



# **MINUTES**

**Darwin Military and Civilian History  
Advisory Committee Meeting  
Wednesday, 7 February 2024**

**MINUTES OF CITY OF DARWIN  
DARWIN MILITARY AND CIVILIAN HISTORY ADVISORY COMMITTEE MEETING  
HELD AT THE MEETING ROOM BIDJPIDJI (MEETING ROOM 1), LEVEL 1, CIVIC CENTRE,  
HARRY CHAN AVENUE, DARWIN  
ON WEDNESDAY, 7 FEBRUARY 2024 AT 11:00 AM**

**PRESENT:**

Councillor Ed Smelt

Darwin Military Museum Norm Cramp

RSL Darwin Branch Stephen Gloster

DefenceNT, Department of the Chief Minister and Cabinet Ray Martin

NT Heritage Branch, Department of Territory Families Dr David Steinberg

General Manager Community Matt Grassmayr

Executive Manager Growth and Economic Development Emma Struys

**OFFICERS:**

Karen Long (Senior Administration Officer)

Kate Hardman (Senior Coordinator Place Activation and Events)

Jessica Fry (Community Events Producer)

**APOLOGY:**

Lord Mayor Kon Vatskalis

Councillor Mick Palmer

Tourism NT, Department of Industry, Tourism and Trade Russell Smith

Aviation Historical Society of the NT John Hart

Guest WO1 Allan Lewis (Guest)

**GUESTS:**

Nil

**Order Of Business**

APPOINTMENT OF CHAIR .....	4
<b>Committee Resolution MHAC001/24.....</b>	<b>4</b>
<b>1 Meeting Declared Open .....</b>	<b>4</b>
<b>2 Acknowledgement of Country .....</b>	<b>4</b>
<b>3 Apologies &amp; Leave Of Absence .....</b>	<b>4</b>
<b>4 Electronic Attendance .....</b>	<b>4</b>
<b>5 Declaration of Interest of Members and Staff .....</b>	<b>5</b>
<b>6 Confirmation of Previous Minutes .....</b>	<b>5</b>
<b>7 Actions Arising from Previous Minutes .....</b>	<b>5</b>
<b>8 Presentations .....</b>	<b>5</b>
<b>9 Officer Reports.....</b>	<b>5</b>
9.1 Bombing of Darwin Day Verbal Update .....	5
9.2 Terms of Reference Review .....	6
<b>10 Member Reports .....</b>	<b>6</b>
10 MEMBER REPORTS .....	6
<b>11 General Business.....</b>	<b>6</b>
11.1 Verbal Updates .....	6
<b>12 Next Meeting .....</b>	<b>7</b>
<b>13 CLOSURE OF MEETING .....</b>	<b>7</b>

**APPOINTMENT OF CHAIR****COMMITTEE RESOLUTION MHAC001/24**

MOVED: COUNCILLOR ED SMELT

SECONDED: DARWIN MILITARY MUSEUM NORM CRAMP

THAT MATT GRASSMAYR IS APPOINTED AS CHAIR FOR THE MEETING

**CARRIED 7/0****1 MEETING DECLARED OPEN**

The Chair declared the meeting open at 11.04 pm.

**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 & LEAVE OF ABSENCE****3.1 Apologies**

Lord Mayor Kon Vatskalis

Councillor Mick Palmer

Tourism NT, Department of Industry, Tourism and Trade Russell Smith

Aviation Historical Society of the NT John Hart

Guest WO1 Allan Lewis (Guest)

**3.2 Leave of Absence**

Nil

**3.3 Leave of Absence Notified**

Nil

**4 ELECTRONIC ATTENDANCE**

Councillor Ed Smelt

NT Heritage Branch, Department of Territory Families Dr David Steinberg

**5 DECLARATION OF INTEREST OF MEMBERS AND STAFF****5.1 Declaration of Interest by Members**

Nil

**5.2 Declaration of Interest by Staff**

Nil

**6 CONFIRMATION OF PREVIOUS MINUTES****COMMITTEE RESOLUTION MHAC002/24**

Moved: Darwin Military Museum Norm Cramp

Seconded: Councillor Ed Smelt

That the minutes of the Darwin Military and Civilian History Advisory Committee Meeting held on 29 November 2023 be confirmed.

