



ATTACHMENT TO ITEM 11.1.3: STATUS OF COUNCIL DECISIONS UPDATE

Under Separate Cover

Ordinary Council Meeting
Wednesday, 27 May 2020

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11.1.3 Status of Council Decisions Update

Attachment 1 Status of Council Decision - 5 May 20204

Governance - Status of Council Decisions

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
27/07/16	OCM	CM201617/017	12.2.4 Port Hedland Pony Club - License	<p>That with respect to the request from the Port Hedland Pony Club to lease an additional portion of land, the Council:</p> <p>1. Approve in principle to temporarily dispose of a portion of Reserve 29044, by way of license to become an annexe to the current lease agreement between the Town of Port Hedland and the Port Hedland Pony Club for Reserve 31462, Styles Road on the following terms and conditions: a) Initial Term – 12 months; b) First Option – 12 months.</p> <p>2. Authorise the Acting Chief Executive Officer to liaise with the Department of Lands on the appropriate wording of the management order purpose(s) and acknowledge that the portion of Reserve 29044 is currently set aside as a possible development site for a caravan park and should this development progress, then this portion of the lease agreement (license) would cease. The agreed vacate terms are 90 days' notice in the event that the caravan park development is approved.</p> <p>3. Acknowledge that there will be no additional fee payable by the Port Hedland Pony Club for the temporary use of this land.</p> <p>CARRIED 9/0</p>	<p>02/08/2016 – Leasing Officer contacted Department of Lands for comment and advice on the addition of the purpose "recreation" to the management order over portion of Reserve 29044, in addition to the current vested purpose which is "Caravan Park".</p> <p>02/08/2016 - Department of Lands requested additional reasoning of the request and that this be forwarded to the Case Assessment Team for review and investigation.</p> <p>05/08/2016 – Leasing Officer liaising with Planning and Development Team for progress for the request.</p> <p>26/09/2016 - Leasing Officer progressing with the application process to amend the vesting order with Minister for Lands and Planning and Development Team.</p> <p>09/11/2016 - Progressing through Planning and Development Team.</p> <p>16/11/2016 - Final request sent to Department of Lands for amendment to vesting order. Waiting for processing.</p> <p>08/02/2017 - Waiting for Department of Lands to amend vesting order, 16/8/17 - Leasing Officer has been in contact with Planning Officer seeking regular updates on the change of the vesting order. Department of Lands are still yet to make an amendment and so no progression can be made.</p> <p>26/02/2018 - Department of Lands have advised the following: 'A decision on native title is still being considered. Requirements for native title dispositions have changed dramatically and we are still receiving updates from our lawyers and State Solicitor's Office regarding the changes.' The Department will advise the Town as soon as a decision is made.</p> <p>02/05/2018 - Department of Planning, Lands and Heritage confirmed Native Title is still being worked through (KD)</p> <p>09/08/2018 - No further progress until Native Title is worked through. (KD)</p> <p>19/11/2018 - Amendment to Reserve purpose approved, amended Management Order received. Project returned to Senior Property Management Officer for completion. (KD)</p> <p>19/11/2018 - Seeking advice from PHPC as to whether they wish to proceed with the license</p> <p>27/02/2019 - No response from above actions. Have Contacted club committee email once more for advice</p> <p>29/05/2019 - Community license agreement currently being drafted by McLeods due to complexity and template use for future agreements. Club has responded positively and we are moving forward for the execution of this agreement once finalised (TR)</p> <p>04/09/2019 - Draft Deed of Variation has been sent to the Pony Club for comment/ review. The Deed is an amendment to current lease to license the adjacent parcel to the current leased area. (Please note discussed this with Legal advisor who approved)</p> <p>18/11/2019 - Draft variation to lease has been agreed upon and will need to be sent to Department of Lands for approval. PHPC are currently seeking a common seal which to sign under in the interim</p> <p>21/1/20 - License approved from Minister of Lands and to be inserted into the lease before going to PHPC - Lease with PHPC</p> <p>01/05/2020 - No Change to this item</p> <p>18/5/2020 - No Change. The Club have had to seek their common seal and are currently trying to locate it or re-order a new one. Until they have this common seal they are unable to execute the agreement</p>	Coordinator Property Management	90%
23/04/18	OCM	CM201718/190	11.3.1 Staff Housing Renewal Program	<p>That with respect to the Capital Staff Housing Renewal Program, Council,</p> <p>1. Approve to dispose of four residential properties as listed by way of sale at auction; a) 4 Janice Way South Hedland; b) 12 Janice Way South Hedland; c) 18 Logue Court South Hedland; and d) 9 Mitche Crescent South Hedland.</p> <p>2. Support the reserve sale price listing of each property as the lower level of the market range provided in the sales appraisals;</p> <p>3. Approve that all revenue from the sale of the properties be set aside in the Housing Reserve to fund the next three years of the staff housing renewal program; and</p> <p>4. Delegate authority to the CEO to enter in to negotiations on behalf of the Town should the sale value of any property not meet the agreed upon reserve.</p> <p>CARRIED 7/0</p>	<p>07/05/2018 - Request for local real estate agents to register on Vendor Panel (Currently only one) has been sent our via procurement team. RFQ currently being drafted by Senior Property and Facilities Officer</p> <p>29/05/2018 - RFQ process has been completed and Peter Dunning at Ray White Port Hedland have been awarded the properties for sale. Officer has met with Mr Dunning and issued keys for the properties to be initially inspected (TR)</p> <p>26/07/2018 - Auction has been set for the 22nd August 2018 at 7.00pm at Ray White South Hedland (TR)</p> <p>09/08/2018 - Advertising is underway in anticipation for the auction per above (TR)</p> <p>29/08/2018 - 4 Janice Way - Sold via auction 22/08/2018, 12 Janice Way - Sold via auction 22/08/2018, 3 Mitche Crescent - to be put on the market following failure to sell via auction on 22/08/2018, 18 Logue Court - Planning are assisting with boundary work. View to sell via auction in the coming months.</p> <p>05/11/2018 - Three of the four properties have sold above reserve. The fourth property requires subdivision which is being undertaken currently. Combined total earning for the disposal of the three properties at Auction is \$347,205.00.</p> <p>27/02/2019 - Advice received from WA planning commission of the subdivision approval issued on 21/1/19. Works to be completed which are undergoing review by relevant trades to ensure this can go ahead. Unable to list for sale until works on services are complete</p> <p>29/05/2019 - Horizon Power to supply quote for the installation of new meter for the service portion of the planning requirements. 3-4 weeks wait for advice of expected costs and install detail.</p> <p>04/09/2019 - Horizon power have completed separation and have sent advice to Department of Lands for the issuance of a new Certificate of Title. Waiting on advice from Department of Lands</p> <p>18/11/2019 - Separation of titles complete. New titles to now be drafted for new boundaries</p> <p>21/04/2020 - No changes to this item.</p> <p>01/05/2020 - No change to this item</p> <p>16/5/2020 - Waiting for Veris to complete final works on the subdivision. This was with planning under Planning Officer resigned. Coordinator of Property management has sought explanation from Veris as to status of the work however unable to decipher what is required and requested Veris to provide request in writing. Waiting for mail. Officer has reverted to Manager of Planning to assist. Property cannot be sold until the subdivision is complete.</p>	Coordinator Property Management	85%

