



AGENDA

Dear Mayor and Councillors,

I respectfully advise that an **ORDINARY COUNCIL MEETING** will be held in the **Civic Centre, McGregor St, Port Hedland**, on **Wednesday, 21 September 2022**, commencing at **5:30pm**

MEETING AGENDA ATTACHED

Yours faithfully

Carl Askew
Chief Executive Officer

16 September 2022

DISCLAIMER

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DISCLOSURE OF FINANCIAL/ IMPARTIALITY/ PROXIMITY INTERESTS

*Local Government Act 1995 – Section 5.65, 5.70 and 5.71
Local Government (Model Code of Conduct) Regulations 2021*

<i>This form is provided to enable members and officers to disclose an Interest in a matter in accordance with the regulations of Section 5.65, 5.70 and 5.71 of the Local Government Act and Local Government (Model Code of Conduct) Regulations 2021</i>			
Name			
Position			
Date of Meeting			
Type of Meeting (Please circle one)	Council Meeting/ Committee Meeting/ Special Council Meeting Workshop/ Public Agenda Briefing/ Confidential Briefing		
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality
Interest Disclosed			
Item Number and Title			
Nature of Interest			
Type of Interest (please circle one)	Financial	Proximity	Impartiality

Signature: _____ **Date:** _____

Important Note: Should you declare a **Financial or Proximity Interest**, in accordance with the Act and Regulations noted above, you are required to leave the room while the item is being considered.

For an **Impartiality** Interest, you must state the following prior to the consideration of the item:

“With regard to agenda item (read item number and title), I disclose that I have an impartiality interest because (read your reason for interest). As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.”

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Item 1 Opening of Meeting

The Presiding Member is to declare the meeting open at [Enter Time](#).

Item 2 Acknowledgement of Traditional Owners and Dignitaries

The Presiding Member acknowledges the Kariyarra people as the Traditional Custodians of the land that we are meeting on and recognises their strength and resilience and pays respect to elders past, present and emerging.

Item 3 Recording of Attendance

Important note:

This meeting is being live streamed and audio recorded to facilitate community participation and for minute-taking purposes, which may be released upon request to third parties. In accordance with Section 6.16 of the Town of Port Hedland Local Law on Standing Orders members of the public are not permitted to use any visual or vocal electronic device or instrument to record the proceedings of any meeting unless that person has been given permission by the Presiding Member to do so. Members of the public are also reminded that in accordance with section 6.17(4) of the Town of Port Hedland Standing Orders Local Law mobile telephones must be switched off and not used during the meeting.

3.1 Attendance

Scheduled Present:

- Mayor Peter Carter
- Deputy Mayor Tim Turner
- Cr Renae Coles
- Cr Elmar Zielke
- Cr Jan Gillingham
- Cr Ash Christensen
- Cr Flo Bennett
- Cr David Eckhart
- Cr Jason Keller

Scheduled for Attendance:

- Carl Askew (Chief Executive Officer)
- Karren MacClure (Director Corporate Services)
- Josephine Bianchi (Director Community Services)
- Phil Hardy (Acting Director Regulatory Services)
- Lee Furness (Director Infrastructure Services)
- Rebecca Wilkinson (Minute Taker)
- Stephanie Sikaloski (Acting Senior Governance Advisor)

3.2 Attendance by Telephone / Instantaneous Communications

3.3 Apologies

3.4 Approved Leave of Absence

3.5 Disclosure of Interests

Item 4 Applications for Leave of Absence

Item 5 Response to Previous Questions

5.1 Response to Questions taken on notice from Elected Member at the Council held on Wednesday 21 September 2022**5.1.1 CR GILLINGHAM - QUESTION TAKEN ON NOTICE**

Further to Councillor Gillingham's question taken on notice at the 27 July 2022 Ordinary Council Meeting, which read:

Has there been public consultation (about the large boulders placed around South Hedland)? have the police come to Council to do a presentation, as in all other aspects of policing work that I've ever known in Port Hedland is that police have always come and done a presentation to Council to let us know exactly what is happening between Council, staff, admin and police? if there has been no public consultation, when will this happen and if not, who gave the go ahead without this going to consultation? to Questions taken on notice from Elected Member at the Council held on Wednesday, 7 September 2022.

The Director Infrastructure Services has provided the following further statement:

Further to the information presented at the 7 September OCM.

- The Director Infrastructure approved the location and placement of boulders after a briefing Councillors on the 18th of May 2022 and emailing Councillors on the 13th June 2022 and receiving no comments from Councillors.
- There was no community consultation outside of the Police request.
- The Police have not presented to Council on this matter however a briefing will be arranged.

Item 6 Public Time

Important note:

In accordance with section 6.7(3) of the Town of Port Hedland Local Law on Standing Orders, members of the public are required to complete a question form and place the completed form in the tray provided.

If the Presiding Member determines that questions and statements are out of order due to the use of an offensive or objectionable expression or are defamatory, they will not be recorded or responded to.

6.1 Public Question Time

6.2 Public Statement Time

6.3 Petitions/Deputations/Presentations/Submissions

Item 7 Questions from Members without Notice

Item 8 Announcements by Presiding Member without Discussion

DATE	MEETING	DETAILS
2/08/2022	SOD turning North Regional TAFE	Attended
2/08/2022	Meeting with Rural Generalist Pathway WA Coordination Unit	Attended
3/08/2022	Confidential Briefing, Chambers	Attended
10/08/2022	PHIC Community Industry Forum	Attended
10/08/2022	Confidential Briefing, Chambers	Attended
15/08/2020	Pilbara DAMA discussion	Attended
15/08/2022	Decarbonising Resources Section Summit, Perth	Attended
16/08/2022	Decarbonising Resources Section Summit, Perth	Attended
18/08/2022	Radio Chat with Ecky	Radio interview
18/08/2022	RCAWA meeting - Strategic Planning, Belmont	Attended
19/08/2022	RCAWA meeting	Attended
24/08/2022	Confidential Briefing, Chambers	Attended
31/08/2022	Agenda Feedback Session, Chambers	Attended
2/09/2022	Hedland Food Festival	Attended
4/09/2022	Meet n Greet Hedland Food Festival Chefs, Provedore Cafe	Attended
5/09/2022	Koombana Lookout - Town Hall Public Meeting	Attended
6/09/2022	ABC Radio Interview - JD Hardie Official Opening Stage 2	Attended
7/09/2022	JD Hardie Stage 2 Official Opening	Attended
7/09/2022	Ordinary Council Meeting - Chambers	Attended

Item 9 Declarations of All Members to Have Given Due Consideration to All Matters Contained in the Business Paper before the Meeting

Item 10 Confirmation of Minutes of Previous Meeting

OFFICER'S RECOMMENDATION

That Council confirm that the Minutes of the Ordinary Council Meeting held on Wednesday 7 September 2022 are a true and correct record.

SIMPLE MAJORITY REQUIRED

Item 11 Reports of Committees

Nil

Item 12 Reports of Officers

12.1 Corporate Services

12.1.1 LONG TERM FINANCIAL PLAN 2022 - 2037
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Author: Manager Financial Services
Authorising Officer: Director Corporate Services
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council adopt the Town of Port Hedland Long-Term Financial Plan 2022 – 2037 as per Attachment 1.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to consider the adoption of the Town of Port Hedland Long-Term Financial Plan 2022 – 2037.

DETAIL

Western Australia's local government agencies are obligated to make future plans under Section 5.56(1) of the *Local Government Act 1995*. The Department of Local Government has created an Integrated Planning and Reporting Framework (IPRF) to help local government bodies fulfil their strategic planning obligations under this provision.

The creation of the IPRF must include the adoption of a Long Term Financial Plan (LTFP). The LTFP, a 15-year financial plan, is developed using a set of presumptions that take into account the strategic direction, goals, and services included in the Town's Corporate Business Plan and Strategic Community Plan.

