

Nhulunbuy Town Board
Minutes of the Ordinary Meeting
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory
Tuesday 26 June 2018 at 8:38am

Present

Adam Seiler (AS)	Chairperson (Nhulunbuy Corporation)
Zenel Bajraktari (ZB)	Member
Hannah Fincham-Thomson (HFT)	Member
Megan Niven (MN)	Member
Lynne Walker (LW)	Member
Melissa Cruickshank (MC)	Rio Tinto (RT) Gove Operations
Alyce Fredriksen (AF)	Secretary

1. Apologies

Jim Rogers (JR) NT Government (NTG) Representative

2. Conflict of Interest

AS declared a conflict of interest for the Gove Country Golf Club and MN declared a conflict of interest for Nhulunbuy Speedway.

3. Teresa Holdsworth (Department of Trade, Business and Innovation)

AS introduced Teresa Holdsworth (TH) to all Town Board members. TH is the Senior Small Business Champion and Economic Development Officer for the Northern Territory Government in Nhulunbuy.

Members requested for TH to attend this month's (June) Town Board meeting to discuss funding opportunities available to government and non-government organisations in Nhulunbuy.

TH started by informing members of the East Arnhem Business Festival which will be held again this year from the 15-25 October 2018, with three events already secured.

TH stated since the last election the Department of Business has been renamed, and is now trading as the Department of Trade, Business and Innovation with the focus moving forward being on business and economic development. Three start, run and grow flyers were tabled. Flyers gave members a good overview of what the Department of Trade, Business and Innovation cover as an organisation.

TH spoke about the different Grants and Assistance programs that are available and can assist Territory businesses, Indigenous enterprises and not-for-profit organisations in the Northern Territory:

- The Business Innovation Support Initiatives program (BISI program)
- Business Growth program
- Employer incentives and Assistance
- Indigenous Responsive, Business Development and Workplace Participation Initiatives programs
- Business Innovation Support Initiatives
- Smarter Business Solutions
- Smart Energy Grants

TH informed members of the Community Benefits Fund. LW said the Community Benefits Fund is a fund that comes from the profits of gambling and is quite significant fund worth roughly \$7,000,000 (7 million dollars) a year. Historically there have been two small grant rounds per year of \$10,000 that will increase to \$15,000 per year. Major projects previously

Secretary:

Date:

Chairperson:

Date:

was valued at \$200,000, however with the new changes will now be worth \$250,000 per year. LW informed members there is to be some legislative changes for the system to pull through these changes. Once passed the new revamp scheme should be open and available.

MC asked TH if she knew of any upcoming grant writing workshops members can be informed of. TH stated there will be one scheduled in for October Business Month, which won't necessarily be a local workshop however steaming the workshop is an option that is being investigated.

4. Confirmation of Minutes - 22 May 2018

Moved: MN

Seconded: HFT

Carried

5. Business Arising from Minutes

It was resolved that the following from the **Action List** were updated (see *Action List June 2018*).

2/18: Arnhem Road between Miwatj Health and Gove Toyota - CEO to have the Manager, Strategic Infrastructure investigate options the Nhulunbuy Corporation can look at to make Arnhem Road between Miwatj Health and Gove Toyota a safer area for pedestrians and drivers. Examples no standing signage, pedestrian crossing, parking restrictions. Review undertaken; no-standing signs to be placed and a pedestrian crosswalk painted to kerb traffic flow and provide safe passage for pedestrians. Recommendation report included in June Agenda. *Complete*

05/18: Hydramet Water Fluoridation - awaiting on scope of works. *Review July 2018*

12/18: Tredwell Presentation - AF to send all members a copy of the Tredwell Alignment Report - Community Projects Consideration 2018. *Complete*

13/18: Water Leak Jasper Road - CEO to investigate the water leak on 28 Jasper Road (Lot 1206) currently running rusty water constantly. Infrastructure team investigated, no sign of leak. *Complete*

14/18: Bad Curbing on Fusina Avenue - CEO to have Works Supervisor investigate the bad curbing on Fusina Avenue in South. Is it NCL's responsibility to replace or repair? Fusina Avenue Kerb - works programmed for July to replace a 9m section of crossover (layback kerb) that looks like it has been removed by a third party. *Complete*

15/18: Christmas Flags - CEO to liaise with Community Engagement Facilitator to arrange ordering of replacement Christmas Flags for street poles in Nhulunbuy. Flags have been ordered. *Complete*

16/18: Funding Support - CEO to contact Teresa Holdsworth and invite her to attend the June 2018 Town Board meeting to discuss and present some of the funding opportunities available now for government and non-government organisations. *Complete*

