

Minutes 20 February 2009

Meeting held at 8.30am in the Council Chambers
Hibberd Drive
Weipa

WTA General Meeting – 20 February 2009

OPENING OF MEETING

Meeting commenced at 8.40am

ATTENDANCE

Carrie Gay (Chairperson)
Peter Miller (Deputy Chair)
Shane Bousen (Elected Member)
Ben Milligan (RTA Representative)
John Graham (RTA Representative)
Ian Pressley (WTA Chief Executive Officer)
Joanne Jacobson (WTA Director of Corporate and Finance, Minutes)
Joan Stratton (WTA Director of Planning and Infrastructure)

APOLOGIES

Peter Graham (WTA Member)

ABSENT

Debra Jia (Traditional Owner Representative)

GUESTS (by Invitation)

None

CONFIRMATION OF PREVIOUS MINUTES

Recommendation: That the WTA adopt the minutes of: the General Meeting held 5 February 2009 as a true and accurate record.

Resolution: That the WTA adopt the minutes of: the General Meeting held 5 February 2009 as a true and accurate record. (amended to include the fact that the GM requested that the details of her report to the meeting not be recorded)

Moved: P Miller Seconded: B Milligan Carried

1. CHAIRMAN'S BUSINESS

1.1. BUSINESS ARISING

1.1.1. Item: Traditional Owner Representative

D Jai has resigned from her position due to travel difficulties. A new representative will be appointed.

1.1.2. Item: Discussion in relation to negotiations with the Lions Club.

The Chair has held discussions with the President of the Lions Club. He understands the need to empty the containers as requested. Assistance was offered.

- **Action:** The Director Corporate and Finance to compile all previous correspondence / minuted decisions for discussion at the next meeting

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1.1.3. Item: Fuel & Food Prices in Weipa

No response has been received to either letter. A question was raised re the correct contact at Reliance Petroleum. It was noted that the price of food remains high.

- **Action:** The Chair to write to the local service station re fuel prices; and request a response from Woolworths.

John Graham left the meeting at 9am

1.1.4. Item: Natural Resource Management Body for Cape York

The CEO reported that Cape York has been attempting to form this body for some time. The CEO attended the meeting on behalf of the WTA (as per attachments in the agenda papers). Feedback has been requested for a meeting 31 March. The WTA is included in the Model as a member of ROCCY.

It was noted that feed back should be received by 28 February.

Actions:

- Members to read the papers and bring their thoughts to the next WTA meeting.
- Members to consider whether they wish to be the WTA representative.
- The Director Corporate & Finance to email meeting papers to WTA Members.

1.2. BUSINESS ITEMS

1.2.1. Item: WTA Workshop 8 January 2008 – Governance Model for Weipa

Recommendation: That the WTA Members endorse the following actions arising from the WTA Governance Workshop 8 January 2009:

- **CEO Report:** That a report from the CEO be a standing agenda item for the monthly WTA General Meeting
- **Mining Royalties:** WTA to investigate if/how they returned to the Weipa Community? (S Bousen)
- **Community Petition:** Chair to write to Jason O'Brien and advise him that we are not ready for a petition at this stage as the Members would prefer to talk to the people on an individual basis. (Attachment (a))
- **WTA Governance Summit:** Chair to invite attendees (Attachment (b))
- **Community Participation:** WTA Members to hold an informal community meeting 5pm 20 February in the Council Chambers; sausage sizzle & beer; informal discussion re where the Weipa Governance
- **Financials:** Draft financials to be discussed at the next WTA Workshop
- **WCCA / Township Agreements:** J Graham to brief the WTA on these documents.

Resolution: That the WTA Members endorse the following actions arising from the WTA Governance Workshop 8 January 2009:

- **CEO Report:** That a report from the CEO be a standing agenda item for the monthly WTA General Meeting
- **Mining Royalties:** WTA to investigate if/how they are returned to the Weipa Community? (S Bousen)
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- **WCCA / Township Agreements:** J Graham to brief the WTA on these documents
- Moved: P Miller Seconded: C Gay Carried**

CEO Report - It was noted that the CEO already presents a report in the monthly WTA papers. The Members requested that the report contain more details of the CEO's specific activities for the month. The Chair will also present a report each month. The Chair requested the WTA Members to also prepare a report each month.

