

**Nhulunbuy Town Board**  
Minutes of the Ordinary Meeting  
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory  
Thursday 30 July 2020 at 8:30am

**Present**

Allison Mills (AM)	Chairperson (Nhulunbuy Corporation)
Melissa Cruickshank (MC)	Rio Tinto (RT) Gove Operations
Jim Rogers (JR) Video	NT Government (NTG) Representative
Lynne Walker (LW)	Member
Megan Niven (MN)	Member
Christine Arnold (CA)	Member
Lance Thomas (LT) Video	NC Manager – Strategic of Infrastructure
Stacie Irving (SI)	Secretary

**1. Apologies**

Michael Yunupingu (MY)	Gumatj Aboriginal Corporation Representative
Mandy Crow (MC)	Member
Dwuwalpi Marika (DM)	Rirratjingu Aboriginal Corporation Representative

**2. Conflict of Interest**

None Recorded

**3. Confirmation of Minutes – 23 June 2020**

**Moved: MC**

**Seconded MN**

*Carried 7/0*

**4. Business Arising from Minutes**

It was resolved that the following from the **Action List** were updated (see *Action List June 2020*).

*45/18: Industrial Estate Signage* – AM to follow up application has been submitted to Northern Land Council for a building permit to install the signage. Funding of \$3,000 has been secured from the Chamber of Commerce and Industry. - *Review August 2020*.

*57/19 Pedestrian Crossing on Chesterfield Circuit* – AM updated board members that these works have been placed on hold due to COVID-19 to be addressed in next years budget review - *Review October 2020*

*66/19 Develop media protocol* – AM to schedule test of protocol with procedure has been on hold due to COVID-19 updated review date to July 2020 - *Review August 2020*

*68/20: Bench Seating for Matthew Flinders Way* – LT updated Town Board that two bench seats have been received one is due to be installed within the next week opposite the Nhulunbuy High School, but due to underground service locations further research will be needed to determine the location where the seating near Gove District Hospital will be installed– *Review August 2020*.

*69/20: - Bollard removal near Catholic church. – Completed July 2020*

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Secretary:  
Date:

Chairperson:  
Date:

71/20: - *Town Board Projects* – AM updated board members on discussions with BOD. Funding to be allocated to Hindle Oval Art Projects and bus shelter installation on Whitewood Circuit with Movie Screen and Town Centre lighting project on hold due to budget changes. – *Review August 2020.*

79/20: - *Dumping of vehicles* – *Completed July 2020.*

81/20: - *Off Road Vehicles* – *Completed July 2020.*

82/20 – *Home Trading and Mobile Trading Policies* – AM presented a discussion paper outlining possible changes to the process of review and assessing applicants. AM to work on draft policies and process feedback through town board for comments.

## 5. Correspondence

*In*

### Application for Home Trading – Sweet Bites

#### Documents Tabled were:

- Home Trading Application Form
- Email Correspondence regarding DEAL approval
- Detailed Plans of property
- Certificate Registration of food business
- Insurance Certificate of Currency

#### It was resolved that:

Town Board members support the application for home trading permit in principle, conditional to there being only a maximum of 3 vehicles/customers at a time, waste is adequately managed to be reviewed in 12 months due to neighbours vacating.

**Moved:** CA

**Seconded:** LW

*Carried 7/0*

### Application for Home Trading – Bodywise Massage

#### Documents Tabled were:

- Home Trading Application Form
- Email Correspondence regarding DEAL approval
- Detailed Plans of property
- Certificates and Qualifications for Remedial Massage
- Insurance Certificate of Currency

#### It was resolved that:

Town Board members support the application for home trading permit in principle, conditional to there being only a maximum of 1 vehicle/customer at a time, the business only operates between the times of 8AM – 5PM Wednesday to Saturday and a COVID Safety Plan is submitted to NC.

**Moved:** LW

**Seconded:** MN

*Carried 7/0*

## **Correspondence Out**

**Letter to Industrial Estate Businesses regarding loose materials and abandoned vehicles.**

### **Monthly Ops Report May 2020**

- *Smoke Free Town Centre* – AM updated board members that posters and letters have been distributed to town centre business owners and NC depot will source signage for the non-smoking area and shade and signage for the designated smoking area. Two events will be conducted in the green space in the Town Centre with participation from Miwatj Health.
- *Alcohol Management Workshop - Darwin* – AM updated the board members regarding her attendance of a two-day workshop with other representatives from communities around the NT. Two other members of the Gove Peninsula Harmony Group attended along with a Yolgnu elder. This was an opportunity to meet with DCM representatives and other NT Government Department Managers and to discuss issues and opportunities around alcohol impacts and access. The East Arnhem area was recognised as being well coordinated and pro-active.

### **For Decision – Discussion Paper – Home Traders and Mobile Trading Policy**

Town Board members support the recommendation from this discussion as follows:

*That the Town Board consider the opportunities as presented to be included in the Home and Mobile trading policies and indicate to the CEO those which would be considered important to be included in Draft policies for BOD approval.*

AM to finalise a draft and present to members before presenting to the Board of Directors.

## **6. General Business**

### **DCM Update**

- JR updated board members that DCM have been working on COVID outbreak management for regional and remote centres.
- Updated local pandemic plan transit centre and Department of Chief Minister monitoring closely interstate.

### **RTA Update**

- RTA Gove Operations are implementing COVID-19 control phase, slowly winding back restrictions this relaxation of controls means health restrictions will be implemented personal temperature checks and declarations of personal health prior to entering RTA sites.
- Restrictions will still be in place for interstate employees and contractors, who are being transported through chartered flights.

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Secretary:  
Date:

Chairperson:  
Date:

## Other Business

### Community Feedback from Elected members

- *Cats at large email from Resident* – MN contacted regarding procedure for capturing cats on town lease. AM to investigate and feedback to members.
- *Abandoned Car Chippis Road* – NC Manager of Strategic Infrastructure will visit where CA noted an abandoned vehicle on Chippis Road that has been there for some time and has become somewhat dismantled.
- *Lack of lighting Franklin Street Carpark* – MC to raise with RTA ahead of incident near Buff Club entrance.
- *Arafura Dance Association Stakeholder Meeting* – A discussion will be conducted between various stakeholders regarding Town Centre Safety, LW invited on behalf of Town Board and AM attending on behalf of Nhulunbuy Corporation.
- *Parked Cars outside Preschool* – Board members requested information regarding residents' feedback and the painting of permanent yellow lines in the area. LT to plan for line marking.
- *Board of Directors Joint Meeting* – A joint meeting has been proposed with managers and Town Board Members to receive the scorecard report from the community survey.  
Date: 27<sup>th</sup> August 2020  
Time 3:30pm  
Location: TBA  
Drinks and nibbles will be provided.
- *Building Works on Chippis Road in South* – Site fencing is encroaching on the footpath, making it unsafe for children having to walk on the road. AM and LT to investigate and address.

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

Next meeting: Tuesday 25 August 2020, commencing 8:30am.