



Town of Port Hedland

MINUTES

OF THE

**ORDINARY MEETING
OF THE TOWN OF PORT HEDLAND COUNCIL**

HELD ON

WEDNESDAY 31 OCTOBER 2007

AT 5.32 PM

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

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*Chris Adams
Chief Executive Officer*

OUR COMMITMENT

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

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ITEM 1 OPENING OF MEETING**1.1 Opening**

The Mayor declared the meeting open at 5:32 pm and acknowledged the traditional owners, the Kariyarra people.

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

Mayor S R Martin
Cr A A Carter
Cr G D Bussell
Cr S J Coates
Cr G J Daccache
Cr J Ford
Cr A A Gear
Cr J M Gillingham
Cr K A Howlett

(from 5:34 pm)

Mr Chris Adams
Mr Matthew Scott
Mr Russell Dyer

Chief Executive Officer
Directory Corporate Services
Acting Director Engineering
Services

Mr Terry Sargent

Director Regulatory and
Community Services
Executive Assistant

Ms Gaye Stephens

Members of Public

7

Members of the Media

1

2.2 Apologies

Nil

2.3 Approved Leave of Absence

Nil

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**3.1 Questions from Public at Ordinary Council Meeting held
Wednesday 26 September 2007**

Nil.

3.2 Questions from Public at Special Council Meeting held Tuesday 16 October 2007

Nil.

3.3 Questions from Public at Special Council Meeting held Monday 22 October 2007

Nil.

ITEM 4 PUBLIC TIME**4.1 Public Questions**

5:33 pm Mayor opened Public Question Time.

4.1.1 Mr Chris Whalley

Further to the question I asked Council two (2) months ago, does Council know when Main Roads are going to replace the rest of cyclone damaged road signs?

Further does Council know when the petroleum companies are going to replace their cyclone damaged signs, such as the 24 hour truck stop between Port and South Hedland, and the Shell petrol station on Wilson Street, in Port Hedland?

Director Regulatory and Community Services advised that Council staff have already approached the service station, who gave an undertaking that the matter will be addressed in a timely manner, however he is unsure of when. Council cannot require a business to fix business signs, unless it is in terms of safety and amenity.

In relation to when MainRoads are going to replace the remaining cyclone-damaged road signs, Director Regulatory and Community Services advised this question will be taken on notice.

4.1.2 Ms Rosie Vrancic

Does Council have any plans to maintain the equipment somewhere in South Hedland to enable listeners of ABC Classic FM radio to have unbroken reception to the radio station? If yes, what are the plans and timeframes for the initial re-establishment of reception to ABC Classic FM and continuous maintenance in order to provide uninterrupted listening? If no, why is there nothing planned?

Director Regulatory and Community Services advised that licence obligations for maintenance of the equipment has been confirmed; and a Purchase Order has been issued for the maintenance/repair of the broadcasting equipment, which has lead to interrupted services of ABC Classic FM. Council is awaiting the availability of contractors now to undertake the works, which are estimated to be in the near future, i.e. one (1) or two (2) weeks.

Does Council have plans to enable true wheelchair access to the Civic Centre back and front entrances and to the Courthouse Arts Centre and Gallery, plans to improve lighting along the path to the back entrance of the Civic Centre, and loading facilities access for hirers of the Civic Centre? If yet, what are the plans and timeframes? If no, why not?

Director Regulatory and Community Services advised the proposed upgrade of the reception foyer of the Civic Centre includes wheelchair access at the front entrance of the building. Wheel chair access via the front entrance however is limited to business hours, due to the requirement for reception to be closed to public access after hours.

Chief Executive Officer added that disabled access to the Courthouse Arts Centre and Gallery has improved significantly through the Centre's recent upgrade. Council can consider additional improvements to wheelchair access to the Centre through its quarterly budget reviews.

Capital Works of approximately \$150,000 will enable public and wheelchair access to the area after hours. A new reception counter and furniture for the Civic Centre's customer service area has been ordered, and it is expected will be completed for installation in the near future.

4.1.1 Ms Toni Jessop

Sometime in September 2007 there was a major accident at the BP truck stop on the Great Northern Highway (the road to Broome), whereby a young man was seriously injured due to an accident with two semi-trailers; is Council aware of any improvements to be made to this very dangerous section of road between the Port Hedland Airport and the end of the Walkabout Hotel?

I believe this stretch of road to be dangerous in the fact that: the area is very busy on any given day with heavy haulage vehicles; the area is also very poorly lit; the truck stop with vehicles coming and going is located on a bend in the road.

A response from Council on improvements to this area would be appreciated.

Mayor advised that the area of concern is not within the jurisdiction of Council.

Chief Executive Officer advised the area of concern is a Federal Road that is the responsibility of MainRoads. Council can request information on any improvements already planned or proposed for this area, from MainRaods.

Council is working in conjunction with MainRoads to apply for Black Spot funding, to install lighting on the area of the Great Northern Highway, from the Broome turn off through to the Walkabout Hotel.

Chief Executive Officer added the Land Use Master Plan has identified this stretch of road for significant upgrade, in addition to all roads requiring upgrades due to the significant increases of use being predicted.

Can Council confirm whether ratepayers will be liable for costs for the proposed underground sewerage to be implemented around 2010? Will Council be in discussions with the Water Corporation/State Government on this issue?

Chief Executive Officer advised that based on the system used by the State Government in previous areas of undergrounding sewerage, ratepayers would be required to contribute to the costs associated with the works.

Mayor added that Council would be in consultation with the Water Corporation/State Government on the matter.

5:41 pm Mayor closed Public Question Time.

4.2 Public Statements

5:41 pm Mayor opened Public Statement Time.

Nil.

5:41 pm Mayor closed Public Statement Time.

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE**5.1 Councillor Arthur A Gear**

Further to questions raised by Toni Jessop, what is the status of the development of the car parking outside the Walkabout Hotel, as this area is very dusty, has pot holes and is dangerous; are the developers going to make the improvements required by the planning conditions imposed by Council?

Director Regulatory and Community Services advised that the new owner of the Walkabout is obliged to meet the planning conditions, including car park improvements, associated with the development on the site. The conditions of the planning application transfer to the new owner with the sale of the asset.

Director Regulatory and Community Services clarified that the area of concern is outside the boundary of the proposed car park at the Hotel. Where trucks parks is a Road Reserve managed by MainRoads.

Chief Executive Officer advised that a letter will be sent to MainRoads to address the matter.

Can Council investigate alleged illegal net fishing by the station manager at Cowrie Creek?

Chief Executive Officer advised the matter will be referred to the Department of Fisheries.

With the impending sprawl of residential land towards the Landfill facility, are there any plans to move the facility in the future?

Chief Executive Officer advised that extensive waste management review undertaken by Council last year, recommended the landfill has another 16 years of life, and strategies to extend its use and better manage the facility.

Chief Executive Officer advised he was not aware of any plans of Council to open another site.

Is Council aware there has been a 'sewer-like smell' coming from the direction of the landfill, and the footy oval; does this get tested?

Director Engineering Services advised that waste at the landfill is covered daily as required in an aim to prevent possible odour. The wastewater reuse system at the South Hedland Oval is also tested regularly, and the automatic watering is unable to be operated if the amount of chlorine being added is insufficient. The reuse water is unable to be pumped from the pump station without the correct level of chlorine also being pumped.

Director Engineering Services advised that the matter will be investigated and raised with the Water Corporation.

5.2 Councillor Jan M Gillingham

In relation to access to Gratwick Hall for hirers of the facility, it is envisaged the changes will be in place within six (6) or twelve months?

Director Corporate Services advised the order has been placed for construction of a more suitable reception counter for the foyer area of the Civic Centre. It is estimated that the installation of the new counter area will be completed during March 2008.

In relation to the Verge Policy item on tonight's agenda, are the designs of crossovers over/driveways geared for use by four wheel drive vehicles, and ensuring neat assembly with Council's kerbing program, i.e. 2 Barrow Place? Also, is it possible for calthrop weed on verges to be sprayed?

Director Engineering Services advised that Council has a unit which is purpose built for spraying of weeds on verges, and is programmed for use after cyclones and associated heavy rains.

The crossovers referred to are of an old and discontinued design. The matter of updating such old crossovers of individual properties can be considered in the next kerbing program.

5.3 Councillor Grant Bussell

With regards to the waste water reuse scheme, how often does it get tested, etc.?

Director Regulatory and Community Services advised that Manager Environmental Health has a meeting with the Water Corporation this week to clarify those matters. Testing should be undertaken monthly.

Will shade be constructed over the skate parks?

Director Engineering Services advised that materials have been purchased to provide shade at the skate parks; Council is now awaiting installation, which is subject to contractor availability.

Why have Councillor seating arrangements changed?

Councillor seating has been rearranged in the current manner following each ordinary election.

5.4 Councillor Kelly Howlett

Is Council planning to host a Christmas Lights competition this year?

Chief Executive Officer advised that in previous years, Council has provided support to Western Power who has conducted a Christmas Lights Competition. However, due to sustainability matters and in an effort to prevent poor electrical practices, it is believed Western Power is no longer conducting this competition.

Can Council write to Western Power to ascertain this?

Mayor confirmed yes.

Can Council send an Environmental Health Officer to investigate seepage outside ESS in Wedgefield and previously reported to Council?

Director Regulatory and Community Services advised that Council regularly monitors the current status, subject to the direction provided to the operator by the Department of Environment and Protection.

Can Council be kept up to date of the status?

Director Regulatory and Community Services confirmed yes.

In relation to the recommendation to changing the zoning of Wedgefield into a Light Industrial Area through the Land Use Master Plan, in particular the existing approved general use industries being granted a ten (10) year 'grace' period before reverting to non-conforming; can Council conduct an audit on Wedgefield to ascertain exacting how many will revert to non-conforming after the 10 year period?

Chief Executive Officer advised a report providing clarification, in particular reference to those properties affected by the ten (10) year period prior to reverting to a non-conforming use, can be presented to a Council Informal Briefing Session for its consideration.

How many properties in Wedgefield would be affected?

Chief Executive Officer advised a presentation on the matter will be included on the running sheet for Council's Informal Briefing Session to be held in November.

Mayor added that the recommendation to changing the zoning of Wedgefield into a Light Industrial Area through the Land Use Master Plan, with the existing approved general use industries being granted a ten (10) year 'grace' period before reverting to non-conforming is a concept only.

The concept is not legally binding; it is Council's recommendation to the Land Use Master Planning process. In order to change zoning, full consultation would be undertaken prior to consideration by Council.

5:58 pm Councillor Arthur A Gear left the room.

5.5 Councillor George J Daccache

Can the picture of the Queen be hung somewhere else, where it is not covered by the overhead screen when in use?

Chief Executive Officer advised yes.

Are Council's Ranger Services on call 24 hours a day?

Director Regulatory and Community Services advised that Council's Ranger Services roster currently ensures that there is Ranger coverage between 6am and 7pm during weekdays, and for 3 hours on Saturday and Sunday. There is a system whereby calls received after hours are diverted to one of the Rangers.

Ranger Services is currently reviewing its service levels, including reviewing their roster to possibly work eight (8) hours each day over weekends.

5.6 Councillor Steve J Coates

In relation to litter, in particular broken glass which is typically liquor bottles and beer stubbies along footpaths, is it possible for Council to discuss a possible solution put forward by a ratepayer being the banning of sales of uncartoned bottles/stubbies by the suppliers?

Mayor advised that litter is a major problem throughout town, including unsecured rubbish from vehicles along roadways. Council is working to develop strategies, including education, to decrease the incidence of littering throughout the Town. The footpath sweeper is also very well utilised as a short-term solution to broken glass on footpaths

Mayor added that a meeting is scheduled for Council to meet with the Director of Liquor Licensing on 8 November 2007, as part of the Director's review of liquor restrictions in the Town of Port Hedland. The suggestion of banning the sale of uncartoned bottles/stubbies can be raised with the Director at that meeting.

Director Engineering Services added that Council has already set its budget for works addressing litter, including the litter crew, street and footpath sweepers, etc., increasing works in this area cannot be undertaken without bearing significant increases in costs.

5.7 Councillor Jan Ford

With the inevitable increases of iron ore exports from Port Hedland to 700-800 million tonnes per year in the next 7 to 10 years, what plans in addition to the Land Use Master Plan does Council have to cope with such large increases, and ensure it is able to address the demands of the community?

Chief Executive Officer advised the Land Use Master Plan is a 'moving' document that will be reviewed regularly.

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

The following Members verbally declared to have given due consideration to all matters contained in the Business Paper presented before the meeting:

Cr S R Martin	Cr J Ford
Cr A A Carter	Cr A A Gear
Cr G D Bussell	Cr J M Gillingham
Cr S J Coates	Cr K A Howlett
Cr G J Daccache	

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 26 September 2007

That the Minutes of the Ordinary Meeting of Council held on Wednesday 26 September 2007 be confirmed as a true and correct record of proceedings.

200708/041 Council Decision**Moved:** Cr A A Carter**Seconded:** Cr G J Daccache

That the Minutes of the Ordinary Meeting of Council held on Wednesday 26 September 2007 be confirmed as a true and correct record of proceedings, with the following amendment:

- i) amend the title in Schedule 11 onwards in the attached Financial Accounts Report for received by Council, by deleting “2006/07”, and inserting “2007/08”; and deleting “amended” to read “YTD budget”.**

CARRIED 9/0

7.2 Confirmation of Minutes of Special Meeting of Council held on Tuesday 16 October 2007

That the Minutes of the Special Meeting of Council held on Tuesday 16 October 2007 be confirmed as a true and correct record of proceedings.

200708/042 Council Decision**Moved:** Cr A A Carter**Seconded:** Cr G D Bussell

That the Minutes of the Special Meeting of Council held on Tuesday 16 October 2007 be confirmed as a true and correct record of proceedings, with the following amendment:

- i) delete the word “DRAFT” on the first page.**

CARRIED 9/0

7.3 Confirmation of Minutes of Special Meeting of Council held on Monday 22 October 2007**200708/043 Council Decision/Officer’s Recommendation****Moved:** Cr G J Daccache**Seconded:** Cr A A Carter

That the Minutes of the Special Meeting of Council held on Monday 22 October 2007 be confirmed as a true and correct record of proceedings.

CARRIED 9/0

ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION

Nil.

ITEM 9 REPORTS BY ELECTED MEMBERS WITHOUT DISCUSSION**9.1 *Councillor Jan M Gillingham***

Councillor Gillingham congratulated staff involved in organising the very successful BBQ lunch at Stephens Street during Senior's Week.

9.2 *Councillor Grant D Bussell*

Councillor Bussell advised he will provide a report on his attendance at the Sister Cities Conference to next month's meeting.

9.3 *Councillor George J Daccache*

Councillor Daccache noted that a copy of his report on his attendance at the LGMA Conference 'Western Australian Local Government in 2027 - Symposium on the Future' has been circulated to elected members.

**ITEM 10 PETITIONS/DEPUTATIONS/PRESENTATIONS/
SUBMISSIONS**

That the Towns internal operating systems are structured in a manner that assists in providing timely accurate information to the community.

Budget Implications

Nil

200708/044 Council Decision/Officer's Recommendation

Moved: Cr A A Gear

Seconded: Cr G J Daccache

That the 'Status of Council Resolutions' Report as presented to the Council's Ordinary Meeting held on 31 October 2007 be received.

CARRIED 9/0

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
Ordinary Meeting held 23 May 2007				
11.3.1.4	Tender 06/43 West End Greening Stg 1A Landscape and Irrigation Works	200607/316 Council Decision That: i) Council Reject all tenders that were submitted for Tender 06/43 West End Greening Stage 1a Landscape and Irrigation Works ii) Officers review the designs and specifications with the aim of amending the scope of works to a level whereby the majority of the project can be delivered for the stipulated budget. iii) Council project manage the implementation of the project using subcontractors to undertake specific elements of the works that are identified in the revised scope of works. Note: Quotations for subcontracted works are to be obtained as per Council's procurement policy. iv) Council give consideration in the 2007/08 budget for a project officer for similar projects in the future.	RESPONSIBLE OFFICER: Director Engineering Services Scope of works revised. Revised plans forwarded to contractors for quoting (due 26.10.07). Works due for completion June 2008.	
Special Meeting held 30 May 2007				
6.1.1.1	Request for Reconsideration – Prop. Scheme Amend. to Rezone Lots 2116 & 2117 North Circular Rd, SH	200607/332 Council Decision That Agenda Item 6.1.1.1 'Request for Reconsideration - Proposed Scheme Amendment to Rezone Lots 2116 and 2117 North Circular Road South Hedland' pending further information/amended plans being received from developer.	RESPONSIBLE OFFICER: Director Regulatory and Community Services. Awaiting feedback from proponents. Report to October Cl. Mtg	
6.1.1.2	Proposed Adoption from "Other Public Purposes – Energy" to "Tourism" Zone	200607/333 Council Decision That Council: 1) initiate a Town Planning Scheme Amendment to the <i>Town of Port Hedland Town Planning Scheme No. 5</i> by: ... 2) advise the applicant accordingly and request that the applicant prepare the formal amendment documentation to enable referral to the Environmental Protection Authority; 3) advise LandCorp that prior to a Development Application being submitted for Lot 406 Acton Street, Port Hedland, that a Structure Plan and supporting documentation be developed, submitted and supported by the Town and its nominated Urban Design Consultant for the Special Design/Use Area as shown in Attachment 3 of this report; 4) advise the applicant of the historical significance of the Tamarind Tree and the general area that surrounds it. The Tamarind Tree appears on the Municipal Heritage Inventory and Council will require its significance to be recognised as part of any future development; and 5) advise the proponent of the environmental significance of Cemetery Beach area and indicate that any development proposal will require consideration of light sensitive design within the proposal (suitable for the turtle nesting season) , and the inclusion of other environmentally sensitive design principles.	RESPONSIBLE OFFICER: Manager Planning EPA assessment received. Currently being advertised. Report to September/October Council meeting.	September/October 2007
Ordinary Meeting held 27 June 2007				

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.3.1.3	Don Rhodes Mining Museum Safety Audit	200607/354 Council Decision/Officer's Recommendation That Council: i) implements the following upgrade works: a) installation of fencing around all locomotives and plant b) removal/sealing of items identified as dangerous c) installation of cracker dust around museum pieces d) installation of signage e) removal of lead based paints, including repainting of plant; to the expenditure limit set by current carried forward budget of \$29,200; and ii) pursues additional funding of \$150,000 required to carry out above recommended works.	RESPONSIBLE OFFICER: Director Engineering Services. Works scheduled – pending availability of funding. Quotes being sourced	
11.4.1.9	Request for Lease Renewal – Air BP at PHIA	200607/366 Council Decision/Officer's Recommendation That Council: i) approves the disposal of land, being a portion of Port Hedland International Airport currently used by Air BP, by way of lease, by private treaty, as per s3.58(3) of the Local Government Act 1995, with the following terms; ... ii) permits the Town of Port Hedland seal be affixed and Major and Chief Executive Officer be authorised to sign the lease documentation, should no submissions be received by Council after the advertising period in accordance with section 3.58 of the Local Government Act 1995.	RESPONSIBLE OFFICER: Director Corporate Services. Valuation undertaken. Awaiting receipt of report.	
11.4.1.10	Local Laws Review and Amendment	200607/367 Council Decision/Officer's Recommendation That Council: i) commences a formal review of all it's Local Laws as per Section 3.16 of the Local Government Act 1995; ii) commences the process of amending Council's Reserve and Foreshore Local Law by replacing Clause 17 with the following, as per section 3.12 of the Local Government Act 1995: <i>"17. The modified penalty for any offence against this Local Law is \$100 during the period 1st May and 31 August of each year, and \$500 for a first offence, and \$1,000 for a subsequent offence during the period of 1st October of each year and 30 April of each subsequent year."</i> ; and iii) commences the process of adding Part 6, to Council's General Provisions Local Law, being, as per section 3.12 of the local government act 1995: <i>"Part 6 Native Tree Protection 6.1 That no Owenia reticulata (referred to as Pundul or Desert Walnut) Tree within the district will be removed, damaged or destroyed without written authorisation from Council 6.2 A person who commits an offence against this Local Law, with regard to Part 6, shall be liable on conviction, to a maximum penalty of \$1,000 and if the offence is of a continuing nature to a daily penalty not exceeding \$100."</i>	RESPONSIBLE OFFICER: Director Corporate Services. Advertising period complete. No submissions received. Staff mtg next week to discuss WALGA model Local Laws. Staff recommendation to be presented to CI Local Laws WG 3.10.07.	
Ordinary Meeting held 25 July 2007				
11.2.1.2	Amendment to Delegation Register	200607/381 Council Decision That Agenda Item 11.2.1.2 'Amendment to Delegation Register' lay on table, awaiting the provision of a marked up copy being distributed to Councillors by Director Regulatory and Community Services, which highlights each of the delegations of Number 40 showing the proposed changes.	RESPONSIBLE OFFICER: Director Regulatory and Community Services Report to September CI Mtg.	September 2007
Ordinary Meeting held 22 August 2007				

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.2.1.3	Community Safety & Crime Prevention Plan 2006-2009	200607/411 Council Decision That Council: i) allocate \$50,000 towards the cost of a senior level State Government employee responsible for coordinating the implementation of the Town of Port Hedland Community Safety Crime Prevention Plan 2006 – 2009; ii) seek a matching Contribution from BHP Billiton for this position; and iii) seek State Government support to have this position filled as a matter of urgency and to request the State Government to secure ongoing funding for this position.	RESPONSIBLE OFFICER: Director Regulatory and Community Services Funds requested from BHPBIO	
Special Meeting held 5 September 2007				
6.1.1.3	Proposed Strategic Direction for Wedgefield	200708/424 Council Decision That Council: i) recommend changing the zoning of Wedgefield into a Light Industrial Area through the Land Use Master Plan; and ii) submit the following recommendations to the Land Use Master Plan Steering Committee for consideration for inclusion in the Final Plan with regard to Wedgefield Special Control Area Council believes that: ...	RESPONSIBLE OFFICER: Planning Officer	October 2007
6.3.1.2	Transient Workforce Accommodation - Port Hedland International Airport	200708/430 Council Decision/Officer's Recommendation That Council: i) reject all Expressions of Interest received regarding the Transient Workforce Accommodation site at the Port Hedland International Airport except for the proposal by Rio Tinto Minerals; and ii) commence immediate negotiations with Rio Tinto Minerals with the goal of providing Lots 4, 5 and 6 (as per the master plan) for the purposes of a 52 man work camp; and iii) receive a development budget from the Director, Corporate Services budget for Lots 4, 5 and 6 at the next Ordinary Meeting of Council; and iv) subject to the development budget being less or equal to total rental offered by Rio Tinto Minerals, consider formalising a lease with Rio Tinto Minerals for Lots 4, 5 and 6.	RESPONSIBLE OFFICER: Director Corporate Services Mtg held with Rio Tinto 6.9.07. DEC processing clearing approval. Amended access Rd request submitted to Main Roads. Amended plan layout received by design consultant.	
Ordinary Meeting held 26 September 2007				
11.2.1.1	Cyclone George Relief Fund	200708/004 Council Decision/Officer's Recommendation That Council: i) endorse the Chief Executive Officer, on behalf Cyclone George Relief Fund Committee, to be granted delegated authority to make binding decisions on the expenditure of external funding obtained for the Cyclone George Relief Fund received after the 31 July 2007; and ii) the Cyclone George Relief Committee is to be disbanded; and iii) create a Reserve Account 'Cyclone Emergency Support' for the purpose of emergency relief support only.	RESPONSIBLE OFFICER: Emergency Management Officer	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.2.1.2	All West Australians Reducing Emergencies Grants Scheme	200708/005 Council Decision/Officer's Recommendation That Council endorse funding received through the Local Grants Scheme and: i) create a Salaries and Wages Income Account for AWARE Grant Scheme funding received to the value of \$29,040; and ii) create an Salaries and Wages Expenditure Account for AWARE Grant Scheme funding to the value of \$29,040.	RESPONSIBLE OFFICER: Emergency Management Officer	
11.2.2.2	Proposed Formalisat'n of Existing Structures at Part Lot 2 of Lot 126 Great Nth'n Hwy	200708/007 Council Decision That Planning Approval be granted to Margaret Rita Buckley on behalf of ITF The Buckely Family Trust for the retrospective planning approval of a RURAL SETTLEMENT at Lot 2 Forrest Location as outlined in the Application received 8 February 2007 (Application 2007/083) and indicated on the approved plans, subject to the following conditions:	RESPONSIBLE OFFICER: Planning Officer	
11.2.2.3	Prop. Conversion of an Existing Office to a Dwelling at Lot 2 Forrest Location 126 Port Hedland	200708/008 Council Decision That Planning Approval be granted to Margaret Rita Buckley on behalf of ITF The Buckley Family Trust for the retrospective planning approval of a RURAL SETTLEMENT – conversion from Office to Dwelling at Lot 2 Forrest Location 126 as outlined in the Application received 13 August 2007 (Application 2007/206) and indicated on the approved plans, subject to the following conditions:	RESPONSIBLE OFFICER: Planning Officer	
11.2.2.4	Proposed 5 Grouped Dwellings at Lot 200 (2) Howe St PH	200708/009 Council Decision/Officer's Recommendation That Planning Consent be granted to Define Creations for the construction of GROUPE D DWELLINGS – 5 Grouped Dwellings at Lot 200 (2) Howe Street Port Hedland as outlined in the Application received 5 July 2007 (Application 2007/160) and indicated on the approved plans, subject to the following conditions:	RESPONSIBLE OFFICER: Planning Officer	
11.2.2.5	Endorsement of Officer's Power of Entry Onto Land as per Section 9.1(c) of TPS. 5	200708/010 Council Decision That Council authorise the right of entry to any building or land as per Section 9.1(c) of Town Planning Scheme No. 5 for the following officers: ... subject to the following conditions: a) that entry be required for reasonable purpose and be carried out at a reasonable time; b) notice of one (1) week be given to the property owner prior to entry; c) this authorisation shall not be executed without prior approval of Council's Chief Executive Officer or Directors; and d) the authorisation for the right of entry to any building or land as per Section 9.1(c) of Town Planning Scheme No. 5 be reviewed annually by Council.	RESPONSIBLE OFFICER: Planning Assistant, Regulatory Services	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.2.2.6	Reconsider'n - New Living Project Subdivision App. Lot 2943 Demarchi Rd SH	200708/011 Council Decision/Officer's Alternate Recommendation That Council: 1. under Clause 5.2.1 of Town Planning Scheme No. 5 resolves not to require the preparation of a Development Plan subject to the applicant complying with the resolution and conditions outlined in part 2 of this recommendation; and 2. supports the subdivision application for creation of 109 lots on Lot 2943 Demarchi Road, South Hedland, subject to the following conditions and footnotes: ... 3. directs the Chief Executive Officer or his nominated officer to advise the Western Planning Commission of its decisions in regard to the application for subdivision, which is the subject of this report.	RESPONSIBLE OFFICER: Manager Planning	
11.2.2.7	Prop. Ext. to the "Place of Animal Care" Dev. on Lot 3828 (14) Hedditch St, SH	200708/12 Council Decision/Officer's Recommendation That Council GRANTS Planning Consent to the Morrell Enterprises for the proposed PLACE OF ANIMAL CARE – renovation and additions to the existing clinic on Lot 3828 (14) Hedditch Street, South Hedland as outlined in the Application received 13 July 2007 (Application 2007/167) and indicated on the approved plans, subject to the following conditions:	RESPONSIBLE OFFICER: Manager Planning	
11.2.2.8	Prop. 8 Single Bedroom Dwellings at Lot 105 Morgans St, PH	200708/13 Council Decision/Officer's Recommendation That Planning Consent be granted Whelans (WA) Pty Ltd for the construction USE NOT LISTED – SINGLE BEDROOM DWELLINGS x 8 at Lot 105 Morgans Street Port Hedland as outlined in the Application received 29 August 2007 (Application 2007/220) and indicated on the approved plans, subject to the following conditions:	RESPONSIBLE OFFICER: Planning Assistant	
11.2.2.9	ToPH Park Improvement Plan	200708/014 Council Decision/Officer's Recommendation That Council: 1. notes the Draft Park Improvement Plan for the Town of Port Hedland Town; 2. seeks community feedback on the draft plan by: ... 3. considers a further report regarding this matter at the October Council meeting.	RESPONSIBLE OFFICER: Manager Planning	
11.3.1.2	Tender 06/50 Provision of Landscape & Streetscape Design Services	200708/016 Council Decision/Officer's Recommendation That Council award Tender 06/50 Provision of Landscape and Streetscape Design Services to EPCAD Pty Ltd for the period 1 October 2007 to 30 June 2008 according to the following tendered schedule of rates:	RESPONSIBLE OFFICER: Manager Technical Services Tender awarded. Works ongoing.	uCOMP.
11.3.1.3	Cemetery Upgrade Program	200708/017 Council Decision That: i) Council approves the schedule of works based on the approved \$50,000 budget as per Table 2; and ii) Council approves the complete schedule of works based on Table 1, pending successful funding application to the Pilbara Area Consultative Committee.	RESPONSIBLE OFFICER: Manager Technical Services Funding ongoing. Works est. completion – April 2008	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.3.1.4	Installation of Memorial Plaques at the ToPH Cemetery	200708/018 Council Decision/Officer's Recommendation That: i) Council approve the installation of memorial plaques at the Town of Port Hedland Cemetery; ii) Council approve a new expenditure account of \$5,000 and a new income account of \$5,000; iii) Council approve an amendment to the Schedule of Fees and Charges of: ...	RESPONSIBLE OFFICER: Manager Technical Services Ongoing. To be advertised. Est. completion Dec 2007.	
11.3.1.5	Recreational Boating Facilities Scheme Funding Agreement	200708/019 Council Decision/Officer's Recommendation That Council approves the use of the Town of Port Hedland Seal on the Department for Planning and Infrastructure Recreational Boating Facilities Scheme Funding Agreement with the Minister for Transport for funding of \$75,000 (excluding gst).	RESPONSIBLE OFFICER: Manager Technical Services	uCOMP.
11.3.1.6	Tender 06-51 Supply and Delivery of one (1) New Rear Loading Compactor	200708/020 Council Decision/Officer's Recommendation That Council award Tender 06-51 Supply and Delivery of one (1) New Rear Loading Compactor to Major Motors, for the supply of one (1) Isuzu FVY which meets 2008 Emission standards at the purchase price of \$295,770, representing best value for money.	RESPONSIBLE OFFICER: Works Manager	
11.3.1.7	Tender 06-52 Supply and Delivery of one (1) New Bitumen Truck	200708/021 Council Decision/Officer's Recommendation That Council award Tender 06-52 Supply and Delivery of one (1) New Bitumen Truck to WA Hino for the supply of one (1) Hino 300 series 816 with fully contained Bitumen Unit with a flushing system built in for easy cleaning and maintenance, for the net purchase price of \$102,612.10 excluding gst, less trade in of Council's Mitsubishi Tipper Registration PH4844 - \$26,000.	RESPONSIBLE OFFICER: Works Manager	
11.3.1.8	Tender 06-54 Supply and Delivery of one (1) New Tandem Drive Tip Truck	200708/022 Council Decision/Officer's Recommendation That Council award Tender 06-54 Supply and Delivery of one (1) New Tandem Drive Tip Truck Kenworth Daf for the supply of one (1) Tip Truck Model DAF CF85.460 for the net purchase price of \$229,327 excluding gst.	RESPONSIBLE OFFICER: Works Manager	
11.3.1.9	Tender 06-56 Supply and Delivery of one (1) New Single Axle Tip Truck	200708/023 Council Decision/Officer's Recommendation That Council award Tender 06-54 Supply and Delivery of one (1) New Single Axle Tip Truck to WA Hino for the supply of one (1) Hino Ranger Pro 9 medium Tip Truck for the net purchase price of \$58,228 excluding gst (purchase price of \$108,228 excluding gst, less trade in of Council's Isuzu Truck Registration PH4985 for \$50,000).	RESPONSIBLE OFFICER: Works Manager	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.3.1.10	Tender 06/53 Supply and Delivery of New Community Bus	200708/024 Council Decision/Officer's Recommendation That Tender 06/53 – Supply and Delivery of New Community Bus be awarded to Purcher International for supply of Mitsubishi Rosa Deluxe Automatic for \$113,900 less trade in of Inveco Turbo Daily 49-10 Bus -\$8,000.00, at the net cost of \$105,900 exclusive of GST.	RESPONSIBLE OFFICER: Works Manager	
11.3.2.1	Draft Multi-Purpose Recreation Centre Feasibility Study	200708/025 Council Decision/Officer's Recommendation That Council: i) note the Town of Port Hedland's receipt of the Draft Multi-Purpose Recreation Centre Feasibility Study; ii) advertise the availability of the draft report for community feedback; and iii) consider community feedback and future direction for this project at it's Ordinary Council Meeting in November.	RESPONSIBLE OFFICER: Manager Recreation Services Report to Oct. Ord. Cl. Mtg	
11.3.2.2	Marie Marland Reserve : Diamond 1 Baseball Back-netting Structure	200607/026 Council Decision That: i) in accordance with section 3.57 of the Local Government Act tenders be called for the construction of fully engineered nine (9) metre high back-netting, to be installed at Diamond 1 at Marie Marland Reserve using funds as allocated, being \$74,460; and ii) consider any shortfall through application to the Cyclone George Relief Fund.	RESPONSIBLE OFFICER: Sport and Recreation Officer Tender being developed. To be advertised next week. Est. Completion April 2008.	
11.3.3.1	Operation of Café and Bar Facilities at the Port Hedland International Airport	200708/027 Council Decision/Officer's Recommendation That Council: i) advertise for tender submissions for the Lease of the Airport Bar and Café for a two year period commencing 1 January 2008, in accordance with Section 3.58 of the Local Government Act; and ii) be advised that the Town of Port Hedland shall be making a submission.	RESPONSIBLE OFFICER: Airport Manager Advertising this 27 & 31.10.07. Finalising tender documents.	üCOMPLETE
11.3.3.2	Royal Flying Doctor Service – Landing Fees	200708/028 Council Decision That Item 11.3.3.2 'Royal Flying Doctor Service – Landing Fees' lay on the table pending further information being presented to Council of its ability to donate to the Port Hedland Royal Flying Doctors Service local branch, as opposed to donating to the Royal Flying Doctors Service Western Operations head office.	RESPONSIBLE OFFICER: Airport Manager Advice received from RFDS. Item to Oct Ord. Cl. Mtg	üCOMPLETE
11.3.3.3	AAA National AGM, Conference & Technical Workshop	200708/029 Council Decision That Council nominates Councillor Arnold Carter to attend the Australian Airports Association's Annual General Meeting and Convention to be held in Melbourne from 11-15 November 2007.	RESPONSIBLE OFFICER: Airport Manager Conference, flights and accom. Booked.	üCOMP.

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.3.3.4	Tender 06/48 Sewerage Upgrade Port Hedland Airport	200708/030 Council Decision That Council: i) note that no tenders were received during the advertised submission period for the supply and/or installation of the sewerage upgrade infrastructure at Port Hedland International Airport; and ii) authorise the Chief Executive Officer and Airport Manager to enter negotiations with suitably qualified companies for the supply and/or installation of the sewerage upgrade infrastructure as specified in the technical specifications prepared by Connell Wagner Pty Ltd, within Council's existing budget estimate of \$200,000.	RESPONSIBLE OFFICER: Airport Manager Companies contacted to provide quote. Await response.	
11.3.3.5	Security Screening Operations PHIA	200708/031 Council Decision/Officer's Recommendation That Council: i) advise DOTARS that the Town of Port Hedland as owner and operator of Port Hedland International Airport is planning to become the Screening Authority for Port Hedland International Airport. ii) advise Qantas, as the current Screening Authority, of the above. iii) advise DOTARS that the Town of Port Hedland is willing to participate in the desk top consultancy on the x-ray installation, and iv) a business plan be developed for the undertaking of the screening operations at Port Hedland airport and be presented to the next Council informal briefing session.	RESPONSIBLE OFFICER: Airport Manager Draft letter forwarded to Chief Executive Officer to sign. Bus. Plan being developed.	
11.4.1.2	Finance and Audit Committee	200708/033 Council Decision/Officer's Recommendation That Council: i) accept the Interim Audit report and associated explanations provided by the Audit and Finance Committee; and ii) modify Delegation No. 51 (Tender Selection) to include the following statement: "The Chief Executive Officer has the delegated authority to call for tender submissions for projects that are included within Council's Annual Budget"; and iii) appoint Mr Greg Godwin as co-auditor to the Town of Port Hedland, as recommended by the Audit and Finance Committee.	RESPONSIBLE OFFICER: Director Corporate Services	üCOMPLETE
11.4.1.3	Community Bank Feasibility	200708/034 Council Decision/Officer's Recommendation That Council agrees to underwrite the Feasibility Study of the South Hedland Community Bank to a maximum value of \$18,000 should surplus funds be identified in the September Budget Review.	RESPONSIBLE OFFICER: Director Corporate Services	
11.4.2.1	Council Meeting Dates	200708/035 Council Decision/Officer's Recommendation That the Ordinary Council Meeting be held at 5:30 pm in Council Chambers on the following dates: ... and be advertised accordingly.	RESPONSIBLE OFFICER: Executive Assistant	üCOMP.
11.4.2.2	Nomination for Pilbara Development Commission Board Membership	200708/036 Council Decision/Officer's Recommendation That: i) the Pilbara Development Commission and the Minister for Local Government and Regional Development be advised of Council's nomination of Councillor Jan Gillingham for membership of the Board of the Pilbara Development Commission; and iii) the support of the Pilbara Regional Council be sought for this nomination.	RESPONSIBLE OFFICER: Executive Assistant	üCOMP.

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
12.1.1	Sponsorship Request : Assistance for Travel to Toronto to Attend the ImagiNative Indigenous Film Festival	200708/037 Council Decision/Officer's Recommendation That Council donates \$1,500 to Ms Sylvia Clarke to enable her to participate in the 8 th Annual ImagineNative Indigenous Film Festival being held in Toronto in October 2007.	Letter of congratulations sent. Payment of Council contribution being reimbursed to Wangka Maya.	
Special Meeting held 16 October 2007				
6.1.1.1	Prop. Adoption of Scheme Amend. from "Res. R12.5/30, Other Public Purposes, Other Public Purposes – Cemetery, Parks & Recreation and Local Road" to "Res R12.5/50" Zone & "Other Public Purposes – Community Purposes"	200708/037 Council Decision/Amended Officer's Recommendation That Council: 1) requests Koltasz Smith Town Planners to amend the application to reflect the proposed rezoning of lot 1628 from "Other Public Purposes - Cemetery" to "Community - Community"; 2) advertises the proposed closure of the Beart Street road reserve in accordance with section 58 of the Land Administration Act 1997; 3) request the Honourable Minister for Lands to close the whole of the Beart Street road reserve, subject to there being no objections to the road closure during the statutory advertising period. 4) subject to the changes being made as required by resolution 1, initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ... 5) advise the applicant accordingly, and request that the applicant prepare the formal amendment documentation to enable referral to the Environmental Protection Authority; 6) authorises the Chief Executive Officer to undertake such process that may be necessary to resolve any issues which may be related to the current reservation and/or vesting of lots affected by this proposal.	RESPONSIBLE OFFICER: Manager Planning	
6.1.1.2	Prop. Street Names for Subdivision at Lot 5960 Dale St and Lot 5962 Jabiru Loop SH	200708/038 Council Decision/Officer's Recommendation That Council advise the Geographic Names Committee that it requests that the following names be assigned to the subdivision of Lot 5960 Dale Street and Lot 5962 Jabiru Loop South Hedland in accordance with the attached diagrams: i) Phalarope Way; ii) Avocet Brace; iii) Dowitcher Avenue; and iv) Stilt Link	RESPONSIBLE OFFICER: Planning Assistant	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
6.1.1.3	Prop. Upgrade/ Refurb Playground Equipment – PH Yacht Club Lot 5178 Sutherland St PH	200708/039 Council Decision/Officer's Recommendation That Planning Approval is granted for the Development Application - Port Hedland Yacht Club - Reserve 30768 playground refurbishment - new equipment at Lot 5178 Sutherland Street, Port Hedland, as outlined in the application received and indicated on the attached plans, subject to the following conditions:	RESPONSIBLE OFFICER: Planning Officer	
6.1.1.4	Prop. Mods. to Scheme Amendment No. 14 – Pretty Pool Revised Dev. Plan and Associated TPS Amendment	200708/040 Council Decision/Officer's Recommendation That: i) pursuant to section 75 of the <i>Town Planning and Development Act 2005</i> (as amended), Council resolves to amend Town of Port Hedland Town Planning Scheme No.5 by: ii) the Mayor and Chief Executive Officer be authorised to execute three (3) copies of the amendment documents in accordance with the <i>Town Planning Regulations 1967</i> (as amended); iii) the proposed amendment be numbered Amendment No. 14 of <i>Town of Port Hedland Town Planning Scheme No. 5</i> and be forwarded to the Environmental Protection Authority for assessment in accordance with section 81 of the <i>Planning and Development Act 2005</i> prior to advertising in accordance with the <i>Town Planning Regulations 1967</i> ; and iv) the applicant be advised that all costs associated with advertising and preparing the amendment will be borne by the applicant.	RESPONSIBLE OFFICER: Planning Officer	

11.2 REGULATORY AND COMMUNITY SERVICES

11.2.1 Director Regulatory and Community Services

11.2.1.1 *Monthly Report - Regulatory and Community Services (File No: ADM-091)*

Officer Bev Johnson
Executive Assistant –
Community and
Regulatory Services

Date of Report 12 October 2007

Disclosure of Interest by Officer Nil

Summary

Report on activities within the Regulatory and Community Services directorate for Council’s information.

Background

Regulatory and Community Services Monthly Report to Council.

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications Nil

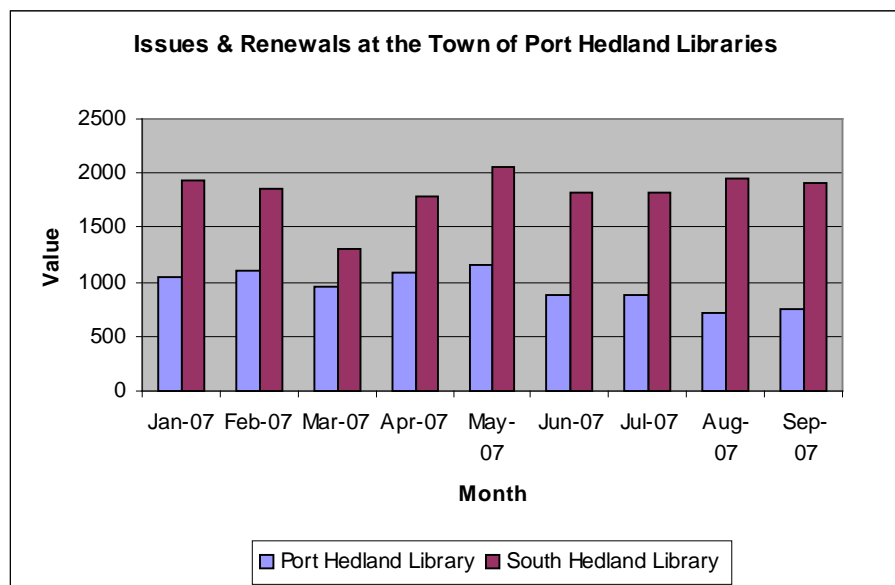
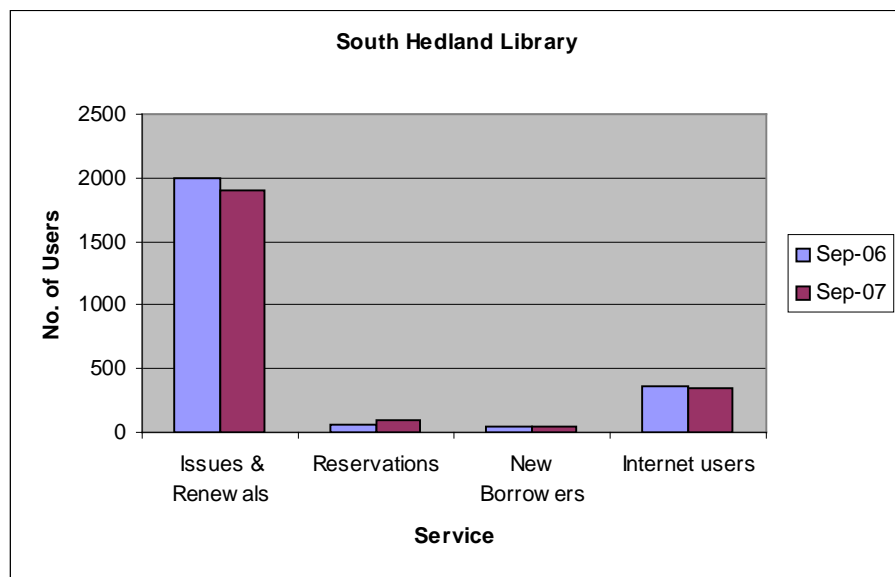
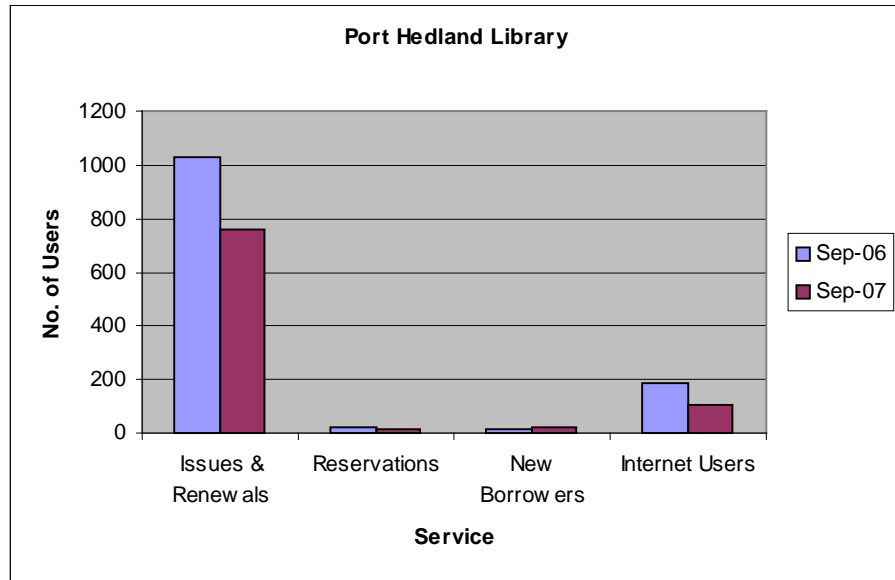
Budget Implications Nil

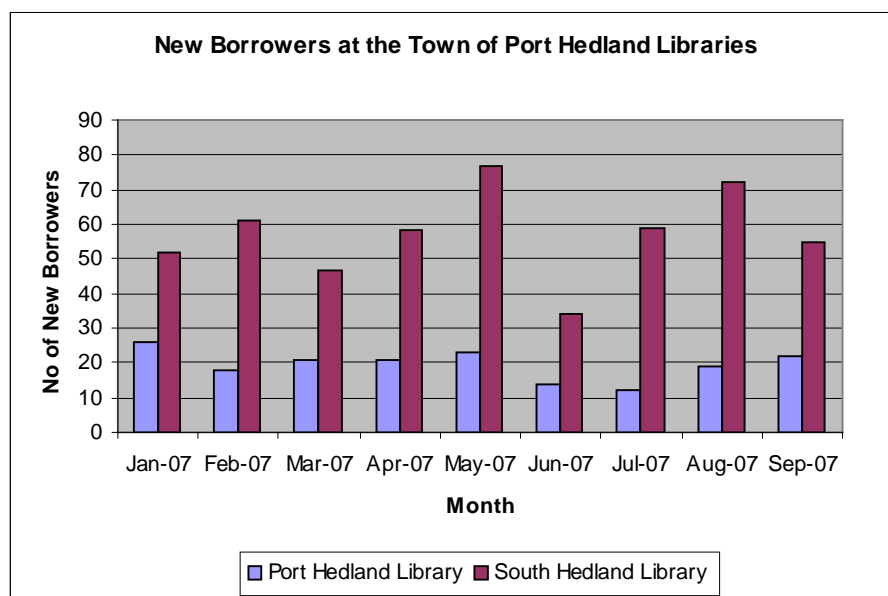
Officer's Comment

Library and Information Services

Port Hedland Library	Aug 2007	Sept 2007
Issues and Renewals	723	759
Reservations	19	14
New Borrowers	19	22
Internet Users	133	105

South Hedland Library	Aug 2007	Sept 2007
Issues and Renewals	1944	1906
Reservations	77	90
New Borrowers	72	55
Internet Users	416	349

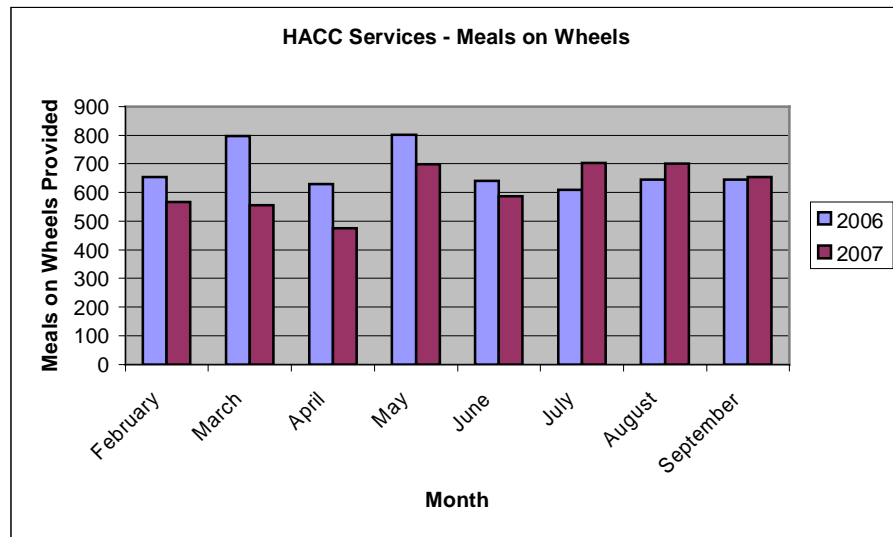
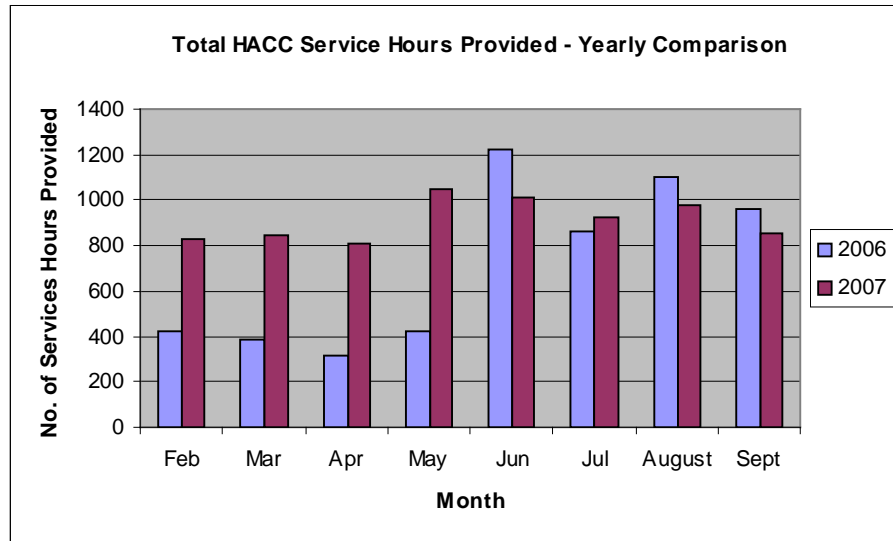




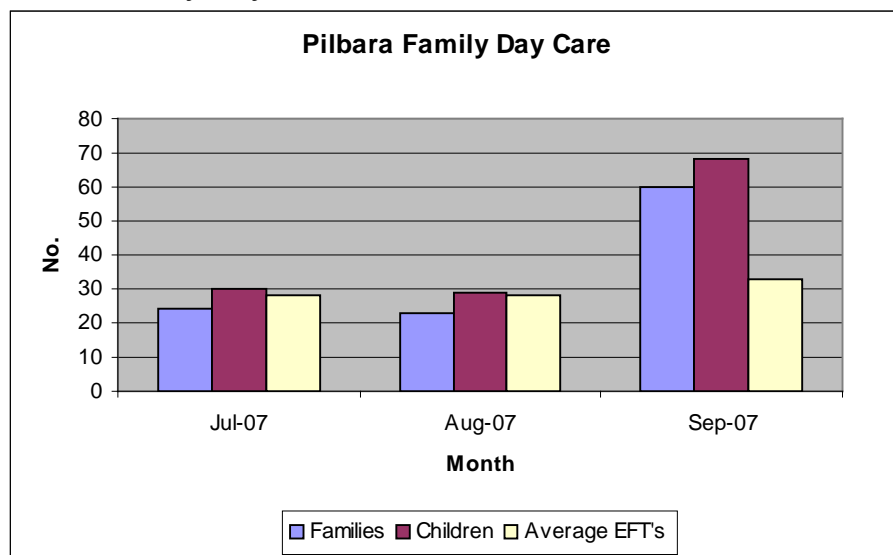
Human Services

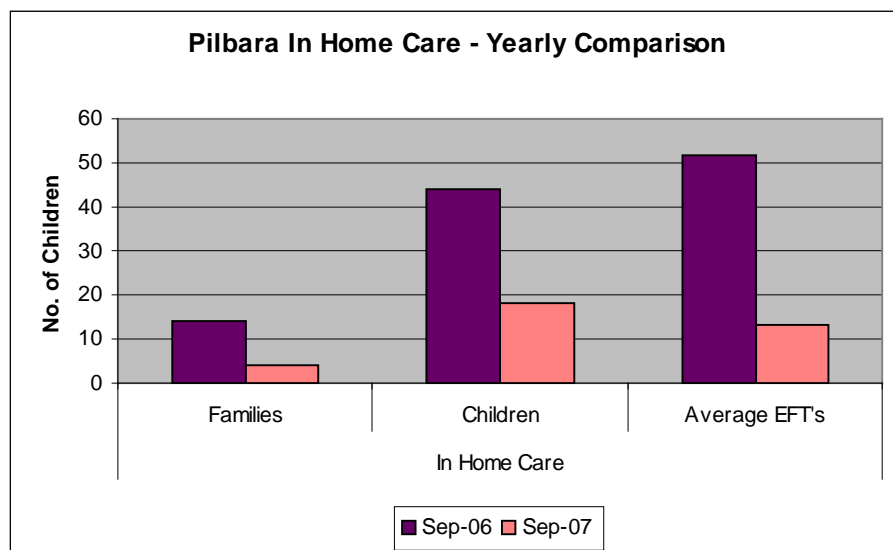
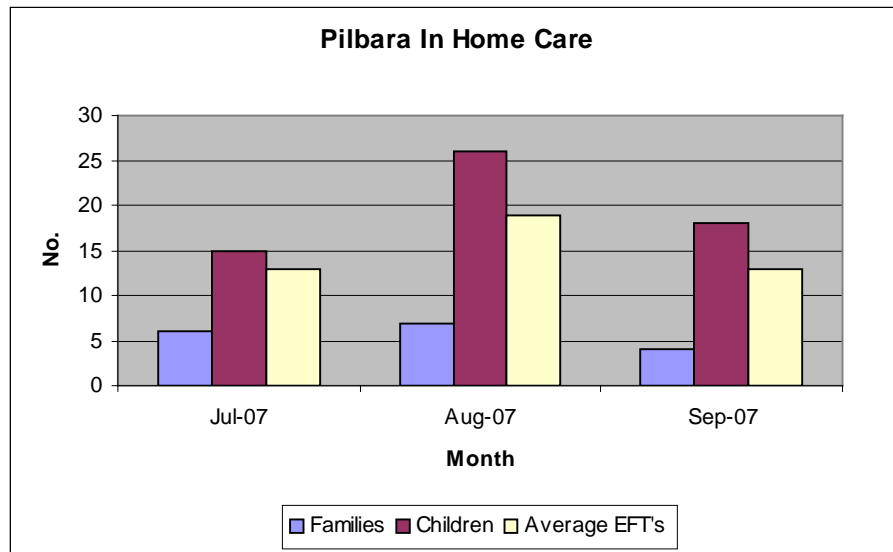
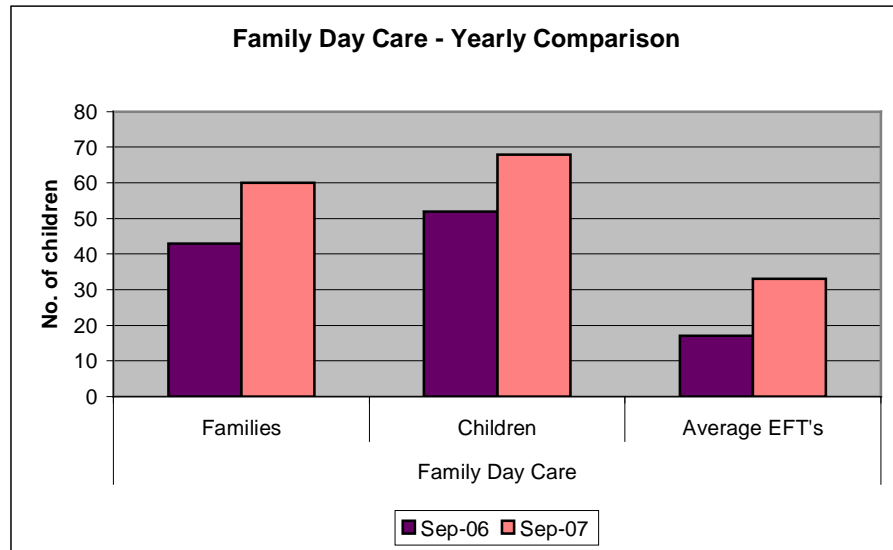
HACC Programme

HACC Service Hours for SEPTEMBER 2007		
Meals on Wheels	653	In Total
Day Centre Hours	756	
Day Centre Meals	109	
Domestic Assistance	57	
Personal Care	18	
Social Support	18	
Transports	232	One way trips (includes medical)
Home Maintenance	4.5	
Training this month	Nil	
Accident/incident reports	1	Staff member Missed step and fell on Day trip



Pilbara Family Day Care



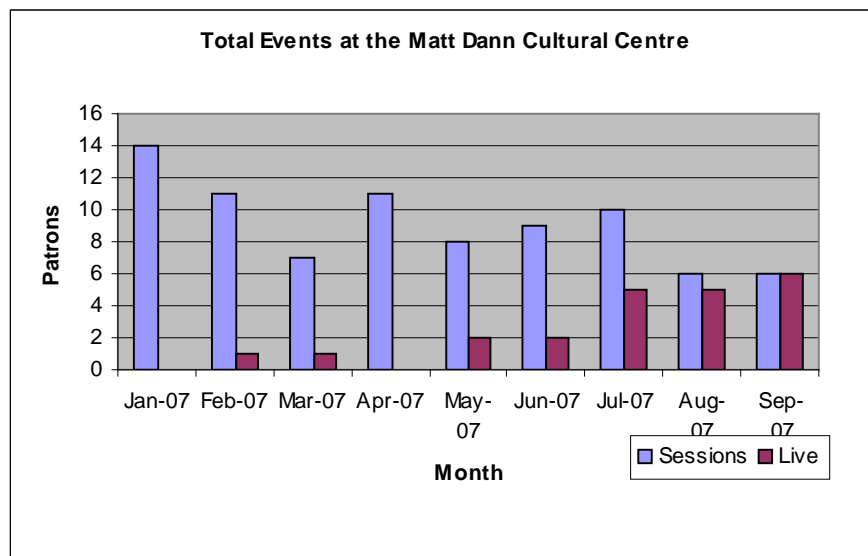
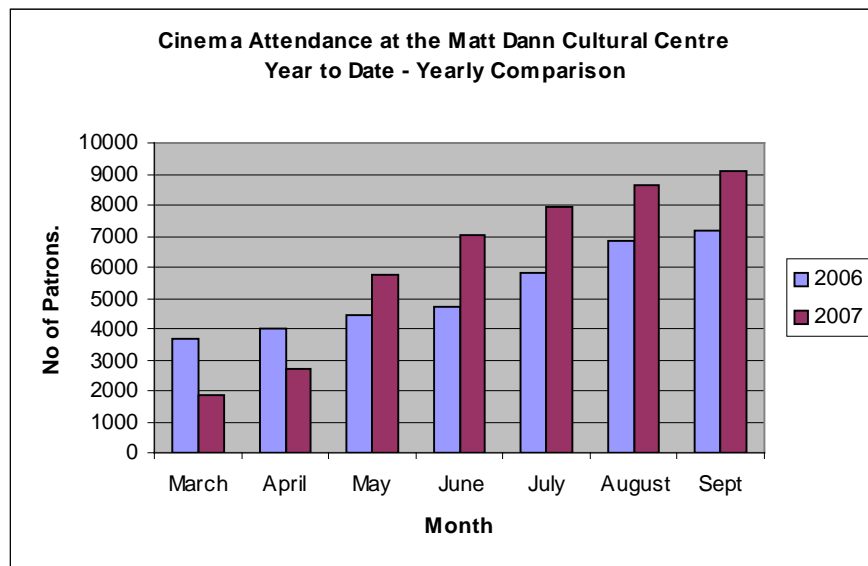
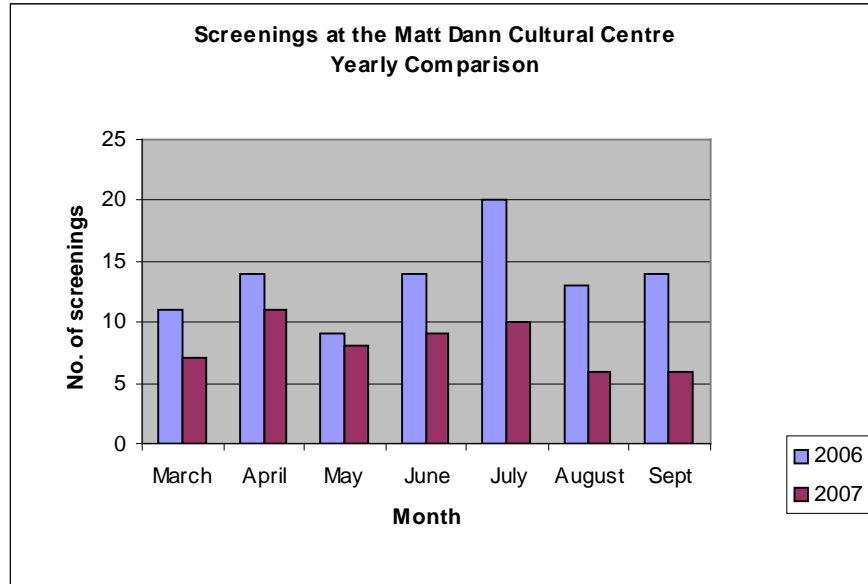


Explanatory Notes:

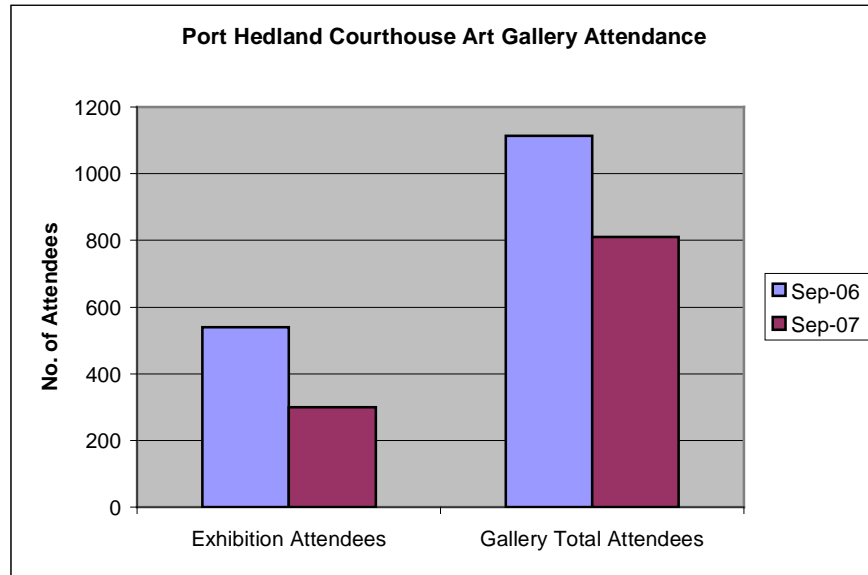
EFT – Effective Fulltime Place - 1 place = 7 hours of care
 Funding is based on EFTs rate per EFT = \$44.00 per week

Decline in In Home Care EFTs due to the Pilbara In-Home Care being funded for only 20 EFTs. Pilbara Family Day Care is funded for the number of EFTs used for the year.

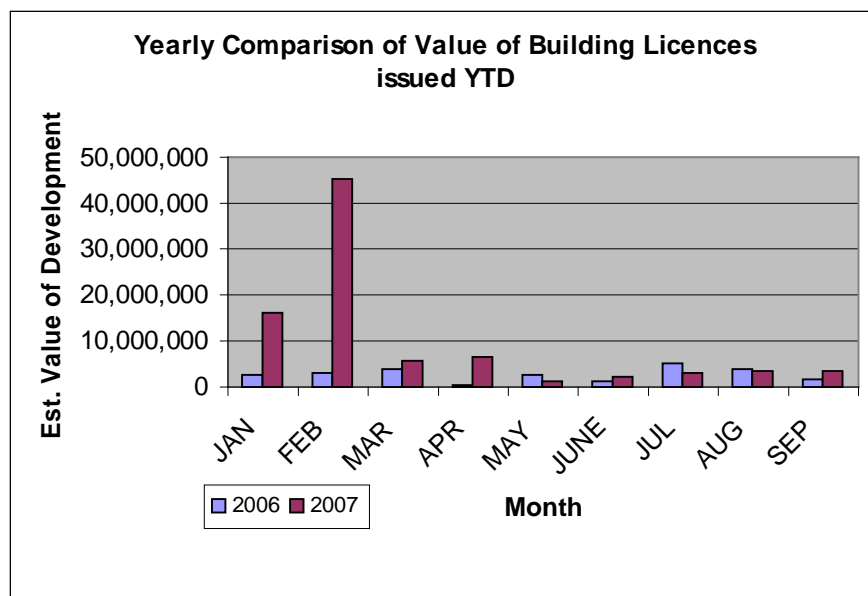
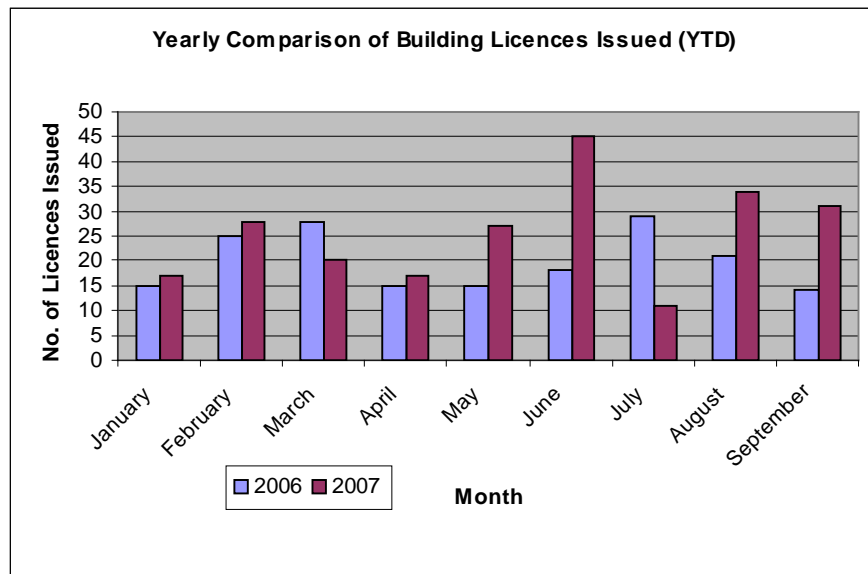
Matt Dann Cultural Centre



Courthouse Arts Centre and Gallery



Building Services



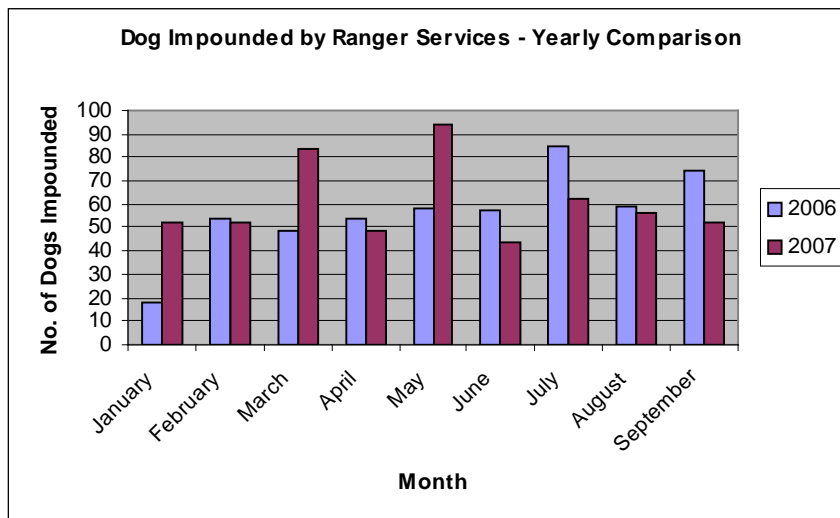
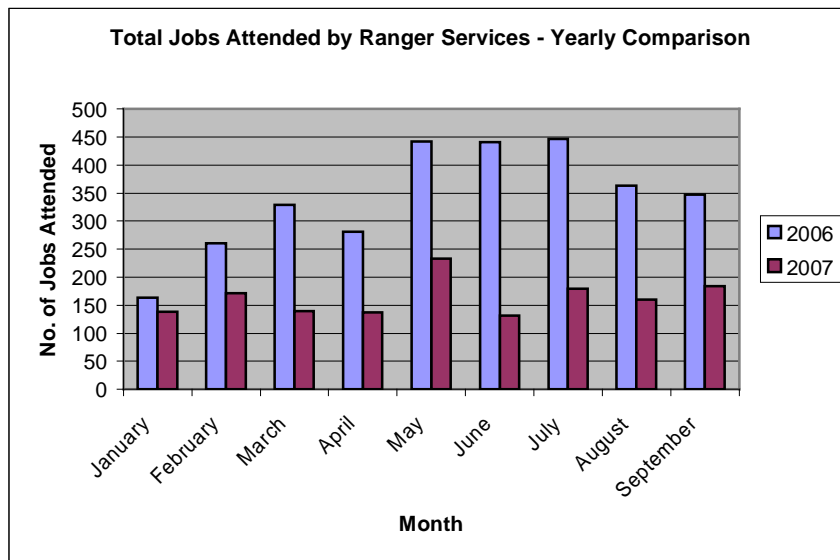
Environmental Health Services

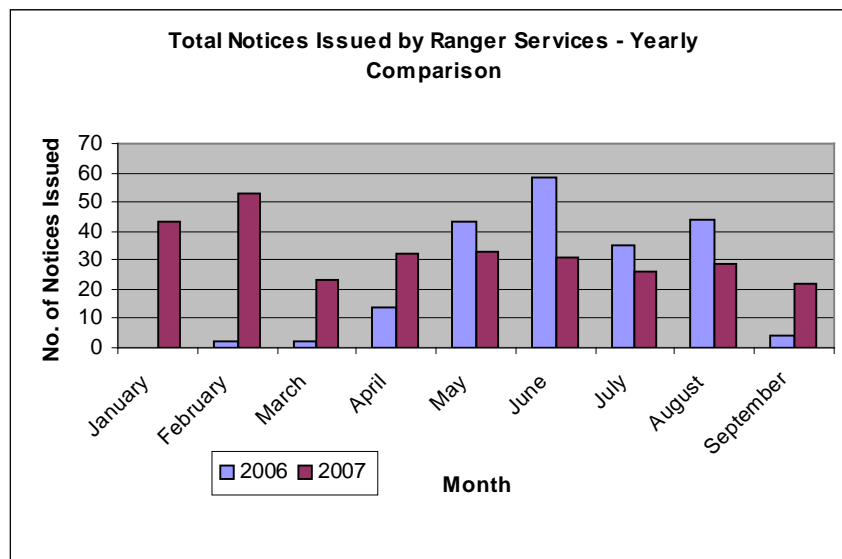
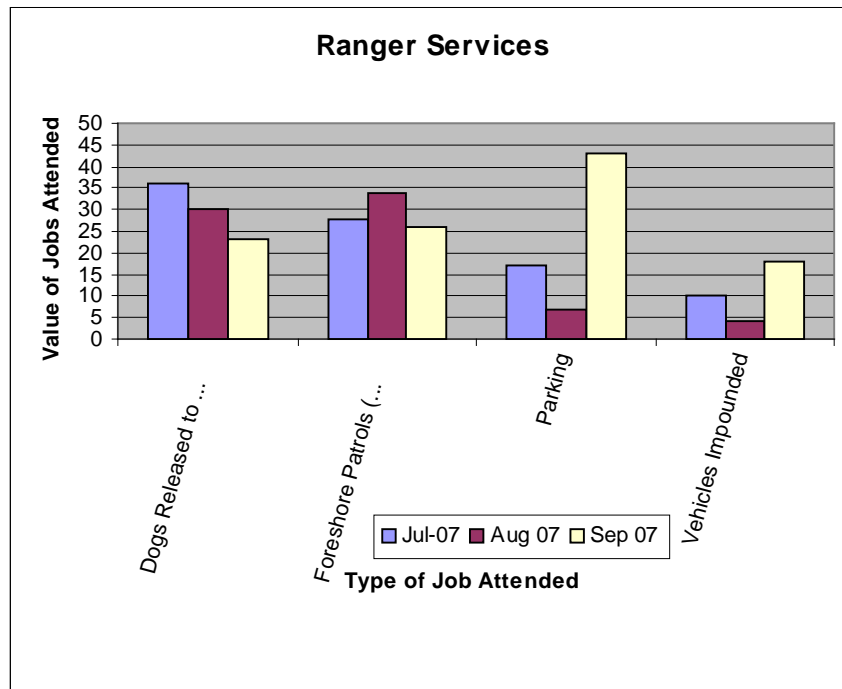
Mosquito numbers have been down and complaints have been minimal. Some flood prone areas were treated as needed, following recent high tides adjacent to the 3 mile community.

