



WTA General Meeting Minutes Friday 11 August 2017

(Note – Meeting was adjourned to Friday 11 August 2017 as quorum not present for WTA general meeting on 28 July 2017)

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OPENING OF MEETING

Meeting commenced at 8.30am.

ATTENDANCE

Michael Rowland Chair
 Stretch Noonan Deputy Chairperson
 Chris Newman Member
 Duane Singleton Member
 Troy McNamara Member
 Ben Myall Member
 Emily Peel Superintendent

ABSENT

Jackie Madua Member (apology)

GUESTS

Adam Clements Finance Manager, Weipa Operation RT

ATTENDANCE RECORDS

| Attendance 2017 | | | | | | | | | | | | | | | | | |
|------------------------|--------|------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|---------|---------|--|
| WTA Meeting | 25-Jan | 24-Feb | 24-Mar | 28-Apr | 12-May | 26-May | 23-Jun | 28-Jul | 11-Aug | 25-Aug | 22-Sep | 27-Oct | 24-Nov | 15-Dec | TOTALS | | |
| | | | | | | | | | | | | | | | No | % | |
| Michael Rowland | P | P | P | P | P | A | A | A | | | | | | | 5 | 62.50% | |
| Stretch Noonan | P | P | P | A | A | P | P | P | | | | | | | 6 | 75.00% | |
| Chris Newman | P | P | P | P | P | P | P | P | | | | | | | 8 | 100.00% | |
| Duane Singleton | P | P | P | P | P | P | P | P | | | | | | | 8 | 100.00% | |
| Jackie Madua | P | A | A | P | A | P | P | A | | | | | | | 4 | 50.00% | |
| Ben Myall | P | P | P | P | A | P | P | A | | | | | | | 6 | 75.00% | |
| Troy McNamara | A | P | A | P | P | A | P | A | | | | | | | 4 | 50.00% | |
| | | | | | | | | | | | | | | | | | |
| WTA Workshop | 13-Jan | 10-Feb | 10-Mar | 7-Apr | 12-May | 9-Jun | 14-Jul | 21-Jul | 11-Aug | 8-Sep | 13-Oct | 10-Nov | 8-Dec | TOTALS | | | |
| | | | | | | | | | | | | | | No | % | | |
| Michael Rowland | P | P | P | P | P | A | P | P | | | | | | 7 | 87.50% | | |
| Stretch Noonan | P | P | P | P | A | P | P | A | | | | | | 6 | 75.00% | | |
| Chris Newman | P | P | P | P | P | P | P | P | | | | | | 8 | 100.00% | | |
| Duane Singleton | P | P | P | P | P | P | P | P | | | | | | 8 | 100.00% | | |
| Jackie Madua | P | P | P | A | A | A | P | P | | | | | | 5 | 62.50% | | |
| Ben Myall | X | A | P | A | A | P | P | P | | | | | | 4 | 57.14% | | |
| Troy McNamara | P | P | P | A | P | A | A | P | | | | | | 5 | 62.50% | | |
| | | | | | | | | | | | | | | | | | |
| | P | Present | | | | | | | | | | | | | | | |
| | A | Apology | | | | | | | | | | | | | | | |
| | A | Absent | | | | | | | | | | | | | | | |
| | X | N/A or Cancelled | | | | | | | | | | | | | | | |

1. ITEMS FOR CONSIDERATION

1.1. Register of Interest Update

Standing agenda item - WTA Members are reminded to notify the Superintendent of any change to their Register of Interests that may have occurred since the last meeting.
Nil.

1.2. MPI / COI

Standing agenda item - WTA Members are asked to consider any Material Personal Interest (MPI) or Conflicts of Interest (COI) issues that may arise due to items listed on the agenda.
Nil.

1.3. Information Stall at the Shopping Centre

Standing agenda item - WTA Members are asked to consider if there is need to arrange an information stall to obtain ratepayer feedback on any issues or actions.
Nil.

1.4. WTA Member Travel /Reimbursement of Expenses

Standing agenda item - WTA Members are asked to consider any travel requirements so that all travel and reimbursements can be pre-approved by the WTA. (**WTA Policy WTA01 Member Reimbursement of Expenses and Provisions of Facilities Policy**).
Nil.

1.5. WTA Member Leave Approvals

Standing agenda item – WTA Members are required to have all leave approved by WTA resolution. (**WTA Policy POL-010 WTA Member Remuneration Policy 2017**).

Leave requested for Michael Rowland to attend the North Queensland Local Government Association Conference (27-29 July 2017). Conference Program attached as Appendix 1.

