

**Nhulunbuy Town Board**  
Minutes of the Ordinary Meeting  
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory  
Tuesday 18 April 2017 at 8:38am

**Present**

Adam Seiler (AS)	Chairperson (Nhulunbuy Corporation)
Megan Niven (MN)	Member
Hannah Fincham-Thomson (HFT)	Member
Zenel Bajraktari (ZB)	Member
Chris Putland (CP)	Member
Paul Seidel (PS)	Rio Tinto (RT) Gove Operations
Jim Rogers (JR)	NT Government (NTG) Representative
Maria Robbins (MR)	Project Manager, Town Vision
Alyce Fredriksen (AF)	Secretary
Wanda Sutter (WS)	Observer (Acting Secretary – May – Oct 17)

**1. Apologies**

*Nil*

AS welcomed the three new elected members of the Town Board to the meeting.

**2. Conflict of Interest**

*N/A*

**3. Confirmation of Minutes - 21 March 2017**

**Moved:** CP

**Seconded:** PS

Carried

**4. Introduction of Michael Rogers - Community Engagement Facilitator**

Michael Rogers introduced himself to the Nhulunbuy Town Board and gave a detailed overview of his previous employment and family's background.

Michael explained his job description and mentioned the Community Engagement Facilitator is now responsible for the Nhulunbuy Aquatic Centre, Community Recreation, managing the Nhulunbuy Town Facilities and a protégé to Town Vision. In essence the core role is still paramount with the number one focus being networking and community engagement.

HFT requested for AS to send all members a copy of the Community Engagement Facilitator's job description for viewing. HFT also requested for Michael Rogers to put together a proposed community calendar for all members to view at the next meeting May 2017.

**5. Business Arising from Minutes**

- Australian Communication and Media Authority (ACMA) Requirements (04/17): AF to investigate ACMA licensing stipulations to see what frequency's and radio services are available in the Nhulunbuy area on the free-to-air network. AS informed members the following radio spectrum/services are allocated to cover Nhulunbuy:
  - ABC Radio National – 107.7 MHz
  - 8EAR Community Radio (Grove FM) – 106.9 MHz
  - Triple J Radio – 98.1 MHz
  - SBS Radio – 99.7 MHz
  - 8SAT Commercial Radio (Flow FM) – 101.3 MHz
  - High Powered Open Narrowcasting (HPON) Service – 103.7 MHz

Secretary:

Date:

Chairperson:

Date:

Nhulunbuy are currently receiving ABC Radio National, Gove FM community radio and Triple J. If we are interested in receiving SBS FM radio in Nhulunbuy we will need to contact the Special Broadcasting Service Corporation directly.

*Action complete.*

- Barrier Fence (05/17): CEO to investigate the barrier fence located on the corner of Banyan Road and Jasper Road opposite Banyan park. It has been there for roughly 12 months. Can it be taken down?

Acting Manager, Town Operations investigated the barrier fence as requested. Fencing is there due to a broken pit lid and has been reported to Telstra as it belongs to them. The Corporation cannot remove the fencing. NCL are waiting for Telstra to replace the broken pit lid then take down the barrier fencing.

*Action complete.*

- Crossing on Matthew Flinders Way (06/17): CEO make the necessary arrangements to have the pedestrian crossing along Matthew Flinders Way reinstated with zebra-line markings to clearly complete the crossing and avoid future confusion surrounding the matter.

Quotations are being sourced for this body of work, which will incorporate the same treatment to the pedestrian crossing on Chesterfield Circuit (Primary School). Expected completion by the end of June 2017.

*Action ongoing.*

- Water Fluoridation (07/17): Members would like an explanation as to why NCL have stopped treating the water with fluoride in Nhulunbuy? Is it government requirement to have water fluoridated?

CEO has obtained information from Hydromat (NCL Contractor) who advise the system was switched-off approximately four years ago. Have requested an SOW identifying the remedial works required to return system to a standard.

In the interim, NCL Town Board need to consider engagement strategies to glean feedback from the community about whether fluoridation is to be re-enacted or not.

*Action ongoing.*

- Community Engagement Facilitator (08/17): CEO to invite the new Community Engagement Facilitator Michael Rogers to the next Town Board meeting in April 2017.

*Action complete.*

- Skate Park Hand Rails (09/17): CEO to have Building Administration Officer conduct a risk assessment on the hand rails at the Skate Park. Report to be provided to members.