The LTFP connects with other crucial strategic documents such as:

- Capital Works Program;
- Strategic Workforce Plan;
- Fees and Charges; and
- Rating Strategy.

The LTFP identifies the Town's long-term financial viability, enables early detection of financial issues and their longer-term effects, demonstrates the connections between particular plans and strategies, and improves the Council's transparency and accountability to the community.

Due to a number of factors, including increased demand for services, ageing infrastructure, and restrictions on revenue growth, financial sustainability continues to be a major challenge for local governments.

Capital Works Program

Australia is currently in an unpredictable economic climate, and as a result, when creating the Capital Works Program for the LTFP, the Town has assumed future costs. A majority of these assumptions are based upon recent quantity surveys received which have also factored in the current economic climate, escalation, and contingencies.

The planned Capital Works Program relies heavily on the securing of external funding sources such as grants, financial assistance agreements and industry partnerships.

Forecast Revenue

Rates are forecast to increase at 3.5%, (CPI 3% + 0.5%) from 2023/24 and rates make up 72% of the overall revenue over the term of the LTFP.

Forecast Expenditure

Operating expenditure is forecast to increase in line with estimated inflation of 3%, with the exception of depreciation expense which is impacted by the significant addition of assets over the term of the LTFP.

Forecast Borrowings and Cash Reserves

In general, the finances of the Town are expected to remain stable over the long term. The Town has taken a sensible, strategic approach towards borrowings and the use of reserve funding to help fund asset expansion over the life of the Plan and beyond to ensure a stable financial position of the Town long-term.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of high significance, because it informs decision making and priority setting, and also assists in the management of cash flows and funding requirements, community assets and risk.

CONSULTATION

Internal

- Elected Members
- Executive Leadership Team
- Manager Infrastructure Projects & Assets
- Manager Financial Services

External Agencies

- Moore Australia

Community

- Nil

LEGISLATION AND POLICY CONSIDERATIONS

- *Local Government Act 1995*
- *Local Government (Administration) Regulations 1996*
- Integrated planning and reporting framework, Department of Local Government, Sport and Cultural Industries

FINANCIAL AND RESOURCES IMPLICATIONS

The Long-Term Financial Plan provides an outline of the financial position of the Town over the next 15 years. It plans for the Town's long-term financial sustainability and allows early identification of financial issues and their longer-term impact.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

The following section of the Town's Strategic Community Plan 2022-2032 is applicable in the consideration of this item:

4.2 Transparent and accountable governance and financial sustainability

There are no significant identifiable environmental, social or economic impacts relating to this item.

Corporate Business Plan

The following actions of the Town's Corporate Business Plan 2018-2022 apply in relation to this item:

4.b.1.1 – Develop, implement and review the Town's Long Term Financial Plan.

RISK MANAGEMENT CONSIDERATIONS

The Town provides a diverse range of services and facilities to the community, which in turn, creates exposure to risks. As part of the implementation of IPRF, the Town intends to formalise its risk based on management practices to improve the management of any identified risks.

The *Local Government (Financial Management) Regulations 1996* requires the investment of surplus funds to be deposited in term-deposits held by authorised institutions or Treasury bonds.

OPTIONS

Option 1 – Adopt officer's recommendation

Option 2 – Amend officer's recommendation

Option 3 – Do not adopt officer's recommendation

CONCLUSION

In order to ensure that the Town can continue to satisfy the community's ongoing demands both now and into the future, it is recommended that Council adopt the attached draft Long Term Financial Plan 2022–2037.

ATTACHMENTS

1. Placeholder - Draft Long Term Financial Plan 2022-2037 (under separate cover)

12.1.2 ADJUSTMENT TO RATES CONCESSIONS FOR THE 2022/23 FINANCIAL YEAR

Author: Senior Fixed Asset Accountant
Authorising Officer: Director Corporate Services
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council, pursuant to Section 6.46 of the *Local Government Act 1995*, and the *Rates and Charges (Rebates and Deferments) Act 1992* grant the following Rates Concessions as summarised below, and listed in Attachment 1:

Description	Value (\$)
Late Applications for Rates Concessions	6,770.14
Administrative amendment to Current Rates Concessions	57,405.27
Total	64,175.41

ABSOLUTE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to consider granting rates concessions for two (2) late applications that were received after the concession application deadline of 31 March 2022 and consider granting an adjustment to current rates concessions to correct an administrative error.

DETAIL

Background

Each year, as part of the Annual Budget adoption, Council provides rates concessions and exemptions to a number of community, recreation and welfare organisations. The Town of Port Hedland (the Town) has a Policy in relation to Rating (2/004), which states that all rates concessions are to be considered by Council during the budget process, unless extraordinary circumstances are authorised by the Chief Executive Officer (CEO).

Rates concessions are only granted to community groups or associations that operate as a body corporate or an Incorporated Association, or at the discretion of Council in extraordinary circumstances. Concessions are not granted to an individual. As part of the consideration of granting a concession, Council is to determine what is of benefit to the community. Applicants are required to provide details of the Constitution of the organisation, their most recent financial statements and information demonstrating how land subject to the application is to be used.

According to the Policy, Council may offer discounts that range from 50% to 100% of the rates that are due. Whether a concession is granted and the portion of the rates that may be waived are entirely up to the discretion of Council. It is also crucial to note that the granting of a concession in any given year does not imply that concessions will be granted in subsequent years.

Applications for rates concessions close on 31 March each year to allow the Town’s officers time to prepare and develop the next year’s Annual Budget. As this deadline approaches, Town officers consult with community groups that have received concessions in previous years to prompt these groups to submit an application before the deadline. This ensures that any applications received are included in Council’s annual budget adoption, usually in June each year.

2022/23 RATES CONCESSIONS

Late Applications

At the 30 June 2022 Ordinary Council Meeting (OCM) as part of the 2022/23 Annual Budget adoption (decision no. CM202122/227), Council granted rates concessions to seventeen (17) local organisations, effective from 1 July 2022.

On 22 June 2022, the Town received a late application from the Port Hedland Seafarers Centre. However, as was already mentioned, this application could not be taken into account when the annual budget was adopted at the 30 June 2022 OCM, as the budget and associated reports had already been prepared and published.

Similarly, another late application was received from the Pilbara Indigenous Women’s Aboriginal Corporation on 24 July 2022, received after the 2022/23 Annual Budget was already adopted and rates concessions were already in effect.

The below table provides a summary of these late applications, based on a 100% concession being granted as per the Officer’s Recommendation.

2022/23 Late Applications				
Organisation	Value of Rates Levied 2022-2023	Concession % Given	Value of Rates Concession 2022-2023	Value of Rates Concession 2021-2022
Port Hedland Seafarers Centre	\$5,135.99	100%	\$5,135.99	\$5,617.90
Pilbara Indigenous Women’s Aboriginal Corporation	\$1,634.15	100%	\$1,634.15	\$0.00
Total	\$6,770.14		\$6,770.14	\$5,617.90

Pro Rata Concessions – Optional Officer’s Recommendation

Council may consider to grant the late applicant’s rate concessions from the date the applications were received. In other words, pro rata.

As the Port Hedland Seafarers Centre’s application was received before the date that the rates concessions took effect on 1 July 2022, a concession of 100% could be considered, whereas the Pilbara Indigenous Women’s Aboriginal Corporation would be pro-rated from 24 July 2022, resulting in a concession calculated at 94%.

2022/23 Late Applications – Pro Rata				
Organisation	Value of Rates Levied 2022-2023	Pro Rata Concession % Given	Value of Rates Concession 2022-2023	Value of Rates Concession 2021-2022
Port Hedland Seafarers	\$5,135.99	100%	\$5,135.99	\$5,617.90
Pilbara Indigenous Women's Aboriginal Corporation	\$1,634.15	94%	\$1,532.11	\$0.00
Total	\$6,770.14		\$6,668.10	\$5,617.90

Administrative Amendment

As mentioned previously, Council granted rates concessions for the 2022/23 financial year at the 30 June 2022 Ordinary Council Meeting as part of the 2022/23 Annual Budget adoption.

