



Town of Port Hedland

MINUTES

OF THE

ORDINARY MEETING OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

WEDNESDAY 27 MARCH 2013

AT 5.30 PM

**IN COUNCIL CHAMBERS
McGREGOR STREET, PORT HEDLAND**

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*M.J. (Mal) Osborne
Chief Executive Officer*

OUR COMMITMENT

To enhance social, environmental and economic well-being through leadership and working in partnership with the Community.

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ITEM 1 OPENING OF MEETING**1.1 Opening**

The Mayor declared the meeting open at 5:33pm and acknowledged the traditional owners, the Kariyarra people.

ITEM 2 RECORDING OF ATTENDANCE AND APOLOGIES**2.1 Attendance***Elected Members*

Mayor Kelly A Howlett
Councillor George J Daccache
Councillor Arnold A Carter
Councillor Jan M Gillingham
Councillor David W Hooper
Councillor Michael (Bill) Dziombak
Councillor Julie E Hunt
Councillor Gloria A Jacob
Councillor Penny Taylor

Officers

| | |
|-------------------|-----------------------------------|
| Malcolm Osborne | Chief Executive Officer |
| Natalie Octoman | Director Corporate Services |
| Russell Dyer | Director Engineering Services |
| Eber Butron | Director Planning & Development |
| Gordon MacMile | Director Community Development |
| Josephine Bianchi | Governance Coordinator |
| Grace Waugh | Administration Officer Governance |

2.2 Apologies

Nil

2.3 Approved Leave of Absence

Nil

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**3.1 Questions from Public at Ordinary Council Meeting held on Wednesday 6 March 2013**

Nil

3.2 Questions from Elected Members at Ordinary Council Meeting held on Wednesday 6 March 2013

3.2.1 Councillor Carter

What is the cost of Consultants for the Marquee Park project?

Director Corporate Services advised over the course of the Marquee Park project, there were approximately 70 different creditors paid with an estimated 522 transactions. The total expenditure to the end of February 2013 amounted to \$13.595 million. Based on the definition of a consultant being a professional who provides professional or expert advice as distinct from a contractor who provides goods or services under terms specified in a contract, the total expenditure on consultants (noting that project management fees have been included for this particular scenario) amount to \$407,875.94.

3.2.2 Councillor Gillingham

Can the Town look into the purchasing and installing of a webcam on the water tower in Port Hedland which is linked to a website so that the world and the community can see cyclones approaching?

Director Corporate Services advised that this request has been forwarded to Manager Information Technology (ICT) for investigation.

The Town was fortunate not to have had many trees damaged during Cyclone Rusty. Can the Town look into planting mango trees around the Town as they are better anchor trees and may be more cost effective in the future?

Director Engineering Services advised that there was a Street Tree Policy presentation in September 2012 where Council agreed not to add fruit trees to the list, this included mango trees. However, Council did agree that Engineering Operations and Technical Services would identify some locations where fruit trees could be planted.

3.3 Questions from Public at Special Council Meeting held on Wednesday 13 March 2013

Nil

3.4 Questions from Elected Members at Special Council Meeting held on Wednesday 13 March 2013

Nil

ITEM 4 PUBLIC TIME*IMPORTANT NOTE:*

'This meeting is being recorded on audio tape as an additional record of the meeting and to assist with minute-taking purposes which may be released upon request to third parties. If you do not give permission for recording your participation please indicate this at the meeting. The public is also reminded that in accordance with Section 20.3 of the Town of Port Hedland Local Law on Standing Orders nobody shall 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 chairperson to do so.'

Mayor opened Public Question Time at 5:35pm.

4.1 Public Question Time**4.1.1 *Chris Whalley***

At the Ordinary Council Meeting held on 6 March 2013 I asked if the Town would contact the companies whose signs were damaged from a cyclone 6 years ago. My question was not answered in the agenda for this Council Meeting and I would like to know whether these companies have been contacted?

Chief Executive Officer advised that this issue was referred through to one of the directorates to be actioned but as he is not aware this matter has been progressed further he will take this question on notice.

A few months ago I was given a sign for the Black Rock Stakes that I would like to present to the Town. Can the sign be placed at the wheelbarrow at the back of the Visitor Centre?

Mayor thanked Mr Whalley and advised that the Chief Executive Officer will investigate whether the sign can be placed at the Visitor Centre and what arrangements will need to be made. She also advised that Mr Whalley will be informed where the sign will be placed and whether he agrees with the location.

4.1.2 *Jan Ford*

Mayor Howlett read the following question on behalf of Ms Ford.

Can Council please arrange for the front door of the Civic Centre to be open to the public for after hours public events such as Council Meetings and Election days? The front door to the Civic Centre was closed on the recent Election Day forcing people to use the rear entrance of the building where assistants were continually warning people to 'watch their step' on their way through the back entrance.

Chief Executive Officer advised that currently there is a security issue for the front counter as there are computers and other material stored in that area. Chief Executive Officer also advised that he will take this question on notice so that alternative solutions such as security screens can be investigated.

Mayor closed Public Question Time at 5:40pm.

Mayor opened Public Statement Time at 5:40pm.

4.2 Public Statement Time

4.2.1 *Chris Whalley*

Mr Whalley stated that he has been living and working in the Pilbara for 28 years and in Port Hedland since 1999. He has been an active community member and is currently sitting on various working groups and committees. Mr Whalley is self employed and he has been finding it increasingly difficult to secure work and is currently living job by job. This together with the constant rise of utility bills and rates has led Mr Whalley to make the decision to leave Port Hedland in October 2013.

Mayor acknowledged Mr Whalley's contribution to the community whilst living in Port Hedland and wished him all the best for the future.

4.2.2 *Amanda Scikluna*

Ms Scikluna made a statement in relation to Agenda Item '11.1.4 Proposed Childcare Centre – Family Day Care on Lot 1892 (2) Parker Street, Port Hedland (File No.: 126170G).'

Ms Scikluna asked Council to consider reimbursing the fees totalling \$1706.20 that she was required to pay for her Family Day Care application. Ms Scikluna advised Council that she was given conflicting information from the Town's planning unit. This ranged from not having to pay any fees at all for a Family Day Care to having to pay \$1706.20 for a commercial business. Ms Scikluna was given incorrect forms to fill out and was also told that her planning notice would be displayed in the local newspaper for two consecutive weeks whilst it was only printed once.

In view of the above Ms Scikluna asked Council that all of her fees be waived and reimbursed.

Mayor closed Public Statement Time at 5:53pm.

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE**5.1 Councillor Carter**

Could I please request a copy of the audio recording for the Airport Committee Meeting held on Thursday 7 March 2013?

Chief Executive Officer advised in the affirmative.

5.2 Councillor Gillingham

In relation to Jan Ford's question, the Town has previously been requested to look into installing pull down security at the front counter of the Civic Centre. Can the Town please look into this matter again?

Chief Executive Officer advised that this question would be taken on board in conjunction with Jan Ford's question.

I have previously requested the Pilbara Country Health Service to present to Council regarding the new health campus in South Hedland. Can this please be looked into again?

Chief Executive Officer advised that a request would be put to the Pilbara Country Health Service.

The Town of Port Hedland has allocated GP Housing to doctors in the area but employees at the South Hedland Health Campus are suggesting Key Worker Housing for the nurses. Can the Town please speak to the Department of Health about securing Key Worker Housing for nurses?

Mayor advised that Key Worker Housing is a State Government initiative but the Town can speak to the Department of Housing.

Chief Executive Officer advised that because nurses are State Government employees and are expected to be allocated Government housing they may not be eligible for Key Worker Housing.

Near the round-a-bout in Cooke Point there is an area where a lot of earth moving is being dumped. Is this legal dumping?

Director Engineering Services advised that some of the dumping is illegal but part of it is also unofficially used to store soil for short periods of time. The Town also uses the area to dump materials to be picked up at a later stage to save the truck having to travel back and forth. There are warning signs in the area regarding illegal dumping, however this matter will be followed up.

There is also a water hose in the same area in Cooke Point; is this for public use? There was a commercial truck there this afternoon using the water for 45 minutes; I have the name of the company.

Mayor advised that the name of the company should be passed on to the Director Engineering Services.

Director Planning & Development advised that there has been a recent planning approval for a sub-division in this area. The company has commenced works but has not completed the rest of the construction as yet.

5.3 ***Councillor Dziombak***

Could I request a copy of the audio recording for the Special Council Meeting held on Wednesday 13 March 2013? Is it Council's policy to lodge a Freedom of Information request?

Chief Executive Officer advised that a Freedom of Information request will not be required. Audio recordings were made available to Elected Members free of charge in October 2012 without having to lodge any paperwork. A request for audio recordings can be made at any time through an email to the administration.

5.4 ***Councillor Jacob***

In relation to the sight tours in South Hedland and Port Hedland that Councillors have been on; when will a tour of Wedgefield be arranged?

Chief Executive Officer advised that he was trying to organise a date that did not conflict with budget workshops and other Council commitments. A date in late April, post school holidays, has been identified and an email will be sent to Elected Members confirming this date.

5.5 ***Councillor Taylor***

Can you please share the number and frequency of cruise ships since they began arriving in town and the economic contribution that these cruise ships are bringing to the community?

Mayor advised that seven cruise ships have visited town this season. There was a survey given out to passengers on two cruise ships prior to December 2012 asking them questions such as 'what services do you use' and 'how much do you spend'. The results came back to a \$366,000.00 contribution to the Port Hedland economy however this is an estimate only.

ITEM 6 DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING

| | |
|-----------------------|-------------------|
| Mayor Howlett | Councillor Carter |
| Councillor Daccache | Councillor Hooper |
| Councillor Dziombak | Councillor Hunt |
| Councillor Gillingham | Councillor Taylor |
| Councillor Jacob | |

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 6 March 2013

201213/302 Officer's Recommendation/ Council Decision

Moved: Cr Carter

Seconded: Cr Hooper

That the Minutes of the Ordinary Meeting of Council held on Wednesday 6 March 2013 be confirmed as a true and correct record.

Note – Following this meeting Cr Taylor advised that although she declared an impartiality interest in item 11.1.6 “Renaming of Section of Chunking Crescent”, her intention was to declare an impartiality interest in item 11.1.7 “Proposed Closure Drainage Reserve Charon Place”.

This note has been inserted in this Agenda to clarify the matter so that it will be noted on the corporate record.

CARRIED 9/0

7.2 Confirmation of Minutes of Special Meeting of Council held on Wednesday 13 March 2013

201213/303 Officer's Recommendation/ Council Decision

Moved: Cr Carter

Seconded: Cr Jacob

That the Minutes of the Special Meeting of Council held on Wednesday 13 March 2013 be confirmed as a true and correct record.

CARRIED 9/0

ITEM 8 ANNOUNCEMENTS BY CHAIRPERSON WITHOUT DISCUSSION

Nil

ITEM 9 REPORTS BY ELECTED MEMBERS WITHOUT DISCUSSION**9.1 *Cr Gillingham***

Councillor Gillingham visited Dampier and Karratha last week and noticed that the Town of Port Hedland is a much cleaner Town. Councillor Gillingham would like to thank the Town Officers that ensure that our town is kept clean and tidy.

9.2 *Cr Jacob*

Councillor Jacob visited Canberra as a board member of Regional Development Australia (RDA) to present to Cabinet a Pilbara Report which identifies investment opportunities for the Pilbara region. The RDA is also constructing a report on the cost of business in the Pilbara which will be circulated once finalised.

Councillor Jacob attended the South Hedland Business Breakfast event this morning; Town of Port Hedland Chief Executive Officer, Mal Osborne, and Minister for Regional Development and Lands, Brendon Grylls, were in attendance. Horizon Power also attended and presented on Port Hedland utilities.

ITEM 10 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**10.1 *Sergeant David Tapscott, Operations Manager, from the South Hedland Police – CCTV Network***

Sergeant David Tapscott gave a presentation on the Port Hedland CCTV Network and the benefits to the community. Sergeant Tapscott informed Council that it would be beneficial to have extra CCTV cameras in Port Hedland in the areas that are currently not covered, should funding become available.

10.2 *Bret White from Cox Howlett and Bailey Woodland - Civic Centre and Administration Centre Redevelopment*

Bret White gave a presentation in relation to Agenda Item “11.3.1 Office Accommodation Strategy – Proposed Short and Long Term Solutions (File No.: 03/01/002).” Mr White informed Council on the options available for the Civic Centre and Administration Centre Redevelopment and associated costs.

6:35pm Councillor Hooper left the room.

6:37pm Councillor Hooper re-entered the room.

6:41pm Councillor Jacob left the room.

Disclaimer

IMPORTANT NOTE:

Members of the public are cautioned against taking any action on Council decisions, on items on this evening's Agenda in which they may have an interest, until formal notification in writing by Council has been received. Decisions made at this meeting can be revoked, pursuant to the Local Government Act 1995.

Consultation

The application was circulated to the following units / organisations:

Internally:

- Manager Technical Services
- Manager Building Services
- Manager Environmental Health Services
- Manager Engineering Services

Externally:

- Department of Environment and Conservation (DEC)
- Department of State Development – Dust Taskforce (DSD)
- Environmental Protection Authority (EPA)
- Department of Health
- Department of Water
- Telstra
- Optus
- Horizon Power
- Water Corporation

The following comments were received:

Department of State Development:

1. Development within the “West End Residential” zone must comply with the design requirements outlined in Town of Port Hedland Town Planning Scheme Amendment 22.
2. The Town of Port Hedland is ultimately responsible for assessing development applications against the design requirements of Scheme Amendment 22.

Department of Environment & Conservation:

1. DEC notes that this site is located in the area west of Taplin St which is in an area considered to be sensitive to dust generated by local industrial activities. DEC recommends that the Port Hedland Air Quality and Noise Management Plan be referred to for advice with regards to planning in this area.

The application was advertised for a period of 14 days to adjoining landowners.

No submissions were received.

Statutory Implications

In accordance with the Planning and Development Act 2005, the proposed development is subject to the provisions of the Town of Port Hedland Town Planning Scheme No. 5 (TPS5).

Policy Implications

Nil

Strategic Planning Implications

The following section of the "Pilbara's Port City Growth Plan" is considered relevant to the proposal:

5.7.1 Precinct 1 – West End

Summary of Influences

Noise and dust emissions particularly in proximity to existing developed urban areas.

The following section of Council's Strategic Community Plan 2012 – 2022 is considered relevant to this proposal:

| | |
|-----|-------------|
| 6.3 | Environment |
|-----|-------------|

| | |
|-------|---------|
| 6.3.1 | Housing |
|-------|---------|

| | |
|--|---|
| | Attract and retain new residents to increase the population to 40,000 by 2025 |
|--|---|

Budget Implications

An application fee of \$4,170.00 has been received as per the prescribed fees approved by Council.

Officer's Comment

Dust Mitigation requirements in the West End Residential Zone

The site is located in the West End Residential zone. Developments located within this zone are required to be designed in order to mitigate the impacts of elevated dust levels experienced within the locality. Section 6.3.9 of TPS5 states:

"Residential development within the West End Residential Zone and within the area bounded by Withnell, McKay and Anderson Streets, and the Esplanade, Port Hedland shall be in accordance with a local planning policy, development plan or design guideline adopted by Council that incorporates building design and performance standards to reduce exposure to dust, and to include but not necessarily be limited to -

- *filtration of incoming air into the building designed to utilise coarse disposable pre-filtration (i.e. G3 or G4 rated) and then a finer filter (i.e. F4 rated);*
- *location of operable windows and doors on the western and southern building facades only;*
- *use of deflection screens on the northern and eastern edges of operable windows;*
- *use of eaves;*
- *orientation of buildings to avoid wind tunneling effects; and*
- *protective screens and porticos at building entrances to reduce the direct impact of wind onto the opening.”*

In the absence of a Council adopted local planning policy, development plan or design guideline, state government stakeholders have expressed concerns regarding suitable design requirements for residential development in the “West End Residential”.

Clause 6.3.9 of the scheme is prescriptive and does not allow for innovative design solutions which are able to achieve the same outcome as intended by the clause. Consequently, legal advice was obtained from the Town’s Solicitors and further advice requested from the Department of Planning. As a result of the various advice received, all residential applications within this area are to be accompanied by a report prepared by a suitably qualified Mechanical Engineer, certifying the design of the proposed development will mitigate dust exposure and achieves the same intent as the provision within Clause 6.3.9 of TPS5.

The applicant has submitted a report by C.A. & M.J. Lommers who has confirmed the proposal will mitigate dust and addresses the requirements under the TPS5. This report was forwarded to the relevant stakeholders for comment with no comments being received.

Residential Design Codes of Western Australia (R Codes)

A number of variations to the Acceptable Development Standards of the R Codes have been sought and are generally of a minor nature. The proponent has provided justification identifying design consideration and how the performance criterion has been achieved.

It is considered the justification provided and the outcome achieved is appropriate for the site and the West End.

Attachments

1. Locality Plan
2. Development Plans
3. Dust mitigation report

Options

Council has the following options when considering the application.

1. Approve the application subject to conditions.

Should Council approve the application, the development will provide a much needed housing resource and help alleviate the housing affordability issues experienced in Port Hedland.

2. Refuse the application.

Refusal of the proposal will require the applicant to reconsider the development proposal. If Council resolves to refuse the application it must give clear reasoning as to its decision.

It is recommended Council supports the application subject to conditions.

201213/304 Officer's Recommendation/ Council Decision

Moved: Cr Carter

Seconded: Cr Jacob

That Council:

- A. Requests the applicant to make the following amendments and have approved by the Manager Planning Services:**
 - 1. The laundry and kitchen areas for Units 1, 3, and 5 shall be kept separate in accordance with Clause 2.2.2 of the Town of Port Hedland Health Local Laws 1999.**
- B. Approves the application submitted by Greg Rowe and Associates on behalf of the registered proprietor Stephen Hales & Keita Jean Burrell, to construct six (6) additional multiple dwellings on Lot 247 (64) Morgans Street, Port Hedland, subject to the following conditions:**
 - 1. This approval relates only to the proposed Six (6) additional Multiple Dwellings, as indicated on the approved plans (DRG2012/541/1 - DRG2012/541/5). It does not relate to any other development on this lot;**
 - 2. If the development referred to in (1) above is not substantially commenced within a period of two years from the date of approval, the approval shall lapse and be of no further effect;**
 - 3. A minimum of 15 car bays shall be provided as indicated on the approved site plan (DRG2012/541/1) and allocated as follows:**
 - i) 6 residential bays and 1 visitor bay onsite for the previously approved three grouped dwellings; and**
 - ii) 6 residential bays and 2 visitor bays onsite for the proposed six additional multiple dwellings;**

- 4. No parking bays shall be obstructed in any way or used for any other purpose than parking;**
- 5. Front walls and fences within the primary street setback area shall be no higher than 1.8m measured from natural ground level and be visually permeable above 1.2m;**
- 6. Fences shall be reduced to no higher than 0.75m from the natural ground level when within 1.5m of where the Vehicle Access Point (driveway) meets a street and where two (2) streets intersect;**
- 7. Roof mounted or freestanding plant or equipment such as air conditioning units shall be located and / or screened to the satisfaction of the Manager Planning Services;**
- 8. Alterations or relocations of existing infrastructure within the road reserve shall be carried out and reinstated at the landowner's cost, to the specification and satisfaction of the Manager Technical Services;**
- 9. The proposed development shall be connected to reticulated mains sewer;**
- 10. All dust and sand to be contained on site with the use of suitable dust suppression techniques to the satisfaction of the Manager Planning Services;**
- 11. Walls on the boundary shall be finished or rendered to match where practicable the colours and materials of the affected property to the satisfaction of the Manager Planning Services.**

The following conditions are to be cleared by Planning Services prior to any works taking place on the lot:

- 12. Prior to the commencement of any works, the landowner shall prepare a notification under section 70A of the Transfer of Land Act 1893, in a form acceptable to the Town, to be lodged with the Registrar of Titles for endorsement on the Certificate of Title for the subject lot. This notification shall be sufficient to alert prospective landowners or occupiers of the following:**
 - a) This lot is located in an area likely to be subject to inundation and flooding from rising sea levels, tidal storm surges and/or catchment flooding over the next 100 years;**

- b) This land is located within an area identified as being impacted on or affected by dust from Port activities. The Department of Health advises that children, the elderly and people with pre-existing respiratory and cardiovascular health conditions or predisposed to the same should not reside on this land other than on a temporary basis as they are at increased risk of worsening or developing respiratory and/or cardiovascular related health conditions. Further information can be obtained from the Department of Health;
13. Prior to the commencement of any works a detailed landscaping and reticulation plan including any street verge, shall be submitted and approved by the Manager Planning Services. The plan shall include location, species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001;
14. Prior to the commencement of any works, a "Refuse Collection Strategy / Management Plan" shall be submitted and approved by the Manager Planning Services. The approved "Refuse Collection Strategy / Management Plan" shall be implemented to the satisfaction of the Manager Planning Services;
15. Prior to the commencement of any works, a "Stormwater Management Plan" shall be submitted and approved by the Manager Planning Services. All stormwater disposal shall be accordance with the approved stormwater management plan;
16. Prior to the commencement of any works, an "Erosion and Sediment Control Plan" shall be submitted and approved by the Manager Planning Services;
17. Prior to the commencement of any works, a "Construction Site Management Plan" shall be submitted and approved by the Manager Planning Services. The "Construction Site Management Plan" shall indicate how it is proposed to manage the following during construction:
- a) The delivery of materials and equipment to the site;
 - b) The storage of materials and equipment on the site;
 - c) The parking arrangements for the contractors and subcontractors;
 - d) Impact on traffic movement;
 - e) Operation times including delivery of materials;
 - f) Dust and sand shall be contained on site with the use of suitable dust suppression techniques; and

- g) Other matters likely to impact on the surrounding residents / businesses;

Conditions to be cleared by Planning Services prior to the occupation of the development.

18. Prior to the occupation of the development landscaping and reticulation shall be established with the use of mature trees and shrubs in accordance with the approved plan and thereafter maintained to the satisfaction of the Manager Planning Services (Refer to advice note 3);
19. Prior to the occupation of the development, lighting shall be installed along all driveway(s), access way(s), parking area(s), turning area(s) and pedestrian pathways by the landowner. Design and construction standards shall be in accordance with relevant Australian Standards to the satisfaction of the Manager Planning Services;
20. Prior to the occupation of the development, access way(s), parking area(s), turning area(s) shall be constructed, kerbed, formed, graded, drained, line marked and finished with a sealed or paved surface by the landowner in accordance with Town Planning Scheme No. 5 and Australian Standards, to the satisfaction of the Manager Planning Services;
21. Prior to the occupation of the development the driveways and crossover shall be designed and constructed in accordance with Council's Crossover Policy 9/005, and approved by the Manager Planning Services.

ADVICE NOTES:

1. In terms of the Port Hedland Town Planning Scheme No 5, "Multiple Dwelling" is defined as follows:

"Multiple Dwelling,

a dwelling in a group of more than one where any part of a dwelling is vertically above part of any other."
2. You are reminded this is a Planning Approval only and does not obviate the responsibility of the landowner to comply with all relevant building, health and engineering requirements;

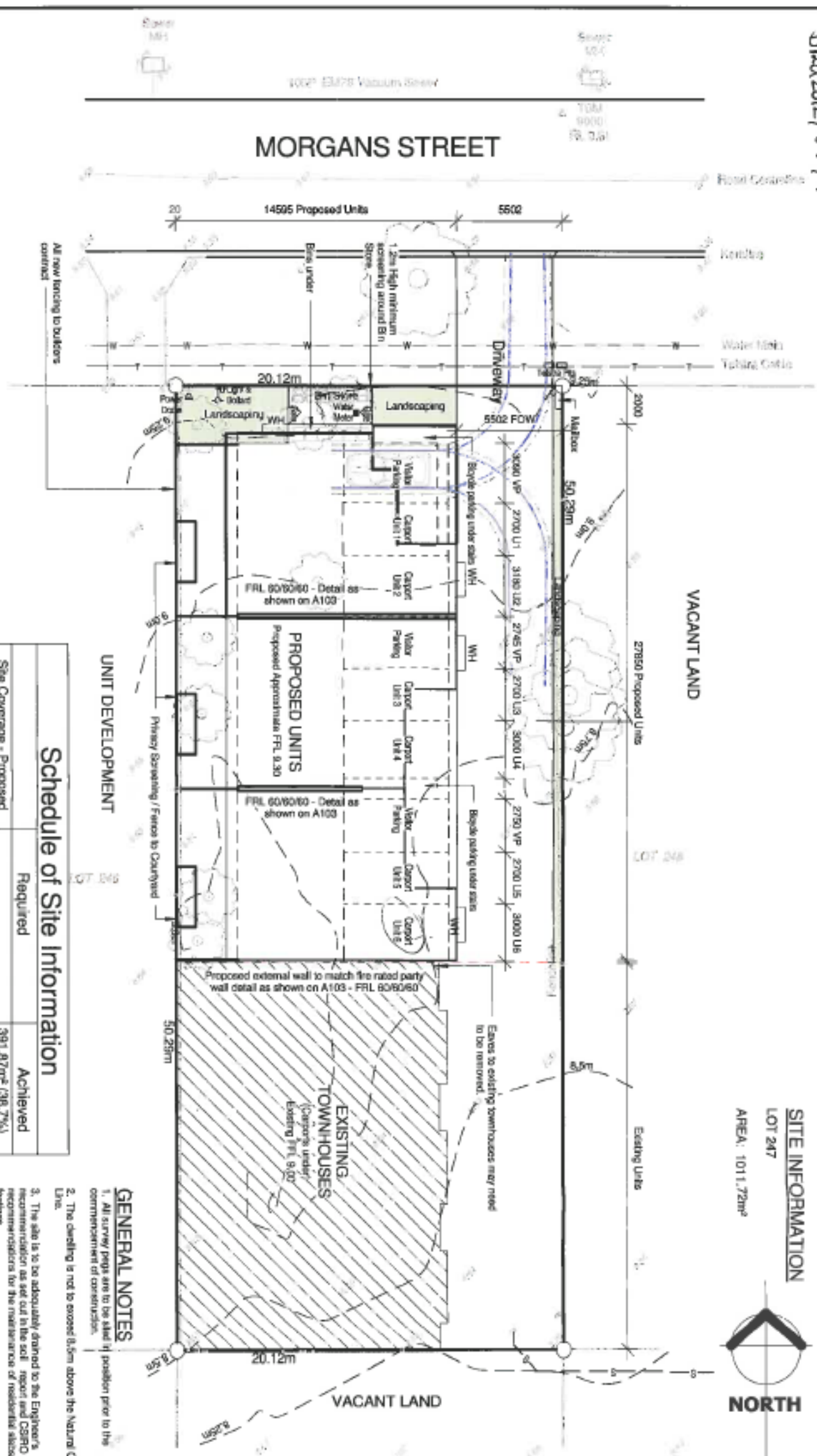
3. In the absence of a clear definition of “mature trees and shrubs” within the Port Hedland Town Planning Scheme, No.5, for the purpose of this approval “mature trees and shrubs” shall mean trees of no less than 2m in height and shrubs of no less than 0.5m in height;
4. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council’s Health Local Laws 1999 and to the satisfaction of Manager Planning Services;
5. The development must comply with the *Environmental Protection (Noise) Regulations 1997* at all times;
6. The landowner shall comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval;
7. To clear any conditions kindly contact the Towns Compliance Officer on (08) 9158 9300. Please note it may take up to 28 days to clear conditions.

CARRIED 9/0



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DRA 2012/541/1



SITE PLAN

SCALE: 1 : 200

Schedule of Site Information

| Required | Achieved |
|------------------------------|------------------------------|
| Site Coverage - Proposed | 391.87m ² (38.7%) |
| Site Coverage - Existing | 282.20m ² (27.9%) |
| Site Coverage - Total | 674.1m ² (66.6%) |
| Landscaping | 41.6m ² (4%) |
| Parking | 9 Spaces |
| Carparking - 6.75 = 7 Spaces | 3 Spaces |
| Bicycle - 2 + 1 Visitor | |

GENERAL NOTES

1. All survey pegs are to be staked in position prior to the commencement of construction.
2. The dwelling is not to exceed 8.5m above the Natural Ground Line.
3. The site is to be adequately drained to the Engineer's recommendation as set out in the soil report and CSIRO recommendations for the maintenance of residential sites and footings.
4. All dwellings to be 80% UPVC. Number of as shown.
5. All dimensions are in millimetres.
6. Household waste refer Engineer's design and details.
7. All dimensions to be checked prior to construction.

CONTRACTOR: design & draft

Unit 5/114 Bayswater Rd
 Bayswater Vic 3155
 Tel: 8478 0222
 Fax: 8478 0222
 www.designanddraft.com.au

Drawn By: **AB**
 Checked By: **AD**
 Date: 02/08/2012
 Scale: As indicated
 Date: 22/10/2012

ISSUES

| NO. | DATE | DESCRIPTION |
|------------|------------|-------------------------|
| 01/08/2012 | 24/08/2012 | Preparation of Design |
| 02/08/2012 | 29/08/2012 | Development Application |
| 03/08/2012 | 13/10/2012 | Development Application |
| 04/08/2012 | 13/10/2012 | Development Application |
| 05/08/2012 | 23/10/2012 | Design Changes |

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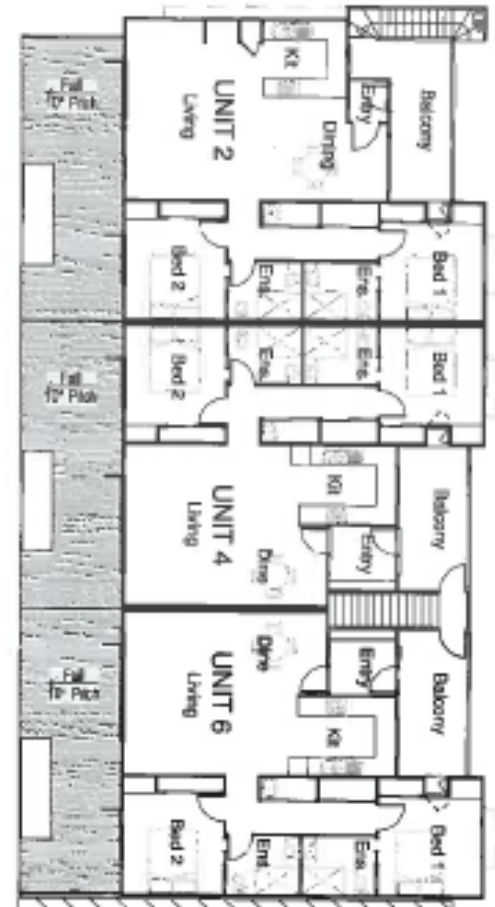
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 1300 92 14 19

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 0433 946 030
 www.torrensteel.com.au

PROPOSED UNITS for **BURRELL** at **64 MORGANS STREET, PORT MELBORN**

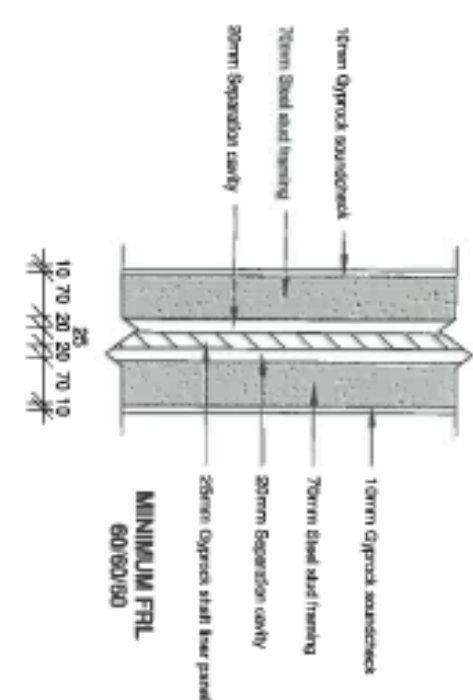
SHEET NUMBER: **A102**

DRL2012/541/2



UPPER FLOOR LAYOUT
SCALE: 1 : 200

FIRE RATED PARTY WALL DETAIL
SCALE: 1 : 10



Refer to Council Resolution A.(1)



LOWER FLOOR LAYOUT
SCALE: 1 : 200

- LEGEND**
- img Smoke Detector
 - ofic Floor Waste Gully
 - Greenhead Cupboard
 - Shower
 - Stair
 - Stair
 - WC
 - WC Vanity Basin
 - WC Water Closet
 - P1 90 x 90 SHS Post
 - WH Window Hood
 - CL Fold down Clothes Line
 - omnlubo Cooktop Rangehood Underbench Oven

COLTHORPE GROUP
design & drafting

14/17 K/174, RIVERVIEW RD,
MORNINGTON, QLD
Ph: 5478 8888
Fax: 5478 8888

DRAWN BY: A. RITZMAN
CHECKED BY: A.D.
DESIGNED BY: T.L.
DATE: 23.10.2012

| ISSUE | DATE | DESCRIPTION |
|-------|------------|-------------------------|
| 01/12 | 31.08.2012 | Preliminary Design |
| 02/12 | 07.09.2012 | Development Application |
| 03/12 | 28.09.2012 | Development Application |
| 04/12 | 15.10.2012 | Landscaping Changes |
| 05/12 | 23.10.2012 | Design Changes |

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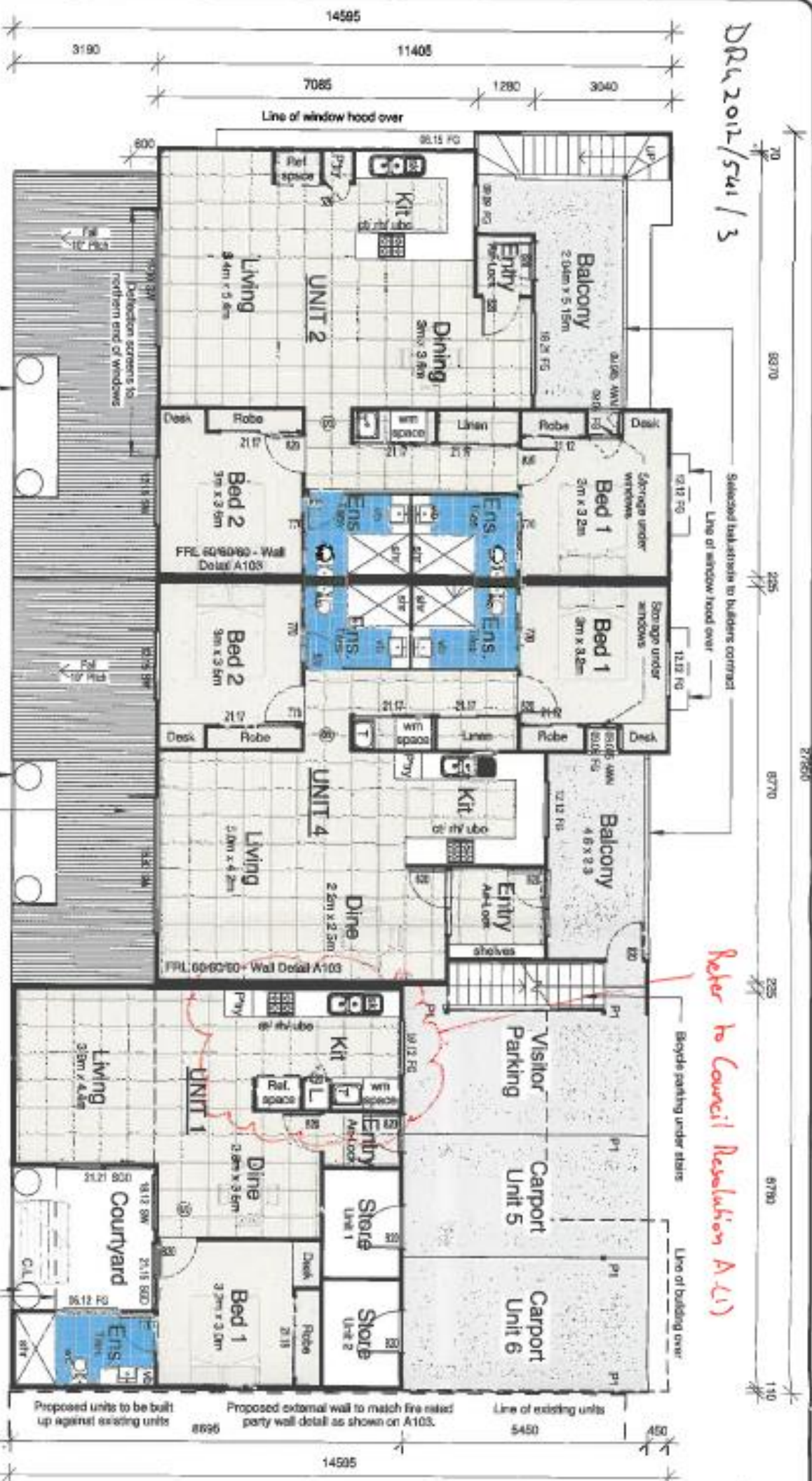
POST: PO BOX 5043, SUNSHINE PLAZA,
MAROOCHYDORE
QLD 4556

WWW.TORRENSSTEEL.COM.AU

PROPOSED UNIT#
for
SURRELL
at
84 MORGAN STREET, PORT
HELOLAND

Sheet Max: A103

DRG 2012/541/3



Refer to Council Resolution A(11)



GENERAL NOTES

Design is based upon C2 (Cyclonic) for wind speeds to 50m/s

TERMINATE PROTECTION
As per Australian Standard AS 2903.1 - 2000.

Handings and fittings are indicative only. Refer Builders Specifications.

All W/C doors to have 180° hinges.

All wet areas to comply with current BCA requirements.

Line outside of external covered areas with FC finish.

Smoke alarms to be installed in accordance with current BCA requirements.

Smoke alarms to comply with AS 3786.

All doors and windows are to be Aluminium framed unless noted otherwise.

Wall finishes for Clunky Sliding Doors to be 80mm.

All dimensions to be checked prior to construction. Figure dimensions always take precedence - Do not scale off drawings

LEGEND

- S Sinteric Deluxer
- Wng Floor Wascor Gully
- Obc Overhead Cupboard
- Shr Shower
- Slr Sink
- Stk Vandy Riser
- Wc Wc
- Pl Washer/Closet
- WH 50 x 50 SHS Post
- Window Hood
- CL Fold down Clothes Line
- Stb/Slr Cooktop/Rangehood/Underbench Oven

TYPICAL FLOOR PLANS

SCALE: 1 : 100

UNIT 2 UPPER FLOOR

| Name | Area |
|---------------------|-----------------------------|
| Unit 2 Living | 89.00 m ² |
| Unit 2 Carport | 17.20 m ² |
| Unit 2 Balcony | 11.86 m ² |
| Unit 2 Store | 4.43 m ² |
| TOTAL G.F.A. | 122.49 m² |

UNIT 4 & 6 UPPER FLOOR

| Name | Area |
|---------------------|-----------------------------|
| Unit 4 or 6 Living | 87.83 m ² |
| Unit 4 or 6 Carport | 14.58 m ² |
| Unit 4 or 6 Balcony | 10.71 m ² |
| Unit 4 or 6 Store | 4.27 m ² |
| TOTAL G.F.A. | 117.39 m² |

UNIT 1 LOWER FLOOR

| Name | Area |
|-------------------------|----------------------------|
| Unit 1,3 or 5 Living | 59.17 m ² |
| Unit 1,3 or 5 Carport | 14.58 m ² |
| Unit 1,3 or 5 Courtyard | 10.05 m ² |
| Unit 1,3 or 5 Store | 4.24 m ² |
| TOTAL G.F.A. | 88.03 m² |

TYPICAL FLOOR PLANS

DESIGN & ARCHITECTURE
UNITS 5/1/4 BURELL
ARCHITECTS
111 BURELL STREET, PORT HEDLAND
WA 6728
DATE: 22/10/2012

ISSUES

| REV. | DATE | DESCRIPTION |
|------|------------|--------------------|
| 01 | 21/10/2012 | Preliminary Design |
| 02 | 07/03/2012 | Developer Approval |
| 03 | 28/03/2012 | Developer Approval |
| 04 | 18/03/2012 | Developer Approval |
| 05 | 18/03/2012 | Developer Approval |
| 06 | 22/10/2012 | Design Changes |

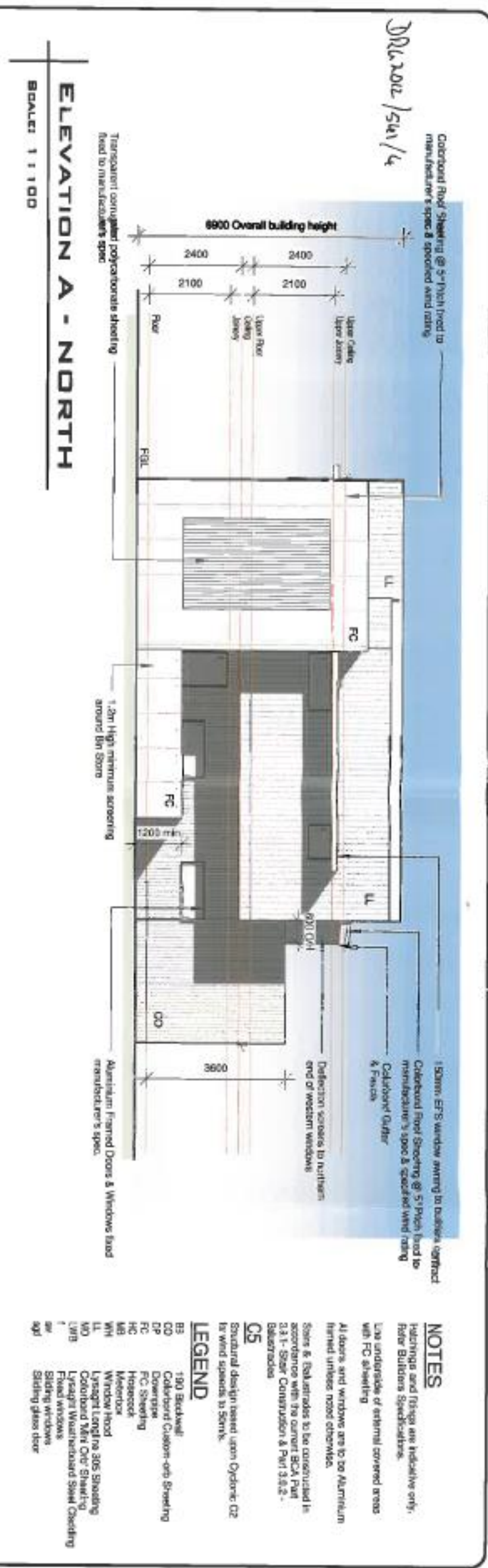
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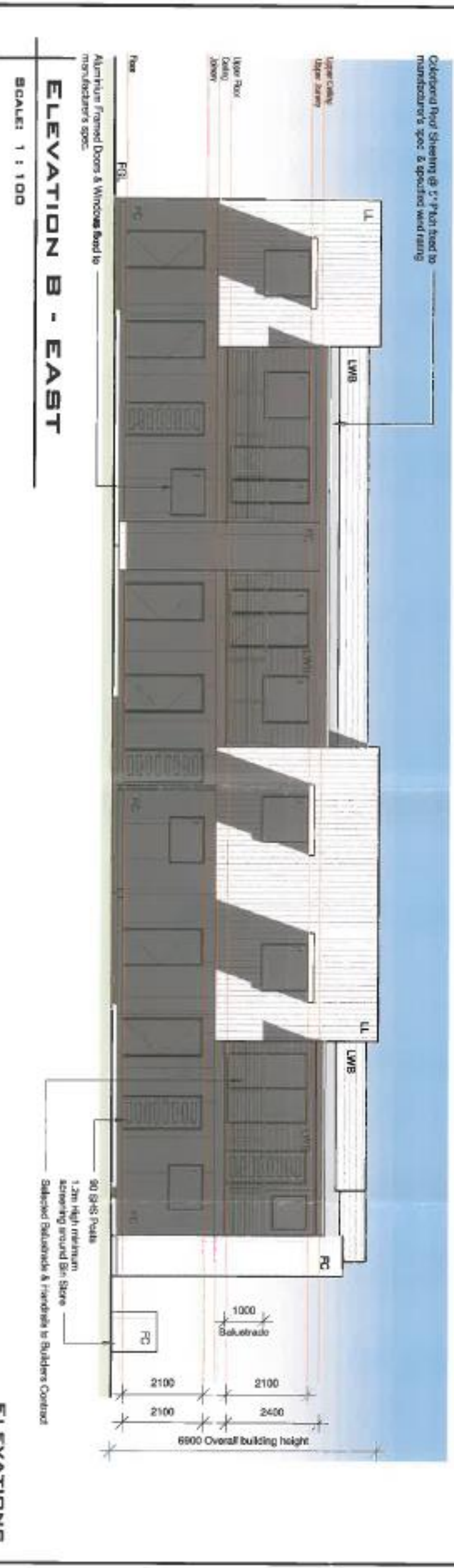
PROPOSED UNITS
for BURRELL
at 04 MORGANS STREET, PORT HEDLAND
BERT THORNTON
A104

DR 2012/541/4



NOTES
 Hatching and Risings are indicative only, Refer Builders Specifications.
 Use underside of external covered areas with FC sheeting.
 All doors and windows are to be Aluminium framed unless noted otherwise.
 Stairs & Balustrades to be constructed in accordance with the current BCA Part 3.1 - Stair Construction & Part 3.6.2 - Balustrades.
C5
 Structural design based upon Cyclonic C2 by wind speeds to Storm.

