

Nhulunbuy Town Board
Minutes of the Ordinary Meeting
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory
Tuesday 16 August 2016 at 9:20am

Present

Angela MacMillan (AMac)	Chairperson (Nhulunbuy Corporation)
Natasha Parkes (NP)	Rio Tinto (RT) Gove Operations
Jim Rogers (JR)	NT Government (NTG) Representative
Chris Putland (CP)	Member
Gavin Law (GL)	Member
Lyn Percic (LP)	Member
Maria Robbins (MR)	Project Manager, Town Vision (observer)
Alyce Fredriksen (AF)	Secretary

1. Apologies

Sharon Georganicas (SG) Member

2. Conflict of Interest

N/A

3. Confirmation of Minutes – 19 July 2016

Moved: GL

Seconded: NP

Carried

4. Business Arising from Minutes

- Visitor Information Desk (38/15): AMac informed the Board Tess McGuinness commenced as the East Arnhem Land Tourist Association (EALTA) Visitor Information Officer on 5 August 2016. EALTA have executed a Licence Agreement for the space in the Nhulunbuy Corporation office. Action complete.
- Lions Park toilets (05/16): LP emailed a draft survey to all members on 27 July 2016 and requested feedback. Survey has been put on hold until the results of the Nhulunbuy Corporation's discretionary projects community wish list survey have been reviewed.
- Melville Bay Road shoulders (11/16): NP advised RT are currently sourcing quotes to have the shoulders on Melville Bay Road fixed and will provide an update at the next meeting.
- Billing information (14/16): The Nhulunbuy Corporation is looking to include a table outlining the average usage per day on power and water bills to assist bill payers with understanding their consumption rates. This is being discussed with the Corporation's IT system providers. AMac said the Nhulunbuy Corporation are hoping to have tables included on invoices in time for the next billing cycle. No updated to provide as yet.
- Nhulunbuy High School (19/16): The Nhulunbuy Corporation investigated why the pedestrian crossing has been removed from Matthew Flinders Way at the Nhulunbuy High School. Discussed in detail under general business.
- BMX Community Assistance Program (CAP) application (20/16): AF sourced more information from the Nhulunbuy BMX Club for their CAP application in July 2016. Email sent to the Town Board including all information requested on 25 July 2016. Action complete.

Secretary:

Date:

Chairperson:

Date:

- Nhulunbuy Christian College (NCC) CAP application (21/16): AF confirmed that the NCC will meet the requirements of the CAP Policy and match the grant amount stipulated on their CAP application. Email sent to the Town Board on 21 July 2016 stating NCC will match the partnership program requirements and match 50/50. Action complete.
- LP actions (22/16): AF followed up with LP regarding outstanding action 05/16. Email sent to LP on 20 July 2016. Action complete.

5. Monthly Operations Report – July 2016

Report tabled and noted. AMac highlighted the following:

Chief Executive Officer

- AMac confirmed recruitment is underway for the upcoming Chief Executive Officer vacancy. An update will be sent out to the Board once site visits have been scheduled with the successful candidates
- AMac met with NT Swimming about the October Swim Meet at the Nhulunbuy Aquatic Centre. The Corporation is working with the Barras and Swimming NT to ensure the facility is prepared for the event. 100 swimmers from the NT will be attending
- The Datjala Work Camp Community Consultative Committee meeting was held in July. Datjala currently have 35 beds out of the 50 filled. Datjala had an incident where three prisoners were found with contraband. The prisoners were removed from the camp to Darwin the following day

Airport Operations

- A General Aviation (GA) Terminal security issue was addressed with a formal letter sent to leaseholders and penalties for non-compliance. Employees of the airline operators were not locking doors. A meeting was held with all leaseholders to discuss improvements around security at the GA Terminal
- New Welcome to Gove Airport signage was installed at the arrivals gate. The Nhulunbuy Corporation made minor improvements to the Main Terminal in preparation for the Garma Festival. New internal seating, no parking signs at the drop off zone, greenery and two new information boards had been installed in the terminal. New bins and outdoor seating have been ordered
- AMac mentioned CCTV tapes have been viewed following a vehicle break-in in the Main Terminal carpark last weekend. AMac said this is a reminder the space is not patrolled overnight and all vehicles are left in the carpark at the owners' risk

