



Town of Port Hedland

MINUTES

OF THE

AIRPORT COMMITTEE

OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

WEDNESDAY 31 JULY 2013

AT 12:30PM

IN

COUNCIL CHAMBERS

MCGREGOR STREET, PORT HEDLAND

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Town of Port Hedland for any act, omission, statement or intimation occurring during Committee Meetings. The Town of Port Hedland disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission, and statement of intimation occurring during Committee Meetings.

Any person or legal entity that acts or fails to act in reliance upon any statement, act or omission occurring in a Committee Meeting does so at their own risk. The Town of Port Hedland advises that any person or legal entity should only rely on formal confirmation or notification of Committee resolutions.

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

Terms of Reference – Airport Committee of the Town of Port Hedland Council**Aim/Purpose**

The Airport Committee is established to ensure that the Port Hedland International Airport is recognised as a leading regional airport in the area of passenger and freight movements and customer satisfaction and to:

- Develop a comprehensive Airport Master Plan and commence implementation of key initiatives that are identified;
- Actively pursue the generation of income from a variety of sources at the Airport including through leases, rentals, advertising, freight and any other means; and
- Upgrade terminal facilities including baggage screening and departure lounges.

Membership

Elected Members:

Councillor Arnold A Carter
Councillor Jan M Gillingham
Councillor Michael B Dziombak
Councillor Julie E Hunt
Councillor Gloria A Jacob

Community Members:

Ms Florence Bennett
Mr Serge Doumergue
Mr Chris Whalley
Dr Ken King
Mr Erik Widing

Quorum

The quorum for the Committee is to be a minimum of 50% of its membership.

Delegation

- i) To determine whether a tender is required to be sought or not as specified in LG (F&G) Reg 11F.
- ii) To choose tenderers for products services on behalf of the local government in accordance with LG (F&G) Reg 18.

Tenure

Ongoing

Meeting frequency

Every 4 weeks

Dates of Meetings

The following dates have been set and advertised in accordance with the Local Government Act 1995 for Airport Committee Meetings to be held at 12:30 pm in Council Chambers:

- Wednesday, 6 February 2013
- Wednesday, 6 March 2013
- Wednesday, 3 April 2013
- Wednesday, 1 May 2013
- Wednesday, 5 June 2013
- Wednesday, 3 July 2013
- Wednesday, 7 August 2013
- Wednesday, 4 September 2013
- Wednesday, 2 October 2013
- Wednesday, 6 November 2013
- Wednesday, 4 December 2013

Responsible Officer

Director Engineering Services

(Terms of Reference adopted by Council at its Ordinary Meeting held 25 January 2012.

Meeting dates adopted and membership amended by Council at its Ordinary Meeting held on 14 March 2012.

Additional community members appointed by Council at its Ordinary Meeting held on 9 May 2012.

Dates of Meetings amended by Council at its Ordinary Meeting held on 24 October 2012.

Dates of Meetings amended by Council at its Ordinary Meeting held on 23 January 2013.

Terms of Reference amended by Council at its Ordinary Meeting held 26 June 2013.)

OUR COMMITMENT

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

ITEM 1	OPENING OF MEETING	6
1.1	OPENING.....	6
ITEM 2	RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE	6
2.1	ATTENDANCE.....	6
2.2	APOLOGIES	6
2.3	APPROVED LEAVE OF ABSENCE.....	6
ITEM 3	RESPONSE TO PREVIOUS QUESTIONS – TAKEN ON NOTICE	7
3.1	QUESTIONS FROM PUBLIC AT AIRPORT COMMITTEE MEETING HELD ON WEDNESDAY 3 JULY 2013.	7
3.2	QUESTIONS FROM ELECTED MEMBERS AT AIRPORT COMMITTEE MEETING HELD ON 3 JULY 2013.....	7
ITEM 4	PUBLIC TIME	7
4.1	PUBLIC QUESTION TIME	7
4.2	PUBLIC STATEMENT TIME	7
ITEM 5	QUESTIONS FROM MEMBERS WITHOUT NOTICE.....	7
5.1	<i>Cr Gillingham</i>	7
5.2	<i>Cr Dziombak</i>	8
ITEM 6	DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING	9
ITEM 7	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	9
ITEM 8	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	10
ITEM 9	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	10
9.1	“PORT HEDLAND INTERNATIONAL AIRPORT REDEVELOPMENT PROGRAM UPDATE –INTERIM IMPROVEMENT PROGRAM AND STRATEGIC REVIEWS”	10
ITEM 10	REPORTS OF OFFICERS	24
10.1	<i>Port Hedland International Airport – projects update August 2013 (File No.: 08/02/0025)</i>	<i>24</i>
10.2	<i>Port Hedland International Airport Redevelopment – Strategic Reviews (File No.: 08/02/0025) 33</i>	
10.3	<i>Port Hedland International Airport – Screening Authority Update (File No.: 08/02/0025)</i>	<i>38</i>
ITEM 11	LATE ITEMS AS PERMITTED BY PRESIDING MEMBER/COUNCIL.....	41
ITEM 12	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	41
ITEM 13	CONFIDENTIAL ITEMS	41
ITEM 14	APPLICATIONS FOR LEAVE OF ABSENCE.....	41
ITEM 15	CLOSURE.....	41
15.1	DATE OF NEXT MEETING.....	41
15.2	CLOSURE.....	41

ITEM 1 OPENING OF MEETING**1.1 Opening**

The Presiding Member declared the meeting open at 12.32 and acknowledged the traditional owners, the Kariyarra people.

ITEM 2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE**2.1 Attendance***Elected Members:*

Councillor Arnold A Carter - Presiding Member
Councillor Michael B Dziombak – Deputy Presiding Member
Councillor Jan M Gillingham
Councillor Julie E Hunt
Councillor Gloria A Jacob

Community Members:

Mr Chris Whalley
Ms Florence Bennett
Dr Ken King – by phone
Mr Erik Widing

Officers:

Mr Mal Osborne	Chief Executive Officer
Ms Natalie Octoman	Director Corporate Services
Mr Russell Dyer	Director Engineering Services
Mr Gordon MacMile	Director Community Development
Mr Brett Reiss	Program Director Airport Redevelopment
Ms Anna Duffield	Airport Development Officer
Mr Bob Couzens	Manager Airport
Mr David Westbury	Manager Economic Development
Ms Jenella Voitkevich	Manager Infrastructure Development
Ms Josephine Bianchi	Governance Coordinator
Ms Lorraine Mathieson	Administration Officer Governance

2.2 Apologies

Mr Serge Doumergue

2.3 Approved Leave of Absence

Nil

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS – TAKEN ON NOTICE

3.1 Questions from Public at Airport Committee Meeting held on Wednesday 3 July 2013.

Nil

3.2 Questions from Elected Members at Airport Committee Meeting held on 3 July 2013.

Nil

Presiding Member opened Public Question Time at 12:33pm.

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’.

4.1 Public Question Time

Nil

Presiding Member closed Public Question Time at 12:33pm.

Presiding Member opened Public Statement Time at 12:33pm.

4.2 Public Statement Time

Nil

Presiding Member closed Public Statement Time at 12:33pm.

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

5.1 *Councillor Gillingham*

Is there an update on the North West Aviation Services staff parking issue at the Port Hedland International Airport?

Director Engineering Services responded that nothing has been received in writing so the matter cannot be pursued at this point.

Cr Gillingham asked if there was any progress on more staff housing being built at the airport and what size would the houses be?

Director Engineering Services responded that there was nothing in the current budget for construction, however land and services are currently available. The Manager of Operation's house has been removed from the site, leaving a space for a possible duplex, and there are five other sites that are available for building.

Cr Gillingham asked if the housing has to be for airport staff.

Director Engineering Services responded that the conditions of the Development Consent stated that the housing had to be for airport staff.

Cr Gillingham asked if the designs for the housing can come to the Committee before building commences?

Presiding Member responded that plans have previously been presented to the Committee. Representatives of the Airport Committee went to Perth to view the transportables that were being prepared for delivery.

Cr Gillingham asked if the small triangle of natural land to the right of the entrance of the airport would be disturbed by the planned works being carried out?

