



Town of Port Hedland

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

HELD ON

WEDNESDAY 28 MAY 2008

AT 5.37 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 Deputy Mayor declared the meeting open at 5:37 pm and acknowledged the traditional owners, the Kariyarra people.

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

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

(from 6:45 pm)

Mr Chris Adams	Chief Executive Officer
Mr Matthew Scott	Directory Corporate Services
Mr Terry Dodds	Director Engineering Services
Mr Terry Sargent	Director Regulatory and Community Services
Ms Gaye Stephens	Executive Assistant

Members of Public 8

Members of the Media Nil

2.2 Apologies

Mayor S R Martin

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 23 April 2008**

Nil.

3.2 Questions from Elected Members at Ordinary Council Meeting held Wednesday 23 April 2008

Nil.

ITEM 4 PUBLIC TIME**4.1 Public Questions**

5:38 pm Mayor opened Public Question Time

4.1.1 Mr Chris Whalley

Due to the new fuel station now open at the Boulevard Shopping Centre, does Council have any plans for extending the existing parking lot, [in particular] extending the parking spaces on the vacant plot of land which is adjacent to the Anderson Street Driveway into the Shopping Centre?

Chief Executive Officer advised he is unaware of any proposal for the car park to be extended. The planning application for the petrol station was approved without the need for additional parking being required.

4.1.2 Mr Ian Halliburton

Is the Department of Housing and Works required to apply to Council for building licence?

Director Regulatory and Community Services advised that the Department of Housing and Works is obliged to apply to Council for building licenses for residential constructions.

Does Council have records of those applications?

Director Regulatory and Community Services advised that Council does have records of most of the residential constructions by the Department of Housing and Works, but cannot guarantee there would records of their older buildings.

5:40 pm Mayor closed Public Question Time

4.2 Public Statements

5:40 pm Mayor opened Public Statement Time

Nil.

5:50 pm Mayor closed Public Statement Time

NOTE: A Public Statement was made by Mr Mark Vrancic and Ms Lisa Jones in relation to Agenda Item 11.2.2.2 'Proposed Warehouse Addition to Lot 105 (65) Redbank Road, Redbank' at the end of Item 5 Questions From Members Without Notice.

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE**5.1 Councillor Grant D Bussell**

In relation to Council seeking protection of Pundul trees, has Council received a response?

Director Corporate Services advised that Council has sought to create a local law in relation to the protection of Pundul Trees. As part of the process to develop a local law, Council has written to various parties. One of those include the Department of Environment and Conservation, who have advised that such a local law would be invalid to crown or private land as there is other legislation that protect vegetation and mandate clearing of vegetation.

Could Councillors please have a copy of the correspondence relating to this matter?

Director Corporate Services confirmed yes.

In relation to Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to Lot 46 (46) Finucane Island', is BHP Billiton required to apply for a building license, or does are they absolvent from having to do so under their State Agreement Act?

Director Regulatory and Community Services confirmed that BHP Billiton is not required to apply for a building license for construction on land exempted by their State Agreement Act.

Chief Executive Officer advised the legal presentation provided to Council in August 2007 confirmed this advice.

Can Council seek legal advice on this matter again?

Chief Executive Officer confirmed yes. He added that submissions of Planning and/or Building applications from BHP Billiton were made voluntarily by BHP Billiton, for construction on land covered by a State Agreement.

5.2 Councillor Kelly A Howlett

In reference to a rumour that ESS in Wedgefield are planning to expand on the adjoining block to their current premises, has Council received any correspondence relating to this matter from either ESS or Hedland First National Real Estate?

Chief Executive Officer advised no.

Director Regulatory and Community Services advised no.

If any correspondence is received relating to this matter, could Council be advised?

Chief Executive Officer advised that if a development application was received the matter would be prepared for Council to consider.

5.3 Councillor George J Daccache

The Rovers Football Club needs 20 bins, but is required to pay for any more than eight (8), can the reason why be explained?

Chief Executive Officer advised that Council has previously adopted a bin policy, but staff can prepare a report for Council to review.

5.4 Councillor Steve J Coates

In relation to the impoundment of dogs have there been issues of dogs being released from the pound illegally? Have these released dogs been dogs that owners have found in the pound and illegally released, or have the dogs been released on mass? Does Council have sufficient Ranger Services staff?

Director Regulatory and Community Services advised a large number were released last month illegally. The break in and entering incident was reported to WA Police, who are investigating the matter.

Director Regulatory and Community Services advised he is only aware of this one incident.

In relation to Ranger Services resources, a request for an additional trainee has been included in the 2008/09 budget for Council's consideration.

Can the Port Hedland Scout Group be assured that they would be relocated to an equal standard, or better facility, in the event of them being required to move location to enable redevelopment?

Chief Executive Officer confirmed yes. Council staff has been liaising with existing groups who may be affected by redevelopment in the Town Oval vicinity, including Port Hedland Scout Group.

Can Council's staff review some decisions relating to its operations at the JD Hardie Centre, particularly the suitability and availability of space for the growing Taekwondo classes?

Chief Executive Officer advised the matter will be reviewed and will advise of options available.

5.5 Councillor Jan E Ford

Can members of the public Mr Mark Vrancic and Ms Lisa Jones make a Public Statement relating to an item on tonight’s agenda which is seeking planning approval for construction of a shed which is outside the size restraints of the Residential R Codes for the appropriate zoning?

Deputy Mayor confirmed yes.

4.2 Public Statements

5:54 pm Mayor opened Public Statement Time

4.2.1 Mr Mark Vrancic and Ms Lisa Jones

Mr Mark Vrancic and Ms Lisa Jones made a public statement in relation to their property and Agenda Item 11.2.2.2 ‘Proposed Warehouse Addition to Lot 105 (65) Redbank Road, Redbank.

5:55 pm Mayor closed Public Statement Time

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 A A Carter	Cr J E Ford
Cr G D Bussell	Cr J M Gillingham
Cr S J Coates	Cr K A Howlett
Cr G J Daccache	

NOTE:

- 1. Councillor G J Daccache advised he not read the Business Paper word for word.*
- 2. All Councillors declared to have given due consideration to all matters contained in the Business Paper, excepting the Late Items.*

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**7.1 Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 23 April 2008****Officer's Recommendation**

That the Minutes of the Ordinary Meeting of Council held on Wednesday 23 April 2008 be confirmed as a true and correct record of proceedings.

200708/162 Council Decision

Moved: Cr G D Bussell

Seconded: Cr J E Ford

That the Minutes of the Ordinary Meeting of Council held on Wednesday 23 April 2008 be laid on the table for future consideration.

CARRIED 7/0

REASON: Councillors received the Minutes late (on 28 May 2008), and did not have adequate time to read them.

ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION

Nil.

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

Councillor Gillingham thanked the Director Engineering Services and staff for repairing damaged footpaths in the Cooke Point area.

9.2 Councillor Grant D Bussell

Councillor Bussell tabled a copy of a petition relating to the South Hedland Town Centre Development Plan Agenda Item on tonight's agenda, and explained that it requests Council, LandCorp, and the Minister for Planning and Infrastructure, to ensure that the footpath between Daylesford Street, and the South Hedland Town Centre is kept as the most direct route from Koombana to the Town Centre; instead of being re-routed around the swimming pool to make way for commercial development.

9.3 Councillor Kelly A Howlett

Councillor Howlett advised that Councillor Daccache is the Team Captain for this year's Street Blitz cleanup that was drawn today. The Council team has been assigned to Eucla Court.

9.4 Councillor Steve J Coates

Councillor Coates advised that Councillors Howlett and he were in attendance at the South Hedland Library on Saturday morning as part of National Library Week activities.

**ITEM 10 PETITIONS/DEPUTATIONS/PRESENTATIONS/
SUBMISSIONS****10.1 Petition relating to South Hedland Town Centre
Development Plan**

200708/163 Council Decision

Moved: Cr G D Bussell

Seconded: Cr S J Coates

That Council:

- i) receives the tabled petition signed by 97 residents as follows:

“We, the people of Port Hedland, petition the Town Council, Landcorp, and the Minister for Planning and Infrastructure, to ensure that the footpath between Daylesford St, and the South Hedland Town Centre is kept as the most direct route from Koombana to the Towncentre, and not rerouted around the swimming pool to make way for commercial development.”; and

- ii) gives regards to the petition when it considers late Agenda Item 12.1.2 'Proposed Final Adoption of the South Hedland Town Centre Development Plan' in tonight's Agenda.

CARRIED 7/0

10.2 Keep Australia Beautiful

Councillor Kelly Howlett invited Kate MaCrae from Keep Australia Beautiful (WA) to present to Council.

Keep Australia Beautiful provides leadership in the field of litter prevention and reduction by helping to change the attitudes and behaviours of the community, and administers WA's Litter Act 1979.

It also oversees a number of programs related to community education, enforcement, encouraging and rewarding sustainable behaviour change, as well as strategic policy. Kate provided an overview of process becoming registered to report incidents of littering online. She has also been working with local schools this week throughout the Town.

ITEM 11 REPORTS OF OFFICERS**11.1 Governance**

Nil.

11.2 REGULATORY AND COMMUNITY SERVICES
11.2.1 Director Regulatory and Community Services
11.2.1.1 *Monthly Report – Community & Regulatory Services (File No.: 13/04/0001)*

Officer Nellie Mackay
 Executive Assistant
 Community & Regulatory
 Services

Date of Report 8 May 2008

Disclosure of Interest by Officer Nil

Summary

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

Background

Community & Regulatory Services Monthly report to Council.

Consultation Nil

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications Nil

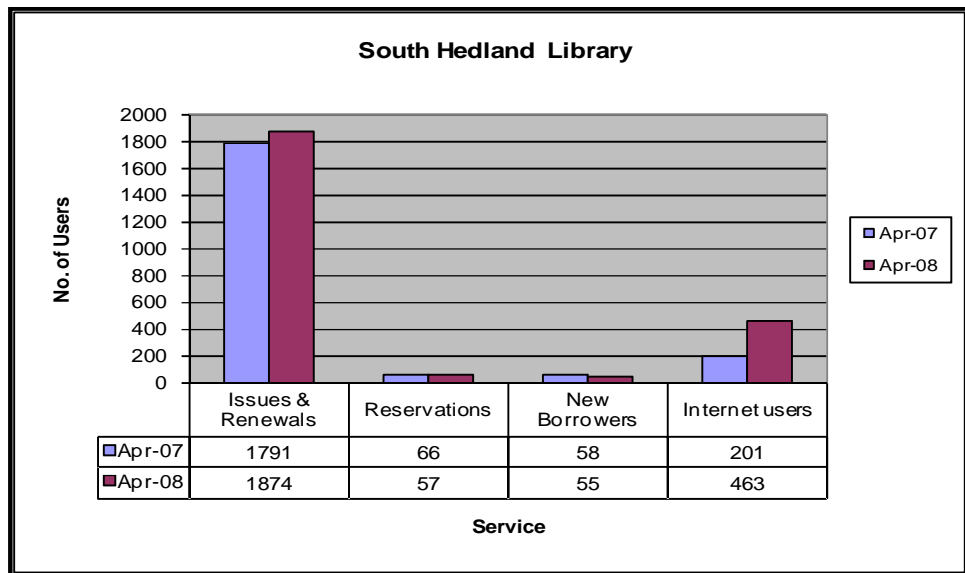
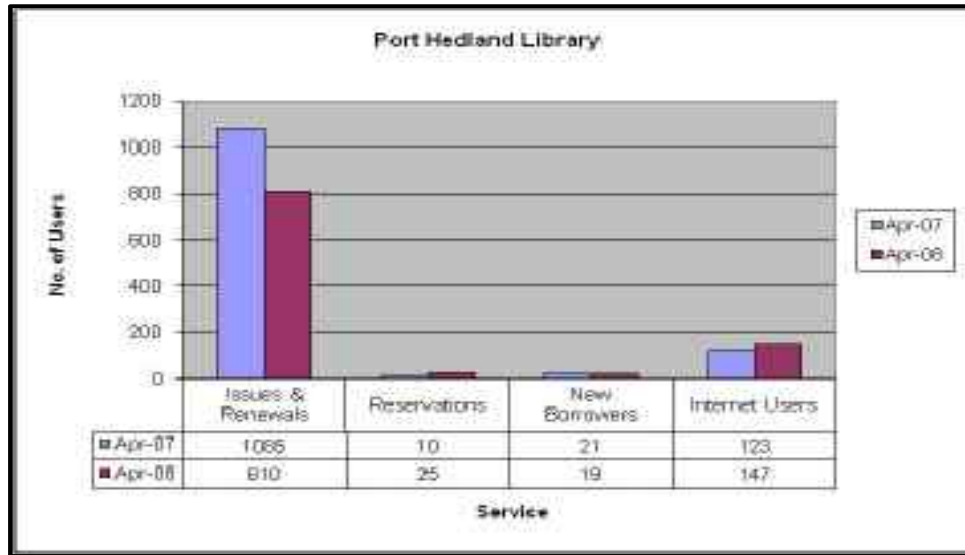
Budget Implications Nil

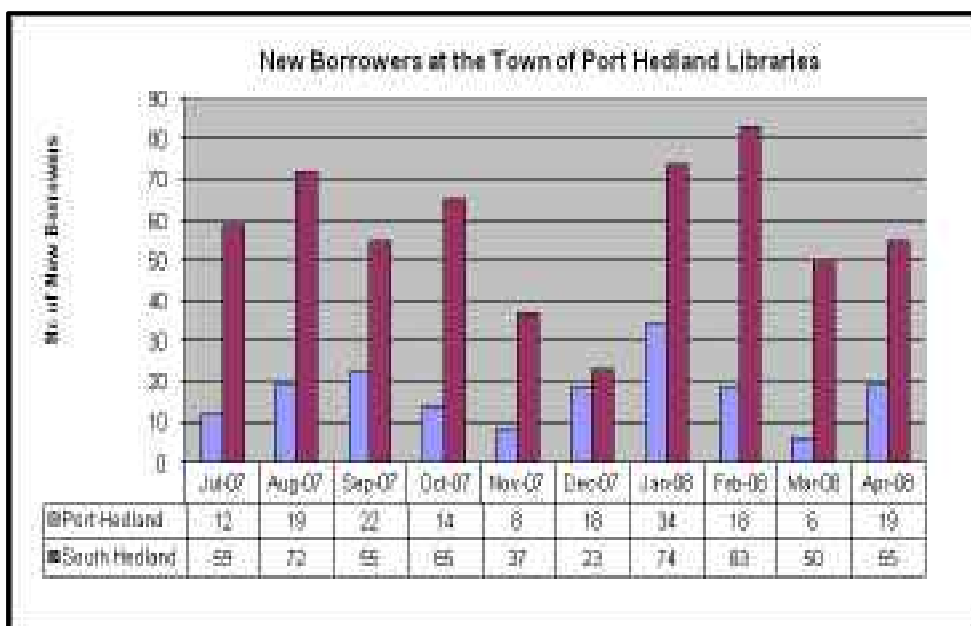
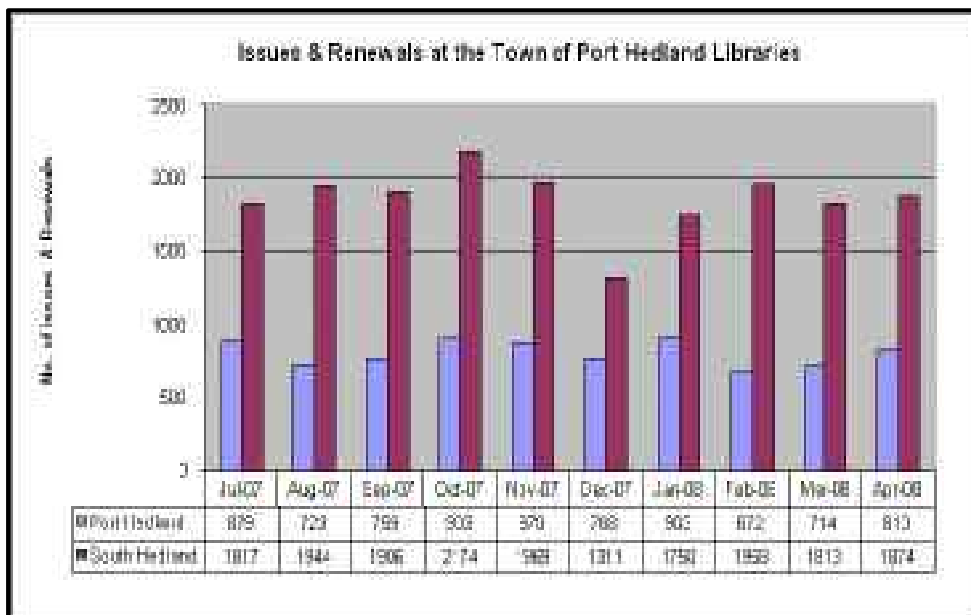
Officer’s Comment Nil

Library and Information Services

Port Hedland Library	Jul-07	Aug-07	Sep-07	Oct-07	Nov-07	Dec-07	Jan-08	Feb-08	Mar-08	Apr-08
Issues & Renewals	747	723	759	903	870	768	903	672	714	810
Reservations	21	19	14	17	12	14	7	21	33	25
New Borrowers	12	19	22	14	8	18	34	18	6	19
Internet Users	119	133	105	135	176	111	143	142	115	147

South Hedland Library	Jul-07	Aug-07	Sep-07	Oct-07	Nov-07	Dec-07	Jan-08	Feb-08	Mar-08	Apr-08
Issues & Renewals	2054	1944	1906	2174	1969	1311	1750	1958	1813	1874
Reservations	76	77	90	115	60	54	51	66	50	57
New Borrowers	59	72	55	65	37	23	74	83	50	55
Internet Users	363	416	349	445	415	297	398	491	421	463



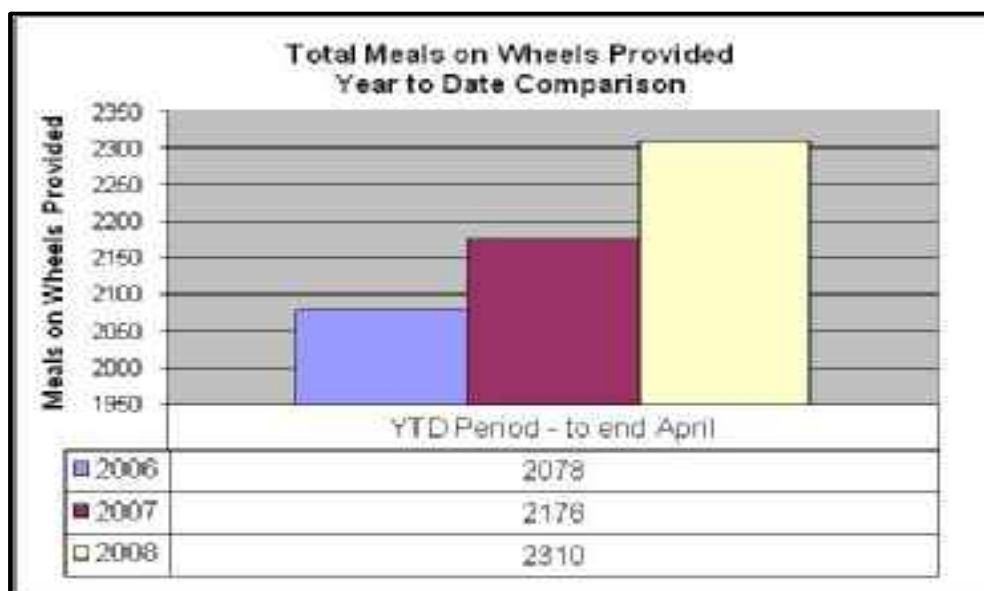
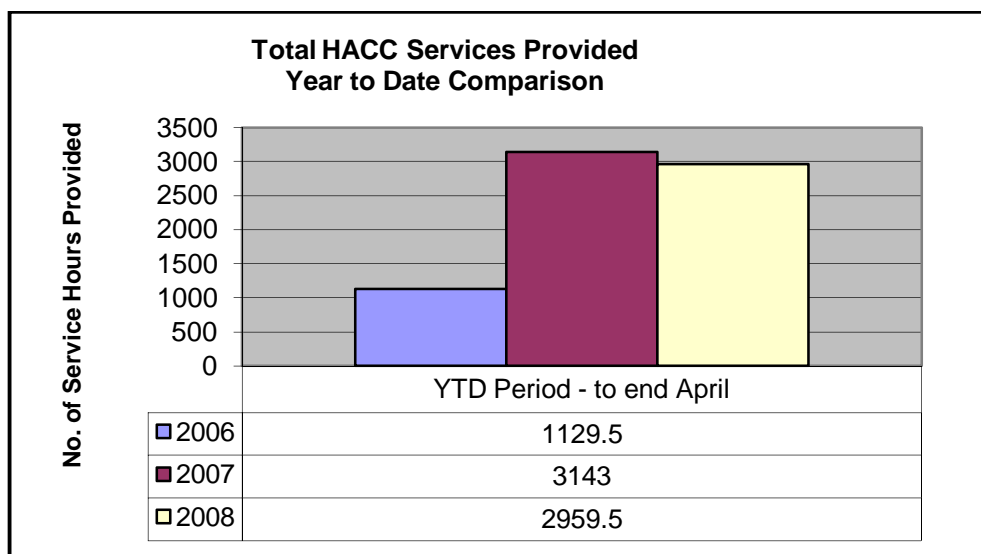


School holiday activities were held at both libraries during April. The theme was *Let the Games Begin* and participants created games from recycled egg cartons. All 80 participants were delighted with the result and took away two games *Penny Toss* and *Gone Fishin'* to play at home.

