

# Minutes WTA General Meeting 20 March 2009

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

## WTA General Meeting – 20 March 2009

### OPENING OF MEETING

Meeting commenced at 8.35am

### ATTENDANCE

Carrie Gay (Chairperson)

Peter Miller (Deputy Chair)

Peter Graham (WTA Member)

Ben Milligan (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)

John Graham (RTA Representative) *Arrived at 9.30am*

### APOLOGIES

Shane Bousen (Elected Member)

### GUESTS (by Invitation)

Napranum Mayor and Councillors

### CONFIRMATION OF PREVIOUS MINUTES

**Recommendation:** That the WTA adopt the minutes of the General Meeting held 20 February 2009 as a true and accurate record.

**Resolution:** That the WTA adopt the minutes of the General Meeting held 20 February 2009 as a true and accurate record.

*[P. Miller declined to vote, P. Graham was not at the previous meeting and did not vote]*

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

## 1. ENGINEERING AND WORKS (Committee Chair: Peter Miller)

### 1.1. BUSINESS ARISING

NIL

### 1.2. BUSINESS ITEMS

#### 1.2.1. Item: Report from the Committee Chair

P Miller reported that he is having regular meetings with the Director Planning & Infrastructure (DP&I).

#### 1.2.2. Item: Use of Spotless Plumbers for Weekend Callouts

**Recommendation:** That the Weipa Town Authority Members approve the expenditure and use of Spotless for weekend callout works.

WTA staff will continue to perform on-call works during the week and the Contractor will perform on-call works on weekends. Any speciality works/projects performed on weekends will be monitored by WTA staff. Cost: \$300 per weekend / \$15 600 per year

**Resolution:** That the Weipa Town Authority Members approve the expenditure and use of Spotless for weekend callout works.

**Moved:** P. Miller **Seconded:** C. Gay **Carried**

## WTA General Meeting – 20 March 2009

### 1.3. MEMBERS ITEMS

NIL

### 1.4. GENERAL BUSINESS

**Change of name:** The DP&I reported that Connell Wagner has merged with another company. They are now operating under the name 'Aurecon'.

**Pedestrian Crossing:** The DP&I also reported that preliminary costings have been received for the pedestrian crossing at the new hospital site: \$148,000 (no lighting) or \$243,000 (with lighting). These are preliminary estimates and are thus plus or minus 30%. It was noted that in future the WTA should consider the impact of new developments on the Weipa rate payers.

➤ **Action:** The WTA Chair to lobby government for financial support in regard to this project.

**Western Cape College proposed car park / bus drop off:** The DP&I reported that the WTA has had preliminary discussions with the school. The WTA is waiting on a formal application for assessment of the impact on the town infrastructure.

## 2. PLANNING AND DEVELOPMENT (Committee Chair: Peter Graham)

### 2.1. BUSINESS ARISING

#### 2.1.1. Removal of NQCEC Temporary Camp at the SPQ

The DP&I reported that she has spoken to the contractor. The WTA agreed to do a final inspection on four of the new units to enable the staff to move into the new accommodation within the next two weeks. The camp will then be vacated. The buildings will be moved once the wet season is over.

### 2.2. BUSINESS ITEMS

#### 2.2.1. Item: Report from the Committee Chair

P Graham reported that he has been overseas last month.

#### 2.2.2. Item: Development Application for Material Change of Use (permitted development) for a Multi-Dwelling (5x2 Bedroom Units); Lot 91 on MP 38188, 3 Caddy Close, Trunding

**Recommendation:** That the application by McIvor Pty Ltd to develop a Multiple Dwelling (5x2 bedroom units) on land situated at 3 Caddy Close, Trunding and described as Lot 91 on MP 38188 be approved subject to the conditions set out in the attached schedule.

The DP&I handed out an updated set of plans for consideration. Condition 1.2 has been revised.

**Resolution:** That the application by McIvor Pty Ltd to develop a Multiple Dwelling (5x2 bedroom units) on land situated at 3 Caddy Close, Trunding and described as Lot 91 on MP 38188 be approved subject to the conditions set out in the attached schedule.