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
13/02/19	OCM	CM201819/116	11.2.4 Provision of Child Care	<p>MOVED:DM NEWBERY/SECONDED: CR MCDONOGH</p> <p>That Council:</p> <p>1.Note the results of the child care waiting list audit and associated report;</p> <p>2.Endorse the following short-term measures to reduce the current child care waiting lists in Port Hedland:</p> <p>a.Re-activation of the South Hedland TAFE child care centre subject to successful tenure negotiations and the receipt of external partnership funding to deliver the required capital works;</p> <p>b.Subject to the provision of a detailed business case, conversion of Port Hedland Library to child care spaces;</p> <p>c.Preparation of a local planning policy that exempts Family Day Care businesses from the requirement to obtain a Home Business planning approval from the Town where the Family Day Care proposal meets the following criteria:</p> <p>i)Complies with all Education and Care National regulations 2012</p> <p>ii)Does not display any advertising signage greater than 0.2m²</p> <p>iii)Does not employ any persons that do not live at the property</p> <p>iv)Does not operate outside of 7am – 7pm Monday – Saturday in line with Environmental Protection (Noise) Regulations 1997</p> <p>v)Involves pickup / drop-off areas located wholly within lot boundaries of the property;</p> <p>d.Investigation of the viability for the Town to deliver after school programming and activities for primary school aged children;</p> <p>e.Work with key industry stakeholders and the community to develop and implement Town of Port Hedland Child care strategic plan; and</p> <p>3.Investigate long term child care infrastructure options as part of the MacGregor Park and JD Hardie master planning processes.</p> <p>4.Investigate library options part of the McGregor Street multipurpose building in the future.</p> <p>CARRIED 7/0</p>	<p>08/03/2019 - At the Ordinary Council meeting in February 2019, Elected Members adopted the Officers recommendations presented in the Provision of Childcare report. Since the adoption of the recommendations, Officers been working closely with relevant departments and stakeholders to ensure that action timelines are established and that all 8 recommendations are implemented in a timely manner.Officers have met with Hedland Collective –childcare working group on 6 March 2019 to report and delegate further actions. (JE)</p> <p>10/06/2019 - Planning policy referred to in part c. of this decision was adopted at May 2019 OCM.</p> <p>03/09/2019 - Port Library has closed to enable upgrade works. A tender for works at both Port Library and South Hedland tafe has been completed with report to be submitted to council in september. discussions continue with funding partners fund works.</p> <p>19/11/2019 - Update as follows: 1. Noted - No action required 2.a. Complete - Contract awarded and works underway 2.b. Complete - Contract awarded and works underway 2.c. Complete - Adopted at May 2019 OCM 2.d. UPDATE REQUIRED 2.e. Complete - Discussions with Hedland Collective underway 3. Complete - Provision made in JD Hardie Masterplan 4. Complete - Alternative locations are currently being investigated</p> <p>16/01/2020 Further investigation required for 2.d including cost analysis, licensing requirements, transport, space capacity at existing facilities, closure of JD facility during term 3 2020.</p> <p>05/05/20 Investigation continuing including requesting consideration for out of school hours care to be provided by operator of the new child care facility at the 'old tafe site'.</p>	Manager Community Development	85%
2264	OCM	CM201819/123	Proposed Closure of a portion of Whim Creek Road and Road No. 432	<p>MOVED: CR MCDONOGH SECONDED: CR DACCACHE</p> <p>That Council, pursuant to Section 58 of the Land Administration Act 1997 resolves to:</p> <p>1.Note the submissions received during advertising of the proposed road closures included as Attachment 1 (Schedule of Submissions);</p> <p>2.Support the proposed closure of a portion of Whim Creek Road as shown on Attachment 2;</p> <p>3.Support the proposed closure of a portion of Road No. 432 as shown on Attachment 2; and</p> <p>4.Advise the Minister for Lands of Council's support.</p> <p>CARRIED 7/0</p>	<p>01/03/2019 - Letter drafted in as per resolution 4, with Director for signing (KD)</p> <p>29/05/2019 - Request posted to DPLH 05/03 - no further action required until response received</p> <p>19/11/2019 - Awaiting response</p> <p>14/01/2020 - Application with DPLH</p> <p>06/05/2020 - Application remains with DPLH. Update unlikely to be received within the next 12 months.</p> <p>18/05/2020 - Application has been completed by the Town and submitted to DPLH for approval, however advice has been received that the approval and full closure cannot be finalised until rationalization of PPA tenure is completed. DPLH may request further information from the Town, and matter is at 99% until final approval is received (may be up to 24 months)</p>	Development and Lands Officer	99%
2265	OCM	CM201819/124	11.2.2Proposed Dedication of a portion of Redbank Road, Port Hedland	<p>MOVED: CR PITT SECONDED: CR MCDONOGH</p> <p>That Council, pursuant to Section 56 of the Land Administration Act 1997 resolves to:</p> <p>1.Support the proposed dedication of a portion of Redbank Road as shown in Attachment 1, subject to the road area being de-proclaimed from port land;</p> <p>2.Indemnify the Minister for Lands against any claim for compensation in accordance with section 56(4) of the Land Administration Act 1997;</p> <p>3.Advise the Pilbara Ports Authority (PPA) that all costs associated with the proposed dedication, including survey costs, will be payable by the PPA; and</p> <p>4.Advise the Department of Planning, Lands and Heritage of the Council's resolution in accordance with section 56(2) of the Land Administration Act 1997.</p> <p>CARRIED 7/0</p>	<p>01/03/2019 - Letter drafted as per resolution 3 - with Director for signing. Letter drafted as per resolution 4 - with Director for signing (KD)</p> <p>29/05/2019 - Request posted to DPLH 05/03 - no further action required until response received</p> <p>04/09/2019 - no further updates</p> <p>19/11/2019 - Awaiting response</p> <p>14/01/2020 - Application with DPLH</p> <p>06/05/2020 - Application remains with DPLH. Update unlikely to be finalised within the next 12 months.</p> <p>18/05/2020 - Application has been completed by the Town and submitted to DPLH for approval, however advice has been received that the approval and full closure cannot be finalised until rationalization of PPA tenure is completed. DPLH may request further information from the Town, and matter is at 99% until final approval is received (may be up to 24 months)</p>	Development and Lands Officer	99%
2300	OCM	CM201819/158	11.2.1Phasing out Single Use Plastics (File No. 11/01/0005)	<p>MOVED: CR ARIF SECONDED: CR HEBBARD</p> <p>That Council:</p> <p>1.Develop a strategy to phase out the use of single use plastic items across all facets of Town of Port Hedland (Town) business operations over a 12 to 24 month period; and</p> <p>2.Develop a policy to ban the use of single use plastic at events conducted on Town property.</p> <p>CARRIED 8/1</p> <p>For: Cr Arif, Cr McDonogh, Mayor Blanco, Cr Hebbard, Cr Carter Cr Whitwell, Cr Pitt, DM Newbery Against: Cr Daccache</p>	<p>29/05/2019 - Consultation phase has begun with relevant internal department's within the organisation. Investigation has commenced with respect to: - Environmentally friendly alternatives and their associated costs - Best practice strategies adopted across the state in eliminating single-plastic use so far as reasonably practicable (within Town operations) - Initiatives to incentivize minimising plastic use within the community (MC)</p> <p>03/09/2019 - Analysis of single use plastic usage across town facilities has commenced with responsible officers submitting data to environmental health team. This will enable a detailed report that will scope the impact and costs associated with the removal of single use plastics. update will be provided when report available.</p> <p>19/11/2019 - Briefing to ELT has been scheduled in relation to this matter</p> <p>14/1/2020 - Strategy and guidelines currently being developed. Internal review proposed for end of January, early February, see attached roll out schedule for 2020.</p> <p>05/05/2020 - Environmental Health staff have developed a draft guidelines and policy for the phasing out of single use plastics at events and at Town facilities. The documents are being workshopped with internal stakeholders.</p>	Manager Environmental Health and Community Safety	50%
2302	OCM	CM201819/160	11.3.1Award of RFT 2018-41 Public Place Bin Enclosure Design, Manufacture and Supply	<p>MOVED: CR MCDONOGH SECONDED: CR ARIF</p> <p>That Council endorse the recommendation of the evaluation panel and award RFT 2018 – 41 Public Place Bin Enclosure Design, Manufacture and Supply to GCI Group Pty Ltd for an estimate contract value of \$581,488.81 excluding GST over the duration of the contract term of five (5) years.</p> <p>CARRIED 9/0</p>	<p>29/05/2019 - Prototype bin has been fabricated and currently in transit. Once viewed and approved the first 40 bin enclosures can be ordered.</p> <p>04/09/19 - CEO has signed off on requisition and PO has been issued to contractor. public place bins are currently being fabricated. There was a hold up with placing bin order due to transportation cost not being factored into the project.</p> <p>22/11/19 - Contact made with the contractor, with message left for them to contact Director Reg Services Monday 25 Nov. CW</p> <p>14/1/2020 - Contractor has provided photos of the bins ready for transit. First batch of 24 bins is expected to be shipped in the coming weeks ready for installation. second batch are still being constructed and will be shipped once ready. CW</p> <p>06/05/2020 - Contractor has delivered the bin enclosures and 60% have been installed by the Town's engineering crews, with the rest to be installed in the coming weeks. Designs are being amended for the next year's bins, as there were some issues discovered with the direction of the openings.</p>	Manager Waste Operations	60%