LEGEND
 BS 190 Brickwork
 CD Colorbond Custom-ord Sheetting
 DP Downpipe
 FC Sheetting
 HC Hopscotch
 MB Melendor
 WH Window Hood
 LL Lysaght Longtin 305 Sheetting
 LD Colorbond Mini C10 Sheetting
 LW Lysaght Weatherboard Steel Cladding
 LWB Fixed windows
 LWB Sliding windows
 LWB Sliding glass door
 sqd



DESIGN & CONSTRUCTION
 DESIGN & CONSTRUCTION
 100/100 BROADWAY
 SYDNEY NSW 2009
 TEL: 02 9550 1000
 FAX: 02 9550 1001
 WWW.DC.COM.AU

ISSUES

| NO. | DATE | DESCRIPTION |
|-----|----------|-------------------------|
| 01 | 21/03/12 | Prepared Design |
| 02 | 21/03/12 | Development Application |
| 03 | 21/03/12 | Development Application |
| 04 | 21/03/12 | Development Application |
| 05 | 21/03/12 | Development Application |
| 06 | 21/03/12 | Design Changes |

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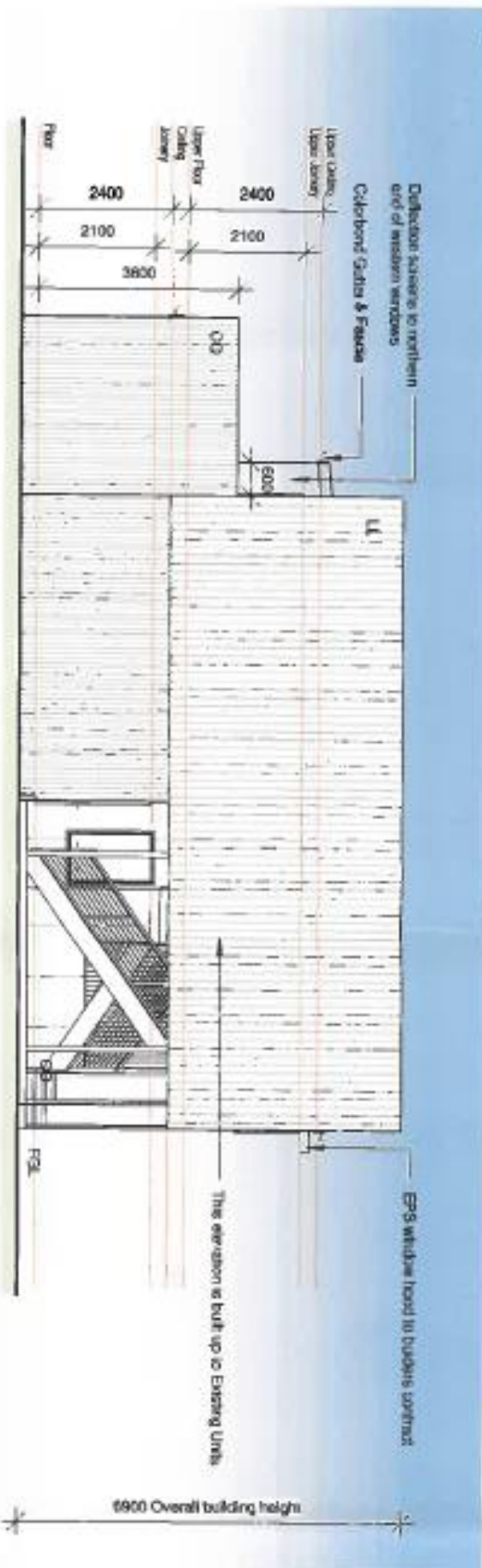
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 WWW.TORRENSSTEEL.COM.AU

DIRECT LINE: 0433 946 059
AUSTRALIA WIDE: 1 800 92 14 17
PORT: PO BOX 3043, BUSHMINE PLAZA, MANDORBYDRONE QLD 4858
WWW.TORRENSSTEEL.COM.AU

PROPOSED UNITS
 for
BURRELL
 at
54 MORGAN STREET, PORT HEDLAND

SHEET NUMBER
A 105

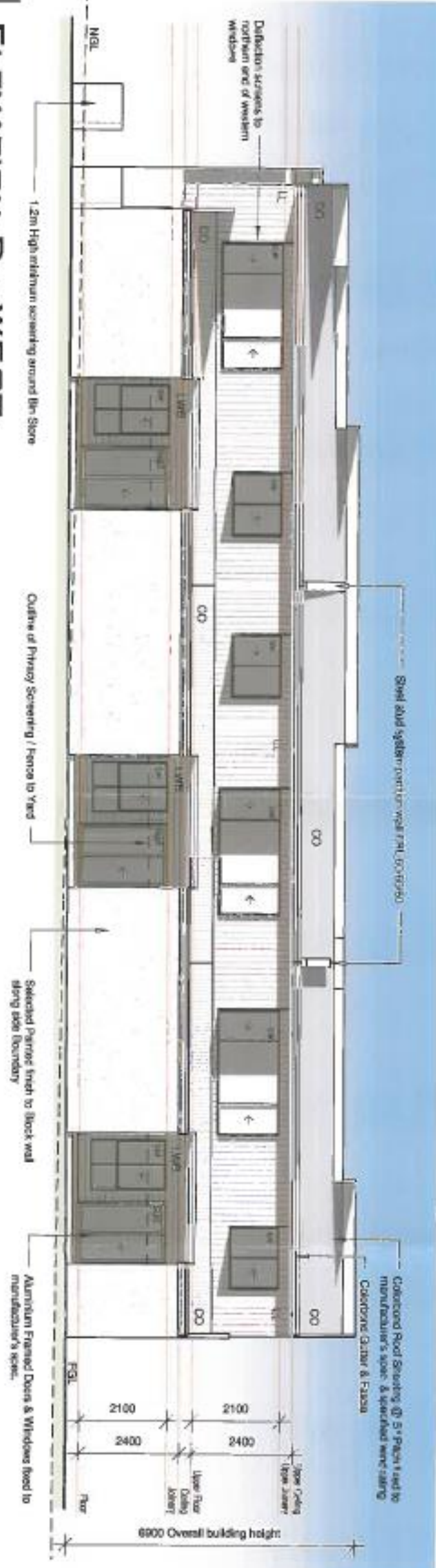
DLR 2012/541/5



ELEVATION C - SOUTH
SCALE: 1 : 100

NOTES
 Handings and fittings are indicative only. Refer Builders Specifications.
 Use underside of external covered areas with FC Sheeting
 All doors and windows are to be Aluminium framed unless noted otherwise.
 Stairs & Recesses to be constructed in accordance with the current BCA Part 3.9.1 - Stair Construction & Part 3.9.2 - Balustrades
C5
 Structural design based upon Cyclonic C2 for west coasts to zones.

LEGEND
 BB 190 Blockhead
 CO Colorbond Quarter-cut Sheeting
 DP Downpipe
 FC FC Sheeting
 HC Hicoroc
 MB Metalbox
 WH Window Hood
 LL Lysaght Longline 305 Sheeting
 MO Colorbond Mini Dorr Sheeting
 LWB Lysaght Weatherboard Steel Cladding
 f Fixed windows
 slw Sliding windows
 sgd Sliding glass door



ELEVATION D - WEST
SCALE: 1 : 100

ELEVATIONS

SOUTHERN CROSS design & drafting
 Level 1/174 BROADWAY, MELB.
 VIC 3042
 Ph: 0437 0222
 Fax: 0437 0222
 Email: info@southern-cross.com.au

Drawn by: **AD**
 Checked by: **AD**
 Checked by: **TL**
 Scale: **1 : 100**
 Date: **08.10.2012**

| REV. | DATE | DESCRIPTION |
|-------|------------|-------------------------|
| R0101 | 21.08.2012 | Preliminary Design |
| D0101 | 07.09.2012 | Development Application |
| D0102 | 20.09.2012 | Development Application |
| D0103 | 15.11.2012 | Development Application |
| D0104 | 15.11.2012 | Development Application |
| D0105 | 20.11.2012 | Design Change |

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PROPOSED UNITS for **BURRELL** at **64 MORGAN STREET, PORT HEDLAND**
 SHEET NUMBER **A106**

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ATTACHMENT 3 TO ITEM 11.1.1

C.A. & M.J. LOMMERS PTY LTD

Suite 10, 1321 Hay Street • WEST PERTH • W.A. • 6005
Phone: (08) 9466 7900
Email: admin@lommers.com.au
Trading for the LOMMERS FAMILY TRUST

Energy (ESD), Mechanical, Refrigeration &
Fire Safety Services Consulting Engineers
ABN 76 349 760 785
ACN 053 135 318

Date: 14 December 2012

GREG ROWE AND ASSOCIATES

6 Anderson Street
PORT HEDLAND WA 6721

Attention Ms. J. Macmile

Dear Sir,

**PROJECT: PROPOSED APARTMENT DEVELOPMENT
64 MORGANS STREET, PORT HEDLAND
RE: DUST MANAGEMENT ASSESSMENT REPORT**

Further to your instructions we have prepared an assessment of the dust mitigation features present in the proposed building design and subsequent dust management assessment report for the proposed apartment development located at 64 Morgans Street in Port Hedland.

The report has been prepared for and on behalf of the project planners, Greg Rowe and Associates.

1. DEVELOPMENT LOCATION:

The proposed development is located within the "West End" precinct of Port Hedland, which is an area bound by Amendment 22 to the Town Planning Scheme No. 5.

As a result it is required to be designed in accordance with specific requirements of the Town Planning Scheme for the area.



Figure 1 – Development Location Plan

C.A. & M.J. LOMMERS PTY LTD

ACN 053 135 318 • ABN 76 949 760 785

2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22:

The building generally achieves compliance with the policy objectives of the Town of Port Hedland Town Planning Scheme No. 5 Amendment 22.

Building Openings Orientation

Legislative Requirement – *Location of operable windows and doors on the Western and Southern facades only, and the use of deflection screens on the northern and eastern edges of operable windows.*

Performance Objective – *Number of openings shall be minimised and generally limited to walls on the leeward side of the prevailing winds for Port Hedland and protected accordingly to reduce the direct ingress of dust into the building.*

The proposed development has been designed with features and openings limited to the walls on the leeward side of the building, and achieves the legislative requirement.

The following features have been provided to achieve compliance with this requirement:

- No window or balcony door openings have been documented in the northern or eastern facades of the building.
- Documented access doors in the eastern façade are provided with extensive overhead portico provisions and air-locks to protect them from direct dust deposition and the impact of prevailing eastern wind. (Refer following section "Entrances to Sole Occupancy Units and the Building")
- No window or balcony door openings have been documented in the southern facade of the building.
- Openings in the western façade of the building have been documented with reveals to the northern edge of the façade to achieve compliance with the legislative requirement. These reveals may be made up from building construction elements (in the case of ground floor court-yards) or individual screens.

Entrances to Sole Occupancy Units and the Building

Legislative Requirement – *Protective screens and porticos at building entrances to reduce the direct impact of wind onto the opening.*

Performance Objective – *Entrances into the building shall be protected accordingly to reduce the direct ingress of dust into the building.*

The following features have been provided to achieve compliance with this requirement:

- Entrances to the apartments provided with deep porticos to reduce the impact of direct wind currents and associated ingress of dust.

Porticos above entrances shall be solid in construction forming part of the roof of the development.

It shall be noted, the design includes "air-lock" provisions to each of the apartment entrances. Whilst these air-locks are expected to further improve the dust mitigation strategy proposed for the development, it is considered these are not necessary to achieve compliance with the town planning scheme.

This achieves the legislative requirement of this clause.

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22: (Cont.)**Development Orientation*****Legislative Requirement – Orienting buildings to avoid wind tunnelling effect******Performance Objective – building design should be structured such that wind tunnelling effects from long corridors and the likes are minimised.***

The following features have been provided to achieve compliance with this requirement;

- The building has been designed without the need for enclosed or common corridors and the likes, thereby achieving the legislative requirements of this clause.

Pitch of Roofs***Legislative Requirement – use of eaves.******Performance Objective – Rooves shall be designed in a manner to minimise the build-up of dust.***

The proposed development has been designed with features to reduce the build-up of dust on the roof of the building, and generally achieves the performance objective.

The following features have been provided to achieve compliance with this requirement;

- Roof pitching features requiring assessment in accordance with this clause have been documented to the eastern and western facades of the development. Northern and southern facades of the building are documented with parapet walls.
- Overhangs on the eastern side of the development forming part of the roof are separated from significant openings such as entrance doors, by the balcony itself (or associated car-ports in the case of the ground floor), and as such are not expected to influence the dust stagnation levels below.
- The western façade overhang has been provides with eaves in accordance with the legislative requirement which shall be horizontally lined to the underside to reduce static stagnation of wind currents rising over the building.
- The building is intended to form part of a high density area development. It is expected that other similar buildings will be effective to create a building boundary layer that could further reduce the direct air-flow onto the building.

Due to the high density nature of the development, it is considered a high pitched roof is impractical and not necessary to achieve the requirements of this performance objective.

Filtered Air Conditioning System***Legislative Requirement – filtration of incoming air into the building designed to utilise coarse disposable pre-filtration and then a finer filter.******Performance Objective – Habitable buildings are provided with Filtered Air Conditioning system and have management systems in place to ensure appropriate levels of maintenance.***

The proposed development has not been documented with air-conditioning systems of any type.

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22: (Cont.)

It is therefore considered that should only wall-split type air-conditioning (and similar non-ducted packaged type air-conditioning units) be installed in the building, the building will not require treatment in accordance with the requirements of this clause.

Should fully ducted air-conditioning be provided to the development, fresh air provisions serving the equipment shall be provided with filtration systems in accordance with the requirements of the this clause.

Ancillary Features

Performance Objective – Ancillary facilities such as car parking bays, outdoor living area and clothes drying facilities are to be designed/located in a manner so as to minimise adverse impacts resulting from elevated dust levels.

The proposed development has been designed with ancillary features to enable occupants to minimise their exposure to elevated dust levels, and generally achieves the performance objective.

The following features have been provided to achieve compliance with this requirement;

- Covered outdoor areas have been provided to lower floor units, via the adjacent private courtyards, and upper floor units, via the private entrance balconies, to enable clothes drying in acceptable areas.

3. CONCLUSION:

On the condition that the provisions noted in section 2 of this letter are implemented during the construction of the project we conclude that the requirements and intent of Town Planning Scheme No. 5—Amendment No. 22 clause (3)(iv) item 6.3.9 have been satisfied.

It is also concluded that this report forms a suitable "dust management plan" in conjunction with the project drawings to the satisfaction of the planning scheme.

4. ASSUMPTIONS AND LIMITATIONS:

Any alterations to the design that result in the assumptions becoming invalid should result in a new dust management assessment.

Assumptions

The following assumptions have been made in the report:

- All areas of the development, not addressed in this report are designed to comply with the Deemed-to-Satisfy provisions of other town planning requirements, R-Codes and NCC/BCA, unless otherwise noted and agreed by the authorities as not having an impact on the energy usage of the proposed design.
- All installations will be fully maintained in accordance the relevant Australian Standards.

C.A. & M.J. LOMMERS PTY LTD

ACN 053 135 318 • ABN 76 349 760 785

4. ASSUMPTIONS AND LIMITATIONS: (Cont.)Limitations

The following limitations apply to the dust management analysis performed. Any change in the limitations may alter the final design solution and hence should be referred to a suitably qualified engineer for review prior to altering the design.

- The Deemed-to-Satisfy provisions of other town planning requirements, R-Codes and NCC/BCA are to be addressed by the relevant building surveyor and reported in separate documentation where appropriate.
- If the development is to change in the future the building may have to be re-classified and re-addressed.

Comments and assessment made in this report apply ONLY to the revisions of the project drawings as noted below.

Any changes to the assessed material will require further review to confirm their compliance with the Town Planning Scheme.

- Drawing A101 Rev DA105 Cover Page
- Drawing A102 Rev DA105 Site Plan
- Drawing A103 Rev DA105 Floor Plan
- Drawing A104 Rev DA105 Typical Floor Plans
- Drawing A105 Rev DA105 Elevations
- Drawing A106 Rev DA105 Elevations
- Drawing A107 Rev DA105 3D Views

We trust the information provided meets your approval.
Please do not hesitate to contact our office if you have any queries.

Yours faithfully,

C.A. & M.J. LOMMERS PTY LTD



M.D. Lommers
Mechanical & Fire Safety Engineer

B.Eng (Mech), M.I.E.Aust, M.A.I.R.A.H.
Grad. Cert. Performance Based Building & Fire Codes
Grad. Dip. Building Fire Safety & Risk Engineering

PROPOSED UNITS

64 MORGANS STREET, PORT HEDLAND



PLAN SCHEDULE

| | |
|------|---------------------|
| A101 | Cover Page |
| A102 | Site Plan |
| A103 | Floor Plan |
| A104 | Typical Floor Plans |
| A105 | Elevations |
| A106 | Elevations |
| A107 | 3D Views |

COVER PAGE

SOUTHERN CROSS
design & drafting
Commercial Systems Division
UNIT 1/174 BRENDAE ST,
MELBOURNE, VIC
Phone: 03 9584 2000
Fax: 03 9584 2005

www.southern-cross.com.au

Drawn By: **A-STEWART**
Directed By: **AG**
Checked By: **TL**
Scale: 1:1
Date: 28-02-2013

| ISSUE | NO. | DATE | DESCRIPTION |
|---------|-----|------------|-------------------------|
| REVISED | 001 | 15/02/2013 | Publication |
| REVISED | 002 | 27/02/2013 | Development Application |
| REVISED | 003 | 28/02/2013 | Development Application |
| REVISED | 004 | 28/02/2013 | Development Application |
| REVISED | 005 | 28/02/2013 | Development Application |
| REVISED | 006 | 28/02/2013 | Development Application |
| REVISED | 007 | 28/02/2013 | Development Application |
| REVISED | 008 | 28/02/2013 | Development Application |
| REVISED | 009 | 28/02/2013 | Development Application |
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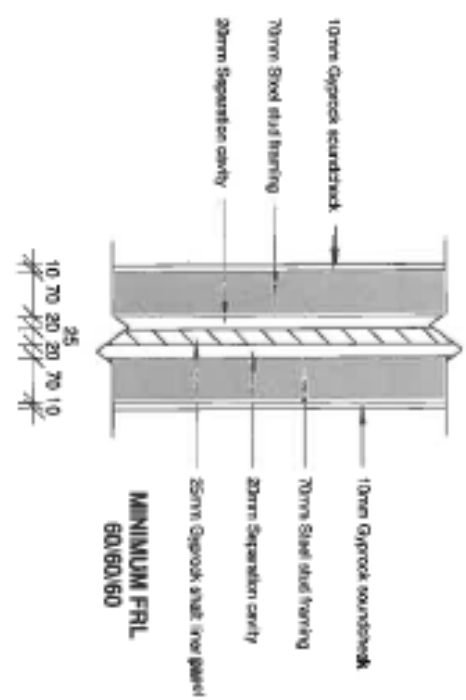
PROPOSED UNITS
for
BURRELL
at
**64 MORGANS STREET, PORT
HEDLAND**

Sheet Number
A101



UPPER FLOOR LAYOUT

SCALE: 1 : 200



FIRE RATED PARTY WALL DETAIL

SCALE: 1 : 10



LOWER FLOOR LAYOUT

SCALE: 1 : 200

- LEGEND**
- mg Smoke Detector
 - fw Floor Waste Gully
 - obc Overhead Cupboard
 - stir Stove
 - sk Sink
 - wb Vanity Basin
 - wc Water Closet
 - pt 90 x 90 SHS Post
 - wh Window Head
 - CL Fold down Clothes Line
 - o/bn/bn Cooktop/ Rangeshood/ Underbench Oven

SOUTHERN CROSS design & drafting
 14/17 31/14 Brisbane, Qld
 Ph: 5478 0888
 Fax: 5478 0888
 www.southerncrossdesign.com.au

Drawn By: A. Brookes
 Checked By: AP
 Drawn On: VL
 Scale: As indicated
 Date: 28.10.2012

ISSUES

| REV. | DATE | DESCRIPTION |
|--------|------------|---------------------|
| P0001 | 31.08.2012 | Preliminary Design |
| D4.001 | 07.09.2012 | Developer Approval |
| D4.002 | 26.09.2012 | Developer Approval |
| D4.003 | 05.10.2012 | Developer Approval |
| D4.004 | 20.10.2012 | Landscaping Changes |
| D4.005 | 23.10.2012 | Design Changes |

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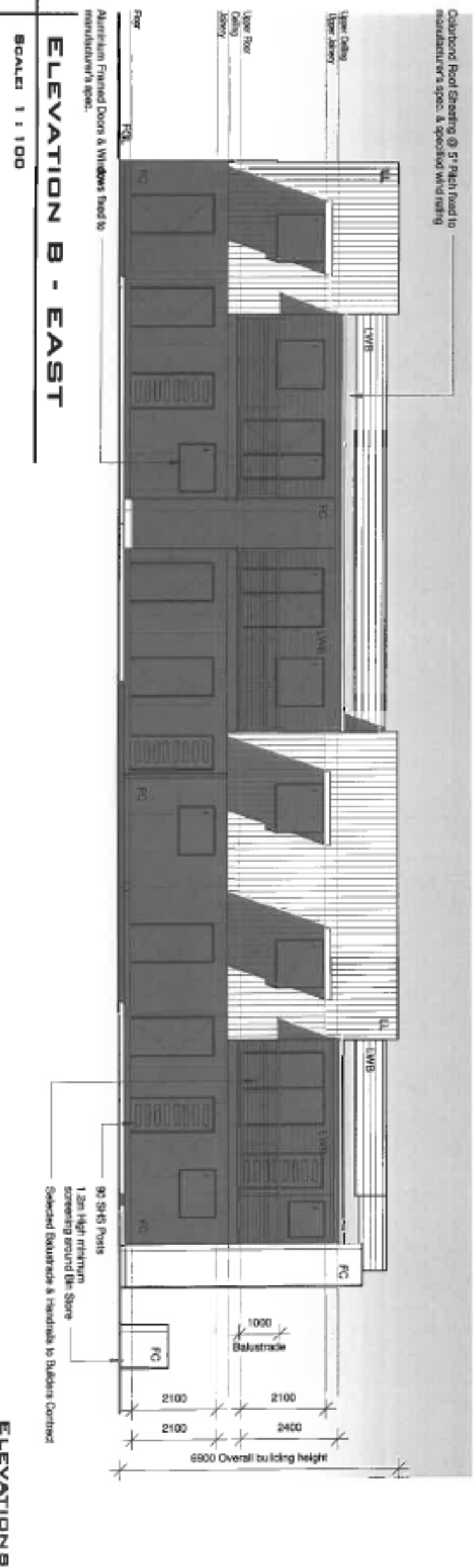
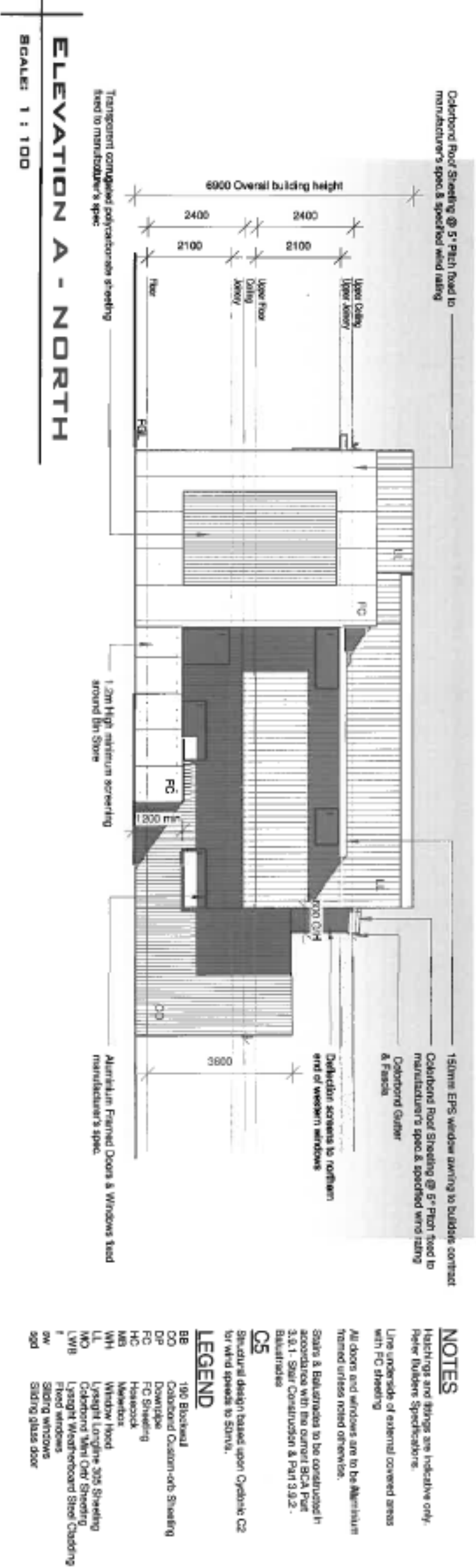
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PROPOSED UNITS
 (of)
DURRELL
 84 MORGAN STREET, PORT
 HEDLAND

SHEET NUMBER
A103



NOTES

Height and string are indicative only.
 Refer Builders Specifications.
 Line outside of external covered areas with FC sheeting
 All doors and windows are to be Aluminium framed unless noted otherwise.
 Slats & Balustrades to be constructed in accordance with the current BCA Part 3.9.1 - Slab Construction & Part 3.9.2 - Balustrades
C5
 Structural design based upon Cyclonic C2 for wind speeds to Slabs.

LEGEND

- BB 190 Blockwork
- CO Colabond Custom-erb Sheeting
- DP Downpipe
- FC FC Sheeting
- HC Hazecock
- MS Membranes
- WH Window Hood
- LL Lightweight Longline 30% Sheeting
- LD Colabond Mini Orb Sheeting
- LWB Lytagit Weatherboard Steel Cladding
- F Flood windows
- SW Sliding windows
- sgd Sliding glass door

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Drawn By: **AB**
 Checked By: **AC**
 Design By: **TL**
 Scale: **1 : 100**
 Date: **28.08.2012**

Issue: **28.08.2012** Preparation Design
15.12.2012 Developer Approval
18.12.2012 Developer Approval
23.12.2012 Landowner Change Design Change

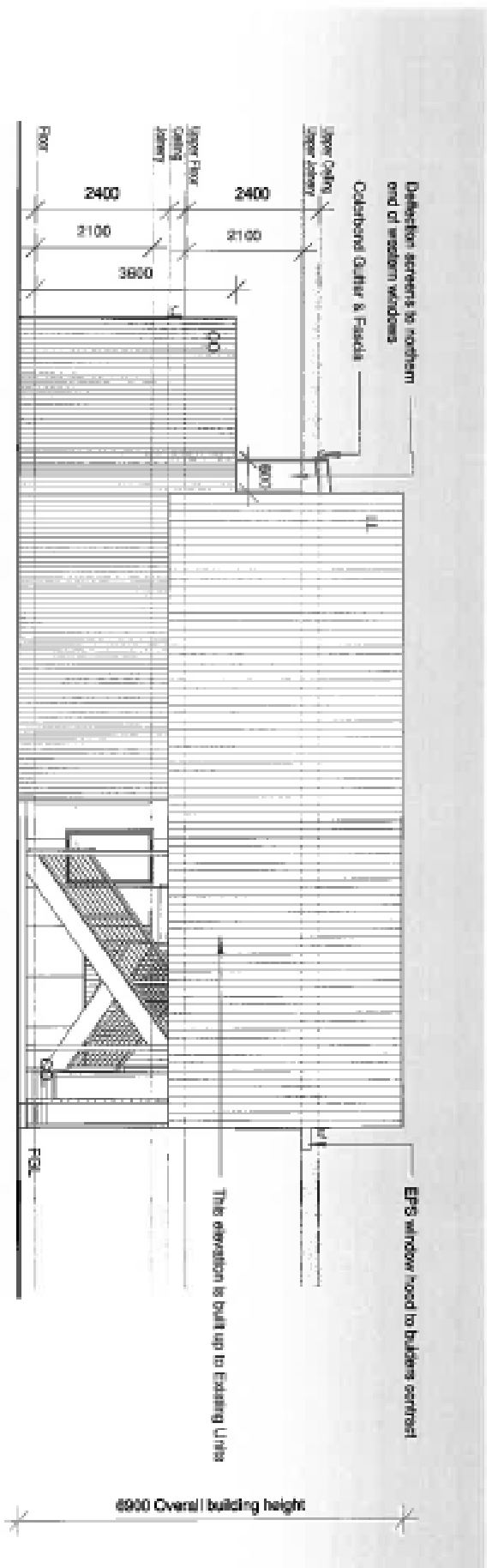
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PROPOSED UNITS
 for **BURRELL**
 at **MORGANS STREET, PORT HEDLAND**

Block Number: **A105**



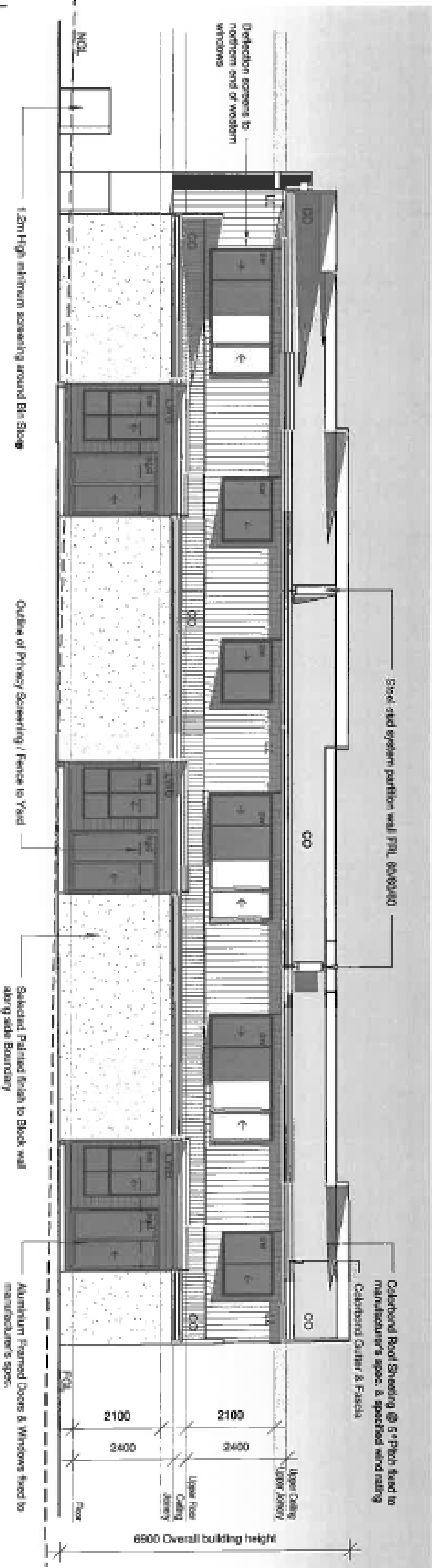
ELEVATION C - SOUTH
SCALE: 1 : 100

NOTES

Hardtop and Brags are indicative only. Refer Builders Specifications.
Line underside of external covered areas with FC Sheeting
All doors and windows are to be Aluminium framed unless noted otherwise.
Slabs & Balustrades to be constructed in accordance with the current BCA Part 3.9 - Slab Construction & Part 3.9.2 - Balustrades
C5
Structural design based upon Dynamic Q2 for wind speeds to 30m/s

LEGEND

- BB 100 Blackwall
- CO Colorbond Custom-rib Sheeting
- DP Downpipe
- FC Sheeting
- HC Herculox
- MB Maberlox
- WH Window Hood
- LY Longline 305 Sheeting
- LT Colorbond Multi-Grip Sheeting
- LWB Lyaght Weatherboard Steel Cladding
- F Flood windows
- SW Sliding windows
- sgd Sliding glass door



ELEVATION D - WEST
SCALE: 1 : 100

ELEVATIONS

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Mooroolbath, VIC
Ph: 0428 0022
Fax: 0428 0095
Date: 28.10.2012

Drawn by: AB
Checked by: AD
Designed by: TL
Scale: 1 : 100
Date: 28.10.2012

ISSUES

| NO. | DATE | DESCRIPTION |
|-----|------------|-------------------------|
| 01 | 31.08.2012 | Preliminary Design |
| 02 | 01.09.2012 | Development Application |
| 03 | 28.09.2012 | Development Application |
| 04 | 15.10.2012 | Landscaping Design |
| 05 | 21.10.2012 | Design Change |

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PROPOSED UNITS
BY: BURRELL
31 & 34 MORRIS STREET, PORT HEDLAND
A106

11.1.2 Proposed Eight (8) Additional Multiple Dwellings on Lot 198 (53) Morgans Street, Port Hedland (File No.: 123430G)

| | |
|--|--|
| Officer | Ryan Djanegara Senior Statutory Planner |
| Date of Report | 13 February 2013 |
| Application No. | 2012/323 |
| Disclosure of Interest by Officer | Nil |

Summary

The Town received an application from Perrine Architecture on behalf of the registered landowner Miro & Helen Cecich, to construct eight (8) multiple dwellings on Lot 198 (53) Morgans Street, Port Hedland (subject site).

The proposed development is located within the West End Residential Zone. The proposal has been referred to Council to determine as the design differs from what is required by clause 6.3.8 of the Town Planning Scheme.

The application is supported by the Town's Officers and it is requested that Council approve the application.

Background

Site Description (Attachment 1)

The subject site is generally rectangular in shape, achieves vehicular access via Morgans Street and covers an area of approximately 1012m².

In terms of the Port Hedland Town Planning Scheme No. 5 (TPS5) the subject site is zoned "West End Residential". The permissibility of the proposed "Multiple Dwellings" is an "AA" use.

Proposal (Attachment 2)

In March 2012, the landowner obtained approval for the development of eight (8) "Multiple Dwellings" (phase 1). Access to the approved development is gained from Kingsmill Street.

The applicant is proposing to construct an additional eight (8) "Multiple Dwellings" (phase 2). The proposed development comprises of 4 one bedroom units and 4 two bedroom units and will gain access from Morgans Street.

Consultation

The application was circulated to the following units / organisations:

Internally:

- Manager Technical Services
- Manager Building Services
- Manager Environmental Health Services
- Manager Engineering Services

Externally:

- Department of Environment and Conservation (DEC)
- Department of State Development – Dust Taskforce (DSD)
- Environmental Protection Authority (EPA)
- Department of Health
- Department of Water
- Telstra
- Optus
- Horizon Power
- Water Corporation

The following comments were received:

Water Corporation:

1. The local wastewater components will require a review by the developer's Consulting Engineers the proposed development exceeds the R50 density code, and may require upgrading. Details are to be provided to the Water Corporation at the time of building application together with a water efficiency plan, for assessment and agreement.

Department of State Development:

1. Development within the "West End Residential" zone must comply with the design requirements outlined in Town of Port Hedland Town Planning Scheme Amendment 22;
2. The Town of Port Hedland is ultimately responsible for assessing development applications against the design requirements of Scheme Amendment 22.

Department of Environment & Conservation (DEC):

1. DEC notes that this site is located in the area west of Taplin St which is in an area considered to be sensitive to dust generated by local industrial activities. DEC recommends that the Port Hedland Air Quality and Noise Management Plan be referred to for advice with regards to planning in this area.

The application was advertised for a period of 14 days to adjoining landowners.

No submissions were received.

Statutory Implications

In accordance with the Planning and Development Act 2005, the proposed development is subject to the provisions of the Town of Port Hedland Town Planning Scheme No. 5 (TPS5).

Policy Implications

Nil

Strategic Planning Implications

The following section of the "Pilbara's Port City Growth Plan" is considered relevant to the proposal:

5.7.1 Precinct 1 – West End

Summary of Influences

Noise and dust emissions particularly in proximity to existing developed urban areas.

The following sections of Council's Strategic Community Plan 2012 – 2022 are considered relevant to this proposal:

| | |
|-----|-------------|
| 6.3 | Environment |
|-----|-------------|

| | |
|-------|---------|
| 6.3.1 | Housing |
|-------|---------|

| | |
|--|---|
| | Attract and retain new residents to increase the population to 40,000 by 2025 |
|--|---|

Budget Implications

An application fee of \$5,758.26 has been received as per the prescribed fees approved by Council.

Officer's Comment

Dust Mitigation requirements in the West End Residential Zone

The site is located in the West End Residential zone. Developments located within this zone are required to be designed in order to mitigate the impacts of elevated dust levels experienced within the locality. Section 6.3.9 of TPS5 states:

“Residential development within the West End Residential Zone and within the area bounded by Withnell, McKay and Anderson Streets, and the Esplanade, Port Hedland shall be in accordance with a local planning policy, development plan or design guideline adopted by Council that incorporates building design and performance standards to reduce exposure to dust, and to include but not necessarily be limited to -

- *filtration of incoming air into the building designed to utilise coarse disposable pre-filtration (i.e. G3 or G4 rated) and then a finer filter (i.e. F4 rated);*
- *location of operable windows and doors on the western and southern building facades only;*
- *use of deflection screens on the northern and eastern edges of operable windows;*
- *use of eaves;*
- *orientation of buildings to avoid wind tunneling effects; and*
- *protective screens and porticos at building entrances to reduce the direct impact of wind onto the opening.”*

In the absence of a Council adopted local planning policy, development plan or design guideline, state government stakeholders have expressed concerns regarding suitable design requirements for residential development in the “West End Residential”.

Clause 6.3.9 of the scheme is prescriptive and does not allow for innovative design solutions which are able to achieve the same outcome as intended by the clause. Consequently, legal advice was obtained from Council’s Solicitors and further advice requested from the Department of Planning. As a result of the various advice received, all residential applications within this area are to be accompanied by a report prepared by a suitably qualified Mechanical Engineer, certifying the design of the proposed development will mitigate dust exposure and achieves the same intent as the provision within Clause 6.3.9 of TPS5.

The applicant has submitted a report by C.A. & M.J. Lommers who has confirmed the proposal will mitigate dust and addresses the requirements under the TPS5. This report was forwarded to the relevant stakeholders for comment with no comments being received

Residential Design Codes of Western Australia (R Codes)

A number of variations to the Acceptable Development Standards of the R Codes have been sought and are generally of a minor nature. The proponent has provided justification identifying design consideration and how the performance criterion has been achieved. It is considered the justification provided and the outcome achieved is appropriate for the site and the West End.

Attachments

1. Locality Plan
2. Development Plans
3. Dust mitigation report

Options

Council has the following options when considering the application.

1. Approve the application subject to conditions.

Should Council approve the application, the development will provide a much needed housing resource and help alleviate the housing affordability issues experienced in Port Hedland.

2. Refuse the application.

Refusal of the proposal will require the applicant to reconsider the development proposal. If Council resolves to refuse the application it must give clear reasoning as to its decision.

It is recommended Council supports the application subject to conditions.

201213/305 Officer's Recommendation/ Council Decision

Moved: Cr Carter

Seconded: Cr Dziombak

That Council:

A. Approves the application submitted by Perrine Architecture on behalf of the registered proprietor Miro & Helen Cecich, to construct Eight (8) Additional Multiple Dwellings on Lot 198 (53) Morgans Street, Port Hedland, subject to the following conditions:

1. **This approval relates only to the proposed Eight (8) Additional Multiple Dwellings, as indicated on the approved plans (DRG2012/323/1 - DRG2012/323/6). It does not relate to any other development on this lot;**
2. **If the development referred to in (1) above is not substantially commenced within a period of two years from the date of approval, the approval shall lapse and be of no further effect;**
3. **A minimum of 20 car bays shall be provided as indicated on the approved site plan (DRG2012/323/1) and allocated as follows:**
 - i) **eight residential bays and 1 visitor bay onsite for the previously approved eight multiple dwellings;**

- ii) eight residential bays and 1 visitor bays onsite for the proposed eight additional multiple dwellings; and
 - iii) two visitor bays within the Morgan Street Road Reserve;
4. No parking bays shall be obstructed in any way or used for any other purpose than parking;
 5. Front walls and fences within the primary street setback area shall be no higher than 1.8m measured from natural ground level and be visually permeable above 1.2m;
 6. Fences shall be reduced to no higher than 0.75m from the natural ground level when within 1.5m of where the Vehicle Access Point (driveway) meets a street and where two (2) streets intersect;
 7. Roof mounted or freestanding plant or equipment such as air conditioning units shall be located and / or screened to the satisfaction of the Manager Planning Services;
 8. Alterations or relocations of existing infrastructure within the road reserve shall be carried out and reinstated at the landowner's cost, to the specification and satisfaction of the Manager Technical Services;
 9. The proposed development shall be connected to reticulated mains sewer;
 10. All dust and sand to be contained on site with the use of suitable dust suppression techniques to the satisfaction of the Manager Planning Services;
 11. Walls on the boundary shall be finished or rendered to match where practicable the colours and materials of the affected property to the satisfaction of the Manager Planning Services.

The following conditions are to be cleared by Planning Services prior to any works taking place on the lot:

12. Prior to the commencement of any works, the landowner shall submit civil engineering drawings for approval by the Manager Planning Services for the two (2) off site car parking bays within the Morgans Street road reserves, to be constructed to the satisfaction of the Manager Technical Services at the expense of the landowner;

13. Prior to the commencement of works, the developer shall indemnify the Town for any works in the Road Reserve, against any damage that may occur as a result of construction or ongoing maintenance. The developer shall take out Public Liability Insurance in the amount of \$10 million for all works within the Road Reserve area for the construction phase and the maintenance period referred to in Condition 19 (nineteen) below. Evidence of the Public Liability Insurance Policy from a reputable insurer shall be provided to the Manager Planning Services prior to the commencement of works;
14. Prior to the commencement of any works, the landowner shall prepare a notification under section 70A of the Transfer of Land Act 1893, in a form acceptable to the Town, to be lodged with the Registrar of Titles for endorsement on the Certificate of Title for the subject lot. This notification shall be sufficient to alert prospective landowners or occupiers of the following:
 - a) This lot is located in an area likely to be subject to inundation and flooding from rising sea levels, tidal storm surges and/or catchment flooding over the next 100 years;
 - b) This land is located within an area identified as being impacted on or affected by dust from Port activities. The Department of Health advises that children, the elderly and people with pre-existing respiratory and cardiovascular health conditions or predisposed to the same should not reside on this land other than on a temporary basis as they are at increased risk of worsening or developing respiratory and/or cardiovascular related health conditions. Further information can be obtained from the Department of Health;
15. Prior to the commencement of any works a detailed landscaping and reticulation plan including any street verge, shall be submitted and approved by the Manager Planning Services. The plan shall include location, species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001;
16. Prior to the commencement of any works, a "Refuse Collection Strategy / Management Plan" shall be submitted and approved by the Manager Planning Services. The approved "Refuse Collection Strategy / Management Plan" shall be implemented to the satisfaction of the Manager Planning Services;

17. Prior to the commencement of any works, a “Stormwater Management Plan” shall be submitted and approved by the Manager Planning Services. All stormwater disposal shall be accordance with the approved stormwater management plan;
18. Prior to the commencement of any works, an “Erosion and Sediment Control Plan” shall be submitted and approved by the Manager Planning Services;
19. Prior to the commencement of any works, a “Construction Site Management Plan” shall be submitted and approved by the Manager Planning Services. The “Construction Site Management Plan” shall indicate how it is proposed to manage the following during construction:
 - a) The delivery of materials and equipment to the site;
 - b) The storage of materials and equipment on the site;
 - c) The parking arrangements for the contractors and subcontractors;
 - d) Impact on traffic movement;
 - e) Operation times including delivery of materials;
 - f) Dust and sand shall be contained on site with the use of suitable dust suppression techniques; and
 - g) Other matters likely to impact on the surrounding residents / businesses.

Conditions to be cleared by Planning Services prior to the occupation of the development:

20. Prior to the occupation of the development the landowner shall enter into a binding agreement with Council to maintain the proposed car parking bay and proposed landscaping in the Morgans Street verge for a period of two years to the satisfaction of the Manager Planning Services;
21. Prior to the occupation of the development landscaping and reticulation shall be established with the use of mature trees and shrubs in accordance with the approved plan and thereafter maintained to the satisfaction of the Manager Planning Services (Refer to advice note 4);
22. Prior to the occupation of the development, lighting shall be installed along all driveway(s), access way(s), parking area(s), turning area(s) and pedestrian pathways by the landowner. Design and construction standards shall be in accordance with relevant Australian Standards to the satisfaction of the Manager Planning Services;

23. Prior to the occupation of the development, access way(s), parking area(s), turning area(s) shall be constructed, kerbed, formed, graded, drained, line marked and finished with a sealed or paved surface by the landowner in accordance with Town Planning Scheme No. 5 and Australian Standards, to the satisfaction of the Manager Planning Services;
24. Prior to the occupation of the development the driveways and crossover shall be designed and constructed in accordance with Council's Crossover Policy 9/005, and approved by the Manager Planning Services.

ADVICE NOTES:

1. In terms of the Port Hedland Town Planning Scheme No 5, "Multiple Dwelling" is defined as follows:

"Multiple Dwelling,

a dwelling in a group of more than one where any part of a dwelling is vertically above part of any other."
2. You are reminded this is a Planning Approval only and does not obviate the responsibility of the landowner to comply with all relevant building, health and engineering requirements;
3. The Water Corporation wishes to advise, the local wastewater components will require a review by the developer's Consulting Engineer as the proposed development exceeds the R50 density code, and may require upgrading. Details are to be provided to the Water Corporation at the time of building application together with a water efficiency plan, for assessment and agreement;
4. In the absence of a clear definition of "mature trees and shrubs" within the Port Hedland Town Planning Scheme, No.5, for the purpose of this approval "mature trees and shrubs" shall mean trees of no less than 2m in height and shrubs of no less than 0.5m in height;
5. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of Manager Planning Services;
6. The development must comply with the *Environmental Protection (Noise) Regulations 1997* at all times;

7. The landowner shall comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval;
8. To clear any conditions kindly contact the Towns Compliance Officer on (08) 9158 9300. Please note it may take up to 28 days to clear conditions.

