



Town of Port Hedland

MINUTES

OF THE

SPECIAL MEETING

OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

WEDNESDAY 3 APRIL 2013

AT 4.00 PM

IN COUNCIL CHAMBERS

McGREGOR STREET, PORT HEDLAND

Purpose of Meeting: To consider:

- *Proposed Fees and Charges 2013/14 – Request for further information*
- *Appointment of Airport Redevelopment Program Director (Confidential)*
- *Wallwork Road Bridge Cooperation and Procurement Agreement (Confidential)*

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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.

ITEM 1	OPENING OF MEETING	3
1.1	OPENING	3
ITEM 2	RECORDING OF ATTENDANCE AND APOLOGIES.....	3
2.1	ATTENDANCE.....	3
2.2	APOLOGIES	3
2.3	APPROVED LEAVE OF ABSENCE.....	3
ITEM 3	PUBLIC TIME	3
3.1	PUBLIC QUESTION TIME	4
3.2	PUBLIC STATEMENT TIME	4
ITEM 4	QUESTIONS FROM MEMBERS WITHOUT NOTICE.....	4
4.1	<i>Cr Gillingham</i>	<i>4</i>
4.2	<i>Cr Taylor.....</i>	<i>4</i>
ITEM 5	DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING	5
ITEM 6	REPORTS OF OFFICERS	6
6.1	OFFICE OF THE CEO	6
6.1.1	<i>Proposed Fees and Charges 2013/14 – Request for Further Information.....</i>	<i>6</i>
ITEM 7	LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL	21
ITEM 8	CONFIDENTIAL ITEMS	21
8.1	<i>Appointment of Airport Redevelopment Program Director.....</i>	<i>21</i>
8.2	<i>Wallwork Road Bridge Co-operation and Procurement Agreement (File No.: 28/01/0006)</i>	<i>22</i>
ITEM 9	CLOSURE.....	23
9.1	DATE OF NEXT MEETING	23
9.2	CLOSURE	23

ITEM 1 OPENING OF MEETING**1.1 Opening**

The Mayor declared the meeting open at 4.18pm 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 Michael (Bill) Dziombak
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
Debra Summers	Manager Organisational Development
Lorraine Mathieson	Administration Officer Governance

2.2 Apologies

Nil

2.3 Approved Leave of Absence

Councillor David W Hooper
Councillor Julie E Hunt

ITEM 3 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 4.21pm.

3.1 Public Question Time

Nil

Mayor closed Public Question Time at 4.21pm.

Mayor opened Public Statement Time at 4.22pm.

3.2 Public Statement Time

Nil

Mayor closed Public Statement Time at 4.22pm.

ITEM 4 QUESTIONS FROM MEMBERS WITHOUT NOTICE

4.1 *Cr Gillingham*

Cr Gillingham requested that attendees switch off electronic devices so the meeting could be undisturbed.

Mayor Howlett requested that all electronic devices be switched off.

4.2 *Cr Taylor*

Cr Taylor asked what work was being undertaken by the Town in relation to addressing solvent abuse in the community.

Mayor Howlett responded that the Town is a valued stakeholder of the Substance Use Working Group which is chaired by Bloodwood Tree CEO Bob Neville. The Town's Youth Officer, Community Safety Officer and I attended their meeting today in South Hedland. The working Group has set their terms of reference and will be meeting more regularly now. It is acknowledged that this is a very important issue in which the Town will be supporting all relevant government and non government entities.

**ITEM 5 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 Dziombak
Councillor Gillingham	Councillor Jacob
Councillor Taylor	

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.

ITEM 6 REPORTS OF OFFICERS**6.1 Office of the CEO****6.1.1 *Proposed Fees and Charges 2013/14 – Request for Further Information***

Officer	Mal Osborne Chief Executive Officer
Date of Report	2 April 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."

At the Ordinary Council Meeting held on the 27th March, 2013, Council resolved that this matter "Lay on the Table" pending further details on the costs that would be likely to be incurred should discounts or concessions apply to certain fees and 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 fees 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

6.3 Community

6.3.2 Community Facilities

Provide safe and accessible community facilities, libraries, services and public open space that connect people and neighbours

6.4 Local Leadership

6.4.1 Strategic

Deliver high quality corporate governance, accountability and compliance

6.4.2 Community Facilities

Provide a community-oriented organisation that delivers the high levels of service expected by our stakeholders

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.