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2407/19	OCM	CM201920/010	11.2.3 Port Hedland International Airport Initial Lessee Masterplan & Capital Works Program	That Council: 1.Approves the Initial Lessee Masterplan (Masterplan) included as Attachment 1 of this report to guide planning of the Port Hedland International Airport for the first 20 years of the lease, pursuant to clause 8.2 of the Novation and Operating Deed, subject to the following requirements being met within six (6) months to the satisfaction of the Town of Port Hedland: *Updated Australian Noise Exposure Forecast (ANEF) map to be provided in a form approved by Air Services, to replace Figures 23, 24 and 25 and update relevant sections of the Masterplan. 2.Approves the Capital Works Program included as Confidential Attachment 2 of this report, subject to the requirements of the Lease and Novation and Operating Deed being met in relation to implementation. 3.Delegates to the Chief Executive Officer to approve the final Masterplan to incorporate the updated ANEF map required by Recommendation 1 (a) and authorise the Chief Executive Officer to approve minor changes to the Masterplan and Capital Works Program prior to works being implemented. CARRIED BY COMMISSIONER RIEBELING	09/08/2019 - Pending submission of updated ANEF mapping by January 2020 as per Council resolution. 03/09/2019 - Pending submission of updated ANEF mapping by January 2020 as per Council resolution (CR). 14/01/2020 - Pending submission of updated ANEF mapping. PHIA have advised this is likely to occur in February/March 2020 following approval by AirServices. 01/05/2020 - Pending submission of updated ANEF mapping to be incorporated into local planning policy	Manager Town Planning and Development	75%
2419	OCM	CM201920/035	11.3.1 Disposal of Residential Houses	That Council, with respect to the Capital Staff Housing Renewal Program: 1.Approve the disposal of nine (9) residential properties and one (1) vacant plot of land as listed in confidential attachment 4, by way of sale at auction: 2.Endorse the Reserve sale price listing of each property listed in Point 1 above (provided under confidential separate cover). 3.Delegate authority to the Chief Executive Officer to enter into negotiations to dispose of the properties listed in point 1 above, for no less than 80% of the Reserve price listed in point 2 above, should they not sell at Auction; and 4.Approve that all Revenue from the sale of the properties be set aside in the Housing Reserves to fund: a.The purchase of more suitable Staff Housing b.To fund the continuation of the Staff Housing Capital Renewal Program. CARRIED BY COMMISSIONER RIEBELING	2/9/19 - Procurement plan approved and RFQ under review for the engagement of selling agent for the disposal of these properties. 14/11/2019 Real Estate Company to sell properties has been awarded 18/11/19 - first two properties being prepared for listing 21/1/20 - Auction dates has been proposed for 4B Kabbarril and 14 Koolama. 01/05/2020 - Kabbarril Loop and Koolama have been disposed of. Waiting for new housing prior to further disposals.	Coordinator Property Management	40%
2437	SCM	CM201920/053	8.1 STEVENS STREET SITE (ALSO KNOWN AS PORT HEDLAND RETIREMENT VILLAGE) (FILE NO 05/05/0017)	That Council: 1Receive all technical advice presented to date by the Town's administration including the compliance and building audit, structural investigation and electrical report, and the advice from the building surveyor each of which highlight the compliance, structural and electrical issues associated with the buildings and structures on the Stevens Street Site ('Site'). 2Receive all legal advice presented to date, including the advice dated 22 July 2019 attached to this report, concerning the Site. 3Receive the further advice from the Town's insurer, LGIS, dated 18 June 2019. 4Acknowledge and accept the Town is subject to a duty of care to the residents, contractors, visitors and any employees on the Site as both a management body of the reserve and as lessor. 5In light of its duty of care, request that the Town recommence facilitating the relocation of all residents of the Site as per the notice issued to all residents on 8 November 2018 in accordance with section 61(a) of the Residential Tenancies Act 1987. 6Request that the CEO arrange for all residents of the Site to be advised of point 5 above in writing and in person from 11 September 2019. 7Request the CEO to enter negotiations to terminate the joint venture agreement in respect of the Site. 8Request the CEO or his delegate issue an expression of interest or request for proposal to be sought to explore viable options to service the Town's current and forecasted seniors housing demands, once the residents have been relocated and the joint venture agreement is terminated. 9Note the McGregor Street Precinct Masterplan endorsed on 28 August 2019 designates land (Location Plan Z6) for seniors' accommodation. 10Confirm its support for the development of Stevens Street Site into a community park, subject to the Minister for Land's approval for a change in purpose of the reserve. CARRIED BY COMMISSIONER RIEBELING	19/11/2019: Update below 1. Noted - No further action 2. Noted - No further action 3. Noted - No further action 4. Noted - No further action 5. Some residents have not vacated (as at 19 Nov) 6. Letters sent to all residents - No further action 7. UPDATE REQUIRED 8. UPDATE REQUIRED 9. Noted - No further action 10. Noted - No further action 22/11/19 - Director Corporate Services and Director Regulatory Services inspecting units at Gateway Village and Kingsmill St to determine suitability for further investigation/relocation of residents - week commencing 25 November 2019 (CW) 16/01/2020: Update below 5. Tenants have been issued second notice of termination requiring vacation of premises by 28 February 2020. 