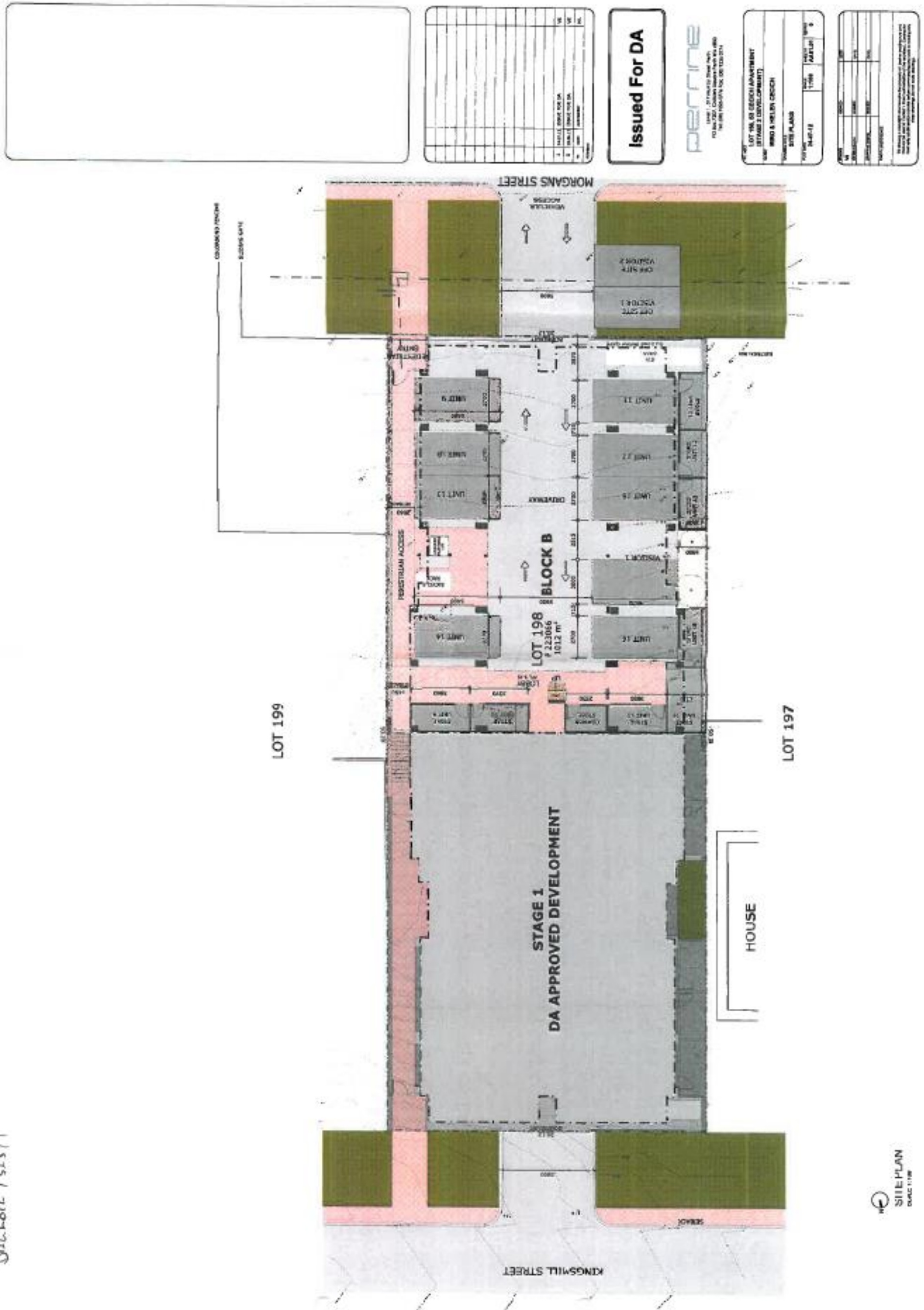
CARRIED 8/1

ATTACHMENT 1 TO ITEM 11.1.2



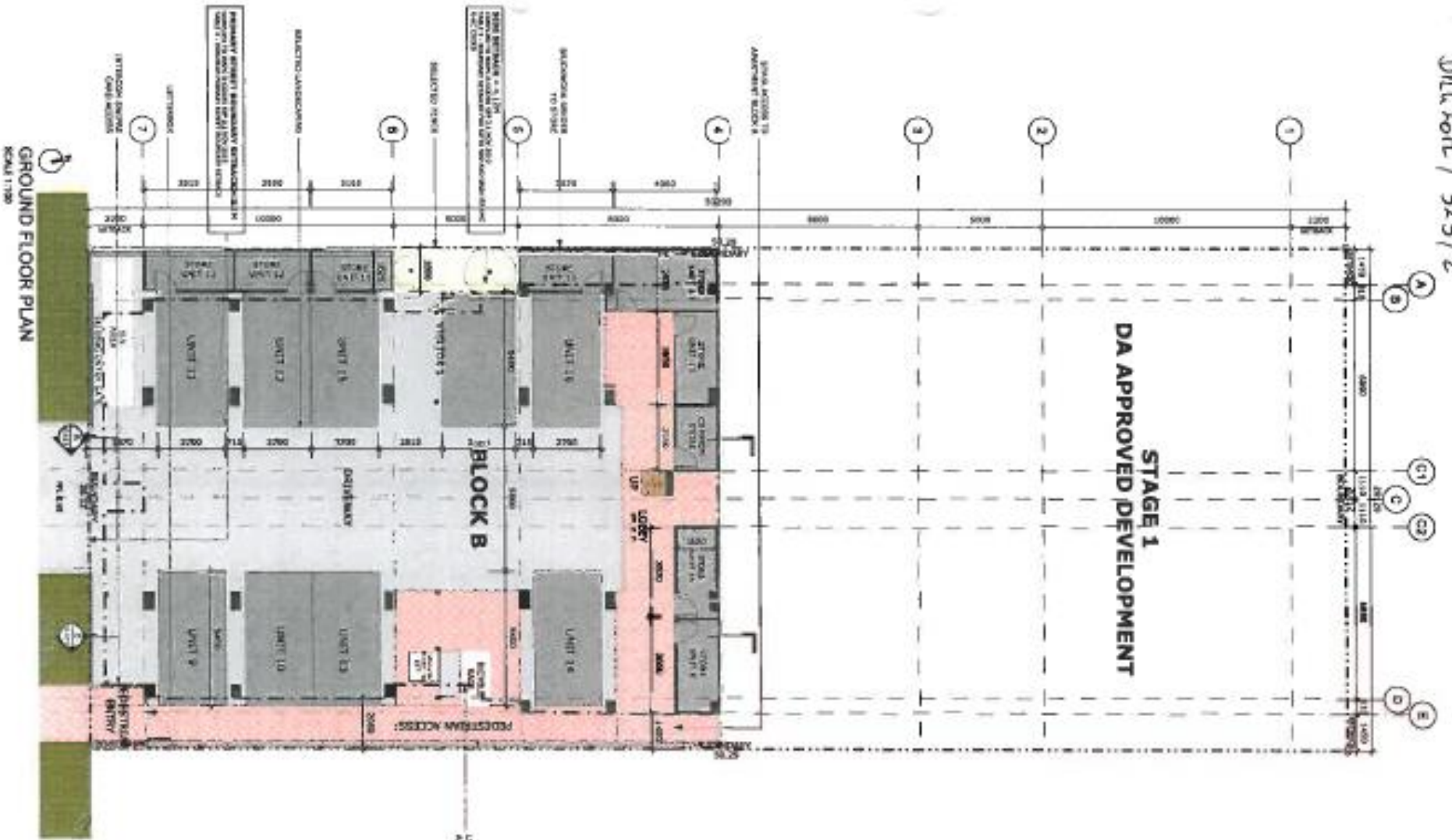
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Dallan / 323 / 1



SITE PLAN
DATE: 1/1/13

DLR 2012 / 323 / 2



DEVELOPMENT ANALYSIS UNDER MARRIC R-CODING SHIP A.1.1 NOV 2010

PLANNED AREA

| | |
|---|----------------|
| BLOCK A (STAGE 1 DA APPROVED DEVELOPMENT) | 507 SQ. M. |
| 2 BEDROOMS | 4 UNITS |
| 1 BEDROOM | 4 UNITS |
| BLOCK B | |
| 5 BEDROOMS | 5 UNITS |
| 4 BEDROOMS | 4 UNITS |
| 3 BEDROOMS | 4 UNITS |
| 2 BEDROOMS | 4 UNITS |
| 1 BEDROOM | 4 UNITS |
| TOTAL | 2072 M. |

DEVELOPMENT ANALYSIS UNDER MARRIC R-CODING SHIP A.1.1 NOV 2010

PLANNED AREA

| | |
|---|----------------|
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| 1 BEDROOM | 4 UNITS |
| TOTAL | 2072 M. |

DEVELOPMENT ANALYSIS UNDER MARRIC R-CODING SHIP A.1.1 NOV 2010

PLANNED AREA

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|---|----------------|
| BLOCK A (STAGE 1 DA APPROVED DEVELOPMENT) | 507 SQ. M. |
| 2 BEDROOMS | 4 UNITS |
| 1 BEDROOM | 4 UNITS |
| BLOCK B | |
| 5 BEDROOMS | 5 UNITS |
| 4 BEDROOMS | 4 UNITS |
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| 2 BEDROOMS | 4 UNITS |
| 1 BEDROOM | 4 UNITS |
| TOTAL | 2072 M. |

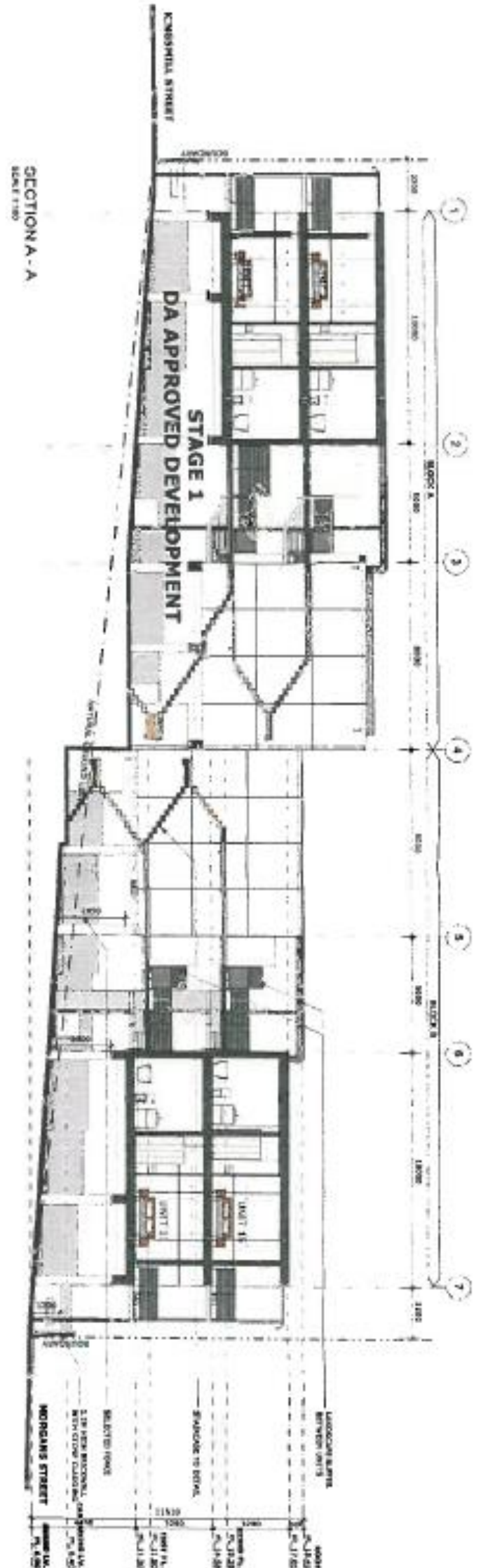
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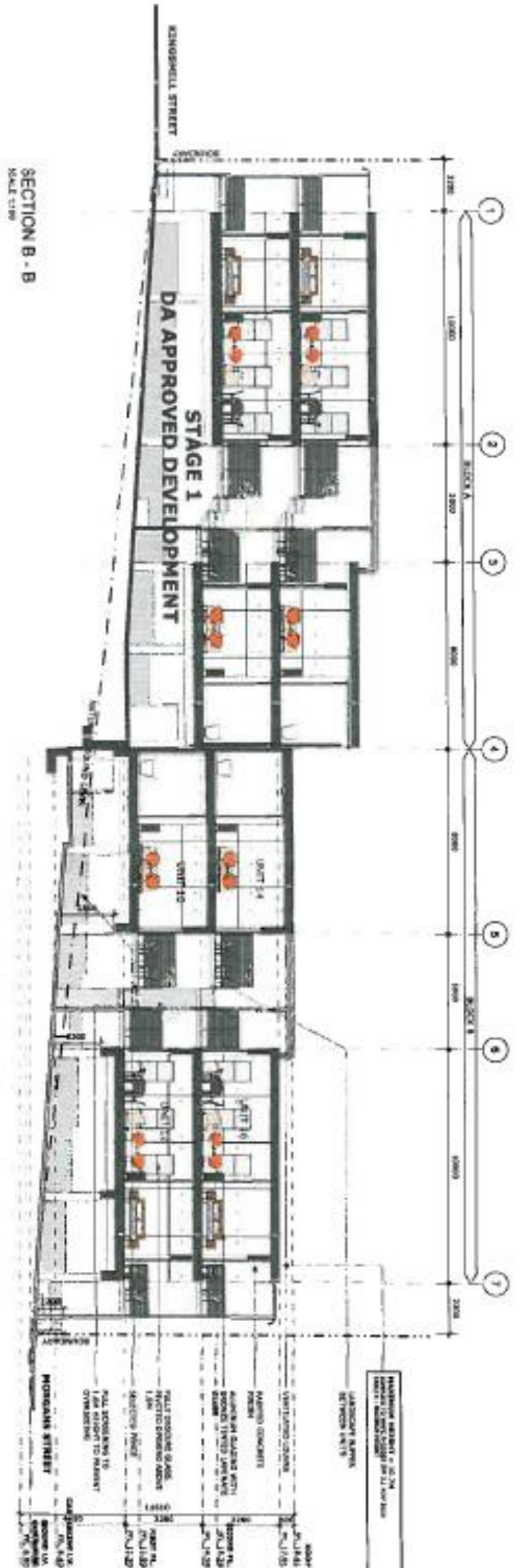
LOT 104 OF GEORGIAN SETTLEMENT
STAGES 1 & 2 DEVELOPMENT
SHIP B - PHASE 1 DEVELOPMENT
FLOOR PLAN
 DATE: 11/11/12
 DRAWN BY: [Name]
 CHECKED BY: [Name]

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Dillon / 5/25/4



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| <p>PERFORMANCE</p> <p>Lot 18, St Leonards/Manlyvale Stage 1 (S1) (S2) (S3) (S4) (S5) (S6) (S7) (S8) (S9) (S10) (S11) (S12) (S13) (S14) (S15) (S16) (S17) (S18) (S19) (S20) (S21) (S22) (S23) (S24) (S25) (S26) (S27) (S28) (S29) (S30) (S31) (S32) (S33) (S34) (S35) (S36) (S37) (S38) (S39) (S40) (S41) (S42) (S43) (S44) (S45) (S46) (S47) (S48) (S49) (S50) (S51) (S52) (S53) (S54) (S55) (S56) (S57) (S58) (S59) (S60) (S61) (S62) (S63) (S64) (S65) (S66) (S67) (S68) (S69) (S70) (S71) (S72) (S73) (S74) (S75) (S76) (S77) (S78) (S79) (S80) (S81) (S82) (S83) (S84) (S85) (S86) (S87) (S88) (S89) (S90) (S91) (S92) (S93) (S94) (S95) (S96) (S97) (S98) (S99) (S100)</p> | | | |
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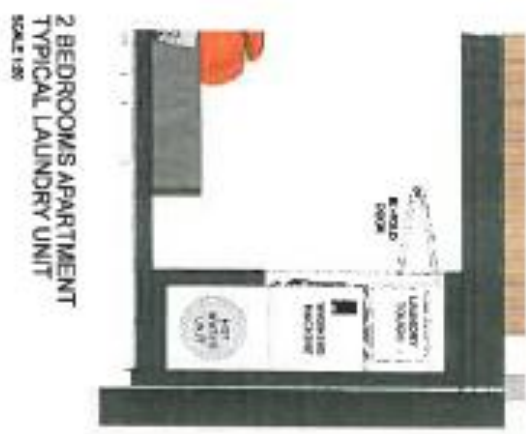
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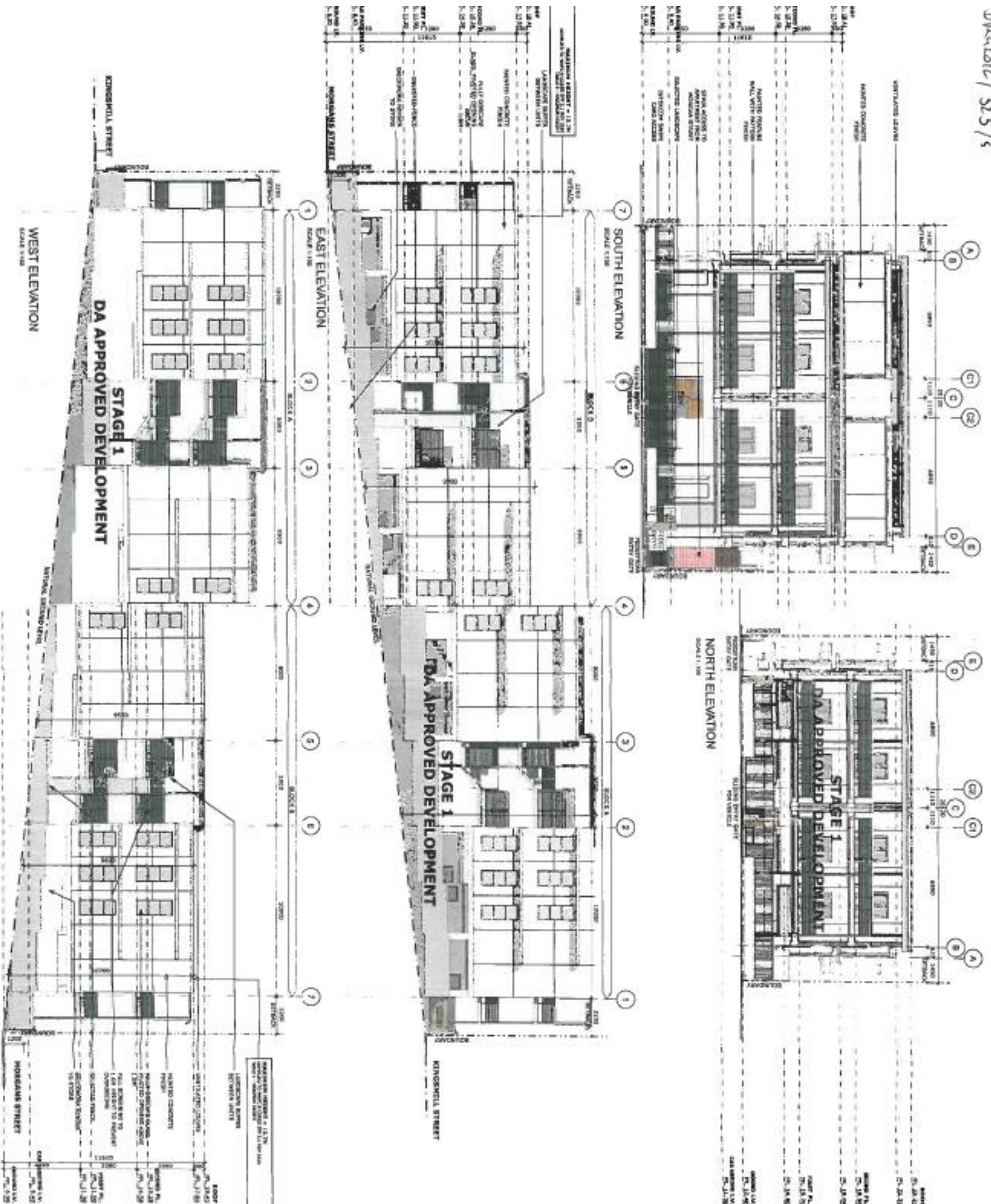
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perline
 Unit 1, 37 Fanning Street
 PO Box 1201, Christchurch North 8141
 Tel: 03 379 0000 Fax: 03 379 0001

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| LOT 106, 33 CEDAR AVENUE | |
| STREET FRONT (EAST) | |
| MIND & HELEN CEDICH | |
| INTERNAL ELEVATIONS | |
| DATE: | 1997 |
| SCALE: | AS SHOWN |
| BY: | PERLINE |
| CHKD.: | PERLINE |

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| 4 | 27.03.13 | REVISED TO REFLECT COMMENTS |

PERRINE
 Land & Property Services
 100-102, COOKS QUAY, AUCKLAND
 TEL: 09 308 9000 FAX: 09 308 9001
 WWW.PERRINE.CO.NZ

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| 4 | 27.03.13 | REVISED TO REFLECT COMMENTS |

ATTACHMENT 3 TO ITEM 11.1.2

C.A. & M.J. LOMMERS PTY LTD

Suite 10, 1321 Hay Street • WEST PERTH • W.A. • 6005
Phone: (08) 9466 7900
Email: admin@lommers.com.au
Trading for the LOMMERS FAMILY TRUST

Energy (ESD), Mechanical, Refrigeration &
Fire Safety Services Consulting Engineers
ABN 76 349 760 785
ACN 053 135 318

Date: 29 January 2013

PERRINE

PO Box 7207
CLOISTERS SQ WA 6850

Attention Mr. G. O'Neill

Dear Sir,

**PROJECT: PROPOSED APARTMENT DEVELOPMENT
53 (LOT 198) MORGANS STREET, PORT HEDLAND
RE: DUST MANAGEMENT ASSESSMENT REPORT**

Further to your instructions we have prepared an assessment of the dust mitigation features present in the proposed building design and subsequent dust management assessment report for the proposed apartment development located at 53 Morgans Street in Port Hedland.

The report has been prepared for and on behalf of the project architects, Perrine Group.

1. DEVELOPMENT LOCATION:

The proposed development is located within the "West End" precinct of Port Hedland, which is an area bound by Amendment 22 to the Town Planning Scheme No. 5.

As a result it is required to be designed in accordance with specific requirements of the Town Planning Scheme for the area.



Figure 1 – Development Location Plan

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ACN 053 135 318 • ABN 76 349 760 785

2. PROJECT BACKGROUND:

The building has been documented to be constructed in two (2) stages, with the first being given provisional planning approval prior to the official inception of the Amendment 22 to the Town Planning Scheme No. 5.

This report will provide comment as to where the building achieves the requirements of the town planning scheme amendment, and where non-compliant give recommendations to improve the dust mitigation features of the building.

It should be noted however it may not be practical to conclusively achieve all aspects of the town planning scheme amendment with the previously approved "Stage 1" building design.

3. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22:

The building generally achieves compliance with the policy objectives of the Town of Port Hedland Town Planning Scheme No. 5 Amendment 22.

Building Openings Orientation

Legislative Requirement – Location of operable windows and doors on the Western and Southern facades only, and the use of deflection screens on the northern and eastern edges of operable windows.

Performance Objective – Number of openings shall be minimised and generally limited to walls on the leeward side of the prevailing winds for Port Hedland and protected accordingly to reduce the direct ingress of dust into the building.

The proposed development has been designed with features and openings limited to the walls on the leeward side of the building, with treatment provided to balcony access doors located in the northern facade, and generally achieves the performance objective.

The following features have been provided to achieve compliance with this requirement;

- No window openings have been documented in the eastern facade of the building.

Note: Eastern windows to Stage 2 level 2 marked Pivoted above 1.8m – These must not be open-able to achieve compliance.

- Documented balcony/courtyard access doors in the northern façade are provided with self-closers to ensure doors remain closed when not in use.

Note, as these doors have been documented as part of the "Stage 1" development and it is considered impractical to redesign this area without considerable building change. It is expected the doors will be used to intermittently access the private balconies; it is not expected the doors will be used for extended period of time and as such it is considered acceptable to provide self-closers to in lieu of permanent external protection to the doors.

Furthermore, the doors have been documented with cyclone rated protective security screens.

- Access door openings in the southern façade of the building have been documented with protection on the eastern side, via adjacent screening and structure, and protective security screens.

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22: (Cont.)

- Openings in the western façade of the building have been documented with reveals to the northern edge of the façade to achieve compliance with the legislative requirement.
- Documented access doors and operable windows in the common access-way to the core of the building are provided with extensive overhead roofing (portico) provisions protect them from direct dust deposition and the impact of prevailing winds. (Refer following section "Entrances to Sole Occupancy Units and the Building")

Screening provided at eastern and western ends of this common access way have been provided to reduce wind-tunnelling effects that may occur through this area.

Entrances to Sole Occupancy Units and the Building

Legislative Requirement – *Protective screens and porticos at building entrances to reduce the direct impact of wind onto the opening.*

Performance Objective – *Entrances into the building shall be protected accordingly to reduce the direct ingress of dust into the building.*

The following features have been provided to achieve compliance with this requirement;

- Entrances to the apartments provided via a protected walkway between the two apartment block developments to reduce the impact of direct wind currents and associated ingress of dust.

This achieves the legislative requirement of this clause.

Development Orientation

Legislative Requirement – *Orienting buildings to avoid wind tunnelling effect*

Performance Objective – *building design should be structured such that wind tunnelling effects from long corridors and the likes are minimised.*

The following features have been provided to achieve compliance with this requirement;

- Whilst the building is designed with all entrances to apartments accessible from a common corridor, the corridor is protected from wind tunnelling effects due to the provision of louvered protective screens to the eastern and western extents of the common access way

This achieves the legislative requirement of this clause.

Pitch of Roofs

Legislative Requirement – *use of eaves.*

Performance Objective – *Rooves shall be designed in a manner to minimise the build-up of dust.*

The proposed development has been designed with features to reduce the build-up of dust on the roof of the building, and generally achieves the performance objective.

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22: (Cont.)

The following features have been provided to achieve compliance with this requirement;

- Roof pitching features requiring assessment in accordance with this clause have been documented to the northern and southern balcony facades of the development. Generally the main roof of the building has been documented with parapet walls.

The balcony overhangs have been provided with eaves in accordance with the legislative requirement which shall be horizontally lined to the underside to reduce static stagnation of wind currents rising over the building.

- The building is intended to form part of a high density area development. It is expected that other similar buildings will be effective to create a building boundary layer that could further reduce the direct air-flow onto the building.

Due to the high density nature of the development, it is considered a high pitched roof is impractical and not necessary to achieve the requirements of this performance objective.

Filtered Air Conditioning System

Legislative Requirement – *filtration of incoming air into the building designed to utilise coarse disposable pre-filtration and then a finer filter.*

Performance Objective – *Habitable buildings are provided with Filtered Air Conditioning system and have management systems in place to ensure appropriate levels of maintenance.*

The proposed development has not been documented with air-conditioning systems of any type.

It is therefore considered that should only wall-split type air-conditioning (and similar non-ducted packaged type air-conditioning units) be installed in the building, the building will not require treatment in accordance with the requirements of this clause.

Should fully ducted air-conditioning be provided to the development, fresh air provisions serving the equipment shall be provided with filtration systems in accordance with the requirements of the this clause.

Ancillary Features

Performance Objective – *Ancillary facilities such as car parking bays, outdoor living area and clothes drying facilities are to be designed/located in a manner so as to minimise adverse impacts resulting from elevated dust levels.*

The proposed development has been designed with ancillary features to enable occupants to minimise their exposure to elevated dust levels, and generally achieves the performance objective.

The following features have been provided to achieve compliance with this requirement;

- Covered outdoor areas have been provided to all units to enable clothes drying in acceptable areas.
- Covered parking bays for all apartments have been provided to the southern portion of the lot.

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22: (Cont.)

- Generally, outdoor living spaces have been provided to the common protected access way area or southern façade balconies of the building.

Whilst northern apartments of the development have outdoor living spaces to the north of the building, alternative living spaces have been provided within the common protected access way area.

3. CONCLUSION:

On the condition that the provisions noted in section 2 of this letter are implemented during the construction of the project we conclude that the requirements and intent of Town Planning Scheme No. 5—Amendment No. 22 clause (3)(iv) item 6.3.9 have been satisfied.

It is also concluded that this report forms a suitable "dust management plan" in conjunction with the project drawings to the satisfaction of the planning scheme.

4. ASSUMPTIONS AND LIMITATIONS:

Any alterations to the design that result in the assumptions becoming invalid should result in a new dust management assessment.

Assumptions

The following assumptions have been made in the report:

- All areas of the development, not addressed in this report are designed to comply with the Deemed-to-Satisfy provisions of other town planning requirements, R-Codes and NCC/BCA, unless otherwise noted and agreed by the authorities as not having an impact on the energy usage of the proposed design.
- All installations will be fully maintained in accordance the relevant Australian Standards.

Limitations

The following limitations apply to the dust management analysis performed. Any change in the limitations may alter the final design solution and hence should be referred to a suitably qualified engineer for review prior to altering the design.

- The Deemed-to-Satisfy provisions of other town planning requirements, R-Codes and NCC/BCA are to be addressed by the relevant building surveyor and reported in separate documentation where appropriate.
- If the development is to change in the future the building may have to be re-classified and re-addressed.

Comments and assessment made in this report apply ONLY to the revisions of the project drawings as noted below.

C.A. & M.J. LOMMERS PTY LTD

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4. ASSUMPTIONS AND LIMITATIONS: (Cont.)

Any changes to the assessed material will require further review to confirm their compliance with the Town Planning Scheme.

Stage 1 Drawings

| | |
|------------------|--|
| ■ Drawing A01.02 | Rev 1 - Demolition and Earthworks Plan |
| ■ Drawing A02.01 | Rev 1 - Floor Plans |
| ■ Drawing A02.02 | Rev 1 - Floor Plans |
| ■ Drawing A03.01 | Rev 1 - Elevations |
| ■ Drawing A03.02 | Rev 1 - Elevations |
| ■ Drawing A04.01 | Rev 1 - Sections |
| ■ Drawing A04.02 | Rev 1 - Sections |
| ■ Drawing A04.03 | Rev 1 - Sections |

Stage 2 Drawings

| | |
|-------------------|--------------------------|
| ■ Drawing AA01.03 | Rev 1 - Landscaping Plan |
| ■ Drawing AA02.01 | Rev 1 - Floor Plans |
| ■ Drawing AA02.02 | Rev 1 - Floor Plans |

We trust the information provided meets your approval.
Please do not hesitate to contact our office if you have any queries.

Yours faithfully,

C.A. & M.J. LOMMERS PTY LTD



M.D. Lommers
Mechanical & Fire Safety Engineer

B.Eng (Mech), M.I.E.Aust, M.A.I.R.A.H.,
Grad. Cert. Performance Based Building & Fire Codes
Grad. Dip. Building Fire Safety & Risk Engineering



LEGEND

- PRECAST CONCRETE COLUMN WITH FINISH
- PRECAST CONCRETE WALL WITH FINISH
- PRECAST CONCRETE SLAB WITH FINISH
- LIGHTWEIGHT CONCRETE WITH FINISH
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| 2 | ISSUED FOR CONSULTATION | 15/03/13 |
| 3 | ISSUED FOR CONSULTATION | 15/03/13 |

PERLINE

Level 1, 1111 Macquarie Street, North Sydney, NSW 1585
 PO Box 220, Cherry Bay NSW 1586
 Tel: (02) 9389 2222 Fax: (02) 9389 2223

LOT 118, GEOSCH APARTMENT
 STAGE 1 DEVELOPMENT
 WINDO & HELEN GEOSCH
 ARCHITECTS

FLOOR PLANS

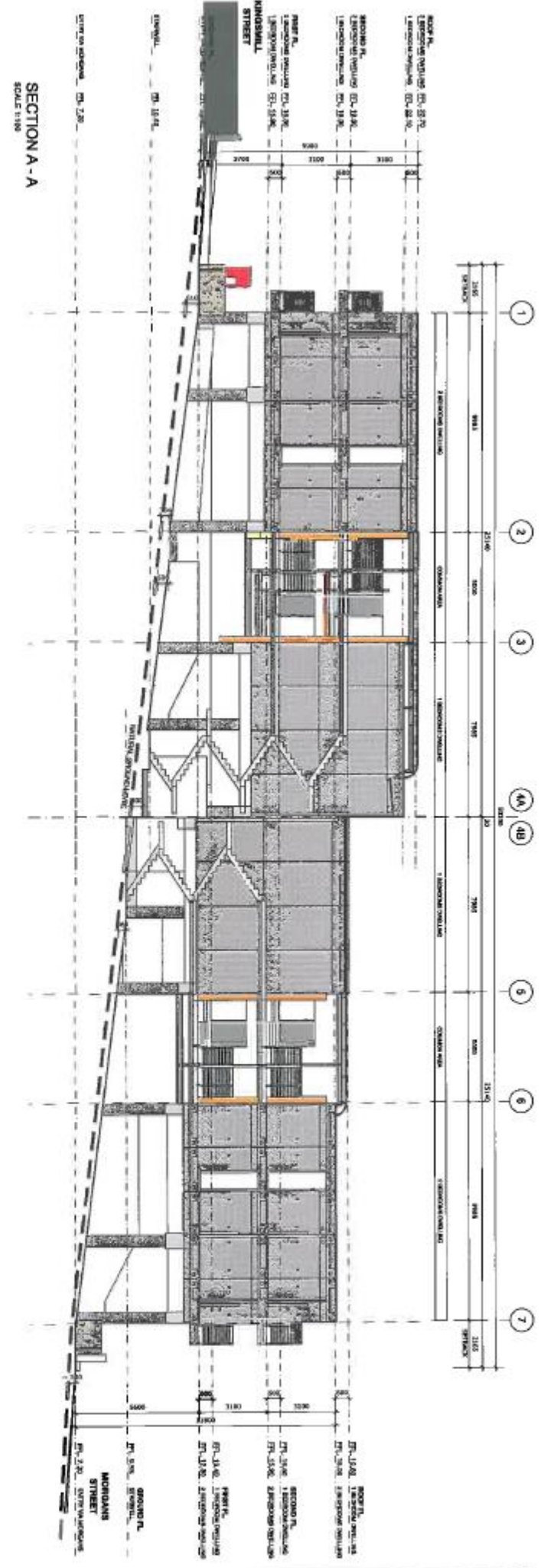
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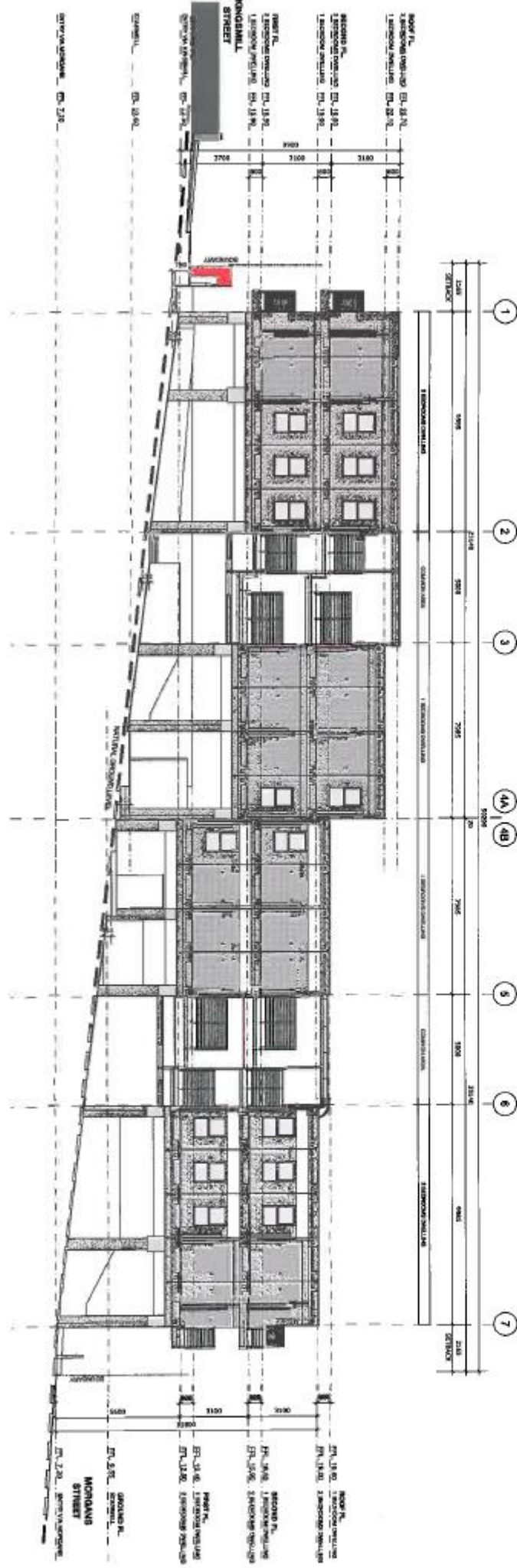
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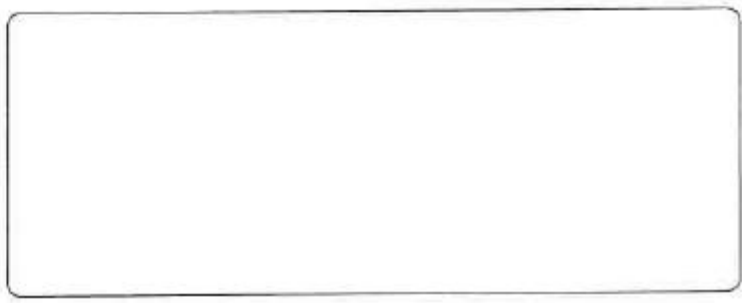
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SECTION B - B
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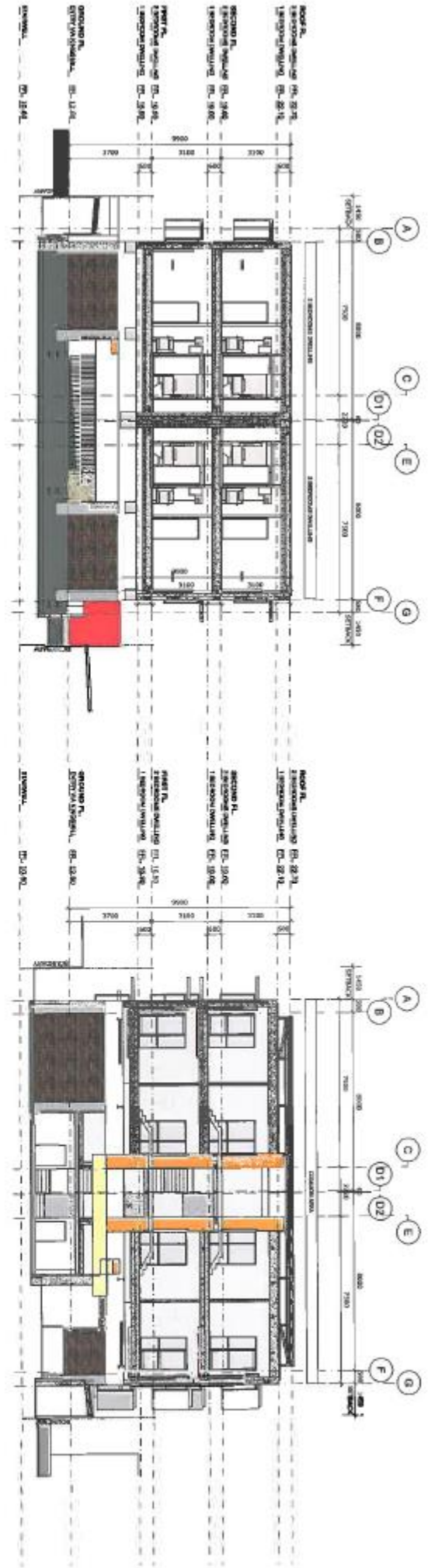
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Level 1, 37144 Sturtway
PO Box 750, Clarendon Street, Melbourne, VIC 3207
Tel: 03 9594 1111 Fax: 03 9594 1112

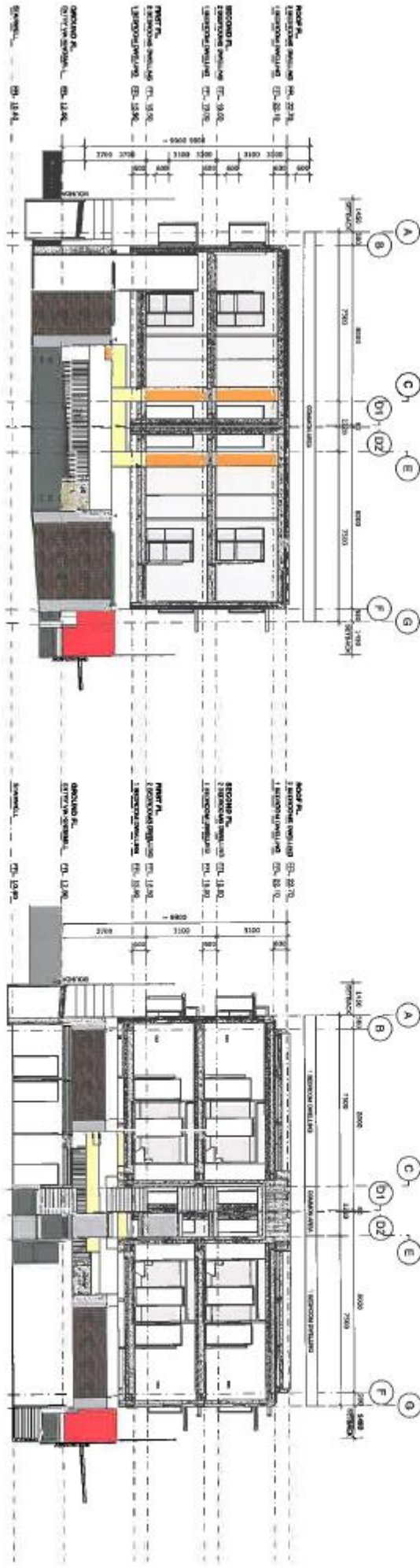
LOT 148 SPECIAL APARTMENT
STAGE 1 DEVELOPMENT
MIND & HELEN DESIGN
SECTION
DATE: 11-11-12
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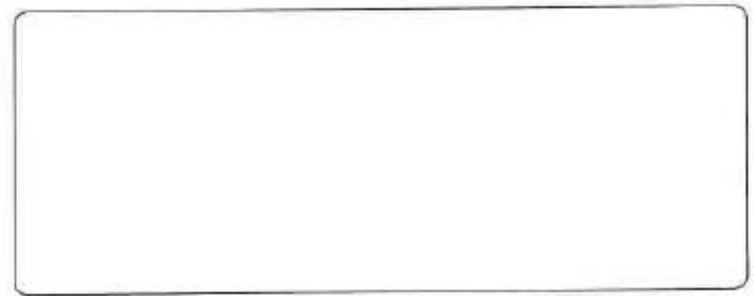
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SECTION F - F
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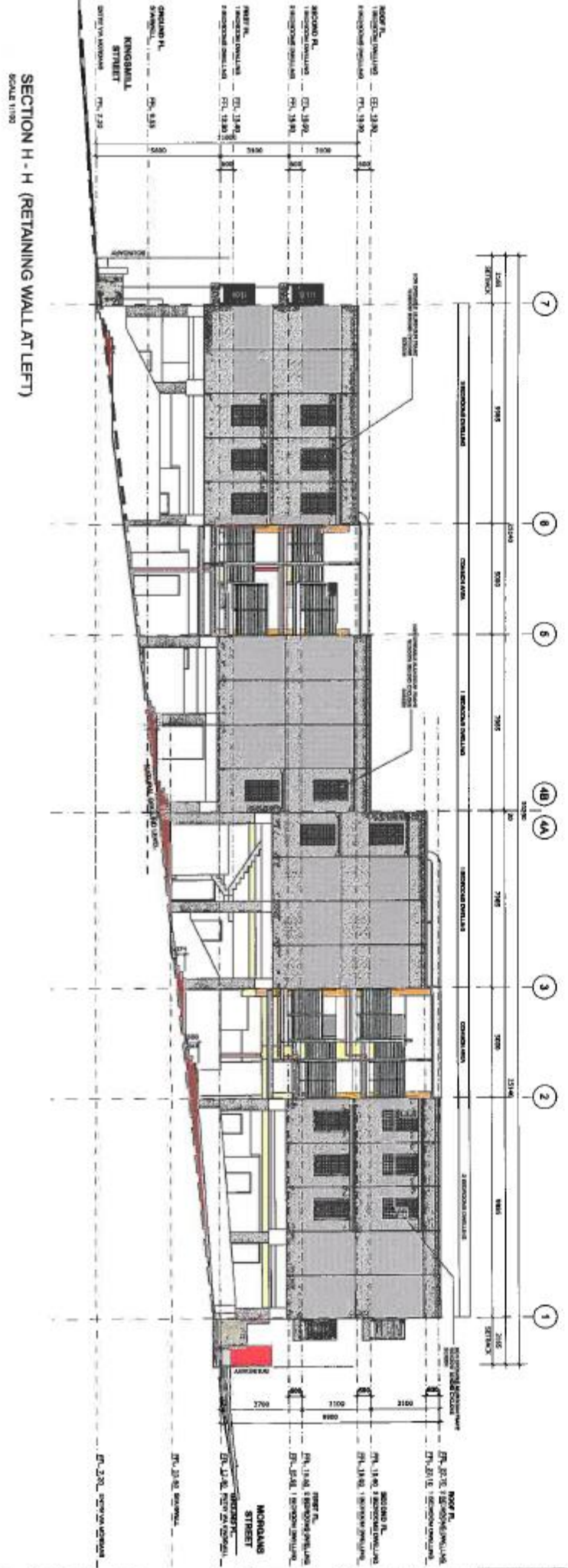
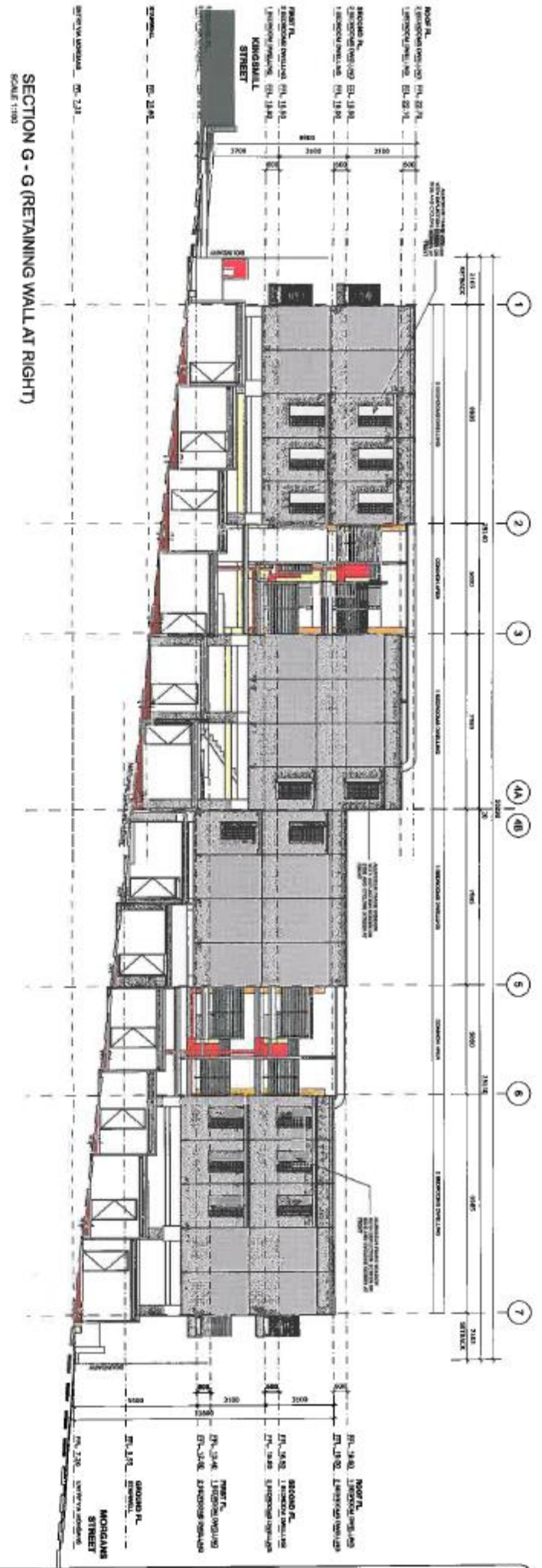
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LEGEND