Deferred Fees and Charges Schedule – Information Table

Fees and Charges	Pricing Principle	Cost Recovery	Nett cost to Municipal Fund of Discounts or Concessions	Explanation
Paid Parking Port Hedland International Airport	Private Benefit	100%	<p>Based on 100% take-up by rateable properties (excluding Residents) 5800 X \$15.60/day x 4 days = <u>\$361,920</u></p> <p>Based on 50% take-up 2900 x \$15.60 x 4 days = <u>\$180,960</u></p> <p><u>NB: In addition to the above costs are any administrative costs of managing any concession or discount</u></p>	<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 modelling 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 modelled 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>

Fees and Charges	Pricing Principle	Cost Recovery	Nett cost to Municipal Fund of Discounts or Concessions	Explanation
				<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>Grave Digging Fees; Esperance \$990 Roebourne \$770 Current Revenue versus Expenditure at South Hedland Cemetery. Expenditure = \$42,634 Revenue = \$10,861 Cost of existing service YTD = \$31,773</p>	<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><u>No asset management principles are applied at current/proposed charges.</u> Therefore, Municipal funds will be required for maintenance and renewal of lighting infrastructure. Recovery of Electricity Tariff only being charged with a review to be undertaken on all tariffs and supplies to ToPH</p>	<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>

Fees and Charges	Pricing Principle	Cost Recovery	Nett cost to Municipal Fund of Discounts or Concessions	Explanation
			facilities in 2013/14. Renewable energy options can also be considered however there is no capital allocated for such proposals and if funding was obtained, installation would not occur until well into the new financial year.	
Fees and Charges	Pricing Principle	Cost Recovery		Explanation
Recreation Facilities Entry Fees for Children	Shared Benefit	Zero to Partial	Total entries through both centres in 2012/13 are estimated at 24,038 Free entry would equate to $24,038 \times \$4.20 =$ <u>\$100,959.60</u> Gold coin entry (\$2) would equate to $24,038 \times \$2.20 =$ <u>\$52,883</u>	Current budget estimations for the pools (2012/13 figures) are: Gratwick - 8,018 child entries for recreational swimming SHAC - 16,020 child entries for recreational swimming These figures are not inclusive of pool entries for swimming club, swimming lessons or school swimming which have their own fee schedule (\$2.50). 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.

Fees and Charges	Pricing Principle	Cost Recovery	Nett cost to Municipal Fund of Discounts or Concessions	Explanation
Waste Management			<p>There are currently 61 Pensioners and Seniors on our system and they relate to 53 different Assessments.</p> <p>Any discount or concession applied only to Ratepayers will not apply to any other aged pensioners within the community who may be renting or leasing.</p> <p>A concession of 25% of the Classic Bin Service Fee would equate to – 53 properties x (\$265 x 25%) = <u>\$3,511.25</u></p> <p>A concession of 50% of the Classic Bin Service Fee would equate to – 53 properties x (\$265 x 50%) = <u>\$7,022.50</u></p> <p>There is no current method of allowing pensioners to defer their waste management fees. They are only permitted to defer General Rates and the ESL.</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>

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.

Additional Officer's comments:

Mayor Howlett provided some indications of the type and quantum of discounts and concessions that were to be calculated. These are to be used to provide an estimation to Council of the potential cost (or loss of revenue) for each of the Fees and Charges items listed for reconsideration.

These are now part of the Information Table that forms part of this Agenda item.

Additional fees and charges comparisons have also been provided in relation to grave digging fees and other comparisons are being sought from other Local Governments.

Attachments

1. Shire of Esperance and Shire of Roebourne Fees and Charges
2. Expenditure versus Revenue for South Hedland Cemetery

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.

201213/328 Council Decision

Moved: Cr Carter

Seconded: Cr Taylor

That Council:

1. **Adopts the fees and charges for 2013/2014 for cemetery fees (grave site digging) and airport long term parking fees as presented in the schedule at the Special Council Meeting of 13 March 2013;**
2. **Adopts the 2013/2014 charges on lines 135, 136 and 137 re: sports ground lighting as per the current 2012/2013 fees for these services;**
3. **Requests the Chief Executive Officer to robustly negotiate electricity tariff rates for community facilities;**
4. **Adopts a \$1 entry fee for (line 158) aquatic facilities child entry for 2013/2014 season;**
5. **Provides a 20% fee reduction (pensioner rate) for waste management charges for eligible pensioners;**
6. **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**
7. **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.**

CARRIED BY ABSOLUTE MAJORITY 7/0

Reason – charges for cemetery costs should be recoverable. As there hasn't been the opportunity for use of the aquatic facilities, a discount entry for children is provided as some compensation for what they've missed in the past few months.

