

Nhulunbuy Town Board
Minutes of the Ordinary Meeting
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory
Tuesday 5 December 2019 at 11:00am

Present

Allison Mills (AM)	Chairperson (Nhulunbuy Corporation)
Melissa Cruickshank (MC)	Rio Tinto (RT) Gove Operations
Jim Rogers (JR)	NT Government (NTG) Representative
Megan Niven (MN)	Member
Lynne Walker (LW)	Member
Christine Arnold (CA)	Member
Stacie Irving (SI)	Secretary

1. Apologies

None Recorded

2. Conflict of Interest

It was noted that JR works with Home Trader applicant and that LW was a labor candidate for the NT election process.

3. Confirmation of Minutes – 22 October 2019

Moved: MC

Seconded: MN

Carried 6/0

4. Business Arising from Minutes

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

27/17: Buku-Larrnggay Arts Centre Signage- Signage has been installed – Completed November 2019

45/18: Industrial Estate Signage – no update yet. - Review January 2020.

53/19: Fluoridation Forum – Draft report to be presented to members in today's meeting. – Review January 2020

56/19: Discussion Paper on Constitutional Changes to include Yolngu Representation – The constitutional changes have been formally approved with Ms Allison Mills appointed as public officer for the Nhulunbuy Town Board. An induction has been completed with one representative from Rirratjingu, induction still to be conducted with Gumatj representative. - Review January 2020

57/19 Pedestrian Crossing on Chesterfield Circuit – Has been delayed till 2020 due to other capital works projects. -- Review January 2020

66/19 Develop media protocol – Is a work in progress AM will research options and present back to board members for review. - Review January 2019

67/19 Networking session between Town Board members and NC BOD – Due to current time of year event unable to be conducted until late January or early February 2020.

Secretary:
Date:

Chairperson:
Date:

- Review January 2020

5. Correspondence

Out

Home Trading – Letters of Support

- Gove Tidy Bags

In

Application for Community Assistance Grants – The Combined Churches - Christmas Carols Event

The following documentation was tabled:

- Community Assistance Grant Application Form
- In Kind Support Application Form
- Application for Town Hall hire
- Photos from Last Year's Event.

It was resolved that:

Town Board members approve the application for funding of \$1250 for the cost of holding a Carols by Candlelight event for Nhulunbuy, through the Community Assistance Program.

Moved: CA

Seconded: MN

Carried 6/0

Application for Community Assistance Grants – Halloween at the Garlands Event

The following documentation was tabled:

- Community Assistance Grant Application Form
- Outline of Costs
- Insurance Details
- Receipts from various purchases for the event.

It was resolved that:

Town Board members approve the application for funding of \$1250 for the cost of holding a Halloween at the Garlands event in Nhulunbuy, through the Community Assistance Program.

Moved: CA

Seconded: MN

Carried 6/0

Members raised concerns with retrospective applications with the following suggested changes to the policy:

- Applications to be submitted at least one quarter prior to event or purchases proposed.
- Retrospective applications will not be considered unless special circumstances are presented explaining inability to submit earlier.

Monthly Ops Report September 2019

- *Draft Budget* – Expected to be finalised by the end of next week.
- *Baggage Screening* – No formal direction has been received by the Nhulunbuy Corporation at this time.

Secretary:
Date:

Chairperson:
Date:

- *RFQ for Parks Shade Structure Installation* – Awarded to Gove Area Services and Preliminary works have commenced.
- *Recycling* – Meeting with Zebra Metals regarding. Still waiting on written proposal.
- *Skate Park Shade Sail* – AM to check with NC depot regarding the height of the lower shade sail at the skate park.

6. General Business

Town Board Projects – for Information

- Parks upgrades – Shade structures were held up due confirmation and documentation of engineering specifications.
- Skate Park Audit – Is being conducted second week of December 2019.

Community Directory

- First edition presented to Town Board Members and with possible online implementation next year.

Resignation form the Town Board – Zenel Bajraktari

- The recent resignation of elected member Zenel Bajraktari by giving written notice to the Chairperson on the 25th of October 2019, has resulted in the need for an election process to be conducted. Town board agree to acknowledge and thank Zen for his contributions over the past 2 and half years.

Fluoridation Update and Draft Report– For Information

- AM tabled Executive Report Summary from GHD draft report. Eleven residents attended the information stall outside Gove Tackle and Outdoors. AM asked board members to consider the report and bring feedback to January's meeting. A recommendation to the Board of Directors, will be required.

Town Board Election – For Decision

- Discussion paper was tabled regarding proposed 2020 Town Board Election Process, timeline and advertising requirements to fill current vacant position.

The following timetable has been developed, together with draft advertisements for publication locally through Social Media and on the Nhulunbuy Corporation website:

Enrolment Day (>14 Days before Nomination Day)

4pm Friday 25th January 2019

Nomination Day (<30 days after Enrolment Day)

12noon Friday 21st February 2020

Election Day (< 4 Weeks after Nomination Day)

8am – 6pm Saturday 14th March 2020

A recommendation was made that the Town Board:

- That the Nhulunbuy Town Board Incorporated schedule the Town Board Elections 2020 to occur on Saturday, 14th March 2020;
- Acknowledge the timeline prepared, identifying Enrolment Day (4pm, 25th January 2020) and Nomination Day (21st February 2020);
- Appoint Ms Helen Taylor to the position of Returning Officer;
- Appoint Ms Stacie Irving to the position of Deputy Returning Officer, and
- Write to Zen Bajraktari to acknowledge his contributions as an elected member over the past 2.5 years.

It was resolved that:

Town Board members approve the proposed timeline the proposed 2020 Town Board Election.

Moved: CA

Seconded: LW

Carried 6/0

Appointment of Public Officer – For Decision

- Discussion paper was tabled recommending the appointment of the CEO, Allison Mills as the Public Officer for the Nhulunbuy Town Board Incorporated as of the 18th November 2019.

It was resolved that:

- Town Board members approve the appointment of the Nhulunbuy Corporation CEO, Allison Mills as the Public Officer for the Nhulunbuy Town Board Incorporated as of the 18th November 2019.

Moved: LW

Seconded: JR

Carried 6/0

Australia Day Award Nomination Forms

- AM requested Town Board members to consider possible nominees in all three categories the annual Australia Day Awards. Nominees need to be finalised by Friday 13 December 2019.

Tidy Towns Awards

After Nhulunbuy being the winner of The Northern Territory Sustainable Community Tidiest Town for 2019. AM outlined briefly a plan for a working group in preparation for the National Awards judging in March 2020.

Town Board Projects for 2020

Board members requested a list of funds all 2019 Town Board projects, AM will provide relevant information to members.

Crossing at Melville Bay Road

Board members expressed concern regarding the number of small children trying to cross near the intersection of Melville Bay Road and Matthew Flinders Way and queried whether

Secretary:

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Chairperson:

Date:

some lighting, an island or a crossing could be installed. AM will discuss with NC infrastructure team and feed back to Town Board members.

Community Benefits Funding for Art Projects

JR mentioned possible NTG funding available art projects in Nhulunbuy similar to the well-publicised Darwin interactive art installations. Time could be crucial when submitting these applications. CEO to follow-up directly with JR.

Park Bench Installation

LW questioned the progress of Mrs Jenny Laverty's request to install bench seating particularly between the hospital and Arnhem Road intersection. AM will follow up with NC infrastructure team.

There being no further business, the Chairperson declared the meeting closed at 11:25am.

Next meeting: Thursday 23 January 2020, commencing 9:00am.