information was provided regarding next steps or which trees were affected. Can this also be followed up? Jamie advised he will follow this up as well.

Anja advised that other than the above, the equestrian club was doing quite well. They are currently focused on weed management and have planted approximately 400 trees since Cyclone Marcus, mainly for shade and amenity. All are within the approved species list for East Point.

Norm Cramp queried the grounds maintenance and mowing during the wet season. Historically the program seems to be ad hoc with the grass growing to quite a height. Jamie Lewis advised that City of Darwin recently changed their mowing contractor. While they are still new, we are seeing an improved service from them and we are looking forward to seeing this being upheld through the wet season. Should members have any concerns in this regard over the wet season, please make Jamie aware.

Serena Ragosta inquired if there were any updates in regard to the proposed fishing platform. Emma Smith advised that no updates have been received. She believes that AECOM have finished the environmental assessment and it has been submitted to DIPL. It has gone very quiet. Emma will ask for an update and feedback to the committee. Norm Cramp is also keen for an update.

Lorraine Corowa provided feedback on the community clean up event after Territory Day celebrations. She noted that it appeared there was not as much rubbish and damage done this year. There was a lot of community interest and support in the clean-up event and she thanked the City of Darwin for organising it. Lorraine also wanted to provide her thanks to the organisers of the community planting day. This was another great initiative, so thank you to the team for organising. If we can continue to engage people through these opportunities to serve, I think it encourages them to embrace and love East Point like we do.

11 GENERAL BUSINESS

Nil

12 NEXT MEETING

15 February 2024

13 CLOSURE OF MEETING

The Meeting closed at 4:58.

Unconfirmed