ATTACHMENT 1 TO ITEM 6.1.1

Shire of Esperance.

Cemetery Fees and Charges 12/13

Plot Fees:	
Plot Fee (2.4 m x 1.2m)	\$900.00
Child/Perinatal (includes plaque)	\$345.00
Burial Fees:	
Ordinary Interment	\$990.00
Interment of stillborn or perinatal child (Lawn section)	\$100.00
Interment of stillborn or perinatal child (Antenatal section – includes plinth)	\$250.00
Plaque Fees:	
Monumental Permit Fee	\$ 100.00
Exhumation Fees:	
Re-opening of grave	\$1,200.00
Re-interment in new grave	\$600.00
Placement of Ashes Fees:	
Placement in Burial area	\$105.00
Placement in Cemetery Niche Wall or Memorial Garden	\$300.00
Scattering to the Winds	\$30.00
Miscellaneous Fees:	
Undertakers Annual Licence Fee	\$150.00
Additional fee for late arrival at Cemetery	\$150.00
Interment of oblong or oversized caskets	\$150.00
Interment on a Saturday or Public Holiday	\$500.00
Copy of Grant of Right of Burial	\$90.00
Reserving of a memorial plot within the Wall of Remembrance or Memorial Garden	\$55.00
Removal and replacement of Ledger	\$247.00

ALL FEES ARE GST INCLUSIVE

Shire Of Roebourne
 Notes To And Forming Part Of The Budget
 For The Year Ending 30 June 2013

Has been updated to reflect changes to statutory charges according to the relevant regulations (Planning, Health etc) made throughout the year

5. Fees And Charges Set By Council

Account Description.
 number

Effective as of	2011/2012			2012/2013	
	Total Fee (Inc GST)	FEE (ex GST) \$	GST \$	Total Fee (incl. GST) New Fee (Inc GST)	

Burial Fees

Account number	Description	Effective as of	2011/2012 Total Fee (Inc GST)	2011/2012 FEE (ex GST) \$	2011/2012 GST \$	2012/2013 Total Fee (incl. GST) New Fee (Inc GST)
434710	Open Or Private Ground - Digging Grave 1.8 Meters Deep For a grave (Adult and Child) Two Internments	Jul-2012	\$ 770.00	\$ 700.00	\$ 70.00	\$ 770.00
434710	Open Or Private Ground - Digging Grave 2.1 Meters Deep For a grave (Adult and Child) Three Internments	Jul-2012	\$ 770.00	\$ 700.00	\$ 70.00	\$ 770.00
434710	Open or Private Ground - Digging Grave for Ashes Container 0.6m deep (Existing grave only) For a new grave site Internment it's new grave prices.	Jul-2012	\$ 121.00	\$ 110.00	\$ 11.00	\$ 121.00
434710	Grant Right Of Burial - Grave 2.75m By 1.5m Where Directed (Single new grave)	Jul-2012	\$ 30.25	\$ 27.50	\$ 2.75	\$ 30.25
434710	Grant Right Of Burial - Grave 2.75m By 3.0m Where Directed (Double grave)	Jul-2012	\$ 60.50	\$ 55.00	\$ 5.50	\$ 60.50
434710	Grant Right Of Burial - Grave 2.75m By 1.5m Where Selected By Applicant (Single grave)	Jul-2012	\$ 42.35	\$ 38.50	\$ 3.85	\$ 42.35
434710	Grant Right Of Burial - Grave 2.75m By 3.0m Where Selected By Applicant (Double grave)	Jul-2012	\$ 84.70	\$ 77.00	\$ 7.70	\$ 84.70
434710	Interment Without Notice (additional fee by way of penalty for failure to provide due notice)	Jul-2012	\$ 30.25	\$ 27.50	\$ 2.75	\$ 30.25
434710	Re-Open Grave For Exhumation	Jul-2012	\$ 423.50	\$ 385.00	\$ 38.50	\$ 423.50
434710	Re-Interment In New Grave After Exhumation	Jul-2012	\$ 363.00	\$ 320.00	\$ 33.00	\$ 363.00
434710	Approval To Erect A Headstone	Jul-2012	\$ 30.25	\$ 27.50	\$ 2.75	\$ 30.25
434710	Interment Of Ashes In A Single Niche	Jul-2012	\$ 121.00	\$ 110.00	\$ 11.00	\$ 121.00
434710	Interment Of Ashes In A Double Niche	Jul-2012	\$ 181.50	\$ 165.00	\$ 16.50	\$ 181.50
434710	Reservation Of A Single Niche	Jul-2012	\$ 121.00	\$ 110.00	\$ 11.00	\$ 121.00
434710	Reservation Of A Double Niche	Jul-2012	\$ 181.50	\$ 165.00	\$ 16.50	\$ 181.50
434710	Grave Marker	Jul-2012	\$ 30.25	\$ 27.50	\$ 2.75	\$ 30.25
434710	Sand fill for ceremonies	Jul-2012	\$ 60.50	\$ 55.00	\$ 5.50	\$ 60.50
434710	Searches, extracts and copies of the Register	Jul-2012	\$ 10.00	\$ 10.00	\$ -	\$ 10.00
434710	Annual Funeral Director's License Fee	Jul-2012	\$ 120.00	\$ 120.00	\$ -	\$ 120.00
434710	Single Funeral Directors Permit Fee.	Jul-2012	\$ 42.00	\$ 42.00	\$ -	\$ 42.00

