

Committee established pursuant to Section 11 of  
the Outback Communities (Administration and Management) Act  
2012

Andamooka Town Management Committee

**MINUTES**

**Friday, 2 November 2012**

**Meeting No. 7**

**Present:**

**C. Woolford**

**M. Sutton, R. Hancock, P. Allen.**

**D. Allen (Community Administrator)**

**A. Henderson (Business Services Officer)**

**S. Bilka (APOMA Chair)**



## Minutes

### Andamooka Town Management Committee

(Meeting held at the Andamooka Town Management Committee office, Andamooka  
Town Hall on 2 November 2012 at 11.20am)

Present: C. Woolford (Chair)  
R. Hancock, R. Hancock, P. Allen  
D. Allen (Community Administrator)  
A. Henderson (Business Services Officer)  
S. Bilka (APOMA Chair)

**1. WELCOME/APOLOGIES**

The Chair opened the 7<sup>th</sup> meeting of the Andamooka Town Management Committee (ATMC) and welcomed the Community Administrator, Business Services Officer and Andamooka Progress and Opal Miners Association's Chair.

The committee acknowledged the work of previous APOMA Chair.

An apology was received from Member Cleary.

**2. PRESENTATIONS**

There were no presentations.

**3. DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest declared.

**4. MINUTES OF PREVIOUS MEETING**

Minutes of the meeting held on 23 August 2012 were circulated.

**Moved by Member Hancock**

**Seconded by Member Allen**

*That the minutes of the Andamooka Town Management Committee held on 23 August 2012 be adopted with amendment to agenda item 5, Chair's Report with 'These tasks have now been completed and the committee can now focus on identifying the tool which will best advise the Minister of a preferred future governance model' to 'These tasks have now been completed and the committee can now focus on identifying the tool which will best advise the OCA of a preferred future governance model'.*

*That the Meeting Action List be adopted with amendment to agenda item 9, Urgent Business*

*text 'Request funding from the Minister to document ATMC processes as a model' be amended to 'Request funding from the OCA to document ATMC processes as a model'.*

**Carried.**

#### **4.1 Business arising from Minutes**

##### **4.1.1 Inappropriate Land Use/Hazardous materials on private allotments.**

Member Allen advised this item has been finalised. Business Services Officer to forward photographs to ATMC CA. CA to request OCA to enforce policies/procedures to clean up properties.

##### **4.1.2 Member's Report (ATMC Community information in layman's terms)**

The Chair advised that this item is ongoing.

##### **4.1.3 Follow up of previous issue papers (Distribute broadband survey to community).**

The CA and Member Hancock confirmed that a number of Andamooka residents and all business and service providers were encouraged to respond to the survey.

This item has now been completed.

##### **4.1.4 Community Administrator's Report (IT set up in new office).**

The CA has received a quote from Outback Data of \$8,000 for full installation of IT set up including security cameras.

This item has now been completed.

##### **4.1.5 Urgent Business (Request funding from the OCA to carry out desktop study of remote communities governance structures).**

The Chair advised that this item is ongoing.

##### **4.1.6 Urgent Business (Request Funding from the OCA to document ATMC processes as a model).**

The Chair advised that this item is ongoing.

#### **5. CHAIR'S REPORT**

The Chair had nothing to report

#### **6. MEMBERS REPORTS**

Member Hancock had nothing to report.



Member Allen reported on the current progress of the new ATMC office facility. A number of quotes have been received and APOMA are now awaiting final plans from a local draftsman. It has been suggested to increase the office size to 12x12m.

APOMA will submit the final plans to the community for approval and clarify that the facility is supported by the OCA as it will meet community needs.

Member Sutton advised that the new office facility will need to be completed by June 2013.

Member Sutton advised that the OCA board are comfortable with the progress of the ATMC.

## 7. COMMUNITY ADMINISTRATOR'S REPORT

The ATMC CA discussed her plan with outlines goals for her first 90 days.

Establish a fully IT ready, professionally presented and operational ATMC office.

- Signage for the ATMC Office is awaiting delivery from Port Augusta.
- The office is fully established.

Establish new and develop existing methods of communication with the Andamooka and wider communities.

- CA communique is being individually addressed to Andamooka residents/land owners. Positive feedback has been received from recipients.
- Initial contact and meetings have been held with Andamooka Service Providers and Economic Groups to become part of a communication network by ensuring stakeholders are consulted and kept informed.
- A notice board has been erected inside the ATMC office.

Actively engage the local and surrounding governing agencies and relevant stakeholders.

- The CA has contacted The Outback Tourism Working Party to enquire about joining the committee. After the meeting with Andamooka's Economic stakeholders, she has decided not to pursue but is happy to assist other interested parties.
- Telstra has provided maps indicating an indicative location of fibre optic cables in Andamooka. Exact locations are unknown and it has been suggested that care be taken when digging holes near this infrastructure.
- The Salvation Army Employment Plus will assist the ATMC and job seekers by being conduit for both parties.
- Minister Conlon's officer has been contacted regarding moving mining machinery within Andamooka and Andamooka's omission from the Road Traffic Act 1961. The CA is awaiting a reply from new staff.

Transition APOMA historical municipal records to ATMC.

- The APOMA contact database handover has been completed.



- The ATMC will maintain the cemetery records.

Identify and implement management solutions for the delivery of municipal services i.e. parks/gardens, roads etc.

- The Roads and Refuse contract has been awarded to Northern Earthmoving and Engineering.
- The roof of the Community Hall has been re-fixed.
- The Dog & Cat Management Board will be visiting Andamooka shortly for an onsite inspection of shelters.
- A trial community garden has been established and grant money of \$4,500 has been secured from the Positive Aging Grant. Senior members will decide on how it is to be expended.
- A community drop in centre is now open in the community hall for senior members.

Three issues have emerged recently:

It has been difficult to source local labour for town maintenance jobs. The Salvation Army Employment Plus will be able to assist in this labour shortage.

A mechanism for the Andamooka ATMC Office to accept money is needed. Particularly for ATMC CCS payments and fines for impounded dogs/dangerous dogs etc. The Chair and Member Sutton to discuss cash/EFTPOS payments at ATMC office.

The ATMC Business Services Officer will be leaving her role shortly. The position EOI has been advertised and an agreement between the CA and APOMA to share specific tasks currently undertaken by the Business Services Officer has been agreed upon in the event that there is a period where there is no administration support prior to the position being awarded to a new contractor.

## 8. ATMC BUSINESS

### 8.1 Future Governance Model

The Chair proposes that the committee workshop suggestions for the future governance model of the ATMC. There will be a community consultation period and Minister Wortley and Lyn Breuer will be involved. The Chair will then go to the OCA with final outcome.



**9. URGENT BUSINESS**

Member Hancock sought advice regarding the APOMA financial budget for 2012/2013. Historically, APOMA are spending approximately \$8,000 on auditing and account fees per annum. The main matter now is the acquittal of grant funding.

Member Sutton advised that there is \$4,500 (in kind) administrative grant in the Community Affairs Resourcing and Management Agreement Financial Year 2012/2013 (CARM) which can be used for auditing and accounting purposes.

**10. DATE OF NEXT MEETING**

The ATMC agreed to the following date:

Tuesday, 18 December 2012.

The meeting closed at 12.45pm