7. No response from Department of Communities has been received. 8. This is on hold pending responses from State Government on future use of Stevens Street site. General - meetings with local Department of Communities regarding alternate accommodation scheduled in January. A tour of Gateway Village scheduled with tenants in January. 05/05/2020: Update below 5) Six tenants have relocated from Stevens Street with two relocations in progress. The Town continues to liaise with three remaining tenants and Department of Communities. 7) The Town has written to Department of Communities regarding settlement of the joint venture and demolition of the site. No response has been received. 8) On hold pending response from State Government on future use of Stevens Street site	Director Corporate Services	80%
2445	OCM	CM201920/061	11.3.2 Rescinding of Policy 9/006 'Community Facility Name Signs'	That Council: 1. Rescind policy 9/006 'Community Facility Name Signs' as per attachment 1; and 2.Request the Chief Executive Officer or his authorised officer create an Internal Operating Procedure to address the compliance and operational requirements for Community Facility Name Signs. CARRIED BY COMMISSIONER RIEBELING	04/11/2019 - Policy has been removed from website. Sarik (Project Officer) to prepare the IOP and gain IOP approval 16/01/2020 - IOP has been drafted, to be presented to ELT for approval in the coming months/ weeks. 06/05/2020 - Item is still to be sent to ELT for approval.	Manager Parks, Gardens and Engineering Operations	80%
2466	OCM	CM201920/082	11.4 SAWARD OF TENDER RFT1819-46 - 'PROVISION OF MUNICIPAL WASTE SERVICE FOR THE TOWN OF PORT HEDLAND'	That Council endorse the recommendation of the evaluation panel and award the Tender for RFT1819-46 (Provision of Municipal Waste Service for the Town of Port Hedland) to Cleanaway as the Preferred Tenderer and Suez as the Second Preferred Tenderer, for a projected contract value of \$18,869,841.00 (excluding GST), and with a contract term of seven (7) years with an optional extension of three (3) years.	19/11/2019 - To be further discussed 22/11/19 - Cleanaway advised that they are the preferred tenderer. Confirming cost structure and extent of service (ie the non mandatory parts of the service) (CW) 14/01/2020 - fire in December destroyed Cleanaway's recycling plant in Guilford where they were proposing to process TOPH recyclables. Cleanaway proposed to construct a mini Materials Recovery Facility in Hedland to process Broome, Karratha and Hedland's recyclables, but with a reduced scope of materials recovered. Town is not in agreement with the reduced scope of materials as that was not what was originally contracted. Meeting with Cleanaway in the next week between Cleanaway, Executive Team, Internal Legal and Waste Ops to determine what their response is to our concern. Contract documents are in the final stages of drafting and are ready to go if we choose to proceed. 06/05/2020 - draft contract worked through with Cleanaway. Final version send for their signature and endorsement. Once returned, CEO will sign and endorse. Expected commencement of service 1 June 2020.	Manager Waste Operations	90%
2467	OCM	CM201920/083	11.4.6 SAWARD OF TENDER RFT1819-53 - RESIDENTIAL HOUSE BUILDS (FILE NO. 05/09/0084)	CM201920/083 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council: 1.Endorse the recommendation of the evaluation panel and award the Tender for RFT1819-53 Residential House Builds to Pilbara Constructors Pty Ltd for a projected contract value of \$1,664,920.00 (excluding GST). CARRIED BY COMMISSIONER RIEBELING	Start-up meeting held with builder 18/11/19 - Initial footings under way with slab pour due from 5/12/19. Third party surveyor engaged to complete checks at agreed stop points during the project for all three Lots 01/05/2020 - Project through to lock up stage and on track for completion in early July.	Coordinator Property Management	85%
2510	OCM	CM201920/126	11.3.1 PROPOSED POLICY 12/010 'NAMING OF ROADS AND PLACES' AND RESCINDING OF POLICY 6/012 'NAMING OF THE TOWN'S PARKS, RESERVES, BRIDGES AND BUILDINGS'	CM201920/126 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council: 1.Rescind Policy 6/012 'Naming of the Town's Parks, Reserves, Bridges and Buildings' included as Attachment 2; 2.Approve Proposed Policy 12/010 'Naming of Roads and Places' included as Attachment 1; 3.Commence community consultation to create a Reserve Road and Place Name Register; and 4.Report back to Council for approval of the Reserve Road and Place Name Register following community consultation. CARRIED BY COMMISSIONER RIEBELING	Governance updated policy manual. Removed Policy 6/012 'Naming of the Town's Parks, Reserves, Bridges and Buildings' Added Policy 12/010 'Naming of Roads and Places'. 21/01/2020 - point 3, consultation to commence for the 'Reserve Road and Place Name Register' in March 2020. 06/05/2020 - Media campaign and supporting information still in development - will commence in June 2020	Development Services Officer	40%

