



WEIPA
TOWN AUTHORITY

WTA Members General Meeting

MINUTES

Held at the Council Chambers, WTA Office
On Wednesday 26th of July 2023
at 1pm

AGENDA

AGENDA.....	i
Appendix.....	ii
Attendance.....	1
Present and History	1
Not Present.....	1
Open Meeting	2
1. Minutes	2
2. Items for consideration.....	2
2.1. Bereavement and condolences.....	2
2.2. Conflict of interest	2
2.3. Travel applications	3
2.4. Leave Applications	3
2.5. Community Engagement.....	4
3. Questions.....	4
3.1. Public questions	4
3.2. Member questions.....	5
3.3. Answers to previous questions	5
4. Correspondences.....	5
4.1. Correspondence.....	5
4.2. Petitions and joint letters.....	5
4.3. Deputations and delegations.....	5
5. Chair Report	5
6. WTA Reports	5
6.1. Superintendent.....	5
6.2. Corporate Services	5
6.3. Planning and Works	6
6.4. Community and Social	6
6.5. Sports and Recreation	6
7. Notice of Motions	6
7.1. Corporate Services	6
7.2. Planning and Works	7
7.3. Community Services	8
7.1. Weipa Aquatics and Sport Precinct	8
8. Urgent Matters	8
8.1. Motions.....	8
8.2. Notices	9
9. Continuation of items	10
9.1. Adjourned items	10
9.2. Debates.....	10
10. Confidential Matters	10
11. Meeting Schedule and Training.....	10
11.1. Training and Conferences.....	10
11.2. Workshop	10
11.3. General Meeting.....	10

11.4. Date Claimer	10
Meeting Close.....	10
Endorsement	11

APPENDIX

- Appendix 1 – General Meeting Minutes – June 2023
- Appendix 2 – Correspondences
 - 2.1 – Torres and Cape Hospital and Health Service – Mass Gatherings
 - 2.2 – Bridie Maher – Youth Achievement Donation
 - 2.3 – Leader of the Opposition – Thanks for the visit
- Appendix 3 – TCICA meeting information – Consultation Paper
- Appendix 4 – Monthly Financial Report – June 2023
- Appendix 5 – Audit plan
- Appendix 6 – Rates Flyer
- Appendix 7 – Financial Delegation Policy
- Appendix 8 – Home-based Food Business Policy



GENERAL MEETING Minutes

Wednesday 26th of July 2023

ATTENDANCE

Present and History

- Present**

- Michael Rowland
- Stretch Noonan
- Tim Ryan
- Aaron Schleich

- History**

Attendance 2023	January		February		March		April		May		June		July		August		September	October		November		December	
	25th	8th	22nd	8th	22nd	12th	19th	17th	24th	14th	21st	12th	26th	9th	23rd	13th	11th	25th	8th	22nd	13th	20th	
	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	W	M	
Michael Rowland	X	P	P	L	L	P	P	P	P	P	P	P	P				X						
Stretch Noonan	X	P	P	P	P	L	P	P	P	P	P	P	P				X						
David Donald	X	P	L	P	P	P	P	P	P	P	P	P	P				X						
Jaime Gane	X	P	P	P	Ap	P	P	P	P	P	P	P	P				X						
Jackie Malacoola	X	A	A	A	A	A	P	A	A	A	A						X						
Tim Ryan	X	Ap	P	P	AP	P	L	P	P	P	Ap	P	P				X						
Aaron Schleich	X	Ap	P	P	P	P	P	L	P	P	P	A	P				X						

- Guests**

Nil

Not Present

- Absent**

Nil

- Apology**

Nil

- Leave**

- Dave Donald
- Jaime Gane

OPEN MEETING

The General Meeting opened at 1:09 pm.

Traditional Owners Acknowledgment

We begin today by acknowledging the Alngith people, Traditional Custodians of the land on which we meet today and pay our respects to Elders both past and present. We thank the First Australians for generations of careful custodianship of the land on which we live, work and play.

1. MINUTES

The minutes from the previous meeting on 21 June 2023 are attached as Appendix 1.

Resolution

Moved: Stretch Noonan

Seconded: Aaron Schleich

Affirmative: 4

Negative: 0

The WTA Members adopt the minutes of the General Meeting on 21 June 2023 as a true and accurate record.

CARRIED

2. ITEMS FOR CONSIDERATION

2.1. Bereavement and condolences

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

Nil

2.2. 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.

i) Item 8.1 – Michael Rowland – Conflict of Interest

Item 8.1 was about a fee discount for the hire of the Kumrumja Centre by the RSL. Michael Rowland is part of the Weipa RSL. Michael chose to abstain for voting due to his connection to the RSL.

