

MINUTES GENERAL MEETING

18 March 2011

Meeting to commence at 8.30am in the Council Chambers
Hibberd Drive
Weipa

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Agenda WTA General Meeting 18 March 2011

OPENING OF MEETING

Meeting declared open at 8:38am

ATTENDANCE

- Carrie Gay (Chair)
- Peter Miller (Deputy Chair)
- Ben Laidlaw (RTA Representative)
- Karen Gill (RTA Representative)
- Ian Pressley (WTA CEO)
- Billie Adrade (WTA Director Corporate & Finance, Minutes)
- Joan Stratton (WTA Director Planning & Infrastructure)

APOLOGIES

- Peter Graham (WTA Member)
- Trevor Snodgrass (WTA Member)

ABSENT

Ernest Madua

GUESTS (by Invitation)


Greg Lake (DIAC) 10:00am

CONFIRMATION OF PREVIOUS MINUTES

Recommendation: That the WTA adopt the minutes of the General Meeting held 10 December 2010 as a true and accurate record.

Resolution: That the WTA adopt the minutes of the General Meeting held 10 December 2010 as a true and accurate record.
Moved: Karen Gill **Seconded:** Ben Laidlaw **Carried**

Attachment A

Minutes Attached	 Minutes Feb 11
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1. CHAIR'S BUSINESS (Carrie Gay)

Commenced 8:42am

1.1. CORRESPONDANCE

Letter from RTA Weipa regarding Golf Links Estate Stage 2

Attachment B

Letter Attached	 11 03 08 RTAW Letter
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Action: CEO to acknowledge the letter and seek clarification of point four.

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Other correspondence, as reported by Chair

Resolution: WTA supports Rio Tinto Alcan's position on the prohibition of motorised craft on Lake Patrica
Moved: Carrie Gay **Seconded:** Peter Miller **Carried**

1.2. BUSINESS ARISING

NIL

1.3. BUSINESS ITEMS

1.3.1.Item: Weipa Governance Project (standing agenda item)

Chair to Report

1.3.2.Item: Retrospective approval to release WTA QTC models to Government

Resolution: That the WTA approve in retrospect the release of the Base-case and Stand-alone models to QTC for the purpose of concluding Stage 1 of the Weipa Governance Project
Moved: Karen Gill **Seconded:** Carrie Gay **Carried**


1.3.3.Item: Weipa Residential Facility (standing agenda item)

Chair reported on recently attended meeting.

1.3.4.Item: Chair's Report

Recommendation: That the Chair's report be received as presented.

Attachment C:


Chair's Report	 11 03 Chair's report
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Resolution: That the Chair's report be received as presented.
Moved: Karen Gill **Seconded:** Ben Laidlaw **Carried**

1.3.5.Item: CEO's Report

Recommendation: That the CEO's report be received as presented.

Attachment D:

CEO's Report Attached	 11 02 CEO Report
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Resolution: That the CEO's report be received as presented.
Moved: Carrie Gay **Seconded:** Peter Miller **Carried**

1.4. MEMBERS ITEMS

NIL

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1.5. GENERAL BUSINESS

NIL

Concluded at 10:23am

The meeting adjourned at 10:23am.

The meeting reconvened at 10:40am

Item 1 Chairs Buisness concluded at 10:10am

Item 1.5. Chair's Business – General Business recommenced at 11:48am

At 11:48 am Greg Lake from DIAC addressed the meeting, concluded at 12:27pm

Peter Miller departed the room at 12:17pm, returned at 12:18pm

Item 1 concluded at 12:27 pm

The meeting adjourned at 12:28pm

The meeting reconvened at 12:53:pm, and moved back to Item 4.3.6 at 12:53 pm.

2. ADMINISTRATION AND FINANCE (Committee Chair: Karen Gill)

Commenced at 10:40am

2.1. CORRESPONDANCE

TBA

2.2. BUSINESS ARISING

NIL

2.3. BUSINESS ITEMS

2.3.1.Item: Chair's Report

NIL



2.3.2.Item: WTA Rates Budget Monthly Financial Reports

Recommendation: That the WTA receive the reports as presented.

Resolution: That the WTA receive the reports as presented.