Upon further review of the above, it had become apparent that the value of the rate concessions granted in the Council Decision did not correspond to the Rates Model and that an administrative error had occurred. An investigation into the discrepancy revealed that the concessions granted, totalling \$93,553.39, should have totalled \$150,958.66 and that the error occurred when data was transferred from the Rates Model into the Council report.

In order to maintain the Town's strategic direction fostering financial transparency and accountability, this is being brought to Council for consideration.

It is important to highlight that this administrative oversight has only affected the rates concession element, and that no other elements of the 2022/23 Annual Budget have been impacted in any way. It is purely a result of an error in data entry, not an error of any calculations.

The difference between the value granted at the OCM on June 30, 2022, and the value that should have been entered is shown in the table below.

2022/23 Rates Concession – Administrative Amendment			
Organisation	Concession Granted (\$)	Revised Concession (\$)	Variation in Concession (\$)
South Hedland Owners and Trainers	24,064.74	43,057.95	18,993.21
Cooke Point Playgroup	1,362.97	1,900.00	537.03
Freemasons WA	3,156.71	4,013.61	856.90
Hedland BMX Club	1,900.00	1,900.00	0.00
Netball Association	1,900.00	1,900.00	0.00
Port Hedland RSL Sub Branch	1,836.83	2,335.44	498.61
Volunteer Marine Rescue Group	3,107.28	3,950.76	843.48
Hedland Sporting Shooters Club	7,569.66	13,544.05	5,974.39
Hedland Well Women's Centre	1,405.34	1,900.00	494.66
Port Hedland Motorcycle Club	17,850.84	31,939.70	14,088.86
Port Hedland Kart Club	1,355.90	1,900.00	544.10
One Tree Community	3,107.28	3,950.76	843.48
Treloar Childcare Centre Inc.	2,481.94	3,155.67	673.73
Bloodwood Tree Association	2,726.64	3,466.79	740.15
Port Hedland Turf Club	4,519.68	5,746.56	1,226.88
Port Hedland Speedway Club	13,444.62	24,055.85	10,611.23
Care for Hedland	1,762.96	2,241.52	478.56
Total	93,553.39	150,958.66	57,405.27

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of low significance, as it does not meet any of the criteria listed in the policy which considers it to be of high significance.

CONSULTATION

Internal

- Director Corporate Services
- Manager Financial Services
- Senior Project Accountant
- Rates Officer

External Agencies

- No consultation

Community

- Concession recipients

LEGISLATION AND POLICY CONSIDERATIONS

The granting of a rate or service charge concession is governed by section 6.47 of the *Local Government Act 1995*, and the *Local Government (Financial Management) Regulations 1996*.

Concessions are also subject to the provisions of the *Rates and Charges (rebates and Deferments) Act 1992*.

In accordance with Regulation 69A of the *Local Government (Financial Management) Regulations 1996*, a local government is not to exercise a power to grant a concession in relation to a rate or service charge in circumstances where the concession is based on whether or not, or the extent to which, the land in respect of which the rate or service charge is imposed is occupied by a person who owns the land.

The Town's Policy on Rating (2/007) is applicable in relation to this item.

This item also attracts an absolute majority vote of Council.

FINANCIAL AND RESOURCES IMPLICATIONS

Rates are a Council's primary means of income to cover operational costs. Granting these concessions will directly impact Council's budget and reduce the funds available for other programs.

In order to account for this impact on Council's budget, an adjustment will be made as part of the Q2 budget review. This impact will be lessened by savings found throughout the review, where several opportunities for savings have already been identified.

A summary of the impact to the 2022/23 operating budget is as follows:

Description	Value (\$)
Previously granted concessions	93,553.39
Correction to previous concession value	57,405.27
Additional concessions applied	6,770.14
Total	157,728.80
Overall impact on the 2022/23 annual budget	64,175.41

Should Council resolve to only approve the pro-rated value (refer to Option 2) the following impact would be applicable, a difference of \$102.04 from the Officer’s Recommendation.

Description	Value (\$)
Previously granted concessions	93,553.39
Correction to previous concession value	57,405.27
Additional concessions applied (Pro-rata value)	6,668.10
Total	157,626.76
Overall impact on the 2022/23 annual budget	64,073.37

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

The following section of the Town’s Strategic Community Plan 2022-2032 is applicable in the consideration of this item:

4.2 Transparent and accountable governance and financial sustainability

There are no significant identifiable environmental, social, or economic impacts relating to this item.

RISK MANAGEMENT CONSIDERATIONS

There is a financial risk associated with this item as there is a minor impact on Council’s 2022-2023 operating budget. The risk rating is considered to be medium (8), which is determined by a likelihood of likely (4) and a consequence of minor (2).

OPTIONS

Option 1 – Adopt Officer’s Recommendation

Option 2 – Alternative Recommendation

Council may consider the following option which is based upon pro-rata values.

That Council, pursuant to Section 6.46 of the *Local Government Act 1995*, the *Rates and Charges (Rebates and Deferments) Act 1992* grant the following Rates Concessions as summarised below, and listed in Attachment 1:

Description	Value (\$)
Late Applications for Rates Concessions (Pro-rated from 1 July 2022)	6,668.10
Administrative amendment to Current Rates Concessions	57,405.27
Total Adjusted 2022/23 Rates Concessions	64,073.37

*Option 3 – Do not adopt Officer’s Recommendation***CONCLUSION**

Under the recently renewed Strategic Community Plan which promotes transparency and accountable financial sustainability, transparent and regular financial reporting and communication has been identified as a key strategic response to meet this objective.

In light of this strategic orientation, Council is requested to grant rate concessions for applications that were submitted after the deadline as well as an adjustment to previously authorised grant concessions to correct an administrative error.

ATTACHMENTS

1. 2022/23 Detailed Rates Concessions (under separate cover)

12.1.3 STATEMENT OF FINANCIAL ACTIVITY FOR THE PERIOD ENDING 31 AUGUST 2022

Author: Manager Financial Services
Authorising Officer: Director Corporate Services
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council, pursuant to section 6.4 of the *Local Government Act 1995*:

1. Receive the Statement of Financial Activity for the period ended 31 August 2022 (see Attachment 1);
2. Receive the Material Variance Report (see Attachment 2);
3. Note the Accounts paid under delegated authority for the period ended 31 August 2022 (see Attachment 3); and
4. Receive the Credit Card Statements for the period ended 31 August 2022 (see Attachment 4).

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is to present to Council the Statement of Financial Activity for the period ended 31 August 2022. Supplementary information is also presented to Council to provide further information regarding the Town's activities.

DETAIL

The information provided in this report is for the period ended 31 August 2022, with financial results included in Attachment 1. Statement of Financial Activity inclusive of Notes 1-16 prepared by the Town of Port Hedland (Town).

The statements are based on simpler and more streamlined financial reporting as recommended by the Office of the Auditor General. Initial changes take place from 1 July 2022, with measures designed to be in full effect by the end of the 2022-2023 financial year.

The Town's financial activity reports use a materiality threshold to measure, monitor and report on financial performance and position of the Town.

As part of the 2022/2023 original budget, Council adopted the following thresholds as levels of material variances for financial reporting:

1. A variance of 10% or \$50,000, whichever is greater, of the year to date budget of operational and capital expenditure requires explanation.

The opening funding deficit of \$4.67M presented in Year to Date Actual on the Statement of Financial Activity is as per the closing surplus of the unaudited June 2021 financial statements. This figure is likely to change as further adjustments are processed for the year end accounts.

The net current funding position (surplus/(deficit) from the Statement of Financial Activity as at 31 August 2022 is a surplus of \$54.26M.