Mining Royalties – still to be followed up

Community Petition – A draft press release has been circulated to the WTA Members re a survey to be distributed to the Weipa community.

J Graham re-entered the meeting at 935am

Summit Attendance - as per last meeting. No response from A Bligh, G Wilson, J Turnour, Malaruch. Jim Singer will also be attending.

Workshop - Members were reminded about the workshop on 7 April with LGAQ

Township Agreement Presentation – to be made at the next WTA Workshop. J Graham reported that payments are made to a trust structure. He believes the Township Agreement is covered by a confidentiality agreement. Summaries are available.

- **Action:** J Graham to present documents to the WTA Members on the Trust Structure; look into the confidentiality clause; report on how 'normalization' may affect this agreement.

Facilitator - Alex Pope has been recommended by the LGAQ and was contacted by the Director Corporate & Finance re availability. He would be available for the event; cost: \$2,900 + travel & accommodation. Jason O'Brien was approached for recommendations but was unable to nominate anyone.

- **Action** – The Chair to talk further with Alex

1.3. MEMBERS ITEMS

1.3.1. Item: Communications (P Miller)

WTA Members are reminded that only statements, media releases etc endorsed by the WTA at WTA meetings and minuted should be made to the public or media. Members can at any time make private statements etc, but it should be made clear it is not an official WTA statement.

P Miller expanded on the above. He expressed concern that discussions have not occurred in the past. The Chair discussed the Fishing Classic issue. There has been a breach of trust amongst WTA Members. The WTA Members committed to work on developing better relationships.

1.3.2. Item: Childcare (J Graham)

J Graham reported that the Federal Govt has gone to tender offering a grant of \$2 million for infrastructure; they require a 20 yr tenure on land use; there is a Childcare Community Workgroup in Weipa; C&K have put in a bid; RTA is prepared to provide support to the group awarded the tender; there is a vacant block to the east of Cape Kids which will be converted to freehold and merged with the current block; they are looking to lease the land and current building; hoping to hear by the end of February; the bid is for a 75 place centre; there is a high demand for childcare in Weipa; C&K are currently involved with the Kindergarten (near the pool) and the Napranum Preschool; J Graham to follow through with the Community Workgroup

1.3.3. Item: Western Cape College Hostel (J Graham)

The Hostel is on track; a decision has been made to build it as one project (rather than in stages); the Governance structure is being developed; there will be community consultation; the steering committee is meeting again next week

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1.4. GENERAL BUSINESS

The Chair reported that she had invited the Napranum Council to the next WTA Meeting.

2. ADMINISTRATION AND FINANCE

2.1. BUSINESS ARISING

2.1.1. Item: Weipa Youth Gone Good Funds

The Director C&F reported that the funds were initially held in a separate bank account. In October 2005 \$25,411.55 was transferred into the WTA bank account. \$597.50 was spent on basketball court equipment that year, leaving a balance of \$24,815. This amount was mentioned in the 2006/07 budget papers as being available for youth projects. There is no mention of it in the 2007/08 budget papers. Scott North (previous finance manager) has indicated that he believed the funds were allocated to the Aquatic Centre project. This decision doesn't appear to be recorded in the meeting minutes.

Resolution: That the WTA Members approve \$24,815 to be placed into a balance sheet account called 'Weipa Youth Gone Good Funds'. S Bousen to investigate possible projects for the funds. P Miller to investigate possible plans for a skate park.

Moved: C Gay **Seconded:** S Bousen **Carried**

2.2. BUSINESS ITEMS

2.2.1. Item: RTA WTA Management Protocol for Weipa

The WTA Members reviewed and approved the timeline. The CEO reported that he has recommenced working with Corporate Council on the issues that need legal advice.

2.2.2. Item: Corporate Governance

The WTA Members reviewed and approved the above timeline.

2.2.3. Item: 2009 Community Survey

Recommendation: That the WTA Members approve the proposed format the 2009 Community Survey.

Resolution: That the WTA Members approve the proposed format the 2009 Community Survey. The survey will be distributed in the second half of the year to avoid a clash with the Governance survey.

Moved: C Gay **Seconded:** B Milligan **Carried**

2.2.4. Item: Financial Reports 2009 RTA Budget

Recommendation: That the WTA Members receive the reports as presented.