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19/12/19	OCM	CM201920/127	11.3.2INITIATION OF LOCAL PLANNING POLICY 04 - PERCENT FOR PUBLIC ART	CM201920/127 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council pursuant to Clause 3, Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015 resolves to: a)Initiate Local Planning Policy 04 – Percent For Public Art, presented as Attachment 1 of this Item for the purpose of public consultation; and b)Advertise Local Planning Policy 04 – Percent For Public Art in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015. CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Adopted at April OCM 2020. Notice of Adoption to be advertised in the North West Telegraph for a period of fourteen (14) days.	Graduate Planner	90%
19/12/19	OCM	CM201920/128	11.3.3PORT HEDLAND TOWNSITE CHRMAP - COASTAL EROSION STAGE 1 IMPLEMENTATION	CM201920/128 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council directs the Chief Executive Officer to investigate funding opportunities from industry and Government for the Richardson, Sutherland Street and Goode Street erosion areas in line with an assessment of adaptive measures recommended in both the Town of Port Hedland Coastal Hazard Risk Management and Adaptation Plan and other applicable engineering reports. CARRIED BY COMMISSIONER RIEBELING	21/01/2020 - Letters to be prepared in February 2020 to implement decision. 01/05/2020 - Pending response to letters. CAP Grant applied for in April 2020.	Manager Town Planning and Development	30%
19/12/19	OCM	CM201920/129	11.3.4PORT HEDLAND MARINA AND WATERFRONT MASTERPLAN	CM201920/129 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council 1.Approve the Port Hedland Marina and Waterfront Masterplan included as attachment 1, noting the Masterplan may be subject to change as the project develops through detailed design. 2.Delegate to the CEO to approve changes to the Port Hedland Marina and Waterfront Masterplan, as required, within the scope of this report. 3.Reaffirm the Town's contribution to the Spoilbank Marina project as outlined in the map - attachment 2 a)\$24 million contribution to the waterside component; and b)The remainder of the Spoilbank Marina reserve to the landside component. 4.Notes that Public Works Exemption will be granted for Stage 1a works in accordance with the Planning and Development Act 2005. CARRIED BY COMMISSIONER RIEBELING	Point 1 - No further action necessary, Point 2 - No action necessary, Point 3 - No further action necessary, Point 4 - For information Only, Public Works Exemption submission is underway. 21/01/2020 - Public works exemption is under way, in conjunction with the detailed design. 01/05/2020 - Detailed design nearing completion, JDAP scheduled for lodgement mid May 2020	Manager Town Planning and Development	80%
19/12/19	OCM	CM201920/130	11.4.1AWARD OF TENDER RFT1920-05 - WANANGKURA STADIUM AND GRATWICK AQUATIC CENTRE GYM EXPANSIONS	CM201920/130 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council a)accepts the tender submitted by MJW Building, in accordance with RFT1920-05 Wanangkura Stadium and Gratwick Aquatic Centre Gym Extensions, for the total amount of \$405,369 (excluding GST) for Separable Portion 1 only – Gratwick Aquatic Centre Gym Extension; and b)reject all responses received for Separable Portion 2 - Wanangkura Stadium as the Town is reconsidering the scope of those works. CARRIED BY COMMISSIONER RIEBELING	21/01/2020 - Kickoff Meeting on 20/12/19 - MJW to commence works 27/01/2020. 01/05/2020 - Project is almost at final stages. A request for extension of time was granted for PC to be 31/5/2020	Coordinator Property Management	75%
19/12/19	OCM	CM201920/133	11.4.4AWARD OF TENDER RFT1819-58 - CIVIC CENTRE REFURBISHMENT STAGES 3 & 4	CM201920/133 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council accepts the tender submitted by MJW Building Pty Ltd, in accordance with RFT1819-58 Civic Centre Refurbishment Stage 3 Internal Works and Stage 4 External Works, for the total amount of \$894,819 (excluding GST). CARRIED BY COMMISSIONER RIEBELING	21/01/2020 - Builder on site. Demolition underway. Tiling has commenced in Civic centre reception area. 01/05/2020 - Stage 3 complete. Stage 4 underway for concrete remediation works and strengthening works	Coordinator Property Management	60%
05/02/20	OCM	CM201920/142	Item 10Confirmation of Minutes of Previous Meeting	CM201920/142 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council confirm that the Minutes of the Ordinary Council Meeting held on Thursday 19 December 2019 are a true and correct record. CARRIED BY COMMISSIONER RIEBELING	05/02/20 - Procedural motion, minutes to be signed by Commissioner. 04/05/20 - Awaiting Commissioner to sign the Declaration of Confirmation of Minutes	Governance Officer	75%
05/02/20	OCM	CM201920/144	11.1.2RETROSPECTIVE RATING OF CERTAIN PORT AND ASSOCIATED LAND	CM201920/144 OFFICER'S RECOMMENDATION 1 / COUNCIL DECISION 1.Note that the Town's administration has amended its rates record and commenced imposing full rates for the land listed in Attachment 1 for the 2018-19 and the 2019-20 financial years. 2.Note that the Town's administration will amend its rate record and impose rates for the land listed in Attachment 1 for the 2014-15, 2015-16, 2016-17 and 2017-18 financial years. CARRIED BY COMMISSIONER RIEBELING.OFFICER'S	05/05/2020 - Retrospective rates notice to be issued in May following receipt of the valuations from Landgate	Legal Advisor	75%
05/02/20	OCM	CM201920/145	11.1.2RETROSPECTIVE RATING OF CERTAIN PORT AND ASSOCIATED LAND	CM201920/145 OFFICER'S RECOMMENDATION 2 / COUNCIL DECISION 1.That Council imposes 25% of the retrospective rates and waives the balance for the rateable land listed in Attachment 1 for the 2014-15, 2015-16, 2016-17 and 2017-18 financial years, subject to the valuations not materially changing (>+/- 5%). 2.That Council approves all retrospective rates received in respect of the above recommendation are transferred into the Strategic Reserve. CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Rates notices will be issued in May following receipt of the valuations from Landgate.	Manager Financial Services	75%
05/02/20	OCM	CM201920/148	11.1.5PORT HEDLAND YACHT CLUB (PHYC) SELF SUPPORTING LOAN	CM201920/148 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council with respect to the Port Hedland Yacht Club (PHYC) Self Supporting Loans 126 and 128, approve: 1.An amendment to the Self Supporting Loan agreement held with the Town of Port Hedland, to suspend the current loan repayments for six (6) months, to 28 August 2020. 2.The suspension of interest accrued on the current value of the loan agreement by six (6) months in order to compensate this extended payment term. 3.The extension of the full term of the loan agreement by six (6) months in order to compensate this extended payment term. CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Loan repayment and interest accrual currently suspended per resolution. Loan agreement to be amended to increase loan term by 6 months.	Manager Planning and Analysis	50%
05/02/20	OCM	CM201920/152	11.3.2DRAFT POSITION STATEMENT - WORKFORCE ACCOMMODATION FACILITIES	CM201920/152 OFFICER'S RECOMMENDATION /COUNCIL DECISION That Council: 1.Adopts Draft Position Statement: Workforce Accommodation Facilities included as Attachment 1 for the purpose of public consultation. 2.Directs the Chief Executive Officer to advertise Draft Position Statement: Workforce Accommodation Facilities by seeking comment from relevant government agencies, key stakeholders and the broader community for a 21-day public consultation period. 3.Requests the Chief Executive Officer to give due consideration to comments received, and report back to Council with a Final Position Statement: Workforce Accommodation Facilities. CARRIED BY COMMISSIONER RIEBELING	01/05/2020 - Position statement has been advertised, final position statement scheduled for June 2020 Council	Manager Town Planning and Development	75%
05/02/20	OCM	CM201920/154	15.1 VARIATIONS TO AIRPORT LEASE AND OPOO TRIPARTITE DEED	CM201920/154 COUNCIL DECISION That Council: 1.Agrees to vary the clauses of the Airport Lease, Opo Tripartite Deed and Records Shed Sublease in accordance with the Town's recommendations in Attachment 4. 2.Agrees that the CEO or his delegate work with PHIA in determining the final and most appropriate wording to effect the recommended variations in Attachment 4.	05/05/2020 - Deeds of variation nearing end of negotiation (NB: due to be executed by the Town this week commencing 4/5/20)	Legal Advisor	90%