The breakdown of the cash position is displayed below:

	2022/23 Actuals
Current Assets: Cash and Investments	\$204.04M
Restricted Cash – Reserves	\$202.62M
Unrestricted Cash Position as at 31 August 2022	\$1.42M

Previous Decisions

The Statements of Financial Activity are presented to Council each month for noting.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 ‘Significant Decision Making’, this matter is of low significance, because this report is presented to Council for information purposes only.

CONSULTATION

Internal

- All consultation and engagement are conducted internally.

External Agencies

- Nil

Community

- Nil

LEGISLATION AND POLICY CONSIDERATIONS

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* detail the form and manner in which a local government is to prepare its statement of financial activity.

FINANCIAL AND RESOURCES IMPLICATIONS

The statement of financial activity is to be supported by such information, as is considered relevant by the local government, containing:

- an explanation of the composition of the net current assets of the month, to which the statement relates, less committed assets and restricted assets.
- an explanation of each of the material variances referred to in sub-regulation (1)(d); and
- supporting information, as is considered relevant by the local government.

Reserves:

Ensure compliance with section 6.11 of the *Local Government Act 1995* when reserve accounts are utilised.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

The following section of the Town's Strategic Community Plan 2022-2032 is applicable in the consideration of this item:

4.2 Transparent and accountable governance and financial sustainability

There are no significant identifiable environmental, social, or economic impacts relating to this item.

RISK MANAGEMENT CONSIDERATIONS

As per the risk matrix contained in Policy 1/022 'Risk Management', the level of risk is considered to be Medium (6) .

There is a financial risk associated with this item because a reduction in income or increase in expense throughout the 2022/23 financial year could impact on the Town's ability to meet service levels or asset renewal funding requirements. The risk rating is considered to be medium (6), which is determined by a likelihood of possible (3) and a consequence of minor (2).

OPTIONS

Option 1 – Adopt officer's recommendation

Option 2 – Amend officer's recommendation

That Council receive the Statement of Financial Activity for the period ended 31 August 2022 and request further information or clarification.

Option 3 – Do not adopt officer's recommendation

CONCLUSION

The opening funding deficit of \$4.67M presented in YTD Actual on the Statement of Financial Activity, is as per the closing deficit presented in the unaudited financial statements from June 2022. The net current funding position is \$54.26M.

ATTACHMENTS

1. Monthly Financial Report - August 2022 (under separate cover)
2. Material Variance Report - August 2022 (under separate cover)
3. Payments made under authority - August 2022 (under separate cover)
4. Credit Card Statements - August 2022 (under separate cover)

12.2 Community Services

12.2.1 REQUEST FOR CONTRIBUTION FOR A COMMUNITY CONCERT FROM BLOODWOOD TREE INC.

Author: Project Officer – Community Development
Authorising Officer: Director Community Services
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council;

1. Approves a funding contribution of \$30,000 be made to the Bloodwood Tree Association Inc.; and
2. Notes that the contribution is to be used for the purpose of assisting with security at the Bloodwood Tree Association's Forty-Fifth Birthday Community Concert on Saturday 5 November 2022.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to consider Bloodwood Tree Association Inc. request to the Town of Port Hedland for a \$30,000 funding contribution to assist with support for security for their 45th Birthday free, all community concert event.

DETAIL

Bloodwood Tree Association is an Aboriginal controlled, not-for-profit registered charitable organisation that, for 45 years, has been providing services for the homeless, unemployed, those affected by alcohol and other drugs and supporting vulnerable people in the need within Port and South Hedland.

This November 2022 marks Bloodwood Tree Association's 45th birthday as an incorporated association.

Bloodwood Tree Board wants to mark the occasion and celebrate with the community through providing a free, family friendly alcohol-free community concert at the South Hedland Town Square on Saturday, 5 November 2022.

The concert will showcase Aboriginal singers and bands and celebrate Aboriginal culture and the contribution of Aboriginal organisations to the local Hedland community. Aboriginal and Torres Strait Islander peoples get great pride watching and enjoying coming together listening and enjoying Aboriginal and Torres Strait Islander bands and music.

Bloodwood Tree has been busy getting sponsorship, support and planning for this celebration event. The Town's South Hedland Square has been booked and paid for.

Bloodwood Tree has been liaising extensively with WA Police South Hedland. The key to an enjoyable, family friendly alcohol-free event is having a contingent of responsive security guards in place for the event. WA Police have indicated they would be satisfied with 8-10 security personnel involved on the ground on the night.

Unfortunately, due to other events Hedland or Karratha security companies are unable to assist and security personnel will have to be flown up from Perth and provided with accommodation and meals.

Bloodwood Tree is reaching out to the Town of Port Hedland for funding support to cover the security for this free, all community event. Bloodwood Tree is seeking \$30,000 and will proudly recognize the Town of Port Hedland as a principal partner for this event.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of medium significance, because Bloodwood Tree Association do not have the funds to cover the costs of flights, accommodation, meals and security guards' hourly fees for the event.

CONSULTATION

Internal

Bloodwood Tree Association has consulted with the Town of Port Hedland for the funding partnership through the Directorate of Community Services, together with a letter to Mayor Peter Carter, from Bloodwood Tree Association's Chief Financial Officer, Kelly Howlett.

External Agencies

Bloodwood Tree Association has consulted extensively with WA Police South Hedland and Phoenix Security Company to confirm the number of security personnel required on ground on the night of the event, together with formalising a quote for the security service for the event.

Bloodwood Tree Association has worked with the Community Safety Advisory Forum (HCSAF) and collectively with the Hedland Community Safety Action Group (HCSAG) to inform the decision making of the community concert.

Community

Bloodwood Tree Association has consulted with Aboriginal organisations and groups, industry sponsors, artists and musicians to finalise the program for the concert.

LEGISLATION AND POLICY CONSIDERATIONS

The Town of Port Hedland implemented its first Community Safety Plan in 2023 when the Office of Crime Prevention coordinated local government plans to curb anti-social behaviours and target hardening approaches to curb crime. The Town has endorsed four Community Safety Plans with a governance group represented by various sectors of community and government.

The establishment of the Hedland Community Safety Advisory Forum (HCSAF) is a strategic leadership group comprising of lead Federal, State, Industry, Aboriginal Elders and an independent research body. This governance group works collectively with the Hedland Community Safety Action Group (HCSAG). The governance structure is to have front line services implement and provide place-based data to inform the decision making from the Advisory Forum.

FINANCIAL AND RESOURCES IMPLICATIONS

Given the costs of flights, accommodation, meals and the security guards' hourly fees for the event, Bloodwood Tree is now looking in the vicinity of \$30,000 to cover event security costs.

This is an unbudgeted amount that will be costed to GLE 0810800 'Community Donations' and adjusted accordingly at the Q2 Budget Review.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

The following sections of the Town's Strategic Community Plan 2022-2032 are applicable in the consideration of this item:

- 1.1 A hardy, healthy and safe people
- 1.2 An inclusive and involved community
- 1.3. A unique, vibrant and diverse community lifestyle
- 1.4 Well utilised and valued community facilities and services
- 2.4 Marketing and promotion

Environmental

Inform and engage Traditional Owners, key stakeholders, and the community in protection and enhancement of the natural environment.

Economic

Strengthen the levels of collaboration, partnership and active networking between industry and business operators and stakeholders.

Social

Agencies and the community are fully engaged to reduce anti-social behaviours and improve community safety.