**Moved:** B Milligan **Seconded:** P Miller **Carried**

**Attachment:** Schedule of Conditions

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

**MULTIPLE DWELLING (5 X 2 BEDROOM UNITS)  
3 CADDY CLOSE, TRUNDING  
LOT 91 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 Marshall Design, Drawing No 08-060, Sheets WD-1/1 to WD-1/9, as revised and submitted to Planning Far North on 18 February, 2009, and revised plans WD-2/1 Site Plan, WD-2/2 Floor Plan (part), WD-2/3 Floor Plan (part), WD-2/8 Unit 1 – Floor Plan, Detached Garage Building – Floor Plan and Elevations (Garage Building), WD-1/5 Elevations submitted to Planning Far North on 13<sup>th</sup> March 2009 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.
- 1.4 This approval is for a maximum of 5 x 2 bedroom units.

**2. External Treatment of Building**

- 2.1 Screening must be provided to the perimeter of the carports, with the exception of the vehicular entrances to the carports.

**3. Car Parking and Access**

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

**4. Storage Facilities**

- 4.1 Each unit must be provided with a storage locker with a minimum floor area of 2 m<sup>2</sup> for the storage of household equipment. The preferred location for the storage locker is within or adjacent to the carport/garage for each unit.
- 4.2 Each unit must be provided with an area for the storage of a 240 litre refuse bin and a 120 litre recycle bin.

## 5. Landscaping

- 5.1 The site must be landscaped to create attractive surroundings for residents.
- 5.2 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.
- 5.3 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.

## 6. Fencing

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

## 7. Noise

- 7.1 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.

## 8. Lighting

- 8.1 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.

## 9. Engineering

- 9.1 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.

- 9.2 The developer must construct a suitable crossover to connect the internal driveway to the carriageway in Caddy Close.
- 9.3 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.

## **10. Stormwater Drainage**

- 10.1 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.
- 10.2 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.

## **11. Soil Erosion, Minimisation, Sediment Control and Dust Control**

- 11.1 During the construction phase of this development the developer is responsible for the installation and maintenance of erosion and sediment management facilities.
- 11.2 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.

## **12. Environmental Consideration**

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

## **13. Definitions**

- 13.1 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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### 2.3. MEMBERS ITEMS

NIL

### 2.4. GENERAL BUSINESS

**Error in previous minutes:** The DP&I noted that the address listed in the resolution at Item 5.2 WTA General 20 February 2009 incorrectly referred to 11 Kookaburra. The correct address is 11 Fairway.

**Care of the Old Hospital Site:** The Chair noted that the old hospital site is looking uncared for.

➤ **Action:** The CEO stated that he would contact Paul Stevenson regarding this issue.

### 3. CLOSED SESSION

#### 3.1.1. Item: Debtors Reports

**Recommendation:** That the meeting move into a closed session to discuss Rates and Sundry Debtors

**Resolution:** That the meeting move into a closed session to discuss Rates and Sundry Debtors  
**Moved:** C Gay **Seconded:** P Graham **Carried**

**Recommendation:** That the meeting move back into an open session

**Resolution:** That the meeting move back into an open session  
**Moved:** C Gay **Seconded:** P Graham **Carried**

**Recommendation:** That the WTA Members approve the following in regard to Sundry Debtors:

- 1) To be written off:
  - from Report Dec-08
    - Mick Hogan \$101.17 Mar-08 Water Meter damage [insufficient evidence to chase debt]
    - Melvor \$1,357.02 Nov-07 Rubbish clean up [Debtor claims it is not his expense. Too old to verify]
  - from Report Mar-09
    - V&S Austerberry \$906.90 Jan-07 Rubbish clean-up [Debtor claims that this is not his expense. Too old to verify]
    - Gary Claridge \$146 Dec-05 Oil Spill clean-up [Debtor has left town]
    - Ken Pappin \$1,053 Mar-05 Building fees [Debtor believes this has been paid. No record of payment found. Too old to chase]
- 2) To be sent to debt collector for legal action:
  - Lavina Keri \$270 Nov-07 + Jun-08 Chair Hire
  - Kathleen Pablo \$756.97 Dec-08 Illegally dumped rubbish
  - Traditional Owners Group \$150 Apr-08 Venue Hire
  - Napranum Council \$40,180

**Moved:** P Graham **Seconded:** C Gay **Carried**

## WTA General Meeting – 20 March 2009

*J Graham joined the meeting at 9.30am*

### 4. CHAIRMAN'S BUSINESS (WTA Chair: Carrie Gay)

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#### 4.1. BUSINESS ARISING

##### 4.1.1. Item: Fuel & Food Prices in Weipa

No response re fuel. Cairns Woolworths responded expressing concern at the complaint.