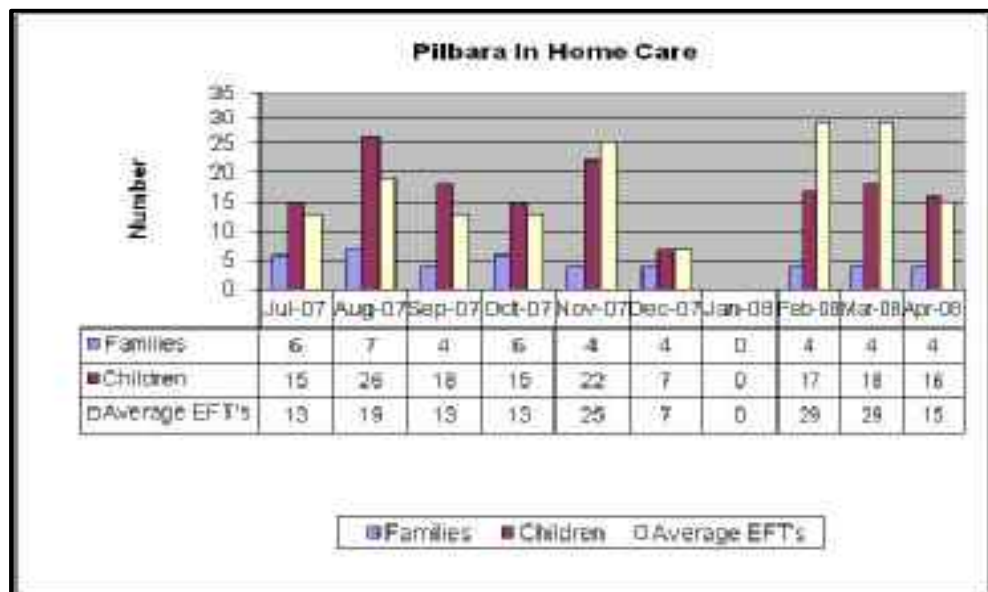
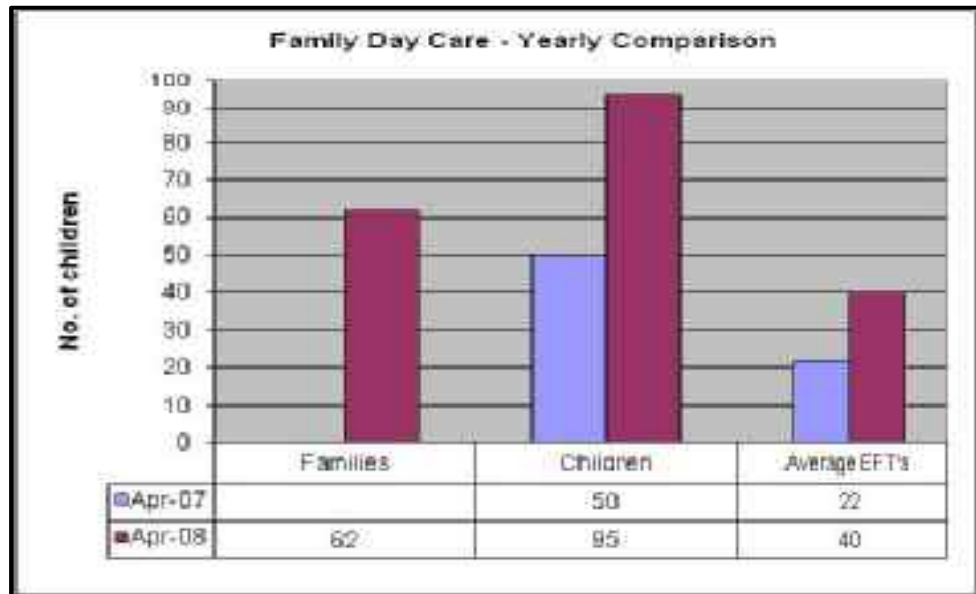
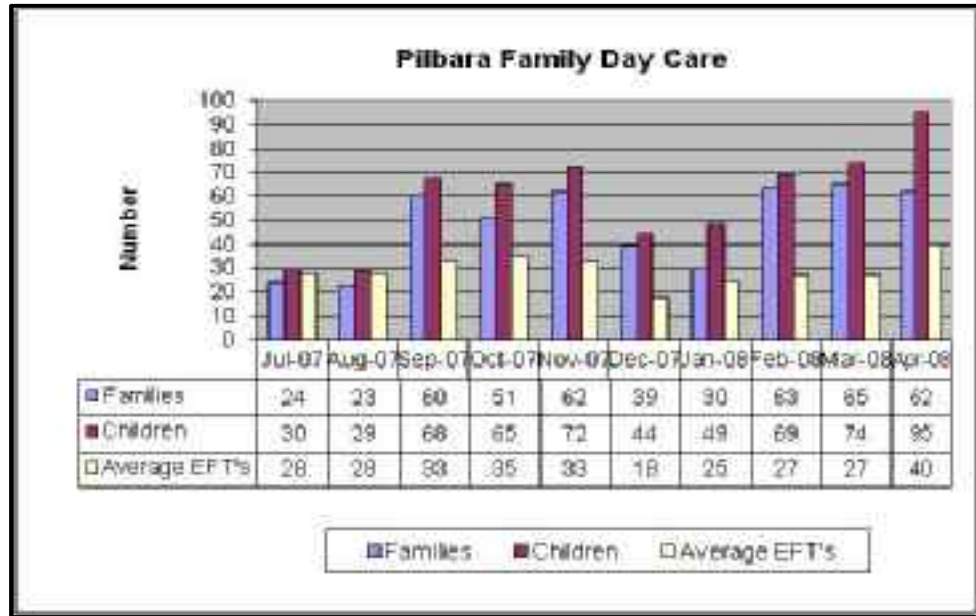
Human Services

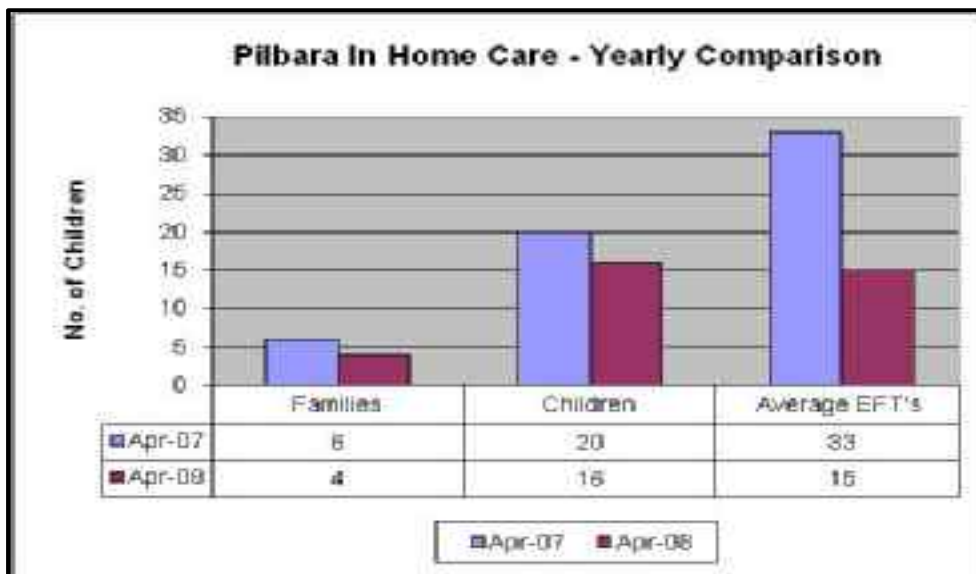
HACC Programme

HACC Service Hours for April 2008	
Meals on Wheels	598
Day Centre Attendance (Hours)	583
Day Centre Meals	96
Domestic Assistance (hours)	54
Personal Care (hours)	28
Social Support (hours)	12
Transport (one way)	179
Home Maintenance (hours)	21.5
Total HACC service provided (hours)	698.5
Total HACC service provided (hours) YTD	3
Assessment	3
Accidents/Incidents	0

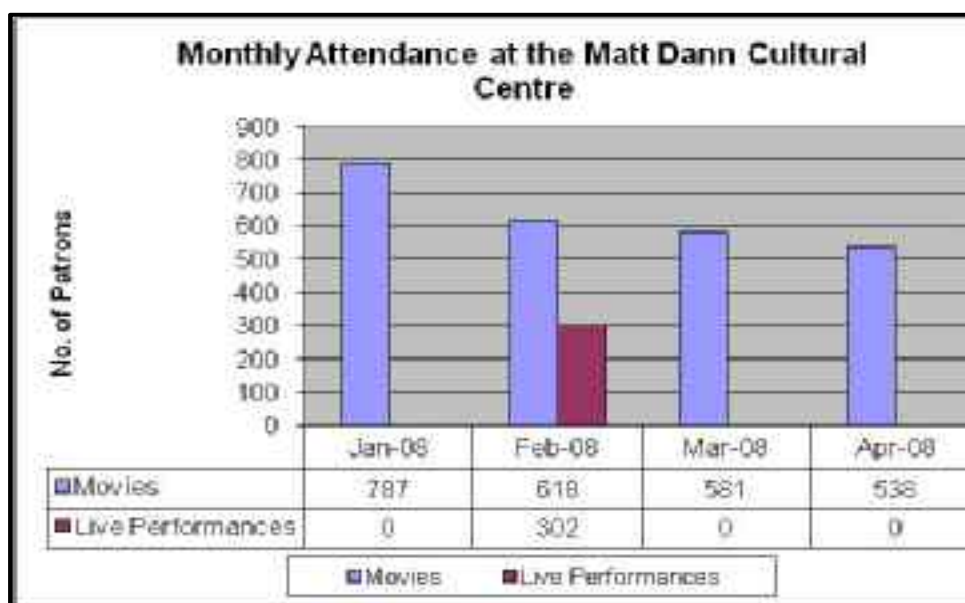
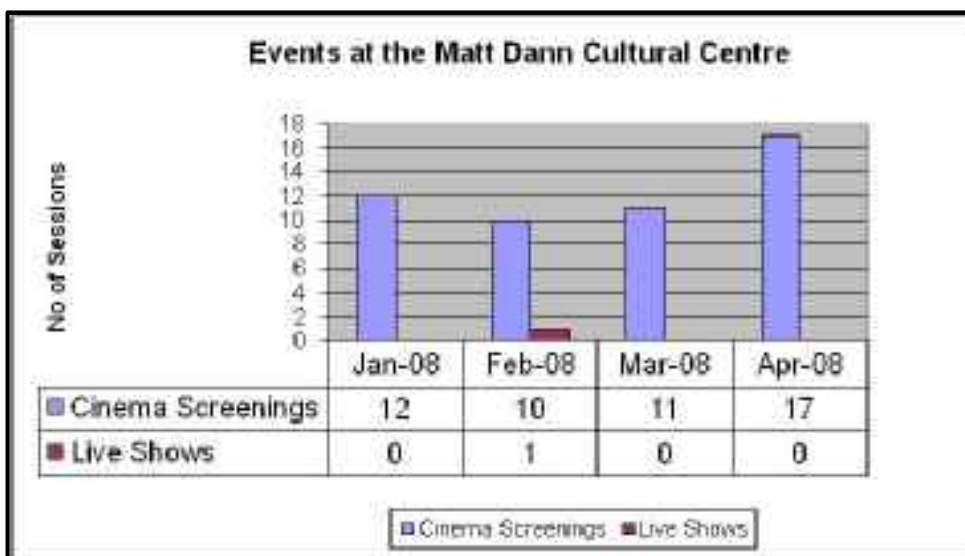


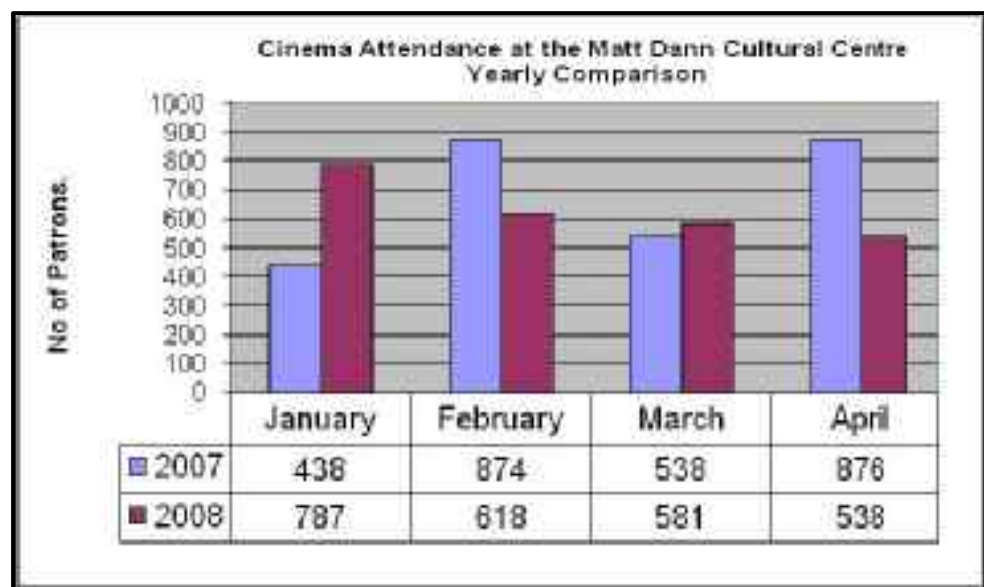
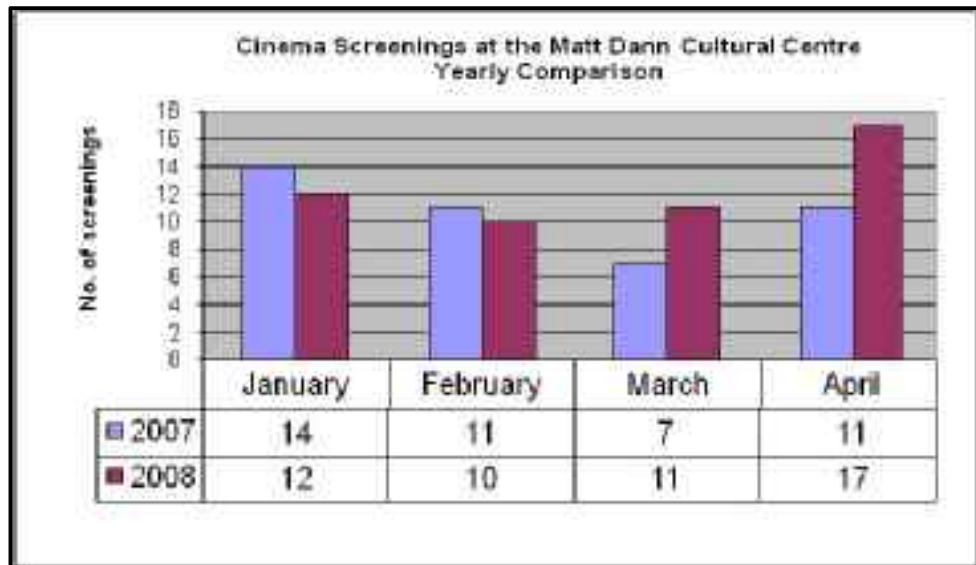
Pilbara Family Day Care



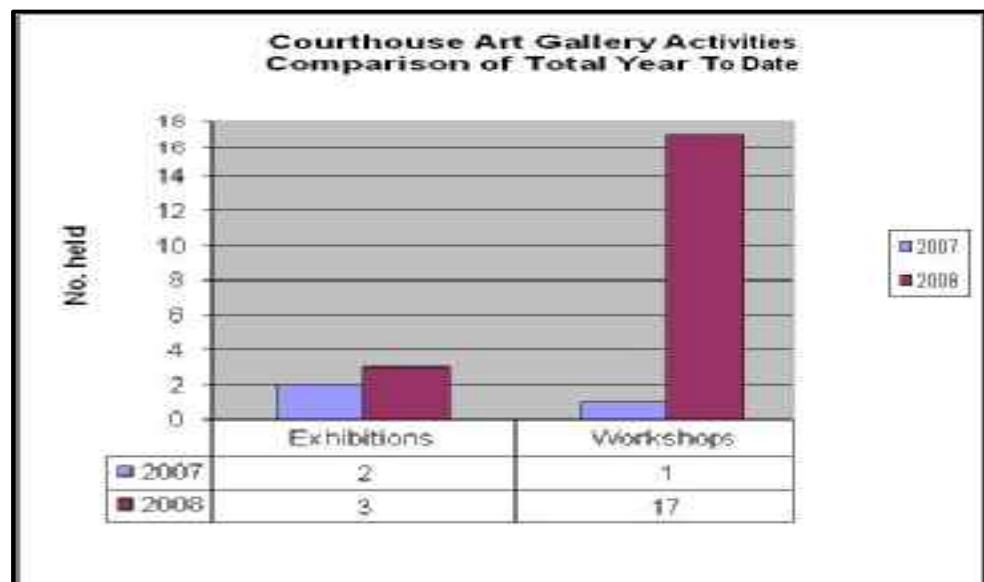


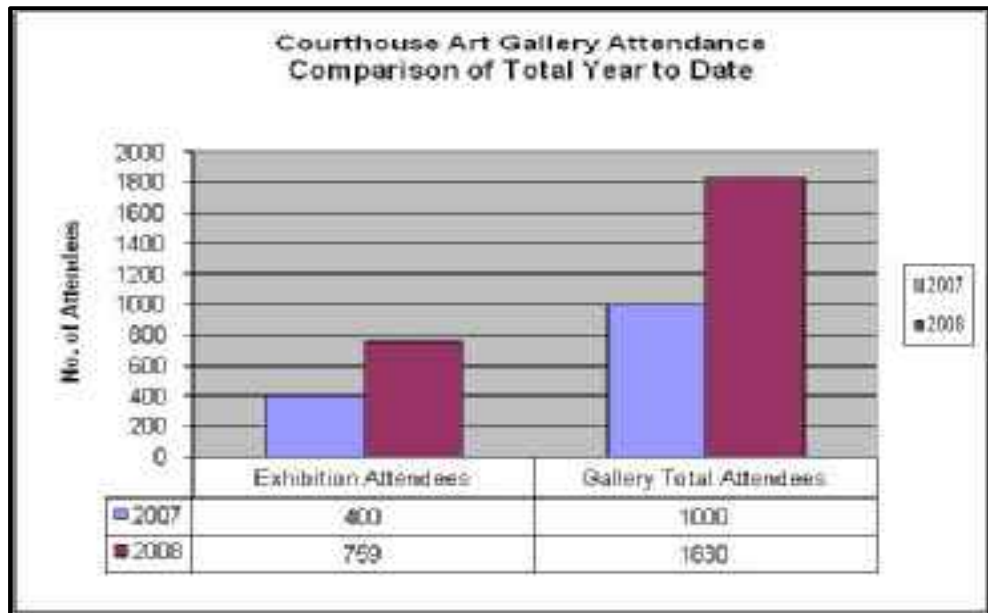
Matt Dann Cultural Centre



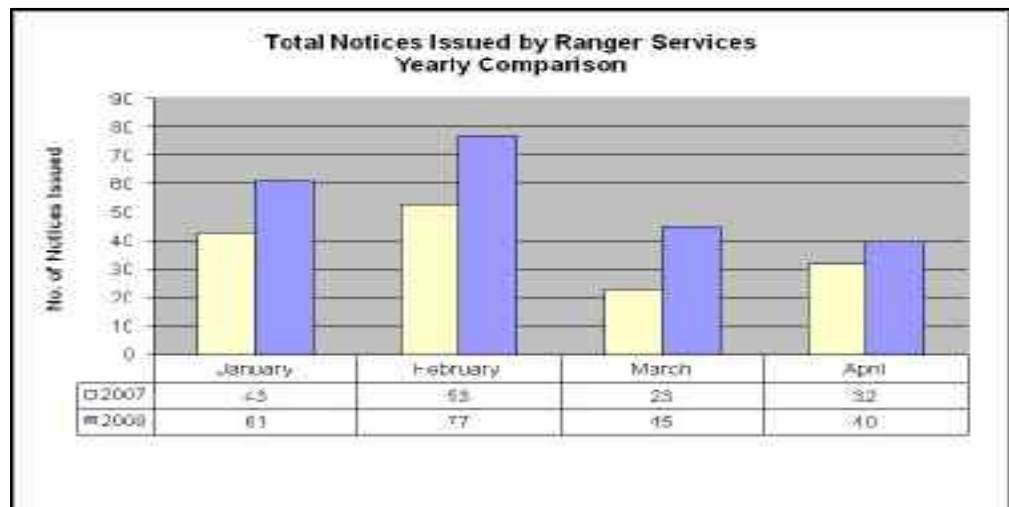
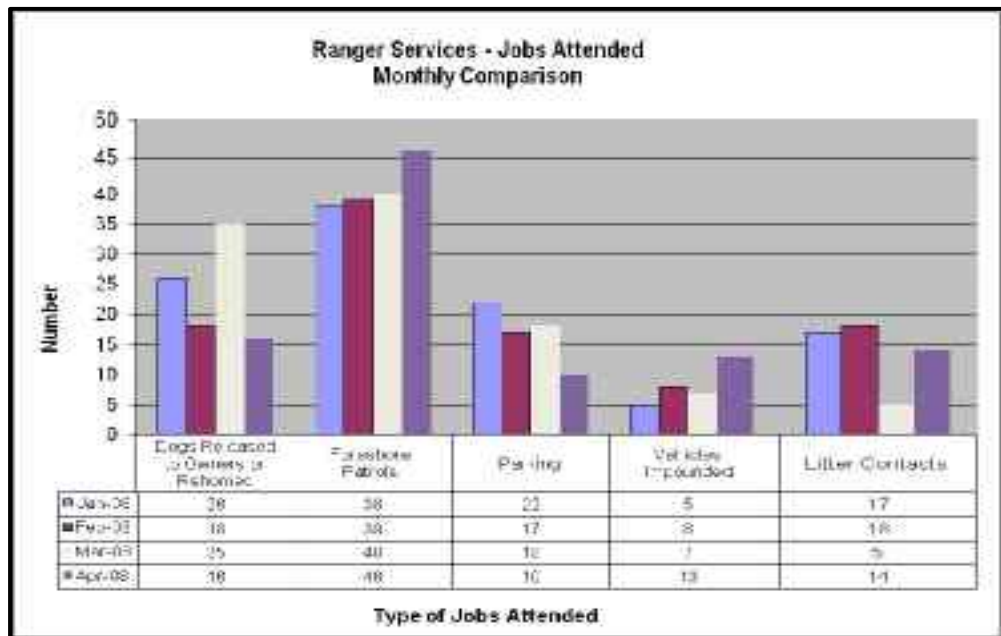


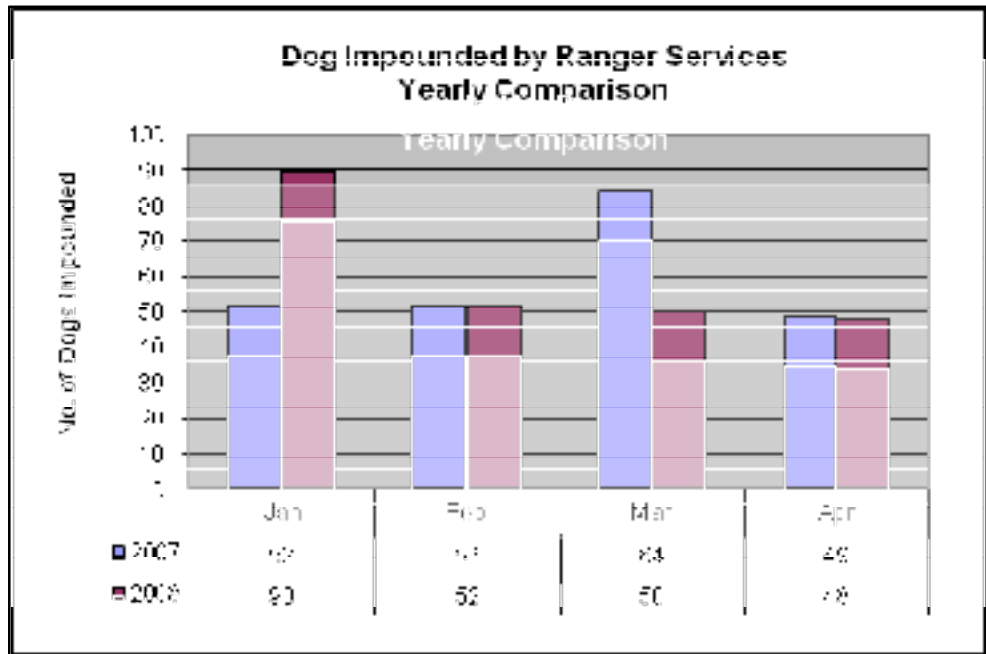
Courthouse Arts Centre and Gallery





Environmental Health Services





200708/164 Council Decision/Officer’s Recommendation

Moved: Cr G J Daccache

Seconded: Cr J E Ford

That Council receives the Community and Regulatory Services Report for April 2008.

CARRIED 7/0

11.2.1.2 Delegated Planning & Building Approvals for April 2008 (File No.: 18/07/0002 & 07/02/0003)

Officer Nellie Mackay
Executive Assistant
Community and Regulatory
Services

Date of Report 21 May 2008

Disclosure of Interest by Officer Nil

Disclosure of Interest by Officer Nil

Summary

This item relates to the Planning and Building Applications considered under Delegated Authority for the month of April 2008.

