

**Nhulunbuy Town Board**  
Minutes of the Ordinary Meeting  
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory  
Tuesday 15 November 2016 at 8:32am

**Present**

Adam Seiler (AS)	Chairperson (Nhulunbuy Corporation)
Sharon Georgonikas (SG)	Member
Lyn Percic (LP)	Member
Chris Putland (CP)	Member
Natasha Parkes (NP)	Rio Tinto (RT) Gove Operations
Jim Rogers (JR)	NT Government (NTG) Representative
Alyce Fredriksen (AF)	Secretary
Maria Robbins (MR)	Project Manager, Town Vision (observer)

**1. Apologies**

Gavin Law (GL) Member

**2. Conflict of Interest**

N/A

**3. Confirmation of Minutes – 18 October 2016**

**Moved:** CP

**Seconded:** LP

Carried

**4. Business Arising from Minutes**

- Melville Bay Road shoulders (11/16): NP advised Rio Tinto (RT) are currently sourcing quotes to have the shoulders on Melville Bay Road fixed. NP advised members works should be commencing on 28 November 2016.
- Billing information (14/16): The Nhulunbuy Corporation (NCL) 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. NCL are hoping to have tables included on invoices in time for the next billing cycle. AS informed members the Automatic Meter Reading (AMR) project has been deferred until at least 2018, this matter cannot be considered further as the NCL's current IT software package is unable to produce this information as requested.
- Crossing on Matthew Flinders Way (19/16): NCL followed up with the Nhulunbuy High School (NHS) about the current crossing situation. NHS are of the view the majority of their students are responsible enough to cross the road without incident and do not need the crossing in place. NHS has advised that they have received, on average, less than one complaint per term about students incorrectly crossing at the existing crossing and that students predominantly cross either further down or up along Matthew Flinders Way. The two options are either to install a pedestrian crossing or remove the existing crossing altogether to mitigate any confusion. JR has tried to make contact with the Department of Transport about whether it is appropriate to install a pedestrian crossing along Matthew Flinders Way. Photos have also been sent through to the Department of Transport Regulation area. JR is waiting on a response and will send details to AS out of session.
- Water Fluoridation (28/16): NP to investigate the following 1. Does the town of Nhulunbuy fluoridates water 2. How often is water testing is conducted 3. Where are the results reported to or whom 4. What are the additives added to the water and 5. Is information made publicly available. NP said RT complete monthly monopoly testing on the water quality in Nhulunbuy,

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Secretary:

Date:

Chairperson:

Date:

these are analysed against the Australian Drinking Water Guidelines to ensure compliance to portable water. NCL manage the chlorination of water at the South Pumping Station for onward reticulation. CP requested for NCL to provide the Town Board with the process that is followed between NCL and RT to ensure action is taken if water reading levels are incorrect or water quality does not meet standard. AS has requested Manager, Town Operations to commence a formal process of documenting all tests that are conducted by NCL on portable water. AS is to follow up with Manager, Town Operations and clarify all of the above in the next meeting.

- Usage of the Nhulunbuy Aquatic Centre (29/16): AS to arrange a meeting between Gove Barra's, Travelling Tadpole and NCL around the usage of the Nhulunbuy Aquatic Centre. AS informed members a meeting was held on 26 October 2016 to discuss the usage of the Nhulunbuy Aquatic Centre, with all parties reaching agreement with Memorandum of Understanding (MOU) being updated for both parties to endorse.
- Developing East Arnhem Limited (DEAL) Housing (30/16): AS to arrange a meeting with DEAL to discuss the criteria and process that needs to be followed when applying for DEAL housing. A meeting was held on 25 October 2016, AS informed members there are two different streams of funding through DEAL. 1. Is to support businesses coming into Nhulunbuy. 2. Is to support housing. AS stated to be granted housing through DEAL a business needs to provide evidence of its ability to operate and demonstrate financial liquidity.

## 5. Monthly Operations Report – October 2016

Report tabled and noted.

AS asked members if they have any questions about the components in the Operational report. No questions were raised.