Director Engineering Services responded that the Bureau of Meteorology was seeking to resume 40m² for road works, but apart from that it would remain untouched.

Cr Gillingham responded that it was a lovely natural piece of land that made a nice entry statement to the Airport and it would be good to retain it.

5.2 Councillor Dziombak

Cr Dziombak asked for the status of the solar farm adjacent to the Port Hedland International Airport?

Program Director Airport Redevelopment responded that Brie Holland, Economic Land and Development Officer, is overseeing the project. A pre-briefing was held last week as part of the Request for Proposal process with 50 people attending. A number of submissions are expected by the Town following the level of interest shown.

An update will be prepared for the Confidential Concept Forum prior to the next Airport Committee meeting on 4 September.

Presiding Member said that there was an article in the West Australian newspaper a few weeks ago in regards to renewable energy, reporting that Port Hedland had been selected as the first location in Australia to house a Waste to Energy Plant.

Chief Executive Officer responded that this was the New Energy plant that our Waste Management Department is currently dealing with.

Director Engineering Services said that New Energy have EPA approval to operate from land in Boodarie where monitoring is in place.

The Town can only provide a small amount of the waste that is required to run the operation. The Town has retained advice from McLeods Solicitors as to whether it constitutes a major land transaction.

Dr King noted that the Pilbara Development Commission (PDC) supports renewable energy, and the Solar Farm adjacent to the Port Hedland International Airport. Dr King also noted that a new 110 megawatt power station was being commissioned in the Port Hedland region within the next two to three years which would ensure adequate power generation into the future.

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

Cr Carter	Cr Hunt
Cr Jacob	Cr Gillingham
Cr Dziombak	Ms F Bennett
Mr E Widing	Mr C Whalley
Dr Ken King	

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

AC201314/012 Officer's Recommendation/ Airport Committee Decision

Moved: Cr Dziombak

Seconded: Cr Jacob

That the Minutes of the Airport Committee Meeting held on Wednesday 3 July 2013 be confirmed as a true and correct record of proceedings with the following changes:

The numbering of the Airport Committee Decisions change to start at 001 to reflect the commencement of the 2013/14 financial year.

CARRIED 8/0

ITEM 8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Nil

ITEM 9 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

9.1 “Port Hedland International Airport redevelopment program update –interim improvement program and strategic reviews”

Presentation by Brett Reiss, Program Director of Airport Redevelopment.

Port Hedland International Airport program director airport redevelopment update

presentation to airport committee 31 July 2013 (August meeting)