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Moved: S Bousen **Seconded:** J Graham **Carried**

2.2.5. Item: WTA Rates Budget Financial Reports - 30 December 2008 and 31 January 2009

Recommendation: That the WTA Members receive the reports as presented.

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Resolution: That the WTA Members receive the reports as presented.
Moved C Gay Seconded P Miller Carried

2.2.6. Item: WTA Rates Budget Review – 1 July to 30 December 2008

Recommendation: That the WTA Members receive the report as presented.

Resolution: That the WTA Members receive the report as presented.
Moved: P Miller Seconded: B Milligan Carried

The meeting adjourned at 11.30am to discuss the following workshop papers:

1. *Qld Local Government Comparative Information – benchmarking comparison of similar Local Councils with Weipa*
2. *Financials – 2006/06 to 2008/09 financial information including:*
 - I. *WTA Rates Budget (income & expenditure)*
 - II. *RTA Contributions (recurrent & capital)*
3. *Summary of:*
 - I. *Potential Government Grant income*
 - II. *Current RTA contribution / assistance*
4. *Pros & Cons of various Governance Models*
 - I. *Stay as is (Comalco Act)*
 - II. *Become a Local Government (full 'normalization')*
 - III. *A Hybrid Agreement (Remain under Comalco Act with some Government recognition)*

A lunchbreak occurred at 12 noon.

The meeting recommenced at 12.30pm

Resolution: That the information be provided to Jim Turnour to assist him with the preparation of the community survey.
Moved: C Gay Seconded: S Bousen Carried

3. COMMUNITY AND SOCIAL

3.1. BUSINESS ARISING

3.1.1. Item: Australia Day

The Chair congratulated the participants on a good day. S Bousen thanked the office staff for their support. There was a good turn-up on the day. There were lots of nominations. P Graham was commended for his contribution. The guest speaker was commended. Possible improvements: kids games, a different breakfast, an Australia Day Committee (community members)

- **Action:** Australian Day Committee to be set-up in October for 2010

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3.2. GENERAL BUSINESS

3.2.1. Events Calendar

- Vibe Alive – Meeting 19 March 7pm; drama & sport workshops for indigenous young people
- School Musical end of May + Quiz night (overseas trip fundraiser)
- Clean-up Australia Day 1 March
- Cleanest Street in Weipa May

4. ENGINEERING AND WORKS

4.1. BUSINESS ITEMS

4.1.1. Item: WTA Output Team Report

Recommendation: That the report be received as presented.

Resolution: That the report be received as presented.

Moved: S Bousen Seconded: B Milligan Carried

- **Boundary Extensions:** No progress on this project
- **Emergency Procedures:** The WTA Members discussed the January cyclone (the town went to Yellow for a brief period). The WTA Members expressed willingness to assist Napranum with the development of their emergency procedures.
- **Radio:** There are still some reception issues; these are being worked on
- **Pound/Kennels:** The pound (behind Spotless) has been closed. The Kennels are now the Pound. There are some maintenance issues (general improvement)
- **Convention Centre:** The CEO reported that RTA have requested that they use the Convention Centre as a base for maintenance teams for a period of 6 to 12 months – for work on the mine site and in town (outside the normal scope of the WTA grounds contract). They will maintain the facility and pay for any electricity used. The cost to the WTA will be materials only (labour component will be free). The regular users of the building (EOG and JW Churches) are happy to use the Council Chambers as an alternative. The WTA Members are happy to support this proposal.
 - **Action:** CEO to speak to the Chamber of Commerce

4.2. GENERAL BUSINESS

- **TV Transmitter:** Standard transmission is due for shutdown in 2011 (to be replaced by digital TV)

5. PLANNING AND DEVELOPMENT

5.1. BUSINESS ARISING

5.1.1. Removal of NQCEC Temporary Camp at the SPQ

Resolution: That the Director Planning & Infrastructure contact NQCEC again and discuss the issue with them with the view to establishing a firm exit date.

Moved: C Gay Seconded: J Graham Carried

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5.1.2. Time taken for approval process

At the December WTA Meeting S Bousen tabled feedback from two community members about the apparent lack of progress on their town planning applications. They were concerned about the length of the time taken to progress applications.