The section has been reviewing Council's Local Laws with recommendations being presented to the working group.

An Environmental Health Needs Survey of all the Indigenous Communities in the Town of Port Hedland has been undertaken on behalf of the Department of Health. This data will form the basis of future funding decisions by governments to enable the Western Australian and Commonwealth Governments to better address environmental health needs in these communities. This is a time consuming task completed with the assistance of the Aboriginal environmental Health Workers from Pilbara Meta Maya.

Ranger Services





200708/045 Council Decision/Officer’s Recommendation

Moved: Cr A A Carter

Seconded: Cr A A Gear

That Council receives the Regulatory and Community Services Report for the month of September 2007.

CARRIED 9/0

11.2.1.2 Proposed Scholarship Program (File No.: ...)

Officer Terry Sargent
Director Regulatory and
Community Services

Date of Report 8 October 2007

Disclosure of Interest by Officer Nil

Summary

To consider a proposal to establish a scholarship scheme that would assist in the education of local high school students and those with an affinity for the town, who are interested in undertaking post secondary studies in fields from which Council draws professional staff.

Background

The attraction and retention of specialist professional staff is an ongoing problem for Local Government in Western Australia, but more particularly in the Pilbara and other remote areas. The mineral boom is likely to exacerbate the problem in coming years and a scholarship scheme providing incentives to young graduates who subsequently seek and gain employment with the Town of Port Hedland is a mechanism, which will encourage new graduates to return to Port Hedland rather than seek employment in other locations.

Scholarships have been provided by the mining industry and more recently industrial companies such as Burrup Fertilizers in Karratha have provided scholarships, recognising the community benefit of such an investment.

Although not widely, if ever, used by Local Government this seems to be a good investment, increasing the likelihood of obtaining suitable applicants for long-term employment in key positions within the Town's administration.

Consultation

Curtin University of Technology.
District Education Office, Karratha

Statutory Implications

There are no statutory implications for Council in the recommended course of action.

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

A scholarship scheme which meets the cost of tuition fees and a basic allowance to cover text books, etc. would require funding of up to approximately \$9,000* per student per annum. If fully subscribed to the extent of one new student per annum, the direct costs would be as follows

Year 1 -\$9,000* (1 first yr student only)
Year 2 - \$18,000* (1 1st yr, and 1 2nd yr student)
Year 3 - \$27,000* (1 1st yr, 1 2nd yr and 1 3rd yr student)
Subsequent Years - \$27,000*

* Figures to be adjusted in accordance with CPI and/or changes in university fee structure. They may vary according to the costs associated with any particular degree program and have been based on a typical science degree.

If the scheme commences in the 2008 academic year, the cost in the current financial year will be approximately \$4,500.

Officer's Comment

The concept of a scholarship or bursary that requires the recipient to commit to employment with the funding body for a fixed term after graduation is not new. It is a proven method of providing a pool of future employees in specialised fields, or where there are other difficulties in attracting applicants.

A Town funded scholarship program would be designed to give priority to residents of the Town of Port Hedland but could also allow for applicants from other Pilbara towns as this would still meet the objectives of providing a pool of future employees who are willing to commit to working for the Town of Port Hedland.

It is envisaged that a contract between the successful applicant and Town of Port Hedland would include the following provisions.

Recipients must meet ALL of the following criteria to be awarded a scholarship:

1. Be an Australian citizen or permanent Resident who has been enrolled at South Hedland Senior High School, another secondary school within the Pilbara for at least two years of their secondary education, or metropolitan high school which is formally partnered by way of a sister schools agreement with a Pilbara school.
2. Have enrolled to undertake an undergraduate degree through TISC in one of the following disciplines:

- Urban and Regional Planning
 - Building Surveying
 - Environmental Health
 - Accounting
 - Civil Engineering
 - Computer Science
 - Community Development
 - Recreation, or
 - Library Studies
3. Be undertaking the first year of their first undergraduate degree in 2008.
 4. Be achieving satisfactory academic results.

Applicants enrolled in an alternative post-secondary institution would also be eligible for consideration provided costs did not exceed those of a recognised undergraduate degree program.

While a full expense scholarship for a three-year degree will cost in the order \$27,000 (approx \$8,000 pa in tuition fees, plus \$1,000 allowance for books, etc) this will be offset in a number of ways.

It would be reasonable to assume that employing “locals” will see a reduction of relocation costs (typically more than \$10,000 per new employee) and longer employment terms which will further reduce recruitment costs. Costs could be further contained by offering the scholarship on alternate years or by limiting the payments to a percentage of the tuition costs (a 75% contribution to tuition fees with a \$500 annual book allowance would cost \$20,000 for the third and subsequent years).

In some instances scholarships have been linked to formally binding agreements requiring repayment of funds unless the recipient accepts employment with the provider. This is superficially appealing, but can result in employees “working” for the minimum period necessary to meet their obligations. This causes precisely the sort of problem that the scholarship seeks to resolve and instead it is suggested that the scholarship involve a Memorandum of Understanding (MOU) style commitment, with Council providing fixed term employment for study breaks, full semester breaks in program, etc. to build the level of commitment to the Town.

Attachments

Nil

Officer's Recommendation

That Council:

- i) commences funding an annual scholarship to cover the cost of tuition, up to an equivalent to the cost of undergraduate degree tuition fees and an annual textbook allowance of \$1,000 for qualifying high school students studying in the fields of:
 - . Urban and Regional Planning
 - . Building Surveying
 - . Environmental Health
 - . Accounting/Business Studies
 - . Civil Engineering
 - . Computer Science
 - . Community Development
 - . Recreation, or
 - . Library Studies
- ii) the Scholarships be made available from the commencement of the 2008 academic year;
- iii) the Chief Executive Officer be authorised to prepare suitable terms, conditions and selection criteria; and
- iv) authorises a panel comprising the Mayor, Deputy Mayor, Chief Executive Officer and Hedland Senior High School representative, to select the scholarship recipient each year.

200708/046 Council Decision

Moved: Cr K A Howlett

Seconded: Cr A A Carter

That Council:

- i) **commences funding an annual scholarship to cover the cost of tuition, up to an equivalent to the cost of undergraduate degree tuition fees and an annual textbook allowance of \$1,000 for qualifying high school students studying in the fields of:**
 - . **Urban and Regional Planning**
 - . **Building Surveying**
 - . **Environmental Health**
 - . **Accounting/Business Studies**
 - . **Civil Engineering**
 - . **Computer Science**
 - . **Community Development**
 - . **Recreation, or**
 - . **Library Studies**

- ii) the Scholarships be made available from the commencement of the 2008 academic year;
- iii) the Chief Executive Officer be authorised to prepare suitable terms, conditions and selection criteria;
- iv) authorises a panel comprising the Mayor, Deputy Mayor, Chief Executive Officer and Hedland Senior High School representative, to select the scholarship recipient each year;
- v) the Scholarship Program be advertised widely; and
- vi) evaluates the success of program after three (3) years.

CARRIED BY ABSOLUTE MAJORITY 9/0

11.2.2 Planning Services**11.2.2.1 Delegated Planning Approvals October 2007 (File No.: 18/07/0002)**

Officer Bev Johnson
Executive Assistant –
Community & Regulatory
Services

Date of Report 26 October 2007

Disclosure of Interest by Officer Nil

Summary

This item relates to the Planning Applications considered under Delegated Authority for the month of September 2007.

Background

A list of Planning Consents issued by Council's Planning Services under Delegated Authority for the month of September are attached to this report.

Consultation Nil

Statutory Implications

Town of Port Hedland Delegation Register 2006 outlines the limitations of delegated authority and requires a list of approvals made under it to be provided to Council.

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications Nil

Officer's Comment Nil

Officer's Recommendation**200708/047 Council Decision/Officer's Recommendation**

Moved: Cr A A Gear

Seconded: Cr J Ford

That the Schedule of Planning Consents issued by Delegated Authority for the month of September 2007 be received.

CARRIED 9/0

ATTACHMENT TO AGENDA ITEM 11.2.2.1

Application Number	Applic. Date	Date Determined	Description	Applicant	Owner	Property	Delegated	Zoning
2007/190	03.09.07	24.09.07	SINGLE HOUSE - R Codes Variation - Extension to Existing Residence	Vathjunker Contractors	CHERYL MURPHY	21 OSPREY DRIVE, STH HEDLAND	Y	Residential
2007/193	05.09.07	24.09.07	MOTOR VEHICLE AND/OR MARINE WRECKING YARD - Additions of 2 x Transportables Carpark, Ablution Compressor Shed & Extensions	Dale Andrews	BENJAMIN ROY HANDS	17 HARWELL WAY, WEDGEFIELD	Y	Industrial
2007/194	06.09.07	21.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & Extension of Roof to Existing Carport & Store	Pilbara Constructions Pty Ltd	BHP BILLITON IRON ORE PTY LTD	8 COWRIE WAY, STH HEDLAND	Y	Residential
2007/195	06.09.07	24.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & Extension to Roof of Existing Carport & Store	Pilbara Constructions	BHP BILLITON - IRON ORE VACANT - HPP	2 COWRIE WAY, STH HEDLAND	Y	Residential
2007/196	06.09.07	12.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & Extension to Roof of Existing Carport & Store	Pilbara Constructions	BHP BILLITON IRON ORE PTY LTD	5 COWRIE WAY, STH HEDLAND	Y	Residential
2007/198	07.09.07	12.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & Extension to Roof of Existing Carport & Store	Pilbara Constructions	BHP BILLITON IRON ORE PTY LTD	11 WARRALONG WAY, STH HEDLAND	Y	Residential
2007/199	07.09.07	12.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & Extension to Roof of Existing Carport & Store	Pilbara Constructions	BHP BILLITON IRON ORE PTY LTD	46 LIMPET CRESCENT, STH HEDLAND	Y	Residential
2007/200	07.09.07	12.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & Extension to Roof of Existing Carport & Store	Pilbara Constructions	STEPHEN JOHN MACKENZIE	4 PECTEN WAY, STH HEDLAND	Y	Residential
2007/201	07.09.07	12.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & Extension to Roof of Existing Carport & Store	Pilbara Constructions	BHP BILLITON IRON ORE PTY LTD	8 ABALONE WAY, STH HEDLAND	Y	Residential
2007/202	07.09.07	12.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & Extension to Roof of Existing Carport & Store	Pilbara Constructions	BHP BILLITON IRON ORE PTY LTD	4 ANGUS WAY, STH HEDLAND	Y	Residential
2007/203	07.09.07	12.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & extension to Roof of Existing Carport & Store	Pilbara Constructions	MARIA REGINA BASTIAN	2 ANGUS WAY, STH HEDLAND	Y	Residential
2007/204	07.09.07	12.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & Extension to Roof of Existing Carport & Store	Pilbara Constructions	BHP BILLITON IRON ORE PTY LTD	58 LIMPET CRESCENT, STH HEDLAND	Y	Residential
2007/205	07.09.07	12.09.07	SINGLE HOUSE - R Codes Variation - Patio Addition & Extension to Roof of Existing Carport & Store	Pilbara Constructions	BHP BILLITON IRON ORE PTY LTD	11 COWRIE WAY, STH HEDLAND	Y	Residential
2007/211	12.09.07	12.10.07	SUBDIVISION - Survey Strata - 1 Lot into 6 Lots	Dan Grogan - MAKJAP Pty Ltd	FUNDO PTY LTD ATF DEVONIA FAMILY TRUST	35 MORGANS STREET, PT HEDLAND	N	Residential
2007/213	12.09.07	05.10.07	SINGLE HOUSE - R Codes Variation - Shed Addition - 8m x 8m & Exceeding 2.4m height	Jandem Pty Ltd	JANDEM PTY LTD	22 SUTHERLAND STREET, PT HEDLAND	Y	Residential

2007/216	13.09.07	23.10.07	TRANSIENT WORKFORCE ACCOMMODATION - Exploration Camp	Jeff Gidman - Engenium Pty Ltd	PANDELL PTY LTD	G45/02330	N	Rural
2007/222	20.09.07	28.09.07	SHOP & SINGLE DWELLING - Retrospective approval single dwelling & addition of shed (10m x 13.3m) for domestic storage	Shidaz Pty Ltd	ERIN SANDRA WILCOCK	12 WEDGE STREET, PT HEDLAND	Y	Residential
2007/223	20.09.07	23.10.07	GROUPED DWELLING - Additional Dwelling	Kirkland Pty Ltd T/As Force Equipment Service & Hire	JOHN PHILIP SIDNEY RYLANCE	22 ROBINSON STREET, PT HEDLAND	Y	Residential
2007/224	20.09.07	28.09.07	SUBDIVISION - 1 Lot into 2 Lots	Western Australian Planning Commission	AIDAN LEIGH CHAMBERLAIN ATF THE DANLEIGH FAMILY TRUST	12 BROWN PLACE, STH HEDLAND	N	Residential
2007/225	20.09.07	12.10.07	SINGLE HOUSE -R Codes Variation - Shed Additions x 2 - 3.8m x 2.7m x 6.6m Rural Land	Junior Djiagween	ABORIGINAL LANDS TRUST	LOT 5824 MADIGAN ROAD, STH HEDLAND	Y	Residential
2007/234	13.09.07	10.10.07	GROUPED DWELLING - 2 dwellings	Aiden Chamberlain	CLARENCE ADOLPH WHITEHEAD	LOT 5291 BROWN PLACE, STH HEDLAND	N	Residential
2007/235		16.10.07	DEVELOPMENT APPLICATION - Port Hedland Yacht Club - Reserve 30768	EPCAD PTY LTD	TOWN OF PORT HEDLAND	LOT 5178 SUTHERLAND STREET, PT HEDLAND	N	Residential
2007/257	14.09.07	16.10.07	CONSULTING ROOMS - covered walkway	JAXON CONSTRUCTION	WIRRAKA MAYA HEALTH SERVICES AB. CORP.	1-5 HAMILTON ROAD, STH HEDLAND	Y	Town Centre

11.2.2.2 Proposed Office Addition to Existing Transport Depot at Lot 2 Forrest Location Port Hedland (File No.: 129011G)

Officer	Andrew Patterson Planning Officer
Date of Report	11 September 2007
Disclosure of Interest by Officer	Nil

Summary

Council has received an application for planning approval from the owners of lot 2 Forrest Location, The Buckley Family Trust, to construct an office building for use by an existing transport depot. The existing Storage Area/Depot/Laydown Area has been approved under delegated authority on 8 August 2006.

The subject land comprises 30.058 hectares and is zoned "Rural" in the *Town of Port Hedland Town Planning Scheme No. 5 (TPS 5)*.

This item is referred for Council approval as Council has previously indicated that it wishes to determine all applications for planning approval in this area.

Background

The applicant is seeking Council approval to construct an additional office building with dimensions 13.7m x 4.2m x 3.2m. The proposed structure is to be clad in colourbond trimdeck to match the adjacent existing workshop.

The proposed office is to replace the existing office with dimensions of 12.04m x 9.14m, resulting in a net reduction in office space of approximately 50 m².

In addition to the additional office, the applicant is proposing to construct a parasol roof to cover both the existing and proposed office buildings. The parasol roof is to be constructed of similar material as the office with colour to match.

None of the structures are visible from a gazetted road, and so visual amenity is not addressed as a significant issue.

The location of transport industries is a matter currently under consideration as a component of the Land Use Master Plan. The current recommendation is that there be land released and developed specifically for transport businesses, located convenient to major transport routes and destinations, and appropriately located to avoid other conflicting uses.

As this lot is owned freehold, and is operating with a valid approval, it is unlikely that this operation will relocate unless the operational growth comes to exceed the limits of the current approval, and Council grants no further extensions or approvals. It is relevant to note that the current approval dated 8 August 2006 contains the following condition:

“6. A maximum of fifteen (15) road trains are to occupy the site at any one time.”

Should the business operator therefore wish to operate in excess of this restriction, a further Planning Approval is required, and reconsideration of the size of any permitted transport business be addressed at that time.

As Council approved the conversion of the existing office servicing this facility into a dwelling at its Ordinary Meeting on 26 September 2007, this application does not constitute an expansion of the industrial use, and will only provide a net increase of one dwelling to the site.

Consultation

Building Services: no objection and has advised that a building licence is required for this development.

Environmental Health Services: no objection.

Statutory Implications

The Town of Port Hedland Town Planning Scheme No. 5 zones the land “Rural” and lists the use “Storage Facility/Depot/Laydown Area as an “AA” use, requiring Council approval.

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

The applicant has submitted planning fees of \$138, reflecting a development cost of \$60,000 to account 1006326 – Town Planning Fees.

Officer’s Comment

As noted in this report, the proposed office will not increase the operational capacity of the transport company should the existing office also be converted into a dwelling as proposed.

The existing road train depot is currently operating with appropriate and sufficient planning approvals, and the net result in approving this application is that the office function for the depot will shift closer to the operational buildings. No increased operational capacity is permitted without specific Council approval.

The current planning controls, restricting the expansion of the use of the land for a transport depot, are also considered adequate to ensure this lot does not expand beyond approved levels.

As the current use for the land exists without causing significant adverse impact on the local amenity, it is recommended that this application be approved, subject to conditions.

Attachments

Elevations/floorplan
Site Plan

6:29 pm Councillor George J Daccache left the room

200708/048 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr A A Gear

Officer's Recommendation

That Planning Consent be granted to Rita Buckley on behalf of the Buckley Family Trust for the construction of a STORAGE FACILITY/DEPOT/LAYDOWN AREA at Lot 2 Forrest Location 126 Port Hedland, as outlined in the Application received 13 August 2007 (Application 2007/207) and indicated on the approved plans, subject to the following conditions:

- 1. This approval to remain valid for a period of twenty-four (24) months if development is commenced within twelve (12) months, otherwise this approval to remain valid for twelve (12) months only (PS).**
- 2. The approved structure must only be used for activities that are related to the predominant use of the land.**
- 3. The colours of the proposed office are to blend with those of the existing development or environment to the satisfaction of the Manager Planning.**

4. Prior to the submission of a Building Licence Application the submission to and approval of a parking and accessways location plan showing sufficient on-site parking bays and accessways to comply with the requirements of Town Planning Scheme No.5 – Appendix 7 and Appendix 8 in relationship to all approved uses the subject of this approval or already approved for the site all to the satisfaction of the Manager Planning.
5. In regard to condition 4, all works shall be completed within 60 days of the plan being approved by the Town and all to the satisfaction of the Manger Planning.
6. A detailed landscaping plan to be submitted and approved the Manager Planning within 30 days of the date of this approval. The plan to include location, species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001.
7. Landscaping and reticulation to be established in accordance with the approved detailed plans within 60days of the landscaping plan being approved by the Town and thereafter maintained to the satisfaction Manager Planning.
8. All stormwater shall be retained on-site and disposed of to the specifications of the Engineering Department and to the satisfaction of the Manager Planning.
9. The design levels of the proposed office shall be submitted with the building license application, and shall be to the satisfaction of the Manager Planning.

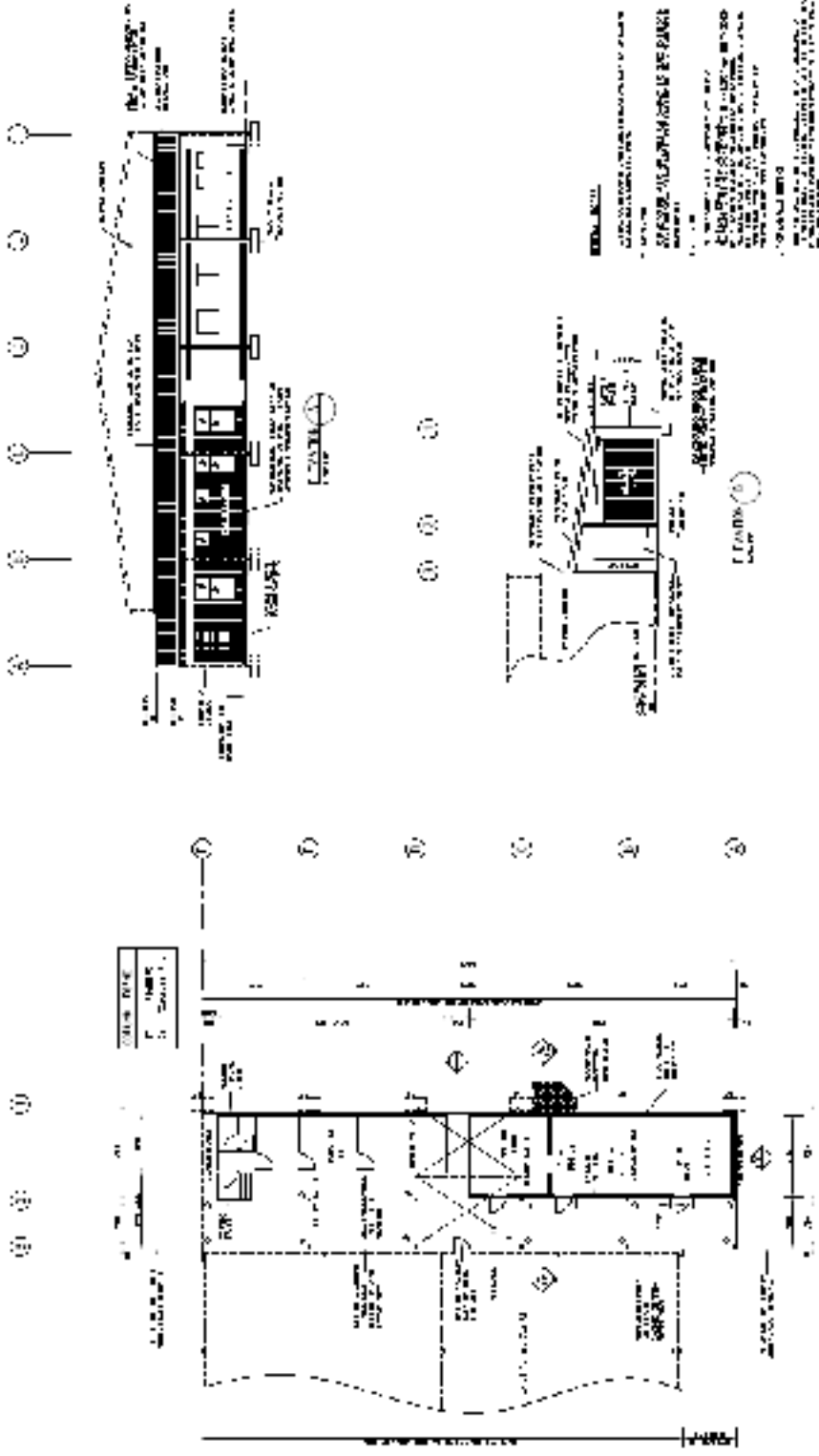
FOOTNOTES:

10. You are advised that this is a Planning Approval only and the Developer is responsible for complying with all relevant building, health and engineering requirements.
11. The applicant is advised that a building license is required for this development.
12. The proposed development must not interfere with existing effluent disposal system(s).
13. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

14. The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year cycle of flooding could affect any property below the ten (10) metre level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building Licence is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.

CARRIED 8/0

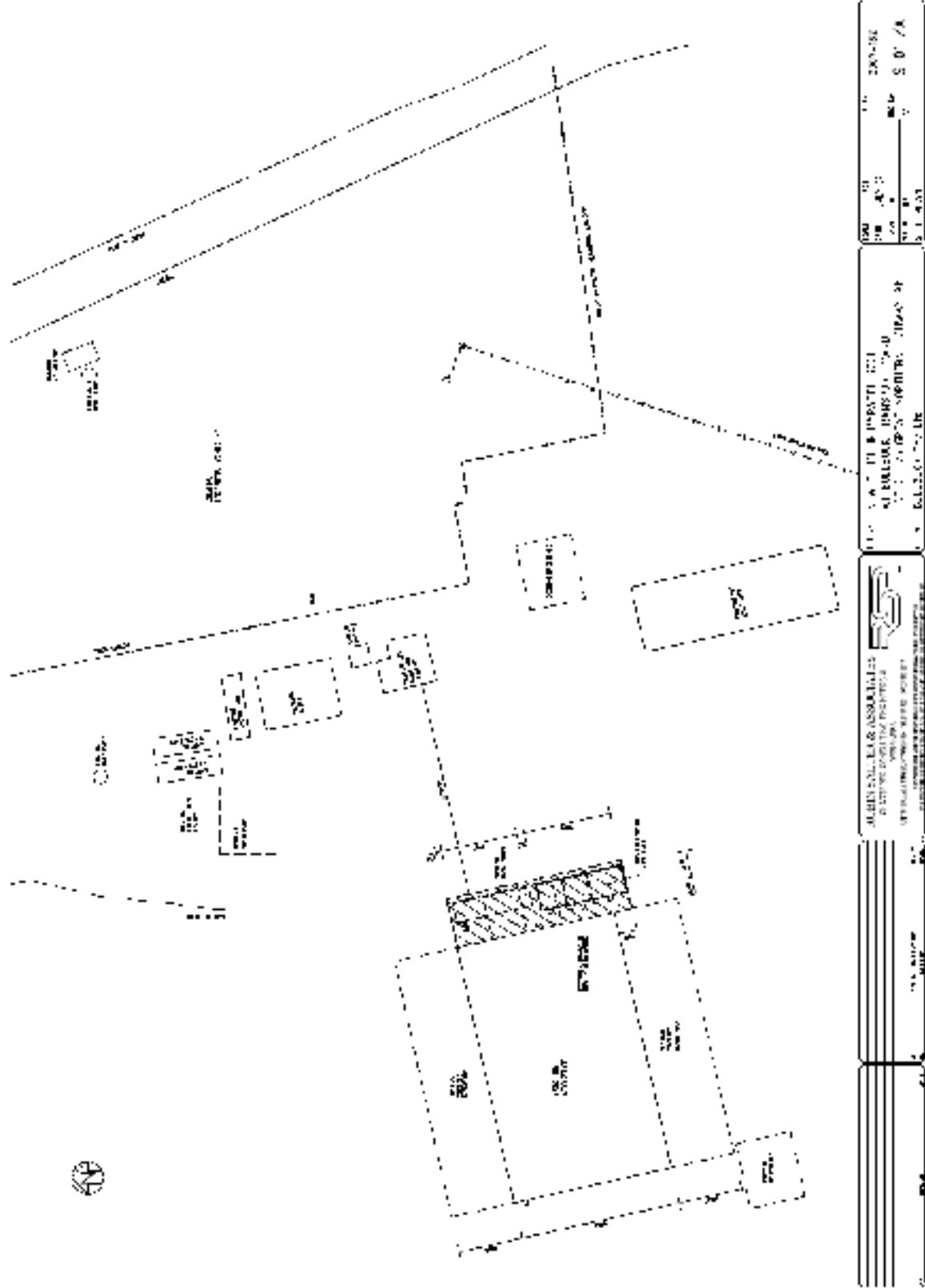
ATTACHMENT 1 TO AGENDA ITEM 11.2.2.2



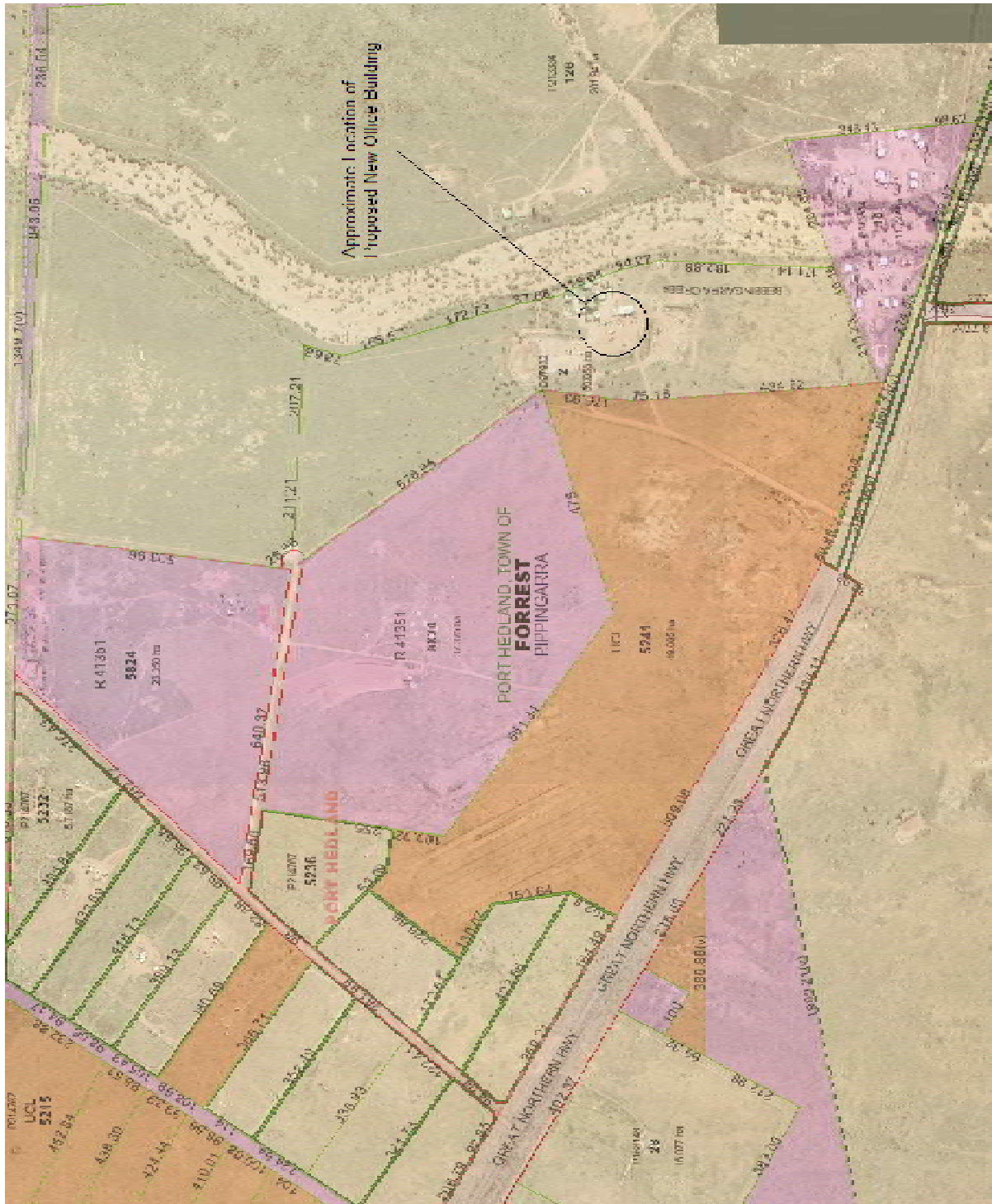
REAR WALL TO BE REPAIRED

		PROJECT NO: 1001-02 DATE: 28/10/07 DRAWN BY: A. O' / A. CHECKED BY: J. J.
ROBERT GILLER & ASSOCIATES ARCHITECTS 1001-02 1001-02		PROJECT NO: 1001-02 DATE: 28/10/07 DRAWN BY: A. O' / A. CHECKED BY: J. J.
PROJECT NO: 1001-02 DATE: 28/10/07 DRAWN BY: A. O' / A. CHECKED BY: J. J.		PROJECT NO: 1001-02 DATE: 28/10/07 DRAWN BY: A. O' / A. CHECKED BY: J. J.

ATTACHMENT 2 TO AGENDA ITEM 11.2.2.2



ATTACHMENT 3 TO AGENDA ITEM 11.2.2.2



11.2.2.3 Amendment to Delegation Register (File No.: .../...)

Officer Richard Bairstow
Manager Planning

Date of Report 22 October 2007

Disclosure of Interest by Officer Nil

Summary

A report to consider amendments to Councils delegation register to reduce the time some applicants need to wait for planning approval, was presented to Council in December 2006 but deferred to allow the matter to be clarified.

Background

During the past 6 months (Jan 07 – June 07) the Town of Port Hedland approved some 97 applications for development approval.

Council officers dealt with approximately 70% of these under delegated authority and the balance were referred to Council for determination.

Some 38 reports were prepared including duplicate reports that were required where meeting quorum requirements meant that relatively straightforward items could not be considered at a meeting.

Whenever an application is referred to Council the approval process is typically six weeks longer than when determined under delegated authority. In each case the normal assessment is undertaken, but in addition, the assessing officer drafts the report which is then proofread and potentially modified by the Director and CEO. Along with scanning and printing of attachments, plans and additional information, this process averages well in excess of four hours of officer time.

Of the 38 reports and recommendations prepared for Council consideration in this period, Council only modified three. And while clearly some of the remaining 35 applications would have been referred to Council because they were contentious or strategically significant, the fact remains that reducing the number of unnecessary reports referred to Council could free many hours of officer time to be applied to dealing with applications. This is estimated at as much as 180 hours per annum, which will significantly reduce the turn around time for applicants.

Consultation

No external consultation was required in the preparation of this report

Statutory Implications

Town of Port Hedland Town Planning Scheme No. 5 states (in part)

“9.2.1 The council may, either generally or in a particular case or particular class of cases, by resolution passed by an absolute majority of Council, delegate to: an officer of the council, any power or duty imposed on the Council under this Scheme.”

Council currently delegates a number of such duties to the Director Regulatory and Community Services (Delegation 40 Town Planning Scheme No. 5).

Policy Implications

There are no policy implications.

Strategic Planning Implications

There are no direct implications in relation to Councils' adopted strategic plan.

Budget Implications

There are no budgetary implications arising from the Officer's Recommendation.

Officer's Comment

It is essential for Council, as the elected representatives of the community, to ensure the community's interests are represented in the exercise of its powers under the town Planning and Development Act. It is similarly important to ensure that wherever possible, applications are determined without undue delay.

Delegation of authority enables staff to make determinations that would be in line with Council policy and is an effective mechanism used universally by Council over many years.

In December 2006 an amended delegation was proposed but not accepted by Council, which adopted the following resolution.

“That:

- j) the 2006 Delegated Authority be adopted as Council's 2007 Delegated Authority Register, subject to the*

removal of the existing delegation of subdivisions of more than 10 properties; and

- ii) Chief Executive Officer to submit to Council specific suggestions of delegations sought and justification thereof.”*

“REASON: Council sought to adopt the current 2006 Delegated Authority as the 2007 Delegated Authority Register, with the removal of the existing delegation of subdivisions of more than 10 properties; and request the Chief Executive Officer to submit suggestions of any further specific delegations with justification for consideration by Council.”

The Town Planning provision of the delegated authority register proposed in December 2006 has been reviewed and with a relatively straightforward amendment, can be adopted to facilitate an efficient, timely approvals process that allows an improved level of review and consideration by Council. (The attached table)

The revised process proposes to circulate a weekly list of proposed planning decisions before approvals are issued. This will enable Councilors to view the intended decisions and request that significant items are presented for consideration at a Council meeting (effectively “calling in” the application). The Council will be able to have remaining proposals processed within policy and legislative constraints under delegated authority. This would inevitably reduce delays and cost to most applicants.

The relevant section of the Delegated Authority Register proposed in December 2006, would need to be adopted in a modified form that included the following clause under the heading “CONDITIONS AND EXCEPTIONS TO DELEGATED AUTHORITY”

A list of all development applications intended for determination under delegated authority shall be circulated to all Councilors each week and at the request of two or more Councilors any application on the list will be referred to Council for determination.

Attachments

Attachment No. 1 – Spreadsheet comparison of the existing Notices of Delegation and the proposed changes with an officer’s comment on each change.

Officer's Recommendation

That Council:

- i) amends Delegation Number 40 (Town Planning Scheme No.5) to read:

“DELEGATION NUMBER 40 (Town Planning Scheme No. 5)

LEGISLATIVE POWER	Town Planning Scheme No. 5 – Clause 9.1 and 9.2
DELEGATION SUBJECT	Town Planning Scheme No. 5
DELEGATE	Chief Executive Officer; Director Community and Regulatory Services; or Manager Planning

Subject to:

1. A list of all planning applications intended for determination under delegated authority shall be circulated to all Councillors each week & at the request of two or more Councillors within 3days of the list's circulation any application on the list will be referred to Council for determination.
2. A list of all development applications determined under delegated authority shall be incorporated in the Council's agenda & minutes each month.

Authority to:

1. Development

Authority to deal with the following:

- a. 'P' use
Approve (with or without conditions) or Refuse all development applications where the proposed use is a 'P' use in the Town Planning Scheme No.5;
- b. 'AA' use
 - i. If advertising is not undertaken Approve (with or without conditions) or Refuse all development applications where the proposed use is listed as an 'AA' use in the Town Planning Scheme No.5;
 - ii. If advertising is undertaken, then where no valid objections are received during the advertising process, Approve (with or without conditions) or Refuse all development applications where the proposed use is listed as an 'AA' use in the Town Planning Scheme No.5; or

iii. Where valid objections have been received a Council determination is required.

Note: The validity of an objection will be determined by the CEO following consultation with the Mayor (or in the absence of the Mayor, the Deputy Mayor);

c. 'IP' use

Approve (with or without conditions) or Refuse all development applications where the proposed use is an 'IP' use in the Town Planning Scheme No 5;

d. 'SA' use

Approve (with or without conditions) or Refuse all development applications where the proposed use is listed as a 'SA' use in the Town Planning Scheme No 5 where no valid objections were received during the statutory advertising process. Where valid objections have been received Council determination is required.

Note: The validity of an objection will be determined by the CEO following consultation with the Mayor (or in the absence of the Mayor, the Deputy Mayor); and

e. '-' use

Refuse all applications that are listed as an '-' use in the Town Planning Scheme No 5.

2. Scheme Amendments

Forward Town Planning Scheme Amendments to the Planning Commission for final approval in the case of:

a. There being no submissions received during the statutory advertising period; and

b. The proposal is non-contentious nature.

The date of adoption of Council's final approval shall be the date of the next Council Ordinary Meeting following the closing date of the advertising period.

3. Compliance

Undertake legal action that involves Council-incurred costs beyond the planning budget allocation defending its position in relation to breaches of planning conditions and/or breaches of Council's Town Planning Scheme shall not be undertaken without prior consideration of the Council.

4. Property Access

That Officers employed in the following positions are granted power of entry under the Town Planning Scheme No. 5 Clause 9.1(c):

Chief Executive Officer;

Director Community and Regulatory Services;

Manager Planning;

Planning Officer(s); and
Planning Assistant(s).

Subject to:

- a. That entry be required for reasonable purpose and be carried out at a reasonable time;
 - b. Notice of one (1) week be given to the property owner prior to entry; and
 - c. This authorisation shall not be executed without prior approval of the Council's Chief Executive Officer or Directors"
2. Includes Delegation Number 40A (Town Planning and Development Act) to read:

"DELEGATION NUMBER 40A (Miscellaneous – Planning Functions)

LEGISLATIVE POWER	Various
DELEGATION SUBJECT	Miscellaneous – Planning Functions
DELEGATE	Chief Executive Officer; Director Community and Regulatory Services; or Manager Planning

Subject to:

Nil

Authority to:

1. Deal with all matters, which arise out of the imposition of conditions on the planning approvals.
2. Determine Council's position with respect to any mediation process resulting from an Appeal following consultation with the Mayor (or in the absence of the Mayor the Deputy Mayor).
3. Road Closures
 - i) May forward Road Closure Applications direct to the Department of Land Administration in the event of:
 - ii) There being no submissions received during the statutory advertising period; and
 - iii) The proposal is non-contentious nature.
 - iv) The date of Council's adoption of the Road Closure Action following conclusion of the advertising period shall be the date of the next Council Ordinary Meeting.

4. Statutory Documents which from time to time are required to be signed provided they are consistent with the Council's Strategic Plan and/or Policy requirements, consistent with proper and orderly planning and best practice principles."
3. Amends Delegation Number 42 (Subdivisions) to read:

"DELEGATION NUMBER 42 (Town Planning Development Act 2005)

LEGISLATIVE POWER	Town Planning & Development Act (Sections 20 & 24)
DELEGATION SUBJECT	Subdivision
DELEGATE	Chief Executive Officer; Director Community and Regulatory Services; or Manager Planning

Subject to:

1. Applications for subdivision are to be included in the list of planning applications intended for determination under delegated authority, which is to be circulated to all Councillors each week, & at the request of two or more Councillors within 3days of the list's circulation any application on the list will be referred to Council for determination.
2. Applications for subdivision that determined under delegated authority shall be incorporated in the Council's agenda & minutes each month.
3. Any application for Subdivision, which is not consistent with the adopted Council Policy, shall be referred to council for a decision.

Authority to:

Subdivisions

Undertake all matters relating to the performance of Council's functions with regard to Subdivisions under S24 of the Planning & Development Act 2005 with the exception of any subdivisional applications that create greater than 10 new properties. These applications shall be referred to Council for determination. (Note; S24 relates to objections & recommendations regarding subdivisions.)"

200708/049 Council Decision

Moved: Cr A A Gear

Seconded: Cr A A Carter

That Council lay Agenda Item 11.2.2.3 'Amendment to Delegation Register' on table until Councillors have received an updated copy of Delegation Register; and following a proposed workshop with Council's management staff.

CARRIED 9/0

REASON: Elected members preferred to consider any amendments to the Delegation Register upon receipt of an updated Delegation Register; and following a proposed workshop/forum with various Council managers to be held in the coming month.

Comparison of current and Proposed Delegation

Extract from Delegation Register for 2007 (Current)	Proposed Amendment to Delegation Register	Comments
<p>Delegation Number 40 (Town Planning Scheme No.5)</p> <p>Legislative Power - Town Planning Scheme No.5 - Clause 9.2 Delegation Subject - Town planning Scheme No.5</p> <p>Delegate - Director Community & Regulatory Services</p> <p>1. For the purposes of carrying out & completing the Town Planning Scheme & to ensure its observance, the council may delegate to the Director Community & Regulatory Services any of the powers which it is entitled to exercise by virtue of the scheme. 2. Any officer of the Council who exercises any power delegated pursuant to the preceding provision shall exercise such power strictly in conformity with the provisions of the Scheme and in particular any policy made by the Council there under. 3. A list of Planning Applications approved under this delegation is to be provided to Council through the Councillors Information Bulletin The Following functions of Council are, in accordance with the Clause 9.2 of Town Planning Scheme No.5, delegated to the Director Community & Regulatory Services:</p> <p>1. Land Uses The Director Community & Regulatory Services may: a) Determine all applications to commence development where the proposed use is a 'F' use listed in the zoning table of the Town Planning Scheme;</p>	<p>Delegation Number 40 (Town Planning Scheme No.5)</p> <p>Legislative Power - Town Planning Scheme No.5 – Clauses 9.1 and 9.2 Delegation Subject - Town planning Scheme No.5</p> <p>Delegation to: Chief Executive Officer; Director Community & Regulatory Services; or Manager Planning</p> <p>Subject to:</p> <p>1. A list of all planning applications intended for determination under delegated authority shall be circulated to all Councillors each week & at the request of two or more Councillors within 3days of the list's circulation any application on the list will be referred to Council for determination. A list of all development applications determined under delegated authority shall be incorporated in the Council's agenda & minutes each month</p> <p>Authority to: 1. Development Authority to deal with the following: a) 'F' use Approve (with or without conditions) or Refuse all development applications where the proposed use is a 'F' use in the Town Planning Scheme No.5;</p>	<p>Expanded delegation to include the Chief Executive Officer and Manager Planning.</p> <p>Provides Council with the ability to see all planning applications prior to their determination and to call any of these applications in for Council determination</p> <p>Consistent with current practice</p> <p>More appropriate description</p>

<p>b) Determine all applications to commence development where the proposed use is 'AA' use listed in the zoning table of the Town Planning Scheme; and</p>	<p>b. 'AA' use</p> <ul style="list-style-type: none"> i. If advertising is not undertaken Approve (with or without conditions) or Refuse all development applications where the proposed use is listed as an 'AA' use in the Town Planning Scheme No.5; ii. If advertising is undertaken, then where no valid objections are received during the advertising process, Approve (with or without conditions) or Refuse all development applications where the proposed use is listed as an 'AA' use in the Town Planning Scheme No.5; or iii. Where valid objections have been received a Council determination is required. <p>Note: The validity of an objection will be determined by the CEO following consultation with the Mayor (or in the absence of the Mayor, the Deputy Mayor);</p>	
<p>d) Approve all applications to commence development where the use is an 'SA' use listed in the zoning table of the Town Planning Scheme provided that:</p> <ul style="list-style-type: none"> - Advertising has been completed on accordance with the scheme - All councillors have been advised (in writing) prior to the advertising of the development proposal during the prescribed advertising period - No objections are raised during the advertising period. 	<p>c. 'IP' use</p> <p>Approve (with or without conditions) or Refuse all development applications where the proposed use is an 'IP' use in the Town Planning Scheme No 5;</p> <p>d. 'SA' use</p> <p>Approve (with or without conditions) or Refuse all development applications where the proposed use is listed as a 'SA' use in the Town Planning Scheme No 5 where no valid objections were received during the statutory advertising process. Where valid objections have been received Council determination is required.</p> <p>Note: The validity of an objection will be determined by the CEO following consultation with the Mayor (or in the absence of the Mayor, the Deputy Mayor); and</p>	<p>Currently no delegation exists</p>
<p>c) Refuse all applications to commence development where the proposed use is an '-' use listed in the zoning table on the Town Planning Scheme</p> <p>Where a Councillor or a member of the public, or the proposal receives any objection may have an effect on the amenity or the orderly and proper planning of the locality the application is to be referred to Council for determination.</p>	<p>e. '-' use</p> <p>Refuse all applications that are listed as an '-' use in the Town Planning Scheme No 5.</p> <p>Recommend deletion</p>	<p>Recommend deletion as the new delegation includes references to conditions within the delegation associated with the type of Use Classification.</p>

<p>2. Conditions The Director Community Development Services has the authority to impose conditions on any approval to commence development that relates to the proper and orderly planning of the locality.</p>	<p>Recommend deletion</p>	<p>Recommend deletion as the new delegation includes references to conditions within the delegation associated with the type of Use Classification.</p>
<p>3. Internal Appeals System Should an applicant or an owner of land the subject of an application be aggrieved by a decision of the Director of Community Development Services exercising a discretionary power under the Scheme, the applicant or an owner of the land subject of an application may appeal to Council for a consideration of the decision.</p>	<p>Recommend deletion</p>	<p>Recommend deletion as the Scheme already provides the applicant with the opportunity to have conditions reconsidered except if a Refusal is issued. It should be noted that both the Scheme provision and current delegation process impinge on the permissible time frames (28 days) associated with the appeal rights of an applicant to the State Administrative Tribunal (SAT)</p>
<p>4. Residential Planning Codes (R-Codes) The Director Community Development Services may determine all requests for variations of development requirements conferred to Council pursuant to the provisions of the Residential Planning Codes</p>	<p>Recommend deletion</p>	<p>Recommend deletion as the type of Use Classification deals with the Residential Planning Codes issues. A separate policy and/or Scheme Amendment is recommend to allow building to determined minor R Code variations.</p>
<p>5. Grouped Dwellings The Director Community Development Services may approve or refuse all applications for grouped dwellings developments within the "Residential" zones comprising of two (2) grouped dwelling units</p>	<p>Recommend deletion</p>	<p>Recommend deletion as matter addressed by the List of Planning Applications to be forwarded to Councillors each week</p>
<p>6. Outbuildings The Director Community Development Services may approve all applications for outbuildings not exceeding a maximum combined floor area of 100M² For the purpose of this delegation an "outbuilding" means detached building appurtenant to be used in conjunction with a dwelling as: i) A storage shed; ii) A carport / garage; iii) A stable; and iv) A combination of the above, But not as a residential or a workshop for commercial purposes</p>	<p>Recommend deletion</p>	<p>Recommend deletion as matter addressed by the List of Planning Applications to be forwarded to Councillors each week</p>
<p>7. Buildings Setbacks The Director Community Development Services may approve or refuse all applications for a variation to building setback requirements</p>	<p>Recommend deletion</p>	<p>Recommend deletion as matter addressed by the List of Planning Applications to be forwarded to Councillors each week</p>

<p>8. Carports on Corner Lots for Single Residential Dwellings The Director Community Development Services may determine that a setback for a carport on a corner lot on the following basis not withstanding any requirement of the Residential Planning Codes:</p> <ul style="list-style-type: none"> i) On a primary street frontage, the carport shall be setback not less than 3.0 metres; and ii) On a secondary street frontage, the carport shall be setback not less than 1.5 metres. 	<p>Recommend deletion</p>	<p>Recommend deletion as current planning practices make this requirement undesirable in most circumstances</p>
<p>9. Home Occupations The Director Community Development Services may grant Planning Consent for a Home Occupation where:</p> <ul style="list-style-type: none"> i) The proposal complies with the Town Planning Scheme and any Policy, ii) No submission are received during the advertising period, and iii) The proposal is non-contentious nature. <p>All other Home Occupations proposals to be referred to Council</p>	<p>Recommend deletion</p>	<p>Recommend deletion as the matter is suitably dealt with as part of the so to be finalised Local Planning Policy and associated Scheme Amendment</p>
<p>10. Scheme Requirements The Director Community Development Services may forward Town Planning Scheme Amendments to the Planning Commission for final approval in the case of:</p> <ul style="list-style-type: none"> i) There being no submissions received during the statutory advertising period; and ii) The proposal is non-contentious nature. <p>The date of adoption of Council's final approval shall be the date of the next Council Ordinary Meeting following the closing date of the advertising period.</p>	<p>2. Scheme Amendments Forward Town Planning Scheme Amendments to the Planning Commission for final approval in the case of:</p> <ul style="list-style-type: none"> a. There being no submissions received during the statutory advertising period; and b. The proposal is non-contentious nature. <p>The date of adoption of Council's final approval shall be the date of the next Council Ordinary Meeting following the closing date of the advertising period.</p>	<p>Function is not tied to one person</p>
<p>11. Endorsement Of Statutory Documents The Director Community Development Services is the delegated officer for the purposes of endorsing the following statutory documents:</p> <ul style="list-style-type: none"> i) Planning Consent Approval and Refusal Notices. 	<p>Recommend deletion</p>	<p>Recommended to be deleted as the matter has been dealt with under Delegation Number 43, with the exception of the planning consent, which is implied in this section</p>
<p>12. Road Closure Actions The Director Community Development Services may forward Road Closure Applications direct to the Department of Land Administration in the event of:</p> <ul style="list-style-type: none"> i) There being no submissions received during the statutory advertising period; and ii) The proposal is non-contentious nature <p>The date of Council's adoption of the Road Closure Action following conclusion of the advertising period shall be the date of the next Council Ordinary Meeting.</p>	<p>Recommend deletion</p>	<p>Recommended to be deleted as the matter has been dealt with under Delegation Number 43</p>

	<p>3. Compliance Legal action that involves Council-incurring costs beyond the planning budget allocation defending its position in relation to breaches of planning conditions and/or breaches of Council's Town Planning Scheme shall not be undertaken without prior consideration of the Council.</p> <p>4. Property Access That Officers employed in the following positions are granted power of entry under the Town Planning Scheme No. 5 - Clause 9.1(c): Chief Executive Officer; Director Community and Regulatory Services; Manager Planning; Planning Officer(s); and Planning Assistant(s).</p> <p>Subject to:</p> <ol style="list-style-type: none"> a. That entry be required for reasonable purpose and be carried out at a reasonable time; b. Notice of one (1) week be given to the property owner prior to entry; and c. This authorisation shall not be executed without prior approval of the Council's Chief Executive Officer or Directors. 	<p>Acknowledges recent decision of Council in regard to the Compliance Procedure</p> <p>Is a variation to the decision previously made by Council but is necessary to ensure that Planning Staff are suitably authorised to access properties in relation to compliance related matters. Its inclusion allows Council to review the delegation on an annual basis as required by the previous Council decision. It is strongly recommended that Council reconsider the subject to Clauses as these will create significant issues when dealing with compliance and/or breach related matters with regard to the Town Planning Scheme. These may also create legal issues with regard to officers authority to collect evidence or the like in regard to compliance and/or breach related matters.</p>
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DELEGATION NUMBER 40A (MISCELLANEOUS – PLANNING FUNCTION)

	<p>Delegation Number 40a (Miscellaneous Planning Functions): Legislative Power: Various Delegation Subject: Miscellaneous Planning Functions Delegation to: Chief Executive Officer; Director Community & Regulatory Services; or Manager Planning Under the following legislative powers: To be specified within the decision process Subject to: Nil Authority to: Deal with all matters which arise out of the imposition of conditions on the planning approvals. Determine Council's position with respect to any mediation process resulting from an Appeal following consultation with the Mayor (or in the absence of the Mayor the Deputy Mayor). Road Closures May forward Road Closure Applications direct to the Department of Land Administration in the event of: i) There being no submissions received during the statutory advertising period; and ii) The proposal is non contentious nature The date of Council's adoption of the Road Closure Action following conclusion of the advertising period shall be the date of the next Council Ordinary Meeting. Statutory Documents which from time to time are required to be signed provided they are consistent with the Council's Strategic Plan and/or Policy requirements, consistent with proper and orderly planning and best practice principles.</p>	<p>Relocated from Delegation Number 40 (12) to this Delegation as it is considered to be a Miscellaneous Planning function.</p> <p>Necessary to cover infrequent and procedural planning matters not covered by specific delegation.</p>
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DELEGATION NUMBER 42 (SUBDIVISIONS) – Rename to [TOWN PLANNING DEVELOPMENT ACT 2005]	
Delegation Number 42 (Subdivisions):	Delegation Number 42 (Subdivisions):
Legislative Power - Town Planning & Development Act (Sections 20 & 24) Delegate Subject - Subdivision	Legislative Power: Town Planning & Development Act (Sections 20 & 24) Delegation Subject: Subdivision
Delegate: Director Community & Regulatory Services	Delegation to: Chief Executive Officer; Director Community & Regulatory Services; or Manager Planning Subject to: Applications for subdivision are to be included in the list of planning applications intended for determination under delegated authority which is to be circulated to all Councillors each week & at the request of two or more Councillors within 3days of the list's circulation any application on the list will be referred to Council for determination.
	Applications for subdivision that determined under delegated authority shall be incorporated in the Council's agenda & minutes each month. Any application for Subdivision, which is not consistent with the adopted Council Policy, shall be referred to council for a decision.
	Authority to:
The Director Community & Regulatory Services is delegated authority to endorse subdivision referral pro - forms for the purposes of Pt III Sections 20 & 24 of the Town Planning & Development Act 1928 with notification to Council In addition the Director Community & Regulatory Services is delegated authority to certify compliance with subdivision conditions for the purposes of Pt III Sections 20 & 24 of the Town Planning & Development Act 1928. Note: At its Ordinary Meeting held 13 December 2006, Council resolved as follows: "...I) the 2006 Delegated Authority be adopted as Council's 2007 Delegated Authority Register, subject to the removal of the existing delegations of subdivisions of more than 10 properties; and..."	Undertake all matters relating to the performance of Council's functions with regard to Subdivisions under S24 of the Planning & Development Act 2005 with the exception of any subdivisional applications that create greater than 10 new properties. These applications shall be referred to Council for determination. (Note: S24 relates to objections & recommendations regarding subdivisions.)
	Removes ambiguity without changing practice

11.2.3 Community and Economic Development**11.2.3.1 *The Alliance Calendar of Major Events (File No.: 15/01/...)***

Officer Julie Broad
Manager Community and
Economic Development

Date of Report 18 October 2007

Disclosure of Interest by Officer Nil

Summary

For Council to consider the proposed Alliance Calendar of Major Events

Background

The Alliance partnership between BHP Billiton Iron Ore (BHPBIO) and Council has been formed to support activities that develop arts, heritage and culture in the community.

A key strategy to achieving this aim is a Calendar of Major Events for the community. Council and BHPBIO have determined that at least six events will be presented each year, with a \$360,000 over three (3) years funded through the Alliance agreement.

Officers Comments

A draft document was presented to BHPBIO in the Alliance Advisory Committee meeting 26 June 2007, and accepted by the then Superintendent, Community & Public Relations. With the commencement of the Manager Community & Economic Development, the draft was reviewed and inclusion of a youth event recommended.

The proposed Alliance Calendar of Major Events presents a variety of cultural experiences, to appeal to a broad cross section of the community.

The Alliance Major Events Calendar

EVENT	2006/07	2007/08	2008/09	Total \$
Australia Day (26 th January)	-	10,000	15,000	25,000
Multicultural Festival (April)		20,000	15,000	35,000
Oresome Festival & Welcome to Hedland (May)	-	20,000	30,000	50,000
Spinifex Spree multi-event festival (Aug 07; 25 th /26 th July 08)	40,000	40,000	55,000	135,000
Nindji Nindji Festival (August) * biennial	-	-	17,000	17,000
Arts and Music Festival (15 th Sept 07; Sept 08)	3,000	10,000	20,000	33,000
Youth Festival (Nov 15 th / 16 th 07)	20,000	20 000	25,000	65,000
Totals	63,000	120, 000	177,000	360,0000

The agreement between BHPBIO and Council stipulates that the Calendar of Major Events, once endorsed by BHPBIO and Council's CEO, is to be presented to Council for adoption.

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

KRA 2 – COMMUNITY PRIDE

Goal 2 – Events: That the Town annually hosts a series of well attended community events.

Strategy 1. Play an integral role in the coordination, operation and communication of community events via a range of strategies including:

- Managing and operating at least six major community events per annum.
- Supporting community groups who are operating community events through training, support advice and, where appropriate, financial support.
- Coordination and wide-scale communication of the community events calendar

Budget Implications

There are no budget implications. BHPBIO has funded a series of at least six community events through, with \$360,000 over three (3) years funded through The Alliance partnership agreement.

Officer's Recommendation

That the following Calendar of Events be adopted as the Alliance Major Events Calendar for 2007-2009

EVENT	2006/07	2007/08	2008/09	Total \$
Australia Day (26 th January)	-	10,000	15,000	25,000
Multicultural Festival (April)		20,000	15,000	35,000
Oresome Festival & Welcome to Hedland (May)	-	20,000	30,000	50,000
Spinifex Spree multi-event festival (Aug 07; 25 th /26 th July 08)	40,000	40,000	55,000	135,000
Nindji Nindji Festival (August) * biennial	-	-	17,000	17,000
Arts and Music Festival (15 th Sept 07; Sept 08)	3,000	10,000	20,000	33,000
Youth Festival (Nov 15 th / 16 th 07)	20,000	20 000	25,000	65,000
Totals	63,000	120, 000	177,000	360,0000

200708/050 Council Decision

Moved: Cr A A Carter

Seconded: Cr A A Gear

That:

- i) the following Calendar of Events be adopted as the Alliance Major Events Calendar for 2007-2009

EVENT	2006/07	2007/08	2008/09	Total \$
Australia Day (26 th January)	-	10,000	15,000	25,000
Multicultural Festival (April)		20,000	15,000	35,000
Oresome Festival & Welcome to Hedland (May)	-	20,000	30,000	50,000
Spinifex Spree multi-event festival (Aug 07; 25 th /26 th July 08)	40,000	40,000	55,000	135,000
Nindji Nindji Festival (August) * biennial	-	-	17,000	17,000
Arts and Music Festival (15 th Sept 07; Sept 08)	3,000	10,000	20,000	33,000
Youth Festival (Nov 15 th / 16 th 07)	20,000	20 000	25,000	65,000
Totals	63,000	120, 000	177,000	360,000

- ii) on the weekend closest to 22 October being Council's birthday, an Octoberfest be organised in consultation with the Port Hedland Historical Society.

CARRIED 9/0

REASON: Council sought for an 'Octoberfest' event to be re-established for the Town, which would coincide with Council's birthday.

11.2.3.2 The Alliance Small Grants Scheme : Rounds 4-6 (File No.: 15/01/001)

Officer Julie Broad
Manager Community and
Economic Development

Date of Report 18 October 2007

Disclosure of Interest by Officer Nil

Summary

For Council to consider applications that have been received for The Alliance Small Grants Scheme.

Background

The Alliance Small Grants Scheme has been developed as a key element of The Alliance partnership agreement between Town of Port Hedland and BHP Billiton Iron Ore. Grants are available to individuals and community groups to encourage and support the creation of a community in which artistic, cultural and heritage aspirations will flourish and be sustained.

Round Four -

Requests were received from five applicants for funding round four.

The Alliance Advisory Committee has considered the applications and the recommendation is that four (4) of the applications to be approved, with one (1) to be rejected and referred to the Small Business Centre.

The Alliance Advisory Committee approved the following applications:

1. HARTZ (Hedland Arts Council)
Artists workshops
Amount requested: \$5,000
Grant amount recommended: \$5,000
2. HARTZ (Hedland Arts Council)
Comics workshops
Amount requested: \$3,000
Grant amount recommended: \$3,000
3. Two Foxes Pty Ltd
Images of Nelson Point
Amount requested: \$5,000
Grant amount recommended: \$5,000

4. Hedland Well Women's Centre)
"I won't be here when Frank gets home".
Where are they now? The migrant
women's banner of 1990
Amount requested: \$5,000
Grant amount recommended: \$5,000

Funding is not recommended for:

1. Di Jackson
Creation of promotional and marketing package for the artist.

The application was considered to be for the provision of a business function which would enhance the marketing of the artist's work for commercial sale. It was recommended that the artist be referred to the Small Business Centre for assistance with the requested activities.

TOTAL RECOMMENDED ROUND FOUR: \$18,000

Round Five -

No requests were received from applicants for funding round Five.

Round Six -

Two requests were received from applicants for funding round Six.

The Alliance Advisory Committee has considered the applications and the recommendation is that one of the applications was to be approved, with one to be asked for a more detailed proposal and more specific financial information.

The Alliance Advisory Committee approved the following application:

1. Piers Kelly & Melissa North
Urban Artists workshops and supervision
of installation of Urban artworks at Council's
two new skate parks
Amount requested: \$5,000
Grant amount recommended: \$5,000

Further information is sought from:

1. Dylan Sercombe and Andrew Harmsen: D Productions
Redbank Guestrooms stage performance representing Port
Hedland life.

TOTAL RECOMMENDED ROUND SIX: \$5,000

TOTAL APPROVED ROUNDS FOUR – SIX: \$23,000

Consultation

The Alliance Small Grants Scheme: Round 4 was advertised through the North West Telegraph on 16 June and 23 June 2007.

The Alliance Small Grants Scheme: Round 6 was advertised through the North West Telegraph on 5 September, 12 September and 19 September 2007.

The Alliance Advisory Committee

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

Not specifically identified in the strategic plan.

Budget Implications

Grants approved to the value of \$23,000 from the Alliance Small Grants Scheme.

Officer's Comment

The marketing of the Alliance Small Grants scheme requires review, in order to attract a wider range of applicants. Community development work to build skills in writing grants applications within the community members will be planned, and additional marketing strategies will be developed to promote the Alliance and the Small Grants Scheme.

Officer's Recommendation

That Council approves the following grants as part of The Alliance Small Grants Scheme: Rounds 4-6:

1. HARTZ (Hedland Arts Council)
Artists workshops
Amount requested: \$5,000
Grant amount approved: \$5,000
2. HARTZ (Hedland Arts Council)
Comics workshops
Amount requested: \$3,000
Grant amount approved: \$3,000
3. Two Foxes Pty Ltd
Images of Nelson Point
Amount requested: \$5,000

Grant amount approved: \$5,000

4. Hedland Well Women's Centre)
"I won't be here when Frank gets home".
Where are they now? The migrant
women's banner of 1990
Amount requested: \$5,000
Grant amount approved: \$5,000

5. Piers Kelly & Melissa North
Urban Artists workshops and
supervision of installation of Urban
artworks at Council's two new skate parks
Amount requested: \$5,000
Grant amount approved: \$5,000

6:45 pm Councillor Kelly A Howlett left the room.

6:49 pm Councillor Kelly A Howlett reentered the room and assumed her chair.

200708/051 Council Decision**Moved:** Cr A A Gear**Seconded:** Cr A A Carter**That:**

- i) **Council approves the following grants as part of The Alliance Small Grants Scheme: Rounds 4-6:**

1. **HARTZ (Hedland Arts Council)**
Artists workshops
Amount requested: \$5,000
Grant amount approved: \$5,000

2. **HARTZ (Hedland Arts Council)**
Comics workshops
Amount requested: \$3,000
Grant amount approved: \$3,000

3. **Two Foxes Pty Ltd**
Images of Nelson Point
Amount requested: \$5,000
Grant amount approved: \$5,000

4. **Hedland Well Women's Centre)**
"I won't be here when Frank gets home".
Where are they now? The migrant
women's banner of 1990
Amount requested: \$5,000
Grant amount approved: \$5,000

- 5. Piers Kelly & Melissa North
Urban Artists workshops and
supervision of installation of Urban
artworks at Council's two new skate parks**
- | | |
|-------------------------------|----------------|
| Amount requested: | \$5,000 |
| Grant amount approved: | \$5,000 |

- ii) **an open letter of recommendation be prepared for Artist Di Jackson to present to potential funding bodies, for the purposes of the creation of a promotional and marketing package for the artist.**

CARRIED 9/0

REASON: Council requested an open letter of recommendation be prepared for Artist Di Jackson.

11.2.3.3 **Community Safety & Crime Prevention Plan 2006-2009 (SAF -002)**

Officer Julie Broad
Manager Community and
Economic Development

Date of Report 15 October 2007

Disclosure of Interest by Officer Nil

Summary

This report confirms the top 5 priorities of the recently launched Community Safety and Crime Prevention Plan 2006 – 2009.

Background

The Hedland Community Safety and Crime Prevention (CSCP) Plan was adopted by Council on 22 November 2006 as an agreement between key agencies responsible for the delivery of community services within the Town of Port Hedland to address crime and antisocial behaviour.

Hon. Tom Stephens and Mayor Stan Martin launched the CSCP Plan on 10 August 2007.

From the 27 new and 13 ongoing initiatives, a “top five” were identified as achievable high priority items that can realistically be completed acknowledging the constraints felt by many agencies in Hedland. They are summarised as:

	Priorities	Lead Agencies
1	Establish a Youth Drop in Centre	ToPH
2	Truancy Programme	Police Department of Education and Training
3	Collaborative Youth Development	Department. Community Development
4	Identify and address CPTED issues at South Hedland Shopping Centre	
5	a) Alternative learning delivery to primary & secondary students b) Creation of independent alternate school, hostels for education and development	Pilbara Indigenous Women’s Aboriginal Corp. Indigenous Coordination Centre

In the lead-up to the launch of the CSCPP on 10 August 2007, concerns emerged from several key stakeholders that the priorities of the CSCPP had been changed from those agreed in the 2006 workshops.

A meeting of the CSCPP working group was held on 5 October to review and confirm the priorities of the CSCP Plan prior to these agencies signing to it. At this meeting, it was agreed to amend the third priority to encompass early childhood strategies for the parents and families of 0-5 year old children.

	Priorities	Lead Agencies
1	Establish a Youth Drop in Centre	ToPH
2	Truancy Programme	WA Police Dept Education and Training
3	Develop 'Early Childhood Development Centre'	DET / DfC / PDC In partnership with Health WA Police DIA ICC PDC DCP DOCs DfCommunities (Previously DCD) Homeswest PANGO Key Community groups Town of Port Hedland Industry
4	Identify and address CPTED issues at South Hedland Shopping Centre	ToPH WA Police YIC Business & Community OCP
5	a) Alternative learning delivery to primary & secondary students b) Creation of independent alternate school, hostels for education and development	Pilbara Indigenous Women's Aboriginal Corp. Indigenous Coordination Centre

Consultation

Consultation between TOPH, business and community service agencies has been extensive, and includes:

- The Office of Crime Prevention
- WA Police
- Department for Communities
- Department of Education and Training
- Department of Corrective Services
- Department of Indigenous Affairs
- Department of Housing and Works
- Indigenous Coordination Centre
- BHP Billiton Iron Ore
- Pilbara Indigenous Women's Aboriginal Corporation
- Department of Sport and Recreation
- Department of Health
- Youth Involvement Council
- Bloodwood Tree Association
- Pilbara Association of Non-Government Organisations

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

KRA 3 - Community Development; Goal 6 – Community Safety; Strategy 1 - In conjunction with other stakeholders, develop and implement a new Community Safety/Crime Prevention Plan.

Budget Implications

There are no budgetary considerations for Council in this changed priority.

Officer's Comment

This amendment enhances the focus on familiarity with, and support for school attendance in parents and families within our community. It's aim is to establish an Early Development /Learning Centre in South Hedland which caters for the needs of families from preconception to school age (and beyond).

As such it provides an early pathway to learning behaviours, and opportunity for families to have access to multiple agencies who will provide services to the Early Childhood Development Center once it is established.

The previous priority of Collaborative Youth Development remains in the CSCP Plan, and work continues on the strategies of this area.

Extensive consultation has taken place to develop the CSCP Plan adopted by Council in November 2006. One amendment was made to the CSCPP as requested by stakeholders in January 2007.

The CSCPP working group is collaborative and includes all levels of government, business, community and non-government agencies. It is well placed to set priorities for the community's safety.

Attachments

Minutes of the CSCPP Working Group Meeting 5 October 2007

A copy of the Community Safety and Crime Prevention Plan 2006 – 2009: Updated Priorities October 2007 has been provided to elected members.

200708/052 Council Decision/Officer's Recommendation

Moved: Cr A A Gear

Seconded: Cr J M Gillingham

That Council endorses the new priority in the Community Safety & Crime Prevention Plan 2006 – 2009, of establishing an Early Childhood Development Centre in South Hedland for the whole Town of Port Hedland community.

CARRIED 9/0

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.3

**HEDLAND COMMUNITY SAFETY & CRIME PREVENTION PLAN
WORKING GROUP - MINUTES**

- HELD:** Friday 5 October 2007
Council Chambers,
Town of Port Hedland Civic & Administration Centre
Mc Gregor Street, Port Hedland
- PRESENT:** Fred Davis – Strong Families
Carley Morrell – Youth Involvement Council
Emma Wade – Department for Communities
Geoff Dorrington – WA Police Service
Andy Henshaw – WA Police Service
Matt Lewis – WA Police Service
Julie Broad – TOPH Manager Community & Economic
Development
Stan Martin – Mayor Town of Port Hedland
Terry Sargent – TOPH Director Community & Regulatory
Services
Helen Shanks – Department of Indigenous Affairs
Runga Pillay – Pilbara Population Health
Tim Turner – Indigenous Coordination Centre
- APOLOGIES:** Vicky Jack – Department of Education & Training
Tanya Castellias – Department of Corrective Services
Wendy Clinch – Wirraka Maya Health Service Aboriginal
Corporation
- OPENING:** Commencement of Breakfast at 8am followed by
meeting

AGENDA ITEMS:

SIGNATORIES TO HCSCPP	Discussion led by Cr Stan Martin. Original intent of signatories was agreement between Council and State Government agencies. Now the CSCPP working group has broader consultation, with many non-government agencies involved – some are key stakeholders with lead responsibility for the outcomes of strategies identified in the CSCPP
SET AGENDA	Progress reports on the initiatives and strategies of the CSCPP.
SET REPORTING FORMAT	Simple format of reporting required as document is so large. Report to be one or two lines against each strategy.
MEETING CALENDAR	Either Standing item on RM Forum with a Sub Group reporting to them, or CSCPP working group meets around time of RMF each quarter with progress reports to RMF.

**HEDLAND COMMUNITY SAFETY & CRIME PREVENTION PLAN
WORKING GROUP - MINUTES**

OTHER BUSINESS:

Helen Shanks Regional Manager Department of Indigenous Affairs	Agencies working very collaboratively in Pilbara. People working long hours, contributing huge amount of work to benefit community. Compounded by lack of staff 37 initiatives in CSCPP and many more in each area of government Suggest monthly email of CSCPP information. Agencies now have many of the strategies embedded in their workplans. Try to align CSCPP with other regional meetings Identified as priority in strategies – Hostels, Alternative Learning, Tech College embedded into High School. Include early childhood strategies RMF requested meeting of CSCPP – priorities from September 2006 Council have differed from Council's adopted plan Original CSCPP priorities take precedence over endorsed council priorities
Terry Sargent	Council's strategies prioritised in order of "achievability" by Council.
Runga Pillay Pop. Health	Agreed agencies working together in Pilbara is exceptional – gave many examples of initiatives Youth Forum, etc
Fred Davis Strong Families	Vacuum of action on progress from September to June/July/Aug, many of original September group omitted. Need to reinvolve them. RMF level omits some of the hands-on workers and community – need that level of involvement too.
Stan Martin Mayor - Town of Port Hedland	Invites all to contribute. Regional focus on indigenous employment, Large number of indigenous Youth lacking/ missing education, becoming involved with Drugs/ Alcohol, and lacking exposure to work ethic – look to achieving progress in this area Alternative learning models - Discuss with group and bring recommendation back to group to lobby government CSCPP group best placed to set priorities of Plan, council only one member of the group, 5 priorities stay as endorsed by CSCPP group.
Tim Turner	Have priorities adopted by council changed? 80 – 100 kids involved in missing schooling etc. Needs strong agency collaboration to address the generation that appears to be missing out
Emma Wade	Quarterly meetings in Port Hedland to keep local momentum When RMF meets in Karratha second quarterly CSCPP group will continue to meet in Port Hedland
Matt Lewis	Alice Springs – separate College for indigenous kids, with boarding – lifts educational levels. (See strategy 5 in Top 5 Priorities) Progress reports & ownership a problem with turnover of staff
Julie Broad	Will develop framework for reporting on progress and email each month. Will coordinate timing of CSCPP meetings with RMF.

