



**WEIPA**  
TOWN AUTHORITY

# WTA GENERAL MEETING

Wednesday 28 August 2019

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## 1. ATTENDANCE

### i. Opening

Meeting opened at 1pm.

### ii. Attendance

Attendance 2019														TOTALS		
WTA Meeting	23-Jan	27-Feb	27-Mar	24-Apr	22-May	26-Jun	24-Jul	28-Aug	25-Sep	23-Oct	27-Nov	11-Dec	No attended	Meetings held	%	
Michael Rowland	P	P	P	P	P	P	P						7	7	100.00%	
Stretch Noonan	P	P	P	P	P	P	P						7	7	100.00%	
Chris Newman	P	P	P	P	P	P	P						7	7	100.00%	
Duane Singleton	P	P	P	P	P	P	P						7	7	100.00%	
Jackie Madua	A	A	P	P	A	P	P						4	7	57.14%	
Fiona Kruger	P	P	A	P	P	P	A						5	7	71.43%	
Gerald Foo	P	P	P	A	A	A	A						3	7	42.86%	
Emily Peel	P	P	P	A	P	P	P						6	7	85.71%	
WTA Workshop														TOTALS		
	9-Jan	13-Feb	13-Mar	10-Apr	8-May	12-Jun	10-Jul	14-Aug	11-Sep	9-Oct	13-Nov		No attended	Workshops held	%	
Michael Rowland	P	P	P	P	P	P	X	P					7	7	100.00%	
Stretch Noonan	P	P	P	P	P	A	X	P					5	7	71.43%	
Chris Newman	A	P	P	A	P	P	X	P					4	7	57.14%	
Duane Singleton	P	P	P	A	P	P	X	P					5	7	71.43%	
Jackie Madua	P	P	A	P	A	A	X	A					3	7	42.86%	
Fiona Kruger	P	A	P	P	P	P	X	A					5	7	71.43%	
Gerald Foo	A	A	P	P	A	A	X	A					2	7	28.57%	
Emily Peel	A	P	P	P	A	P	X	P					5	7	71.43%	
		P	Present													
		A	Absent or Apology													
		X	N/A or Cancelled													

### iii. Guests

Nil

### iv. Apologies

Gerald Foo

Jackie Madua

## 2. ITEMS FOR CONSIDERATION

### i. Conflict of Interest

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

Quick Guide to MPI and CPI (must comply with WTA Policy requirements)	
<b>Details for MPI</b> Name of WTA Member who has MPI Relevant matter Name of person who stands to benefit/suffer loss How a person stands to benefit/suffer loss Relationship with member <b>Action Required –</b> <ul style="list-style-type: none"> <li>Member to leave meeting and stay away for vote.</li> <li>Minutes to record all details.</li> </ul>	<b>Details for COI</b> Name of WTA Member who has COI Relevant matter and nature of interest If the COI relates to another person – name, nature of relationship, date and value of gift, name of person advantaged/disadvantaged <b>Action Required –</b> <ul style="list-style-type: none"> <li>Member to leave meeting or advise members why they believe they are able to act in public interest and remain, then leave.</li> <li>Other members to decide if member has a real or perceived COI or could reasonable be taken to have a COI. Other members to also decide if member may return to meeting or stay away. Decision to consider significance of benefit, benefit for member vs community benefit, closeness of relationship for member.</li> <li>Member may return or stay away for vote, subject to this decision.</li> <li>Minutes to record all details.</li> </ul>

A potential Conflict of Interest (COI) for Chris Newman was raised in relation to Agenda Item 10 A i - Fee Waiver Weipa Community Care Association, due to his involvement as Board Member. The Members discussed and agreed this did not present a COI and Chris remained in the meeting.

**ii. Travel**

WTA Members are asked to consider any travel plans so that all travel and reimbursements can be pre-approved by the WTA. (POL-014 Member Expenses Reimbursement Policy).