Report will be presented to NCL Town Board in May 2017. Preliminary indications are the rails pose a risk and are unnecessary.

*Action complete.*

- Water Infrastructure (10/17): CEO to provide members with an update on NCL's plans if any to upgrade the water infrastructure in town to reduce water leaks and failures.

NCL have provisioned an assessment of NCL water and sewerage infrastructure in town in the 2017 budget.

*Action complete.*

- Fincham Close (11/17): CEO to have Building Administration Officer, Rohan Weirman investigate the permanent structures along Fincham Close and in the Industrial Estate.

Southern side of Fincham Close is off-lease and NCL has no jurisdiction in this space. CEO will raise matter with the Northern Land Council. On-lease properties will be investigated by NCL.

*Action  
complete.*

## 6. Monthly Operations Report - March 2017

Report tabled and noted.

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

One complaint was received during March in regards to smoking in the Town Centre.

### In Kind Support

Date received	Organisation	Activity	Support granted	Financial cost
1 March 2017	Datjala Workcamp	Community Service	Waive of Rubbish Fees 1 x Ute Delivery Once a Week	\$760
10 March 2017	Canberra Fundraising Trip	The Nerf War	Waive of BBQ Trailer Hire Fees	\$153
20 March 2017	Rotary Club	Quiz Night	1 x 3 Month Family Pool Pass - Raffle Prize	\$135.65
Month total				\$1,048.65
<b>Year to Date</b>				<b>\$8,702.65</b>

## 7. Correspondence

### Out

- Community Assistance Program application approval letters 1<sup>st</sup> quarter 2017 - Nhulunbuy BMX Club, Nhulunbuy Toy Library Incorporated, Nhulunbuy Community Neighbourhood Centre and Mainly Music.

## 8. Town Vision update

MR tabled an overview report for April 2017.

MR provided the new elected members with the background of Town Vision project stating originally the Town Vision project was established and created as a project for 12 months commencing start of March 2016. Based on success measures and feedback the Board of Directors, AS and MR agreed it was appropriate to extend the project for a total of six months through to September 2017. MR mentioned from that date onwards, Town Vision should be really be a part of everyday life in Gove and business operations.

MR stated there are five streams altogether Yolŋu Country, Robust Economy, Community Participation, Unique Lifestyles and Quality Assets and Services. All five stream have a business owner or stakeholder. Over the next five months MR's focus is to have all five streams embedded in those businesses.

MR said Yolngu Country is a shared partnership stream with Dhimurru and East Arnhem Regional Council, Robust Economy – NT Government, Quality Assets and Services – Rio Tinto and Unique Lifestyles and Quality Assets and Services – Nhulunbuy Corporation.

MR informed members her focus over the next few months is to deliver three out of the five remaining Town Centre Revitalisation projects which include the history plaques in the footpath, artwork and murals in the Town Centre and trial lighting.

MR discussed the overview report for April 2017 both highlights, lowlights and top priorities. MR informed all members she needs their active advocacy, promotion and support of the Town Centre Revitalisation projects and the Community Market Day table. Upcoming Market dates are as follows 22 April, 16 May and 10 June 2017.

### **General Business**

– **Appointment of Members - Megan Niven, Zenel Bajraktari and Hannah Fincham-Thomson**

AS requested for the remaining Town Board members CP, PS and JR to approve and appoint Megan Niven, Zenel Bajraktari and Hannah Fincham-Thomson as the three new elected members of the Nhulunbuy Town Board.

**Moved:** CP

**Seconded:** JR

Carried

JR requested for NCL to formally thank Gavin Law, Lyn Percic and Sharon Georgonicas on behalf of the Town Board for their commitment over the past few years.

**Moved:** CP

**Seconded:** PS

Carried

– **Appointment of Town Vision Governance Member**

AS informed members Gavin Law was previously the appointed Town Board member on the Town Vision Governance group.

A new Town Board member will now need to be appointed to represent the Town Board on Town Vision Governance moving forward.

AF to send all members the Town Vision Governance meeting dates via email. Email sent to all members on Monday 24 April 2017.

Members appointed Zenel Bajraktari as Town Board representative for the Town Vision Governance group.