17/18: Solar Power - MC to work with Rio Tinto Utilities Group to provide members with a response on accessing solar power in Nhulunbuy. *Review July 2018*

18/18: Bituminisation Quotes - CEO to follow up quotations for the bituminisation of assets (Fincham Close, Dartnell Close and the Surf Life Saving Club Carpark). Firstly, a feature survey will need to be conducted to allow for a detailed design. A quotation for this work was sought from a local surveying company on 18 June 2018. No response to date. The

Secretary:

Date:

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detailed design will ensure compliance with Australian Standards as well as meeting local needs such as adequate drainage and end user requirements. The detailed design will also inform budgetary requirements through detailed costings. Once budgets have been approved, a Public Tender process will need to be followed. It is expected that all projects will exceed the \$100,000 purchasing threshold stipulated in the Procurement Policy.

Complete

19/18: Lighting – CEO to investigate if NCL can install lighting along the walking path between Melville Bay Road and Gove Toyota. New electrician has been tasked with the project. Lighting design will need to be done to meet Australian Standards. AS1158 has been ordered to inform this design. Once lighting design is complete, detailed costing can be done and appropriate budget planning commenced. *Complete*

Monthly Operations Report - May 2018

Monthly Operational Report for May 2018 was tabled, and the following matters highlighted:

- Operational site-visit of Nhulunbuy Waste Management Facility with Board of Directors and Manager - Strategic Infrastructure
- Tourism NT signage installed in arrival hall
- Indigenous language wording removed from wall in arrivals hall due complaints by community members
- Carried out repairs to broken sections of boundary fence (Airside Maintenance)
- There were 17 domestic dogs caught at large this month with 13 of them being registered. There has been an increase in the dogs at large in the Pandora Circuit area. NCL's Animal Control & Compliance Officer conducted an audit this month and visited every address in Pandora Circuit, Quandong Avenue and Lacebark Avenue. There were 14 addresses that had unregistered dogs just in this area. Each address has been issued a "Notice to Register"

Town Feedback (complaints/compliments/feedback/suggestions)

- The Nhulunbuy Corporation received one complaint from a resident in relation to feral animal trapping procedures which is being investigated internally

In Kind Support

Date received	Organisation	Activity	Support granted	Financial cost
4/05/2018	Royal Lifesaving NT	Remote Swim Survive	Yes	\$130
5/05/2018	Nhulunbuy Speedway	Loader	Yes	\$253
17/05/2018	Nhulunbuy High School	Town Hall	Yes	\$150
Month Total				\$533
Year to Date				\$4,310

6. Correspondence

Out

- Letter of Support - Party Bling (Cheryl Whitehouse)
- Letter of Support - Propellerz (Sandy Laverty)

7. Community Heritage update

AS tabled the Arnhemland Historical Society Overview report for June 2018.

AS spoke about the following highlights:

Secretary:

Date:

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Date:

- Walking trails bollards ordered
- List of Town Lagoon interpretation signage complete
- Minister Moss Historical Society site tour scheduled for 29 June 2018

Emerging issues:

- Bird Hide infrastructure repairs/Town Lagoon walk clearing/reposition of interpretation signs
- Resource availability to relocate interpretation posts and signs in the Town Lagoon prior to August 2018

Top priorities:

- Working bee to prepare at Arnhemland Historical Society site for self-guided tourism
- Arnhemland Historical Society fundraising BBQ, Woolworths Sunday 1 July 2018

LW informed members Minister Moss is hosting an event at the Walkabout Lodge on Thursday 28 June 2018, all members received invitations. Minister Moss will be opening and closing the event and will be available to take questions.

LW stated Minister Moss will be meeting with the Historical Society while in Nhulunbuy and has a scheduled appointment with AS and NCL's Manager - Aviation and Compliance at the Airport before her departure.

8. General Business

Pedestrian Crossing at Arnhem Road

AS tabled information and plans from the Manager - Strategic Infrastructure regarding the proposed pedestrian improvements for the crossing at Arnhem Road.

Manager - Strategic Infrastructure stated in the memo the current pedestrian crossing is located within the existing Eastern driveway into Gove Toyota. This is in contravention of current design standards. To reduce conflict between pedestrians and vehicles using this driveway, it is suggested that a new crossing is constructed approximately 10m to the West. This will also improve sight and reaction distances for vehicles entering Arnhem Road from Melville Bay Road.