##### 4.1.2. Item: Community Survey re Governance

No action to date.

➤ **Action:** Item to be carried forward

##### 4.1.3. Item: Natural Resource Management Body for Cape York

J Graham reported that RTA will be represented. There is some concern that this may be a duplication of process.

➤ **Action:** WTA Chair to discuss this further with the WTA Members.

##### 4.1.4. Item: Summit Meeting

New date: Tue 28 July 2009.

➤ **Action:** WTA Chair to let facilitator (Alexander Pope) know of this change.

##### 4.1.5. Item: Lions Club Containers

The CEO has discussed the issue with the Lions Club President. He is considering his options but has no fixed plan.

➤ **Action:** P Graham will move the issue forward with the view to returning the containers to Foresight as soon as possible.

➤ **Action:** C Gay and J Graham will meet with Bill informally in the next fortnight.

##### 4.1.6. Item: Traditional Owner Representative

No new Traditional Owner representative has been appointed.

➤ **Action:** Item to be carried forward

#### 4.2. BUSINESS ITEMS

##### 4.2.1. Item: Chair's Report (C Gay)

**ROCKY meeting** (attended with the CEO): Police (no change); Local Govt (no action because of the Qld Election); Land Protection (a presentation on the Aboriginal Land Act)

**Regional Partnerships:** Meeting 7 April; employment opportunities for indigenous people

**Local Marine Advisory Committee:** P Graham to be the WTA Representative

**Meeting with the RTA General Manager** (next week): P Miller requested that legal issues were discussed; J Graham asked that the Lions Club issue was discussed; P Graham asked that the Summit Meeting was discussed; the Chair noted that this relationship was important to the WTA

The Chair will be attending a meeting with Chris Salisbury (RTA Chief Operating Officer Bauxite Alumina) and key community members for a general discussion re regional issues / concerns

**Western Cape College Board Meeting:** presentation by Vibe Alive (coming to town in Sept to do culture / arts / sport with the College); WCC 2009 Operational Plan

##### 4.2.2. Item: CEO's Report

**Recommendation:** That the report be received as presented.

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**Legal Issues:** there have been significant steps taken to move this issue forward; the Code of Conduct is being drafted

**School Based Trainee:** A new trainee has been appointed

**Malaruch:** Discussed potential developments at Evans Landing (town planning issues); proposed Festival (use of town facilities)

**Safety:** The team was congratulated on achieving 3,000 safe days

**Leaning on Costs:** This has not been finalised at this stage.

**Resolution:** That the report be received as presented  
**Moved:** C Gay **Seconded:** J Graham **Carried**

*The meeting adjourned for a break at 10.20am*

*The meeting resumed at 10.40am*

### 4.3. MEMBERS ITEMS

#### 4.3.1. Item: Mining Royalties (S Bousen)

➤ **Action:** Item Carried Forward: S Bousen absent.

#### 4.3.2. Item: WCCA / Township Agreement (J Graham)

J Graham reported that his presentation is being reviewed by the RTA legal team.

➤ **Action:** To be presented at the next WTA Workshop (2 April)

#### 4.3.3. Item: Childcare (J Graham)

J Graham reported that the submission has been lodged with the Government. No response to date.

### 4.4. GENERAL BUSINESS

**Community Feedback:** J Graham reported that RTA (Community Relations MRU) is running sessions seeking community feedback re impact of the business on the community. There is an open invitation to all community residents. The WTA Members were invited to the meetings. Mon 30 March 6.30pm Council Chambers.

**Culture Centre:** J Graham reported that a new user is being selected with the view to using the centre.

➤ **Action:** To report further at the next meeting.

## 5. ADMINISTRATION AND FINANCE (Committee Chair: John Graham)

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### 5.1. BUSINESS ARISING

NIL

### 5.2. BUSINESS ITEMS

#### 5.2.1. Item: Appointment of Committee Chair

**Recommendation:** That the WTA appoint John Graham to be Chair Administration and Finance Committee.

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**Resolution:** That the WTA appoint John Graham to be Chair Administration and Finance Committee.  
**Moved:** C Gay **Seconded:** B Milligan **Carried**

### 5.2.2. Item: WTA 2007-08 Annual Report

**Recommendation:** That the WTA Members receive the 2007-08 Annual Report.

The DC&F presented the final report.