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

Four complaints were received during October. All of these were addressed to the satisfaction of the complainants.

### In Kind Support

Date received	Organisation	Activity	Support granted	Financial cost
1 October 2016	Nhulunbuy Amateur Swimming Club	Gove Super Swim Meet	Waive of pool fees, marquee hire.	\$600
1 October 2016	Town Vision	Nhulunbuy Business Week	Waive of table and chair hire fees	\$108
1 October 2016	White Ribbon charity	Obstacle Course		\$442
19 October 2016	Moto - Cross	Loader form dump	Waive of loader fees	\$250
Month total				\$1,400
<b>Year to Date</b>				<b>\$19,937.80</b>

## 6. Correspondence

### In or Out

- N/A

Secretary:  
Date:

Chairperson:  
Date:

## 7. Town Vision update

MR tabled the Project Monthly Report for October/November 2016.

MR said Nhulunbuy Business Week (NBW) was a huge success. Across 6 days there were 11 forums held with over 350 attendances. Feedback received overall measured at 43.75% which is a very high return rate and a great result. MR mentioned she is currently working on a post implementation report, a summary will be distributed to members once complete.

The Town Centre sign post project is still progressing. A number of changes had to be made, including manufacturing the pole from steel instead of wood as originally planned. Members should see the pole erected in the Town Centre by early December.

MR informed members she completed a Community Development Funding (CDF) application through RT to assist with the Town Centre Revitalisation projects. The application was successful and confirmation has been received. MR and Marina Wangurra from RT will be meeting in the next couple of weeks to discuss the Key Performance Indicators (KPI's) that are associated with this particular grant.

MR mentioned Town Vision is receiving incredible support, so far letters have been received from Regional Development Australia NT, Nhulunbuy High School, Nhulunbuy Primary School, Miwatj Employment Participation (MEP) and Datjala Workcamp.

The first "lunch and learn" was held on 9 November 2016 at RT Gove Operations. Lunch and learn is an information session around the Town Vision. Over 20 employees attended along with the Board of Directors, Town Vision Governance members and the RT Leadership team.

MR stated the Council of Community Clubs proposal survey closed on 14 November 2016 with 13 responses out of the 38 invitations sent to Clubs and Associations in Nhulunbuy.

MR said she is currently working on tracking measures of success. Results are still in progress, however it is great to see in some areas and actions are tracking quite well.

The focus moving forward is to lock in and finalise the owners of all 5 streams within the Town Vision there being Yolgu Country, Unique Lifestyles, Community Participation, Robust Economy and Quality Assets and Services.

## 8. General Business

### – Update Developing East Arnhem Limited (DEAL)

Discussed under section 4 business arising from previous minutes.

### – Update Gove Barra's and Travelling Tadpole

Discussed under section 4 business arising from previous minutes.

### – Mobile Vendor and Service Provider, Verge and Abandoned Vehicles Policies

AS tabled 3 policies Mobile Vendor and Service Provider, Verge and Abandoned Vehicles and asked members if they have any feedback they would like to table.

LP mentioned when reviewing all policies the Abandoned Vehicle policy has a section on enforcements if the policy is not adhered to where the other policies do not. LP suggested that NCL take this into consideration. AS mentioned majority of NCL's policies have procedures that support our policies and clarify what steps need to be taken if enforcements should need to occur. LP said she believes the reference needs to be listed in the policies moving forward.

NP suggested that the Mobile Vendor and Service Provider policy has the same application criteria as the Home Trading policy in particular a letter of approval for the home trading business to operate from the property owner before the application is approved.

Overall the Town Board were happy with all policies tabled and no further feedback was tabled.

– **CAP application - Garland Haunted House**

The Garland Haunted House applied under the Community Support Program to help with the costs of their yearly community display for Halloween. The value of the application was for \$1,250.

**It was resolved that:**

The Town Board approved the application presented for the value of \$1,250 to the Garland Haunted House.