Nil

**iii. Leave**

WTA Members are required to have all absences pre-approved by WTA resolution. (POL-010 WTA Member Remuneration Policy 2018). Absence was requested by Chris Newman for the September General Meeting.

**Recommendation: That the WTA Members approve for Chris Newman to be absent for the General Meeting on 25 September 2019.**

**Resolution: That the WTA Members approve for Chris Newman to be absent for the General Meeting on 25 September 2019.**

**Moved:** Michael Rowland      **Seconded:** Duane Singleton      **Carried**

**iv. Community Engagement**

WTA Members are asked to consider what community engagement activities are needed, e.g. information stall at shopping centre.

Nil

**3. CORRESPONDENCE AND MINUTES**

**i. In**

Two (2) items of incoming correspondence were received. (Appendix 1a and b)

**ii. Out**

Nil items of outgoing correspondence were sent.

### iii. Minutes

A draft of the previous minutes from 24 July 2019 was attached with the agenda. (Appendix 2)

**Recommendation: That the WTA Members adopt the minutes of the General Meeting held on 24 July 2019 as true and accurate records.**

**Resolution: The WTA Members adopt the minutes of the General Meeting held on 24 July 2019 as true and accurate records.**

**Moved:** Chris Newman

**Seconded:**

Stretch Noonan

**Carried**

## 4. UPDATE FROM CHAIR

Michael Rowland provided the Chair's update, including an update from the Weipa Governance Working Group.

## 5. SUPERINTENDENT REPORT

Emily Peel presented the Superintendent's Report.

## 6. RIO TINTO, ALNGITH AND DISASTER MANAGEMENT UPDATES

### i. Rio Tinto

Fiona provide an update -

- Safety performance has been strong recently
- Undertaking engagement with staff for the people survey.

### ii. Alngith Corporation

Jackie Madua to provide any updates. Nil

### iii. Disaster Management

Stretch Noonan provided an update –

- Recent Weipa, Napranum and Mapoon Public Health Outbreak (Strep A)
- Attended the Napranum Disaster Meeting and District Disaster Meeting
- Letter sent to NBN about solutions for communication outages in the future
- Expected to be a long dry season this year.

## 7. WTA MEMBER PROJECTS

Standing item for any resolutions relating to the WTA Member projects. Nil

## 8. CORPORATE SERVICES

### A. Business Items

#### i. Monthly Financial Reports

Jess Lawrence presented the monthly WTA financial reports. (Appendix 3)

<b>Recommendation: That the WTA Members accept the monthly financial reports for July 2019.</b>				
<b>Resolution: The WTA Members accept the monthly financial reports for July 2019.</b>				
<b>Moved:</b>	Stretch Noonan	<b>Seconded:</b>	Chris Newman	<b>Carried</b>

#### ii. Travel Policy

Emily Peel presented the new WTA Travel Policy for approval by the WTA Members. (Appendix 9)

<b>Recommendation: That the WTA Members approve POL-029 Travel Policy.</b>				
<b>Resolution: The WTA Members approve POL-029 Travel Policy.</b>				
<b>Moved:</b>	Stretch Noonan	<b>Seconded:</b>	Michael Rowland	<b>Carried</b>

## 9. PLANNING AND WORKS

### A. Business Items

#### i. Tamarind Water Main Replacement Project

Matt Turnbull presented a scope for the Tamarind Water Main Replacement Project. (Appendix 4)

<b>Recommendation: That the WTA Members approve an extra \$32K for the Tamarind Water Main Replacement Project in the 2019/2020 Capital budget.</b>				
<b>Resolution: The WTA Members approve an extra \$32K for the Tamarind Water Main Replacement Project in the 2019/2020 Capital budget.</b>				
<b>Moved:</b>	Duane Singleton	<b>Seconded:</b>	Stretch Noonan	<b>Carried</b>