**CARRIED 7/0**

**7 ACTIONS ARISING FROM PREVIOUS MINUTES**

Nil

**8 PRESENTATIONS**

Nil

**9 OFFICER REPORTS****9.1 BOMBING OF DARWIN DAY VERBAL UPDATE****COMMITTEE RESOLUTION MHAC003/24**

Moved: RSL Darwin Branch Stephen Gloster

Seconded: Darwin Military Museum Norm Cramp

THAT the verbal update on the Bombing of Darwin Day be received and noted.

**CARRIED 7/0**

Jessica Fry (Community Events Producer) left the meeting at 11.17 am

## 9.2 TERMS OF REFERENCE REVIEW

### COMMITTEE RESOLUTION MHAC004/24

Moved: Executive Manager Growth and Economic Development Emma Struys

Seconded: DefenceNT, Department of the Chief Minister and Cabinet Ray Martin

1. THAT the report entitled Review of Terms of Reference – Darwin Military and Civilian History Advisory Committee be received and noted.
2. THAT the Darwin Military and Civilian History Advisory Committee endorsed the proposed changes to the Functions and Membership sections at **Attachment 1** and refer these to Council for approval.

**CARRIED 7/0**

## 10 MEMBER REPORTS

### 10 MEMBER REPORTS

#### COMMITTEE RESOLUTION MHAC005/24

Moved: Executive Manager Growth and Economic Development Emma Struys

Seconded: Darwin Military Museum Norm Cramp

That the verbal reports by Members be received and noted, noting the appreciation from Councillor Smelt to the City of Darwin staff with behind the scenes work on the Bombing of Darwin event and the appreciation from representative Norm Cramp on behalf of the Royal Australian Artillery Association NT to the City of Darwin for assistance with Remembrance Day.

**CARRIED 7/0**

## 11 GENERAL BUSINESS

### 11.1 VERBAL UPDATES

#### COMMITTEE RESOLUTION MHAC006/24

Moved: RSL Darwin Branch Stephen Gloster

Seconded: NT Heritage Branch, Department of Territory Families Dr David Steinberg

1. That the verbal update on Cyclone Tracy provided by Senior Coordinator Place Activation and Events Officer, Kate Harman be received and noted.
2. That the verbal update on the interpretive signage at East Point, noting that the signs have been made be received and noted.

**CARRIED 7/0**

**12      NEXT MEETING**

1 May 2024, 11.00 am

**13      CLOSURE OF MEETING**

11.40 am

Unconfirmed

## Attachment 1

### Functions

The functions of the Military and Civilian History Advisory Committee are to:

- a. Develop the tourism, historical, cultural and educational prospects and aspects of both the Bombing of Darwin event and Darwin's broader military history.
- b. Provide a strong vision for the infrastructure, activities and events that promote the Bombing of Darwin and Darwin's broader military history.
- c. Establish effective partnerships with key stakeholders engaged in participating in and promoting the Bombing of Darwin event and Darwin's broader military history.
- d. Promote recognition of the experiences of civilians in the Top End during WWII.

The target groups are:

- a. WWII veterans and their families, civilians, evacuees and their families
- b. Residents of the Darwin community
- c. Prospective interstate and international visitors to Darwin

### Membership

#### Organisations

The Military and Civilian History Advisory Committee has representatives from the following organisations:

- Tourism NT
- Department of Territory Families, Housing and Communities (Heritage Branch) Department of Veterans' Affairs
- Department of Chief Minister and Cabinet (Defence NT) Returned Service League
- Darwin Military Museum
- Aviation Historical Society of the NT Inc.
- First Nations Organisation

#### Council Members

There are two Council Members on the Committee, an ex officio position for the Lord Mayor, and one Council Member. There will also be an alternate Council Member.

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

#### City of Darwin Staff

- General Manager Community
  2. Executive Manager Growth and Economic Development