



Town of Port Hedland

MINUTES

OF THE

AIRPORT COMMITTEE

OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

WEDNESDAY 3 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 5 JUNE 2013.....	7
3.2	QUESTIONS FROM ELECTED MEMBERS AT AIRPORT COMMITTEE MEETING HELD ON WEDNESDAY 5 JUNE 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
ITEM 6	DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING	8
ITEM 7	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	8
ITEM 8	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	8
ITEM 9	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	8
9.1	“PORT HEDLAND INTERNATIONAL AIRPORT REDEVELOPMENT PROGRAM UPDATE –INTERIM IMPROVEMENT PROGRAM AND STRATEGIC REVIEWS”	8
ITEM 10	REPORTS OF OFFICERS	20
10.1	<i>Assessment of Expression of Interest 12-25 Waste Water Treatment Plant at Port Hedland International Airport (File No.: 29/05/0001).....</i>	<i>20</i>
10.2	<i>Port Hedland International Airport – projects update July 2013 (File No.: 08/02/0025).....</i>	<i>27</i>
ITEM 11	LATE ITEMS AS PERMITTED BY PRESIDING MEMBER/AIRPORT COMMITTEE	36
ITEM 12	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	37
ITEM 13	CONFIDENTIAL ITEMS	37
13.1	<i>Consideration of Request for Proposal 12/15 – Land Leasehold Port Hedland International Airport (File No.: 01/04/0005).....</i>	<i>38</i>
ITEM 14	APPLICATIONS FOR LEAVE OF ABSENCE.....	39
ITEM 15	CLOSURE.....	39
15.1	DATE OF NEXT MEETING.....	39
15.2	CLOSURE.....	39

ITEM 1 OPENING OF MEETING**1.1 Opening**

The Presiding Member declared the meeting open at 12.34pm 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 Julie E Hunt
Councillor Gloria A Jacob
Councillor Jan M Gillingham

Community Members:

Mr Serge Doumergue
Mr Chris Whalley
Ms Florence Bennett
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 Sara Bryan	Manager Investment and Business Development
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

Dr Ken King

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 5 June 2013.

Nil

3.2 Questions from Elected Members at Airport Committee Meeting held on Wednesday 5 June 2013.

Nil

Presiding Member opened Public Question Time at 12.36pm

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 12.36pm

Presiding Member opened Public Statement Time at 12.36pm

4.2 Public Statement Time

Nil

Presiding Member closed Public Statement Time at 12.38pm

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

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 S Doumergue
Mr C Whalley	

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**AC201314/001 Airport Committee Decision****Moved: Cr Jacob****Seconded: Cr Hunt**

That the Minutes of the Airport Committee Meeting held on Wednesday 5 June 2013 be confirmed as a true and correct record of proceedings.

*CARRIED 9/0***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.

Copy of the presentation attached.

Port Hedland International Airport program director airport redevelopment update

presentation to airport committee 3 July 2013





overview

- redevelopment program
- airport interim improvement program
- strategic reviews
 - master plan (land use)
 - master plan (aeronautical)
 - terminal growth
 - ground transport
- next steps