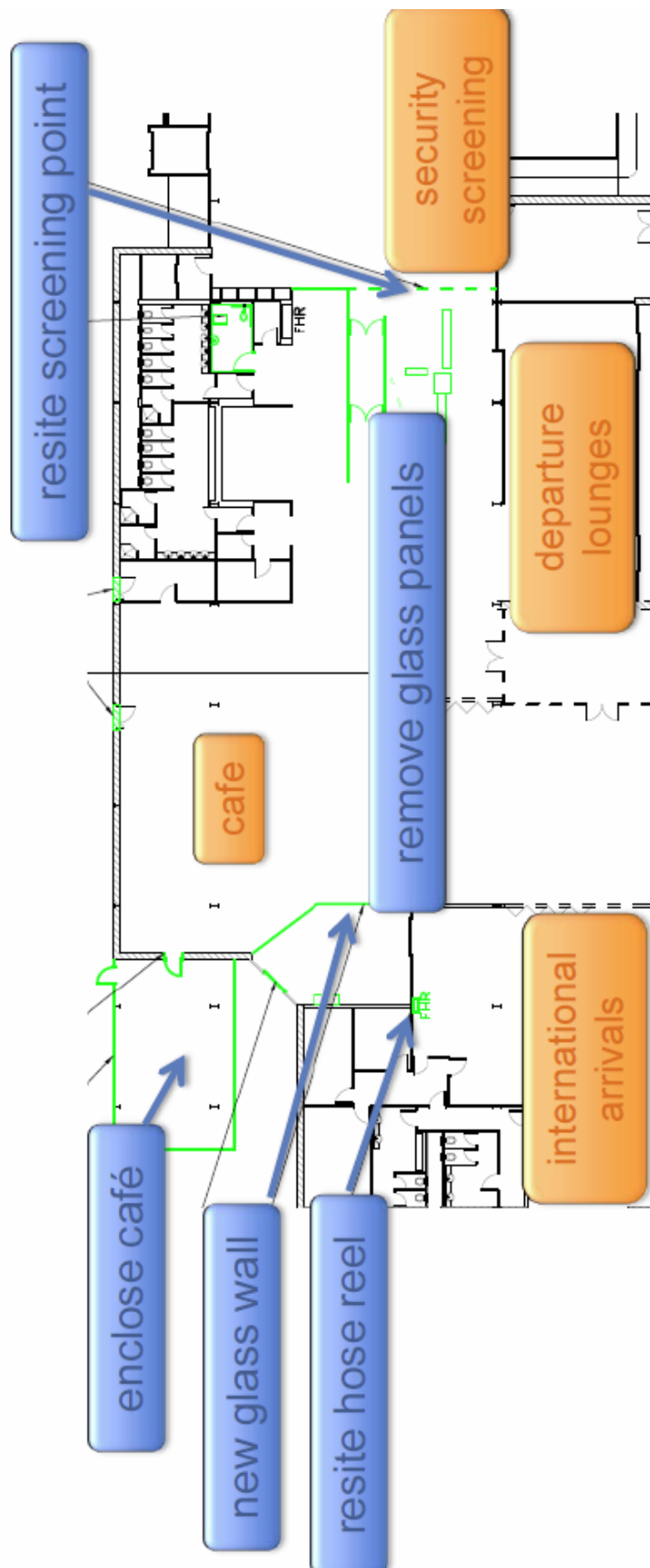


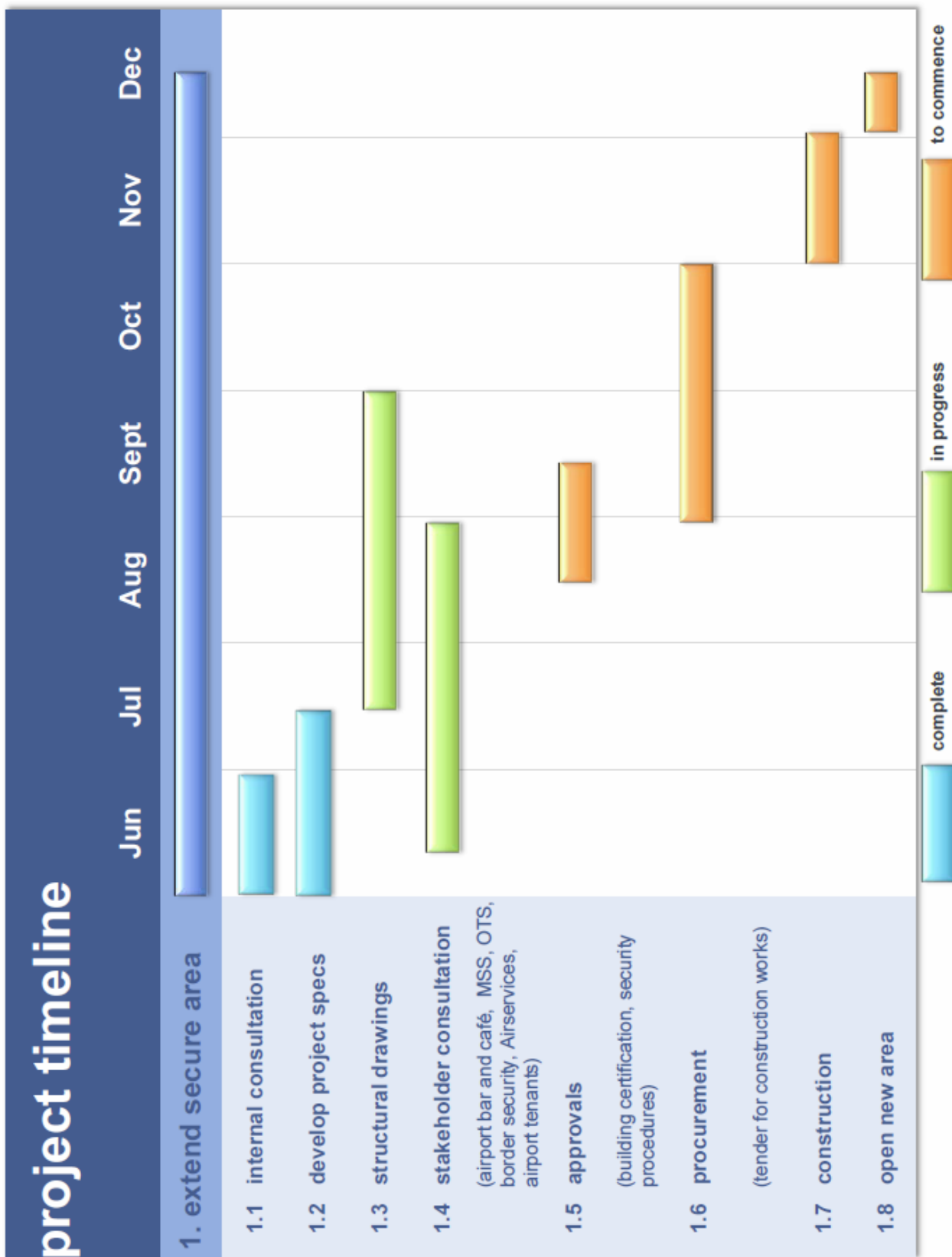
overview

- project timeframes:
 - airport interim improvement program
 - strategic reviews