**Resolution:** That the WTA Members receive the 2007-08 Annual Report.  
**Moved:** P Miller **Seconded:** P Graham **Carried**

### 5.2.3. Item: Corporate Credit Cards

**Recommendation:** That the WTA Members approve adoption of Policy WTA P/F05 Corporate Credit Card Use V1.0.

**Resolution:** That the WTA Members approve adoption of Policy WTA P/F05 Corporate Credit Card Use V1.0.  
**Moved:** P Graham **Seconded:** C Gay **Carried**

### 5.2.4. Item: WTA Rates Budget Financial Reports - 28 February 2009

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

There was some discussion re depreciation of assets; GST Clearing Accounts; cash balances

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

- **Action:** DC&F to investigate Govt reimbursement for post cyclone clean up.

## 5.3. MEMBERS ITEMS

NIL

## 5.4. GENERAL BUSINESS

NIL

## 6. COMMUNITY AND SOCIAL (Committee Chair: C Gay)

### 6.1. BUSINESS ARISING

#### 6.1.1. Item: Weipa Youth Gone Good Funds

6.1.1.1. Report on possible projects for the funds (S Bousen)

- **Action:** To be carried forward in S Bousen's absence

6.1.1.2. Report on past plans for a skate park (P Miller)

P Miller reported that a skate park had been planned in Weipa in the past; he tabled some photos of the Cloncurry skate park – cost of \$40,000 (unable to contact the company who built it); may be possible to combine this project with the Lions Club project. May be developed in conjunction with Stage 2 of the Sporting Complex.

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### 6.2. BUSINESS ITEMS

#### 6.2.1. Item: Report from the Committee Chair

No report – Chair absent.

#### 6.2.2. Item: Cleanest Street Competition

There was some discussion re the 2009 format. The idea is to develop pride in the town. J Graham offered input from the RTA Community Relations communications team to promote the event. Perhaps there could be a 'garden competition'. A suggestion was made to divide some of the larger streets (eg Circular Way) into sections. Date: Sunday 10 May

#### 6.2.3. Item: New Environmental Protection Regulation 2008 (commenced on the 1<sup>st</sup> January 2009)

**Recommendation:** That the Weipa Town Authority Members adopt the ERA fees, calculations and charges, as per the Environmental Protection Regulation 2008. The existing WTA ERA Administration fees approved in November 2008 shall remain with the exception of the ERA Application Fee which shall be modified to a \$500 once only fee, as per EPR 2008 Schedule 10 Part 1 and that Multiple ERAs annual fee be, as per Environmental Protection Regulation 2008 ALES governed score.

ERA	New Prescribed Annual Fee
Poultry farming >1000 but <200,000	\$500
Poultry farming >200,000	\$900
Chemical Storage (petroleum product storage) >10m <sup>3</sup> but <500 m <sup>3</sup>	\$500
Abrasive blasting (permanent location)	\$3200
Abrasive blasting (mobile)	\$3200
Boiler making and Engineering <200t	deregulated
Boiler making and Engineering >200t but <10,000t	\$500
Boiler making and Engineering >10,000t	\$9200
Motor Vehicle Workshop Operation	\$1400
Concrete Batching	\$6000
Metal Forming <100,000t	deregulated
Metal Forming >100,000t	\$500
<b>Administration Fees</b>	
Application approval fee (one off)	\$500.00
Amendment of a registration certificate	\$56.90
Changes to development approval	\$175.00
Changing the anniversary date	\$175.00
Multiple BRAs annual fee	Highest ERA Fee
Compliance report	\$100.00
Reinspection fee	\$75.00

**Resolution:** That the Weipa Town Authority Members adopt the ERA fees, calculations and charges, as per the Environmental Protection Regulation 2008. The existing WTA ERA Administration fees approved in November 2008 shall remain with the exception of the ERA Application Fee which shall be modified to a \$500 once only fee, as per EPR 2008 Schedule 10 Part 1 and that Multiple ERAs annual fee be, as per Environmental Protection Regulation 2008 ALES governed score.

Moved: C Gay. Seconded: P Miller. Carried.

