

**Committee established pursuant to Section 11 of the  
Outback Communities (Administration and Management) Act 2009**

**Andamooka Town Management Committee**

**MINUTES**

**Monday 23<sup>rd</sup> January, 2012**

**Meeting No. 1**

**Present:**

**C. Woolford (Chair)**

**P. Allen, J. Cleary, S. Bilka (Deputy for R. Hancock), M. Sutton**

# Minutes

## Andamooka Town Management Committee

(Meeting held at the Outback Communities Authority office, 12 Tassie Street,  
Port Augusta on 23 January 2012 at 10.30 am)

**Present:**

**C. Woolford (Chair)**

**P. Allen, J. Cleary, S Bilka (Deputy for R. Hancock) , M. Sutton**

### **1. WELCOME/APOLOGIES**

The Chairman opened the first meeting of the Andamooka Town Management Committee (ATMC) at 10.40 am and welcomed the committee members and the Andamooka Progress and Opal Miners Association's executive officer.

The Chair confirmed that Mr Bilka was in attendance as a deputy to Mr Hancock, however until delegation is approved by the Minister he does not have the authority to participate in any vote taken by the ATMC.

### **2. DECLARATION OF CONFLICT OF INTEREST**

The ATMC discussed conflict of interest and agreed that an interest should be declared where direct benefit is received by a member. Member Sutton encouraged the members to read the Outback Communities Authority (OCA) Code of Conduct policy.

There were no Conflicts of Interest declared.

### **3. MINUTES OF PREVIOUS MEETING**

Not applicable.

### **4. CHAIR'S REPORT**

There was no formal Chair's report tabled. The Chair confirmed that she was extremely pleased to be nominated to the position and advised the ATMC members that she is open to conversation and encouraged email contact.

The Chair summarised the functions and duties required by the ATMC, namely a community plan for Andamooka to be prepared and submitted to the Outback Communities Authority (OCA) by 31 March 2012 and the preparation of a business plan and budget.

## **5. MEMBER'S REPORT**

Member Cleary suggested that the Andamooka Community Forum Report prepared in August 2011 which discusses the social impacts imposed on the Andamooka community during the previous Olympic Dam mining expansion be released by the ATMC. The ATMC discussed the suggestion and agreed that there are no immediate benefits to releasing the report but it is important that ATMC members are provided a copy of the information and that this matter is deferred to the next meeting. Member Sutton confirmed that the OCA had received a copy of the report.

Member Allen suggested that the Andamooka Community Forum Report be tabled at a future BHP Billiton meeting.

Mr Bilka departed from the meeting.

Member Cleary departed from the meeting.

Member Sutton tabled a Media Release dated 2 December 2011 from the Minister for State/Local Government Relations regarding the management of change in Andamooka.

Mr Bilka returned to the meeting.

The ATMC agreed to the importance of a new operational governance model for Andamooka to be in place and working by July 2013.

11.30 am morning tea was taken.

11.45 am the meeting resumed.

## **6. ATMC BUSINESS**

### **6.1 Establishment of the ATMC – Determination of Procedures**

Member Sutton tabled the Meeting Procedures of the OCA policy for the ATMC to consider in relation to determining meeting procedures.

The Chair requested that the ATMC consider the policy and provide comment to her by 25 January with the view that the ATMC would adopt meeting procedures at their next meeting which will formally underpin the ATMC.

## 6.2 Reporting Arrangements with the OCA

The ATMC agreed that as a Section 11 Committee of the OCA it will provide formal minutes of each meeting, to be tabled at future OCA meetings which will satisfy the formal reporting process.

Member Sutton suggested that the OCA agenda be amended to allow for a permanent agenda item relating to the ATMC.

The ATMC agreed that the Chair would seek periodic attendance at OCA meetings when reporting on priority issues.

### 6.2.1 Media Protocols

Member Allen requested direction when approached by the media regarding Andamooka community matters. The ATMC agreed that members should not be reactive to enquiries and that media enquiries should be directed to the Chair. The ATMC agreed that the Andamooka Progress and Opal Miners Association (APOMA) as the voice of the Andamooka community are in a position to respond to media enquiries.

Member Sutton will provide a draft determination of procedures including meeting and media protocols to the ATMC by 25 January 2012.

The ATMC will seek confirmation as to whether the Minister for State/Local Government Relations has released a recent media release regarding the formation of the ATMC.

## 6.3 Priorities for Action:

### 6.3.1 Municipal and Cultural Service Provision

The ATMC workshopped the delineation of municipal and socio cultural services, as provided in Appendix 1.

12.10 pm Member Cleary returned to the meeting.

12.50 pm lunch was taken.

1.10 pm the meeting resumed.

Member Allen explained his concerns regarding the volume of work currently undertaken by volunteers and the need for change in the very near future to relieve volunteer pressure.

The ATMC discussed options that may be implemented to alleviate the immediate workload, including increasing the working hours of the APOMA Executive Support Officer, using an answering machine to alleviate long

working hours and seeking assistance through the Office for State/Local Government Relations for financial support.

**Moved by Member Cleary  
Seconded by Member Allen**

*That the ATMC:*

- *Seek increased funding from the OCA for increased Executive Support for APOMA to enable 37.5 hours per week at \$30.00 per hour, up to the amount of \$15,600 to be reviewed at 31 July 2012.*
- *Prepare a needs assessment of Andamooka municipal services to be available no later than 13 February 2012.*
- *Confirm support from the Office for State and Local Government Relations for Andamooka community financial planning which will include a long term financial plan and a 2012/13 budget.*

**Carried.**

#### 6.3.2 Strategic Plan, Business Plan and Budget Preparation

Member Sutton proposed that the Andamooka Strategic Management Plan, Business Plan and 2012/13 Budget document be merged and provided as one document. The ATMC agreed to the proposal.

#### 6.3.3 BHP Billiton Relationship

The ATMC agreed to forward correspondence from the Chair to BHP Billiton extending an invitation to meet with the ATMC to discuss current operations and future progress.

### 7. URGENT BUSINESS

There was no urgent business to be discussed.

### 8. DATE OF NEXT MEETING

The ATMC agreed to the following meeting dates:

Tuesday February 14, meeting to be held at Port Augusta.

Wednesday March 14, meeting to be held at Port Augusta.

Tuesday 1 May, meeting date is tentative, location to be confirmed at a later date.

The meeting closed at 3.30pm.