The CEO investigated both concerns and found that they had both been progressed as per the normal town planning procedures. In addition, the Director Planning & Infrastructure reported that the WTA process takes considerably less time than other councils.

5.1.3. Item: Request for WTA Approval For Use of a Liquor Licence at Anchorage Resort, Lot 400 on MP36451, 2 Tonkin Road, Rocky Point

Recommendation: That the application by Peter Graham for a letter of approval from Weipa Town Authority confirming that a residential liquor licence for The Anchorage Resort located at Lot 400 MP 36451, 2 Tonkin Road Rocky Point is within zoning requirements for the property, be approved on the condition that the activity is confined to The Anchorage Resort Guests at 2 Tonkin Road, Rocky Point.

Resolution: That the application by Peter Graham for a letter of approval from Weipa Town Authority confirming that a residential liquor licence for The Anchorage Resort located at Lot 400 MP 36451, 2 Tonkin Road Rocky Point is within zoning requirements for the property, be approved on the condition that the activity is confined to The Anchorage Resort Guests at 2 Tonkin Road, Rocky Point.
Moved: C Gay Seconded: P Miller Carried

5.2. BUSINESS ITEMS

Item: Development Application for Material Change of Use (permitted development) for a Duplex Dwelling (2x2 Bedroom Units); Lot 56 on MP 38188, 11 Kookaburra Court (& corner of Fairway Ave), Trunding

Recommendation: That the application by Max Bryant Pty Ltd to develop a Duplex Dwelling (2x2 bedroom units) on land situated at 11 Kookaburra Court and Fairway Avenue, Trunding and described as Lot 56 on MP 38188 be approved subject to the conditions set out in the attached schedule.

Resolution: That the application by Max Bryant Pty Ltd to develop a Duplex Dwelling (2x2 bedroom units) on land situated at 11 Kookaburra Court and Fairway Avenue, Trunding and described as Lot 56 on MP 38188 be approved subject to the conditions set out in the attached schedule.
Moved: B Milligan Seconded: J Graham Carried

**DEVELOPMENT PERMIT
MATERIAL CHANGE OF USE
SCHEDULE OF CONDITIONS**

**DUPLEX DWELLING (2 X 2 BEDROOM UNITS)
11 KOOKABURRA COURT AND FAIRWAY AVENUE, TRUNDING
LOT 56 ON MP 38188**

ASSESSMENT MANAGER

1. General

- 1.1 The use of the subject land must be commenced within a period of four (4) years from the date of the approval takes effect (see s3.5.19 of the Integrated Planning Act 1997). Should the subject use not be commenced prior to the expiry of such period, this approval will lapse.
- 1.2 The proposed development must be generally in accordance with the details submitted with the application and the proposal plans prepared by Gavin Patterson & Co Pty Ltd Architects Drawing No 08011 WD 00 Rev D to WD 12 Rev D, submitted with the application, which form part of this application, except as otherwise specified by any conditions in this approval.
- 1.3 The conditions of the development permit must be effected prior to the commencement of the use, except where specified otherwise in these conditions of approval.

2. Car Parking and Access

- 2.1 Car parking must be provided generally as shown on the proposal plans.
- 2.2 The driveways and parking areas must be imperviously sealed and drained.

3. Landscaping

- 3.1 The site must be landscaped to create attractive surroundings for residents.
- 3.2 The area between the Fairway Drive frontage of the site and the visitor parking spaces must be landscaped to provide a screen to these parking spaces.
- 3.3 Landscaping must be completed in accordance with an approved landscape plan prior to commencement of the use and must be maintained at all times in accordance with that plan. In particular, the plan must show: the location of existing and proposed planting; proposed species of vegetation; and location of watering system.

- 3.4 The landscape plan is to be submitted for approval, with or without amendment, by Weipa Town Office. The landscape plan is to be prepared by a person skilled and experienced in landscape design not less than six weeks prior to the completion of building work. The landscape works must be completed in accordance with the plan prior to occupation of any part of the premises.

4. Fencing

- 4.1 The perimeter of the site must be fenced, prior to the commencement of the use.