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### 6.2.4. Item: Glass Crusher Trial

The DP&I reported on the Glass Crusher Trial as per the agenda notes. The aim is to reduce the volume of land fill in addition to reducing waste disposal costs for businesses.

### 6.3. MEMBERS ITEMS

#### 6.3.1. Item: Drinking Licences for Weipa (P Graham)

P Graham discussed the possibility of using the Gove model for managing alcohol consumption in Weipa. The takeaway liquor outlets would need to require photo ID and access a licensing database for each purchase. There is a local committee that grants licenses / sets penalties. It is about setting limits. The system would require the cooperation of the local outlets.

- **Action:** WTA Members to do some community research and report back to the next meeting.

### 6.4. GENERAL BUSINESS

**Cape York Women's Meet:** 22 & 23 May 2009 (Weipa Community Care to lodge a submission for funding)  
**Fun Day:** Sat 25 July 2009 (subject to talks with RTA re insurance)

**Use of low risk offenders for town projects:** P Graham suggested we investigate this; the people would be under Corrective Services supervision at all times; reduces WTA costs; creates employment in the town; proximity to families; currently sending these people to Cairns.

- **Action:** P Graham to invite someone from Corrective Services to address the WTA.

*The meeting adjourned at 12 Noon for lunch.*

*Meeting re-commenced at 12.50pm*

## 7. MEETING WITH NAPRANUM COUNCIL

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### Alcohol Management Plan (AMP)

- concern was expressed that the AMP is not working in Napranum
- perhaps too close to Weipa
- P Graham spoke about the Gove model
- M Barnes commented that this model has been discussed in the past
- Concern was expressed re the possibility of camps being established in order to access alcohol in Weipa
- Some people come to Weipa from other communities and stay in Napranum with family members. Can cause crowding.
- Rehabilitation Centre: Kim McDonald ICC – looking to identify an area for this facility. Will be good for the region. Will enable families to stay together.
- This could be a way of tracking people coming from other communities into the area.
- Could be discussed with the Napranum 'champion'

### Shared facilities

- sporting facilities, oval, pool, tennis courts
- WTA is looking for a letter of support for Stage 2 of the Sports Complex. This will be an indoor facility including a basket ball court (WTA to send some information on the proposal to the Napranum Council)

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- The Lakes: this has been a great resource for the community; in the past it was maintained by RTA; it is on Cook Shire land; looking to come to a shared arrangement for the maintenance of this area (WTA, RTA, Napranum); groups that could help - Job Networks / Work for the Dole / Community hours
- Memorandum of Understanding re Sporting Venues: Document signed by PCYC, WTA, and Napranum

### Transport

- Bus run Weipa to Napranum: There is no bus at the moment. It has been flagged as a need for the community in the past. It has been considered as an idea for a small business.

### Overdue Rubbish Charges

- This has been discussed with a number of parties. There is no solution at this stage. M Barnes to meet with J Graham to discuss further.

### Disaster Management Plan

- proposal from P Graham to work together re Disaster Management Plans
- The Napranum Council is supporting the introduction of SES back into the community
- The WTA and Napranum Council can meet and compare plans and have a 'pretend disaster' to test the systems.
- P Graham reported that the group would be looking for bricks for the new shed.
- SES Cadets: training for young people; need adult supervisors

### Dates

- Cape York Women's Meet 22 & 23 May 2009
- Fun Day 25 July 2009

### Future Meetings

- Can we meet again? To be invited to Napranum; date to be set.

## 8. MEETING SCHEDULE

3.00pm	Thur	2 April	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	Mon	27 July – Natalie Kent LGAQ	Council Chambers


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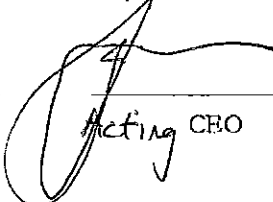
8.30am	Tue	28 July - Governance Summit	Council Chambers
3.00pm	Thur	6 August	Council Chambers
8.30am	Fri	21 August	Council Chambers
3.00pm	Thur	3 September	Council Chambers
8.30am	Fri	18 September	Council Chambers
3.00pm	Thur	1 October	Council Chambers
8.30am	Fri	16 October	Council Chambers
3.00pm	Thur	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

**9. CLOSURE OF MEETING**

The Meeting closed at 1.45pm

Confirmed this 17 day of April 2009

  
Chairperson

  
Acting CEO