Background

A listing of Planning and Building Consents issued by Council's Planning and Building Services under Delegated authority for the month of March 2008 are attached to this report.

Consultation Nil

Statutory Implications

Town of Port Hedland Delegation Register 2005 outlines the limitations of delegated authority and requires a list of approvals made under it to be provided to Council. This report is prepared to ensure Council is advised of the details of applications which have been dealt with under delegated authority.

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications Nil

Officer's Comment Nil

200708/165 Council Decision/Officer's Recommendation

Moved: Cr J E Ford

Seconded: Cr G J Daccache

That the Schedule of Planning and Building Consents issued by Delegated Authority for the month of April 2008 be received.

CARRIED 7/0

ATTACHMENT TO AGENDA ITEM 11.2.1.2

DELEGATED PLANNING APPROVALS FOR MARCH 2008

Application Number	Application Date	Date Determined	Description	Applicants Name	Owners Name	Address	Zoning
2007/353	04/12/2007	15/04/2008	SHOWROOM - Lean-to, Office and Sea Container addition	Rogers Building Contractors Pty Ltd	TIMOTHY LEON ROGERS	LOT 1436 STOCKER STREET PORT HEDLAND 6721	Industrial
2008/12	17/01/2008	21/04/2008	TRANSIENT WORKFORCE ACCOMMODATION - New Ablution Block	Domenic Monteleone - Compass Group Pty Ltd	COMPASS (AUST) CATERING & SERVICES PTY LTD	L5871 5-7 SCHILLAMAN STREET WEDGEFIELD 6724	Industrial
2008/13	17/01/2008	21/04/2008	TRANSIENT WORKFORCE ACCOMMODATION - Extension to Dining Room	Domenic Monteleone - Compass Group Pty Ltd	COMPASS (AUST) CATERING & SERVICES PTY LTD	L5871 (5-7) SCHILLAMAN STREET WEDGEFIELD 6724	Industrial
2008/29	11/02/2008	21/04/2008	HIRE SERVICE (INDUSTRIAL) - Transportable Ablution Block	O'Donnell Griffin	WISEPLAN INVESTMENTS PTY LTD	LOT 1 DARLOT STREET PORT HEDLAND 6721	Industrial
2008/31	11/02/2008	21/04/2008	GENERAL INDUSTRY - 30.73m x 19.28m Workshop - Metal Fabrication Use & Transportable Office Building	Gordon Hodges	DREAMTIME NORTHWEST CONSTRUCTIONS P/L	LOT 1442 STOCKER STREET PORT HEDLAND 6721	Industrial
2008/34	12/02/2008	10/04/2008	GROUPED DWELLING - Strata Titled 1 x 3 Bedroom Grouped Dwelling	Jacob O'Brien	JACOB PETER O'BRIEN	L790 (21) GRATWICK STREET PORT HEDLAND 6721	Residential R12.5/30
2008/49	01/02/2008	07/04/2008	STORAGE FACILITY/DEPOT/LAYDOWN AREA - 15m x 30m x 5.5m shed - Storage Purposes - including 7 carparking bays	KINGSMILL ENTERPRISES PTY LTD	GRAVITY CRANE SERVICES PTY LTD ATF PEAK HILL TRUST	L1414-1415 WILSON STREET PORT HEDLAND 6721	Industrial
2008/57	04/03/2008	21/04/2008	SINGLE HOUSE - R Codes Variation - Shed Addition 9m x 9m x 3m (Exceeding R Codes Height Allowance of 2.4m)	Mathew Wheeler	MATHEW JOHN CONRICK WHEELER	44 MCPHERSON STREET PORT HEDLAND 6721	Residential R25
2008/64	10/03/2008	10/04/2008	SHOP - Extensions to be used for Storage to Existing Liquor Store	Brent Rudler	ROBERT MAXWELL GUILFORD	1 HUNT STREET SOUTH HEDLAND WA 6722	Town Centre

DELEGATED BUILDING APPROVALS FOR MARCH 2008

Licence Number	Date issued	Locality	Description of Work	Estimated Construction Value \$	Floor area in sq metres
71131	28.04.2008	PORT HEDLAND	1 x New Grouped Dwelling (transportabl	486,600	343
71225	03.04.2008	SOUTH HEDLAND	Carport	5,000	30
71274	16.04.2008	PORT HEDLAND	1 x New Grouped Dwelling	257,386	121
71291	01.04.2008	SOUTH HEDLAND	1 x Addition to Storage Area + Install F	19,650	40
80038	02.04.2008	PORT HEDLAND	2 x New Grouped Dwellings	400,000	350
80049	24.04.2008	SOUTH HEDLAND	6 x New Grouped Dwellings	1,440,000	1144
80035	01.04.2008	PORT HEDLAND	1 x Transportable Ablution block	15,000	
80050	14.04.2008	PORT HEDLAND	1 x New Industrial Shed	400,000	595
80061	29.04.2008	PORT HEDLAND	1 x New Outbuilding (Shed)	16,000	81
83011	02.04.2008	PORT HEDLAND	Whole Building		
80051	14.04.2008	SOUTH HEDLAND RURAL	1 x New Single Dwelling	292,000	121
80034	01.04.2008	SOUTH HEDLAND	Refurbishment	30,000	80
80037	02.04.2008	SOUTH HEDLAND	1x New Single Dwelling (transportable)	267,900	156
80036	02.04.2008	SOUTH HEDLAND	1 x New Patio and Refurbishment	30,000	85
80039	07.04.2008	SOUTH HEDLAND	Refurbishment	30,000	80
80042	09.04.2008	SOUTH HEDLAND	Refurbishment	40,000	160
80043	09.04.2008	SOUTH HEDLAND	1 x New Patio and Refurbishment	30,000	80
80044	09.04.2008	SOUTH HEDLAND	1 x New Patio and Refurbishment	30,000	80
80045	10.04.2008	SOUTH HEDLAND	1 x New Patio and Refurbishment	30,000	80
80046	10.04.2008	SOUTH HEDLAND	Refurbishment	30,000	80
80047	10.04.2008	SOUTH HEDLAND	1 x New Patio and Refurbishment	30,000	80
80048	10.04.2008	SOUTH HEDLAND	Refurbishment	30,000	80
80056	24.04.2008	PORT HEDLAND	1 x New Factory Building	185,000	450
80040	07.04.2008	SOUTH HEDLAND	1 x New Dwelling	411,800	170
80041	08.04.2008	SOUTH HEDLAND	1 x New Dwelling	411,800	238
80052	14.04.2008	SOUTH HEDLAND	Refurbishment	30,000	
80054	18.04.2008	PORT HEDLAND	1 x New Single Dwelling	680,000	342
80053	17.04.2008	SOUTH HEDLAND	Refurbishment	30,000	80
80059	28.04.2008	PORT HEDLAND	1 x New Single Dwelling	418,800	174
80055	24.04.2008	SOUTH HEDLAND	Refurbishment	30,000	
80057	24.04.2008	SOUTH HEDLAND	Refurbishment	30,000	
80058	24.04.2008	SOUTH HEDLAND	Refurbishment	30,000	
85011	28.04.2008	SOUTH HEDLAND	1 x Second Hand Above Ground Swim F	600	
80060	29.04.2008	PORT HEDLAND	1 x New Single Dwelling	394,367	171
80062	30.04.2008	SOUTH HEDLAND	Refurbishment for 8 x Grouped Dwelling	160,000	
71102	28.04.2008	PORT HEDLAND	Renovation of existing building	500,000	
				\$7,221,903	

DEMOLITION LICENCES					
Licence Number	Date issued	Locality	Description of Work	Estimated Construction Value \$	Floor area in sq metres
83012	11.04.2008	VIA PORT HEDLAND	Demolition of Railcamp 4		
83013	24.04.2008	SOUTH HEDLAND	Demolition of Whole Building		

Summary				
No	Type	\$ Construction Value	Floor Area	Av cost /sq m
3	Demolitions			
11	Dwellings	5460653	3330	\$1,640
3	Class 10	21,600		
4	Commercial	619,650	1,085	\$571
17	Refurbishment/Renovation	1,120,000		
38		\$7,221,903		

11.2.1.3 Proposed Office, Weighbridge, Caretaker's Dwelling, Equipment Shed, Bore Water Tanks and Site Works at Lot 842 Great Northern Highway Port Hedland (File No.: 116960G)

Officer	Terry Sargent Director Regulatory and Community Services
Date of Report	21 May 2008
Disclosure of Interest by Officer	Nil

Summary

Council received a request from Process Minerals International Pty Ltd (PMI) to construct at Lot 842 Great Northern Highway to reconsider their application for approval to construct:

- A site office
- A road train weigh bridge
- An equipment shed
- A caretaker's dwelling
- Landscaping
- Bore water tanks
- Hardstand and car parking bays

Background

The application was considered by Council at its Ordinary Meeting held on 23 January 2008 with Council resolving to refuse the application as follows:

"That:

- i) the Planning Application from Process Minerals International Pty Ltd for the construction of a STORAGE FACILITY/DEPOT/LAYDOWN FACILITY – Stage 1 and 2, at Lot 842 Great Northern Highway Port Hedland as outlined in the Application received 9 November 2007 (Applications 2007/368 and 2007/369), be REFUSED as:*
- a) The development proposed the construction of facilities that are significant in nature, potentially permanent. Given that Council has previously sought and obtained commitment from the lessee of the land that the stockpiling and other operations that are occurring at the site will be relocated in the foreseeable future, granting permission for development of this nature is not desire.*

- b) *Council does not support the provision of a Caretaker's Dwelling in such close proximity to Manganese stockpiles;*
- ii) *That the applicant be advised that Council is willing to consider a further application for development that:*
 - a) *Meets the terms and previous Deed of Agreement between the Town of Port Hedland and the Lessee of the site relating to materials storage, fencing and landscaping at the site; and*
 - b) *Provides less permanent structures than those proposed in the current application."*

Council refused this application as it felt the development would make the stockpiling of ore at the site more permanent, and Council's stated preference is for only temporary use of this site until such time that the Utah Point Common User facilities have been constructed.

There has been no additional information to indicate the structures proposed are less permanent than originally proposed, but the applicant has reaffirmed its intention to relocate and all proposed structures are readily removable. Fencing and landscaping of the site has been undertaken.

The use of this land is the subject of a Deed of Settlement dated 21 May 2007. The relevant sections of the Deed state that:

- "1. The Town of Port Hedland does not object to the stockpiling of manganese ore on lot 842 subject to:*
 - i. Ore stockpiles being relocated to the rear of the lot; and*
 - ii. Should the adjacent lot 5909 become available to the applicant, ore stockpiles being relocated to lot 5909.*
- 2. The applicant will landscape the street frontage to lot 842.*
- 3. All ore stockpiles are to be relocated to land at the new bulk cargo jetty at Finucane Island when the Port Authority makes appropriate land available.*
- 4. Should the Port Authority not make appropriate land available within 3 years, the applicant will seek an alternative acceptable stockpiling site."*

Council approval will enable the applicant to relocate ore stockpiles to the rear of Lot 842. The additional sealing of the site and the installation of bore water tanks and standpipe will aid in dust suppression, and the landscaping will improve the visual amenity of the site from the highway. Screen planting and reticulation have been installed to the front boundary of the Lot.

The dwelling, office and shed do not directly relate to the Deed and constitute additional improvements to the land. It should be noted however, that the Deed does require the applicant to relocate as soon as suitable alternative sites become available and in their submission, PMI have restated their commitment to accessing the common user facilities proposed for completion at Utah Point in 2009.

The applicant has applied for planning approval for a caretaker's dwelling as part of this application; however the Town Planning Scheme No. 5 (TPS5) definition for a caretaker's dwelling limits the building to a maximum floor space of 50 m², except in Wedgefield. As the proposed dwelling is approximately 79 m², the use for the dwelling is defined as "Single House" as per TPS 5. A condition is included in the Officer's Recommendation that requires any resident of this building be a bona fide caretaker for the plant and equipment on site. The submission from PMI states that "PMI warrants that the caretaker's unit will only be used by adults, primarily a caretaker and personnel providing specialist maintenance services..... children under the age of 18 years are prohibited from entering the premises."

At its Ordinary Meeting on 14 December 2005, Council approved the construction of a single dwelling for use by a caretaker at the adjacent Lot 2524 Great Northern Highway. While Council has indicated concern about people living close to manganese stockpiling, the Department of Health has previously advised that it does not require referral of matters involving residential development in the vicinity of manganese ore stockpiling.

Consultation

The matter has not been referred for additional comment since considered by Council in January 2008.

Statutory Implications

The Town of Port Hedland Town Planning Scheme No. 5 reserves the land for "Other Purposes – Infrastructure."

Policy Implications

Nil

Strategic Planning Implications

Key Result Area 3 – Community Development

Goal 5 – Health

Strategy 5 - Monitor commercial and industrial activities that have potential negative impact on the community, and actively seek Department of Conservation enforcement of regulatory standards.

Key Result Area 4

Goal 2 - Mining

Strategy 3 - Work closely with mining companies to minimise any negative impacts on the community due to either construction and/or operational activities.

Budget Implications

Application fees of \$462 have already been received and deposited into Account 1006326 – Town Planning Fees, reflecting a combined development cost of \$200,000.

Officer's Comment

The relocation of the weighbridge, site works, water tanks and standpipe are all developments that conform with the requirements of the Deed of Settlement signed by the Town of Port Hedland and Wellard Industries. As such, it is appropriate for these developments to be approved.

While the Caretaker's dwelling, office and equipment shed do not specifically relate to the Deed, they are nonetheless reasonable requests to maintain the security of site and equipment.

Due to the relatively low estimated cost for this development, a condition is included in the Officer's Recommendation that the developer satisfy the Town of Port Hedland of the accuracy of this calculation or amend the development cost and adjust the planning fees accordingly.

Attachments

1. Location Plan
2. Site Plan No. 1
3. Site Plan No. 2
4. Dwelling Floor Plan
5. Office Elevation
6. Shed Elevation and Floor Plan

Officer's Recommendation

That Planning Consent be granted to Process Minerals International Pty Ltd for the construction of a STORAGE FACILITY/ DEPOT/LAYDOWN FACILITY – Stage 1 and 2, and including an Incidental SINGLE HOUSE at Lot 842 Great Northern Highway Port Hedland as outlined in the Application received 9 November 2007 (Applications 2007/368 and 2007/369) and indicated on the approved plans, subject to the following conditions:

GENERAL

1. The dwelling is only to be used by a person, and associated household, having care of buildings, plant, equipment or land used for the purpose of STORAGE FACILITY/DEPOT/LAYDOWN AREA on the subject lot.
2. 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.
3. Prior to the submission of an application for a building licence, the applicant is to demonstrate the accuracy of the estimated project cost, with adjustment of planning application fees as required, to the satisfaction of the Manager Planning
4. Within 60 days of this approval, the developer is to:
 - i. submit and have approved a waste management plan to the satisfaction of the Manager Planning; and
 - ii. seal the driveway from the lot boundary to the approved weighbridge.all to the satisfaction of the Manager Planning;
5. Landscaping and reticulation to be established in accordance with the approved detailed plans within 60 days of this approval and thereafter maintained to the satisfaction Manager Planning.
6. No human habitation is permitted other than in the approved SINGLE HOUSE.
7. All stormwater shall be collected and disposed of to the specification of Council's Engineering Services to the satisfaction of the Manager Planning Services.
8. All dust, sand and stockpiled materials to be contained on site with the use of suitable dust suppression techniques to the satisfaction of the Manager Planning.
9. A total of seven (7) car-parking bays are to be constructed in accordance with this approval.
10. Car parking bays to be minimum of 5.4m x 3.0m; constructed, drained and sealed; to be line marked and served by a paved access way, with a minimum width of 5.8 metres in accordance with Appendix 8 of Council's Town Planning Scheme No. 5.

FOOTNOTES

11. 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.
12. The applicant is advised that all signage erected on the subject land is to comply with the Town of Port Hedland Signs, Hoardings and Bill Postings Local Law.
13. The applicant is advised that any signage to be erected outside the lot boundaries is to be designed, erected and maintained to the satisfaction of Main Roads Western Australia.
14. The applicant is advised that the crossover from the Great Northern Highway is to be designed, constructed and maintained to the satisfaction of Main Road Western Australia.
15. With regard to condition 1, the applicant is advised that the dwelling is approved as a Single House as it exceeds the definition for a "Caretaker's Dwelling" as defined in the Town of Port Hedland Town Planning Scheme No. 5
16. The applicant is advised that, pursuant to the Town of Port Hedland Town Planning Scheme No. 5, section 6.13.6, Council may require the construction of additional car parking bays where it is of the opinion that additional bays are required to maintain appropriate safety, convenience and amenity standards.
17. Application is to be made for the installation of an approved apparatus for the treatment of effluent to the satisfaction of the Manager of Planning and the specification of the Manager of Environmental Health.
18. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.
19. 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.

200708/166 Council Decision

Moved: Cr G D Bussell

Seconded: Cr K Howlett

That Planning Consent be REFUSED to Process Minerals International Pty Ltd for the construction of a STORAGE FACILITY/DEPOT/LAYDOWN FACILITY – Stage 1 and 2, and including an Incidental SINGLE HOUSE at Lot 842 Great Northern Highway Port Hedland as outlined in the Application received 9 November 2007 (Applications 2007/368 and 2007/369) and indicated on the approved plans, subject to the conditions advised Jan 2008, as follows:

- 1. The Town of Port Hedland does not object to the stockpiling of manganese ore on lot 842 subject to:**
 - i. Ore stockpiles being relocated to the rear of the lot; and**
 - ii. Should the adjacent lot 5909 become available to the applicant, ore stockpiles being relocated to lot 5909.**
- 2. The applicant will landscape the street frontage to lot 842.**
- 3. All ore stockpiles are to be relocated to land at the new bulk cargo jetty at Finucane Island when the Port Authority makes appropriate land available.**
- 4. Should the Port Authority not make appropriate land available within 3 years, the applicant will seek an alternative acceptable stockpiling site.**

CARRIED 4/3

NOTE : Cr G J Daccache requested the votes be recorded.

Record of Vote:

FOR	AGAINST
Cr A A Carter	Cr G D Bussell
Cr S J Coates	Cr J E Ford
Cr G J Daccache	Cr J M Gillingham
Cr K A Howlett	

REASON: Council refused this application as it felt the development would make the stockpiling of ore at the site more permanent, and Council's stated preference is for only temporary use of this site until such time that the Utah Point Common User facilities have been constructed.

ATTACHMENT 1 TO AGENDA ITEM 11.2.1.3



ATTACHMENT 3 TO AGENDA ITEM 11.2.1.3

REVISION LIST:

1. 2400 x 1015 HIGHER QUALITY WINDOW/DOOR FITTINGS & CURTAINS
2. 2000 x 2000 MARBLE METAL FLOORING
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11.2.2 Planning Services**11.2.2.1 Proposed Carpark in Keesing Street Road Reserve
(File No.: 30/14/0003)**

Officer Andrew Patterson
Planning Officer

Date of Report 8 April 2008

Disclosure of Interest by Officer Nil

Summary

Council has received an application from Pilbara Constructions to construct a car park within the Keesing Street road reserve. The application provides for a total of 26 parking bays with access from Keesing Street via the existing crossover to lot 1 Keesing Street (the Keesing Street Flats).

Background

This item was presented to Council at its Ordinary Meeting held in April, but could not be considered due to a lack of quorum.

The land subject to this application comprises local road reserve and is historically used as a car park by local residents. Notwithstanding that this is a long-term practice; it is not considered good practice to allow car parking that reverses directly onto a local road, particularly directly adjacent to a 90 degree bend. Should Council approve this application, road access would be controlled to a single point and the land formalised, sealed and landscaped into a public car park.

The Keesing Street flats are provided with a total of 64 car parking bays on site and it is unknown whether the current practice of road reserve parking is due to insufficient bays being available on site, or as these bays are more convenient, particularly with the number of vehicles observed using this area that have reversing alarms fitted.

The applicant has not requested that this proposed car parking area be reserved for the exclusive use of persons residing at or visiting the adjacent flats, and it is intended therefore that, if approved, this area be treated as a public car park. From a community perspective, this parking area will provide a convenient facility for accessing the adjacent pathway leading to the foreshore reserve.

As a public carpark however, should Council approve its construction, the Town of Port Hedland will become responsible for care and maintenance of this asset.

No change of tenure or cash in lieu is proposed in association with this application and the land will therefore remain under the control of the Town of Port Hedland, including all requirements under the Parking Local Law.

Consultation

Engineering Services has not objected to this application subject to:

1. the applicant providing and implementing an approved a landscaping plan; and
2. additional detail being provided regarding the proposed beach access path.

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

Should Council approve this development, it may incur costs involved in maintaining the car park.

Officer's Comment

While the applicant intends the proposed car park for use by residents of the adjacent flats, this facility would provide a secure parking area for persons using the adjacent beach access point. In addition, it may provide for a more formalised overflow parking area for the Cooke Point Recreation Club on a limited basis.

Preliminary works at this site in the road reserve came to the notice of Council Officers recently with the felling of existing verge trees. As the car parking bays are proposed covering the site of these mature trees, these will need to be completely removed to accommodate this development. Should Council approve this application, it is intended to require a new landscaping strip between the parking bays and the existing footpath with a suitable standard of vegetation to replace these mature trees.

Attachments

1. Location Plan
2. Proposed car park layout

200708/167 Council Decision/Officer's Recommendation**Moved:** Cr G J Daccache**Seconded:** Cr J M Gillingham

That Planning Consent be granted to Pilbara Constructions for the construction of a CARPARK in the road reserve adjacent to Lot 1 (1) Keesing Street Port Hedland as outlined in the application received 22 February 2008 (Application 2008/47) and indicated on the approved plans, subject to the following conditions:

- i) prior to the commencement of any works whatsoever, the developer is to submit and have approved by the Town of Port Hedland a landscaping plan for all areas marked 'Landscaping' on the approved plans;**
- ii) landscaping and reticulation is to be installed and maintained by the developer to the satisfaction of the Manager Planning Services for 24 months;**
- iii) the car park is to be constructed to Council's Engineering Road Design Guidelines to the satisfaction of the Manager Planning Services; and**
- iv) the beach access path shown on the approved plan is to be constructed in a location determined by Council's Engineering Services.**

CARRIED 6/1

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.1



ATTACHMENT 2 TO AGENDA ITEM 11.2.2.1

K...S...SIRLLI

PRELIM

<p>Richard Pointer - Drafting Services 10 Commercial Drive DUNEDIN 9013 PH: 03 477 1000 FAX: 03 477 1001 www.richardpointer.co.nz</p>	<p>Pwbara Constructions Pty Ltd</p>	<p>AMCUT</p>		
<p>1001 POSLO V... LAMPARK ACCESS STREET LANE OFFICES NE STREET PRELIM PLAN</p>	<p>DATE: 14/05/08 TIME: 10:00 AM</p>	<p>SCALE: 1:1000</p>	<p>DATE: 14/05/08 TIME: 10:00 AM</p>	<p>SCALE: 1:1000</p>

6:04 pm Councillor Jan E Ford declared an impartiality interest in Agenda Item 11.2.2.2 'Proposed Warehouse Addition to Lot 105 (65) Redbank Road, Redbank' as one of the applicants is an employee of her Real Estate Company.

Councillor Jan Ford did not leave the room.

6:04 pm Councillor Jan M Gillingham declared an impartiality interest in Agenda Item 11.2.2.2 'Proposed Warehouse Addition to Lot 105 (65) Redbank Road, Redbank' as she is a close friend of the family.