OTHER:

Nil

CLOSURE OF MEETING:

9.30 am

11.2.3.4 Cyclone George Public Art Work (File No.: 09/02/0005)

Officer Julie Broad
Manager Community and
Economic Development

Date of Report 25 October 2007

Disclosure of Interest by Officer Nil

Summary

Commissioning of a work of Public Art to recognise the impact of Cyclone George on the Port Hedland community in March 2007.

Background

The Cyclone George Relief Fund, (CGRF) set up to compensate residents for damage to property caused by Cyclone George in March 2007, had a surplus of \$15,000 and a possible additional \$10,000 of funds remaining after all eligible claims are settled.

The Committee of the CGRF has requested that these funds be used to commission a Public Art work to recognize the impact of Cyclone George on the Hedland community, and to provide residents of Hedland with a reminder of the solidarity and community spirit demonstrated after Cyclone George.

An Expression of Interest (EOI) was circulated locally, with a closing date of 15 October 2007.

The EOI brief stipulated that

“The Town of Port Hedland Council will select the most suitable art piece proposed and commission the Artist to create the piece with a budget of approximately \$15,000 with the possibility of a further \$10,000 depending on the funds remaining in the Cyclone George Relief Fund once all claims are finalised.”

The concept and scope of the commission was described as:

“The public art piece, in its selected location, will be seen everyday at long and close view by residents and visitors of Hedland, offering a unique opportunity to:

Acknowledge the natural phenomenon of cyclones that affects our Town and incorporate this into the urban landscape through artistic interpretation.

Provide residents of Hedland with a reminder of the solidarity and community spirit demonstrated after Cyclone George.

Contribute to the visual aesthetic of the Town in creating interest and memory for residents and visitors of our Town.”

Three (3) expressions of interest were received by the nominated closing date and time.

These were:

1. Fred Beel: A stylized palm tree under cyclonic wind conditions. \$13,350
2. Randall Canning: Finding Shelter. \$41,088
3. Randall Canning: Around and Around. \$37,088

Consultation

Consultation was held with the following:

- Manager Engineering Technical Services – road, driver and pedestrian safety
- Manager Planning Services – location options congruent with the Land Use Master Plan
- Coordinator Courthouse Art Gallery – assessment of artistic suitability and artists' skills and experience

Statutory Implications Nil

There are no statutory implications

Policy Implications

There are no policy implications

Strategic Planning Implications

Key Result Area 3 – COMMUNITY DEVELOPMENT

Goal Number 7 – Arts & Culture: That the Town is recognized as a location where arts and culture is promoted and quality art work is produced.

Strategy 1. Review the Town's Cultural Plan and implement appropriate strategies.

Budget Implications

There will be no impact on Council's budget.

The \$15,000 budget for the project will be sourced from funds remaining in the Cyclone George Relief Fund, with a possible \$10,000 additional funds once all eligible claims are settled.

Officer’s Comment

The applications were rated against the artist’s skills and ability to develop and install the commissioned artwork, and against the criteria of the Expression of Interest:

Project: Cyclone George March 07
 Contract: EOI ArtWork

Rating System:

- 2 – The information is provided and is acceptable
- 1 – The information is provided but is not acceptable.
- 0 – The information has not been provided.

CRITERION	Fred Beel	Randall Canning “Finding Shelter”	Randall Canning “Round and Round”
1. SKILLS Does the proponent understand the required process? Does the proponent possess the appropriate resources to produce a quality outcome? Is the proponent capable of working with steel products?	2 2 2	2 2 2	2 2 2
2.THE NATURAL PHENOMENON OF CYCLONES Does the proposal acknowledge the natural phenomenon of cyclones that affects our Town and incorporate this into the urban landscape through artistic interpretation	2	2	2
3.Solidarity & community spirit Provide residents of Hedland with a reminder of the solidarity and community spirit demonstrated after Cyclone George	1 Sole tree representing human factor – flexibility of tree demonstrates human spirit bends but does not break	2 Couple sheltering beneath strong support that is bent over them – one cradling another embodies community	1 Objects, animals and humans embedded in vortex of cyclone desperately clinging

CRITERION	Fred Beel	Randall Canning "Finding Shelter"	Randall Canning "Round and Round"
4. CONTRIBUTE TO THE VISUAL AESTHETIC OF THE TOWN in creating visual interest and memory for residents and visitors of our Town	1 The 'loneness' of this tree conveys more solitude than solidarity; A grouping of three may lend solidarity and emulate community standing together. This would increase the rating to (2)	1 The bent element of the strong beam evokes fear; the sheltering couple is also bent. The artist's alternative drawing shows the couple on top of the cyclone effects and more empowered	1 The concept has a lighter edge, with cartoon-like representations embedded in the structure; the human element may be disturbing with the deaths of members of the community in Cyclone George.
5, EXPERIENCE ON SIMILAR PROJECTS Has the proponent produced previous works of a similar sized budget? Has the proponent produced previous works of a similar scale?	2	1	1
AVAILABILITY Is the proponent available to commence works in December 2007? Is the proponent based in and has worked in Port Hedland?	2	2	2
TOTAL SCORE	14 (15)	14	13

The concept of destination points is being incorporated into the Public Open Space plan in South Hedland. Creation of interest at these nodes will encourage people to pause and enjoy the surrounds, rather than simply use the spaces as thoroughfares.

Consultation has indicated that one of these destination points would be more desirable for installation of the public art work (from a traffic management and safety perspective) than a traffic roundabout.

The aim of the artwork is to remind residents and visitors of the solidarity and sense of community demonstrated after Cyclone George.

The entries of Randall Canning both have an element of fear and cowering before the force of the cyclone. The entry 'Around and Around' especially, with human figures in the grip of the vortex, may focus an emphasis on the deaths of members of the community in Cyclone George.

The sole palm tree in the work of Fred Beel embodies the flexibility and resilience of spirit which

"can relate to people and communities as they experience adversities, natural or otherwise."

However the sense of community would be enhanced with a grouping of three palm trees, which would lend solidarity and emulate community standing together. If Council chooses this design, this concept will be further explored with the artist.

Officer's Recommendation

That Council:

- i) commissions local artist Fred Beel to create and install the artwork of 'Stylised Palm Tree Under Cyclonic Wind Conditions' in public open space in South Hedland by the first anniversary of Cyclone George on 8 March 2008; and
- ii) negotiates with Mr Beel to increase the work to three palm trees to better represent community standing together, with a budget of \$15,000 and up to \$10,000 additional funding if available in the Cyclone George Relief Fund

200708/053 Council Decision

Moved: Cr A A Carter

Seconded: Cr G J Daccache

That Council:

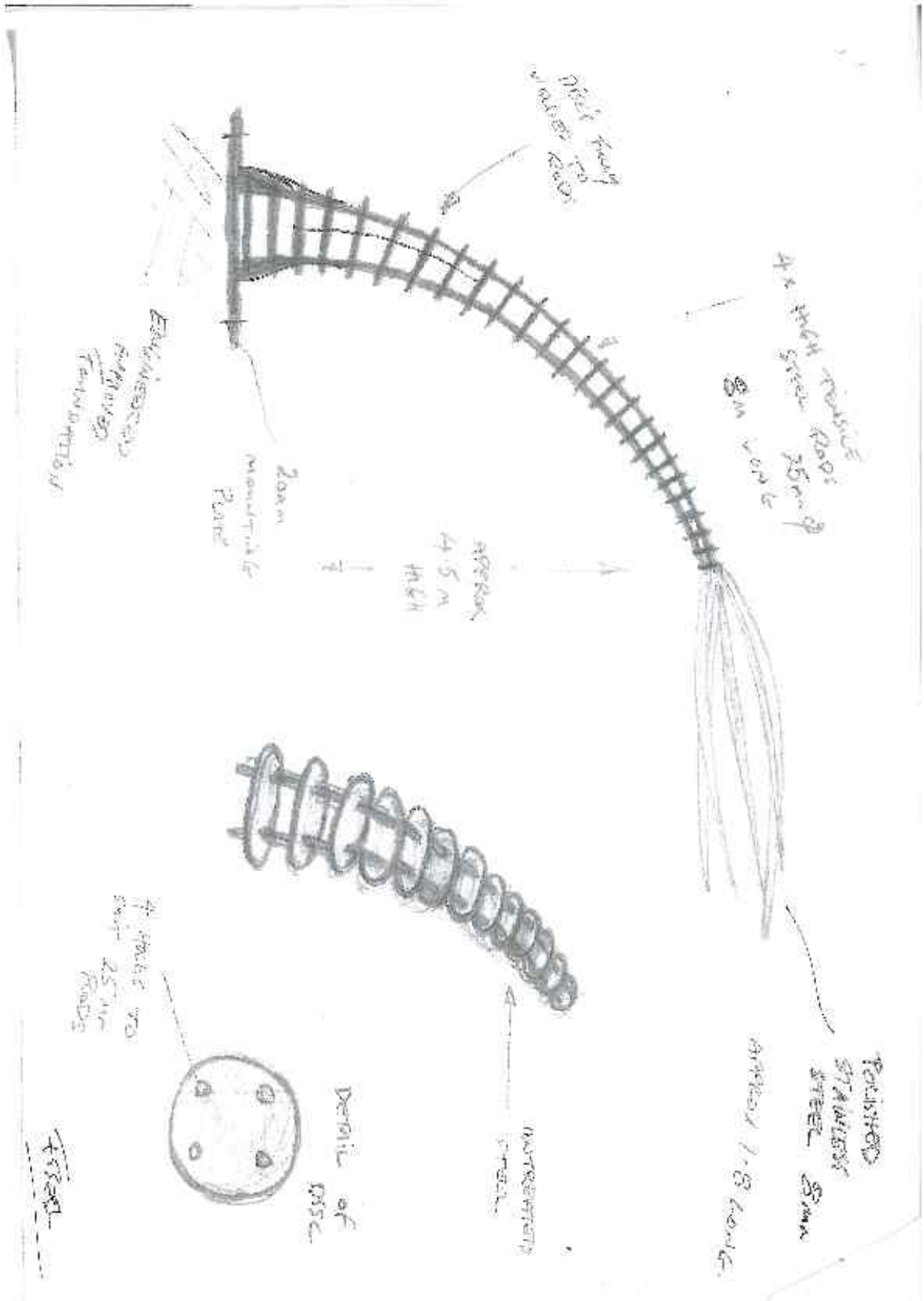
- i) commissions local artist Fred Beel to create and install the artwork of 'Stylised Palm Tree Under Cyclonic Wind Conditions' in public open space in South Hedland by the first anniversary of Cyclone George on 8 March 2008; and**
- ii) negotiates with Mr Beel to increase the work to three palm trees to better represent community standing together, with a budget of \$15,000.**
- iii) undertakes further advertising throughout the community of funding available from Cyclone George Relief Fund.**

CARRIED 9/0

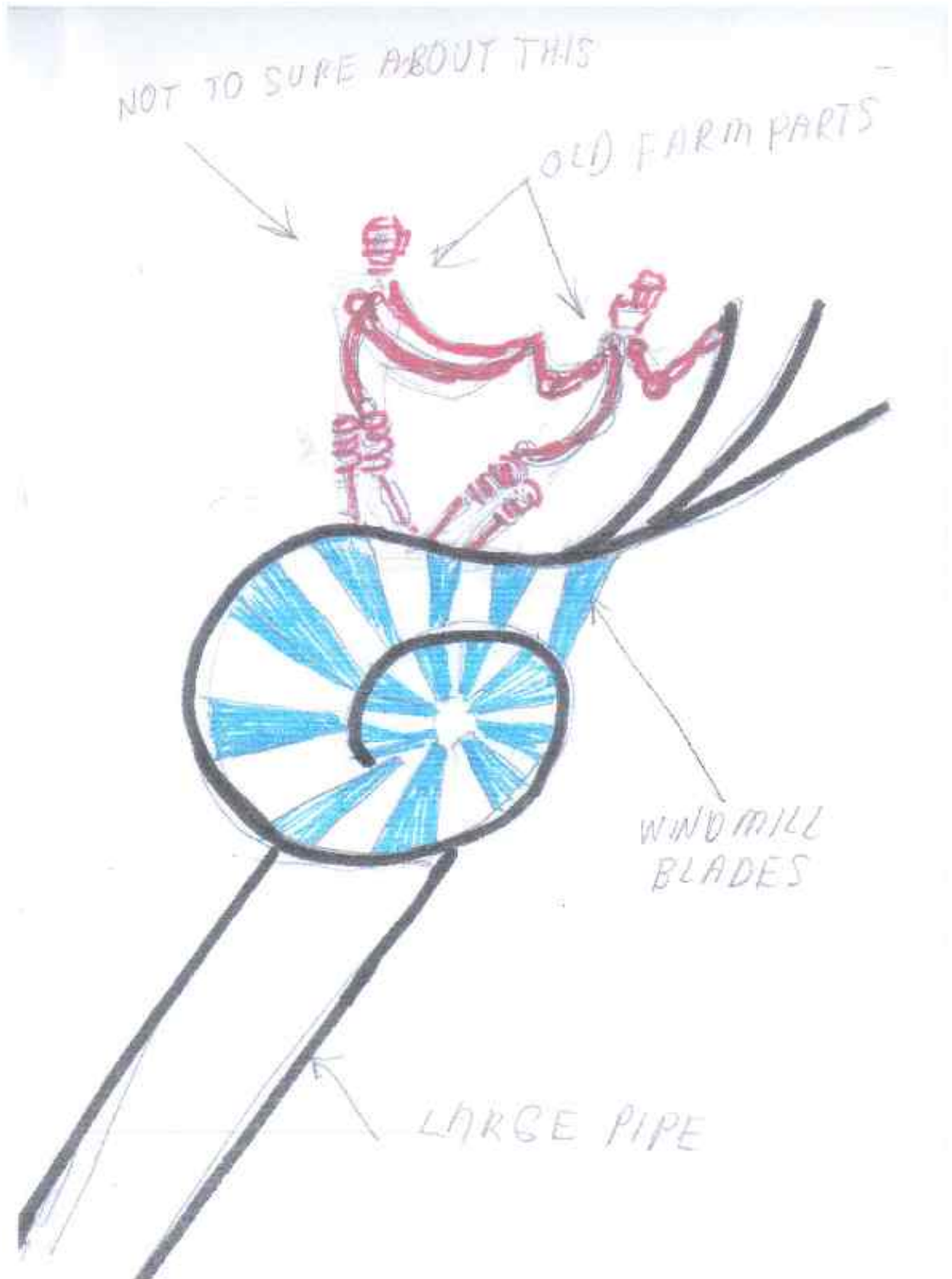
NOTE: Council determined for negotiations with local artist Mr Fred Beel to create and install artwork of three palm trees', and is limited to within a budget of \$15,000. With a balance available in the Cyclone George Relief Fund, Council also sought further advertising throughout the community of its availability.

ATTACHMENT 1 TO AGENDA ITEM 11.2.3.4

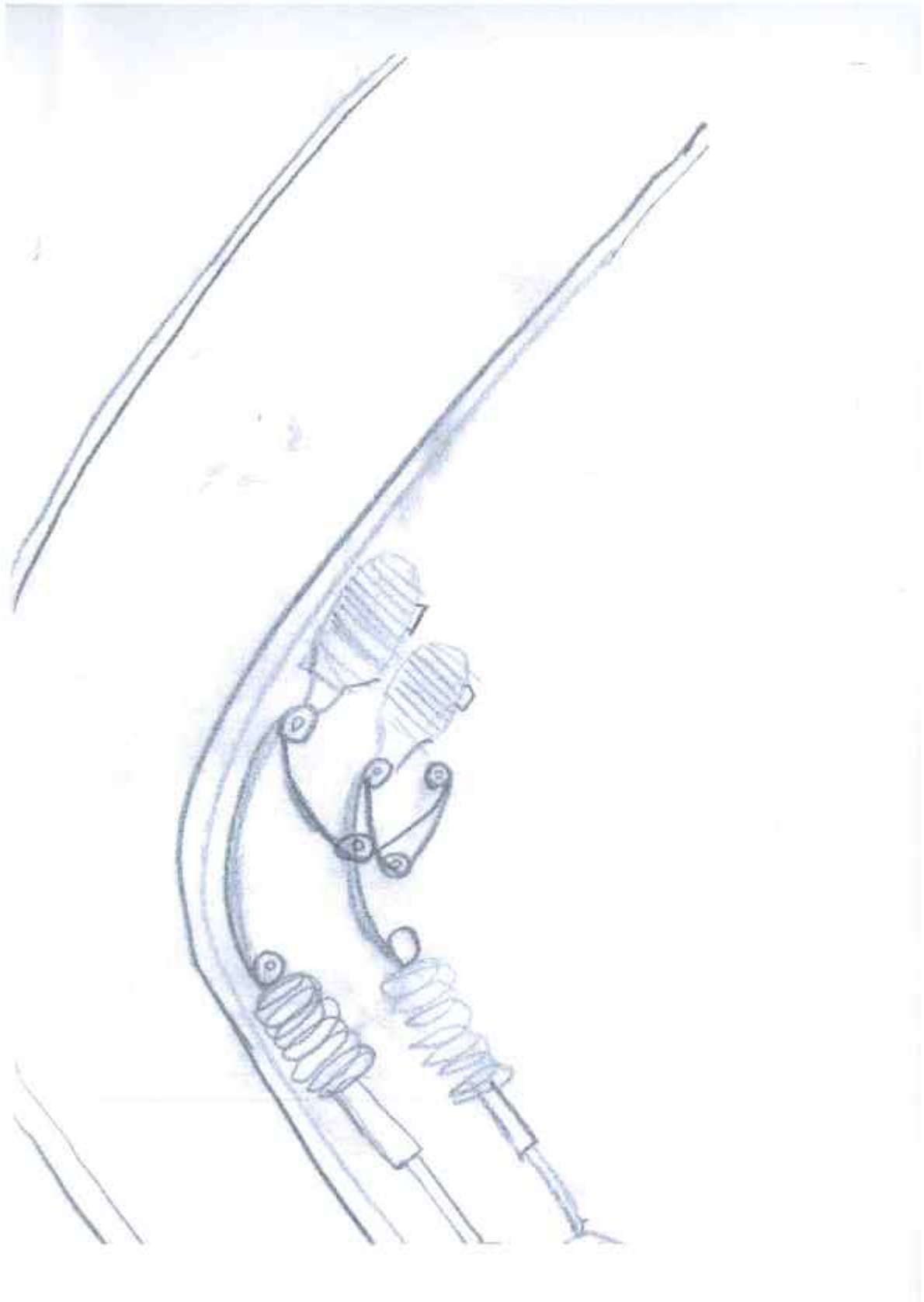
Fred Beel: Stylised palm tree under cyclonic wind conditions:



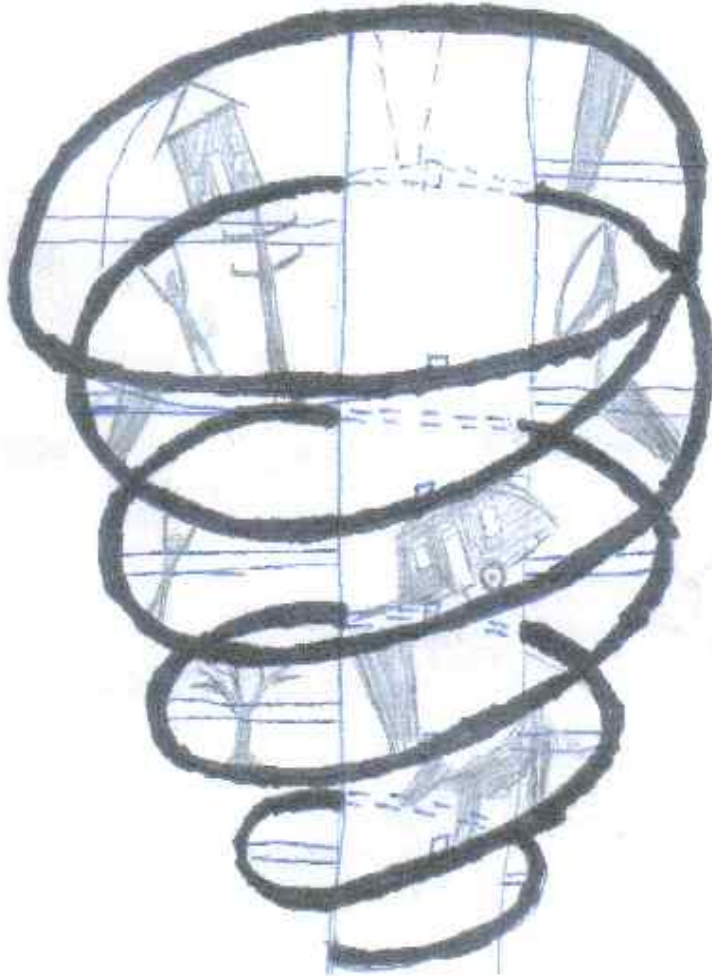
Randall Canning: Finding Shelter (Top of Sculpture)



Randall Canning: Finding Shelter (Bottom of Sculpture)



Randall Canning: Around and Around



11.2.4 Ranger Services**11.2.4.1 Appointment of Deputy Chief Bush Fire Control Officer (File No.: Ran – 014)**

Officer	Peter Wilden Coordinator Ranger Services
Date of Report	12 October 2007
Disclosure of Interest by Officer	Nil

Summary

For Council to consider appointing a Deputy Chief Bush Fire Control Officer.

Background

Under the requirements of the Bush Fires Act, Council must make an appointment of the position of Deputy Chief Bush Fire Control Officer becoming vacant; otherwise FESA has the power to appoint a person to that position.

Consultation

- Darryal Eastwell - Manager Environmental Health
- Kevin Clark - Area Manager FESA
- John Mathews - Captain Port Hedland Bush Fire Brigade

Statutory Implications

“38. Local government may appoint bush fire control officer

- (1) A local government may from time to time appoint such persons as it thinks necessary to be its bush fire control officers under and for the purposes of this Act, and of those officers shall subject to section 38A(2) appoint 2 as the Chief Bush Fire Control Officer and the Deputy Chief Bush Fire Control Officer who shall be first and second in seniority of those officers, and subject thereto may determine the respective seniority of the other bush fire control officers appointed by it.*
- (2) (a) The local government shall cause notice of an appointment made under the provisions of subsection (1) to be published at least once in a newspaper circulating in its district.*

[(b) deleted]
- (c) The local government shall fill any vacancy occurring in the office of Chief Bush Fire Control Officer or Deputy Chief Bush*

Fire Control Officer within one month after the vacancy occurs and if the local government fails or neglects to do so within that time, the Authority may by notice in writing require the local government to appoint a person to the vacant office within one month after service on it of such notice.

- (d) *Where a local government that has been served with a notice pursuant to paragraph (c) fails or neglects to comply with the requirements of that notice, the Authority may appoint a person to the vacant office. “*

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

Advertising Costs in the local newspaper of approximately \$200.

Officer's Comment

Currently the Coordinator of Ranger Services Mr Peter Wilden is the Towns appointed Chief Bush Fire Control Officer. However Council is required under the Bush Fires Act to appoint a Deputy Bush Fire Control Officer.

Rather than having Councils Ranger Services solely responsible for these lead roles Mr John Mathews the current Captain of the Port Hedland Bush Fire Brigade would be the logical person to undertake this role.

This position does not necessarily need to be an operational position (i.e. out in the field controlling the fire), however they do need the authority to act on Councils behalf after consultation.

The position of Fire Control Offices will remain with the Town Rangers as operational Fire Control Officers to be able to operationally assist the Chief and Deputy Chief Bush Fire Control Officers in the event of a fire.

200708/054 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr J M Gillingham

That Council appoints Mr John Mathews as Deputy Chief Bush Fire Control Officer.

CARRIED 9/0

11.2.5 Building Services**11.2.5.1 Tender 06 - 46 Civic Centre Air Conditioning Upgrade
(File No.: 800490/B)**

Officer Andy Taylor
Manager Building Services

Date of Report 5 October 2007

Disclosure of Interest by Officer Nil

Summary

In Councils adopted budget for the year ending 30 June 2008 an amount was allocated for the upgrading of the existing Civic Centre air-conditioning system. In response to this, a tender was advertised for the works required to upgrade this air-conditioning system. The tender closed on 3 October 2008 with two (2) submissions received. The two submissions received are:

Company	Amount
QAL Refrigeration (WA) Pty Ltd 27 Moorambine Street Wedgefield WA 6724	\$547,085.00 (GST Inclusive)
Hayden Engineering Pty Ltd Lot 1439 Stocker Street Port Hedland WA 6721	\$677,737.50 (GST Inclusive)

Background

The existing air-conditioning system was installed in the Civic Centre in 1997 as part of a major upgrade. The system consists of an external chilled water unit feeding internal units on demand with chilled water. A condition report was commissioned from C.A & M.J Lommers Pty Ltd dated 18 April 2007 seeking expert opinion on the condition of the existing air-conditioning system and how to best proceed with a repair/upgrade/replacement. Advice given was that this type of system is still the most efficient way of providing air-conditioning to the Civic Centre

Consultation

Chief Executive Officer
C.A & M.J Lommers Pty Ltd (Mechanical & Refrigeration Engineers)

Statutory Implications

The Tender process was carried out in accordance with the Local Government Act (1995)

"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.”*

Policy Implications

The tender called was in accordance with Council’s Procurement Policy 2/015.

Strategic Planning Implications Nil

Budget Implications

An amount of \$646,000 (excluding GST) is included in Council’s adopted budget for the financial year ending 30 June 2008.

Should Council accept the tender submitted by QAL Refrigeration Pty Ltd for the amount of \$547,085 there would be a balance of \$98,915.

However, an issue advised by both tender submissions during this tender process is that the existing power supply to the chiller compound has undersize electrical cabling installed, and will require upgrading to meet the demands of the new unit(s). This work, as yet, has not been costed.

The scope of works, while prepared by a mechanical services engineer after inspection of the existing system, may not have identified all the works required. It is expected that minor unforeseeable variations additional to the scope of works will arise at Council’s cost.

Officer’s Comment

The two tenders received were evaluated using the following criteria;

		Hayden Engineering Pty Ltd	QAL Refrigeration Pty Ltd
Price	70%	59%	70%
Experience	10%	10%	10%
Resources	5%	5%	5%
Demonstrated use of energy efficient components	10%	5%	5%
Local Supplier	5%	5%	5%
Total:	100%	84%	95%

Of the two tenders received, the tender submitted by QAL Refrigeration (WA) Pty Ltd in the amount of \$547,085 (including GST) is \$130,652.50 less than the amount submitted by Hayden Engineering Pty Ltd.

QAL Refrigeration (WA) Pty Ltd is a company that operates Australia wide with a branch here in Wedgefield, operating for the past ten years. They have the experienced staff and resources available to undertake this type of large-scale commercial air conditioning work.

Officer's Recommendation

That Council:

- i) accept the tender submitted by QAL Refrigeration Pty Ltd for the works required to upgrade the Council's Civic Centre air-conditioning system, for the amount of \$547,085 (including GST); and
- ii) authorise the Chief Executive Officer to apply the budgeted balance of \$98,915-00 (excluding GST) for the upgrade of the existing power supply to the Civic Centre air conditioning and required minor associated works that may arise.

200708/055 Council Decision

Moved: Cr G J Daccache

Seconded: Cr S J Coates

That Council accepts the tender submitted by QAL Refrigeration Pty Ltd for the works required to upgrade the Council's Civic Centre air-conditioning system, for the amount of \$547,085 (including GST).

CARRIED 9/0

REASON: Council determined to accept the tender submitted by QAL Refrigeration Pty Ltd (\$547,085) for the required works to upgrade the Civic Centre's air-conditioning system only.

11.3 ENGINEERING SERVICES

11.3.1 Director Engineering Services

11.3.1.1 *Monthly Report – Engineering Services (File No.: 13/04/0001)*

Officer Russell Dyer – Works Manager, Jenella Voitkevich – Technical Services Manager, Eleanor Whiteley - Airport Manager, and Rebecca Pianta – Recreation Co-ordinator

Date of Report 9 October. 2007

Disclosure of Interest by Officer Nil

Summary

For Council’s Information.

Background

Engineering Services monthly report to Council.

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications Nil

Officer’s Comment

Engineering Services Works – Works Manager

PROJECT	STATUS
Black Spot Funding	Throssell Road Widening continues from Hawke Place to Post Office Entrance Driveway
Roads to Recovery	Bypass Road being removed and road re-opened over new culvert
Landfill	Engineering crews will construct the new septage ponds awaiting DEP approvals.
Wedge & Edgar street Streetscape Enhancements	All Linemarking is now completed
FMG Railway Construction	Railway construction and road works ongoing.

Wedgefield Upgrades R2R	All intersections have been asphalted. Kerbing and Drainage headwalls to be completed by end September.
Kerbing Construction	07/08 kerbing replacement program for Port Hedland and South Hedland now completed
Flood Gate Pumps	Pre Cyclone Testing for Electrical and Pump Mechanical operations have been commenced with NJS Electrical and Trevelle Engineering and should be completed by end of October
Road Safety Audit	Road Safety Audit for South Hedland, Port Hedland and Wedgefield has been forwarded to Main Roads.
Heavy Plant Equipment	All Heavy Equipment has been ordered – not anticipated to arrived until next year
Septage Tanks	Colin Matheson Oval completed – Work commenced on Kevin Scott Oval Septage Tanks

Parks & Gardens

PROJECT	STATUS
Tree Reinstatement	Received a report on the cyclone damage to the remaining trees in town – programme will be implemented to complete works
Garden Maintenance	Garden Maintenance crews are commencing replanting programme to replace plants/trees damaged during Cyclone George
Park Maintenance	Park maintenance crews are maintaining park programme on a fortnight basis and also assisting with Verge maintenance on a fortnightly basis.
Verge Maintenance	Ongoing works currently between Wedgefield and Port Hedland
Sportsground Maintenance	Representative from Lawn Doctor will be in Port Hedland/South Hedland during September to discuss renovation work
Pre Cyclone Cleanup	All pre cyclone cleanup is completed – all Palms have been de-nutted and de-fronded in Parks and Gardens around Port Hedland

Technical Services/Projects – Technical Services Manager

PROJECT	STATUS
Landfill Bore Monitoring	Consultant conducting bore monitoring as per Landfill licensing requirements
Streetscape & Landscape Design tender	Tender awarded to Epcad Pty Ltd. Priority projects include Sutherland street nodes, Boulevard Tree planting and Throssell road streetscape. Design works commencing
Pilbara Regional Development Scheme funding	Officers have been advised that funding application for bus shelters, footpath railings and fireproof bins was unsuccessful. Projects to proceed as per original budget allocation (Council commitment). Quotes are being finalized with delivery of items approximately 8 weeks

Walkway Lighting	Horizon Power have advised that they will not acquire the walkway lighting as their asset after upgrades are complete, therefore they are no longer the sole supplier of the service. Tenders are currently being prepared for the upgrade of walkway lighting as per the approved program
Finucane Island Boat Ramp upgrade	Officers are currently seeking quotes from marine architects/engineers for the design of the boat ramp upgrades
Foreshore parks lighting	Materials arrived, lighting installation to commence shortly on 'white' lights. Confirming details for turtle friendly 'orange' lights
Footpath construction	Contractor has commenced construction in South Hedland, completed McDonald street and progressing with Greene place
Street Lighting upgrades	Initial program has been sent to Horizon Power for quoting. Priority areas include the main connector roads in South Hedland suburbs
Turtle Interpretive Boardwalk	Application for Clearing Permit has been received by Department of Environment & Conservation. Advertising and consultative process is now in place to seek comments from interested parties regarding our application. Outcome will be known in the next couple of weeks
Don Rhodes Mining Museum	Works ongoing for removal of hazardous parts and materials. Quotes received for fencing installation in excess of anticipated budget. Further funding being sourced
Funding	Confirmation received for approval of \$50,000 from Country Pathways grant scheme for the construction of a path on Cooke Point road. Office of Crime Prevention has approved \$4,500 funding for the purchase of graffiti removal equipment
West End Greening	Revised drawings received outlining revised scope of works for contractors. Currently liaising with contractors for quotes and project timeline

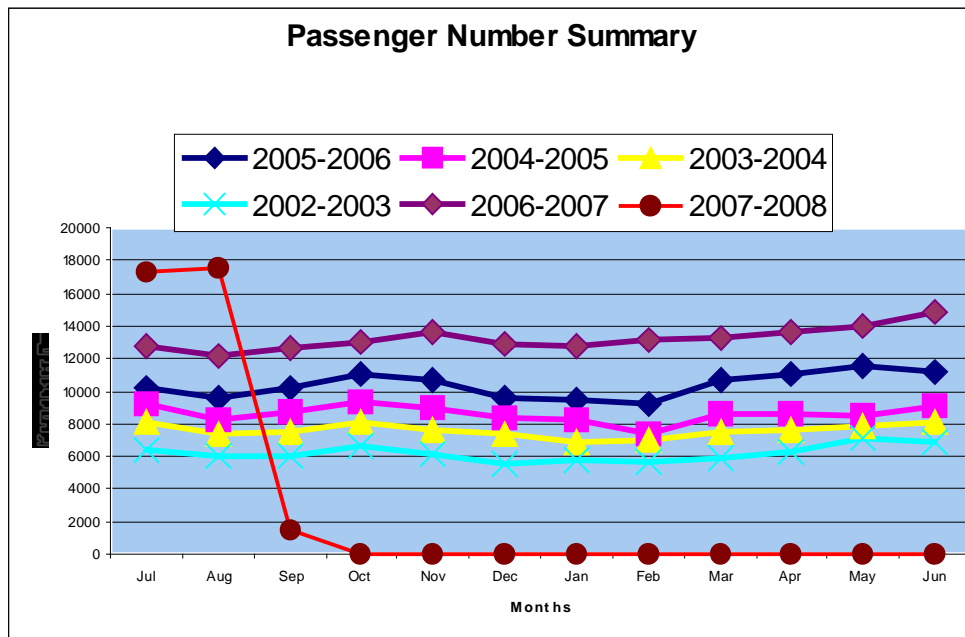
Port Hedland International Airport

PROJECT	STATUS
Sewerage Upgrade	Tender Submissions Closed. No Submissions received. Negotiations commenced with service providers.
Apron Lighting Upgrade	RADS funding agreement. Awaiting advice from Air Services Australia regarding installation prior to proceeding
Air-Conditioning Upgrade	Works commenced as per report recommendations on units.
PAPI Installation	RADS Funding Agreement. Design information received from Thorn Airfield Lighting. Survey completed. Quotes received from electrical contractors for installation.
Apron Reseal	Reseal Completed. Jet Sealing of bays completed 12/10/07. Marking of apron completed 15-16/10/07.
Master Plan	Draft nearing completion. Awaiting quotes from consultants for development feasibilities

Electrical Upgrade	Tenders Closed 10/10/07. 3 Submissions received. Agenda Item to October Council Meeting
Airport Revaluation	Report due from Valuer at the end of this Month.
RESA Extensions	Discussions continuing with relevant parties for design of works
4 Lot development	Survey complete. Works will commence in conjunction with sewerage upgrade.
Boundary Fencing	Tender to be advertised shortly. November meeting item to Council for decision.

Passenger Numbers

Passenger Numbers for month ending August 2007. At time of writing Qantas September figures not available.



Airline Performance Information

The Bureau of Transport & Regional Economics (BTRE) published the following on time performance information for July for Port Hedland. A total of 94 flights occurred for July (82 Qantaslink, 12 Skywest)

Airline	On time Departures	On Time Arrivals
Skywest	5 (41.7%)	5 (41.7%)
Qantaslink	53 (64.6%)	55 (67.1%)

Qantaslink advised that for the month of September 90% of aircraft arrived within 15 of scheduled time and 88% departed within the 15 minute window. Two delays greater than 30 minutes were experience on departing Port Hedland.

- QF1815 15/9/07 7hrs 43mins due to water leak requiring engineer attention
- QF1815 23/9/07 5hrs 2 mins unserviceable aircraft. Replacement required.

Itinerant International Movements

Increase in long range Corporate Jet traffic with movements of Challenger 601 & 604 aircraft and Global Express aircraft.

Proposed AN124-100 movement in November. Yet to be finalised-discussions continuing with freight handler.

BALI International Service

Strong demand continues for the service. School holiday traffic saw a number of Pilbara residents take the opportunity to use the service. People travelled from Newman, Tom Price, Karratha, Paraburdoo, Exmouth to Hedland for the flight.

Announcements

Qantas announced the introduction of direct 737-800 interstate flights to Karratha from Brisbane commencing November 2007.

Recreation Services Update – Manager Recreation

Sporting Facilities Upgrades

All existing recreation upgrades from 2006/07 have been completed, with the exception of the installation of rubber at the cricket nets. This is due to be undertaken next month.

The future of the Hawks clubrooms is currently being investigated.

Remaining funds will be allocated according to the outcome of the lighting audits at each aquatic centre, the Diamond 1 back-net, and the McGregor Street Carpark.

Post – Cyclone Repairs

The South Hedland Aquatic Centre and Gratwick Aquatic Centre shade structures are currently being investigated. As resolved at the Ordinary Council Meeting in September, the Diamond 1 baseball backnet design and construction will be tendered. This is due to be undertaken throughout November.

Port and South Hedland Skateparks

Port and South Hedland skateparks have been handed over to the Town of Port Hedland, however the South Hedland site remains a construction zone. Fixtures and additional features will be added at both parks prior to the Grand Opening, currently scheduled for November.

Feasibility Study into Proposed Multi-Purpose Sports Complex

The revised draft is currently open for community consultation, with all comments due to be received prior to 30 October. The feedback and report will be presented to Council at its Ordinary Council Meeting in November.

JD Hardie Centre Working Group

A Visioning Workshop has been held with all interested stakeholders for the proposed JD Hardie Centre Youth Precinct. The minutes will be distributed to all Councillors upon completion. The draft report is due to be completed by December 2007, with presentation to Council in January 2008.

Town Cycle Plan

A Project Brief has been advertised for consultants to undertake this project. The total budget allowance is \$40,000 with quotes due to be received by the 23rd October. This project is scheduled to commence in November 2007.

Recreation Reserve Redevelopment

A Project Brief has been advertised for consultants to undertake this project. The total budget allowance at this stage is \$60,000 with quotes due to be received by the 17th October. The project is scheduled to commence in November 2007, and incorporates the Colin Matheson Oval and the McGregor Street Sporting Reserve.

Lighting Audit

Quotes have been received from contractors to undertake a lighting audit for the Town of Port Hedland at both Aquatic Centres. The scope of works includes a detailed report on the recommended electrical and lighting upgrades to the centres (to comply with the new Aquatic Code of Practice), and the recommended priority of these works.

Northern Regions Recreation and Active 2007 Conferences

Recreation staff have attended two conferences in October, facilitated by the Department of Sport and Recreation. These conferences have been designed to offer advice, support, updates and networking opportunities to recreation related staff in the Northern Regions, and industry wide knowledge and practice.

Australia Day Sports Awards

Nominations opened for the Australia Day Sports Awards this month. Nomination packs were sent out to all sporting clubs/associations advising them of this year's awards and the rules for each award. Once again the ITOCHU Corporation has agreed to sponsor the Junior Sports Star of the Year Award and the Town of Port Hedland will be sponsoring the Senior Sports Award. Confirmation from the RSL that they will sponsor the Percy Gratwick VC Memorial Trophy for Sporting Groups has not yet been received. Nominations close on Friday 21 December, with a selection panel to decide the winners for each category.

Aquatic Centres

The Aquatic Advisory Committee Meeting met early this month to discuss the management contract and operations of each Centre. The YMCA will be submitting their business plan (including any contract variations) to Council by the 31st October. This will be presented to Council in November.

For the full YMCA monthly report and monthly meeting minutes, contact the Manager Recreation Services.

South Hedland Aquatic Centre

The South Hedland Aquatic Centre was closed for the month of September and was due to be opened on 29 September. Unfortunately, due to some failed water testing, the opening had to be delayed until a satisfactory test was recorded. YMCA has made sure that the public has been made aware through advertising in the local media.

YMCA Update

"There have been a number of delays to the season opening planned for September 29th due to continued unsatisfactory microbiological water test results. YMCA is currently awaiting the confirmation of satisfactory results to allow the Centre to open. Staff have taken every practical step to ensure the results return to acceptable levels.

“YMCA Management have publicised to the community the delayed opening through the local radio station and notices at the entrance of the center

“A Pool Lifeguard course was held at Gratwick Aquatic Centre from the 7th-9th September four members of staff were put through the full course.

“South Hedland Aquatic Centre Management and Staff are eagerly anticipating the opening of the 07/08 season and look forward to exceeding projected attendance levels.”

Gratwick Aquatic Centre

Gratwick Aquatic Centre saw high attendances this month which could be attributed to the high temperatures during the school holidays and South Hedland Aquatic Centre being closed.

YMCA Update

“Attendances are significantly higher than forecast throughout September due to the commencement of school holidays and the warmer weather.

“The staff training program initiated in August, continued into September.”

JD Hardie Centre

JD Hardie Centre report was not prepared for this month due to staff leave and conference attendance.

Attachments

Nil

200708/056 Council Decision/Officer's Recommendation

Moved: Cr A A Gear

Seconded: Cr J Ford

That Council accepts Engineering Services Monthly Report.

CARRIED 9/0

11.3.1.2 Review of Policy 9/008 Verge Treatments (File No.: 30/10/0006)

Officer Jenella Voitkevich
Manager Technical Services

Date of Report 10 October 2007

Disclosure of Interest by Officer Nil

Summary

The purpose of this item is to obtain Council's approval of the revised Policy 9/008 Verge Treatments.

Background

Council has clearly identified in its Strategic Plan the need to progressively review and update Council policies. Policy 9/008 Verge Treatment has been assessed and found that several items within the policy require clarification, revision or additional information.

Several projects currently being implemented by Council have a direct link to this policy. These projects include Boulevard Tree Planting, Sutherland Street Nodes and Throssell road Streetscape improvements. These, and other projects, involve development within the verge area and rely on Policy 9/008 to provide clear guidelines. Policy 9/008 is also important for contractors and developers to provide information of Council requirements, particularly in relation to the Pretty Pool development and South Hedland New Living developments.

On 15th August 2007 Council was presented with a street tree concept plan for South Hedland during an informal Briefing Session, which was accepted with minor changes. This information has been adapted to include street tree information for Port Hedland also, and has been incorporated into the revised Policy 9/008 Verge Treatments.

Consultation

- Engineering staff
- Councillors – Informal Briefing Session on 15 August 2007
- Epcad Pty Ltd – initial review of policy. Comments provided have been included in proposed revised policy
- McNally Newton Landscape Architects – South Hedland street tree concept plan

Statutory Implications Nil

Policy Implications

The proposed revised Policy 9/008 Verge Treatment will replace the current policy.

Strategic Planning Implications

Key Result Area 6 – Governance

Goal 6 - Policy & Legislation: That Council is responding to the communities needs and desires through appropriate policy and legislative responses

Strategy 1 - Progressively review all Council Policies with the aim of reviewing all policies at least once in every two years

The policy review will also impact on the following items identified in the Strategic Plan.

Key Result Area 1 – Infrastructure

Goal 2 - Parks & Gardens: To have a variety of well maintained and well utilised Parks and Gardens that meet the various needs of park users

Strategy 3 - Develop a five-year verge development and street tree planting program and progressively implement the projects that are identified as being the highest priorities

Key Result Area 2 – Community Pride

Goal 3 – Townscape: That the central business districts and main thoroughfares of both Port and South Hedland are attractive and well maintained

Strategy 1 - Implement planned upgrade works for Throssell Rd

Strategy 2 - Work closely with the Department of Housing and Works to implement the South Hedland New Living project

Strategy 5 - Provide additional shade through the installation of trees and formal shade structures in strategic locations

Budget Implications

Nil

Officer's Comment

The following is a summary of the proposed changes to the policy:

- Objective statement – this has been reviewed to clearly define the objectives of the policy
- Definitions – added to policy to clarify technical terms used within the policy
- Procedure – added to clarify requirements of property owner/occupier and developers when carrying out verge treatment works
- Reticulation details – further information included regarding compliance with water restrictions, Water Corporation Waterwise watering guidelines and specific requirements for reticulation of street trees

- Gardens/Landscaping – reference made to Council’s preferred plant species list identified in Policy 10/001 (note: this policy is also currently under review)
- Street Trees species – added to provide information regarding specific street tree species allocated to each area as discussed at the informal Council Briefing Session on 15th August 2007
- General – minor formatting and grammatical alterations to clarify policy information

The current Policy 9/008 Verge Treatment and its revision notes are detailed below.

9/008 VERGE TREATMENT POLICY

1.0 Objective

~~The objective of this policy is to provide guidelines for the procedure, nature of material and treatments that are permitted for the landscaping of roadside verges by property owners/occupiers and developers.~~

~~Councils overriding objective is to encourage and support development of aesthetically pleasing streetscapes throughout the Town including well maintained street verges and healthy street trees.~~

~~Council shall encourage and support the development of road verges in urban areas, either maintained grass style or dry garden style or a mixture of both. These are the preferred treatments:~~

2.0 Definitions

For the purposes of this policy the following definitions apply:

~~Road reserve – the portion of land between opposite front property boundaries that contains both verges and the road carriageway~~

~~Verge – the section of the road reserve between the property boundary and the road kerb line~~

~~Crossover – the portion of a driveway within the verge area (between the property boundary and the road kerb line)~~

3.0 General

~~It is accepted by the Town of Port Hedland Council that road reserves form a significant portion of public open space and is available to residents for improving their outdoor lifestyle. A well planned and maintained garden greatly enhances the appearance of the neighbourhood. It is the Town’s responsibility to ensure that property owners/occupiers develop verge areas are maintained to a safe standard, and this policy sheet has been formulated prepared to assist residents in undertaking beautification-verge treatment works, which are kept free of hazards to ensure safe movement for pedestrians, cyclists and vehicles.~~

Property owners may install the following verge treatments:

- Lawns (Refer refer points section 5.1 (4-6))
- Reticulation (Refer refer points section 5.2 (4-6))
- Gardens/Landscaping (Refer refer points section 5.3 (4-6))
- Street Trees (refer section 5.4)
- Partial hardstand (Refer refer points section 5.5 (4-6))
- Compacted Material (Refer refer points section 5.6 (4-6))
- Crossovers (refer section 5.7 and Policy 9/005)

4.0 Procedure

Property owners/occupiers and developers desiring to develop the verge adjacent to their property shall submit to Council an application for approval. The application must include a sketch plan setting out the details of the proposed work including any paving, trees, groundcovers and reticulation.

The applicant will then be:

- i) Granted approval in writing where the application complies with the conditions of this policy or
- ii) Where the application does not comply the applicant will be advised that approval will be required by Council before any work can proceed

The applicant will also be advised of any scheduled works by Council that may impact on their verge development proposal, such as footpath construction.

The owner/occupier must undertake to maintain all developments/improvements of the road verge. Verge maintenance by Council is limited to managing street trees and slashing unkempt grass. Furthermore, the cost and any adjustments that are required by the service authorities (gas, water, electricity, telephone, etc) resulting from the developments will be borne by the owner/occupier.

Developers undergoing subdivisional works are required to submit detailed landscaping plans to Council and may be required to commit to a maintenance contract for a required period (generally 2 years).

5.0 Guidelines

5.1 LAWNS

Applications for reticulated lawns within the verge area must be submitted to Council as per section 4.0 Procedures of this policy.

Unreticulated lawned verges do not require Council's approval.

Lawn--(Verge-Registration)

The registering of verges is no longer applicable within the district and has been superseded by Clause 5.3 of the Town's Parking Local Law. This law prevents motorists from parking on a road verge without the adjoining property occupier's consent. For further information, please contact Ranger Services at the Town of Port Hedland.

5.2 RETICULATION

When reticulating verges the following points must be noted:

- 4a) Water pipes must be laid beneath the verge at a depth between 150mm and 300mm. No fitting connected to the pipes can protrude above the surface of the lawn or garden.
- 4b) The pipes and connections must be at least 250mm away from the footpath or the standard footpath alignment (1.8 metres to 3.0 metres from the kerbline). Please contact Council's Engineering Services for further information.
- 4c) The system must contain approved valves, located within the property. These are connected to your supply and fitted so as to give complete control of the flow of water from that point.
- 4d) Where reticulation extends to the kerbline, half sprinklers must be used. These will direct the flow of water away from the paved road surface.
- 4e) Reticulation sprinklers are not to spray water on a footpath or road and watering is to be restricted to times where inconvenience to pedestrians, cyclists and motorists is at a minimum.
- 4f) ~~4~~ Should damage to any utility services (water, telecom, power etc) occur, the damage will be made good by the authority having the control of that particular plant, and such expense incurred in reinstating the plant, will be to the property owner.

- g. Design and operation to comply with the Water Corporation Waterwise watering guidelines and current water restrictions
- h. Street tree reficulation shall be installed to include a root watering system (not surface watering) and a root director. This will encourage a deeper root growth, assisting in establishment of the tree and protecting the tree from uprooting in strong wind conditions.

##5.3 GARDENS/LANDSCAPING

Many residents are becoming water conscious when planning their landscaping. This does not mean that vegetation has to be eliminated. Parks and Gardens Services provides advice on the species of plants best suited to verge areas.

Before commencement, the following conditions of approval should be considered:

- 4a. That an area measured ~~4-5~~ metres from the back of kerb and running parallel to the kerb, is kept clear of landscaping planting to allow pedestrians a safe point of refuge on the verge in emergency situations.
- 2b. The applicant accepts responsibility for removal or relocating the plants if required by any public utility.
- 3c. The plants are kept clear of the roadway or any footpath where applicable.
- 4d. The landscape scheme is to be of such a nature as not to create any undue hazard to road users or pedestrians.
- 4e. That no plant be permitted to exceed 600mm in height on the verge to ensure sight lines from crossovers are clear (excludes street trees).
- f. Landscaping plant species must comply with Council's preferred species list – refer Policy 10/001

IV.5.4 STREET TREES ON VERGES AND THEIR ALIGNMENT

In the interests of vehicular and pedestrian safety, as well as keeping services clear, street trees on verges shall be of a specific species planted within a particular alignment.

5.4.1 Street Tree Alignment

The resident is entitled to one or two street trees according to the following Table 1. Council will supply and plant the trees however, once planted it is the responsibility of the resident to water the street trees. Any other maintenance required should be referred to the Town's Parks and Gardens Services.

Table 1: Street Tree Alignment and Quantity

Lot Type	Number of Trees
Standard Lot	1
Corner Lot	1 on short side 2 on long side

The standard alignment for a verge tree is:

- 4a. Central on a standard block.
- 2b. 5 metres from any crossovers.
- 3c. At least 2 metres from the road and front property boundary.
- 4d. 10 metres from the road truncation.

There will be exceptions due to configurations of Lots and existing infrastructure. For any further information on alignment; please contact Engineering Services.

There will be exceptions due to configurations of Lots and existing infrastructure. Please do not be afraid to ask.

The Town's Parks and Gardens Services has an Officer on staff who supervises the winter street tree planting programme. It is this officer's position to determine the best trees to plant in each area. Appropriate street trees are chosen not only for their hardiness, but also to provide a consistent theme throughout each neighbourhood.

When requesting street tree(s) please state whether:

1. Overhead powerlines are present
2. Footpaths are present
3. There is any existing verge planting

~~Although all residents are entitled to apply for a street tree, you may decide to select and plant a street tree yourself. Please consult with Parks and Gardens Services on 0140 1658 regarding your proposed selection to ensure it is not an inappropriate or hazardous species.~~

5.4.2 Street Tree Species

Council are committed to providing street trees to the community and has clearly identified the street trees for specific locations throughout the Town. Each suburb is identified by the designation of a different tree species. The main dividing roads, or boulevards, between suburbs will be developed with a common theme and species. These trees have been chosen as they have the appropriate shape and height to suit street tree planting and generally require minimal maintenance and watering once established.

The following tree species have been allocated to each area. A plan is available from Engineering Services for clarification. Please note that incorrectly chosen or planted street trees will be removed at Council's discretion.

- a. Town Centre (Port & South Hedland): As per each application, in accordance with Council's preferred species list (refer Policy 10/001)
- b. Main dividing roads: Royal Poinciana (Delonix regia)
- c. Lawson Desert Kurrajong (Brachychiton greggii)
- d. Walnut Grove: Summer Red flowering gum (Corymbia ficifolia)
- e. Cassiar: Golden Shower (Cassia fistula)
- f. Koombana, Neem Tree (Azadirachta indica)
- g. Shellborough: Yellow Poinciana/Flame Tree (Peltophorum pterocarpum)
- h. Crooke Point: Summer Red flowering gum (Corymbia ficifolia)
- i. Proty Pool: Neem Tree (Azadirachta indica)
- j. Spinifex Hill: Golden Shower (Cassia fistula)
- k. West End: Yellow Poinciana/Flame Tree (Peltophorum pterocarpum)
- l. Drainage reserves and public open space: A combination of native trees to complement any currently established trees, including Coolibahs, Desert Walnuts (Eucalypt) and other endemic species, plus exotic plantings as per Council's preferred species list

Street trees allocated to a particular area may be substituted for another approved species upon application to Council. This may be due to unavailability of the selected species or to satisfy landscaping design requirements.

Incorrectly chosen or planted street trees will be removed at Council's discretion so please choose wisely.

The following typical tree species are considered inappropriate:

1. Ficus Species (root structure).
2. Salix Species (root structure).
3. Cupressus Arizonica (sight line obstruction)

5.5 HARDSTAND VERGE TREATMENTS

Council permits a part of the verge to be sealed with brickpaving, concrete or bitumen. The area to be treated by sealing is 3.0 metres wide, measured from the back of the kerb and running parallel to the kerb in the verge abutting the property, or alternatively an area of equal size.

If a footpath exists in front of the property, the portion of the verge between the kerb and the footpath is permitted to be sealed. The verge hardstand must be a significantly different colour to that of the adjacent footpath. Refer to Engineering's Standard Drawings for options available.

5.5.1 Brick paving

Schedule of requirements

- | | |
|------------------------|--|
| 1. Pavers | Minimum 70mm heavy-duty rectangular or square unit. |
| 2. Brickpaving pattern | Refer to Standard Drawing ES07-8-0 (attached) . |
| 3. Sand bed | 20mm - 40mm thick. |
| 4. Sub-base | 100mm gravel or rockbase. |
| 5. Edge restraints | 250mm wide and a minimum of 80mm deep concrete edge restraint robust enough to withstand vehicle impact and prevent any lateral movement of the bricks. Visible edge restraints shall be installed flush to the level of the pavers. |
| 6. Verge gradient | A positive 2% slope from the top of the kerb towards the property boundary. |

PLEASE NOTE:

Council will not accept liability for replacing any paving bricks located within the road reserve, which are subsequently damaged through works undertaken.

5.5.2 ConcreteSchedule of requirements

- | | |
|-----------------------|--|
| 1. Depth | 100mm Minimum |
| 2. Contraction Joints | Minimum depth of 20mm at 2.5m centres. The joints shall be placed at right angles to the kerb. |
| 3. Expansion Joints | Bitumen impregnated are not permitted. |
| 4. Strength | Concrete high early strength to 20 Mpa at 28 days |
| 5. Surface Finish | Broomed non-slip. |
| 6. Verge gradient | A positive 2% slope from the top of the kerb towards the property boundary. |
| 7. Delineation | Verge infill is to be delineated from existing paths. |

5.5.3 AsphaltSchedule of requirements

- | | |
|--------------------|--|
| 1. Base Course | Minimum 150mm thick crushed rock free from sand, loam, capstone, roots or other organic matter. The rock must be compacted and waterbound to a smooth finish. |
| 2. Pavement | A 30mm thick pavement of 7mm nominal aggregate bituminous concrete. |
| 3. Edge Restraints | A 100mm wide by 150mm deep concrete edge restraint shall be constructed to the outside edges of asphalt. The surface of the edge restraint shall be non-slip broomed finish and shall be flush with the surface of the asphalt pavement. |
| 4. Verge Gradient | A positive 2% slope from the top of the kerb towards the property boundary. |

~~V~~5.6 COMPACTED UNBOUND HARDSTAND AREAS

Compacted unbound material is an acceptable treatment on verges adjoining residential properties provided that the material is well graded, waterbound and compacted to a smooth finish. The depth of such material must be an absolute minimum of ~~100~~120mm.

This treatment is not permitted on verges, which adjoin properties housing non-residential activities, for example childcare centres, businesses.

Poorly graded materials such as river stone, crushed brick and other decorative treatments are not permitted unless incorporated into a defined and approved landscaping plan.

~~5.7~~ Crossovers and Driveways

ALL Crossovers ~~and Driveways~~ up to the property boundary must be sealed and maintained to Council Standards. Approved Treatments are Concrete, Heavy Duty Interlocking Brick Paving, Roadbase and Bitumen. Please obtain Council's specification for Crossovers prior to commencing Works ~~(policy 9(3)(5))~~.

IMPORTANT NOTE: You may be eligible for a Council provided subsidy when ~~up-grading or carrying out new works constructing a crossover on your property.~~

VA-5.0 CONDITIONS APPLICABLE TO ALL VERGE TREATMENTS

- 4g. The verge must be maintained at a positive 2% gradient from the back of the kerb to the front property boundary. Any alteration to this gradient must be approved by ~~the Manager Engineering Services~~ Council's Engineering Department.
- 5b. The owner agrees to maintain the area so as not to cause a hazard. Failure to comply may result in removal of the treatment by the Town's workforce at the owner's expense.
- 2c. No uncompacted gravels, crushed bricks or loose stones are permitted on verges. These are easily displaced collecting on the road, footpath and adjoining properties thus posing a hazard to pedestrians.
- 4d. The placement of obstructions on verge areas is not permitted. Obstructions are objects that could be dangerous to, or restrict access of pedestrians, motor vehicles and cyclists e.g. rocks, stakes and string, fencing, bricks, structures, posts, etc. Please contact Engineering Services if you require further information.
- 5g. No sporting equipment (i.e.: basketball hoop/stand, cricket wickets etc) may be positioned temporarily or permanently within the verge area. When basketball hoops are located on private property please be mindful of the direction the hoop faces so as to prevent balls entering the road and neighbouring properties.
- 4f. The owner agrees to indemnify the Town against all claims, which may arise as a result of the treatment.
- 7g. Council reserves the right to remove any verge treatment for the purpose of carrying out works, without being liable to compensate any person for such loss.
- 4b. No assistance shall be provided by Council for development, ongoing operation, or maintenance costs.
1. The property owner/occupier shall be responsible for repairs to any damaged Council infrastructure occurring during verge treatment installation by the owner/occupier or their contractor.

Attachments

Nil

Officer's Recommendation

That Council approve the replacement of existing Policy 9/008 with the new Policy 9/008 as follows:

9/008 VERGE TREATMENT POLICY**1.0 Objective**

The objective of this policy is to provide guidelines for the procedure, nature of material and treatments that are permitted for the landscaping of roadside verges by property owners/occupiers and developers.

Council's overriding objective is to encourage and support development of aesthetically pleasing streetscapes throughout the Town including well maintained street verges and healthy street trees.

2.0 Definitions

For the purposes of this policy the following definitions apply:

- Road reserve – the portion of land between opposite front property boundaries that contains both verges and the road carriageway
- Verge – the section of the road reserve between the property boundary and the road kerb line
- Crossover – the portion of a driveway within the verge area (between the property boundary and the road kerb line)

3.0 General

It is accepted by Council that road reserves form a significant portion of public open space and is available to residents for improving their outdoor lifestyle. A well planned and maintained garden greatly enhances the appearance of the neighbourhood. It is the Town's responsibility to ensure that property owners/occupiers develop verge areas to a safe standard. This policy has been prepared to assist residents in undertaking verge treatment works which are kept free of hazards to ensure safe movement for pedestrians, cyclists and vehicles.

Property owners may install the following verge treatments:

- Lawns (refer section 5.1)
- Reticulation (refer section 5.2)
- Domestic landscaping (refer section 5.3)
- Street Trees (refer section 5.4)
- Partial hardstand (refer section 5.5)
- Compacted Material (refer section 5.6)
- Crossovers (refer section 5.7 and Policy 9/005)

4.0 Procedure

Property owners/occupiers and developers desiring to develop the verge adjacent to their property shall submit to Council an application for approval. The application must include a sketch plan setting out the details of the proposed work including any paving, trees, groundcovers and reticulation.

The applicant will then be:

- i) Granted approval in writing, where the application complies with the conditions of this policy; or
- ii) Where the application does not comply the applicant will be advised that approval will be required by Council before any work can proceed

The applicant will also be advised of any scheduled works by Council that may impact on their verge development proposal, such as footpath construction.

The owner/occupier must undertake to maintain all developments/improvements of the road verge. Verge maintenance by Council is limited to managing street trees and slashing unkempt grass. Furthermore, the cost and any adjustments that are required by the service authorities (gas, water, electricity, telephone, etc) resulting from the developments will be borne by the owner/occupier.

Developers undergoing subdivisional works are required to submit detailed landscaping plans to Council and may be required to commit to a maintenance contract for a required period (generally 2 years).

5.0 Guidelines

5.1 LAWNS

Applications for reticulated lawns within the verge area must be submitted to Council as per section 4.0 Procedures of this policy.

Unreticulated lawned verges do not require Council's approval.

The registering of verges is no longer applicable within the district and has been superseded by Clause 5.3 of the Town's Parking Local Law. This law prevents motorists from parking on a road verge without the adjoining property occupier's consent. For further information, please contact Ranger Services at the Town of Port Hedland.

5.2 RETICULATION

When reticulating verges the following points must be noted:

- i) Water pipes must be laid beneath the verge at a depth between 150mm and 300mm. No fitting connected to the pipes can protrude above the surface of the lawn or garden
- ii) The pipes and connections must be at least 250mm away from the footpath or the standard footpath alignment (1.8 metres to 3.0 metres from the kerbline). Please contact Council's Engineering Services for further information
- iii) The system must contain approved valves, located within the property. These are connected to your supply and fitted so as to give complete control of the flow of water from that point
- iv) Where reticulation extends to the kerbline, half sprinklers must be used. These will direct the flow of water away from the paved road surface
- v) Reticulation sprinklers are not to spray water on a footpath or road and watering is to be restricted to times where inconvenience to pedestrians, cyclists and motorists is at a minimum
- vi) Should damage to any utility services (water, telecom, power etc) occur, the damage will be made good by the authority having the control of that particular plant, and such expense incurred in reinstating the plant, will be to the property owner
- vii) Design and operation to comply with the Water Corporation Waterwise watering guidelines and current water restrictions
- viii) Street tree reticulation shall be installed to include a root watering system (not surface watering) and a root director. This will encourage a deeper root growth, assisting in establishment of the tree and protecting the tree from uprooting in strong wind conditions

5.3 GARDENS/LANDSCAPING

Many residents are becoming water conscious when planning their landscaping. This does not mean that vegetation has to be eliminated. Parks and Gardens Services provides advice on the species or plants best suited to verge areas.

Before commencement, the following conditions of approval should be considered.

- i) That an area measured 2 metres from the back of kerb and running parallel to the kerb, is kept clear of landscaping/planting to allow pedestrians a safe point of refuge on the verge in emergency situations
- ii) The applicant accepts responsibility for removal or relocating the plants if required by any public utility
- iii) The plants are kept clear of the roadway or any footpath where applicable
- iv) The landscape scheme is to be of such a nature as not to create any undue hazard to road users or pedestrians
- v) That no plant be permitted to exceed 600mm in height on the verge to ensure sight lines from crossovers are clear (excludes street trees)
- vi) Landscaping plant species must comply with Council's preferred species list – refer Policy 10/001

5.4 STREET TREES ON VERGES

In the interests of vehicular and pedestrian safety, as well as keeping services clear, street trees on verges shall be of a specific species planted within a particular alignment

5.4.1 Street Tree Alignment

The resident is entitled to one or two street trees according to the following Table 1. Council will supply and plant the trees however, once planted it is the responsibility of the resident to water the street trees. Any other maintenance required should be referred to the Town's Parks and Gardens Services

Table 1: Street Tree Alignment and Quantity

Lot Type	Number of Trees
Standard Lot	1
Corner Lot	1 on short side 2 on long side

The standard alignment for a verge tree is:

- i) Central on a standard block
- ii) 5 metres from any crossovers
- iii) At least 2 metres from the road and front property boundary
- iv) 10 metres from the road truncation

There will be exceptions due to configurations of Lots and existing infrastructure. For further information on alignment please contact Engineering Services.

When requesting street tree(s) please state whether:

- i) Overhead powerlines are present
- ii) Footpaths are present
- iii) There is any existing verge planting

5.4.2 Street Tree Species

Council are committed to providing street trees to the community and has clearly identified the street trees for specific locations throughout the Town. Each suburb is identified by the designation of a different tree species. The main dividing roads, or boulevards, between suburbs will be developed with a common theme and species. These trees have been chosen as they have the appropriate shape and height to suit street tree planting and generally require minimal maintenance and watering once established.

The following tree species have been allocated to each area. A plan is available from Engineering Services for clarification. Please note that incorrectly chosen or planted street trees will be removed at Council's discretion.

- Town Centre (Port & South Highland): As per each application, in accordance with Council's preferred species list (refer Policy 10/001)
- Main dividing roads: Royal Poinciana (*Inkarratia speciosa*)
- Lawson: Desert Kurrajong (*Braehytilon greggii*)
- Walnut Grove: Summer Red flowering gum (*Corymbia ficifolia*)
- Cassia: Golden Shower (*Cassia fistula*)
- Kooribana: Neem Tree (*Azadirachta indica*)
- Shellborough: Yellow Poinciana/ Flame Tree (*Heliconia pterocarpum*)
- Cooke Point: Summer Red flowering gum (*Corymbia ficifolia*)
- Pretty Pool: Neem Tree (*Azadirachta indica*)
- Spinifex Hill: Golden Shower (*Cassia fistula*)
- West End: Yellow Poinciana/Flame Tree (*Pollophorum pterocarpum*)
- Drainage reserves and public open space: A combination of native trees to compliment any currently established trees, including Coolbaha, Desert Walnuts (Pundle) and other endemic species, plus exotic plantings as per Council's preferred species list.

Street trees allocated to a particular area may be substituted for another approved species upon application to Council. This may be due to unavailability of the selected species or to satisfy landscaping design requirements.

5.5 HARDSTAND VERGE TREATMENTS

Council permits a part of the verge to be sealed with brickpaving, concrete or bitumen. The area to be treated by sealing is 3.0 metres wide, measured from the back of the kerb and running parallel to the kerb in the verge abutting the property, or alternatively an area of equal size.

If a footpath exists in front of the property, the portion of the verge between the kerb and the footpath is permitted to be sealed. The verge hardstand must be a significantly different colour to that of the adjacent footpath.

5.5.1 Brick paving

Schedule of requirements

i)	Pavers	Minimum 70mm heavy-duty rectangular or square unit
ii)	Brickpaving pattern	Refer to Standard Drawing ES07 3.0
iii)	Sand bed	20mm - 40mm thick
iv)	Sub-base	100mm gravel or roadbase
v)	Edge restraints	250mm wide and a minimum of 80mm deep concrete edge restraint robust enough to withstand vehicle impact and prevent any lateral movement of the bricks. Visible edge restraints shall be installed flush to the level of the pavers
vi)	Verge gradient	A positive 2% slope from the top of the kerb towards the property boundary

Please note:

Council will not accept liability for replacing any paving bricks located within the road reserve, which are subsequently damaged through works undertaken.

5.5.2 Concrete

Schedule of requirements

i)	Depth	100mm Minimum
ii)	Contraction Joints	Minimum depth of 20mm at 2.5m centres. The joints shall be placed at right angles to the kerb
iii)	Expansion Joints	Bitumen impregnated joints are not permitted
iv)	Strength	Concrete high early strength to 20 Mpa at 28 days
v)	Surface Finish	Broomed non-slip
vi)	Verge gradient	A positive 2% slope from the top of the kerb towards the property boundary
vii)	Delineation	Verge infill is to be delineated from existing paths

5.5.3 Asphalt

Schedule of requirements

i)	Base Course	Minimum 150mm thick crushed rock free from sand, loam, capstone, roots or other organic matter. The rock must be compacted and waterbound to a smooth finish
ii)	Pavement	A 30mm thick pavement of 7mm nominal aggregate bituminous concrete
iii)	Edge Restraints	A 100mm wide by 150mm deep concrete edge restraint shall be constructed to the outside edges of asphalt. The surface of the edge restraint shall be non-slip broomed finish and shall be flush with the surface of the asphalt pavement
iv)	Verge gradient	A positive 2% slope from the top of the kerb towards the property boundary

5.6 COMPACTED UNBOUND HARDSTAND AREAS

Compacted unbound material is an acceptable treatment on verges adjoining residential properties provided that the material is well graded, waterbound and compacted to a smooth finish. The depth of such material must be an absolute minimum of 100mm.

This treatment is not permitted on verges which adjoin properties housing non-residential activities, for example childcare centres, businesses.

Poorly graded materials such as river stone, crushed brick and other decorative treatments are not permitted unless incorporated into a defined and approved landscaping plan.

5.7 CROSSOVERS

All crossovers up to the property boundary must be sealed and maintained to Council standards. Approved treatments are concrete, heavy duty brick paving and bitumen. Please obtain Council's specification for Crossovers prior to commencing Works (policy 9/005).

Important note: You may be eligible for a Council provided subsidy when constructing a crossover on your property.

6.0 CONDITIONS APPLICABLE TO ALL VERGE TREATMENTS

- i) The verge must be maintained at a positive 2% gradient from the back of the kerb to the front property boundary. Any alteration to this gradient must be approved by Council's Engineering Department
- ii) The owner agrees to maintain the area so as not to cause a hazard. Failure to comply may result in removal of the treatment by the Town's workforce at the owner's expense
- iii) No uncompacted gravels, crushed bricks or loose stones are permitted on verges. These are easily displaced collecting on the road, footpath and adjoining properties thus posing a hazard to pedestrians

- iv) The placement of obstructions on verge areas is not permitted. Obstructions are objects that could be dangerous to, or restrict access of pedestrians, motor vehicles and cyclists e.g. rocks, stakes and string, fencing, bricks, structures, posts, etc. Please contact Engineering Services if you require further information
- v) No sporting equipment (i.e.: basketball hoop/stand, cricket wickets etc) may be positioned temporarily or permanently within the verge area. When basketball hoops are located on private property please be mindful of the direction the hoop faces so as to prevent balls entering the road and neighbouring properties
- vi) The owner agrees to indemnify the Town against all claims, which may arise as a result of the treatment
- vii) Council reserves the right to remove any verge treatment for the purpose of carrying out works, without being liable to compensate any person for such loss
- viii) No assistance shall be provided by Council for development, ongoing operation, or maintenance costs
- ix) The property owner/occupier shall be responsible for repairs to any damaged Council infrastructure occurring during verge treatment installation by the owner/occupier or their contractor

200708/057 Council Decision/Amended Officer's Recommendation**Moved:** Cr K A Howlett**Seconded:** Cr A A Carter**That Council approve the replacement of existing Policy 9/008 with the new Policy 9/008 as follows:****“9/008 VERGE TREATMENT POLICY****1.0 Objective**

The objective of this policy is to provide guidelines for the procedure, nature of material and treatments that are permitted for the landscaping of roadside verges by property owners/occupiers and developers.

Councils overriding objective is to encourage and support development of aesthetically pleasing streetscapes throughout the Town including well maintained street verges and healthy street trees.

2.0 Definitions

For the purposes of this policy the following definitions apply:

- . Road reserve – the portion of land between opposite front property boundaries that contains both verges and the road carriageway
- . Verge – the section of the road reserve between the property boundary and the road kerb line
- . Crossover – the portion of a driveway within the verge area (between the property boundary and the road kerb line)

3.0 General

It is accepted by Council that road reserves form a significant portion of public open space and is available to residents for improving their outdoor lifestyle. A well planned and maintained garden greatly enhances the appearance of the neighbourhood. It is the Town's responsibility to ensure that property owners/occupiers develop verge areas to a safe standard. This policy has been prepared to assist residents in undertaking verge treatment works which are kept free of hazards to ensure safe movement for pedestrians, cyclists and vehicles.

Property owners may install the following verge treatments:

- . Lawns (refer section 5.1)
- . Reticulation (refer section 5.2)

- . **Gardens/Landscaping (refer section 5.3)**
- . **Street Trees (refer section 5.4)**
- . **Partial hardstand (refer section 5.5)**
- . **Compacted Material (refer section 5.6)**
- . **Crossovers (refer section 5.7 and Policy 9/005)**

4.0 Procedure

Property owners/occupiers and developers desiring to develop the verge adjacent to their property shall submit to Council an application for approval. The application must include a sketch plan setting out the details of the proposed work including any paving, trees, groundcovers and reticulation. In special circumstances, assistance may be available from Council staff to assist with the production of necessary plans.

The applicant will then be:

- i) Granted approval in writing, where the application complies with the conditions of this policy; or**
- ii) Where the application does not comply the applicant will be advised that approval will be required by Council before any work can proceed**

The applicant will also be advised of any scheduled works by Council that may impact on their verge development proposal, such as footpath construction.

The owner/occupier must undertake to maintain all developments/improvements of the road verge. Verge maintenance by Council is limited to managing street trees and slashing unkempt grass. Furthermore, the cost and any adjustments that are required by the service authorities (gas, water, electricity, telephone, etc) resulting from the developments will be borne by the owner/occupier.

Developers undergoing subdivisional works are required to submit detailed landscaping plans to Council and may be required to commit to a maintenance contract for a required period (generally 2 years).

5.0 Guidelines

5.1 LAWNS

Applications for reticulated lawns within the verge area must be submitted to Council as per section 4.0 Procedures of this policy.

Unreticulated lawned verges do not require Council's approval.

The registering of verges is no longer applicable within the district and has been superseded by Clause 5.3 of the Town's Parking Local Law. This law prevents motorists from parking on a road verge without the adjoining property occupier's consent. For further information, please contact Ranger Services at the Town of Port Hedland.

If residents have concerns or believe vehicles are parked without their permission then Council's Ranger Services can be contacted. Signs will be available to be installed in appropriate locations upon request from Council (at cost price to the applicant).