– **Appointment of Nhulunbuy Alcohol Reference Group**

AS informed members Gavin Law was previously the appointed Town Board member on the Nhulunbuy Alcohol Reference Group (NARG). AS stated the next meeting is scheduled for May in Yirrkala, June in Gunyangara and July in Nhulunbuy.

A Town Board member will now need to be appointed to represent the Town Board on the NARG.

Members appointed Hannah Fincham-Thomson. Hannah Fincham-Thomson approved the appointment and moving forward will be the new Town Board representative for the NARG.

– **Update Marika Lookout**

AS informed members the remainder of the materials is due to arrive on the barge this week.

– **Smoke Free Town Centre**

AS is working with the Project Manager for Town Vision to facilitate options surrounding no-smoking signage/turning the Town Centre into a Smoke Free zone however this process requires consultation. AS said NCL are working on a strategy to engage with the key stakeholders with a view to negotiate a positive outcome.

MR informed members she is working on a proposal for AS to table with all Town Board members around creating a smoke free zone within in the Town Centre. Key stakeholder initially would be the Town Board members as in do they support and are they going to advocate the change. Conversations will roll onto the landlords and business owners to support the endorsement of the process. Support and endorsement needs to take place before any changes can be implemented.

JR to gather advice from the Department of Health on the by-laws or legislation associated with smoking in a Town Centre.

AS said the main questions are:

1. Does Town Board support the initiative?
2. Will the Town Board actively promote this initiative?
3. What boundaries should the zone apply? Does it include the grass area of the Town Centre and the open area of Endeavour Square?

It was resolved that the Town Board support the initiative of a smoke free Town Centre.

– **Market Schedule 2017**

AS tabled a market schedule for the remainder of 2017. AS mentioned the idea behind the schedule is for elected members of the Town Board to maintain visibility at the Community Markets once a month through to December 2017.

AS asked if all elected members are comfortable with attending the Community Markets each month on behalf of the Town Board. All members agreed they are comfortable attending the Markets as per the schedule tabled.

– **Town Board Meeting Date 2017**

AS tabled a list of the scheduled Town Board Meeting Dates for 2017. AS mentioned a meeting is held once a month throughout the year usually on the third Tuesday of each month commencing at 8:30am. There is no scheduled Town Board meeting for December 2017.

– **Biographies – Nhulunbuy Corporation Website**

AS tabled examples of three previous elected members biographies on the Nhulunbuy Corporations website.

AS requested for the three new elected members MN, HFT and ZB to provide NCL with a short biography that can be uploaded onto the NCL website for public viewing.

– **Drains**

PS asked if NCL effectively have drains grated or blocked off around town. AS stated he is unsure of the process NCL follow however AS will have the acting Manager, Town Operations complete a risk assessment on all underground drains in Nhulunbuy and provide members with an update on which drains are open and need to be will be closed off.

– **Nhulunbuy Aquatic Centre (NAC)**

HFT stated the Nhulunbuy Town Pool/Aquatic Centre is a fantastic facility however she doesn't understand how it is managed, how residents access it or how it can be upgraded and made into something better.

HFT asked is there a budget for the facility or can funding be accessed? CP stated the facility is still a privately owned facility owned by Rio Tinto as is the Town Hall. CP said both facilities are in the process of working towards a certain standard before they can be transferred from RT to NCL. CP informed members his understanding is once the facilities are up to standard they will be transferred over to NCL where funding can be made available as this is not an option while they are owned by RT.

PS said NCL are in the process of finalising the works from the revitalisation project at the Aquatic Centre. RT are finalising the transfer of funds for the scope of works/upgrade so the project can go ahead and be completed for the transfer to take place.

AS confirmed CP's comments relayed the facility is run by two lifeguards on an eight and six panel roster looking after the day to day operations of the facility with Michael Rogers, Community Engagement Facilitator managing the facility from a higher level.

HFT questioned who runs and manages the kiosk within the facility. The facility was brought in house towards to end of 2016 as it was on a privately-run contract. The kiosk is now run and managed by NCL's employees.

AS stated the kiosk is there to supply residents with snacks and drinks. It is important to ensure that the corporation isn't seen as taking commercial business away from other providers in the Town Centre.

HFT requested for AS/NCL to table the scope of works and copy of the revitalisation plan for the Nhulunbuy Aquatic Centre as members would like to view in the next Town Board meeting.

There being no further business, the Chairperson declared the meeting close at 9:56am.

Next meeting: Tuesday 16 May 2017 at 8:30am.