Recommendation: That the WTA approve for Michael Rowland to be absent from the WTA General Meeting on 28 July 2017 in order to attend the North Queensland Local Government Association Conference (27-29 July 2017).

Resolution: Nil.

Leave requested by Jackie Madua to attend a meeting in Cairns on Friday 11 August 2017.

Recommendation: That the WTA approve for Jackie Madua to be absent on Friday 11 August 2017.

Resolution: The WTA approve for Jackie Madua to be absent on Friday 11 August 2017.

Moved: Ben Myall

Seconded: Michael Rowland

Carried

2. CORRESPONDENCE

A letter dated 23 June 2017 was received from the Aurukun Shire Council Mayor and Chief Executive Officer congratulating Weipa on 50 years achievement. (Appendix 2)

3. CONFIRMATION OF PREVIOUS MINUTES

A draft version of the previous minutes from 23 June 2017 was attached with the agenda (Appendix 3).

Recommendation: That the WTA Members adopt the minutes of the General Meeting held on 23 June 2017 as a true and accurate record.

Resolution: The WTA Members adopt the minutes of the General Meeting held 23 June 2017 as a true and accurate record.

Moved: Ben Myall

Seconded: Chris Newman

Carried

4. CHAIR'S REPORT (Michael Rowland)

Michael Rowland presented the Chair's report. (Appendix 4)

5. SUPERINTENDENT REPORT (Emily Peel)

Emily Peel presented the Superintendent Report. (Appendix 13)

6. GOVERNMENT RELATIONS (Michael Rowland)

Michael Rowland provided an update. (Appendix 5)

7. ALNGITH CORPORATION (Jackie Madua)

Nil update.

8. RIO TINTO (Ben Myall)

Ben Myall provided an update from Rio Tinto.

9. PUBLIC WORKS PORTFOLIO (Stretch Noonan)

9.1. Member Update

Stretch Noonan provided an update on the Evans Landing Boat Ramp Project.

9.2. Business Items

Nil.

10. PLANNING AND DEVELOPMENT PORTFOLIO (Chris Newman)

10.1. Member Update

Chris Newman provided an update.

10.2. Business Items

Nil.

11. CORPORATE SERVICES PORTFOLIO (Troy McNamara)

11.1. Member Update

Troy McNamara provided an update.

11.2. Business Item – Financial Reports

Emma Bebb presented the WTA financial reports for June 2017. (Appendix 14)

11.3. Business Item – Debtor Update

Emma Bebb provided an overview of the current debtors for WTA.

11.4. Business Item – Rates Changes

Emma Bebb presented the proposed 2017/18 differential rate category movements.
(Appendix 6)

Recommendation: That the WTA Members review and adopt the proposed 2017/18 differential rate category movements as summarised in the Revenue Statement, implement the 10% increase in the minimum levy and the 3% increase in all utility rates.

That the WTA Members charge per land size area for Category 16 at \$2.13/ m² and Category 17 at \$2.19/m² (for all assessments with no valuation).

Resolution: That the WTA Members review and adopt the proposed 2017/18 differential rate category movements as summarised in the Revenue Statement, implement the 10% increase in the minimum levy and the 3% increase in all utility rates.

The WTA Members charge per land size area for Category 16 at \$2.13/ m² and Category 17 at \$2.19/m² (for all assessments with no valuation).

Moved: Ben Myall

Seconded: Duane Singleton

Carried

11.5. Business Item – Residential Excess Water Charges 2017-2018

Emma Bebb presented a business paper regarding residential excess water charges for 2017-2018. (Appendix 7)

Recommendation: That the WTA approve to reduce excess water entitlement from 1,000 kl per billing period to 900 kl per billing period (10% reduction), and to increase excess charge rate from \$0.49 per kl to \$0.54 per kl (10% increase). The cap will remain as 3,000 kl per annum (1,500 kl per billing cycle).

(This is recommended because the Members agreed to implement the changes gradually; a 10% reduction in the threshold and 10% increase in the already minimal charge was considered a gradual step.)

Resolution: The WTA approve to reduce residential water entitlement from 1,000 kl per billing period to 900 kl per billing period (10% reduction), and to increase excess charge rate from \$0.49 per kl to \$0.54 per kl (10% increase). The excess water charge cap will remain as 3,000 kl per annum (1,500 kl per billing cycle).

Moved: Michael Rowland

Seconded: Chris Newman

Carried

11.6. Business Item – Operating Budget 2017-2018

Emma Bebb presented the proposed Operating Budget for 2017-2018. (Appendix 8)

Recommendation: That the WTA approve the Operating Budget 2017-2018 as presented, with no change.

Resolution: The WTA approve the Operating Budget 2017-2018 as presented, with no change.