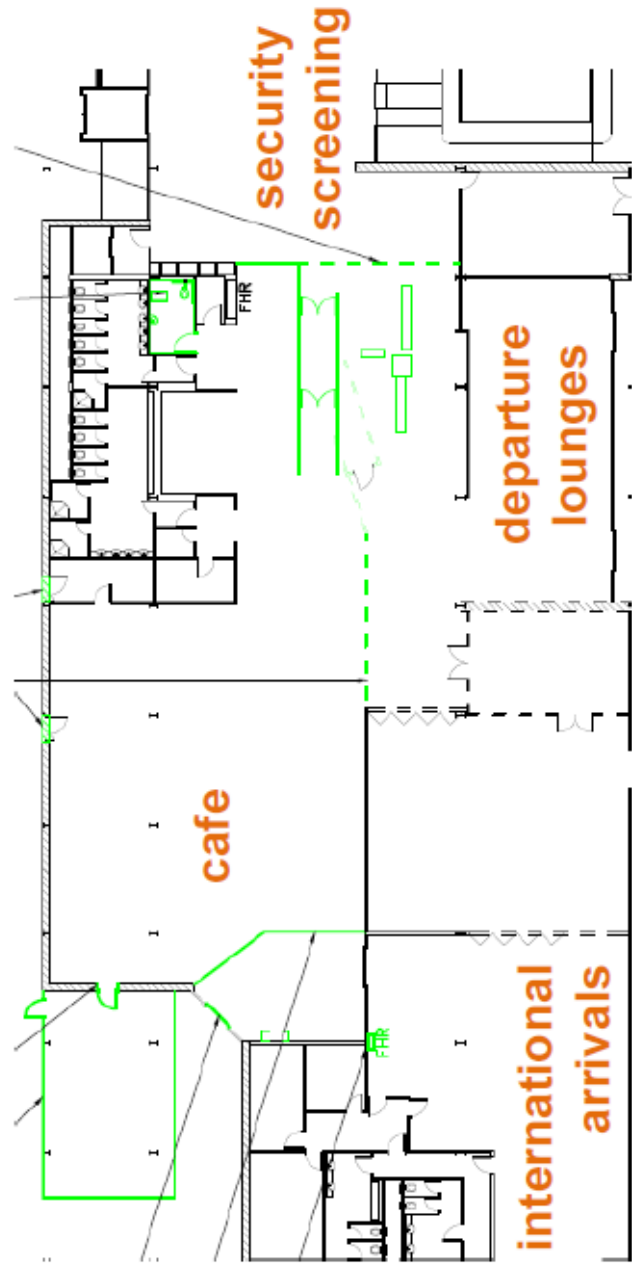
redevelopment – staged works

- remove old **southern hangar**... enable apron works
- move freight operations... enable **terminal extension**
- create **interim freight hub**...



interim improvement program

- extended security area – \$200k
 - design progress
 - stakeholder consultation





interim improvement program

- terminal/verge amenity - \$50k
 - shelters
 - landscaping
 - rubbish bin compound



verge improvements



interim improvement program

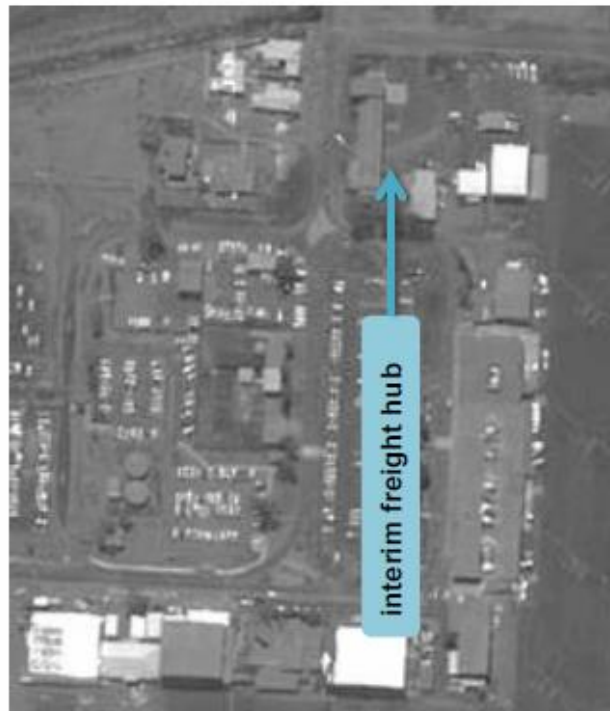
- bus holding area
 - design review
 - stakeholder consultation





interim improvement program

- interim freight hub design review
 - stakeholder consultation





master plan (land use)

- land use planning and programs
 - assessing quotations
 - desk top review
 - workshop
 - projects update
 - recommendations for future redevelopment programs
 - preparation of detailed land use plans
 - advise on economic opportunities
 - freight logistics hub planning and program to be considered post master plan land use review



master plan (aeronautical)

- operational compliance review
 - desk top compliance review
 - recommendations incorporation



terminal growth review

- review of original terminal growth planning
- workshop
- prepare plans for stakeholder consultation
- consultation
- finalise concept plans



ground transport – car parking review

- conduct review of existing master planning
- workshop
- prepare plans for stakeholder consultation
- consultation
- concept and design plans

ITEM 10 REPORTS OF OFFICERS

10.1 Assessment of Expression of Interest 12-25 Waste Water Treatment Plant at Port Hedland International Airport (File No.: 29/05/0001)

Officer	Jenella Voitkevich Manager Infrastructure Development
Date of Report	17 June 2013
Disclosure of Interest by Officer	Nil

Summary

The purpose of this report is to provide an assessment of submissions received for Expression of Interest (EOI) 12-25 Waste Water Treatment Plant at Port Hedland International Airport and make recommendations on the approach moving forward. The officers recommendation is not to award preferred contractor status to any proponent, instead to separate elements of the proposal into individual projects for further development.

