



**WEIPA**  
TOWN AUTHORITY

# WTA GENERAL MEETING

Wednesday 23 November 2022

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## 1. ATTENDANCE

### i. Opening

Meeting opened at 1.02pm.

### ii. Attendance History

Attendance 2022																TOTALS	
WTA Meeting														No	Meetings		
	25-Jan	23-Feb	23-Mar	27-Apr	25-May	22-Jun	27-Jul	24-Aug	13-Sep	26-Oct	23-Nov	14-Dec		attended	held	%	
Michael Rowland	P	P	P	P	P	P	P	P	P	P			10	10	100.00%		
Stretch Noonan	P	P	P	A	P	P	P	A	P	P			8	10	80.00%		
Jaime Gane	P	P	P	P	P	P	P	P	P	P			10	10	100.00%		
David Donald	P	P	A	P	P	P	P	P	P	P			9	10	90.00%		
Jackie Malacoola	A	P	A	A	A	P	A	A	A	A			2	10	20.00%		
Aaron Schleich	P	P	P	P	P	A	A	P	P	A			7	10	70.00%		
Tim Ryan	A	P	P	P	P	A	A	A	P	P			6	10	60.00%		
WTA Workshop														No	Workshops	TOTALS	
		9-Feb	9-Mar	20-Apr	11-May	8-Jun	15-Jul	10-Aug	N/A	12-Oct	9-Nov	N/A		attended	held	%	
Michael Rowland		P	P	P	A	P	P	A	X	P	P		7	9	77.78%		
Stretch Noonan		P	P	P	P	P	A	P	X	P	P		8	9	88.89%		
Jaime Gane		P	P	P	P	P	P	P	X	P	P		9	9	100.00%		
David Donald		P	A	P	P	P	P	X	X	P	P		8	9	88.89%		
Jackie Malacoola		A	A	A	A	P	A	A	X	P	A		2	9	22.22%		
Aaron Schleich		A	P	P	P	P	P	X	X	P	A		7	9	77.78%		
Tim Ryan		P	P	P	P	P	P	P	X	P	A		8	9	88.89%		
		P	Present														
		A	Absent or Apology														
		X	N/A or Cancelled														

### iii. Guests

Nil

### iv. Apologies

Aaron Schleich

Jackie Malacoola

Judey Haeusler

## 2. ITEMS FOR CONSIDERATION

### i. Bereavement and Condolences

A minute silence may be observed out of respect for community members recently passed away. Nil

## ii. Interests

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)	
<p><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></p> <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>	<p><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></p> <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>

Nil

## iii. 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

## iv. Leave

WTA Members are required to have all absences pre-approved by WTA resolution. (POL-010 WTA Member Remuneration Policy).

Nil

## v. Community Engagement

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

# 1. CORRESPONDENCE AND MINUTES

## i. In

Incoming correspondence received – Nil.

## ii. Out

Outgoing correspondence sent – Nil.

**iii. Minutes**

WTA Members to adopt the draft previous minutes. Appendix 1.

**Recommendation: That the WTA Members adopt the minutes of the General Meeting on 26 October 2022 as true and accurate records.**

**Resolution: The WTA Members adopt the minutes of the General Meeting held on 26 October 2022 as true and accurate records.**

**Moved:** Dave Donald

**Seconded:** Jaime Gane

**Carried**

**2. CHAIR REPORT**

Michael Rowland presented the Chair's Report.

**3. SUPERINTENDENT REPORT**

Nicky Perriman presented the Superintendent's Report.

**4. CORPORATE SERVICES**

**A. Business Items**

**i. Monthly Financial Reports**

Nicky Perriman presented the monthly WTA financial reports. Appendix 2.

**Recommendation: That the WTA Members accept the monthly financial reports for October 2022.**

**Resolution: The WTA Members accept the monthly financial reports for October 2022.**

**Moved:** Jaime Gane

**Seconded:** Michael Rowland

**Carried**

**ii. End of Financial Year Statements 2021-22**

Nicky Perriman presented the end of financial year statements for 2021-22. Appendix 3

<b>Recommendation: That the WTA Members accept the WTA End of Financial Year Statements for 2021-22 as presented.</b>				
<b>Resolution: The WTA Members accept the WTA End of Financial Year Statements for 2021-22 as presented.</b>				
<b>Moved:</b>	<b>Dave Donald</b>	<b>Seconded:</b>	<b>Stretch Noonan</b>	<b>Carried</b>

**iii. Annual Audit 2021-22**

Nicky Perriman presented the findings of the Audit Annual Report (draft) for 2021-22. Appendix 4

<b>Recommendation: That the WTA Member accept the findings and recommendations outlined in the Annual Audit 2021-22 Completion Report, as presented.</b>				
<b>Resolution: The WTA Members accept the findings and recommendations outlined in the Annual Audit 2021-22 Completion Report, as presented.</b>				
<b>Moved:</b>	<b>Jaime Gane</b>	<b>Seconded:</b>	<b>Dave Donald</b>	<b>Carried</b>

**5. PLANNING AND WORKS**

**A. Business Items**

Nil

## 6. COMMUNITY SERVICES

### A. Business Items

Nicky Perriman presented an out of plan capital request for the WASP. Appendix 5

**Recommendation: That the WTA Members approve an additional capital project to install an emergency/uninterrupted power supply at the WASP (\$30,000).**

**Resolution: The WTA Members approve an additional capital project to install an emergency/uninterrupted power supply at the WASP (\$30,000).**

**Moved: Jaime Gane**

**Seconded: Dave Donald**

**Carried**

## 7. LATE BUSINESS

Members were invited to attend the lighting of the Christmas Tree on 1 December 2022.

## 8. DATE CLAIMER

### i. Future Meetings

- 14 December 2022.

### ii. Future Workshops

- TBA.

### iii. Workshop and Meeting Dates for 2023

Proposed dates for 2023 are listed below. For resolution at the December General Meeting.

Workshop (generally 2 <sup>nd</sup> Wednesday of month)	General Meeting (generally 4 <sup>th</sup> Wednesday of month)
N/A	25 January 2023
8 February 2023	22 February 2023
8 March 2023	22 March 2023
12 April 2023	19 April 2023 (amended for school holidays)
10 May 2023	24 May 2023
14 June 2023	21 June 2023 (amended for school holidays)
12 July 2023	26 July 2023
9 August 2023	23 August 2023
13 September 2023	13 September 2023 (amended for school holidays)
11 October 2023	25 October 2023
8 November 2023	22 November 2023
13 December 2023	20 December 2023 (amended for school holidays)

## 9. MEETING CLOSE AND ENDORSEMENT

### i. Closing

Meeting closed 1.45pm.

### ii. Endorsement

Minutes confirmed the 15<sup>th</sup> day of December 2022

Michael Rowland  
Chair

Judrey Hauster  
Superintendent Weipa Township