Recreation And Culture

324710	Confectionary/Drinks Income						
Holiday Programme (Primary School)							
324710	Per Child / Per Day	Jul-2012	\$ 20.00	\$ 19.09	\$ 1.91	\$	21.00
324710	2nd child per day	Jul-2012	\$ 18.00	\$ 17.27	\$ 1.73	\$	19.00
324710	3rd child and every child thereafter per day	Jul-2012	\$ 15.00	\$ 14.55	\$ 1.45	\$	16.00
KEC Equipment Hire							
324710	Hire of /shade sail (school)	Jul-2012	\$ 35.00	\$ 31.82	\$ 3.18	\$	35.00
324710	Hire of /shade sail (Other group)	Jul-2012	\$ 70.00	\$ 63.64	\$ 6.36	\$	70.00
TRUST	Bond - Hire of shade sail	Jul-2012	\$ 200.00	\$ 200.00	\$ -	\$	200.00
324710	Hire of racquets (Tennis, Squash, Badminton)	Jul-2012	\$ 5.00	\$ 4.55	\$ 0.45	\$	5.00
324710	Hire Of Squash Balls	Jul-2012	\$ 1.00	\$ 1.82	\$ 0.18	\$	2.00
KEC Lesser Hall Hire							
TRUST	Bond - to a maximum of \$10,000. Applied as per bond assessment matrix	Jul-2012	\$ 1,000.00	\$ 10,000.00	\$ -	\$	10,000.00
324710	Commercial Hire per hour - during normal operating hours	Jul-2012	\$ 47.00	\$ 44.55	\$ 4.45	\$	49.00
324710	Commercial Hire per hour - outside normal operating hours	Jul-2012	\$ 83.00	\$ 78.18	\$ 7.82	\$	86.00
324710	Community Hire per hour - during normal operating hours	Jul-2012	\$ 32.00	\$ 30.00	\$ 3.00	\$	33.00
324710	Community Hire per hour - outside normal operating hours	Jul-2012	\$ 50.00	\$ 47.27	\$ 4.73	\$	52.00
324710	Sport Clubs - Juniors (under 18) @ 30% of the applicable Community Group rate	Jul-2012	25%				30%
KEC Main Hall Hire							
TRUST	Bond - to a maximum of \$10,000. Applied as per bond assessment matrix	Jul-2012	\$ 1,000.00	\$ 10,000.00	\$ -	\$	10,000.00
324710	Commercial Hire per hour-during normal operating hours	Jul-2012	\$ 85.00	\$ 80.00	\$ 8.00	\$	88.00
324710	Commercial Hire per hour - outside normal operating hours	Jul-2012	\$ 145.00	\$ 131.82	\$ 13.18	\$	145.00