Background

The Port Hedland International Airport (PHIA) is located on land that is not serviced by a reticulated sewer system. The Water Corporation has advised that there are no plans to provide a reticulated sewer system to this precinct in the near future. The terminal, housing and businesses adjacent to the terminal are serviced by a septic and treatment pond system that has reached its capacity.

The proposed growth of the PHIA in accordance with the adopted Masterplan and approved capital redevelopment budget is reliant on the provision of a sewer system that can accommodate the immediately required capacity plus future growth. At the Airport Committee meeting held on 25 October 2012 officers presented a report recommending to commence an EOI process investigating the opportunities for the supply, installation and potentially operation of a waste water treatment plant (WWTP) and associated infrastructure. The following decision was made:

“AC201213/020 Airport Committee Decision

That the Airport Committee recommends that Council:

- 1. Authorises the CEO or delegated officers to commence an Expression of Interest process for the installation of a Waste Water Treatment Plant at the Port Hedland International Airport.”*

This decision was subsequently endorsed by Council with the adoption of the Airport Committee meeting minutes on 28 November 2012 (Decision 201213/192).

The content of the EOI was workshopped with officers and the Towns waste services technical consultant Rowcon Pty Ltd, including capacity and quality requirements based on current usage and future growth. The following scope of works was included in the EOI proposal:

1. Pumping station and rising main to transfer sewage to WWTP
2. Waste water treatment plant and associated tanks
3. Pressure main and pump station from WWTP to irrigation field storage
4. Irrigation field irrigation system and tanker filling station

The purpose of the EOI was to test the market to gauge an understanding of the products, services, level of expertise, opportunities and costs associated with this project. This information would then be used to further develop the project scope and budget requirements.

EOI 12-25 was advertised in The Australian and The West Australian on 23 March 2013 and in the Northwest Telegraph on 20 March 2013. The EOI submission deadline was 19 April 2013.

Consultation

The EOI specifications were prepared in consultation with:

- Director Engineering Services
- Manager Engineering Services
- Project Officer
- Rowcon Pty Ltd

Rowcon Pty Ltd provides advice to the Town under contract 10-08 Waste Services Technical Consultancy and has an ongoing involvement in the Towns re-use water systems.

The EOI submissions and subsequent recommendations in this report were assessed in consultation with:

- Director Engineering Services
- Project Officer
- Program Director Airport Redevelopment
- Rowcon Pty Ltd

Statutory Implications

The EOI process was conducted in accordance with the following section of the *Local Government Act (1995)* and relevant regulations.

3.57. Tenders for providing goods or services

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

Council or its Committees are under no obligation to award a tender or EOI in accordance with the following section of the *Local Government (Functions and General) Regulations (1996)*.

Part 4, division 2 – Tenders for providing goods and services (s. 3.57)

18. *Choice of tender*

.....

- (5) *The local government may decline to accept any tender.*

Policy Implications

Council does not have a policy specifically related to an Expressions of Interest process or the treatment of waste water, however all future procurement processes related to this project would be in accordance with Council’s Procurement Policy 2/007 and Tender Policy 2/011.

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 officers recommendation suggests that the provision of a WWTP and associated infrastructure should be managed under three (3) separate projects. The following is a summary of budget implications associated with these projects.

Project 1 – Sewer infrastructure & connection to WWTP		
GL Account	Budget	Implications
1210471	\$6,135,414 (\$6,083,162 remaining)	Nil. This allocation is for the logistics subdivision development at the Airport. The sewer infrastructure will be provided within this development. This budget is subject to QS report and business plan prior to proceeding with construction.

Project 2 - WWTP		
GL Account	Budget	Implications
TBA	2013/14 \$3,000,000 (proposed)	In response to indicative costings submitted in the EOI's, it's recommended to increase this budget to \$5,000,000, funded from the airport reserve. This will be reviewed in conjunction with the Airport Master Plan and associated capital program.
Project 3 – Irrigation fields and tanker filling station		
GL Account	Budget	Implications
TBA	Nil.	The airport capital program has not indicated a budget for this project. It is estimated that \$500,000 will be required. This will be reviewed in conjunction with the Airport Master Plan and associated capital program.

These budget implications will have no impact on the current budget, nor is this report requesting budget amendments for 2013/14. The budget allocations and authorisation to proceed with these projects will be the subject of a separate report to the Airport Committee and Council reviewing the Airport Master Plan and associated implementation strategy. Funding opportunities will also be reviewed as part of this process.

