

Nhulunbuy Town Board Inc.
Minutes of the Ordinary Meeting
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory
Tuesday 21 July 2015 at 8:30am

Present

Angela MacMillan (AMac)	Chairperson (Nhulunbuy Corporation)
Sarah Thurgood (ST)	Rio Tinto Alcan Gove Operations
Sharon Norris (SN)	Proxy for Jim Rogers - NT Government (NTG) Representative
Gavin Law (GL)	Member
Chris Putland (CP)	Member
Lyn Percic (LP)	Member
Alyce Fredriksen (AF)	Secretary

1. Apologies

Sharon Georonicas (SG)	Member
Jim Rogers (JR)	NT Government (NTG) Representative

AMac welcomed all members. SN was noted as the NTG proxy on behalf of JR.

2. Conflict of Interest

N/A

3. Confirmation of Minutes – 16 June 2015

Moved: CP

Seconded: LP

Carried

4. Business Arising from Minutes

- Development of the walkway and beach access (07/14): The Nhulunbuy Corporation has applied to the NT Tourism Demand Driver Infrastructure Program for financial assistance to complete access. Successful grants to be notified in August.
- Visual Access to the Pool (49/14): The Nhulunbuy Corporation is working on options to restrict visual access to the pool. The new Aquatic Centre Officer will be given this issue to address when they commence employment with the Nhulunbuy Corporation.
- Line marking at the Woolworths Carpark (18/15): ST confirmed the line marking in the Woolworths carpark will be refreshed by December 2015. Revitalised markings will include disabled and trolley bays, directional arrows and all parking lines within the carpark boundary. ST to investigate if concrete edging will be included in this project.
- Lions Park (19/15): The Nhulunbuy Corporation have received replacement clips for the shade cloth at Lions Park. The shade cloth will be fixed as soon as the Town Operations team has the opportunity.
- Fogging operations (20/15): The Nhulunbuy Corporation have been in contact with Arnhem Land Pest Control (ALPC) and investigated fogging along Beagle Circuit. AMac informed the Board that fogging along the entire back track is included on ALPC's contract. The area is sprayed on a regular basis depending on weather and wind factors.

Secretary:

Date:

Chairperson:

Date:

- Bins at Hindle Oval 1 (21/15): The Nhulunbuy Corporation have installed extra bins for Hindle Oval 1 as requested by the Town Board back in June 2015. Unfortunately, the bins are not being as utilised as was expected and the Town Operations team continues to have to clean the area regularly.
- Carpark - Tennis Courts (22/15): RTA informed the Board that the carpark next to the Tennis Courts is owned by RTA. The Nhulunbuy Corporation recently filled in the holes within the carpark as requested by the Town Board but will hand this responsibility back to RTA for future repairs.

5. Monthly Operations Report – May 2015

Report tabled and noted. AMac highlighted the following:

Chief Executive Officer

- The Nhulunbuy Corporation Head Office fit out is due for completion by 30 July 2015. The office should be fully operational from the new site by 15 August 2015. AMac stated that there will be a formal gathering with Board of Directors, Town Board and the Nhulunbuy Corporation team once the office is complete.
- Recruitment is in progress for the Senior Airport Operations Officer and Aquatic Centre Officer. Nhulunbuy Corporation have finalised the recruitment of a new Building Administration Officer.
- Town Vision consultants (Creating Communities) visited Nhulunbuy during the month. AMac is expecting a draft copy of the Town Vision piece by 24 July 2015. AMac mentioned the next stage is to review documents, send back any preliminary changes then socialise with the Town Board and key stakeholders.

Airport Operations

- Fault repairs were conducted on the Uninterrupted Power Source (UPS) in the Checked Baggage Screening room. AMac informed the Board that the UPS has been failing and the suppliers will need to repair the problem.

Town Operations

- A new garden with irrigation has been cultivated at the corner of Jasper Road and Beagle Circuit. AMac said this park will not have play equipment installed as there are other equipped playgrounds in the vicinity.
- New plants have been planted in front of the Post Office.
- ALPC finalised their animal control and regulatory duties in June. AMac stated David Brooks will manage all animal control matters going forward, including wild dogs, buffalo and crocodiles. The Animal Control Officer will provide statistics on animal capture and harvesting activities each month moving forward.