NON CONCRETE RETAINING WALL ON SIDE

CONCRETE

| NO. | DESCRIPTION | DATE | BY |
|-----|---------------------------|------|----|
| 1 | ISSUED FOR DA (Earthwork) | | |

Issued For DA (Earthwork)

perline

Level 1, 111 Macquarie Street
 PO Box 1000, Sydney NSW 1580
 Tel: 02 9231 2277 Fax: 02 9231 0774
 www.perline.com.au

LET FOR CLIENT MANAGEMENT

STAGE 1 DEVELOPMENT

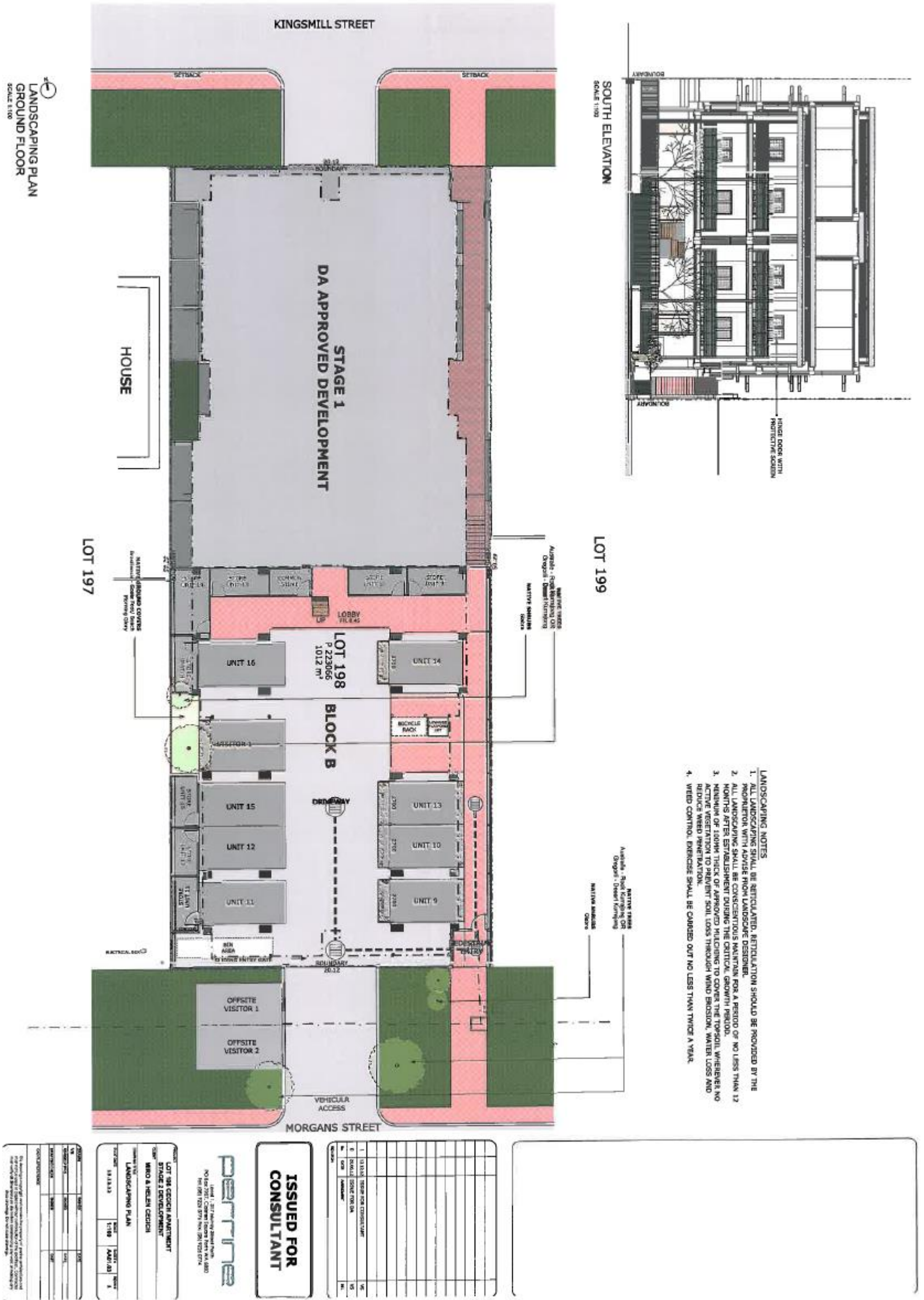
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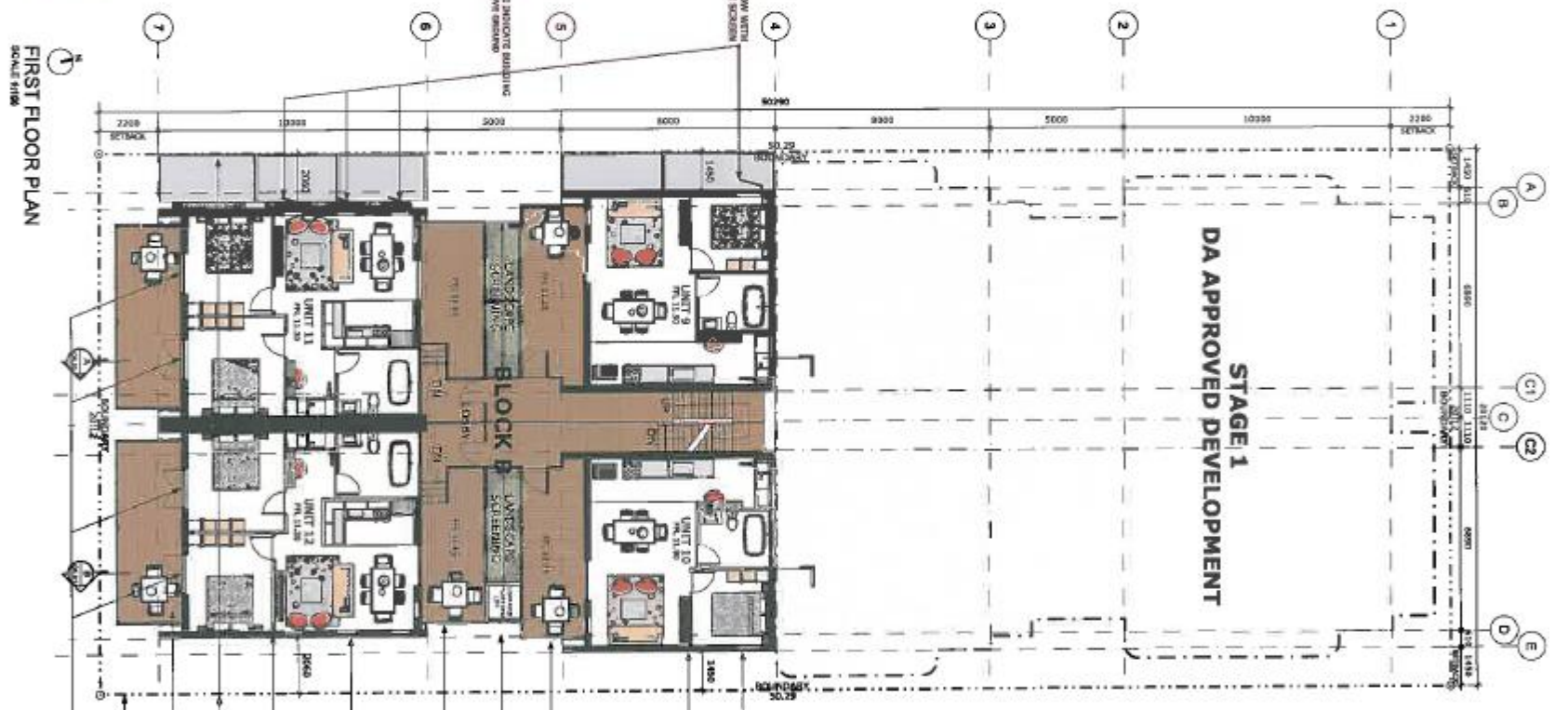
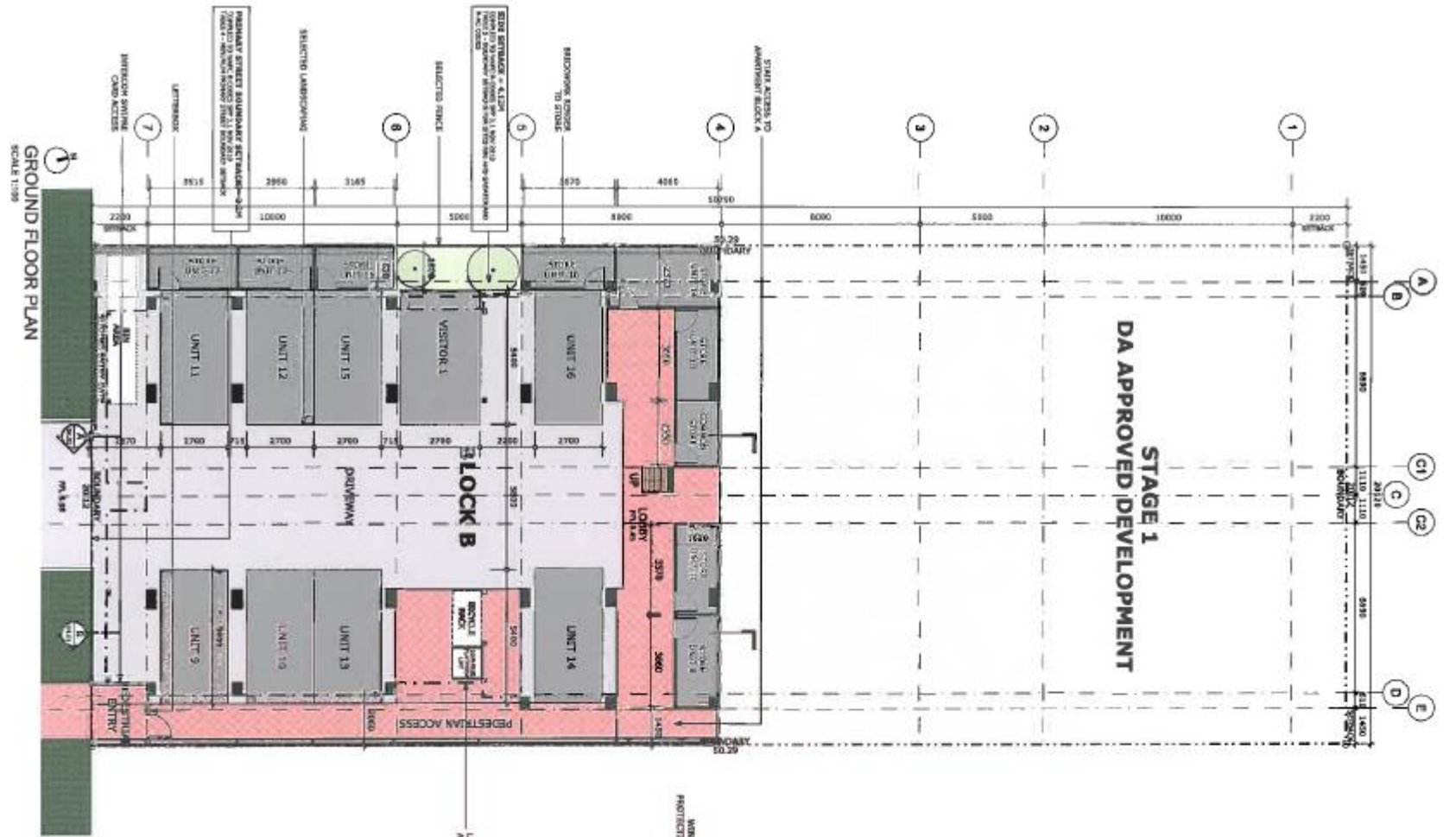
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DEVELOPMENT ANALYSIS UNDER WANC R-CODES 99P & 1 NOV 2010

| FLOOR AREA | 1.1A (APPROVED DEVELOPMENT) | 1.1B (APPROVED DEVELOPMENT) |
|-----------------------------|-----------------------------|-----------------------------|
| 1.1A (APPROVED DEVELOPMENT) | 400 SQ.M | |
| 1.1B (APPROVED DEVELOPMENT) | | 400 SQ.M |
| TOTAL | 800 SQ.M | 800 SQ.M |

ON-SITE PARKING

| ACTUAL (NOT ALTD) | ALLOWABLE (NOT ALTD) |
|-----------------------------|-----------------------------|
| 1.1A (APPROVED DEVELOPMENT) | 1.1A (APPROVED DEVELOPMENT) |
| 1.1B (APPROVED DEVELOPMENT) | 1.1B (APPROVED DEVELOPMENT) |
| TOTAL | TOTAL |

NOTE: 1.1A & 1.1B ARE SUBJECT TO THE WANC R-CODES 99P & 1 NOV 2010. THE WANC R-CODES 99P & 1 NOV 2010 REQUIRE THAT THE DEVELOPMENT BE SUBJECT TO THE WANC R-CODES 99P & 1 NOV 2010.

ISSUED FOR CONSULTANT

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13/12/13

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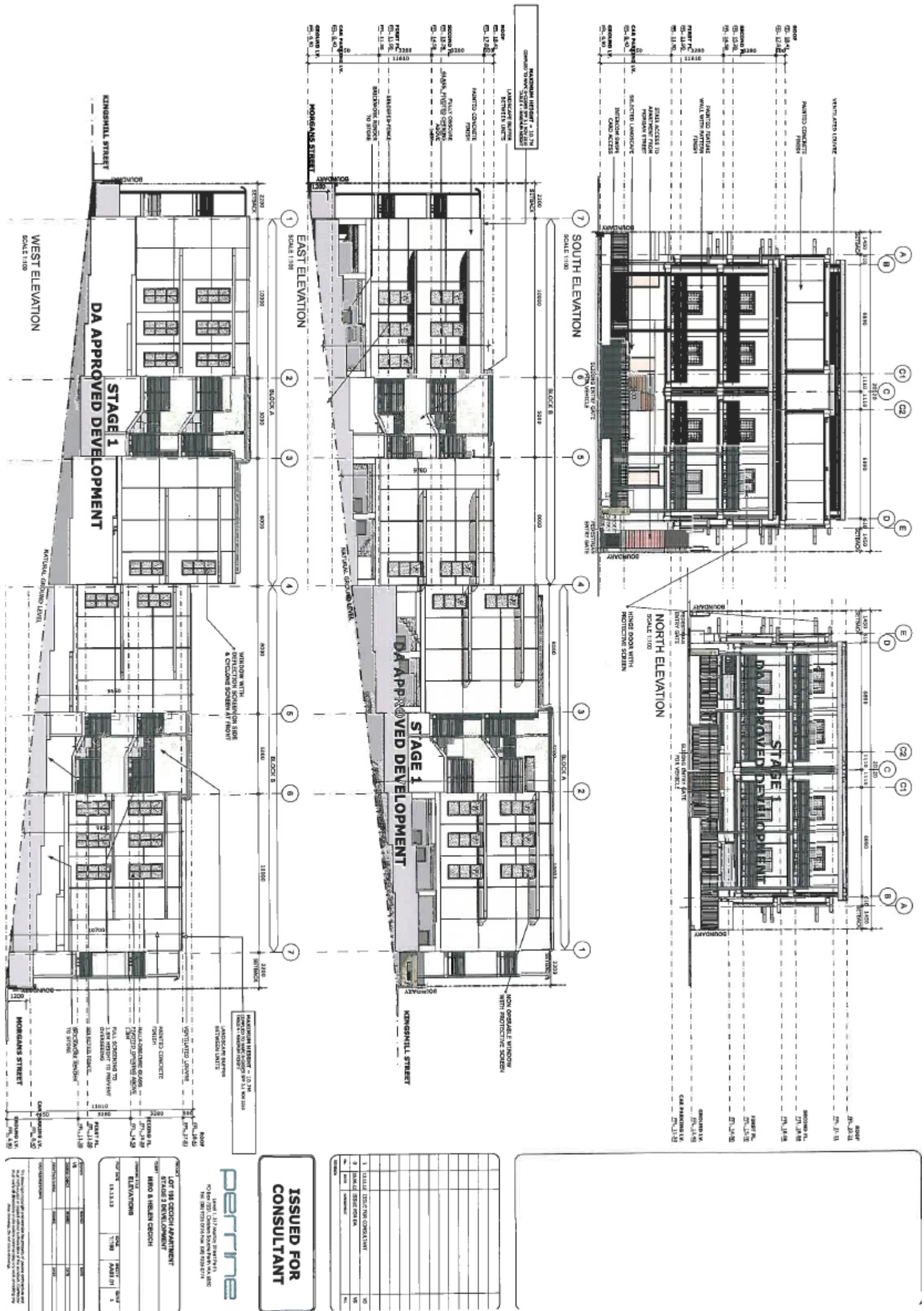
CONSULTANT'S REPORT

STAGE 1 DEVELOPMENT

FLOOR PLANS

13/12/13

13/12/13



11.1.3 Proposed Eight (8) Multiple Dwellings on Lot 212 (25) Morgans Street, Port Hedland (File No.: 124150G)

| | |
|--|--|
| Officer | Ryan Djanegara Senior Statutory Planner |
| Date of Report | 6 March 2013 |
| Application No. | 2012/324 |
| Disclosure of Interest by Officer | Nil |

Summary

The Town received an application from Perrine Architecture on behalf of the registered landowner Miro & Helen Cecich, to construct eight (8) multiple dwellings on Lot 212 (25) Morgans Street, Port Hedland (subject site).

The proposed development is located within the West End Residential Zone. The proposal has been referred to Council to determine as the design differs from what is required by clause 6.3.8 of the Town Planning Scheme.

The application is supported the Town's Officers, and requests that Council approve the application.

Background*Site Description (Attachment 1)*

The subject site is generally rectangular in shape, achieves vehicular access via Morgans Street and covers an area of approximately 506m².

In terms of the Port Hedland Town Planning Scheme No. 5 (TPS5) the subject site is zoned "West End Residential". The permissibility of the proposed "Multiple Dwellings" is an "AA" use.

Proposal (Attachment 2)

The applicant is proposing to construct eight (8) single bedroom "Multiple Dwellings".

Consultation

The application was circulated to the following units / organisations:

Internally:

- Manager Technical Services
- Manager Building Services
- Manager Environmental Health Services

- Manager Engineering Services

Externally:

-
- Department of Environment and Conservation (DEC)
- Department of State Development – Dust Taskforce (DSD)
- Environmental Protection Authority (EPA)
- Department of Health
- Department of Water
- Telstra
- Optus
- Horizon Power
- Water Corporation

The following noteworthy comments were received:

Water Corporation:

1. The local wastewater components will require a review by the developer's Consulting Engineer, and may require upgrading. Details are to be provided to the Water Corporation at the time of building application together with a water efficiency plan, for assessment and agreement.
2. A portion of the building is located over a Water Corporation sewer pipeline and will require the following condition to be imposed: "A clear vertical and horizontal access to the sewer main is to be provided consisting of:
 - a. A minimum 2.4m head room clearance into the car park.
 - b. The structure is to be a minimum 2.5m from sewer main or no closer than 0.6 metres (on one side of sewer only) with piles."

Department of State Development:

1. Development within the "West End Residential" zone must comply with the design requirements outlined in Town of Port Hedland Town Planning Scheme Amendment 22.
2. The Town of Port Hedland is ultimately responsible for assessing development applications against the design requirements of Scheme Amendment 22.

Department of Environment & Conservation:

1. DEC notes that the dust mitigation measures for the proposed development have been assessed by a suitably qualified mechanical engineer and determined to be in accordance with the requirements of the Town of Port Hedland Town Planning Scheme No. 5.

Adjoining owners:

- 23 Morgans Street
- Units 1 – 7/27 Morgans Street
- 50 Kingsmill Street
- 52 Kingsmill Street
-

The application was advertised for a period of 14 days to adjoining landowners. A submission was received from an adjoining landowner who raised concerns with regards to setback compliance and potential overlooking issues.

Planning Response

With regards to potential overlooking issues, the applicant installed highline and screened windows along the side and rear elevations. These measures addressed the privacy concerns and comply with the R-Codes requirement.

With regards to side setback compliance, the adjoining landowner was advised the proposal would require a side setback variation. The variation was considered appropriate as the bulk and scale of the development was in keeping with the future development of the precinct.

It is considered the concerns raised in the submission have been adequately addressed.

Statutory Implications

In accordance with the Planning and Development Act 2005, the proposed development is subject to the provisions of the Town of Port Hedland Town Planning Scheme No. 5 (TPS5).

Policy Implications

Nil

Strategic Planning Implications

The following section of the “Pilbara’s Port City Growth Plan” is considered relevant to the proposal:

5.7.1 Precinct 1 – West End

Summary of Influences

Noise and dust emissions particularly in proximity to existing developed urban areas.

The following sections of Council’s Strategic Plan 2012 – 2022 are considered relevant to this proposal:

6.3 Environment

6.3.1 Housing

Attract and retain new residents to increase the population to 40,000 by 2025

Budget Implications

An application fee of \$5,056.65 has been received as per the prescribed fees approved by Council.

Officer's Comment

Dust Mitigation requirements in the West End Residential Zone

The site is located in the West End Residential zone. Developments located within this zone are required to be designed in order to mitigate the impacts of elevated dust levels experienced within the locality. Section 6.3.9 of TPS5 states:

“Residential development within the West End Residential Zone and within the area bounded by Withnell, McKay and Anderson Streets, and the Esplanade, Port Hedland shall be in accordance with a local planning policy, development plan or design guideline adopted by Council that incorporates building design and performance standards to reduce exposure to dust, and to include but not necessarily be limited to -

-
- *filtration of incoming air into the building designed to utilise coarse disposable pre-filtration (i.e. G3 or G4 rated) and then a finer filter (i.e. F4 rated);*
- *location of operable windows and doors on the western and southern building facades only;*
- *use of deflection screens on the northern and eastern edges of operable windows;*
- *use of eaves;*
- *orientation of buildings to avoid wind tunneling effects; and*
- *protective screens and porticos at building entrances to reduce the direct impact of wind onto the opening.”*

In the absence of a Council adopted local planning policy, development plan or design guideline, state government stakeholders have expressed concern regarding suitable design requirements for residential development in the “West End Residential”.

Clause 6.3.9 of the scheme is prescriptive and does not allow for innovative design solutions which are able to achieve the same outcome as intended by the clause. Consequently, legal advice was obtained from Council's Solicitors and further advice requested from the Department of Planning.

As a result of advice received, all residential applications within this area are to be accompanied by a report prepared by a suitably qualified Mechanical Engineer, certifying the design of the proposed development will mitigate dust exposure and achieves the intent of the provisions within Clause 6.3.9 of TPS5.

The applicant has submitted a report by C.A. & M.J. Lommers who has confirmed the proposal will mitigate dust and addresses the requirements under the TPS5. This report was forwarded to the relevant stakeholders for comment with no comments being received

Residential Design Codes of Western Australia (R Codes)

A number of variations to the Acceptable Development Standards of the R Codes have been sought and are generally of a minor nature. The proponent has provided justification identifying design consideration and how the performance criterion has been achieved. It is considered the justification provided and the outcome achieved is appropriate for the site and the West End.

Attachments

1. Locality Plan
2. Development Plans
3. Dust mitigation report

Options

Council has the following options when considering the application.

1. Approve the application subject to conditions.

Should Council approve the application, the development will provide a much needed housing resource and help alleviate the housing affordability issues experienced in Port Hedland.

2. Refuse the application.

Refusal of the proposal will require the applicant to reconsider the development proposal. If Council resolves to refuse the application it must give clear reasoning as to its decision.

It is recommended Council supports the application subject to conditions.

201213/306 Officer's Recommendation/ Council Decision**Moved: Cr Daccache****Seconded: Cr Hunt****That Council:**

- A. Approves the application submitted by Perrine Architecture on behalf of the registered proprietor Miro & Helen Cecich, to construct eight (8) Multiple Dwellings on Lot 212 (25) Morgans Street, Port Hedland, subject to the following conditions:**
- 1. This approval relates only to the proposed Eight (8) Multiple Dwellings, as indicated on the approved plans (DRG2012/324/1 - DRG2012/324/4). It does not relate to any other development on this lot;**
 - 2. If the development referred to in (1) above is not substantially commenced within a period of two years from the date of approval, the approval shall lapse and be of no further effect;**
 - 3. A minimum of 10 car bays shall be provided as indicated on the approved site plan (DRG2012/324/1);**
 - 4. No parking bays shall be obstructed in any way or used for any other purpose than parking;**
 - 5. Front walls and fences within the primary street setback area shall be no higher than 1.8m measured from natural ground level and be visually permeable above 1.2m;**
 - 6. Fences shall be reduced to no higher than 0.75m from the natural ground level when within 1.5m of where the Vehicle Access Point (driveway) meets a street and where two (2) streets intersect;**
 - 7. Roof mounted or freestanding plant or equipment such as air conditioning units shall be located and / or screened to the satisfaction of the Manager Planning Services;**
 - 8. Alterations or relocations of existing infrastructure within the road reserve shall be carried out and reinstated at the landowner's cost, to the specification and satisfaction of the Manager Technical Services;**
 - 9. The proposed development shall be connected to reticulated mains sewer;**
 - 10. All dust and sand to be contained on site with the use of suitable dust suppression techniques to the satisfaction of the Manager Planning Services;**

11. Walls on the boundary shall be finished or rendered to match where practicable the colours and materials of the affected property to the satisfaction of the Manager Planning Services.

The following conditions are to be cleared by Planning Services prior to any works taking place on the lot:

12. Prior to the commencement of any works, the landowner shall submit civil engineering drawings for approval by the Manager Planning Services for the two (2) off site car parking bays within the adjacent road reserves, to be constructed to the satisfaction of the Manager Technical Services at the expense of the landowner;
13. Prior to the commencement of works, the developer shall indemnify the Town for any works in the Road Reserve, against any damage that may occur as a result of construction or ongoing maintenance. The developer shall take out Public Liability Insurance in the amount of \$10 million for all works within the Road Reserve area for the construction phase and the maintenance period referred to in Condition 19 (nineteen) below. Evidence of the Public Liability Insurance Policy from a reputable insurer shall be provided to the Manager Planning Services prior to the commencement of works;
14. Prior to the commencement of any works, the landowner shall prepare a notification under section 70A of the Transfer of Land Act 1893, in a form acceptable to the Town, to be lodged with the Registrar of Titles for endorsement on the Certificate of Title for the subject lot. This notification shall be sufficient to alert prospective landowners or occupiers of the following:
 - a. This lot is located in an area likely to be subject to inundation and flooding from rising sea levels, tidal storm surges and/or catchment flooding over the next 100 years;
 - b. This land is located within an area identified as being impacted on or affected by dust from Port activities. The Department of Health advises that children, the elderly and people with pre-existing respiratory and cardiovascular health conditions or predisposed to the same should not reside on this land other than on a temporary basis as they are at increased risk of worsening or developing respiratory and/or cardiovascular related health conditions. Further information can be obtained from the Department of Health;

15. Prior to the commencement of any works a detailed landscaping and reticulation plan including any street verge, shall be submitted and approved by the Manager Planning Services. The plan shall include location, species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001;
16. Prior to the commencement of any works, a "Refuse Collection Strategy / Management Plan" shall be submitted and approved by the Manager Planning Services. The approved "Refuse Collection Strategy / Management Plan" shall be implemented to the satisfaction of the Manager Planning Services;
17. Prior to the commencement of any works, a "Stormwater Management Plan" shall be submitted and approved by the Manager Planning Services. All stormwater disposal shall be accordance with the approved stormwater management plan;
18. Prior to the commencement of any works, an "Erosion and Sediment Control Plan" shall be submitted and approved by the Manager Planning Services;
19. Prior to the commencement of any works, a "Construction Site Management Plan" shall be submitted and approved by the Manager Planning Services. The "Construction Site Management Plan" shall indicate how it is proposed to manage the following during construction:
 - a) The delivery of materials and equipment to the site;
 - b) The storage of materials and equipment on the site;
 - c) The parking arrangements for the contractors and subcontractors;
 - d) Impact on traffic movement;
 - e) Operation times including delivery of materials;
 - f) Dust and sand shall be contained on site with the use of suitable dust suppression techniques; and
 - g) Other matters likely to impact on the surrounding residents / businesses;

Conditions to be cleared by Planning Services prior to the occupation of the development:

20. Prior to the occupation of the development the landowner shall enter into a binding agreement with Council to maintain the proposed car parking bays and proposed landscaping in the Morgans Street verges for two years to the satisfaction of the Manager Planning Services;

21. Prior to the occupation of the development landscaping and reticulation shall be established with the use of mature trees and shrubs in accordance with the approved plan and thereafter maintained to the satisfaction of the Manager Planning Services (Refer to advice note 3);
22. Prior to the occupation of the development, lighting shall be installed along all driveway(s), access way(s), parking area(s), turning area(s) and pedestrian pathways by the landowner. Design and construction standards shall be in accordance with relevant Australian Standards to the satisfaction of the Manager Planning Services;
23. Prior to the occupation of the development, access way(s), parking area(s), turning area(s) shall be constructed, kerbed, formed, graded, drained, line marked and finished with a sealed or paved surface by the landowner in accordance with Town Planning Scheme No. 5 and Australian Standards, to the satisfaction of the Manager Planning Services;
24. Prior to the occupation of the development the driveways and crossover shall be designed and constructed in accordance with Council's Crossover Policy 9/005, and approved by the Manager Planning Services.

ADVICE NOTES:

1. In terms of the Port Hedland Town Planning Scheme No 5, "Multiple Dwelling" is defined as follows:

"Multiple Dwelling,

a dwelling in a group of more than one where any part of a dwelling is vertically above part of any other."
2. You are reminded this is a Planning Approval only and does not obviate the responsibility of the landowner to comply with all relevant building, health and engineering requirements.
3. In the absence of a clear definition of "mature trees and shrubs" within the Port Hedland Town Planning Scheme, No.5, for the purpose of this approval "mature trees and shrubs" shall mean trees of no less than 2m in height and shrubs of no less than 0.5m in height.
4. The Town's Building Services wishes to advise the landowner should consider the following issues prior to submitting a building application:

- a) disability access;
 - b) fire separation for side boundary walls; and
 - c) compliance with Part 5 of Volume 1 of the Building Codes of Australia with regards to crossflow ventilation, fresh air quality, A/C types and fresh air introduction in mechanical ventilation.
5. The Water Corporation wishes to advise the following:
- a) the local wastewater components will require a review by the developer's Consulting Engineer, and may require upgrading. Details are to be provided to the Water Corporation at the time of building application together with a water efficiency plan, for assessment and agreement; and
 - b) a clear vertical and horizontal access to the sewer main is to be provided consisting of a minimum 2.4m head room clearance into the car park and the structure is to be a minimum 2.5m from sewer main or no closer than 0.6 metres (on one side of sewer only) with piles;
6. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of Manager Planning Services;
7. The development must comply with the *Environmental Protection (Noise) Regulations 1997* at all times;
8. The landowner shall comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval;
9. To clear any conditions kindly contact the Towns Compliance Officer on (08) 9158 9300. Please note it may take up to 28 days to clear conditions.

CARRIED 8/1

ATTACHMENT 1 TO ITEM 11.1.3



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DR/2012/324/2



**APPLICANT'S ANALYSED SUMMER WALK
E-CODES SMP 3.1 NOV 2010**

FLOOR AREA FOR PROPOSED BUILDINGS

| | | |
|-------------------|--------------|------------|
| LANDSCAPE | 107.1 | 0.0 |
| WALKWAYS | 107.1 | 0.0 |
| TOTAL AREA | 214.2 | 0.0 |

ACTUAL FLOOR AREA

| | |
|----------------------|-----|
| ACTUAL FLOOR AREA | 1.0 |
| ALLOWABLE FLOOR AREA | 1.0 |

ON-SITE PARKING

| | |
|-------------------|------------|
| REQUIREMENT - 1:1 | 1.0 |
| PROVIDED | 2.0 |
| TOTAL | 3.0 |

ACTUAL REQUIRED ON-SITE PARKING 1.0 BAY

NOTE: THE TOTAL FLOOR AREA FOR THE PROPOSED BUILDINGS IS 214.2 SQ M. THIS IS THE TOTAL FLOOR AREA FOR THE PROPOSED BUILDINGS AND NOT THE TOTAL AREA OF THE SITE.



| | | |
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| 10 | REDACTED | 10 |

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perfrme
Land Use Planning Consultants
PO Box 100, Christchurch, New Zealand
Tel: 03 366 2222 Fax: 03 366 2223

LOT 214, SECTION 44/100/1

MEMO & PLAN IN CONNECTION WITH THE PROPOSED DEVELOPMENT

FLOOR PLAN

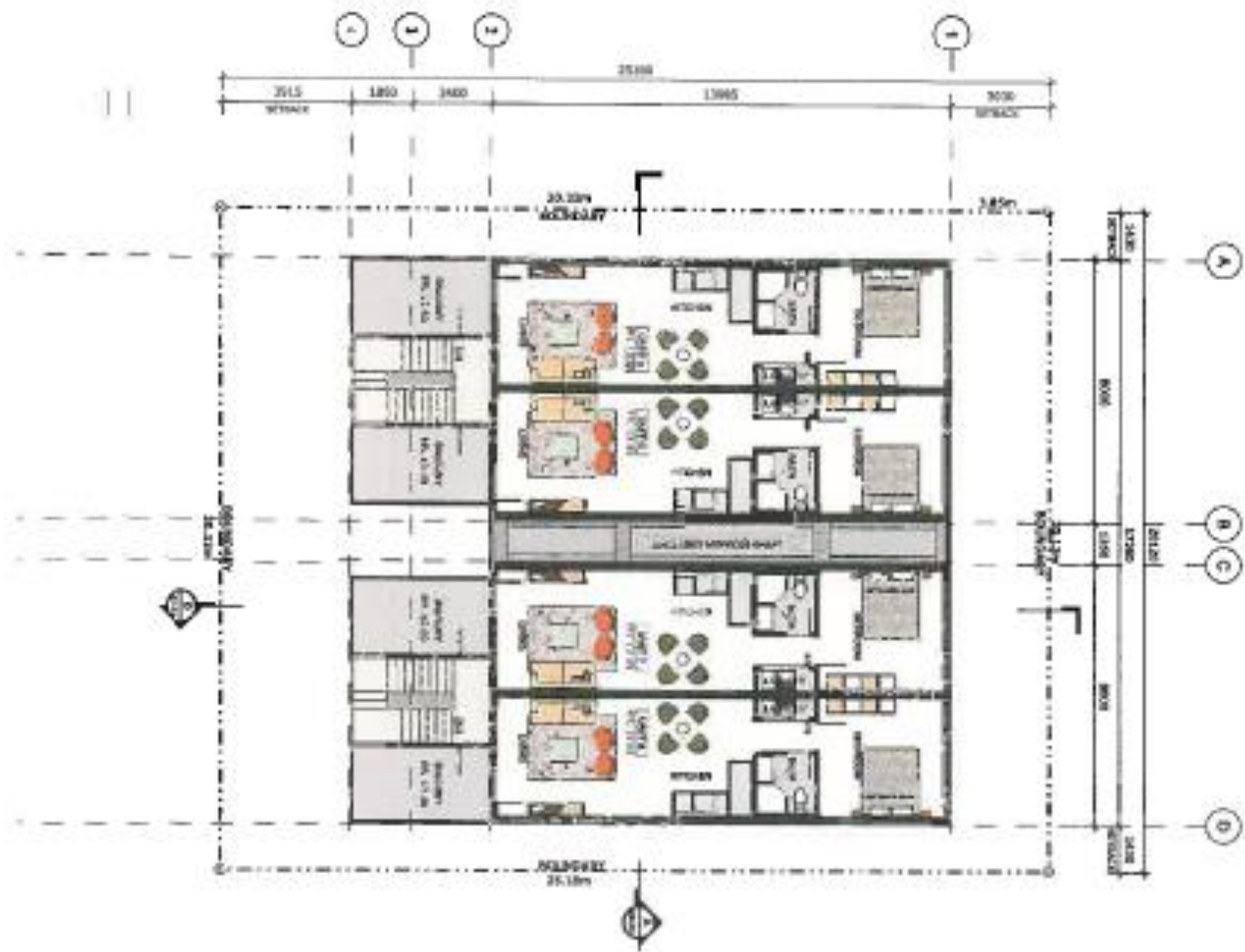
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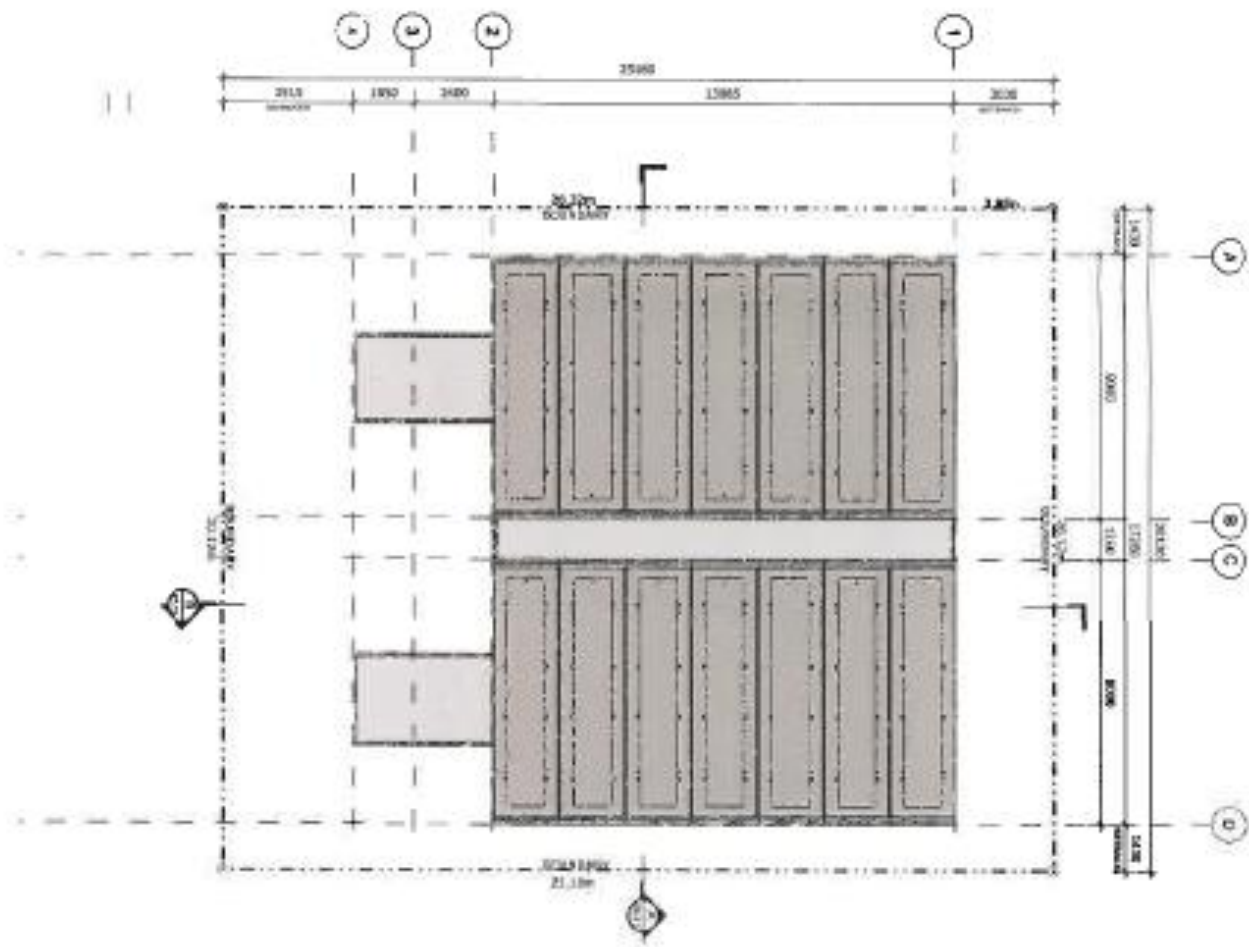
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| CLIENT: | PERFRME |
| DESIGNER: | PERFRME |
| CHECKER: | PERFRME |
| APPROVED: | PERFRME |

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DA 2012/324/13



SECOND FLOOR PLAN
SCALE: 1:500



ROOF PLAN
SCALE: 1:500



| NO. | REVISION | DATE | BY | CHKD. |
|-----|---------------|----------|------|-------|
| 1 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 2 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 3 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 4 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 5 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 6 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
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| 9 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 10 | ISSUED FOR DA | 21/03/13 | AMND | AMND |

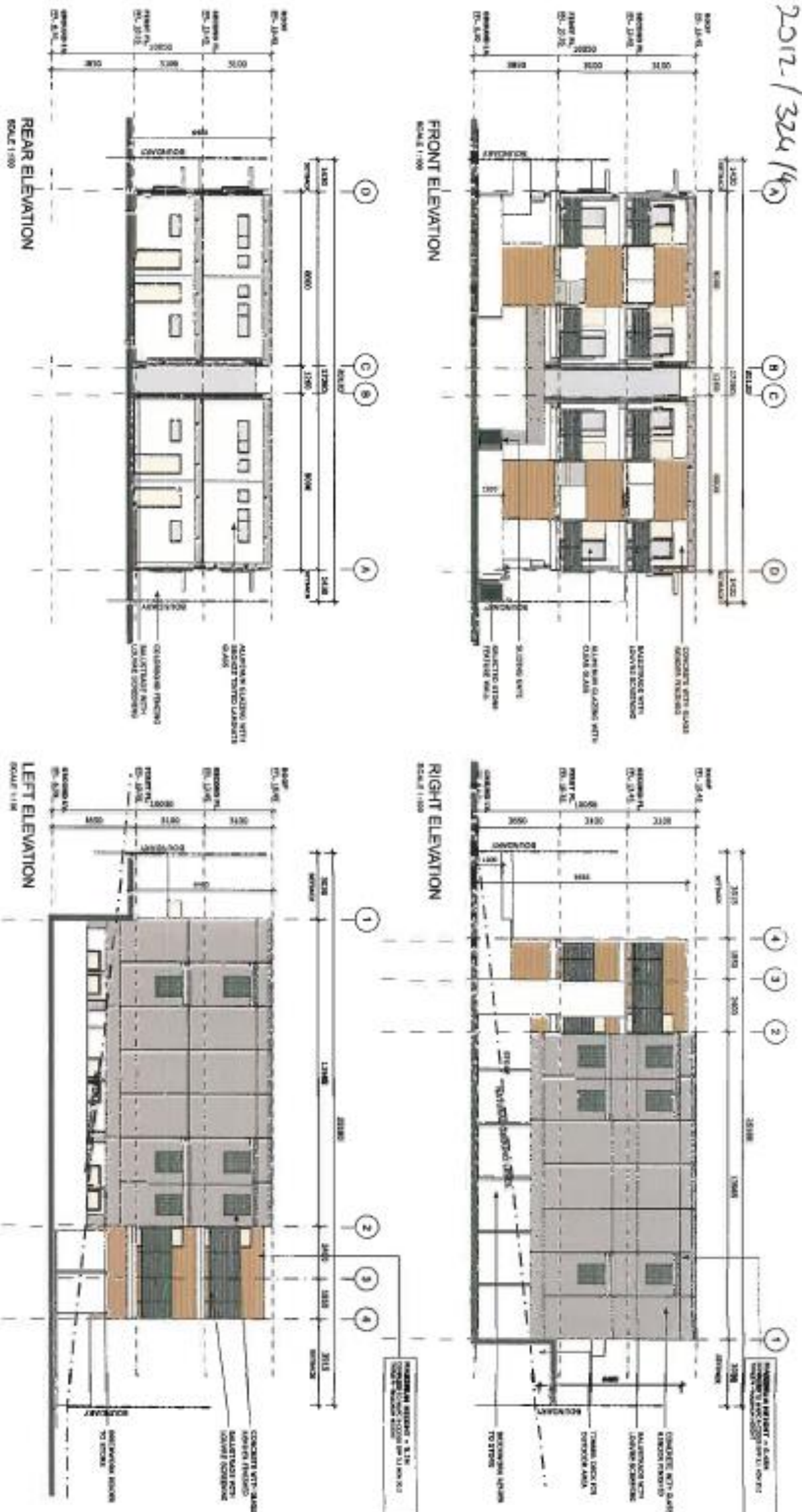
Issued For DA



LOT 213, 78 CROUCH APARTMENTS
 AMND & NIELSEN DESIGN
 PROJECT NO: 11138
 DATE: 21/03/13

| NO. | REVISION | DATE | BY | CHKD. |
|-----|---------------|----------|------|-------|
| 1 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
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| 3 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 4 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 5 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 6 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 7 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 8 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 9 | ISSUED FOR DA | 21/03/13 | AMND | AMND |
| 10 | ISSUED FOR DA | 21/03/13 | AMND | AMND |

DL 2012/324/14



| | |
|--|--------------------------|
| PROJECT: LOT 213, 28 CROOK AVENUE CLIENT: ANDO & HELEN CECCHI DESIGNER: ELEVATIONS DATE: 11.03.13 | |
| SCALE: FRONT ELEVATION: 1:100 REAR ELEVATION: 1:100 RIGHT ELEVATION: 1:100 LEFT ELEVATION: 1:100 | DATE: 11.03.13 |

Level 1, 111 Spring Street, VIC
 PO BOX 707, CHURCH STREET, VIC 3006
 WE 088 624 6224 FAX 088 624 6222

Issued For DA

| NO. | REVISION | DATE |
|-----|---------------|----------|
| 1 | ISSUED FOR DA | 11.03.13 |

ATTACHMENT 3 TO ITEM 11.1.3

C.A. & M.J. LOMMERS PTY LTD

Suite 10, 1321 Hay Street • WEST PERTH • W.A. • 6005
Phone: (08) 9466 7900
Email: admin@lommers.com.au
Trading for the LOMMERS FAMILY TRUST

Energy (ESD), Mechanical, Refrigeration &
Fire Safety Services Consulting Engineers
ABN 76 349 760 785
ACN 053 135 318

Date: 14 January 2013

PERRINE

PO Box 7207
CLOISTERS SQ WA 6850

Attention Mr. G. O'Neil

Dear Sir,

**PROJECT: PROPOSED APARTMENT DEVELOPMENT
25 (LOT 212) MORGANS STREET, PORT HEDLAND**
RE: DUST MANAGEMENT ASSESSMENT REPORT

Further to your instructions we have prepared an assessment of the dust mitigation features present in the proposed building design and subsequent dust management assessment report for the proposed apartment development located at 25 Morgans Street in Port Hedland.