Moved: Carrie Gay **Seconded:** Peter Miller **Carried**

Attachment E:

Balance Sheet February 2011	 Feb Balance Sheet
Revenue & Expenditure Report February 2011	 Feb Rev & Exp

2.4. MEMBERS ITEMS

NIL

2.5. GENERAL BUSINESS

NIL

Concluded at 10:44am

3. COMMUNITY AND SOCIAL (Committee Chair: Carrie Gay for Peter Graham)

Commenced at 10:44am

3.1. CORRESPONDANCE

NIL

3.2. BUSINESS ARISING

3.2.1.Item: Weipa Town Authority Sport & Rec Plan 2011-2016

Recommendation: That the WTA adopt the WTA Sports and Recreation Plan 2011-2016 and consider recommendations outlined in the plan for inclusion in the 2011/2012 WTA Operational Plan

Resolution: That the WTA acknowledge the receipt of the WTA Sports and Recreation Plan 2011-2016 and will consider recommendations outlined in the plan for inclusion in the 2011/2012 WTA Operational Plan

Moved: Karen Gill **Seconded:** Ben Laidlaw **Carried**

Resolution amended to removed ambiguity.

3.3. BUSINESS ITEMS

3.3.1.Item: Report from the Committee Chair

3.4. MEMBERS ITEMS

Peter Miller departed the room at 11:00am, returned at 11:02am

3.4.1 Cleanest Street Competition

Recommend that due to the extended wet that the WTA Cleanest Street Competition be delayed and that large streets be broken into smaller sections for judging.

Resolution: That the WTA Cleanest Street Competition be held on the 29th May 2011 in conjunction with the Best Garden in Town (nominated)

Moved: Carrie Gay **Seconded:** Karen Gill **Carried**

3.4.2 Discuss creation of fenced fitness station in one of the local playgrounds

Members of the community have requested that WTA considers the above. Previous consideration by members has been to erect fitness stations along the bike path.

Karen Gill left the room at 11:15am, returned at 11:16am.

3.5. GENERAL BUSINESS

NIL

Concluded at 11:17am

4. ENGINEERING AND WORKS (Committee Chair: Peter Miller)

Commenced at 11:17am

4.1. CORRESPONDANCE

NIL

4.2. BUSINESS ARISING


NIL

4.3. BUSINESS ITEMS

4.3.1.Item: Report from the Committee Chair

Chair to report
Attachment F:


Minutes WTA General Meeting 18 March 2011

Engineering & Works Chair's Report	 11 03 E&W Chair report
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4.3.2.Item: Notification to Property Owners regarding RTA Weipa Pty Ltd/WTA Water & Sewer Infrastructure located on their properties.

4.3.3.Item: WTA Planning & Infrastructure 2011 Works & Projects Report

Attachment G:

P&I Global Work List	 11 03 P&I Global Worklist.pdf
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4.3.4.Item: Hibberd Building (Town Office & Council Chambers) Air-conditioner (north end)

Recommendation: That the Weipa Town Authority Members approve \$18,000 to replace the Hibberd Building north end air-conditioner unit condensers.

All members agreed that Karen Gill did not have a conflict of interest in this matter and could vote on the resolution.

Resolution: That Weipa Town Authority approve \$18,000 to replace the Hibberd Building north end air-conditioner unit condensers; subject to a contribution from RTA based on floor space used within the building.

Moved: Carrie Gay **Seconded:** Ben Laidlaw **Carried**



Peter Miller expressed his concerns about WTA funds being used to maintain an asset that WTA does not own. Peter Miller voted against the resolution.

4.3.5.Item: Proposal to broadcast Vision Radio from Weipa Town Authority site.

Resolution: That the Weipa Town Authority Members approve the application by Vision Radio to use the WTA Water Tower free of charge (e.g. power supply cost & location only) to install and broadcast Vision Radio. Final location and approval of equipment and installation will be assessed and approved by Weipa Town Authority staff. All installation costs, licencing fees, ongoing maintenance, future costs or issues with the installation (including complaints) shall be borne by Vision Radio or their approved agent.

Moved: Carrie Gay **Seconded:** Ben Laidlaw **Carried**

Attachment H:

Email from Vision	 11 03 Email Vision
	 Radio Equipment

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At 11:48 am Adjourned Engineering and Works and moved back to Item 1: Chairs Business

At 12:53pm recommenced Engineering and Works.