Corporate and Community Services

- A Citizenship Ceremony was held on 15 June 2015 at the Nhulunbuy Aquatic Centre for three new citizens.
- The Nhulunbuy Corporation ran a very successful School Holiday Program. School Holiday Movie “Paddington” was shown in the Town Hall on 30 June 2015 with a record 178 people in attendance.

Town Feedback (complaints/ compliments/ feedback and suggestions)

N/A

In Kind Support

Organisation	Support	Financial value
Rotary	Forklift	\$520
	Portaloo	\$750
Careflight	BBQ Trailer for Market Day 13 June 2015	\$120
Nhulunbuy Moto-X	Loader from Dump	\$520
Touch Football Australia	50% Discount in Oval Fees	\$153.60
Speedway	Loader	\$1,040
Monthly Total		\$3,103.60
Year to date total		\$10,324.45

6. Correspondence**In**

- Email from Stephen McArthur enquiring about setting up a mobile coffee store. The business plans to sell hot drinks but no food. Stephen has requested permission to sell at local events (for example, monthly markets, Speedway, sporting events, fundraisers and in town areas on Saturday and Sundays between 8-11am). AMac has responded to Stephen requesting further information about his proposal.

Out:

- N/A

7. General Business

- **Caravan - Extended Stay Policy**

LP and CP raised concerns from a member of the public about the Caravan Policy. LP said while she appreciates that the Town Board is given the opportunity to review policies, she would like to recommend the Nhulunbuy Corporation advertise draft policies going forward to enable residents to provide feedback. LP stated that a member of the public felt that the policy needs to be stronger around enforcement and consequences. AMac said if the policy is breached the Nhulunbuy Corporation and police will enforce penalties. AMac informed the Board that the Nhulunbuy Corporation received no negative feedback or comments on Caravan Policy from the public.

It was resolved that: the Nhulunbuy Corporation will include a link in its monthly Arafura Times minutes notices to relevant policy updates going forward. Residents will be allocated a period of time to give any feedback they feel is relevant. However, it is important to note that not all feedback can be incorporated into the policy making process.

- **Mobile Vendor Policy**

AMac stated that the Mobile Vendor Policy is currently in draft and the Board will receive a copy to comment on before the next meeting.

- **In Kind Support Policy**

AMac stated that the existing In Kind Support Policy needs to be updated. AMac highlighted the major changes:

1. Applications should be received at least two weeks prior to the in kind support project date in order for Nhulunbuy Corporation to process the application and schedule assistance.
2. Clarification around eligibility.
3. Clarification around ineligibility.
4. Assistance type - the Nhulunbuy Corporation will provide in kind support to eligible organisations to a value not exceeding \$5,000 annually.

It was resolved that: The In Kind Support Policy was supported by the Town Board subject to the assistance type being increased to \$10,000 annually. LP asked for additional time to take the policy to the Gove Peninsular Progress Group (GPPG) for discussion.

– **Nhulunbuy Corporation Website**

AMac informed the Board that the Nhulunbuy Corporation have requested quotes from web developers. AMac stated there are three key requirements for the new website:

1. User friendly and accessible
2. Online payment capability
3. Easily updated in house

AMac flagged that the new website would benefit from profiles on the Town Board members, the Corporation's Leadership Team and the Board of Directors

AMac invited the Board to submit any additional ideas to help enhance the new site.

– **Town Centre - blocked walkway near Woolworths**

LP enquired about the blocked walkway between Woolworths and the chemist. AMac stated that ST stated that RTA is commencing repairs in the next fortnight.

– **Gove Cyclone Football Carnival**

SN informed the Board that a Cyclone Football Carnival will commence on Friday 28 August through to Saturday 29 August 2015 with an estimated 250 attendees. (16-25yrs). This will be an alcohol free event. More information will be realised closer to the date.

– **Drilling at Goanna**

ST informed the Board that Rio Tinto Alcan will be drilling around Goanna between 22 - 25 July 2015. ST said there may be some increase dust in the air however RIO will try their hardest to minimise this. Speed limits will change in some areas.

There being no further business to discuss, the meeting ended at 10:46am.

Next meeting: Tuesday 18 August 2015 at 8:30am