Officer's Comment

EOI 12-25 Waste Water Treatment Plant at Port Hedland International Airport closed on 19 April 2013. A total of 18 submissions were received from the following companies:

ABCO Water Systems
 Aquatec Maxcon Pty Ltd
 Chatoyer Water
 CRS Industrial Water Treatment Systems
 Diston Wastewater Technology
 Doric Contractors Pty Ltd
 Environmental Water Services
 Firedam Civil Pty Ltd
 Guidera O'Connor Pty Ltd
 MAK Industrial Water Solutions
 Renewed Water Solutions
 Rightway Industrial Pty Ltd
 Stornoway Water Pty Ltd
 Tenix Australia Pty Ltd
 Total Eden Pty Ltd
 Trility Pty Ltd
 Tristar Water Solutions
 West Force Construction

Eight (8) submissions were deemed non-compliant as insufficient detail was provided to assess the financial capability of the company. This is particularly important if the Town is considering outsourcing the operations of the WWTP to the company. However, many of the non-compliant submissions demonstrated a high level of expertise in the WWTP component of the project.

The majority of submissions were addressed all four (4) elements of the scope, with varying levels of expertise in each area. There were no proposals that demonstrated a high level of experience in all four (4) elements of the scope.

An order of magnitude cost was provided with each submission, ranging from \$2,086,900 to \$11,300,000. Optional costs were provided based on alternative purchasing models and operations. It must be noted that the EOI documentation did not include specific WWTP requirements (other than quality and capacity) or overall site designs, therefore the large variance in cost estimates was expected.

All submissions have been assessed by the selection criteria identified within the EOI documentation, namely experience (25%), personnel and resources (15%), product offering (50%), local industry development (10%). The table below provides a high level summary of the assessment. Due to the confidential nature of the submissions, the proponents have not been identified and are in no particular order.

Proponent	Score (/100)
Proponent 1	49
Proponent 2	Not compliant
Proponent 3	53.5
Proponent 4	21.5
Proponent 5	54
Proponent 6	58.25
Proponent 7	48
Proponent 8	Not compliant
Proponent 9	50.25
Proponent 10	Not compliant
Proponent 11	Not compliant
Proponent 12	Not compliant
Proponent 13	46.75
Proponent 14	Not compliant
Proponent 15	44.75
Proponent 16	Not compliant
Proponent 17	50.25
Proponent 18	Not compliant

Overall the assessment process resulted in fairly low scores for all submissions. However it must be acknowledged that some proponents demonstrated a very high level of experience and expertise in some elements of the scope but not in others, therefore the scoring does not necessarily reflect on their ability to undertake specific elements of the project.

Other submissions that were deemed non-compliant actually provided very good submissions however could not be considered due to the potential risk to the Town based on the lack of compliance criteria information.

The EOI process has provided officers with a clear insight to the range of expertise, product offerings and operational requirements of individual elements of this project. In consideration of these outcomes it is recommended not to award preferred contractor status to any proponents. Instead, the project should be separated into the following three (3) projects:

1. Pumping station and rising main to transfer sewage to WWTP – this project will be delivered in conjunction with the logistics subdivision project that is currently being developed.
2. Waste water treatment plant and associated tanks – new project currently in Airport capital program (2013/14).
3. Irrigation field reticulation system and tanker filling station – new project to be added to Airport capital program.

Each project will undertake a full design, specification and cost estimate process prior to commencing a tender process for construction and operations (where relevant).

This approach will allow all current proponents, as well as the open market, to submit a tender based on their expertise in that specific field. Their submissions will then be more accurately assessed and scored. An open tender process will also ensure that all companies provide sufficient financial information to allow the Town to undertake a risk assessment on their capabilities, particularly on the WWTP project that may result in the company operating the plant.

Project 1 can easily be incorporated into the logistics subdivision project that is currently being developed. Projects 2 & 3 will be considered as part of the review of the Airport Master Plan and capital works project currently being undertaken by the Towns Program Director Airport Redevelopment.

Attachments

Nil

AC201314/002 Officer's Recommendation / Airport Committee Decision

Moved: Cr Dziombak

Seconded: Cr Hunt

That the Airport Committee recommends that Council:

1. **Rejects all submissions for Expression of Interest 12-25 Waste Water Treatment Plant at Port Hedland International Airport;**

2. **Advises all proponents of Expression of Interest 12-25 Waste Water Treatment Plant at Port Hedland International Airport of the intent of a separated project approach incorporating:**
 - a) **Pumping station and rising main to transfer sewage to WWTP;**
 - b) **Waste water treatment plant;**
 - c) **Irrigation field reticulation system and tanker filling station;**

3. **Authorises the Chief Executive Officer to incorporate these projects into the Airport Capital Works program, subject to the review of the Airport Master Plan and subsequent report to the Airport Committee and Council.**

CARRIED 9/0

**10.2 Port Hedland International Airport – projects update
July 2013 (File No.: 08/02/0025)**

Officer Anna Duffield
Airport Development
Officer

Date of Report 19 June 2013

Disclosure of Interest by Officer Nil

Summary

This agenda item provides an update on Port Hedland International Airport redevelopment projects.