Town Operations

- Shrubs were planted in the Town Centre near the public toilets to initiative the revitalisation project. AMac mentioned the Town Centre toilets are currently being misused and wanted to make the Town Board aware. The Corporation Town Centre team clean the toilets five to six times a day and are still experiencing significant issues. The Corporation is trying to control the issue but is seeking suggestions on how to address the problem long term
- AMac informed the Board the Nhulunbuy Corporation are currently replacing street signs in town. Directional signage has been installed for Visitor Information, the Beach Access Walkway, Nhulunbuy Aquatic Centre and Town Centre. Community groups are welcome to approach the Corporation if they would like signage for their assets in line with the Directional Sign Policy
- Eight domestic dogs were found at large. AMac mentioned the smaller number of unregistered dogs caught at large in comparison to registered dogs in July is a positive sign
- Two buffalos were harvested in July after entering populated areas

Corporate and Community Services

- Lot 1672, Gove District Hospital, Matthew Flinders – Development Application for the refurbishment of the Accident and Emergency Department has been received
- 193 Develop East Arnhem Land (DEAL) property reports have been completed out of the 250 properties that have been handed over. This is due to the good work of the Nhulunbuy Corporation's Building Administration Officer
- 223 Out of Hours Inductions have been completed since February 2016. There are 668 current membership fob holders
- Territory Day was held on 1 July 2016 at Hindle Oval. Fireworks were donated by the NT Government and the Nhulunbuy Corporation organised food and entertainment
- The Teen Pool Parties were held on 4 and 18 July 2016 at the Nhulunbuy Aquatic Centre. This was a great opportunity for teens to spend time at the pool, have the inflatable up and enjoy their own music without disturbing others. There were a total of 85 attendees over both parties
- The Aquatic Fun Days were scheduled for 7 and 14 July 2016 at the Nhulunbuy Aquatic Centre. The first event had 150 in attendance with children from Nhulunbuy, Gunyangara and Yirrkala. The second event was cancelled due to poor weather
- Sydney-based Totem Skateboarding visited Nhulunbuy for three days as part of their Great Australian tour with a solid turnout of between 25-75 children per day.

Feedback (complaints/ compliments/ feedback and suggestions)

Four complaints were received during July. All four of these were addressed to the satisfaction of the complainants. One compliment was received and feedback was passed on to the Nhulunbuy Corporation team.

In Kind Support

Date received	Organisation	Activity	Support granted	Financial cost
7 July 2016	Nhulunbuy Speedway	Clearing vehicles off track	Use of loader for various upcoming dates	\$2,750
11 July 2016	Nhulunbuy Amateur Swimming Club	Hosting a swim meet for NT Clubs	Waiver of fees for chairs, tables and marquees	\$1,040
13 July 2016	BMX	Water leak	Discounted water bill	\$500
Month total				\$4,290
Year to Date				\$13,766.83

6. Correspondence

In

- Lions Park survey – Lyn Percic

Out

- N/A

7. Town Vision Update

MR tabled the Project Monthly Report for August/September 2016.

Secretary:
Date:

Chairperson:
Date:

MR stated the Town Vision Governance Group stream nominations are in progress. Governance members are looking at supporting a number of streams. Stream nominations should be locked down at the next Governance meeting in September 2016.

MR mentioned Town Vision had been allocated a table to share with the Datjala Work Camp at the Garma Festival last month. The Town Centre project received very positive feedback.

MR informed the Board she requires assistance for upcoming events. Election Day BBQ and Community Market Day are both on 27 August 2016 and the Jumble Sale is being held on 10 September 2016 at the Town Hall. Volunteers are required to support all events and raise funds for key features for the Town Centre project.

Regional Development Australia's (RDA) committee are visiting Nhulunbuy on 23 August 2016. MR will be conducting a 15 minutes presentation to discuss Town Vision and table the Town Centre project. MR stated the idea is to seek support from RDA to provide directions and support for seeking funding for the Town Centre project.

