

**Nhulunbuy Town Board**  
Minutes of the Ordinary Meeting  
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory  
Tuesday 19 July 2016 at 8:30am

**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
Maria Robbins (MR)	Project Manager, Town Vision (observer)
Alyce Fredriksen (AF)	Secretary

**1. Apologies**

Sharon Georonicas (SG)	Member
Lyn Percic (LP)	Member

**2. Conflict of Interest**

N/A

**3. Confirmation of Minutes – 21 June 2016**

**Moved:** GL

**Seconded:** NP

Carried

**4. Business Arising from Minutes**

- Visitor Information Desk (38/15): AMac informed the Board EALTA have selected a candidate for the role of Visitor Information Officer who is due to commence employment on 1 August 2016. AMac confirmed that the Nhulunbuy Corporation will be requiring EALTA to sign a Licence Agreement for the desk space before the officer commences.
- Lions Park toilets (05/16): AMac sent an email to the Board on 18 May 2016 outlining what community improvement projects would be impacted if the Lions Park toilets were to be included in the Nhulunbuy Corporation's 2017 Budget. SG conducted a poll on Gove Notice Board to gauge community interest in the toilets going ahead. The Board stated the survey needs to provide the community with information about other projects that would be impacted if the Lions Park toilets go ahead. The Board reiterated that LP needs to prepare a more comprehensive survey for comment before the next meeting, otherwise the item should be taken off the Action List.
- Melville Bay Road shoulders (11/16): NP advised RT are currently sourcing quotes to have the shoulders on Melville Bay Road fixed. NP 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.
- Budget Projections (16/16): AMac sent an email to the Town Board on 24 June 2016 with information about the Nhulunbuy Corporation's 2016 Capital Works program.

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Secretary:

Date:

Chairperson:

Date:

- Cat Shed (17/16): NP stated the Cat Shed is being occupied by the Saints Football Club. RT are working closely with the Saints to rectify any issues that arise.
- Lions Park toilets impacted projects (18/16): AMac sent an email to the Board on 18 May 2016 about what other projects would be impacted if the Lions Parks toilets were to be included in the Nhulunbuy Corporation's 2017 budget.

## 5. Monthly Operations Report – June 2016

Report tabled and noted. AMac highlighted the following:

### Chief Executive Officer

- The Leadership Team participated in an offsite meeting to discuss the Corporate Plan 2020 priorities and action planning. The team are 50% of the way through with a follow up session being held in August 2016 to finalise
- Staff Accommodation Agreements have now been signed by all Nhulunbuy Corporation employees in Corporation-provided accommodation. AMac stated the agreements are a tenancy agreement between the employees and the Nhulunbuy Corporation
- AMac attended a meeting with Gumatj in June about the Waste Management Facility and how it is being managed. Another meeting has been called to discuss concerns about the collection of fees and appropriate reporting on items going in and out of the facility. This is all being recorded for contractor evaluation purposes

### Airport Operations

- All CCTV cameras were serviced and a new recorder was installed
- New visitor information stands were installed in the Main Terminal in preparation for the Garma Festival
- The Office of Transport Security carried out a two day aviation security audit. There were no noncompliance notices issued and no observations. The airport security operations were considered to be compliant

### Town Operations

- The Nhulunbuy Aquatic Centre was drained for maintenance and two main water valves were replaced. Other works included painting of the baby pool infrastructure, installation of a roof over the barbeque area, depth signage and rectification of black spot
- The shade sails from Lions Park, Bunggulwuy Park and the Nhulunbuy Aquatic Centre have been removed and sent away for repairs
- The Animal Control Officer (David Brooks) completed microchip implant training in June with Gove Vet Services. This training now allows him to microchip any unchipped dogs before they are returned to their owners when the vet is not available
- Six domestic dogs were found at large this month. Five infringements were issued. AMac mentioned that wild dogs have been attracted to South by a female domestic dog on heat and caged along the back boundary. The Nhulunbuy Corporation spoke with the owners to have the female dog moved away from the fence line
- Two wild dogs and one buffalo were harvested in June

### Corporate and Community Services

- 215 Out of Hours Inductions have been completed since February 2016. There are 658 current membership fob holders which has decreased due to the colder weather
- The Community Markets were held on 18 June 2016 at the Town Hall and were hosted by the 4Cs Committee. There were 35 stalls in total. This was considered to be a very quiet market in June due to other events happening on the same weekend
- The school holiday movie 'Norm of the North' was held on 28 June 2016 in the Town Hall. Free entry and popcorn was provided by the Nhulunbuy Corporation. There were a total of 219 attendees

- The Aquatic Fun Day was held on 30 June 2016 at the Nhulunbuy Aquatic Centre. The pool inflatable was put up, there was music, free entry and a sausage sizzle for lunch. There were approximately 200 attendees including children from Yirrkala and Ski Beach

### **Town Feedback (complaints/ compliments/ feedback and suggestions)**

Nine complaints were received during June. Eight of these were addressed to the satisfaction of the complainants. One is currently under further investigation by the Manager, Town Operations.