interim improvement program

extend security area





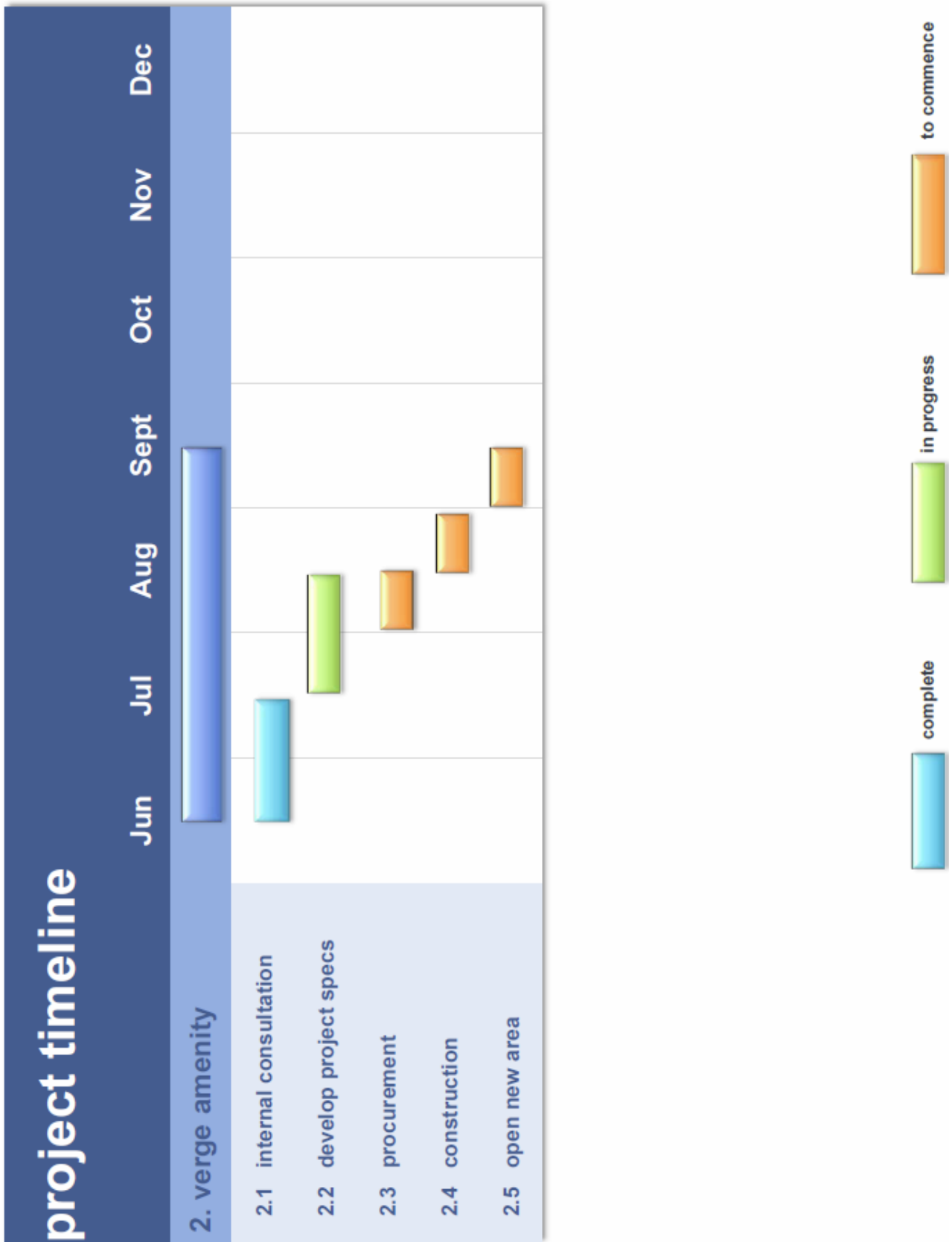


interim improvement program

verge amenity

- shelters
- landscaping
- rubbish bin compound

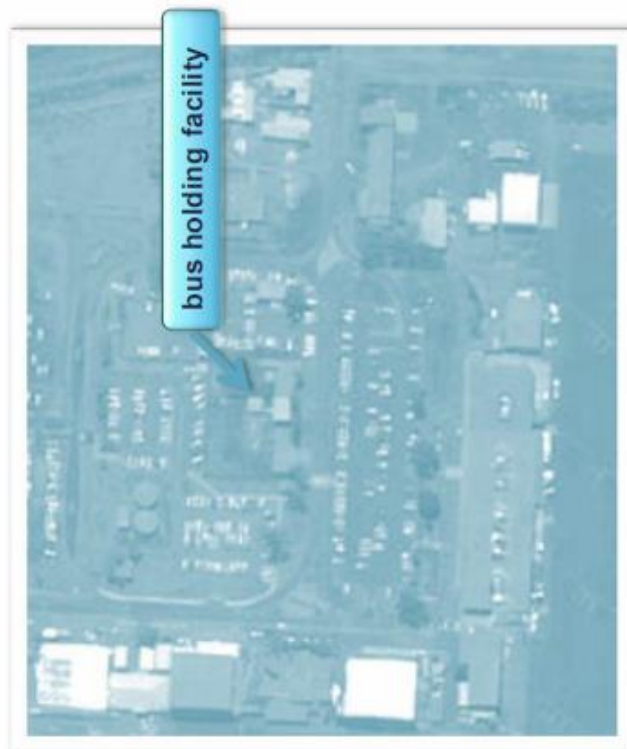


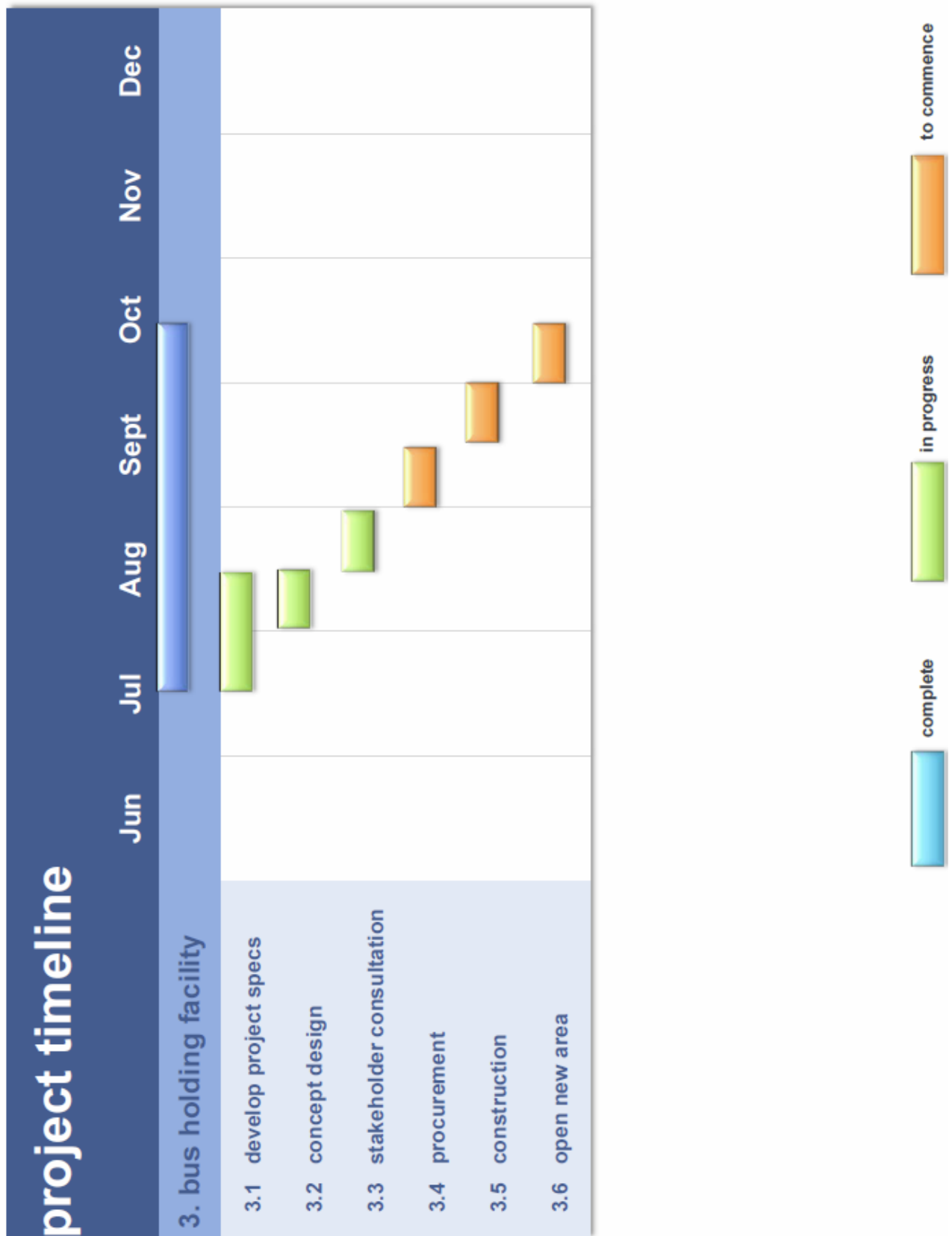




interim improvement program

bus holding area



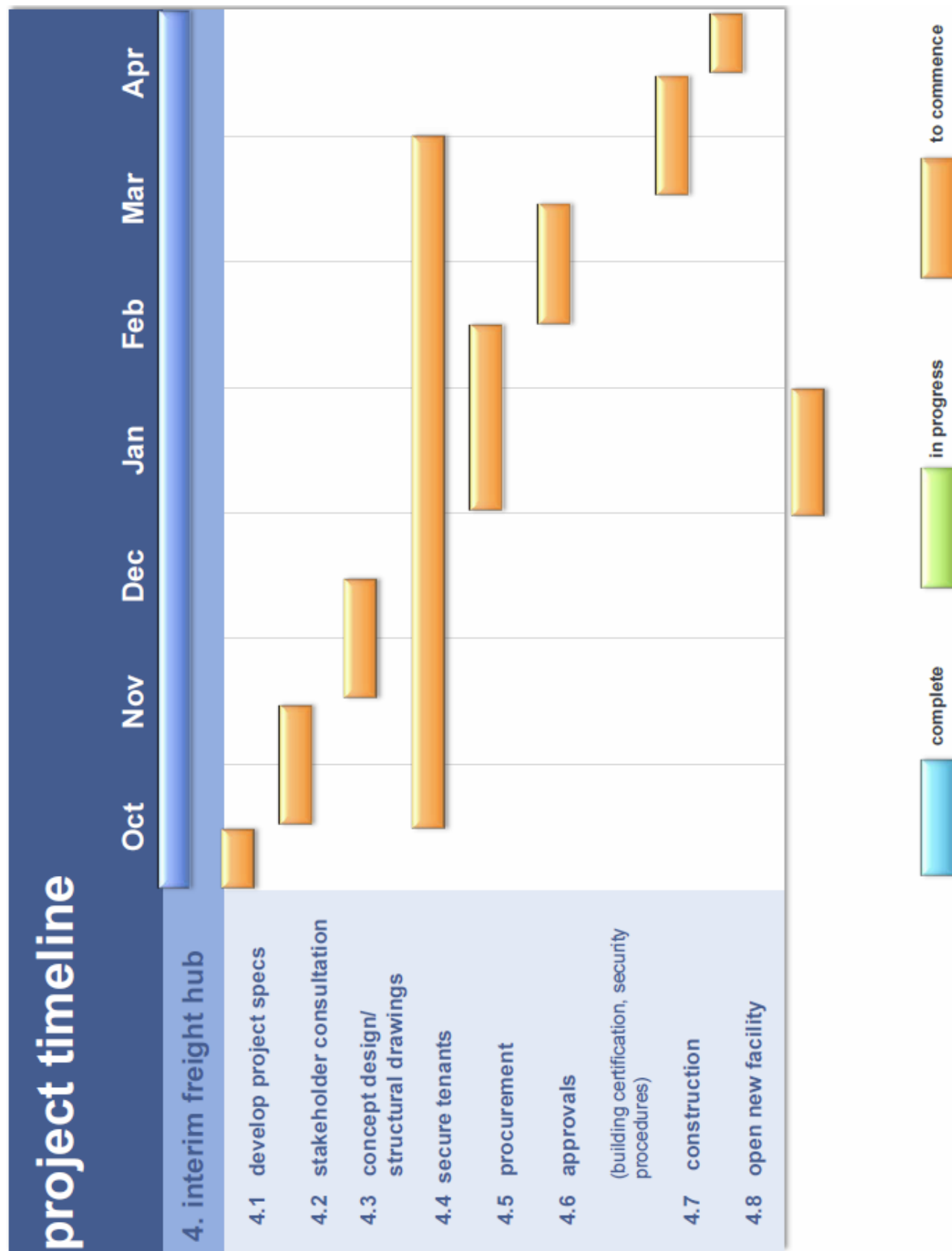


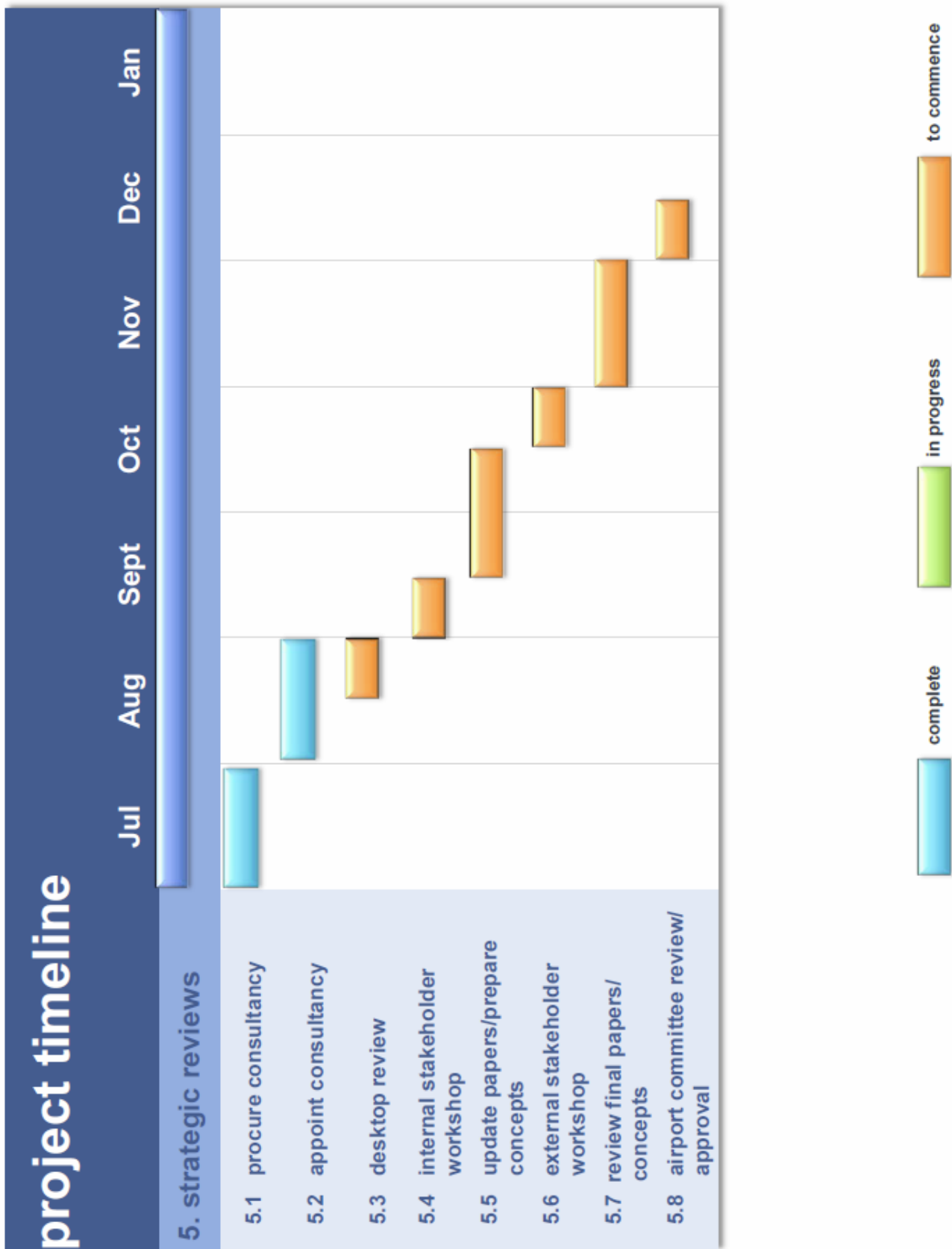


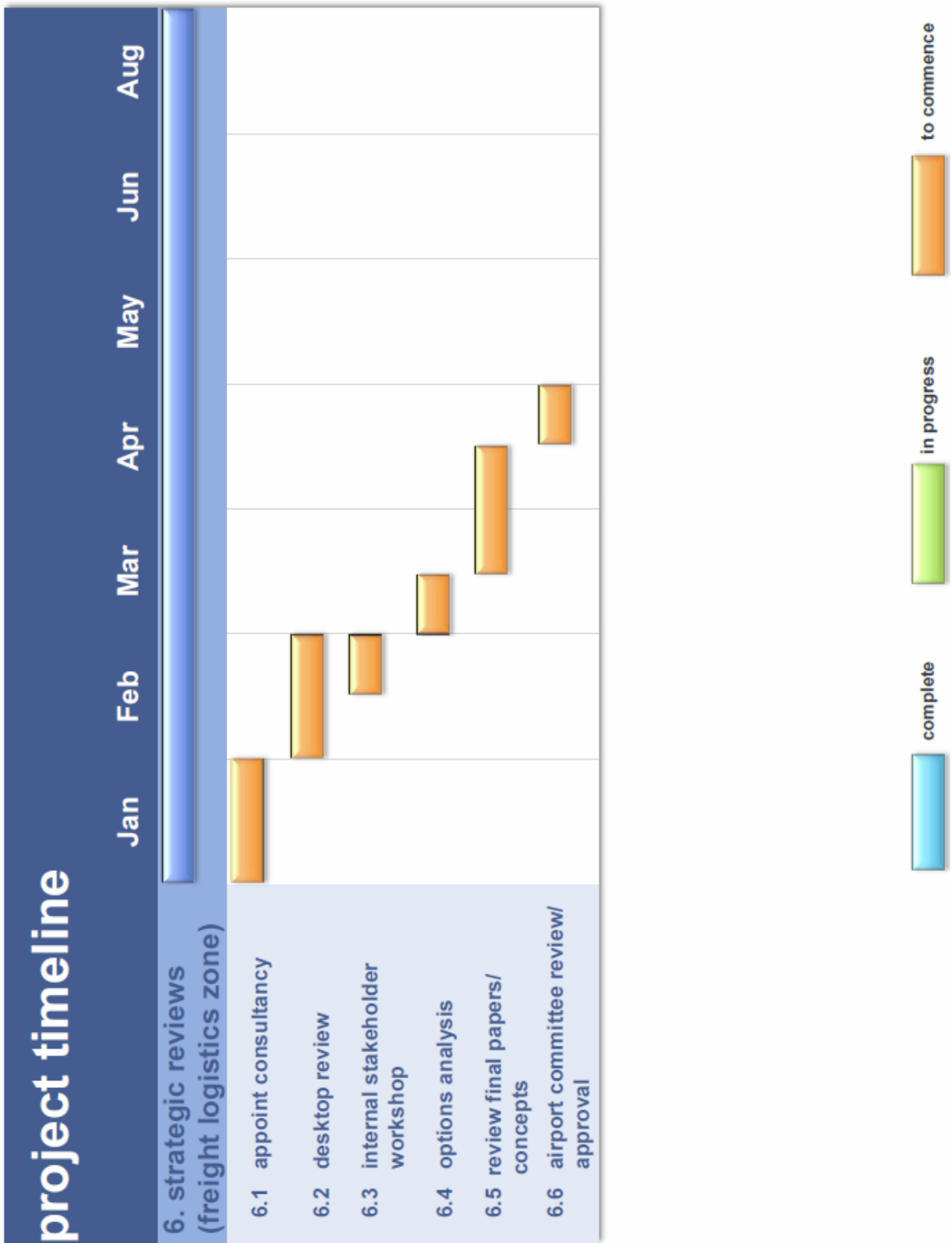
interim improvement program

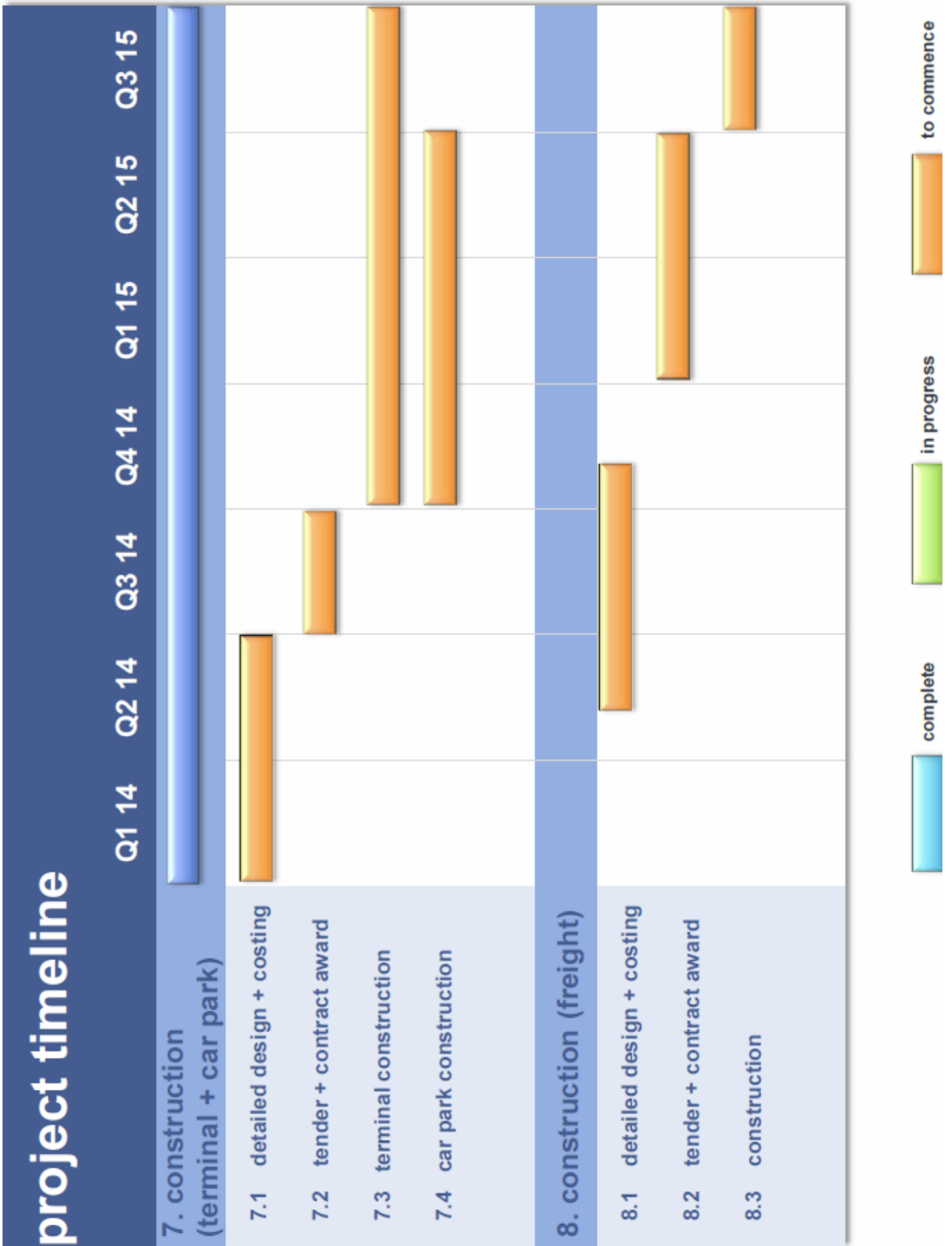
interim freight hub











6.2	Economic
6.2.2	Gateway City & an attractive destination