ATTACHMENT 2 TO ITEM 6.1.1

Current Year to Date Expenditure versus Revenue for South Hedland Cemetery

	<i>South Hedland Cemetery</i>							
	Operating Expenditure							
1009279	Grave Digging	20,000	20,000	13,333	21,939	1,556	23,495	76%
1009280	Ground Maintenance - SH Cemetery	30,000	30,000	20,000	11,020	0	11,020	-45%
1009287	Memorial Plaque Install Expense	350	0	117	0	0	0	-100%
1009299	Admin Costs Distributed	10,425	11,168	7,079	8,119	0	8,119	15%
	Total Operating Expenditure	60,775	61,168	40,529	41,078	1,556	42,634	5%
	Operating Revenue							
1009324	Interment & Plots	(14,000)	(14,000)	(9,333)	(10,261)	0	(10,261)	10%
1009327	Memorial Plaque Install Income	(350)	(0)	(117)	0	0	0	-100%
1009332	Grant Funding	0	0	0	0	0	0	899%
1009325	Funeral Director Licence	(700)	(600)	(433)	(599)	0	(599)	38%
	Total Operating Revenue	(15,050)	(14,600)	(9,883)	(10,861)	0	(10,861)	10%

ITEM 7 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL

Nil

ITEM 8 CONFIDENTIAL ITEMS

201213/329 Council Decision

Moved: Cr Carter

Seconded: Cr Taylor

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 Items:

- 8.1 Appointment of Airport Redevelopment Program Director
- 8.2 Wallwork Road Bridge Co-operation and Procurement Agreement (File No.: 28/01/0006)

CARRIED 7/0

4:38pm Mayor Howlett advised that this meeting is now closed to members of the public.

8.1 *Appointment of Airport Redevelopment Program Director*

201213/330 Officer's Recommendation / Council Decision

Moved: Cr Carter

Seconded: Cr Dziombak

That Council:

- 1 Notes the Chief Executive Officer's decision to offer a contract of employment to Mr Brett Reiss for the position of Airport Redevelopment Program Director commencing 1 May 2013 and expiring on 30 June 2015;
2. Notes that the Chief Executive Officer has negotiated the remuneration package and associated conditions of employment within the parameters of the Council resolution of 28 November 2012; and
3. Notes that the Chief Executive Officer will formalise identified criteria or milestones against which incentive payments may be made as per the Council's previous determination within three weeks of Mr. Reiss commencing employment with the Town of Port Hedland.

CARRIED 7/0

4.46pm Councillor Dziombak declared financial interest in Agenda Item '8.2 Wallwork Road Bridge Co-operation and Procurement Agreement (File No.: 28/01/0006)' as he has BHP Billiton shares above the statutory threshold.

Councillor Daccache declared financial interest in Agenda Item '8.2 Wallwork Road Bridge Co-operation and Procurement Agreement (File No.: 28/01/0006)' as he has BHP Billiton shares above the statutory threshold.

Councillor Dziombak and Councillor Daccache left the room.

8.2 *Wallwork Road Bridge Co-operation and Procurement Agreement (File No.: 28/01/0006)*

201213/331 Officer's Recommendation / Council Decision

Moved: Cr Carter

Seconded: Cr Jacob

That Council:

- 1. Authorise the Chief Executive Officer and Mayor to sign and affix the Town of Port Hedland common seal to the Co-operation and Procurement Agreement between the Commissioner of Main Roads Western Australia and the Town of Port Hedland for the Construction of Wallwork Road Bridge; and**
- 2. Agree to the 3.5% Contract Sum adjustment under the Project Deed of any increase, but only up to a maximum amount of \$50,000.**

CARRIED 5/0

201213/332 Council Decision

Moved: Cr Carter

Seconded: Cr Taylor

That the meeting be opened to members of the public.

CARRIED 5/0

4.51 Councillor Dziombak and Councillor Daccache re-entered the room.

Mayor Howlett advised that this meeting is now open to members of the public and advised Councillor Daccache, Councillor Dzombiak and the public, by reading aloud, the Council's resolutions determined whilst the meeting was behind closed doors.

ITEM 9 CLOSURE

9.1 Date of Next Meeting

The next Ordinary Meeting of Council will be held on Wednesday 24 April 2013, commencing at 5.30 pm.

9.2 Closure

There being no further business, the Mayor declared the meeting closed at 4.53 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