Background

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 by new Program Director of Airport Redevelopment, Mr Brett Reiss.

Consultation*Internal*

- Program Director Airport Redevelopment
- Manager Investment and Business Development
- Manager Infrastructure Development
- Manager Airport Operations

Statutory Implications

Nil

Policy Implications

Nil

Strategic Planning Implications

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 currently being obtained for strategic review work and quick wins, however these 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 prioritized 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.

Redevelopment program reviews

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
- **Terminal design** – to ensure the terminal design 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, and
- **Car park and ground transport** – to facilitate a car parking and ground transport plan that will accommodate future growth.

Quick wins

A program of works, identified as quick wins are being investigated to improve passengers' and airport users' experience within the precinct.

This includes:

- **Extended secure area** – to enable improved passenger processing, reduce congestion and improve on-time performance, the terminal's secure area will be extended. This will be achieved by making the airport bar and café airside by moving the security check point, constructing new walls and enclosing the outside café area
- **Terminal amenity** – to enhance the precinct and the terminal, a number of works (such as painting) are being investigated
- **Verge improvements** – to create new emergency evacuation cluster points, improve passenger flow and enhance the amenity of the area, a series of works will be undertaken. These include landscaping works, installing shade structures and constructing a rubbish bin compound, and
- **Interim freight hub** – to enable the main apron and terminal extension works, aviation hangars need to be relocated. These include the old Polar Aviation hangar (located on the main apron) and the freight hangar occupied by Golden Eagle. It is proposed that the old Polar Aviation hangar be relocated to the site previously occupied by the old Airservices Australia building. This will create an interim freight hub while the long term freight precinct is constructed.

Café renovations

The Airport bar and café has been renovated and is fully operational. These works were conducted at the lessee's expense. The new café provides better customer flow, new food offering and improved amenity.

Attachments

1. Port Hedland International Airport projects update – June 2013

AC201314/003 Officer's Recommendation / Airport Committee Decision

Moved: Cr Hunt

Seconded: Cr Dziombak

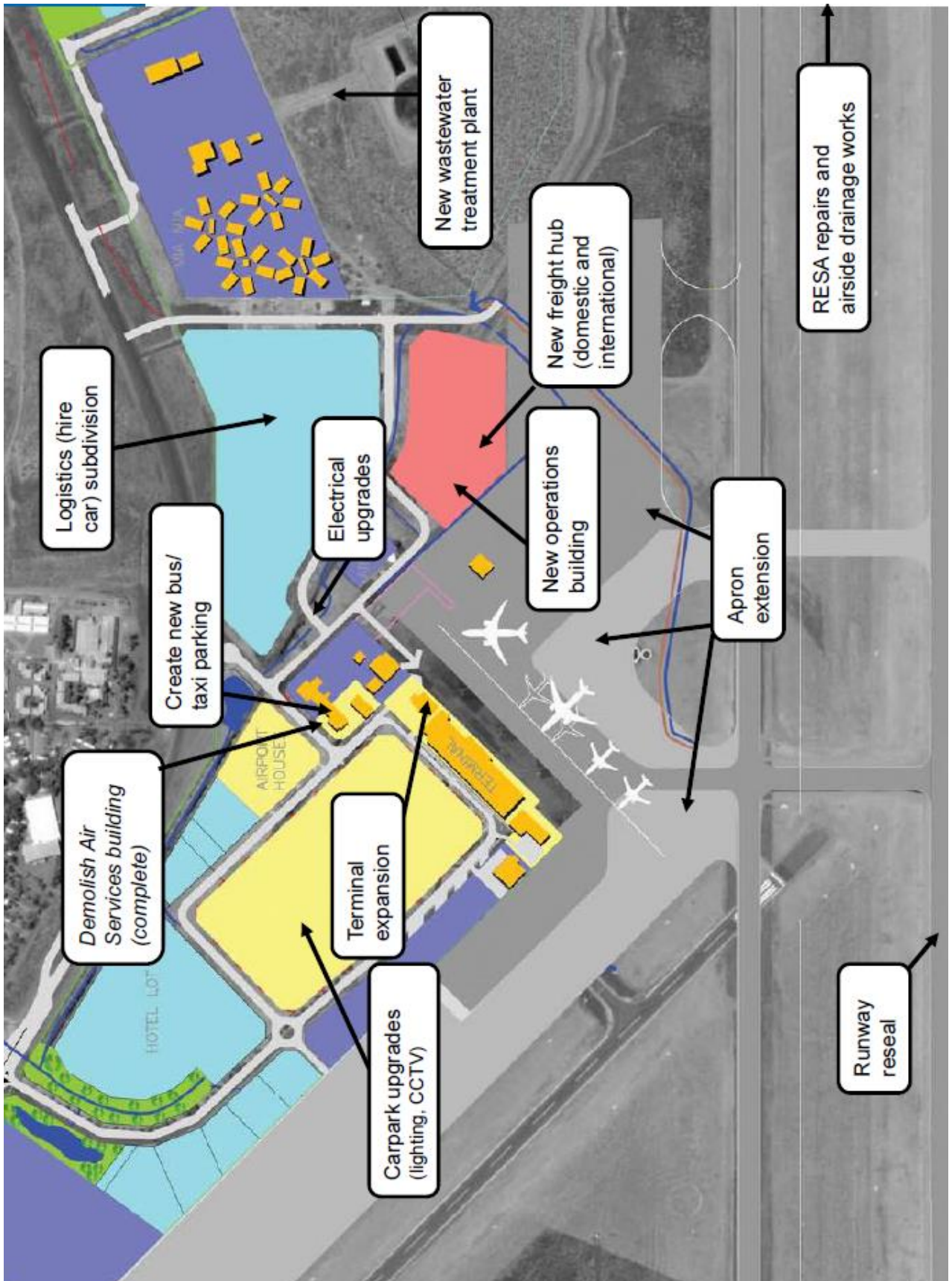
That the Airport Committee note the Port Hedland International Airport projects update June 2013 report.

