

**Nhulunbuy Town Board**  
Minutes of the Ordinary Meeting  
Nhulunbuy Corporation Board Room, Nhulunbuy, Northern Territory  
Tuesday 7<sup>th</sup> December 2021 at 8:35am

**Present**

Max Duncan (MD)	Chairperson (Nhulunbuy Corporation)
Jim Rogers (CM)	NT Government (NTG) Representative
Lynne Walker (LW)	Member
Megan Niven (MN)	Member
Christine Arnold (CA)	Member
Stacie Irving (SI)	Secretary

**Apologies**

Linda Alexander (LA)	Member
Vicky Blackler (VB)	Rio Tinto (RT) Gove Operations
Michael Yunupingu (MY)	Gumatj Aboriginal Corporation Representative
1/30 Jay Marika (DM)	Rirratjingu Aboriginal Corporation Representative

**1. Conflict of Interest**

LW declared conflict of interest regarding Application for Home Trading Permit – Compassion & Power Ministry Service due to the applicant being a former employee of the organisation that LW is employed by.

MN declared a conflict of interest regarding Application for Home Trading Permit – Compassion & Power Ministry Service due to her business conducting the property management of the address where the applicant resides.

**2. Confirmation of Minutes – 26 October 2021**

**Moved:** JR  
**Seconded:** LW  
*Carried 5/0*


**3. Business Arising from Minutes**

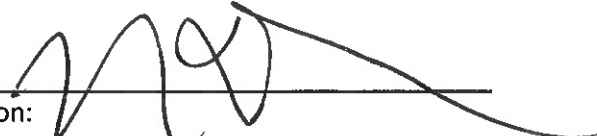
It was noted that the following from the **Action List** were updated (see *Action List October 2021*).

*45/18: Industrial Estate Signage* – MD spoke to the signage being well underway with 21 businesses willing to participate. Subject to wet season restrictions installation of the signage may not be possible until second quarter 2022. - *Review January 2021*.

*57/19 Pedestrian Crossing on Chesterfield Circuit* – MD updated that advice has been sought by various consultancy companies regarding the appropriate placement of a pedestrian crossing and a report will be presented in January Town Board Meeting. - *Review January 2022*

*88/21 – Fencing Query on Policy and Practice* – MD deferred discussion until January Town Board Meeting. – *Review January 2022*.

Secretary:   
Date: 25-01-2022

Chairperson:   
Date: 25-01-2022

98/21 – *TO Reps on Town Board* – CEO to continue consultation with Gumatj Aboriginal Corporation in particular after Gumatj AGM and Rirratjingu Aboriginal Corporation regarding suitable representatives from both organisations to attend Town Board meetings regularly – *January 2022*.

106/21 – *Missing Curb on Fusina Close* – Work request has been raised with NC infrastructure team, update on works progress will be provided in January operations report. – *Review January 2022*.

It was noted that the following from the **Actions** were added (see *Action List November 2021*).

109/21 – *Current Crime Increase* – JR stated that an update on the timeframe for installation CCTV approved by NTG for Nhulunbuy Town Centre in will be provided in the January Town Board Meeting – *Review January 2022*.

#### 4. Correspondence

*In*

##### **Letter of Support – Response to letter form GPHG confirming support of recommendations in East Arnhem Liquor Permit System Report.**

- NC Chief Executive Officer informed Town Board of response and noted that the Minister has agreed with the following recommendations:
  - Recommendation one, Secondary Supply
  - Recommendation two, community education about the alcohol Management System.
  - Recommendation Twelve, responsible service of alcohol
  - Recommendation fifteen, participate in further conversations about education and support services in the communities on the Gove Peninsula.

##### **Application for Community Assistance Grant – Arafura Dance Association**

- To help ADA meet the costs of a professional videographer to provide training and development opportunities for a broad base of ADA students.

##### **Documents Tabled were:**

- Community Assistance Grant Application Form
- Insurance Certificate of Currency
- Quote for Production of Dance Training Video.

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

Town Board members support the application for Community Assistance Grant funding for video editing services for training video.

**Moved:** LW

**Seconded:** CA

*Carried 5/0*

##### **Application for Home Trading Permit – Compassion & Power Ministry Service**

- Adjourned for decision until a quorum is reached in Town Board Meeting January 2022.