4.3.6.Item: Report to Regulator regarding the Strategic Asset Management Plan (SAMP)

Due to the change of name from Rio Tinto Aluminium Ltd to RTA Weipa Pty Ltd, all SAMP documents must be resubmitted.

4.3.7.Item: WTA – Water Report

4.3.8.Item: WTA Water Wise & Reduction of Environment Footprint

Ben Laidlaw departed the room at 1:01pm

4.3.9.Item: WTA Water Fluoridisation Project

Carrie Gay departed the room at 1:04pm

4.3.10. Item: WTA & RTA Weipa 2011 Road Reseal Project

Carrie Gay returned to the room at 1:05pm

4.3.11. Item: WTA Lake Patricia Beautification Project

4.3.12. Item: WTA Cemetery

Action: That CEO follow up with Rio Tinto Alcan Site Services Manager regarding the status of road in the Cemetery Reserve.

4.3.13. Item: WTA Yard Upgrade

4.3.14. Item: WTA Aquatic Centre Report

4.4. MEMBERS ITEMS

NIL

4.5. GENERAL BUSINESS

NIL

Concluded at 1:17pm

5. PLANNING AND DEVELOPMENT (Committee Chair: Carrie Gay for Trevor Snodgrass)

Commenced at 1:19pm

5.1. CORRESPONDANCE

NIL

5.2. BUSINESS ARISING

NIL

5.3. BUSINESS ITEMS

5.3.1.Item: Report from the Committee Chair

NIL

5.3.2.Item: Request for change to development approval and request for an extension of currency period:

Ben Laidlaw returned to the room at 1:22pm
Lot 3 on MP 37827
7 Transmission Street,
Rocky Point
Application – P11-04

Ian Pressley departed the room at 1:22pm



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Resolution: That the request to Change the Development Approval for the development of a Duplex Dwelling on land described as Lot 3 on MP 37827 and situated at 7 Transmission Street, Rocky Point be approved, with the Conditions of Approval being revised to reflect the current design and the current situation and as set out in the attached Schedule.

The request for an Extension of the Currency Period be approved to allow a further four years for the commencement of the approved use of a Duplex Dwelling.

Moved: Peter Miller **Seconded:** Karen Gill **Carried**

Attachment I:

Town Planner Report P11-04	 P11-04 Dev Applicaion
Development Application Letter & Plans	 1103 P11-04 Drawings

5.3.3.Item: Indigenous Land Corporation (ILC) WTA Community Infrastructure Contributions in relation to the Western Cape Residential Campus (WCRC):

Lot52 MPH32002
Tamarind Road,
Rocky Point

Ian Pressley returned at 1:33pm



Resolution: That the WTA Members accept the proposal of works, in lieu of the proposed \$500,000 contribution, outlined in the attached letter of offer from the Indigenous Land Corporation being;

1. Construct a new kiosk on the adjacent WTA site (Andoom Footy Oval), in a location advised by WTA, including all service relocations
2. Construct a pedestrian crossing at Tamarind Road
3. Construct a pedestrian bridge from Tamarind Road to the adjacent WTA site (Andoom Footy Oval)
4. Construct a sealed pathway via Clarke Close from the WCRC to the Western Cape College (final design to be approved by WTA staff).

All works are to be undertaken and completed by the ILC to WTA standards, at no cost to the Weipa Town Authority.

Moved: Peter Miller **Seconded:** Karen Gill **Carried**

Attachment J:

ILC Letter dated 14 th March 2011 – WTA Community Infrastructure Contribution	 11 03 ILC Letter
Original letter from ILC dated 30 th Nov 2010	 11 03 ILC Letter Nov 2010

5.3.4.Item: Development Application For a Material Change of Use for an Accommodation Building - Extension to Existing Facility;
Lot 400 on MP 36451
2 Tonkin Drive,
Rocky Point

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Application – P11-02

Recommendation: That the application for a Development Permit for a Material Change of Use to facilitate the expansion of an existing Accommodation Building on the property situated at 2 Tonkin Drive, Evans Landing and described as Lot 400 on MP 36451 be refused on the following grounds:-