Councillor Jan Gillingham did not leave the room.

**11.2.2.2 Proposed Warehouse Addition to Lot 105
(65) Redbank Road, Redbank (File No:117140G)**

Officer Richard Bairstow
Manager Planning

Date of Report 12 May 2008

Disclosure of Interest by Officer Nil

Summary

Council has received the following application from Goldman Constructions Pty Ltd on behalf of the owners, Mr Mark Vrancic and Lisa Jones of Lot 105 (65) Redbank Road, Redbank, (See Attachment No. 1) seeking planning approval for the construction of a 24m x 14m x 7.628m shed (See Attachment No. 2) .

The application was to be refused under delegated authority as it was considered to constitute a warehouse use, and therefore was not permissible within the zone.

The owner of the land has requested that the application be determined by Council.

Background*The Site*

The site is included in the Rural Residential zone under the Town of Port Hedland Planning Scheme No. 5 (TPS5), and has an area of 1.7 ha. Land adjoining the site to the north and south is also included in the Rural Residential Zone. Land to the rear is zoned Rural. The site contains a Single House.

The Proposal

The proposed shed has an area of 336m² and a total height of 7.628m. The owner has indicated that the shed is to be used for the storage of vehicles and personal items including:

- 8.5m x 2.7m boat with 12m long trailer which will take up 5m x 14m of the shed;
- 3 x 4wds and 4 x ATV motor bikes which will take up 14m x 6m of the shed;
- 3 trailers: trailer 1 – 6m x 2.5m, trailer 2 – 4m x 2.5m and trailer 3 – 3m x 2m and lots of tools, eskies and camping gear which will take up 14m x 6m of the shed; and
- Workshop for the owner to fix things.

A colourbond finish is proposed for the shed.

Statutory Implications

In accordance with the *Planning and Development Act 2005* the proposed development is subject to the provisions of the TPS5.

Consultation

The nature and scale of the development has not required consultation with other local government departments.

The applicant was requested to supply letters of no objection from all adjoining owners. Letters were provided from 55 and 75 Redbank Road owners stating that they have no objection to the shed being built on 65 Redbank Road, Redbank.

Policy Implications

The proposed development has no implications for Council Policy.

Strategic Planning Implications

The proposed development has no implications for Strategic Planning.

Budget Implications

An application fee of \$276 was paid on lodgement and deposited into account 1006326 – Town Planning Fees.

Officer's Comments

As the application is in excess of 200m² and is considered to be a commercial structure under the Building Code of Australia (BCA).

The development has been determined as a use in its own right because the area of the proposed shed is well in excess of the area of the residential building on the lot.

Even though there is no evidence that the goods stored on the site *will* be offered for sale by wholesale, under TPS5 the proposed use is best described as "Warehouse" as this is the defined use that "best fits" the proposal. i.e.

"A building where goods are stored and may be offered for sale by wholesale".

The likely commercial use of the premises is further supported by the application containing a design for 7 carparking bays. This of course weakens the argument to consider the proposal as an outbuilding appurtenant to a residence.

The existing house also has a 7m x 7m Carport 2 further parking bays, which was approved by Council in 2005.

Consideration has been given to treating the proposal as an outbuilding, appurtenant or incidental to the residence but the massive scale of the proposal in relation to the residence makes this inappropriate.

The intention to refuse the application under delegated authority was carefully considered in light of recent actions by landowners in the area who have attempted to undertake industrial activities in the Redbank area.

The plans demonstrate that the proposed shed is neither incidental nor appurtenant to the dwelling. Further, the commonly used definitions of "incidental" and "appurtenant" could not be used to describe the sheds relationship to the existing dwelling.

The applicant argued that there are other big sheds in the area, making reference to the old Power Station, however this is not considered relevant because that particular site is zoned "Tourism" and was originally built for an infrastructure use.

The issue of out building sizes is also to be addressed in a Local Planning Policy. The Policy has been drafted but requires updating after internal comments prior to presentation to Council. The proposal is inconsistent with the draft policy.

Attachments

- 1 Location Plan
- 2 Site Plan

200708/168 Council Decision/Officer's Recommendation

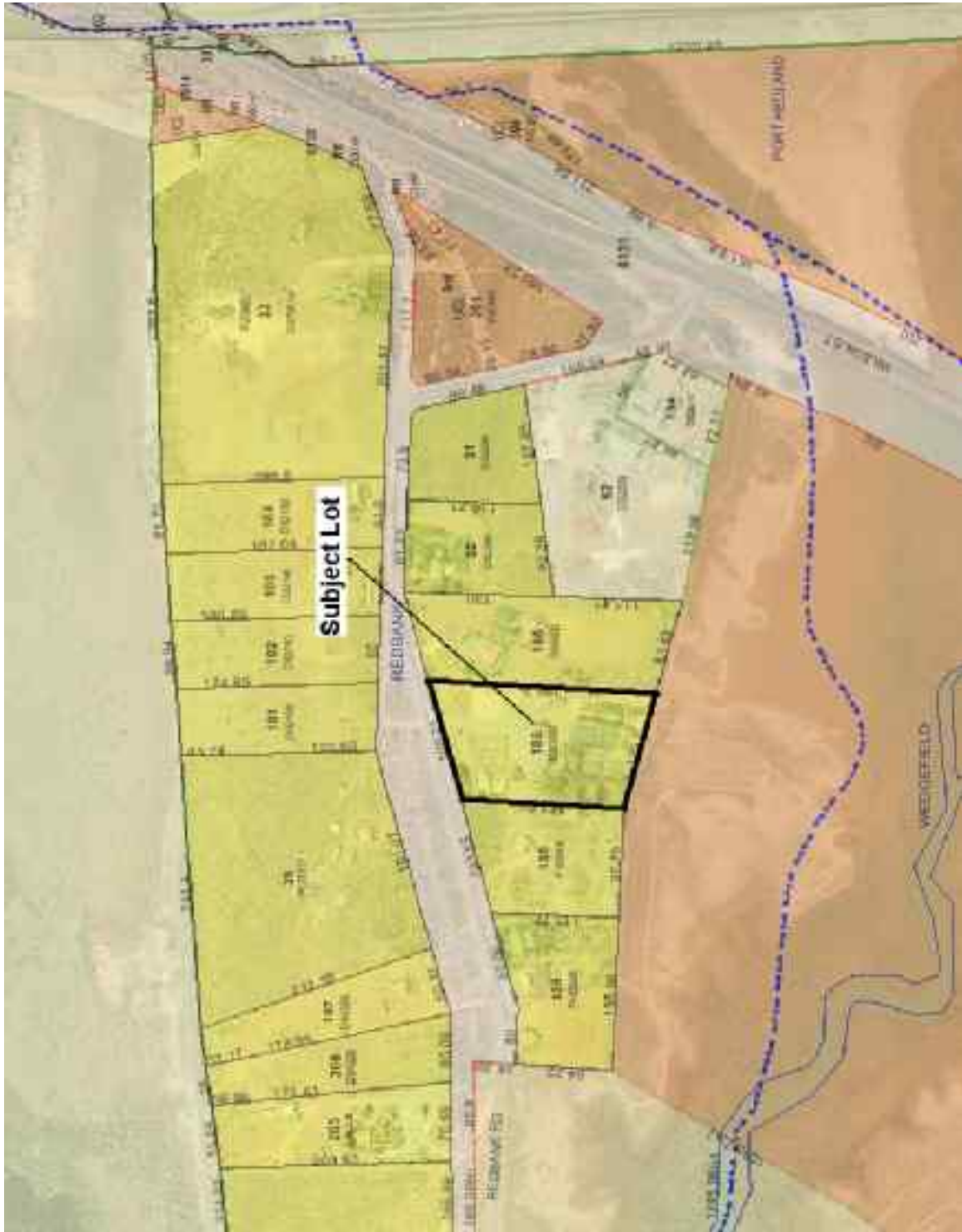
Moved: Cr J E Ford

Seconded: Cr G J Daccache

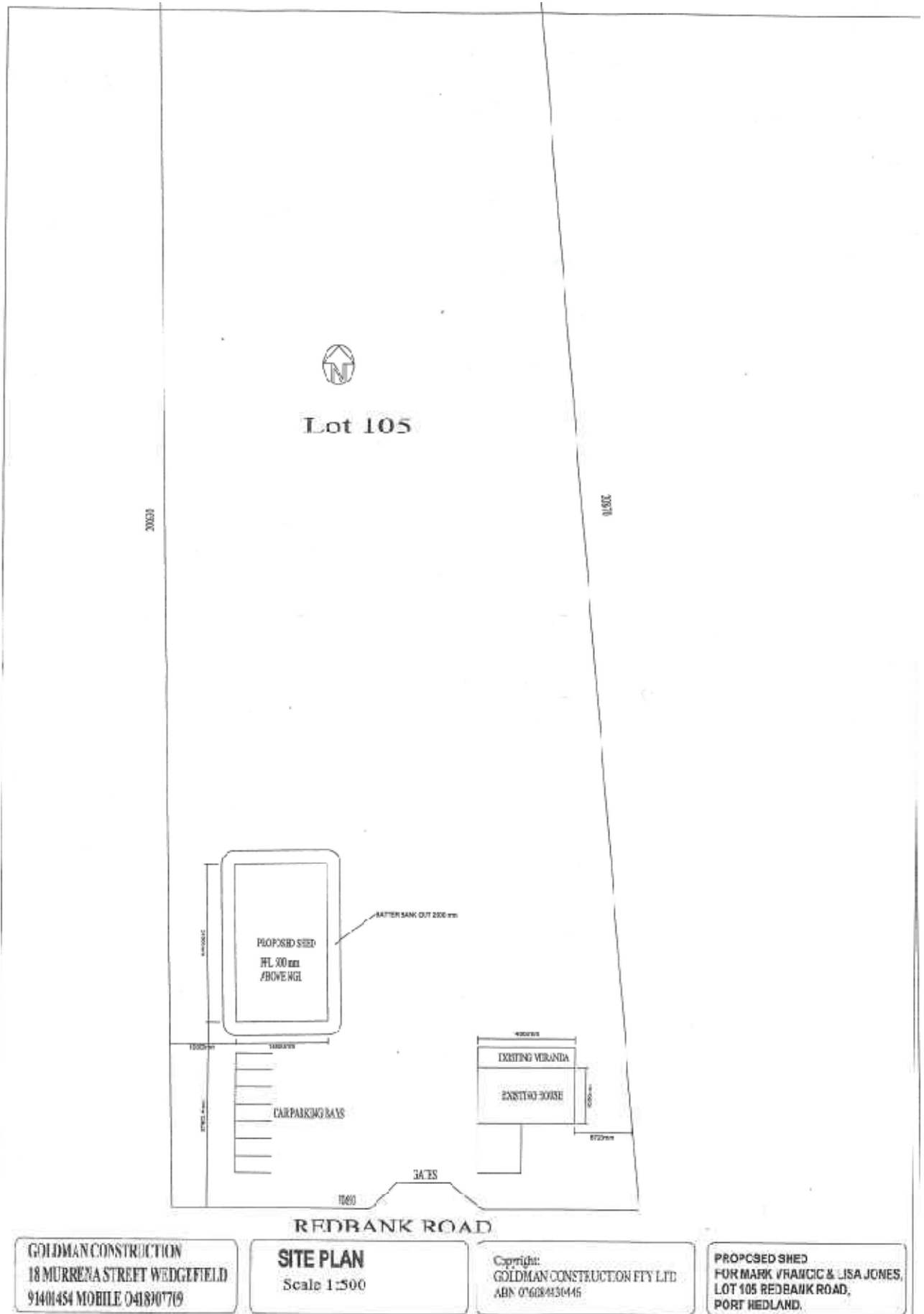
The Chief Executive Officer or his nominated officer assess the application for Planning Consent for the construction of outbuilding from Goldman Constructions Pty Ltd, on behalf of the owners, Mr Mark Vrancic and Lisa Jones of Lot 105 (65) Redbank Road, Redbank (Application Number 2008/73) on the understanding that it is appurtenant and incidental to the residence on the Lot.

CARRIED 7/0

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.2



ATTACHMENT 2 TO AGENDA ITEM 11.2.2.2



- 6:09 pm Councillor George J Daccache declared a financial interest in Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' as he is employed by BHP Billiton and owns BHP Billiton share options.
- 6:09 pm Councillor Steve J Coates declared a financial interest in Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' as he is employed by BHP Billiton and owns BHP Billiton share options.
- 6:09 pm Councillor Arnold A Carter declared a financial interest in Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' as he owns BHP Billiton shares.

NOTE: Chief Executive Officer advised that as Councillors Daccache, Coates and Carter have declared financial Interests in Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' and are required to leave the room, this would result in a lack of quorum to consider the item.

Councillors Daccache, Coates and Carter did not leave the room.

NOTE: Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' was not considered at this time by Council due to a lack of quorum.

NOTE: Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' was considered by Council at a later time during the meeting, following Councillor Arthur Gear's arrival, which resulted in a quorum being present.

11.2.2.3 Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to Lot 46 (46) Finucane Island (File No.: 803443G)

Officer Richard Bairstow
Manager Planning

Date of Report 19 May 2008

Disclosure of Interest by Officer Nil

Summary

An application has been submitted by Mine, Port Development Joint Venture (MPDJV), on behalf of BHP Billiton Iron Ore (BHPB), for a proposed incidental administration, workshop, warehouse and associated development addition, to the Finucane Island operations (See Attachments No. 1 and 2).

The application has been submitted despite the proposed development activities being exempt from requiring statutory approvals by the Iron Ore (Mount Goldsworthy) Agreement Act 1964.

The application is referred to Council, as it constitutes significant development on the Finucane Island site. The application is recommended for approval subject to those conditions contained within the recommendation.

Background

The Site

The site is zoned Strategic Industry under the Town of Port Hedland Planning Scheme No. 5 (TPS5), and is part of a 85.690ha lot which contains BHPB stock piles and ship loading facilities. Land adjoining the site is also zoned Strategic Industry.

The Proposal

The proposal contains the following major components (See Attachment No. 3):

- Administration Building
- Workshop
- Warehouse
- Carparking areas
- Hardstand areas

Consultation

The application was internally advertised, with the following comments being received:

Building Services – Is it a State Agreement Lot? Building Licence required for new proposed work if the application received is on a green title lot.

Health Services– Relevant comments and conditions have been included within the recommendation.

Engineering Services – Storm water to be retained on site.

Statutory Implications

The proposed development activities are exempt from requiring statutory approvals by the Iron Ore (Mount Goldsworthy) Agreement Act 1964.

Policy Implications Nil

Strategic Planning Implications

Key Result Area 4 – Economic Development

Goal 2 – Mining

Strategy 3 - Work closely with mining companies to minimise any negative impacts on the community due to either construction and/or operational activities.

Budget Implications

The Planning Application fee of \$15982.00 has been received and deposited into account 1006326 – Town Planning Fees. The estimated cost of the development is \$11 000 000.

Officer's Comment

BHPB, whilst exempt from requiring approvals, has been submitting applications to keep the Town informed about the activities occurring on site.

The applicant has the ability to ignore the conditions provided by the Town. They have, however, been complying with such conditions to date.

The application is referred to Council for approval, and the recommendation contains conditions which will address the site specific and general use issues associated with this type of development.

Attachments

- 1 Location Plan
- 2 Site Plan
- 3 Floor Plans and Elevations

Officer's Recommendation

That Council approves the proposed Extractive Industry – incidental administration, workshop, warehouse, and associated development addition, on Lot 46 Finucane Island via Port Hedland, as detailed within application 2008/84, and shown on the approved plans, subject to the following conditions;

1. The proposed development can only be used for activities associated with BHPB business activities. Any other use would require the submission of a separate planning approval.
2. 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.
3. Prior to the commencement of construction works the Town requests that the following matters be addressed and plans and/or additional information demonstrating this be submitted to the Town:
 - a) Design levels of all proposed development including buildings, parking areas, hard stand areas and landscaping;
 - b) Suitably screened bulk bin areas are to be provided to the specifications of the Manager Environmental Health, and in a location acceptable to, and to the satisfaction of, the Manager Planning.;
 - c) Retaining walls are to be provided where the angle of natural repose of the soil cannot be maintained. Drawing details, to be signed by a practicing Structural Engineer; The use of stepped walls incorporating landscaping elements is encouraged to break up retaining wall bulk;
 - d) Parking bays being provided in sufficient numbers and design to accommodate the maximum number and type of vehicles which are expected at the development at its maximum capacity. It should be noted that carparking bays are to be a minimum of 3.0m wide with an additional 0.3m where abutting a solid feature;
 - e) Two (2) disabled carparking bays located convenient to the building entrance and with a minimum width of 3.8 metres; and
 - f) 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.

4. A detailed landscaping plan to be submitted and approved by the Manager Planning within 30 days of the commencement of site works. 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.
5. In regard to condition 4 the detailed landscaping plan shall provide significant screening vegetation or other suitable screen methods, as approved by the Town, to the publicly visible areas which may present as unsightly e.g. hardstand areas or open storage.
6. 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.
7. The carparking bays and accessway shall be designed in accordance with the requirements of Town Planning Scheme No. 5 – Appendix 8. Such areas are to be constructed, drained, marked, and thereafter maintained, to the satisfaction of the Manager Planning, prior to the development first being occupied.
8. An approved effluent disposal system shall be installed to the specification of the Town's Environmental Health Services, and to the satisfaction of the Manager Planning.
9. All dust and sand to be contained on site with the use of suitable dust suppression techniques to the satisfaction of the Manager Planning.
10. At the completion of the construction of the development a set of constructed drawings are to be submitted to Council showing the following additional detail:
 - a) Existing site levels and finished floor levels of all proposed development, including levels on top of the kerb at the crossover and parking areas, hard stand areas and landscaping
 - b) Suitably screened bulk bin areas;
 - c) Carparking shall be provided in sufficient numbers and design to accommodate the expected maximum number and type of vehicles which are expected at the development at its maximum capacity; and
 - d) full width of the verge and any street furniture, traffic islands, statutory services, road gullies and crossovers on the opposite side of the road.
11. No parking bays shall be obstructed in any way or used for the purposes of storage.

12. No human habitation (residential accommodation) is permitted in the development without approval of Council.
13. 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:
 - a) The delivery of materials and equipment to the site;
 - b) The storage of materials and equipment on the site;
 - c) The parking arrangements for the contractors and subcontractors;
 - d) Impact on traffic movement;
 - e) Operation times, including delivery of materials; and
 - f) Other matters likely to impact on the surrounding residents;to the satisfaction of the Manager Planning.

FOOTNOTES:

1. 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 and health requirements.
2. The applicant is advised that a Building Licence is required for new proposed work if the application received is on a green title lot. For more information on this advice please contact the Town's Manager Building on (08) 9158 9329.
3. In regard to the Building Code of Australia requirements your particular attention is drawn to those relating to:
 - a) Emergency lighting and exit signs
 - b) Compliance with disabled access and sanitary facilities for the disabled
 - c) Supply and location of fire hose reels
 - d) Supply and location of fire hydrants
4. Waste disposal and storage is to be carried out in accordance with Council's Health Local Laws 1999.
5. An approved effluent disposal system shall be installed to the specification of the Town's Environmental Health Services and to the satisfaction of the Manager Planning. 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