The report has been prepared for and on behalf of the project architects, Perrine Group.

1. DEVELOPMENT LOCATION:

The proposed development is located within the "West End" precinct of Port Hedland, which is an area bound by Amendment 22 to the Town Planning Scheme No. 5.

As a result it is required to be designed in accordance with specific requirements of the Town Planning Scheme for the area.



Figure 1 – Development Location Plan

C.A. & M.J. LOMMERS PTY LTD

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22:

The building generally achieves compliance with the policy objectives of the Town of Port Hedland Town Planning Scheme No. 5 Amendment 22.

Building Openings Orientation

Legislative Requirement – Location of operable windows and doors on the Western and Southern facades only, and the use of deflection screens on the northern and eastern edges of operable windows.

Performance Objective – Number of openings shall be minimised and generally limited to walls on the leeward side of the prevailing winds for Port Hedland and protected accordingly to reduce the direct ingress of dust into the building.

The proposed development has been designed with features and openings limited to the walls on the leeward side of the building, and achieves the legislative requirement.

The following features have been provided to achieve compliance with this requirement;

- No window openings have been documented in the eastern facade of the building.
- Documented balcony/courtyard access doors in the northern façade are provided with self-closers to ensure doors remain closed when not in use.

Note, as these doors are used to intermittently access the adjacent balcony/courtyard, it is not expect the doors will be used for extended period of time and as such it is considered acceptable to provide self-closers to in lieu of permanent external protection to the doors.

- Access door openings in the southern façade of the building have been documented with protection on the eastern side, via adjacent screening and structure, and protective security screens.
- Openings in the western façade of the building have been documented with reveals to the northern edge of the façade to achieve compliance with the legislative requirement.

Entrances to Sole Occupancy Units and the Building

Legislative Requirement – Protective screens and porticos at building entrances to reduce the direct impact of wind onto the opening.

Performance Objective – Entrances into the building shall be protected accordingly to reduce the direct ingress of dust into the building.

The following features have been provided to achieve compliance with this requirement;

- Entrances to the apartments provided with overhead construction (balcony or roof structure above) to reduce the impact of direct wind currents and associated ingress of duct.

The entrances to apartments 5, 6, 7 and 8 of the development shall include a minimum of 900mm deep roof construction spanning the entrances to the respective apartments to achieve the requirements of this clause. (Refer drawing DD02.02 – Balconies to southern side of development)

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22: (Cont.)

Porticos above entrances are solid in construction forming either a fixed balcony above or part of the roof of the development.

This achieves the legislative requirement of this clause.

Development Orientation

Legislative Requirement – *Orienting buildings to avoid wind tunnelling effect*

Performance Objective – *building design should be structured such that wind tunnelling effects from long corridors and the likes are minimised.*

The following features have been provided to achieve compliance with this requirement;

- The building has been designed without the need for enclosed or common corridors and the likes, thereby achieving the legislative requirements of this clause.
- The "enclosed services shaft" documented for the building is built-in on the northern end to avoid wind-tunnelling effects.

Pitch of Roofs

Legislative Requirement – *use of eaves.*

Performance Objective – *Rooves shall be designed in a manner to minimise the build-up of dust.*

The proposed development has been designed with features to reduce the build-up of dust on the roof of the building, and generally achieves the performance objective.

The following features have been provided to achieve compliance with this requirement;

- Roof pitching features requiring assessment in accordance with this clause have been documented to the northern and southern facades of the development. Generally the main roof of the building has been documented with parapet walls.

The balcony overhangs have been provided with eaves in accordance with the legislative requirement which shall be horizontally lined to the underside to reduce static stagnation of wind currents rising over the building.

- The building is intended to form part of a high density area development. It is expected that other similar buildings will be effective to create a building boundary layer that could further reduce the direct air-flow onto the building.

Due to the high density nature of the development, it is considered a high pitched roof is impractical and not necessary to achieve the requirements of this performance objective.

Filtered Air Conditioning System

Legislative Requirement – *filtration of incoming air into the building designed to utilise coarse disposable pre-filtration and then a finer filter.*

Performance Objective – *Habitable buildings are provided with Filtered Air Conditioning system and have management systems in place to ensure appropriate levels of maintenance.*

The proposed development has not been documented with air-conditioning systems of any type.

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22: (Cont.)

It is therefore considered that should only wall-split type air-conditioning (and similar non-ducted packaged type air-conditioning units) be installed in the building, the building will not require treatment in accordance with the requirements of this clause.

Should fully ducted air-conditioning be provided to the development, fresh air provisions serving the equipment shall be provided with filtration systems in accordance with the requirements of the this clause.

Ancillary Features

Performance Objective – *Ancillary facilities such as car parking bays, outdoor living area and clothes drying facilities are to be designed/located in a manner so as to minimise adverse impacts resulting from elevated dust levels.*

The proposed development has been designed with ancillary features to enable occupants to minimise their exposure to elevated dust levels, and generally achieves the performance objective.

The following features have been provided to achieve compliance with this requirement;

- Covered parking bays for all apartments have been provided in the form of an undercroft parking area.
- Generally, outdoor living spaces have been provided to the southern façade of the building.

3. CONCLUSION:

On the condition that the provisions noted in section 2 of this letter are implemented during the construction of the project we conclude that the requirements and intent of Town Planning Scheme No. 5—Amendment No. 22 clause (3)(iv) item 6.3.9 have been satisfied.

It is also concluded that this report forms a suitable "dust management plan" in conjunction with the project drawings to the satisfaction of the planning scheme.

4. ASSUMPTIONS AND LIMITATIONS:

Any alterations to the design that result in the assumptions becoming invalid should result in a new dust management assessment.

Assumptions

The following assumptions have been made in the report:

- All areas of the development, not addressed in this report are designed to comply with the Deemed-to-Satisfy provisions of other town planning requirements, R-Codes and NCC/BCA, unless otherwise noted and agreed by the authorities as not having an impact on the proposed design.
- All installations will be fully maintained in accordance the relevant Australian Standards.

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4. **ASSUMPTIONS AND LIMITATIONS:** (Cont.)

Limitations

The following limitations apply to the dust management analysis performed. Any change in the limitations may alter the final design solution and hence should be referred to a suitably qualified engineer for review prior to altering the design.

- The Deemed-to-Satisfy provisions of other town planning requirements, R-Codes and NCC/BCA are to be addressed by the relevant building surveyor and reported in separate documentation where appropriate.
- If the development is to change in the future the building may have to be re-classified and re-addressed.

Comments and assessment made in this report apply **ONLY** to the revisions of the project drawings as noted below.

Any changes to the assessed material will require further review to confirm their compliance with the Town Planning Scheme.

| | | |
|-------------------|-------|-------------|
| ■ Drawing DD02.01 | Rev 2 | Floor Plans |
| ■ Drawing DD02.02 | Rev 2 | Floor Plans |
| ■ Drawing DD03.01 | Rev 1 | Elevations |

We trust the information provided meets your approval.
Please do not hesitate to contact our office if you have any queries.

Yours faithfully,

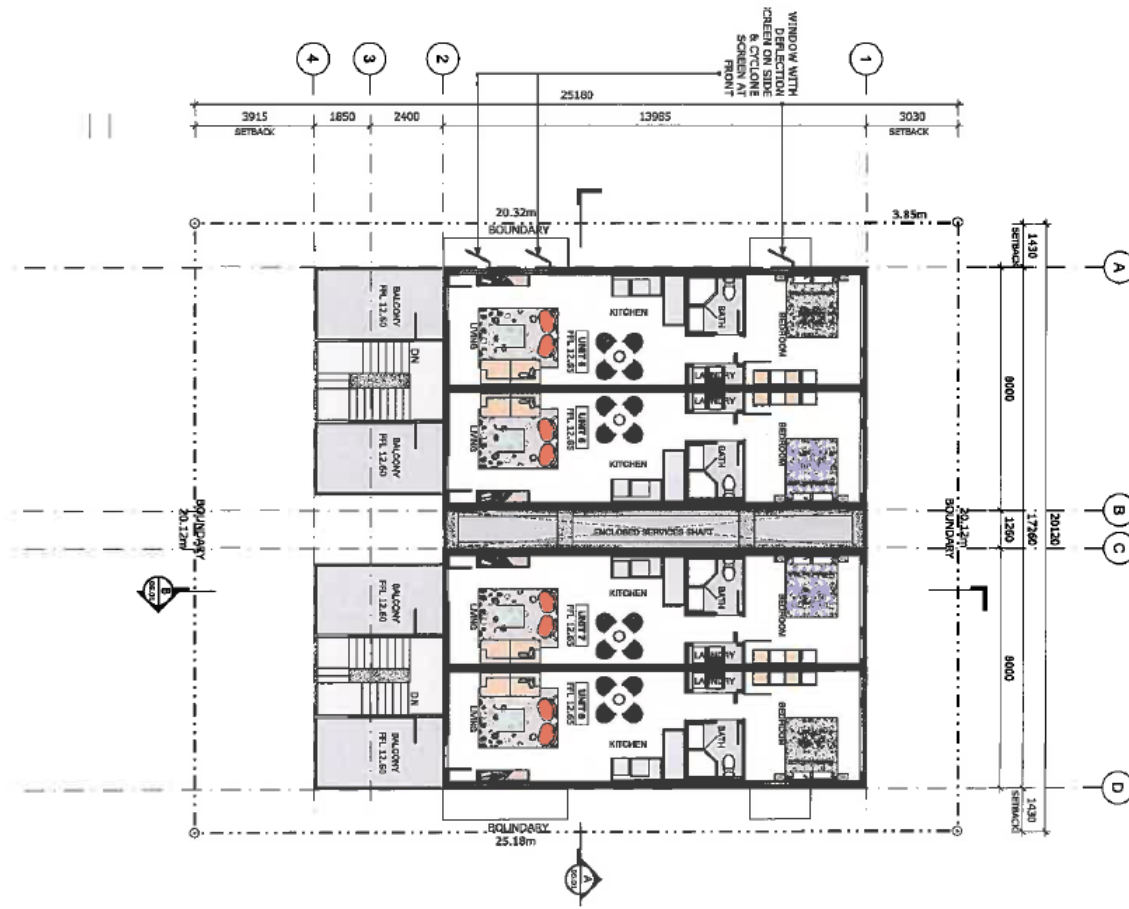
C.A. & M.J. LOMMERS PTY LTD



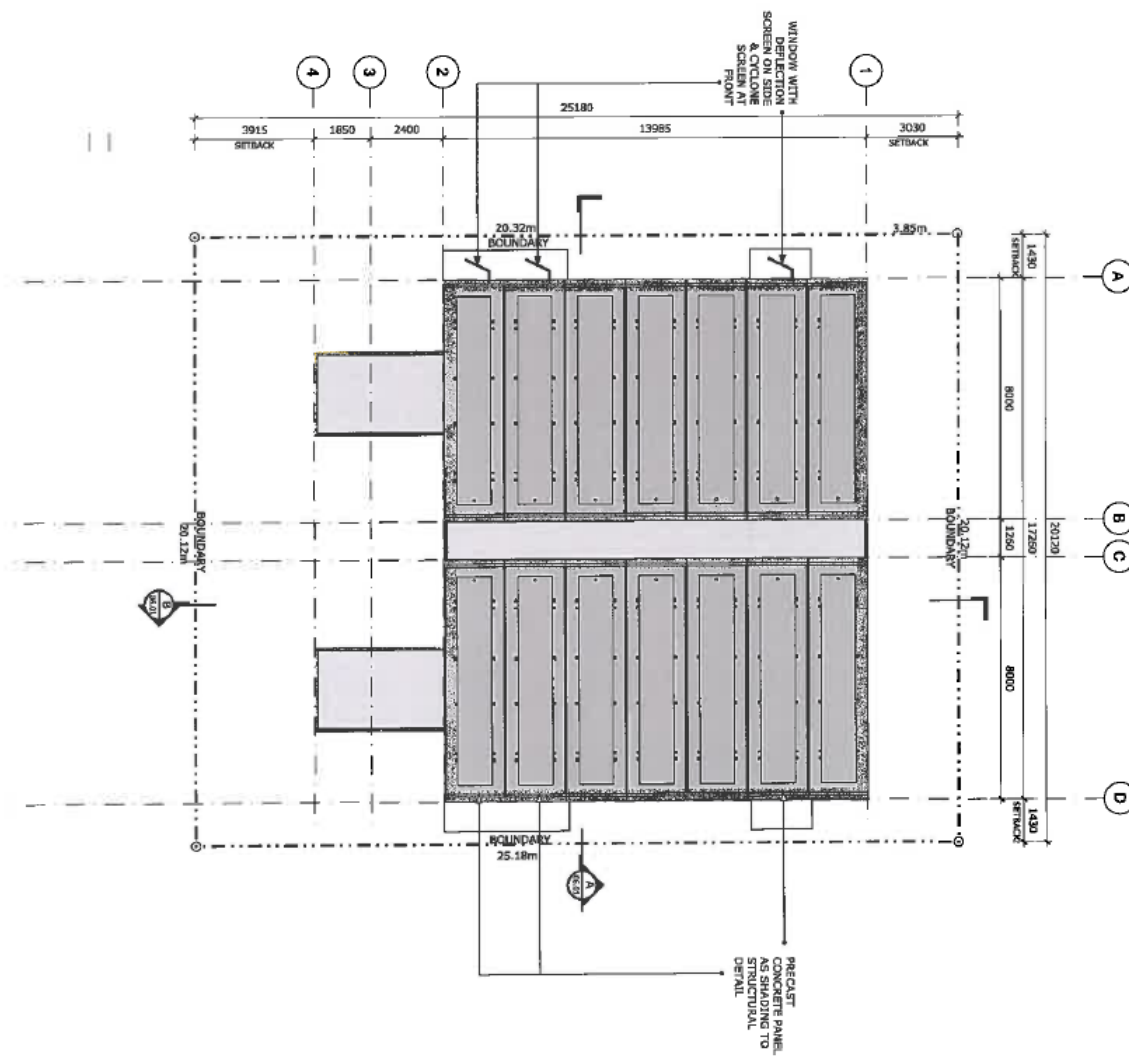
M.D. Lommers
Mechanical & Fire Safety Engineer

B.Eng (Mech), M.I.E.Aust, M.A.I.R.A.H.
Grad. Cert. Performance Based Building & Fire Codes
Grad. Dip. Building Fire Safety & Risk Engineering

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SECOND FLOOR PLAN
SCALE 1:100



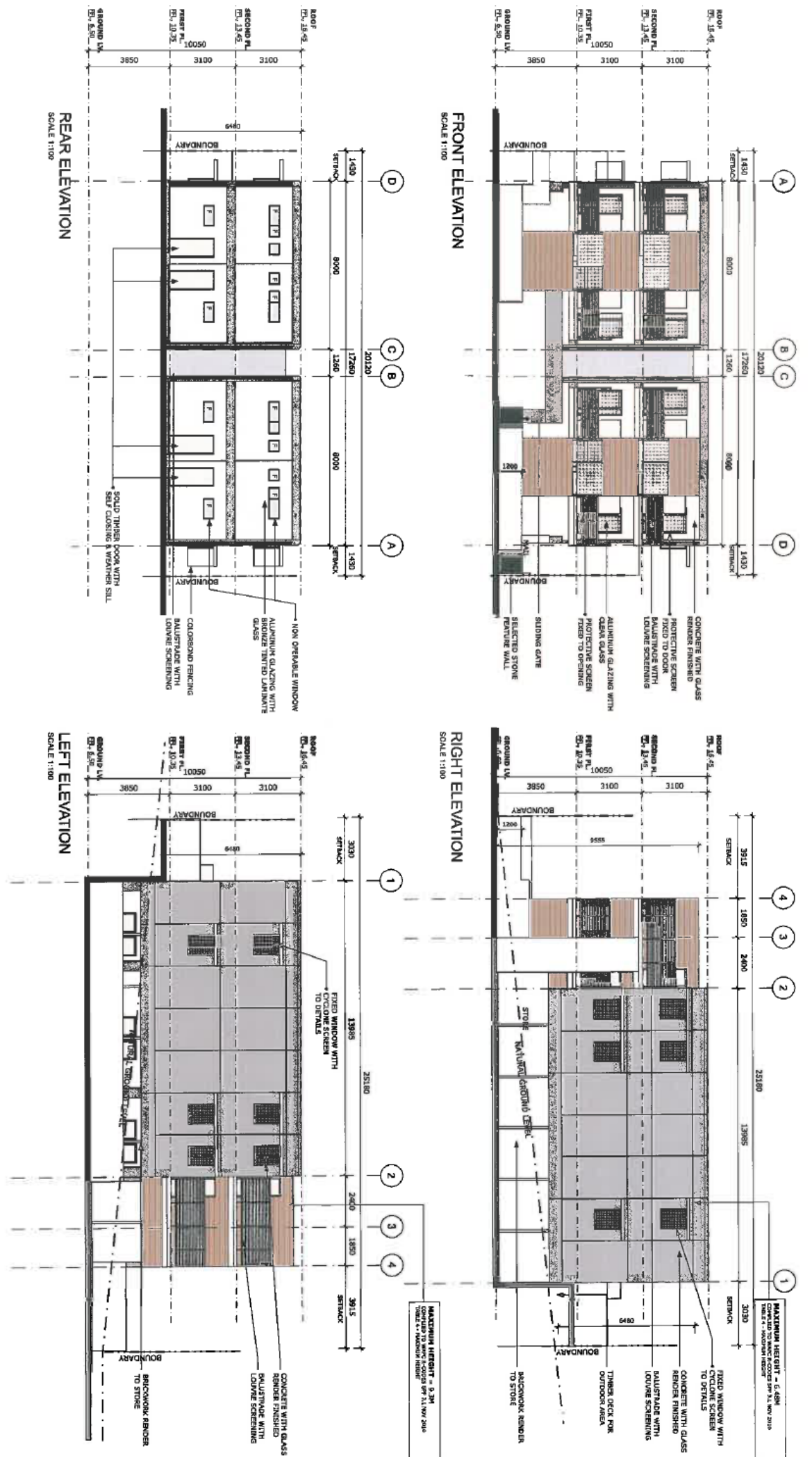
ROOF PLAN
SCALE 1:100

| | | | |
|--|-----------------------|----------|-----|
| <p>CLIENT: MIMO & HELENA CECICH</p> <p>PROJECT: LOT 215, 25 CECICH APARTMENT</p> <p>DATE: 13.12.12</p> | | | |
| NO. | DESCRIPTION | DATE | BY |
| 1 | ISSUED FOR CONSULTANT | 13.12.12 | ... |

perline
Level 1, 1317 Mooroolbark Drive
PO Box 2057 Cobden, Victoria 3642
Tel: (041) 9224 074 Fax: (041) 9224 074

ISSUED FOR CONSULTANT

| | | | |
|-----|-----------------------|----------|-----|
| NO. | DESCRIPTION | DATE | BY |
| 1 | ISSUED FOR CONSULTANT | 13.12.12 | ... |



MAXIMUM HEIGHT = 6.48M
COMPARED TO MAX HEIGHT PER TL AND 2010
ZONING & SUBDIVISION REPLY

MAXIMUM HEIGHT = 3.2M
COMPARED TO MAX HEIGHT PER TL AND 2010
ZONING & SUBDIVISION REPLY

ISSUED FOR CONSULTANT

peririne
Level 1, 317 Napier Street, Perth
PO Box 2007, Collyer Square, Perth WA 6000
Tel: (08) 9224 0771 Fax: (08) 9224 0774

PROJECT
LOT 212, 25 CECICH APARTMENT

CLIENT
MARIO & HELEN CECICH

DRAWING TITLE
ELEVATIONS

| NO | DATE | SCALE | REVISION |
|-----|----------|-------|----------|
| 001 | 12-12-12 | 1:100 | DD03.01 |

| | | | |
|-----|----------|-------|----------|
| NO | DATE | SCALE | REVISION |
| 001 | 12-12-12 | 1:100 | DD03.01 |

1. I, the undersigned, certify that I am a duly qualified and registered architect in Western Australia and that I am the author of the drawings and specifications herein and that I am not aware of any other person who has been or may be involved in the preparation of the drawings and specifications herein.

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11.1.4 Proposed Childcare Centre – Family Day Care on Lot 1892 (2) Parker Street, Port Hedland (File No.: 126170G)

| | |
|--|--|
| Officer | Ryan Djanegara Senior Statutory Planner |
| Date of Report | 13 March 2013 |
| Application No. | 2013/72 |
| Disclosure of Interest by Officer | Nil |

Summary

The Town received an application from Amanda Scikluna on behalf of the registered landowner Trevor John Clatworthy, to use a portion of the existing “Single House” on Lot 1892 (2) Parker Street, South Hedland (subject site) for the purposes of “Childcare Service” – Family Day Care.

As a result of the applicant requesting the waiver of the application fee, newspaper advertising fee, adjoining owner notification fee and site notice fee, the report addresses both the proposed use and the waiver request is presented to Council for consideration.

The use being applied for, “Childcare Services – Family Day Care” is supported by the Town’s Officers, however, the request to waive the fees is not supported.

Background

Site Description (Attachment 1)

The subject site is located on the corner of Parker and Lawson Street, generally rectangular in shape, achieves vehicular access via Parker Street and covers an area of approximately 848m².

In terms of the Port Hedland Town Planning Scheme No. 5 (TPS5) the subject site is zoned “Residential R20”. The permissibility of the proposed “Childcare Service – Family Day Care” is an “SA” use.

Proposal (Attachment 2)

The applicant is proposing to utilise a portion of the existing

dwelling for the proposed “Childcare Services - Family Day Care”, caring for a maximum of 7 children at any one time (including her own children). The applicant resides on the site and will be operating the “Childcare Services - Family Day Care”.

Consultation

The application was circulated to the following units / organisations:

Internally:

- Manager Technical Services
- Manager Building Services
- Manager Environmental Health Services

Externally:

- Department of Communities.

The comments provided by the internal and external agencies have been captured within the report.

The application was advertised in accordance with clause 4.3 of the Town Planning Scheme No. 5, as follows:

- North West Telegraph on 13th and 20th February 2013,
- A notice placed on site allowing for a 14 day period for any interested parties to provide comments / objections to the proposal, and
- Registered letters sent to all the adjoining property owners.

No submissions were received.

Statutory Implications

In accordance with the Planning and Development Act 2005, the proposed development is subject to the provisions of the Town of Port Hedland Town Planning Scheme No. 5 (TPS5).

Policy Implications

12/008 Family Planning Policy

Strategic Planning Implications

Nil

Budget Implications

Immediate:

An application fee of \$276 and \$1,430.20 has been received as per the prescribed fees approved by Council.

Submission from Applicant

The applicant has requested Council waiver of the fees associated with the application which amount to \$1,706.20. (Attachment 4)

Planning Response

The fees charged for the processing of the application have been approved by Council as part of the 2012/13 budget and are available on the Town’s website.

The request to waive the fees is not supported by the Town’s Officers, Council is requested to refuse the request.

Long Term:

As any other business operating in Port Hedland, the Town is not immune to the same operating costs. Should Council resolve to waive the fees as requested it may create a precedent, thereby placing the burden of the costs associated with the assessment of the application on the Town and ultimately on the community through rates.

Officer’s Comment

The use being proposed, “Childcare Services - Family Day Care” is a use commonly associated with residential areas and within close proximity educational facilities and is fully supported by the Town’s Officers.

The only variation being sort by the applicant is the required amount of parking. In accordance with Appendix 7 of the Town Planning Scheme No. 5, the applicant is required to provide a minimum of 6 car parking bays onsite. The applicant has provided 4 car parking spaces onsite in a tandem arrangement (two in front and two behind). Although from the plans submitted it would appear there is sufficient room onsite to provide an additional two (2) car parking bays, the applicant has not offered any justification for the reduction.

| | | |
|-----------------------|-----------------------|-----------------------------------|
| 2 bays / Single House | 1 bay / 10 children = | 1 bay / employee (minimum 3 bays) |
|-----------------------|-----------------------|-----------------------------------|

| | | |
|----------|---------|----------|
| = 2 bays | = 1 bay | = 3 bays |
|----------|---------|----------|

In terms of clause 6.13.5 of the Town Planning Scheme No.5, Council can consider the reduction in parking if it were satisfied there will not be a reduction in safety standards. With no justification being provided, the Towns' Officers are not confident the reduction will not result in the lowering of safety standards and have included a condition requiring the applicant to provide a total of six (6) car parking bays onsite.

Attachments

1. Locality Map
2. Site and Floor Plans
3. Applicant's letter
4. Request to waiver fees

Officer's Recommendation

That Council:

- A. Approves the application received from Amanda Scikluna on behalf of the registered landowner Trevor John Clatworthy, to use a portion of the existing "Single House" on Lot 1892 (2) Parker Street, South Hedland for the purposes of "Childcare Service" – Family Day Care, subject to the following conditions:
 1. This approval relates only to the proposed "Childcare Service" – Family Day Care, facility as indicated on the approved plans (DRG2013/72/1 - DRG2013/72/2). It does not relate to any other development on this lot;
 2. If the development referred to in (1) above is not substantially commenced within a period of two years from the date of this approval, the approval shall lapse and be of no further effect;
 3. A maximum of 7 children shall be permitted within the premises at any one time;
 4. A minimum of 6 car bays shall be provided as indicated on the approved site plan;
 5. No parking bays shall be obstructed in any way or used for any other purpose than parking;
 6. Front walls and fences within the primary street setback area shall be no higher than 1.8m measured from natural ground level and be visually permeable

above 1.2m;

7. Fences shall be reduced to no higher than 0.75m from the natural ground level when within 1.5m of where the Vehicle Access Point (driveway) meets a street and where two (2) streets intersect;
8. The "Childcare Service" shall operate only between the hours:

| | |
|------------------|-------------|
| 5:30am to 5:30pm | Any Weekday |
| 8:30am to 4:30pm | Saturdays |

and shall not operate on Sunday and public holidays.

The following conditions are to be cleared by Planning Services prior to the use being conducted:

9. Prior to the use being conducted, the applicant shall install fencing to ensure children are not able to get to the main gate/parking area to the satisfaction of the Manager Planning Services;
10. Prior to the use being conducted, an overall signage strategy shall be submitted and approved by the Manager Planning Services.

ADVICE NOTES:

1. In terms of the Port Hedland Town Planning Scheme No 5, "Childcare Services" are defined as follows and shall only be used for this purpose:

"Childcare Services,

land or buildings used for the daily or occasional care of five or more unrelated children in either a centre or a private dwelling."
2. The landowner is reminded this is a Planning Approval only and does not obviate the responsibility of the landowner to comply with all relevant building, health and engineering requirements.
3. Be advised that the Town's Environmental Health Services has raised the following matters:
 - a) It is a requirement under the Food Act 2008 that all food premises be registered prior to beginning operations; and

- b) The applicant is advised that the construction and use of the proposed premises is required to comply with the Food Regulations 2009 and the Food Safety Standards;

If any of these matters require clarification please contact the Town's Environmental Health Services on 9158 9325

4. Please be advised, a "Food Notification/Registration" form will need to be submitted to the Town's Environmental Health Services prior to any food product being supplied to any person. A Food Licence will be required for this premise. Please contact the Town's Environmental Health Services for any further information.
 5. The landowner shall comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.
 6. To clear any conditions kindly contact the Towns Compliance Officer on (08) 9158 9300. Please note it may take up to 28 days to clear conditions.
- B. Refuses the applicant's request to waiver all or portion of the fees required for the consideration of the application.

201213/307 Council Decision

Moved: Cr Carter

Seconded: Cr Jacob

That Council:

- A. **Approves the application received from Amanda Scicluna on behalf of the registered landowner Trevor John Clatworthy, to use a portion of the existing "Single House" on Lot 1892 (2) Parker Street, South Hedland for the purposes of "Childcare Service" – Family Day Care, subject to the following conditions:**
 1. **This approval relates only to the proposed "Childcare Service" – Family Day Care, facility as indicated on the approved plans (DRG2013/72/1 - DRG2013/72/2). It does not relate to any other development on this lot;**

2. If the development referred to in (1) above is not substantially commenced within a period of two years from the date of this approval, the approval shall lapse and be of no further effect;
3. A maximum of 7 children shall be permitted within the premises at any one time;
4. A minimum of 6 car bays shall be provided as indicated on the approved site plan;
5. No parking bays shall be obstructed in any way or used for any other purpose than parking;
6. Front walls and fences within the primary street setback area shall be no higher than 1.8m measured from natural ground level and be visually permeable above 1.2m;
7. Fences shall be reduced to no higher than 0.75m from the natural ground level when within 1.5m of where the Vehicle Access Point (driveway) meets a street and where two (2) streets intersect;
8. The "Childcare Service" shall operate only between the hours:

| | |
|------------------|-------------|
| 5:30am to 5:30pm | Any Weekday |
| 8:30am to 4:30pm | Saturdays |

and shall not operate on Sunday and public holidays.

The following conditions are to be cleared by Planning Services prior to the use being conducted:

9. Prior to the use being conducted, the applicant shall install fencing to ensure children are not able to get to the main gate/parking area to the satisfaction of the Manager Planning Services;
10. Prior to the use being conducted, an overall signage strategy shall be submitted and approved by the Manager Planning Services.

ADVICE NOTES:

1. In terms of the Port Hedland Town Planning Scheme No 5, "Childcare Services" are defined as follows and shall only be used for this purpose:

“Childcare Services,

land or buildings used for the daily or occasional care of five or more unrelated children in either a centre or a private dwelling.”

- 2. The landowner is reminded this is a Planning Approval only and does not obviate the responsibility of the landowner to comply with all relevant building, health and engineering requirements.**
- 3. Be advised that the Town’s Environmental Health Services has raised the following matters:**
 - a) It is a requirement under the Food Act 2008 that all food premises be registered prior to beginning operations; and**
 - b) The applicant is advised that the construction and use of the proposed premises is required to comply with the Food Regulations 2009 and the Food Safety Standards;**

If any of these matters require clarification please contact the Town’s Environmental Health Services on 9158 9325

- 4. Please be advised, a “Food Notification/Registration” form will need to be submitted to the Town’s Environmental Health Services prior to any food product being supplied to any person. A Food Licence will be required for this premise. Please contact the Town’s Environmental Health Services for any further information.**
 - 5. The landowner shall comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.**
 - 6. To clear any conditions kindly contact the Towns Compliance Officer on (08) 9158 9300. Please note it may take up to 28 days to clear conditions.**
- B. Approves the applicants request to the value of 25% to waiver a portion of the fees required for the consideration of the application.**

CARRIED BY ABSOLUTE MAJORITY 9/0

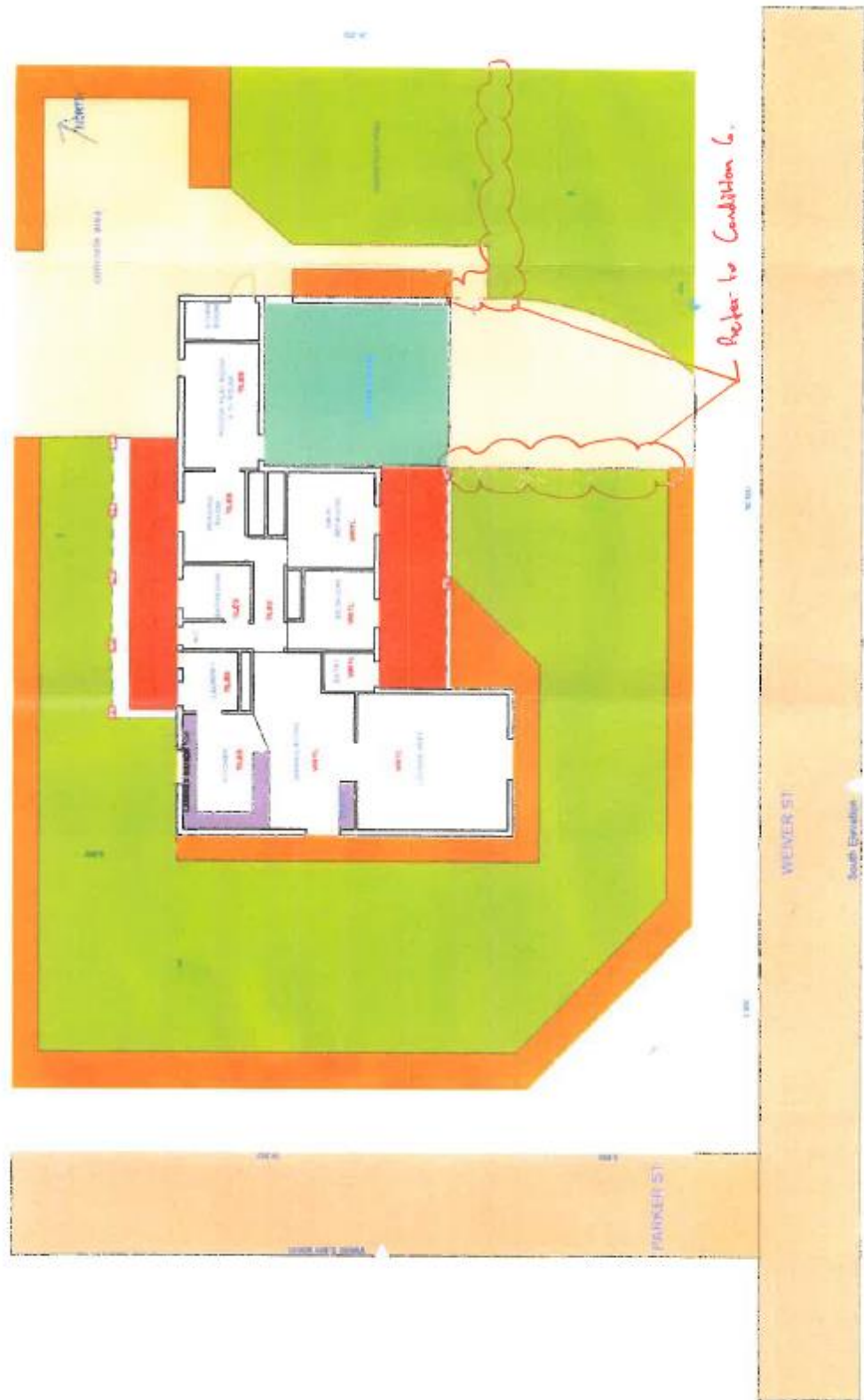
Reason: Council decided to approve the waiver of 25% of the fees required to support child care services in Port Hedland.

ATTACHMENT 1 TO ITEM 11.1.4



ATTACHMENT 2 TO ITEM 11.1.4

DRG 2013/12/1



*ATTACHMENT 3 TO ITEM 11.1.4***Item 8 – Justification Statement****a. Number of employees:**

I will only have myself working. On occasions when I am on holidays or if I am ill I will employ a child care worker for that time frame. No permanent employees as I am only taking on 7 children.

b. Area/ Rooms to be used:

The focal areas will be the 3rd bedroom which opens up into the garage. The toilet room, kitchen, dining and occasionally lounge room.

c. Any Proposed Signage:

I would like to install/ mount a sign on my front fence. I would like the sign to be around A3 size. My husband is a builder and health and safety advisor so he will install the sign appropriately with the correct fixtures.

d. Delivery requirements:

If I have a delivery they will be made through Australia Post during opening hours.

e. Hours of operation:

Monday - Friday

5.30am – 5:30pm

Saturday

8.30am-4.00pm

ATTACHMENT 4 TO ITEM 11.1.4

Little SMARTies Family Day Care
Amanda Scikluna
2 Parker St
South Hedland WA 6721

To whom it may concern,

I have lodged paper work with the council for the proposed Family Day Care at, 2 parker Street South Hedland. I am writing to request the reimbursement of fees totalling \$1706.20.

Firstly when enquiring with the council regarding setting up my Family Day Care I was directed to the family day care policy located within the town of Port Hedland web site. I was directed here by an employee within the planning department. Within this policy it clearly states family day care is exempt from the requirement to obtain Council's Planning Approval for up to a maximum of seven (7) children. (Please see the attached form).

I was then reassured by my director at Children's Services Support Unit (CSSU) that I was to lodge an application using the P3 Form. Whilst working through this form I called the council planning department to clarify a few of my questions. I was then informed I was not to complete the P3 form but rather the P2 form as a family Day Care is a home based business. I took on this advise and followed through to complete and lodged the application on the 25th January. A few days later, I was informed by the council, that applying for a Family Day Care was not a home based business but rather a Commercial business.

I am very disappointed with the confusion this has caused me. Initially, there was no cost involved as I would be exempt from obtaining council approval because it is a family Day Care. Secondly, I would then be charged \$209 form a council application fee plus \$643 for newspaper advertising and \$567.20 for on site signage. Thirdly, I have received the invoice (42868) detailing my charges and there is an additional \$220 for external referrals and a further \$67 because my application is no longer a home based business but rather commercial business. This adding another \$287 to the previous \$1419 making a grad total \$1706.20.

Due to the complete confusion from the start as I was not expecting to be charged \$1706.20 in council fees to apply for a family day care I am asking if you could please help by wavering my fees and reimbursing the total, or part total, of \$1706.20.

Hedland is holistically lacking in opportunities of education and care services. I hold my Bachelor of Education and know I will be going to provide Quality Education and Care to the Children and families of Hedland. The cost of setting up and maintaining a quality environment comes at a very high expense. Please consider this when making a decision.

Thank you for considering my letter,
Warmest regards
Amanda Scikluna



Town of Port Hedland

Town Planning Fees & Charges 2012-2013

| DESCRIPTION | ESTIMATED DEVELOPMENT COST | FEE | GST |
|--|--|--|----------------|
| Determination of Development Application | a) \$0 - \$50,000 b) \$50,000 - \$500,000 c) \$500,000 - \$2.5 million d) \$2.5 million - \$5 million e) \$5 million - \$21.5 million f) More than \$21.5 million | \$139.00 flat fee 0.32% of the estimated development cost \$1,600 + 0.257% for every \$1 in excess of \$500,000 \$6,740 + 0.206% for every \$1 in excess of \$2.5 million \$11,890 + 0.12% for every \$1 in excess of 5 million \$32,185 flat fee | No GST Payable |
| If development has commenced or is being carried out, by way of penalty twice the amount of the maximum fee payable for determination is applicable, in addition to the application fee | | | |
| Determination of an Extractive Industry | a) New application b) If development has commenced or is being carried out | \$696.00 flat fee \$2088.00 flat fee (penalty of twice the fee added to the base fee) | No GST Payable |
| Change of Use or Continuation of a Non-Conforming Use | No development is being carried out | \$278.00 flat fee | No GST Payable |
| Home Occupation/Mobile Business | a) Initial fee b) Annual renewal fee (due 30 th June) c) If Home Occupation has commenced or being carried out | \$209.00 flat fee \$69.00 flat fee \$627.00 flat fee (penalty of twice the fee added to the base fee) | No GST Payable |
| Scheme Amendments | | \$7556.20 flat fee (Includes on-site signage) | GST Inclusive |
| Structure Plans | | \$7556.20 flat fee (Includes on-site signage) | GST Inclusive |
| Detailed Area/Area Specific Plans | | \$1,500.00 | GST Inclusive |
| Amended Application | Minimum \$139.00 | 50% of original DA fee with minimum payable | GST Inclusive |
| Advertising : Scheme Amendments, Road/PAW closures, Development Proposals etc | Newspaper On site signage External referrals: 0 - 9 letters 10 - 50 letters 51 - 500 letters 501 + letters | \$643.00 per advert \$567.20 flat fee \$220.00 \$330.00 \$550.00 \$1100.00 | GST Inclusive |
| Clearance of Conditions | Charge per request | \$310.00 | GST Inclusive |
| Extension of Time | Charge per request | \$200.00 | GST Inclusive |
| Section 70 Notification Restrictive Covenant Request | Charge per request | \$310.00 | GST Inclusive |

| | | | |
|--|---|---|----------------|
| Section 40 – Liquor Licence | Charge per request | \$138.00 | GST Inclusive |
| Road and/or Pedestrian Access Way Closure | Charge per request | \$350.00 flat fee | GST Inclusive |
| Providing a Subdivision Clearance | a) Not more than 5 Lots b) 5 Lots to 195 Lots c) More than 195 Lots | \$69 per Lot \$69 per Lot for the first 5 Lots then \$35 per Lot \$6,959.00 | No GST Payable |
| Subdivision Reinspection fee | Charge per reinspection | \$100 flat fee | GST Inclusive |
| Hard Copies of Scheme Text | Town Planning Scheme No. 5 | \$28.70 flat fee | GST Inclusive |
| Written Planning Advice | All written advice including Planning Statements (zoning) | \$69.00 per hour (min 1 hr) | GST Inclusive |
| Copy of Approval and Conditions | | \$69.00 flat fee | GST Inclusive |
| Return of incomplete applications | | \$84.00 | GST Inclusive |
| Development Assessment Group | Payable prior to issue of meeting agenda | \$250.00 | GST Inclusive |

Town of Port Hedland Family Day Care Policy – Planning 12/008



**TOWN OF PORT HEDLAND
POLICY 12/008
FAMILY DAY CARE POLICY - PLANNING**

Objectives

- i. To eliminate duplication of controls, improve efficiency of approvals and preserve residential amenity;
- ii. To ensure that application for Family Day Care is consistent with the Community Services (Child Care) Regulations 1998.

Definition

In accordance with the Community Services (Child Care) Regulations 1998, Family Day Care premises are defined as:

"Means a Child Care Service provided to a child in a private dwelling in a family or domestic environment, and as per Regulations 28 (2) the total number of children under 12 years in the care of a Family Day Care Licensee shall not exceed 7 (inclusive of the licensee's own children)."

Policy Provisions

- The provision of Family Day Care or In Home Care as defined in the Community Services (Child Care) Regulations 1988 is exempt from the requirement to obtain Council's Planning Approval for up to a maximum of seven (7) children;
- Family Day Care and In-Home Care is only permitted in Rural, Rural Residential and Residential Zones.
- Premises for Family Day Care or In Home Care are to be inspected and approved by both the Pilbara Family Day Care Scheme and Council's Environmental Health Services prior to operation;
- This policy does not relate to the establishment of Child Care centres;
- This policy does not supersede any requirement of the Child Care Services Board or the Pilbara Family Day Care Scheme.

11.1.5 Proposed Final Adoption of Scheme Amendment 61 to the Town of Port Hedland Town Planning Scheme No.5. Recoding a portion of Unallocated Crown Land, Lot 1512 on Plan 74282, South Hedland from "Residential" R30 to R40 (File No.: 18/09/0073)

Officer Steve de Meillon
Senior Strategic
Planner

Date of Report 12 March 2013

Disclosure of Interest by Officer Nil

Summary

Council resolved at its Special Meeting held on 14 November 2012 to initiate Scheme Amendment 61. The amendment seeks to recode Lot 1512 on Plan 74282, South Hedland from "Residential" R30 to R40.

This report seeks Council's approval for final adoption of the scheme amendment.

Background

The Site (Attachment 1)

The proposed amendment refers to Unallocated Crown Land, Lot 1512 on Plan 74282, South Hedland (the site). The site is currently under ownership of the State of Western Australia and under the control of the Department of Regional Development and Lands (RDL). It is understood the site will eventually be purchased and developed by LandCorp as part of rationalisation works to the South Hedland Town Centre and surrounds.

The site is currently zoned "Residential" under the provisions of the Town of Port Hedland Town Planning Scheme No.5 (TPS5). The site consists of a two (2) densities, a portion R30 and a portion R40.

The site comprises a total area of approximately 5597m². The R30 coded portion is approximately 1253m² and the R40 coded portion is approximately 4254m².

The Proposed Amendment (Attachment 2)

The amendment seeks to recode the smaller R30 portion of the site to R40. The amendment will result in one consistent residential coding across the site.

Previous Approvals

As part of the overall subdivision and development of the South Hedland Town Centre and surrounds, it was determined a better development outcome could be achieved if Lot 6058 Eucla Close remained as one lot. As part of a new rationalisation plan Lot 6058 Eucla Close has been re-described as Lot 1512 on Plan 74282.

Council at its Ordinary Council meeting on 13 April 2011 resolved to adopt Scheme Amendment 34. Amendment 34 rezoned and recoded various lots within the South Hedland Town Centre and surrounds. Amendment 34 recoded Lot 1512, previously referred to as Lot 6058 Eucla Close, from a residential density code of R20 to a dual R30 and R40 coding.

Amendment 34 was initiated and finally endorsed to facilitate the implementation of the South Hedland Town Centre Development Plan (SHTCDP).

Consultation

Prior to its initiation, the amendment was discussed with RDL with no objection raised.