### **In Kind Support**

<b>Date received</b>	<b>Organisation</b>	<b>Activity</b>	<b>Support granted</b>	<b>Financial cost</b>
4 June 16	Run and Smile	Beyond Blue bash	Waiver of fees for Bouncy Castle	\$400
7 June 16	Neighbourhood Centre	School Holiday activities	Waiver of Town Hall fees	\$450
17 June 16	Community Garden	Installing concrete slab to mount portable toilet	Waiver of Building Application fees	\$60
20 June 16	Moonfish Productions	Yirrkala Yirrapay Festival rehearsal	Waiver of Town Hall fees	\$1,125
24 June 16	Town Vision	NAIDOC Week film night	Waiver of Town Hall fees	\$75
Month total				\$2,110
<b>Year to Date</b>				<b>\$9,476.83</b>

### **6. Correspondence**

#### **In**

- N/A

#### **Out**

- Letter of resignation - Chief Executive Officer

### **7. Town Vision Update**

MR tabled the Project Monthly Report for June/July 2016.

MR stated the Town Vision Implementation Plan has been locked down until Governance review it again in November/ February 2017. All changes have been updated and published on the Nhulunbuy Corporation's website.

MR mentioned she has been working on draft success measures that will be finalised with Governance. So far there looks to be three possible outcomes for the project:

1. tracking quite well, consider keeping the project
2. communities have matured enough to take the project on and manage themselves
3. despite best efforts measures are indicating project is at an end

MR said NAIDOC Week was a success for Town Vision. Both events received positive feedback. MR mentioned she has already met with stakeholders to discuss plans for the 2017 NAIDOC Week in Nhulunbuy.

MR mentioned Town Vision has been allocated a table to share with the Department of Corrections: Datjala Work Camp to have a presence at the Garma Festival this month. Marketing items have been ordered to support Garma and ongoing events.

MR informed the Board the bulk of the Town Vision focus for August will be the Town Centre project. This piece is listed on the agenda for Regional Development Australia's (RDA) next visit to Nhulunbuy.

Nhulunbuy Business Week is scheduled for 8 October 2016. Steven Bradbury will be the guest speaker. The Australia Taxation Office (ATO) have committed to attend the week.

MR showed the Board pieces of Indigenous artwork that previously belonged in the Town Centre. The artwork is currently sitting in the Nhulunbuy Corporation's Head Office and will be cleaned, repaired and placed back up in the Town Centre over the coming.

## 8. General Business

### – Welcome to Nhulunbuy Signage Competition

AMac confirmed the Welcome to Nhulunbuy sign competition closed on 14 July 2016. Design number 9 was selected as the winner.

AMac stated MR made a suggestion for the Yolŋu word for welcome (Golulu) to be placed on the sign. AMac said the winning prize of a voucher for \$250 will be donated to Town Vision for the Town Centre project.

### – CAP Application- Nhulunbuy Christian College

The Nhulunbuy Christian College applied under the Partnership Program to purchase a new liner marker to assist with their sports events. The value of the application was \$2,000.

In line with the Community Assistance Policy when applying for Partnership Program funding the applicant must match the amount funded in the application for it to be approved. Nhulunbuy Christian College have not stipulated on their application this will occur.

#### **It was resolved that:**

The Town Board supported the application pending whether the Nhulunbuy Christian College is prepared to match the total funding amount supplied by the Nhulunbuy Corporation.

AF to contact the Nhulunbuy Christian Collage for further information and provide the Board with all details out of session.

### – CAP Application- Arafura Dance Association Incorporated

The Arafura Dance Association applied under the Community Support Program to purchase new dance equipment gymnastic mats as they are required for the introduction of flex (acro), strengthening and conditioning classes. The value of the application was \$1,250.

#### **It was resolved that:**

The Town Board supported and approved the application.

### – CAP Application- Nhulunbuy Motorcycle Club

The Nhulunbuy Motorcycle Club applied under the Community Support Program to help assist with purchasing merchandise to promote the. The application presented was for the value of \$2,500, however under the Community Support Program the maximum grant is \$1,250.

AF stated she has spoken with Nhulunbuy Motorcycle Club in regards to the application and clarified it was the Community Support Program they intended to apply for.

**It was resolved that:**

The Town Board approved the application presented under the Community Support Program for the value of \$1,250 to purchase new club merchandise.

– **CAP Application- Nhulunbuy BMX Club**

The Nhulunbuy BMX Club applied under the Community Support Program for funding to sealing the kitchen where regular flooding occurs during the wet season. The value of the application was \$1,250.

**It was resolved that:**

The Town Board requested further information about why the kitchen floods and what works need to be completed to solve the issue of flooding before approving the application.

AF to contact the Nhulunbuy BMX Club for further information and provide the Board with all details out of session.

– **Home Trading update**

AF stated the draft Home Trading Policy is now available for public comment.

The draft Home Trading Policy has been launched on the Nhulunbuy Corporation's Facebook page and home page of the Nhulunbuy Corporation's website. AF mentioned the policy has also been distributed internally to all employees at the Corporation for comments.

Feedback is to be provided to office@ncl.net.au by close of business on 29 July 2016.

– **2017 Budget wish list**

AMac informed the Town Board that the Nhulunbuy Corporation has roughly \$150,000 set aside in the 2017 budget for wish list items identified by the community.

AMac said the Nhulunbuy Corporation will be putting together a survey to give the community an opportunity to provide ideas on what they would like to see on the wish list for 2017. Paper copies of the survey will be available at the Nhulunbuy Corporation Head Office.

AMac stated the wish list items will not impact on service delivery or the Nhulunbuy Corporation's obligations to maintain essential services.

There being no further business to discuss, the meeting ended at 10:52am.

Next meeting: Tuesday 16 August 2016 at 8:30am.