5.2 RETICULATION

When reticulating verges the following points must be noted:

- i) Water pipes must be laid beneath the verge at a depth between 150mm and 300mm. No fitting connected to the pipes can protrude above the surface of the lawn or garden**
- ii) The pipes and connections must be at least 250mm away from the footpath or the standard footpath alignment (1.8 metres to 3.0 metres from the kerbline). Please contact Council's Engineering Services for further information**
- iii) The system must contain approved valves, located within the property. These are connected to your supply and fitted so as to give complete control of the flow of water from that point**
- iv) Where reticulation extends to the kerbline, half sprinklers must be used. These will direct the flow of water away from the paved road surface**
- v) Reticulation sprinklers are not to spray water on a footpath or road and watering is to be restricted to times where inconvenience to pedestrians, cyclists and motorists is at a minimum**
- vi) Should damage to any utility services (water, telecom, power etc) occur, the damage will be made good by the authority having the control of that particular plant, and such expense incurred in reinstating the plant, will be to the property owner**
- vii) Design and operation to comply with the Water Corporation Waterwise watering guidelines and current water restrictions**
- viii) Street tree reticulation shall be installed to include a root watering system (not surface watering) and a root director. This will encourage a deeper root growth, assisting in establishment of the tree and protecting the tree from uprooting in strong wind conditions**

5.3 GARDENS/LANDSCAPING

Many residents are becoming water conscious when planning their landscaping. This does not mean that vegetation has to be eliminated. Parks and Gardens Services provide advice on the species of plants best suited to verge areas.

Before commencement, the following conditions of approval should be considered:

- i) That an area measured 2 metres from the back of kerb and running parallel to the kerb, is kept clear of landscaping/planting to allow pedestrians a safe point of refuge on the verge in emergency situations
- ii) The applicant accepts responsibility for removal or relocating the plants if required by any public utility
- iii) The plants are kept clear of the roadway or any footpath where applicable
- iv) The landscape scheme is to be of such a nature as not to create any undue hazard to road users or pedestrians
- v) That no plant be permitted to exceed 600mm in height on the verge to ensure sight lines from crossovers are clear (excludes street trees)
- vi) Landscaping plant species must comply with Council’s preferred species list – refer Policy 10/001

5.4 STREET TREES ON VERGES

In the interests of vehicular and pedestrian safety, as well as keeping services clear, street trees on verges shall be of a specific species planted within a particular alignment.

5.4.1 Street Tree Alignment

The resident is entitled to one or two street trees according to the following Table 1. Council will supply the trees however, it is the responsibility of the resident to water the street trees. Any other maintenance required should be referred to the Town’s Parks and Gardens Services.

Table 1: Street Tree Alignment and Quantity

Lot Type	Number of Trees
Standard Lot	1
Corner Lot	1 on short side 2 on long side

The standard alignment for a verge tree is:

- i) Central on a standard block**
- ii) 5 metres from any crossovers**
- iii) At least 2 metres from the road and front property boundary**
- iv) 10 metres from the road truncation**

There will be exceptions due to configurations of Lots and existing infrastructure. For further information on alignment please contact Engineering Services.

When requesting street tree(s) please state whether:

- i) Overhead powerlines are present**
- ii) Footpaths are present**
- iii) There is any existing verge planting**

Street Tree Species

Council are committed to providing street trees to the community and has clearly identified the street trees for specific locations throughout the Town. Each suburb is identified by the designation of a different tree species. The main dividing roads, or boulevards, between suburbs will be developed with a common theme and species. These trees have been chosen as they have the appropriate shape and height to suit street tree planting and generally require minimal maintenance and watering once established.

The following tree species have been allocated to each area. A plan is available from Engineering Services for clarification. Please note that incorrectly chosen or planted street trees will be removed at Council's discretion.

Town Centre (Port & South Hedland): As per each application, in accordance with Council's preferred species list (refer Policy 10/001)

- . Main dividing roads: Royal Poinciana (delonix regia)**
- . Lawson: Desert Kurrajong (Brachychiton gregorii)**
- . Walnut Grove: Summer Red flowering gum (Corymbia ficifolia)**
- . Cassia: Golden Shower (Cassia fistula)**
- . Koombana: Neem Tree (Azadirachta indica)**
- . Shellborough: Yellow Poinciana/Flame Tree (Peltophorum pterocarpum)**
- . Cooke Point: Summer Red flowering gum (Corymbia ficifolia)**
- . Pretty Pool: Neem Tree (Azadirachta indica)**
- . Spinifex Hill: Golden Shower (Cassia fistula)**
- . West End: Yellow Poinciana/Flame Tree (Peltophorum pterocarpum)**
- . Drainage reserves and public open space: A combination of native trees to compliment any**

currently established trees, including Coolibahs, Desert Walnuts (Pundle) and other endemic species, plus exotic plantings as per Council’s preferred species list.

Street trees allocated to a particular area may be substituted for another approved species upon application to Council. This may be due to unavailability of the selected species or to satisfy landscaping design requirements.

5.5 HARDSTAND VERGE TREATMENTS

Council permits a part of the verge to be sealed with brickpaving, concrete or bitumen. The area to be treated by sealing is 3.0 metres wide, measured from the back of the kerb and running parallel to the kerb in the verge abutting the property, or alternatively an area of equal size.

If a footpath exists in front of the property, the portion of the verge between the kerb and the footpath is permitted to be sealed. The verge hardstand must be a significantly different colour to that of the adjacent footpath.

5.5.1 Brick paving

Schedule of requirements

i)	Pavers	Minimum 70mm heavy-duty rectangular or square unit
ii)	Brickpaving pattern	Refer to Standard Drawing ES07-8-0
iii)	Sand bed	20mm - 40mm thick
iv)	Sub-base	100mm gravel or roadbase
v)	Edge restraints	250mm wide and a minimum of 80mm deep concrete edge restraint robust enough to withstand vehicle impact and prevent any lateral movement of the bricks. Visible edge restraints shall be installed flush to the level of the pavers
vi)	Verge gradient	A positive 2% slope from the top of the kerb towards the property boundary

Please note:
Council will not accept liability for replacing any paving bricks located within the road reserve, which are subsequently damaged through works undertaken.

5.5.2 Concrete

Schedule of requirements

i)	Depth	100mm Minimum
----	-------	---------------

ii)	Contraction Joints	Minimum depth of 20mm at 2.5m centres. The joints shall be placed at right angles to the kerb
iii)	Expansion Joints	Bitumen impregnated joints are not permitted
iv)	Strength	Concrete high early strength to 20 Mpa at 28 days
v)	Surface Finish	Broomed non-slip
vi)	Verge gradient	A positive 2% slope from the top of the kerb towards the property boundary
vii)	Delineation	Verge infill is to be delineated from existing paths

Asphalt

Schedule of requirements

i)	Base Course	Minimum 150mm thick crushed rock free from sand, loam, capstone, roots or other organic matter. The rock must be compacted and waterbound to a smooth finish
ii)	Pavement	A 30mm thick pavement of 7mm nominal aggregate bituminous concrete
iii)	Edge Restraints	A 100mm wide by 150mm deep concrete edge restraint shall be constructed to the outside edges of asphalt. The surface of the edge restraint shall be non-slip broomed finish and shall be flush with the surface of the asphalt pavement
iv)	Verge gradient	A positive 2% slope from the top of the kerb towards the property boundary

5.6 COMPACTED UNBOUND HARDSTAND AREAS

Compacted unbound material is an acceptable treatment on verges adjoining residential properties provided that the material is well graded, waterbound and compacted to a smooth finish. The depth of such material must be an absolute minimum of 100mm.

This treatment is not permitted on verges which adjoin properties housing non-residential activities, for example childcare centres, businesses.

Poorly graded materials such as river stone, crushed brick and other decorative treatments are not permitted unless incorporated into a defined and approved landscaping plan.

5.7 CROSSOVERS

All crossovers up to the property boundary must be sealed and maintained to Council standards. Approved treatments are concrete, heavy duty brick paving and bitumen. Please obtain Council's specification for Crossovers prior to commencing Works (policy 9/005).

Important note: You may be eligible for a Council provided subsidy when constructing a crossover on your property.

6.0 CONDITIONS APPLICABLE TO ALL VERGE TREATMENTS

- i) The verge must be maintained at a positive 2% gradient from the back of the kerb to the front property boundary. Any alteration to this gradient must be approved by Council's Engineering Department
- ii) The owner agrees to maintain the area so as not to cause a hazard. Failure to comply may result in removal of the treatment by the Town's workforce at the owner's expense
- iii) No uncompacted gravels, crushed bricks or loose stones are permitted on verges. These are easily displaced collecting on the road, footpath and adjoining properties thus posing a hazard to pedestrians
- iv) The placement of obstructions on verge areas is not permitted. Obstructions are objects that could be dangerous to, or restrict access of pedestrians, motor vehicles and cyclists e.g. rocks, stakes and string, fencing, bricks, structures, posts, etc. Please contact Engineering Services if you require further information
- v) No sporting equipment (i.e.: basketball hoop/stand, cricket wickets etc) may be positioned temporarily or permanently within the verge area. When basketball hoops are located on private property please be mindful of the direction the hoop faces so as to prevent balls entering the road and neighbouring properties
- vi) The owner agrees to indemnify the Town against all claims, which may arise as a result of the treatment
- vii) Council reserves the right to remove any verge treatment for the purpose of carrying out works, without being liable to compensate any person for such loss
- viii) No assistance shall be provided by Council for development, ongoing operation, or maintenance costs

- ix) The property owner/occupier shall be responsible for repairs to any damaged Council infrastructure occurring during verge treatment installation by the owner/occupier or their contractor

CARRIED 9/0

11.3.3 Port Hedland International Airport**11.3.3.1 Tender 06/49 Electrical Services Upgrade Airport Terminal Area (File No.: 05/09/0009)**

Officer Eleanor Whiteley
Airport Manager

Date of Report 22 October 2007

Disclosure of Interest by Officer Nil

Summary

For Council to consider the submissions received for Tender 06/49 for the electrical services upgrade of the Airport Terminal Area.

Background

Electrical engineers from Connell Wagner Pty Ltd have undertaken an extensive review and assessment of the airport's terminal area electrical systems. Connell Wagner recommended that the electrical systems be upgraded in a number of areas and specifications for the works were developed for tender. Tender submissions for the electrical services upgrade for the airport terminal area according to the specifications provided by Connell Wagner Pty Ltd were called for in The West Australian and the North West Telegraph on 19 September 2007. The advertised closing date and time for the tender was 2.00pm on 10 October 2007.

Tender packages were sent to seven prospective tenderers. Following the close of tenders the tender box was opened in the presence of the Mayor, Manager Corporate Support Services and the Airport Manager. Tenders were received from:

- Total Electrical and Communication (TEC Services)
- O'Donnell Griffin Pty Ltd
- Downer EDI Engineering Pty Ltd

Consultation

Airport Manager
Connell Wagner Pty Ltd

Statutory Implications

Section 3.57 – Tenders for providing goods and services in accordance with the Local Government Act 1995 (as amended)

“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.”*

Policy Implications

This tender was called in accordance with Council's Procurement Policy 2/015.

Strategic Planning Implications

Key Result Area 1 - Infrastructure

Goal 3 – Airport

Strategy 1. Undertake necessary capital upgrades to airport including redevelopment of the electrical infrastructure.

Budget Implications

Airport Non Operating Expenditure Account 1210473 includes an allocation of \$500,000 for this project.

Officer's Comment

The tenders received are summarised below:

Name	Price (excluding GST)
O'Donnell Griffin Pty Ltd	\$494,526
TEC Services	\$481,737
Downer EDI Engineering	\$363,378

All tenders received were conforming tenders and as such were considered for further assessment.

The table below lists the evaluation criteria used to assess the tenders as per the tender documentation

Price	60%
Experience	10%
Resources (e.g. plant & equipment	10%
Demonstrated understanding of required tasks	10%
Local Supplier	10%
Total	100%

Due to the technical nature of this tender, Connell Wagner was engaged to carry out an assessment of the submissions to ensure that the required technical specifications were met and to provide a recommendation on the submissions using the above criteria. As part of this process the tenderers were asked to provide clarification

on their submissions and pricing, in particular to include the provision of a new Pillar 9.

O'Donnell Griffin advised that the figure listed on 8.0 of the tender submission documents was incorrectly carried forward from their itemised Bill of Quantities and should have been \$464,421.00 (ex GST).

The revised pricing, including the provision of Pillar 9 was submitted to Connell Wagner:

Name	Price (Including GST)	Price (Ex GST)
O'Donnell Griffin Pty Ltd	\$523,458.10	\$475,871.00
TEC Services	\$529,911.00	\$481,737.00
Downer EDI Engineering	\$415,644.00	\$377,858.00

The full assessment report from Connell Wagner is attached.

An assessment of the tenders against the selection criteria was also undertaken, producing the following matrix:

	Price (60%)	Experience (10%)	Resources (10%)	Understanding (10%)	Local (10%)	Total (100%)
TEC Services	46.8%	10%	10%	10%	10%	86.8%
O'Donnell Griffin	47.4%	10%	10%	10%	10%	87.4%
Downer EDI Engineering	60%	10%	10%	8%	10%	98%

All tenders are within the allocated budget amount. The following comments are provided in relation to each submission.

TEC Services has made provision for the airport's electrical operations to continue relatively uninterrupted. However, most of the works shall be carried out during the day thus it is likely that areas of the terminal will be restricted. TEC Services also carried out extensive site inspections prior to the submission of tenders. TEC services are experienced with the airport's electrical services (landside and airside) through contractor experience.

O'Donnell Griffin's have allowed for the majority of the works to be carried out at night. This is the preferred method for carrying out the works from an airport operations perspective, as the terminal will not experience usage restrictions. O'Donnell Griffin are also very experienced with the Airport Electrical services (landside and airside) through previous contractor experience.

Downer EDI Engineering's pricing allows for uninterrupted access to the site. Compensation would be expected for any unscheduled delays i.e. if a flight is delayed. No labour rates have been provided in the submission. No provision has been made for night works. Downer EDI engineering have not carried out any works (landside or airside) at the airport. Downer EDI Engineering requires a number of changes/deletions to Council's standard contract conditions. Given the large variation between this price submission and the other two submissions there is concern that extensive variation might be required once works commence.

Connell Wagner Pty Ltd was engaged to carry out tender assessment on the submissions to ensure that Council received the best value for the project. The tender assessment report prepared by Connell Wagner Pty Ltd recommends that:

"Using the Town of Port Hedland Council's evaluation process and rating scheme recommend awarding ODG as the contractor for stage 1 of the electrical upgrade works, as the cost is reasonable, they have previous experience on site, and have a good understanding of the site conditions, they have a demonstrated an understanding of required SOW, and have a regional office."

Attachments

Tender Assessment Electrical Services Upgrade Stage 1
Port Hedland International Airport prepared by Connell Wagner.

200708/058 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr J Ford

That:

- i) Tender 06/49 for the electrical services upgrade of the Port Hedland International Airport Terminal Area be awarded to O'Donnell Griffin Pty Ltd for the amount of \$475,871 (ex GST) as recommended by Connell Wagner Pty Ltd.**
- ii) the Mayor and Chief Executive Officer be authorised to sign the contract for the works and the Common Seal be affixed.**

CARRIED 9/0

ATTACHMENT TO AGENDA ITEM 11.3.3.1

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**Tender Assessment
Electrical Services Upgrade Stage 1
Port Hedland International Airport**

17 October 2007
Reference: 26248
Revision 2

Connell Wagner

Document Control			Connell Wagner			
Document ID: P:12624818.0 TENDER CONSTRUCTIONS/PHA TENDERASSESSMENTV2.DOC						
Rev No	Date	Revision Details	Typist	Author	Verifier	Approver
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2	17.10.07	Final Issue	CR	CR	PG	SKL

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- a) Using the documents or data in electronic form without requesting and checking them for accuracy against the original hard copy version.
- b) Using the documents or data for any purpose not agreed to in writing by Connell Wagner.

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1. Introduction

The Port Hedland International Airport was first constructed in 1971, and has subsequently undergone significant alterations, additions and refurbishments. The main electrical changes occurred in 1983/84, 1999/00 and 2000.

The Airport is made up of the main Terminal building, hangars, workshops, support towers and other office and administration buildings.

This project shall include the provision of new distribution boards; testing of existing boards and cables and replacement of the Terminal Building main switchboard and associated cabling.

2. Tender Details

2.1 Tender Issue

The tender involved the Town of Port Hedland undertaking an open tender. The tender procurement process was run by the Town of Port Hedland. Tenders were made available and made closed at the Town of Port Hedland. The documentation was sent for pricing to the interested parties.

2.2 Tender Receipt

Tenders were received from the following contractors:

- Total Electrical Communications Services
- O'Donnell Griffin (ODG)
- Downer EDI Engineering

Tenders were received by all contractors and assessed. During the assessment some of the contractors were contacted with some queries to finalise some of the tender details. These details have been collated and are included in the tender assessment.

During the tender submission period Downer EDI Engineering contacted us with some queries that we clarified.

2.3 Tenders

The Tendered Prices including GST are as follows:

- Total Electrical Communications Services (TECS) - \$529,911.00
- O'Donnell Griffin (ODG) \$523,158.10
- Downer EDI Engineering - \$415,844.00

The breakdown of the tender prices provided is as tabulated below.

Description	TECS	ODG	Downer
Earth Cabling	\$74,428.00	\$735,100.00	\$68,681.00
Conduit	\$87,612.00	\$32,160.00	\$119,379.00
Cable ladder and Terminal Tray	\$70,541.00	\$25,250.00	\$35,219.00
Main Switchboard Terminal Building & Sub circuits	\$82,321.00	\$85,700.00	\$37,267.00
Distribution Boards	Including new Pillar 9	Including new Pillar 9	Including new Pillar 9
Cafe Sub Board DB2	\$67,212.00	\$46,981.00	\$35,257.00
Mechanical Workshop MSB & Distribution subboard			
General Power	\$18,796.00	\$23,055.00	\$21,877.00
RCD's			
Meters			
Surge Suppression – three phase 25kA (as specified)			
Escutcheon for Powerhouse generator MDB			
General Works	\$19,320.00	\$46,625.00	\$59,285.00
Thermal Scanning, AS3000 tests of DB's			
Testing of Cables as per AS3000			
Demolition of Services			
Cleaning of Boards			
Prelim, supervision, as builds, manuals, scheduling & site facilities	\$71,508.00		
	+10% GST	\$48,174.00	\$47,587.10
	Total	\$529,911.00	\$415,644.00

In addition TECS provided the following pricing:

- Installation and supply of new Pillar 9

This price is included in their tender schedule pricing.

In addition ODG provided the following pricing:

- Installation and supply of new Pillar 9

This price is included in their tender schedule pricing.

In addition Downer EDI Engineering provided the following pricing:

- Installation and supply of new Pillar 9

This price is included in their tender schedule pricing.

2.4 Programs

The following details of the program were provided as part of the tender details.

Downer EDI Engineering

Continuous contract period of six (6) weeks

O'Donnell Griffin

O'Donnell Griffin confirmed a contract period of eight 8 weeks as a preliminary estimate, but no allowance has been made in this program for the manufacturing of the switchboards.

TECS

TECS haven not yet confirmed a contract period.

2.5 Exclusions/Clarifications and Qualifications**TECS**

TECS provided the following exclusions/clarifications within their tender. Our comments are provided in italics:

1. **Pillar 9;** The SOW for part one does not mention the supply and installation of pillar 9, although we have to supply customer mains to this Pillar. Our cost to supply and install is in our tender price \$15,500.00
Accepted.
2. **Final sub circuit wiring:** We have inspected the in ceiling electrical installation which is sub standard, we have allowed for the following:
 - a. Supply and install a cable tray system through out building to support main cable routes.
Accepted.
 - b. We have allowed for the testing of all final sub circuits as per 2.21 of SOW.
Accepted.
 - c. We have allowed for the repairs and replacement of cables as per drawing no EL-014 only.
Accepted, and also as described in the SOW document.
3. **Submains** We have **allowed for all** sub mains to be **CU XLPE** PVC Nylon PVC insulated.
Accepted, as documented
4. **Terminal Main switchboard** We have allowed to power all sub distribution boards and essential service circuits in the airport terminal by means of portable generator set during the change out of the Terminal Main Switchboard.
Accepted.

Downer EDI Engineering

Downer provided the following exclusions/clarifications within their tender. Our comments are provided in italics:

Tender Validity,

This offer shall remain open to acceptance for a period of 60 days from the date of submission hereon, and shall then lapse unless an extension is granted in writing by us

Noted

Contract Period,

Our price has been based upon a continuous contract period of 6 weeks
May be more time as Materials could take time to order and arrive to site.

Terms of Payment,

Nett monthly progress payments to the value of work complete including materials delivered to our stores. We would require to submit a-banker's guarantee in lieu of cash retentions or security deposits.

Noted. PHA to comment.

Trenching is based upon rock free excavation, Should rock or other materials be encountered which

Electrical Services Upgrade Stage 1
Tender Assessment

Port Hedland International Airport

cannot be removed using a conventional mini excavator, we would require reimbursement for the additional cost.

Noted. PHA to comment.

Reasonable care will be exercised during all work. Should, however, any damage to services occur due to incomplete or incorrect information being provided to us regarding hidden services we reserve the right to invoice you with the cost of all necessary repairs.

Noted. As stated in the SOW section 2.1 a survey of the existing drawings and documentation shall be performed to determine coordination and details.

Delay costs, We require clear access for trenching work, - If we are held up by no fault of our own then we will apply a standby rate of \$440p/hr, to be additional to the contract value.

Noted. PHA to review and comment.

We require Clear access to work fronts as agreed on a daily basis with the airport manager prior to the commencement of work. If we are unduly delayed through unscheduled events we expect that due compensation will be made.

Noted. PHA to review and comment.

For thermographic testing of the switchboards we require unimpeded access during the testing period. All testing will be conducted on one day during normal working hours and the switchboards should be fully loaded during the test period.

Noted. PHA to review and comment.

O'Donnell Griffin

O'Donnell Griffin provided the following exclusions/clarifications and Qualifications within their tender. Our comments are provided in italics.

1. The pricing and other information contained in the attached submission is proprietary to O'Donnell Griffin, is confidential, trade sensitive and is submitted solely for evaluation purposes and for the purpose of allowing the Company to participate in the assessment process ("the purpose"). By accepting this submission you are accepting an obligation to use the information solely for the purpose and shall not disclose the information to any 3rd party whatsoever or copy or reproduce the information in any way.
Noted
2. Our offer is open for 60 days in accordance with your invitation to tender.
Noted
3. Our price is based upon the following tender documents;
 - a. Specification for Electrical Services Upgrade Airport Terminal Area. And
 - b. Drawings EL-011, EL-012,EL-013,EL-014,EL-015*Noted.*
4. Our offer is best upon mutually acceptable terms and conditions of contract and the documents provided
PHA to review and comment.
5. Should the design or above documentation contain any errors or omission we will notify you and seek a direction. Subject to the nature of that direction additional cost and/or time may be incurred.
Noted
6. We have allowed to supply and install the following submains only,
 1. New non essential submain to the Mechanical workshop Db
 2. New submain from the Mechanical workshop DB to the sub board.

3. New submain from powerhouse to lighting cubicle
4. New submain from new substation to Pillar 9
Noted
7. We have not allowed to supply and install any new pillars as drawing EL-012 note 4 indicates they are in part two of the project.
The Electrical Services Specification SOW document states that the installation and supply of new Pillar 9 only is part of this contract.
8. Payment claims will be submitted monthly. Our payment terms our 30days from date of claim
Noted
9. Our price is based upon excavation in rock free ground and free from latent conditions. Should rock or rock like substance or latent conditions be encountered the removal would be at a negotiated rate
Noted. PHA to review and comment.
10. We have based our offer on carrying out the bulk of the works at the Terminal Building out of normal hours (Nights) to avoid disruption to the airport operations.
Noted
11. We have deemed vehicle exhaust systems as sufficient noise suppressors for vehicles
Noted. PHA to review and comment.
12. No allowance has been made for dewatering of excavations. Should dewatering be required we would require this activity to be carried out at a site negotiated rate.
Noted. PHA to review and comment.
13. Our proposal allows to backfill trenches using the existing excavated material. We have made no allowance to remove any excess excavated material. Should this be required this would be provided at additional cost to this offer.
Noted.
14. We have allowed to utilise directional drilling methods to install the conduits to avoid disruption to the airport operations. During this process we believe it would be beneficial to install all the conduits required for the Total project (Parts 1 and 2). A revised offer to include these works can be supplied upon request.
Noted
15. We have based our offer on carrying out the bulk of the works at the Terminal Building out of normal hours (Nights) to avoid disruption to the airport operations
Noted
16. We have made no allowance to repair any bitumin surfaces that may be disturbed during these works.
Noted
17. We have assumed all underground services are located in accordance with reference drawings. We accept no responsibility for services not identified on drawings.
Noted. As stated in the SOW section 2.1 a survey of the existing drawings and documentation shall be performed to determine coordination and details.
18. Our proposal is based on performing all works on a continuous basis with sufficient work areas available to prevent a stop-start type programme.
Noted. PHA to review and comment.

19. We have not allowed for the supply of any spare parts or commissioning spares
Noted
20. Should asbestos or other dangerous substances be encountered all work will be carried out in accordance with The Department of Occupational Health Safety and Welfare of WA Regulations and the Work Safe Code of Practice Guidance Notes. Any additional costs involved will be invoiced to you separately.
Noted
21. We have made no allowance for any Survey work. We will require the trench route to be surveyed before work begins and prior to backfill proceeding. We have assumed this service will be supplied. Should you require us to carry out these works they will be additional to this offer.
Noted. PHA to review and comment.
22. Should drilling be required to install earth rods this activity would be carried out at additional cost to contract.
Noted
23. Our rates for variations (night shift) are as follows
a. Foreman \$125 p/hr
b. Headman \$120 p/hr
c. Construction Worker \$111.00 p/hr
Noted

2.6 Tender Assessment

TECS

TECS provided the following as part of their tender submission:

1. Tender Letter
2. Tender Form
3. Schedule of Prices

This was all the majority of the information requested as part of the tender documents. They did not provide the program tender schedule. Even when queried they only provided a generic number of weeks. The information provided in the other schedules and subsequent discussions is acceptable.

Therefore the details in the tender are generally acceptable apart from the lack of information provided for the program. Further discussions would be required to be undertaken to confirm the program. They subsequently provided responses to all queries.

O'Donnell Griffin

O'DG provided the following as part of their tender submission

1. Tender Letter
2. Tender Form
3. Schedule of Prices
4. Program Tender Schedule

This was all the information requested as part of the tender documents. The information provided in the other schedules and subsequent discussions is acceptable

Therefore the details in the tender are generally acceptable. Further discussions would be required to be undertaken to confirm the program. They subsequently provided responses to all queries.

Downer EDI Engineering

Downer provided the following as part of their tender submission

1. Tender Letter
2. Tender Form
3. Schedule of Prices
4. Program Tender Schedule

This was all the information requested as part of the tender documents. The information provided in the other schedules and subsequent discussions is acceptable.

Therefore the details in the tender are generally acceptable. Further discussions would be required to be undertaken to confirm the program. They subsequently provided responses to all queries.

3. Recommendation

As detailed above the tender was open and three tenders were received.

The main criteria to select Downer EDI Engineering at this stage would be due to the lower cost price, although their tender program schedule may be too short for the works. A Downer EDI Engineering representative reviewed the site and so has some familiarisation with the site conditions. Downer has not previously conducted large scale work at the PHA, and have not allowed for after hours work, and if they are held up during the day compensation will be expected. Also their program does not allow for long lead times for the switchboard manufacture.

The main criteria to select TECS at this stage would be due to their comprehensive review of the site including review of existing cabling within the terminal building ceiling void, terminal main switchboard and so has good familiarisation with the site conditions, they demonstrate a full understanding of the works. TECS have not provided a program tender schedule, and have not stipulated if after hours works is included.

ODG have previously conducted works to the electrical infrastructure on the site and as a result has best knowledge and past experience on site with a previous electrical upgrade. The exclusion of not allowing for the repair to any bitumen surface that may be disturbed during these works will add extra cost. Their quick response in providing a detailed programme Tender schedule is worth noting.

Using the Town of Port Hedland Council's evaluation process and rating scheme we recommend awarding ODG as the contractor for stage 1 of the electrical upgrade works, as the cost is reasonable, they have previous experience on site, and have a good understanding of the site conditions, they have demonstrated an understanding of required SOV, and have a local regional office.

11.3.3.2 Royal Flying Doctor Service – Landing Fees (File No.: 30/09/0018)

Officer Eleanor Whiteley
Airport Manager

Date of Report 13 September 2007

Disclosure of Interest by Officer Nil

Summary

For Council to consider the introduction of charging of landing fees for Royal Flying Doctor Service operations at Port Hedland International Airport

Background

At its Ordinary Council Meeting held on 26 September 2007, Council resolved as follows:

“That Item 11.3.3.2 ‘Royal Flying Doctor Service – Landing Fees’ lay on the table pending further information being presented to Council of its ability to donate to the Port Hedland Royal Flying Doctors Service local branch, as opposed to donating to the Royal Flying Doctors Service Western Operations head office.”

The Royal Flying Doctor Service (RFDS) is currently not charged landing fees at Port Hedland International Airport. Investigations into airport and council records indicate that historically the RFDS have never been charged landing fees. Over the past ten years it is estimated that this is the equivalent of \$350,000 in Council support.

The main RFDS base for North Western Australia is located at Port Hedland. This base acts as a hub for the transport of patients from the Northwest Region to the Port Hedland Hospital and Perth. With the increase in population in the region due to the mining industry boom and the pressure on the public health system the RFDS operations at Port Hedland have increased.

Consultation

Manager Airport Services, Shire of East Pilbara (Newman Airport)
Airport Manager, Shire of Roebourne (Karratha Airport)
Airport Manager, Shire of Wyndham-East Kimberley (Wyndham & Kununurra Airport)
Airport Manager, City of Kalgoorlie-Boulder (Kalgoorlie Airport)
Director, Corporate Services, RFDS Western Operations
Chief Executive Officer, Town of Port Hedland

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

Key Result Area 1: Infrastructure

Goal 3: Airport

Strategy 3 Actively pursue the generation of income from a variety of sources at the Airport including through leases, rentals, advertising and any other means.

Budget Implications

GL Account 1210324 Landing Charges. Increase of approximately \$35,000. Dependant on Council decision

Officer's Comment

The RFDS has been operating at Port Hedland for a number of years and during this time has not been charged landing fees.

Port Hedland Airport is one of the few, if not the only major airport, that does not charge the RFDS for landing fees. Research into Council and airport files cannot determine when or how this exemption to landing fees began.

Kununurra, Newman, Kalgoorlie, and Jandakot airports all charge the RFDS operations for landings at their respective airports. Karratha Airport has through its 2007/08 Budget determinations commenced to charge landing fees on the RFDS. Although the Shire operated airports charge landing fees, they all donate some of the income back to the RFDS.

A review of the January 2007 to August 2007 data indicates the average monthly fee to RFDS had the fees been payable, would have been \$3,000 in landing charges excluding GST. The annual landing fee charges are equivalent to \$36,000 per year excluding GST. At present these fees are not being charged therefore Council is and has been supporting the RFDS this amount through the Airport.

Current and previous airport managers have held discussions with the RFDS on a number of occasions regarding the levy of landing charges. The RFDS position has been favourable.

The RFDS is a very important service to the community and should be supported. At present Council is very generously supporting the service, however this fact is not advertised or well known throughout the community and Pilbara Region. By charging the landing fees and Council donating all, or a portion, back to the RFDS will allow the Town of Port Hedland to publicise their support of the service.

Ability for Council to donate to the Port Hedland Royal Flying Doctors Service Local Branch

Further to Council's request for further information relating to its ability to donate to the Port Hedland Royal Flying Doctors Service local branch, as opposed to donating to the Royal Flying Doctors Service Western Operations head office, Council's Airport Manager met with Mr Peter Northover, Director Regional Operations, RFDS Western Operations on Wednesday 24 October 2007.

Although not received in writing, Mr Peter Northover's verbal advice at that meeting was that a direct donation to the local branch was not possible from a financial logistics point of view, however he indicated that any donation received from the Town of Port Hedland would be allocated to the local base, through equipment purchases or infrastructure upgrades for the base, or through aircraft medical equipment.

The Director Regional Operations of the RFDS Western Operations also advised he will work with the Town to ensure that any monies received from donated landing fees would be used to benefit the base. He also ensured that the support of Council for the local base both past and present would be appropriately recognised.

Officer's Recommendation

That Council resolve to:

- i) charge the Royal Flying Doctor Service landing fees as per Council's Schedule of Fees and Charges commencing for month of August;
- ii) donate 100% of the income generated from RFDS landing fees to the RFDS Western Operations, for the purpose of funding donated by Council being allocated to the local Port Hedland base, through equipment purchases, infrastructure upgrades for the base, aircraft medical equipment, etc., ensuring that the donation will benefit the RFDS base at Port Hedland, in addition to funding allocations made by the RFDS organisation.
- iii) advise RFDS Western Operations of Council's resolution as outlined above.

200708/059 Council Decision**Moved:** Cr A A Carter**Seconded:** Cr A A Gear**That Council resolve to:**

- i) charge the Royal Flying Doctor Service landing fees as per Council's Schedule of Fees and Charges commencing for month of August;**
- ii) donate 100% of the income generated from RFDS landing fees to the RFDS Western Operations, for the purpose of funding donated by Council being allocated to the local Port Hedland base, through equipment purchases, infrastructure upgrades for the base, aircraft medical equipment, etc., ensuring that the donation will benefit the RFDS base at Port Hedland, in addition to funding allocations made by the RFDS organisation.**
- iii) advise RFDS Western Operations of Council's resolution as outlined above, and the local Port Hedland branch of the RFDS be advised of this contribution from Council.**

CARRIED 9/0

REASON: Council sought for the local Port Hedland brance of the Royal Flying Doctor's Service to also be advised of it's resolution, and ammended clause iii) accordingly.

11.4 GOVERNANCE AND ADMINISTRATION**11.4.1 Corporate Services****11.4.1.1 *Financial Reports to Council for Period Ended 30 September 2007 (File Nos: FIN-008, FIN-014 and RAT-009)***

Officer Stephen Carstairs
Manager Finance

Date of Report ... 2007

Disclosure of Interest by Officer Nil

Summary

The objective of this item is to present a summary of the financial activities of the Town to 30 September 2007, and to compare this with that budgeted for the period. With regard to the Town's Utility Costs and Fuel Consumptions, a comparison is made with 2006/07.

Background

Presented (see attachments) in this report for the financial period ended 30 September 2007, are the:

- Statements of Financial Activity – see Schedules 2 to 14;
- Notes (1 to 10) to and forming part of the Statements of Financial Activity for the period ending 30 September 2007;
- Review of Transaction Activity.

Note: Interest Rates for investments are based on the best rate given by the National Australia Bank, BankWest, Commonwealth Bank of Australia and the Australian and New Zealand Bank.

2. *Utility Costs and Fuel Consumptions*

Presented in graph form (see attached), is the 2007/08 cumulative monthly water and power and fuel costs compared with 2006/07.

3. *Schedule of Accounts Paid*

The Schedule of Accounts paid (see attachment) under delegated authority as summarised below, and which is submitted to Council on 31 October 2007 for receipt, has been checked and is fully supported by vouchers and invoices which have been duly certified as to the receipt of goods and rendition of services, and verification of prices, computations and costings.

Voucher No's			Pages		Fund No	Fund Name	Description
From	To	Value	From	To			
CHQ17619	17619	\$3,595.20	1	1	1	Municipal Fund	Cancelled
17620	17620	\$0	2	2	1	Municipal Fund	
17621	17690	\$303,808.06	2	17	1	Municipal Fund	
EFT19726	19969	\$2,072,778.01	17	97	1	Municipal Fund	
PAY 110907		\$220,115.36	97	97	1	Municipal Fund	
PAY 250907		\$204,279.97	97	97	1	Municipal Fund	
	Municipal Total	\$2,804,926.09					
3001373	3001380	\$3,850.00	97	98	3	Trust Fund	
	Trust Total	\$3,850.00	98	98	3	Trust Fund	
	TOTAL	\$2,808,776.91					

Consultation

Nil.

Statutory Implications

Financial Statements

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

“34. Financial activity statement report - s. 6.4

- (1) *A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail:*
- (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) *budget estimates to the end of the month to which the statement relates;*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*

- (2) *Each statement of financial activity is to be accompanied by documents containing:*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*
 - (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown:*
 - (a) *according to nature and type classification;*
 - (b) *by program; or*
 - (c) *by business unit.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be:*
 - (a) *presented to the council:*
 - (i) *at the next ordinary meeting of the council following the end of the month to which the statement relates; or*
 - (ii) *if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting;*
and
 - (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.*

In this regulation:

“committed assets” means revenue unspent but set aside under the annual budget for a specific purpose;

“restricted assets” has the same meaning as in AAS 27.”

Section 6.12 of the Local Government Act 1995 (Power to defer, grant discounts, waive or write off debts) states:

- “(1) Subject to subsection (2) and any other written law, a local government may –*
 - (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money;*
 - (b) *waive or grant concessions in relation to any amount of money; or*
 - (c) *write off any amount of money, which is owed to the local government.*
- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.”*

Policy Implications

2/003 Financial Statements – Copies for Councillors

Apart from the financial reports presented to Council as required by way of legislation, the following reports will be presented to Council:

Monthly Bank Reconciliation of the Municipal,
Reserve and Trust Fund
+90 day outstanding Sundry Debtors Report
List of Accounts paid under Delegated Authority
Register of Investments
Rate Summary Trial Balance
Reserve Account Balances

Quarterly Quarterly Budget Review
Report on all Budgeted Grants of \$50,000 or more.

Irregular Financial reports will be presented to Council, as deemed necessary by the Director Corporate Services or the Manager Financial Services, or as requested by Council by resolution.

Strategic Planning Implications

Point one of Goal 2 (Natural Resources) in Key Results Area 5 (Environment) of the Strategic Plan 2007-2012, requires that the Town's energy and water use is monitored and reported to Council.

Budget Implications

At its 25 July 2007 Ordinary Meeting Council resolved to adopted item 11.4.1.2 2007/08 Budget Adoption, which included Recommendation 12 as follows:

“Recommendation 12

That Council adopts the following percentage or dollar value for determining and reporting material variances as follows:

- 1. 10% of the Function amended budget; or*
- 2. \$100,000 of the Function amended budget*

whichever is the lesser, for the following categories of revenue and expenditure:

- a. Operating Revenue*
- b. Operating Expenditure*
- c. Non Operating Revenue*
- d. Non Operating Expenditure”*

Officer's Comment

For the purpose of explaining Material Variance (Expense/Revenue Up or Down, and see attachment Schedule 2) a three-part approach was taken:

Period Variation

Relates specifically to the value of Variance between the Budget and Actual figures for the period of the report.

Primary Reason

Identifies the primary reasons for the period Variance. As the report is aimed at the higher level analysis, minor contributing factors are not reported.

Budget Impact

Forecasts the likely \$ impact on the Amended Annual Budget position. It is important to note that figures in this part are 'indicative only' at the time of reporting, and that circumstances may subsequently change.

Attachments

- Page 1-3 of 12. Schedule 2 being a Statement of Financial Activity
- Pages 4 to 12. Notes 3 to 9 which form part of the Statements of Financial Activity. Also Note 10 – September 2007 Bank Reconciliations.
- Pages 1 to 47. Detailed Financial Activity by Program.
- September 2007 Accounts for Payment
- Comparison Between 2006/07:2007/08 Utility and Fuel Costs.

200708/060 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr G J Daccache

That:

- i) **the:**
 - **Statements of Financial Activity (represented by Schedules 2 to 14);**
 - **Notes (1 to 10) to and forming part of the Statements of Financial Activity for the period ending 30 September 2007; and**
 - **Review of Transaction Activity, as attached and/or presented be received;**
- ii) **graphic representation of the Town's energy, water and fuel use as attached be received; and**

- iii) the list of Accounts paid to during September 2007 under Delegated Authority, as presented and/or attached be received.

CARRIED 9/0

11.4.1.2 **Request to Waive Rates for Assessment A110230, 15 Corboys Place, South Hedland (File Nso.: 110230G)**

Officer Brie Holland
Senior Rates Officer

Date of Report 16 October 2007

Disclosure of Interest by Officer Nil

Summary

For Council to consider request from Mr Peter Brady, to reduce the rates payable on Assessment A110230, 15 Corboys Place, South Hedland,

Background

Mr Brady wrote to the Council on the 28 September 2007 requesting a reduction in his Rates. In his letter he indicated that he was experiencing financial hardship, was not working, nor receiving any benefits (letter attached).

As at time of writing this report Mr Brady's rates debt equated to the following:

Rates	\$1045.28
Waste	\$ 170.00
Emergency Services Levy	\$ 49.61
Alternative Instalment fee	\$ 50.00
Interest	<u>\$ 99.25</u>
	\$1414.14

Council should note that no actual dollar amount has been requested, and there it is up to Council discretion to determine how much a rate reduction, if any, should be approved.

Consultation Nil

Statutory Implications

"6.12. Power to defer, grant discounts, waive or write off debts

- (1) *Subject to subsection (2) and any other written law, a local government may -*
- (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money;*
 - (b) *waive or grant concessions in relation to any amount of money; or*
 - (c) *write off any amount of money, which is owed to the local government.*

** Absolute majority required."*

Policy Implications

Rating Policy 2/004 (in part) states:

Concessions

'All rate concessions will be considered by Council during the budget process. Rate concessions will not be proposed to Council outside of the budget process, unless due to extraordinary circumstances and authorized by the Chief Executive Officer.'

Strategic Planning Implications Nil

Budget Implications

Council's rates are raised to meet the short fall between total expenditure and total income. Should total rate income be reduced Council's total expenditure would exceed total income, requiring Council to reduce services to maintain a balanced budget.

Officer's Comment

Based on Mr Brady's letter it is obvious that Mr Brady is experiencing financial hardship, however he has not provided Council with any quantum on how much of a rate reduction he is requesting. Therefore Council has effectively three options to consider:

1. Decline Mr Brady's request
2. Partially reduced/write off the current rates and services debt (\$1- \$1444.14)
3. Write off the total rates and services debt of \$1444.14

Council can appreciate Mr Brady's situation, however it is highly probable that he is not the only ratepayer in the district experiencing financial hardship in the current "Inflated" economical environment of the region. Given that Mr Brady is a property owner, it is also probable to assume that his property value is also benefiting from this economical environment also.

Reducing Mr Brady's rates would not have an individual material effect on the Council Budget. However it would set a potential unaffordable precedent, which other ratepayers could use to justify future claims to reduce rates by the Council. Should significant claims be received based on situations similar to Mr Brady, Council would need to seriously consider reducing services to all ratepayers and residents to maintain a balanced budget.

Rates are a debt on the property, and therefore are ultimately cleared (including interest penalties) when a property is sold. Therefore should Mr Brady be unable to pay them, they still will be cleared at some point in the future.

To assist Mr Brady, Council Officers are prepared to negotiate a payment program that will settle the outstanding rates prior to the 2008/09 rates being raised, and therefore not compound the problem. This would negate the need to involve the Council's debt collector, and may provide time for Mr Brady to organize his finances. Officers have attempted this on numerous occasions, however Mr Brady has insisted this item be presented to Council.

Attachment

Letter, from Mr P Brady, dated 28/09/07.

200708/061 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr G J Daccache

That Council:

- i) **advises Mr P Brady in writing that his request to reduce the outstanding rates on assessment A110230, of 15 Corboys Place South Hedland is declined; and**
- ii) **encourage Mr P Brady, of 15 Corboys Place SOUTH HEDLAND, to discuss his situation with Council Officers in order to determine a payment program to pay the outstanding debt by 30 June 2008.**

CARRIED 8/1

COPY

To whom it may concern,
 This letter is requesting a
 reduction in the Shire Rates - fee
 as I am not working not receiving
 any benefits, social support. You will
 give this copy to view and return
 with an answer. This direct
 approach is as for the amount of
 wastage in the day to day operations
 of the Shire in general would only be
 in retrospect to my rates you would
 not even get a blip on the screen in doing
 costing analysis.

My view has been first ^{seen} at Shire
 Meetings and generalizing around the
 Shire.

Hope the Shire Council in general
 can see an avenue in my situation.

RECORD No.	06-12137
OFFICER	PLF
28 SEP 2007	
FILE No.	11023062
ACTION DATE	

Peter Brady
 PETER BRADY

28-09-07.

Lot 1977
 Cortays Place.

01:02 2010 00/00

11.4.1.3 Request to Write Off Interest Penalty for Late Payment of Rates (File Nso.:, A803406G, 803407G, A803245G, A803522G, A803523G, and A803526G)

Officer Brie Holland
Senior Rates Officer

Date of Report 16 October 2007

Disclosure of Interest by Officer Nil

Summary

Talison Minerals has requested that Council write off penalty interest on the various mining tenements A80346G, A803407G, A803245G, A803522G, A803523G, and A803526G

Background

Talison Minerals wrote to the Council on the 18 September 2007 requesting the write off of penalty interest for late payment of Rates totaling \$181.23 (letter attached).

In their letter, Talison indicate that they wish that the penalty be written off as their acquisition of the properties in question was delayed. The due date for payment of rates was 7 September 2007, and it has been determined that the acquisition was completed on the 27 August 2007, two weeks prior to Rates becoming due.

On the 20 September 2007 Talison paid rates on all tenements totaling \$62,656.60, which cleared the rates debt except for Penalty Interest levied.

Consultation Nil

Statutory Implications

- “6.12. Power to defer, grant discounts, waive or write off debts*
- (1) Subject to subsection (2) and any other written law, a local government may -*
- (a) when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money;*
 - (b) waive or grant concessions in relation to any amount of money; or*
 - (c) write off any amount of money, which is owed to the local government.*
- * Absolute majority required.”*

Policy Implications

Rating Policy 2/004 (in part) states:

Concessions

'All rate concessions will be considered by Council during the budget process. Rate concessions will not be proposed to Council outside of the budget process, unless due to extraordinary circumstances and authorized by the Chief Executive Officer.'

Strategic Planning Implications Nil

Budget Implications

Should Council write off the penalty interest, Council will forego \$181.23 in income, which would not have a significant effect on the budget.

Officer's Comment

Council has the option to either decline or approve Talison Minerals request to write off the Penalty Interest. Council should note it was not responsible for the delay on Talison Minerals acquisition and that this occurred prior to the rates being due and payable.

Given that Talison has able to afford \$62,656.60 in rates, it seems questionable why they would request a write off of only \$181.23.

As Council is aware the penalty interest will remain a debt on the properties until the tenements are transferred (sold) or the debt accumulates to a value significant to warrant formal debt collection processes.

Given the value of the debt, and that the basis for the request, writing off the debt would not benefit Council, as it could set a precedent for the future where potentially larger write off are requested.

Attachment

Letter from Talison

Officer's Recommendation**200708/062 Council Decision/Officer's Recommendation**

Moved: Cr A A Carter

Seconded: Cr S J Coates

That Council decline Talison Minerals request to write off \$181.23 in penalty interest levied on the Assessments A80346G, A803407G, A803245G, A803522G, A803523G, and A803526G.

CARRIED 9/0

ATTACHMENT TO AGENDA ITEM 11.4.1.3



ENTERED

24 SEP 2007

COPY

Talison Minerals Pty Ltd

ABN: 25 125 581 473

Locked Bag 40, Cloisters Square, Perth, Western Australia 6850

T: +61 8 9203 0650 F: +61 8 9481 5133 W: www.talison.com

18 September, 2007

Mr Chris Adams
Chief Executive Officer
Town of Port Hedland
PO Box 41
Port Hedland W.A. 6721

RECORD NO	VARIOUS
OFFICER	M/E
20 SEP 2007	
FILE NO	VARIOUS
ACTION DATE	NA

8034069 15/149 EL Mining Co 11975
8034079 15/150 EL Mining Co 11976
8032455 15/151 EL Mining Co 11977
8035225 15/1246 Mining Co 11978
8035235 15/2175 Mining Co 11979
8035265 15/269 Mining Co 11980

Dear Sir

**Re: 2007/08 Tenement Shire Rates – Bulk Billing Schedule – Gwalia Tantalum Pty Ltd –
Your ref: LJP RAT -010**

I refer to your letter dated 31 July 2007 and enclose cheque in the sum of \$62,656.60 being for shire rates in respect to the tenements listed in the above Bulk Billing Schedule.

Please be advised that the subject tenements have been sold to Talison Minerals Pty Ltd (effective 27 August 2007). The sale includes Sons of Gwalia Ltd's (Gwalia Tantalum Pty Ltd's) Wodgina mine together with other tenement holdings in Australia forming part of Sons of Gwalia's Advanced Minerals Business. For your information I enclose a Press Release by Ferrier Hodgson, Sons of Gwalia Ltd's Administrators on the sale.

The due date for payment of the above rates was 7 September 2007 and I advise that payment has been delayed to now as a result of the sale process. Please note that I contacted your rates office prior to the due date advising of the situation and that there may be a short delay regarding the payment. I was advised that an extension of time was not possible but that I could provide reason to you when payment is made and request a waiver of any penalties.

Accordingly, I seek your consideration to accepting our payment without imposing a penalty for the delay, which I estimate will be less than 2 weeks by the time you receive this letter. I also wish to advise out that rates have been paid on all tenements during the last three (3) years in which Sons of Gwalia Ltd has been in Administration.

I hope that our request receives your favourable consideration and if you have any queries, please contact me, thankyou. Ph 08 9263 5540 or M0417 945774.

Yours faithfully,

Mark Campana

**11.4.1.4 Loan 124 – Underground Power, Signing & Sealing
Debenture Documentation (File No.: 12/02/001)**

Officer Victoria Newton
Senior Finance Officer

Date of Report 17 October 2007

Disclosure of Interest by Officer Nil

Summary

For Council to approve the use of the Town Seal to provide security over Underground Power Debenture 124, which amounts to \$843,348.47 comprising of \$725,000 capital, \$116,652.94 interest (6.88% p.a.) and \$1,695.53 in Indicative Guarantee Fee.

Background

On 28 June 2007 Western Australian Treasury Corporation (WATC) approved a \$725,000 loan over 5 years to the Town of Port Hedland.

The purpose for the loan was to allow the Town of Port Hedland to pay Horizon Power budgeted costs incurred by them for the installation of the underground power as per their agreement. This loan covered the short fall of this payment to Horizon, which arose due to the number of ratepayers who opted to pay off the costs of the underground power project through the 5-year installment plan.

Though the loan was approved in June 07, the debenture documentation now needs to be sign and seal to formalise the agreement.

Consultation Nil

Statutory Implications Nil

Policy Implications

Though Council has no formal policy on the use of the Common Seal, Council has requested that items such as this are presented prior to it being used.

Strategic Planning Implications Nil

Budget Implications

The 2006/07 budget provided for the taking out of loans for this purpose.

Officer's Comment

The Underground Power Loan Agreement between Town of Port Hedland and Treasury Corporation is not complete until the debenture documents have been sealed and dated and returned to Treasury Corporation.

Failure to Council to complete this requirement would result in the WATC cancelling the loan.

Attachment

Loan 124 – Underground Power Debenture Documentation

200708/063 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr A A Gear

That Council authorise the Mayor and the Chief Executive Officer to sign and seal the Debenture Agreement between the Town of Port Hedland and the Western Australian Treasury Corporation for Loan 124 – Underground Power, for \$725,000 over 5 years at and interest rate of 6.88% per annum.

CARRIED 9/0

Debenture

Town of Port Hedland

Loan 124 for \$ 725,000.00 at 6.8800% p.a. repayable by 28 June 2011.

THIS debenture is issued by the abovenamed local government for the purpose of securing a loan of the abovementioned sum borrowed in accordance with the provisions of the Western Australian Treasury Corporation Act 1986 and Local Government Act 1995 and is repayable with interest as set out in the attached Schedule and under the following Terms and Conditions.

The general funds of the Borrower as defined in section 6.21(4) of the Local Government Act are hereby charged in favour of the Corporation to secure all principal, interest and other amounts payable by the Borrower from time to time.

Dated this _____ day of _____ 2007.

The Common Seal of Town of Port Hedland was duly affixed hereto in the presence of:

(Common Seal)

* Mayor
* President

Chief Executive Officer

* Delete where not applicable.

WESTERN AUSTRALIAN
TREASURY CORPORATION

Repayment Schedule

Client: Town of Port Hedland ("the Borrower") - 124
 Interest Rate: 6.8800% p.a. * (Semi Annual Compounding)
 3.4400% * effective Semi Annual
 * These rates do not include the government guarantee fee.
 Lending Date: 28 June 2007
 Maturity Date: 28 June 2011
 Loan Amount: \$ 725,000.00
 Schedule Basis: 5 Semi Annual repayments

Payment Date	Debt Balance Outstanding	Capital Repayment	Interest Payment	Total Fixed Payment	Indicative Guarantee Fee	Indicative Total Payment
28 Dec 2007	644,733.38	80,286.62	24,940.00	105,206.62	211.94	105,418.56
30 Jun 2008	561,705.59	63,027.79	22,178.83	105,206.62	211.94	105,418.56
29 Dec 2008	475,821.64	65,883.95	19,322.67	105,206.62	211.94	105,418.56
19 Jun 2009	386,983.28	88,638.35	16,368.26	105,206.62	211.94	105,418.56
28 Dec 2009	295,088.88	91,894.40	13,312.22	105,206.62	211.94	105,418.56
28 Jun 2010	200,033.32	66,065.58	10,161.06	105,206.62	211.04	105,418.56
26 Dec 2010	101,707.85	98,325.47	6,881.15	105,206.62	211.94	105,418.56
26 Jun 2011	0.00	101,707.85	3,498.75	105,206.60	211.95	105,418.55
	Totals:	725,000.00	116,652.94	841,652.94	1,695.53	843,348.47

11.4.1.5 Outstanding Rates (File No.: RAT-017)

Officer Brie Holland
Senior Rates Officer

Date of Report 23 October 2007

Disclosure of Interest by Officer Nil

Summary

To advise Council of overdue Rates and Charges to be referred to Dun & Bradstreet (Town of Port Hedland's debt collector). Referring overdue Rates to Dun & Bradstreet will have the effect of expediting their recovery.

Background

The Town's Rates Notices were issued on 3rd August 2007, and as per the 2007/08 Annual Budget rate payers were presented with options and incentives to pay their rates in full on the due date (7th September 2007), to go onto a four instalment payment plan, or to apply to pay according to an alternative plan. At the time of writing unpaid rates accounts (see attached list) were due to be referred to Dun & Bradstreet for collection. Of the total sum outstanding \$926870.11, \$59036.31 related to payers having outstanding rates from previous years. The total outstanding has increased by 3% compared to the similar time last year (total outstanding \$901,372.27). Council should note however the amount outstanding from previous years has actually decreased by 32%, when compared to last year (\$87,175.93).

Given that rates and charges and the costs associated with collecting rates are secured on the property, should rates remain outstanding for at least 3 years, Council may sell or lease the property. However, prior to taking this action a Council must demonstrate that it has taken all possible measures to collect the over due rates. While it is preferred that Council would not have to take these measures to recover rates, occasion may present itself where there is no other recourse.

Consultation

With regard to the 2007/08 rates and charges levied by the Town, all ratepayers have had adequate time and notice to either pay or make arrangement to pay them.

The ratepayers to be referred to the Town's debt collectors have already received the following:

Original Rate Notice	3 rd of August
Final Rate Notice	12 th of September

Statutory Implications

Local Government Act 1995

“6.56. Rates or service charges recoverable in court

- (1) If a rate or service charge remains unpaid after it becomes due and payable, the local government may recover it, as well as the costs of proceedings, if any, for that recovery, in a court of competent jurisdiction.*
- (2) Rates or service charges due by the same person to the local government may be included in one writ, summons, or other process.”*

Policy Implications

Rating Policy 2/004 (in part) states:

Collection

“A copy of the rate assessment marked “Final Notice” shall be issued a further than 45 (forty five) days after issue of the original assessment, allowing 14 (fourteen) days for payment of the account.

Outstanding rate accounts for which satisfactory arrangements to pay have not been made within 69 (sixty nine) days after issue of the original assessment, shall then be forwarded to a debt collection agency appointed by the Chief Executive Officer, or relevant appointed Officer.”

Strategic Planning Implications Nil

Budget Implications

Rates uncollected will have the effect of impacting directly on Council’s liquid or cash funds, thereby reducing its ability to meet payments for works & services.

Officer’s Comment

Through the 2007/08 Budget adoption process Council declared its commitment to the collection of any and all outstanding rates. In order to satisfy this, Council should make every endeavor to motivate non-payers to pay their share of the total rates levied. Otherwise, Council’s capacity to pay for the various services and needs identified in the Budget will diminish with time.

Attachment

Outstanding Rates List

200708/064 Council Decision/Officer's Recommendation

Moved: Cr A A Gear

Seconded: Cr J Ford

That Council:

- i) Receive the list of assessments (subject to payments received and/or arrangements entered into) that will be forwarded to Council's debt collector, as per Council Policy; and**
- ii) Authorise Council's debt collector (Dun & Bradstreet) to take any appropriate action, including legal action, to effectively collect the Town's over due rates debt, in accordance with the Local Government Act 1995, and Council Policy.**

CARRIED 9/0

ATTACHMENT TO AGENDA ITEM 11.4.1.5

Table One: List of Ratepayers with Outstanding Rates for 2007/08			
Printed on: 19.10.07 at 11:27 TOWN OF PORT HEDLAND			
Assess No.	Property Address	Location	Balance
A100730	31 ACACIA WAY	CASSIA	1,518.46
A121100	21 ACACIA WAY	CASSIA	1,750.10
A401260	43 KENNEDY STREET	CASSIA	748.42
A401600	15 MITCHIE CRESCENT	CASSIA	1,870.79
A403590	23 MITCHIE CRESCENT	CASSIA	2,575.97
A405010	9 ORCHID CLOSE	CASSIA	1,398.67
A405110	2 FRISBY COURT	CASSIA	1,395.34
A800200	LOT 2791 BORONIA CLOSE	CASSIA	1,755.69
A803214	96B BOTTLEBRUSH CRESCENT	CASSIA	2,626.33
A102540	13-27 DEMPSTER STREET	COOKE POINT	15,167.30
A116340	97 ATHOL STREET	COOKE POINT	2,264.87
A120210	99 SUTHERLAND STREET	COOKE POINT	1,867.01
A121400	8 3 KEESING STREET	COOKE POINT	1,753.12
A123630	19 TINDER STREET	COOKE POINT	11.25
A125300	19 FINLAY STREET	COOKE POINT	2,146.88
A128570	207 ATHOL STREET	COOKE POINT	3,415.24
A130147	LOT 1730 TAYLOR STREET	COOKE POINT	3,491.84
A155750	LOT 952 ATHOL STREET	COOKE POINT	3,491.84
A155760	LOT 1732 ATHOL STREET	COOKE POINT	3,491.84
A155790	LOT 1731 DEMPSTER STREET	COOKE POINT	3,869.36
A402331	UNIT 1-25/ 151 ATHOL STREET	COOKE POINT	211.50
A107190	15 KWINANA STREET	KOOMBANA	1,578.97
A107220	6 DAYLESFORD CLOSE	KOOMBANA	2,845.27
A113911	19 BEROONA LOOP	KOOMBANA	2,517.51
A113970	24 STEAMER AVENUE	KOOMBANA	2,669.25
A114100	22 CAPTAINS WAY	KOOMBANA	342.34
A114111	14 CHUNKING CRESCENT	KOOMBANA	1,243.73
A114380	20 WANGARA CRESCENT	KOOMBANA	1,306.26
A116430	44 KOOMBANA AVENUE	KOOMBANA	1,592.22
A118820	2 DULVERTON TERRACE	KOOMBANA	1,652.67
A120360	8 KANGAROO PLACE	KOOMBANA	1,630.21
A120580	14 NYANDA PLACE	KOOMBANA	2,121.84
A130415	51 DAYLESFORD CLOSE	KOOMBANA	641.97
A130615	8B EUCLA CLOSE	KOOMBANA	1,285.54
A152532	UNIT 2/41 EGRET CRESCENT	KOOMBANA	1,608.95
A152592	11 3-5 OSPREY DRIVE	KOOMBANA	1,125.55
A152610	4 EGRET CRESCENT	KOOMBANA	1,276.97
A152710	30 EGRET CRESCENT	KOOMBANA	1,793.21
A152750	2 JABIRU LOOP	KOOMBANA	1,793.21
A152903	3 WANTIJIRRI COURT	KOOMBANA	1,793.21
A153400	36 SPOONBILL CRESCENT	KOOMBANA	1,385.38
A153420	32 SPOONBILL CRESCENT	KOOMBANA	1,190.39
A154623	16D CHUNKING CRESCENT	KOOMBANA	1,263.58
A154742	A 4 KABBARLI LOOP	KOOMBANA	1,578.97
A400150	8 BEROONA LOOP	KOOMBANA	4,196.57

A401610	4 KANGAROO PLACE	KOOMBANA	1,609.58
A402685	53 DAYLESFORD CLOSE	KOOMBANA	641.97
A405220	19 WAMBIRI STREET	KOOMBANA	999.52
A102830	10 GRAHAM PLACE	LAWSON	1,456.55
A116970	23 CORBOYS PLACE	LAWSON	1,296.51
A117560	4 BARROW PLACE	LAWSON	1,174.59
A126700	20 LAWSON STREET	LAWSON	845.31
A126850	27 PEDLAR STREET	LAWSON	934.57
A127990	77-95 HAMILTON ROAD	LAWSON	3,689.24
A400630	25 CORBOYS PLACE	LAWSON	1,341.14
A402401	1-7 SOMERSET CRESCENT	LAWSON	14,687.43
A403420	1 CORBOYS PLACE	LAWSON	1,260.67
A404800	18A&B CORBOYS PLACE	LAWSON	2,203.06
A404830	21 SOMERSET CRESCENT	LAWSON	1,722.87
A405600	11 CORBOYS PLACE	LAWSON	1,269.59
A405610	16 CORBOYS PLACE	LAWSON	1,551.89
A405620	4 CORBOYS PLACE	LAWSON	1,026.77
A102110	4 GOODE STREET	PORT HEDLAND	1,612.93
A102270	18 CRAIG STREET	PORT HEDLAND	2,191.08
A102310	9 FINLAY STREET	PORT HEDLAND	2,384.45
A102530	15 DEMPSTER STREET	PORT HEDLAND	43,955.07
A108900	11 MOORE STREET	PORT HEDLAND	559.68
A108910	13 MOORE STREET	PORT HEDLAND	559.68
A109020	88 KINGSMILL STREET	PORT HEDLAND	1,159.58
A114940	69 KINGSMILL STREET	PORT HEDLAND	9,066.84
A115190	33 ROBINSON STREET	PORT HEDLAND	1,853.93
A115240	8 BAYMAN STREET	PORT HEDLAND	2,050.65
A115250	3 WYNDHAM STREET	PORT HEDLAND	1,511.81
A115320	UNIT 1/ 7 GRANT PLACE	PORT HEDLAND	1,036.43
A115600	26 MOSELEY STREET	PORT HEDLAND	1,946.24
A116300	2 GRANT PLACE	PORT HEDLAND	1,885.03
A116560	LOT 2 HARDIE STREET	PORT HEDLAND	3,733.64
A116580	57 KINGSMILL STREET	PORT HEDLAND	2.20
A116590	111 ANDERSON STREET	PORT HEDLAND	4.01
A116730	40 ROBINSON STREET	PORT HEDLAND	12.75
A116770	LOT 134 ROCHE ROAD	PORT HEDLAND	4,770.12
A116800	12 WEDGE STREET	PORT HEDLAND	5,004.87
A117065	UNIT 5 /88 ANDERSON STREET	PORT HEDLAND	5,397.46
A117270	14 CORNEY STREET	PORT HEDLAND	1,619.18
A117360	LOT 1436 STOCKER STREET	PORT HEDLAND	197.93
A118890	6/6 WOODMAN STREET	PORT HEDLAND	260.49
A118900	UNIT A & B/ 75 KINGSMILL STREET	PORT HEDLAND	1,656.30
A119070	6 HARPER STREET	PORT HEDLAND	1,397.87
A119640	2 WEDGE STREET	PORT HEDLAND	3,544.87
A119770	90 SUTHERLAND STREET	PORT HEDLAND	706.19
A119850	LOT 1414 WILSON STREET	PORT HEDLAND	2,819.21
A119870	3 GRANT PLACE	PORT HEDLAND	2,321.12
A120860	13 EDGAR STREET	PORT HEDLAND	4,137.33
A121170	10 HARPER STREET	PORT HEDLAND	1,397.87
A121770	9 TINDER STREET	PORT HEDLAND	2,252.28
A121971	LOT 1437 STOCKER STREET	PORT HEDLAND	618.78

A122423	UNIT 2/2 DEMPSTER STREET	PORT HEDLAND	12.60
A122580	99 ANDERSON STREET	PORT HEDLAND	1,837.13
A122620	35 KINGSMILL STREET	PORT HEDLAND	178.24
A122640	21 FINLAY STREET	PORT HEDLAND	50.60
A123020	159 ATHOL STREET	PORT HEDLAND	9.31
A123490	155 ANDERSON STREET	PORT HEDLAND	2,718.89
A124150	25 MORGANS STREET	PORT HEDLAND	1,438.44
A124320	14 KINGSMILL STREET	PORT HEDLAND	1,727.70
A124401	19 ANDERSON STREET	PORT HEDLAND	491.21
A124402	22 KINGSMILL STREET	PORT HEDLAND	1,204.72
A124412	LOT 206 REDBANK ROAD	PORT HEDLAND	1,130.89
A124430	34 GRATWICK STREET	PORT HEDLAND	1,807.10
A124470	13 FINLAY STREET	PORT HEDLAND	1,539.55
A125162	LOT 5 WILSON STREET	PORT HEDLAND	1,578.97
A125860	22 GRATWICK STREET	PORT HEDLAND	5,251.76
A126080	48 MORGANS STREET	PORT HEDLAND	2,391.40
A126730	8 EDGAR STREET	PORT HEDLAND	12.75
A126750	LOT 1421 HARDIE STREET	PORT HEDLAND	79.50
A126780	15 ANDERSON STREET	PORT HEDLAND	1,516.82
A126890	2 CONDON STREET	PORT HEDLAND	9.23
A126900	58 MCPHERSON STREET	PORT HEDLAND	2,538.16
A127020	16 KINGSMILL STREET	PORT HEDLAND	2,391.40
A127420	LOT 1442 STOCKER STREET	PORT HEDLAND	16,765.16
A127530	LOT 1433 STOCKER STREET	PORT HEDLAND	16,013.08
A127680	25 ANDERSON STREET	PORT HEDLAND	1,944.42
A128060	52 SUTHERLAND STREET	PORT HEDLAND	1,882.97
A128300	107 ANDERSON STREET	PORT HEDLAND	2,200.98
A128470	4 BREARLEY STREET	PORT HEDLAND	1,960.71
A128610	2 NEPTUNE PLACE	PORT HEDLAND	1,125.03
A128920	AML45/242SA WILSON STREET	PORT HEDLAND	56,167.30
A128990	202 PASTORAL LEASE	PORT HEDLAND	3,099.35
A129001	LOC 148 FORREST LOCATION	PORT HEDLAND	3,650.54
A129030	LOC 128 FORREST LOCATION	PORT HEDLAND	641.97
A130005	29 JOHNSON LANE (OFF STYLES RD)	PORT HEDLAND	112.48
A130141	201 KINGSMILL STREET	PORT HEDLAND	3,491.84
A130180	9 PILKINGTON STREET	PORT HEDLAND	1,871.87
A130249	LOT 2524 GREAT NORTHERN HIGHWAY	PORT HEDLAND	1,758.55
A130274	52 KINGSMILL STREET	PORT HEDLAND	1,732.06
A130291	LOT 954 WILSON STREET	PORT HEDLAND	3,491.84
A130292	LOT 1608 WILSON STREET	PORT HEDLAND	1,344.14
A130294	UNIT 3&4/ 8 GRANT PLACE	PORT HEDLAND	3.09
A130295	UNIT 5&6/ 8 GRANT PLACE	PORT HEDLAND	3.22
A130555	8 LESLIE STREET (CNR BELL ST)	PORT HEDLAND	1,477.11
A130638	UNIT 2/17 MCGREGOR STREET	PORT HEDLAND	1,883.51
A130648	UNIT 6/17 DEMPSTER STREET	PORT HEDLAND	14.72
A154760	5 EDGAR STREET	PORT HEDLAND	3,064.01
A154940	20 LANGLEY GARDENS	PORT HEDLAND	2,864.39
A155010	26 LANGLEY GARDENS	PORT HEDLAND	2,051.54
A155260	5 BUTLER WAY	PORT HEDLAND	2,881.67
A300038	15 LANGLEY GARDENS	PORT HEDLAND	300.00
A300071	34 MATHESON DRIVE	PORT HEDLAND	2,680.77

A400161	UNIT 1/ 11-13 KINGSMILL STREET	PORT HEDLAND	102.42
A400330	83 ATHOL STREET	PORT HEDLAND	1,946.24
A400340	2 BELL STREET	PORT HEDLAND	15.12
A401670	36 ROBINSON STREET	PORT HEDLAND	3,902.49
A401870	LOC 18 FORREST LOCATION	PORT HEDLAND	15,114.88
A402261	UNIT 1/ 42 GRATWICK STREET	PORT HEDLAND	1,232.74
A402262	UNIT 2/ 42 GRATWICK STREET	PORT HEDLAND	2,520.60
A402330	LOT 5979 CORNEY STREET	PORT HEDLAND	328.80
A403100	107 ATHOL STREET	PORT HEDLAND	279.62
A403202	43B KINGSMILL STREET	PORT HEDLAND	1,386.51
A403270	30 SUTHERLAND STREET	PORT HEDLAND	1,234.91
A404340	41 GRATWICK STREET	PORT HEDLAND	888.31
A405490	6 RODOREDA STREET	PORT HEDLAND	1,210.81
A406200	103 ANDERSON STREET	PORT HEDLAND	1,206.26
A406230	2 PILKINGTON STREET	PORT HEDLAND	2,632.49
A406240	6 PILKINGTON STREET	PORT HEDLAND	835.55
A406820	14 EDGAR STREET	PORT HEDLAND	211.56
A406920	16 EDGAR STREET	PORT HEDLAND	725.01
A406980	AIRPORT	PORT HEDLAND	359.51
A407010	AIRPORT	PORT HEDLAND	170.00
A407090	AIRPORT	PORT HEDLAND	225.81
A800026	LOT 2 MANILINHA DRIVE	PORT HEDLAND	798.84
A800028	LOT 3 MANILINHA DRIVE	PORT HEDLAND	641.97
A800033	LOT 4 MANILINHA DRIVE	PORT HEDLAND	787.03
A800116	14-16 MANILINHA DRIVE	PORT HEDLAND	646.94
A801988	AML45/250SA AML TENEMENT	PORT HEDLAND	71.20
A801989	AML45/ 269SA MINING TENEMENT	PORT HEDLAND	87.31
A802475	P45/02335 MINING TENEMENT	PORT HEDLAND	1,040.50
A803019	P16 WHARF ROAD	PORT HEDLAND	1,683.30
A803033	P30 WHARF ROAD	PORT HEDLAND	6,276.39
A803054	P 51 WILSON STREET	PORT HEDLAND	5,840.29
A803139	LOT 369 FORREST LOCATION (DEGREY)	PORT HEDLAND	3,359.51
A803156	UNIT 7 8 ANDERSON STREET	PORT HEDLAND	1,068.39
A803157	UNIT 8 / 8 ANDERSON STREET	PORT HEDLAND	1,456.55
A803188	E47/01131MINING TENEMENT	PORT HEDLAND	876.82
A803195	UNIT 2 / 147 ANDERSON STREET	PORT HEDLAND	1,970.11
A803237	LOC 209 FORREST LOCATION (YANDEYARRA STN)	PORT HEDLAND	14,994.39
A803240	L255 FORREST LOCATION	PORT HEDLAND	99.25
A803252	M45/00529 MINING TENEMENT WODGINA MINE	PORT HEDLAND	641.97
A803263	E47/01210 MINING TENEMENT	PORT HEDLAND	89.41
A803281	AML45/00235SA MINING TENEMENT	PORT HEDLAND	634.60
A803282	AML45/00242SA MINING TENEMENT	PORT HEDLAND	355.52
A803284	LOT 0000001 DELETED ASSESSMENT	PORT HEDLAND	603.97
A803285	AML45/00269SA MINING TENEMENT	PORT HEDLAND	101.76
A803295	M45/01037 MINING TENEMENT	PORT HEDLAND	1,120.24
A803296	102 SUTHERLAND STREET (STRATA L1)	PORT HEDLAND	1,625.38
A803297	102A SUTHERLAND STREET	PORT HEDLAND	12.74
A803329	P45/02534 MINING TENEMENT	PORT HEDLAND	641.97
A803330	P45/02535 MINING TENEMENT	PORT HEDLAND	603.97
A803370	2 BEART STREET	PORT HEDLAND	1,344.14
A803381	M47/00374 (FRIENDLY CREEK) MINING TENEMENT	PORT HEDLAND	2,131.49