Prior to commencing public advertising, the scheme amendment was sent to the Office of the Environmental Protection Authority (OEPA) for environmental consideration. The EPA determined the scheme amendment should not be assessed under the *Environmental Protection Act 1986* and that it is not necessary to provide any advice or recommendations.

In accordance with the *Town Planning Regulations 1967*, the proposed scheme amendment has been advertised and circulated as follows:

- North West Telegraph: 23 January - 6 March 2013
- Site signs: 23 January - 6 March 2013
- Town of Port Hedland Website: 23 January - 6 March 2013

Written notification was sent to the following:

- All adjoining neighbours.
- Water Corporation.
- Department of Water

- Department of Environment and Conservation
- Horizon Power
- Telstra
- Optus

A summary of submissions received during the advertising period is contained within Table 1 below (copies of submissions in Attachment 3).

Table 1 - Summary of Submissions

| Correspondent | Issues Raised | Planning Response |
|--|---|---|
| Department of Water | No comment | Not required |
| Department of Environment and Conservation | No comments | Not required |
| Water Corporation | No objection, subject to following advice: Provide protection of the existing water main via location in a reserve, road reserve, or relocation within a reserve | This easement is noted. A Detailed Area Plan (DAP) will be submitted to control development over the site. The DAP will indicate the easement to ensure its protection. In addition easements are indicated on Certificates of Title |

Statutory Implications

The *Planning and Development Act 2005* and the *Town Planning Regulations 1967* provide Council the authority to amend its Local Planning Scheme and establish the procedure required to make this amendment.

Policy Implications

Nil

Strategic Planning Implications

The following section of the Pilbara's Port City Growth Plan is considered relevant to the proposal:

Section 5.7.11

Precinct 11 – City Centre

Proposed land use: Residential – Town Centre
Precinct Highlight 9: High end medium density residential

The following section of the Town’s Strategic Community Plan 2012-2022 is considered relevant to the proposal:

6.3 Environment

6.3.1 Housing

Attract and retain new residents to increase the population to 40,000 by 2025

Budget Implications

The applicant has paid the prescribed fee of \$7,556.20 for the initiation and advertising of the scheme amendment.

Officer’s Comment

The site currently has a dual residential coding of R30 and R40. The current dual residential coding was created to facilitate a proposed subdivision. The proposed subdivision is no longer consistent with the wider rationalisation of the South Hedland Town Centre and surrounds.

The up coding will consolidate the two densities and provide a consistent R40 density across the site. The R40 density is already the predominant density on the site (approximately 76% of the site). In addition, the site adjoins the southern boundary of the current approved South Hedland Town Centre Development Plan (SHTCDP). The residential areas within the southern portion of the SHTCDP adjoining the site are identified with R40 and R50 densities.

The amendment will allow any development of the site to be consistent with the objectives of the Local Planning Strategy (Growth Plan). The Pilbara’s Port City Growth Plan identifies the site as “Residential – Town Centre” and to be developed as high end medium density residential.

The site is adjoined by two (2) district roads to the north and east and has access from a constructed laneway between the site and adjoining residential land to the south. The road and laneway frontages are unique site features which can accommodate the increase density through suitable design.

Attachments

1. Locality Plan.
2. Formal Scheme Amendment 61 documents.
3. Copies of submissions received.

Options

1. Approve final adoption of Scheme Amendment 61.

This option will allow the scheme amendment to be sent to the Western Australian Planning Commission for final endorsement.

2. Approve final adoption of Scheme Amendment 61 with modifications.

Any significant modifications may require additional advertising prior to final endorsement.

3. Refuse final adoption of Scheme Amendment 61.

Option 1 is recommended.

201213/308 Officer's Recommendation/ Council Decision

Moved: Cr Jacob

Seconded: Cr Carter

That Council:

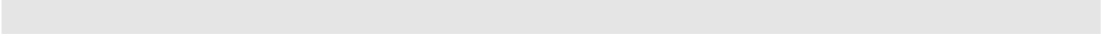
1. **Adopt for final approval Scheme Amendment 61 to Town Planning Scheme No.5 without any modifications by:**
 - a. **Recoding a portion of Lot 1512 Eucla Close, South Hedland from 'R30' to R40';**
 - b. **Amending the Scheme Map accordingly.**
2. **Authorises the Mayor and Chief Executive Officer to execute three (3) copies of the amendment documents in accordance with the Town Planning Regulations 1967 (as amended), including the fixing of the Common seal; and**
3. **Forwards the three (3) signed and sealed copies of the Scheme Amendment 61 formal document, and associated documentation to the Western Australian Planning Commission for final approval.**

CARRIED 9/0

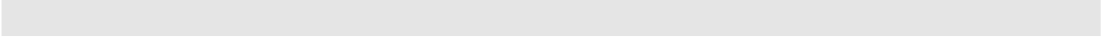
ATTACHMENT 1 TO ITEM 11.1.5



ATTACHMENT 2 TO ITEM 11.1.5



TOWN OF PORT HEDLAND
TOWN PLANNING SCHEME NO. 5
AMENDMENT NO. 61



PLANNING AND DEVELOPMENT ACT 2005
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME
TOWN OF PORT HEDLAND
TOWN PLANNING SCHEME NO. 5
AMENDMENT NO. 61

RESOLVED that the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend the above local planning scheme by:

1. Recoding a portion of Lot 1512 Eucla Close, South Hedland from 'R30' to 'R40';
2. Amending the Scheme Map accordingly.

Dated this day of 20

CHIEF EXECUTIVE OFFICER

SCHEME AMENDMENT REPORT

- | | | | |
|-----------|--|---|--|
| 1. | LOCAL AUTHORITY | : | Town of Port Hedland |
| 2. | DESCRIPTION OF TOWN PLANNING SCHEME | : | Town Planning Scheme No. 5 |
| 3. | TYPE OF SCHEME | : | Town Planning Scheme |
| 4. | SERIAL NUMBER OF AMENDMENT | : | Amendment No. 61 |
| 5. | PROPOSAL | : | Recoding a portion of Lot 1512 Eucla Close, South Hedland from 'R30' to 'R40'. |

Background

In December 2010 the WAPC issued approval (WAPC Ref: 142234) to subdivide and amalgamate various lots on Colebatch Way, Forrest Circle and Eucla Close in South Hedland which included the subject land.

The approval facilitated subdivision of the subject land into two (2) separate land parcels with areas of 4,254m² and 1,253m² each.

On review of possible development opportunities for the site however, it was determined that a single development site would maximise the ultimate development potential of the land, best delivering the objectives of the South Hedland Town Centre revitalisation project.

Existing Zoning

Under TPS 5, the subject land currently has a split coding of "Residential – 40" and "Residential – R30" which directly corresponds with the WAPC approved plan of subdivision separating the site into two (2) lots.

Proposed Amendment

In light of the above, this submission seeks support to amend the Town of Port Hedland Town Planning Scheme No. 5 by recoding the eastern 1,253m² portion of Lot 1512 Eucla Close, South Hedland from "R30" to "R40".

The proposed Amendment will rationalise the residential coding applicable to the site and maximise the ultimate development potential of the subject land.

The proposed up-coding of the site is consistent with the Pilbara's Port City Growth Plan (Growth Plan). The Growth Plan identifies the site as "Residential – Town Centre" to be developed as high end medium density residential. The site also adjoins the southern boundary of the approved South Hedland Town Centre Development Plan (SHTCDP) area. The residential areas within the SHTCDP area adjoining the site are identified with R40 and R50 sites. Furthermore, the site is bound by two (2) district roads to the north and east which allow built form opportunities to reduce their impact on adjoining residential land.

On this basis, the amendment is considered to rectify the inappropriate split coding, whilst providing a medium density solution consistent with both the Growth Plan and the SHTCDP.

PLANNING AND DEVELOPMENT ACT 2005

TOWN OF PORT HEDLAND

TOWN PLANNING SCHEME NO. 5

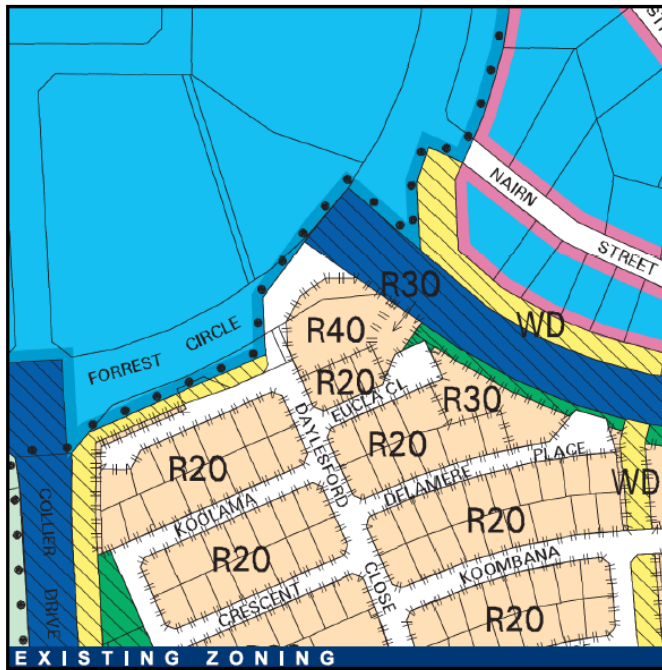
AMENDMENT NO. 61

RESOLVED that the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend the above local planning scheme by:

1. Recoding a portion of Lot 1512 Eucla Close, South Hedland from 'R30' to 'R40';
2. Amending the Scheme Map accordingly.

SCHEME AMENDMENT MAP

Town of Port Hedland
Town Planning Scheme No. 5
Amendment No. 61



LEGEND

LOCAL SCHEME RESERVES

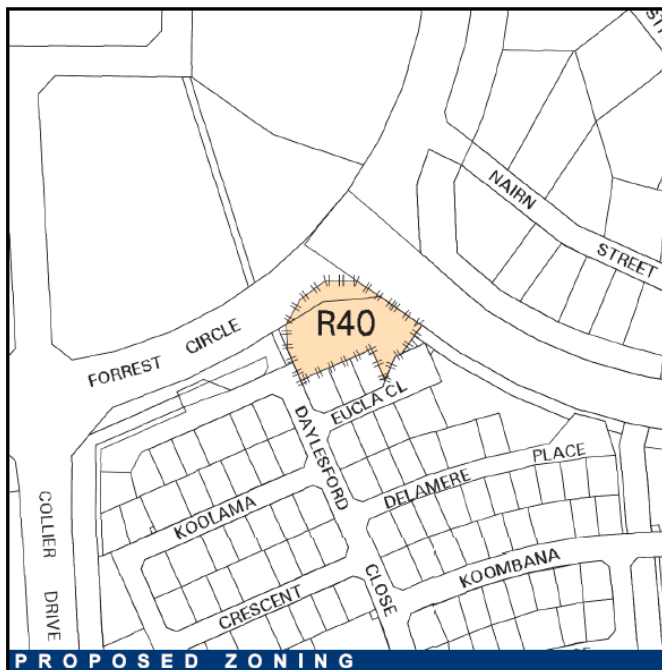
- DISTRICT ROAD
- LOCAL ROAD
- OTHER PUBLIC PURPOSES DENOTED AS
- WATER AND DRAINAGE
- PARKS AND RECREATION

ZONES

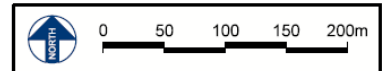
- RESIDENTIAL
- MIXED BUSINESS
- TOWN CENTRE
- RURAL

OTHER

- R CODES
- DEVELOPMENT PLAN AREAS



1:5,000@A4 : SCALE
26 October 2012 : DATE
2957_15-7-001.dgn : PLAN No
- : REVISION



ATTACHMENT 3 TO ITEM 11.1.5



Government of Western Australia
Department of Water



looking after all our water needs

Your ref: 2012/446/1/09/0073
Our ref: RF741-11, WRD194269
Enquiries: Natalie Leach 6364 6574

Steve de Meillon
Senior Strategic Planner
Town of Port Hedland
PO Box 41
Port Hedland WA



Document #: IPA36200
Date: 11.03.2013
Officer: LEONARD LONG
File: 18/09/0073

Dear Mr de Meillon,

**APPLICATION 2012/446 FOR SCHEME AMENDMENT 61 – RECODING A PORTION
OF UNALLOCATED CROWN LAND LOT 1512 ON PLAN 74282 (EUCLA CLOSE),
SOUTH HEDLAND FROM 'RESIDENTIAL R30' TO 'RESIDENTIAL R40'**

Thank you for the above referral received 22 January 2013. The Department of Water (DoW), Pilbara Region has reviewed the proposal and has no further comment.

If you have any further queries please contact Natalie on (08) 6364 6574.

Yours sincerely,

Hamid Mohsenzadeh
Regional Manager
Department of Water
Pilbara Region

26 February 2013

De Meillon Steve

From: Morris, Kerri [Kerri.Morris@dec.wa.gov.au]
Sent: Friday, 1 March 2013 9:16 AM
To: De Meillon Steve
Cc: Hoskin, Libby
Subject: Application 2012/446

Good morning

Regarding the above application for Recoding portion of unallocated Crown Land at Lot 1512 on Plan 74282 (Eucla Close), South Hedland.

Dept of Environment and Conservation have no comments on this application.

If you have any queries regarding this matter please call Libby Hoskin at DEC Karratha Regional Office on 9182 2004.

Kind Regards

Kerri Morris

Administration Assistant

Department of Environment and Conservation | Pilbara Region
Ph: (08) 9218 2019 | Fax: (08) 9144 1118
PO Box 835, KARRATHA, WA 6714
kerri.morris@dec.wa.gov.au



Department of
Environment and Conservation



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Your Ref: 2012/446 / 18/09/0073
Our Ref: JT1 2010 10908 V06
Enquiries: Frank Kroll
Phone: 9420 2221



14 February 2013

Chief Executive Officer
Town of Port Hedland
PO Box 41
PORT HEDLAND WA 6721

Attention: Steve de Meillon



629 Newcastle Street
Leederville 6007
Western Australia

PO Box 100
Leederville 6902
Perth Western Australia

Tel (+61 8) 9420 2420

www.watercorporation.com.au

ABN 28 003 434 917

**APPLICATION 2012/446 FOR SCHEME AMENDMENT 61
RECODING PORTION OF UNALLOCATED CROWN LAND LOT 1512 ON
PLAN 74282 (EUCLA CLOSE), SOUTH HEDLAND FROM RESIDENTIAL
R30 TO RESIDENTIAL R40.**

Thank you for your letter dated 17 January 2013.

The Corporation **has** no objection to the amendment, **subject** to the following conditions.

Provide protection of the existing water main (marked yellow on attached plan) via location in a reserve, road reserve, or relocation within a reserve.

Should there be further queries, please contact the undersigned.

A handwritten signature in black ink that reads "Frank Kroll".

Frank Kroll
Senior Development Planner
Development Services
Planning & Capability



Document #: ICR35854
Date: 20.02.2013
Officer: LEONARD LONG
File: 18/09/0073

6.56pm Councillor Hooper declared an impartiality interest in agenda item '11.1.6 Wayfinding Strategy Report (File No.: 08/02/0014)' as he is a friend of the applicant.

Councillor Hooper did not leave the room.

11.1.6 Wayfinding Strategy Report (File No.: 08/02/0014)

Officer **Brie Holland**
Economic
Development and
Strategic Planning
Officer

Date of Report **11 March 2013**

Disclosure of Interest by Officer **Nil**

Summary

This report presents for the Council's consideration the recommendations from the report *A Wayfinding Strategy for the Town of Port Hedland* by Dr. John Grant, in association with FORM Contemporary Arts and Crafts. The basis behind the Wayfinding Strategy is to improve both vehicular and pedestrian navigation throughout Port Hedland, with a particular focus on the West End and Coastal Recreation areas making finding places in the Town more legible for residents and visitors.

This report recommends to Council that it endorse the Wayfinding Strategy recommendations. Funding totalling \$100,000 for delivering these recommendations has already been granted and equally matched between two parties (\$50,000 each); the Pilbara Development Commission through a Pilbara Regional Grant Scheme and the Town of Port Hedland, noted in the 2012 / 2013 budget.

Background

During May 2012 a report was written by Dr. John Grant for FORM Contemporary Arts and Crafts labelled, *Improving Wayfinding, related information and amenity in the Town of Port Hedland*. The report gave a detailed analysis of the current directional street signage, printed maps of the Town, the Information bays (from the Airport and entry to South Hedland) mapping and text and interpretive signage in the Town and gave general recommendations on how it needed to be improved.

The Town engaged Dr. John Grant to write a strategy for

improving the signage in the Town and the report *A Wayfinding Strategy for the Town of Port Hedland* was received December 2012 (attachment 1). The report makes recommendation that the process of developing and implementing a wayfinding project involves three stages;

1. Developing the signage strategy.
2. Designing the signage in detail.
3. Manufacturing and installing the sign.

Council may choose to further the strategy in the future, however for the time being the strategy makes recommendations to install directional signage and / or mapping at the West End, Information Bays at and to the Airport arrivals area, on entry to South Hedland highlighting the following areas of Finucane Island, Six Mile Beach, Cooke Point / Pretty Pool; Civic Area including: Cemetery Beach, Turtle viewing platforms, Visitor Centre, Art Gallery, Dalgety House Museum, Yacht Club, Marapikurrinya Park, Spoilbank and Don Rhodes Mining Museum. The strategy also recommends installing 23 directional pointers in the areas of Finucane Island, Airport, Six Mile Beach, Cooke Point / Pretty Pool, Civic / Central Area, West End; 10 street blades in the West End and three 1.75m map based signs at the Visitor Centre, Court House Gallery and Marapikurrinya Park.

Consultation

External

- Pilbara Development Commission
- FORM Contemporary Arts and Crafts

Internal

- Director Planning and Development
- Director Community Development
- Manager Infrastructure Development
- Manager Economic Development and Strategic Development

Statutory Implications

Local Government (Miscellaneous Provisions) Act 1960 – Local Government Model By-laws (Signs Hoardings and Billposting) No. 13

Policy Implications

9/006 Community Facility Name Signs

Strategic Planning Implications

The following sections of Council's *Strategic Community Plan 2012 - 2022* are considered relevant:

| | |
|-------|---|
| 6.1 | Community |
| 6.1.2 | Vibrant |
| | Maintain and extend the visual and physical access to the coast and thoroughfares for general public. |
| 6.4 | Local Leadership |
| 6.4.1 | Strategic. |
| | Deliver responsible management of infrastructure, assets, resources and technology |

Budget Implications

2012 / 2013 allocated funds.
\$93,800, GL Account 1105287, Coastal Access and Managed Camping.

Officer's Comments

Wayfinding Signage

Dr. John Grant is a well-known leading expert in vehicular and pedestrian navigation signage. He states that it is widely accepted on a national and international level that a wayfinding system consists of a coordinated 'family of signs' containing map-based signs and directional pointers, often complemented by the production of a hand-held map that is similar in brand and design to the map-based signage. Wayfinding signage can be found in the Western Australian localities of Kings Park, Town of Vincent, the City of Fremantle and the City of Mandurah. As mentioned previously the report makes recommendation that the process of developing and implementing a wayfinding project involves three stages;

1. Developing the signage strategy
2. Designing the signage in detail
3. Manufacturing and installing the sign.

1. Town of Port Hedland Developing the signage strategy: Signage proposal

Listed below is a description of the proposed type of sign, sign content, recommendations to retain pre-existing signs, locations and corresponding estimated budgets;

| Signage type and description | Sign content | Location | Budget |
|------------------------------|--------------|----------|--------|
|------------------------------|--------------|----------|--------|

| | | | |
|--|---|---|----------|
| a) Arrival signage, development of a Strategic Framework Map (pg. 5) | Highlighting areas of Finucane Island, Marapikurrinya Park, Spoilbank, Civic Centre, Cemetery Beach, Cooke Point, Pretty Pool, West End including Dalgetty House Museum, Don Rhodes Mining Museum, Port Hedland Shopping Centre, Wedgefield Industrial Estate, Port Hedland International Airport, South Hedland Recreational Facilities and South Hedland Shopping Centre. | Airport arrival area, Information bay entry to South Hedland, Information bay entry to Airport and the Visitor's Centre | \$ 7,000 |
| b) Driver Directional Signage (23) | Detailed location descriptions (and suggested signs to be retained) on pages 7 – 9. | Finucane Island, Airport, Six Mile Beach, Cooke Point/ Pretty Pool, Civic/ Central Area, West End | \$18,000 |
| c) Pedestrian wayfinding signage | Street name blades in the West End, details on page 11. | | \$ 3,000 |
| d) West End | 1.75m map-based Town Centre map, labeled with 'you are here' icons | Courthouse Gallery, Visitor Centre and Marapikurrinya Park | \$39,000 |
| e) Removal of inconsistent and illegible signs | | | \$ 3,000 |
| f) Wayfinding Strategy report | | | \$ 7,000 |
| g) Contingency | | | \$16,800 |
| TOTAL | | | \$93,800 |

2 & 3. Town of Port Hedland Designing the signage in detail, Manufacturing and installing the sign

Quotes will be called for once endorsement of the abovementioned recommended signage has been given. A works schedule will be designed and an approximate 17% contingency of \$17,000 accounted for to ensure the delivery of the proposed signage strategy.

Trails Master Plan and the Strategic Community Plan 2012 - 2022

Currently the Town is seeking community feedback on a draft trail master plan which will investigate off-road walking and cycling trails in Pretty Pool, Finucane Island and areas of South Hedland. Signposting these particular areas as recommended in the Wayfinding report will compliment this initiative by helping to navigate people during their explorations. Further support for this signage strategy can be seen in the *Strategic Community Plan 2012 - 2022* of extending the visual access to coast and thoroughfares for the general public. Once the Town reaches a population of 50,000 by 2035 there will be more of a need to access recreational areas and this signage strategy ensures visual access to the sites of interest are illustrated more effectively.

Funding: Pilbara Regional Grant Scheme (PRGS)

Funding from the PRGS (\$50,000) towards this project may be required to be handed back, if the decision to move forward on the project is not supported by Council. The Town must report back to the Pilbara Development Commission on the outcome of this particular report.

Outcomes summarised

Dr. John Grant has labelled the current signage in Port Hedland as 'poor'. Encouraging residents and visitors to explore our Town is a goal of all individuals in the local government arena. Correctly branded and accurate signage is a way in which we can uniformly promote our attractions to individuals. This report makes the recommendation to endorse the report *A Wayfinding Strategy for the Town of Port Hedland* strategies and implement of them.

Attachments

1. A Wayfinding Strategy for the Town of Port Hedland, November 2012, Dr. John Grant.

Officer's Recommendation

That Council:

1. Endorses in principle the report A Wayfinding Strategy for the Town of Port Hedland;
2. Endorses the recommended signage types and locations on the basis that the signage design will be consistent with the Town's current branding guidelines, to be approved by the Town's Manager Marketing; and
3. In cases where the location of the signage may not be suitable, requests the Chief Executive Officer or his delegate to find a suitable location and spend any residual monies from the project on reprinting (including a redesign) of the *Port Hedland Cultural Heritage Trail* brochure.

201213/309 Council Decision

Moved: Cr Carter

Seconded: Cr Jacob

That Council:

1. **Endorses in principle the report A Wayfinding Strategy for the Town of Port Hedland subject to confirmation of the \$50,000 funding from Pilbara Regional Grant Scheme being in the 2012/2013 budget;**
2. **Endorses the recommended signage types and locations on the basis that the signage design will be consistent with the Town's current branding guidelines, to be approved by the Town's Manager Marketing; and**
3. **In cases where the location of the signage may not be suitable, requests the Chief Executive Officer or his delegate to find a suitable location and spend any residual monies from the project on reprinting (including a redesign) of the *Port Hedland Cultural Heritage Trail* brochure.**

CARRIED 9/0

ATTACHMENT 1 TO ITEM 11.1.6

A
WAYFINDING STRATEGY
FOR THE TOWN OF PORT HEDLAND

DR JOHN GRANT

JA Grant & Assoc in Assoc with FORM

www.jagrants.com.au



1. INTRODUCTION

The results of the work of JA Grant & Assoc can be seen in many places in Western Australia. Wayfinding signage has been installed in Mandurah, Rockingham, Bunbury, Collie, South Perth, Midland and elsewhere.

We have conducted extensive auditing of wayfinding and signage issues in the Town of Port Hedland. One of the principal findings to date is that the Town and other entities have funded and installed a large number of tourist, visitor and resident 'destinations', facilities and access roads and paths but the wayfinding resources – including maps, signs and destination pointers – do not appear to adequately provide people with the capacity to know what exists, to safely and easily access the destinations, to navigate between them and/or to easily find their way back to their origin. A simple example is the fact that the centre of South Hedland is well signed from the Airport, but there is no signage informing people how to return to the Airport from there.

We acknowledge the need to incorporate the Town's substantial coastal assets in our study. There are numerous recent foreshore improvements, including the new park/recreation area at Cemetery Beach, turtle viewing platforms along the coast, public toilets and other amenities and facilities that have been installed and which deserve signage and inclusion on the maps of the area. Currently available maps are somewhat out of date and the Google-earth maps are also dated and inaccurate. Anecdotal information from FORM/the Gallery and the Visitor Centre suggests that wayfinding issues are raised by a large number of people using these facilities.

2. MAJOR FINDINGS

There are three major wayfinding issues in the Town of Port Hedland.

(a) Arrival Signage.

For new visitors to the Town, by road or plane, there is limited 'overview' information about the structure, distribution of and the access to the major destinations (specific sites or groups of sites) in Port Hedland. Visitors need to be provided with a clear understanding of the scope of the available facilities, destinations and services, their locations, how to access them and the scale of distances involved. Significantly none of the available maps of the Town and its different components include any distance scales – thus making it harder for people to understand the area. While one map of the area is located in the information bay near the airport it can be difficult to read and includes only a small amount of information (see Fig 1).

Fig 1



The sign structure in the information bay closer to South Hedland is empty and there is no 'overview' information available at the Airport or in other potential locations – the Visitor Centre, Council Offices, the Courthouse Gallery or elsewhere – including online, for prospective visitors.

A District Framework/Strategic Map is needed, which will identify the major sites of interest in the Town – from the Finucane Island boat ramp/beaches in the far west to Six Mile Beach in the far east (and all the intervening groups of destinations in Port Hedland) and from the Spoil Bank in the far north to South Hedland in the far south (and all of the intervening destinations, including the Airport and Wedgefield). The map will include the Civic Area (which contains the major motels, recreation facilities, the shopping mall and some viewing platforms), Cooke Point (recreation and community facilities) and the West End Town Centre (business, banking, entertainment, retail and medical facilities). An upgraded printed PORT HEDLAND TOWN MAP is also desirable.

(b) Driver signage.

There is a need for improved driver directional signage to and from specific destinations and broader destination areas. Currently, directional signage has a number of limitations: – (i) many destinations that deserve to be signed are not signed; (ii) where signage exists it is frequently only at the road intersection where a turn is to be made and not 'in advance' of the turn (this can be dangerous as it requires a last-second decision); (iii) while there is signage to a destination there is often no signage on the 'return' trip (e.g. returning from Cooke Point or Pretty Pool to the Airport); and, (iv) in some cases important destinations (such as the Visitor Centre) are referred to by different names (Information Centre & Tourist Centre). This can be confusing.

A prime example of (ii) above is the fact that the important sign at Wilson McGregor is right at the intersection, is out-of-date, and incomplete. McGregor St is the preferred access road to a wide range of destinations, including the Town Centre, Visitor Centre and the turtle viewing platforms.

Fig. 2



(c) Pedestrian Wayfinding Signage

The focus for this type of signage is on the West End Town Centre. We have conducted a detailed audit of this area. Currently it can be difficult to navigate for newcomers – although it is not a large area it has very limited points of orientation and poor signage. Street name blades are few and far between and the existing map (found on the printed Town of Port Hedland map) is inaccurate, at a very small scale, contains little detail and is difficult to read. This area will need a new detailed wayfinding map of the style identified on the cover of this Proposal – an attractive, easy to read map, with a 'heads-up' orientation. Within this category we also include the need for improved street name signage so that people can locate themselves on a map and thus know where they are and how to navigate an area.

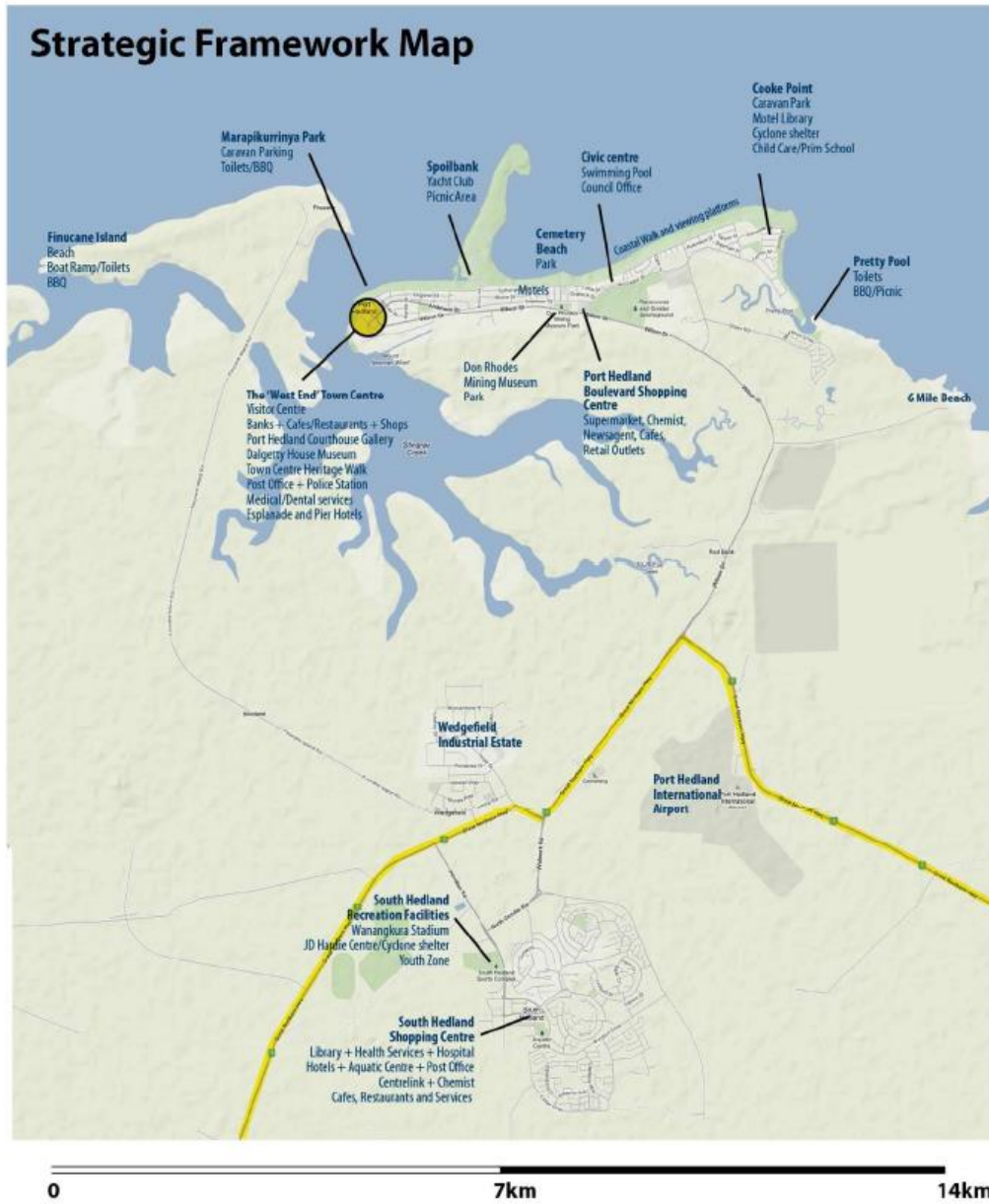
These three elements of wayfinding are interrelated – people will be given a clear understanding of the structure of the Town when they arrive, instructions on how to navigate the road system to get to where they want to, and then detailed information about the Town Centre and how to access particular sites when they get there.

RECOMMENDATIONS AND INDICATIVE COSTS

(a). Arrival Signage.

This will require the development of a new 'Strategic Framework Map'.

Fig 3 – Draft Strategic Framework Map



On the 'Strategic Framework Map' it is proposed that all of the major destinations and attractions will be included, with some brief descriptions of major contents of each. It will be a 'sketch map' where each destination area either has the information located at the site or is in a box with a pointer to the destination – where a lot of destinations are crowded together. It is necessary to capture the essence of what is at each place to guide visitors – not a full list of everything at every place.

It is anticipated that this map would be installed in the Airport, in the 2 *i*-huts on the highway, at other locations where space is available (Visitor Centre wall, Gallery wall etc.) and could replace the very small 'strategic map' on the printed 'Port Hedland Town map'. It could also be put on the internet, etc.

There will be a clear 'you are here' point on the map(s) showing people where they are in relation to all the other destinations.

Additional 'destinations' can be included at the detailed design stage, if required.

The main costs of the development and installation of the Strategic Framework Map are;

- Final design costs – if required;
- Printing to different sizes – for installation in the '*i*-huts' and to fit available spaces at Airport and other locations listed; and,
- Liaison with StreetSmart to include the Strategic Map on their tear-off

These costs are difficult to estimate at this stage but are not likely to exceed \$7000 for the above elements.

(b) Driver directional signage.

Directional pointer signs (these are the white on blue signs) are usually mounted on poles pointing to a named destination... Currently most directional pointers (DPs) are at the intersection where a change of direction needs to be made – and this can be dangerous.

These signs are for the benefit of visitors, tourists and others who may not have been to all the destinations (and back again)

There are a series of general guidelines that assist in identifying where they should be located and what is to be included. These guidelines are:

- (i) Install DPs up to 100m in advance of the change in direction (the turn needed to head towards the destination) to give ample warning of a required turn on roads with speeds above 60kph.
- (ii) Minimise distances from DP to the turn in built up areas or where distances between turns are short.

- (iii) Generally DPs should be on the 'far' side of the road (on right when a left turn is needed ahead or on the south side when a north turn is needed) to maximise sign visibility.
- (iv) DP Signs should be on both approaches to an upcoming turn (N + S or E + W) and given (iii) above both will be on the same side of the road as people approach a turn.
- (v) Larger signs will be needed on roads with higher speeds, so they can be read at the speed limit.
- (vi) DPs should not incorporate the distance to the upcoming turn, unless accurate and necessary
- (vii) DPs usually do not incorporate distance to the actual destination – this would be confusing to drivers.
- (viii) DPs are needed to assist drivers in 'returning' from a destination – (e.g. getting back to the Airport or Port Hedland from South Hedland), especially where the return route is not entirely obvious.
- (ix) All signs should use the recognised 'icons' for toilets, boat ramps, etc.

Please note the directions of the compass are approximate, with Finucane Island in the west of the area, Six Mile Beach to the East, South Hedland to the South, and the Spoil Bank to the North. Whoever installs the signs will need to point them in the right direction. In total we believe that 23 new DPs are likely to be needed.

The map of the location of each recommended sign is Fig 4 below.

Group 1 – Finucane Island. 4 new DPs on poles required

| Sign No. | Sign Content | Location of Sign | Direction of pointer(s) |
|----------|---|---|-------------------------|
| 1a | Finucane Island + Icons for Boat Ramp and BBQ/Picnic | On GNH* 100m South (S) of Finucane Island Rd, on East side | West |
| 1b | Finucane Island + Icons for Boat Ramp and BBQ/Picnic | On GNH 100m N of Finucane Island Rd on E side | West |
| | Leave existing sign in place at entrance to Fin Island Rd | | |
| 1c | Finucane Island + Icons for Boat Ramp and BBQ/Picnic | On Finucane Island Rd where it turns left over rail line, on the East side | West |
| 1d | Airport/South Hedland | At 1c, to remind people to turn right after crossing the rail line on way back. | South |

GNH = Great Northern Highway

Group 2 – South Hedland. 3 new DPs on poles required.
The DPs into South Hedland from the GNH are good. However, there is no signage for the return journey from the shopping centre/Centrelink etc back to the Airport/Port Hedland etc.

| Sign No | Sign Content | Location of Sign | Direction of pointer(s) |
|---------|----------------------|--|----------------------------------|
| 2a | Airport/Port Hedland | On south side of Throssell Rd, 20-30m west of Hamilton | North (to Hamilton) |
| 2b | Airport/Port Hedland | On the west side of Hamilton, 40-50m south of the North Circular Rd, | East (to North circular) |
| 2c | Airport/Port Hedland | On the North/west side of North Circular Rd 50m south of the NC/Wallwork Roundabout. | Straight on or North to join GWH |

Group 3 – Six Mile Beach. 2 new DPs required.

| Sign No | Sign Content | Location of Sign | Direction Of pointer (s) |
|---------|----------------|--|--------------------------|
| 3a | Six Mile Beach | On west side of Wilson St. 50+m south of the turn onto the track | East |
| 3b | Six Mile Beach | On west side of Wilson St. 50+m north of the turn onto the track | East |

Group 4 – Cooke Point/Pretty Pool - 6 new DPs required

| Sign No | Sign Content | Location of Sign | Direction Of pointer (s) |
|---------|---|---|--------------------------|
| 4a | Cooke Point & Pretty Pool + Boat/BBQ Icons | On south side of Wilson St, 50 m East of Cooke Pt Rd | North |
| 4b | Pretty Pool + Boat/BBQ Icons | On west side of Cooke Pt Rd 20m south of Styles Rd | East |
| | Remove sign to Pretty Pool at Styles/Matheson | | |
| 4c | Pretty Pool + Boat/BBQ Icons | On South side of Styles 10m west of Counihan Cres/Styles roundabout | North |
| 4d | Airport/South Hedland | On east side of Counihan Cres 10m north of r-about | West |
| 4e | Cooke Point | On west side of Cooke Point | East |

| | | | |
|----|--|--|------|
| | | Rd, 20m south of Cooke Pt Rd/Athol St roundabout | |
| | Leave existing sign at Cooke Pt Rd/Keesing St as is. | | |
| 4f | Stairway to the Moon viewing platform | Cnr Goode St and Taylor St | East |

Group 5 – Civic/Central Area – 6 news DPs required

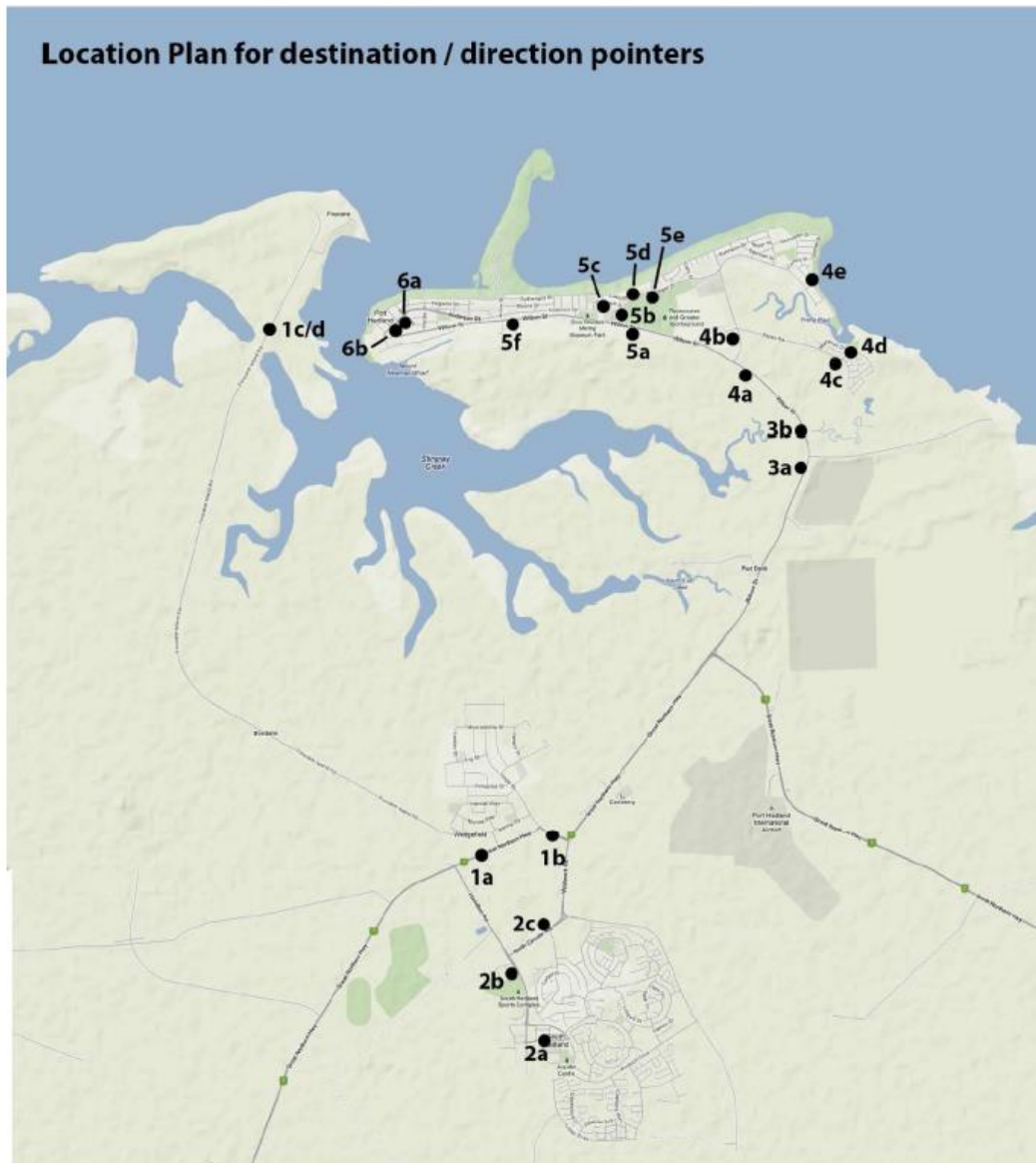
| Sign No | Sign Content | Location of Sign | Direction Of pointer (s) |
|---------|---|--|--------------------------|
| 5a | Civic Area Motels. Cemetery Beach Turtle viewing platforms The West End Visitor Centre | On the south side of Wilson St. 100m east of McGregor | North |
| | Leave existing sign at Wilson/McGregor as is | | |
| 5b | The West End Visitor Centre Gallery and Museum | On the east side of McGregor 10m south of Anderson | West |
| 5c | Airport/South Hedland | On the north side of Anderson 10m west of McGregor | South |
| 5d | Motels, Cemetery Beach Park, Turtle viewing platforms (Turtle Coast?) | On the south/east side of McGregor, 10m south of Lukis | North/west |
| 5e | Civic Centre. Swimming Pool | On the south side of McGregor at Civic Centre entrance | North |
| 5f | Yacht Club. Picnic Area, Beachfront Walk (Turtle Coast?) | On south side of Anderson St 10m east of Acton St | North |

Group 6 – The West End – 2 new DPs required

| Sign No | Sign Content | Location of Sign | Direction Of pointer (s) |
|---------|---|--|--------------------------|
| 6a | Art Gallery. Medical Services | On the south side of Anderson St at Edgar St | North |
| 6b | Visitor Centre, PO, Shops, Caravan Parking BBQ/Toilets | On the south side of Anderson St at Wedge St | North |

Total new DPs = 23. Some include only 1 destination and some have up to 5-6. We recommend that each pole contains only 1 blade and that the multiple destinations are listed on the blade, with the closest destination at the top of the list. The blades with multiple destinations will be wider than those with fewer destinations.

Fig 4 – map of new directional pointer signs.



Assuming an average cost of \$600+/blade installed on a pole = \$14-15000. Some DPs with multiple destinations may require 2 poles (as per the McGregor St sign in Fig.2)

(c). Pedestrian wayfinding signage

The basic element of this system is a map-based sign. However, in order to use a map-based system street name blades need to be visible so that people can orient themselves to the map. We recommend the installation of two new single blades for the 'lanes' in the West End (see (i) below) as well as 8 new pairs of street name blades on the corners of the major West End streets (see (ii) below).

- (i) For Glass Lane and Christies Lane install pole + blade at the Anderson St (south) end.
- (ii) Install 8 new pairs of blades at 90degrees to each other (L-shape) both on a pole at the following corners.

Anderson /Edgar –on SE Corner
 Anderson/Wedge - on SE Corner
 Anderson/The Esplanade - on SE Corner
 Anderson/McKay - on SE Corner
 Richardson/The Esplanade – on NE Corner
 Richardson/Wedge - on NE Corner
 Richardson/Edgar - on NE Corner
 Richardson/McKay - on NE Corner

The costs of street name blade manufacture and installation on poles are approx \$300/unit in much of WA. Up to 10 sets of blades/poles are estimated at \$3000.

The West End Town Centre map should include:

- all street/lane names;
- most of the 'iconic' destinations (Hotels, Gallery/Museum, parks, etc);
- reference to the facilities that people need to be aware of (Visitor Centre, Police, Post Office, medical services);
- additional destinations can be added – but this is a guide to walking in this area and not a 'business directory';
- the scale in both distance and approximate walk time; and,
- the area and attractions in close proximity to the Town Centre (boat ramp, jetty, parking areas, etc.)

We anticipate that 3 map-based will be needed in the West End – 1 outside the Gallery, 1 outside the Visitor Centre and 1 in Marapikurrinya Park. These 3 sites are marked on Fig 5, and the 'you are here' icons will be installed at the appropriate place on each map.

Fig 5. A 'walking' focussed map of the West End Town Centre



The detailed design of the sign that contains the West End Town Centre wayfinding map should include elements such as the map itself, acknowledgement of the Town of Port Hedland and The Town's corporate colours. Additional features (such as the Heritage Trail) can be added, but clarity and simplicity are an important part of the final design.

We have included below a number of examples of the design outcome that have been developed for other centres in Western Australia in addition to a basic concept for the map-based sign in the Town of Port Hedland. See Figs 6-9.

Fig 6. South Perth



Figs 7 & 8. Cockburn and Midland



These different signs and structures act a wayfinding beacons in places where visitors often have trouble finding their way around.

Fig. 9 – Pre-implementation ‘visualisations’ for Bunbury

Sign Visualisations

Indicative locations.
Final, precise locations to identified in the design stage.