1. The application is not supported by plans drawn to scale which enable a full assessment of the proposed expansion to be undertaken.
2. The applicant has not demonstrated that the continued operation of the existing facility and the proposed expansion of the facility can be undertaken without the desired standard of amenity being provided for the occupants of the facility and without adverse impacts on the amenity of the locality in that:
 - there is insufficient detail of landscaped open space and recreation areas to be provided on the site;
 - there is insufficient detail of landscaped buffers to be provided to the boundaries of the site;
 - there is insufficient car parking to be provided for the existing and expanded facility;
 - satisfactory access is not available to all of the proposed car parking spaces;
 - not all of the existing and proposed parking spaces comply with the Australian Standard AS 28901; in particular, parking spaces are not designed to allow vehicles accessing the spaces to enter and exit the site in forward gear;
 - Inadequate buffers are provided between the boundaries of the site and car parking areas to achieve screening of the car parking areas.


Resolution amended to correct locality

Resolution: That the application for a Development Permit for a Material Change of Use to facilitate the expansion of an existing Accommodation Building on the property situated at 2 Tonkin Drive, Rocky Point and described as Lot 400 on MP 36451 be refused on the following grounds:-


3. The application is not supported by plans drawn to scale which enable a full assessment of the proposed expansion to be undertaken.
4. The applicant has not demonstrated that the continued operation of the existing facility and the proposed expansion of the facility can be undertaken without the desired standard of amenity being provided for the occupants of the facility and without adverse impacts on the amenity of the locality in that:
 - There is insufficient detail of landscaped open space and recreation areas to be provided on the site;
 - There is insufficient detail of landscaped buffers to be provided to the boundaries of the site;
 - There is insufficient car parking to be provided for the existing and expanded facility;
 - Satisfactory access is not available to all of the proposed car parking spaces;
 - Not all of the existing and proposed parking spaces comply with the Australian Standard AS 28901; in particular, parking spaces are not designed to allow vehicles accessing the spaces to enter and exit the site in forward gear;
 - Inadequate buffers are provided between the boundaries of the site and car parking areas to achieve screening of the car parking areas.

Moved: Ben Laidlaw **Seconded:** Karen Gill **Carried**

Attachment K:

Town Planner Report	 P11-02
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Development Application Letter & Plans	 1103 P11-02 Drawings
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5.4. MEMBERS ITEMS

NIL

5.5. GENERAL BUSINESS

NIL

Concluded at 1:59pm

6. CLOSED AGENDA ITEMS

Commenced at 1:59pm

Resolution: That the meeting move into closed session.
Moved: Carrie Gay **Seconded:** Karen Gill **Carried**

6.1. Item: WTA Facilities Cleaning –Contract report

6.2. Item: WTA Waste Management – Contract report

Ben Laidlaw departed the room at 2:11pm, returned at 2:12pm.

6.3. Item: WTA Parks, Gardens and Maintenance- Contract report

Carrie Gay departed the room at 2:37pm, returned at 2:38pm.

Resolution: That the meeting move out of closed session.
Moved: Carrie Gay **Seconded:** Peter Miller **Carried**

Concluded at 2:40pm

7. 2010 / 2011 MEETING SCHEDULE

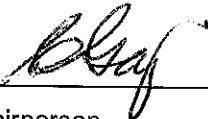
2010			2011		
8.30am	Fri	19 August	3.00pm	Thur	7 April
3.00pm	Thur	1 September	8.30am	Thur	14 April
8.30am	Fri	16 September	3.00pm	Thur	5 May
3.00pm	Thur	6 October	8.30am	Fri	20 May
8.30am	Fri	21 October	3.00pm	Thur	2 June
3.00pm	Thur	3 November	8.30am	Fri	17 June
8.30am	Fri	18 November	3.00pm	Thur	7 July
3.00pm	Thur	1 December	8.30am	Fri	15 July
8.30am	Fri	16 December	3.00pm	Thur	4 August

8. CLOSURE OF MEETING

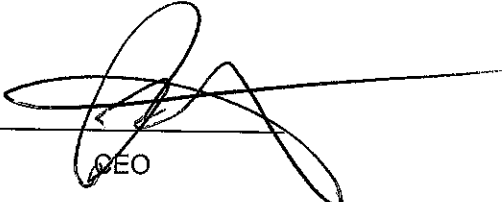
Meeting closed at 2:41pm.

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Confirmed this 14th day of April 2011



Chairperson



CEO