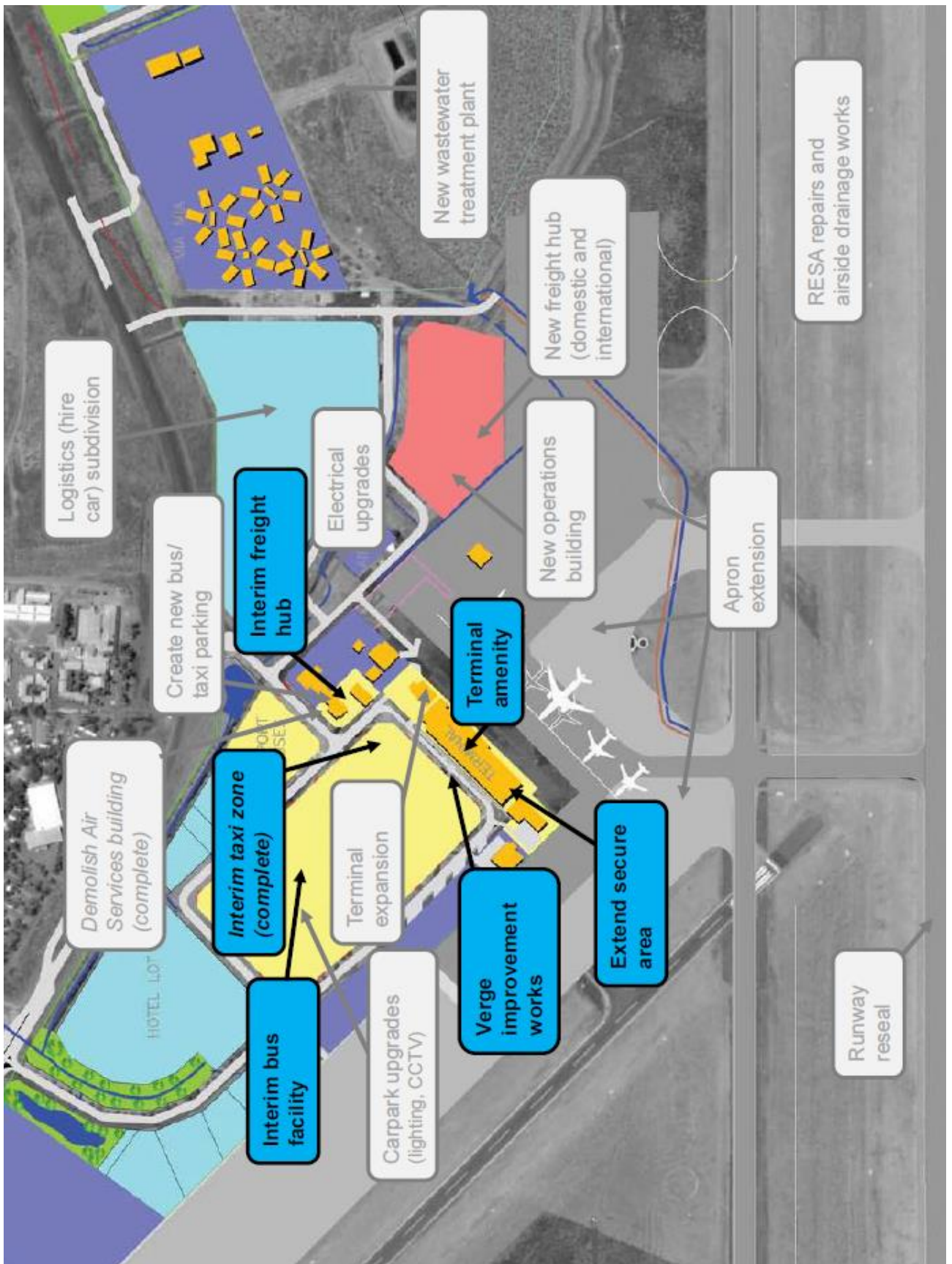
CARRIED 9/0

Port Hedland International Airport projects update

airport committee July 2013









redevelopment program 2012/13

Project	Budget 2012/13	Expenditure/ commitments (June 2013)
airport operations building (plus \$2.4M 2013/14)	\$1,100,000	\$-
bus parking and demolition ASA building (plus \$619k c/fwd)	\$150,000	\$241,603
car park lighting and CCTV	\$250,000	\$118,403
electrical ring main (including runway lighting upgrade)	\$2,500,000	\$40,879
electrical vehicle access gates	\$25,000	\$24,666
freight facility	\$4,500,000	\$3,955
repair runway safety ends	\$300,000	\$-
resheet runway and apron extensions	\$7,000,000	\$80,262
stage 1 terminal extension (plus \$3.75M 2013/14)	\$2,250,000	\$-
transport and logistics subdivision	\$6,000,000	\$52,252



capital work projects – status update

Project	Status
airport operations building	<ul style="list-style-type: none"> currently being reviewed
apron extension and strengthening	<ul style="list-style-type: none"> works to commence in July
bus parking and demolition ASA building	<ul style="list-style-type: none"> Demolition complete and building habitable New fencing ordered. Alternative bus parking facility being assessed
car park lighting and CCTV	<ul style="list-style-type: none"> car park lights due to be installed by July
electrical ring main	<ul style="list-style-type: none"> tender awarded at 22 May Ordinary Council Meeting to Total Electrical Communication Services Pty Ltd
freight facility	<ul style="list-style-type: none"> permanent facility under review interim freight hub being investigated
repair runway safety ends	<ul style="list-style-type: none"> to be completed with re-sheet works
resheet runway	<ul style="list-style-type: none"> re-sheet works to commence following apron extension works (maximising when asphalt contractors are already on site)