MB4

On Victoria St, at the intersection with Wellington St.
Litter bin may need repositioning depending on final location



MB2

In the open space between the shopping malls.

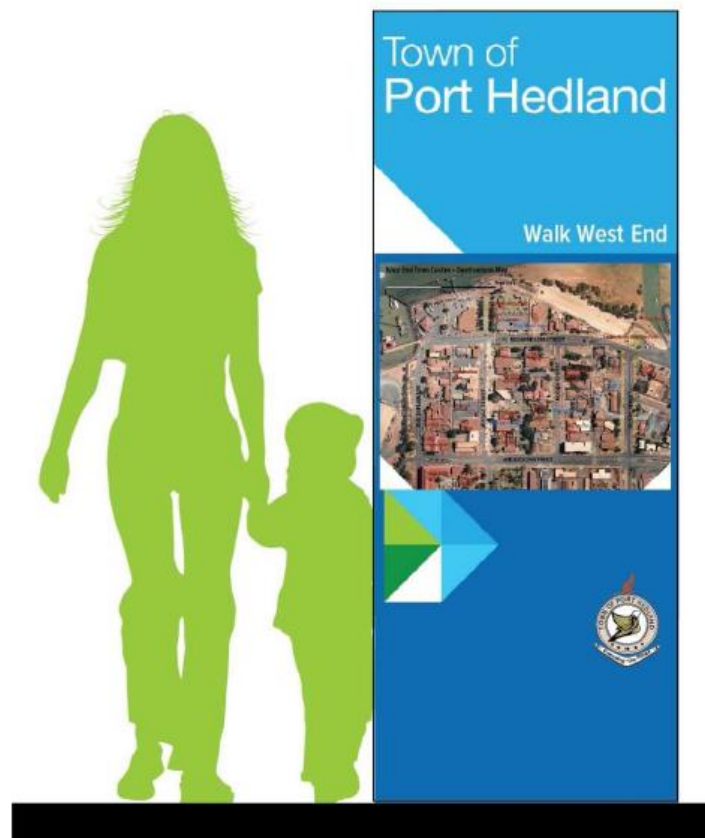


MB6

In the Marlston Waterfront Plaza near Bonnefoi Bvde.



Fig 10. A 'basic' Concept Design for the Port Hedland West End Town Centre
Map-based sign concept



The main costs of the development and installation of the West End Map are:

- Final design costs – to be identified by public tender;
- Sign manufacture (x3) - to be identified by public tender. The cost of the signs will be influenced by their size, detailed content and cyclone design specifications. Elsewhere in Australia sign structures have cost in the region of \$4000/structure including printing and all content – but may be more expensive in the Pilbara (\$6000?/item = \$18000);
- Sign installation costs to local cyclone specifications (x3). Installation costs may be in the order of \$1-2000/item for excavation/footings/ground reinstatement, etc.(\$6000)

CONCLUSIONS

Many of the recommendations of this report can be implemented in the short-term and at low cost in the immediate future.

They include;

- (i) Printing and installing the 'Strategic Frameworks Map' at agreed locations, liaising with StreetSmart and installing this map on the Town of Port Hedland website (est. cost \$7000);
- (ii) Manufacture and installation of the driver directional pointer signs (est. cost \$15000)
- (iii) Manufacture and installation of West End Town Centre street name blades (est. cost \$3000)
- (iv) Removal of all 'inconsistent' and illegible signs (est. cost \$2-3000). (The issues of signage consistency (all references to information/tourist centre should be removed) and the legibility and accuracy of all existing signage are addressed in the report 'Improving Wayfinding in Port Hedland' (May 2012) and need not be repeated here).
- (v) Developing the tender document for the design of the West End Town Centre wayfinding map and the signage structures. When completed this tender documentation can be sent to 3 companies for a competitive tender for this task. The cost of the design is difficult to estimate, but may be in the order of \$10-15000. Sign structure manufacture and installation is roughly estimated at \$24000.

Total cost of above items (excluding design) = \$50,000+

11.1.7 *Delegated Planning, Building & Environmental Health Approvals and Orders for February 2013 (File No.: 18/07/0002 & 07/02/0003)*

Officer Carly Thompson
Executive Assistant
Planning &
Development

Date of Report 14 March 2013

Disclosure of Interest by Officer Nil

Summary

This item relates to the Planning and Building approvals and Environmental Health Orders considered under Delegated Authority for the month of February 2013.

Background

A listing of Planning, Building and Environmental Health approvals and Orders issued by The Town's Planning, Building and Environmental Health Services under Delegated Authority for the month of February 2013 are attached to this report. Further to Council's request a listing of current legal actions is also attached to this report.

Consultation

Nil

Statutory Implications

Town of Port Hedland Delegation Register outlines the limitations of delegated authority and requires a list of approvals made under it to be provided to Council. This report is prepared to ensure Council is advised of the details of applications which have been dealt with under delegated authority.

Policy Implications

Nil

Strategic Planning Implications

Nil

Budget Implications

Nil

Officer's Comment

Nil

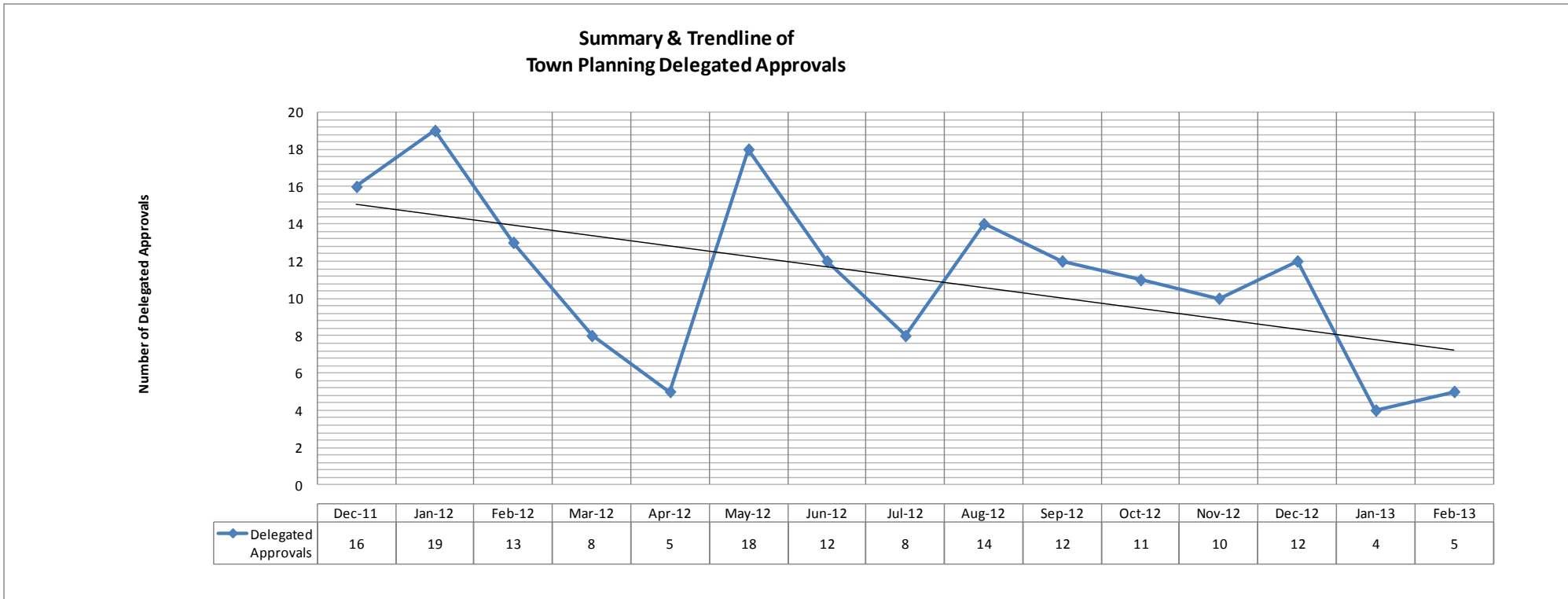
DELEGATED PLANNING APPROVALS FOR FEBRUARY 2013

| Application No. | Description | Lot | Property Address | Date approved | Applicants name | Development Value |
|-----------------|---|------|--------------------------------------|---------------|--------------------------------|-------------------|
| 2012/409.01 | TO APPROVE AMENDED PLANS FOR APPROVED APPLICATION FOR INDUSTRY - LIGHT - WORKSHOP EXTENSION, OFFICE AND CARETAKERS DWELLING | 3806 | 9 CARLINDIE WAY WEDGEFIELD 6724 | 13/02/2013 | GDD (WA) PTY LTD | \$ - |
| 2012/612 | USE NOT LISTED - TEMPORARY FLY CAMP | 556 | L556 OSPREY DRIVE SOUTH HEDLAND 6721 | 05/02/2013 | TAYLOR BURRELL BARNETT | \$ 1,300,000.00 |
| 2013/48 | HOME BUSINESS - PHOTOGRAPHY | 553 | 6 YIKARA DRIVE PORT HEDLAND 6721 | 04/02/2013 | MIRIAM SHERIDAN PHOTOGRAPHY | |
| 2013/96 | PUBLIC RECREATION - SHED FOR PUMP ROOMS AND CONCRETE SLABS | 602 | 602 HAMILTON ROAD SOUTH HEDLAND 6722 | 14/02/2013 | VATHJUNKER CONTRACTORS PTY LTD | \$ 29,596.00 |
| 2013/116 | STORAGE FACILITY, DEPOT LAYDOWN AREA - ADDITIONAL ABLUTION BLOCKS AND 12 SEA CONTAINERS | 1676 | 4-6 CAJARINA ROAD WEDGEFIELD 6724 | 12/02/2013 | TOWN OF PORT HEDLAND | \$ 30,000.00 |

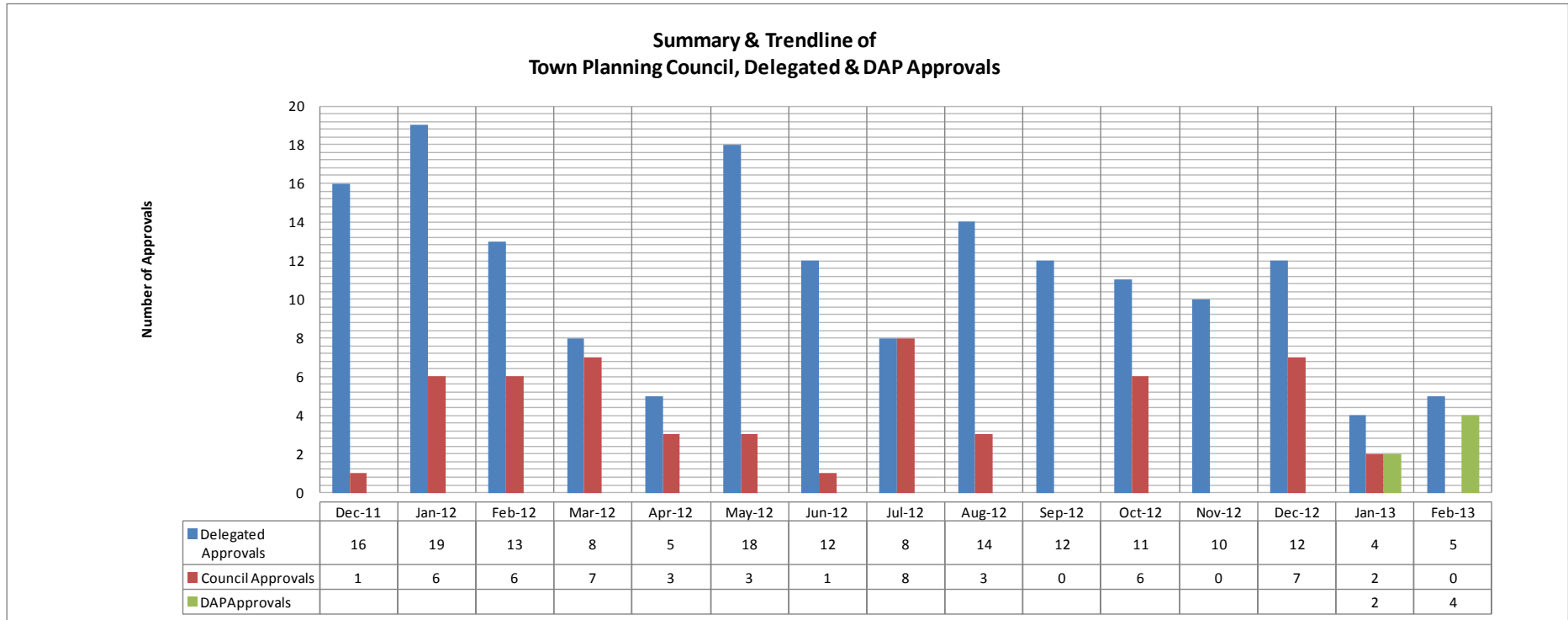
DAP APPROVALS FOR FEBRUARY 2013

| Application No. | Description | Lot | Property Address | Date approved | Applicants name | Development Value |
|-----------------|---|------|---|---------------|----------------------------------|-------------------|
| 2012/315 | MIXED USE DEVELOPMENT - MOTEL AND RESTAURANT | 270 | 22-24 NAIRN STREET SOUTH HEDLAND 6722 | 27/02/2013 | LYONS CAPITAL | \$14,000,000.00 |
| 2012/589 | 77 MULTIPLE DWELLINGS | 5832 | 10 FORREST CIRCLE SOUTH HEDLAND 6722 | 27/02/2013 | HIGHTOWER PLANNING & DEVELOPMENT | \$20,000,000.00 |
| 2012/631 | INFRASTRUCTURE - COOKE POINT PUMPING STATION | 5178 | LOT 5178 SUTHERLAND STREET PORT HEDLAND 6721 | 27/02/2013 | TPG TOWN PLANNING & URBAN DESIGN | \$10,000,000.00 |
| 2012/650 | INFRASTRUCTURE - SEWER MAIN FROM COOKE POINT ROAD, PORT HEDLAND TO SHOATA ROAD, SOUTH HEDLAND ON LOTS 5557, 558, & 559 DP 40419, VCL, LOT 47 DP 241374, UCL FORREST, LOT 2443 DP 212197, LOT 502 UCL, LOT 65 VCL, LOT 381 DP 070517 | | INFRASTRUCTURE - SEWER MAIN FROM COOKE POINT ROAD, PORT HEDLAND TO SHOATA ROAD, SOUTH HEDLAND ON LOTS 5557, 558, & 559 DP 40419, VCL, LOT 47 DP 241374, UCL FORREST, LOT 2443 DP 212197, LOT 502 UCL, LOT 65 VCL, LOT 381 DP 070517 | 27/02/2013 | TPG TOWN PLANNING & URBAN DESIGN | \$10,000,000.00 |

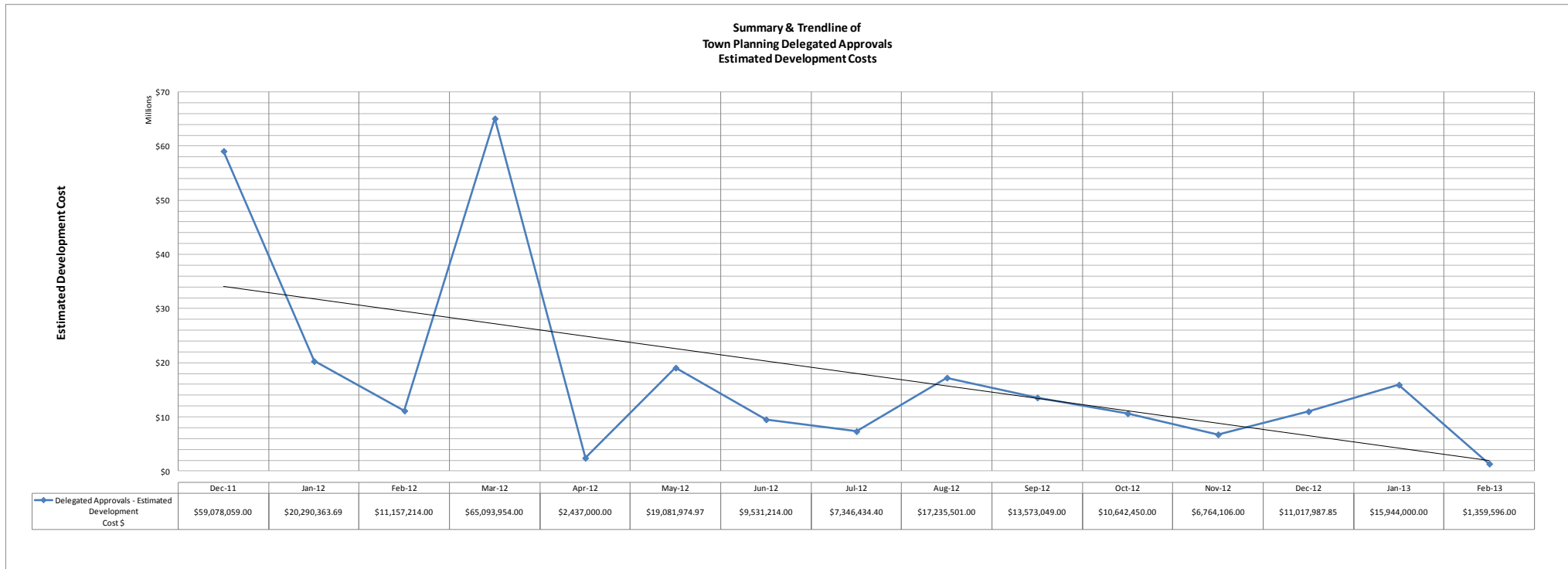
DELEGATED PLANNING APPROVALS FOR FEBRUARY 2013 Cont'd....



DELEGATED PLANNING APPROVALS FOR FEBRUARY 2013 Cont'd...



DELEGATED PLANNING APPROVALS FOR FEBRUARY 2013 Cont'd...



DELEGATED BUILDING APPROVALS FOR FEBRUARY 2013

| Licence Number | Decision Date | Locality | Description of Work | Estimated Construction Value (\$) | Floor area square metres | Building Classification |
|-----------------|---------------|---------------|--|-----------------------------------|--------------------------|-------------------------|
| 13-028 | 13.02.2013 | SOUTH HEDLAND | 1 x SHED | \$ 32,592.00 | 20 | Class 10a |
| 13-034 | 15.02.2013 | PORT HEDLAND | 1x SHED | \$ 15,000.00 | 15 | Class 10a |
| 13-025 | 14.02.2013 | PORT HEDLAND | New Fence | \$ 20,000.00 | 0 | Class 10b |
| 13-020 | 12.02.2013 | SOUTH HEDLAND | CONSTRUCTION RETAINING WALL AND FENCE | \$ 18,960.00 | 0 | Class 10b |
| 13-012 | 14.02.2013 | SOUTH HEDLAND | Fibreglass Swimming Pool | \$ 36,000.00 | 25 | Class 10b |
| 13-013 | 14.02.2013 | PORT HEDLAND | INSTALLATION OF NEW MAST AND TWO ANTENNA | \$ 66,000.00 | 9 | Class 10b |
| 13-1 | 13.02.2013 | PORT HEDLAND | 2 X GROUPE D DWELLINGS PATIO/CARPORT AL | \$ 988,232.00 | 325 | Class 1a |
| 13-032 | 14.02.2013 | SOUTH HEDLAND | KEY WORKERS VILLAGE - 258 RESIDENCES | \$ 33,550,000.00 | 21270 | Class 1a |
| 13-036 | 18.02.2013 | SOUTH HEDLAND | FITOUT - 3 UNITS | \$ 353,640.00 | 0 | Class 1a |
| 13-035 | 18.02.2013 | SOUTH HEDLAND | REFURBISHMENT of DWELLINGS incl Fences | \$ 179,850.00 | 0 | Class 1a |
| 12-335 | 04.02.2013 | SOUTH HEDLAND | 4 x GROUPE D DWELLINGS | \$ 3,200,000.00 | 1107 | Class 1a |
| 13-021 | 04.02.2013 | SOUTH HEDLAND | Dwelling Carport Shed and Fence | \$ 362,952.00 | 123 | Class 1a 10a and 10b |
| 13-022 | 04.02.2013 | SOUTH HEDLAND | Dwelling Carport Shed and Fence | \$ 362,952.00 | 123 | Class 1a 10a and 10b |
| 13-023 | 04.02.2013 | SOUTH HEDLAND | 3 BEDROOM 2 BATHROOM TRANSPORTABLE HOU | \$ 362,952.00 | 123 | Class 1a 10a and 10b |
| 13-038 | 18.02.2013 | SOUTH HEDLAND | 6 X RESIDENTIAL UNITS | \$ 1,920,000.00 | 315 | Class 2 |
| 13-008 | 15.02.2013 | WEDGEFIELD | 2 X WAREHOUSES AND 1 X LIGHT INDUSTRY UN | \$ 979,100.00 | 1080 | Class 7b |
| 13-006 | 15.02.2013 | WEDGEFIELD | 2 x Light Industry Units 1 x Warehouse | \$ 979,100.00 | 1054 | Class 8 |
| 12-376 | 19.02.2013 | WEDGEFIELD | 9 x WORKSHOPS AND OFFICES | \$ 1,850,000.00 | 1450 | Class 8 |
| 13-027 | 15.02.2013 | PORT HEDLAND | REFURBISHMENT OF EXISTING BAR AND CAFE | \$ 315,000.00 | 0 | Class 6 |
| | | | | | | |
| TOTAL 19 | | | | \$ 45,592,330.00 | | |

DEMOLITION LICENCES FOR FEBRUARY 2013

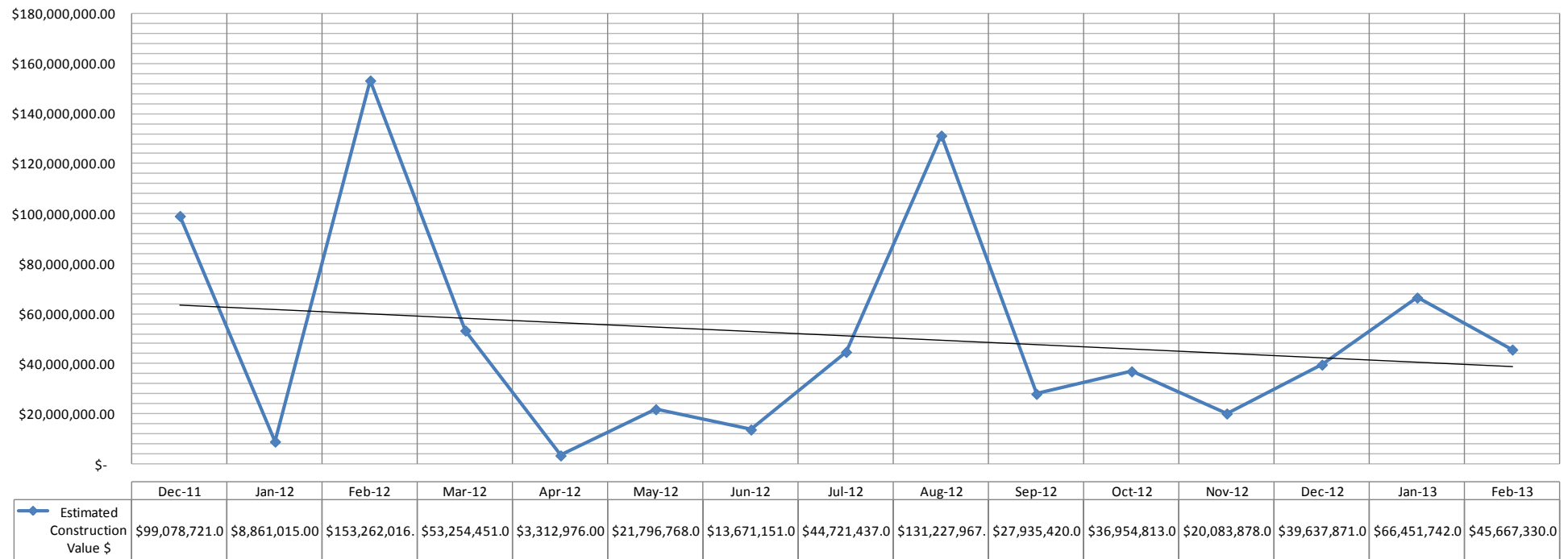
| Permit Number | Approval Date | Locality | Description of Work | Estimated Construction Value (\$) | Classification | Floor Area |
|----------------|---------------|-----------------------------------|--------------------------------------|-----------------------------------|----------------|------------|
| 13-026 | 06.02.2013 | SOUTH HEDLAND | FULL DEMOLITION OF EXISTING DWELLING | \$ 20,000.00 | Class 1a | 100 |
| 13-045 | 28.02.2013 | PORT HEDLAND | DEMOLITION OF SINGLE DWELLING | \$ 25,000.00 | Class 1a | 94 |
| 13-030 | 18.02.2013 | PORT HEDLAND | DEMOLITION OF HOUSE AND SHED | \$ 30,000.00 | Class 1a | 213 |
| Total 3 | | Demolition Licences Issued | | 75,000.00 | | 407 |

OVERVIEW SUMMARY FOR FEBRUARY 2013

| SUMMARY | | | | |
|-----------------|-------------|------------------------|---------------|----------------|
| No of Permits | Permit | Estimated | Floor Area in | Average cost |
| 3 | Demolitions | \$75,000.00 | 407 | \$184.28 |
| 8 | Dwellings | \$39,360,578.00 | 23,071 | \$1,706 |
| 2 | Class 10a | \$47,592.00 | 35 | \$1,360 |
| 4 | Class 10b | \$140,960.00 | 34 | \$4,146 |
| 5 | Commercial | \$6,043,200.00 | 3,899 | \$1,550 |
| | Other | | | |
| TOTAL 22 | | \$45,667,330.00 | 27,446 | \$8,946 |

DELEGATED BUILDING APPROVALS FOR FEBRUARY 2013

Summary & Trendline of
Estimated Construction Value of Building Licences Issued



CURRENT LEGAL MATTERS FOR FEBRUARY 2013

| CURRENT LEGAL MATTERS | | | | | |
|-----------------------|---|---|-------------------|--|---------|
| File No. | Address | Issue | First Return Date | Current Status | Officer |
| | Lot 1675 (1690) Harwell Way, Wedgefield | Non-compliance with planning conditions | | Hearing setdown for 03/09/2012 - Case adjourned until 1/4/2013 to allow for sealing of the properties to occur. | BM |
| | Lot 2060 Yanana Street, Wedgefield | Unauthorised Residential Structures | | Handed over to the attorneys - Court proceedings in progress | BM |
| | Lot 12 Schillaman Street, Wedgefield | Unauthorised Residential Structures | | Handed over to the attorneys - Court proceedings in progress | BM |

CURRENT HEALTH ORDERS AS OF FEBRUARY 2013

| Current Health Orders under Delegated Authority by Environmental Health Services | | | |
|--|-----------------------------------|--|--|
| File No. | Address | Issue | Current Status |
| 803367G | Lot 2052 McGregor St Port Hedland | Metal frame spectator/ grand stand seating erected on a Trailer chassis. | ~ Health order placed on temporary spectator stand ~ No public building application received by Town of Port Hedland, as such No approval has been granted for use as a temporary spectator stand ~ Town has notified Turf Club of issue |

Attachments

Nil

201213/310 Officer's Recommendation/ Council Decision

Moved: Cr Carter

Seconded: Cr Jacob

That the Schedule of Planning and Building approvals, Environmental Health Orders issued by Delegated Authority and the listing of current legal actions for the month of February be received.

CARRIED 9/0

11.2 Engineering Services

Nil

11.3 Community Development**11.3.1 Office Accommodation Strategy – Proposed Short and Long Term Solutions (File No.: 03/01/002)**

| | |
|--|---|
| Officer | Gordon MacMile Director Community Development |
| | Debra Summers Manager Organisational Development |
| Date of Report | 18 March 2013 |
| Disclosure of Interest by Officer | Nil |

Summary

This report presents for consideration the recommendations from the Office Accommodation Strategy undertaken to support the Workforce Plan, a key element of the Integrated Planning and Reporting Framework (IPRF).

The staff resources outlined in the Workforce Plan and the facilities needed to accommodate that workforce are the foundation for the delivery of the 4 year Corporate Business Plan and in turn the vision of the Strategic Community Plan.

Council is requested to consider investigations into solutions to address the urgent short term office needs, as well as an aligned, strategic long term accommodation approach. This report also considers the community consultation and (draft) masterplanning undertaken to date.

Council is requested to endorse the implementation of the following staged office accommodation solutions:

1. Immediately commence detailed design leading to conversion of Gratwick Hall to staff office accommodation, with Council Chambers to be converted into staff office accommodation later in 2013, only as and when required
2. Commence the detailed feasibility assessment and business case (including a funding strategy) to support the development of Option 2b (contained in Attachment 1) at the McGregor Street, Port Hedland site
3. Secure alternative venues to support the Council meeting program for balance of 2013 and 2014 supported by appropriate advertising.
4. Undertake the necessary short term office accommodation modifications at Town's Depot and proceed to preparing a brief for a long term Depot Masterplan.

Background

Council has for some time and on a number of occasions, considered the future of the Civic Centre and Administration building, as well as strategies (including locations) for the accommodation of the future workforce.

A summary of previous considerations are in part as follows:

- OCM 25 November 2009 - noted the Civic Centre was overcrowded and that additional FTE (staff numbers) growth was anticipated. The interim strategy was to utilise space at the Airport.
-
- OCM 24 March 2010 - stated the preference for the development of a new civic building and office space in the South Hedland CBD to replace the existing Civic Centre, on the provision that the public open space at the rear of the Civic Centre is retained by the Town for public use and that any future redevelopment of Civic Centre must be required to include function spaces and must appropriately recognise the history of the site

Integrated Planning and Reporting Framework

The Integrated Planning and Reporting Framework has been undertaken to ensure compliance with the requirements of the Department of Local Government, including a 4 year Workforce Plan (supported by a housing and office accommodation strategy). This Plan outlines the required workforce numbers, capacity and capability to deliver the Strategic Community Plan and Corporate Business Plan. The scope of work to deliver the Office Accommodation Strategy was to investigate and report on the:

- Provision of appropriate workforce office accommodation including assessment of current office arrangements and development of the strategies and options available, along with the funding requirements for each
-
- Costs of implementation and associated timelines to deliver on proposed strategies and solutions.

KPMG commenced the development of the first stage of the Office Accommodation Strategy in May 2012, reviewing the financial implications to rectify accommodation shortages and non-compliance with Occupational Safety and Health legislation in the Civic Centre, Airport office, Administration building and Depot to be able to be considered as part of the 2012 - 2013 budget.

The resulting Short Term Office Accommodation Strategy was presented at a Concept Forum and then formally considered, inclusive on an additional option, at the OCM in August 2012.

The additional option suggested was the potential of utilising transportable modular office accommodation placed in front of the Civic Centre / existing Administration building.

The Ordinary Council Meeting of 22 August 2012 resolved in part to:

1. *Endorses in principle the strategy of utilising the Gratwick Hall for office accommodation for up to three years until a medium to long term strategy for the provision of office accommodation is developed and implemented*
2. *Notes that this endorsement is contingent on community consultation being undertaken with current users of the facility and a report on this consultation being presented back to the Council*
3. *Requests the CEO to investigate the potential of utilising transportable office accommodation placed in the front of the Civic Centre building as a parallel option to utilising Gratwick Hall as office accommodation*
4. *Requests the CEO to report back to the Council the findings of these investigations and recommendations of the preferred option to alleviate current office accommodation non-compliance in the Civic Centre*
5. *Endorses an upgrade in the office accommodation at the Airport Office and the Depot to appropriate industry standards*
6. *Notes the initial estimate of \$5 million incorporated into the 2012/13 draft Budget to be funded via a loan.*

Council considered a further report at the OCM on 24 October 2012 in relation to the initial investigation of the two preferred options that had been identified. The outcomes of this investigation recommended that the option of utilising transportable office accommodation placed in front of the Civic Centre not be progressed further, with wider community consultation to be undertaken with respect to utilising Gratwick Hall as temporary office accommodation as part of a proposed consultation process about the future location of the Civic Centre and Administration building.

A discussion paper was developed to form the basis of the consultation strategy to seek wider community feedback and was presented with the Council report.

Council did not accept the officer's recommendation and resolved:

That Council:

1. *Agrees that the option of utilising transportable office accommodation placed in the front of the Civic Centre should be progressed further, including public consultation*

2. *Maintains in principle endorsement of the strategy of utilising the Gratwick Hall for office accommodation for up to three years as short term office accommodation*
3. *Notes that continuing consultation needs to occur with targeted existing users of the Gratwick Hall to develop an appropriate proposed transition strategy to relocate their activity/event to an alternative venue if required*
4. *Request the CEO, or their delegate, to use the Office Accommodation Discussion Paper as attached to this report to commence community consultation in accordance with the Town of Port Hedland Community Engagement Strategy on the proposal to utilise Gratwick Hall for temporary office accommodation as part of the wider consultation process to consider the future location of the Civic Centre and Administration Building.*

The next report on this matter was presented to the 12 December 2012 OCM, which further investigated a range of fully costed short term options for office accommodation at various locations and the associated linkages with long term development strategies if applicable. These short and long term strategies referenced the outcomes of the requested community consultation which had been undertaken. Upgrades to the existing Depot buildings were also recommended in this report to be commenced immediately despite any plans to construct or locate further office accommodation on the site of the existing Depot.

The short term options presented in this report were:

- Option 1 Lease 611sqm of commercial space in West End
- Option 2 Lease 420sqm of commercial space in Pretty Pool
- Option 3 Lease 676sqm of commercial space in South Hedland
- Option 4 Lease 990sqm of commercial space in South Hedland
- Option 5 Utilise Gratwick Hall and Council Chambers in association with Option 6
- Option 6 Lease offsite Civic space
- Option 7 Lease office space in Perth
- Option 8 Purchase modular accommodation for the Depot
- Option 9 Lease modular accommodation for the Depot
- Option 10 Purchase modular accommodation for the Civic Centre
- Option 11 Lease modular accommodation for the Civic Centre
- Option 12 Working from home.

The December 2012 report also presented to Council the following options for the future location and mix of the various elements of the current Civic Centre and Administration building:

- Option 1 Existing Civic Centre Site – Expand and refurbish the existing facility
- Option 2 Existing Civic Centre Site – Demolish existing building and rebuild a new facility
- Option 3 Build a new Civic Centre and administration building in the South Hedland Town Centre
- Option 4 Build a new Civic Centre and administration building in the Port Hedland West End
- Option 5 Build a new Civic Centre and administration building in the Port Hedland East End
- Option 6 Retain existing Civic Centre building and construct new Administration in Port Hedland West End
- Option 7 Retain the existing Civic Centre and build new community facilities at the McGregor St (Turf Club).

The community consultation outcomes reported to Council at this meeting identified the following key findings:

- Retention of the existing foreshore Civic Gardens in Port Hedland is significant to the community
- The community supports the Town's administrative functions being located in South Hedland, marginally ahead of Port Hedland
- Civic functions are preferred by the community to be located in Port Hedland
- Administration and Civic functions are preferred to be located together.

Referencing the importance of aligning the short and long term solutions, reflecting the outcomes of the community consultation plus addressing the need to provide for an effective workforce to achieve the Strategic Community Plan via the associated Corporate Business Plan, led to the recommendation that the short and long term office accommodation would be best accommodated at the existing McGregor Street, Port Hedland site.

The short term solution recommended to Council was to convert Gratwick Hall and the Council Chambers to office accommodation plus hire space off-site to conduct community-based Council meetings (Short term option 5 and 6).

This solution was based on:

-
- Substantially advantageous cost
- Speed of achievement
- Funds expended contributing to the long term solution
- Community usage of Gratwick Hall can be accommodated at alternative facilities
- Historically important elements of the Hall and Chambers could be preserved and / or interpreted respectfully.

The preferred long term option presented was to construct new civic

and associated community facilities at the McGregor Street, Port Hedland site. This would be achieved through renovations to the existing Administration building and construction of new office, amenities and facilities at the Town's Depot. The new facility would be built following the demolition of the two current residential units.

This option was recommended based on:

- Allowing for the retention of some existing historical elements and Foreshore Gardens
- Optimisation of the time and efficiencies of staff activities
- Links with the provision of short term office facilities by allowing for efficiency with respect to the construction of the new building, maximises the funds already expended on short term solutions
- Provision of value for money and ensures minimal disruption to operations and services
- Maximisation of existing civil infrastructure and construction on land already under the control of the Town
- Provision of a legacy and an inspirational feature to showcase the Town, community and local government functions.

The decision at the December 2012 meeting was:

That Council lay agenda item 11.5.1 "Office Accommodation Strategy – Proposed Short and Long Term Solutions" on the table pending a workshop to further discuss the matter.

Consultation

Previous:

- Town of Port Hedland Executive and relevant officers
- KPMG / Thinc Projects
- Elected Member – Concept Forums on 15 August 2012, 10 October 2012, 14 November 2012 and 28 November 2012
- Public information session on 21 November 2012
- 55 responses received from Community Consultation
- Existing users of the Gratwick Hall (Alliance Dance, Gumala Aboriginal Corporation, IBN Community Meeting, Pilbara Music Festival, Port Hedland School of the Air, Fortesque Metals Group, Hedland School of Dance, JJ's Taekwondo, Port Hedland Port Authority, Hedland Senior High School, YMCA, The Big Red Tour, Goolarri Media Enterprises, I Katcher Events, New Energy Corporation, Port Hedland Primary School, Swan Districts Football Club, Variety)
- Community working groups including the South Hedland CBD Stakeholder Working Group, Aboriginal Quarterly Forum, South Hedland Business Association, BHPB Partnership Working Group, Community Integration Working Group
- Town of Port Hedland media releases.

Recent

- Elected Member – Concept Forum on 13 March 2013.

Statutory Implications

The Local Government Act 1995 states that:

“5.56. Planning for the future

- (1) A local government is to plan for the future of the district.*
- (2) A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.”*

Local Government (Administration) Regulations 1996 states that:

19DA. Corporate business plans, requirements for (Act s. 5.56)

- (1) A local government is to ensure that a corporate business plan is made for its district in accordance with this regulation in respect of each financial year after the financial year ending 30 June 2013*
- (2) A corporate business plan for a district is to cover the period specified in the plan, which is to be at least 4 financial years.*
- (3) A corporate business plan for a district is to —*
 - (a) set out, consistently with any relevant priorities set out in the strategic community plan for the district, a local government’s priorities for dealing with the objectives and aspirations of the community in the district; and*
 - (b) govern a local government’s internal business planning by expressing a local government’s priorities by reference to operations that are within the capacity of the local government’s resources; and*
 - (c) develop and integrate matters relating to resources, including asset management, workforce planning and long-term financial planning.*
- (4) A local government is to review the current corporate business plan for its district every year.*
- (5) A local government may modify a corporate business plan, including extending the period the plan is made in respect of and modifying the plan if required because of modification of the local government’s strategic community plan.*
- (6) A council is to consider a corporate business plan, or modifications of such a plan, submitted to it and is to determine* whether or not to adopt the plan or the modifications.*

**Absolute majority required.*

- (7) If a corporate business plan is, or modifications of a corporate business plan are, adopted by the council, the plan or modified plan applies to the district for the period specified in the plan.*

Policy Implications

The Town of Port Hedland Community Engagement Strategy provided the framework for the community consultation undertaken.

Strategic Planning Implications

6.1.2 Community
(Vibrant) – Improve the quality of life for existing residents with a focus on families

6.3.2 Community
(Community Facilities) – Provide safe and accessible community facilities, libraries, services and public open space that connect people and neighbours

6.4.1 Local Leadership
(Strategic) – Deliver high quality corporate governance, accountability and compliance

6.4.2 Local Leadership
(Community Facilities) – Provide a community-oriented organisation that delivers the high levels of service expected by our stakeholders

6.4.2 Local Leadership
(Community Focused) – Local leaders in the community who provide transparent and accountable civic leadership

6.4.3 Local Leadership
(Capable) – Attract, develop and retain a productive and effective workforce to deliver the SCP.

Budget Implications

A detailed cost assessment has previously been undertaken in relation to the potential short term office accommodation options. The recommendations of previous reports were based on the significant cost and delivery timeframe advantage provided in the preferred options.

A \$5,000,000 allocation is contained within the 2012/13 budget as loan funds. The loan taken to fund any works would result in principal and interest repayments totalling an estimated \$440,574 and will be incorporated in the 2013/14 annual budget.

In terms of long term draft masterplan options the scenarios detailed by the consultants were:

| Option | Details | Cost |
|--------|--|---------------|
| 1. | New Council Chambers and Community Hall (existing ToPH units location) and full refurbishment of existing Administration building | \$ 18,000,000 |
| 2a. | Refurbish existing Gratwick Hall and Council Chambers on first floor, refurbish existing Administration building on ground floor and construct a new 2 storey Administration building to the south in 2 stages | \$ 23,000,000 |
| 2b. | Refurbish existing Gratwick Hall and Council Chambers on first floor, refurbish existing Administration building on ground floor and construct a new 2 storey Administration building to the south in 1 stage | \$ 29,500,000 |
| 3. | Refurbish existing Gratwick Hall and Council Chambers on first floor, refurbish existing Administration building on ground floor and construct a new 3 storey Administration building to the south in 1 stage. | \$ 30,500,000 |

Estimates above are indicative only, not fully inclusive of all immediate fitout and off-site hire costs.

The table below references the costing provided to the 12 December 2012 OCM of the recommended solution to the short term office accommodation

| Recommended Short Term Office Accommodation solution | |
|--|-------------|
| Option 5: Conversion of Gratwick Hall, Chambers and repairs to Depot to provide accommodation for 81 staff | \$1,751,923 |
| Option 6 Hire Civic Space off site | \$ 476,580 |
| Total cost of Solution | \$2,228,503 |

Combined delivery of the short and long term office accommodation solutions will be in excess of funds incorporated in the 2012/13 budget. Following the completion of detailed feasibility assessment and business cases, the appropriate cash flow of funds would need to be included for consideration in the Long Term Financial Plan.

Officer's Comment

Subsequent to the decision of Council in December 2012 and to prepare for the requested workshop for Elected Members, the Town engaged the services of architectural consultant Cox Howlett and Bailey Woodland to prepare concept masterplan designs for the potential (re) development of the civic and administration buildings on the McGregor Street site. The workshop held on 13 March 2013 was presented with three scenarios by the architect based on:

- Town's Workforce Plan including immediate and future staffing requirements
- Existing McGregor Street site opportunities and constraints
- WA Dept of Finance – Workplace fit-out standards
- Contemporary office designs and functionality.

The three (draft) masterplan concepts (scenarios) developed to consider the Town's potential long-term office accommodation as presented to this workshop are summarised as follows:

1. New Council Chambers and Community Hall 900m² (existing ToPH units location) and full refurbishment of existing Administration building *

Scenario 1 achieves a staff capacity 105 and does not fulfill the current or future office accommodation requirements.

2. (a) Refurbish existing Gratwick Hall and Council Chambers on first floor, refurbish existing Administration building on ground floor and construct a new 2 storey Administration building to the south in 2 stages.

Scenario 2a achieves a staff capacity of 138 and fulfills the current office accommodation requirements, with a subsequent extension catering for future staff growth (62 staff) *

(b) Refurbish existing Gratwick Hall and Council Chambers on first floor, refurbish existing Administration building on ground floor and construct a new 2 storey Administration building to the south in 1 stage. Scenario 2b achieves a staff capacity of 200 *

3. Refurbish existing Gratwick Hall and Council Chambers on first floor, refurbish existing Administration building on ground floor and construct a new 3 storey Administration building to the south in 1 stage. Scenario 3 achieves a staff capacity of 200. *

* All long term development options are based on the assumption that Gratwick Hall is immediately resumed for temporary staff office accommodation, as well as Council Chambers as required at a later date.

The consultant in considering the most advantageous office accommodation scenario, has examined the future staffing of each department, each department's required proximity to other departments as well as accessibility to the general public and the potential location of each department within any office development.

Scenario 2 given a larger building footprint is ideally suited to accommodate current and future departmental staffing numbers, as well as achieving ideal positioning / relationship proximity.

Recommended Way Forward – Short and Long Term Office Accommodation

Considering the decisions previously made, the community consultation undertaken, the relocation of existing Gratwick Hall users, the significant investigation / costing / dismissal of alternatives and the recent (draft) scenario masterplanning presented at the 13 March 2013 workshop, the recommended way forward / next steps is:

1. The commencement of detailed design and immediate conversion of Gratwick Hall to office accommodation, with conversion of the Council Chamber to office accommodation later in 2013
2. The commencement of detailed feasibility assessment and business case (including funding strategy) development of Option 2b at the McGregor Street, Port Hedland site
3. Securing of alternative venues to support the Council meeting program for the balance of 2013 and 2014
4. Undertake necessary short term modifications at Town Depot

Attachments

1. Town of Port Hedland – Civic and Administration Facilities Redevelopment (Cox Howlett and Bailey Woodland)

201213/311 Council Decision

Moved: Cr Carter

Seconded: Cr Gillingham

That Council suspend Standing Orders.

CARRIED 9/0

6:33pm Mayor advised that Standing Orders are suspended.

201213/312 Council Decision**Moved: Cr Carter****Seconded: Cr Gillingham****That Council resume Standing Orders.*****CARRIED 9/0***

6:49pm Mayor advised that Standing Orders are resumed.

NOTE: Mayor to call for a show of hands in favour (1/3 of members) to consider the revoking of Resolution 200910/349 of Agenda Item 11.5.2.1 'Office Relocation - Community Consultation' presented to Council's Ordinary Meeting held on 23 March 2010, and recorded on page 338 of those Minutes.

The following Councillors indicated their intent to do so:

*Cr Carter
Cr Jacob
Cr Hooper*

201213/313 Officer's Recommendation 1/ Council Decision**Moved: Cr Carter****Seconded: Cr Jacob**

That Council revokes decision 200910/349 of Agenda Item 11.5.2.1 'Office Relocation - Community Consultation' held on 23 March 2010 and recorded on page 338 of those Minutes, that states:

That Council:

- 1. Notes the results of the community consultation regarding the development of new/additional Council office space;**
- 2. States its preference for the development of a new civic building and office space in the South Hedland CBD to replace the existing Civic Centre on the proviso that:**
 - a) The public open space at the rear of the civic centre is retained by the Town for public uses; and**
 - b) That any future redevelopment of civic centre must be required to include function spaces and must appropriately recognize the history of the site.**
- 3. Commences the development of this project by:**
 - a) Commencing negotiations to purchase the existing Civic Centre site freehold (as shown in Attachment 2) from the State Government;**

- b) Working with Landcorp to identify the exact location available for the proposed new civic building in the South Hedland CBD; and
- c) Commencing discussions with developers regarding options to package the proposed development of a new civic building in South Hedland with the potential sale of the current Civic Centre building.