Disability Access and Inclusion Plan

The following outcomes of the Town's Disability Access and Inclusion Plan 2017-2022 apply in relation to this item:

- Outcome 1 – Services and Events
- Outcome 2 – Buildings and Facilities
- Outcome 3 – Information
- Outcome 4 – Quality of Service
- Outcome 5 – Complaints
- Outcome 6 - Consultation Process
- Outcome 7 – Employment

Corporate Business Plan

The following actions of the Town's Corporate Business Plan 2018-2022 apply in relation to this item:

- 1.a.3.1 – Coordinate and provide a range of youth activities in partnership with key stakeholders
- 1.a.5.2 – Develop, implement and review strategies and programs to enhance the town's visual amenity and safety
- 1.b.3.1 – Provide meaningful opportunities for Aboriginal and Torres Strait Islander people to engage with the Town

- 1.b.3.2 – Provide meaningful opportunities to celebrate and recognise our Culturally and Linguistically Diverse communities
- 1.d.3.2 – Develop, implement and review a range of programs to enhance, activate and encourage usage of the Town’s infrastructure
- 2.b.5.1 – Work with stakeholders to enhance the reputation of the town
- 2.c.1.1 – Work with key stakeholders to develop, implement and review strategies to stimulate and diversify the local economy and address business challenges
- 4.b.1.2 – Develop, implement and review strategic partnerships to support funding of key town projects and infrastructure.

RISK MANAGEMENT CONSIDERATIONS

There is a service interruption, health and reputational risk associated with this item because without the indicated number of security personnel as recommended by WA Police South Hedland, the community event will not be able to take place. In addition, not providing the recommended number of security personnel for the event, could represent a health and safety risk to the community and result in reputational brand damage for Bloodwood Tree Association, The Town of Port Hedland and other community groups, sponsors, artists and musicians involved with the community event. The risk rating is considered to be high (12), which is determined by a likelihood of possible (3) and a consequence of major (4). This risk will be eliminated by the adoption of the officer’s recommendation.

OPTIONS

Option 1 – Adopt officer’s recommendation

Option 2 – Amend officer’s recommendation

Option 3 – Do not adopt officer’s recommendation

CONCLUSION

This November 2022 marks Bloodwood Trees 45th birthday as an incorporated association. Bloodwood Tree Board wants to mark the occasion and celebrate with the community providing a free, family friendly alcohol-free community concert at the South Hedland Town Square. The key to an enjoyable event, family friendly alcohol-free event is having a contingent of responsive security guards in place for the event.

Unfortunately, due to other events, local security has advised that they are unable to assist. Security personnel will have to be flown up from Perth. Bloodwood Tree Association has reached out to The Town of Port Hedland as a funding partner for the event to the value of \$30,000 to cover the security costs for the event.

ATTACHMENTS

1. Bloodwood Tree Association Letter of Support (under separate cover)

12.3 Regulatory Services

12.3.1 PERMANENT CLOSURE OF PORTION WISE TERRACE AND PORTION RASON LINK, SOUTH HEDLAND

Author: Place Facilitator

Authorising Officer: Director Regulatory Services

Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council;

1. Note the submissions received during public consultation of the proposed road closure of portion Wise Terrace and portion Rason Link, South Hedland; and
2. Approve, in accordance with section 3.50 of the *Local Government Act 1995*, the road closure of portion Wise Terrace and portion Rason Link, South Hedland for an indefinite period of time.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to consider permanently closing Wise Terrace and portion Rason Link, South Hedland to vehicles.

DETAIL

On 30 June 2022, Council resolved to:

- a) Seek community response prior to the consideration of the permanent closure to vehicles of portion Wise Terrace and portion of Rason Link, pursuant to Section 3.50 of the *Local Government Act 1995*, as described as Option 1 in Attachment 2; and
- b) Advertise the proposed permanent road closure in accordance with Section 3.50 of the *Local Government Act 1995*.

Wise Terrace has been identified as the 'Main Street' in the South Hedland Town Centre Development Plan, which was adopted by Council on 23 October 2013. This promotes an identifiable activity hub within the Town Centre. The South Hedland Place Plan, which was adopted by Council on 23 February 2022, has responded to community feedback by recommending the closure of Wise Terrace. This approach included a focus on bring activity and vibrancy to the Main Street, where we have practically seen an activity hub occur.

The Town temporarily closed a portion of Wise Terrace and Rason Link to vehicles for the Bringing Wise Terrace to Life program which commenced on 6 August 2022. The infrastructure installed includes new street furniture, Eat Street infrastructure (with additional shade sails yet to be installed) and a road mural, which was completely designed and installed by students from Hedland Senior High School Polly Farmer Foundation.

Based on the trial road closure, traffic studies and the results of community consultation, the Town recommends the permanent closure of Wise Terrace between car parks and McLarty

Boulevard, and Rason Link between Wise Terrace and Leake Street, as described in Attachment 1, to vehicles. This option maintains access to all off-street car parks and, and the redistributed car movements are likely to move onto with Throssell Road, eastern portion of Rason Link and onto McLarty Boulevard, increasing the most at the intersection turning east onto McLarty Boulevard from Leake Street. This will increase traffic movement between Lotteries House and the South Hedland Skate Park, arguably relocating pedestrian risk from Wise Terrace to this portion of McLarty Boulevard.

The Town advertised the proposed road closure which ended on 14 September 2022, including sending letters directly to Charter Hall and Lotteries House to distribute among tenants.

The Town is currently undertaking a Place Audit to collect data on people movement, time spent in place and activities occurring in the South Hedland Town Centre. Initial observations from the Place Facilitator based on conversations with Charter Hall, security, and users of the Town Centre, together with initial feedback indicates that since closure of the road:

- Less people congregate around the shopping centre entrance, rather opting for dedicated seating and areas with more shade in the Town Square;
- It is a safer environment for pedestrians accessing the South Hedland Square Shopping Centre;
- Reduces the displacement of people when events are occurring in the Town Square, as the precinct has multiple seating options;
- More people, of a broad range of demographics, using the space to eat lunch and dinner, rather than using the precinct as a transit zone.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of medium significance, because due to the location of the road in the Town Centre. The closure of the road to vehicles has shown to increase safety for pedestrians accessing the South Hedland Square Shopping Centre, Lotteries House and the South Hedland Skate Park (when it re-opens). All surrounding streets have capacity for redistributed vehicle movement, meaning the closures will not lead to any major roadworks on surrounding streets.

CONSULTATION

Internal

The proposal was referred to the Town's Engineering Services team prior to consultation. There has been no change to the proposal. Engineering Services comments were to ensure the Town obtains a permanent road closure traffic and signage plan.

External Agencies

The proposal was referred to Main Roads WA for comment, in accordance with the *Local Government Act 1995*.

Community

The proposal was advertised to the community between 31 August and 14 September 2022, and included specific consultation with tenants of Charter Hall and Lotteries House. No formal objections have been received as of 8 September 2022.

LEGISLATION AND POLICY CONSIDERATIONS

- *Local Government Act 1995*

FINANCIAL AND RESOURCES IMPLICATIONS

Should Council resolve to close the road, the Town will be required to display signs until such time as our appointed Traffic Consultants design, have approved and installed a permanent road sign design. The Town estimates these works may cost up to \$50,000, inclusive of design, installation, signs and line marking.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

The following sections of the Town's Strategic Community Plan 2022-2032 are applicable in the consideration of this item:

- 1.2.4 Regular opportunities for the broad community to have input into the Town of Port Hedland plans and programs are provided for transparency, accountability, and two-way interaction.
- 3.2.1 Identify, plan, and develop the present and future needs for serviced land and infrastructure provision.
- 3.2.4 Enhance the protection and valuing of amenities and urban space through community engagement.
- 3.3.3 The South Hedland Place Plan is implemented including the transformation of Wise Terrace.

There are no significant identifiable environmental, social, or economic impacts relating to this item.

RISK MANAGEMENT CONSIDERATIONS

There is a service interruption risk associated with this item because there may be some confusion by vehicle users for the road closure. The risk rating is considered to be low (4), which is determined by a likelihood of unlikely (2) and a consequence of minor (2). The risk is negated through an approved permanent signage plan being accepted by the Town and installation of road signage.

OPTIONS

Option 1 – Adopt officer's recommendation

Option 2 – Amend officer's recommendation

Option 3 – Do not adopt officer's recommendation

CONCLUSION

This report has provided reasoning for the permanent closure of Wise Terrace and Rason Link, to provide a safer environment for pedestrians and facilitate opportunity for long term revitalisation of the South Hedland Town Centre.