– **CAP application - Nhulunbuy Community Toy Library**

The Nhulunbuy Community Toy Library applied under the Community Support Program requesting assistance to support the larger scale of photocopying and printing needs at the Library. The application stated they need to complete larger print runs periodically 50-100 copies of forms or brochures. The value of the application was for \$1,250.

**It was resolved that:**

The Town Board declined the application presented by the Nhulunbuy Community Toy Library.

– **CAP application - Gove Peninsula Surf Life Saving Club (SLSC)**

The SLSC applied under the Community Support Program requesting assistance to cover the total cost of their Building Application fee of \$1476 and the waste disposal costs including asbestos removal up to the value of \$10,000 as they are undertaking a major project to demolish, build and commission a new club house.

**It was resolved that:**

The Town Board declined the application presented however NCL will refer the SLSC to their In Kind Support program to assist with covering the costs of the Building Application fee. The waste disposal costs were declined and will need to be covered by the SLSC.

– **CAP application - Nhulunbuy Swimming Club (Gove Barra's)**

The Nhulunbuy Swimming Club applied under the Community Support Program requesting assistance to purchase 4 diving block caps and covers so that the blocks can be left in sit at all times. The Nhulunbuy Corporation declined the Nhulunbuy Swimming Club from applying for 4 block caps and covers in total however are happy to support 2. The original value of the application was for \$1,250, however with NCL only supporting 2 block caps and covers the application value was reduced to \$860.

**It was resolved that:**

The Town Board approved the application presented for 2 diving block caps and covers by the Nhulunbuy Swimming Club for the total value of \$860.

– **CAP application - East Arnhem Soccer Club**

The East Arnhem Soccer Club applied under the Community Support Program requesting assistance with facilitating Futsal Development Clinics in November 2016. The value of the application was \$1,250.

**It was resolved that:**

The Town Board approved the application presented by the East Arnhem Soccer Club for the value of \$1,250.

– **CAP application - Nhulunbuy Community Neighbourhood Centre**

The Nhulunbuy Community Neighbourhood Centre applied under the Community Support Program requesting assistance to purchase new sports equipment for the Afterschool Care Program. The value of the application was for \$1,129.

**It was resolved that:**

The Town Board approved the application presented by the Nhulunbuy Community Neighbourhood Centre for the value of \$1,129.

– **CAP application - Nhulunbuy High School Council**

The Nhulunbuy High School Council applied under the Community Support Program requesting assistance to help purchase a new coaster bus. The value of the application was for \$1,250.

**It was resolved that:**

The Town Board approved the application in principle presented by the Nhulunbuy High School Council. The Town Board are willing to support the application, however not until the Nhulunbuy High School Council are closer to achieving their goal of \$118,000 to purchase the new bus. The Town Board would like to see the Nhulunbuy High School Council apply under the Community Assistance Program in another quarter once they have raised enough funds to support the purchase of the coaster bus.

– **CAP application – Nhulunbuy BMX Club**

The Nhulunbuy BMX Club applied under the Partnership Program requesting assistance to purchase club bikes, safety gear and additional external speakers. The value of the application was for \$2,485.50.

**It was resolved that:**

The Town Board declined the application presented by the Nhulunbuy BMX Club under the Partnership Program.

**Moved:** SG

**Seconded:** LP

– **Mobile Vendor and Service Provider application – Keat Bryce**

AS tabled a Mobile Vendor and Service Provider application from Keat Bryce.

Keat Bryce is requesting for the Town Board to support his business as a Water and Wet Blaster. The proposal presented was for Keat to operate on private properties within SPL250 and SPL214 leases. Keat would also like approval to operate on public spaces when requested by organisations within Nhulunbuy. All trailer and equipment will be stored in the carport at 5 Sinclair Street, Nhulunbuy (Keat's residence).

**It was resolved that:**

The Town Board approved the Mobile Vendor and Service Provider application presented by Keat Bryce to operate a Water and Wet Blasting business in Nhulunbuy.