A803388	P47/01082 (FRIENDLY CREEK) MINING TENEMENT	PORT HEDLAND	603.97
A803408	M47/00354 (FRIENDLY CREEK) MINING TENEMENT	PORT HEDLAND	1,200.49
A803409	M47/00373 (FRIENDLY CREEK) MINING TENEMENT	PORT HEDLAND	1,604.52
A803410	M47/00380 (FRIENDLY CREEK) MINING TENEMENT	PORT HEDLAND	1,744.06
A803430	P45/02389 MINING TENEMENT	PORT HEDLAND	612.89
A803431	P45/02434 MINING TENEMENT	PORT HEDLAND	1,017.46
A803438	LOT 6023 MCGREGOR STREET	PORT HEDLAND	3,491.84
A803448	E45/02537 MINING TENEMENT	PORT HEDLAND	2,440.87
A803451	E45/02540 MINING TENEMENT	PORT HEDLAND	1,385.27
A803478	FORREST LOC 116	PORT HEDLAND	7,675.09
A803489	Unit 11/ 8 PADBURY PLACE	PORT HEDLAND	1,487.16
A803507	M47/561 MINING TENEMENT (YANDEYARRA)	PORT HEDLAND	603.97
A803519	M47/00561 MINING TENEMENT VIA	PORT HEDLAND	115.00
A803527	E45/02835 MINING TENEMENT VIA	PORT HEDLAND	603.97
A803528	E45/02836 MINING TENEMENT VIA	PORT HEDLAND	929.53
A803538	P45/02514 MINING TENEMENT VIA	PORT HEDLAND	603.97
A803539	P45/02519 MINING TENEMENT VIA	PORT HEDLAND	603.97
A130121	LOT 5743 STYLES ROAD	PRETTY POOL	500.00
A300021	17 STYLES ROAD	PRETTY POOL	2,558.34
A300045	30 LANGLEY GARDENS	PRETTY POOL	2,864.39
A100350	11 BALER CLOSE	SHELLBOROUGH	1,101.91
A100410	4 CONE PLACE	SHELLBOROUGH	1,548.37
A104500	10 COWRIE WAY	SHELLBOROUGH	400.41
A113450	10 RUTHERFORD STREET	SHELLBOROUGH	1,101.90
A113510	3 HAINES STREET	SHELLBOROUGH	2,731.68
A113690	46 TRUMPET WAY	SHELLBOROUGH	2,288.95
A116263	10 ORIOLE WAY	SHELLBOROUGH	1,879.15
A401560	40 ETREMA LOOP	SHELLBOROUGH	800.00
A402820	101 PATON ROAD	SHELLBOROUGH	1,590.11
A404890	43 LIMPET CRESCENT	SHELLBOROUGH	624.73
A100050	3 MAUGER PLACE	SOUTH HEDLAND	1,326.66
A100076	32 TRAIANE CRESCENT	SOUTH HEDLAND	561.23
A100082	42 TRAIANE CRESCENT	SOUTH HEDLAND	862.48
A100110	36 BRODIE CRESCENT	SOUTH HEDLAND	2,278.60
A100120	42 BRODIE CRESCENT	SOUTH HEDLAND	1,164.74
A100470	1 CLAM COURT	SOUTH HEDLAND	1,609.58
A100480	9 CLAM COURT	SOUTH HEDLAND	746.15
A100630	124 PATON ROAD	SOUTH HEDLAND	1,560.24
A100710	41 KENNEDY STREET	SOUTH HEDLAND	1,517.76
A102580	31 LAWSON STREET	SOUTH HEDLAND	1,394.95
A102680	4 WELSH STREET	SOUTH HEDLAND	1,438.54
A102770	7 ELLERY WAY	SOUTH HEDLAND	957.74
A102910	8A CORBET PLACE	SOUTH HEDLAND	1,223.05
A103320	18 JUDITH WAY	SOUTH HEDLAND	1,358.62
A104270	4 PECTEN WAY	SOUTH HEDLAND	3,946.56
A104920	14 CONE PLACE	SOUTH HEDLAND	1,088.03
A104990	144 PATON ROAD	SOUTH HEDLAND	667.54
A105240	12 BOHEMIA WAY	SOUTH HEDLAND	200.00
A106070	23 TECOMA WAY	SOUTH HEDLAND	1,322.23
A106720	9 BARROW PLACE	SOUTH HEDLAND	912.24
A106770	32 SOMERSET CRESCENT	SOUTH HEDLAND	1,456.55

A107070	11 DELAMERE PLACE	SOUTH HEDLAND	1,609.58
A107170	1 KOOMBANA AVENUE	SOUTH HEDLAND	1,690.68
A108690	105 PATON ROAD	SOUTH HEDLAND	1,687.00
A109810	25 PEDLAR STREET	SOUTH HEDLAND	1,272.92
A109930	36 ROBERTS STREET	SOUTH HEDLAND	1,248.44
A110230	15 CORBOYS PLACE	SOUTH HEDLAND	459.24
A110720	62 GREENE PLACE	SOUTH HEDLAND	1,456.29
A110760	35 STANLEY STREET	SOUTH HEDLAND	1,223.94
A110850	63 STANLEY STREET	SOUTH HEDLAND	1,594.60
A111240	51 BRODIE CRESCENT	SOUTH HEDLAND	1,240.36
A111560	126 PATON ROAD	SOUTH HEDLAND	1,566.47
A111890	73 ACACIA WAY	SOUTH HEDLAND	1,124.64
A112260	9 MITCHIE CRESCENT	SOUTH HEDLAND	7,424.89
A112390	1 MARRA COURT	SOUTH HEDLAND	808.36
A113761	77E 5-13 HAWKE PLACE	SOUTH HEDLAND	79.70
A114050	2 BOOGALLA CRESCENT	SOUTH HEDLAND	6,571.73
A114263	7 SKIPPERS LOOP	SOUTH HEDLAND	1,734.80
A114590	30 ETREMA LOOP	SOUTH HEDLAND	1,762.61
A116248	13 ORIOLE WAY	SOUTH HEDLAND	1,622.09
A116249	15 ORIOLE WAY	SOUTH HEDLAND	1,331.28
A116257	20 ORIOLE WAY	SOUTH HEDLAND	2,434.01
A116360	35 ETREMA LOOP	SOUTH HEDLAND	1,929.13
A116542	8 SPATULA COURT	SOUTH HEDLAND	1,495.80
A116980	23 BARROW PLACE	SOUTH HEDLAND	1,658.29
A117630	10 GREENE PLACE	SOUTH HEDLAND	1,543.97
A117760	FLAT 302 WELSH STREET(HIGHRISE)	SOUTH HEDLAND	1,226.71
A118730	47 SOMERSET CRESCENT	SOUTH HEDLAND	1,534.18
A119060	4 FRISBY COURT	SOUTH HEDLAND	100.00
A119250	1B REYNOLDS PLACE	SOUTH HEDLAND	879.37
A119350	31 MAUGER PLACE	SOUTH HEDLAND	1,236.19
A119390	FLAT 511 WELSH STREET(HIGHRISE)	SOUTH HEDLAND	1,324.65
A119540	FLAT 501 WELSH STREET(HIGHRISE)	SOUTH HEDLAND	1,324.65
A119660	22A BALER CLOSE	SOUTH HEDLAND	1,321.88
A119710	1A REYNOLDS PLACE	SOUTH HEDLAND	887.96
A121050	4 REYNOLDS PLACE	SOUTH HEDLAND	994.86
A121230	28 KOOMBANA AVENUE	SOUTH HEDLAND	1,591.56
A122490	1 MAUGER PLACE	SOUTH HEDLAND	931.65
A122730	10 CONE PLACE	SOUTH HEDLAND	1,560.96
A123000	3 JANICE WAY	SOUTH HEDLAND	1,421.56
A123030	166 PATON ROAD	SOUTH HEDLAND	1,197.63
A123480	6 DELAMERE PLACE	SOUTH HEDLAND	1,548.37
A123810	36 PEDLAR STREET	SOUTH HEDLAND	1,310.00
A123990	13 SKIPPERS LOOP	SOUTH HEDLAND	1,670.79
A124240	2 BARROW PLACE	SOUTH HEDLAND	2,505.73
A124450	4 CORBET PLACE	SOUTH HEDLAND	1,487.16
A124510	27 BARROW PLACE	SOUTH HEDLAND	1,487.16
A124520	16-20 THROSSELL ROAD	SOUTH HEDLAND	239.75
A125310	3 DULVERTON TERRACE	SOUTH HEDLAND	4,674.10
A125330	10 NYANDA PLACE	SOUTH HEDLAND	1,897.62
A126580	6 FRISBY COURT	SOUTH HEDLAND	1,577.12
A126590	2 CONE PLACE	SOUTH HEDLAND	986.70

A127050	16 ROBERTS STREET	SOUTH HEDLAND	896.70
A127280	19 LOGUE COURT	SOUTH HEDLAND	1,431.80
A127290	14 THROSSELL ROAD	SOUTH HEDLAND	53.01
A127960	6 ACACIA WAY	SOUTH HEDLAND	1,324.71
A128730	46 PEDLAR STREET	SOUTH HEDLAND	552.51
A128740	18 LOVELL PLACE	SOUTH HEDLAND	1,397.50
A130093	LOT 5291 BROWN PLACE	SOUTH HEDLAND	641.97
A130330	200 NORTH CIRCULAR ROAD	SOUTH HEDLAND	5,267.41
A130331	LOT 2117 NORTH CIRCULAR ROAD	SOUTH HEDLAND	5,248.40
A152351	119 MASTERS WAY	SOUTH HEDLAND	1,609.58
A152352	2 / 9 MASTERS WAY	SOUTH HEDLAND	200.00
A152563	UNIT 25/35 EGRET CRESCENT	SOUTH HEDLAND	1,146.07
A152720	32 EGRET CRESCENT	SOUTH HEDLAND	1,640.18
A153110	30 CURLEW CRESCENT	SOUTH HEDLAND	1,877.12
A153560	37 SPOONBILL CRESCENT	SOUTH HEDLAND	1,667.83
A153640	9 CURLEW CRESCENT	SOUTH HEDLAND	1,195.10
A154413	9-11 GREENFIELD STREET	SOUTH HEDLAND	640.89
A154419	33 GREENFIELD STREET	SOUTH HEDLAND	1,048.52
A154427	59-61 GREENFIELD STREET	SOUTH HEDLAND	1,334.13
A154433	71 GREENFIELD STREET	SOUTH HEDLAND	1,692.33
A154434	1 COUNCILLOR ROAD	SOUTH HEDLAND	837.13
A154443	167 GREENFIELD STREET	SOUTH HEDLAND	2,242.58
A154462	2 COUNCILLOR ROAD	SOUTH HEDLAND	591.64
A154476	138-40 GREENFIELD STREET	SOUTH HEDLAND	1,609.58
A155860	UNIT 6/ 22-26 THROSSELL ROAD	SOUTH HEDLAND	3,343.65
A155910	UNIT 12/ 22-26 THROSSELL ROAD	SOUTH HEDLAND	81.90
A155960	LSE31LOT 1607 MCGREGOR STREET	SOUTH HEDLAND	359.51
A156740	2 GORGON PLACE	SOUTH HEDLAND	1,333.97
A200100	FLAT 110 WELSH STREET(HIGHRISE)	SOUTH HEDLAND	1,226.71
A200110	FLAT 111 WELSH STREET(HIGHRISE)	SOUTH HEDLAND	874.23
A200300	FLAT 306 WELSH STREET(HIGHRISE)	SOUTH HEDLAND	1,225.82
A200310	FLAT 307 WELSH STREET(HIGHRISE)	SOUTH HEDLAND	1,226.71
A200360	FLAT 312 WELSH STREET(HIGHRISE)	SOUTH HEDLAND	880.51
A200440	FLAT 408 WELSH STREET(HIGHRISE)	SOUTH HEDLAND	948.11
A400520	14 ROBERTS STREET	SOUTH HEDLAND	1,309.64
A400810	3-5 PATON ROAD	SOUTH HEDLAND	4,087.02
A401100	18 PATON ROAD	SOUTH HEDLAND	1,348.63
A401270	60 BOTTLEBRUSH CRESCENT	SOUTH HEDLAND	1,578.97
A401310	21 BARROW PLACE	SOUTH HEDLAND	1,487.16
A401340	5 KWINANA STREET	SOUTH HEDLAND	1,136.22
A402100	15 SOMERSET CRESCENT	SOUTH HEDLAND	1,312.44
A402130	10 KOOMBANA AVENUE	SOUTH HEDLAND	1,156.15
A402230	13-17 HAMILTON ROAD	SOUTH HEDLAND	74.48
A402520	9 BRODIE CRESCENT	SOUTH HEDLAND	914.18
A402600	16 MARRA COURT	SOUTH HEDLAND	1,836.05
A402760	19 ETREMA LOOP	SOUTH HEDLAND	1,614.53
A403560	3 BORONIA CLOSE	SOUTH HEDLAND	1,395.34
A404560	123 KENNEDY STREET	SOUTH HEDLAND	879.37
A404580	UNIT A & B 113 KENNEDY STREET	SOUTH HEDLAND	1,576.07
A404590	34 PEDLAR STREET	SOUTH HEDLAND	1,260.67
A404700	8 ROBERTS STREET	SOUTH HEDLAND	896.70

A404870	9 CATAMORE COURT	SOUTH HEDLAND	880.41
A404940	138 PATON ROAD	SOUTH HEDLAND	997.79
A404950	110 PATON ROAD	SOUTH HEDLAND	1,390.99
A405180	41 SOMERSET CRESCENT	SOUTH HEDLAND	1,015.59
A405720	4 MAUGER PLACE	SOUTH HEDLAND	1,592.60
A405860	UNIT A & B/ 97 BOTTLEBRUSH CRESCENT	SOUTH HEDLAND	2,417.25
A405890	12 MITCHIE CRESCENT	SOUTH HEDLAND	1,461.05
A405900	25 BARROW PLACE	SOUTH HEDLAND	1,026.94
A405940	UNIT A C/ 18 KOOJARRA CRESCENT	SOUTH HEDLAND	3,304.59
A406400	3 BRODIE CRESCENT	SOUTH HEDLAND	1,248.44
A406460	17 BRODIE CRESCENT	SOUTH HEDLAND	1,922.70
A406570	11 DULVERTON TERRACE	SOUTH HEDLAND	1,609.58
A406580	1 KWINANA STREET	SOUTH HEDLAND	2,312.66
A406810	24-32 LOVELL PLACE	SOUTH HEDLAND	256.81
A410026	9 ARABELLA STREET	SOUTH HEDLAND	1,144.53
A800459	12 PAROO CLOSE	SOUTH HEDLAND	1,320.51
A800876	7 ASHBURTON COURT	SOUTH HEDLAND	443.17
A800891	21B KOOMBANA AVENUE	SOUTH HEDLAND	923.80
A802140	LOT 5954 KENNEDY STREET	SOUTH HEDLAND	50,659.54
A803173	11 KABBARLI LOOP	SOUTH HEDLAND	60.00
A803209	1A PEDLAR STREET	SOUTH HEDLAND	58.98
A803439	200 FORREST CIRCLE	SOUTH HEDLAND	66.84
A803568	UNIT 2/2 CATAMORE COURT	SOUTH HEDLAND	490.84
A803569	UNIT 3/2 CATAMORE COURT	SOUTH HEDLAND	490.84
A803570	Unit 4/2 CATAMORE COURT	SOUTH HEDLAND	490.84
A803571	Unit 5/2 CATAMORE COURT	SOUTH HEDLAND	490.84
A115570	74 SUTHERLAND STREET	SPINIFEX HILL	2,711.98
A130150	LOT 1796 MCGREGOR STREET (PUMP STATION)	SPINIFEX HILL	3,491.84
A130621	73A SUTHERLAND STREET	SPINIFEX HILL	2.21
A100080	16 DRAPER PLACE	WALNUT GROVE	1,015.34
A103180	9 PETER WAY	WALNUT GROVE	748.14
A103410	10 JOHN WAY	WALNUT GROVE	1,358.62
A103800	15 MAUGER PLACE	WALNUT GROVE	870.63
A110580	48 GREENE PLACE	WALNUT GROVE	1,309.64
A119590	2 REYNOLDS PLACE	WALNUT GROVE	1,460.35
A121210	8 HAWKINS STREET	WALNUT GROVE	142.87
A121510	10 JUDITH WAY	WALNUT GROVE	1,163.24
A124930	7 HAWKINS STREET	WALNUT GROVE	1,036.43
A124940	1 HAWKINS STREET	WALNUT GROVE	2,411.80
A125080	40 GREENE PLACE	WALNUT GROVE	957.75
A126220	17 TRaine CRESCENT	WALNUT GROVE	949.89
A130019	RES 41675 COTTIER DRIVE (JD HARDIE)	WALNUT GROVE	79.50
A400720	13 EDKINS PLACE	WALNUT GROVE	1,309.64
A400730	11 EDKINS PLACE	WALNUT GROVE	1,309.64
A400840	23 STANLEY STREET	WALNUT GROVE	914.18
A400870	34 MAUGER PLACE	WALNUT GROVE	1,294.25
A403460	7 PATON ROAD	WALNUT GROVE	1,517.76
A405060	5 HOLLINGS PLACE	WALNUT GROVE	1,058.50
A406430	2 MAUGER PLACE	WALNUT GROVE	923.52
A116420	23 LEEHEY STREET	WEDGEFIELD	1,472.76
A116530	15 MURRENA STREET	WEDGEFIELD	2,183.46

A116830	4 YANANA STREET	WEDGEFIELD	2,045.43
A116990	18 CAJARINA ROAD	WEDGEFIELD	8,657.26
A117050	24 PINNACLES STREET	WEDGEFIELD	1,615.70
A117481	4 MURRENA STREET	WEDGEFIELD	3,396.64
A117570	9 YANANA STREET	WEDGEFIELD	2,582.57
A118600	6 YANANA STREET	WEDGEFIELD	1,572.85
A118650	18 YANANA STREET	WEDGEFIELD	13,091.01
A118690	23 HARWELL WAY	WEDGEFIELD	1,159.77
A119360	5 HARWELL WAY	WEDGEFIELD	2,835.53
A120120	14 MURRENA STREET	WEDGEFIELD	1,547.78
A120172	19 PINGA STREET	WEDGEFIELD	645.16
A120770	22 PINNACLES STREET	WEDGEFIELD	4,339.06
A120910	8 CARLINDIE WAY	WEDGEFIELD	1,569.37
A121120	1 LEEHEY STREET	WEDGEFIELD	3,592.81
A121130	9 SANDHILL STREET	WEDGEFIELD	2,397.43
A121520	5 PARDOO STREET	WEDGEFIELD	2,582.84
A121670	3 TRIG STREET	WEDGEFIELD	701.24
A121870	10 MOORAMBINE STREET	WEDGEFIELD	2,435.93
A122590	5 YANANA STREET	WEDGEFIELD	922.10
A122670	14-16 MUNDA WAY	WEDGEFIELD	1,567.56
A124370	21 HARWELL WAY	WEDGEFIELD	170.00
A124480	9 MUNDA WAY	WEDGEFIELD	200.00
A126330	9 MURRENA STREET	WEDGEFIELD	2,765.93
A126800	7 PARDOO STREET	WEDGEFIELD	984.22
A128580	6 MILLER STREET	WEDGEFIELD	1,254.21
A128600	28 MOORAMBINE STREET	WEDGEFIELD	1,885.03
A154340	1 KANGAN WAY	WEDGEFIELD	7,244.53
A154490	40 MOORAMBINE STREET	WEDGEFIELD	3,607.95
A402500	6 TRIG STREET	WEDGEFIELD	170.00
A402510	3 SCHILLAMAN STREET	WEDGEFIELD	4,460.95
A802145	44 MOORAMBINE STREET	WEDGEFIELD	2,022.19
A803294	LOT 6270 MILLER STREET	WEDGEFIELD	641.97
Totals			926,870.11

**11.4.1.6 Pilbara Regional Council Asset Management Project
(File No.: ...-...)**

Officer Matthew Scott
Director Corporate Services

Date of Report 24 October 2007

Disclosure of Interest by Officer

The Director Corporate Services is a member of the Pilbara Regional Council (PRC) Asset Management Project Working Group.

Summary

To update Council on the progress of the PRC Asset Management Project and to seek Council consideration in providing funds to implement a software package to assist Council in managing it's assets.

Background

In 2002, the Town of Port Hedland approached the State Government for additional funding to undertake urgent infrastructure renewal and development. The State Government challenged this assertion by asking which infrastructure required renewal to which the Town of Port Hedland could not respond.

The matter was referred to the Pilbara Regional Council (PRC) and a regional asset audit was conducted in 2003, which found that the asset management practices of the four Pilbara local governments were so poor that a consolidated listing of assets owned and the condition of those assets could not be established.

In 2004, the PRC was tasked to facilitate the implementation of improved asset management practices within all four Pilbara local governments. Due to other political priorities this project did not commence until February 2007. The Project has now reached a critical point in terms of implementation and momentum.

So far the working group has developed a Draft Asset Management Framework and Asset Management Policy document. Principally these have been developed using WALGA's WA Asset Management Improvement (WAMMI) program as a foundation, recognising the need to properly identify and manage municipal assets to maximize the benefit member Council and their respective communities.

Though initially the achievements to date may seem relatively small, the work that the Pilbara is doing regarding its asset management framework is attracting attention from WALGA and other local governments in WA. According to Ms Michelle Mackenzie, the WALGA representative on the Working Group, the Pilbara Asset Management solution is significantly more advanced than that of WAAMI, and the SSS Taskforce might be interested in the solution being implemented.

Due to the limitations of current asset management modules of the member Council's information systems, in May 2007, the PRC Council approved the contracting of ACEAM to facilitate the implementation of the regional asset management framework within each of the Member Councils. This included assistance in collecting data, Councillor and staff training, and guidance and assistance in the procurement of a suitable asset management software for use by the Pilbara local governments.

ACEAM provided a comparison of asset management software and recommended that the Pilbara local governments use Assetic's MyData/MyPredictor software that provides asset accounting, works management, management reporting and a predictive modeling functionality.

It is believed by the working group that the added functionality of the Assetic software will provide the necessary information for both Staff and Council to make "better informed" decisions on asset acquisition, asset maintenance and budgetary forecasting. Currently all member Councils can not easily share, exchange and compare data on assets, which makes it extremely difficult to create and present a unified asset funding request to other levels of government. Obviously using the same system would greatly reduce this issue.

So far the Shire of Ashburton has purchased the software, and is currently loading its asset data. Though it is still only early days, the Chief Executive Officer of the Shire of Ashburton, Mr Keith Pearson, believes the very process of identifying assets in Tom Price has greatly added to the Council's corporate knowledge.

On behalf of the PRC and member Councils, Chief Executive Officer of the Shire of Ashburton has negotiated with Assetic the following deal:

- Shire of Ashburton \$50,000 acquisition plus \$7,500 annual maintenance fee;
- Shire of Ashburton plus one other Council \$80,000 (or \$40,000 each) acquisition plus \$7,500 annual maintenance fee each;
- Shire of Ashburton plus two other Council \$105,000 (or \$35,000 each) acquisition plus \$7,500 annual maintenance fee each; and
- All four Council \$120,000 (or \$30,000 each) acquisition plus \$7,500 annual maintenance fee each

This deal is however only available until November 2007, and all the remaining Pilbara Councils have been requested to consider purchasing the software, so to continue the momentum which has been developed by the working group.

Consultation

Consultation has been extensive with regular meetings of the Working Groups and of other staff as applicable to discuss issues surrounding the implementation of the regional asset management system.

WALGA has a representative on the Pilbara Working Group to ensure that the Pilbara's work remains consistent with the aims of its WAAMI program.

Assetic is in negotiations with Main Roads to implement its step watch program, and potentially the Assetic Software, in to Main Roads. Assetic and IT Vision are also in regular communications. This is included to demonstrate that consultation is occurring at multiple levels.

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

KEY RESULT AREA 6 – GOVERNANCE

Goal 1 – Leadership

4. Work with other Pilbara Regional Council to implement agreed actions that achieve measurable benefits to the Port Hedland community.

Goal 4 - Financial Management

3. Actively seek increases in financial contributions towards the operation of Town of Port Hedland from the State Government and other funding sources.

Budget Implications

Council does not have a budget allocation for the purchase of this software. Should Town of Port Hedland be the only other Council to purchase this software, the cost would be \$40,000 and \$7,500 pa in maintenance costs. As stated this would reduce to \$30,000 (+\$7,500 per annum) should Roebourne and East Pilbara agree to purchase the software.

Presently, Council staff has identified \$20,000 savings in the Corporate Support IT Budget to assist in the purchase of this product.

Officer's Comment

In a relatively short period of time, the PRC working party on asset management has effectively become the leading group in tackling the issues of asset management in the Western Australian Local Government industry. It has also become apparent that our current information system, IT Vision's SynergySoft, has very limited asset management capabilities. IT Vision has actually recognized the deficiency of their system by actively creating an interface with the Assetic software to exchange data between the two systems.

Should Council decide to purchase the Assetic software, not only would it acquire state of the art asset management software, it would also demonstrate its support of the PRC and the Asset Management working party.

In the 2006/07, Council recognized the importance of Asset management by creating dedicated position in Financial Services. Investing in this software would also cement the importance of asset management within the organisation.

As a side note, WALGA is seeking to replace ROMAN at the end of this year because the ROMAN software will be unsupported from then on. ROMAN is the industry standard in determining road conditions and value for WA local government. Assetic will be tendering MyData/MyPredictor to be the replacement Software. Irrespective of whether or not Assetic is successful, the Pilbara Councils that purchase the Assetic Software will not need to purchase the ROMAN replacement software.

Earlier in the year Staff and Cr Carter where shown the capabilities of the Assetic software in the area of asset management forecasting, as part of a PRC presentation on Asset Management.

Though it is not essential for the Town of Port Hedland to purchase the software at this immediate time, however the negotiated deal with the Shire of Ashburton is considered advantageous, and the price will most probably increase considerably should Council decide to purchase it in the future.

Attachment

PRC Asset Management Brief

200708/065 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr A A Gear

That Council allocates \$47,500 in the annual budget to purchase the Assetic asset management software, should sufficient funds be identified in the September Budget Review.

CARRIED 9/0

200708/066 Council Decision

Moved: Cr A A Carter

Seconded: Cr A A Gear

That Council suspend Standing Orders.

CARRIED 9/0

7:28 pm Mayor advised that Standing Orders be suspended.

11.4.2 Governance**11.4.2.1 *Elected Member Representation on Council's Committees and Working Groups; and External Organisations (File No.: ADM-070)***

Officer Gaye Stephens
Executive Assistant

Date of Report 26 October 2007

Disclosure of Interest by Officer Nil

Summary

To nominate elected members to represent Council on its Committees and Working Groups, and other external organisations.

Background

Following the Ordinary Local Government elections held on Saturday 20 October 2007, and election/re-election of five (5) Councillors, it is now necessary for Council to consider reviewing and filling elected member vacancies on its Committees and Working Groups:

Council has the following Committees:

- Audit and Finance Committee
- Alliance Advisory Committee

Working Groups:

- Staff Housing Working Group
- BHPBIO/Council Joint Projects Working Group
- Newcrest Mining/Council Joint Projects Working Group
- Recreation Facilities Working Group
- JD Hardie Centre Working Group
- Local Law Working Group
- Land Use Master Plan Steering Group
- Community Safety and Crime Prevention Working Group
- Aquatic Centre's Advisory Working Group

and is represented on the following external organisations:

- Pilbara Regional Council
- Regional Roads Group
- Port Hedland Visitors Centre Management Committee
- Port Hedland Retirement Village (Inc.)
- Local Emergency Management Advisory Committee
- BHP Billiton Consultative Committee

- YMCA Management Committee
- Pilbara Development Commission Board of Management
- Port Hedland Enhancement Scheme Steering Group
- Care for Hedland Environmental Association's Port Hedland Stakeholder Reference Group
- Department of Education and Training's BHP Billiton Boodarie Iron Worker Support Program Advisory Committee
- Pilbara Development Commission's Turtle Interpretive Centre Committee/Working Group
- Community Bank Steering Committee

Consultation

Chief Executive Officer

Statutory Implications

Subdivision 2 of Section 5 of the Local Government Act (1995) specifically relates to the establishment and operations of committees of Council. In summary the legislation:

- Requires committees to have at least three members if they are established.
- Outlines the prescribed method of appointment of committee members
- Details the tenure of committee representatives
- Specifies the Mayors ability to be involved in any or all committees of Council.
- Details quorum requirements of committees.
- Limits the roles and functions that committees are able to make decisions on.
- Details requirements for record keeping, particularly in relation to minutes and decisions made by the committee under delegated authority.

The requirements of Committee Meetings are largely the same as those that apply to formal Council meetings.

There is no requirement for Local Government to establish and/or operate committees of Council other than its Audit and Finance Committee.

The presiding member, deputy presiding member, committee members and the Council officer responsible for the committee are to make themselves fully conversant with all of the provisions of the Local Government Act and Council's Local Law on Standing Orders relating to committees and committee meetings. Refer to sections 5.8 to 5.25 of the *Local Government Act 1995*.

Council's Local Law on Standing Orders provides the following:

“Appointment of Committees

19.3 Any motion to establish a committee shall contain:

- a) *the duties and any delegations proposed to be entrusted to the committee;*
- b) *the number of members intended to constitute the committee;*
- c) *the term of establishment of the committee;*
- d) *details of when the committee is to meet and how it shall report to Council.”*

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

Operating committees under the requirements of the Local Government Act tends to be more time consuming and expensive for Councils to run due to the strict record keeping and administrative procedures that need to operate. The administration of these procedures is more labour intensive than less formal arrangements.

Officer’s Comment

At its Ordinary Meeting held on Wednesday 26 October 2005, Council resolved as follows:

“That:

- i) *Council agree to the establishment of working groups on specific issues on an as needs basis;*
- ii) *Council specifically detail the aims and purpose of the group, the membership of the group and the tenure of the group as a component of the establishment of each working group;*
- iii) *as a standard practice, no delegated authority be provided to Council committees unless specifically deemed necessary by the Council; and*
- iv) *minutes of working groups and advisory committees be provided to Council as a component of the Monthly Council information Bulletin.”*

Working Groups

A Working Group is not a formal Committee established under section 5.8 of the Local Government Act. A working group is to meet as and when required, and membership is to vary dependent on the issues to be addressed. The Officer responsible for the working group will report any outcomes from working group meetings direct to Council via an Officer's Report.

While not specifically referred to in the Local Government Act, the operation of working groups, advisory groups and other similar structures is commonplace in Local Government authorities. These structures are used to allow input into discussions and debate regarding community issues in a less formal setting.

Representation on External Organisations

From time to time Council is requested to nominate a Council member to represent the Council on committees of external organisations. Sometimes the constitution of the external organisation requires Council to nominate a representative. Council may also require a Council of staff member to be a representative where Council's interests need to be protected, for example where Council contributes to the organisation financially or otherwise.

External organisations will be informed in writing of Council representatives. Where appropriate, the external organisation and the Council representative/s are to determine the extent of representation required e.g.; attendance at all meetings, attendance at meetings only when necessary, acting as a contact person.

As the tenure Staff Housing Working Group was until such time that the plan has been developed or 30 May 2006 (whichever comes earlier), it is recommended this be disbanded.

Officer's Recommendation

That Council:

- i. nominates Council Representative(s) on its Committees as follows:
 - a) Audit and Finance Committee, in accordance with Section 5.8 and 5.9 of the *Local Government Act 1995* and Regulations:

Terms of Reference

- a) Part 7, the Local Government Act 1995;
 - b) Liaise with Council's Auditor:
- Delegation
Nil.

Membership
Councillor/s _____

- b) renames The Alliance Advisory Committee to “The Alliance Advisory Group”, with the following Councillor representation:

Councillor/s _____

- ii) nominates the following Council Representative(s) on its Working Groups as follows:

- a) BHPBIO/Council Joint Projects Working Group

Purpose

To:

- a) discuss joint initiatives that may be appropriate between BHPBIO and Council; and
- b) recommend projects to Council for funding from the BHPBIO/ToPH Strategic Plan Implementation Reserve.

Membership

Council Membership includes:

Mayor
Deputy Mayor
Councillor _____

Delegation

Nil.

- c) Newcrest Mining/Council Joint Projects Working Group

Purpose

To:

- a) discuss joint initiatives that may be appropriate between Newcrest Mining and Council; and
- b) recommend projects to Council for funding from the Newcrest Mining and Council.

Membership

Council Membership includes:

Councillor _____

Delegation

Nil.

- d) Recreation Facilities Working Group

Purpose

To:

- a) consider the provision of skateboarding facilities in the Town of Port Hedland;
- b) make recommendations to Council regarding the outcome of those considerations;
- c) consider the findings of the Recreation Facilities Audit; and

- d) make recommendations to Council regarding the location and nature of facilities to address needs identified in the Recreation Facilities Audit;

Membership

Councillor/s _____

two (2) interested community members;

Chief Executive Officer and appropriate staff attend meeting of the Recreation Facilities Working Group as ex officio members.

Delegation

Nil.

- e) JD Hardie Centre Working Group

Purpose

To function for a short period to consider future uses of the JD Hardie Centre.

Membership

Councillor/s _____

Mr Gavin Mitchell, representing Department of Sport and Recreation

Manager, Youth Involvement Council

Chief Executive Officer and appropriate staff attend meetings of the JD Hardie Centre Working Group as ex officio members.

Delegation

Nil.

- f) Local Law Working Group

Purpose

To:

- a) review the Town of Port Hedland Local Laws; and
- b) make recommendations to Council regarding the outcome of this review.

Membership

Council Membership includes:

Councillor/s _____

Chief Executive Officer, or his nominated officer, and appropriate staff attend meeting of the Local Law Working Group as ex official members.

Delegation

Nil.

- g) Land Use Master Plan Steering Group

Purpose

The development of the plan be facilitated by the a project steering group who has the specific tasks of:

- . Coordinating the development of the plan.
- . Managing and coordinating appropriate community consultation
- . Consultant management

Membership
Council Representatives
Mayor (Chair)
Councillor/s _____
Chief Executive Officer - Town of Port Hedland
Manager Planning Services – Town of Port Hedland
Government Representatives
Pilbara Development Commission
Department of Planning and Infrastructure
LandCorp
Department of Housing and Works
Industry/Business Representatives
BHP Billiton
Fortescue Metals Group
Port Hedland Chamber of Commerce and Industry
Community Group Representatives
Wedgefield Association
West End Action Group
Care for Hedland Environmental Association Inc.
2 x Community Representatives
To be selected via an expression of interest process.
Delegation
Nil.

h) Community Safety and Crime Prevention Working Group

Aim/Purpose
To develop and implement a Community Safety and Crime Prevention Plan that addresses safety and crime prevention issues in our community.
Membership
Councillor/s _____
Signatories to the Hedland Community Safety and Crime Prevention Plan 2006-2009
Interested community groups and non-government agencies
CEO and/or relevant staff representatives
Delegation
Nil.

i) Aquatic Centre's Advisory Working Group

Aim/Purpose
Membership
Councillor/s _____
Recreation Coordinator
Director Engineering Services
Any other appropriate staff as ex officio members.

iv) nominates Council Representative(s) on external organisations as follows:

- Pilbara Regional Council
Councillor/s _____
- Regional Roads Group
Councillor/s _____
- Port Hedland Visitors Centre Management Committee
Councillor/s _____
- Port Hedland Retirement Village (Inc.)
Councillor/s _____
- Local Emergency Management Advisory Committee
Councillor/s _____
- BHP Billiton Consultative Committee
Councillor/s _____
- YMCA Management Committee
Councillor/s _____
- Pilbara Development Commission Board of Management
Councillor/s _____
- Port Hedland Enhancement Scheme Steering Group
Councillor/s _____
- Care for Hedland Environmental Association's Port Hedland Stakeholder Reference Group
Councillor/s _____
- Pilbara Development Commission's Turtle Interpretive Centre Committee/Working Group
Councillor/s _____
- Community Bank Steering Committee
Councillor/s _____

and

iv) the following Staff Housing Working Group be disbanded.

200708/067 Council Decision

Moved: Cr A A Carter

Seconded: Cr G D Bussell

That Standing Orders be resumed.

CARRIED 9/0

7:55 pm Mayor advised Standing Orders are resumed.

200708/068 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr G D Bussell

That Council:

i. **nominates Council Representative(s) on its Committees as follows:**

a) **Audit and Finance Committee, in accordance with Section 5.8 and 5.9 of the *Local Government Act 1995* and Regulations:**

Terms of Reference

a) **Part 7, the Local Government Act 1995;**

b) **Liaise with Council's Auditor:**

Delegation

Nil.

Membership

Mayor S R Martin

Councillor A A Carter

Councillor G D Bussell

Councillor J Ford

b) **renames The Alliance Advisory Committee to "The Alliance Advisory Group", with the following Councillor representation:**

Councillor A A Carter

Councillor K A Howlett

ii) **nominates the following Council Representative(s) on its Working Groups as follows:**

a) **BHPBIO/Council Joint Projects Working Group**

Purpose

To:

a) **discuss joint initiatives that may be appropriate between BHPBIO and Council; and**

b) **recommend projects to Council for funding from the BHPBIO/ToPH Strategic Plan Implementation Reserve.**

Membership

Council Membership includes:

Mayor S R Martin

Councillor A A Carter

Councillor G J Daccache

Delegation

Nil.

b) Newcrest Mining/Council Joint Projects Working Group

Purpose

To:

- a) discuss joint initiatives that may be appropriate between Newcrest Mining and Council; and**
- b) recommend projects to Council for funding from the Newcrest Mining and Council.**

Membership

Council Membership includes:

**Councillor J Ford
Councillor K A Howlett**

Delegation

Nil.

c) Youth and Recreation Facilities Working Group

Purpose

To be determined at the first meeting of the group.

Membership

Mayor

Councillor G D Bussell

Councillor A A Carter

Councillor S J Coates

Councillor G J Daccache

two (2) interested community members;

Mr Gavin Mitchell, representing Department of Sport and Recreation

Manager, Youth Involvement Council

Chief Executive Officer and appropriate staff attend meeting of the Youth and Recreation Facilities Working Group as ex officio members.

Delegation

Nil.

d) Local Law and Policy Review Working Group

Purpose

To:

- a) review the Town of Port Hedland Local Laws; and**
- b) make recommendations to Council regarding the outcome of this review.**

Membership

Council Membership includes:

Councillor G D Bussell

Councillor A A Gear

Councillor K A Howlett

Chief Executive Officer, or his nominated officer, and appropriate staff attend meeting of the Local Law Working Group as ex officio members.

Delegation
Nil.

c) Community Safety and Crime Prevention Working Group

Purpose

To develop and implement a Community Safety and Crime Prevention Plan that addresses safety and crime prevention issues in our community.

Membership

Mayor S R Martin
Councillor S J Coates
Councillor G J Daccache
Councillor K A Howlett
Signatories to the Hedland Community Safety and Crime Prevention Plan 2006-2009
Interested community groups and non-government agencies
CEO and/or relevant staff representatives

Delegation
Nil.

d) Aquatic Centre's Advisory Working Group

Purpose

To be determined at the first meeting of the group.

Membership

Councillor G D Bussell
Councillor A A Carter
Recreation Coordinator
Director Engineering Services
Any other appropriate staff as ex officio members.

e) Spoilbank Project Working Group

Purpose

To be determined at the first meeting of the group.

Membership

Mayor S R Martin
Councillor A A Gear
Councillor J Ford
(Proxy - Councillor A A Carter)

f) Staff Housing Working Group

Purpose

To be determined at the first meeting of the group.

Membership

Mayor S R Martin

Councillor A A Carter

- iv) nominates Council Representative(s) on external organisations as follows:

Pilbara Regional Council

Mayor S R Martin

Councillor A A Carter

(Proxy – Councillor J Ford and Councillor A A Gear)

Regional Roads Group

Councillor A A Carter

Councillor A A Gear

(Proxy Mayor S R Martin and Councillor J Ford)

Port Hedland Visitors Centre Management Committee

Councillor J M Gillingham

Port Hedland Retirement Village (Inc.)

Councillor J M Gillingham

(Proxy – Councillor G J Daccache)

Local Emergency Management Advisory Committee

Mayor S R Martin

Councillor G D Bussell

Councillor A A Gear

BHP Billiton Consultative Committee

Councillor G J Daccache

(Proxy – Councillor A A Carter)

Pilbara Development Commission Board of Management

Councillor J M Gillingham

Port Hedland Enhancement Scheme Steering Group

Mayor S R Martin

Councillor J Ford

Councillor A A Gear

Community Bank Steering Committee

Councillor G D Bussell

Councillor S J Coates

CARRIED 9/0

*NOTE: ABSOLUTE MAJORITY VOTE - CLAUSE I)
SIMPLE MAJORITY VOTE- CLAUSES II) TO IV)*

REASON: Council nominated its representatives on the Audit and Finance Committee and various Working Groups.

NOTE: An Agenda Item will be presented to Council's Ordinary Meeting to be held in November to consider the establishment of the following working groups:

- . Airport Working Group*
- . Aboriginal Advisory Working Group*
- . Cycleway Development Group*

ITEM 12 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL

Nil.

ITEM 13 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN**13.1 Councillor Grant Bussell – Advertising Guidelines Pre Election**

Moved: Cr Bussell

That Council resolve to request the Chief Executive Officer to prepare draft guidelines regarding Town advertising in a period before the elections with a view to ensuring that:

- i) statutory and necessary information such as events or deadlines is allowable; but
- ii) advertising that advertises the achievements of Council or other unnecessary advertising or advertising involving in any way sitting Elected Members, including pictures of or quotations from sitting Members is not allowable.

Officers Comment

Several policies, strategies and sections of Act's relate to this matter. These have been briefly summarised below:

Section 2.8(1) of the Local Government Act (1995) states (in part) that:

"The role of the Mayor is to carry out civic and ceremonial duties on behalf of the local government and speak on behalf of the Council."

The Town's current Media Policy (Policy 1/004) states:

"Councillors and Staff will refrain from making any negative comments publicly regarding a resolution of Council."

The Elections Promotions Policy (4/001) states:

"The Chief Executive Officer is authorised to involve the Town of Port Hedland in any electoral promotional advertising campaign including campaigns organised by the Western Australian Local Government Association or the Department of Local Government. In addition to any statutory requirements, the Chief Executive Officer will arrange promotion of any election to appear in editions of a local publication issued prior to the election."

The Town's Strategic Plan also includes references to seeking publicity including:

Goal 3 – Communication

That Town of Port Hedland is recognised by residents and ratepayers as being an open, informative, accountable local government that listens to community views and keeps stakeholders informed.

Continue to regularly promote Council's successes to the community and seek community views on Council activities via:

- . A quarterly newsletter*
- . A monthly full page advertisement in the local newspaper.*
- . Regular press releases.*
- . Regular timeslots on local radio.*
- . Shopping centre displays*
- . Other appropriate means.*

While understanding the intent of the Notice of Motion, it is likely to be difficult to implement as the media currently seeks comment from the Mayor and/or Chief Executive Officer on issues and events pertaining to the Councils operations on at least a weekly basis. While recognising that promotion of these events/issues could be seen as electioneering, it is important that positive promotion of the Council's successes is undertaken where appropriate. Curtailing the promotion of these successes during an election time may be counter-productive.

Officers Recommendation

For Council's consideration

200708/... Council Decision

Moved: Cr G D Bussell

Seconded: Cr J Ford

That Council resolves to request the Chief Executive Officer to prepare draft guidelines regarding Town advertising in a period of one (1) month before the elections with a view to ensuring that:

- i) statutory and necessary information such as events or deadlines is allowable; but
- ii) advertising that advertises the achievements of Council or other unnecessary advertising or advertising involving in any way sitting Elected Members, including pictures of or quotations from sitting Members is not allowable.

LOST 4/5

NOTE : Cr G D Bussell requested the votes be recorded.

Record of Vote:

FOR	AGAINST
Cr G D Bussell	Cr S R Martin
Cr J Ford	C A A Carter
Cr A A Gear	Cr G J Daccache
Cr K A Howlett	Cr J M Gillingham
	Cr S J Coates

13.2 Councillor Grant Bussell – Election of Mayor

Moved: Cr Bussell

That Council resolves to request the CEO to take the necessary steps to change the method of election of the Mayor and Deputy Mayor to direct election by electors.

Officers Comment

Since February 2004 Council has considered the issue of how the Mayor should be elected on five separate occasions. The most recent decision on this matter was made in February 2007 where the following resolution was passed.

That Council keeps the method of filling the office of Mayor as the Mayor being elected by the Councillors method (in comparison to that of the office of Mayor being elected by the electors method).

Previous reports on this matter have indicated that there are a range of Pros and Cons to having the Mayor elected by the electors. These include:

Advantages

- Mayor has the support of the majority of residents
- Mayoral campaign could give some positive focus on local government.

Disadvantages

- While the mayor may have the support of the people, they do not necessarily have the support of the majority of Councillors which potentially creates a divided Council.
- Could potentially get a Mayor with no local government experience and/or experience in dealing with the media, politicians or local issues. A popularly elected Mayor is not necessarily a good leader of the Council team.
- Mayoral 'race' could take the focus off the election of the Council.

The initial decision of whether the Mayor was appointed by the Councillor or the electors was a decision of the Governor of Western Australia. Changing the method of filling the position of Mayor from election by the Council to election by the electors can simply be done via a special majority decision of Council (Requiring five of nine Councillors).

Council needs to be aware that, under current legislation, changing the method of election of Mayor back to one selected by the voters is a very difficult to achieve. The 'changing back' to a Mayor elected by the Councillors would require:

- Local public notice
- A six week submission period.
- Council consideration of submissions
- A poll of electors with the majority of electors supporting the change back.

Officers Recommendation

That Council keeps the method of filling the office of Mayor as the Mayor being elected by the Councillors method (in comparison to that of the office of Mayor being elected by the electors method).

NOTE: SIMPLE MAJORITY REQUIRED

OR

In accordance with Section 2.11(2) of the Local Government Act 1995, the Council changes the method of filling the position of Mayor from the election by the Council method to the election by the electors method, effective from the October 2009 Ordinary elections.

NOTE: SPECIAL MAJORITY VOTE REQUIRED

200708/069 Council Decision/Officer's Recommendation

Moved: Cr Bussell

Seconded: Cr A A Carter

In accordance with Section 2.11(2) of the Local Government Act 1995, the Council changes the method of filling the position of Mayor from the election by the Council method to the election by the electors method, effective from the October 2009 Ordinary elections.

CARRIED BY SPECIAL MAJORITY 7/2

ITEM 14 CONFIDENTIAL ITEMS

200708/070 Council Decision

Moved: Cr A A Gear

Seconded: Cr A A Carter

That the Meeting be closed to members of the public as prescribed in Section 5.23 (2) (a)(b) and (c) of the Local Government Act 1995, to enable Council to consider Agenda Item 14.1 Confidential Item: 'Appointment of Senior Officer – Director Engineering Services'

CARRIED 9/0

NOTE: Section 5.23 of the Local Government Act 1995 states:

“5.23. Meetings generally open to the public

...(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following - ...

(a) a matter affecting an employee or employees;

(b) the personal affairs of any person;

(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; ...”

8:14 pm Councillor J M Gillingham left the room.

8:14 pm Councillor G D Bussell left the room.

8:14 pm Members of the public left the room.

8:17 pm Councillor J M Gillingham re-entered the room and assumed her chair.

8:17 pm Councillor G D Bussell re-entered the room and assumed his chair.

14.1 Appointment of Senior Officer – Director Engineering Services (File No.: -)

200708/071 Council Decision/Officer's Recommendation

Moved: Cr A A Carter

Seconded: Cr J Ford

That Council:

- i) endorse the appointment of Mr Terrence Dodd as the Director, Engineering Services; and**
- ii) Mr Dodds be offered a salary of \$105,000 per annum and a total package of \$154,482 per annum including superannuation, housing, private vehicle usage, uniform allowance and an annual bonus (subject to meeting KPI's).**

CARRIED 9/0

200708/072 Council Decision

Moved: Cr A A Gear

Seconded: Cr G D Bussell

That the Meeting be opened to members of the public.

CARRIED 9/0

8:18 pm There were no Members of the public to be invited back into the room.

ITEM 15 APPLICATIONS FOR LEAVE OF ABSENCE

200708/073 Council Decision

Moved: Cr A A Carter

Seconded: Cr A A Gear

That the following Applications for Leave of Absence by elected members be approved:

- i) Councillor J M Gillingham – from 10 to 14 November 2007 inclusive;**
- ii) Councillor G J Daccache – from 6 to 8 November 2007 inclusive; and**
- iii) Mayor S R Martin – from 1 – 14 November 2007 inclusive.**

CARRIED 9/0

ITEM 16 CLOSURE

16.1 Date of Next Meeting

The next Ordinary Meeting of Council will be held on Wednesday 28 November 2007, commencing at 5.30 pm.

16.2 Closure

There being no further business, the Chairman declared the meeting closed at 8:20 pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Council at its Ordinary Meeting of 28 November 2007.

CONFIRMATION:

MAYOR

DATE



Town of Port Hedland

AGENDA

FOR THE

**ORDINARY MEETING
OF THE TOWN OF PORT HEDLAND COUNCIL**

TO BE HELD ON

WEDNESDAY 28 NOVEMBER 2007

AT 5.30 PM

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

Chris Adams
Chief Executive Officer

OUR COMMITMENT

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

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ITEM 1 OPENING OF MEETING**1.1 Opening**

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

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

Mayor S R Martin
Cr A A Carter
Cr G D Bussell
Cr S J Coates
Cr G J Daccache
Cr J Ford
Cr A A Gear
Cr J M Gillingham
Cr K A Howlett

2.2 Apologies

Nil

2.3 Approved Leave of Absence

Nil

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**3.1 Questions from Public at Ordinary Council Meeting held
Wednesday 31 October 2007****3.1.1 *Mr Chris Whalley***

Further to the question I asked Council two (2) months ago, does Council know when Main Roads are going to replace the rest of cyclone damaged road signs?

Council's understanding is that Main Roads have completed the replacement of all MainRoad's signage that was damaged during Cyclone George. Some additional signage had been located in South Hedland, which was above and beyond what is deemed to be necessary. Council will replace these non-essential signs on a 'as needs' basis.

ITEM 4 PUBLIC TIME**4.1 Public Questions****4.2 Public Statements****ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE****ITEM 6 DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING****ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****7.1 Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 31 October 2007**

That the Minutes of the Ordinary Meeting of Council held on Wednesday 31 October 2007 be confirmed as a true and correct record of proceedings.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION**ITEM 9 REPORTS BY ELECTED MEMBERS WITHOUT DISCUSSION****ITEM 10 PETITIONS/DEPUTATIONS/PRESENTATIONS/
SUBMISSIONS**

That the Towns internal operating systems are structured in a manner that assists in providing timely accurate information to the community.

Budget Implications

Nil

Officer's Recommendation

That the 'Status of Council Resolutions' Report as presented to the Council's Ordinary Meeting held on 28 October 2007 be received.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
Ordinary Meeting held 23 May 2007				
11.3.1.4	Tender 06/43 West End Greening Stg 1A Landscape and Irrigation Works	200607/316 Council Decision That: i) Council Reject all tenders that were submitted for Tender 06/43 West End Greening Stage 1a Landscape and Irrigation Works ii) Officers review the designs and specifications with the aim of amending the scope of works to a level whereby the majority of the project can be delivered for the stipulated budget. iii) Council project manage the implementation of the project using subcontractors to undertake specific elements of the works that are identified in the revised scope of works. Note: Quotations for subcontracted works are to be obtained as per Council's procurement policy. iv) Council give consideration in the 2007/08 budget for a project officer for similar projects in the future.	RESPONSIBLE OFFICER: Director Engineering Services Scope of works revised. Revised plans forwarded to contractors for quoting (due 26.10.07). Works due for completion June 2008.	
Special Meeting held 30 May 2007				
6.1.1.1	Request for Reconsideration – Prop. Scheme Amend. to Rezone Lots 2116 & 2117 North Circular Rd, SH	200607/332 Council Decision That Agenda Item 6.1.1.1 'Request for Reconsideration - Proposed Scheme Amendment to Rezone Lots 2116 and 2117 North Circular Road South Hedland' pending further information/amended plans being received from developer.	RESPONSIBLE OFFICER: Director Regulatory and Community Services. Awaiting feedback from proponents. Report to October Cl. Mtg	
6.1.1.2	Proposed Adoption from "Other Public Purposes – Energy" to "Tourism" Zone	200607/333 Council Decision That Council: 1) initiate a Town Planning Scheme Amendment to the <i>Town of Port Hedland Town Planning Scheme No. 5</i> by: ... 2) advise the applicant accordingly and request that the applicant prepare the formal amendment documentation to enable referral to the Environmental Protection Authority; 3) advise LandCorp that prior to a Development Application being submitted for Lot 406 Acton Street, Port Hedland, that a Structure Plan and supporting documentation be developed, submitted and supported by the Town and its nominated Urban Design Consultant for the Special Design/Use Area as shown in Attachment 3 of this report; 4) advise the applicant of the historical significance of the Tamarind Tree and the general area that surrounds it. The Tamarind Tree appears on the Municipal Heritage Inventory and Council will require its significance to be recognised as part of any future development; and 5) advise the proponent of the environmental significance of Cemetery Beach area and indicate that any development proposal will require consideration of light sensitive design within the proposal (suitable for the turtle nesting season) , and the inclusion of other environmentally sensitive design principles.	RESPONSIBLE OFFICER: Manager Planning EPA assessment received. Currently being advertised. Report to September/October Council meeting.	September/October 2007

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
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Ordinary Meeting held 27 June 2007				
11.3.1.3	Don Rhodes Mining Museum Safety Audit	200607/354 Council Decision/Officer's Recommendation That Council: i) implements the following upgrade works: a) installation of fencing around all locomotives and plant b) removal/sealing of items identified as dangerous c) installation of cracker dust around museum pieces d) installation of signage e) removal of lead based paints, including repainting of plant; to the expenditure limit set by current carried forward budget of \$29,200; and ii) pursues additional funding of \$150,000 required to carry out above recommended works.	RESPONSIBLE OFFICER: Director Engineering Services. Works scheduled – pending availability of funding. Quotes being sourced	
11.4.1.9	Request for Lease Renewal – Air BP at PHIA	200607/366 Council Decision/Officer's Recommendation That Council: i) approves the disposal of land, being a portion of Port Hedland International Airport currently used by Air BP, by way of lease, by private treaty, as per s3.58(3) of the Local Government Act 1995, with the following terms; ... ii) permits the Town of Port Hedland seal be affixed and Major and Chief Executive Officer be authorised to sign the lease documentation, should no submissions be received by Council after the advertising period in accordance with section 3.58 of the Local Government Act 1995.	RESPONSIBLE OFFICER: Director Corporate Services. Valuation received. Draft lease being prepared. Advertising in December.	
11.4.1.10	Local Laws Review and Amendment	200607/367 Council Decision/Officer's Recommendation That Council: i) commences a formal review of all it's Local Laws as per Section 3.16 of the Local Government Act 1995; ii) commences the process of amending Council's Reserve and Foreshore Local Law by replacing Clause 17 with the following, as per section 3.12 of the Local Government Act 1995: "17. The modified penalty for any offence against this Local Law is \$100 during the period 1 st May and 31 August of each year, and \$500 for a first offence, and \$1,000 for a subsequent offence during the period of 1 st October of each year and 30 April of each subsequent year."; and iii) commences the process of adding Part 6, to Council's General Provisions Local Law, being, as per section 3.12 of the local government act 1995: "Part 6 Native Tree Protection 6.1 That no <i>Owenia reticulata</i> (referred to as <i>Pundul</i> or <i>Desert Walnut</i>) Tree within the district will be removed, damaged or destroyed without written authorisation from Council 6.2 A person who commits an offence against this Local Law, with regard to Part 6, shall be liable on conviction, to a maximum penalty of \$1,000 and if the offence is of a continuing nature to a daily penalty not exceeding \$100."	RESPONSIBLE OFFICER: Director Corporate Services. Advertising period complete. No submissions received. Report to Nov. Ord. Cl. Mtg.	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
Ordinary Meeting held 25 July 2007				
11.2.1.2	Amendment to Delegation Register	200607/381 Council Decision That Agenda Item 11.2.1.2 'Amendment to Delegation Register' lay on table, awaiting the provision of a marked up copy being distributed to Councillors by Director Regulatory and Community Services, which highlights each of the delegations of Number 40 showing the proposed changes.	RESPONSIBLE OFFICER: Director Regulatory and Community Services Report to September CI Mtg.	September 2007
Ordinary Meeting held 22 August 2007				
11.2.1.3	Community Safety & Crime Prevention Plan 2006-2009	200607/411 Council Decision That Council: i) allocate \$50,000 towards the cost of a senior level State Government employee responsible for coordinating the implementation of the Town of Port Hedland Community Safety Crime Prevention Plan 2006 – 2009; ii) seek a matching Contribution from BHP Billiton for this position; and iii) seek State Government support to have this position filled as a matter of urgency and to request the State Government to secure ongoing funding for this position.	RESPONSIBLE OFFICER: Director Regulatory and Community Services Funds requested from BHPBIO	
Special Meeting held 5 September 2007				
6.1.1.3	Proposed Strategic Direction for Wedgefield	200708/424 Council Decision That Council: i) recommend changing the zoning of Wedgefield into a Light Industrial Area through the Land Use Master Plan; and ii) submit the following recommendations to the Land Use Master Plan Steering Committee for consideration for inclusion in the Final Plan with regard to Wedgefield Special Control Area Council believes that: ...	RESPONSIBLE OFFICER: Planning Officer	October 2007

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
6.3.1.2	Transient Workforce Accommodation - Port Hedland International Airport	200708/430 Council Decision/Officer's Recommendation That Council: i) reject all Expressions of Interest received regarding the Transient Workforce Accommodation site at the Port Hedland International Airport except for the proposal by Rio Tinto Minerals; and ii) commence immediate negotiations with Rio Tinto Minerals with the goal of providing Lots 4, 5 and 6 (as per the master plan) for the purposes of a 52 man work camp; and iii) receive a development budget from the Director, Corporate Services budget for Lots 4, 5 and 6 at the next Ordinary Meeting of Council; and iv) subject to the development budget being less or equal to total rental offered by Rio Tinto Minerals, consider formalising a lease with Rio Tinto Minerals for Lots 4, 5 and 6.	RESPONSIBLE OFFICER: Director Corporate Services Rio Tinto have withdrawn their proposal. No further action.	COMPLETED
Ordinary Meeting held 26 September 2007				
11.2.1.1	Cyclone George Relief Fund	200708/004 Council Decision/Officer's Recommendation That Council: i) endorse the Chief Executive Officer, on behalf Cyclone George Relief Fund Committee, to be granted delegated authority to make binding decisions on the expenditure of external funding obtained for the Cyclone George Relief Fund received after the 31 July 2007; and ii) the Cyclone George Relief Committee is to be disbanded; and iii) create a Reserve Account 'Cyclone Emergency Support' for the purpose of emergency relief support only.	RESPONSIBLE OFFICER: Emergency Management Officer	
11.2.1.2	All West Australians Reducing Emergencies Grants Scheme	200708/005 Council Decision/Officer's Recommendation That Council endorse funding received through the Local Grants Scheme and: i) create a Salaries and Wages Income Account for AWARE Grant Scheme funding received to the value of \$29,040; and ii) create an Salaries and Wages Expenditure Account for AWARE Grant Scheme funding to the value of \$29,040.	RESPONSIBLE OFFICER: Emergency Management Officer	
11.2.2.2	Proposed Formalisat'n of Existing Structures at Part Lot 2 of Lot 126 Great Nth'n Hwy	200708/007 Council Decision That Planning Approval be granted to Margaret Rita Buckley on behalf of ITF The Buckley Family Trust for the retrospective planning approval of a RURAL SETTLEMENT at Lot 2 Forrest Location as outlined in the Application received 8 February 2007 (Application 2007/083) and indicated on the approved plans, subject to the following conditions:	RESPONSIBLE OFFICER: Planning Officer	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.2.2.3	Prop. Conversion of an Existing Office to a Dwelling at Lot 2 Forrest Location 126 Port Hedland	200708/008 Council Decision That Planning Approval be granted to Margaret Rita Buckley on behalf of ITF The Buckley Family Trust for the retrospective planning approval of a RURAL SETTLEMENT – conversion from Office to Dwelling at Lot 2 Forrest Location 126 as outlined in the Application received 13 August 2007 (Application 2007/206) and indicated on the approved plans, subject to the following conditions:	RESPONSIBLE OFFICER: Planning Officer	
11.2.2.4	Proposed 5 Grouped Dwellings at Lot 200 (2) Howe St PH	200708/009 Council Decision/Officer's Recommendation That Planning Consent be granted to Define Creations for the construction of GROUPED DWELLINGS – 5 Grouped Dwellings at Lot 200 (2) Howe Street Port Hedland as outlined in the Application received 5 July 2007 (Application 2007/160) and indicated on the approved plans, subject to the following conditions:	RESPONSIBLE OFFICER: Planning Officer	
11.2.2.5	Endorsement of Officer's Power of Entry Onto Land as per Section 9.1(c) of TPS. 5	200708/010 Council Decision That Council authorise the right of entry to any building or land as per Section 9.1(c) of Town Planning Scheme No. 5 for the following officers: ... subject to the following conditions: a) that entry be required for reasonable purpose and be carried out at a reasonable time; b) notice of one (1) week be given to the property owner prior to entry; c) this authorisation shall not be executed without prior approval of Council's Chief Executive Officer or Directors; and d) the authorisation for the right of entry to any building or land as per Section 9.1(c) of Town Planning Scheme No. 5 be reviewed annually by Council.	RESPONSIBLE OFFICER: Planning Assistant, Regulatory Services	
11.2.2.6	Reconsider'n - New Living Project Subdivision App. Lot 2943 Demarchi Rd SH	200708/011 Council Decision/Officer's Alternate Recommendation That Council: 1. under Clause 5.2.1 of Town Planning Scheme No. 5 resolves not to require the preparation of a Development Plan subject to the applicant complying with the resolution and conditions outlined in part 2 of this recommendation; and 2. supports the subdivision application for creation of 109 lots on Lot 2943 Demarchi Road, South Hedland, subject to the following conditions and footnotes: ... 3. directs the Chief Executive Officer or his nominated officer to advise the Western Planning Commission of its decisions in regard to the application for subdivision, which is the subject of this report.	RESPONSIBLE OFFICER: Manager Planning	
11.2.2.7	Prop. Ext. to the "Place of Animal Care" Dev. on Lot 3828 (14) Hedditch St, SH	200708/12 Council Decision/Officer's Recommendation That Council GRANTS Planning Consent to the Morrell Enterprises for the proposed PLACE OF ANIMAL CARE – renovation and additions to the existing clinic on Lot 3828 (14) Hedditch Street, South Hedland as outlined in the Application received 13 July 2007 (Application 2007/167) and indicated on the approved plans, subject to the following conditions:	RESPONSIBLE OFFICER: Manager Planning	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.2.2.8	Prop. 8 Single Bedroom Dwellings at Lot 105 Morgans St, PH	200708/13 Council Decision/Officer's Recommendation That Planning Consent be granted W helans (WA) Pty Ltd for the construction USE NOT LISTED – SINGLE BEDROOM DWELLINGS x 8 at Lot 105 Morgans Street Port Hedland as outlined in the Application received 29 August 2007 (Application 2007/220) and indicated on the approved plans, subject to the following conditions:	RESPONSIBLE OFFICER: Planning Assistant	
11.2.2.9	ToPH Park Improvement Plan	200708/014 Council Decision/Officer's Recommendation That Council: 1. notes the Draft Park Improvement Plan for the Town of Port Hedland Town; 2. seeks community feedback on the draft plan by: ... 3. considers a further report regarding this matter at the October Council meeting.	RESPONSIBLE OFFICER: Manager Planning	
11.3.1.3	Cemetery Upgrade Program	200708/017 Council Decision That: i) Council approves the schedule of works based on the approved \$50,000 budget as per Table 2; and ii) Council approves the complete schedule of works based on Table 1, pending successful funding application to the Pilbara Area Consultative Committee.	RESPONSIBLE OFFICER: Manager Technical Services Funding ongoing. Works est. completion – April 2008	
11.3.1.4	Installation of Memorial Plaques at the ToPH Cemetery	200708/018 Council Decision/Officer's Recommendation That: i) Council approve the installation of memorial plaques at the Town of Port Hedland Cemetery; ii) Council approve a new expenditure account of \$5,000 and a new income account of \$5,000; iii) Council approve an amendment to the Schedule of Fees and Charges of: ...	RESPONSIBLE OFFICER: Manager Technical Services Ongoing. To be advertised. Est. completion Dec 2007.	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.3.1.6	Tender 06-51 Supply and Delivery of one (1) New Rear Loading Compactor	200708/020 Council Decision/Officer's Recommendation That Council award Tender 06-51 Supply and Delivery of one (1) New Rear Loading Compactor to Major Motors, for the supply of one (1) Isuzu FVY which meets 2008 Emission standards at the purchase price of \$295,770, representing best value for money.	RESPONSIBLE OFFICER: Works Manager	
11.3.1.7	Tender 06-52 Supply and Delivery of one (1) New Bitumen Truck	200708/021 Council Decision/Officer's Recommendation That Council award Tender 06-52 Supply and Delivery of one (1) New Bitumen Truck to WA Hino for the supply of one (1) Hino 300 series 816 with fully contained Bitumen Unit with a flushing system built in for easy cleaning and maintenance, for the net purchase price of \$102,612.10 excluding gst, less trade in of Council's Mitsubishi Tipper Registration PH4844 -\$26,000.	RESPONSIBLE OFFICER: Works Manager	
11.3.1.8	Tender 06-54 Supply and Delivery of one (1) New Tandem Drive Tip Truck	200708/022 Council Decision/Officer's Recommendation That Council award Tender 06-54 Supply and Delivery of one (1) New Tandem Drive Tip Truck Kenworth Daf for the supply of one (1) Tip Truck Model DAF CF85.460 for the net purchase price of \$229,327 excluding gst.	RESPONSIBLE OFFICER: Works Manager	
11.3.1.9	Tender 06-56 Supply and Delivery of one (1) New Single Axle Tip Truck	200708/023 Council Decision/Officer's Recommendation That Council award Tender 06-54 Supply and Delivery of one (1) New Single Axle Tip Truck to WA Hino for the supply of one (1) Hino Ranger Pro 9 medium Tip Truck for the net purchase price of \$58,228 excluding gst (purchase price of \$108,228 excluding gst, less trade in of Council's Isuzu Truck Registration PH4985 for \$50,000).	RESPONSIBLE OFFICER: Works Manager	
11.3.1.10	Tender 06/53 Supply and Delivery of New Community Bus	200708/024 Council Decision/Officer's Recommendation That Tender 06/53 – Supply and Delivery of New Community Bus be awarded to Purcher International for supply of Mitsubishi Rosa Deluxe Automatic for \$113,900 less trade in of Inveco Turbo Daily 49-10 Bus -\$8,000.00, at the net cost of \$105,900 exclusive of GST.	RESPONSIBLE OFFICER: Works Manager	
11.3.2.1	Draft Multi-Purpose Recreation Centre Feasibility Study	200708/025 Council Decision/Officer's Recommendation That Council: i) note the Town of Port Hedland's receipt of the Draft Multi-Purpose Recreation Centre Feasibility Study; ii) advertise the availability of the draft report for community feedback; and iii) consider community feedback and future direction for this project at it's Ordinary Council Meeting in November.	RESPONSIBLE OFFICER: Manager Recreation Services Report to Oct. Ord. Cl. Mtg	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.3.2.2	Marie Marland Reserve : Diamond 1 Baseball Back-netting Structure	200607/026 Council Decision That: i) in accordance with section 3.57 of the Local Government Act tenders be called for the construction of fully engineered nine (9) metre high back-netting, to be installed at Diamond 1 at Marie Marland Reserve using funds as allocated, being \$74,460; and ii) consider any shortfall through application to the Cyclone George Relief Fund.	RESPONSIBLE OFFICER: Sport and Recreation Officer Tender being developed. To be advertised next week. Est. Completion April 2008.	
11.3.3.4	Tender 06/48 Sewerage Upgrade Port Hedland Airport	200708/030 Council Decision That Council: i) note that no tenders were received during the advertised submission period for the supply and/or installation of the sewerage upgrade infrastructure at Port Hedland International Airport; and ii) authorise the Chief Executive Officer and Airport Manager to enter negotiations with suitably qualified companies for the supply and/or installation of the sewerage upgrade infrastructure as specified in the technical specifications prepared by Connell Wagner Pty Ltd, within Council's existing budget estimate of \$200,000.	RESPONSIBLE OFFICER: Airport Manager One quote received outside budget. Awaiting other companies and reviewing project..	January 2007

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
11.3.3.5	Security Screening Operations PHIA	200708/031 Council Decision/Officer's Recommendation That Council: i) advise DOTARS that the Town of Port Hedland as owner and operator of Port Hedland International Airport is planning to become the Screening Authority for Port Hedland International Airport. ii) advise Qantas, as the current Screening Authority, of the above. iii) advise DOTARS that the Town of Port Hedland is willing to participate in the desk top consultancy on the x-ray installation, and iv) a business plan be developed for the undertaking of the screening operations at Port Hedland airport and be presented to the next Council informal briefing session.	RESPONSIBLE OFFICER: Airport Manager Bus. Plan being developed. Will be presented to Council Informal Briefing Session.	December 2007
11.4.1.3	Community Bank Feasibility	200708/034 Council Decision/Officer's Recommendation That Council agrees to underwrite the Feasibility Study of the South Hedland Community Bank to a maximum value of \$18,000 should surplus funds be identified in the September Budget Review.	RESPONSIBLE OFFICER: Director Corporate Services Awaiting Comm. Bank Committee to determine when to undertake feasibility study.	COMPLETE

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
12.1.1	Sponsorship Request : Assistance for Travel to Toronto to Attend the ImagiNative Indigenous Film Festival	200708/037 Council Decision/Officer's Recommendation That Council donates \$1,500 to Ms Sylvia Clarke to enable her to participate in the 8 th Annual ImagineNative Indigenous Film Festival being held in Toronto in October 2007.	Letter of congratulations sent. Payment of Council contribution being reimbursed to Wangka Maya.	
Special Meeting held 16 October 2007				
6.1.1.1	Prop. Adoption of Scheme Amend. from "Res. R12.5/30, Other Public Purposes, Other Public Purposes – Cemetery, Parks & Recreation and Local Road" to "Res R12.5/50" Zone & "Other Public Purposes – Community Purposes"	200708/037 Council Decision/Amended Officer's Recommendation That Council: 1) requests Koltasz Smith Town Planners to amend the application to reflect the proposed rezoning of lot 1628 from "Other Public Purposes - Cemetery" to "Community - Community"; 2) advertises the proposed closure of the Beart Street road reserve in accordance with section 58 of the Land Administration Act 1997; 3) request the Honourable Minister for Lands to close the whole of the Beart Street road reserve, subject to there being no objections to the road closure during the statutory advertising period. 4) subject to the changes being made as required by resolution 1, initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ... 5) advise the applicant accordingly, and request that the applicant prepare the formal amendment documentation to enable referral to the Environmental Protection Authority; 6) authorises the Chief Executive Officer to undertake such process that may be necessary to resolve any issues which may be related to the current reservation and/or vesting of lots affected by this proposal.	RESPONSIBLE OFFICER: Manager Planning	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date – Action)	EST. COMP - DATE
6.1.1.2	Prop. Street Names for Subdivision at Lot 5960 Dale St and Lot 5962 Jabiru Loop SH	<p>200708/038 Council Decision/Officer's Recommendation</p> <p>That Council advise the Geographic Names Committee that it requests that the following names be assigned to the subdivision of Lot 5960 Dale Street and Lot 5962 Jabiru Loop South Hedland in accordance with the attached diagrams:</p> <ul style="list-style-type: none"> i) Phalarope Way; ii) Avocet Brace; iii) Dowitcher Avenue; and iv) Stilt Link 	RESPONSIBLE OFFICER: Planning Assistant	
6.1.1.3	Prop. Upgrade/ Refurb Playground Equipment – PH Yacht Club Lot 5178 Sutherland St PH	<p>200708/039 Council Decision/Officer's Recommendation</p> <p>That Planning Approval is granted for the Development Application - Port Hedland Yacht Club - Reserve 30768 playground refurbishment - new equipment at Lot 5178 Sutherland Street, Port Hedland, as outlined in the application received and indicated on the attached plans, subject to the following conditions:</p>	RESPONSIBLE OFFICER: Planning Officer	
6.1.1.4	Prop. Mods. to Scheme Amendment No. 14 – Pretty Pool Revised Dev. Plan and Associated TPS Amendment	<p>200708/040 Council Decision/Officer's Recommendation</p> <p>That:</p> <ul style="list-style-type: none"> i) pursuant to section 75 of the <i>Town Planning and Development Act 2005</i> (as amended), Council resolves to amend Town of Port Hedland Town Planning Scheme No.5 by: ii) the Mayor and Chief Executive Officer be authorised to execute three (3) copies of the amendment documents in accordance with the <i>Town Planning Regulations 1967</i> (as amended); iii) the proposed amendment be numbered Amendment No. 14 of <i>Town of Port Hedland Town Planning Scheme No. 5</i> and be forwarded to the Environmental Protection Authority for assessment in accordance with section 81 of the <i>Planning and Development Act 2005</i> prior to advertising in accordance with the <i>Town Planning Regulations 1967</i>; and iv) the applicant be advised that all costs associated with advertising and preparing the amendment will be borne by the applicant. 	RESPONSIBLE OFFICER: Planning Officer	

11.2 REGULATORY AND COMMUNITY SERVICES

11.2.1 Director Regulatory and Community Services

11.2.1.1 *Monthly Report - Regulatory and Community Services (File No: ADM-091)*

Officer Bev Johnson
Executive Assistant –
Community and
Regulatory Services

Date of Report 14 November 2007

Disclosure of Interest by Officer Nil

Summary

Report on activities within the Regulatory and Community Services directorate for Council's information.

Background

Regulatory and Community Services Monthly Report to Council.