ATTACHMENTS

1. Traffic Study (under separate cover)

12.3.2 RELEASE OF FUNDING FOR LANDSIDE COMPONENT - SPOILBANK MARINA

Author: Director Regulatory Services
Authorising Officer: Chief Executive Officer
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council:

1. Amends the 2022/23 budget to include allocating \$12,234,032 (ex GST) from the Marina Reserve to the Operating Budget, in order to facilitate payment of the Town's landside contribution for the Spoilbank Marina.
2. Authorise the CEO to make payment to the Department of Treasury for the Town's contribution to the landside component of the Spoilbank Marina as detailed in the Financial Assistance Agreement adopted 30 June 2022.

ABSOLUTE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to consider authorising funding which has not been budgeted within the 2022/23 budget to be made available to pay the Department of Treasury the Town's contribution to the landside component of the Spoilbank Marina.

DETAIL

The Town has signed a Financial Assistance Agreement with the State of Western Australia to provide funding for the Spoilbank Marina, as detailed in resolution 202122/234 (Ordinary Council Meeting of 30 June 2022). This agreement includes the Town paying contributions toward both the marine side and land side components aligned to predetermined dates, or project milestones being reached. The marine side component of \$24,000,000 (ex GST) has been paid to the Department of Treasury, with the remaining landside component contribution of \$12,234,032 (ex GST) to be paid once the detailed design had been confirmed. The landside civil drawings have been provided to the Town, with Council noting these at the 30 June Ordinary Council meeting (resolution CM2021/236).

Due to delays in reaching agreements over both the Financial Assistance Agreement and associated Implementation Deed, the Town did not budget for the release of the landside contribution within the 2022/23 budget. As such, to now meet its obligations under the Financial Assistance Agreement, this funding needs to be released from the Marina Reserve to enable payment.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of low significance, because Council has previously authorised signing of the Financial Assistance Agreement, with the proposed resolution acting on that Agreement.

CONSULTATION

Internal

- Executive Leadership Team
- Senior Finance Department Officers, including Manager Finance

External Agencies

- Department of Treasury

Community

- Nil

LEGISLATION AND POLICY CONSIDERATIONS

Provision of unbudgeted funds requires an absolute majority decision of Council as detailed in the *Local Government Act 1995*.

FINANCIAL AND RESOURCES IMPLICATIONS

Funding for the land side component of the Spoilbank Marina is currently provided within the Spoilbank Reserve. Transfer of this money to an operational account is required to enable payment to the Department of Treasury. The Finance Department is aware that this transaction is to be made, and Department of Treasury is aware that funding will be released depending on cash flow and availability, upon maturation of term deposits and other financial investments.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

The following section of the Town's Strategic Community Plan 2022-2032 is applicable in the consideration of this item:

- 4.2 Transparent and accountable governance and financial sustainability

Environmental

Development of the landside component of the Marina will include tree planting and other initiatives which improve the natural environment.

Economic

Development of the landside component of the Marina will provide business opportunities which provide economic benefit, including designated areas for pop-up style businesses.

Social

The land side component of the marina will provide residents, families and visitors a new recreation space for both formal and informal gatherings/events.

RISK MANAGEMENT CONSIDERATIONS

There is a reputational and compliance risk associated with this item because failure to make payment as per the Financial Assistance Agreement will likely lead to the action being taken against the Town by the State, potential delays to the Spoilbank Marina project and public embarrassment. The risk rating is considered to be high (12), which is determined by a likelihood of likely (4) and a consequence of moderate (3).

OPTIONS

Option 1 – Adopt officer’s recommendation

Option 2 – Amend officer’s recommendation

Option 3 – Do not adopt officer’s recommendation

CONCLUSION

Release of funding will enable the Town to complete payment for the landside component of the Spoilbank Marina, and meet its obligations under the Financial Assistance Agreement

ATTACHMENTS

Nil

12.4 Infrastructure Services

12.4.1 LEASE ROVERS FOOTBALL CLUB

Author:	Leasing Officer
Authorising Officer:	Director Infrastructure Services
Disclosure of Interest:	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council, in accordance with Section 3.58 of the *Local Government Act 1995*:

1. Authorises the Chief Executive Officer to negotiate and enter into a Community Lease agreement the with Rovers Football Club over Colin Matheson Clubhouse building, located on Reserve 343344, Lot 3278 on Deposited Plan 181916 being the whole of the land comprised in Crown Land Title Volume LR3007 Folio 935;
2. Notes that the term of the lease will not exceed 21 years; and
3. Notes that the above points 1 and 2 will be subject to Ministerial approval.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to consider entering into a lease with the Rovers Football Club over the Colin Matheson Clubhouse building, located on Reserve 343344, Lot 3278 on Deposited Plan 181916 being the whole of the land comprised in Crown Land Title Volume LR3007 Folio 935.

DETAIL

Colin Matheson Oval Clubhouse located on Reserve 343344 is placed under the care, control, and management of the Town, by the way of a management order, for the purpose of Recreation and parking. The Town has the power to lease the reserve, for any term not exceeding 21 years' subject to the Minister's approval.

Premises are that portion of the Land depicted on the plan together with all building, structures, alterations, additions, and improvements on the Land or erected on the Land during the Term.

Rovers Football Club have been under a Seasonal Agreement which expires on 30th September 2022. Rovers Football Club would like to enter into a lease for a term of 21 years with the Commencement Date being the date the Minister for Lands provides his consent to this lease with no further terms.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of low significance, because the Rovers Football Club have had priority usage of the Colin Matheson Clubhouse and changeroom facilities for several years.

CONSULTATION

Internal

- Director of Community Services
- Director of Infrastructure Services
- Manager Recreation and Leisure Services
- Social Sports Officer

External Agencies

- McLeod's Barristers and Solicitors

Community

- Rovers Football Club

LEGISLATION AND POLICY CONSIDERATIONS

This disposal is governed under Section 3.58(5)(d) of the *Local Government Act 1995* and Regulation 30(b)(ii) of the *Local Government (Functions and General) Regulations 1996*.

Under the above provisions, the disposition of land in this instance is exempt from ordinary disposal requirements as the lessee is not for profit organisation whose members are neither eligible nor permitted to profit financially from the body's operations.

This lease will be subject to the obligations imposed within the Town's Community Leasing Policy 8/004.

FINANCIAL AND RESOURCES IMPLICATIONS

There are no financial implications. Similar to previous lease arrangements, the rent for leases will be charged in accordance with the Town's Community Leasing Policy, which references the Fees and Charges for community leases currently set at \$200 per annum and payable annually in advance with the first payment due on the Commencement Date and each anniversary of the Commencement Date thereafter.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

The following section of the Town's Strategic Community Plan 2022-2032 are applicable in the consideration of this item:

- 1.1.4 Partnerships with stakeholders to deliver sport and recreation are enhanced
- 1.1.6 Town-wide health, safety, recreation and sporting activities and services

Environmental

There are no significant identifiable environmental, social or economic impacts relating to this item.

Economic

There are no significant identifiable environmental, social or economic impacts relating to this item.

Disability Access and Inclusion Plan

The following outcome of the Town's Disability Access and Inclusion Plan 2017-2022 apply in relation to this item:

- Outcome 1 – Services and Events

RISK MANAGEMENT CONSIDERATIONS

There is a reputational risk associated with this item if the request to grant the Lease to Rovers Football Club is not approved. Rovers Football Club is an established Sports Club that provides opportunities for residents to engage in sport and social activities and be involved in a community minded activity. The Rovers Football Club provides a place for participants of various ages and family involvement.

OPTIONS

Option 1 – Adopt officer's recommendation

Option 2 – Do not adopt officer's recommendation

CONCLUSION

The adoption of this item would allow the Rovers Football Club to continue to operate and provide a sporting and recreational activity to the wider community.