**ii. Development Permit – 68 Fairway Avenue**

Matt Turnbull presented the development application and decision report for 68 Fairway Avenue (Appendix 8)

<b>Recommendation: It is recommended the development application and a Development Permit for Material Change of Use for Multiple Dwelling (12 Units) located at 28 Fairway Avenue, Rocky Point, formally described as Lot 145 on MP39843 be approved by the WTA subject to the conditions outlined in the report.</b>				
<b>Resolution: The development application and a Development Permit for Material Change of Use for Multiple Dwelling (12 Units) located at 28 Fairway Avenue, Rocky Point, formally described as Lot 145 on MP39843 is approved by the WTA subject to the conditions outlined in the report.</b>				
<b>Moved:</b>	Michael Rowland	<b>Seconded:</b>	Duane Singleton	<b>Carried</b>

**10. COMMUNITY SERVICES**

**A. Business Items**

**i. Requests for Fee Waiver (Facility Hire)**

Judey Browne presented a fee waiver request in relation to the Weipa Community Care Association exam supervision (Appendix 5).

<b>Recommendation: That the WTA Members approve the Fee Waiver request from the Weipa Community Care Association for exam supervision, (approximately \$7,500 based on previous year)</b>				
<b>Resolution: The WTA Members approve the Fee Waiver request from the Weipa Community Care Association for exam supervision.</b>				
<b>Moved:</b>	Stretch Noonan	<b>Seconded:</b>	Fiona Kruger	<b>Carried</b>

**ii. Local Laws Enforcement Policy**

Judey Browne proposed a new Local law Enforcement Policy (Appendix 6)

<b>Recommendation: That the WTA Members approve the new POL-030 Local Laws Enforcement Policy.</b>				
<b>Resolution: The WTA Members approve the new POL-030 Local Laws Enforcement Policy.</b>				
<b>Moved:</b>	Chris Newman	<b>Seconded:</b>	Stretch Noonan	<b>Carried</b>

### iii. **New Fees and Charges – Giant Games and Sporting Equipment**

Judey Browne presented some new fees and charges for approval. (Appendix 7)

**Recommendation: That the WTA Members approve new fees and charges for the hire of Giant Games and Sporting Equipment as follows –**

- **Giant Games and Sporting Equipment per day - \$50.00 (available only with hire of Storm Surge Shelter or Kumrumja Centre)**
- **Replacement fee for damaged/missing equipment – POA**

**Resolution: The WTA Members approve new fees and charges for the hire of Giant Games and Sporting Equipment as follows –**

- **Giant Games and Sporting Equipment per day - \$50.00 (available only with hire of Storm Surge Shelter or Kumrumja Centre)**
- **Replacement fee for damaged/missing equipment – POA**

**Moved:** Stretch Noonan

**Seconded:** Duane Singleton

**Carried**

## 11. OTHER BUSINESS

### i. **Future Meeting Dates**

Wednesday 25 September, 2019  
Wednesday 23 October, 2019  
Wednesday 27 November, 2019  
Wednesday 11 December, 2019 (revised for Christmas).

### ii. **Future Workshop Dates**

Wednesday 11 September, 2019  
Wednesday 9 October, 2019  
Wednesday 13 November, 2019.

### iii. **Late Item - Fee Waiver Request for Venue Hire**

Judey Brown presented a Fee Waiver request to hire the Kumrumja Centre for a community event arranged by an individual.

**Recommendation: That the WTA Members do not approve the fee waiver request in accordance with policy requirements.**

**Resolution: The WTA Members do not approve the Fee Waiver request in accordance with policy requirements.**

**Moved:** Fiona Kruger

**Seconded:** Michael Rowland

**Carried**

## 12. MEETING CLOSE AND ENDORSEMENT

### i. Closing

Meeting closed at 2.47pm.

### ii. Endorsement

Minutes confirmed this 25th day of September 2019

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Superintendent Weipa Township