The control and protection of pedestrians on roads is governed by AS1742.10 Manual of Uniform Traffic Control Devices - Pedestrian Control and Protection. It is a requirement under this standard to limit parking within 20m of the approach side of the crossing as well as 10m past the crossing. This is to improve visibility and lines of sight for both pedestrians and other road users.

By implementing these parking restrictions (either for the existing configuration or for the proposed modifications), all current roadside parking immediately outside Gove Toyota and Miwatj Health will be prohibited.

Manager - Strategic Infrastructure would like to include these works in our future scheduled program however would like the endorsement of the Town Board before proceeding.

AS said there are three components to this crossing that members need to discuss:

- Does the footpath need to be realigned?
- Do we need a pedestrian cross walk?
- Does the Town Board support the No Standing Signage in what is a busy intersection?

It was resolved that:

Town Board approved in principle for the realignment of the footpath to take place and the installation of No Standing signage.

Moved: HFT

Seconded: ZB

Carried

**Community Assistance Program Applications
Nhulunbuy Neighbourhood Centre**

Nhulunbuy Neighbourhood Centre applied under the Community Support Program requesting for assistance to purchase educational toys for the children that attend their afterschool/vacation care program. Application value \$1,250.

It was resolved that:

Town Board members declined the application presented by the Nhulunbuy Neighbourhood Centre.

Gove Squash Club

Gove Squash Club applied under the Community Support Program requesting for assistance to purchase a flat screen television to showcase movies and videos. Application value \$1,250.

It was resolved that:

Town Board members approved the application submitted by Gove Squash Club.

East Arnhem Blues Society

East Arnhem Blues Society applied under the Community Support Program requesting for assistance with overheads for a community fundraiser the "Show and Shine". Application value \$1,250.

It was resolved that:

Town Board members declined the application presented by the East Arnhem Blues Society on the basis that East Arnhem Blues Society had been provided in-kind support for this event already.

Story Dogs Ltd

Story Dogs Ltd applied under the Community Support Program requesting for assistance to help establish the Story Dogs Program at Nhulunbuy Primary School. Application value \$1,250.

It was resolved that:

Town Board members declined the application presented by Story Dogs Ltd.

Nhulunbuy Primary School Council

Nhulunbuy Primary School Council applied under the Partnership Program requesting for assistance to expand the robotics and STEM (Science, Technology, Engineering and Mathematics) facility. Equipment will be purchased to allow better service for the student body and allow opportunities to be created for the broader youth community. Application value \$2,500.

It was resolved that:

Town Board approved the application submitted by the Nhulunbuy Primary School Council.

Gove Country Golf Club

AS declared a Conflict of Interest in the matter relating to an application from Gove Country Golf Club as a full-paying member and vacated the meeting at 9:49am.

Gove Country Golf Club applied under the Community Support Program requesting for assistance to help with upgrading computer equipment to facilitate advertising capability, music control, presentations and communications. Application value \$1,250.

It was resolved that:

Town Board members approved the application presented by Gove Country Golf Club.

AS returned 9:52am.

Nhulunbuy Speedway

MN vacated the meeting at 9:53am due to a conflict of interest.

Nhulunbuy Speedway applied under the Community Support Program requesting for assistance to help with the upgrade of safety lighting systems for members. Application value \$1,250.

It was resolved that:

Town Board members declined the application presented by Nhulunbuy Speedway.

MN returned 9:57am.

Moved: LW

Seconded: HFT

Carried

Home Trading Application - 2JS Mining Pty Ltd

Joey Stam requested approval from the Town Board to support his Home Trading application for "2JS Mining Pty Ltd" a new business in Nhulunbuy.

2JS Mining Pty Ltd is a mining engineering consultancy business.

The following documentation was tabled for members:

- Plan to scale of the property and buildings within the property
- Plan to scale of the floor area to be used for Home Trading
- Property owners letter of approval for Home Trading

It was resolved that:

Town Board members approve and support Joey Stam's application for 2JS Mining Pty Ltd.

Moved: LW

Seconded: MN

Carried

Mobile Vendor and Service Provider application - Ana's Hotdogs

Ana Taumalolo requested the Town Board to approve and support a Mobile Vendor and Service Provider application for "Ana's Hotdogs", a new business to Nhulunbuy.

Ana's Hotdogs is a food vendor selling ice-cream, hot dogs, burgers and islander food.

The following documentation was tabled:

- Mobile Vendor and Service provider application
- Certificate to operate from the Department of Health
- Copy of Public Liability Insurance

It was resolved that:

Town Board members approve and support Ana Taumalolo's application for Ana's Hotdogs.