	Develop the Port Hedland International Airport as a leading regional airport in the area of passenger and freight movements and customer satisfaction

Budget Implications

Nil. Quotes are being obtained for quick wins and this will be accommodated within existing budget allocations.

Officer's Comment

The Town of Port Hedland has committed to invest \$70.5 million over the next five years on the Port Hedland International Airport precinct's redevelopment.

Major projects are being commercially tested and prioritised and a series of reviews will commence shortly. A number of quick wins are also being investigated to provide a better passenger and airport user experience.

Operational infrastructure programs are scheduled to commence shortly, including apron extension works and electrical ring main upgrades.

The southern (old Polar Aviation) hangar will be disposed of via public auction for sale and removal.

Attachments

Port Hedland International Airport projects update – August 2013

AC201314/013 Officer's Recommendation/ Airport Committee Decision

Moved: Cr Jacob

Seconded: Cr Dziombak

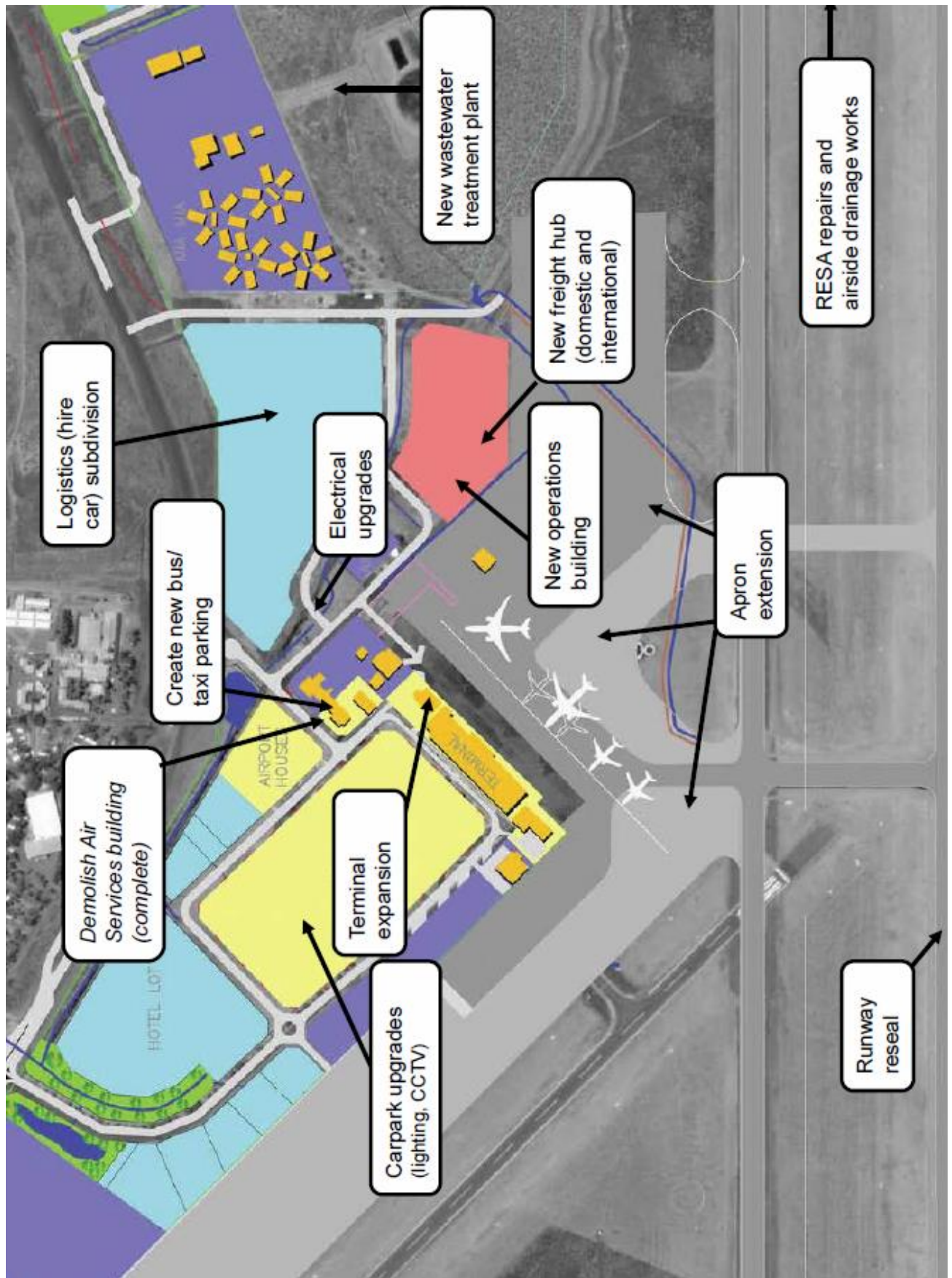
That the Airport Committee notes the Port Hedland International Airport projects update August 2013 report.