Moved: Stretch Noonan

Seconded: Duane Singleton

Carried

11.7. Business Item – Capital Program and Budget 2017-2018

Emma Bebb presented the WTA Capital Projects for 2017-2018 for endorsement. (Appendix 9). Discussion to include changes to capital projects as a result of unsuccessful funding applications for Building Our Regions Round 3.

Recommendation: That WTA approve the following changes to Capital Projects for 2017-2018 (based on Building our Regions Round 3 applications being unsuccessful) –

1. Sewer Relining Project – to complete remaining CCTV work only to assess future priorities – Budgeted CAPEX from \$400K to \$220K
2. White Building Project – To demolish the white building instead of a renovation and utilise the space as part of Rocky Point Sports Precinct. Budget Expenditure from \$325K to \$150K.

Resolution: The WTA approve the following changes to Capital Projects for 2017-2018 (based on Building our Regions Round 3 applications being unsuccessful) –

3. Sewer Relining Project – to complete remaining CCTV work only to assess future priorities – Budgeted CAPEX from \$400K to \$220K
- White Building Project – To demolish the white building instead of a renovation and utilise the space as part of Rocky Point Sports Precinct. Budget Expenditure from \$325K to \$150K.

Moved: Stretch Noonan

Seconded: Chris Newman

Carried

Recommendation: That the WTA approve the Capital Projects and Budget for 2017-2018 as presented, with no change.

Resolution: The WTA approve the Capital Projects and Budget for 2017-2018 as presented, with no change.

Moved: Michael Rowland

Seconded: Duane Singleton

Carried

11.8. Business Item – Revenue Statement and Policy 2017-2018

Emma Bebb presented the draft Revenue Statement and Policy for 2017-2018 for endorsement. (Appendix 10a and 10b)

Recommendation: That the WTA endorse the Revenue Statement 2017-2018 and Revenue Policy 2017-2018 as presented.

Resolution: The WTA endorse the Revenue Statement 2017-2018 and Revenue Policy 2017-2018 as presented.

Moved: Michael Rowland

Seconded: Ben Myall

Carried

11.9. Business Item – Acceptable Requests Guideline (Policy)

Emma Bebb presented the revised WTA Acceptable Requests Guideline (Policy) for endorsement. (Appendix 11). This policy replaces the previous WTA Member Staff Interaction Policy which is now out of date.

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| Recommendation: That the WTA endorse the Acceptable Requests Guideline (Policy) as presented. |
| Resolution: The WTA endorse the Acceptable Requests Guideline (Policy) as presented. |
| Moved: Ben Myall Seconded: Stretch Noonan |
| Carried |

12. DISASTER MANAGEMENT PORTFOLIO (Stretch Noonan)

12.1. Member Update

Stretch Noonan provided an update.

12.2. Business Items

Nil.

13. COMMUNITY SERVICES PORTFOLIO (Duane Singleton)

13.1. Member Update

Duane Singleton provided an update.

13.2. Business Item – 50th Anniversary Event

Standing Agenda Item. Debrief and learnings were discussed. Agenda item to be removed.

13.3. Business Item – Active Reserve Management Policy

Lucy Boxall recommended the withdrawal WTA-P-CS01 Active Reserve Management Policy. The recently approved new POL-007 Hire of Community Facilities Policy provides sufficient guidance for decision making in this area (Appendix 12a and 12b).

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| Recommendation: That the WTA approve the withdrawal of the WTA Active Reserve Management Policy (WTA-P-CS01). |
| Resolution: The WTA approve the withdrawal of the WTA Active Reserve Management Policy (WTA-P-CS01). |
| Moved: Duane Singleton Seconded: Stretch Noonan |
| Carried |

14. MEETING SCHEDULE

14.1. 2017 MEETING DATES

- Friday 25 August 2017
- Friday 22 September 2017
- Friday 27 October 2017
- Friday 24 November 2017
- Friday 15 December 2017 (revised for Christmas)

14.2. 2017 WORKSHOP DATES

- Friday 8 September 2017
- Friday 13 October 2017
- Friday 10 November 2017
- Friday 8 December 2017

15. OTHER BUSINESS

Stretch Noonan put forward an apology for 8 September 2017, will be out from 27 August 2017. Duane Singleton put forward an apology for 8 September 2017.

Chris Newman has been contacted by Dr Paul Lynch regarding the apprentice program that Comalco used to run and may use the Cape York Collection to complete this work.

CLOSURE OF MEETING

The meeting closed at 10.20 am.

Minutes confirmed this 25th day of August 2017

Chair

Superintendent Weipa Township