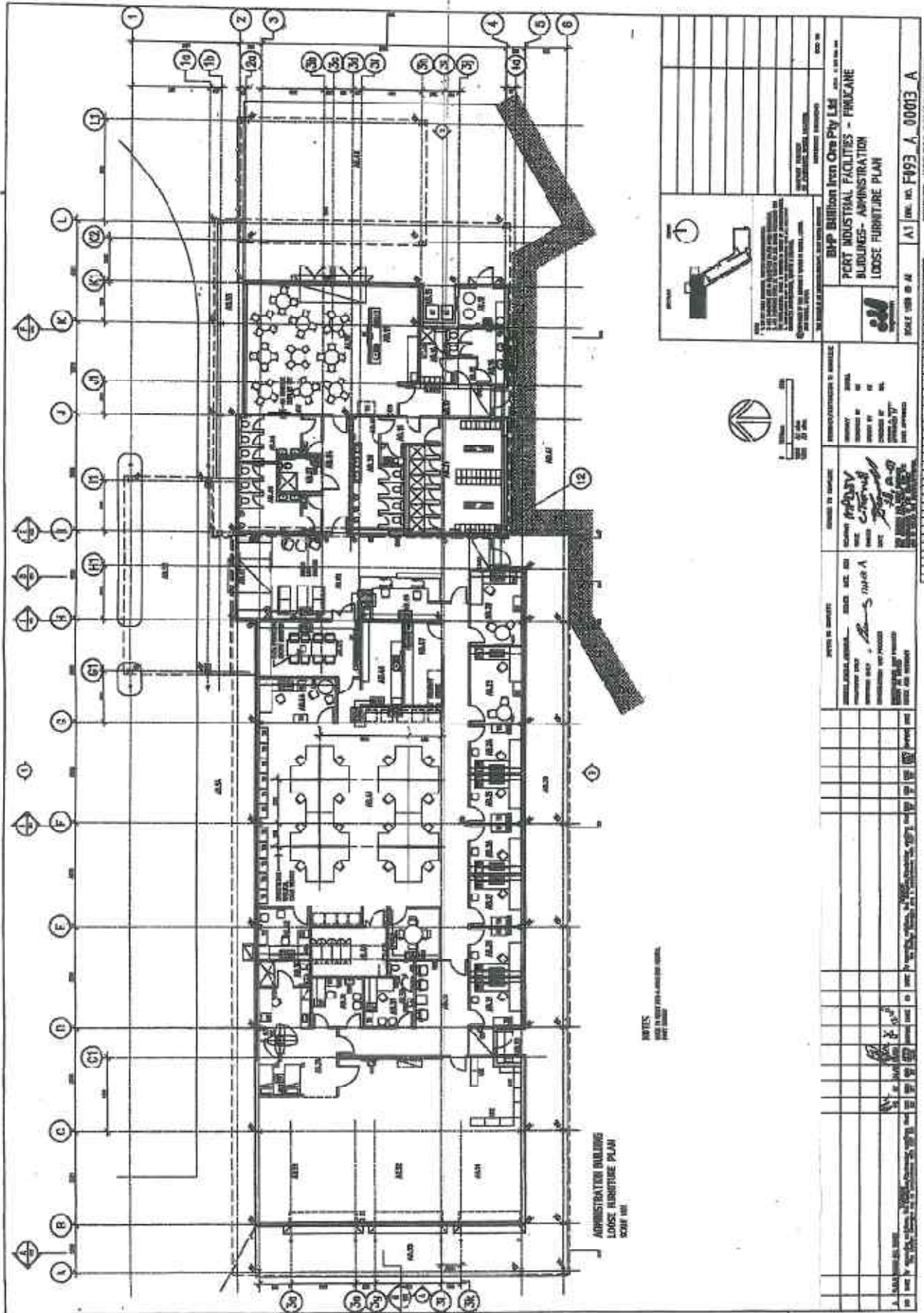
ATTACHMENT 1 TO AGENDA ITEM 11.2.2.3

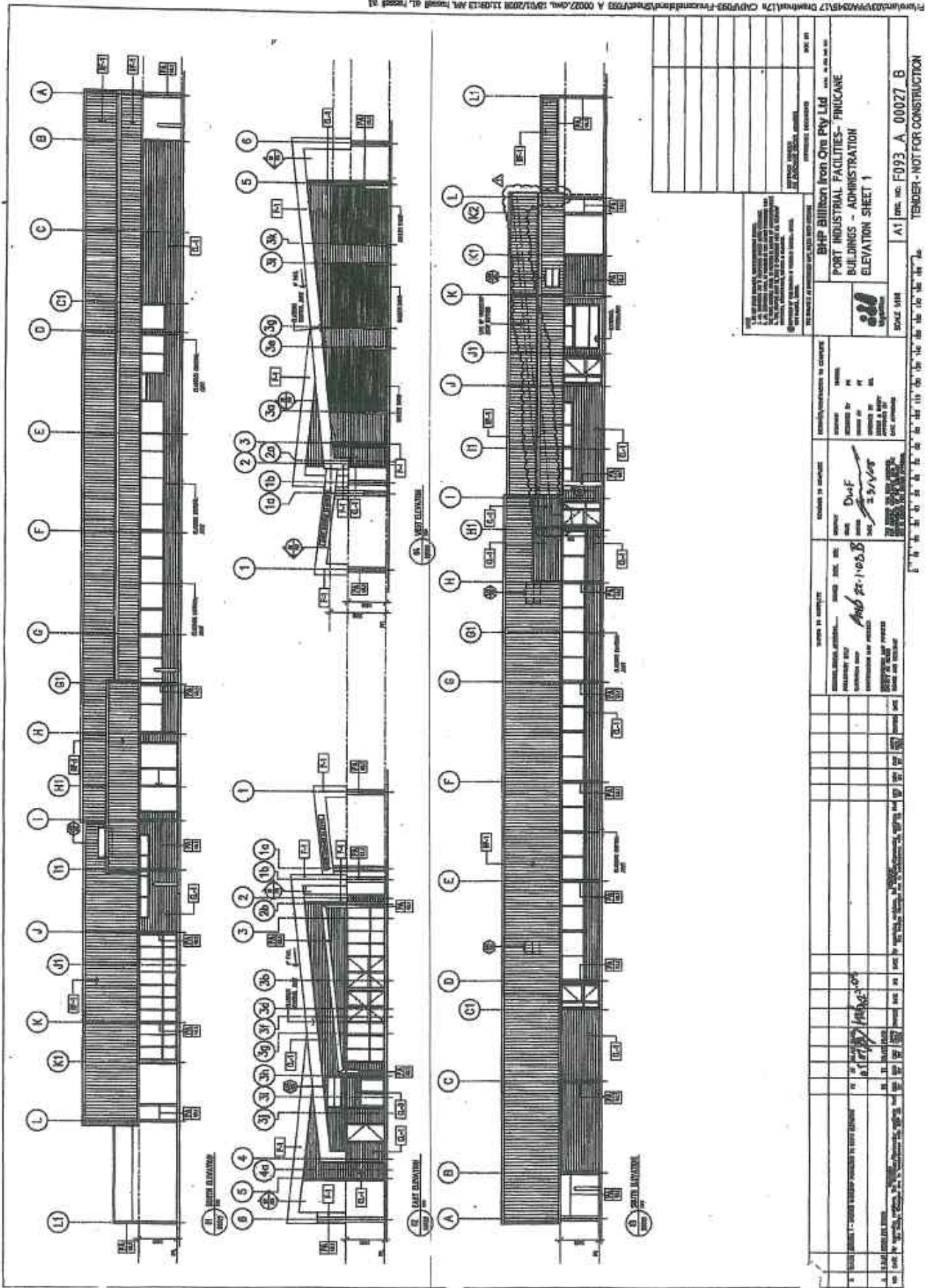


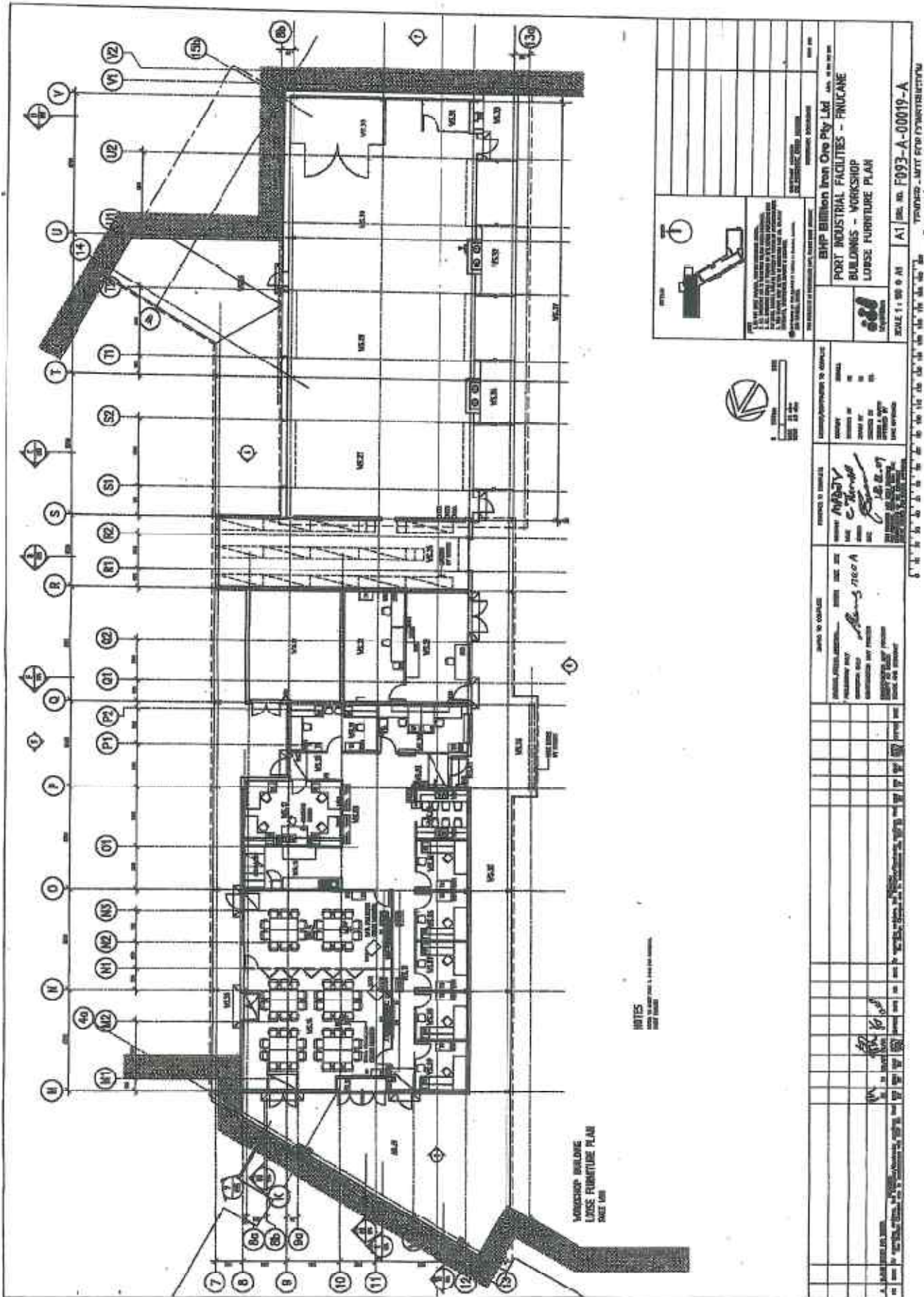
ATTACHMENT 2 TO AGENDA ITEM 11.2.2.3

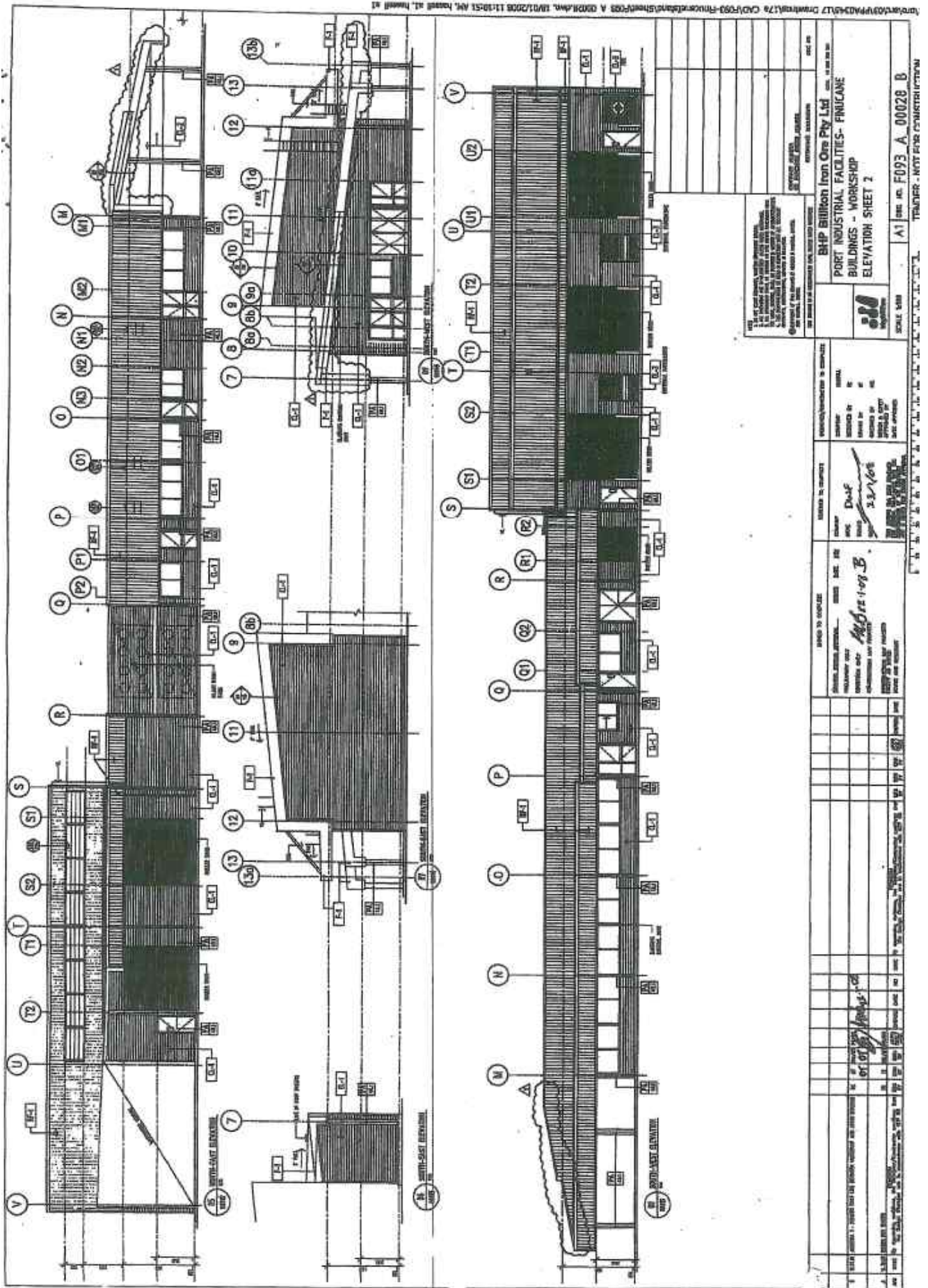


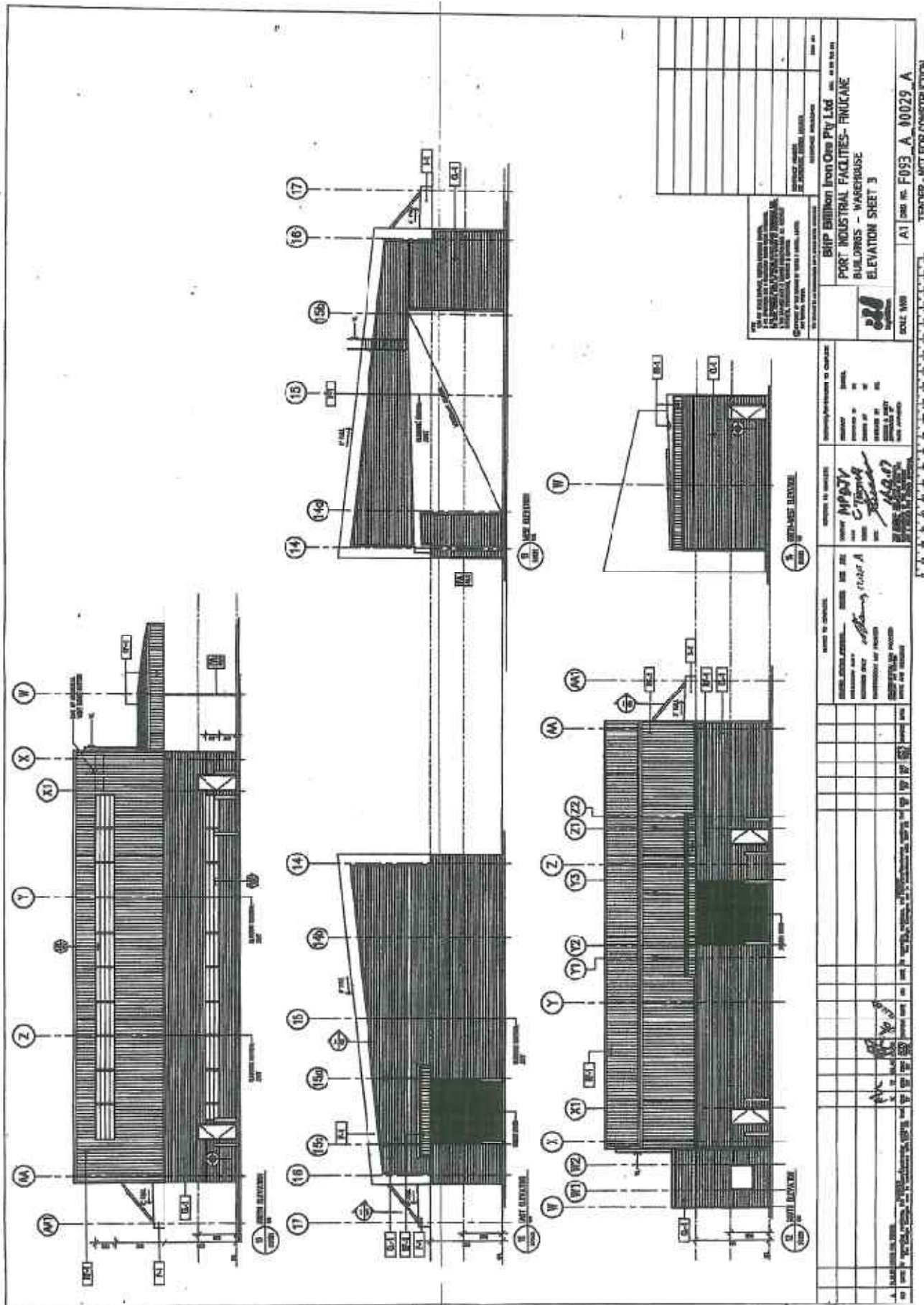
ATTACHMENT 3 TO AGENDA ITEM 11.2.2.3











11.2.2.4 Proposed Adoption of Pretty Pool Revised Development Plan and Associated Town Planning Scheme Amendment (File No.: 18/14/001)

Officer Richard Bairstow
Manager Planning

Date of Report 12 May 2008

Disclosure of Interest by Officer Nil

Summary

Council has received an application from Koltasz Smith Town Planners on behalf of LandCorp to adopt a Development Plan and associated Town Planning Scheme Amendment to develop Stage 3 – residential and mixed use land at Pretty Pool (See Attachment No. 1). Stage 3 represents the balance of the area excised from Scheme Amendment No. 14 to allow that amendment to be processed in a timely manner.

Background

This Amendment represents the last in the Pretty Pool eastern end. This Amendment requests the following:

(A) the adoption of “Stage 3” of the Pretty Pool Development Plan; and

(B) the concurrent adoption and progression of a rezoning of the Stage 3 area to ‘Urban Development’ Zone under Town Planning Scheme No. 5 (TPS5)

The amendment area is consistent with that removed from Amendment No.14. Stage 3 and is proposed on the basis of the same series of Management Plans comprising:

- i. Turtle Management Plan
- ii. Shore Bird Management Plan
- iii. Mosquito / Midge Management Plan
- iv. Mangrove Management Plan
- v. Foreshore Management Plan
- vi. Drainage and Nutrient Management Plan
- vii. Site Management and Remediation Action Plan

The requirement for these Management Plans will form part of the provisions of TPS5 upon finalisation of Amendment No.14. At the time of writing this document, Amendment No.14 had not been gazetted. Accordingly, this submission is made to Council to:

(A) include Stage 3, namely portion Lot 5002 and Lot 5003 Counihan Crescent, within TPS 5's proposed new clause 6.4.4 as progressed within Amendment No.14;

or, in the event that Amendment No.14 is not gazetted, or gazettal is delayed, to:

(B) include in full Clause 6.4.4 and all associated scheme provisions contemplated by the progression of Amendment No.14 with the Stage 3 area.

Council considered the final adoption of Amendment 14 at its Ordinary Meetings on 26 January 2008 and resolved:

"That:

- i) the Town of Port Hedland Town Planning Scheme No. 5 Amendment No. 14 be adopted with the following modifications:*

Inserting a new clause 6.4.4 in the Scheme Text to read:

"6.4.4 Lots 5876, 5877 and 300 Counihan Crescent Pretty Pool"

In addition to the requirements of Clause 6.4, and including those of Appendix 6, the following additional provisions shall apply:

- "...b)Management Plans shall be prepared and implemented in conjunction with the implementation of the Development Plan to the satisfaction of the Town of Port Hedland on advice form the Department of Environment and Conservation (DEC) as follows:*

...iii. Migratory Shorebird Management Plan."

- "...c)For the purpose of 6.4.4 b) ii, iii, and viii, the following shall apply:*

- i. Turtle Management Plan – In conjunction with the implementation of the Development Plan, a Turtle Management Plan shall be prepared to the satisfaction of the Department of Environment and Conservation (DEC), to ensure the turtle nesting population within the Pretty Pool Beach are is protected and managed in a an appropriate and sustainable manner.*

The Turtle Management Plan shall include but is not limited to the following:

1. *Description of the environmental factors relating to marine turtle nesting habitat requirements;*
 2. *Prediction of impacts on marine turtles from the development, including lighting and human disturbance of nesting females and hatchlings;*
 3. *Design Guidelines for Reducing Light Emissions;*
 4. *Protection of turtle populations and turtle habitat areas through measures to restrict disturbance and access;*
 5. *Monitoring and reporting program for the Pretty Pool nesting population in cooperation with the Care for Hedland Environmental Association;*
 6. *Details of a community education and awareness program; and*
 7. *Strategies for collaborating with relevant stakeholders in relation to turtles in the region.*
- ii. *Migratory Shorebird Management Plan – Multiple Avifauna Surveys shall be undertaken during the migration period (September to April) to the satisfaction of the Town of Port Hedland on advice from the Department of Environment and Conservation (DEC). In the event that these surveys identify that protected migratory bird species are utilising the development site for foraging, a Shorebird Management Plan shall be prepared. The Management Plan shall be prepared to ensure proper management and protection of specially protected migratory birds within the development area to the satisfaction of the Town of Port Hedland on advice from the DEC;*
- iii. *Site management and Remediation Action Plan: Prior to submission of an application for subdivision to the Western Australian Planning Commission (WAPC) for any area of the Development Plan identified as contaminated, a Site Management Plan and Remediation Action Plan will be prepared and implemented to the satisfaction of the Town of Port Hedland on advice from the DEC and Department of Health. The Management Plan shall be prepared to ensure that the development site and the risks outside the site will be appropriately managed to meet the requirements of the Contaminated Sites Act 2003 and is compatible with the proposed land use(s)."*
- ii) *the following Schedule of submissions be submitted to the Western Australian Planning Commission:*

Name/Address	Submission	Officer Comment	Action
Care for Hedland Environmental Association – PO Box 436 PORT HEDLAND	“Proposed Development” area not supported due to close proximity of turtle rookery beaches.	As identified on the Development Plan, a separate Amendment and Development Plan is required for this land	No impact on current rezoning – comment noted
Care for Hedland Environmental Association – PO Box 436 PORT HEDLAND	Lighting controls for all direct and indirect line of sight development	This item is addressed through proposed amendment text – see 6.4.4c) Turtle Management Plan	Concerns already addressed through proposed amendment – comment noted
	Destructive impact of vehicular access to the Pretty Pool Beach to be addressed through restricting access and education	Turtle Management Plan required under provisions of Scheme Amendment specifically address these concerns	Concerns already addressed through proposed amendment – comment noted
	Management Plan required for fox control	Fox trapping strategy currently being investigated by Town of Port Hedland. Scheme amendment not considered likely to impact on fox numbers	Concerns to be addressed through existing administrative channels – comment noted

	Increased population in close proximity to turtle rookery beaches will require additional resources to manage interactions – request that Council lobby DEC for resources	Additional DEC resources would benefit the Town with regard to turtle and other environmental issues and it is recommended that Council make this request through appropriate channels.	A Scheme Amendment is not the appropriate tool to lobby for additional resources – comment noted
	Restriction of domestic cats and dogs accessing the rookery beaches identified as a significant issue	Existing legislation and management deal with this issue although Turtle Management Plan may identify additional strategies	Concerns already addressed through proposed amendment – comment noted
	Litter management on beaches requires greater public education	Existing legislation and management address this issue	Concerns to be addressed through existing administrative channels – comment noted
Environmental Protection Authority - The Atrium, Level 8, 168 St Georges Tce, Perth, Western Australia	Modifications required to Management Plan requirement text	Modifications required by DEC as condition of “Scheme Amendment not Assessed – Advice Given”	All comments included in modified amendment

iii) Council adopt The Pretty Pool Development Plan;

iv) 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 with modifications; and

- v) *Council advises the Environmental Protection Authority that it wishes to withdraw the proposed Town of Port Hedland Town Planning Scheme No. 5 Amendment Nos 7 and 10.*"

Council amended Clause ii) of its resolution to include the submission received (see Addendum to Report attached) from the Care for Hedland Environment Association which addresses a number of issues including proximity to and impact on turtle rookeries, fox management, litter management and dog/cat management."

Advice from the Western Australian Planning Commission (WAPC) is that their approval of Amendment 14 is imminent.

Consultation

Environmental Health Services suggest:

"that memorials be placed on titles stating that "Due to the close proximity to areas of high tidal inundation that the subject lot will be subject to large populations of sand fly, biting midge and mosquito after high tide events"; and

"Compliance with Mosquito and Biting Midge Management Plans as detailed in E.A.R. (included in revised Pretty Pool Development Plan).

No specific engineering comments are offered regarding the Development Plan or Scheme Amendment as comments will properly be considered as part of Council's final adoption process and during the detailed design stage.

Statutory Implications

Should Council initiate the proposed Scheme Amendment, the amendment and supporting documentation will be submitted to the EPA for assessment. When the EPA releases the amendment for advertising, the amendment is advertised in accordance with the *Town Planning Regulations 1967* and the *Planning and Development Act 2005* prior to Council considering any submissions and resolving whether to proceed with the amendment, with or without modification, and submitting it to the WAPC for approval.

Policy Implications

Council has adopted Pretty Pool Design Guidelines, with the intention of adopting the required elements of the Guidelines as a Local Planning Policy (LPP). The proposed amendment text, section 6.4.4 (a) (iv) will give the LPP sufficient authority for Council to formally adopt Local Planning Policy No. 8 – Pretty Pool Residential Design.

Strategic Planning Implications

Key Result Area 4 – Economic Development

Goal 4 – Land Development Projects

1. Work with LandCorp to progressively develop Pretty Pool in a sustainable manner.

Budget Implications

A town planning scheme amendment fee of \$1044 has yet to be received.