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications Nil

Officer's Comment

Library and Information Services

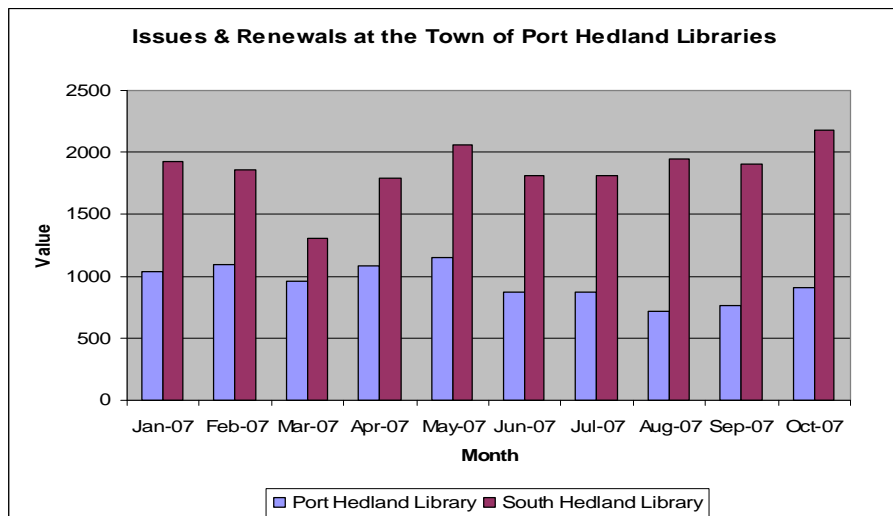
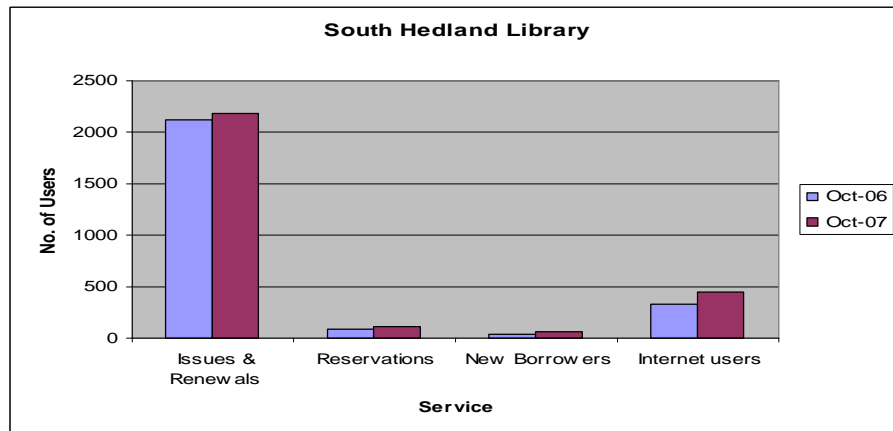
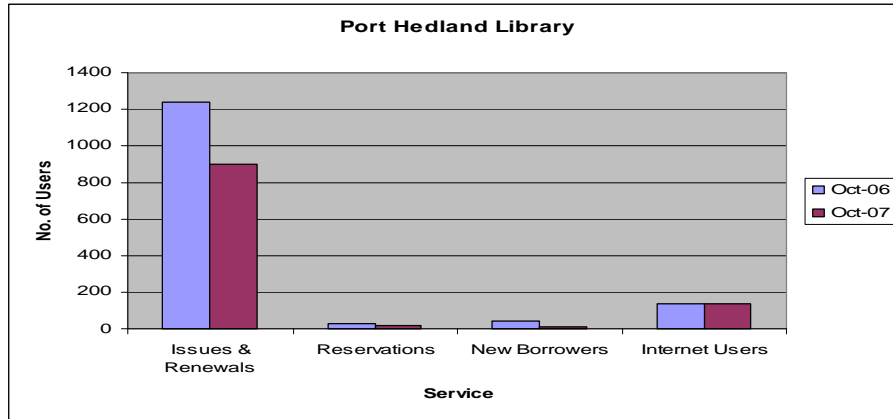
Port Hedland Library	Aug 2007	Sept 2007	Oct 2007
Issues and Renewals	723	759	903
Reservations	19	14	17
New Borrowers	19	22	14
Internet Users	133	105	135

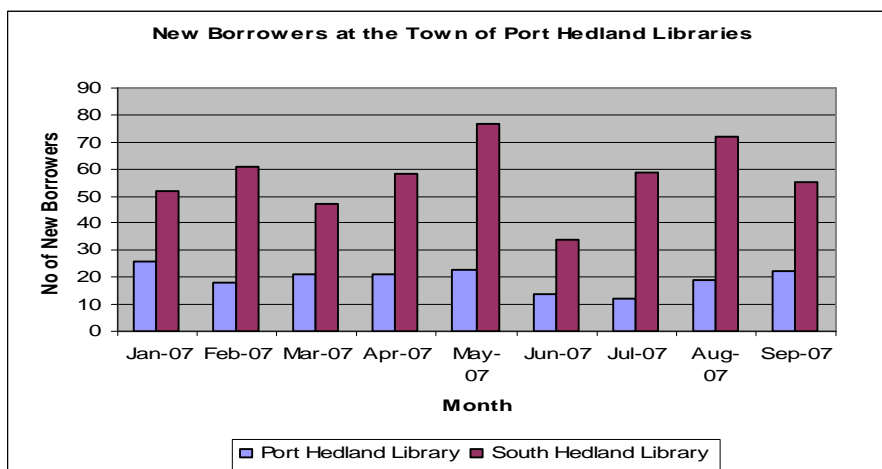
South Hedland Library	Aug 2007	Sept 2007	Oct 2007
Issues and Renewals	1944	1906	2174
Reservations	77	90	115
New Borrowers	72	55	65
Internet Users	416	349	445

Following on from last month with the introduction of Housebound Delivery Service to Karlarra House residents, a feature article is available on Town of Port Hedland website.

School holiday program was based on using recycled material. All 70 participants were delighted with the finished product.

During October a display was mounted at South Hedland Library to highlight Mental Health Week; a range of promotional material was provided by *Beyond Blue*, the Mental Health Association and Well Women's Centre.

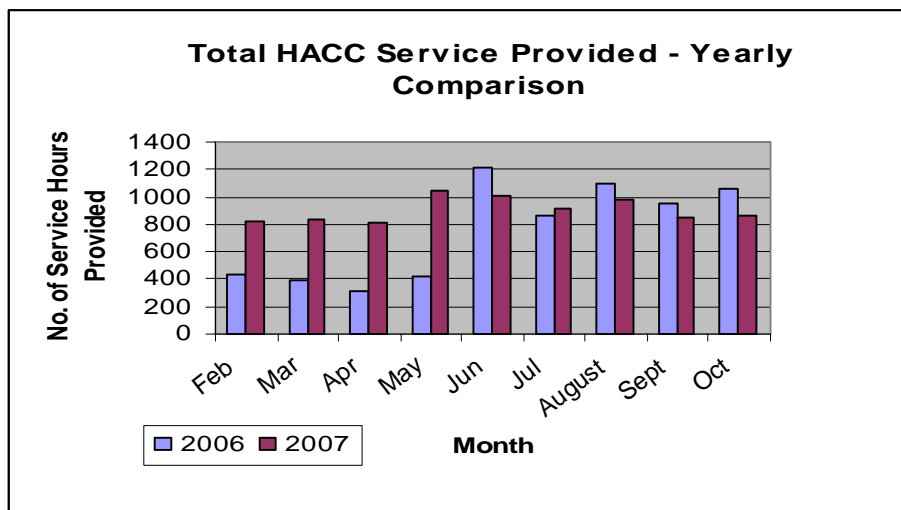


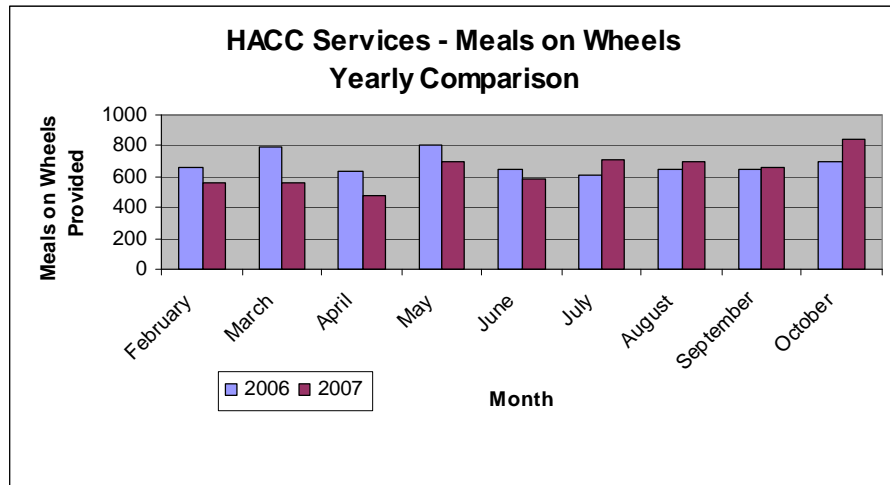


Human Services

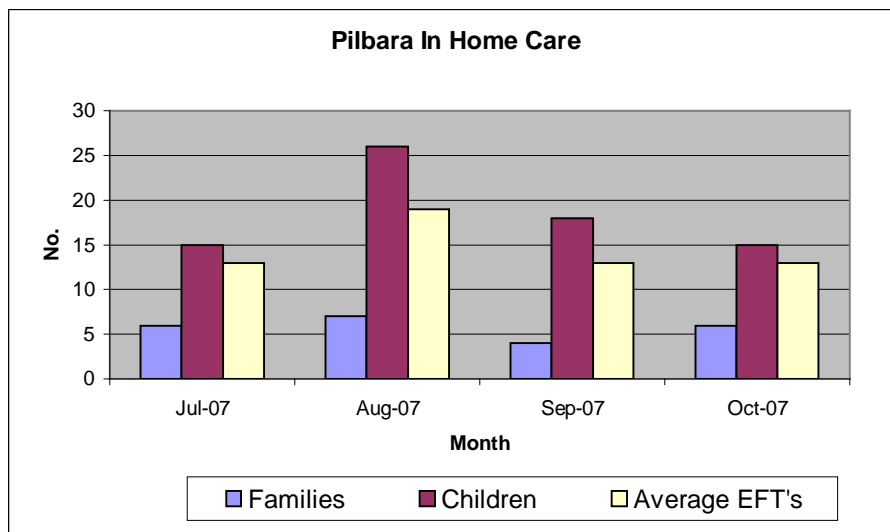
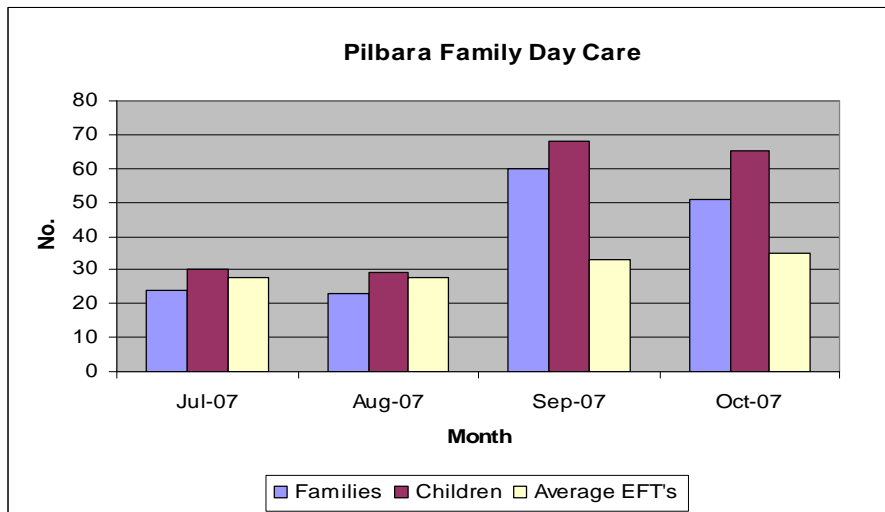
HACC Programme

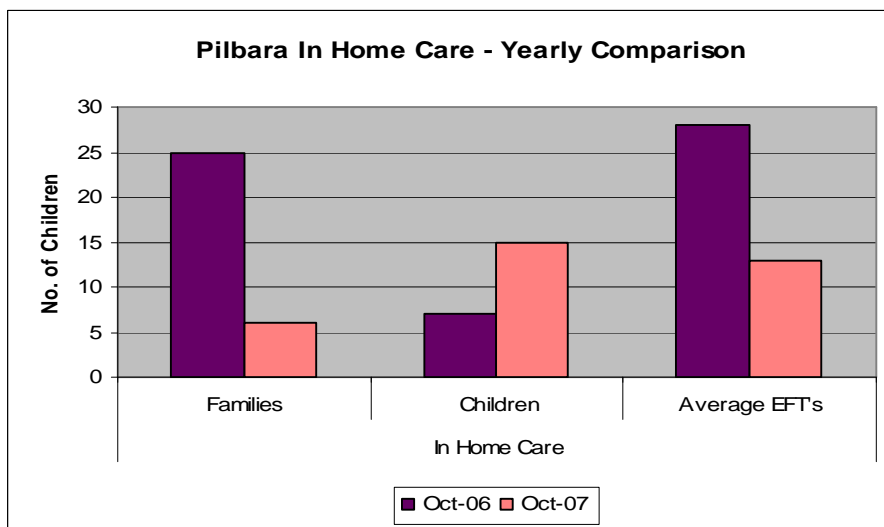
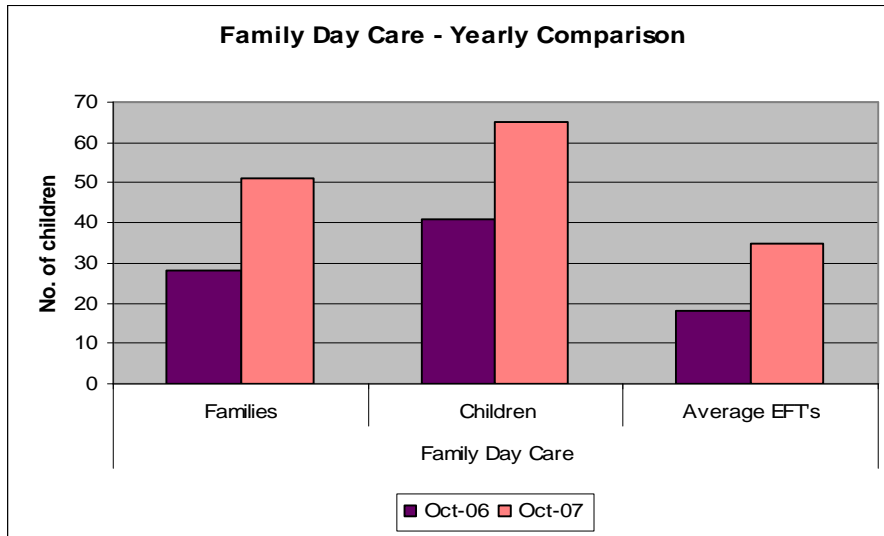
HACC Service Hours for October 2007	
Meals On Wheels	840
Day Centre Attendance (hours)	696
Day Centre Meals	88
Domestic Assistance (hours)	73
Personal Care (hours)	38
Social Support (hours)	17
Transport (one way)	190
Home Maintenance (hours)	37.5
Total HACC service provided (hours)	861.5
Total HACC service provided (hours) YTD	3614
Assessment	6





Pilbara Family Day Care

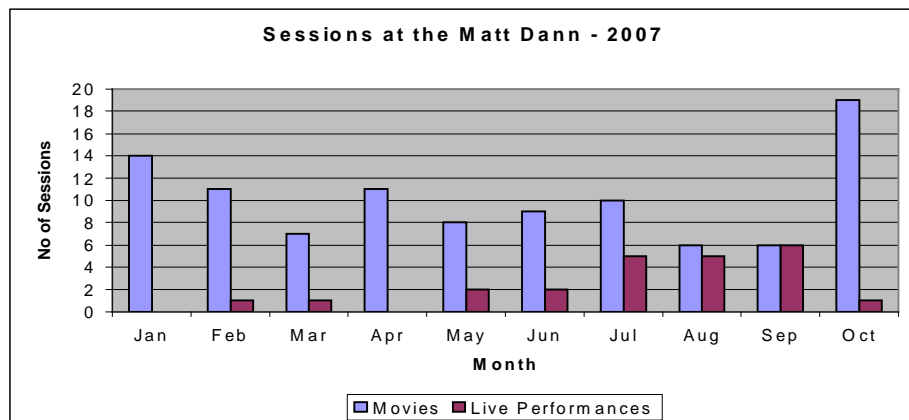
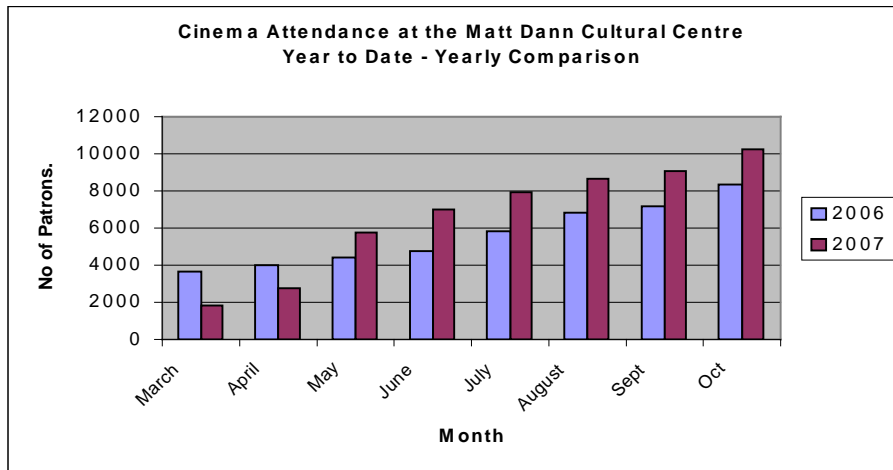
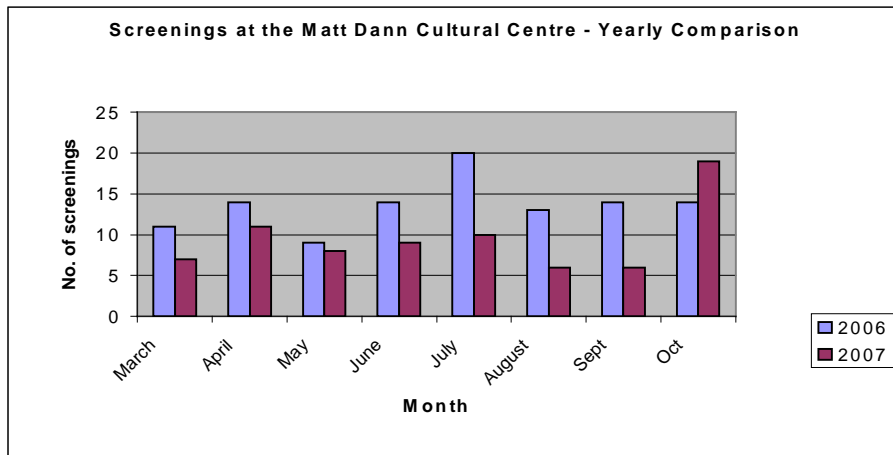
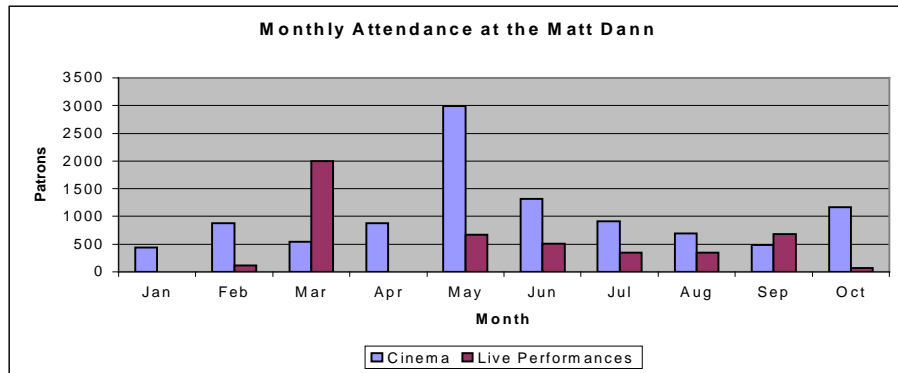




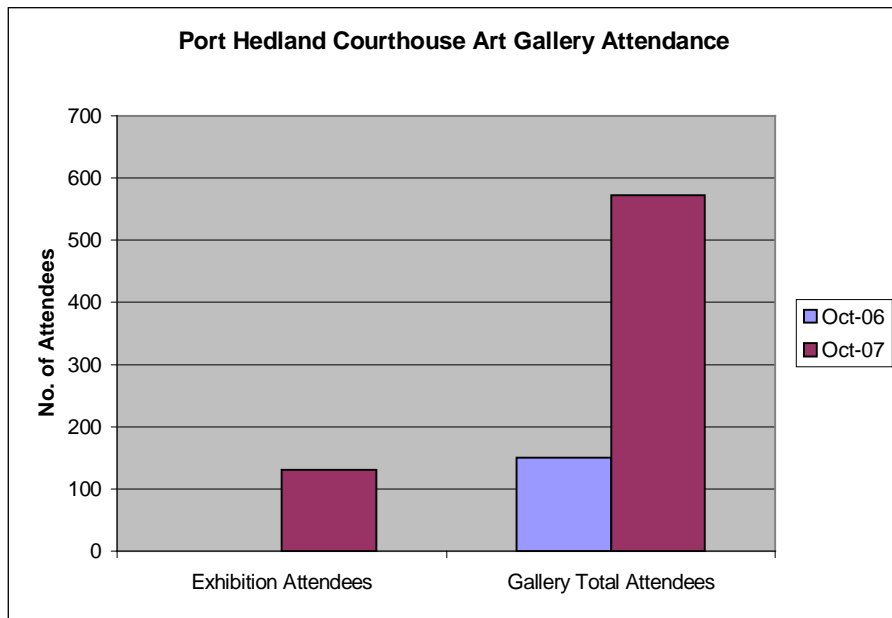
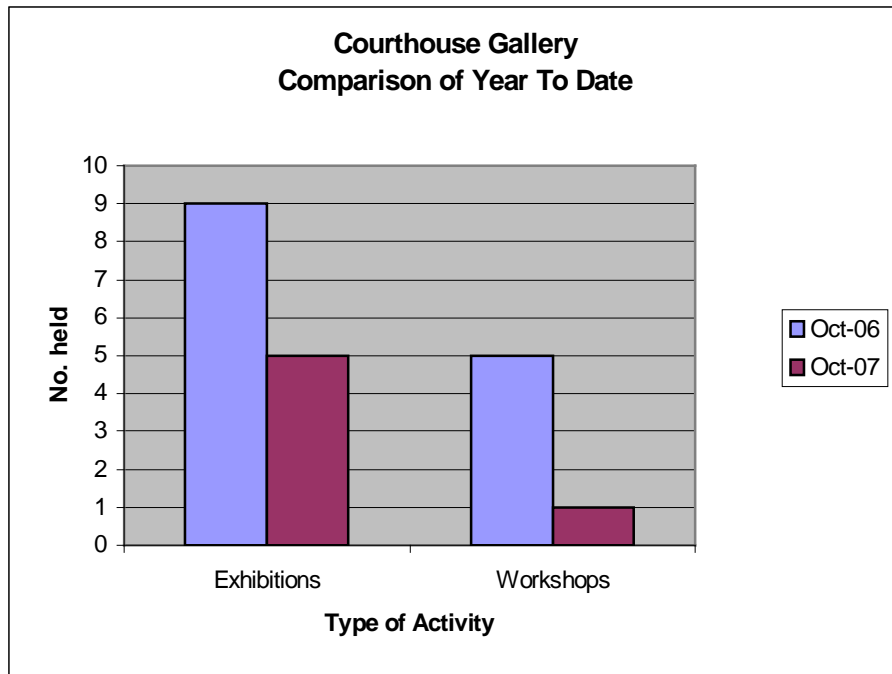
Explanatory Notes

EFT – Effective Fulltime Place - 1 place = 7 hours of care
 Funding is based on EFTs rate per EFT = \$44.00 per week
 Decline in In Home Care EFTs due to the Pilbar In-Home Care being funded for only 20 EFTs. Pilbara Family Day Care is funded for the number of EFTs used for the year.

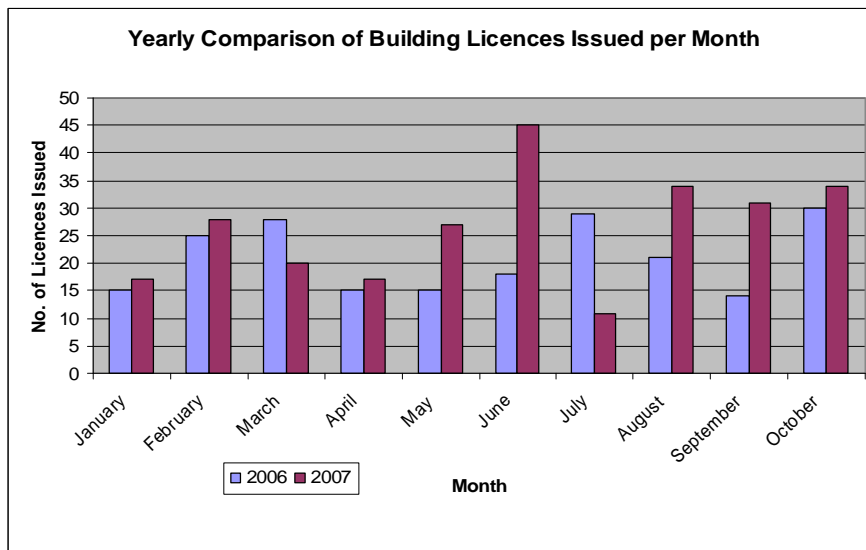
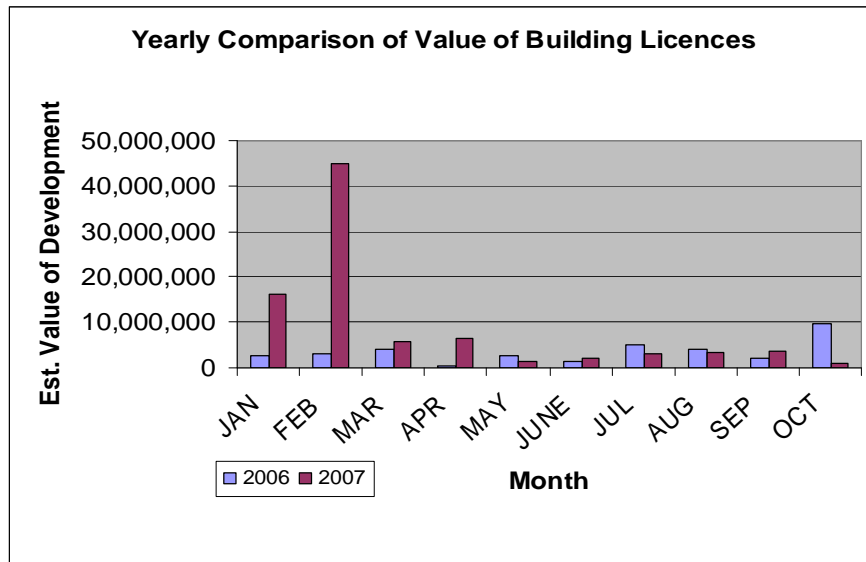
Matt Dann Cultural Centre



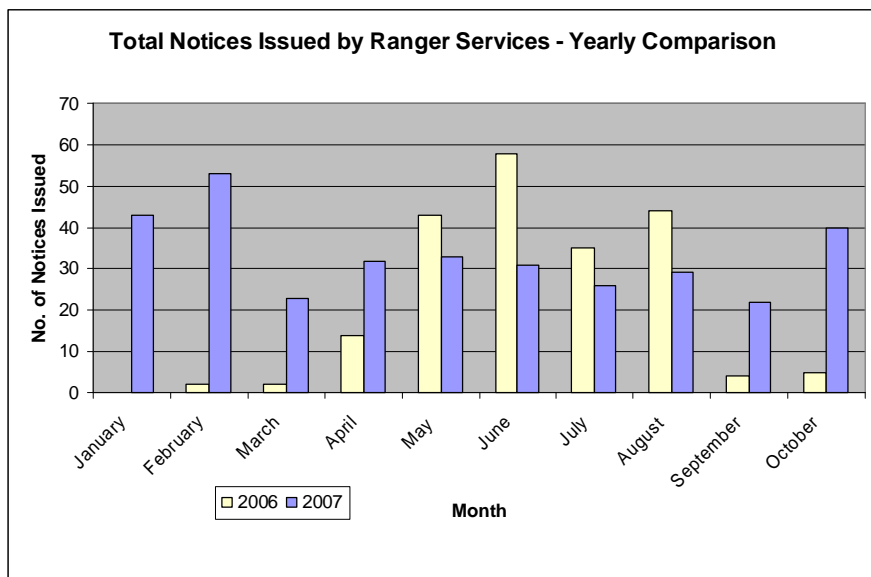
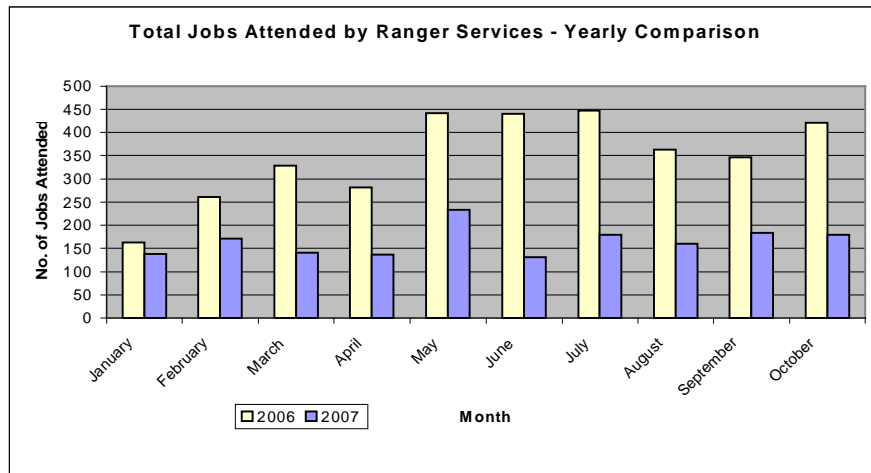
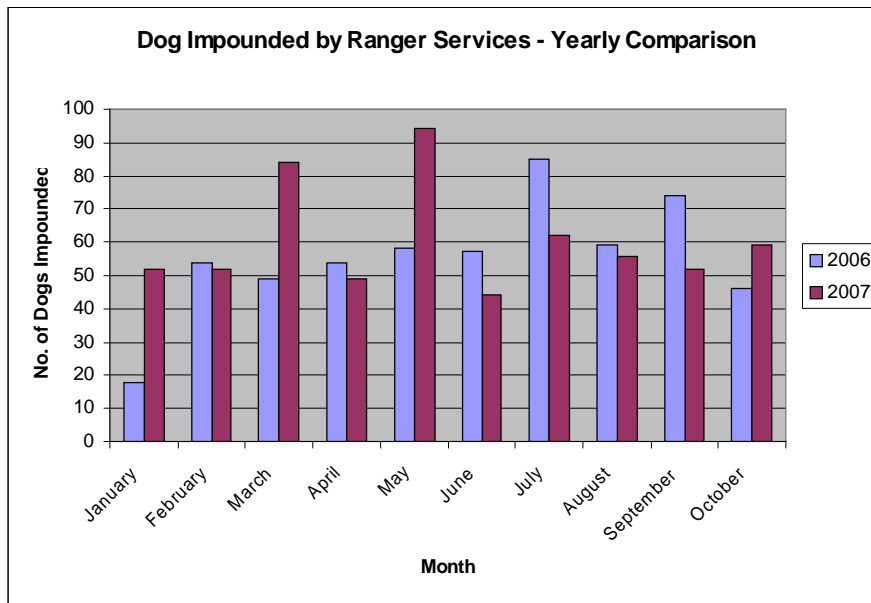
Courthouse Arts Centre and Gallery



Building Services



Ranger Services



The 2nd Microchipping & Dog Registration Day was held at the Works Depot Saturday & Sunday 3rd 4th November.

The day was organised by Councils Ranger Services in conjunction with Dr Andrew Howard of South Hedland Veterinary Hospital.
A total of 112 dogs were microchipped and 46 dogs registered which is a very pleasing result and a 40% increase on the 2006 figures.

Officer's Recommendation

That Council receives the Regulatory and Community Services Report for 14 November 2007

NOTE: SIMPLE MAJORITY VOTE REQUIRED

11.2.1.2 Proposed Factory/Workforce Accommodation for Pilbara Meta Maya (File No.: /)

Officer Terry Sargent
Director Regulatory and
Community Services

Date of Report 23 November 2007

Disclosure of Interest by Officer Nil

Summary

Council has been approached by Pilbara Meta Maya, seeking approval to construct a factory and associated accommodation to enable the employment of long term unemployed aboriginal people.

There is no provision under council's Town planning scheme which provides for such a development but before the proposal has been assessed, alternative land options have been examined to determine if there is a means by which the town can reap the benefit of this significant employment initiative.

Background

After initially requesting a meeting to discuss the possibility of locating a factory and workers village at Drover's Rest, (Reserve 41351) Pilbara Meta Maya submitted a proposal on 16th October 2007 outlining describing a proposal to construct up to 75 chalets to accommodate up to 150 people and approximately 1200 m² of factory area. Additional material for the joint venture partner providing more details of the materials involved in the process is to be supplied.

The preferred sites for such a development are the airport land (lot 2444) adjacent to the SES shed, which has been earmarked for potential transient workforce accommodation or the site at Drovers Rest (Reserve 41351). Alternative sites proposed by Council officers were not available or were unacceptable to the proponents.

Reserve 41351 is vested in the Aboriginal Lands Trust, currently occupied by Bloodwood Tree Association and zoned rural. Although it *does* permit the development of small "rural communities" the zoning does *not* permit the development of factories and industrial uses on the land. Council has recently provided retrospective approval for industrial and residential land uses in the vicinity of this land, but that was to formalize longstanding existing development and provide a basis on which future development could be controlled. It does not in any way establish a precedent for future development in the area.

Council has also resisted attempts to develop other industrial land uses in the area and it would be inconsistent with the land use master plan to do so..

Lot 2444, the airport land can reasonably be developed for use as workforce accommodation as already considered by Council, but there is no sound basis under Town Planning Scheme 5 or the Land Use Master Plan recommendations for approving the use of the land for construction of the proposed factory sheds.

Airport operations and security concerns require that any development on the surrounding land be such that vehicular and people movements are managed and litter/windblown material is eliminated. The proposed industrial building(s) will be for the manufacture of modular wall panels and other building components, which should not cause unmanageable rubbish problems but are concerns to be addressed none-the-less.

The proponents have indicated they are able to build for a short term of say 5 years to establish a sound business and then relocate to more suitable land once the business is established.

The use of land made available under a lease form council is probably the most effective mechanism for ensuring time limits are enforced.

Consultation

Broad external consultation has not been undertaken but it has been established that access to the main road will be subject to MRWA approval.

Council's Engineering Services

Issues not elsewhere addressed include:

Any extra activity which, would include expansion of existing transient workforce accommodation activities, puts added pressure on Airport operations from a safety and security perspective.

Examples include

- vehicles parking within the 3 metre gap required near fence lines.
- pedestrians shortcutting across the airport, especially airside to South Hedland.
- rubbish leading to increased risk of litter getting on to runway area. NB: The 737 class soon to operate sucks in anything within 13m of the cowling of the engine. This includes small mammals.
- birds – Possible increased risk of attracting birds thus increased risk of bird strike. Major safety concern.

Councils Planning Service:

The land is not appropriately zoned for a combined industrial and residential mixed use. (Council has no such zone, as it is not consistent with established good practice).

The proposed use is inconsistent with other decisions affecting development on along the Broome Rd entry to town.

The access to the site will be subject to MRWA approval and there is no doubt they will have some concerns about heavy vehicles entering the main road, albeit on an occasional and irregular basis.

Statutory Implications

The proposal is not consistent with the requirements of TPS 5.

Policy Implications

Nil

Strategic Planning Implications

KRA 1 Infrastructure, Goal 3 Airport
Strategy 2 - Develop a comprehensive Master Plan for the development of the Port Hedland International Airport as the precursor to determining long-term development and management alternatives for the facility.

Development of such a master plan would undoubtedly be limited by a development such as what is proposed being placed on the airport land for a period of up to 5 years

Budget Implications

Planning and Building Licence application fees are applicable to any proposed development. If granted access to airport land the proponents have indicated their desire to access land under agreement that they bear development costs making it cost neutral to Council.

Officer's Comment

The proposal from Pilbara Meta Maya to house, train and employ something in the order of 100 long term unemployed aboriginal people has the capacity to greatly impact serious social issues affecting the Town of Port Hedland, while at the same time providing a local supplier of buildings and components (wall panels and roof trusses etc).

The model proposed, involves onsite accommodation for workers and trainees involved in the industrial activities of the enterprise, which does not fit within the constraints of the current town planning scheme. Furthermore there is no available land in the town of Port Hedland available for the enterprise as proposed.

Council officers and Pilbara Meta Maya have undertaken extensive investigations of the available land and while none can be deemed suitable, the site adjacent to the Port Hedland International Airport is the only land acceptable to the applicant which Council could realistically contemplate given recent decisions of council. It is, if you will, a “least worst” option.

The decision for Council to determine is in effect, whether the detrimental impacts of the proposed development are worth the potential benefits of having the enterprise proceed in the short term.

Any development will of course be subject to planning approval and issue of all other statutory approvals

Attachments

Submission from Pilbara Meta Maya as received 16 October 2007.

Officer’s Recommendation

That Council:

- i) Enters into negotiations with Pilbara Meta Maya for the lease of land on Lot –2444 for the construction of factory and residential buildings. or
- ii) Advises Pilbara Meta Maya that while it is supportive of the proposed development of a modular building component enterprise to employ, train and accommodate long term unemployed workers, Council cannot support the use of Lot 2444 or Reserve 41351 for that purpose.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

11.2.2 Planning Services**11.2.2.1 Delegated Planning Approvals October 2007 (File No.: 18/07/0002)**

Officer Bev Johnson
Executive Assistant –
Community & Regulatory
Services

Date of Report ... 2007

Disclosure of Interest by Officer Nil

Summary

This item relates to the Planning Applications considered under Delegated Authority for the month of October 2007.

Background

A list of Planning Consents issued by Council's Planning Services under Delegated Authority for the month of October are attached to this report.

Consultation Nil

Statutory Implications

Town of Port Hedland Delegation Register 2006 outlines the limitations of delegated authority and requires a list of approvals made under it to be provided to Council.

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications Nil

Officer's Comment Nil

Officer's Recommendation**Officer's Recommendation**

That the Schedule of Planning Consents issued by Delegated Authority for the month of October 2007 be received.

NOTE : SIMPLE MAJORITY VOTE REQUIRED

ATTACHMENT TO AGENDA ITEM 11.2.2.1

App. No.	App. Date	Date Determined	Description	Applicants name.	Owners Name	Address	Deleg.	Zoning
2007/156	05/06/2007	12/10/2007	SHOP - airlock within existing entry	Ken Paterson Architects	MULTIPLEX CAPITAL LTD. PT HED BOULEVARD SHOP CENT	150 ANDERSON STREET (SHOP CNTRE) PORT HEDLAND 6721	Yes	Commercial
2007/160	24/07/2007	23/10/2007	GROUPED DWELLING & R CODE VARIATION- 5 x 3 Bedroom Dwellings/ Boundary Wall Setbacks Units 1,3 & 4	Define Creations	LASSO HOLDINGS PTY LTD	2 HOWE STREET PORT HEDLAND 6721	Yes	Residential
2007/165	31/07/2007	29/10/2007	SINGLE HOUSE - Additions & Alterations to Existing Residence - Proposed 2nd Storey, Patio, Carport & Front/Rear Verandah	Gordon Hodges - Pilbara Supervision & Consulting Services	DAVID ANDREW MERVIN WATSON	6 WEBSTER STREET PORT HEDLAND 6721	Yes	Residential
2007/209	27/07/2007	16/10/2007	RURAL SETTLEMENT - Health Clinic addition	John Silver & Co.	STRELLEY HOUSING SOCIETY INC	LOC 179 FORREST LOCATION PORT HEDLAND AREA 6721	Yes	Rural
2007/213	12/09/2007	05/10/2007	SINGLE HOUSE - R Codes Variation - Shed Addition - 8m x 8m & Exceeding 2.4m height	Jandem Pty Ltd	JANDEM PTY LTD	22 SUTHERLAND STREET PORT HEDLAND 6721	Yes	Residential
2007/215	12/09/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Carport, Shed and Patio Additions	Craig Wright	CRAIG STEPHENSON WRIGHT	14 BEROONA LOOP SOUTH HEDLAND 6722	Yes	Residential
2007/216	13/09/2007	23/10/2007	TRANSIENT WORKFORCE ACCOMMODATION - Exploration Camp	Jeff Gidman - Engenium Pty Ltd	PANDELL PTY LTD	E45/ 02330 MINING TENEMENT VIA PORT HEDLAND 6721	Yes	
2007/221	20/09/2007	29/10/2007	STORAGE FACILITY/ DEPOT/LAYDOWN AREA - 3M X 1.5M - New Ablutions & Additional Verandah (w Terry signoff)	BM & JH Arrowsmith	BRIAN MICHAEL ARROWSMITH	10-12 RIDLEY STREET WEDGEFIELD 6724	Yes	Industrial
2007/223	20/09/2007	23/10/2007	GROUPED DWELLING - Additional Dwelling	Kirkland Pty Ltd T/As Force Equipment Service & Hire	JOHN PHILIP SIDNEY RYLANCE	22 ROBINSON STREET PORT HEDLAND 6721	Yes	Residential

2007/225	20/09/2007	12/10/2007	SINGLE HOUSE - R Codes Variation - Shed Additions x 2 - 3.8m x 2.7m x 6.6m Rural Land	Junior Djiagween	ABORIGINAL LANDS TRUST	LOT 5824 MADIGAN ROAD PORT HEDLAND 6721	Yes	Rural Residential
2007/229		29/10/2007	STORAGE FACILITY-DEPOT-LAYDOWN AREA 2 X TRANSPORTABLES & SHADE SAIL	BRADFORD JOHN YOUNG	BRADFORD JOHN YOUNG	1 PEAWAH STREET WEDGEFIELD 6724	Yes	Industrial
2007/233	04/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Shed Addition 6m x 5m x 3.1m (Exceeding Height)	Andrew Singleton	ANDREW RADFORD SINGLETON	18 JUDITH WAY SOUTH HEDLAND 6722	Yes	Residential
2007/234	13/09/2007	10/10/2007	GROUPED DWELLING - 2 dwellings	Aiden Chamberlain	CLARENCE ADOLPH WHITEHEAD	LOT 5291 BROWN PLACE SOUTH HEDLAND 6722	Yes	Residential
2007/235		16/10/2007	DEVELOPMENT APPLICATION - Port Hedland Yacht Club - Reserve 30768 playground refurbishment - new equipment	EPCAD PTY LTD	TOWN OF PORT HEDLAND	LOT 5178 SUTHERLAND STREET PORT HEDLAND 6721	Yes	Zoning Not Listed
2007/239	05/10/2007	29/10/2007	SINGLE HOUSE - setback variation to shed & retaining wall addition.	David Goldman	TOWN OF PORT HEDLAND	18 COUNIHAN CRESCENT PRETTY POOL 6721	Yes	Residential
2007/240	11/09/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - verandah decking and patio	Vathjunker Contractors	DAVID JOHN ESSEX	50 KINGSMILL STREET PORT HEDLAND 6721	Yes	Residential
2007/249	03/10/2007	31/10/2007	SINGLE HOUSE - Relocation of Transportable Dwelling	IVAN YUJNOVICH	IVAN YUJNOVICH	13 MOORE STREET PORT HEDLAND 6721	Yes	Residential
2007/250	05/10/2007	31/10/2007	SINGLE HOUSE - Relocation of Transportable Dwelling	Ivan Yujnovich	IVAN YUJNOVICH	11 MOORE STREET PORT HEDLAND 6721	Yes	Residential
2007/257	14/09/2007	16/10/2007	CONSULTING ROOMS - covered walkway	JAXON CONSTRUCTION	WIRRAKA MAYA HEALTH SERVICES AB. CORP.	1-5 HAMILTON ROAD SOUTH HEDLAND 6722	Yes	Residential
2007/258	15/10/2007	25/10/2007	SINGLE HOUSE - R Codes Variation, Street Setback	Goldman Constructions Pty Ltd	TOWN OF PORT HEDLAND	18 COUNIHAN CRESCENT PRETTY POOL 6721	Yes	Residential

2007/268	23/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L125 - Report 1	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/269	23/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L110 - Report 5	Lawrence & Associates	DEPARTMENT OF HOUSING AND WORKS	28 ACACIA WAY CASSIA 6722	Yes	Residential
2007/270	23/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L150 - Report 4	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/271	23/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Lot 149 - Report 3	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/272	23/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L126 - Report 2	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/273	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L130 - Report 2	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/274	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L135 - Report 2	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/275	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Lot 138 Pundul Avenue South Hedland	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/276	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L141 - Report 2	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential

2007/277	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L144 - Report 2	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/278	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L127 - Report 1	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/279	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L129 - Report 1	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/280	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L131 - Report 1	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/281	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L136 - Report 1	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/282	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L139 - Report 1	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/283		29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L140 - Report 1	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/284	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L143 - Report 1	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/285	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/286	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L156 - Report 4	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential

2007/287	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L159 - Report 4	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/288	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L165 - Report 4	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/289	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L169 - Report 4	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/290	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L170 - Report 4	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/291	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L111 - Report 5	Lawrence & Associates	DEPARTMENT OF HOUSING AND WORKS	28 ACACIA WAY CASSIA 6722	Yes	Residential
2007/292	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - L112 - Report 5	Lawrence & Associates	DEPARTMENT OF HOUSING AND WORKS	28 ACACIA WAY CASSIA 6722	Yes	Residential
2007/293	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Proposed 33 Single Storey Dwellings - L113 - Report 5	Lawrence & Associates	DEPARTMENT OF HOUSING AND WORKS	28 ACACIA WAY CASSIA 6722	Yes	Residential
2007/294	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Lot 151 - Report 3	Lawrence & Associates	DEPARTMENT OF HOUSING AND WORKS	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/295	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - LOT 154 - Report 3	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/296	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Lot 155 - Report 3	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/297	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Lot 157 - Report 3	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential

2007/298	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Lot 160 - Report 3	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/299	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Lot 166 - Report 3	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential
2007/300	24/10/2007	29/10/2007	SINGLE HOUSE - R Codes Variation - Lot 168 - Report 3	Lawrence & Associates	CROWN	LOT 2336 TRaine CRESCENT WALNUT GROVE 6722	Yes	Residential

11.2.2.2 Proposed Final Adoption of the Town of Port Hedland Municipal Heritage Inventory (File No.: PLN - 008)

Officer Andrew Patterson
Planning Officer

Date of Report 17 October 2007

Disclosure of Interest by Officer Nil

Summary

At its Ordinary Meeting on 24 May 2006, Council resolved to advertise the *Draft Town of Port Hedland Municipal Inventory of Heritage Places* for comment prior to adopting this document. This advertising was completed 28 June 2006 and, following submission of comments to the Consultant, compiling new information and conducting additional site visits on 24-25 May 2007, the final document is presented for final adoption.

Background

Local Governments are required to compile and maintain a register of heritage places in accordance with the *Heritage of Western Australia Act 1990* (the Act). This document is to be updated annually and reviewed every four years. The Town of Port Hedland's current Inventory is dated October 1996 and therefore requires review under the Act.

Following the advertising conducted in accordance with Council's May 2006 resolution, Council received the following schedule of submissions (Officer comment in italics):

From Trish Parker:

1. Boodarie Station entries to be modified to identify location as 15 km South of PH – *text modified*;
2. Advises that additional detail to be included in Condon townsite entry – advised that Historical Society may be able to provide photographs of the area. *The consultant was unable to visit this site to photograph, however any relevant photos may be submitted by the Historical Society for inclusion when available.*
3. Decca Communications site recommended as a new entry. *Consultant has not included this site as structure has been significantly modified from original use. If historical data regarding this site becomes available, this could be included as a new entry in the MHI.*
4. De Grey Station entry requires modification as the station is 70 km North, not 100 km North East. *Specific location is being ascertained, with this entry to be amended if required.*

5. Du Pont Ammunition Bunkers location noted as 20 km north with additional information available from local researcher. *Bunkers upgraded from cat. 3 to cat. 2, location to remain 20 km northeast; reference to additional research not available.*
6. Goldsworthy townsite recommended for inclusion. *This site is outside the ToPH boundaries and falls outside the scope of this document.*
7. Hillside Station recommended to be removed as it is outside ToPH boundaries. *Deleted.*
8. Indee Station to be included. *Included as place 53.*
9. Mundabullangana Station location to be changed to 70 km south. *Location of Mundabullangana Station to be changed to 30 km south west of Port Hedland.*
10. North West Coastal Highway entry to be updated. *No additional information is included, however should any be received, this entry could be expanded as appropriate.*
11. Shay Gap Townsite to be removed as not in ToPH. *Deleted.*
12. Strelley Homestead entry to be updated with data from local researcher. *No additional information received, however may be included as appropriate when submitted.*
13. Wallareenya Homestead details submitted to Council in 2002, site is located 70 km east of Port Hedland. *No additional data found on file; any additional information may be assessed and included when submitted.*

From Port Hedland Historical Society:

1. All MHI site owners to be notified in writing with details of the listing. *The draft MHI has been advertised on a number of occasions and for those places in private ownership, there is a generally good level of awareness. Should Council so direct, owners could be notified in writing of the listing of their property in the MHI.*
2. The following places recommended for upgrading to category 1:
 - a. Tamarind Tree: *Consultant has retained cat. 2*
 - b. Bangers House: *Consultant has retained cat. 2*
 - c. Methodist Church: *Consultant has retained at cat. 3 due to significant alterations to building fabric.*
 - d. Charlie Baymans House: *retained at cat. 2*
 - e. Harbourmaster's Dwelling: *retained at cat. 2.*

For a description of the criteria used to determine management categories, see pp 15 – 18 of the MHI text.

3. Nissan Hut to be listed separately to the RFDS building. *Both sites have separate listings (15 and 29)*
4. Recommends higher level of protection for the Pioneers and Pearlers Cemetery, particularly with regard to maintenance activities damaging the site. *Potential damage to this site is more appropriately addressed through assessment of ToPH maintenance regimes.*

5. Malay Grave near harbour turning basin to be more clearly marked. *The precise location of the grave is unknown and further research is required to identify this site.*
6. The convent on Wedge Street is extensively modified and original character and integrity lost. *Authenticity is noted as "low" in the MHI.*
7. Sculpture Park should be protected to control further development. *Management category listed as 4, however as this park is vested in the ToPH, further protection is not considered necessary.*
8. The entire homestead including outbuildings, shearing sheds and quarters should be listed, not just the homestead itself. *MHI lists this site as "Homestead group of single storey buildings."*
9. De Grey Station recommended as cat. 1. *Extensive modifications result in cat. 3 listing.*
10. Goldsworthy Townsite to be interpreted. *Not in ToPH.*
11. Indee Station crash site to be reviewed as wreckage removed. *Site to remain on MHI as site of significant air disaster with no development restrictions due to lack of wreckage material.*
12. Recommend that the following sites be submitted to HCWA for inclusion in register:
 - a. Locke Hospital and Burial Ground: *already recommended for inclusion in HCWA Register.*
 - b. Pioneers and Pearlers Cemetery: *already recommended for inclusion in HCWA Register.*
 - c. Convent: *not recommended due to moderate integrity and low authenticity of site*
 - d. Port Hedland Railway Station: *already recommended for inclusion in HCWA Register.*
 - e. Bangers House: *not recommended due to low to moderate authenticity*

The Port Hedland Historical Society also recommends holding a community meeting, to be hosted by the Society, to encourage further input. Should Council determine to support this recommendation, it is suggested that staff resources be directed to inputting technical information to this event.

Grant Bussell:

1. Modifications to Historical Overview:
 - a. Centenary year was 1996, not 1997; Port Hedland was also the featured town at the 1996 Perth Royal Show. *Date changed as recommended.*
 - b. Nudits (sic) beach approved August 2001 east of Pretty Pool, not north. *Details modified.*
 - c. McCafferty's Greyhound only ceased the inland service to Newman with this service then subsidised by the State Govt through Integrity Coachlines. *Details modified.*

2. Additional information submitted regarding the Lock Hospital and Aboriginal burial grounds. *Details added to Inventory.*
3. Additional information submitted regarding “Charlie’s Store” entry. *Additional information included in Inventory.*
4. Additional information submitted regarding the use of the harbour by pearl luggers and an unmarked Malay grave. *Additional information summarised and included in Inventory.*
5. New site proposed – Mail stopover station. *New site included in MHI.*

Should Council adopt this Heritage Inventory, one copy is to be submitted to the Heritage Council of Western Australia in accordance with the Act, with additional copies made available throughout the Town. Recommended locations to display in inventory are the Civic Centre, public libraries, Council’s web site, and the Dalgety House Museum.

Consultation

Councillors have been advised of the final draft Inventory, with copies made available for inspection prior to the November 2007 Ordinary Meeting.

In accordance with TPS 5, section 6.10.6, all owners of sites included in the Inventory have been advised of this inclusion and invited to comment. No written submissions have been received during this advertising period.

Statutory Implications

Section 45 of the *Heritage of Western Australia Act 1990* states:

“45. Local government inventories

- (1) A local government shall compile and maintain an inventory of buildings within its district which in its opinion are, or may become, of cultural heritage significance.*
- (2) The inventory required by subsection (1) shall be compiled no later than 4 years from the commencement of this Act and shall be —*
 - (a) updated annually; and*
 - (b) reviewed every 4 years after compilation.*
- (3) A local government shall provide the Council with a copy of the inventory compiled pursuant to this section.*
- (4) A local government shall ensure that the inventory required by this section is compiled with proper public consultation.”*

Town of Port Hedland Town Planning Scheme No. 5, section 6.10 addresses the planning framework for addressing development of Heritage sites.

Policy Implications

Nil

Strategic Planning Implications Nil

Budget Implications Nil

Officer's Comment

A Municipal Heritage Inventory is a living document that should be reviewed on an annual basis, responding both to the changing status of the physical environment (eg buildings being demolished, damaged or significantly altered), or through changing community perceptions regarding the significance of certain sites (i.e. new sites becoming significant to the Town's cultural heritage).

Included in its submission for the Draft MHI, the Port Hedland Historical Society recommended that owners of sites included in the list be provided with information regarding their property, including the implications of being included in the MHI, and advising on any potential funding for maintenance, restoration or interpretive work.

Attachments Nil

Officer's Recommendation

That Council:

1) Adopt the Town of Port Hedland Municipal Inventory of Heritage Places Review 2007 with the following place modifications:

- i) Location of Boodarie Station amended to 15 km south west of Port Hedland;
- ii) Goldsworthy townsite deleted from Inventory;
- iii) Deletion of Hillside Station entry;
- iv) Location of Mundabullangana Station changed to 30 km south west of Port Hedland;
- v) Shay Gap Townsite deleted from Inventory;
- vi) Additional information added to Lock Hospital site (place 24)
- vii) Additional information added to Charlie Souey's Store site (place 5)
- viii) Additional information added to Port of Port Hedland site regarding pearl luggers and Malay grave (place 33)
- ix) Port Hedland Rail Station site included (place 38)

and the following textual modifications:

- i) Centenary year changed to 1996
- ii) Reference to Royal Show feature changed to 1996;
- iii) Approval for nudist beach changed to 2001
- iv) Details relating to McCaffety's coach service modified

2) Submit one copy of the adopted *Town of Port Hedland Municipal Inventory of Heritage Places Review 2007* to the Heritage Council of Western Australia;

- 3) Display one (1) copy of the adopted Town of Port Hedland Municipal Inventory of Heritage Places Review 2007 at the following locations:
 - i) Civic Centre
 - ii) Port Hedland Library
 - iii) South Hedland Library
 - iv) Dalgety House Museum
 - v) Town of Port Hedland Web Site

- 4) Prior to the annual revision of the Heritage Inventory, that Council supports a public forum, to be hosted by the Port Hedland Historical Society, with technical advice and input.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

11.2.2.3 Proposed Street Names for Subdivision at Lot 3493 Steamer Avenue South Hedland (File No's: 130053G, 18/14/0004)

Officer Marion Carter
Planning Assistant

Date of Report 5 November 2007

Disclosure of Interest by Officer Nil

Summary

Council has received a request from Taylor Burrell Barnett for Council approval for proposed street names for new roads created for the subdivision of lot 3493 Steamer Avenue South Hedland.

Background

The attached maps indicate the location and proposed names of the streets servicing the new subdivision. Most of the proposed names continue a theme of early ships that serviced Port Hedland State Shipping /service vessels, or nautical theme already used in this locality.

Two of the other street names are derived from tugs currently operating from Port Hedland, and one is a now disused name from a pastoral lease. These three names are all included in Council's reserve street name list.

The following ships belonged to the Western Australian Steam Navigation Company (also known colloquially as the 'black ships') formed in 1886 and serviced the trade between Western Australian north west Ports and Singapore. Cargo destined for north west ports from Europe was delivered to Singapore from where it was transhipped to northern Australia. From northern Australian ports sheep, cattle and wool were loaded for Fremantle.

Western Australian Steam Navigation Company

- Muccan Close
- Coongan Court
- Mallina Link
- Australind Avenue
- Sultan Link
- Centaur Avenue
- Minilya Link
- Minderoo Avenue
- Saladin Way
- Kimberley Avenue
- Pilbara Loop

State Shipping Service

The State Shipping Service operated ships that served the north west ports of Western Australia. Many of those ships have already lent their names to streets in South Hedland. Several that haven't been used are suggested for the new streets to be developed in the Collier Drive Development and are listed below with brief details of the particular vessel.

- Kimberley Avenue: MV "Kimberley" built 1979, LOA 132.4m, DWT 12,780. Chartered in 1979 from Hamelet Maritime Invest. Re-delivered 20 March 1984 to Bernera Shipping of Bermuda.

The MV 'Kimberley' and MV 'Pilbara' joined the State Ships in 1980 and 1981 respectively. They were 'Multiflex' vessels each with a deadweight lifting capacity of 12,800 tonnes, had ship -board cranes able to lift up to 70 tonnes and could stow large machinery below decks. These ships also had stern ramps to permit Roll on – Roll off Operations. They were multi purpose ships and allowed the service between Western Australia and the eastern states to be expanded.

- Pilbara Loop: MV "Pilbara" built 1978, LOA 133.13m, DWT 12,760 chartered 23 September 1981.

Coongan and Mallina are both the names of tugs operating from Port Hedland.

Muccan is the name from a pastoral lease that no longer exists.

Consultation

The Geographic Names Committee has advised that the proposed street names are acceptable.

Statutory Implications

Street names are required to be selected prior to titles being issued for a new subdivision, with Council approval required by the Geographic Names Committee prior to the name allocation.

Policy Implications

Nil

Strategic Planning Implications

KRA 2 – COMMUNITY PRIDE

Goal 3 – Townscape

That the central business districts and main thoroughfares of both Port and South Hedland are attractive and well maintained.

Strategy 3 – Work closely with the Department of Housing and Works to implement the South Hedland New Living project.

Budget Implications

Nil

Officer's Comment

If Council agrees with the names selection as proposed by the applicant it is recommended that the selection be approved and the Geographic Names Committee be advised of this decision.

However, should Council not agree with any of the selection, it should submit alternative names.

Should alternative names be selected, this is likely to delay the issue of titles and the sale and release of any of the affected lots should the Geographic Names Committee object to any alternative suggestions.

Attachments

1. Steamer Ave/Collier Drive Road Plan

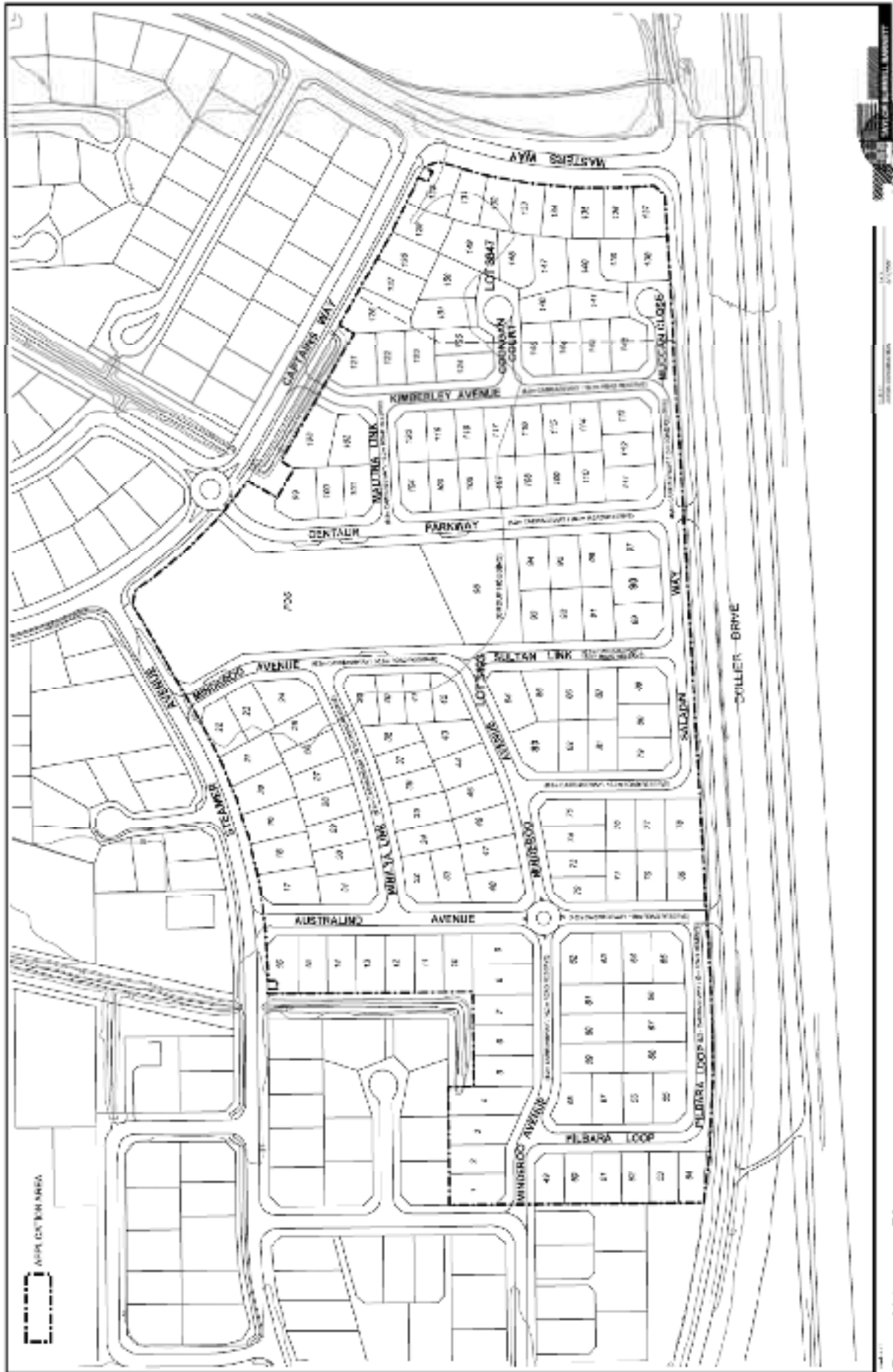
Officer's Recommendation

That Council advise the Geographic Names Committee that it requests that the following names be assigned to the subdivision of lot 3493 Steamer Avenue South Hedland in accordance with the attached diagrams:

- i) Muccan Close
- ii) Coongan Court
- iii) Mallina Link
- iv) Australind Avenue
- v) Sultan Link
- vi) Centaur Avenue
- vii) Minilya Link
- viii) Minderoo Avenue
- ix) Saladin Way
- x) Kimberley Avenue
- xi) Pilbara Loop

NOTE: SIMPLE MAJORITY VOTE REQUIRED

ATTACHMENT TO AGENDA ITEM 11.2.2.3



South Highland Council
1100 South Highland Drive
South Highland, NSW 2800
Tel: 02 4945 1000
Fax: 02 4945 1001
www.southhighland.nsw.gov.au

Road Names Plan
LOT 3493 STEAMER AVENUE AND LOT 3847 CAPTAINS WAY
SOUTH HIGHLAND

**11.2.2.4 Proposed Construction Of New Yacht Club Facility –
Port Hedland Yacht Club – Lot 5178 Sutherland Street,
Port Hedland (Reserve 30768) (File No: 18/12/0012,
A130354G)**

Officer	Richard Bairstow Manager, Planning
Date of Report	14 November 2007
Disclosure of Interest by Officer	Nil

Summary

Council has received an application from Paterson Group Architects on behalf Port Hedland Yacht Club for the construction of the new Club Facility (Club House)

Background

The Site

The land is situated on Reserve 30768 and is zoned Parks & Recreation and vested in the Town of Port Hedland. The Port Hedland Yacht Club lease the land from Council

The Proposal

The proposal is for the construction of a new two-storey building located between the current parking area and the existing entry to the yacht club. The complex includes club facilities on ground floor; function facilities upstairs, and a new Commodore's office that will enjoy panoramic views over the ocean and future marina. On completion, the existing facility will be demolished (refer Attachments 2, 3 & 4).

The building has been oriented to take full advantage of the outlook to the west and north, and to block inclement easterly winds from the grassed area and the new playground currently being installed.

Ground floor level of the facility will follow existing ground levels. However, to accommodate both the construction of the new, and retain the existing facility during construction, the line of the existing embankment to high water level will be altered slightly.

The building will be constructed using a combination of coolroom panels with external metal cladding and rendered and painted walls. The roof shall be Colorbond metal deck and Bondor roof panels.

The form of the building is comprised of two simple roof forms. Over the service/kitchen areas and entry, a curved roof sweeps up from anchor blocks on the southern side of the building, terminating above the line of the bar in the function space and also incorporates the lift shaft and overrun. The balance of the building is comprised of a simple skillion roof. The entry is created as a two-storey entry court, with louvres to shield the windows over the foyer on the ground and first floor. This wall will add to the entry experience, and the louvred screen will allow the expression of glass from ground to first floor (Refer Attachments 5 & 6).

Consultation

The proposal has been referred to Council's Building, Health and Engineering Department for comment. Appropriate conditions have been imposed as requested.

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

As identified under the draft Land Use Master Plan, the land is located within the proposed "Special Control Area". Plans are progressing for development of a new marina on the west side of the Spoil Bank, which will add significant attraction to the area. This current proposal is seen as part of this upgrade process.

Budget Implications

Planning fees of \$1891 have been deposited into account 1006326 – Town Planning Fees, reflecting a development cost of \$800 000.

Attachments

Attachment 1 - Aerial Site Plan
Attachment 2 - Site Plan
Attachment 3 & 4 – Details Plans
Attachment 5 & 6– Building Section & Elevation Plans

Officer's Comment

Council has previously considered the concept of the proposal within the wider frame of the redevelopment of the Spoilbank area, as identified in the *Draft Land Use Master Plan*.

The development is located on leased land on the northern side of Sutherland Street, vested in the Town. While the facility will be slightly elevated on retained land, the development will not impose on the landscape as the lot is located below the level of Sutherland Street. It is situated in front of the Regional Hospital.

The Hospital shall be relocated to South Hedland in the foreseeable future and the site redeveloped. Because of the contours of the land, the development will not adversely impinge visually on views for existing or proposed development envisaged for the southern side of Sutherland Street.

To improve the presentation to Sutherland Street, a condition has been recommended regarding the upgrade of the elevation, in particular the inclusion of windows/other architectural features to break up the bulk of the proposed curved roof.

Other conditions have been included to address the removal of the existing yacht within 3 months of the proposed yacht been completed.

This development has been advertised within the fraternity of the Yacht Club, inviting comments and/or objections from members, and the proposal has subsequently received full support from members.

The application is recommended for approval subject to those conditions detailed within the recommendation.

Officer's Recommendation

That Planning Approval is granted for the Development Application - Port Hedland Yacht Club - Reserve 30768 Proposed Construction Of New Yacht Club Facility at Lot 5178 Sutherland Street, Port Hedland, as outlined in the application received and indicated on the attached plans, subject to the following conditions:

- i) A sign in accordance with the attached specification being placed on site within fourteen days of the date of this approval, stating that approval has been granted; such sign to remain until the development is completed.
- ii) This approval to remain valid for a period of twenty-four (24) months if development is commenced within twelve (12) months, otherwise this approval to remain valid for twelve (12) months only (PS).
- iii) The proposed development shall be connected to reticulated mains sewer.
- iv) Prior to the submission of a Building Licence amended plans and or information been submitted to and approved by the Town incorporating the following:
 - a) A colour pallet for the proposed building including elevations and roof. It should be noted that highly reflective colours are unlikely to be supported;

- b) Carparking being provided in numbers and designed in accordance with the requirements of Town Planning Scheme No. 5 with particular reference to Appendix 7 and 8;
- c) Disable carparking being provided in accordance with the requirements of the relevant statutory documents;
- d) The elevation to Sutherland Street being upgraded to include windows/other architectural features to break up the bulk of the proposed curved roof; and

all to the satisfaction of the Manager Planning.

- v) A detailed landscaping plan for the development site and the adjoining reserve area shall to be submitted to and approved by the Manager Planning within 3 months of the date of this approval. The plan to include species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001.
- vi) Landscaping and reticulation to be established in accordance with the approved plans prior to the development first being occupied and thereafter maintained to the satisfaction of the Manager Planning.
- vii) Any roof mounted or freestanding plant or equipment such as air conditioning units to be located and/or screened so as not to be visible from beyond the boundaries of the development site.
- viii) The proponent and the contractor shall be responsible for the dust and sand drift control in accordance with Department of Environment (DoE) guidelines. Disturbed areas shall be stabilised on completion and thereafter maintained to the satisfaction of the Manager Planning.
- ix) Compaction and stabilisation of the land must be carried out for potential building sites to the satisfaction of the Manager Planning. Only clean fill shall be used on site.
- x) Installation of lighting in carparking areas and pedestrian accessways to deter theft and anti social behaviour, to the satisfaction of Manager Planning.
- xi) An overall signage strategy for the Yacht Club shall be submitted for approval to the satisfaction Manager Planning.
- xii) All stormwater shall be retained on-site and disposed of to the specifications of the Engineering Department and to the satisfaction of the Manager Planning.

- xiii) All storage/service areas shall be suitably screened and access doors/gates closed other than when in use to the satisfaction of Manager Planning.
- xiv) The submission of a construction management plan at the submission of a Building Licence application stage for the proposal detailing how it is proposed to manage:
- xv) The delivery of materials and equipment to the site;
 - a) The storage of materials and equipment on the site;
 - b) The parking arrangements for the contractors and subcontractors;
 - c) Impact on traffic movement;
 - d) Operation times including delivery of materials; and
 - e) Other matters likely to impact on the surrounding residents;

to the satisfaction Manager Planning.

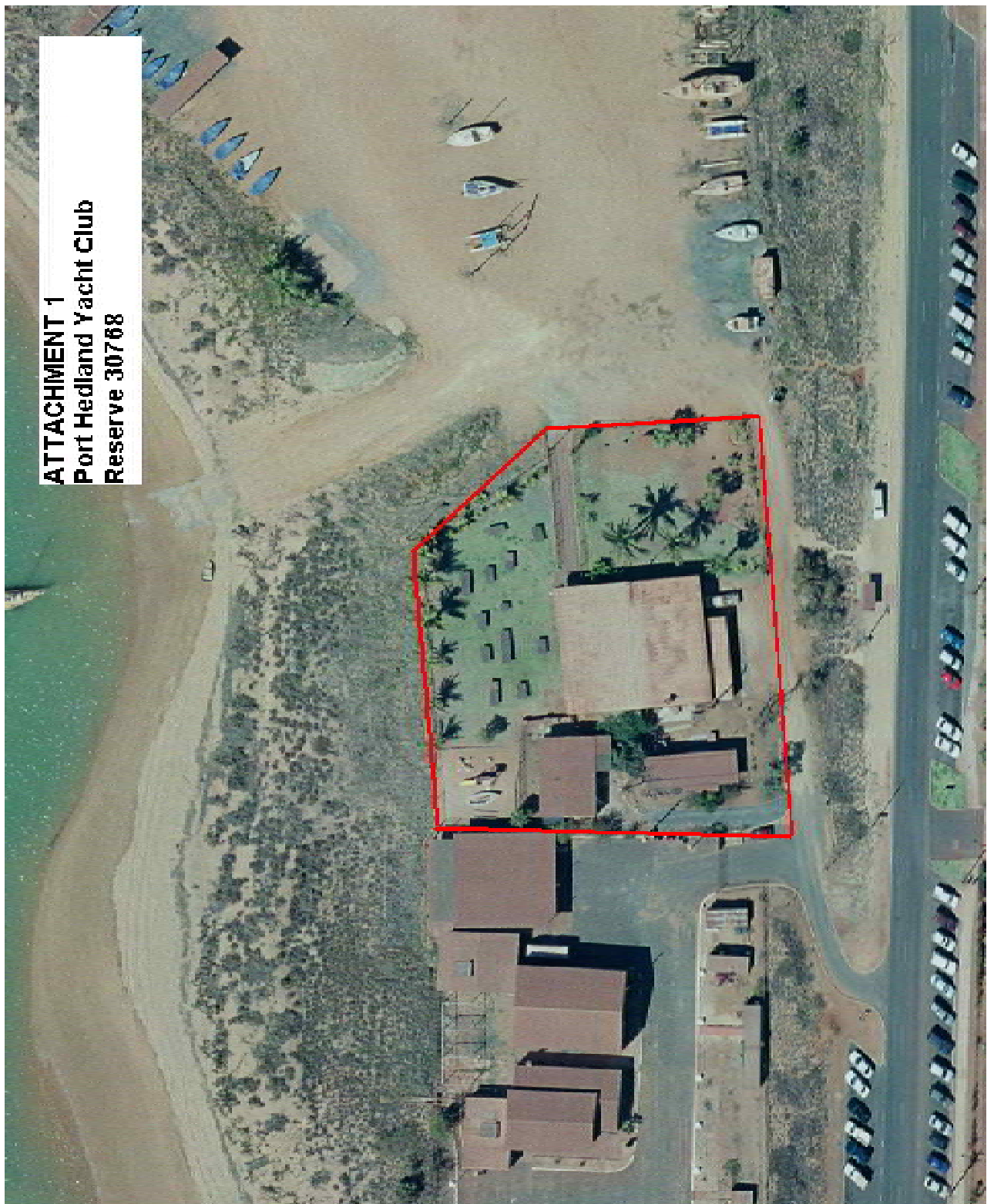
FOOTNOTES:

- i) You are reminded that this is a Planning Approval only and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering.
- ii) Within 30 days of completion of the walls, Building Services are to be provided with written certification from a practising structural engineer stating that the earthworks and walls were inspected and found to be structurally adequate for the proposed development.'
- iii) You are advised that drawings submitted for Building License are to be properly drawn, signed by a practising structural engineer and accompanied by a completed Certificate of Structural Sufficiency.
- iv) The existing site levels of all proposed development, including levels at the top of kerb at the crossover, are to be shown on the Building License submission.
- v) Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of Manager Planning Services.