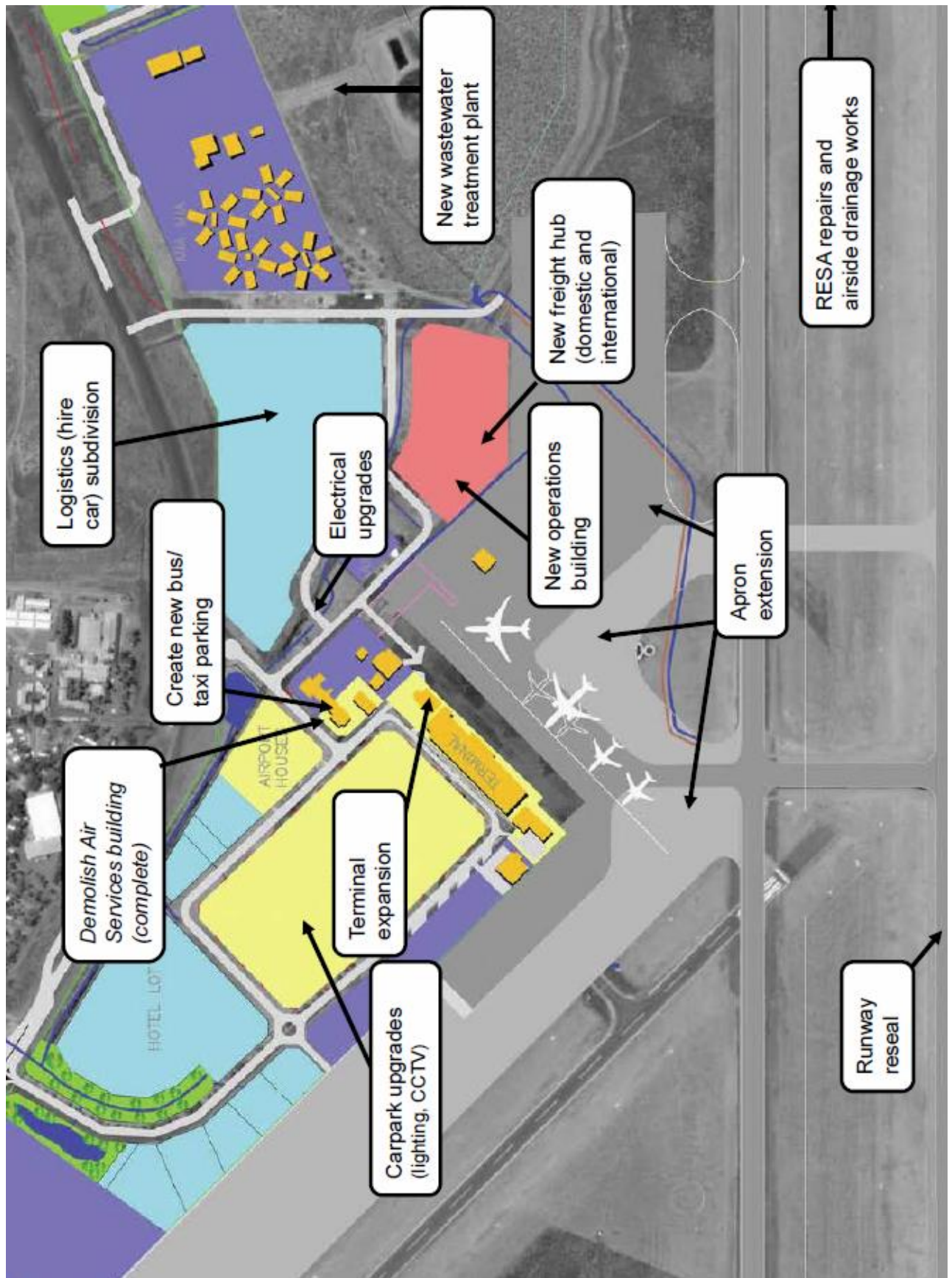
CARRIED 9/0

Port Hedland International Airport projects update

airport committee 31 July 2013









redevelopment program 2012/13

note: 2013/14 program pending review and budget adoption

project	2012/13 budget	expenditure/ commitments (to July 2013)
airport operations building (proposed plus \$2.4M 2013/14)	\$1,100,000	\$0
bus parking and demolition ASA building	\$764,550	\$269,590
car park lighting and CCTV	\$250,000	\$119,543
electrical ring main (including runway lighting upgrade)	\$2,500,000	\$1,739,203
electrical vehicle access gates	\$25,000	\$24,666
freight facility	\$4,500,000	\$0
repair runway safety ends	\$300,000	\$0
re-sheet runway and apron extensions	\$7,000,000	\$80,262
stage 1 terminal extension (proposed plus \$3.75M 2013/14)	\$2,250,000	\$0
transport and logistics subdivision	\$6,000,000	\$60,734

capital work projects – status update

Project	Status
Airport operations building	<ul style="list-style-type: none"> Project scope and timeframes currently being reconsidered as part of strategic review
Apron extension and strengthening	<ul style="list-style-type: none"> Contract has been awarded to WBHO Civil Works to commence end July
Bus parking and demolition ASA building	<ul style="list-style-type: none"> Demolition complete and new fencing installed Alternative bus facility to be constructed on old Mobil site Works being considered as variation to apron extension contract, pending design being finalised
Car park lighting and CCTV	<ul style="list-style-type: none"> Redesign complete – better coverage with less poles Car park lights due to be installed by end August
Electrical ring main	<ul style="list-style-type: none"> Tender awarded at Ordinary Council Meeting on 22 May to Total Electrical Communication Services Long lead time on cabinets and other items
Freight facility	<ul style="list-style-type: none"> Scope and timeframes for permanent facility under review Interim freight hub being investigated, with intent to locate at old ASA building site

capital work projects – status update

Project	Status
Repair runway safety ends	<ul style="list-style-type: none"> To be completed with re-sheet works
Re-sheet runway	<ul style="list-style-type: none"> Re-sheet works to commence following apron extension works (maximising when road seal contractors are already on site)
Stage 1 terminal extension	<ul style="list-style-type: none"> Long term design under review as part of strategic reviews Interim improvement concept design finalised, currently sourcing quotes for preparation of construction drawings for building permit and quote process
Transport and logistics subdivision	<ul style="list-style-type: none"> QS cost estimate due end July Design guidelines progressing Business plan required prior to proceeding with construction, pending QS cost estimate Services investigation ongoing



commercial projects – status update

Project	Status
business and investment opportunities	<ul style="list-style-type: none"> • Element Accommodation advised Town rejects their proposal for Airport Hotel • negotiations ongoing with Pilbara Freight Terminal for International freight depot
leases	<ul style="list-style-type: none"> • lease finalised with: <ul style="list-style-type: none"> – Airport Bar and Café – Westpac • lease negotiations continuing with: <ul style="list-style-type: none"> – Qantas – Pilbara Cargo Terminal
communication, marketing and stakeholder engagement	<ul style="list-style-type: none"> • website usage steady: <ul style="list-style-type: none"> – December: 5,547 visits – January: 6,243 visits – February: 7,645 visits (due to cyclone) – March: 4,592 visits – April: 3,621 visits – May: 4,093 visits – June: 3,936 visits

10.2 Port Hedland International Airport Redevelopment – Strategic Reviews (File No.: 08/02/0025)

Officer Anna Duffield
Airport Development Officer

Date of Report 9 July 2013

Disclosure of Interest by Officer Nil

Summary

This agenda item provides an update on the Port Hedland International Airport redevelopment strategic review program and informs the Committee of the selected consultancy to undertake the works.

Background

The Town of Port Hedland has committed to invest \$70.5 million over the next five years to transform the airport to a modern and well-serviced airport that provides a welcoming gateway to the North West.

The Port Hedland International Airport master plan was finalised in March 2012. It provides a 20 year planning framework for future development of the airport to meet long-term business, operational objectives, and regional requirements. It summarises key aviation issues and opportunities and provides detail for the phasing key infrastructure which has been reflected in the five year \$70.5 million capital works program.

The Town is currently reviewing the master plan, capital works program and associated documentation to ensure it is currency and relevance to Port Hedland. The reviews include the master plan (land use planning and aeronautical compliance) and future growth planning for the terminal design and car parking/ground transport.

To ensure the reviews are conducted utilising the best specialist aviation knowledge and experience, the Town will engage suitable consultancies. To facilitate this process quotes have been sought from aviation specialists which are detailed in this agenda item.

Consultation*Internal*

- Chief Executive Officer
- Program Director Airport Redevelopment
- Director Engineering
- Manager Investment and Business Development

- Manager Infrastructure Development
- Manager Airport Operations

External

- Aviation consultancies
- Karratha Airport

Statutory Implications

Nil

Policy Implications

As per the Town's procurement policy, detailed written quotes have been obtained by various consultancies. The quotes have been assessed using set criteria and a ranking system.

Strategic Planning Implications

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

6.2	Economic
6.2.2	Gateway City & an attractive destination
	Develop the Port Hedland International Airport as a leading regional airport in the area of passenger and freight movements and customer satisfaction

Budget Implications

The strategic reviews will be funded from the Airport's existing budget allocation for 13/14 and will be attributed to GL 1210410.

The quotes are detailed in the confidential attachment.

Officer's Comment

Redevelopment program reviews – scope of works

Strategic reviews of the existing master plan and supporting documentation are required to ensure the identified work programs meet future growth needs and regional requirements.

Early work has been undertaken on precinct planning, terminal design, stakeholder consultation and airside infrastructure works. Many key operational projects are underway.