ATTACHMENTS

Nil

**12.4.2 DEPARTMENT OF LOCAL GOVERNMENT, SPORT & CULTURAL INDUSTRIES
- CLUB NIGHT LIGHTS GRANT PROGRAM 2022/23 - APPLICATION AND
ASSESSMENT**

Author: Project Manager
Authorising Officer: Director Infrastructure Services
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER’S RECOMMENDATION

That Council;

- Approves the submission of a funding application to the Department of Local Government, Sport and Cultural Industries via its Club Night Lights Program.

Applicant	Project	Ranking	Rating
Town of Port Hedland	McGregor St Reserve – Lighting upgrades	1	A

- Subject to the above application being successful with the Department of Local Government, Sport and Cultural Industries, a provisional amount for the McGregor Street Levelling and Lighting Upgrades, approved in the FY2022/23 Capital works program, be considered as the Town’s contribution to the Project.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to consider the application of funding for the upgrade of field lighting for the McGregor Street Reserves, to the value of \$400,000. This project has been approved as part of the Town’s Capital Renewal Program for 2022/23, and is essential in meeting community demand for improved recreational infrastructure. The new lighting will allow for more flexibility in the scheduling of sporting matches (day/night games), and encourage more community members to participate in different sports in town.

DETAIL

The Department of Local Government, Sport and Cultural Industries (DLGSC) facilitates a state-wide funding program called ‘Club Night Lights Program’ (CNLP) and has invited applications for financial assistance from sporting clubs and local governments for the development of sustainable floodlighting infrastructure for sport.

The CNLP is a new grant available from DLGSC and is in addition to the Community Sporting and Recreation Facilities Fund which is still available to sporting clubs and local government.

The CNLP aims to maintain or increase participation in sport and recreation with an emphasis on physical activity through rational development of good quality, well-designed and well-utilised community sporting facilities.

The maximum grant awarded by DLGSC will generally be no greater than one-third of the project up to a maximum of \$1 million.

Note: There may be some projects eligible for up to 50% funding through meeting a 'development bonus', whereby a project meets at least one of the following development principles created by the Department, namely:

1. Geographical location (e.g. projects in a regional/remote or growth area);
2. Co-location of facilities;
3. Sustainability initiative; or
4. Increased participation.

There is no guarantee that the full requested amount would be funded, and any shortfall would need to be funded by the applicant. There is no obligation on a local government to make a financial contribution to the project, however, a contribution from all stakeholders (which may include local government, state sporting associations and user clubs) in a project that meets local and sporting needs is viewed more favourably.

CNLP applications must be initially presented to the relevant local government for its assessment to provide project ratings and prioritised rankings (where there are multiple applications); and to request in-principle support for the proposed project/s, including the financial contribution requested by the application under the Club Night Lights Program.

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of low significance, because the Town has a project approved within its Capital Works program for the provision of Lighting and McGregor Street Levelling upgrade.

CONSULTATION

Internal

The Town's Sports and Facilities team have assisted with the club liaising to the effected groups to provide letters of support for these upgrades.

External Agencies

The Town have engaged with the below sporting clubs to seek letters of support for the upgrades of lighting to the McGregor St Reserve:

- Hedland Junior Soccer Association
- Hedland Senior Soccer Association
- Rovers Football Club
- Football West
- Cougars Rugby League Club
- Hedland Touch Football Association

The request for support outlines the proposed function these lights will provide for extended and additional training and competition opportunities at night, through the cooler season.

Community

Nil

LEGISLATION AND POLICY CONSIDERATIONS

The Towns Procurement policy will need to be considered when engaging contractors to complete the required lighting upgrade works.

FINANCIAL AND RESOURCES IMPLICATIONS

As part of the Towns Capital renewal program for FY2022/23, the McGregor Street Levelling and Lighting upgrade was adopted for an amount of \$750,000.

Costs for the lighting upgrade are expected to be \$800,000 for new poles and lighting, of which half is to be supported by the Town, from this projects budget

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

The following sections of the Town's Strategic Community Plan 2022-2032 are applicable in the consideration of this item:

2.5 Improved infrastructure development

1.4 Well utilised and valued community facilities and services

4.3 Effective delivery of services and infrastructure to meet community needs

There are no significant identifiable environmental, social or economic impacts relating to this item.

Disability Access and Inclusion Plan

The following outcome of the Town's Disability Access and Inclusion Plan 2017-2022 apply in relation to this item:

Outcome 1 – Services and Events

Outcome 2 – Buildings and Facilities

Corporate Business Plan

The following action of the Town's Corporate Business Plan 2018-2022 apply in relation to this item:

1.d.3.1 Support the provision of cultural, sporting and recreational facilities which are fit for purpose.

RISK MANAGEMENT CONSIDERATIONS

There is a reputational risk associated with this item because the current lighting remains insufficient for the requirements of the user groups. The risk rating is considered to be medium (6), which is determined by a likelihood of possible (3) and a consequence of minor (2).

OPTIONS

Option 1 – Adopt officer's recommendation

Option 2 – Amend officer's recommendation

Option 3 – Do not adopt officer's recommendation

CONCLUSION

The upgrade of the McGregor Street Reserves Lighting is a project that will improve community use of a popular recreation facility and provide opportunity for local sporting groups to have flexibility to schedule their practice and matches during the day and evening. The new lighting will be of the same standard used for professional level sports (eg: AFL matches), improving the overall quality of the Reserves. Council approval for the application of the DLGSC Club Night Lights Program funding will allow us to continue with the delivery of this project, and achieve our strategic outcomes of improving our local recreational lifestyle, as well as maintaining our community infrastructure.

ATTACHMENTS

Nil

**12.4.3 ENDORSEMENT OF SOUTH HEDLAND INTEGRATED SPORTING HUB -
CONCEPT MASTERPLAN**

Author: Senior Project Manager
Authorising Officer: Director Infrastructure Services
Disclosure of Interest: The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

OFFICER'S RECOMMENDATION

That Council,

1. Endorse the South Hedland Integrated Sporting Hub Concept Design Masterplan as per Attachment 1; and
2. Endorse the delivery of the proposed Staging and Construction Tender Plan as per Attachment 2, subject to funding.

SIMPLE MAJORITY VOTE REQUIRED

PURPOSE

The purpose of this report is for Council to consider the changes to the Masterplan and endorse the revised Concept Design Masterplan, staging proposal for construction and high-level cost estimates for the South Hedland Integrated Sporting Hub.

DETAIL

Further to the decision of Council at the August 2021 Ordinary Council Meeting, and subsequent council briefing, the South Hedland Integrated Sports Hub (SHISH) Masterplan has included the comments received and undergone significant consultation with the affected clubs as well as a Town Hall type meeting. It has now been prepared to allow for the inclusion of an Aquatics Hub.

In 2021, the Town undertook community consultation to develop the Aquatics Masterplan. The consultation indicated a need to prepare to replace the Aquatic facilities that are reaching end of life.

The expansion of SHISH has resulted in a larger overarching plan to support the current need for sporting groups within Port Hedland as well as their potential growth in the future.

The new SHISH Masterplan includes:

- Relocation of the Kevin Scott Oval and Marie Marland Oval
- Inclusion of an Aquatic Centre
- Expanded Pavilion with larger change rooms to support 4 WAFL teams using the facility at the same time.
- Removal of dog park from the design to be relocated to Marquee Park (currently under detail design stage & community engagement)
- Ability for buses to park close to the Pavilion.
- Reconfiguration of the diamonds

LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of medium to high significance, in terms of social and cultural & wellbeing issues of the residents of the Town of Port Hedland as it relates to the development of significant community infrastructure.

CONSULTATION

Internal

- Council
- Director Infrastructure Services;
- Senior Project Manager;
- Project Manager;
- Director Community Services;
- Manager Community Development;
- Manager Infrastructure Projects and Assets;
- Manager Leisure Facilities;
- Senior Sports and Facilities Officer;
- Regulatory Services team including planning and environmental health & safety;
- Finance team;
- Marketing team;
- Legal Advisor;
- Procurement team;
- Manager Infrastructure Operations; and
- Leisure team.