##### **Documents Tabled were:**

Secretary:

Date:

*Shane King*  
*25-01-2022*

Chairperson:

Date:

*[Signature]*  
*25-01-2022*

- Home Trading Application Form
- Home Trading Application Assessment
- Images of Vehicle used to conduct business
- Letter from property owner approving parking of above vehicle at property.
- Business Plan and Summary.
- Letter of Support from EARC
- COVID QR code
- Access to screen NDIS workers
- NLC Permit Essential Activities
- CDU Certificate III in Individual Support
- Insurance Certificate of Currency
- ASIC Business registration
- Letter of Support from RAC
- COVID safety Plan

### **Application for Home Trading Permit – Gove Scrubbit**

#### **Documents Tabled were:**

- Home Trading Application Form
- Home Trading Application Assessment
- COVID safety Plan
- COVID checklist
- COVID Vaccination Status
- Insurance Certificate of Currency
- ASIC Business registration
- Business Plan
- Letter of permission from Landlord to conduct Home Trading Business
- Plan of storage area used at the property

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

Town Board members support the application for Home Trading Permit for domestic cleaning business Gove Scrubbit.

#### **Letter Regarding Home Business 4 Fusina Close**

MD to review with NC Building and Compliance Officer and possibly put in place non-compliance process.

#### **Letter of Response from Rirratjingu Aboriginal Corporation – Fencing Policy**

RAC board members have no concerns regarding proposed changes to NC Fencing Policy.

#### **Out**

**Letter of Support:** Community Assistance Grant – Combined Churches – Carols by Candlelight Event

**Letter of Support:** Home Trading Permit – Top End Domestic Duties

Secretary:

Date:

*Heave King*  
25-01-2022

Chair person:

Date:

*[Signature]*  
25-01-2022

## 5. Monthly Ops Report October 2021

Items referenced regarding operations report.

- **NC Budget 2022** – MD conducted general discussion around proposed budget inclusions in 2022, particularly:
  - upgrade to lighting on general aviation apron to meet CASA standards and further spending on audible runway lighting.
  - road works tender Jan/Feb 2022
- **Sewer & Water Infrastructure Proposed Works** – water and sewerage infrastructure upcoming works – MD to conduct video information session at Town Board meeting January 2022

## 6. General Business

**Three Dog Permits** – LW raised concerns regarding the initial correspondence not included in the board papers and asked that it be forwarded to Town Board Members. MD updated that a second round of community engagement regarding the changes to animal by-laws will be conducted in the beginning of 2022.

**NTG Update** – JR updated on round of disaster relief funding closing in January 2022 – JR to send NC CEO information regarding a possible application for multi-purpose cyclone shelter.

More information regarding changes to the quarantine rules to be put in place after 20 December for the NT will be circulated to community groups soon.

**Trolley Issues**– MD had discussion with Woolworths Manager to develop a strategy to address the issue of trolleys being dumped around the Nhulunbuy Town centre.

### Feedback from Elected Members

- CA noted an unauthorised car detailing home trading business being conducted on Wolsey Circuit.
- LW asked for an update after Nhulunbuy Corporation Board Meeting on (December 2021 regarding funding for Town Board infrastructure projects in 2022)
- MN noted abandoned vehicles on Traeger close, MD will review and if necessary, have NC Development and Compliance Officer apply NC process.
- MN requested clarification on decision regarding property rates increases being considered if any, the timing, and intervals for property rates to be invoiced in 2022. MN also requested that if COVID relief would be offered in 2022, that relief not be limited to property owners residing in the NT.
- LW updated board members and conveyed particular thanks to NC Infrastructure team for their prompt action in conducting works to tidy up the Nhulunbuy Cemetery.
- LW noted the lack of nominations for Australia Day Awards 2022, MD updated that the closing date for nominations has been extended till 13 December 2021 and decision will be conducted out of session before the end of December 2021.

Secretary:

Date: 25-01-2022

Chairperson:

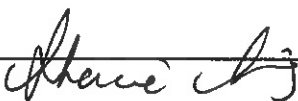
Date: 25-01-2022

- Elected members requested information regarding Community Assistance Grant funding take-up in 2021. SI to send through information out of session to board members.
- LW requested an update regarding contact made with resident requesting naming of bus shelter at Hagney park.

There being no further business, the Chairperson declared the meeting closed at 10:28 am.

Next meeting: Tuesday 25 January 2022, commencing 8:30am.

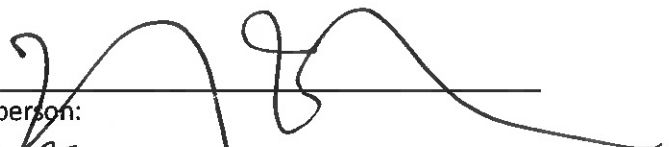
Secretary:



Date:

25-01-2022

Chairperson:



Date:

25-01-2022