- vi) Waste disposal and storage is to be carried out in accordance with Council's Health Local Laws 1999. The development must comply with the Environmental Protection (Noise) Regulations 1997 at all times. All dust and sand to be contained on site with the use of suitable dust suppression techniques to the satisfaction of the Manager Planning.
- vii) It is a requirement under the Town of Port Hedland Eating House Local Laws that all food premises be licensed prior to beginning operations
- viii) The applicant is advised that the construction and use of the proposed premises is required to comply with the Health (Food Hygiene) Regulations 1993;
- ix) Prior to the issue of a building licence, a fit out plan of all internal fixtures, finishes and fittings must be provided and approved to the specifications of Town's Environmental Health Services
- x) Be advised that the food premises may be required to be connected to a grease trap prior to effluent entering the disposal system.
- xi) The development is to comply with the Health (Public Buildings) Regulations 1992.
- xii) Be advised that at the building licence stage a detailed floor plan will be required to be submitted in order for Town to assess compliance with the Health (Public Buildings) Regulations 1992.
- xiii) The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year cycle of flooding could affect any property below the ten (10) metre level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building License is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.
- xiv) Applicant is to comply with the requirements of Worksafe Western in the carrying out of any works associated with this approval.

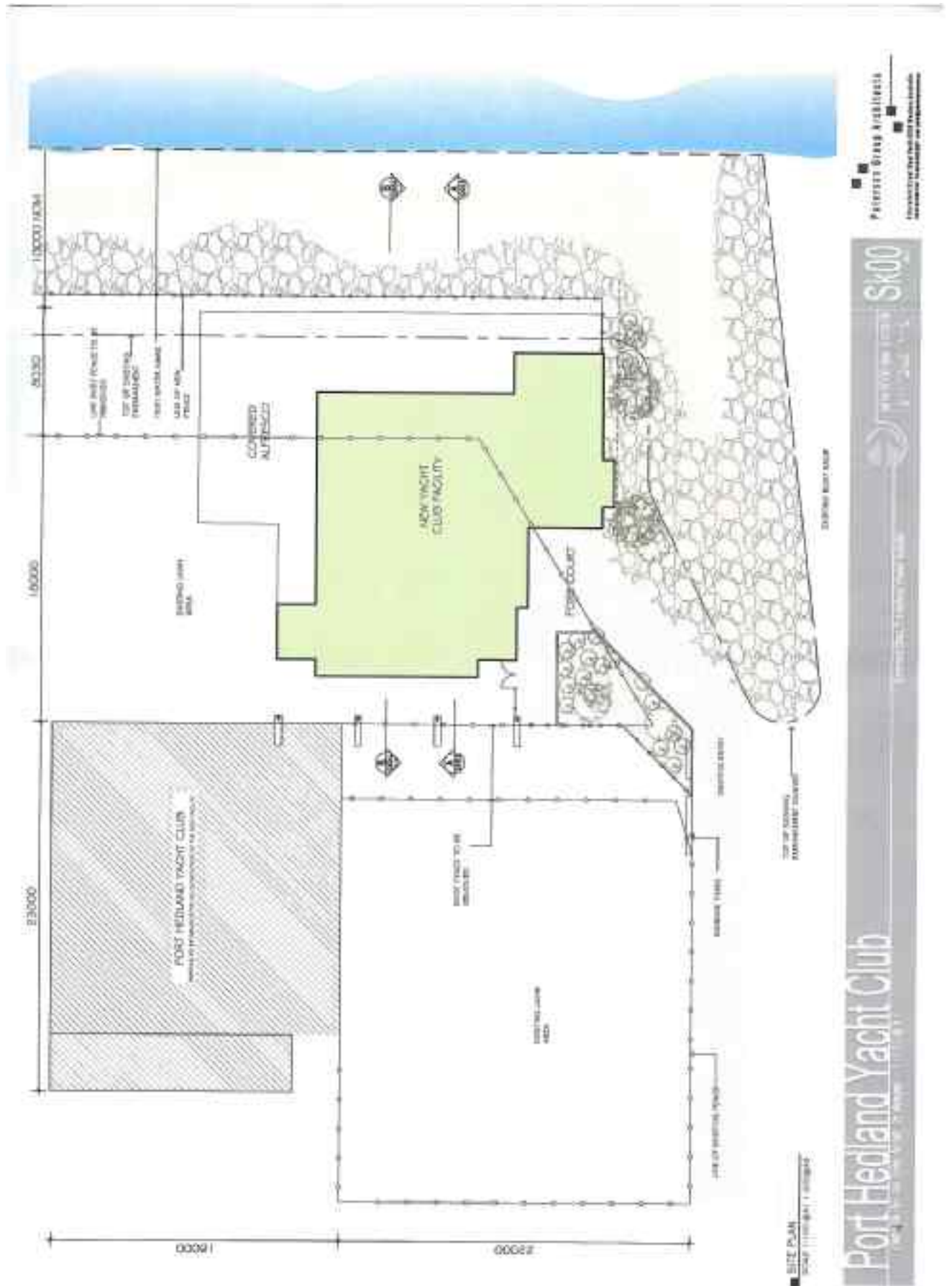
NOTE: SIMPLE MAJORITY VOTE REQUIRED

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.4

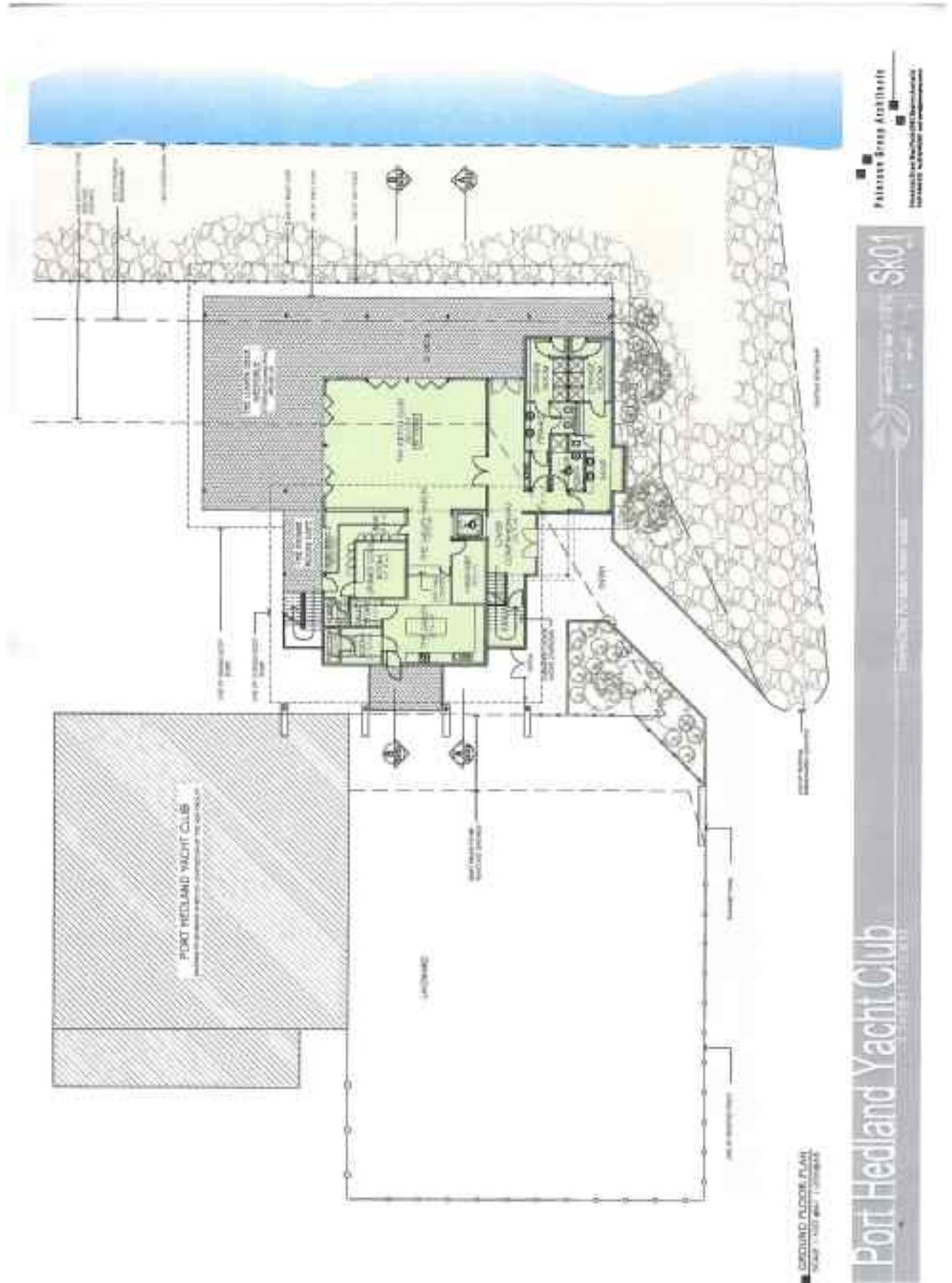


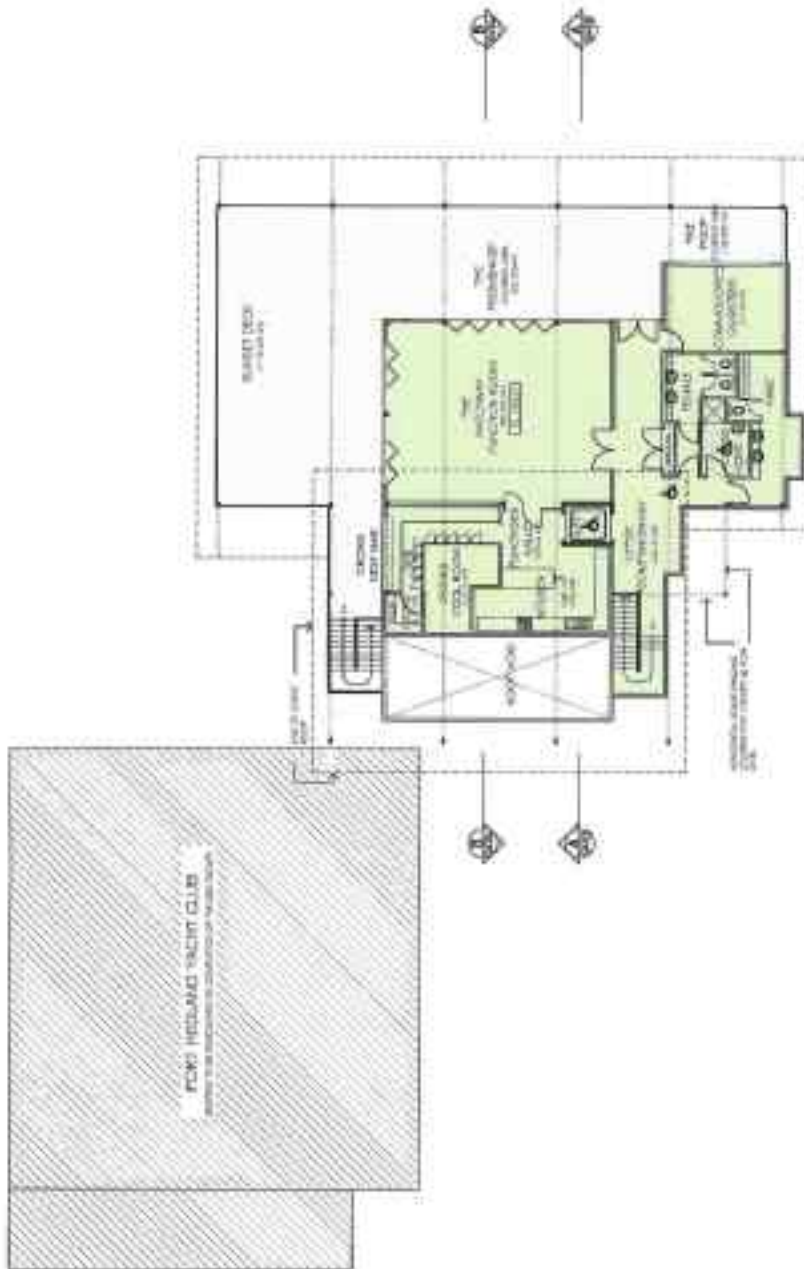
**ATTACHMENT 1
Port Hedland Yacht Club
Reserve 30768**

ATTACHMENT 2 TO AGENDA ITEM 11.2.2.4



ATTACHMENT 3 TO AGENDA ITEM 11.2.2.4





LIVINGS FLOOR PLAN
11/07/07

Port Hedland Yacht Club

Sk02

Palmer & Gray Architects
Architects 100/102 St Johns Road
Perth WA 6000

11.2.2.5 Proposed Change of Use of lot 1/36 Edgar Street (Bangars House) Port Hedland from "Office" to "Reception Centre." (File No.: 803180G)

Officer Andrew Patterson
Planning Officer

Date of Report 26 October 2007

Disclosure of Interest by Officer Nil

Summary

Council has received an application from Hodge and Collard Architects on behalf of the owner of lots 1 and 2 (12) Edgar Street Port Hedland, BHP Billiton, to change the use of this land from "Office" to "Reception Centre." This application requires Council approval, as the building is included in the *Town of Port Hedland Municipal Heritage Inventory* (MHI).

Background

Bangers house is listed as place number 10 in the MHI as a management category 2. A place of this category is "a place of considerable cultural heritage significance to the Town of Port Hedland that is worthy of recognition and protection," with the recommendation to "retain and conserve the place."

Prior to submitting this application, BHP Billiton Iron Ore commissioned a Heritage report for this site. This report, prepared by Ronald Bodycoat, is not included in this report but is available for viewing on request at the Civic Centre.

The applicant is proposing to modify the existing internal layout by:

1. Removing a number of internal walls to create a more open-plan visitor's area and gallery
2. Installing new stud and brick walls to modify existing kitchen and toilet areas, creating a new dining/function room and entry/reception

Externally, the applicant is proposing to:

1. Replace severely dilapidated verandas;
2. Install a disabled access ramp to the front entry (requiring the removal of some existing garden);
3. Replace stairs and fencing;
4. Landscape garden areas and replace fencing and extending footpaths; and
5. Upgrade existing workshop, seal and line mark car parking bays.

As part of the scope of works, the existing canopy over the portico entry is to be replaced and the paved entry widened to accommodate the new disabled access ramp. The Heritage Council of Western Australia (HCWA) have advised a preference for the existing portico to remain in its current state for its contribution to the streetscape. In assessing this opinion however, it is noted that period photographs of the building, both in its original location closer to the foreshore, and in its present site on Edgar Street do not show this portico, indicating that this is a recent addition with little heritage significance.

Car Parking

This application proposes a total of eight (8) car-parking bays located on the adjacent part lot 2 of lot 36 Edgar Street. TPS 5 requires the provision of one bay per 4 seats or one bay for every four persons the facility is designed to accommodate. As the proposed building modification does not easily fit this formula however, an alternative approach is required.

In addition to the eight (8) bays accommodated on site, the street frontage for this property (approximately 18 metres) allows for an additional six (6) bays. Working from the TPS 5 ratio, this would allow for a function of up to 56 persons, a sum likely to exceed the functional capacity of the building.

As eight (8) of the bays are to be provided on a separate strata lot however, an appropriate condition is included in the Officer's recommendation requiring the applicant to either create an easement on lot 2 in favour of lot 1 protecting the right to the car parking bays, or for the applicant to amalgamate the lots.

Consultation

Engineering Services have not objected to the proposal and noted that:

1. The proposed car parking bays do not meet ToPH requirements (applicant has been advised and submitted amended plans);
2. Verge treatments are to comply with Policy 9/008 – Verge Treatment Policy; and
3. Stormwater retention details are required.

Building Services have not objected to the proposal and advised that a building licence is required.

Environmental Health Services has not objected to the proposal and advised that the building is to be connected to reticulated sewer and that no food is to be sold to the public without appropriate approvals.

The Heritage Council of Western Australia has advised that it does not object to the proposal, but that its preference is for the existing portico to be retained.

Statutory Implications

TPS 5 zones that land "Town Centre" and lists "Reception Centre" as an "AA" use on the zoning table.

All applications for planning approval for places listed in the MHI require Council approval pursuant to 6.10.9.

Policy Implications

9/008 – Verge Treatment

10/001 Landscaping Policy For Industrial & Commercial Areas

Strategic Planning Implications Nil

Budget Implications

Planning application fee of \$690 has been deposited into account 1006326 – Town Planning Fees, reflecting a development cost of \$300 000.

Officer's Comment

The building subject to this application is externally in a generally dilapidated condition with significant work required merely to maintain the structure. Internally, the building is in generally poor condition, with significant modifications to the fabric removing much of the original heritage integrity. Rather, this building is now more representative of the way buildings are reused and modified to suit changing needs.

This proposal represents an opportunity to renovate a significant building in the town centre in such a way that preserves the remaining heritage value of the site and making the building a functional place contributing to life of the town centre. The significant opportunity not addressed by this application is the potential to integrate this site more closely with the adjacent Courthouse Art Gallery and gardens.

While it is acknowledged that this is a privately owned property, an appropriate condition is included in the Officer's recommendation that allows for further negotiation with relevant Council Officers to integrate the landscaping for these two sites prior to installation.

Attachments

1. Location plan and aerial photograph
2. Existing and proposed site plan

Officer's Recommendation

That Planning Consent be granted to Hodge and Collard Architects Pty Ltd for the CHANGE OF USE – OFFICE TO RECEPTION CENTRE at Lot 36 Edgar Street Port Hedland as outlined in the Application received 11 September 2007 (Application 2007/246) and indicated on the approved plans, subject to the following conditions:

GENERAL

1. This approval to remain valid for a period of twenty-four (24) months if development is commenced within twelve (12) months, otherwise this approval to remain valid for twelve (12) months only.
2. Materials and finish of the proposed additions to match or harmonise with those of the existing building.
3. No human habitation is permitted in the Reception Centre without approval of Council.
4. Edge of roof sheeting to be set back at least 750mm from property boundaries.
5. Prior to occupying the building, the applicant is to submit to the Town of Port Hedland either:
 - a) an approved diagram of survey describing the amalgamation of part lots 1 and 2 of lot 36 Edgar Street Port Hedland, or
 - b) evidence of an easement created on the title of part lot 2, in favour of part lot 1 of lot 36 Edgar Street Port Hedland securing the car parking area for the approved development.
6. A detailed landscaping plan (including common areas) to be submitted and approved by the Manager Planning within 60 days of the date of this approval, with this plan including location, species and planting details. Schedule 1 of Council's "Policy 10/001 - Landscaping Policy for Industrial & Commercial Areas" contains a list of "Recommended Low-Maintenance Tree and Shrub Species for General Landscaping" for your reference.
7. Landscaping and reticulation to be established in accordance with the approved detailed plans prior to the development first being occupied and thereafter maintained to the satisfaction Manager Planning.
8. All stormwater shall be collected and disposed of to the specification of Council's Engineering Services to the satisfaction of the Manager Planning Services.

9. Air conditioner units to be located so as not to create a noise nuisance to bedroom areas of adjoining dwellings or visible from the adjoining street, public buildings or open space.
10. The verge treatment shall be designed and constructed in accordance with Council Policy 9/008 - Verge Treatment to the satisfaction of the Manager Planning, prior to occupation of the building.
11. The development to be connected to the Water Corporation deep sewerage service.
12. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of Manager Planning.

ADVICE TO DEVELOPER

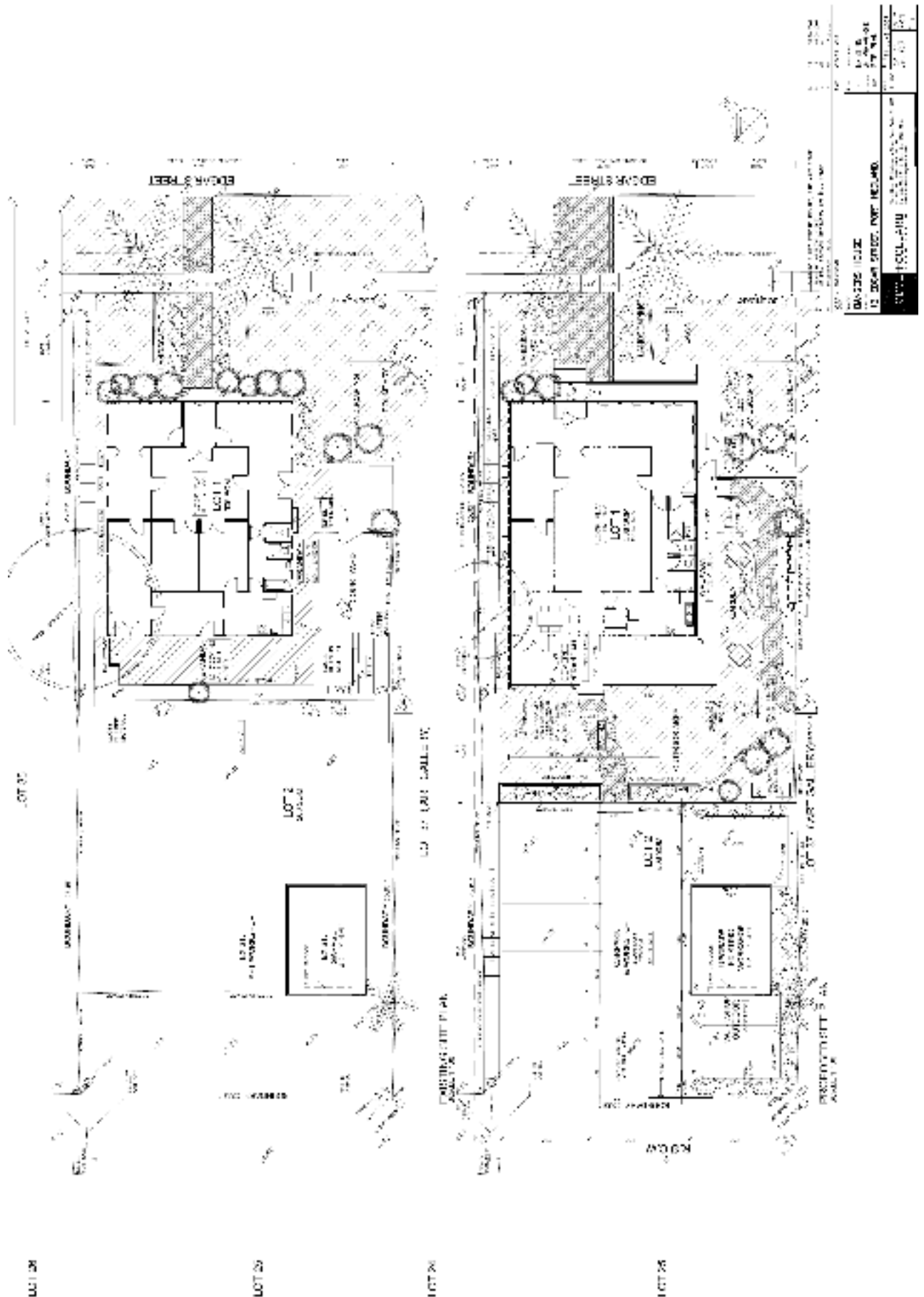
1. With regard to condition 6, the applicant is requested to liaise with the Town of Port Hedland to achieve maximum integration of this site with the adjacent Courthouse Art Gallery Gardens.
2. You are advised that this is a Planning Approval only and the Developer is responsible for complying with all relevant building, health and engineering requirements.
3. Be advised that at the building licence stage a detailed floor plan is required to be submitted in order for Town's Environmental Health Services to assess compliance to the Town of Port Hedland Health Local Laws 1999. This plan is to include the location and construction details of the waste receptacle enclosure as required in condition 12.
4. The development must comply with the Environmental Protection (Noise) Regulations 1997 at all times.
5. The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year cycle of flooding could affect any property below the ten (10) metre level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building Licence is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.
6. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

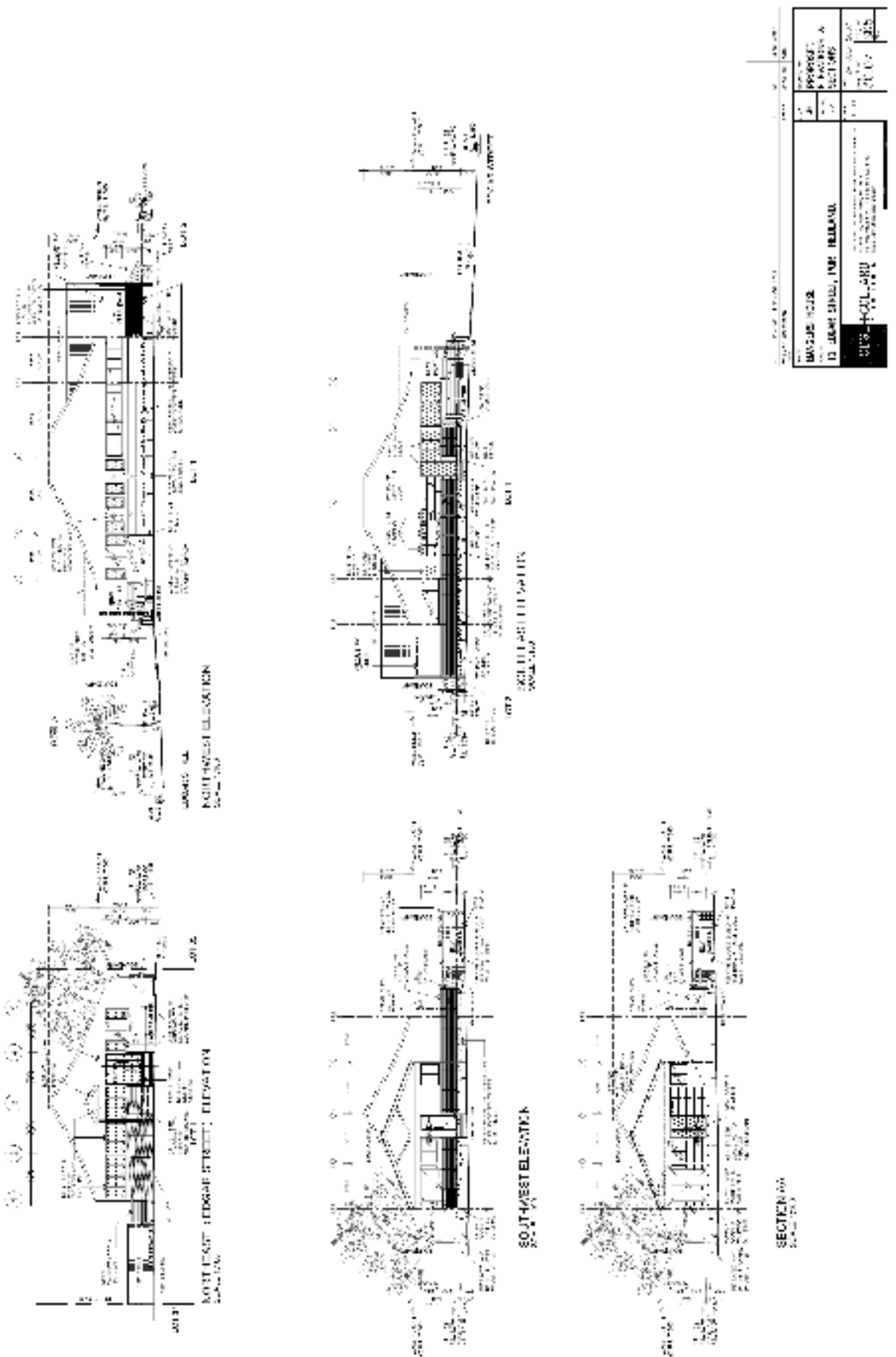
ATTACHMENT 1 TO AGENDA ITEM 11.2.2.5



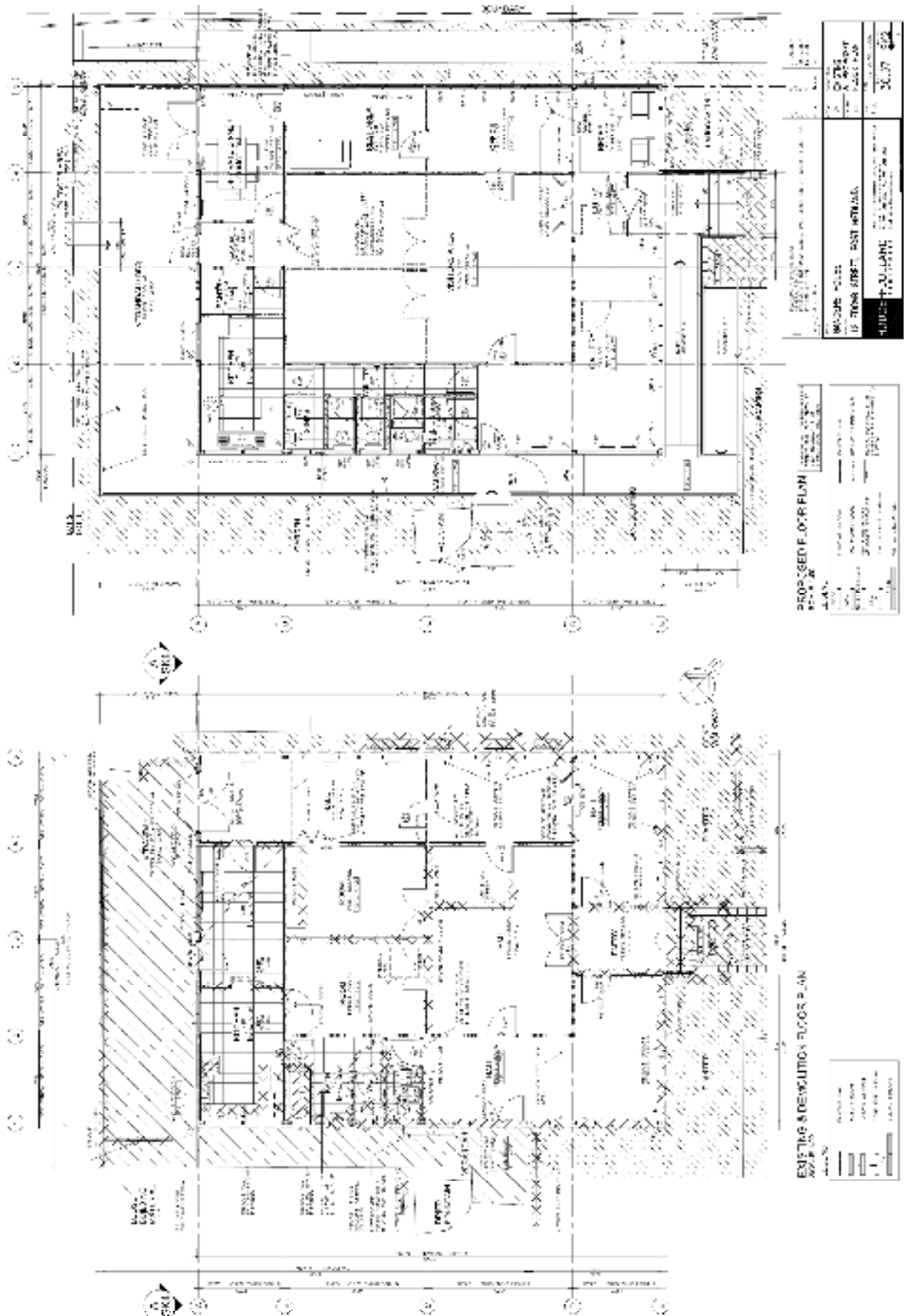
ATTACHMENT 2 TO AGENDA ITEM 11.2.2.5



ATTACHMENT 3 TO AGENDA ITEM 11.2.2.5



ATTACHMENT 4 TO AGENDA ITEM 11.2.2.5



11.2.2.7 Proposed Final Adoption of the Town of Port Hedland Town Planning Scheme No. 5 Amendment No. 11 (File No.: 18/09/0017)

Officer Andrew Patterson
Planning Officer

Date of Report 25 October 2007

Disclosure of Interest by Officer Nil

Summary

At its Ordinary Meeting on 23 August 2007, Council initiated an amendment to the Town of Port Hedland Town Planning Scheme No. 5 to permit residential development at lot 501 and 502 Byass Street South Hedland. This item is to report on the completion of all statutory requirements regarding this amendment process and for Council to consider the amendment for final adoption.

Background

Referral of this item for Council determination has been significantly delayed due to extended negotiations with the landowner regarding the layout of the car parking bays on the subject lots, with particular attention to the maximum parking bay yield for the site.

This action was considered necessary to determine that sufficient bays could be located on site to accommodate the increased parking requirements should this additional residential load be imposed.

Council staff are now satisfied that adequate parking may be provided to comply with Scheme requirements. The number of parking bays required however is dependant on the provision of up to thirteen (13) parking bays provided in the road reserve, parallel to the northern side of Byass Street.

TPS 5, section 6.13.3 provides a developer with the option of negotiating with Council to provide cash in lieu of parking bays within lot boundaries. Any such funds resulting from these negotiations are to be used by Council to develop parking bays in public areas. Policy 12/002 – Off Site Car Parking Policy guides this process.

Should Council resolved to support both this application, and the proposed cash in lieu of parking bays, nominated staff would enter formal negotiations in accordance with TPS 5 and policy requirements to construct the required bays at the applicant's cost.

In assessing this application, it is noted that the subject land is currently not being used in accordance with valid planning approvals. The land owner initially submitted appropriate applications for planning approval for the change of use to office at a number of tenancies, and then withdrew these applications in writing on 7/10/2007, advising that the tenancies would shortly be relocated and the land returned to its approved uses.

The proposed amendment incorporates a Development Plan for the subject land that restricts residential development to the upper floor of the existing building only. This is considered a vital component to the scheme amendment, as it will not permit any residential development on the lower floor as this could lead to the gradual change in the predominant use of the land from commercial to residential.

This amendment potentially comprises a test case to assess the suitability of extending this land use mix to other "Mixed Business" zones in the Scheme area. Should this development work effectively, similar developments could be considered in other areas, however it is highly recommended that any future residential development be limited to upper floors and that the streetscape and predominant use of any lot remain predominantly commercial in nature.

With regard to amenity, when considering any subsequent development application to develop the residential component for this site, it is recommended that Council include an appropriate condition to any approval requiring the developer include a notification to the title of this lot requiring that any owner or occupier be advised of the potential for noise and/or odour amenity impacts from commercial tenancies.

Consultation

In accordance with the *Town Planning Regulations 1967*, this proposed Scheme Amendment has been advertised by the following means:

- Newspaper advertisement published in the North West Telegraph on 07/03/2007
- Written notification to surrounding landowners
- A notice at the entry to each tenancy on lots 501 and 502 Byass Street 07/03/2007 until 19/04/2007.
- Written notification to Telstra, Horizon Power and the Water Corporation.

This advertising has resulted in the following schedule of submissions:

Author	Address	Comment
Water	North West Region	No comment or

Corporation	Regional Office	objection
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Statutory Implications

The *Planing and Development Act 2005* and the *Town Planning Regulations 1967* outline the process required to amend a Town Planning Scheme.

Policy Implications

9/008 – Verge Treatment Policy
10/001 - Landscaping Policy For Industrial & Commercial Areas
12/002 – Off Site Car Parking Policy

Strategic Planning Implications Nil

Budget Implications

Should Council resolve to adopt this scheme amendment, the applicant will be liable for a fee of \$1500 in accordance with Council's adopted fees and charges.

Officer's Comment

Mixed-use development is generally considered good planning for the following reasons:

1. A blend of residential and commercial uses promotes alternating activity generators, leading to increased passive and active surveillance;
2. Car parking areas can be shared between land uses that are most active at different times, leading to a more efficient use of available space;
3. Allowing people the option of living close to their workplaces can reduce reliance on transport systems;

The subject land is zoned "Mixed Business" and allows for a mix of commercial and some industrial uses. A number of the light industry, vehicle depot, repair and washing facilities may not be compatible with the proposed residential use. It is noted that this site currently contains a motor vehicle repair facility. These uses may not be compatible due to hours of operation (e.g. car wash may operate 24 hours), odour and noise generation.

Should Council approve this amendment and any subsequent application for planning approval for residential development on this site, it is anticipated that future uses for the commercial component of the site will be limited to those that are compatible with residential development. This is therefore likely to impact the landowner, by restricting future planning approvals and potentially imposing conditions protecting residents' amenity.

Attachments

Attachment 1: Location plan and aerial photograph

Attachment 2: Development Plan

Attachment 3: Car Parking Plan

Officer's Recommendation

That:

- i) Council direct the Chief Executive Officer, or his nominated representative, to negotiate with the applicant to construct a maximum of thirteen (13) car parking bays in the Byass Street Road reserve in accordance with Drawing No. 0707-C-004/B, pursuant to Policy 12/002;
- ii) Council adopt the Development Plan for Lot 501 Byass Street for "Proposed Redevelopment Upper Floor Lot 502 Byass Street, South Hedland," dated 4 October 2006;
- iii) The applicant be advised in writing that prior to the occupation of any residential development constructed in accordance with this Scheme Amendment that:
 - a) The landowner shall lodge a notification pursuant to section 70A the *Transfer of Land Act 1893* on the Certificate of Title of the development site. This notification shall alert prospective owners to the possibility that noise, odour and other impacts are likely, due to the location of the subject property within the Mixed Use Development; and
 - b) The landowner shall affix a notice to the inside of the main entry to all dwellings alerting prospective tenants and/or owners to the possibility that noise, odour and other impacts are likely, due to the location of the subject property within the Mixed Use Development;

all at the owner's expense and to the satisfaction of the Manager Planning Services;
- iv) The applicant be advised in writing that prior to the occupation of any residential development constructed in accordance with this Scheme Amendment, All at the owner's expense and to the satisfaction of the Manager Planning Services;
- v) Amendment No.11 to Town Planning Scheme No.5 be adopted without modification;
- vi) The following Schedule of Submissions and recommendations be forwarded to the Western Australian Planning Commission for the Minister's consideration:

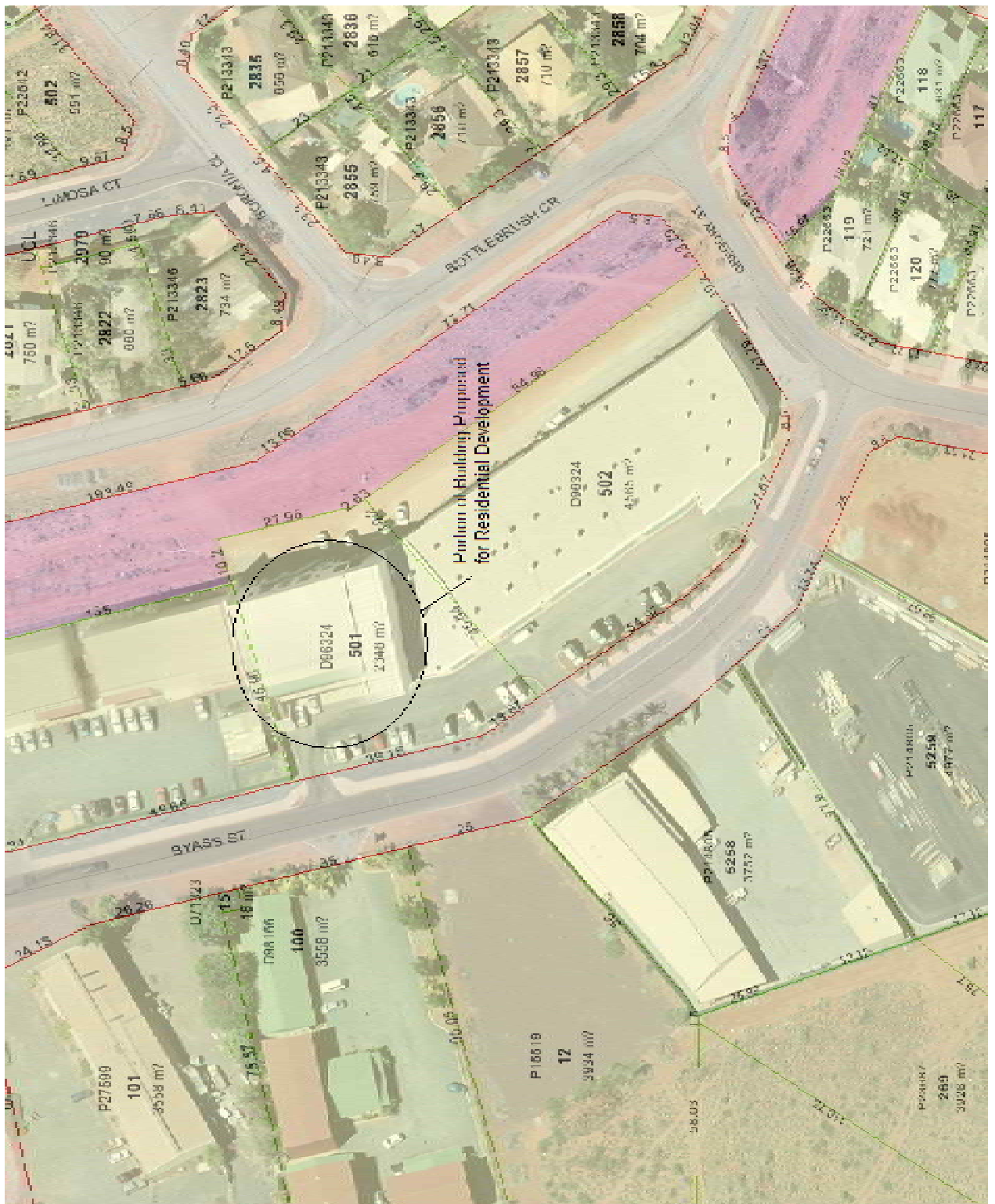
Name	Address	Submission
Water Corporation	North West Region Regional Office	No comment or objection

and

- vii) the Mayor and Chief Executive Officer be authorised to execute three (3) copies of the amendment documents in accordance with the *Town Planning Regulations 1967* (as amended), including the fixing of the Council's seal in the event that the Minister for Planning and Infrastructure approves the Amendment without modification.

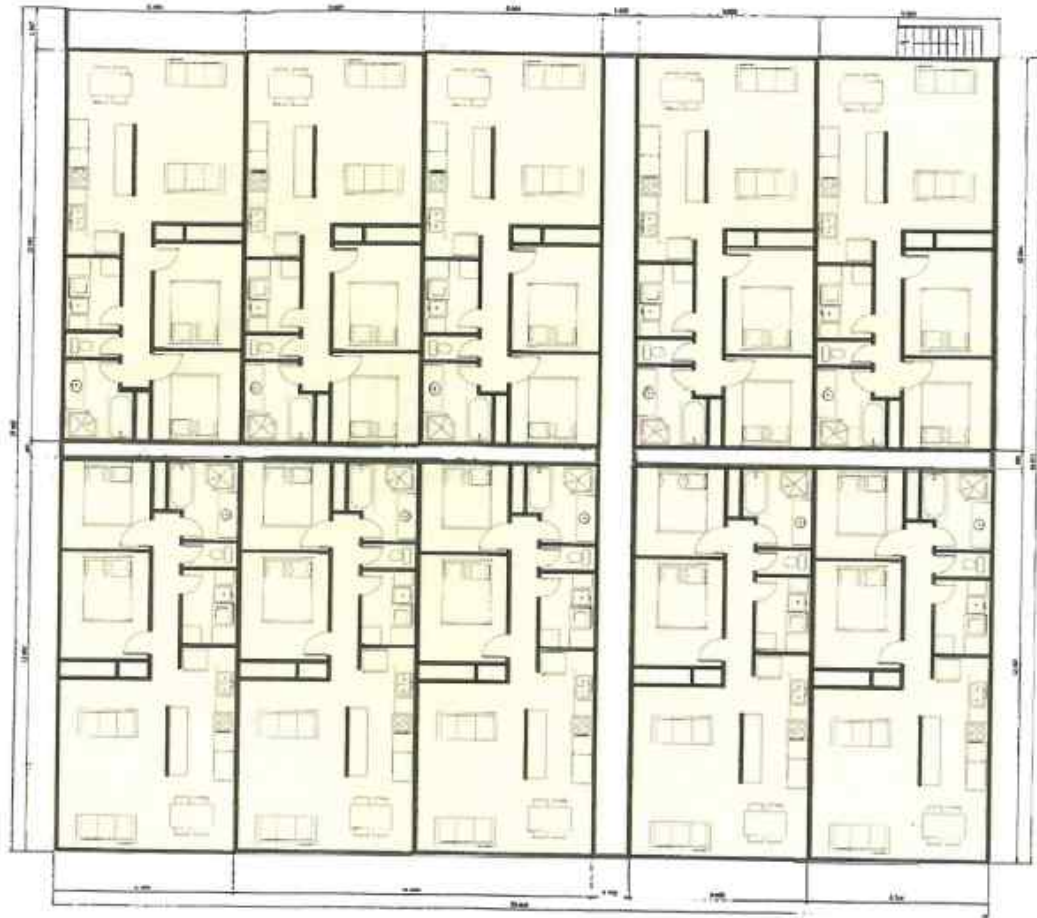
NOTE: SIMPLE MAJORITY VOTE REQUIRED

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.7



ATTACHMENT 2 TO AGENDA ITEM 11.2.2.7

**TOWN OF PORT HEDLAND
TOWN PLANNING SCHEME No.5
AMENDMENT No.11**



Note: Development shall be generally in accordance with this approved Development Plan and no further residential development to that shown on the Plan will be permitted. Minor modifications to the plan can be approved at the discretion of the Chief Executive Officer.

Job Number: 11025 : PH11 : SEPT 06
 Sheet Name:
 Scale: not to scale
 Date: 04 October 2006
 Drawn By: SJF
 Checked by: JMC
 File: j:\plan_11000\11025\drafting & design\design_060718_redevelopment.dgn
 All dimensions and areas are subject to survey. This plan is subject to copyright and should not be reproduced without the permission of WHELANS.

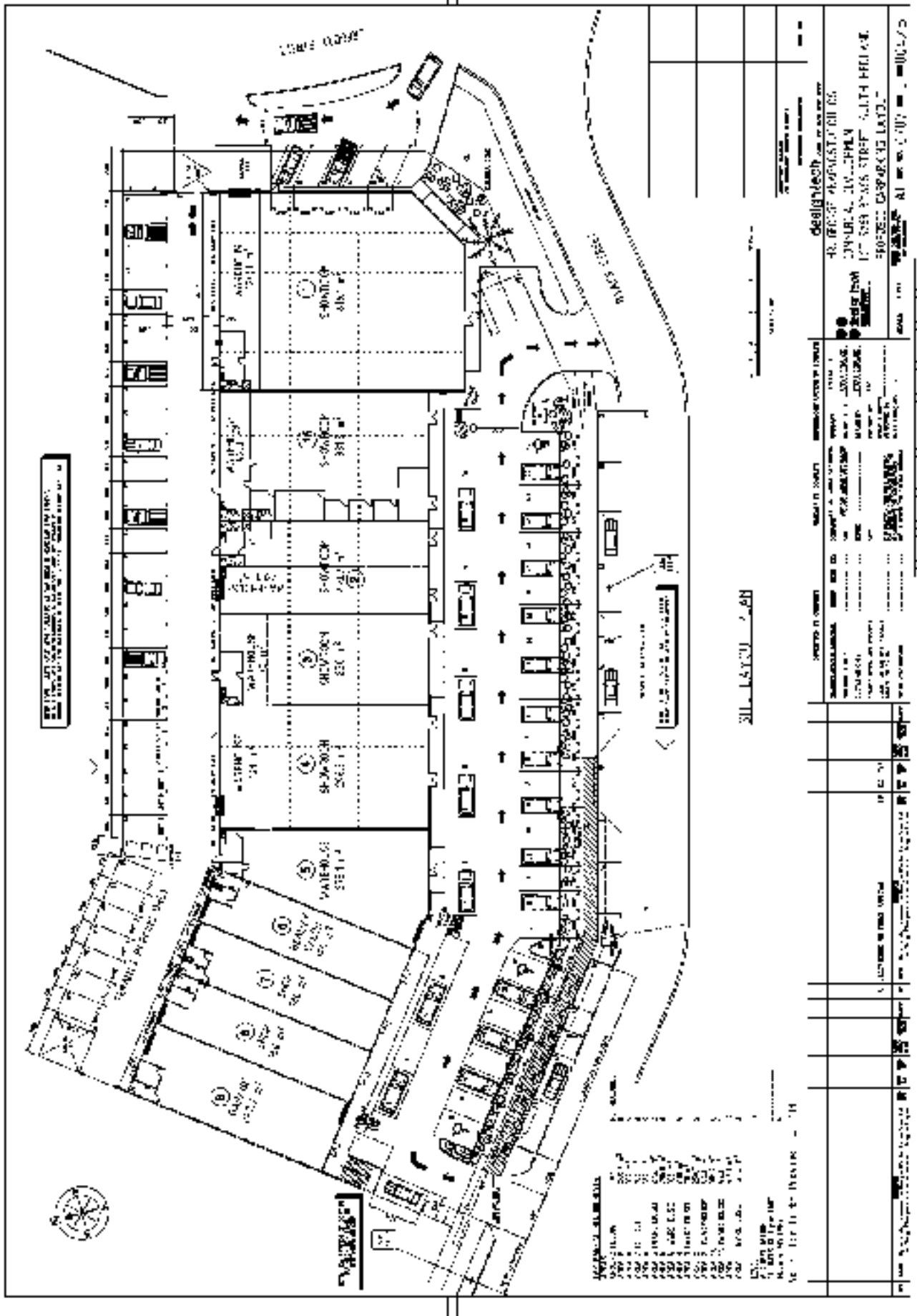
This Development Plan was adopted by the Council of the Town of Port Hedland at its Ordinary Meeting held on:

 Chief Executive Officer

 Date

**PROPOSED REDEVELOPMENT
UPPER FLOOR LOT 502
BYASS STREET, SOUTH HEDLAND**

ATTACHMENT 3 TO AGENDA ITEM 11.2.2.7



**11.2.2.8 Proposed Three Grouped Dwellings at Lot 2860 (48)
Bottlebrush Crescent South Hedland (File No.:
125020G)**

Officer	Andrew Patterson Planning Officer
Date of Report	15 November 2007
Disclosure of Interest by Officer	Nil

Summary

Council has received an application for planning approval from the owner of lot 2860, David Denham, to construct three (3) grouped dwellings on this land.

The subject land consists of 2187 m² and is zoned "Residential R 20" in the *Town of Port Hedland Town Planning Scheme No. 5* (TPS 5).

This application is submitted for Council consideration, as Delegated Officers do not have the authority to determine applications for more than two grouped dwellings.

Background

This application meets all the requirements of the Residential Design Codes of Western Australia, TPS 5 and applicable Council Policies.

Consultation

Environmental Health Services have not objected to the proposed dwellings connecting to reticulated sewerage and complying with relevant Local Health Laws.

Building Services have not objected to the application and advised that a building licence is required.

Engineering Services do not object to the application and require further demonstration of stormwater retention and compliance with Council's Crossover Policy.

Statutory Implications

The Town of Port Hedland Town Planning Scheme No. 5 zones the land "Residential R 20."

The Residential Design Codes of Western Australia regulate the design elements for residential development.

Policy Implications

9/005 – Crossovers
9/008 – Verge Treatment Policy

Strategic Planning Implications

Nil.

Budget Implications

Planning fees of \$1747 have been deposited into account 1006326 – Town Planning Fees, reflecting a development cost of \$720 000.

Officer's Comment

This application falls well within all required statutory and policy parameters. This proposed development is largely constrained by the location of service easements transversing the site, leading to an underdevelopment of the land should it be so unencumbered.

Greater than required car parking and access is provided, and the dwellings and associated outbuildings are adequately set back from all boundaries.

Attachments

1. Location plan and aerial photograph
2. Site Plan
3. Front Elevation

Officer's Recommendation

That Planning Consent be granted to David Denham for the construction of GROUPED DWELLINGS – 3 Grouped Dwellings at Lot 2860 (48) Bottlebrush Crescent South Hedland as outlined in the Application received 23 October 2007 (Application 2007/306) and indicated on the approved plans, subject to the following conditions:

GENERAL

1. This approval to remain valid for a period of twenty-four (24) months if development is commenced within twelve (12) months, otherwise this approval to remain valid for twelve (12) months only.
2. The crossover shall be designed and constructed in accordance with Council Policy 9/005 - Crossovers, to the satisfaction of the Manager Planning, prior to occupation of dwellings

3. Retaining walls are to be provided where the angle of natural repose of the soil cannot be maintained. Drawn details signed by a practicing Structural engineer, must be submitted for approval. When retaining walls in excess of 0.5 metres in height abut common boundaries, the Town must be provided with written approval of the affected landowners (where applicable).
4. All fencing shall be installed in accordance with the Residential Design Codes and/or the Dividing Fences Act and prior to the occupation of the dwelling(s) all to the satisfaction of the Manager Planning.
5. The developer is to comply with Council's Health Local Laws, particularly section 2.2 that requires the separation of kitchen and laundry areas with an adequate wall and door.

ADVICE TO DEVELOPER

1. You are advised that this is a Planning Approval only and the Developer is responsible for complying with all relevant building, health and engineering requirements.
2. The existing site levels and finished floor levels of all proposed development, including levels at the top of the kerb at the crossover, are to be shown on the building licence submission.
3. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.
4. It should not be construed from this approval that the Town will support a survey strata or green title subdivision application for this lot.
5. The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year cycle of flooding could affect any property below the ten (10)-metre level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building Licence is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.8

ATTACHMENT 2 TO AGENDA ITEM 11.2.2.8

ATTACHMENT 3 TO AGENDA ITEM 11.2.2.8

11.2.2.9 Proposed USE NOT LISTED – Incidental Additional Storage to Existing “Shop” – Lot 724 (150) Anderson Street, Port Hedland (File No.: 120510G)

Officer	Andrew Patterson Planning Officer
Date of Report	12 November 2007
Disclosure of Interest by Officer	Nil

Summary

Council has received an application from Ken Paterson Architects on behalf of the owners of the Boulevard Shopping Centre, Werrett Property Group, for a storage-shed addition to the existing Shopping Centre.

The land comprises 1.3828 ha and is zoned “Commercial” in the Town of Port Hedland Town Planning Scheme No. 5 (TPS 5).

This application is referred for Council consideration, as the application remains generally similar to a previous application refused under delegated authority on 27 July 2007.

Background

Grounds for Previous Refusal

At its Ordinary Meeting on 27 June 2007, Council considered an application for planning approval to construct a vehicle service station at lot 5769 Anderson Street (adjacent to lot 724 – see attached map). The report for this item included the following paragraph:

“Council has also received an additional application for the construction of a storage shed in the northeast corner of the car park. While this is a separate application, it is discussed briefly in this report due to its impact on parking bay numbers. As there are a number of issues to be addressed by the applicant with regard to the storage shed, this application is not submitted for resolution and is proposed to be determined under delegated authority.”

This application was subsequently assessed and refused for the following reasons:

1. The proposed development does not present an acceptable frontage to McGregor Street, and
2. The proposed development would require the trafficking of goods across a restricted, high-volume car parking and access corridor.

In consultation with Council Planning staff, the architects for this project submitted a number of modified designs with alternative architectural features and colours. This application fails to reflect these discussions however, and comprises a basic colourbond shed. On the only elevation shown on the submitted plans, a 3 m x 3 m roller door and access door are shown to the west elevation.

With regards to point 2, the applicant has advised that access to the proposed shed would be restricted to low-volume traffic times outside normal open hours for the shopping centre.

Location

In discussion between Council staff and the applicant, the location for the proposed shed has been identified as a significant consideration. Following extensive discussion, three sites were eventually identified as potential locations for the storage shed (identified attachment 2). These sites, and an identification of the pros and cons for each are listed below:

Option	Pros	Cons
1 and 4	Close to Harvey Norman entrance, Partially shields service yard and air conditioner enclosure, Preferred site by developer	Undesirable frontage to McGregor Street, Accesses shop through high-traffic area, Restricts traffic stacking area for Chicken Treat, reduces number of parking bays in popular parking area.
2	Less impact on visual amenity, Least reduction in parking bays, Good access to Anderson Street,	Not a positive addition to streetscape, Furthest distance to Centre entrances,
3	Least visible from street Less-used car parking area Bulk would be ameliorated by new service station	Furthest access to public road

Land Use Master Plan

The draft Land Use Master Plan identifies the Boulevard Shopping Centre as an important convenience centre however also concludes that the site is inappropriate for development into a town centre.

Two of the three strategic land use options for this area also identify the potential to expand the existing Boulevard Shopping Centre to the east to aid in creating a “main street” entrance to Port Hedland with the additional potential for development on the western end of the race course. The applicant addresses these development options with a future expansion plan (attachment 3) showing expansion towards McGregor Street. It is noted however that this plan is not part of the application and this development is not guaranteed and is submitted only to demonstrate that the currently application does not preclude this strategic land use goal.

This concept plan, while demonstrating that additional commercial space can be made available facing McGregor Street, does so at the cost of creating a large “dead space” as a service yard. This design fails to comply with CPTED principles by creating a space likely to attract anti-social behaviour.

While providing no short-term solution, it is also noted that the draft Land Use Master Plan identifies land between North Circular Road and the Goldsworthy rail line for development as a Mixed Business area. As Harvey Norman is struggling within the constraints of its current location, the long term goal is to locate such showroom retailers in this new mixed business zone where there will be more adequate provision of both space and access.

Commercial Justification

In a letter accompanying this application, the applicant advises that the development of additional storage space is required to meet the requirements of Harvey Norman in their intent to remain at the Boulevard.

Retaining Harvey Norman is in turn identified as a key component to committing to \$6 to \$7 million in renovations and upgrades at the Boulevard Shopping Centre. These works including a new petrol station, new airlock, landscaping, resurfacing and marking car parking area and internal fit outs.

Consultation

Engineering Services have objected to the proposal and advised that additional detail is required regarding dimensions of proposed new traffic islands and travel paths of vehicles entering/exiting the area. Additional detail is also required indicating impact on Chicken Treat drive through and consultation with this business is recommended.

Building Services have not objected to the application and advised that a building licence is required and that the minimum boundary setback to non-fire rated construction is 3 metres.

Statutory Implications

The *Town of Port Hedland Town Planning Scheme No. 5* zones this land "Commercial"

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

The applicant has submitted planning fees of \$138, reflecting a development cost of \$60,000.

Officer's Comment

Despite extensive discussions with the applicant, this application fails to address the issues raised by Council's planning staff and disregards the options that would achieve a better quality outcome for the Town of Port Hedland.

Regardless of the appropriateness of its use, this proposed development comprises a large colourbond shed with its only redeeming amenity value that it partially shields the existing air-conditioning condensers.

As noted in the report, and by Engineering Services, this proposal has potentially significant impacts both for car parking and for access to Chicken Treat. The impacted car park is generally one of the most used due to its access to the McGregor Street access and the eastern access to the shopping centre. Due to the existing car park layout, and the width of both the bays and the access corridors this area is often congested, and approving this proposal will lead to additional congestion and shortage of parking bays in this area.

In addition, this proposal will reduce the available area for traffic stacking vehicles accessing the Chicken Treat drive through; with waiting traffic further blocking parking bay access.

While it is acknowledged that this is the most convenient location available for a storage shed servicing Harvey Norman, two other alternative sites are available to meet this need that negate the most significant issues with the proposed site. Alternatively, the applicant could utilise the proposed site, and construct a building that improves the streetscape and is more sympathetic to its immediate surrounds.

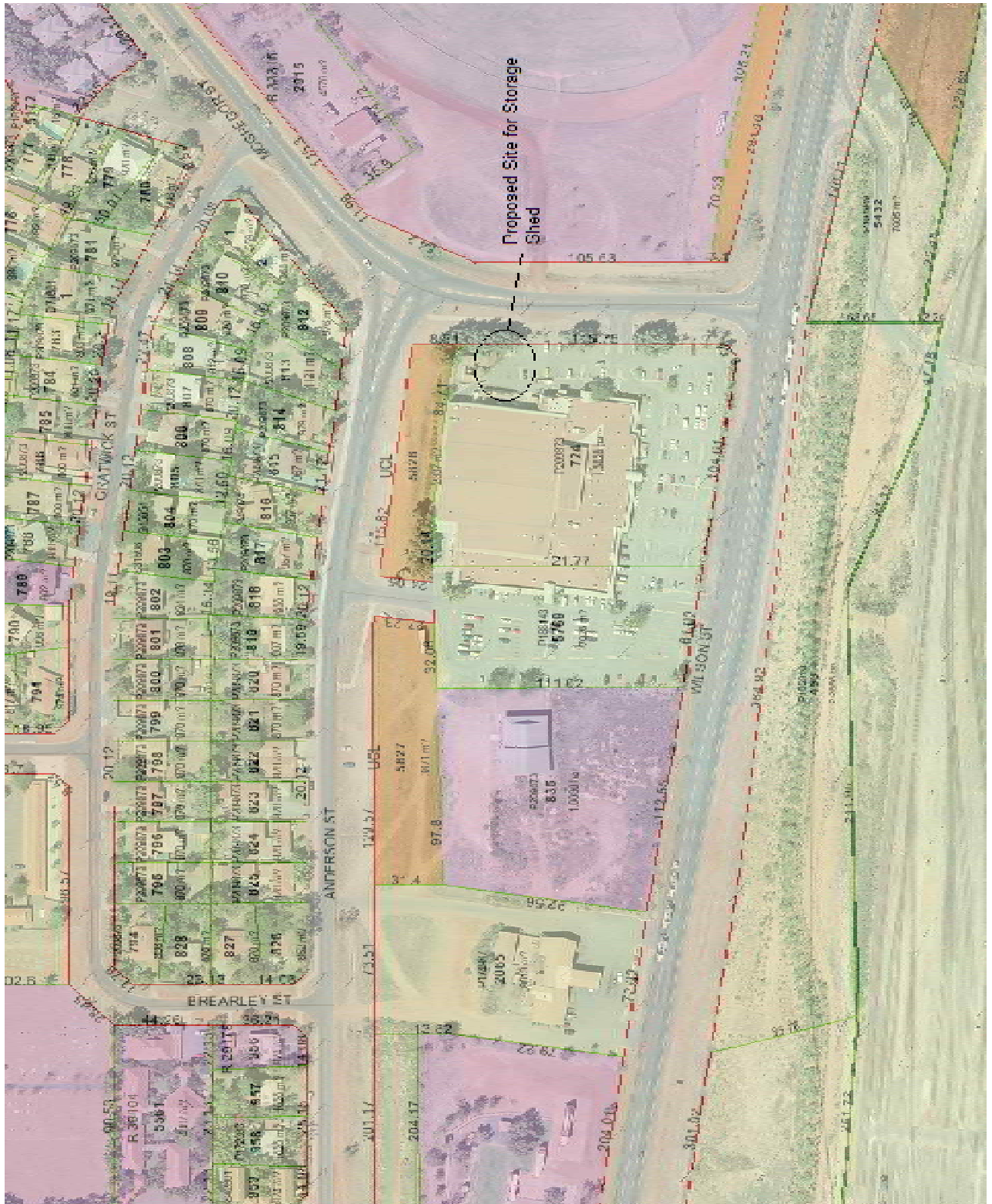
Officer's Recommendation

- i) That Council refuse to grant planning approval to Ken Paterson Architects for the construction of USE NOT LISTED – Incidental Additional Storage to Existing "Shop" for the following reasons:

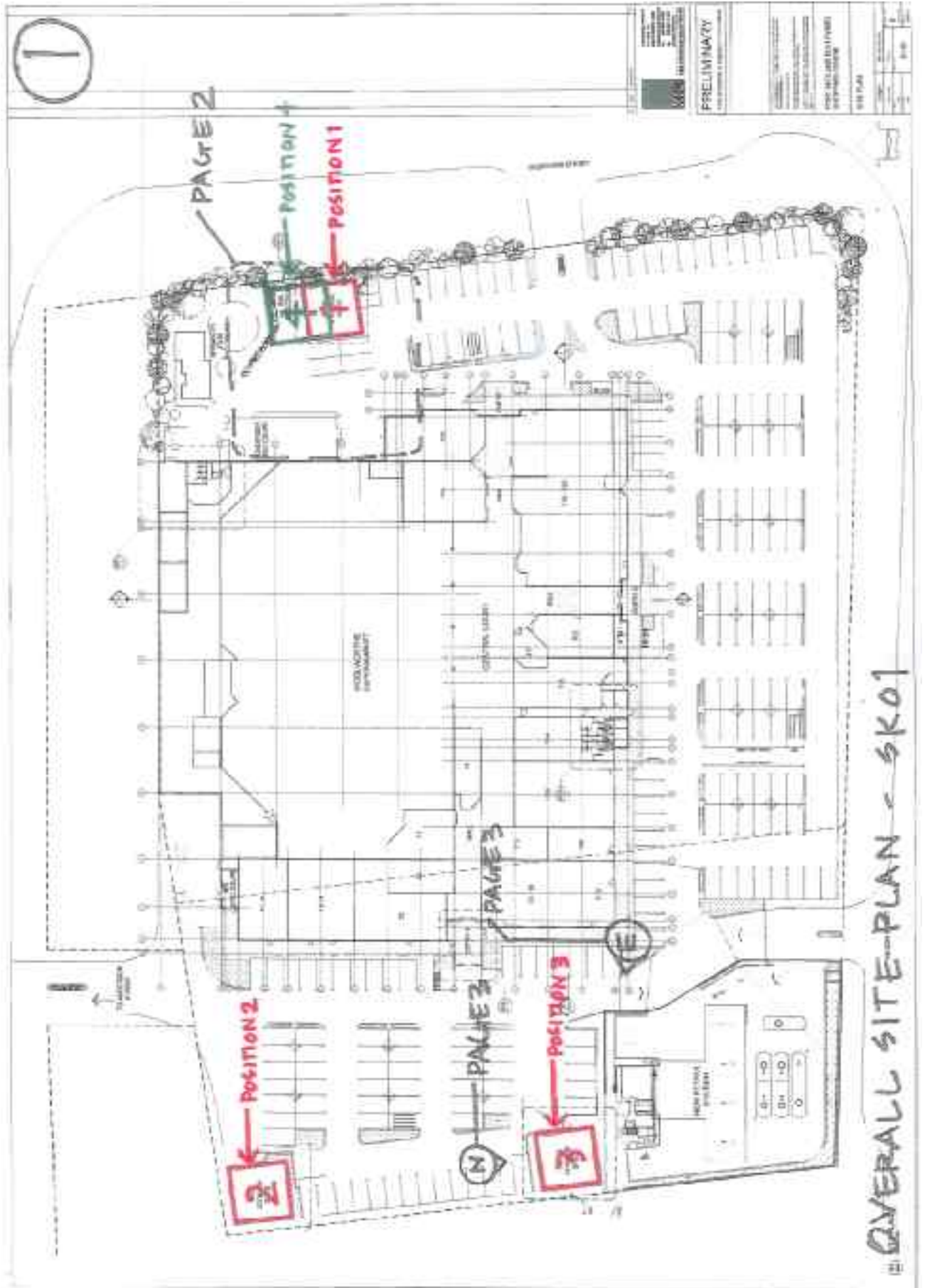
1. The proposed development does not present an acceptable frontage to the McGregor streetscape;
 2. The proposed development fails to comply with the objectives of the draft Land Use Master Plan; and
 3. This development does not constitute proper and orderly planning.
- ii) That Council advise the applicant that it is prepared to consider an application:
- 1) for a similar structure located so as not to significantly impact the streetscape; or
 - 2) for a structure in this position that adequately addresses amenity and streetscape through the building design.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.9



ATTACHMENT 2 TO AGENDA ITEM 11.2.2.9



ATTACHMENT 3 TO AGENDA ITEM 11.2.2.9



ATTACHMENT 4 TO AGENDA ITEM 11.2.2.9



KEN PATERSON ARCHITECTS

4 BOWMAN STREET
PO BOX 271
SOUTH BEACH 6951
WESTERN AUSTRALIA

Telephone 61 8 9367 6866

Fax 61 8 9474 1419

Email admin@kpa-architects.com

21st November 2007

The Planning Department
Town of Port Hedland
PO Box 41
PORT HEDLAND WA 6721

Attention: Mr. Richard Bairstow

Dear Richard,

**RE: PORT HEDLAND BOULEVARD SHOPPING CENTRE -
New Storage Facility**

Further to your conversation with Ben Chamaud this morning, please find attached a cost estimate prepared by a Quantity Surveyor for the above. It includes the three different proposals, as submitted to the Town of Port Hedland on 6th June 2007, 12th September 2007 and 5th October 2007, respectively. They have all been reduced to a height of 4 metres internal clearance, as requested.

The estimate for the Coloured Custom Orb clad option is extremely high, listed in the report as \$429,000. For the fibre-cement clad options the figure is even greater. As the base figure is already so high, it becomes very difficult for the owners to justify the expenditure of additional funds on a storage facility.

We acknowledge that commercial viability is not a planning consideration; however the storage facility is a key element in the overall refurbishment of the Shopping Centre and the surrounding site. We believe that the proposed upgrades of the Shopping Centre would assist in creating a pleasant entry to the town and it would be unfortunate if these could not take place.

As discussed in depth on previous occasions, we believe that locating the storage facility in the North East corner of the site, as close to the existing sprinkler tanks as possible, is the best option. This will avoid conflict with the much anticipated Patrol Station development, existing site drainage, viability considerations and the Draft Land Use Master Plan.

Further to our previous discussions and in accordance with our most recent Development Application including the proposal for the Colorbond Custom-Orb clad option, we advise the following:-

New Landscaping

Please refer to the plans provided with our recent DA submission on 1st November 2007. These drawings show dense vegetation, both existing and new, along the boundary, with additional garden beds and new feature planting proposed along the South and West elevations of the shed and within the new traffic islands.

Please find attached a merged document including our site plan, overlaid on an aerial photo, a partial landscaping plan as prepared by the project Landscape Architect and three key view points from the street. Sight lines from each point show both new and existing vegetation obscuring the visibility of the shed.

We understand that the orange point, representing the position of a car approaching the town and preparing to turn onto McGregor Street, would be your main concern. As is evident in our plan, the shed would be almost completely hidden from sight.

Existing Bin Enclosure

At the meeting held at the Town of Port Hedland offices on Monday 22nd October 2007, it was agreed by all parties that the existing bin enclosure (currently located in place of the proposed new storage facility) has a negative visual impact. If the storage facility was to be approved the enclosure would be removed and the bins would be re-located within the service yard, hidden from public view.

Height

As mentioned above, the height of the storage facility has been reduced by 1 metre in accordance with your request. Along with dense planting, this will further decrease the possibility of the shed being visible from the street.

Materials and Colours

As outlined in our DA submission, we have matched the proposed new shed to the new paint colours of the Shopping Centre. The custom-orb profile of the shed corresponds with the existing Shopping Centre fascia, which has the same profile.

Traffic

As previously discussed, we have addressed traffic issues by locating the door of the shed as far from the Chicken Treat drive-thru as possible, while providing landscaped screening as a buffer.

As per the traffic plan attached, the cars entering the drive-thru have adequate turning space for straightening prior to reaching the loud speaker and menu

board. There is also ample queuing space for at least six cars before parking bays are blocked.

Draft Land Use Masterplan

In accordance with the Town of Port Hedland's Draft Land Use Master Plan, we have previously submitted a plan showing possible future expansion. Please find enclosed a copy of this plan. We have addressed your concerns regarding the storage facility preventing the future development of the site. This has involved calculating such details as street width, street parking, site access and pedestrian pathways, based on advice from a town planner. We believe these calculations have been generous and allow more than enough space for all elements. The result involves the straightening of McGregor Street, while the existing intersections remain in the same location.

For the reasons listed above we believe this proposal is appropriate for both the present and the future of the Town of Port Hedland. Furthermore, we believe that approval of the storage facility would be of benefit to the town. It will allow for the refurbishment of the Shopping Centre, creating a more pleasant entry statement and shopping experience for residents and tourists alike. It will also make available more retail space for the tenant, increasing the product range available to the people of the town.

We thank you for your time in dealing with this application and ask that you please consider an approval for the storage facility. If you require any further information please don't hesitate to contact us.

Kind Regards,



Libby Stevenson
Ken Paterson Architects,
on behalf of Ben Charnaud

Encl. Site Plan showing Sight Lines
 Site Plan showing Traffic Movements
 Future Expansion Concept Plan
 Storage Facility Cost Estimate



1 November 2007

Ken Paterson Architects
4 Bowman Street
South Perth WA 6151

Attention: Ms. Elizabeth Stevenson

Dear Madam

PORT HEDLAND BOULEVARD SHOPPING CENTRE

Please find attached our estimate of current construction cost for this project totalling:

Amenities upgrade	\$ 220,000	inclusive of GST
Storage shed	\$ 429,000	inclusive of GST

Costs are based on both facilities being built at the same time by the one builder.

The shed estimate allows for metalwork cladding with a Colorbond finish. If the finishes are upgraded the following additional costs will apply:

- Upgrade to 100% compressed sheet cladding with mouldings \$ 68,000 inclusive of GST
- Upgrade to compressed sheet cladding to 3000 high with mouldings, metal cladding above \$ 51,000 inclusive of GST

Please note that the storage shed does not have any internal protection barrier against the wall insulation.