stage 1 terminal extension	<ul style="list-style-type: none"> design under review as part of strategic reviews
transport and logistics subdivision	<ul style="list-style-type: none"> QS cost estimate due mid July Design guidelines and business plan progressing Services investigation ongoing



commercial projects – status update

Project	Status
business and investment opportunities	<ul style="list-style-type: none"> • negotiations ongoing with Element Accommodation for Airport Hotel • negotiations ongoing with Pilbara Freight Terminal for International freight depot • Wastewater treatment plant submissions assessed at 26/6 OCM
leases	<ul style="list-style-type: none"> • lease/licence negotiations progressing with: <ul style="list-style-type: none"> – Airport Bar and Cafe – 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

ITEM 11 LATE ITEMS AS PERMITTED BY PRESIDING MEMBER/AIRPORT COMMITTEE

Note: Chief Executive Officer clarified the points raised by Cr Carter at the 1 May Airport Committee meeting in relation to the information presented by the Department of Transport at the Regional Airport Development Conference in Sydney in February 2013. Chief Executive Officer confirmed that the information regarding the PHIA that the Department of Transport had tabled at said conference was inaccurate. The Town has since provided the following information to the Department of Transport and has requested that they update their records accordingly:

Overview of airport projects

In the past five years alone, the Town of Port Hedland has made significant investments in its airport – sourced from the airport capital reserve (not municipal funds) and from State Government grants through the Regional Aviation Development Scheme (RADS).