2.3. Travel applications

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

i) Nil

2.4. Leave Applications

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

i) Michael Rowland – Short Period

Leave form submitted on the 10th of July requesting a short period of leave for personal reasons. The leave has been submitted in the prescribed form.

Resolution #	
Moved:	Aaron Schleich
Seconded:	Stretch Noonan
Affirmative:	4
Negative:	0
The WTA Members approve for Michael Rowland to be absent from the 1st of August to the 21st of August 2023 due to leave for a short period.	
CARRIED	

ii) Stretch Noonan – Short Period

Leave form submitted on the 24th of July requesting a short period of leave to attend a Disaster Management Masterclass. The leave has been submitted in the prescribed form.

Resolution #	
Moved:	Michael Rowland
Seconded:	Tim Ryan
Affirmative:	4
Negative:	0
The WTA Members approve for Stretch Noonan to be absent from the 6th of August to the 9th of August 2023 due to leave for a short period.	
CARRIED	

2.5. Community Engagement

WTA Members are asked to consider what community engagement activities are needed or what has occurred.

i) Torres and Cape Hospital and Health Services engagement session

There will be a presentation from representative of the TCHHS Executive, Board and Leadership Teams covering off on health services, capital investments and health services workforce for the local area. There will be an opportunity for discussions following the presentation.

The visit is planned for the week of the 14th of August 2023 (14th – 20th). The proposed engagement session is the morning of Tuesday 15 August 2023.

If this time does not suit, an alternative time or date can be proposed.

Would you like to engage in the engagement session? Is this a good time? Who will be available?

Yes there will be WTA Members in attendance. Stretch Noonan will attend. Stretch will contact TCHHS and arrange for a time on Tuesday 15th of August to have our presentation.

After the August workshop, Stretch, Tim and any other Members will meet to discuss the discussion paper and their presentation to TCHHS.

ii) Sunset Markets

Saturday – 4 pm

3. QUESTIONS

3.1. Public questions

i) Commercial Avenue Footpath

They have complaints/concerns regarding “fixing the sprinkler system on their footpath”. Approval was received “to cut down the huge trees on the footpath before Xmas and this would allow for the water to be repaired”. They would like an update on how the problem is being solved.

- Ian and Diane McNamara

There was a miscommunication regarding the approval of works to remove the trees around the Heritage Shopping Centre. These tree works are not in scope for 2023/24 period.

3.2. Member questions

i) Nil

3.3. Answers to previous questions

i) Nil

4. CORRESPONDENCES

4.1. Correspondence

i) IN – Torres and Cape Hospital and Health Service – READ

Please see appendix 2.1 for the letter from Torres and Cape Hospital and Health Service regarding mass gatherings.

ii) IN – Bridie Maher (Weipa resident) – READ

Please see appendix 2.2 for Bridie’s letter regarding the received Youth Achievement Donation.

iii) IN – Leader of the Opposition – READ

Please see appendix 2.2 for the letter from the Leader of the Opposition – David Crisafulli – regarding his visit to Weipa.

iv) IN – Queensland Fire and Emergency Services – READ

Please see late appendix 2.4 for the letter from the Commissioner of Queensland Fire and Emergency Services regarding the storm tide evacuation zones interactive map.

4.2. Petitions and joint letters

Nil

4.3. Deputations and delegations

Nil

5. CHAIR REPORT

Michael Rowland to present the Chair’s Report. TCICA information provided as appendix 3.

6. WTA REPORTS

6.1. Superintendent

Judey Haeusler to present the Superintendent’s Report.

6.2. Corporate Services

Nil

6.3. Planning and Works

Nil

6.4. Community and Social

Nil

6.5. Sports and Recreation

Nil

7. NOTICE OF MOTIONS

7.1. Corporate Services

i) Monthly Financial Report

Nicky Perriman to present the June WTA Financial Report. Appendix 4

Resolution #

Moved: Aaron Schleich

Seconded: Stretch Noonan

Affirmative: 4

Negative: 0

The WTA Members accept the monthly financial reports for June 2023.

CARRIED

ii) Audit plan

See the audit plan as appendix 5.

Resolution #

Moved: Michael Rowland

Seconded: Tim Ryan

Affirmative: 4

Negative: 0

The WTA Members note the audit plan by BDO.

CARRIED

iii) Rates Flyer

The 2023/24 rates flyer has been prepared. See appendix 6.

Resolution #	
Moved:	Aaron Schleich
Seconded:	Stretch Noonan
Affirmative:	4
Negative:	0
The WTA Members note the rates flyer and support its disbursement with the next rates notices.	
CARRIED	

iv) Financial Delegation Policy

Rio Tinto has changed their financial delegation for employees. This delegation affects WTA, requiring POL-020 Financial Delegation Authority to be amended. See appendix 7.