Please note the exclusions.

Yours faithfully
Ralph Beattie Bosworth

A handwritten signature in black ink, appearing to read 'MC', written over a white background.

Martin Collins
Director

Ralph Beattie Bosworth Pty Ltd

ABN 50 260 502 901

Construction Cost Consultants

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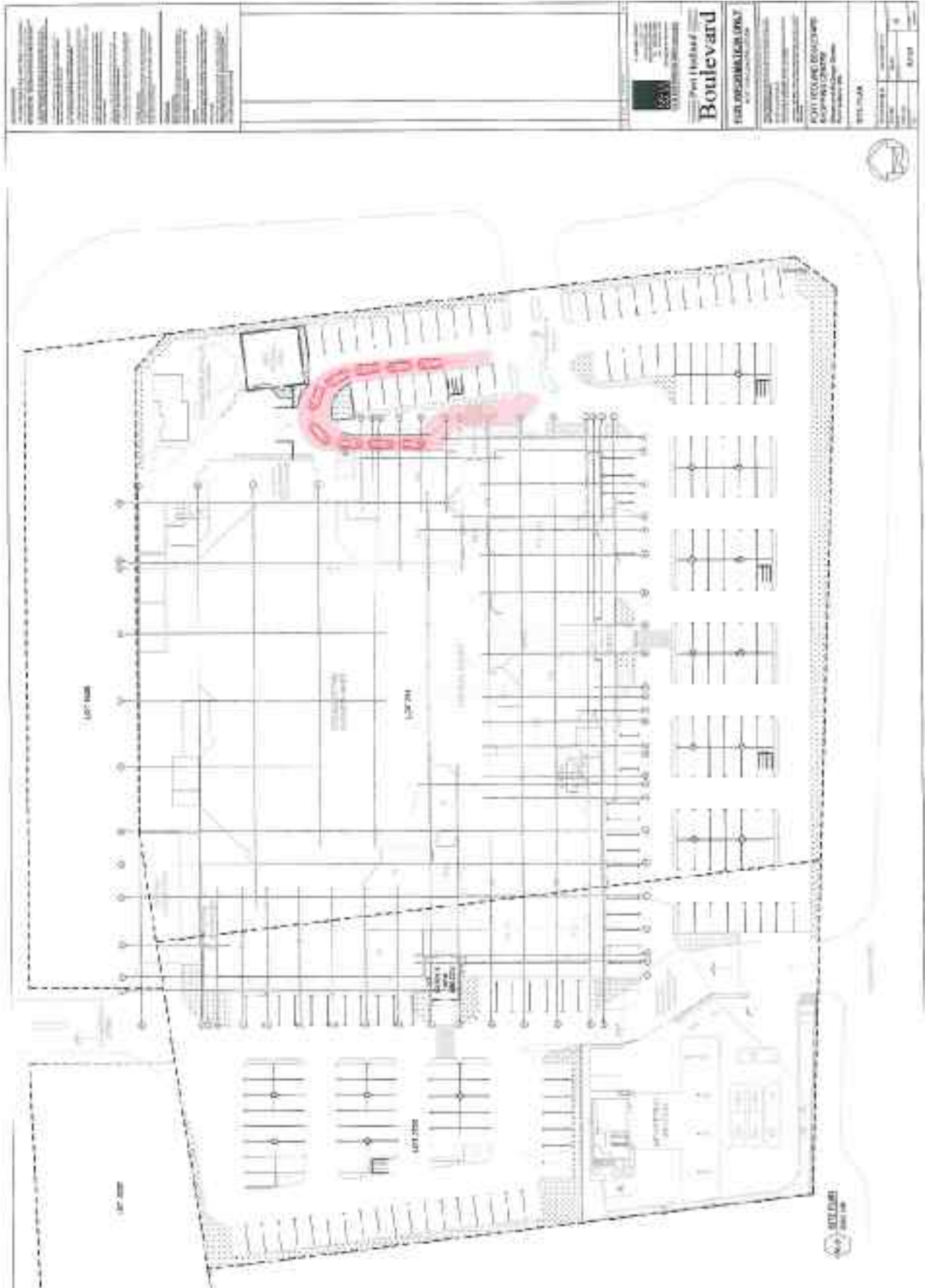
12 Kings Park Road West Perth Western Australia 6005
PO Box 456 West Perth Western Australia 6872
Telephone 08 9321 2777 Facsimile 08 9481 1783
Email info@rbb.com.au www.rbb.com.au

SUMMARYAMENITIES UPGRADE

Building works	\$ 80,000
Preliminaries and Margin	25,000
Contingency	15,000
Site loading (70%)	<u>80,000</u>
	\$ 200,000
GST	20,000
	<u><u>\$ 220,000</u></u>

STORAGE SHED

Building works	\$ 170,000
Preliminaries and Margin	35,000
Contingency	25,000
Site loading (70%)	<u>160,000</u>
	\$ 390,000
GST	39,000
	<u><u>\$ 429,000</u></u>





11.2.2.10 Comments on the Public Environmental Review of the Panorama Copper Zinc – CBH Sulphur Springs Pty Ltd. (File No.: 11/01/004)

Officer Richard Bairstow
Manager Planning

Date of Report 12 November 2007

Disclosure of Interest by Officer Nil

Summary

The Environmental Protection Authority (EPA) has referred to the Town a copy of the draft Public Environmental Review (PER) for the Panorama Copper Zinc Project – CBH Sulphur Springs Pty Ltd (CBH), for comment.

The proposal is referred to Council as it is considered to be potentially contentious. A submission response is included as part of the recommendation.

Background

CBH proposes to develop the Panorama Project (the Project) at its Sulphur Springs copper-zinc deposit located approximately 110 km southeast of Port Hedland or 160 km by road. The mine is proposed to operate for 9 years (including 8 years of mining) and will generate two types of concentrate, one copper rich and the other zinc rich. The project is located outside the locality of Port Hedland, however it is proposed to transport and store the concentrate in the Port.

Port Hedland potential impacts

- Transport of Concentrate; and
- Storage of Concentrate

These matters have been addressed in the officer's comment and recommendation.

Consultation

The PER is available for public review for 4 weeks commencing on the 5 November 2007 and closing on the 3 December 2007. It is proposed that Council will endorse and/or amend the recommendation, which will then be forwarded to the EPA prior to the December closing date.

Statutory Implications

There are no statutory implications for Town Planning as a result of this referral.

The advertising of the proposal for public submissions is in accordance with Section 38 of the Environmental Protection Act 1986.

The proposal is being assessed under Part IV of the WA *Environmental Protection Act 1986* and the *Environmental Protection and Biodiversity Conservation Act 1999* (EPBC Act). A bilateral agreement between the Commonwealth and WA governments accredits the State environmental impact assessment process. This means that a single assessment process will be carried out that satisfies the State and Commonwealth requirements. The PER is the document prepared for environmental assessment.

Policy Implications

Nil

Strategic Planning Implications

Key Result Area 1 – Infrastructure

Goal Number 9 – Roads, Footpaths and Drainage

Strategy 2 – “Work with Port Hedland Port Authority and others to ensure that port and mining expansions at Harriot Point are undertaken in a timely manner and do not have a negative impact on the community.”

Budget Implications

There are no Budget implications as the Town receives no fees for responding to correspondence of this nature.

Officer’s Comment

The referral is for a development that is proposed to be located outside the locality of Port Hedland. The implications for Port Hedland are the transportation and storage of the concentrate. The PER provides the following comments:

“Transport of Concentrate

Concentrate will be transported from the Project Area to Port Hedland using road trains. Two road trains will transport concentrate from the Project site to Port Hedland, each road train doing three to four cycles on average per day. Road train carriages will be covered during transport with a tarpaulin mechanism as standard in the industry for concentrate transport where the concentrate has moisture content of 8% to 10%. This will reduce the risk of concentrate dust escaping from the vehicle and thereby avoiding exposure of residents,

particularly in the township of Port Hedland, to fugitive dust emission.

Storage of Concentrate at Port Hedland

Concentrate will be stored prior to export at a common-user facility to be constructed and operated by a private contractor at the port of Port Hedland. The construction and operation of this facility will not be the responsibility of CBH, and is not part of the proposal being assessed as part of this PER. Agreement in principle has been reached with the Port Hedland Port authority (PHPA) for an allocation of land for the common user facility. The following is provided for information only.

The storage facility to be constructed at the common-user facility will be capable of holding 30,000 t of CBH's concentrate. This will allow sufficient storage volume to accommodate shipping schedules that are estimated to be on a monthly basis. The facility will be built, owned and operated by a third party to handle concentrates from various producers and is required by PHPA to include:

- . Fully enclosed cyclone proof metal clad building.*
- . Concrete floor with impermeable liner.*
- . Dust collector to impart a negative pressure to the building during unloading and loading operations to prevent fugitive emissions.*
- . Catchment pond to collect contaminated water run-off.*

CBH will be a foundation user of the common user facility and closely involved in its design, development and operation so ensuring compliance with meeting the required standards.

Side-tipping road trains will deliver the concentrate into the enclosed tipping area for stacking into segregated storage compartments. It is envisaged that the export of the concentrate will be via feed hoppers on/to a common export conveyor belt feeding the Port's ship loading system, in line with current practice of the existing concentrate bulk handling exporters at the port.

For the purposes of fulfilling its responsibility to protect the environment of the Port, and to minimise the potential impacts on public health and safety, it is anticipated that PHPA will require that the private contractor develop a Construction Environmental Management Plan (CEMP) for the proposed multi-user storage facility. It is expected that the requirement for this CEMP will follow those identified in the 2003 Port Hedland Port authority CEMP guidelines. Additionally the

private contractor will be required to develop an Operational EMP for the management of concentrate at the facility.”

In summary the mine will generate on average an additional 16 road train movements and the additional storage of up to 7,000t in the 30,000t common user facility.

Given the level of information provided within the PER, and the reference for the need for other studies and/or reports to be completed, it is considered reasonable that the Town of Port Hedland requests that this information is provided prior to the commencement of operation.

It should be noted that the Town has no statutory powers in regard to the transport or storage of the concentrates as these fall under the Main Roads Western Australia (MRWA) for roads and the Port Hedland Port Authority (PHPA) for the storage. Therefore it has been recommended that copies of the Town's response also be forwarded to MRWA and PHPA.

Officer's Recommendation

That Council directs the Chief Executive Officer, or his nominated representative, to respond to the Environmental Protection Authorities letter dated 31 October 2007, regarding the draft Public Environmental Review (PER) of the Panorama Copper Zinc Project proposed by CBH Sulphur Springs Pty Ltd with the following comments:

- 1) The amenity and health impacts of the proposed transport method have not been addressed;
- 2) That any additional studies and/or works that may impact on the community of Port Hedland area are fully and appropriately investigated and findings discussed and reported to Town of Port Hedland for further comments; and
- 3) It has not been demonstrated that the proposal operation will not have a health and/or amenity impact on the community of Port Hedland.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

11.2.3 Environmental Health Services Section**11.2.3.1 *Proposed New Environment Policy 15/002 – For Contravention of Reserves and Foreshores Local Law (File 21/01/0033)***

Officer Darryal Eastwell
Manager Environmental Health

Date of Report 13 November 2007

Disclosure of Interest by Officer Nil

Summary

To assist with the enforcement of off road vehicles in the reserves and foreshores it is recommended that Council adopt a new policy that rewards members of the public for providing information that leads to a successful prosecution under Council's Reserves and Foreshores Local Laws.

The Town will offer an incentive of \$500.00 to members of the public if they can provide specific details of vehicles that have been utilized illegally in our reserves and foreshores.

Background

The use of off road vehicles in our reserves and foreshores has been an issue in the Town for some time. Council is addressing this through the adoption of a tough stance in relation to Local Laws infringements with a proposal to significantly increase fines currently progressing. This proposed policy compliments this initiative.

Off road vehicles that illegally use our reserves and foreshores have the potential to disrupt turtle nesting during their breeding season, disturb members of the public who utilise the areas for recreational purposes, cause unnecessary erosion of these fragile areas and have the potential to raise noise and dust issues. As the vehicles used on foreshore reserves are not normally registered and are often difficult to identify, Council Officers are hampered in the gathering of evidence against offenders. Pursuit of offenders on the beach or foreshore has clear safety implications and statutory limitations.

Consultation

Councils Ranger Services has been liaising with the Care for Port Hedland Group and Councils Engineering section to assist in formulating methods to help exclude off road vehicle usage on reserves and foreshores in the Cooke Point, Pretty Pool and Cemetery Beach.

Statutory Implications

Control of Vehicles (Off Road Areas) Act 1978

Town of Port Hedland Local Law (Reserves and Foreshore) 1999

Policy Implications

A new Council Policy is recommended as follows:

“15/002 ENVIRONMENT – INCENTIVE SCHEME FOR BREACH OF RESERVES & FORESHORES LOCAL LAWS

To assist with the enforcement of the Reserves and Foreshores Local Laws the Town of Port Hedland will offer an incentive of \$500.00 to any member of the public who supplies information that leads to a successful prosecution of an individual who illegally entered or enters upon the Towns, reserves and foreshores in or on a vehicle. “

Strategic Planning Implications Nil

Budget Implications

Any payment would need to be sourced from the Town's legal budget, but is not likely to marginally affect Council's budget resources.

Officer's Comment

Council has no record of taking legal action against persons using off-road vehicles on a beach or foreshore. The primary reason for this seems to be the difficulty in obtaining sound evidence identifying the offenders. It is hoped that public information will lead to greater control and minimise the effects that off road vehicles have on our reserves and foreshores.

Providing a reward for information on a similar basis to the existing scheme for dealing with instances of vandalism is seen as a means of:

- a) gathering information against offenders; and
- b) making offenders aware that anyone seeing them may give evidence against them.

The following draft policy is a mechanism to encourage people to supply information, which will be otherwise impossible to obtain.

Officer's Recommendation

That Council adopts the proposed Environmental Policy 15/002 as follows:

"15/002 ENVIRONMENT – INCENTIVE SCHEME FOR BREACH OF RESERVES & FORESHORES LOCAL LAWS

To assist with the enforcement of the Reserves and Foreshores Local Laws the Town of Port Hedland will offer an incentive of \$500.00 to any member of the public who supplies information that leads to a successful prosecution of an individual who illegally entered or enters upon the Towns, reserves and foreshores in or on a vehicle. "

NOTE: SIMPLE MAJORITY VOTE REQUIRED

11.2.4 Community and Economic Development Services**11.2.4.1 Replacement of Home & Community Care (HACC) Van
(File No.: .../...)**

Officer Julie Broad
Manager Community and
Economic Development

Date of Report 19 November 2007

Disclosure of Interest by Officer Nil

Summary

For Council to consider the replacement of the current 1998 Home and Community Care (HACC) 8-seater wheelchair-access Van

Background

The current vehicle was purchased from Roebourne HACC in 2001 by the Town of Port Hedland HACC program.

It is a 1998 Toyota 8-seater SBV, with a wheel chair hoist installed.

There is extensive rust throughout the body of the van, and many expensive repairs have been made to the wheelchair hoist, with significant costs anticipated for ongoing repairs.

\$27,524 was received in non-recurrent growth funding in 2006/2007 from Commonwealth Department of Health & Ageing.

A trade-in price of Pilbara Motor Group was offered at \$5,000,

An application of \$32,661 for non-recurrent growth funding to complete the purchase price of the van was made to the Commonwealth in the 2007/2008 FY. The funding is advised in December each year.

Consultation

Consultation has been undertaken with HACC Coordinator, Pilbara Aged and Community Care and Pilbara Motor Company.

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

The item is not specifically mentioned in Council's Strategic Plan.

However the handover of HACC services to the Health Department's WA Country Health Services (WACHS) is underway and should Council approve the purchase of the replacement van, this asset will be included in the transfer of assets as agreed between Council and WACHS, providing improved service to clients at the earliest possible time.

Budget Implications

The purchase of a replacement HACC van would be at no net cost to Council

Council has received \$27,524 in non-recurrent growth funding from Commonwealth Health & Ageing as part of the cost of replacing the current wheelchair access van. This amount is held in Account 1008093960 – HAC: Grant - HACC

A further \$32,661, being the remainder of the total purchase price, has been sought from Commonwealth Department of Health & Ageing in 2007/08 non-recurrent growth funding round.

Pilbara Motor Company has quoted a trade-in price of \$5,000 on the current van.

Officer's Comment

The current HACC van was purchased second-hand in 2001. It is now nine years old, and requires ongoing repairs to the wheelchair hoist, and rust removal work to the body of the van.

While HACC services remain auspiced under Town of Port Hedland, HACC has been able to access funding to replace the van, at no cost to Council.

This opportunity may be lost once the HACC service is handed over to WACHS, to the detriment of the Town's ageing and disabled population.

WACHS is not eligible for Commonwealth Health & Ageing grown funding. Should the bus not be purchased in December 2007, the elderly and disabled clients currently cared for by Town of Port Hedland's HACC service may be disadvantaged, as it may take considerably longer for WACHS to source funding for a replacement wheelchair capable van

Officer's Recommendation

That Council:

- i) Retains the \$27,524 received for replacing the current 1998 8-seater HACC wheelchair-capable Toyota SBV in Account 1008093960 - Grant - HACC;
- ii) Awaits receipt of a further \$32,661 in non-recurrent growth funding from the Commonwealth Health and Ageing to Account 1008093960 - Grant - HACC
- iii) On receipt of this additional \$32,661 approves the trade-in of the current 1998 HACC van with Pilbara Motor Company for a new 8-seater wheelchair-hoist equipped Toyota van at no net cost to Council.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

11.3 ENGINEERING SERVICES

11.3.1 Director Engineering Services

11.3.1.1 *Monthly Report – Engineering Services (File No.: 13/04/0001)*

Officer Terry Dodds
Director Engineering Services

Date of Report 19 November 2007

Disclosure of Interest by Officer Nil

Summary

For Council’s Information.

Background

Engineering Services monthly report to Council.

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications Nil

Officer’s Comment

Engineering Services Works

PROJECT	STATUS
Black Spot Funding	Throssell Road Widening continues from Hawke Place to Post Office Entrance Driveway
Roads to Recovery	Bypass Road being removed and road re-opened over new culvert
Landfill	Engineering crews will construct the new septage ponds awaiting DEP approvals.
FMG Railway Construction	Railway construction and road works ongoing.
Wedgefield Upgrades R2R	Commencing headwalls on drains and continuing with upgrades in accordance to Road Safety Audit – carried out by Connell Wagner

Anderson Street	Installation of drainage headwalls in progress
Flood Gate Pumps	Pre Cyclone Testing for Electrical and Pump Mechanical operations have been commenced with NJS Electrical and Trevelle Engineering.
Airport Drainage	Reshaping drains to allow ease of maintenance.
Road Safety Audit	Road Safety Audit for South Hedland, Port Hedland and Wedgefield has been forwarded to Main Roads.
Heavy Plant Equipment	All Heavy Equipment has been ordered – not anticipated to arrived until next year. The process of completing of investigations into options for the TTL at the Waste Management Facility has commenced.
Septage Tanks	Colin Matheson Oval and Kevin Scott Oval Septage Tanks now completed

Parks & Gardens

PROJECT	STATUS
Tree Reinstatement	Received a report on the cyclone damage to the remaining trees in town – programme will be implemented to complete works
Garden Maintenance	Garden Maintenance crews are continuing with programmed works
Park Maintenance	Park maintenance crews are maintaining park programme on a fortnight basis
Sportsground Maintenance	Lawn Doctor has been issued with Purchase Order to repair Port Hedland and South Hedland sportsgrounds
Pre-Cyclone Cleanup	No further cyclone cleanup will be undertaken
Training	Staff continued with the ‘Growing and Propagating Native Plants’ training.
Litter Crew	Only working Monday – Friday no weekend cleanup until further advised

Technical Services/Projects

PROJECT	STATUS
Fire Proof Bin Surrounds	Eight (8) fireproof bin surrounds have been ordered for installation in various parks, reserves and streets. These have been designed to minimise the risk of a fire spreading if ignited within the bin surround, are cool to touch when on fire and attractively enclose the 240L wheelie bins.

Footpath Railings	Railings located where footpaths intersect with open drains have been audited and identified for replacement or installation; quotations invited.
Drainage Construction	Stormwater drainage has been installed on Tinder Street to direct excess stormwater from Tinder/Corney intersection to the outlet on Dempster Street. Quotes are currently being sought for the installation of concrete pipes to enclose some open drains in Schillaman Street. Negotiations will occur with external stakeholder/s for potential financial contribution/s once quotes have been obtained.
Light Vehicle Replacement	Eighty percent (80%) of this year's program have been ordered, with one (1) vehicle delivered. The remainder of vehicles are pending finalisation of specifications. The vehicles will arrive progressively over the year.
Finucane Island Boat Ramp upgrade	Quotes have been received for the design work for the boat ramp upgrade, however the scope may change due to a request from BHP to construct a temporary structure adjacent to the boat ramp (refer to Planning Report)
Bus Shelter installation	Six (6) bus shelters have been ordered for installation along the public bus routes in South Hedland (delivery time approximately 6-8 weeks).
Footpath construction	Footpath construction has been completed in McDonald Street, Greene Place, Roberts Road, Godrick Place and Somerset Crescent.
Street Lighting upgrades	Orders have been forwarded to Horizon Power for the upgrade of street lighting in Bottlebrush Crescent, Paton Road, Kennedy Street, Demarchi Road and Trumpet Way, works commencing within the next month.
Playground development	Designs and quotes are being prepared for the upgrade of playground equipment and shade structures at Colin Matheson Oval and Kevin Scott Oval. A community survey has been released for comments prior to finalising designs.
West End Greening	Quotes have been received based on the revised scope of works. Estimates are in excess of the current budget; further funding has been offered to TOPH by

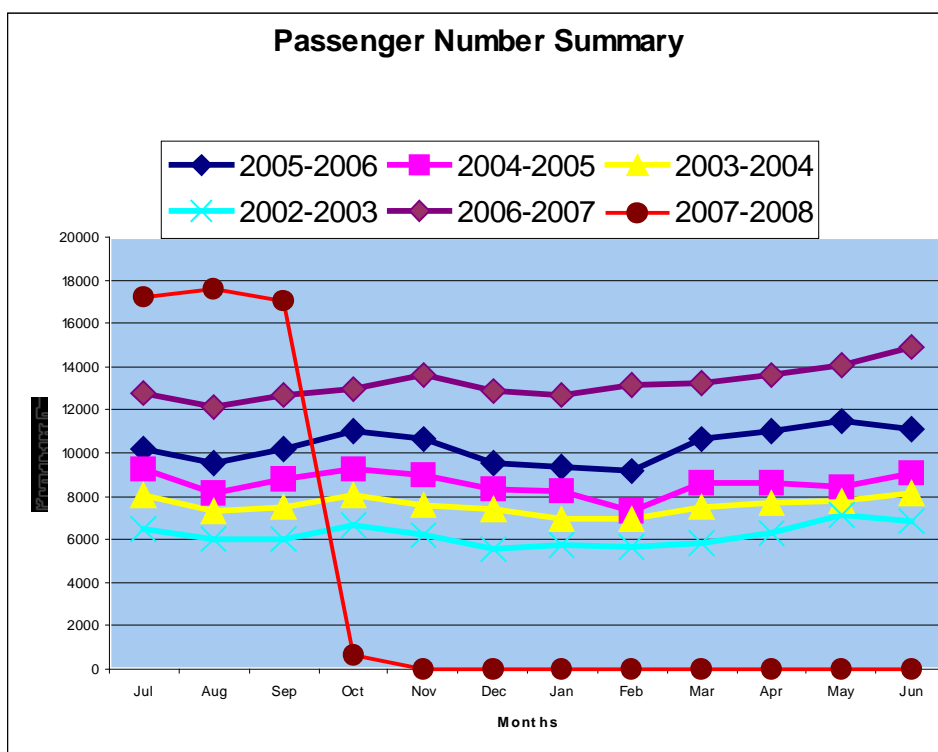
	BHPB to expedite the project.
Pilbara Fund (Hedland Revitalisation Project)	Council received formal advice; dated 14 th of November, stating our application for \$1.45 million was unsuccessful. Project affected; footpath construction, playground equipment, Throssell Road streetscape, Park Improvement Program and Boulevard tree Planting. (Recreational services also affected: Sport Facility Upgrade and McGregor Street Oval Redevelopment)
Shay Gap Park development	'Frogmat Environmental' has commenced the demolition stage of the Shay Gap Park development. This project includes new playground equipment, shade structures, BBQ facilities, footpaths and landscaping (expected completion date is end of March 08).

Port Hedland International Airport

PROJECT	STATUS
Sewerage Upgrade	Awaiting quotes from service providers
Apron Lighting Upgrade	Ongoing
PAPI Installation	All equipment received. Method of Working Plan to be developed and parties consulted as to timing of works.
Front Reserve Drainage	Works due for completion week ending 23/11/07
Master Plan	Draft nearing completion. Awaiting quotes from consultants for development feasibilities
Electrical Upgrade	Tender Awarded. Works commencement dependant on equipment delivery.
Airport Revaluation	Await final report from Valuer Due 20 November.
RESA Extensions	Ongoing
4 Lot development	Ongoing. Works pending the sewerage upgrade completion.
Boundary Fencing	Tender to be advertised shortly and to proceed to next Council Meeting

Passenger Numbers

Passenger Numbers for month ending October 2007. At time of writing Qantas October figures not available. However, by observation, the passenger movement figures have remained constant and show no signs of abating.



Airline Performance Information

The Bureau of Transport & Regional Economics (BTRE) published the following official on time performance information for September 2007 for Port Hedland. A total of 90 flights occurred (78 Qantaslink, 12 Skywest).

Airline	On time Departures	On Time Arrivals
Skywest	11 (91.7%)	9 (75.7%)
Qantaslink	68 (87.2%)	64 (82.1%)

Qantaslink advised that for the month of October 82% of aircraft arrived within 15 minutes of scheduled time. Seven delays greater than 30 minutes were experienced on the Port Hedland Perth sector, the majority being due to congestion at Perth Airport causing late arrivals to Port Hedland. Major delay occurred on 26/9/07 due to aircraft engineering faults. Three 717 aircraft in the fleet went unserviceable simultaneously.

Itinerant International Movements

Increase in long range Corporate Jet traffic with movements of several varied aircraft types .

The Antonov AN124-100 movement in November has now been finalised and arrived on Monday 5th and departed Wednesday 7th November, without incident or any runway or apron damage. Airport Staff facilitated media access to the airport site.

BALI International Service

Strong demand continues for the service. So much so that it is likely that a mid-week Port Hedland - Bali and return service will be instituted before Christmas to compliment the Saturday Port Hedland - Bali service

AAA Conference.

The Airport Manager and the Deputy Mayor attended the annual AAA conference and Technical Workshops in Melbourne on behalf of the Town of Port Hedland 11-15 November 2007

Recreation Services**General/Projects***Sporting Facilities Upgrades*

All existing recreation upgrades from 2006/07 have been completed, with the exception of the installation of rubber at the cricket nets (programmed).

The future of the *Hawks* clubrooms is currently being investigated and will be presented to Council at the Ordinary Council Meeting in December.

Remaining funds will be allocated according to the outcome of the lighting audits at each aquatic centre, the *Diamond 1* net, and the McGregor Street car park (completed).

The 07/08 financial year's Recreation Upgrade projects include:

- Shade structures at Colin Matheson Oval, Marie Marland Reserve and McGregor St Reserve;
- Spectator Seating at Kevin Scott Oval; and,
- Shared storage facilities at Marie Marland Reserve and McGregor St Reserve.

All of the aforementioned are in the process of receiving quotes for design, construction and installation.

Post – Cyclone Repairs

South Hedland Aquatic Centre Shade structure has been secured and made safe for use. The contractor is due to return to complete the works in early January. Gratwick Aquatic Centre shade structure was examined by a structural engineer last week (at the insurers request) with the report to determine the insurers decision.

The *Diamond 1* baseball back-net structure was advertised as a tender for design and construction on the 3rd of November.

Tenders close 28th of November, with recommendations being made to Council at the Ordinary Council Meeting in December.

Port and South Hedland Skate Parks

South Hedland Skate Park has reached base completion stage, with signage and fencing commenced. (A delay has occurred to the later due to vandalism, which occurred on the 17th November). Fireproof bins have been ordered, and will be installed when they arrive. Total funds remaining equates to \$59,030, with \$20,000 allocated to the installation of overhead lights. It is likely that further funds will need to be obtained to ensure all features and fixtures can be installed. These include:

- Softfall
- Entry signage
- Gazebo (shade)
- Benches
- Refuge Area
- Water Fountain
- Bike Rack
- Overhead lights

Port Hedland Skate Park is in a similar situation to South Hedland; funds remaining equate to \$49,654. Initial quotes indicate that additional funds will need to be obtained to finish this project to a high quality standard. Similar features will be installed in this skate park as what is planned for installation at South Hedland.

The Grand Opening for both Skate Parks is scheduled for 21 and 22 February 2008.

Feasibility Study into Proposed Multi-Purpose Sports Complex

Feedback has been received for the proposed multi-purpose recreation centre, and is being presented to Council at this Ordinary Council Meeting. Should Council choose to adopt the feasibility study, it is anticipated that work towards the architectural designs will take place.

JD Hardie Centre Working Group

The draft report is due to be presented to Council in December.

Town Cycle Plan

Transplan Pty Ltd has recently received the contract to develop a Town Cycle Plan for the Town. Once completed, this Plan will provide clear recommendations on the location of cycle-ways within the Town, utilising existing and future footpaths, and will correspond with the Town of Port Hedland's Public Open Space Policy. It is anticipated that the final report will be presented to Council in March 2008.

At the conclusion of the project, Council will receive:

A consolidated, costed, five-year recommendation on the future provision, and alteration to existing footpaths, of cycle-ways and footpaths in Port and South Hedland; A report recommending locations of signposted cycle-ways for pedestrians and recreational cyclists within Port and South Hedland that link parks and other recreational reserves / areas of interest in a circuit fashion; A report recommending the process, legalities, location and design of a cycle-way between Port and South Hedland; A report detailing circuit potentials in Port and South Hedland for road cyclists.

Recreation Reserve Redevelopment

ROSS Planning to develop concept plans for Colin Matheson Oval and the McGregor Street Sporting Reserves, with stakeholder consultation commencing soon. Once completed, these concept plans will provide clear direction for the development, upgrades and future of these two recreational areas, and identify the location, size, design and approximate cost of various infrastructure required to upgrade the facilities to an appropriate standard. At the conclusion of this project, the Town aims to be in a position where it can call for tenders for the detailed design development of the highest priority infrastructure works at both locations. It is anticipated that the final report will be presented to Council in March 2008.

At the conclusion of the project, it is expected that Council will receive the following deliverables:

A consolidated, costed concept plan for McGregor Street Sporting Reserve and Colin Matheson Oval, including estimated timeframes for deliverables; A report recommending the process of redevelopment, including justification of all recommendations, for both reserves; A report detailing the individual components of each reserve, including the provision of specific sporting facilities including clubrooms, change-rooms and toilet facilities, and any specialised facilities, including turf club amenities, potential child-care facilities etc; A report detailing the location of each facility, to maximise efficiency.

Lighting Audit

Work for audits at each Aquatic Centre is due to commence mid-November for the Lighting Audits. These audits will recommend current and future upgrades with regards to overhead lights and electrical points. All recommendations will adhere to the recently adopted Code of Practice for Aquatic Centres.

JD Hardie Centre Capital Upgrades

The JD Hardie Centre upgrade will commence in December this year, with funds allocated to enhance the aesthetics and usability of the Centre. The JD Hardie Centre will be closed during the Christmas period, to ensure limited impact on current users.

Facilities

The *Diamond 1* building at Marie Marland Reserve in South Hedland was broken into twice over the month, with police reports being issued. Some equipment belonging to the Port Hedland Baseball Association was stolen, however no other items were missing (damages have been repaired).

*Upcoming Events**Australia Day Sports Awards*

Nominations opened for the Australia Day Sports Awards last month. Nomination packs have been sent out to all sporting clubs/associations advising them of this year's awards and the rules for each award. All sponsors have been confirmed for the awards with the Soroptimists confirming that they will accommodate the presentation of the awards at their Australia Day breakfast. Advertisements will go in the North West Telegraph on the 21st of November, with a radio advertising campaign to run from the 26th of November to the 14th of December. Nominations close on Friday the 21st of December, with a selection panel to be assembled early in January to decide the winners of each category.

Education, Training and Certifications

The Manager Recreation Services and Manager Technical Services recently completed a Diploma in Frontline Management offered by the Pilbara TAFE.

Aquatic Centres

The YMCA has recently submitted their Business Plan for the 2008 Calendar Year as per their Management Agreement. Negotiations are to occur with the Aquatic Advisory Committee for the operations of the Centre. Outcomes will be presented to Council.

South Hedland Aquatic Centre (SHAC)

The SHAC had a delayed opening to the 2007 season due to unfavourable microbiological samples taken by Council's Environmental Health Unit, which has since been rectified.

YMCA Update

“South Hedland Aquatic Centre officially opened on the 17th October after continued delays with unsatisfactory microbiological water sampling results.

YMCA Aquatic Education and Aqua Aerobics programs began once the centre opened and have proved popular.

“Grounds maintenance schedules have continued, although Town of Port Hedland staff assisted greatly in October due to YMCA equipment breakdowns...”

October Financial Performance

Month	Actual	Budget	Variance
Income	\$14,645	\$22,463	(\$7,818)
Expenditure	\$47,419	\$53,795	(\$6,376)
Net	(\$32,774)	(\$31,332)	(\$1,442)

Year to Date	Actual	Budget	Variance
Income	\$63,443	\$92,269	(\$28,826)
Expenditure	\$394,258	\$441,312	(\$47,054)
Net	(\$330,185)	(\$349,043)	\$18,228

Attendances

Month	Swim	Aqua / Ed	School	Aqua	Program	Misc	TOTAL
Oct	1518	71	0	8	0	1456	3053

Gratwick Aquatic Centre

YMCA Update

“Attendances were slightly lower than anticipated throughout October at Gratwick. The school based Aquatic Education program will not commence throughout Term 4 due to a shortage of Instructors. As some schools missed out on lessons due to Tropical Cyclone George, Education Department staff had anticipated these to be re-scheduled throughout Term 4. At this stage, lessons will not be carried out in Term 1 either.

“Despite slightly lower than expected total attendances the centre experienced a strong financial result for the month mainly due to an increase in casual attendances, the delayed opening to South Hedland Aquatic Centre is likely to have contributed to this result.”

Lawn mowing schedules have continued every fortnight at both centre's as staff are rotating through the schedule although the YMCA required the assistance of Town of Port Hedland staff in October due to equipment breakdowns.

“The shade structure which sustained damage during Tropical Cyclone George is still damaged and a response is eagerly awaited from the Insurance Company.”

October Financial Performance

Month	Actual	Budget	Variance
Income	\$30,112	\$24,806	\$5,307
Expenditure	\$55,522	\$53,773	(\$1,749)
Net	(\$25,410)	(\$28,967)	\$3,558

Year to Date	Actual	Budget	Variance
Income	\$97,514	\$124,117	(\$26,602)
Expenditure	\$405,785	\$450,026	(\$44,241)
Net	(\$308,271)	(\$325,910)	\$17,639

Attendances

Month	Swim	Aqua / Ed	School	Aqua	Program	Misc	TOTAL
Oct	5,476	252	0	38	261	719	6,737

JD Hardie Centre

Promotion:

Promotion used for the month of October was as follows:

- Distribution of Flyers for the JD Hardie Holiday Program to all Schools
- Fax out for the North West Basketball Cup
- Basketball WA Visit Flyer to all Primary Schools
- JDHC Web Page Updated
- North West Basketball Cup Nomination Emailed out
- Holiday Program Flyer on Web Page

Programs:

Current Programs:

- Jr Dodgeball
- Jr Basketball
- All Sports
- Kids Club
- Jr Indoor Footy
- Jr Indoor Soccer

Current Stadium Competitions:

- Mixed Netball
- Mixed Volleyball
- Men’s and Women’s Basketball (Concluded)
- Mixed Indoor Soccer

Attendances:

Term Program Attendances	Jul	Aug	Sep	Oct
Kids Club (Mon, Wed, Fri)	53	177	159	121
Jr Dodgeball	47	38	77	29
Jr Gym	23	25	20	0
All Sports	20	55	43	22
X-Pression	0	0	0	0
GR8 SK8	13	0	0	0
Boxing	82	109	38	72
Jr Indoor Footy		37	37	14
Jr Indoor Soccer				12
Jr Indoor Basketball				12
Sports Competitions				
Netball Teams (12)	15	315	385	282
Volleyball Teams (11)	30	210	228	138
Social Soccer	23	35	96	70
Basketball Teams	135	252	294	34
Badminton	10	14	0	0
Misc				
Birthday Parties(2)	45	35	36	37
Facility Hire	910	912	885	955
Holiday Program	315	0	0	374
Dodgeball Competition	0	0	0	50
Disco's		0	196	0
Gym Visits (7 Current Members)		14	50	51
Total	1721	2228	2544	2273

Events - North West Basketball Cup

In the lead up to the Town of Port Hedland North West Basketball Cup, Basketball WA flew two (2) representatives to Port Hedland to assist in conducting a series of Sessions with all the Schools of Port and South Hedland. All visits were facilitated through Council. A Level 0 Umpiring Clinic was conducted prior to the event, attended by approximately 20 basketball participants.

Additional Information

Attendances for the Month of October were largely due to a successful holiday program with an average of 37.5 children per day. Sports Competitions are steady, with the Women’s Basketball season coming to a close. Term and Sports Program figures are lower than standard due to holiday programs.

Facility Hire's that took place at the JD Hardie Centre this month included the following:

- Baihai Community (Youth Group)
- Tae Kwon Do (Regular Weekly Booking)
- Australian Technical College (College Forum)
- Hedland Senior High School (Regular Weekly Booking)

Attachments

Nil

Officers Recommendation

That Council receives the Engineering Services Monthly Report for November 2007.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

11.3.2 Recreation Services**11.3.2.1 Proposed Multi Purpose Recreation Centre (File No.: 26/14/0001)**

Officer	Bec Pianta Manager Recreation Services
Date of Report	10 November 2007
Disclosure of Interest by Officer	Nil

Summary

As resolved by Council, the feasibility study into the proposed multi-purpose sports complex has been released for community consultation. Six (6) individual pieces of feedback were received, and are summarised below.

Background

At the Ordinary Council Meeting on the 26th September 2007, it was resolved that Council:

- “i) note the Town of Port Hedland’s receipt of the Draft Multi-Purpose Recreation Centre Feasibility Study;*
- ii) advertise the availability of the draft report for community feedback; and*
- iii) consider community feedback and future direction for this project at its Ordinary Council Meeting in November.”*

The feasibility study has since been available for question and community feedback. The following pieces of feedback were received for the Multi-Purpose Feasibility Study, and are summarised. The comments in their entirety can be seen in attachment 1 – 6 (in order of receipt).

1. Private community member, Katrina Bourne. Received via email on the 9th October 2007:
 - Recommends having panels of photovoltaic cells to convert sun to energy
 - Believes the Kindy Gym is good, but needs something for the older children that is air conditioned and can provide activity
2. Port Hedland Baseball Association. Received via email on the 21st October from the President, Bob Neville:
 - Favours the Finucane Island Recreation Club site

- Believes the restaurant facility should be built as part of stage 1 to ensure income is received immediately
 - Feels the Town of Port Hedland should manage the centre, with a contract manager employed under a Management Advisory Committee, and paid independently of Council
 - Believes the Finucane Island Club should be invited into the management options
 - Believes all profits put back into the sporting associations
 - Feels a crèche is important, however unsure of the need of a licensed child-care facility.
3. Hedland Tee-ball Association. Received via email on the 26th October 2007 from the President, Charlie Moylan:
- Would like the consideration for the inclusion of storage facilities / cages for trailers
4. The Edge Health and Fitness. Received via letter on the 29th October from the owners, Sally and Jason Alfieri:
- Concerned with the inclusion of a fitness centre within the complex due to the effect it may have on the local business
 - Supports the squash courts being integrated within the complex due to the upgrades that will be occurring at the Edge
5. Port Hedland Turf Club. Received via letter on the 30th October from the secretary Nigel Weston:
- Does not support the expenditure of \$28 million on the project
 - Does not believe the attendance figures are realistic and doesn't believe there is any substantiation of sporting bodies contributing to the projected usage
 - There is no confirmation from the various sporting bodies as to their acceptance of the proposal
 - Does not believe the Finucane Island Recreation Club site is the correct site, more on the Kevin Scott Oval area that can be utilised and is visual to all the community
 - More discussions are necessary to ensure this project is correct
 - Figures on the summary sheet are incorrect
6. Private community member, John Warburton. Received via email on the 1st November:
- Good floor plan
 - Hope the roof has at least an 18 degree pitch with no guttering and skylights
 - The squash club had increased, and therefore hopes that squash can be accommodated
 - Hopes that the complex receives funding and construction starts as soon as possible.

Consultation

The feasibility study was open for public comment for four (4) weeks, with staff indicating that they would be available to present to any committee/association should it be required. A hard copy of the draft feasibility study was available for perusal at the following locations:

- Town of Port Hedland website
- South Hedland Library
- Port Hedland Library
- Civic Centre

and was advertised via the following mediums:

- Newspaper advertisements
- Email alerts to all contacts
- Hard copy letters to all sporting associations

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

The following statements from the Town's Strategic Plan are relevant to this matter:

Key Result Area 3: Community Development

Goal 2 - Sports and Leisure

Strategy 1. Undertake a feasibility study for the development of a new multipurpose sports facility

Budget Implications

The adoption of this feasibility study will not commit Council to any additional funds, however it is envisaged that the architectural design of the centre will commence, of which funds have been allocated.

Officer's Comment

As resolved at the Ordinary Council Meeting in September 2007, the Feasibility Study into the Proposed Multi-Purpose Recreation Centre was advertised for public comment and feedback. It has also been presented to Council previously for feedback and comment.

Six written comments were received in the 4-week period, with the majority indicating their approval and ideas for suggestions and

improvements. Of the six received, one opposed the continuation of this project.

As discussions for the JD Hardie Centre Youth Precinct Plan are currently in motion, and the connection between the two projects is high, it is considered important to allow this project to continue by adopting this feasibility study.

Officer's Recommendation

That:

- i) Council notes the Draft Feasibility study into the Proposed Multi-Purpose Sports Complex;
- ii) Council undertakes a tender process to develop architectural designs and more details/accurate cost estimates of the multi-purpose recreation centre;
- iii) The Specifications of the architectural design process be undertaken by the Recreation Facilities Working Group; and
- iv) The Finucane Island Club be invited to have a representative on the Working Group.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

11.4 GOVERNANCE AND ADMINISTRATION**11.4.1 Corporate Services****11.4.1.1 *Financial Reports to Council for Period Ended 31 October 2007 (File Nos: FIN-008, FIN-014 and RAT-009)***

Officer Stephen Carstairs
Manager Finance

Date of Report 23 November 2007

Disclosure of Interest by Officer Nil

Summary

The objective of this item is to present a summary of the financial activities of the Town to 31 October 2007, and to compare this with that budgeted for the period. With regard to the Town's Utility Costs and Fuel Costs, a comparison is made with 2006/07.

Background

Presented (see attachments) in this report for the financial period ended 31 October 2007, are the:

- Statements of Financial Activity – see Schedules 2 to 14;
- Notes (1 to 10) to and forming part of the Statements of Financial Activity for the period ending 31 October 2007;
- Review of Transaction Activity.

Note: Interest Rates for investments are based on the best rate given by the National Australia Bank, BankWest, Commonwealth Bank of Australia and the Australian and New Zealand Bank.

2. *Utility Costs and Fuel Costs*

Presented in graph form (see attached), is the 2007/08 cumulative monthly water and power and fuel costs compared with 2006/07.

3. *Schedule of Accounts Paid*

The Schedule of Accounts paid (see attachment) under delegated authority as summarised below, and which is submitted to Council on 28 November 2007 for receipt, has been checked and is fully supported by vouchers and invoices which have been duly certified as to the receipt of goods and rendition of services, and verification of prices, computations and costings.

Voucher No's			Pages		Fund No	Fund Name	Description
From	To	Value	From	To			
CHQ17568	17568	\$0			1	Municipal Fund	Cancelled
17693	17795	\$260,478.58	1	26	1	Municipal Fund	
EFT19970	20316	\$2,913,491.56	26	143	1	Municipal Fund	
PAY 091007		\$214,807.93	144	144	1	Municipal Fund	
PAY 250907		\$199,167.97	144	144	1	Municipal Fund	
	Municipal Total	\$3,587,945.92					
3001373	3001380	\$10,240.00	144	146	3	Trust Fund	
	Trust Total	\$10,240.00			3	Trust Fund	
	TOTAL	\$3,598,185.92					

Consultation

Nil

Statutory Implications

Financial Statements

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

“34. *Financial activity statement report - s. 6.4*

- (1) *A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail:*
 - (a) *annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
 - (b) *budget estimates to the end of the month to which the statement relates;*
 - (c) *actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
 - (d) *material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
 - (e) *the net current assets at the end of the month to which the statement relates.*
- (2) *Each statement of financial activity is to be accompanied by documents containing:*
 - (a) *an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
 - (b) *an explanation of each of the material variances referred to in subregulation (1)(d); and*

- (c) *such other supporting information as is considered relevant by the local government.*
- (3) *The information in a statement of financial activity may be shown:*
 - (a) *according to nature and type classification;*
 - (b) *by program; or*
 - (c) *by business unit.*
- (4) *A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be:*
 - (a) *presented to the council:*
 - (i) *at the next ordinary meeting of the council following the end of the month to which the statement relates; or*
 - (ii) *if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting;*
and
 - (b) *recorded in the minutes of the meeting at which it is presented.*
- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.*

In this regulation:

“committed assets” means revenue unspent but set aside under the annual budget for a specific purpose;

“restricted assets” has the same meaning as in AAS 27.”

Section 6.12 of the Local Government Act 1995 (Power to defer, grant discounts, waive or write off debts) states:

- “(1) Subject to subsection (2) and any other written law, a local government may –*
 - (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money;*
 - (b) *waive or grant concessions in relation to any amount of money; or*
 - (c) *write off any amount of money, which is owed to the local government.*
- (2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.”*

Policy Implications

2/003 Financial Statements – Copies for Councillors

Apart from the financial reports presented to Council as required by way of legislation, the following reports will be presented to Council:

Monthly Bank Reconciliation of the Municipal,

Reserve and Trust Fund
+90 day outstanding Sundry Debtors Report
List of Accounts paid under Delegated Authority
Register of Investments
Rate Summary Trial Balance
Reserve Account Balances

Quarterly Quarterly Budget Review
Report on all Budgeted Grants of \$50,000 or more.

Irregular Financial reports will be presented to Council, as deemed necessary by the Director Corporate Services or the Manager Financial Services, or as requested by Council by resolution.

Strategic Planning Implications

Point one of Goal 2 (Natural Resources) in Key Results Area 5 (Environment) of the Strategic Plan 2007-2012, requires that the Town's energy and water use is monitored and reported to Council.

Budget Implications

At its 25 July 2007 Ordinary Meeting Council resolved to adopted item 11.4.1.2 2007/08 Budget Adoption, which included Recommendation 12 as follows:

“Recommendation 12

That Council adopts the following percentage or dollar value for determining and reporting material variances as follows:

- 1. 10% of the Function amended budget; or*
- 2. \$100,000 of the Function amended budget*

whichever is the lesser, for the following categories of revenue and expenditure:

- a. Operating Revenue*
- b. Operating Expenditure*
- c. Non Operating Revenue*
- d. Non Operating Expenditure”*

Officer's Comment

For the purpose of explaining Material Variance (Expense/Revenue Up or Down, and see attachment Schedule 2) a three-part approach was taken:

Period Variation

Relates specifically to the value of Variance between the Budget and Actual figures for the period of the report.

Primary Reason

Identifies the primary reasons for the period Variance. As the report is aimed at the higher-level analysis, minor contributing factors are not reported.

Budget Impact

Forecasts the likely \$ impact on the Amended Annual Budget position. It is important to note that figures in this part are 'indicative only' at the time of reporting, and that circumstances may subsequently change.

Attachments

- Page 1-3 of 12. Schedule 2 being a Statement of Financial Activity
- Pages 4 to 12. Notes 3 to 9, which form part of the Statements of Financial Activity. Also Note 10 – October 2007 Bank Reconciliations.
- Pages 1 to 47. Detailed Financial Activity by Program.
- October 2007 Accounts for Payment
- Comparison Between 2006/07:2007/08 Utility and Fuel Costs.

Officer's Recommendation

That:

- i) the:
 - . Statements of Financial Activity (represented by Schedules 2 to 14);
 - . Notes (1 to 10) to and forming part of the Statements of Financial Activity for the period ending 31 October 2007; and
 - . Review of Transaction Activity,
as attached and/or presented be received;
- ii) graphic representation of the Town's energy, water and fuel use as attached be received; and
- iii) the list of Accounts paid to during October 2007 under Delegated Authority, as presented and/or attached be received.

NOTE : SIMPLE MAJORITY VOTE REQUIRED

**11.4.1.2 Lease for the Port Hedland Youth and Family Centre
(File No.: -)**

Officer Matthew Scott
Director Corporate
Services

Date of Report 19 November 2007

Disclosure of Interest by Officer Nil

Summary

For Council to consider entering into a formal lease arrangement with the Port Hedland Youth and Family Centre on Part Reserve 34344 (Keesing Street) Port Hedland.

Background

The Port Hedland Youth and Family Centre (PHY&FC) has provided family and children oriented services to the residents of Port Hedland from the Keesing Street location for many years. This has been achieved without a formal lease agreement for their use of the Council owned building. Council records indicate several unsuccessful attempts of entering into a lease arrangement, however due to changes in PHY&FC committee members and Council Officers, this has never been finalised.

Given that Council has \$480,000 allocated in the 07/08 budget to upgrade the centre, it is therefore appropriate that Council enters into a formal lease agreement with the PHY&C.

Consultation Nil

Statutory Implications

Local Government Act 1995

"3.58. Disposing of property

(1) In this section

}dispose~ includes to sell, lease, or otherwise dispose of, whether absolutely or not;

}property~ includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to -

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.

- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property -*
- (a) *it gives local public notice of the proposed disposition -*
 - (i) *describing the property concerned;*
 - (ii) *giving details of the proposed disposition; and*
 - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
- and*
- (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include*
- (a) *the names of all other parties concerned;*
 - (b) *the consideration to be received by the local government for the disposition; and*
 - (c) *the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition.*

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

It is recommended that Council only charge a Notional Lease rental on the building to cover annual administration costs. Such a nominal amount would not have a significant impact on the Council overall budget position.

Officer's Comment

As discussed previously the PHY&FC has provided a high level of service to Port Hedland residents (especially located around Cooke Point) for many years. If these services weren't being provided then Council would need to provide them, utilizing ratepayer funds. Based on this, there seems no reason to try to extract a commercial return for the facility, for effectively a "not for profit" community organisation. In similar situations like the Royal Flying Doctors Service and the South Hedland Owners and Trainers Association, Council has only required a notional lease rental of a few hundred dollars to cover lease administration costs.

As leasing is a form of disposal under the Local Government Act, Council must either dispose of the property by way of:

1. Public tender; or
2. Public auction; or
3. Private treaty.

As it is in neither parties interest to tender or auction, obviously the private treaty process needs to followed. This will involve public advertising once a market valuation has been obtained, however it will effectively secure the facility for the PCY&FC.

Given the significant upgrades occurring at the centre, there has been discussion with committee members of potentially locating a Council officer (Pilbara Family Day Care Scheme) at the Centre during workdays. Opportunities to potentially relocate the Port Hedland Library to the site are also being considered. If one or both of these initiatives were to come to fruition, it would provide additional security and contact opportunities for the PHY&FC as the facility is currently not opened at all hours of the day. Should operational needs require the relocation of a Council officer (and associated services) and given the notional rental offered to the association, it seems reasonable it should be able to occur with no cost to Council.

Officer's Recommendation

That Council agrees to dispose of the property on part reserve 34334 by way of lease to the Port Hedland Youth and Family Centre Inc as per section 3.58 (3) (private treaty) with the following conditions:

- i) Annual Rental to be \$200.00 per annum; and
- ii) Initial term of 3 years, with 2 options to extend the lease by 3 years (Maximum term 9 years); and
- iii) No material change to the Council's standard facility lease conditions; and
- iv) Annum rental review equal to any increase in "Perth" CPI, as published by the Australian Bureau of Statistics; and
- v) Council may utilise part of the facility at no charge, provided there is not significant impact to the Port Hedland Youth and Family Centre operations.

NOTE : SIMPLE MAJORITY VOTE REQUIRED

**11.4.1.3 Amendment to Reserves and Foreshore Local Law
(File No.: -)**

Officer	Matthew Scott Director Corporate Services
Date of Report	23 November 2007
Disclosure of Interest by Officer	Nil

Summary

For Council to consider amending it's decision earlier this year to amend the modified penalties to prohibit vehicle use on Foreshores during Turtle breeding season.

Background

At the June Council meeting, Council resolved the following:

"200607/367 Council Decision

That Council:

- i) Commences a formal review of all it's Local Laws as per Section 3.16 of the Local Government Act 1995;*
- ii) Commences the process of amending Council's Reserve and Foreshore Local Law by replacing Clause 17 with the following, as per section 3.12 of the Local Government Act 1995:
"17. The modified penalty for any offence against this Local Law is \$100 during the period 1st May and 31 August of each year, and \$500 for a first offence, and \$1,000 for a subsequent offence during the period of 1st October of each year and 30 April of each subsequent year.";*

and
 - iii) Commences the process of adding Part 6, to Council's General Provisions Local Law, being, as per section 3.12 of the local government act 1995:
"Part 6 Native Tree Protection
6.1 That no *Owenia reticulata* (referred to as *Pundul* or *Desert Walnut*) Tree within the district will be removed, damaged or destroyed without written authorisation from Council
6.2 A person who commits an offence against this Local Law, with regard to Part 6, shall be liable on conviction, to a maximum penalty of \$1,000 and if*

the offence is of a continuing nature to a daily penalty not exceeding \$100.”

Subsequently during the advertising period to enact this amendment, Council has received advice from it's lawyers, McLeod's (letter attached) that the proposed amendment is in fact unlawful. In summarising McLeod's advice, Council should note the following:

- The issue of an infringement notice is an “offence” under the Local Government Act, therefore there could never be a subsequent offence as implied in the amendment; and
- The maximum modified penalty an Council can issue an infringement notice is 10% of the penalty of specific local law; and
- The current penalty under the Foreshore and Reserve Local Law is \$2,000.

These points relate to the miscellaneous provisions of the Local Government Act 1995 (part 9), and had not been considered in the earlier advice provided to Council.

This Information was discussed with Council at the November 2007 informal briefing, and the consensus of the members present was to have this item resubmitted to Council for consideration.

In order to amend Council's decision the initial decision must be rescinded and a new resolution made. Given that amendments to both the Reserves & Foreshores Local Law and the General Provision Local Law occurred in the same notice, the amendment to the General Provision Local Law will need to be advertised again.

Consultation

Initial advertising of the proposed amendment resulted in no public submissions being received. Of the various State Government departments and agencies notified of the proposed amendment there was be several letters support of Councils intention.

Statutory Implications

Policy Implications	Nil
Strategic Planning Implications	Nil
Budget Implications	Nil

Officer's Comment

The main sections of the Local Government Act 1995, referred to by McLeod, Sections 9.17(3) and 9.21(3) are found in the Miscellaneous Provisions (part 9) section of the act which deals with the content and effect of infringement notices. This area was not referred to in advice given to Council in June, as reference was only made to part 3, Functions of Local Government, of the Local Government Act, which deal with the making and amending local laws.

Though this is, in hindsight, an obvious omission in the report presented to Council, this omission has not been picked up by the Department of Local Government when they were notified of the proposed amendment.

To correct this error, Council will need to:

1. rescind the error in minute 200607/367 (requiring 3 members to indicate support the rescission motion), as follows:

"That Council: ...

- ii) *commences the process of amending Council's Reserve and Foreshore Local Law by replacing Clause 17 with the following, as per section 3.12 of the Local Government Act 1995:*

"17. The modified penalty for any offence against this Local Law is \$100 during the period 1st May and 31 August of each year, and \$500 for a first offence, and \$1,000 for a subsequent offence during the period of 1st October of each year and 30 April of each subsequent year."; ..."

and

2. consider a new amendment to the Foreshore and Reserves Local Law modify penalty to its maximum (currently \$200, being 10% of the \$2,000 penalty), as indicated by elected members at the informal briefing session, as follows:

Once this new amendment has been passed, the advertising process of changing a local law must begin again.

Officer's Recommendation

That Council:

- 1) recinds Council's Decision 200607/367, part ii) (reference to the Reserve and Foreshore Local Law) from its Ordinary Meeting held on 27 June 2007, as follows:

"ii) commences the process of amending Council's Reserve and Foreshore Local Law by replacing Clause 17 with the following, as per section 3.12 of the Local Government Act 1995:

"17. The modified penalty for any offence against this Local Law is \$100 during the period 1st May and 31 August of each year, and \$500 for a first offence, and \$1,000 for a subsequent offence during the period of 1st October of each year and 30 April of each subsequent year."; ..."

- 2) commences the process of amending Council's Reserve and Foreshore Local Law by replacing Clause 17 with the following, as per section 3.12 of the Local Government Act 1995:

"17. The modified penalty for any offence against this Local Law is \$100 during the period 1st May and 31 August of each year, and \$200 during the period of 1st October of each year and 30 April of each year."

NOTE: ABSOLUTE MAJORITY VOTE REQUIRED

11.4.1.4 ***Audit and Finance Committee Recommendations - Appointment of Chair and September Quarterley Budget Review (File No.: -)***

Officer	Matthew Scott Director Corporate Services
Date of Report	23 November 2007
Disclosure of Interest by Officer	Nil

Summary

For Council to consider the outcomes and recommendations of the Audit and Finance Committee Meeting held on 21 November 2007.

Background

The Audit and Finance Committee meet on the 21 November 2007 to consider the following items:

1. appointment of a presiding member (chair) of the Committee; and
2. the September Quarterly Budget Review resulting in a \$34,840 increase to Council's cash surplus.

As Council will note from the attached minutes, the Committee appointed Cr A A Carter to be the presiding member and resolved to recommend the proposed budget amendments to Council to adopt.

The Committee also resolved to remove the unsuccessful Pilbara Fund Grant and corresponding expenditure of \$1,450,000 from the budget to reflect informal advice received by Council just prior to the meeting.

The Projects affected by this decision are listed below

Project	Budget Cost	Pilbara Fund	Revised Budget
Footpath Construction (Port Hedland)	545,000	165,000	380,000
Footpath Construction (South Hedland)	420,000	105,000	315,000
Playground Development	345,000	80,000	265,000
Throssell Rd Streetscape	450,000	150,000	300,000
Park Improvement Program	2,000,000	500,000	1,500,000
Sports Facility Upgrade Program	300,000	100,000	200,000
PHY&FC Upgrades	480,000	160,000	320,000
McGregor St Oval Redevelopment	270,000	90,000	180,000
Boulevard Tree Planting Program	350,000	100,000	250,000
Total	5,160,000	1,450,000	3,710,000

As this has zero effect on the cash surplus (reduction in income = reduction in expenditure) there was net effect to the Committee's resolution.

Consultation Nil

Statutory Implications

Local Government Act 1995

“6.8. Expenditure from municipal fund not included in annual budget

(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure ³/₄

(a) is incurred in a financial year before the adoption of the annual budget by the local government;

(b) is authorised in advance by resolution; or*

(c) is authorised in advance by the mayor or president in an emergency.

** Absolute majority required.”*

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

Should Council accept the Committee's recommendation the Budgeted Cash Surplus will increase to \$34,840. These are unallocated funds that Council could utilise in the future.

Officer's Comment

Reasons for the budget amendments, except for the change due to the Pilbara Fund, recommended by the Audit & Finance Committee are detailed within the attached minutes.

Officers have been advised of the unsuccessful Pilbara Fund Grant, and all associated projects have been put on hold until alternative plans are finalised. Attempts will also be made to seek alternative funding sources so these projects can be completed in the future.

Officer’s Recommendation

That Council:

- i) Amends the annual budget to reflect the budget adjustment recommended by the Audit & Finance Committee minutes for the 21 November 2007, resulting in an increase in the cash Surplus of \$34,840; and
- ii) Amends the budget to reflect the reduction \$1,450,000 in Pilbara fund funding and reduce the following projects accordingly:

Project	Budget Cost	Pilbara Fund	Revised Budget
Footpath Construction (Port Hedland)	545,000	165,000	380,000
Footpath Construction (South Hedland)	420,000	105,000	315,000
Playground Development	345,000	80,000	265,000
Throssell Rd Streetscape	450,000	150,000	300,000
Park Improvement Program	2,000,000	500,000	1,500,000
Sports Facility Upgrade Program	300,000	100,000	200,000
PHY&FC Upgrades	480,000	160,000	320,000
McGregor St Oval Redevelopment	270,000	90,000	180,000
Boulevard Tree Planting Program	350,000	100,000	250,000
Total	5,160,000	1,450,000	3,710,000

NOTE: SIMPLE MAJORITY VOTE REQUIRED

11.4.2 Governance**11.4.2.1 *Establishment of Cycle Plan Development, Recreation Reserves Development Plan and Airport Advisory Working Groups (File No.: ADM-070)***

Officer Gaye Stephens
Executive Assistant

Date of Report 23 November 2007

Disclosure of Interest by Officer Nil

Summary

To establish Working Groups and nominate elected members to represent Council on those Groups.

Background

At its Ordinary Meeting held 31 October 2007, Council resolved to nominate representatives on its Audit and Finance Committee, a variety of Working Groups and external organisations. It was noted at that meeting that a report will be presented to Council's Ordinary Meeting to be held in November to consider the establishment of the following working groups:

- Airport Working Group
- Aboriginal Advisory Working Group
- Cycleway Development Group

Consultation

Chief Executive Officer
Manager Recreation Services
Director Engineering Services
Airport Manager

Statutory Implications

There is no requirement for Local Government to establish and/or operate committees of Council other than its Audit and Finance Committee.

Policy Implications Nil

Strategic Planning Implications

KRA 1 Infrastructure, Goal 3 Airport - Strategy 2 Develop a comprehensive Master Plan for the development of the Port Hedland International Airport as the precursor to determining long-term development and management alternatives for the facility.

Budget Implications

Operating committees under the requirements of the Local Government Act tends to be more time consuming and expensive for Councils to run due to the strict record keeping and administrative procedures that need to operate. The administration of these procedures is more labour intensive than less formal arrangements.

Officer's Comment*Working Groups*

A Working Group is not a formal Committee established under section 5.8 of the Local Government Act. A working group is to meet as and when required, and membership is to vary dependent on the issues to be addressed. The Officer responsible for the working group will report any outcomes and/or recommendations from working group meetings direct to Council via an Officer's Report.

While not specifically referred to in the Local Government Act, the operation of working groups, advisory groups and other similar structures is commonplace in Local Government authorities. These structures are used to allow input into discussions and debate regarding community issues in a less formal setting.

Projects Requiring Working Groups:

It is recommended the following Working Groups be established to address the needs of Council's Recreation Services current projects as follows:

1. Recreation Reserve Redevelopment Master Plan**Project Brief**

- Undertake consultation with employees of the Town of Port Hedland including Engineering, Planning and Building staff, along with community members and relevant groups and associations to determine needs and desires at both locations
- Refer to previous consultation and planning work undertaken including the Land Use Master Plan, the Recreation Facilities Audit and the Draft Public Open Space Policy (attachment 3) when considering future concept plans for the reserves
- Develop concept plans and recommendations for the process of the redevelopment of McGregor Street Sporting Reserve and Colin Matheson Oval, including preliminary designs and layout

- Develop recommendations for the conservation of the playing surfaces, and recommended upgrades to the existing reticulation
- Detail rationale and justification for the recommendations and concept plans
- Investigate all possible inclusions at each reserve to ensure future growth and expansion is covered, and all necessary and required facilities are included.
- Identify a hierarchy of development projects for the facilities. (i.e. what should be done 1st, 2nd, 3rd, etc.)
- Provide preliminary (schematic) design and cost estimates for all components of work that have been recommended.

Project Outcomes

- A consolidated, costed concept plan for McGregor Street Sporting Reserve and Colin Matheson Oval, including estimated timeframes for deliverables
- A report recommending the process of redevelopment, including justification of all recommendations, for both reserves
- A report detailing the individual components of each reserve, including the provision of specific sporting facilities including clubrooms, change rooms and toilet facilities, and any specialised facilities, including turf club amenities, potential child-care facilities etc.
- A report detailing the location of each facility, to maximise efficiency, use and aesthetics.

Recommendation: Develop a Working Group with the following terms of reference:

- To oversee and make recommendations on the direction of the Recreation Reserve Redevelopment; and,
- To make recommendations to Council on the report

2. Town Cycle Plan

Project Brief

- Make recommendations on the proposed location of cycle-paths in both Port and South Hedland, making use of current and future footpath planning, and parks upgrades.
- Make recommendations on linking existing pathways within Port and South Hedland to create loops and links for cyclists/pedestrians.
- Make recommendations on the location of new cycle-ways, or ways to expand existing ones.
- Make recommendations on the design and location of a potential cycle-way between Port and South Hedland, and detail a planned approach to achieving this.

- Make recommendations on how to utilise current roadways to create circuits and loops to encourage safe road cycling.

Project Outcomes

- A consolidated, costed, five-year recommendation on the future provision, and alteration to existing footpaths, of cycle-ways and footpaths in Port and South Hedland.
- A report recommending locations of signposted cycle-ways for pedestrians and recreational cyclists within Port and South Hedland that link parks and other recreational reserves/areas of interest in a circuit fashion.
- A report recommending the process, legalities, location and design of a cycle-way between Port and South Hedland.
- A report detailing circuit potentials in Port and South Hedland for road cyclists.

Recommendation: Develop a Working Group with the following terms of reference:

- To oversee and make recommendations on the direction of the Town Cycle Plan and the future of cycling in Hedland; and,
- To make recommendations to Council on the report

Council Requirement for Airport Working Group

On a number of previous occasions an Airport Economic Tourism and Development Committee have been formed. Council formally disbanded the last Committee at its Ordinary Meeting held in April 2006.

The development at the airport is increasing and it is appropriate that an internal Airport Working Group be formed to review operations and strategically focus the airport within the developing Town structure.

The airport is a critical part of the Town of Port Hedland's infrastructure and is a very important Council asset. Accordingly given the development that the Town has, is and will be experiencing over the coming years it is vital that the airport be strategically positioned.

Part of this is reviewing the current infrastructure and their effectiveness and to investigate what the town and the region require from the airport in the future.

Currently the Airport Management team is developing a master/strategic development plan for the airport. The Airport Working Group's would assist and provide input into the plan.

An Airport Working Group would be privy to a number of confidential and security sensitive documents and information. Accordingly it is recommended that the membership of a working group be restricted to Councilors and staff members. Input from external stakeholders would be sourced as and when required.

Officer's Recommendation

That Council establishes the following Working Groups and nominate elected member representation as follows:

i) Cycle Plan Development Working Group

Aim/Purpose

To:

- a) oversee and make recommendations on the direction of the Town Cycle Plan and the future of cycling in Hedland; and
- b) make recommendations to Council on the Cycle Plan Development report.

Tenure

The tenure of the Cycle Plan Development Working Group be until the plan has been developed or 28 March 2008 (whichever comes first).

Membership

Cr _____
Cr _____
Cr _____
Director Engineering Services
Manager Recreation Service

Delegation

Nil.

ii) Recreation Reserve Development Plan Working Group

Aim/Purpose

To:

- a) oversee and make recommendations on the direction of the Recreation Reserve Redevelopment; and
- b) make recommendations to Council on the Recreation Reserve Redevelopment report.

Tenure

The tenure of the Recreation Reserve Development Plan Working Group be until the plan has been developed or 28 March 2008 (whichever comes first).

Membership

Cr _____
Cr _____

Cr _____
Director Engineering Services
Manager Recreation Service

Delegation
Nil.

iii) Airport Working Group

Aim/Purpose
To:

- a) discuss what existing facilities the Town of Port Hedland have at the airport and their current effectiveness both from a stakeholder and operational viewpoint; and
- b) oversee and make recommendations on the development of a Masterplan for the Port Hedland International Airport.

Tenure
The tenure of the Airport Working group be until the plan has been developed or 28 March 2008 (whichever comes first).

Membership
Cr _____
Cr _____
Cr _____
Director Engineering Services
Airport Manager

Delegation
Nil.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

11.4.2.2 *Financial Assistance Agreement for the Architectural Design and Construction of a Turtle Interpretative Boardwalk – Government of Western Australia (through Pilbara Development Commission (File No.: 08/02/0009)*

Officer Gaye Stephens
Executive Assistant

Date of Report 23 November 2007

Disclosure of Interest by Officer Nil

Summary

To progress receipt of Government of Western Australia, through the Pilbara Development Commission for the architectural design and construction of a Turtle Interpretative Boardwalk in Port Hedland.

Background

In correspondence received 30 October 2007, the Pilbara Development Commission (PDC) has advised the Government of Western Australia will contribute an amount of \$1,000,000 (exclusive of GST), plus \$100,000 (GST) totalling \$1,100,000 to the architectural design and construction of a Turtle Interpretative Boardwalk in Port Hedland as follows:

- \$200,000 contribution towards Stage 1 of the Turtle Interpretive Centre Project, which includes the design, specification and survey costs of the Turtle Boardwalk as well as the footpath section of the Turtle Boardwalk facility from the Civic Centre to Lukis Street along the ocean front in Port Hedland; and
- \$800,000 contribution towards the construction of the Turtle Boardwalk facility which includes appropriate interpretative signage.

Officer's Comment

To progress the administration of the Turtle Interpretative Boardwalk, including the release of funding to Council of \$1,100,000 (exclusive of GST) plus \$100,000 (GST) totalling \$1,100,000 the PDC requires Council meet the following conditions:

- provide the PDC with a signed copy of the 'Financial Assistance Agreement' (FAA);
- provide the PDC with the following Invoices:

- Instalment 1: Invoice for \$220,000 (including GST) within 21 days of signing the FAA, subject to the Town confirming with the PDC that the Town has secured the necessary funding for the completion of the project;
- Instalment 2: Invoice for the amount of \$440,000 (including GST) payable from 1 March 2008, following written indication from the Town that the initial funds of \$200,000 have been expended in accordance with the conditions outlined in the FAA; and
- Instalment 3: Invoice for the amount of \$440,000 (including GST) payable from 1 March 2008, following written indication from the Town that the initial funds of \$200,000 have been expended in accordance with the conditions outlined in the FAA;
- agree to comply with the Environmental Protection Act, Aboriginal Heritage Act and any other relevant acts, regulations and local laws and, obtains relevant approvals prior to construction;
- all designs and specifications to be supported by the PDC;
- complying with the Building WA Capital Works Project Signage Style Guide; and
- completion of the project by December 2008, unless a suitable extension can be negotiated.

The Financial Assistance Agreement (FAA) requires the Town of Port Hedland Common Seal to be affixed and to be signed by the Mayor and Chief Executive Officer.

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

The Town's current Strategic Plan includes various statements that is relevant to this matter:

Budget Implications

Income of \$1,100,000 (including GST) for the Turtle Interpretative Boardwalk Project.

Officer's Recommendation

That Council:

- i) approval be granted for the Mayor and Chief Executive Officer to sign and duly affix the Town of Port Hedland Common Seal to the Pilbara Development Commission's Financial Assistance Agreement (FAA) for financial contribution of \$1,100,000 (including GST) for the Turtle Interpretative Boardwalk Project; and

- ii) raises the following Tax Invoices:
 - a) Instalment 1: Invoice for \$220,000 (including GST) within 21 days of signing the FAA, subject to the Town confirming with the PDC that the Town has secured the necessary funding for the completion of the project;
 - b) Instalment 2: Invoice for the amount of \$440,000 (including GST) payable from 1 March 2008, following written indication from the Town that the initial funds of \$200,000 have been expended in accordance with the conditions outlined in the FAA; and
 - c) Instalment 3: Invoice for the amount of \$440,000 (including GST) payable from 1 March 2008, following written indication from the Town that the initial funds of \$200,000 have been expended in accordance with the conditions outlined in the FAA.

NOTE: SIMPLE MAJORITY VOTE REQUIRED

ITEM 12 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL

Nil.

ITEM 13 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN**13.1 *Councillor Grant Bussell – Request for Report on Proposed Strategy/Strategies to Address the Issue of Broken Glass in South Hedland***

Moved: Cr Bussell

That staff prepare a report for Council proposing a strategy or strategies to address the issue of broken glass in South Hedland and specifically addressing mechanisms to place a deposit on single serve glass alcohol containers (stubbies, whether or not they are sold singly or in multiple packs), including voluntary mechanisms (through the Accord process) or mandatory mechanisms (through a local law).

Officer's Comment

Council representatives met with the Director of Liquor Licensing on 8 November 2007, as part of the Director's review of liquor restrictions in the Town of Port Hedland, and a presentation was made by Chief Executive Officer to elected members at the informal briefing session for Council on Wednesday 21 November 2007. A report of the matter of litter and/or liquor restrictions will be presented to Council at its Ordinary Meeting to be held on 12 December 2007.

ITEM 14 CONFIDENTIAL ITEMS**ITEM 15 APPLICATIONS FOR LEAVE OF ABSENCE****ITEM 16 CLOSURE****16.1 Date of Next Meeting**

The next Ordinary Meeting of Council will be held on Wednesday 12 December 2007, commencing at 5.30 pm.

16.2 Closure

There being no further business, the Chairman declared the meeting closed at ____ pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Council at its Ordinary Meeting of 12 December 2007.

CONFIRMATION:

MAYOR

DATE