



Norfolk Island Chamber of Commerce, Inc.

MEMBERS SEPTEMBER MEETING AGENDA

DATE: Tuesday, 12 September 2017
TIME: 5:30pm
LOCATION: A&H Building, behind Rawson Hall

Item No.	Agenda Item	Jurisdiction	Supporting material	Time
1.0	Procedural Items			
1.1	Welcome & Apologies	President		5.30 pm
2.0	Minutes and Action List			
2.1	Minutes Members meeting, Tuesday 15 August 2017	Secretary		5.35 pm
2.2	Action List - Tuesday 15 August 2017	Secretary		5.40 pm
3.0	Correspondence			
3.1	Inward and Outward Correspondence	Secretary	Attachment No. 1	5.45pm
4.0	Reports/ Professional Advice	Jurisdiction	Supporting material	Time
4.1	President's Activity Report for August 2017	President	Attachment No. 2	5.50 pm
4.2	Treasurer's Activity Report for August 2017	Treasurer		
4.3	Cruise Ship Working Group Report August 2017	President	Attachment No. 3	
4.4	TAC Report for August and September 2017	Bev Wheeler	Attachment No. 4	
5.0	Strategic Issues			
5.1	ATA / Chamber Joint Meeting	President		6.00 pm
5.2	NIRC Special Development Category	Committee		6.10 pm
5.3	Marine Park submission / Fishing Industry	Members		6.15 pm
5.4	Airport charges – proposed increase in Landing Fees	Members		6.20 pm
6.0	Other Business			
6.1				6.25 pm
7.0	Next meeting			
7.1	Scheduled for Tuesday 10 October 2017			6.30pm





Norfolk Island Chamber of Commerce, Inc.

CORRESPONDENCE: Agenda Item 3.1

SEPTEMBER MONTHLY MEETING 2017

RECEIVED

Date	By	From	Subject	Action
02/09/17	Email	Rick Kleiner / Ashley Commerer	Donation of \$150.00 by Ashley Commerer for the first prize of the Chamber's A&H Show competition.	
04/09/17	Email	Rose Evans	Border Force statistics	
01/09/17	Email	Communication from members	Comments and topics for ATA and CoC joint meeting	
30/08/17	Email	Kate Lemerle	Communication between 23 August to 30 August 2017 regarding the deletion of the Chamber's gmail account.	
29/08/17	Email	Rose Evans	TAC Minutes and Agenda for September 2017 meeting	
29/08/18	Email	Rose Evans	Cruise Ship Minutes and Action Items August 2017 meeting	
25/08/17	Email	Rick Kleiner	Waste management, nothing over the tip	
22/08/17	Email	Brett Sanderson	Special Development Category	
21/08/17	Email	Member Rick Kleiner	Request for members' details to be provided	
21/08/17	Email	Member Alison Christian	Email on forwarded from Donald Christian-Reynolds regarding Norfolk Marine Park	
21/08/17	Email	Member Brett Sanderson	Request for Committee to write to NIRC regarding Change to Norfolk Island Prosecutions	
21/08/17	Email	Member Chris Nobbs	Business Confidence Survey final copy for mailing to members	
20/08/17	Email	Member David Bell	Norfolk Island electricity and 360Energy information	



Date	By	From	Subject	Action
18/08/17	Email	Member Tony Cook	ASIC Business Register – Rick Kleiner and invoice of \$110.00	
18/08/17	Email	Member Chris Nobbs	Business Confidence Survey for ATA and CoC members	

SENT

Date	By	To	Subject	Reference
04/09/17	Email Letter	Norfolk Island Regional Council	Operating Budget 2017/18 and \$1.8M deficit. Joint letter from ATA and CoC members.	
02/09/17	Email	Ashley Commerer	Thank you for generous donation for the Chamber's A&H Show competition.	
30/08/17	Emails	Kate Lemerle	Communication regarding the deletion of the Chamber's gmail account	





Norfolk Island Chamber of Commerce, Inc.

PRESIDENT'S REPORT: Agenda Item 4.1

SEPTEMBER MONTHLY MEETING

DATE: Tuesday, 12 September 2017

TIME: 5:30pm

LOCATION: Norfolk Island

Meetings/ Presentations on behalf of Chamber of Commerce		
Date	Subject	Issues for Chamber
04/09/17	A&H Show – New Section at October Show.	Readvertised the Chamber's event in the A&H Show with an inclusion of first prize of \$150.00. First prize is a generous donation by a member Mr Ashely Commerer. Members are requested to please print the advertisement and attached to shop windows so that public can view.
04/09/17	Combined meeting ATA and CoC	A combined meeting of ATA and CoC members (plus several non members) addressed the NIRC operational budget 2017/18. From that meeting those present requested certain questions be asked of the NIRC which were included in a letter sent to Councillors on 4 September 2017.
31/08/17	Marine Park Submission	Committee met with Director, Marine Park Management South and Assistant Secretary, Marine Protected Areas Branch and felt there is a need that the Chamber should do a submission.
30/08/17	Chamber's gmail account	Committee discovered during the last week of August 2017 that the Chamber's gmail had been deleted. After assessing different options of communication it was agreed that a new gmail account should be set up.
24/08/17	Submission to National Park	Unfortunately because of unforeseen circumstances the Chamber of Commerce did not do a submission to the National Parks. The Chamber will address the draft plan when it is made public.
16/08/17	Letters to/from Norfolk Island Regional Council	Letter sent to NIRC – 'Outstanding matters' of from