CARRIED BY ABSOLUTE MAJORITY 9/0

Officer's Recommendation 2

That Council:

1. Endorses the preferred location of the McGregor Street, Port Hedland site as the permanent, long term location of the Town of Port Hedland's Council Chambers, Civic facilities, Administration building and associated community facilities;
2. Requests the Chief Executive Officer or delegate to commence the development of a detailed feasibility assessment and business case of Option 2b (contained in Attachment 1) at the McGregor Street, Port Hedland site;
3. Resolves to immediately convert the existing Gratwick Hall for staff office accommodation, with Council Chambers to follow later in 2013, only as and when required;
4. Requests the Chief Executive Officer or delegate to secure appropriate community meeting facilities for the hosting of Council meetings and other associated functions for the balance of 2013 as required and 2014;
5. Notes that community based Council meetings will be held alternating between Port and South Hedland;
6. Notes the detailed feasibility and business case for the Town's Depot, Wedgefield will be developed in late 2013; and
7. Notes that the long term office accommodation option and subsequent feasibility / business case information will be considered within the development of the Long Term Financial Plan.

201213/314 Council Decision

Moved: Cr Carter

Seconded: Cr Jacob

That Council:

1. Endorses the preferred location of the McGregor Street, Port Hedland site as the permanent, long term location of the Town of Port Hedland's Council Chambers, Civic facilities, Administration building and associated community facilities;
2. Requests the Chief Executive Officer or delegate to commence the development of a detailed feasibility assessment and business case of Option 2b (contained in Attachment 1) at the McGregor Street, Port Hedland site;
3. Resolves to immediately convert the existing Gratwick Hall for temporary staff office accommodation. Subject to Council's approval of a business case for new office accommodation, the use of the Council Chambers for office accommodation will follow only as and when required;
4. Requests the Chief Executive Officer or delegate to secure appropriate community meeting facilities for the hosting of Council meetings and other associated functions for the balance of 2013 as required and 2014;
5. Notes that community based Council meetings will be held alternating between Port and South Hedland;
6. Notes the detailed feasibility and business case for the Town's Depot, Wedgefield will be developed in late 2013;
7. Notes that the long term office accommodation option and subsequent feasibility / business case information will be considered within the development of the Long Term Financial Plan;
8. Requires the names "Gratwick Hall" and "Richardson Hall" be retained at all times; and
9. Requests that the provision of a Town of Port Hedland customer service shop front facility for South Hedland be included in the development of the business case for permanent office accommodation.

CARRIED 8/1

11.4 Corporate Services**11.4.1 Finance****11.4.1.1 *Financial Reports to Council for Period Ended 28 February 2013 (File Nos: FIN-008, FIN-014 and RAT-009)***

Officer Lorraine Muzambwa
Finance Officer

Date of Report 28 February 2013

Disclosure of Interest by Officer Nil

Summary

The objective of this item is to present a summary of the financial activities of the Town to 28 February 2013, and to compare this with that budgeted for the period. With regard to the Town's Utility and Fuel Costs, a comparison is made with 2011/12.

Background**1. *Financial Statements***

Presented (see attachments) in this report for the financial period ended 28 February 2013, are the:

- Statement of Financial Activity – see Schedules 2 to 14;
- Notes (1 to 10) to and forming part of the Statement of Financial Activity for the period ending 28 February 2013;
- Review of Transaction Activity.

Note: Interest rates for investments are selected from those provided from the following financial institutions: National Australia Bank, Bankwest, Western Australian Treasury Corporation, Commonwealth Bank, Australian and New Zealand Bank and Westpac Bank.

2. *Utility and Fuel Costs*

Presented in graph form (see attached), is the 2012/13 monthly water, power and fuel costs compared with 2011/12.

3. *Schedule of Accounts Paid*

The Schedule of Accounts paid (see attachment) under delegated authority as summarised below, and which is submitted to Council on 27 March 2013 for receipt, has been checked and is fully supported by vouchers and invoices which have been duly certified as to the receipt of goods and rendition of services, and verification of prices, computations and costs.

| Voucher No's | | Value | Pages | | Fund No. | Fund Name | Description |
|--------------------|--------------------|-----------------------|-------|----|----------|----------------|---|
| From | To | | From | To | | | |
| NMF010213 | NMF010213 | \$569.14 | 2 | 2 | 1 | Municipal Fund | Photocopier Lease x 2 - South Hedland Library & JD Hardie |
| NMF010213 | NMF010213 | \$1,244.32 | 2 | 2 | 1 | Municipal Fund | Photocopier Lease x 2 - Regulatory Services |
| NMF060213 | NMF060213 | \$284.57 | 73 | 73 | 1 | Municipal Fund | Photocopier Lease x 1- Community Development (Airport) |
| NMF070113 | NMF07013 | \$284.57 | 73 | 73 | 1 | Municipal Fund | Photocopier Lease x 1- Community Development (Airport) |
| | | \$2,382.60 | | | | | |
| CHQ22061 | CHQ22100 | | 2 | 6 | 1 | Municipal Fund | |
| CHQ22101 | CHQ22101 | | | | | | Cancelled Cheques |
| CHQ22107 | CHQ22137 | | 7 | 11 | 1 | Municipal Fund | |
| | | \$124,543.50 | | | | | |
| EFT44421 | EFT44770 | | 11 | 73 | 1 | Municipal Fund | |
| | | \$5,200,104.03 | | | | | |
| PAY040213 | PAY040213 | \$34,659.19 | 11 | 11 | 1 | Municipal Fund | |
| PAY050213 | PAY050213 | \$493,338.86 | 73 | 73 | 1 | Municipal Fund | |
| PAY190213 | PAY190213 | \$508,529.99 | 73 | 73 | 1 | Municipal Fund | |
| | | \$1,036,528.04 | | | | | |
| WOW180213 | WOW180213 | \$1,221.81 | 73 | 73 | 1 | Municipal Fund | Woolworths Direct Debit |
| | Muni Total | \$6,364,779.98 | | | | | |
| 3002357 | 3002358 | | 1 | 1 | 3 | Trust Fund | Cancelled Cheques Allocated in January |
| 3002359 | 3002363 | | | | | | |
| 3002364 | 3002378 | | | | | | |
| 3002379 | 3002385 | | 1 | 1 | 3 | Trust Fund | |
| | | \$65,652.91 | | | 3 | | |
| | Trust Total | \$65,652.91 | | | | | |
| | Sub-Total | \$6,430,432.89 | | | | | |
| LESS: one-off pays | | | | | | | |
| Total | | \$6,430,432.89 | | | | | |

Please Note that \$1,104.90 discrepancy between the Municipal Total in Synergy and the Accounts Due and Submitted Municipal total is due to a one-off payroll payment being processed for January after creditor end of month was processed.

Consultation

Nil

Statutory Implications

Financial Statements

Regulation 34 of the Local Government Act (Financial Management Regulations), states as follows:

“34. Financial activity statement report - s. 6.4

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail:*
 - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) budget estimates to the end of the month to which the statement relates;*
 - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) the net current assets at the end of the month to which the statement relates.*
- (2) Each statement of financial activity is to be accompanied by documents containing:*
 - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) such other supporting information as is considered relevant by the local government.*
- (3) The information in a statement of financial activity may be shown:*
 - (a) according to nature and type classification;*
 - (b) by program; or*
 - (c) by business unit.*
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be:*
 - (a) presented at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates; and*
 - (b) recorded in the minutes of the meeting at which it is presented.*

- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS, to be used in statements of financial activity for reporting material variances.*

Section 6.12 of the Local Government Act 1995 (Power to defer, grant discounts, waive or write off debts) states:

- “(1) Subject to subsection (2) and any other written law, a local government may –*
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money; or*
 - (b) waive or grant concessions in relation to any amount of money; or*
 - (c) write off any amount of money,*
- which is owed to the local government.*

* Absolute majority required.

- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*
- (3) The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.”*

Policy Implications

2/003 Financial Statements – Copies for Councillors in Attachment

Apart from the financial reports presented to Council as required by way of legislation, the following reports will be presented to Council:

Monthly

- Bank Reconciliation of the Municipal, Reserve and Trust Fund
- +90 day outstanding Sundry Debtors Report
- List of Accounts paid under Delegated Authority
- Register of Investments
- Rate Summary Trial Balance
- Reserve Account Balances

Quarterly

- Quarterly Budget Review
- Report on all Budgeted Grants of \$50,000 or more

Irregular Financial reports will be presented to Council as deemed necessary by the Director Corporate Services or Manager Financial Services or requested by Council by resolution.

Strategic Planning Implications

6.4 Local Leadership

6.4.1 Strategic

Deliver high quality corporate governance, accountability and compliance.

6.4 Local Leadership

6.4.1 Strategic

Deliver high quality corporate governance, accountability and compliance

Reporting is carried out as required on the Council's legislative and organisational performance.

Deliver responsible management of infrastructure, assets, resources and technology.

Budget Implications

At the Special Meeting of Council held on 30 August 2012, Council resolved to adopt item 6.1.1.1 '2012/2013 Budget Adoption' en bloc, which included Recommendation 16 as follows:

"Recommendation 16

In accordance with regulation 34(5) of the Local Government (Financial Management) Regulations 1996, and AASB 1031 Materiality, that Council adopts the following percentage or dollar value for determining and reporting material variances in 2012/13 as follows:

*10% of the Function amended budget; or
\$100,000 of the Function amended budget*

whichever is the lesser, for the following categories of revenue and expenditure:

*Operating Revenue
Operating Expenditure
Non-Operating Revenue
Non-Operating Expenditure"*

Officer's Comment

For the purpose of explaining Material Variance (Expense/Revenue Up or Down, and see attachment Schedule 2) a three-part approach was taken:

Period Variation

Relates specifically to the value of Variance between the Budget and Actual figures for the period of the report.

Primary Reason

Identifies the primary reasons for the period Variance. As the report is aimed at the higher level analysis, minor contributing factors are not reported.

Budget Impact

Forecasts the likely dollar impact on the Amended Annual Budget position. It is important to note that figures in this part are 'indicative only' at the time of reporting, and that circumstances may subsequently change.

Attachments

1. Monthly Statement of Business Activity (Under Separate Cover)
 - 1.1 Pages 2 to 4. Schedule 2 being a Statement of Financial Activity.
 - 1.2 Pages 5 to 18. Notes 3 to 11 which form part of the Statement of Financial Activity.
Also Note 10 – February 2013 Bank Reconciliations.
 - 1.3 Pages 19 to 65. Detailed Financial Activity by Program.
 - 1.4 Pages 66 to 68. Comparison Between 2012/13:2011/12 Utility & Fuel Costs.
2. February 2013 Accounts for Payment (Under Separate Cover)

201213/315 Officer's Recommendation/ Council Decision**Moved: Cr Carter****Seconded: Cr Dziombak****That Council note the:**

1. **Financial Statements as at February 2013 including:**
 - **Statement of Financial Activity (represented by Schedules 3 to 14);**
 - **Notes (3 to 11) to and forming part of the Statement of Financial Activity for the period ending 28 February 2013; and**
 - **Review of Transaction Activity,**
2. **Graphic representation of the Town's energy, water and fuel use; and**
3. **List of Accounts paid during February 2013 under Delegated Authority.**

CARRIED 9/0

11.4.2 Organisational Development**11.4.2.1 2011/12 Annual Report and Proposed Date for Annual General Meeting of Electors (File No.: ...-...)**

Officer Debra Summers
Manager Organisational
Development

Date of Report 11 March 2013

Disclosure of Interest by Officer Nil

Summary

For Council to adopt the Annual Report for 2011/12 and set a date for the Annual General Meeting of Electors.

Background

On 6 March 2013 Council received the completed 2011/12 Financial Statements and Audit Report. Council is now required to consider the adoption of the Annual Report for 2011/12, and subsequently convene the Annual General Meeting of Electors.

The Annual Report is the final report for the 2011/12 Financial Year and effectively is the Council's report card to the Community. The contents of the Annual Report are prescribed by the Local Government Act 1995 and associated regulations.

Consultation*Internal*

- Chief Executive Officer
- Executive Team
- Relevant Town of Port Hedland Officers

External

- Department of Local Government

Statutory Implications

Local Government Act 1995

5.53. Annual reports

(1) The local government is to prepare an annual report for each financial year.

(2) The annual report is to contain —

(a) a report from the mayor or president;

(b) a report from the CEO;

[(c), (d) deleted.]

- (e) *an overview of the plan for the future of the district made in accordance with section 5.56, including major initiatives that are proposed to commence or to continue in the next financial year;*
- (f) *the financial report for the financial year;*
- (g) *such information as may be prescribed in relation to the payments made to employees;*
- (h) *the auditor's report for the financial year;*
- (ha) *a matter on which a report must be made under section 29(2) of the Disability Services Act 1993;*
- (hb) *details of entries made under section 5.121 during the financial year in the register of complaints, including —*
- (i) *the number of complaints recorded in the register of complaints;*
- (ii) *how the recorded complaints were dealt with;*
- (iii) *any other details that the regulations may require; and*
- (i) *such other information as may be prescribed.*

“5.54. Acceptance of annual reports

- (1) *Subject to subsection*
- (2), *the annual report for a financial year is to be accepted* by the local government no later than 31 December after that financial year.*
 - * Absolute majority required.*
- (2) *If the auditor's report is not available in time for the annual report for a financial year to be accepted by 31 December after that financial year, the annual report is to be accepted by the local government no later than 2 months after the auditor's report becomes available.*

5.27. Electors' general meetings

- (1) *A general meeting of the electors of a district is to be held once every financial year.*
- (2) *A general meeting is to be held on a day selected by the local government but not more than 56 days after the local government accepts the annual report for the previous financial year.*
- (3) *The matters to be discussed at general electors' meetings are to be those prescribed.*

5.29. Convening electors' meetings

- (1) *The CEO is to convene an electors' meeting by giving —*
 - (a) *at least 14 days' local public notice; and*
 - (b) *each council member at least 14 days' notice, of the date, time, place and purpose of the meeting.*
- (2) *The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.”*

Policy Implications

Nil

Strategic Planning Implications

| | |
|-------|--|
| 6.4 | Local Leadership |
| 6.4.1 | Strategic |
| | Deliver high quality corporate governance, accountability and compliance |
| 6.4.2 | Community Focused. |
| | Provide a community-orientated organisation that delivers the high quality levels of service expected by our stakeholders. |

Budget Implications

Cost of production of the Annual Report and the holding of the Annual General Meeting of Electors are included in the current budget.

Officer's Comment

The Annual Report and its contents are a statutory requirement, which Council is required to adopt if it wishes to have the Annual General Meeting of Electors within the statutory timeframe.

Council has the option to choose the date and time of this meeting, however it is recommended to hold the meeting on Wednesday 24 April 2013, starting at 7:30 pm. This date coincides with Council's Ordinary Meeting.

Attachments

1. 2011/12 Annual Report (Attached under separate cover)

2012/13/316 Officer's Recommendation/ Council Decision

Moved: Cr Daccache

Seconded: Cr Jacob

That Council:

1. **Adopts the 2011/12 Annual Report as presented;**
2. **Advertises the 2011/12 Annual Report and Annual Meeting of Electors giving at least 14 days local public notice in accordance with Section 5.29 of the Local Government Act; and**
3. **Holds the Annual Meeting of Electors on the Wednesday 24 April 2013, commencing at 7:30 pm, at the Port Hedland Civic Centre.**

CARRIED BY ABSOLUTE MAJORITY 9/0

11.4.2.2 Town of Port Hedland Adoption of Electoral Code of Conduct for 2013 Ordinary Elections (File No.: .../...)

Officer Josephine Bianchi
Governance Coordinator

Date of Report 11/03/2013

Disclosure of Interest by Officer Nil

Summary

This report seeks approval from Council to engage the Western Australian Electoral Commission to conduct a postal Election for the 2013 Town Port Hedland Ordinary Elections.

Background

Council elections occur every two (2) years on the third Saturday in October.

For the first time in 2011 the Town engaged the WAEC to undertake a postal election. The WAEC was subsequently engaged again to undertake the Extraordinary Election in December 2012.

The postal method provided Council with an increase in electors' participation rate, and it ensured a level of transparency with respect to the whole process.

As Local Government Elections will take place again in October 2013, the Council is requested to consider engaging the WAEC to conduct a postal election.

Consultation

Internal

- Chief Executive Officer
- Director Corporate Services
- Manager Organisational Development

External

- WA Electoral Commission

Statutory Implications

Local Government Act 1995 states (in part)

(4) A local government may, having first obtained the written agreement of the Electoral Commissioner, declare* the Electoral Commissioner to be responsible for the conduct of an election, or all elections conducted within a particular period of time, and, if such a declaration is made, the Electoral Commissioner is to appoint a person to be the returning officer of the local government for the election or elections.

* Absolute majority required.

“4.61. Choice of methods of conducting the election

(1) *The election can be conducted as a —*

“postal election” which is an election at which the method of casting votes is by posting or delivering them to an electoral officer on or before election day; or

“voting in person election” which is an election at which the principal method of casting votes is by voting in person on election day but at which votes can also be cast in person before election day, or posted or delivered, in accordance with regulations.

(2) *The local government may decide* to conduct the election as a postal election.*

* Absolute majority required.

(3) *A decision under subsection (2) has no effect if it is made after the 80th day before election day unless a declaration has already been made in respect of an election for the local government and the declaration is in respect of an additional election for the same local government.*

(4) *A decision under subsection (2) has no effect unless it is made after a declaration is made under section 4.20(4) that the Electoral Commissioner is to be responsible for the conduct of the election or in conjunction with such a declaration.*

(5) *A decision made under subsection (2) on or before the 80th day before election day cannot be rescinded after that 80th day.*

(6) *For the purposes of this Act, the poll for an election is to be regarded as having been held on election day even though the election is conducted as a postal election.*

(7) *Unless a resolution under subsection (2) has effect, the election is to be conducted as a voting in person election.”*

“4.62. Polling places required

(1) *For every election in a district or a ward the returning officer is to ensure that there will be at least one polling place in the district that is open between 8am and 6pm on election day.*

Policy Implications

- 3/023 Electoral Code of Conduct
- 4/001 Elections Promotion

Strategic Planning Implications

6.4 Local Leadership

6.4.1 Strategic

Deliver high quality corporate governance, accountability and compliance.

Budget Implications

The estimated cost for the 2013 election provided to the Town of Port Hedland by the Electoral Commission for a postal election is \$28,000 inc GST. This estimate has been based on the following assumptions:

- 5,600 electors
- Response rate of approximately 30%
- 5 vacancies
- Count to be conducted at the officer of the Town of Port Hedland

This estimate includes the cost for two polling places to allow hand delivery of electors' postal forms within the district, one in Port Hedland (Civic Centre) and one in South Hedland (South Hedland Library).

Costs not incorporated in this estimate include:

- Non-statutory advertising (i.e. additional advertisements in community newspapers);
- Postage expenses incurred in updating the Non-Resident Owners and Occupiers Roll;
- Any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns;
- One local government staff member to work in the polling place on election day; and

All of the above is estimated at \$7,000. A new budget item request for the 2013/14 budget will therefore be raised for \$35,000.

Officer's Comment

Under the Local Government Act 1995 there are predominantly two ways in which to conduct an election, the first being a voting in person election and the second being a postal election.

The Electoral Commissioner is responsible for conducting postal elections in Western Australia and conducts voting in person elections on request under the Local Government Act 1995. By making the Electoral Commissioner responsible for these elections, local governments ensure that elections are conducted independently and with impartiality.

In addition, local governments that have adopted a method of conducting elections that is more convenient for electors and typically achieves a higher rate of voter participation.

Postal elections for local government were first trialed by four local governments in 1995. This increased to eight in 1997, 34 in 1999, 47 in 2001, 55 in 2003, 50 in 2005, 64 in 2007, and 69 in 2009.

On 15 October 2011, the Electoral Commission conducted 74 postal elections and 2 voting in person elections, involving around 95% of enrolled electors throughout Western Australia.

With regard to TopH Elections, the following table shows the rate of voters participation across the years:

| Year | Type of Election | Conduct of Election | Electors on Residents Roll | Votes |
|------|------------------------|---------------------|----------------------------|---------------|
| 2007 | Ordinary (Councillors) | In person | 5439 | 1384 (25.45%) |
| 2009 | Ordinary (Mayoral) | In person | 5621 | 932 (16.25%) |
| 2011 | Ordinary (Councillors) | Postal | 5546 | 1544 (27.8%) |
| 2012 | Extraordinary | Postal | 5532 | 1427 (25.8%) |

In order to maintain the above increase in voters participation and ensure that the whole process is managed transparently by an external entity to the local government, it is recommended that the Council engage the Electoral Commission to conduct the Town of Port Hedland 2013 Ordinary Elections as a Postal Election.

Attachments

1. Letter from WAEC

201213/317 Officer's Recommendation/ Council Decision

Moved: Cr Carter

Seconded: Cr Hunt

That Council:

1. Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election;
2. Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2013 ordinary elections together with any other elections or polls which may also be required; and

- 3. Engage the Electoral Commissioner to make provision for (2) two polling places – one at the Civic Centre in Port Hedland and the other at the Library in South Hedland – to give electors the opportunity to hand in their postal votes on election day.**

CARRIED BY ABSOLUTE MAJORITY 9/0

ATTACHMENT 1 TO ITEM 11.4.2.2

LGE 028

Ms Natalie Octoman
Acting Chief Executive Officer
Town of Port Hedland
PO Box 41
PORT HEDLAND WA 6721

Dear Ms Octoman

Local Government Ordinary Election: 2013

The next local government ordinary elections are being held on 19 October 2013. While this is still some distance in the future, I have enclosed an estimate for your next ordinary election to assist in your 2013/2014 budget preparations.

The estimated cost for the 2013 election if conducted as a postal ballot is \$28,000 inc GST, which has been based on the following assumptions:

- 5,600 electors
- response rate of approximately 30%
- 5 vacancies
- count to be conducted at the offices of the Town of Port Hedland.

Costs not incorporated in this estimate include:

- non-statutory advertising (ie any additional advertisements in community newspapers and promotional advertising)
- any legal expenses other than those that are determined to be borne by the Western Australian Electoral Commission in a Court of Disputed Returns
- one local government staff member to work in the polling place on election day.

The Commission is required by the *Local Government Act 1995* to conduct local government elections on a full cost recovery basis and you should note that this is an estimate only and may vary depending on a range of factors including the cost of materials or number of replies received. The basis for charges is all materials at cost and a margin on staff time only. Should a significant change in this figure become evident prior to or during the election you will be advised as early as possible.

The current procedure required by the *Local Government Act 1995* is that my written agreement has to be obtained before the vote by Council is taken. To facilitate the process, you can take this letter as my agreement to be responsible for the conduct of the ordinary elections in 2013 for the Town of Port Hedland in accordance with section 4.20(4) of the *Local Government Act 1995*, together with any other elections or polls that may also be required. My agreement is subject to the proviso that the Town of Port Hedland also wishes to have the election undertaken by the Western Australian Electoral Commission as a postal election.

In order to achieve this, your council will now need to pass the following two motions by absolute majority:

- Declare, in accordance with section 4.20(4) of the *Local Government Act 1995*, the Electoral Commissioner to be responsible for the conduct of the 2013 ordinary elections together with any other elections or polls which may be required
- Decide, in accordance with section 4.61(2) of the *Local Government Act 1995* that the method of conducting the election will be as a postal election.

I look forward to conducting this election for the Town of Port Hedland in anticipation of an affirmative vote by Council.

Yours sincerely

Warwick Gately AM
ELECTORAL COMMISSIONER

13 September 2012

11.5 Office of the CEO

11.5.1 Proposed Fees and Charges 2013/14 – Request for Further Information

Officer Mal Osborne
Chief Executive Officer

Date of Report 19 March 2013

Disclosure of Interest by Officer Nil

Summary

The Special Meeting of Council held on Wednesday, 13 March 2013 resolved that a number of line items within the Schedule of Fees and Charges be deferred from adoption, with a report being presented to Council with further information in the following areas:

- Sports Ground Lighting Charges
- Recreation Facilities Entry Fees for Children
- Cemetery Grave Digging Fees
- PHIA Long-term Parking Fees
- Waste Management Charges (pensioner discount).

The intent of Council was to consider reducing these fees and charges to certain sections of the community.

Based on the information presented, Council is requested to:

1. adopt the Fees and Charges for these areas as were presented to Council at the Special Council Meeting held on the 13th March, 2013;
2. lobby the State Government to include waste management charges as an approved rebate under the Pensioners and Seniors Rebate Scheme;
3. have the Chief Executive Officer prepare a report detailing the full cost of all goods and services (including benchmarking with other LGA's where possible) that the Town provides.

Background

The Special Council Meeting of 13 March 2013 considered the adoption of the annual Schedule of Fees and Charges for the 2013/14 financial year.

Elected Members were initially presented with the draft Schedule of Fees and Charges at a Budget Forum session held on 6 March, 2013, where Elected Members were presented with a draft paper on "Pricing Principles". That report identified the notion of:

- **full cost recovery** - for the range of goods and services provided by the Town of Port Hedland that are deemed to be for private benefit

- **partial cost recovery** - where a shared benefit between the community/user and the Town exists
- **zero to partial cost recovery** - where there is a clear public benefit of the goods or services
- **regulated charges** - associated with fees and charges fixed by legislation.

The Chief Executive Officer also verbally provided a framework that would, over the next twelve months see all Fees and Charges:

1. Fully assessed for their full and true cost of delivery
2. Benchmarked (where possible) against other Local government and service providers
3. Able to have pricing increases forecast within the Long Term Financial Plan with an assumption based on a Port Hedland escalation factor.

The Special Council meeting of 13 March 2013 adopted a range of fees and charges as part of the Schedule, resolving in part to:

“Defer the proposed fees on lines:

135 - Sports Ground Lighting Low light level per hour

136 - Sports Ground Lighting Medium light level per hour

137 - Sports Ground Lighting High light level per hour

158 - Recreation Facilities Child entry

173 - Recreation Facilities Swimming Lessons In Term Swimming Entry

1209 - Cemetery Fees Grave Site Digging, Digging grave to 1.8m deep - adults Weekdays

1210 - Cemetery Fees Grave Site Digging , Digging grave to 1.8m deep - adults Saturdays

1211 - Cemetery Fees Grave Site Digging , Digging grave to 1.8m deep - adults Sundays / Public Holidays

1214 - Cemetery Fees Grave Site Digging , Digging grave to 1.2m deep – child under 5 years Weekdays

1215 - Cemetery Fees Grave Site Digging , Digging grave to 1.2m deep – child under 5 years Saturdays

1216 - Cemetery Fees Grave Site Digging , Digging grave to 1.2m deep – child under 5 years Weekdays Sundays / Public Holidays

1280 - Port Hedland International Airport Parking, Long term Parking, per day or part thereof

1281 - Port Hedland International Airport Parking, Long term Parking, More than 7 days

with a report to Council to consider alternative pricing at the earliest opportunity

e) *That officers prepare a report for Council's consideration on the inclusion of discounted fees and charges relating to a pensioner's rate for waste management charges."*

Consultation

- Elected Member's - Budget Forum (6 March 2013).

Statutory Implications

The Local Government Act 1995 states that:

Section 6.16 of the Local Government Act 1995 states:

"6.16. Imposition of fee's and charges

A fee or charge may be imposed for the following –

- *providing the use of, or allowing administration to, any property or facility wholly or partially owned, controlled, managed or maintained by the local government;*
- *receiving an application for approval, granting an approval, making an inspection and issuing a licence, permit, authorization or certificate.*

6.19. Local Government to give notice of fees and charges

If a local government wishes to impose any fees or charges under this subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of –

- *its intention to do so; and*
- *the date from which the fees or charges will be imposed."*

Policy Implications

Nil

Strategic Planning Implications

Community - 6.3.2

(Community Facilities) – Provide safe and accessible community facilities, libraries, services and public open space that connect people and neighbours

Local Leadership – 6.4.1

(Strategic) – Deliver high quality corporate governance, accountability and compliance

Local Leadership – 6.4.2

(Community Facilities) – Provide a community-oriented organisation that delivers the high levels of service expected by our stakeholders

Local Leadership – 6.4.2

(Community Focused) – Local leaders in the community who provide transparent and accountable civic leadership

Budget Implications

Fees and Charges (as an aggregated sum) provide the Town of Port Hedland with greater revenue than the total annual rates income.

In 2012/13, the budgeted figures are:

| | |
|--------------------------|--------------|
| Rates: | \$22,035,451 |
| Fees and Charges: | \$31,785,205 |

Many Fees and Charges also form part of the revenue source of the Town's individual Business Units. Any change to the revenue source for those Business Units will potentially see an inability to provide the level of service agreed to as well as having a prejudicial impact on the ability to deliver capital expenditure projects.

Officer's Comment

Council has requested the review of a range of Fees and Charges with a view to providing various sections of the community with reduced Fees and Charges as goodwill towards the community.

Officers have spent considerable time and effort in determining what was seen to be appropriate levels for the Fees and Charges based on:

1. The known cost of providing the goods or services
2. Whether the goods or services were a private Benefit, a Shared Benefit, a Public Benefit, or a Regulatory Charge made under legislation
3. The comparative costs of similar goods or services in other Local Governments and within the region (where possible);
4. The price elasticity of the various fees and charges; and
5. The Town's "bottom line" based on the modeling of the 10-year Long-term Financial Plan.

Whilst acknowledging Council's desire to keep all pricing at an acceptable level and to be able to give something back to the community, it must be stated that any reduction in the Town's revenue sources is a very backward step whilst the Town is making every attempt to develop a plan to overcome the Town's considerable operating deficit.

To make it very clear, the Town of Port Hedland faces an Operating Loss (under the Integrated Planning & Reporting Framework) over the next ten years of many hundreds of millions of dollars.

Any reduction to individual Fees and Charges or any other revenue, must take into account that operating costs are not reducing (although a review of all expenditure is also needed) and that any reduction will have a consequential effect on the projected bottom line in the future.

Alternatively, revenue for fees and Charges will need to be replaced with additional revenue from rates and then distributed back to Business Units or to satisfy the operating contracts that the Town may have with various service providers (Eg. Leisure facilities and the YMCA).

As an example, a loss of revenue of \$100,000 in 2013/14 would see the aggregated amount being lost over the next 10 years equating to \$1,246,110 (based on increases of 4.8% per annum) or it would require an additional Rate increase in 2013/14 of 0.45% over and above any other required Rate increase.

It should also be remembered that the Town of Port Hedland already provides a Community Service Obligation to the community of approximately \$220,000 through community donations, rates incentive functions and rates concessions; it runs the majority of facilities and services at an operating loss without full cost recovery; and the Town spends approximately \$1,000,000 per annum on a range of community events.

Attachments

1. Deferred Fees and Charges Schedule - Information Table

Officer's Recommendation

That Council:

1. Adopts the balance of the 2013/14 Fees and Charges as per the Officer's recommendation of the agenda item presented at the Special Council Meeting of 13 March 2013;
2. Lobbies the State Government for additional support for pensioners including having waste management fees being an approved rebate under the Pensioners and Seniors Rebate Scheme Rates and Charges (Rebates and Deferments) Act 1992; and
3. Requires the Chief Executive Officer to present to Council prior to February, 2014, a report detailing the full unit cost of all goods and services that the Town provides including, where possible, benchmarking against other Local Government and private service providers in order to allow Council to consider the setting of Fees and Charges beyond 2013/14.

201213/318 Council Decision

Moved: Cr Carter

Seconded: Cr Dziombak

That Council lay this item on the table for further information.

CARRIED 9/0

Reason: That Council lay this item on the table to seek further information that was requested at the Special Council Meeting on 13 March 2013.

ATTACHMENT 1 TO ITEM 11.5.1

| Fees and Charges | Pricing Principle | Cost Recovery | Explanation |
|--|---------------------------|----------------------------|---|
| <p>Recreation Facilities Entry Fees for Children</p> | <p>Shared Benefit</p> | <p>Zero to Partial</p> | <p>Current budget estimations for the pools (2012/13 figures) are:</p> <ul style="list-style-type: none"> • Gratwick - 8,018 child entries for recreational swimming • SHAC - 16,020 child entries for recreational swimming <p>These figures are not inclusive of pool entries for swimming club, swimming lessons or school swimming which have their own fee schedule (\$2.50).</p> <p>Any reduction of fees can be extrapolated from these figures as a basis. Entry fees and charges are relatively demand inelastic (ie changes in price have only a relatively small effect on the quantity of the good demanded / pool entries). It is anticipated that a reduction in fees will not generate additional entries to cover the loss in revenue. A net loss in revenue would be expected and result in a contractual renegotiation with the YMCA. In essence, this will require a further contribution from Municipal Funds to offset any reduction in revenue.</p> |
| <p>Waste Management</p> | | | <p>The fees for 2013/14 are in line with other Local Governments in the Pilbara. Waste Management operates as a business unit and currently funds the replacement of its plant and equipment. The following are also funded through the Waste Management business unit.</p> <ul style="list-style-type: none"> • Recycling • Pre & post cyclone cleanup • Cyclone response • Street cleaning • Footpath sweeping • Litter collection <p>The above services which were previously funded through rates total in the 2012/13 Annual budget \$1,804,318.00.</p> <p>As Waste Management operates as a business unit any proposed reduction in fees should be reimbursed from additional rate revenue, however another option would be to reduce service levels and reallocate funding from the above list to meet fee reduction.</p> |

| Fees and Charges | Pricing Principle | Cost Recovery | Explanation |
|---|-------------------|-----------------|--|
| Paid Parking Port Hedland International Airport | Private Benefit | 100% | <p>The Town engaged Cardno Eppell Olsen in 2010 to undertake the Port Hedland Airport Car Parking Study with the following recommendations from the report being adopted by Council. The study involved a combination of site investigations, intercept surveys and traffic counts to perform an extensive analysis of the existing situation and pricing study.</p> <p>Based upon the modeling undertaken, the pricing study provided a rational for long term price per day and a short term price per hour with the recommendations then being adopted by Council.</p> <p>The fee structure allows parking demand to be managed and provides revenue to the Airport which operates as a business unit that provide a percentage of revenue back to the Town. Any proposed fee reduction to residents would need to be modeled as to what impact it would have on our current understanding of paid parking.</p> <p>As the Airport provides a Private Benefit, the cost recovery should be 100% then any ensuing subsidy should then be reimbursed from Municipal Funds back to the Airport.</p> <p>The Airport operates a Saber Parking System. On entering the short or long term carpark the driver is issued a ticket before the boom gate will let the vehicle into the carpark.</p> <p>Before leaving the carpark the driver must validate the ticket at the pay station. This sets the amount payable and the ticket is then returned from the machine to the driver who must insert the ticket into the exit station for the boom gate to operate.</p> <p>For the Town to offer a reduction in the fee payable this would need to be processed externally to the Saber System and would incur significant administration cost to the Town.</p> |
| Cemetery Fees | Shared Benefit | Partial | <p>The current fee structure does not allow revenue to meet expenditure. The proposed new fees are an attempt to address the gap between revenue and expenditure. The fee structure does not cover maintenance of the Cemetery which comes out of municipal funds.</p> |
| Sports Ground Lighting Charges | Shared Benefit | Zero to Partial | <p>Current fees for sports ground lighting are based solely on a supply charge cost recovery basis (ie only the cost of providing the power is on-charged to the user group) for different lux levels. Current charges do not include full asset management including light maintenance, replacement and cleaning / pole replacement etc.</p> <p>Electrical tariffs are currently being investigated that may eventually provide a reduced supply charge. Even with a reduced supply charge, fees should include an asset management fee component.</p> |

Statutory Implications

Nil

Policy Implications

Nil

Strategic Planning Implications

Town of Port Hedland – Strategic Community Plan 2012-2022

6.2 Economic

6.2.1 Diverse Economy)

Facilitate commercial, industry and town growth
Enhance the supply of suitably located and supported
industrial and retail land.

Budget Implications

Funds to prepare relevant logos, promotional material, and signage are included in the 2012/13 budget.

Officer's Comment*Precinct 3 Naming Process*

The naming group developed the following guidelines for community suggestions and assessing naming submissions:

- Reflects the strategic location of the precinct between the Port and South Hedland Town Centre's, and the Port Hedland International Airport, which will also be the base for an international freight hub
- Considers the future use and development (such as commercial, showroom, industrial and retail uses)
- Considers resource industry accommodation, usage and community integration
-

A total of 22 names were submitted by 6 different members of the community. Attachment 1 provides a full list of submissions received.

Precinct 3 Naming Outcome

The naming group came to agreement on a recommended name. The Town Executive considered the recommended name and has proposed an alternative being "Port Central".

The name is recommended based on the following background.

Port – Reflecting Pilbara's Port City and Port Hedland

Central – reflecting the centre and coming together to the Port, South, Wedgefield and Airport areas, as well as the focus for business

opportunity.

A tag line is proposed to be developed, potentially incorporating:

- Reference to Pilbara's Port City (tag adopted by Council in 2010)
- Reference to Port Hedland intended gateway (particularly Airport) to the Pilbara
- Enterprise / Business or similar – reflecting the energy of business opportunity
- Zone or similar – incorporating the broader area of the Airport precinct and future development's proposed at Lumsden Point / Common User Facility etc.

An integral part of the name will be the development of a brand image for the area which enhances the selected name / tag –line and offers a visual image / marketing and sales campaign focus.

Precinct 3 – Way Forward

Precinct 3 sales endeavours are planned to commence immediately, with key preliminary discussions already underway with prospective business operators.

Endorsement of the recommended name by Council, will allow for signage and promotional material to be developed to commence the coordinated marketing and sales campaign.

Attachments

1. Complete list of suggested names from the community for the Precinct 3 area.

201213/319 Council Decision

Moved: Cr Carter

Seconded: Cr Gillingham

That Council suspend Standing Orders.

CARRIED 9/0

6:56pm Mayor advised that Standing Orders are suspended.

201213/320 Council Decision

Moved: Cr Carter

Seconded: Cr Jacob

That Council resume Standing Orders.

CARRIED 9/0

7:03pm Mayor advised that Standing Orders are resumed.

Officer's Recommendation

That Council:

1. Adopts the name "Port Central" for the Precinct 3 area;
2. Endorses the Chief Executive Officer to undertake a formal brand / marketing process to reflect the preferred name and tag-line development; and
3. Notes that signage, promotional material, and media announcements will be prepared once Council has endorsed the use of "Port Central" for the Precinct 3 area.

Council Motion

Moved: Cr Gillingham

Seconded: Cr Jacob

That Council lay this item on the table.

MOTION LOST TO THE VOTE

201213/321 Council Decision

Moved: Cr Dziombak

Seconded: Cr Hooper

That Council:

1. **Adopts the name 'Kingsford Business Park' for the Precinct 3 area;**
2. **Endorses the Chief Executive Officer to undertake a formal brand / marketing process to reflect the preferred name and tag-line development;**
3. **Notes that signage, promotional material, and media announcements will be prepared once Council has endorsed the use of 'Kingsford Business Park' for the Precinct 3 area; and**
4. **Thanks the community members for their Precinct 3 area naming suggestions.**

CARRIED 9/0

ATTACHMENT 1 TO ITEM 12.1

| Precinct 3 Naming Suggestions | | | |
|-------------------------------|--|---------------------------------------|---------|
| Name | Rationale | Submitter | Comment |
| AIR PORT SOUTH | <p>It combines the Names of PORT HEDLAND, SOUTH HEDLAND and THE PORT HEDLAND INTERNATIONAL AIRPORT.</p> <p>I believe as the development is both housing and industrial and commercial that reference to either such as Industrial or estate should be avoided.</p> <p>The name should allude people as to its location.....From Port Hedland head towards South Hedland go past the Airport turn off..... just out of South Hedland heading towards Port Hedland and its before you get to the Airport Turn off. On the Broome highway. Past the Airport turn off and head towards South Hedland.</p> <p>The inclusion of Airport would allude people to the fact it is close to the airport and transport and logistics operations.</p> | John Rutherford | |
| Mid-Town | Because it's between Port and South Hedland. | Erin Meikle | |
| MINGILA DISTRICT | <p>Mingila' means a tender and loving impression of ancestral spirits of the Banjima, Gurrama, Injibarndi Nguluma, Maduthunia and Yaburara people who once thrived in Port Hedland and South Hedland.</p> <p>'District' indicates a specific town zone that has a characteristic like developing business.</p> | Kim Dutton | |
| The Junction | | Frank Weir | |
| Project Disaster No/ ? | | pandsreibel@kisser.net.au | |
| The Entrance | | Maria Hayward ToPH Booking Officer | |
| Airport Arcade | | | |
| Beginning Boulevard | | | |
| Sort Boulevard | Sort of Port and South together | | |
| Courtesy City | | | |
| Courtesy City Centre | | | |
| Cyclone City | | | |
| Manna District | Manna is Hebrew for food from the Gods | | |
| Serendipity Square | Serendipity means a pleasant surprise | | |
| Sort District Square | | | |
| Hedland Town | | | |
| Dreamtime District | | | |
| Marlu Mall | Marlu means shade in the Kariyarra language | | |
| Kari Complex | from Kariyarra | | |
| Precinct Ngurra | means camp in the Nyamal language | | |
| Welcome Towers | | | |
| Tropical Towers | | | |

ITEM 13 REPORTS OF COMMITTEES

NOTE: The Minutes of these Committee meetings are enclosed under separate cover.

13.1 *Airport Committee Minutes – 7 March 2013*

201213/322 Officer's Recommendation Council Decision

Moved: Cr Carter

Seconded: Cr Dziombak

That Council receives the Minutes of the Ordinary Meeting of the Airport Committee held on 7 March 2013 at 12:30pm.

CARRIED 9/0

13.2 *Audit & Finance Committee Minutes – 13 March 2013*

201213/323 Officer's Recommendation Council Decision

Moved: Cr Carter

Seconded: Cr Dziombak

That Council receives the Minutes of the Meeting of the Audit & Finance Committee held on 13 March 2013 at 1:30pm.

CARRIED 9/0

ITEM 14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

ITEM 15 CONFIDENTIAL ITEMS

201213/324 Council Decision

Moved: Cr Carter

Seconded: Cr Hooper

That the meeting be closed to members of the public as prescribed in Section 5.23(2) of the Local Government Act 1995, to enable Council to consider the following Item:

15.1 Request for Private Treaty on Don Rhodes Miming Museum Reserve 38707 with Muzz Buzz Franchising Pty Ltd (File no.: 130128G)

CARRIED 9/0

7:45pm Mayor advised that this meeting is now closed to members of the public.

15.1 Request for Private Treaty on Don Rhodes Mining Museum Reserve 38707 with Muzz Buzz Franchising Pty Ltd (File no.: 130128G)

201213/325 Council Decision

Moved: Cr Carter

Seconded: Cr Dziombak

1. Acknowledges the land is current zoned Community and authorises the use of a Restaurant/Café and Shop currently noted as IP uses under the Town Planning Scheme 5 definition of Community;
2. Authorises the Chief Executive or his delegate to commence negotiations with Muzz Buzz Franchising Pty Ltd regarding a potential ground lease at the Don Rhodes Mining Museum, reserve 38707 (subject to survey) pending the following outcomes:
 - a. Clearance from the Department of Conservation and Environment regarding the Contamination Memorial reference DEC14910;
 - b. Subject to obtaining planning, building and health approvals;
 - c. Subject to finalising the exact ground lease square meterage area, taking into consideration access, staff car parking requirements, drive thru entry bays and landscaping;
 - d. Muzz Buzz Franchising Pty Ltd acknowledges the requirement to pay the Town of Port Hedland annual rates and waste bin(s) collection charge; and
 - e. Subject to no exclusivity to be given to Muzz Buzz Franchising Pty Ltd;
3. Approves the advertisement of the proposed lease for two weeks in accordance with the Section 3.58(3) of the *Local Government Act 1995* outlining the proposed details of the lease of Lot 5527 Wilson Street, Don Rhodes Mining Museum;
4. On expiry of the proposed lease advertising period requests the Chief Executive Officer report back to Council on any public submissions received; and
5. Authorises the Chief Executive Officer or his delegate to investigate disposing of the remainder of Reserve 38707 in accordance with the *Local Government Act 1995*.

CARRIED 9/0

15.2 Appointment of Airport Redevelopment Program Director

This item was withdrawn and will be presented to Council for consideration at a Special Council Meeting in April 2013.

15.3 Wallwork Road Bridge Co-operation and Procurement Agreement

This item was withdrawn and will be presented to Council for consideration at a Special Council Meeting in April 2013.

201213/326 Council Decision

Moved: Cr Daccache

Seconded: Cr Taylor

That the meeting be opened to members of the public.

CARRIED 9/0

8:00pm Mayor advised that this meeting is now open to members of the public and advised the members of the public of the Council resolution determined whilst the meeting was behind closed doors.

ITEM 16 APPLICATIONS FOR LEAVE OF ABSENCE**201213/327 Council Decision**

Moved: Cr Carter

Seconded: Cr Hooper

That the following applications for leave of absence:

- Councillor Gillingham from 19 April 2013 to 7 May 2013
- Councillor Hooper from 2 April 2013 to 5 April 2013
- Councillor Jacob from 17 April 2013 to 22 April 2013
- Councillor Hunt 1 April 2013 to 5 April 2013 and 7 April 2013 to 21 April 2013

CARRIED 9/0

ITEM 17 CLOSURE**17.1 Date of Next Meeting**

The next Ordinary Meeting of Council will be held on Wednesday 24 April 2013, commencing at 5.30 pm. The Annual General Meeting of Electors will be held on Wednesday 24 April 2013, commencing at 7:30pm.

17.2 Closure

There being no further business, the Mayor declared the meeting closed at 8.08 pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Council at its Ordinary Meeting of _____ 2013.

CONFIRMATION:

MAYOR

DATE