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
26/02/20	OCM	CM201920/159	11.1.3CONDUCT OF THE 2020 EXTRAORDINARY LOCAL GOVERNMENT ELECTIONS	CM201920/159 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council: 1.Declare the Western Australian Electoral Commissioner to be responsible for the conduct of the 2020 Extraordinary Local Government Election together with any other elections or polls which may also be required, in accordance with section 4.13 and 4.20(4) of the Local Government Act 1995; 2.Decide that the method of conducting the 2020 Extraordinary Local Government Election will be as a postal election in accordance with section 4.61(2) of the Local Government Act 1995; 3.Note that there will be one polling place on election day at the Civic Centre, Port Hedland; and 4.Approve the allocation of \$45,000 during deliberations of the 2020/21 Annual Budget for the associated costs of the 2020 Extraordinary Local Government Election.	09/03/2020 - Letter drafted and email to WAEC on 9 March 2020, noting them of Council's decision. 05/05/2020 - The allocation of \$45,000 to be included in the 2020/21 Annual Budget (June 2020).	Senior Governance Advisor	80%
2543							
2547		CM201920/163	11.1.5REDEVELOPMENT OF STEVENS STREET SITE (ALSO KNOWN AS THE PORT HEDLAND RETIREMENT VILLAGE)	CM201920/163 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council: 1.Confirm support for the redevelopment of the Stevens Street Site, including demolition and replacement of the existing buildings, for the purposes of seniors' accommodation, subject to the relevant state authorisations being obtained and settlement of the terms of dispute set out in the Department of Communities' notice. 2.Reaffirm that budget provision was made for the next stage of the project (feasibility study and detailed design) as part of the FY2019/20 budget adoption. 3.Commence appropriate tenant and community consultation on the future development of the Stevens Street Site once the relevant state authorisations are obtained and the notice of dispute is settled. CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - 1. Currently negotiating with the relevant state departments regarding the authorisations, and the Department of Communities regarding the notice of breach. Also currently relocating residents to alternative safe accommodation. Once those matters are addressed, redevelopment can commence. 2. Budget provision remains in the FY19/20 budget. 3. Awaiting satisfaction of resolution 1.	Legal Advisor	50%
2550		CM201920/166	11.3.1INITIATION OF LOCAL PLANNING POLICY 08 - PORT HEDLAND INTERNATIONAL AIRPORT	CM201920/166 OFFICER'S RECOMMENDATION /COUNCIL DECISION That Council, pursuant to Clause 3, Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015: 1.Initiate Local Planning Policy 08 'Port Hedland International Airport', presented as per Attachment 1 of this Item for the purpose of public consultation; and 2.Advertise Local Planning Policy 08 'Port Hedland International Airport' in accordance with Planning and Development (Local Planning Schemes) Regulations 2015.	01/05/2020 - Local Planning Policy 08 (LPP08) was advertised. Final LPP08 scheduled for June 2020 Council	Senior Strategic Planner	85%
2554		CM201920/170	11.4.2PRETTY POOL CREEK- CONCEPT PATH BOARDWALK AND BRIDGE DESIGN	CM201920/170 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council: 1.Endorse the Pretty Pool Creek- Concept Path, Boardwalk and Bridge Design report as per attachment 1, with Option 1 as the preferred alignment; 2.Seek public submissions for the preferred alignment of Option 1, with a Public Exhibition period of 21 days; and 3.Report back to council on any responses received from the public during consultation period.	05/05/2020 - Proposed option has been available on the Town's website for comment since 30 March 2020 with 8 comments received to date. Report to be drafted summarising the comments received.	Project Manager	50%
2561		CM201920/177	9.1APPROVAL FOR LAND ACQUISITION	CM201920/177 OFFICER'S RECOMMENDATION 1/ COUNCIL DECISION That Council: 1.Amend the 2019/20 annual budget to increase Staff Housing Acquisition budget by \$400,000 to be funded from the Financial Risk Reserve. CARRIED BY ABSOLUTE MAJORITY BY COMMISSIONER RIEBELING	05/05/2020 - To be uploaded to Synergy	Manager Financial Services	50%
2570		CM201920/186	11.1.4OFFER ON LOT 3 KINGSFORD SMITH BUSINESS PARK	CM201920/186 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council accept the offer from 'Christine Vimbakai Goneke ATF The Ronnie Mutepla Family Trust', for Lot 3 Kingsford Smith Business Park. CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Finance approval received. McLeods confirmed settlement is due on 22 May 2020.	Senior Governance Advisor	80%
2578		CM201920/191	11.3.4DRAFT LOCAL PLANNING STRATEGY AND DRAFT LOCAL PLANNING SCHEME NO 7 AND RESOLUTION TO PROCEED TO ADVERTISE	CM201920/191 OFFICER'S RECOMMENDATION /COUNCIL DECISION That Council: 1.Pursuant to Regulation 21(1)(a) of the Planning and Development (Local Planning Schemes) Regulations 2015, proceeds to advertise the draft Local Planning Scheme No. 7 (LPS7) included in Attachment 5 & 6 without modifications. 2.Delegates powers to the Chief Executive Officer to achieve the requirement of: a)Regulation 12, 13 and 14 of the Planning and Development (Local Planning Schemes) Regulations 2015 with regards to the draft Local Planning Strategy included in Attachment 2, 3 & 4 (Strategy) as follows: i)provide a copy of the Strategy to the Western Australian Planning Commission (Commission) and seek the Commission's certification of the Strategy. ii)make modifications to the Strategy as required by the Commission to enable certification, and prior to the commencement of advertising. iii)provide public notice of the Strategy and ensure arrangements are in place for the Strategy to be made available for inspection by the public for a period of not less than 21 days. And iv)report back to Council at the expiry of the consultation period with a final version of the Strategy, with or without modifications, having regard to any submissions made. b)Regulation 21 and 22 of the Planning and Development (Local Planning Schemes) Regulations 2015, with regards to LPS7 as follows: i)refer LPS7 to the Environment Protection Authority to consider if LPS7 needs to be assessed pursuant to Section 48A of the Environmental Protection Act 1986. ii)provide two copies of LPS7 to the Commission, and seek the Commission's advice on LPS7 and if it considers that any modification to the document is required prior to advertising iii)make modifications to LPS7 to the satisfaction of the Environmental Protection Authority and/or Commission prior to commencement of advertising. iv)provide public notice of LPS7 and ensure arrangements are in place for LPS7 to be made available for inspection by the public for a period of not less than 90 days. And v)report back to Council at the expiry of the consultation period with a final version of LPS7, with or without modifications, having regard to any submissions made. CARRIED BY COMMISSIONER RIEBELING	01/05/2020 - LPS7 and Strategy referred to WAPC and EPA for certification to advertise.	Senior Strategic Planner	50%
2579		CM201920/192	11.4.1AWARD OF TENDER RFT1920-14 - RESIDENTIAL (STAFF) HOUSE BUILDS SUTHERLAND STREET	11.4.1AWARD OF TENDER RFT1920-14 - RESIDENTIAL (STAFF) HOUSE BUILDS SUTHERLAND STREET That Council accepts the tender submitted by MIW Building in accordance with Tender RFT1920-14 Residential (Staff) House Builds Sutherland Street, for the total amount of \$1,306,594.00 (excluding GST). CARRIED BY COMMISSIONER RIEBELING	30/4/2020 - Building permit has been submitted and approved DA for both sites has been received. 05/05/2020 - Development Application has been received and building permit has been submitted to Town Planning Team for processing. 18/5/2020 - DA has been approved and building permit has been issued for the pool only. Waiting for Planning to provide to the contractor the building permit to be issued before works can commence. Pool to commence 20/5/2020	Coordinator Property Management	7%
2580		CM201920/193	11.4.2AWARD OF TENDER RFT1920-17 DESIGN CONSTRUCT AND INSTALL MODULAR HOME	CM201920/193 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council, accepts the tender submitted by Modular WA in accordance with Tender RFT1920-17 - Design, Construct and Install a Modular House, for the total amount of \$364,970.80 (excluding GST). CARRIED BY COMMISSIONER RIEBELING	30/4/2020 - Contract has been executed recently and the kick off meeting is set for 01/05/2020 - Designs are being drafted for review. 18/5/2020 - Delay with the contract execution and contractor insurances, which have now been provided Design have been completed and sent in the snail mail for sign off. All fixtures and fitting have been chosen and issued to Modular for them to commence construction.	Coordinator Property Management	10%