Resolution #	
Moved:	Michael Rowland
Seconded:	Stretch Noonan
Affirmative:	4
Negative:	0
The WTA Members approve the revised POL-020 Financial Delegation Policy as presented.	
CARRIED	

v) Rocky Point Youth Precinct – Confirmation of financial contribution

Milestone 1 of the Rocky Point Youth Precinct requires confirmation WTA has committed their contribution for the project. WTA has committed \$200,000 to the project.

Resolution #	
Moved:	Stretch Noonan
Seconded:	Michael Rowland
Affirmative:	4
Negative:	0
The WTA Members commit to the delivery of the Rocky Point Community Youth Precinct and have budgeted and approved a co-contribution of \$200,000 towards the project. WTA accepts responsibility to cover any funding shortfall if costs or other contributions change.	
CARRIED	

7.2. Planning and Works

i) Nil

7.3. Community Services

i) Home-based Business Preparation and Sale of Food Policy

The home-based Business Preparation and Sale of Food Policy was developed to address the rising demand in the community for food prepared from a domestic kitchen. See appendix 8.

Resolution

Moved: Aaron Schleich

Seconded: Tim Ryan

Affirmative: 4

Negative: 0

The WTA Members adopt the proposed Home-based Business Policy as presented, effective from the 1st of August.

CARRIED

7.1. Weipa Aquatics and Sport Precinct

i) Nil

8. URGENT MATTERS

8.1. Motions

i) Facility Hire Discount – Weipa RSL

Weipa RSL is hiring Kumrumja on the 30th of July from 4 to 7 pm to provide a barbeque for US military personnel. Judey Haeusler and Michael Rowland are a part of the RSL. To ensure good governance and reliability in decision making, the Facility Hire discount should be decided by the Members.

[Due to Michael Rowland's connection with the RSL, he abstained from voting due to a conflict of interest.](#)

Resolution

Moved: Aaron Schleich

Seconded: Stretch Noonan

Affirmative: 3

Negative: 0

The WTA Members approve the concession discount for the hire of Kumrumja by Weipa RSL on the 30th of July. The facility hire would cost \$52.50 after the discount is applied.

CARRIED

8.2. Notices

i) Community clubs with discounts to facility hires

Judey Haeusler to discuss.

Applications have been received from various clubs for the hire of facilities for the year (2023/24). These clubs are requesting the 50% discount to the hire fees.

Weipa Junior Soccer – Andoom Oval and Canteen – \$1,000 (discounted to \$500)

Central Cape Rugby League Club – Andoom Oval – \$3,760 (discounted to \$1,880)

Weipa Billfish Club – Kumrumja Building - \$275 (discounted to \$137.50)

Weipa Social Aerobics and Fitness – Weipa Storm Surge Shelter - \$6,720 (discounted to \$3,360)

Weipa Social Netball Club – Weipa Storm Surge Shelter - \$12,090 (discounted to \$6,045)

Not incorporated

Weipa Social Basketball (Naty Linnehan) – Weipa Storm Surge Shelter – \$8,736 (discounted to \$4,368)

Cape York Aquatics (Tamara Lambert) – Weipa Aquatics Centre – \$4,500 (discounted to \$2,250)

Get your art on (Lisa Scharf) – House on the Hill - \$9,800 (discounted to \$4,900) – Potentially Highly commercial and might not be eligible

Yogana Stretch (Alana Kilpatrick) – House on the Hill – \$4,320 (discounted to \$2,160)

Resolution

Moved: Michael Rowland

Seconded: Aaron Schleich

Affirmative: 4

Negative: 0

The WTA Members approve the 50% discount on fees and charges for the facility hire to the approved organisations in accordance with the policy.

CARRIED

9. CONTINUATION OF ITEMS

9.1. Adjourned items

i) Nil

9.2. Debates

i) Nil

10. CONFIDENTIAL MATTERS

i) Nil

11. MEETING SCHEDULE AND TRAINING

11.1. Training and Conferences

DNA Darwin conference – 24-27 July

EMU – 28 July (Friday)

Special Meeting – 28 July

Photographer – TBD (August)

11.2. Workshop

- 9 August 2023
- 13 September 2023
- 11 October 2023
- 8 November 2023
- 13 December 2023

11.3. General Meeting

- 23 August 2023 – Duane Fewquandie, Graeme Neilsen and Lauren Barton attending
- 13 September 2023
- 25 October 2023
- 22 November 2023
- 20 December 2023

11.4. Date Claimer

Sunset Markets – 29th July, 2nd September

MEETING CLOSE

The General Meeting closed at 2:28 pm.

ENDORSEMENT

These Minutes were confirmed the 23 Day of August 2023.

Michael Rowland

Chair

Judely Hauster

Superintendent Weipa Township