



WTA Meeting Minutes

Friday 24 November 2017

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OPENING OF MEETING

Meeting commenced at 8.30am.

ATTENDANCE

Michael Rowland Chair
 Stretch Noonan Deputy Chairperson
 Jackie Madua Member
 Gerald Foo Member
 Ben Myall Member
 Chris Newman Member
 Lucy Boxall Superintendent

ABSENT

Duane Singleton Member (apology)
 Ben Myall Member (apology)

GUESTS

Adam Clements Finance Manager, Weipa Operation RT

ATTENDANCE RECORDS

Attendance 2017															TOTALS			
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	No	%		
Michael Rowland	P	P	P	P	P	A	A	A	P	P	P	P			9	75.00%		
Stretch Noonan	P	P	P	A	A	P	P	P	P	P	P	P			10	83.33%		
Chris Newman	P	P	P	P	P	P	P	P	P	P	A	P			11	91.67%		
Duane Singleton	P	P	P	P	P	P	P	P	P	P	P	P			12	100.00%		
Jackie Madua	P	A	A	P	A	P	P	A	A	P	P	P			7	58.33%		
Ben Myall	P	P	P	P	A	P	P	A	P	P	A	P			9	75.00%		
Troy McNamara	A	P	A	P	P	A	P	A	P	A	P	X	X	X	6	54.55%		
Gerald Foo	X	X	X	X	X	X	X	X	X	X	P	P			2	100.00%		
															TOTALS			
WTA Workshop	13-Jan	10-Feb	10-Mar	7-Apr	12-May	9-Jun	14-Jul	21-Jul	8-Sep	13-Oct	10-Nov	8-Dec			No	%		
Michael Rowland	P	P	P	P	P	A	P	P	P	P	P	X			10	90.91%		
Stretch Noonan	P	P	P	P	A	P	P	A	P	P	P	X			8	72.73%		
Chris Newman	P	P	P	P	P	P	P	P	P	P	P	X			11	100.00%		
Duane Singleton	P	P	P	P	P	P	P	P	P	P	P	X			11	100.00%		
Jackie Madua	P	P	P	A	A	A	P	P	A	P	P	X			7	63.64%		
Ben Myall	X	A	P	A	A	P	P	P	P	P	P	X			7	63.64%		
Troy McNamara	P	P	P	A	P	A	A	P	A	X	X	X			5	55.56%		
Gerald Foo	X	X	X	X	X	X	X	X	X	P	P	X			2	100.00%		
		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.

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**).
Nil

2. CORRESPONDENCE

2.1. Correspondence In

One (1) Letter received -
Minister for Main Roads, Road Safety and Ports and Minister for Energy, Biofuels and Water Supply - Cycle Network Local Government Grants (CNLGG) program (Appendix 1)

2.2. Correspondence Out

Nil.

3. CONFIRMATION OF PREVIOUS MINUTES

A draft version of the previous minutes from 27 October 2017 were attached with the agenda (Appendix 2).

Recommendation:

That the WTA Members adopt the minutes of the General Meeting held on 27 October 2017 as a true and accurate record.

Resolution:

The WTA Members adopt the minutes of the General Meeting held on 27 October 2017 as a true and accurate record.

Moved: Gerald Foo

Seconded: Chris Newman

Carried

4. CHAIR'S REPORT (Michael Rowland)

Michael Rowland presented the Chair's report. (Appendix 3a)

5. SUPERINTENDENT REPORT (Lucy Boxall)

Lucy Boxall presented the Superintendent Report.

6. GOVERNMENT RELATIONS (Michael Rowland)

Michael Rowland provided an update (Appendix 3b)

7. ALNGITH CORPORATION (Jackie Madua)

Nil update.

8. RIO TINTO (Ben Myall)

Gerald Foo provided an update on RT operations.

9. WTA MEMBER PROJECTS AND AGENDA

WTA members to resolve changes to the agenda and projects to reflect WTA Member responsibilities. (Appendix 4)

Recommendation: That the WTA approve the WTA project plan 2017-18 (for Member projects) as per Appendix 4.

Resolution: That the WTA approve the WTA project plan 2017-18 (for Member projects) as per Appendix 4.

Moved: Michael Rowland

Seconded: Stretch Noonan

Carried

10. PUBLIC WORKS PORTFOLIO (Stretch Noonan)

10.1. Member Update

Stretch Noonan provided an update.

10.2. Business Item – White Building Proposal

Matt Turnbull presented a proposal relating to the renovation and leasing of the Hibberd Centre (White Building). (Appendix 5)

Recommendation: That the WTA approve for the White building to be renovated as per the business paper in Appendix 5. An additional \$5,228 be approved as part of the 2017/18 Capex budget.