MR tabled the Nhulunbuy Business Week program to be held in October 2016. Steven Bradbury will be the launch's guest speaker on Thursday 13 October 2016. MR said one or two forums will be conducted each day which ties in with the Robust Economy stream. The Australia Taxation Office (ATO) have committed to attend the week. MR informed the Board an Indigenous Employment forum will be held.

8. General Business

– Pedestrian Crossing at Nhulunbuy High School

JR asked at the July meeting why the pedestrian crossing on Matthew Flinders Way at the Nhulunbuy High School Had been removed years ago.

AMac said the Nhulunbuy Corporation undertakes the upkeep, management and control of roads and footpaths within Nhulunbuy. The Corporation is the designated competent authority under the NT Traffic Act and must uphold the Regulations and Australian Standards.

The Australia Standards (AS1742.10-1990) requires that a product of 90,000 pedestrians to vehicles need to be present in two separate hourly periods of a typical weekday. AMac said prior to curtailment counts were conducted and in both instances did not meet the requirements of the formula used. Ultimately it was deemed that there was not sufficient usage for the area on Matthew Flinders Way to warrant a pedestrian crossing.

AMac mentioned that the Nhulunbuy Corporation was advised at the time that organisations such as the Corporation cannot simply construct traffic management infrastructure at locations they feel might be appropriate. These decisions must align with the Australian Standards. If the Corporation was to ignore the standards and an accident occurred at the location which was supported by them, an insurance claim could be made against the Corporation for allowing a non-standard installation.

AMac informed the Board that there is a school crossing at the site which can be used for traffic control during school periods. However, it is the responsibility of the school to put in place the necessary flags to denote it as a school crossing.

JR to follow up with the Department of Transport about whether it would be appropriate to install a pedestrian crossing along Matthew Flinders Way . AMac to follow up with Nhulunbuy High School to understand their views on the current crossing situation.

– **Nhulunbuy Aquatic Centre**

AMac met with Rio Tinto to discuss the Nhulunbuy Aquatic Centre refurbishment.

AMac said Rio Tinto is processing internal approvals for funding to support the project. Rio Tinto will then put a request for quote out in late August. Rio Tinto are looking to have the work on the chlorine shed commence mid-October 2016 and follow this with the kiosk upgrade.

– **Community Assistance Program Policy**

AMac tabled a copy of the new updated DRAFT Community Assistance Program (CAP) Policy and informed the Board the CAP Policy is due for renewal this year.

AMac said the draft policy now has guidelines around eligibility, changes to the acquittal period and caps for the maximum amount a group can apply for.

GL raised concern around the eight week acquittal period and requested lenience be applied in some cases for applicants.

JR questioned the need for limiting the total amount of funds granted to a particular community group in the policy.

NT questioned if it would make more sense to combine the In Kind Support and Community Assistance Program Policies together.

AMac noted all feedback and will make necessary amendments to the CAP policy.

– **2017 Budget wish list ideas**

AMac tabled the discretionary programs list for budget consideration in 2017. The list comprises of ideas submitted by the Nhulunbuy community.

AMac highlighted the top four ideas submitted by the community (decided by the number of suggestions):

1. Toilets at the Skate Park
2. Shade at the Skate Park
3. Shade over the playground equipment in South Park
4. Fencing along Banyan Road at Lions Park

The Town Board requested for AMac to cross off all items that are either already in place, in progress or sit outside the Nhulunbuy Corporation's jurisdiction.

AMac asked for the Town board to email through their individual Top 5 priorities by close of business on 19 August.

– **Update NT Government**

JR informed the Board the NT Government have finalised a grant for DEAL which will provide \$160,000 for a Tourism Specialist to develop tourism products for the region. JR mentioned the NT Government also funded another position for a specialist to develop the fisheries and agriculture industry.

There being no further business to discuss, the meeting ended at 11:14am.

Next meeting: Tuesday 20 September 2016 at 8:30am.