It is timely that these designs and plans are reviewed to ensure currency and relevance to Port Hedland's current economic climate. The reviews include:

- **Master plan (land use planning and programs)** – to ensure that the proposed planning framework meets the region’s future growth needs. As part of the review, the redevelopment program will be verified to ensure vital aviation infrastructure is delivered when and where it is needed, as well as maximising the significant economic, social and environmental benefits.
- **Master plan (aero compliance review)** – to ensure compliance with relevant aeronautical regulations and requirements and is in line with best planning practice among peer airports
- **Terminal design** – to ensure the terminal design and capacity will meet future growth in passengers, aircraft, services and expanded domestic and international routes. Early work has been undertaken on terminal design, including passenger flow, potential layouts and staging of works. The reviewed design will reflect a modern and well-serviced airport that provides a welcoming gateway to the North West.
- **Car park and ground transport** – to facilitate a car parking and ground transport plan that will incorporate modern layouts and way-finding designs and accommodate future growth.

Request for Quotes

A request for quote document was issued to a range of selected aviation consultancies. The submissions were assessed using on set weighted criteria including:

- Price (30%)
- Experience/qualifications (30%)
- Understanding of works (20%)
- Ability to achieve timeframe (20%)

Each submission was awarded a score out of 100. These are summarised in the table below. The pricing component of the submitted quotes is summarised in the confidential attachment.

- Master Plan - Land Use Planning
- Master Plan - Aero Compliance
- Terminal Growth Design
- Carpark & Ground Transport Planning
- Economic reviews
- Program Management Planning
- Stakeholder consultation support
- Technical Advisory

Criteria	Weighting	Company Name					
		Rehbein	TAG	Airbiz	Woods Bagot	GHD	Hassell/ Arup
RANK		1	2	3	4	5	6
Price	30%	97.93	80.48	80.62	46.28	35.47	40.67
Experience/ qualifications	30%	93.75	85.00	80.62	88.75	87.50	86.25
Understanding of works	20%	90.00	85.00	80.62	90.00	85.00	86.25
Ability to achieve timeframe	20%	50.00	70.00	80.62	62.50	77.50	60.00
		85.50	80.64	80.62	71.01	69.39	67.33

Recommended consultancy

Officers intend to appoint Rehbein Airport Consulting (Rehbein) to undertake all four strategic reviews.

Rehbein have demonstrated expertise in aviation consulting services, in particular international airports and local government owned and operated regional airports. They have extensive expertise in airport planning, civil engineering, airport commercial development and land use planning. In particular they have in-house expertise in:

- the preparation of strategic master plans relevant to regional airports
- aerodrome regulatory standards
- commercial and economic development within an airport environment
- terminal design from start up to construction
- designing and developing car parks and associated ground transport layouts.

In their submission, Rehbein state that they offer:

- Unrivalled knowledge of the planning, design, operation and management of Australian regional airports including extensive expertise in preparing strategic airport master plans and other planning and feasibility studies appropriate to airports of a similar size and operational nature to Port Hedland
- A comprehensive understanding of the capacity/demand drivers along with current and likely future regulatory requirements applicable to airport infrastructure, including aprons, passenger terminal facilities, car parking and access roads
- The wider experience of our key team members gained from working on a wide range of airport and aviation-related civil engineering, land use planning and economic development studies

- The highest level of quality, and service associated with a professional multi-disciplinary consulting organisation including the breadth of expertise required for this project
- A focussed team passionate about delivering outstanding technical and business solutions to the airport and aviation industry

In addition it should be noted that Rehbein have recently been engaged by Karratha Airport to undertake a master planning exercise. The Town's Program Director Airport Redevelopment liaised with Karratha Airport officers to confirm their experience and suitability. Karratha officers noted they would have no hesitation in recommending Rehbein.

From the evaluation process, Rehbein ranked number one across three reviews and were second in the fourth review. However, it is recommended that Rehbein are appointed to conduct all four reviews. This is due to the financial and program efficiencies in appointing a single consultancy. These benefits include combining key workshops and stakeholder consultation meetings, reducing coordination and liaison to manage several consultants undertaking other reviews and having a coordinated approach to all reviews.

Given the above expertise and the significant financial savings officers intend to appoint Rehbein Airport Consulting to undertake the four strategic reviews.

Attachments

Confidential attachment – quotes and score

AC201314/014 Officer's Recommendation/ Airport Committee Decision

Moved: Cr Jacob

Seconded: Cr Dziombak

That the Airport Committee note that Rehbein Airport Consulting will be engaged to undertake a series of strategic reviews of the Port Hedland International Airport redevelopment program.

CARRIED 9/0

Note: This Request for Quote was awarded for \$46,100.00 (inclusive of GST) to Rehbein Airport Consulting.

AC201314/015 Airport Committee Decision**Moved: Cr Jacob****Seconded: Cr Hunt**

That the Airport Committee be provided with additional information including the full details of the quote used in assessing the application as used by the Officer to determine the recommendation.

10.3 Port Hedland International Airport – Screening Authority Update (File No.: 08/02/0025) *CARRIED 9/0*

Officer Anna Duffield
Airport Development Officer

Date of Report 12 July 2013

Disclosure of Interest by Officer Nil

Summary

This agenda item provides an update on the transition to establish the Town of Port Hedland as the designated screening authority for Port Hedland International Airport.

Background

Qantas currently provide passenger screening services at the airport and have advised they will be relinquish its arrangements as the screening authority by 30 April 2014. Qantas advise this is based on their long-term security strategy and intent to no longer be the screening authority in any regional airport in Australia.

The Department of Infrastructure and Transport, Office of Transport Security (OTS) have been advised of Qantas' intentions.

Qantas and OTS will support the transition process, including consulting and advisory services as required.

Qantas have advised that given the lead times required to prepare to operate as a screening authority, Qantas will continue to be the authority until a mutually agreed handover date.

Consultation*Internal*

- Program Director Airport Redevelopment
- Manager Airport Operations

External

- Qantas Manager Security Projects
- Karratha Airport General Manager, Shire of Roebourne
- Newman Manager Airport Services, Shire of East Pilbara
- Australian Airports Association

Statutory Implications

Nil

Policy Implications

Nil

Strategic Planning Implications

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

6.2 Economic

6.2.2 Gateway City & an attractive destination

Develop the Port Hedland International Airport as a leading regional airport in the area of passenger and freight movements and customer satisfaction

Budget Implications

Estimated budget implications are to be determined.

Officer's Comment

It is recommended that the Town of Port Hedland becomes the screening authority for Port Hedland International Airport.

Officers are developing a management program to ensure a successful transition to transfer the screening authority from Qantas to the Town.

Key program milestones and considerations include:

- screening authority nomination and structure
- equipment and service provider arrangements
- budgets and funding approvals
- timelines/transition plans
- costing model
- radiation licensing
- tenders
- insurance reviews
- application to OTS
- transport security program
- audit and compliance process

As all regional airports are affected, officers have engaged the Shire of Roebourne (Karratha Airport) and the Shire of East Pilbara (Newman Airport) to discuss a regional approach given the likely synergies and cost efficiencies to be achieved.

In addition it should be noted that a representative from the Shire of Roebourne will attend an Australian Airports Association meeting to present the Pilbara airports collective view about the challenges and potential implementation issues, such as timeframes.

Attachments

Nil

**AC201314/016 Airport Committee / Officer's Recommendation
Decision****Moved: Cr Dziombak****Seconded: Cr Hunt****That the Airport Committee:**

- 1. Note the status of the transition to establish the Town of Port Hedland as the designated screening authority for Port Hedland International Airport;**
- 2. Seek regional coordination, potentially through the Pilbara Regional Council ; and**
- 3. Request officers to update the Committee on the transition program as required.**

CARRIED 9/0

ITEM 11 LATE ITEMS AS PERMITTED BY PRESIDING MEMBER/COUNCIL

Nil

ITEM 12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

ITEM 13 CONFIDENTIAL ITEMS

Nil

ITEM 14 APPLICATIONS FOR LEAVE OF ABSENCE

AC201314/016 Airport Committee Decision

Moved: Cr Dziombak

Seconded: Cr Jacob

That the following application for leave of absence be granted:

Erik Widing from 15 September – 14 October 2013

CARRIED 9/0

ITEM 15 CLOSURE

15.1 Date of Next Meeting

The next Airport Committee Meeting of Council will be held on Wednesday 4 September 2013.

15.2 Closure

There being no further business, the Presiding Member declared the meeting closed at 1.20 pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Airport Committee at its Ordinary Meeting held on _____.

CONFIRMATION:

CHAIRPERSON

DATE