5. Noise

- 5.1 Air-conditioning units must be suitably located or capable of operating at a noise level (in accordance with the Environmental Protection Amendment Regulation {No. 2} 1999), which does not cause a nuisance to occupants of neighbouring premises.

6. Lighting

- 6.1 All lighting must be installed and shrouded so that the level of illumination at a distance of 1.5 metres outside the boundary of the subject land resulting from direct, reflected or other incidental light emanating from the site does not exceed 8 lux measured at any level upwards from the ground level.

7. Engineering

- 7.1 Unless explicitly stated elsewhere in this approval, all works required by this approval must be constructed prior to the commencement of the respective stages of the use.
- 7.2 The developer must construct a suitable crossover to connect the internal driveway to the carriageway in Fairway Drive.
- 7.3 The developer is responsible for any relocation and/or alteration to any public utility installation required as a result of any works carried out in connection with this development. These works are to be carried out by the relevant authority, and at the developers expense.

The developer must forward to Weipa Town Office within twenty eight (28) days of the completion of the relocation and/or alteration, written evidence or statement from the relevant public utility authority that such relocation and/or alteration has been carried out to the satisfaction of the relevant authority.

8. Stormwater Drainage

8.1 Stormwater drainage from paved and roofed areas must be discharged to kerb and channelling within the adjoining road reserve or as otherwise required or agreed to in writing by Weipa Town Office.

8.2 The approved development must not interfere with the natural flow of stormwater in the locality in such a manner as to cause ponding or concentration of stormwater on adjoining land or roads.

9. Soil Erosion, Minimisation, Sediment Control and Dust Control

9.1 During the construction phase of this development the developer is responsible for the installation and maintenance of erosion and sediment management facilities.

9.2 The developer is responsible for the suppression of dust arising from the construction work and/or the cartage of material which may cause a nuisance to adjoining properties.

10. Environmental Consideration

10.1 Construction must comply with the Environmental Protection Act, Policies and Guidelines to prevent or minimise either environmental harm or nuisance.

11. Definitions

11.1 In these conditions:

- a) A reference to an Act includes all statutory instruments and subordinate legislation made under that Act; and
- b) Terms used have the meaning contained in the Weipa Advisory Development Plan, the Integrated Planning Act 1997 or the relevant legislation referred to in these conditions, as the case may be.

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6. MEETING SCHEDULE

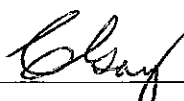
Note additional meetings 7 & 8 April.

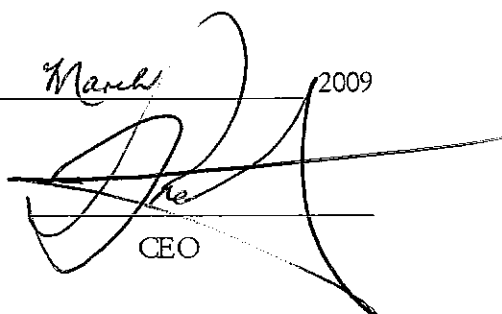
3.00pm	Thur	5 March	Council Chambers
8.30am	Fri	20 March	Council Chambers
3.00pm	Thur	2 April	Council Chambers
3.00pm	Tue	7 April – Natalie Kent LGAQ	Council Chambers
8.30am	Wed	8 April - Governance Summit	Council Chambers
8.30am	Fri	17 April	Council Chambers
3.00pm	Thur	7 May	Council Chambers
8.30am	Fri	15 May	Council Chambers
3.00pm	Thur	4 June	Council Chambers
8.30am	Fri	19 June	Council Chambers
3.00pm	Thur	2 July	Council Chambers
8.30am	Fri	16 July	Council Chambers
3.00pm	Thur	6 August	Council Chambers
8.30am	Fri	21 August	Council Chambers
3.00pm	Thur	3 September	Council Chambers
8.30am	Fri	18 September	Council Chambers
3.00pm	Thur	1 October	Council Chambers
8.30am	Fri	16 October	Council Chambers
3.00pm	Thur	5 November	Council Chambers
8.30am	Fri	20 November	Council Chambers
3.00pm	Thur	3 December	Council Chambers
8.30am	Fri	18 December	Council Chambers

7. CLOSURE OF MEETING

The meeting closed at 1pm

Confirmed this 20th day of March 2009


Chairperson


CEO