Officer's Comment

Council has previously supported both the Development Plan and the Scheme Amendment with this application and it is recommended that this application be supported to enable progression to the referral and advertising stages.

The current Development Plan supports some increased residential densities these changes can be compared by viewing Attachments No. 2 and 3. These are of some concern but do not need to be addressed at this stage in the process.

It is noted that Council will have the opportunity to consider this application in the context of any public submission prior to final adoption of the Amendment or Development Plan prior to adoption and submission to the WAPC.

Attachments

1. Location Map
2. Development Plan
3. Location Map

Officer's Recommendation

That Council:

- i) Initiate a Town Planning Scheme Amendment to the *Town of Port Hedland Town Planning Scheme No. 5* by:
 - a) Rezoning Portion of Lots 5002 and 5003 Counihan Crescent, Pretty Pool as depicted on the Scheme Amendment Map from "Rural" to "Urban Development" Zone;
 - b) Amend the Scheme Map Accordingly

c) Insert a new clause 6.4.4 to read:

“6.4.4 Lots 5876, 5877, 300 and portion Lot 5002 and 5003 Counihan Crescent, Pretty Pool, in addition to the requirements of Clause 6.4, and including those of Appendix 6, the following additional provisions apply:

a) Land Use – shall be on the basis that:

- i) The residential density (R-Code) applicable for the purposes of assessing development shall be that shown on the Development Plan approved by the Town of Port Hedland and WA Planning Commission;
- ii) Land use permissibility shall be in accordance with the Zoning Table under Clause 3.2 for either the ‘Residential’ or ‘Town Centre’ zone as shown on the approved Development Plan;
- iii) Council shall adopt Design Guidelines to address the detailed development of land and outline the building and approval process.
- iv) For the purpose of 6.4.4 a) iii. The approval process shall include the requirement to contain Council planning approval for a single residence and demonstrate compliance with the Council adopted Design Guidelines;
- v) Land identified as containing a ‘Town Centre’ designation in the Development Plan shall be developed as part of a cohesive site development for the balance R50/R60 or R60/80 areas and in accordance with approved Design Guidelines adopted under Clause 6.4.4 a) iii;

b) Management Plans – The following Management Plans shall be prepared and implemented in conjunction with the implementation of the Development Plan:

- i) Foreshore Management Plan;
- ii) Turtle Management Plan;
- iii) Shorebird Management Plan;
- iv) Mosquito and Midge Management Plan;
- v) Drainage and Nutrient Management Plan;
- vi) Mangrove Management Plan; and

- vii) Site Management and Remediation Action Plan
- c) For the purposes of 6.4.4 b)iii and vii the following shall apply:
 - i) Shorebird management Plan – an Avifauna Survey shall be undertaken during the migration period (September) to the satisfaction of the Town of Port Hedland on advice from the Department of Environment and Conservation (DEC). In the event that this survey identifies that protected an/or threatened bird species are utilizing the development site for foraging, a Shorebird Management Plan shall be prepared. The Management Plan shall be prepared to ensure proper management protection and/or relocation of specialty protected and/or threatened birds within the development area to the satisfaction of the Town of Port Hedland on advice from the DEC.
 - ii) Site Management and Remediation Action Plan: Prior to submission of an application for subdivision to the Western Australian Planning Commission (WAPC) for any area of the Development Plan identified as contaminated, a Site Management Plan and Remediation Action Plan will be prepared and implemented to the satisfaction of the Town of Port Hedland and on advice from the DEC and Department of Health. The Management Plan shall be prepared to ensure that the development site and the risks outside the site will be appropriately managed to meet the requirements of the Contaminated Sites Act 2003 and is compatible with the proposed land use.”
- ii) adopt the Pretty Pool Revised Development Plan received 28 April 2008 for the purpose of advertising in association with the Town Planning Scheme Amendment referred to in Part I of this resolution; and
- iii) advise the applicant accordingly and request that the applicant prepare the formal amendment documentation to enable referral to the Environmental Protection Authority.

200708/169 Council Decision**Moved:** Cr G D Bussell**Seconded:** Cr K A Howlett**That Council:**

i) Initiate a Town Planning Scheme Amendment to the *Town of Port Hedland Town Planning Scheme No. 5* by:

a) Rezoning Portion of Lots 5002 and 5003 Counihan Crescent, Pretty Pool as depicted on the Scheme Amendment Map from “Rural” to “Urban Development” Zone;

b) Amend the Scheme Map Accordingly

c) Insert a new clause 6.4.4 to read:

“6.4.4 Lots 5876, 5877, 300 and portion Lot 5002 and 5003 Counihan Crescent, Pretty Pool, in addition to the requirements of Clause 6.4, and including those of Appendix 6, the following additional provisions apply:

a) Land Use – shall be on the basis that:

i) The residential density (R-Code) applicable for the purposes of assessing development shall be that shown on the Development Plan approved by the Town of Port Hedland and WA Planning Commission;

ii) Land use permissibility shall be in accordance with the Zoning Table under Clause 3.2 for either the ‘Residential’ or ‘Town Centre’ zone as shown on the approved Development Plan;

iii) Council shall adopt Design Guidelines to address the detailed development of land and outline the building and approval process.

iv) For the purpose of 6.4.4 a) iii. The approval process shall include the requirement to contain Council planning approval for a single residence and demonstrate compliance with the Council adopted Design Guidelines;

v) Land identified as containing a ‘Town Centre’ designation in the Development Plan shall be developed as part of a cohesive site development for the balance R50/R60 or R60/80 areas and in accordance with approved Design Guidelines adopted under Clause 6.4.4 a) iii;

- b) **Management Plans – The following Management Plans shall be prepared and implemented in conjunction with the implementation of the Development Plan:**
 - i) **Foreshore Management Plan;**
 - ii) **Turtle Management Plan;**
 - iii) **Shorebird Management Plan;**
 - iv) **Mosquito and Midge Management Plan;**
 - v) **Drainage and Nutrient Management Plan;**
 - vi) **Mangrove Management Plan; and**
 - vii) **Site Management and Remediation Action Plan**

- c) **For the purposes of 6.4.4 b)iii and vii the following shall apply:**
 - i) **Shorebird management Plan – an Avifauna Survey shall be undertaken during the migration period (September) to the satisfaction of the Town of Port Hedland on advice from the Department of Environment and Conservation (DEC). In the event that this survey identifies that protected an/or threatened bird species are utilizing the development site for foraging, a Shorebird Management Plan shall be prepared. The Management Plan shall be prepared to ensure proper management protection and/or relocation of specialty protected and/or threatened birds within the development area to the satisfaction of the Town of Port Hedland on advice from the DEC.**
 - ii) **Site Management and Remediation Action Plan: Prior to submission of an application for subdivision to the Western Australian Planning Commission (WAPC) for any area of the Development Plan identified as contaminated, a Site Management Plan and Remediation Action Plan will be prepared and implemented to the satisfaction of the Town of Port Hedland and on advice from the DEC and Department of Health. The Management Plan shall be prepared to ensure that the development site and the risks outside the site will be appropriately managed to meet the requirements of the Contaminated Sites Act 2003 and is compatible with the proposed land use.”**

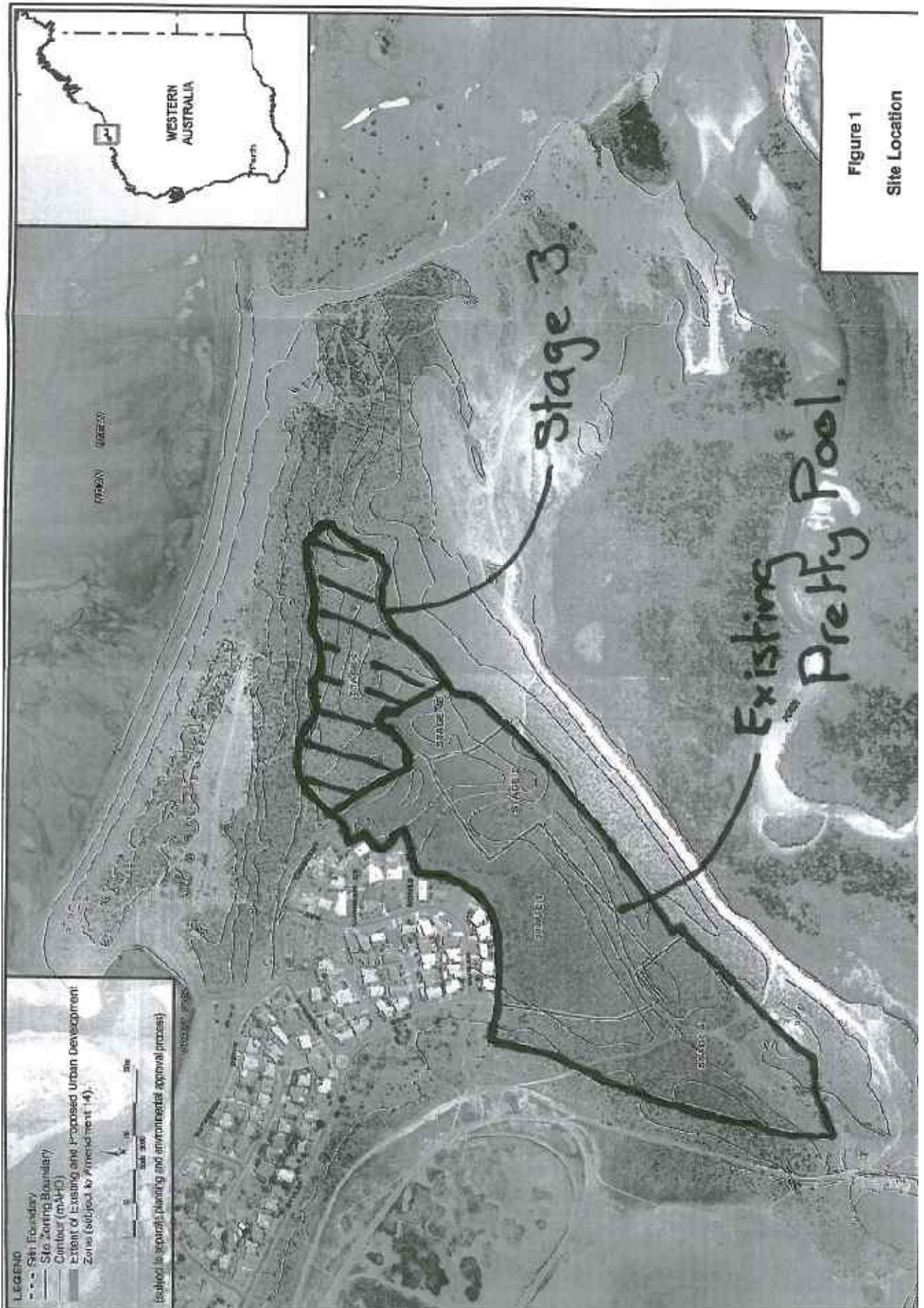
- ii) **adopt the Pretty Pool Revised Development Plan received 28 April 2008 for the purpose of advertising in association with the Town Planning Scheme Amendment referred to in Part I of this resolution;**

- iii) advise the applicant accordingly and request that the applicant prepare the formal amendment documentation to enable referral to the Environmental Protection Authority; and
- iv) it is Council's preference that a public thoroughfare be included between the public reserve and the development site."

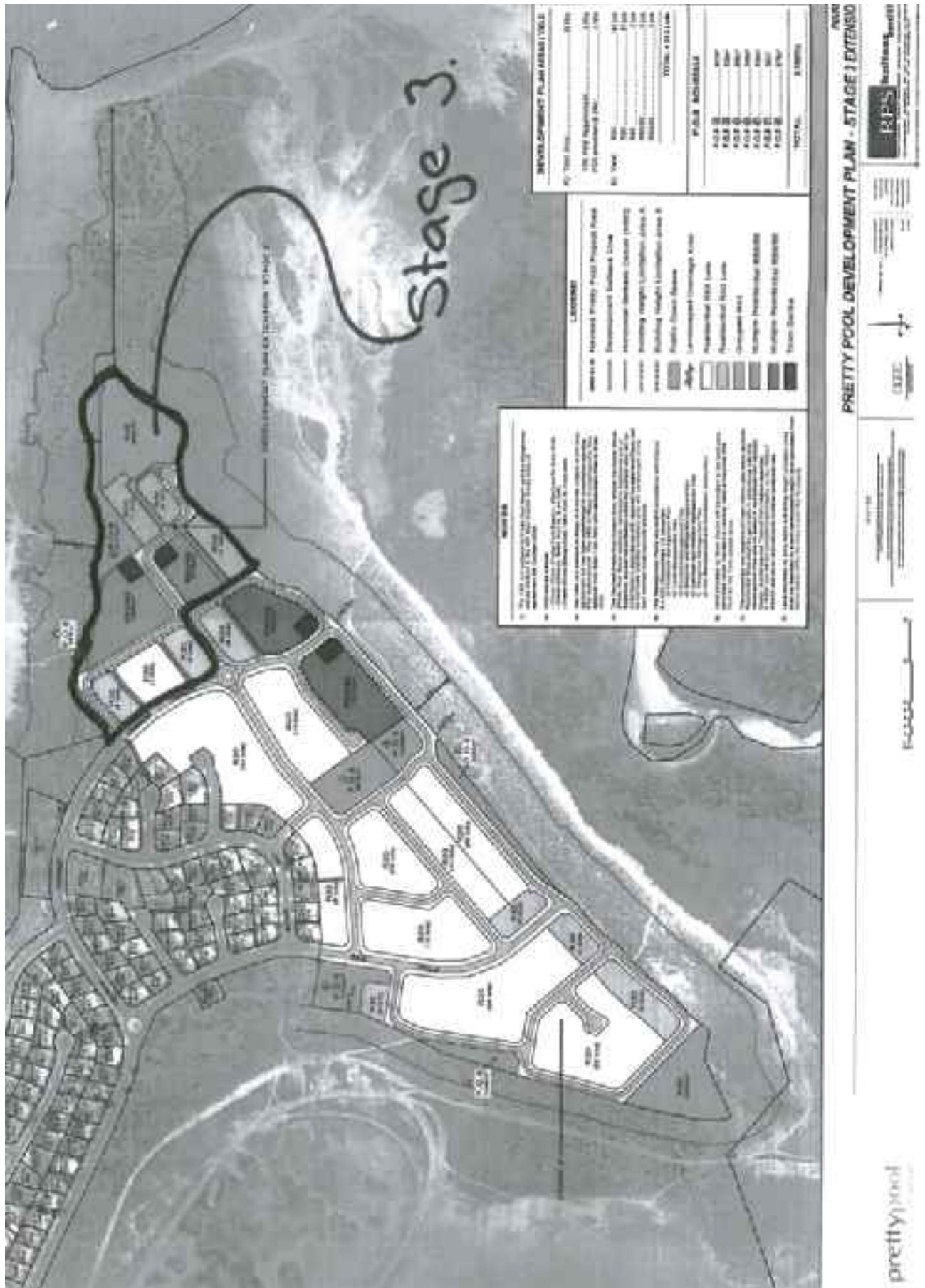
CARRIED 7/0

REASON: Council included Clause (iv) 'it is Council's preference that a public thoroughfare be included between the public reserve and the development site.' to maintain public access to the foreshore area.

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.4



ATTACHMENT 2 TO AGENDA ITEM 11.2.2.4



11.2.3 Ranger Services**11.2.3.1 Authorisation of Dog Registration Officers – Dog Act 1976 (File No. :19/09/001)**

Officer Peter Wilden
Co-ordinator Ranger
Services

Date of Report 19 May 2008

Disclosure of Interest by Officer Nil

Summary

For Council to consider the appointment of Dog Registration Officers for the Town of Port Hedland.

Background

Council allows for the registration of dogs at both the Town of Port Hedland's Civic Centre as well as the South Hedland Library. The Dog Act 1976 requires that all persons that register dogs be authorised under the said Act to carry out this function.

Officer's Comment

It is a legal requirement that any officer that effects the registration of dogs be authorised. Authorisation of officers also gives the Council and staff legal protection while carrying out this function and "acting in good faith".

The following staff members act in a capacity that requires them to be authorised as Dog Registration Officers:

- Sandra DuMensy,
- Kay Anderson
- Kathy Priestley
- Jemma Goodchild
- Juanita Johnstone
- Jessica Muir

As the following staff member has left the employ of the Town of Port Hedland their authorisation must be cancelled:

- Piers Kelly

Consultation

Not Applicable

Statutory Implications

Dog Act 1976 (as amended)

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications Nil

Authorisation of officers will need to be advertised in the Government Gazette.

Attachments Nil

200708/170 Council Decision/Officer's Recommendation

Moved: Cr G D Bussell

Seconded: Cr J M Gillingham

That:

- i) the following staff members be authorised as Dog Registration Officers for the Town of Port Hedland pursuant to the Dog Act 1976:

Sandra DuMensy, Kay Anderson, Kathy Priestley, Jemma Goodchild, Juanita Johnstone and Jessica Muir.

- ii) Piers Kelly authorisation as a Dog Registration Officer be cancelled.

CARRIED 7/0

11.2.3.2 Authorisation of Coordinator of Ranger Services (File No.: RAN-001)

Officer Peter Wilden
Co-ordinator Ranger
Services

Date of Report 19 May 2008

Disclosure of Interest by Officer Nil

Background

Mr Victor Birt has been recruited as Senior Ranger within the Rangers Section of the Town of Port Hedland commencing on 9 June 2008.

Officer's Comment

It is a requirement that Council authorise Rangers in various capabilities under a multitude of legislation requirements.

Authorisation allows Rangers to carry out their duties and have full protection of the various Acts and Regulations, to which they are required to enforce.

Rangers are required to be authorised under the following Acts and Regulation to carry out their functions:

- Caravan Parks and Camping Act 1995 appointed as Authorised Persons and to prosecute on behalf of Council for the purpose of the Act.
- Caravan Parks and Camping Ground Regulations 1997, appointed as Authorised Persons for the purpose of Section 17(1), 23(11), and 23(2) of the Regulation and to prosecute on behalf of Council.
- Dog Act 1976 and Regulations (as amended) appointed as Authorised Persons for the purpose of the Act and authorised to effect the registration of dogs.
- Control of Vehicles (Off Road Areas) Act 1978 and Regulations appointed as Authorised Persons and to prosecute on behalf of Council for the purpose of the Act.
- Litter Act 1979 and Regulations appointed as Authorised Persons and to prosecute on behalf of Council for the purpose of the Act.

- Bush Fires Act and Regulations appointed as Bush Fire Control Officer and Authorised officer to prosecute on behalf of Council for the purpose of the Act.
- Local Government Act (Miscellaneous Provisions) 1960 Part XX as Poundkeeper and Ranger.
- Town of Port Hedland Local Laws

Consultation

Not Applicable

Statutory Implications

The Town of Port Hedland Rangers have authority to enforce, to prosecute and the protection of the above mentioned Acts and Regulations in the day-to-day duties of the Officers.

Policy Implications Nil

Strategic Planning Implications

KRA 2 – Social
Increase Community Safety, amenity and sense of belonging.
Action Plan 6.5 – Provide 12 hr/day, 7-day/ week Ranger services coverage.

Budget Implications Nil

Attachments Nil

200708/171 Council Decision/ Amended Officer's Recommendation

Moved: Cr G D Bussell **Seconded:** Cr K A Howlett

That Mr Victor Birt and Mr Brendon Lions be authorised or appointed as appropriate, pursuant to the following provisions:

- i) the Dog Act 1976 (as amended) and Regulations as an Authorised Person and prosecute on behalf of Council for the purpose of the Act;**
- ii) the Dog Act 1976 (as amended) as a Registration Officer to effect the registration of dogs;**
- ii) the Caravan Parks and Camping Act 1995 as an Authorised Person and to prosecute on behalf of Council for the purpose of the Act;**

- iii) the Caravan Parks and Camping Grounds Regulations appointed as an Authorised Person under sections 17(1), 23(11), and 23(2) and to prosecute on behalf of Council for the purpose of the Regulation;
- iv) the Local Government Act 1995 and Town of Port Hedland Local Laws;
- v) the Control of Vehicles (Off Road Areas) Act 1978 and Regulations as an Authorised Officer and to prosecute on behalf of Council for the purpose of the Act;
- vi) the Local Government Act (Miscellaneous Provisions) 1960 Part XX as a Poundkeeper and Ranger.
- vii) the Litter Act 1979 and Regulations as an Authorised Officer and to prosecute on behalf of Council for the purpose of the Act;
- viii) the Bush Fires Act 1954 (as amended) and Regulations as a Fire Control Officer for the purposes of Fire Prevention; and
- viii) Town of Port Hedland Local Laws.

CARRIED 7/0

NOTE: The Amended Officer's Recommendation included the additional name of Mr Brendon Lions.

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 16 May 2008

Disclosure of Interest by Officer Nil

Summary

For Council’s information.

Background

Engineering Services monthly report to Council.

Consultation

Engineering Services Officers

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 re-commenced. This part of work scheduled for completion end June.
Wedgefield Upgrades R2R	Culvert extension at intersections and Asphaltting of Intersections to be carried out during next contractor visit after cyclone season. Contractor due onsite end of May, 2008.

General Roads	Potholes around Port, South Hedland and Wedgefield are being repaired with the arrival of BGC Asphalt providing hotmix for repairs. Repair work completed on North Circular Roundabout.
Shade sails	Shade sails at Pretty Pool and Cemetery Beach Parks - training for EWP needs to be completed before Shade sails can be removed. Investigating wire rope pulley system for long-term ease of use. Not commenced due to time constraints.
Heavy Plant Equipment	Heavy Plant Equipment – Bobcat on site and in operation. Still awaiting 6 W Truck (due w/e 24/5), Compactor Truck and Bitumen Truck.
West End Greening	Earthworks completed on this project. Water tank has been installed, power connected. Reticulation lines, soil conditioning and fertilizing complete. Ordered plants at time of writing, planting programmed w/e 29 th May.
Unsealed Roads	Hillside – Woodstock road has been completed, also Hillside – Woodstock railway crossing has been sealed. Yandeyarra road to be completed prior to end of May.
Skate Park	Vandalism still a major problem around South Hedland Skate Park. Separate account number now being used to track expenses..
Verges	2 Verge inspections in South Hedland carried out during April.
Minor Works Requests	Received 12 Minor Works Requests in April.
Crossovers	Call out to inspect 2 new crossovers.
Footpath Construction	Subcontractor P Miller has completed Taylor Street and Goode Street Footpaths. Also commenced work on footpath from Athol along Cooke Point Drive.
Kerbing Programming	Kerbing programme completed for 2007-2008.

Waste Management Facility

PROJECT	STATUS
Rubbish Picked Up	Total Bags for April: 536 South Hedland – 276 Port Hedland – 109 Verges/Paddocks - 151

Street Sweeping	Due to the increase of new housing developments there has been an increase of roads required to be swept on a daily basis. The Sweeper was able to clock up 180hrs in the month of April.
Mulch/Green Waste	All Green waste being mulched – manually screened for noxious weeds.
Sleeper Stockpile	No stacking: no excavator with grab to pick sleepers up.
Tyre Stockpiling	Landfill has restacked and cleaned up tyre drop off area. Options being investigated in sharing resources within the Pilbara Regional Council's. It is envisaged that a pair of hydraulic shears and a tyre shredder will be used to reduce the volume. Further investigations will be made in selling the shredded rubber. Ongoing investigation of shredding of the tyres.
Concrete Recycling	Awaiting on arrival of new Excavator.
Steel Recycling	All steel has been recycled and CMA have removed bailing machine.
Pallet Munching	Options being investigated into grinding and using as moisture retention aid to public gardens and green space, such as the West End.
Glass	Introducing a method to track the number of bottles, or the volume of glass recovered, over the next fortnightly pay period. Tracking may enable agencies to introduce ways to combat the problem/s.