External Agencies

- Carabiner Architects including sub-consultants;
- Aspect Studios (Landscaping Design); and
- ABV Leisure consultants.

Community

A Balanced View Leisure Consultants (ABV) were engaged in January 2019, to produce a Town-wide needs assessment and architectural briefs relating to SHISC, the JD Hardie Youth Zone (JDHYZ) and McGregor Street Precinct. The consultation included face-to-face meetings with stakeholders on the ground in Port Hedland in February and June 2019.

The Town have undertaken extensive stakeholder engagement from 2020, with their feedback on the initial design plan of the SHISH Masterplan and incorporating all their comments to this Final Concept Design Masterplan that was adopted.

The process for the engagement include:

- Group meetings with sporting clubs and associations
- One on One Face to Face-to-Face meetings
- Town hall Meetings

A summarisation of this engagement included

- Size of the proposed changerooms (Stage 1 Pavilion)
- Pool/ Aquatic facility configurations
- Diamond sports requirements
- Need for imminent construction and setting deadlines for the project

The attached Masterplan has been updated with this feedback.

Carabiner Architects have attended a large portion of the engagement events to ensure direct transfer of information to steer the design process and incorporating them into the Final Concept Design Masterplan (Attachment 1).

A final Town hall meeting was held to finalise the last of the feedback from key sporting groups.

LEGISLATION AND POLICY CONSIDERATIONS

The Town’s Disability Access and Inclusion Plan (DAIP) was considered as well as the draft Public Open Space Strategy. The site is located on Crown Reserve 31895 vested to the Town of Port Hedland for the purpose of ‘Recreation’, and therefore no significant tenure issues apply.

The project development will require the design of future buildings to reflect and implement all the requirements of legislation and regulations applicable to a public building. Once detailed design and documentation is complete, Council will need to determine whether to tender for the construction of the job in accordance with the *Local Government (Functions & General) Regulations*.

FINANCIAL AND RESOURCES IMPLICATIONS

A budget of \$500,000 has been allocated in FY2022/23 for consultancy fees to bring the concept design to the next stage.

The total estimated costs of the Masterplan is as follows:

Stage	Description	Estimated cost
1	Kevin Scott Oval, Multi-use pavilion and new entrances	\$42,920,000
2	Multi-use sports field, carpark and access roads	\$27,105,000
3	Existing health club refurbishment, softball and play area	\$26,508,000
4	Aquatic centre, indoor sports hall, dry recreation and lobby, ninja cross structure & equipment, geothermal bore and external courts	\$147,406,000
5	Future pavilion in diamond sports area	\$8,927,000
	Total	\$252,866,000

NOTE: The above estimated costs are inclusive of design and construction contingencies, professional fees, cost escalation and include a regional loading of 55%.

STRATEGIC AND SUSTAINABILITY IMPLICATIONS

The following sections of the Town's Strategic Community Plan 2022-2032 are applicable in the consideration of this item:

- 1.a.1 Stakeholders are engaged to develop a whole of town approach to increase accessibility to quality health and wellbeing services
- 1.a.4 Partnerships with stakeholders to deliver sport and recreation are enhanced
- 1.a.5 Agencies and the community are fully engaged to reduce anti-social behaviours and improve community safety
- 1.a.6 Town-wide health, safety, recreation and sporting activities and services
- 1.b.4 Regular opportunities for the broad community to have input into the Town of Port Hedland plans and programs are provided for transparency, accountability and two-way interaction
- 1.b.5 Opportunities to get involved and results of engagement are regularly promoted
- 1.c.1 The community, industry, arts and cultural organisations are engaged to identify, plan and coordinate events and activities
- 1.c.2 Events and activities to celebrate the Town's cultural heritage, arts and Pilbara lifestyle are consistently programmed and delivered
- 1.d.1 The present and future facilities and requirements of the Town are planned for and developed in-line with relevant facility standards and community needs
- 1.d.2 Facilities and community infrastructure are revitalised across the Town
- 1.d.3 Facilities and community infrastructure are well maintained, managed and fit for purpose to provide a range of lifestyle opportunities
- 3.b.1 The present and future needs for serviced land and infrastructure provision are identified, planned, and developed
- 3.b.4 Innovation and resilience of the built form are encouraged, assessed and implemented
- 3.b.5 The protection and valuing of amenities and urban space is enhanced through community engagement
- 3.c.1 Urban and spatial planning is implemented to enhance human interaction with nature and industry
- 3.c.2 The community is surrounded by and has access to attractive natural habitats, built form, parks and amenities
- 3.c.3 Engagement with the community on urban renewal and greening initiatives is enhanced
- 4.b.1 Sound long-term financial planning is implemented
- 4.b.4 Constructive forums are provided for discussion and the representation of the diversity of views and needs that impact on the Town's developments, programs, and policies
- 4.c.2 Community members, business and tourists are engaged to provide feedback about local facilities and services
- 4.c.4 Efficiency strategies across the Town's infrastructure and amenity assets are implemented

Environmental

Development of the currently undeveloped land on the western and northern sides of the Marie Marland Reserve will have a negligible environmental impact.

Economic

This Masterplan is accommodated in the long-term financial planning of the Town.

Social

It is expected that the realisation of this Masterplan will have significant impact on social capital for the Port Hedland community.

Disability Access and Inclusion Plan

The following outcome of the Town's Disability Access and Inclusion Plan 2017-2022 apply in relation to this item:

Outcome 2 – Buildings and Facilities

Corporate Business Plan

The following actions of the Town's Corporate Business Plan 2018-2022 apply in relation to this item:

- 1.a.4.1 Support stakeholders to deliver sports and recreation services.
- 1.b.4.2 Inform the community on Town projects, operations, services and events.
- 1.b.5.1 Develop, implement and review opportunities to share engagement feedback with key stakeholders.
- 1.d.3.1 Support the provision of cultural, sporting and recreational facilities which are fit for purpose.
- 2.a.2.1 Develop Masterplans and business cases for future project implementation, in line with the Town's strategic direction and needs.
- 3.c.3.1 Develop, implement and review public open space in line with the Parks and Paths Strategy.

RISK MANAGEMENT CONSIDERATIONS

There is a reputational risk associated with this item because of the identified community need and community desire for improved community and sporting amenities at the South Hedland Integrated Sporting Hub. The risk rating is considered to be medium (9), which is determined by a likelihood of possible (3) and a consequence of moderate (3)

OPTIONS

Option 1 – Adopt officer's recommendation

Option 2 – Amend officer's recommendation

CONCLUSION

There is a determined need for increased sporting and community recreational facilities within the Town.

An endorsed Concept Design Masterplan will serve as a guiding document to ensure that detailed design and construction of future upgrades will be consistent with the plan, will provide improved infrastructure and increase the capacity of infrastructure to meet the needs of the community for increased facilities and improved programs. The Town can then proceed with undertaking the detailed design with the current budget to the next stage of action.

ATTACHMENTS

1. Attachment 1-Concept Design MasterPlan.pdf (under separate cover)
2. Attachment 2-Staging & Construction Tender Plan.pdf (under separate cover)
3. Attachment 3 - High Level Cost Estimate.pdf (under separate cover)

12.5 Executive Services

Nil

Item 13 Motions of which Previous Notice has been given

Nil

Item 14 New Business of an Urgent Nature (Late items)

Nil

Item 15 Matters for Which Meeting May Be Closed (Confidential Matters)

Nil

Item 16 Closure

16.1 Date of Next Meeting

The next Ordinary Meeting of Council will be held on Wednesday 26 October 2022 commencing at 5:30pm.

16.2 Closure

There being no further business, the Presiding Member declared the meeting closed at [enter time](#).