Since 2007/08 more than \$15 million in capital expenditure has been re-invested into the airport to fund major projects and operational improvements. Key projects included:

- Extensions to the taxiway
- Introduction of checked baggage screening
- Installation of flight information display systems
- Construction of airport staff housing
- Electrical upgrades
- Installation of CCTV network
- Installation of car park lighting
- Introduction of paid parking
- Preparation of the Airport Master Plan
- Replacement of landing navigation aid with the latest Precision Approach Path Indicator system
- Installation of new apron lighting towers
- Installation of continual broadcast of Aerodrome Weather Information Service
- Development of Aerodrome Noise Exposure Forecast
- Upgrade of main apron with 25mm asphalt overlay

The Port Hedland International Airport is a top priority for the Town. Over the next five years the airport will undergo a major \$70.5 million redevelopment to create a modern and well-serviced airport that provides a welcoming gateway to the North West. This includes refurbishments, infrastructure upgrades, new subdivisions and new business opportunities.

This funding will be derived from a number of sources including airport capital reserve, borrowings, government grants, and commercial returns from airport operations and Kingsford Business Park. The level of borrowings will take into account the timing of the funds identified from the existing sources and other prospective sources.

AC201314/004 Airport Committee Decision**Moved: Cr Hunt****Seconded: Mr S Doumergue**

That the Airport Committee request that the Town notify the Department of Transport of the correct information and derivation of the PHIA funding, as of June 30, 2013 and that the Department update the information.

CARRIED 9/0

ITEM 12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

ITEM 13 CONFIDENTIAL ITEMS

AC201314/005 Airport Committee Decision

Moved: Cr Jacobs

Seconded: Cr Dziombak

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 the Committee to consider the following item:

13.1 Consideration of Request for Proposal 12/15 – Land Leasehold Port Hedland International Airport (File No.: 01/04/0005)

CARRIED 9/0

1:12pm Presiding Member advised that the meeting is now closed to members of the public.

13.1 *Consideration of Request for Proposal 12/15 – Land Leasehold Port Hedland International Airport (File No.: 01/04/0005)*

AC201314/006 Airport Committee Decision

Moved: Cr Jacob

Seconded: Cr Dziombak

That the Airport Committee suspend standing orders.

CARRIED 9/0

1:19pm Presiding Member advised that Standing Orders have been suspended.

AC201314/007 Airport Committee Decision

Moved: Cr Jacob

Seconded: Cr Hunt

That the Airport Committee resume standing orders.

CARRIED 9/0

1:27pm Presiding Member advised that Standing Orders have been resumed.

AC201314/008 Officer's Recommendation / Airport Committee Decision

Moved: Cr Dziombak

Seconded: Cr Hunt

That the Airport Committee recommends that Council:

- 1. Rejects the revised proposal from Element Accommodation Pty Ltd for the *Request for Proposal 12/15 – Land Leasehold: Port Hedland International Airport* on the basis that it does not meet the desired objectives for the use of the land,**
- 2. Authorises the Chief Executive Officer or his delegate to advise Element Accommodation Pty Ltd of this decision, and**
- 3. Requests the Program Director Airport Redevelopment to consider use of this land as part of ongoing strategic reviews of the airport precinct redevelopment and report back to Council accordingly.**

CARRIED 9/0

AC201314/009 Airport Committee Decision**Moved: Cr Hunt****Seconded: Cr Dziombak****That the meeting be opened to members of the public.*****CARRIED 9/0***

1:30pm The Presiding Member advised that the meeting is now open to members of the public and advised members of the public of the Airport Committee decision determined whilst the meeting was behind closed doors.

ITEM 14 APPLICATIONS FOR LEAVE OF ABSENCE**AC201314/010 Airport Committee Decision****Moved: Cr Hunt****Seconded: Cr Gillingham****That the following applications for leave of absence be granted****Cr Jacob from 29 July – 1 September****Cr Gillingham from 11 – 22 July****Ms Flo Bennett from 6 - 27 August*****CARRIED 9/0*****AC201314/011 Airport Committee Decision****Moved: Cr Hunt****Seconded: Cr Gillingham****That the Airport Committee request that the Council approve Cr Jacob and Dr King to participate in the next Airport Committee meeting by way of teleconference.*****CARRIED 9/0*****ITEM 15 CLOSURE****15.1 Date of Next Meeting**

The next Airport Committee Meeting of Council was scheduled for Wednesday 7 August 2013 however due to the Western Australia Local Government Conference being held on that day, the Committee proposed and agreed to change the date to Wednesday 31 July 2013, commencing at 12.30pm.

15.2 Closure

There being no further business, the Presiding Member declared the meeting closed at 1.30 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