Parks & Gardens

PROJECT	STATUS
Garden Maintenance	Garden Maintenance crews are continuing with programmed works
Park Maintenance	Park maintenance crews are maintaining park programme on a fortnight basis. (This information will be used to help create an in-depth asset management plan for all of council's parks.)
Sportsground Maintenance	Poison being used to remove Crows foot weed off Colin Matheson Oval. Subcontractors employed to Verdi mow Colin Matheson Oval and Kevin Scott oval – total time to complete is 10 days. Additional work around turf club progressing for first race meeting end of May.

Training	Staff continued with the 'Growing and Propagating Native Plants' training. Training has been supplied for correct tie down procedures on all trailers and utes.
Litter Crew	Only working Monday – Friday no weekend cleanup until further advised: budget constraints.
Verdi Mower	Transferring of funds from Recreational services for the purchase of a Verdi Mower for Colin Matheson oval approx \$12K. Application to BHPB for additional funds not completed.
Re-Use Water	Potable water being used on Kevin Scott Oval due to odour problems with Re-Use water. All other ovals and Parks still maintaining Re-Use Water program..Letter sent to Water Corporation requesting reinstatement of re-use water ASAP. Bore application being delayed as now a hydrology study has been requested. Two water testing stands to be installed prior to testing program.

Technical Services/Projects

PROJECT	STATUS
Playground Shade Structures	Cost estimates on the proposed shade structures have resulted in 4 shelters being designed for Kevin Scott playground and 5 shelters being designed for Colin Matheson playground. Site investigations are required to determine soil conditions and rock levels prior to finalizing engineering details.
Turtle Boardwalk	Site investigations have determined that rock levels are not likely to impact on the construction of the boardwalk. Epcad are now finalizing the engineering design and specifications prior to obtaining a building licence and going to tender.
Sutherland Street Nodes	Refer to Council Item this month.
Boulevard Tree Planting	This project has been carried forward to 08/09. It is intended that Council staff will undertake the project in-house; however the lack of staff resources has delayed implementation.

Verge tree planting	Council reviewed the Verge Treatment policy in April's Council Meeting which enabled street tree applications to be processed. 11 applications have been processed resulting in the programming of planting of 11 street trees. 1 application was withdrawn as the owner requested to plant the trees within the property boundary.
Port Hedland Boat Ramp Wash Down Bay	Staff has provided project details to the Port Hedland Port Authority and Environmental Protection Authority for comments prior to proceeding. Comments due back on 26 th May.
Light Fleet replacement	10 light fleet vehicles were sold at public auction on 10 th May. 3 vehicles were not sold as they did not receive the minimum reserve price. These vehicles will now be sold under the delegated authority of Council's CEO.
Roman Upgrade	Cardno BSD has completed the physical inspection of Council's road network. Condition report updates and new roads from recent subdivisions will now be added to Council's road management system, Roman. Council staff have received training on the inclusion of new roads into Roman.
Cemetery Upgrade	The Cemetery Working Group is scheduled to meet on 4 th June to discuss the revised budget and programming of the project. The design of the entrance shade structure must be reviewed due to engineering restraints of the existing limestone wall.
Finucane Island Boat Ramp upgrade	Maunsell has not forwarded designs or comments to Engineering staff regarding this project. Engineering staff are following up.
Foreshore Parks Lighting	The lighting at Civic Centre, Cemetery Beach and Pretty Pool parks will remain as installed without the band pass filters. The band pass filters are not compliant with Australian Standards and are not a requirement for the project approval. Vandal guards will be fitted to complete the project.
BHP West End projects	BHP has commenced landscaping work along Edgar street, Leap park and Captain Bert Madigan park with tree planting and the installation of 3 bougainvillea sculptures.

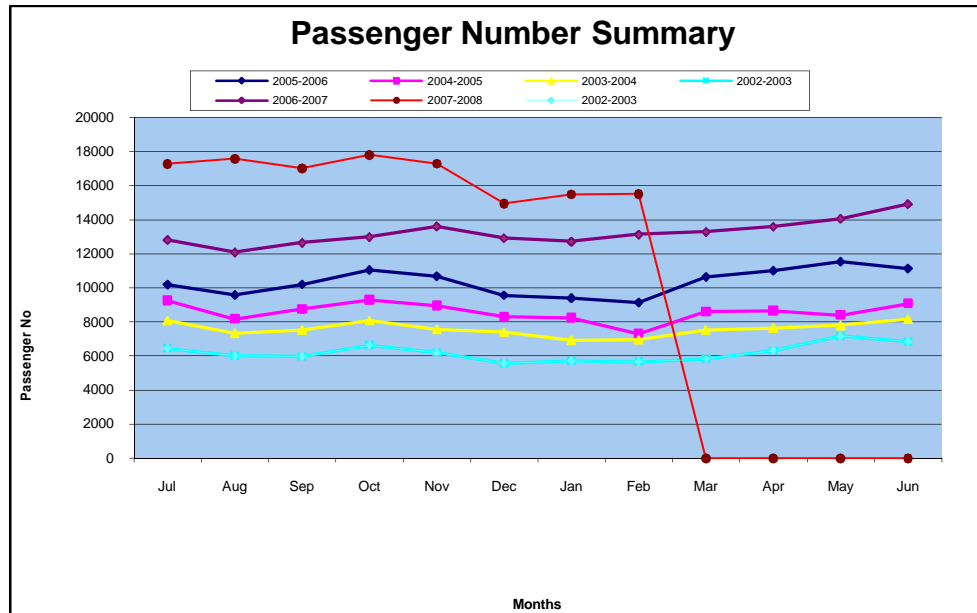
Stairway to the Moon	Council has received revised architectural and structural designs for the project. Engineering staff will liaise with Council's Building and Planning departments when all staff have returned from annual leave regarding the suitability of the designs. Once plans are finalised staff will undertake a cost analysis of the project.
Throssell Road Streetscape	Staff have not yet received revised plans from Epcad.

Port Hedland International Airport

PROJECT	STATUS
Sewerage Upgrade	Works finished.
Apron Lighting Upgrade	Suppliers of Stage 1 equipment contacted to provide quotes on equipment. Works to be undertaken at end of cyclone season.
Precision Approach Path Indicator Installation (Lighting)	Ongoing.
Front Reserve Drainage	Works at airport entrance completed. Works from service road to Air BP to be completed when engineering crew back to full levels at completion of leave.
Master Plan	Submissions closed 11 April 2008, subject to further report.
Airport Revaluation	Completed.
Runway End Safety Area Extensions	Geotechnical results received. Final design work being undertaken.
4 Lot development	Refer to sewerage upgrade works.
Boundary Fencing	Tender awarded to Southern Wire March meeting. Waiting executed contract document.
Air Conditioning	AC 3 to be replaced
TWA	Tender issued closed 30/4/08 at 2pm, subject to separate report.

Passenger Numbers

At the time of writing March Figures not available.



On time Performance

During the month of March there were 82 return QantasLink services to Port Hedland. 93% of departures and 91% of arrival were within 15 minutes of schedule.

There were only 3 delays greater than 30 minutes:

- QF1810 18MAR - departed 21 minutes late due to air traffic control congestion and lost a further 20 minutes due to en-route weather
- QF1810 31MAR - 63 minutes late. Aircraft blocked on stand-off bay due to airport congestion
- QF1811 31MAR - 67 minutes late due to late inbound aircraft as per above.

International Service

The second service on Sunday to Bali commenced operation the first weekend in April. Full flights departing 12 and 13 April.

Recreation Services*Projects 2007/08*

PROJECT	STATUS
Multi-Purpose Sports Feasibility Study	Completed.
Recreation Facility Design	Tenders closed 13 th May 2008. Selection of consultant presented to May OCM. Project estimated to commence in June 2008, with completion scheduled for April 2009.
Port Hedland Skatepark	Completed.
South Hedland Skatepark	Completed.
Town Cycle Plan	Community consultation undertaken. Draft plan presented to Council Briefing in April 2008. An additional working group meeting to be held to determine final report in/exclusions. Will be presented at the June Ordinary Council Meeting.
JD Hardie Centre Facility Upgrade	Works commenced. All painting completed. Additional capital purchased being constructed including flooring and dividing nets. Are having difficulty securing a builder to complete internal works, although further enquiries are being made. Designs are being created to determine internal fit-out.
Gratwick Aquatic Centre Gym	Completed. The GAC Gym commenced operation on 26 April. Will have monthly figures from next month.
Aquatic Centre Lighting Audit	Completed. All reports have now been received by Council staff (as of 14 May 2008). The recommendations will form part of the five-year upgrade plan at each centre.
McGregor Street Carpark	Completed.
Recreation Reserves Redevelopment (encompassing McGregor Street and Colin Matheson Oval)	The Community Consultation period ceased on 14 May 2008, with the following being conducted: Community forum, shopping centre displays, newspaper advertisements, radio advertisements and interviews, email distribution, Council displays. The feedback will be forwarded to ROSS Planning for their feedback, and presented at the May OCM for determination of Council direction.

Colin Matheson Oval Redevelopment	A draft report has been received with regards to recommended irrigation systems, turf types and costs. This report will form part of the overall Colin Matheson Reserve Redevelopment, to commence in 2008/09. Pending commitment of funds and contractor availability, this upgrade should be able to commence in November 2008.
Sports Facility Upgrade Program	The Sports Facility Upgrades have nearly been completed, with the installation of the shade shelters at various reserves being completed within the last fortnight. The tiered seating area at Kevin Scott Oval has been finalised, with only the sheds (to be used as shared storage) remaining to be completed. This portion of the project has been delayed due to building contractor availability.
Recreation Upgrades	All recreation upgrades are near complete, with the Diamond 1 back net and the Hawks shed the remaining two items. The Purchase Order has been signed for the new baseball back net to be constructed, with Southern Wire receiving the contract. With regards to the Hawks shed, the club met with Council representatives, and a late item will be presented to Council this month.
Walk It Hedland	Funding has been received from both Healthways and BHP Billiton to promote walking and active lifestyles within the community. This is a joint project with Pilbara Population Health (PPH), however will be primarily facilitated by ToPH as PPH are understaffed.

New Initiatives

INITIATIVE	STATUS
Practicum Placements	Staff are in the process of securing two practicum placement students for a two week period during week 2 of the July school holidays, and the first week of term 3. It is anticipated that these students will be third year Exercise and Health Science Students from UWA. These students will have access to a broad range of activities to ensure they have a full awareness of the Pilbara demands, as well as an understanding of local government roles.
Swans Football Club MOU	The Swans Football Club and the ToPH have entered into a trial Memorandum of Understanding (MOU) for the permanent seasonal use of the clubrooms at Kevin Scott Oval. The success of this MOU will be determined at the end of the football season.

Education/Training/Certifications

NAME	REPORT
Senior First Aid	The JD Hardie Centre Supervisor will be undertaking her certificate next month, as part of the Duty of Care Requirements at the Recreation Centre.
Riding the Boom	The Manager Recreation Services attended the Riding the Boom Conference in Karratha this month.

Other

Post – Cyclone Repairs

Remaining items:

- Diamond 1 Backnet – dates for completion to be confirmed.
- Gratwick Aquatic Centre shade – work commenced.

Staff Movements

Kasey Wehr has resigned as a casual Recreation Assistant at the JD Hardie Centre to allow him to concentrate on his studies. A Recreation Centre Officer has been appointed at the JD Hardie Centre, to commence on 19 May. A new casual staff member has been employed at the JD Hardie Centre as a Belly Dancing Instructor.

Aquatic Centres

The monthly reports in full from the YMCA can be obtained by contacting the Manager Recreation Services.

South Hedland Aquatic Centre

The Centre is now closed as per the Management Agreement with the YMCA, and is scheduled to reopen in October 2008. Maintenance will be undertaken throughout this time, and the 50 metre pool will be maintained at its legal standard.

YMCA Update

“South Hedland Aquatic Centre experienced a reasonably busy April with all user groups and structured programs finalising activities prior to the school holidays. April saw the completion of a successful summer season and the centre is now closed until next October. A total of 26,985 utilised the pool this figure is up by 5,260 on the 05/06 season, however in contrast the 07/08 figure is down by 6048 on the 06/07 season.

“The Aquatic Ed program and the Flippa Ball program were extremely successful with near 100% occupancy rates occurring in the school age classes...

“The first ever Teen Pool Party was held on the 12th April with approximately 70 people attending; activities included tug of war, dance competitions and a sausage sizzle. This event was facilitated with the help of the Hedland Youth Leadership Program and YIC, the YMCA hope to host similar events in the 2008/9 season...”

“Attendance figures for the month were 2,496 although this is significantly down on the projected target of 4,850 in comparison this monthly actual exceeds April 07 due to the pool being closed in March because of cyclone damage. The monthly figure represents an increase of 634 people on the April 06 figure. This seasons March attendance figures surpassed March 2006 by 3,599 and March 2007 by 4,463...”

Financials

Month	Actual	Budget	Variance
Income	\$18,098	\$10,231	\$7,867
Expenditure	\$65,251	\$50,993	(\$14,258)
Net	(\$47,153)	(\$40,762)	(\$6,391)

YTD	Actual	Budget	Variance
Income	\$65,053	\$66,276	(\$1,223)
Expenditure	\$242,982	\$211,230	(\$31,752)
Net	(\$177,929)	(\$144,954)	(\$32,975)

Attendances

	Swim	Aqua/Ed	School	Aqua	Prog.	Misc.	TOTAL
Jan	1590	158	0	0	0	1791	3539
Feb	834	261	55	0	23	2,011	3,186
Mar	1020	532	719	11	35	3781	6098
Apr	1026	0	152	5	10	1303	2496
TOTAL	4470	951	926	16	70	8886	15319

Gratwick Aquatic Centre

The shade structure that was damaged during Tropical Cyclone George will now be fixed using funds from the Town of Port Hedland and insurance funds. Winter operational hours have now commenced, however have been amended due to community feedback. These hours will be trialed in comparison to last years' operational hours.

The Gymnasium was opened to the public in April, with initial feedback very positive. It is anticipated that membership numbers will exceed initial expectations.

YMCA Update

“Staff shortages continue to heavily impact the operation of both aquatic centres. The ability to meet the required staffing levels continue to be somewhat of a challenge, as the majority of YMCA staff are students who have now returned to school and university to continue their studies. To assist with these shortages, an additional staff member from Victoria remained in Hedland for the month of April...

“April saw the opening of the new Fitness Centre at Gratwick Aquatic Centre. Equipment arrived earlier in the month which allowed staff to familiarise themselves with it prior to opening. EFTPOS facilities were installed to allow patrons a more convenient method of payment for memberships. Throughout the five remaining days of April after opening the Fitness Centre, a total of seven members joined.

“A new staff member was hired to assist with offering Health Consultations to members of the public. Jess Richardson is a qualified Exercise Physiologist and we are very happy to have her on our team...

“The aquatic facilities have now reverted to off season operating hours which consists of 20 hours per week, the spread of hours have changed from last season due to customer feedback and will be monitored over the coming months.”

Financials

Month	Actual	Budget	Variance
Income	\$12,778	\$19,216	(\$6,438)
Expenditure	\$55,184	\$53,333	(\$1,851)
Net	(\$42,406)	(\$34,117)	(\$8,289)

YTD	Actual	Budget	Variance
Income	\$60,704	\$98,226	(\$32,736)
Expenditure	\$200,965	\$221,512	(\$20,547)
Net	(\$140,261)	(\$123,286)	(\$16,975)

Attendances

	Swim	F/Room	Aqua/Ed	School	Aqua	Prog.	Misc.	TOTAL
Jan	3421	43	221	0	61	331	783	4860
Feb	1,364	112	422	0	0	0	1,474	3,372
Mar	2,123	193	679	483	14	41	1,314	4,847
Apr	1,930	169	196	0	31	300	711	3,337
TOTAL	9,310	517	1,518	483	106	672	3,810	16,416

JD Hardie Centre

Standard Promotion Schedule

Primary Schools:

- Holiday Program Distribution
- Term 2 Program

Emails:

- Holiday Program
- Term 2 Program
- Belly Dancing Special
- NW Basketball Cup

Poster Advertising:

- Belly Dancing Promotional Flyer

Events

Primary School Disco 4 April 2008

Operating Expenditure	Amount
Staff Wages	\$468.58
Kiosk Purchases	\$456.76
Miscellaneous Items	\$100.00
Total Expenditure	\$1,025.34
Operating Revenue	
Kiosk Sales	\$1,141.90
South Hedland New Living Sponsorship	\$1,000.00
Entry Fees	\$330.00
Total Revenue	\$2,471.90
TOTAL PROFIT/LOSS	\$1,446.56

Holiday Program 14 to 24 April 2008

Operating Expenditure	Amount
Staff Wages (additional hours required)	\$2,384.57
Miscellaneous Items	\$293.40
Kiosk Sales	\$410.04
Total Expenditure	\$3,088.01
Operating Revenue	
Kiosk Sales	\$683.40
Program Fees	\$7,380.00
Total Revenue	\$8,063.40
TOTAL PROFIT / LOSS	\$4,975.39

Programs

Term Programs

- Jr Dodgeball (Continuing, very popular)
- Jr Basketball (Finishing at the end of this term as attendances down)

- Jr Cricket (Continuing, very popular)
- Jr Netball (Finishing at the end of this term due to Association netball start up)
- Kids Club (Continuing, very popular)
- Little Athletics (Continuing, very popular)
- Jr Indoor Footy (Continuing, will determine if continued depending on Association football commencing)
- Jr Indoor Soccer (Continuing, very popular)

Sports Programs

- Mixed Volleyball
- Mixed Netball
- Futsal
- Mens Basketball (Commencing Term 2)
- Womens Basketball (Commencing Term 2)

Staff structure

- 1 x Full Time Employee
- 1 x Part Time Employee
- 1 x Trainee (position vacant as of 12th May 2008)
- 1 x Casual Employee
- 2 x Casual Employee - Employed to assist with the holiday program due to popularity.

Facility Hire

- Pilbara Native Title Service: Community Meetings x 2
- Tae Kwon Do – Regular weekly booking

Attendances

Term Programs	Jul	Aug	Sep	Oct	Nov	Dec	Feb	Mar	Apr
Kids Club	53	177	159	121	105	62	179	212	70
Jr Dodgeball	47	38	77	29	35	32	63	108	30
Jr Gym	23	25	20	0	0	0	0	0	0
All Sports 'til Dec 07 Jr Cricket from Jan 08	20	55	43	22	33	35	28	27	18
Little Athletics	0	0	0	0	0	0	100	89	35
GR8 SK8 til Jun 07 Jr Netball Jan 08	13	0	0	0	0	0	48	35	18
Boxing	82	109	38	72	80	28	25	0	0
Jr Indoor Footy		37	37	14	32	10	65	42	14
Jr Indoor Soccer				12	40	5	53		22
Jr Indoor Basketball				12	12	5	39	27	10
Sports Comp.									
Netball Participants	15	315	385	282	197	0	474	504	135
Volleyball Participants	30	210	228	138	170	0	280	280	77
Social Soccer	23	35	96	70	125	0	70	120	50

Basketball Participants	135	252	294	34	0	0	0	0	0
Badminton	10	14	0	0	0	0	0	0	0
Miscellaneous									
Birthday Parties (4)	45	35	36	37	37	35	28	81	62
Facility Hire	910	912	885	955	1140	3600	333	190	290
Holiday Program	315	0	0	374	0	270	0	0	378
Dodgeball Competition	0	0	0	50	0	0	0	0	0
Disco		0	196	0	0	0	0	0	197
Gym Visits (5)		14	50	51	43	5	18	36	30
Total	1721	2228	2544	2273	2046	4087	1803	1751	1436

Attachments**Nil****200708/172 Council Decision/Officer's Recommendation****Moved:** Cr G J Daccache**Seconded:** Cr J E Ford**That Council receives Engineering Service's report for May 2008.*****CARRIED 7/0***

11.3.1.2 Port Hedland International Airport: Transient Workers Accommodation Village (File No.05:09/0012)

Officer	Terry Dodds Director Engineering Services
Date of Report	19 May 2008
Disclosure of Interest by Officers	Nil

Summary

For Council to consider the recommendations of the Airport Working Group meeting held on Thursday 22 May 2008 and to consider submissions for tender 08/01; *The grant of a lease of land and for the design, construction and operation of a 1200 person transient worker accommodation village.*

Background*History*

The first meeting of the Airport Working Group was held on Thursday 14 February 2008 to discuss the progression of the development of the Airport Transient Workforce Accommodation (TWA) project.

Council's Director Engineering Services made a presentation to the meeting. The *concept* plan document; *Stage 1 of 4 - Concept: Port Hedland International Airport Transient Workers Accommodation Project*, was discussed in depth. Included in the discussions for the development were the critical engineering components, town planning implications and the project 'Go/ No go' question.

The working group was advised that Council had two options relating to the development:

- Council develop the civil infrastructure; or,
- External development

The Airport Working Group resolved to recommend to Council that an external party carry out the TWA site development and that tender documents be prepared accordingly. Council adopted the recommendation of the Working Group at the ordinary meeting dated the 27th of February, 2008.

Council's Solicitors in conjunction with the Director of Engineering, reviewed the type and method of contract/lease within the Working Group's intentions as follows:

“The TWA Tender needs to be a ‘Tender for Lease and Development of 12 hectares of Airport Land for a Ten Year period’. Tenderers need to be aware that the successful lessee will be required to provide a 1200 bed accommodation facility on the land available. The Town will specify the minimum development requirements (i.e. what is the minimum that do they have to do). Furthermore, Tender documents and evaluation criteria will be based on the outcomes that the Town is seeking (i.e. broad range of tenants).”

A legally binding evaluation process including rental structures, experience, quality and amenity, timeframe, construction logistics, site management, client tenure, infrastructure to be handed over at termination and contractual communication requirements was drafted.

Tender Process

Tender 08/01 was advertised seeking proposals for the lease of a portion of land located at the Port Hedland International Airport for the development of a 1200 Person Transient Workforce Accommodation Village, closing 5th May 2008.

Council received 43 requests for tender documents. On the 5th of May 2008 Council formally received tenders from five parties:

- The MAC services Group Limited
- Fleetwood Corporation
- Compass Group (Australia) Pty Ltd
- Rapley Wilkinson Property
- Auzcorp Pty Ltd

Consultation

Geoffrey Owen McLeods Barristers & Solicitors
Colin Bastow UHYHN
Chief Executive Officer
Director Corporate Services
Director Engineering Services

Statutory Implications

Section 3.58 – Disposing of Property in accordance with the Local Government Act 1995 (as amended)

“3.58. Disposing of property

(1) In this section $\frac{3}{4}$

}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 ^{3/4}*
- (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. “*

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.

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

Concept plan/tender cost and evaluation \$32,000 YTD. The tenderers all offer Council significant financial returns if they are selected as the preferred developer/subcontractor.

Officer's Comment*Tender Appraisal*

The tenders were evaluated using the following criteria as shown in the contract documents:

Price (35%) - Schedule 1

- What is the rental amount being offered per annum.
- What is the proposed pricing structure for the Village.
- Provide a 10 year cash flow statement for the proposed operations of the Village

Experience (5%) - Schedule 2

- Detail any experience that your organisation has had undertaking projects of a similar nature.