Norfolk Island Chamber of Commerce, Inc.

CRUISE SHIP REPORT Agenda Item 4.4

SEPTEMBER MONTHLY MEETING

DATE: Thursday, 24 August 2017

TIME: 3:30pm

LOCATION: Norfolk Island

Report No 2017/01

Topic	General comments from Group
Present:	Rose Evans (Chair), Lillian Mann (Minute taker), Pat Anderson, Fenella Evans, Michelle Cyster (Transam Argosy), Janelle Blucher (Team Leader Heritage Management NIRC, Heather McMillan (Anglicare employee), Grant Carrington,), Cherri Buffett (NI Chamber of Commerce),
Apology:	Katie Walden, Bart Murray, Noel and Margaret Morgan, Bart Murray (Burnt Pine Travel) Katie Walden (Burnt Pine Travel)
Next meeting:	To be announced by Rose Evans.
Mission Statement	What is the aim of the group? What does the group hope to achieve? <ul style="list-style-type: none"> No definite decision taken. Rose Evans will include in Minutes.
Members of Group	Rose Evans said this was just a working group of volunteers that would come up with thoughts, suggestions and then a report to be given to the Tourism Advisory Committee to consider. Anybody could join or leave the group at any time.
Transam / Burnt Pine Travel	Duncan Evans / Transam handle all blue water matters. Burnt Pine Travel handles all shore requirements.
Cruise Ship Schedules	Michelle providing Group with a list of proposed cruise ship visits for the next 12 months. <ul style="list-style-type: none"> Action: Have Duncan and Bart Murray (member of group) provide a brief on these at the next meeting
Cruise Liners	Michelle to provide list of shipping companies interested in stopping at Norfolk
Entertainment on shore	Look at having the young dancers at the pier. Other types of entertainment - see Chamber comment below.
Education passengers about Norfolk	All cruise ships have a tour leader and the majority of them will have been to Norfolk. Passengers get the Jason Guide to see what they want to do while on shore.
Entry to Norfolk	Border Force goes out onto the ships to assist with the process of entry which is mainly complete by ship prior to arrival at port.



Schedule Cruise visits 2017	3 December with approximately 684 passengers. 31 December with approximately 1900 passengers
Question & action items	Questions and issues asked and presented by the Chamber of Commerce
Barges	Who is responsible and who will operate them? Is the NIRC taking charge of this and if so how are they going to pay workers operating the barges? Is this contract or permanent employee situation? If it is ship's lighters then that is the shipping company responsibility. Who is paying for the upkeep / maintenance of the barges? If NIRC then where is the money coming from to do this?
Infrastructure	Chamber questioned what was in place for the island to cope with so many people at once? For example: There are only a certain amount of buses on the island – what if the ship arrival clashes with a tour that, eg , Pinetree Tours has and gets more revenue from. Waste by passengers on shore would be minimal, is this correct? Roads and general public facilities upkeep and extra traffic need to be looked at
Insurance Public Liability	Chamber requested information on workplace health and safety plus public liability. Who is responsible for this? This also includes the moment the passengers step onto the wharf.
Cascade Crane	Need answers to: Is the crane in good condition. Is it rusting inside Is it the wrong crane and should be another one there – is this a safety matter Is there a safety issue if the crane stop 'mid air' when working and shifting cargo?
Stalls at pier	These individual stalls will need a sale of food licence if selling food. Who provides permission for them to use and set up stalls – depending on where they are, Commonwealth / NIRC? Is there a fee to these operators now?
Arrival tax, other taxes	Is the NIRC going to charge people coming ashore (perhaps a percentage amount) like with arriving by air? If not then why not?
Advertising on board cruise ships	Chamber could consider promoting Norfolk on board, but this would depend upon cost and how it is done. Committee could explore this option
Where do the passengers go	Chamber is concerned that passengers are locked into tours for the majority of time while ashore. Need to promote retail shops also. How to do this?
Cruise Ship passenger surveys	Chamber would like to see if it is possible for the VIC to obtain passenger survey information, both past and for future ship visits. How to do this would be the responsibility of VIC and then provide to the industry – eg Chamber of Commerce, ATA.