Moved: HFT

Seconded: LW

Carried

9. Any other business

CCTV

LW tabled a media release regarding CCTV in regional locations. LW stated in the NT Police, Fire and Emergency Services budget for this year, page 4 highlights under key existing initiatives - purchase and maintain CCTV cameras and related network equipment has been allocated a budget of \$2,000,000 (2 million dollars).

LW informed members Tennant Creek previously had CCTV installed and currently new CCTV is being installed around the Nightcliff area in Darwin. CCTV systems are not monitored locally however are monitored in the Peter McAulay centre (Berrimah; Darwin Police Headquarters).

LW tabled and moved an action for AS as Chairperson of the Town Board to write to the Police Commissioner, Reece Kershaw and request consideration for the installation of CCTV in Nhulunbuy.

Moved: LW

Seconded: MN

Carried

Nhulunbuy Aquatic Centre - Michael Rogers

ZB tabled a compliment and requested for AS to thank Michael Rogers, NCL's Community Engagement Facilitator for his extensive assistance over the past three weeks during the Nhulunbuy Aquatic Centre closure. ZB stated Michael Rogers was easy to work with, professional and managed the project very well.

Community Project Ideas 2018

Members tabled their top 6 Infrastructure Project Ideas for 2018:

- Supply and installation of water bubblers at Hindle Oval 1 and 2 (\$7,000)
- Improved pathway lighting - Miwaji Health intersection towards South (\$55,000)
- Skate Park upgrade of paintwork (TBA)
- Solar BBQ's (\$30,000)
- Table Tennis table for the Nhulunbuy Aquatic Centre (\$12,000)
- Bike Path to Middle Beach carpark (TBA)

After further discussions regarding the top 6 projects mentioned above members agreed on the following steps to move forward:

- Water bubblers - all members agreed this project was to be included on the list for 2018. AS approved NCL would cover the cost of installation and labour
- Improved pathway lighting - Miwaji Health intersection towards South. Discussions were held around solar lighting being the best option. AS asked members if they have looked into flood lighting as an option. An action was taken for AS to have NCL's Electrician investigate the most cost-effective options for lighting in this space/area
- Skate Park upgrade of paintwork - was not discussed in detail as members did not have any figures supporting the project
- Solar BBQ's - members agreed that the Skate Park and Hagney Park would be two areas to have BBQ's installed. An action was taken for AS to have NCL's Manager -

Strategic Infrastructure investigate costings for supply, freight and installation of two commercial BBQ's (one for each park)

- Table Tennis table for the Nhulunbuy Aquatic Centre - all members agreed this project was to be included on the project list for 2018
- Bike Path to Middle Beach carpark - MC said after further investigations the total cost of this project would be excessive. Project is desired by all members however would exceed the budget allocated and based on initial estimates by the CEO, cost prohibitive

Members tabled the following questions for AS.

Is there an operational budget for beautification of gardens/common areas such as Beagle Circuit and Jasper Road? Are there additional planned works for 2018?

- AS informed members there is no allocated budget for beautification works, however if there are areas that the Town Board would like to see beautified members can table ideas at the monthly Town Board meetings

Is there a strategic approach for a multi-year investment to beautify and improve the Town Centre following the Town Vision project?

- An action was taken for AS to review the Tredwell Feasibility Plan on Recreation Facilities and Open Spaces in Nhulunbuy (Nov 2017) and provide members with an update on NCL's approach moving forward

Is there planned bitumen works for 2018? (Surf Club, Dartnell Place and Fincham Close)

- AS stated there is no planned bituminisation works in 2018, however it is his intention to have the Manager of Strategic Infrastructure commence the preliminary works on the Surf Club, Dartnell Place and Fincham Close directly. This will remain an ongoing action

What is the cost of permanently locating existing portable seating at Hindle Oval 1 and 2?

- AS mentioned there is no cost involved in trailing the portable grand seating around Hindle Ovals 1 and 2 for community use. An action has been taken for AS to work with Community Engagement Facilitator, Michael Rogers to have the three portable grand stands secured on Hindle Oval 1 and 2 as requested by members

Bike Path to Middle Beach. Is it possible to see co-contribution from NCL and/or Rio Tinto to plan this project for 2019?

- AS stated the bike path from Beagle Circuit to Middle Beach is an incredibly large project. An action was taken for NCL to engage with major stakeholders and discuss if there would be any interest in the future to build a bike path from Beagle Circuit to Middle Beach carpark

Nhulunbuy Aquatic Centre

All members attended a site visit/tour of the Aquatic Centre to review the upgrade works.

There being no further business, the Chairperson declared the meeting close at 10.42am.

Next meeting: Tuesday 24 July 2018, commencing 8:30am.