

**Nhulunbuy Town Board**  
Minutes of the Ordinary Meeting  
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory  
Tuesday 23 April 2019 at 8:30am

**Present**

Allison Mills (AM)	Chairperson (Nhulunbuy Corporation)
Melissa Cruickshank (MC)	Rio Tinto (RT) Gove Operations
Megan Niven (MN)	Member
Zenel Bajraktari (ZB)	Member
Jim Rogers (JR)	NT Government (NTG) Representative
Stacie Irving (SI)	Secretary

**1. Apologies**

Christine Arnold (CA)	Member
Lynne Walker (LW)	Member

**2. Conflict of Interest**

Zenel Bajraktari (ZB) noted a possible conflict of interest regarding the Development Application for 10 Klyn Circuit being tabled for information.

**3. Confirmation of Minutes – 26 March 2019**

**Moved:** MN

**Seconded:** MC

*Carried 5/5*

**4. Business Arising from Minutes**

It was resolved that the following from the **Action List** were updated (see *Action List March 2019*).

*27/17: Buku-Larrnggay Arts Centre Signage* – CEO has spoken to Arts Centre Manager to confirm they approve of the installation. NC have ordered a sign to be installed on the intersection sign post still waiting for the sign to arrive. *Review April 2019*

*29/18: Town Centre Beautification* – NC CEO to present quarterly review in operations report. *Completed April 2019*

*35/18: Town Centre and Industrial Signage* – CEO updated that quotes have been sort and have yet to come back from NC's usual supplier. *Review May 2019.*

*38/18: Home Trading* – NC are implementing the non-compliance procedure within two areas of the organisation, building works and Mobile service providers and Home trading businesses. There is a strict process of communications with the community members involved consisting of three lots of correspondence, a final notice and then the matter is passed on to Rio Tinto. *Completed April 2019.*

*45/18: Industrial Estate Signage* –NC to facilitate concept design and costing to obtain building application approval and ensure compliance of the signage. *Review May 2019.*

*51/18: CCTV in Nhulunbuy* – AM sent out letters regarding a range of 2019 Federal election commitments and Town Board concerns, the decision on the Safer Communities grant was included in these letters. *Review May 2019.*

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Secretary:  
Date:

Chairperson:  
Date:

*52/19: Corporate Plan Review Discussion* – AM updated the Town Board members regarding the difficulty of an effective date to conduct this meeting but the necessity for an official date to be set. *Review May 2019*

*53/19: Fluoridation Forum* – CEO had a conversation with Juliet Mundy from Miwatj Health who will speak with her consultative group about the possibility of strategically releasing some factual information. NC would help releasing the information through various channels both at a Town Board level and community level. This could possibly progress to meetings with various community groups and stakeholders to have targeted discussion regarding water fluoridation. – *Review May 2019*

*54/19: Alcohol Reference Group* – AM has had conversations with various previous members of the group with regard to reinvigorating it and generally the response received has been very supportive CEO to converse with Community Public Health Action Group, as they may have stakeholders that want to be part of the group. The framework and terms of reference are already previously put in place so this would help to reinvigorate the group quite easily. *Review May 2019*

JR to provide a relevant contact, and initiate conversation with the Community Public Health Action Group regarding alcohol reference group reinvigoration.

## 5. Correspondence

*In*

### **Revised Application for Mobile Vendor and Service Provider – Arnhem Clean Air**

The following documentation was tabled:

- Mobile Vendor and Service Provider Application Form
- Email update on added Services
- Qualification Certificate in Cabinet making
- Letter of Support NTG
- Certificate of Currency Insurance

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

Town Board members approve the changes to the original application to include cabinet making services noting no objections.

**Moved:** JR

**Seconded:** MC

*Carried 5/5*

### ***Email from Lynne Walker regarding Town Board matters raised at March Meeting***

- Permanent shade over the parade area at the Cenotaph in Arafura Memorial Park, LW raised with the RSL and they stated that permanent structures were not necessary and temporary shades usually provided are sufficient for events conducted at the Cenotaph.
- Safe pedestrian access on Chesterfeld Circuit near Nhulunbuy Primary School, CEO updated the Town Board members that NC Manager of Strategic Infrastructure is currently on leave and CEO would obtain more information on his return.
- Letter regarding 2019 federal election commitments was not sent to Dr Sam McMahon due to there not being available contact details.

***Out***

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Secretary:

Date:

Chairperson:

Date:

- Letter of Support – Community Assistance Application – Gove FM
- Letters Regarding 2019 Federal Election Commitments for Nhulunbuy Community

### **Monthly Ops Report March 2019**

- *NC Safety Team* – Five nominees for safety representatives within the organisation and committee meetings set.
- *Australian Tourism Accreditation Program* – AM has lodged an application on behalf of NC and we are awaiting our assessment, we will have to provide documentation and complete a range of modules relating to the accreditation.
- *Trainee* – We had a trainee administration that commenced in mid-March employing a local young person to complete a Certificate III in Business.
- *NC Staff Meeting* – We completed an entire staff meeting and team building exercise at the Town Lagoon.
- *Mark & Valerie from NT Tourism* – Presentation to a range of stakeholders about tourism development in the area.
- *Uniform Change Lifeguards* – Town board commented positively on the change.

## **6. General Business**

### **For Information – Development Application – Lot 11 16 Traeger Close**

- NC Development & Compliance Officer sees no issues with the changes requested to the lot. The application was to use the residence for a caretaker which has been approved.
- Town Board members endorsed this application.

### **For information – Development Application – Lot 1697 10 Klyn Circuit**

**ZB declared a conflict of interest relating to this application and subsequently left the room.**

- CEO stated this development was quite standard with the application to construct a four-bedroom dwelling. A building certifier has been engaged.
- Town Board members endorsed this application.

ZB invited to return to the meeting.

### **For information – Development Application Refuelling Service @ the Airport by Viva Energy**

- CEO stated that this contract has been ongoing and now development has been approved.
- Town Board members noted the infrastructure positioning and endorsed this application.

## **7. Other Business**

### **Discussion Paper – Nhulunbuy Town Board Constitution, changes**

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- CEO presented the discussion paper to seek consideration of the Town Board to include Yolgnu representation. AM has been having conversation with the Traditional Owner groups and they are very supportive of the approach given the amount of TO people gravitating towards the Town lease area.
- The three options that the Town Board have as follows:
  - a) *No Change*
  - b) *Add more elected members with a specification for TO's*
  - c) *Add nominated representatives from TO corporations or organisations.*
- Town Board members suggested they seek advice on the identities of TO groups in town in order to ensure accurate representation of the Traditional Owners going forward.
- AM deferred the paper for discussion at next meeting.

**New Action:** (56/19) AM to liaise with NLC to seek accurate advice on the identities of TO groups in town to ensure accurate representation of the Traditional Owners.

### **Crime Rates in Nhulunbuy**

AM to organise another briefing by Dan Whitfield-Jones for the Town Board regarding crime rates especially due to the differing perceptions of the public regarding crime rates.

### **Meeting with BOD**

Town Board members need to discuss possible Town Board project options with the Board of Directors at the upcoming meeting.

AM to research any possible Town Board projects not completed in 2018 which may be viable options for completion in 2019.

Possibility of projects involving Nhulunbuy Youth Council.

### **Community Directory**

AM briefed Town Board members regarding Survey Monkey and the NC Community Directory. JR requested SI to provide link to him.

There being no further business, the Chairperson declared the meeting closed at 9:40am.

Next meeting: Tuesday 28 May 2019, commencing 8:30am.