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
25/03/20	OCM	CM201920/195	11.4.4 DESIGN AND CONSTRUCTION OF SEAWALLS AT THE WEST END, SUTHERLAND STREET AND GOODE STREET	CM201920/195 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council approves: 1. Approve commencement of detailed design, including required investigatory work for State and Federal approvals, to facilitate construction of the three (3) seawalls at: (a) West End (Marapikurrinya Park, Richardson Street and the gap in between); (b) Sutherland Street (between Crawford Street and Moseley Street); and (c) Goode Street (northern Goode Street foreshore to the east of Barker Court). 3. Release the designs for public information and consultation. CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Designs are on the Town's website for public comment, no comments received to date. 18/5/20 - No budget for project in 19/20. Community consultation continuing. Project subject to 2021 budget adoption. Aboriginal Heritage assessment to be completed. Preliminary design work underway.	Manager Project Design and Delivery	15%
25/03/20	OCM	CM201920/196	11.4.5 AWARD OF TENDER RFT1920-11 SHOATA ROAD RECONSTRUCTION AND SEAL	CM201920/196 OFFICER'S RECOMMENDATION / COUNCIL DECISION That Council, endorse the recommendation of the evaluation panel and award Request for Tender RFT1920-11 'Shoata Road Reconstruction and Seal for Town of Port Hedland' to DeGrey Civil Pty Ltd. The contract is for the sum of \$1,485,391.00 (excluding GST). CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Contract awarded and signed by both parties. Works have commenced on site, and are scheduled to conclude at the end of June 2020.	Project Manager	50%
22/04/20	OCM	CM201920/205	11.3.2 PROPOSED RENAMING OF LEAP PARK, PORT HEDLAND TO 'STRIKE PARK', PORT HEDLAND	CM201920/205 OFFICER'S RECOMMENDATION That Council: a) Support the proposed renaming of Reserve 42148, being Lot 315 on Plan 165059, to 'Strike Park'; and b) Delegate the Chief Executive Officer to refer the proposed naming to the Geographic Names Committee for approval. CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - To be referred to Geographic names for approval.	Development Services Officer	90%
22/04/20	OCM	CM201920/209	11.3.6 EXTENSION OF TRANSIENT WORKFORCE ACCOMMODATION DEVELOPMENT APPROVAL - GATEWAY VILLAGE	CM201920/209 OFFICER'S RECOMMENDATION 1. That Council supports the request by Compass Group Australia Pty Ltd for an extension to the approval timeframe of the Gateway Village, Transient Workforce Accommodation facility at Lot 901 Nimingarra Court, South Hedland for a period of 10 years and 11 months to 30 September 2032, subject to the following conditions: a) A community contribution of \$950,000 shall be provided which the Town of Port Hedland shall only spend on the following: (i) Hamilton Drive landscape works; or (ii) South Hedland Integrated Sports Complex Masterplan works The contribution shall be paid in full in lump sum on or before 21 October 2021. b) Compass Group Australia Pty Ltd to provide evidence that the State of Western Australia has granted an extension of Crown Lease M061627 to 30 September 2032. c) Compass Group Australia Pty Ltd to engage a suitably qualified and experienced person to prepare a Social Impact Assessment for the Gateway Village facility as a baseline to assess the direct and indirect cumulative socioeconomic impacts of Gateway Village on the Town of Port Hedland over the life of the extension. The process is to include community consultation. A copy of the Social Impact Assessment shall be provided to the satisfaction of the Town of Port Hedland by no later than 1 January 2021. d) Compass Group Australia Pty Ltd to engage a suitably qualified and experienced person to prepare a Social Impact Management Plan (SIMP) for the Gateway Village facility for the next 10 years, which includes: i) An adequate level of community consultation in the development of the SIMP; ii) Monetary (as listed in 1a) and non-monetary social contributions; iii) Commitments to ensure that the facility management utilise town-based goods, services, local contractors and programs where practicable and promotes guests of Gateway Village to do the same; iv) Commitments to demonstrate a clear and continued reduction in the operational fly-in, fly-out workforce of Compass Group Australia Pty Ltd that reside at the facility over the life of the 10-year extension; and v) Annual monitoring and reporting on the effectiveness of the SIMP to be submitted by the proponent to the Town at the end of every financial year. By agreement with Compass Group Australia Pty Ltd, the SIMP shall be modified in response to any socio-economic vi) Issues identified by the Town or Compass Group Australia Pty Ltd (based on agreed KPIs) that are a direct result of Gateway Village's operations. While the Town reserves the right to make a request for amendment of the SIMP at any time, this will principally apply during the process of annual review. Advice notes: 1. That a copy of the initial SIMP (including agreed KPIs) shall be provided to the satisfaction of the Town of Port Hedland by no later than 1 January 2021. 2. Annual monitoring and reporting of the SIMP's implementation shall commence on 1 July 2021 and be reported on 1 July each year thereafter, for the duration of the approval. CARRIED BY COMMISSIONER RIEBELING	01/05/2020 - Development Approval extension letter to be issued to proponent requesting conditions in the Officers Recommendation be fulfilled.	Senior Strategic Planner	90%
22/04/20	OCM	CM201920/210	11.4.1 AWARD OF TENDER RFT1920-20 PORT HEDLAND COMMUNITY CENTRE DESIGN	CM201920/210 OFFICER'S RECOMMENDATION That Council accepts the tender submitted by Hodge Collard Preston Pty. Ltd, in accordance with Tender RFT1920-20 Port Hedland Community Centre Design, for the total amount of \$589,740 (excluding GST). CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Contract is being prepared, and a Start up meeting with Hodge Collard Preston is scheduled for 6 May 2020.	Project Manager	40%
22/04/20	OCM	CM201920/211	11.4.2 AWARD OF TENDER RFT1920-21 - SOUTH HEDLAND INTEGRATED SPORTS COMPLEX LANDSCAPING AND IRRIGATION MASTERPLAN AND DESIGN	CM201920/211 OFFICER'S RECOMMENDATION That Council accepts the tender submitted by Aspect Studios, in accordance with Tender 1920-21 South Hedland Integrated Sports Complex Landscaping and Irrigation Masterplan and Design, for the total amount of \$264,094.99 (excluding GST). CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Contract is being prepared, and a Start up meeting with Aspect Studios is scheduled for 6 May 2020.	Project Manager	40%
22/04/20	OCM	CM201920/212	11.4.3 AWARD OF TENDER RFT1920-22 - TOWN OF PORT HEDLAND DEPOT OFFICE BUILDING DESIGN	CM201920/212 OFFICER'S RECOMMENDATION That Council accepts the tender submitted by Hodge Collard Preston, in accordance with Tender RFT1920-22 'Town of Port Hedland Depot Office Building Design', for the total amount of \$726,660.00 (excluding GST). CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Contract is being prepared, and a Start up meeting with Hodge Collard Preston is scheduled for 6 May 2020.	Project Manager	40%
22/04/20	OCM	CM201920/213	11.4.4 SOUTH HEDLAND SKATE PARK SHADE STRUCTURES - CHANGE OF SCOPE	CM201920/213 OFFICER'S RECOMMENDATION That Council, with regard to the South Hedland Skate Park: 1. Endorse the revised Shade Structure Option 1 as the preferred design, as noted on page 10 of Attachment 1; and 2. Endorse the project delivery strategy for Stages 1, 2 and 3, as noted in Attachment 2. CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Detailed design will commence this FY with delivery scheduled for 20/21 FY. Project will commence with Option 1.	Project Manager	5%
22/04/20	OCM	CM201920/214	11.4.5 AWARD OF TENDER RFT1920-26 - REFURBISHMENT STAFF HOUSING	CM201920/214 OFFICER'S RECOMMENDATION That Council accepts the tender submitted by TEC Services Pty Ltd, in accordance with Tender RFT 1920-26 for Refurbishment of Staff House, for the total amount of \$253,467.80 (excluding GST). CARRIED BY COMMISSIONER RIEBELING	30/4/2020 - Building permit has been submitted. Expect completion date first week in July. 05/05/2020 - No change to this item.	Coordinator Property Management	1%