Resolution: The WTA approve for the White building to be renovated as per the business paper Appendix 5. An additional \$5,228 is approved as part of the 2017/18 Capex budget.

Moved: Chris Newman

Seconded: Stretch Noonan

Carried

10.3. Business Item – Evans Landing Boat Ramp Stairs Project

Matt Turnbull presented further information relating to the Evans Landing Boat Ramp Stairs Project. (Appendix 6)

Recommendation: That the WTA approve option two for the design of Evans Landing boat ramp stair (as per business paper Appendix 6).

Resolution: That the WTA approve option two for the design of Evans Landing boat ramp stair (as per business paper Appendix 6). WTA to research funding opportunities from Transport & Main Roads (TMR) by the end of 2017. Capex approved from WTA regardless of TMR funding outcome.

Moved: Gerald Foo

Seconded: Stretch Noonan

Carried

10.4. Business Item – Transport Infrastructure Safety Committee

Michael Rowland presented the draft Terms of Reference for a new WTA Transport Infrastructure Safety Committee. (Appendix 7)

Recommendation: That the WTA support the introduction of a Transport Infrastructure Safety Committee, which will be chaired by WTA and commence in 2018.

Resolution: The WTA support the introduction of a Transport Infrastructure Safety Committee, which will be chaired by WTA and commence in 2018.

Moved: Michael Rowland

Seconded: Stretch Noonan

Carried

11. PLANNING AND DEVELOPMENT PORTFOLIO (Chris Newman)

11.1. Member Update

Nil update.

11.2. Business Items

Nil.

12. CORPORATE SERVICES PORTFOLIO (Gerald Foo)

12.1. Member Update

Gerald provided an update. Lease discussions underway.

12.2. Business Items

Nil

13. DISASTER MANAGEMENT PORTFOLIO (Stretch Noonan)

13.1. Member Update

Stretch Noonan provided an update –

- WLDMG meeting was held this week.
- Folio reviews are underway.
- Desktop exercise being planned for early 2018.

13.2. Business Item – Endorsement of Operational Sub Plans

Judey Browne presented a number of re-drafted Weipa Local Disaster Management Operational Sub-Plans for endorsement by the WTA Members. (Appendix 8a-e)

Recommendation: That the WTA approve the following Weipa Local Disaster

Management Operational Sub Plans –

- Folio 2.1 Activation of LDMG Sub plan
- Folio 2.4 Impact and Needs Assessment Sub plan
- Folio 2.6 Public Information Warnings Sub plan
- Folio 2.8 Resupply Operations Sub plan

Resolution: The WTA approve the following Weipa Local Disaster Management Operational Sub Plans –

- Folio 2.1 Activation of LDMG Sub plan
- Folio 2.4 Impact and Needs Assessment Sub plan
- Folio 2.6 Public Information Warnings Sub plan
- Folio 2.8 Resupply Operations Sub plan

Moved: Michael Rowland

Seconded: Chris Newman

Carried

14. COMMUNITY SERVICES PORTFOLIO (Duane Singleton)

14.1. Member Update

Nil update.

14.2. Business Items

Nil.

15. MEETING SCHEDULE

15.1. 2017/2018 MEETING DATES

- Friday 15 December 2017 (revised for Christmas)
- Wednesday 24 January, 2018
- Wednesday 28 February, 2018
- Wednesday 28 March, 2018
- Tuesday 24 April, 2018 (revised for Anzac Day)
- Wednesday 23 May, 2018
- Wednesday 27 June, 2018
- Wednesday 25 July, 2018
- Wednesday 22 August, 2018
- Wednesday 26 September, 2018
- Wednesday 24 October, 2018
- Wednesday 28 November, 2018
- Wednesday 12 December, 2018 (revised for Christmas).

15.2. 2017/2018 WORKSHOP DATES

- Wednesday 10 January, 2018
- Wednesday 14 February, 2018
- Wednesday 14 March, 2018
- Wednesday 11 April, 2018

- Wednesday 9 May, 2018
- Wednesday 13 June, 2018
- Wednesday 11 July, 2018
- Wednesday 8 August, 2018
- Wednesday 12 September, 2018
- Wednesday 10 October, 2018
- Wednesday 14 November, 2018

16. LATE/OTHER BUSINESS

Nil

CLOSURE OF MEETING

The meeting closed at 9.55am.

Minutes confirmed this _____ day of _____ 2017

Chair

Superintendent Weipa Township