**Moved:** CP

**Seconded:** JR

– **Signage**

LP raised concerns around NCL erecting signage in town. LP stated she was under the impression that NCL have a Signage policy and before signage is erected in Nhulunbuy it

was to be tabled at the Town Board meetings for discussion and approval. LP said in particular, the Cyclone Awareness signage that had been placed on Melville Bay Road had been placed facing the wrong way. AS said this was an error on NCL's behalf and should have been placed facing into the community when entering Nhulunbuy on Melville Bay Road. This particular sign has been removed and will be put back up correctly. LP suggested that moving forward the Town Board see all signage before it is erected.

– **Town Board Meeting Schedule**

LP tabled a suggestion asking Town Board members if they have any interest in rescheduling the Town Board meeting times for 2017 to after-hours as opposed to during business hours.

SG stated she would not be available to attend after hours due to family commitments. No other feedback was received. LP proposed for members to consider this as an option.

– **Mango Trees**

CP informed members he has received a number of emails from residents in town around Mango trees and the access Indigenous have to the fruit. CP said he is under the impression residential/private property is out of bounds. Town Board have requested for AS to investigate if Indigenous persons have access on the Nhulunbuy Town Lease to private/residential property to collect or pick Mango's.

– **Malpi Village**

CP mentioned there is a car parked on the verge of Mathew Flinders Way out the front of Malpi Village next to the Hospital accommodation that is being advertised for sale. CP asked if NCL can look into this and can an infringement be issued or the car removed.

– **Unsecured Sea Containers**

CP raised concerns around the amount of unsecured Sea Containers in Nhulunbuy. AS stated there are requirements in relation to Sea Containers and securing them. AS said notices were issued last week to all properties in the Industrial Estate around securing Sea Containers as well as cyclone clean-up and the process that needs to be followed. CP said his concerns do not lie with the Industrial Estate but more residential properties. JR mentioned there is quite a lot of debris laying around in backyards across town, etc that also needs to be addressed. AS has taken all feedback on-board and will follow up with the CEO of Darwin City Council around processes that can be actioned to try and contain or control this situation.

– **Chairs on the Backtrack**

NP raised concerns around the iron chairs that were installed along the bike back track and questioned why there were placed in the positions they have been as they look directly into residents backyards. AF said they have been placed there as rest stops of residents exercising. AS has taken this on board and will investigate further.

– **Rubbish Bins**

SG mentioned a particular resident contacted her in regards to NCL removing a bin from her property when conducting rubbish collection a few weeks ago. SG said this resident had 2 bins at her property when she moved in so believes they both belong there. AS reminded the Town Board that property owners are required to pay for additional services (beyond the mandatory single-bin service) with NCL's contractor Arnhem Land Pest Control (ALPC) only collecting 1 bin unless otherwise recorded with multiple services. AF stated ALPC have recently conducted a clean-up process were they will be collecting any extra bins that are not listed to the property.

– **NT Government**

JR provided board members with an update on the following:

- Gove District Hospital (GDH) upgrade is currently on track for an early 2017 completion;
- General Practice (GP) in Nhulunbuy is still an issue at the moment in terms of transferring between parties. NT Government are working on contingencies with Top End Health around what will happen in the meantime. There will be community consultation for this issue;
- Boarding Facility is on track for the 2<sup>nd</sup> week commencement of term 1 in 2017, initially operating with 20 students already registered and more keen to attend;
- There was a recent announcement regarding an Aged-Care facility by the Federal Government. The plan is to establish a 30-bed Aged Care Centre for Nhulunbuy, to be located on the hospital grounds. JR is still waiting on further updates on this topic; and,
- Emergency plan (Cyclones) JR informed AS the Emergency Plan has updates in regards to the Corporation's role in completing a survey post-cyclone. JR requested for AS to read and be across the updates pre-cyclone season, as there was major confusion over the last 2 cyclones in Nhulunbuy and the roles organisations played. JR said a survey is conducted within the community post-cyclone to determine if an all clear can be issued and his understanding is that the Corporation will have an active role to complete the survey on behalf of the town lease.

There being no further business, the Chairperson declared the meeting close at 10:48am.

Next meeting: Tuesday 17 January 2017 at 8:30am.