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
22/04/20	OCM	CM201920/216	14.1 COVID-19 COMMUNITY SUPPORT PACKAGE	<p>CM201920/215 OFFICER'S RECOMMENDATION That Council:</p> <p>1. Adopts the following COVID-19 - Community Support initiatives:</p> <ul style="list-style-type: none"> a) Reduction of creditor payment terms: Commits to temporary reduction in payment terms from 30 days to 15 days; b) Rates freeze: Commits to 0% increase to Council rate in the dollar in financial year 2020/21; c) Fees and charges freeze: Commits to 0% increase on existing Town fees and charges in financial year 2020/21; d) Rent relief for town properties: Commits to considering rent relief applications for any Town owned properties that meet the Federal Government criteria; e) Refund booking fees: Commits to refunding fees and charges relating to the use of Town facilities that are closed or does not meet current social distancing guidelines; f) Progress payments on existing contracts affected by COVID-19: Commits to working with suppliers that have been affected by supply chain disruption, including partial payments on contracts; g) Establishment of a Community Group Assistance fund: Commits to creating a Community fund of \$360,000 for not-for-profit organisations to assist with management of current restrictions; h) Establishment of a Support Local Small Business Assistance fund: Commit to creating grant fund of \$625,000 to provide financial support for eligible small business; i) Waive fees and charges payable for small business: Commits to waiving fees and charges for mandatory operating costs for impacted local, small business; and j) Financial hardship policy: Confirms that COVID-19 falls within "exceptional circumstances" as per Policy 2005 - Debt management and will be considered in relation to applications by residential investments, commercial and industrial properties. <p>2. Notes that the implementation of the above listed initiatives is estimated to cost the Town approximately \$3.1m in actual costs and foregone revenue.</p> <p>3. Adopts the following budget amendments for FY19/20 noting that the amendments result in a nil impact to the 30 June 2020 closing surplus:</p> <ul style="list-style-type: none"> a) Transfer \$360,000 from the Financial Risk Reserve to municipal funds. Allocated to a new created operational project "Community Group Assistance fund project"; and b) Transfer \$625,000 from the Financial Risk Reserve to municipal funds. Allocated to a new created operational project "Support Local Small Business Assistance fund". <p>4. Assesses these initiatives in June 2020 and considers further allocation of funds in the FY20/21 budget.</p> <p>CARRIED BY ABSOLUTE MAJORITY BY COMMISSIONER RIEBELING</p>	05/05/2020 - Community Development finalizing grant strategy, all other items are being actioned as they arise.	Manager Financial Services	50%
22/04/20	OCM	CM201920/218	15.1 VARIATIONS TO AIRPORT LEASE AND OPKO TRIPARTITE DEED - CAPITAL WORKS PROGRAM	<p>CM201920/217 OFFICER'S RECOMMENDATION That Council:</p> <p>1. Agrees to an 18 month extension to the Capital Works Program in the Opco Tripartite Deed, extending the deadline from 11 March 2022 to 11 September 2023, unless the WA State Government revokes its state of emergency and public health emergency declarations under the Emergency Management Act 2005 and Public Health Act 2016 respectively, within 18 months of the date of those declarations, in which case the extension will be granted to a lesser date proportionate with that revocation date; and</p> <p>2. Agree for the CEO or his delegate to work with PHIA in determining the final and most appropriate wording to vary the Opco Tripartite Deed to the above effect.</p> <p>CARRIED BY COMMISSIONER RIEBELING</p>	05/05/2020 - PHIA notified of resolution. PHIA to provide an amended letter of agreement reflecting the resolution for Town's execution.	Legal Advisor	50%

2604

2606