Design/Build (20%) - Schedule 3

- How will the design improve visual amenity of the area? What financial commitment is proposed for landscaping of the Village?
- What design actions will be taken to minimise potential impacts on airport operations and road traffic?

- What facilities/infrastructure are proposed to be constructed (inc construction method)?
- Please outline the proposed construction timeframe for the project.
- At the conclusions of the lease period, what infrastructure is proposed to remain at the site?

Operations (35%) - See Schedule 4

- How is the facility proposed to be managed?
- How will the operator ensure that the facility is available to a broad range of potential tenants?
- Outline the anticipated use of accommodation provision
- Outline the reporting structure proposed for the lease (include internal and external reporting structures)

Local (5%) - See Schedule 5

- Detail any commitments that are made to the use of local contractors/suppliers

Evaluation Panel

To maintain probity, Council engaged UHY Haines Norton Chartered Accountants to complete an expert financial summary of all tenderers. UHY Haines Norton also supplied an independent observer for the evaluation panel.

The evaluation panel consisted of the CEO ToPH, Mr. Chris Adams, Director of Engineering Services ToPH, Mr. Terry Dodds and Chartered Accountant UHY Haines Norton, Mr. Paul Breman.

Summary

All tenderers submitted non-conforming bids. The tender documents allowed Council to accept or reject non-conforming bids. The evaluation panel accepted all bids.

Areas requiring negotiation include:

- How the tenderer intends providing the pools and outdoor recreation areas without increasing risk to aircraft; and,
- What the tenderer defines as a tavern; and,
- The definition of 'multiple users' and 'shared use' in the lease document.

After awarding the tender Council will be required to negotiate with the successful tenderer in relation to issues concerning conformance. The following tables indicate the scores that the Tender Evaluation Panel gave to each tenderer.

SUMMARY



Town of Port Hedland

Tender Evaluation Panel

Name: Chris Adams (CEO)
 Name: Terry Dodd (Manager Engineering)
 Observer: Paul Breman (UHY Haines Norton)

08-01

Description
 The Grant of Lease of Land and for the design, construction and operation of a 1200 person transient worker accommodation village.

Evaluation Methodology

Attribute	Weight	Fleetwood			The Mac			Auzcorp			Rapley & Will			Compass		
		Perform. %	Weigh. Score	Weigh. Score	Perform. %	Weigh. Score	Weigh. Score	Perform. %	Weigh. Score	Weigh. Score	Perform. %	Weigh. Score	Weigh. Score	Perform. %	Weigh. Score	Weigh. Score
Price - Schedule																
Rental amount per annum.	0.20	100	20.00	50	10.00	17	3.40	42	8.40	91	18.20					
Pricing structure for the Village.	0.15	90	13.50	80	12.00	60	9.00	50	7.50	100	15.00					
Experience																
Experience - similar project	0.05	85	4.25	100	5.00	70	3.50	80	4.00	100	5.00					
Design/Build																
Improved visual amenity	0.05	70	3.50	100	5.00	80	4.00	85	4.25	100	5.00					
Fin. commitment to landscaping	0.04	50	2.00	100	4.00	57	2.28	77	3.08	57	2.28					
Design impacts on airport & road traffic	0.02	100	2.00	100	2.00	100	2.00	100	2.00	100	2.00					
facilities/mfra. to be constructed and method	0.02	60	1.20	95	1.90	70	1.40	60	1.20	100	2.00					
Outline construction timeframe	0.03	70	2.10	85	2.55	100	3.00	70	2.10	100	3.00					
Remaining Infrastructure post contract	0.04	70	2.80	70	2.80	70	2.80	70	2.80	100	4.00					
Operations																
How is it to be managed?	0.10	80	8.00	95	9.50	75	7.50	80	8.00	100	10.00					
Accessibility to a range of potential tenants	0.15	20	3.00	80	12.00	7	1.05	0	0.00	50	7.50					
Anticipated use of accommodation	0.05	20	1.00	80	4.00	7	0.35	0	0.00	50	2.50					
Reporting structures (internal and external)	0.05	90	4.50	100	5.00	65	3.25	90	4.50	100	5.00					
Local																
Local contractors/suppliers commitment	0.05	0	0.00	80	4.00	50	2.50	50	2.50	90	4.50					
Totals	1.00		67.85		79.75		46.03		50.33		85.98					



PRICE

Client Name Town of Port Hedland

Tender 06-01

Description The Grant of Lease of Land and for the design, construction and operation of a 1200 person transient worker accommodation village.

Tender Evaluation Panel

Name Chris Adams
Name Terry Dodd
Observer Paul Brennan (UHY Haines Norton)

Evaluation Methodology

Attribute	Weight		Fleetwood		The Mac		Auzcorp		Rapley & Will		Compass	
	Fixed	Variable	Fixed	Variable [†]	Fixed	Variable [‡]	Fixed	Variable [†]	Fixed	Variable [†]	Fixed	Variable [‡]
Price - Schedule												
Highest Bid	7,632,138	5,809,042	2,552,501	7,001,615	1,313,965	-	5,865,928	6,932,234	-	-		
Rank	1	3	3	1	4		2	2				
Performance (relative to highest bid, i.e. highest bid = 100%)	1.00	0.83	0.31	1.00	0.17		0.64	0.91				
Risk Weighting	1.00	0.50	1.00	0.50	1.00	0.50	1.00	0.50	1.00	0.50	1.00	0.50
Gross Performance	1.00	0.42	0.31	0.50	0.17	0.00	0.42	0.91	0.00	0.42	0.91	0.00
Selected best performance	1.00		0.50		0.17		0.42			0.42		0.91

[†] Variable bids costed at 78% Occupancy

Schedule 1: Price (35%)

Most tenderers provided options to Council of a fixed price rental or a "per occupied room" rental or a combination of these options. The financial risk to Council of a fixed price tender is lower than other options.

The 35% weighting for price was divided into return to Council (20%) and tariff (15%). In calculating the return to Council, to proportion *fixed* versus *variable*, risk was included in the factoring at a ratio of 3:1.

Fleetwood and Compass scored high in Schedule 1, as detailed in above summary and attached table (Appendix B).

Schedule 2: Experience (5%)

The contract and tender process was aimed at attracting only the most professional companies in the industry. The process achieved this objective; subsequently high scores were achieved by all tenderers.

The MAC Group and Compass scored highest points.

Schedule 3: Design and Build (20%)

The design and build were broken down into equal parts of 10%. Two companies submitted proposals that encompassed the requirements most thoroughly, the MAC Group and Compass scoring very high. The quality, contemporary features and environmental considerations from the two highest scoring tenders were rated more highly than other tenders.

Schedule 4: Operations (35%)

Tenderers were required to demonstrate their ability to successfully manage a village of this size. All tenderers demonstrated this ability.

The Compass and MAC Group scored highest due to their individual operations being sourced and run internally.

Schedule 5: Local (5%)

Two tenderers scored highest in 'local' commitment, those being Compass and MAC. Compass had a slight advantage due to the potential synergy that could be created by them already operating two other TWA's within the Town of Port Hedland. Whilst MAC is not based locally they made commitments regarding buying local, using local staff and supporting local communities.

Conclusion

The Compass Group received the highest weighted score of 85.98, followed by MAC on 79.75 points.

200708/173 Council Decision/Officer's Recommendation**Moved:** Cr J E Ford**Seconded:** Cr G J Daccache**That Council:**

- i) **advise the Compass Group (Australia) Pty Ltd that they are the preferred tenderer for Tender 08/01 Transient Workforce Accommodation Village;**
- ii) **authorise the Chief Executive Officer or his nominated officer to negotiate with Compass Group in relation to the areas of non-conformance; and**
- iii) **receive a further report on leasing arrangements once negotiations/discussions have progressed.**

CARRIED 7/0

Rapley Wilkinson Property	Rental payment is based on occupied room rate of \$2 with an annual CPI adjustment. In year 5 a market review is used instead. A \$200,000 payment will be given as rental for the construction phase (1 Jun 08 to 30 Jun 08).	A	3.00%	4.00%	75%	5 Years	5,157,096	300,000	657,000	706,852	720,072	749,819	772,295	795,567	819,035	844,018	869,118	7,212,562	Tenders spreadsheet contained errors (Confirmed by Tenderer) Contained in Schedule 3.	Not Stated	
Rapley Wilkinson Property	Additional Information Supplied After Close of Tenders	A	GVI 2% (Year 5 Market Rate 0%)	4.00%	75%	5 Years	5,339,294	282,720	683,643	733,332	725,637	759,511	779,825	808,790	835,302	864,603	894,350	7,349,340	Additional Information Supplied by Tenderer.	Not Stated	
Rapley Wilkinson Property	Rental payment is based on occupied room rate of \$2 with an annual CPI adjustment. In year 5 a market review is used instead. A \$200,000 payment will be given as rental for the construction phase (1 Jun 08 to 30 Jun 08).	A	Calculated a 3.50% Movement	4.00%	75%	5 Years	5,651,400	300,000	683,000	670,036	703,735	728,428	753,525	780,310	807,621	835,887	865,144	7,111,124	Comparison Option 1	Not Stated	Market review increase in rent was set to 3.5% (Tender calculated 5% in revised spreadsheet)
Rapley Wilkinson Property	Rental payment is based on occupied room rate of \$2 with an annual CPI adjustment. In year 5 a market review is used instead. A \$200,000 payment will be given as rental for the construction phase (1 Jun 08 to 30 Jun 08).	A	Calculated a 3.50% Movement	4.00%	75%	5 Years	5,665,818	300,000	683,382	707,190	731,917	757,555	783,080	811,522	839,426	868,328	898,719	7,381,535	Comparison Option 2	Not Stated	Market review increase in rent was set to 3.5% (Tender calculated 5% in revised spreadsheet)
Rapley Wilkinson Property	Rental payment is based on occupied room rate of \$2 with an annual CPI adjustment. In year 5 a market review is used instead. A \$200,000 payment will be given as rental for the construction phase (1 Jun 08 to 30 Jun 08).	A	Calculated a 3.50% Movement	4.00%	75%	5 Years	7,061,117	300,000	670,300	611,137	651,473	672,075	693,969	718,390	743,286	768,791	794,818	8,212,672	Comparison Option 3	Not Stated	Market review increase in rent was set to 3.5% (Tender calculated 5% in revised spreadsheet)
ALTERNATIVE																					
Rapley Wilkinson Property	Rental payment is based on occupied room rate of \$2 with an annual CPI adjustment. In year 5 a market review is used instead. A \$200,000 payment will be given as rental for the construction phase (1 Jun 08 to 30 Jun 08) (Development is phased in).	B	3%	1.00%	75%	5 Years	5,195,715	300,000	328,300	330,076	327,382	349,823	372,319	395,889	419,353	444,931	469,252	6,736,731	Tenders spreadsheet contained errors (Confirmed by Tenderer) Calculation was based on 5% per room. Although Tender Document indicated a \$2 per occupied room only.	Not Stated	
Rapley Wilkinson Property	Additional Information Supplied After Close of Tenders	B	GVI 2% (Year 5 Market Rate 0%)	4.00%	75%	5 Years	5,100,685	282,720	363,848	348,674	332,885	359,116	379,819	400,621	423,718	448,535	474,570	5,885,217	Additional Information Supplied by Tenderer.	Not Stated	
Rapley Wilkinson Property	Rental payment is based on occupied room rate of \$2 with an annual CPI adjustment. In year 5 a market review is used instead. A \$200,000 payment will be given as rental for the construction phase (1 Jun 08 to 30 Jun 08) (Development is phased in).	B	Calculated a 3.50% Movement	4.00%	75%	5 Years	5,196,556	300,000	328,300	300,036	303,735	328,428	353,525	380,310	407,621	435,887	465,144	5,611,634	Comparison Option 1	Not Stated	Market review increase in rent was set to 3.5% (Tender calculated 5% in revised spreadsheet)
Rapley Wilkinson Property	Rental payment is based on occupied room rate of \$2 with an annual CPI adjustment. In year 5 a market review is used instead. A \$200,000 payment will be given as rental for the construction phase (1 Jun 08 to 30 Jun 08) (Development is phased in).	B	Calculated a 3.50% Movement	4.00%	75%	5 Years	5,182,880	300,000	341,643	330,396	331,917	357,555	383,080	411,522	439,426	468,328	498,719	5,811,118	Comparison Option 2	Not Stated	Market review increase in rent was set to 3.5% (Tender calculated 5% in revised spreadsheet)
Rapley Wilkinson Property	Rental payment is based on occupied room rate of \$2 with an annual CPI adjustment. In year 5 a market review is used instead. A \$200,000 payment will be given as rental for the construction phase (1 Jun 08 to 30 Jun 08) (Development is phased in).	B	Calculated a 3.50% Movement	4.00%	75%	5 Years	6,105,380	300,000	310,100	345,497	351,473	372,075	393,969	418,390	443,286	468,791	494,818	5,757,210	Comparison Option 3	Not Stated	Market review increase in rent was set to 3.5% (Tender calculated 5% in revised spreadsheet)
Compass Group (Australia) Pty Ltd	Rental is \$80,000 per month with annual CPI increases. Rental payments to be reviewed after 5 years		Calculated a 3.50% Movement	4.00%	FIXED	5 Years	6,992,230	500,000	782,960	809,846	838,191	867,578	897,691	929,317	961,813	995,608	1,030,151	8,678,800	within 30 days of acceptance of tender Compass will pay \$1 rent until the 30th September 2008. Annual rental payments will start from the 1st October 2008. When yearly rental payment will start.	Monthly	CPI increases each year with a market review in year 5

11.3.1.3 Pilbara Regional Waste Management Plan (File No. 31/08/0004)

Officer Terry Dodds
Director Engineering
Services

Date of Report 16 January 2008

Disclosure of Interest by Officer Nil

Summary*History*

Cardno BSD presented the Pilbara Regional Council (PRC) with the final version of the Pilbara Regional Waste Management Plan (RWMP) at its Council Meeting held on 24 September 2007. The PRC Council resolved to:

- accept the Regional Waste Management Plan,
- endorse the Regional Waste Management Plan; and,
- distribute the Plan to key Stakeholders for their approval of the Plan and commitment to implement the Plan.

On 23 January a report was presented to Council on behalf of the PRC to endorse the RWMP. Council resolved to consider undertaking specific initiatives within the plan through normal business operations and as a component of the 2008/09 budget process.

Membership and Funding Request

The PRC have now formally requested the TOPH nominate a person to sit on the steering group and contribute \$25,000 per year for five years towards the recruitment and retention of a Recycling Coordinator.

Background

Council has much to gain through being able to more fully develop the South Hedland Landfill Facility, both financially and from a logistic perspective. The synergies created, as stated in the attached letter, will substantially improve the whole regions recycling ability.

Consultation

The Department of Environment and Conservation (DEC), industry, community and WALGA were consulted during the development of the Regional Waste Management Plan.

Statutory Implications

The proposed Regional Waste Management Plan complies with all legislative requirements.

Policy Implications**Nil****Strategic Planning Implications**

Key Result Area 2- Community Pride

Goal 1-Litter: Strategy 2 - Develop community programs and initiatives that are aimed at reducing litter and improving the appearance of Port and South Hedland.

The Draft 2008-2013 Strategic Plan states:

Key Result Area 5-Environment

Goal 1- Waste Management

Strategy 2. In conjunction with other Pilbara Regional Councils, implement the PRC RWMP with a particular focus on opportunities for the development of sustainable reuse and/or recycling of waste materials.

Budget Implications

\$25, 000 for 2008/09: recurring for a further four consecutive years.

Officer's Comment

The Town of Port Hedland, being located at a major port, has an opportunity to gain more than improvements to the environment in becoming part of the regional solution to waste minimisation. Council is in a strong strategic position to gain financially from any arrangement that would require value-adding or the shipping of raw materials.

Attachments

PRC request

200708/174 Council Decision/Officer's Recommendation

Moved: Cr G J Daccache

Seconded: Cr J M Gillingham

That:

- i) Council commits to providing \$25,000 per annum for four (4) years, towards the costs of engaging a Regional Waste Management Co-ordinator; and**
- ii) the Director Engineering Services be nominated as Council's representative on the Officer to sit on the Pilbara Regional Council's Regional Waste Management Steering Group.**

CARRIED BY ABSOLUTE MAJORITY 7/0

ATTACHMENT TO AGENDA ITEM 11.3.1.3



Leading the Way . . .

All Correspondence to:

Executive Officer
Pilbara Regional Council

Box 219
KARRATHA WA 6714

Tel: (08) 9186 8510

Fax: (08) 9143 1388

E-mail: prc@roebourne.wa.gov.au



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AL3/10F 08/096

16th April 2008

Mayor Stan Martin
Town Mayor
Town of Port Hedland
Civic Centre, McGregor Street
(PO Box 41)
Port Hedland WA 6721

RECORD No.	08-000096
OFFICER	Mayor [Signature]
	18 APR 2008
FILE No.	31/08/0004
ACTION DATE	CONJURE

Dear Mayor Martin

RE: IMPLEMENTATION OF THE PILBARA REGIONAL WASTE MANAGEMENT PLAN

Reference:

1. Department of Environment and Conservation letter DEC5125 dated 28 March 2008

As you know, on 28th March 2008, the Department of Environment and Conservation (DEC) endorsed the Pilbara Regional Waste Management Plan as the State's first Strategic Waste Management Plan under the State's Towards Zero Waste Program. The Pilbara Regional Council (PRC) is writing to formally invite the Town of Port Hedland to participate in the implementation of the Pilbara Regional Waste Management Plan.

The cornerstone finding within the Regional Waste Management Plan is that recycling is possible across the Pilbara providing everyone (governments, industry and communities) work together. There are 31 licensed landfill sites across the Pilbara, of which only eight are owned and operated by local government, the remainder are owned and operated by resource companies mining the Pilbara. The consultants who facilitated the development of the Regional Waste Management Plan also found that many resource companies, were undertaking some level of recycling; however, this was being done in an ad hoc and uncoordinated way, or in other words – inefficiently.

The consultants also found that companies like TPA Australasia, Visy, Amcor, and other professional recyclers all have aspirations to establishing recycling facilities in the Pilbara from which they could export directly to the Eastern States or overseas but all are unable to develop proper business cases for lack of a holistic data on waste generation and recycling in the Pilbara.

/2



Leading the Way . . .

All Correspondence to:

Executive Officer
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2

The consultants have recommended that the PRC take the lead in creating a non-partisan recycling coordinator, who might be administered by the PRC but who would work directly to a Steering Group consisting of Local Government, Resource Sector, Waste and Recycling Sector and State Government members.

The Steering Group would be formed via a formal Memorandum of Agreement, and will include specific guidelines regarding the Recycling Coordinator's inability to share individual data collected. We are advocating the right to privacy where privacy is required but building a process to holistically collate data, which can then be used by designated companies to assist build business cases for undertaking recycling in the Pilbara.

Current thinking is that the Recycling Coordinator, with the assistance of the PRC, would also be the secretariat to the Steering Group, in a similar manner as the Executive Officer is the secretariat to the PRC.

We are anticipating a Steering Group of between 12 and 14 members. The PRC would like to invite the Town of Port Hedland to nominate a Councillor or Officer to sit on the Pilbara Recycling Steering Group and assist in managing the introduction of recycling into the Pilbara and overseeing the work of the Pilbara Recycling Coordinator.

We are seeking a true commitment to this endeavour by all members of the Steering Group.

We have estimated that it will cost a little over \$1m over five years to recruit and retain a Recycling Coordinator, and for that person to undertake the necessary travel and liaison required for that person to properly network with all parties in the Pilbara, and where appropriate in Perth. This does not include the generation of seed funding, which the Recycling Coordinator can use to seek and obtain Commonwealth and State grants for specific projects.

We are asking that all members of the Steering Group contribute \$20,000 per year for the next five years (a total of \$100,000) towards the recruitment and retention of the Recycling Coordinator. While this may seem high, an effective and efficient recycling program will return significantly more in savings in waste management operating costs and extend the life of the Town's landfill sites. An effective recycling program will also minimize our environmental footprint and potentially assist the region to become less mono-economic mining.

Preliminary investigations have also identified that structured recycling programs also provide a work place entry-level opportunity for the less educated indigenous individuals. We would envisage, as a side benefit, that the waste management / recycling industries could be used to assist many indigenous people become work ready, and potentially ready for cross training and employment in other skill disciplines.

We stand ready to be able to take advantage of a great opportunity and the PRC would like the Town of Port Hedland as a partner. If possible, we would like to establish and fill the Recycling Coordinators position by 1st July 2008, and the PRC will move ahead of any formal agreement to achieve this, notwithstanding, that the scope of responsibilities of this person may still be subject to finalization and agreement by the Steering Group.

/3



Leading the Way . . .

All Correspondence to:

Executive Officer
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Box 219
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3

We are proposing that an interim Steering Group meet for the first time on 20th May 2008 at 10.00 am in the Town of Port Hedland Council Chambers. The purpose of this meeting would be to quickly:

- review the Regional Waste Management Plan;
- agree in principle on the scope of responsibilities of the Recycling Coordinator;
- agree in principle on the format and content the memorandum of agreement for the Steering Group; and
- confirm commitment by each member of the Steering Group to the spirit of the intent at hand and to financially supporting the recycling coordinators position for the next five financial years.

This meeting of the interim Steering Group would be chaired by Mr. Chris Adams, Sponsoring CEO of the Regional Waste Management Plan and CEO of the Town of Port Hedland, and facilitated by the Executive Officer, Mr. Adrian Ellson.

The PRC and all the local governments of the Pilbara hope that Rio Tinto will participate in the implementation of the Regional Waste Management Plan as a member of the Pilbara Recycling Steering Group. Please contact Mr. Ellson regarding any queries, concerns, comments and suggestions. This Steering Group is to be non-partisan and all ideas and feedback is welcomed.

Mr. Ellson and he can be contacted on 08 9187 0687, 0428 940 632, prc@roebourne.wa.gov.au or usellsons@dodo.com.au; however, his mobile phone and personal e-mail address are preferred because of his mobility.

Yours sincerely

Cr Lynne Craigie
Chairperson

11.3.2 Technical Services**11.3.2.1 Construction of Sutherland Street Verge Nodes (File No.: 21/05/0006)**

Officer Jenella Voitkevich
Manager Technical Services

Date of Report 16 May 2008

Disclosure of Interest by Officer Nil

Summary

This document is a summary of the tenders received for Council consideration for Tender 06/63 Construction of Sutherland Street Verge Nodes.

Background

Engineering designs and specifications were prepared by Epcad Pty Ltd for the construction of verge nodes in Sutherland Street. The construction of these nodes is a project of the Port Hedland Enhancement Scheme, a joint partnership between BHP Billiton, the State Government and Council. The project involves footpath construction, installation of shade shelters, seating, play equipment and landscaping at 2 locations on Sutherland street adjacent to Jacoby and Simpson street intersections.

Consultation

Council's staff and landscape design consultants, Epcad Pty Ltd, have reviewed the designs and specifications prior to recommending Council's resolution.

Statutory Implications

This tender was called in accordance to 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.*

Late tenders are assessed in accordance with the Local Government (Functions and General) Regulations (1996):

Part 4: Provision of goods and services

Division 2: Tenders for providing goods or services (s.3.57)

18. Choice of tender

- (1) *A tender is required to be rejected unless it is submitted at a place, and within the time, specified in the invitation for 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 2 – Parks and Gardens

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.

Budget Implications

The current 2007/08 budget for this project is \$300,000 (account number 1201490). This project budget will be carried forward to 2008/09.

Officer's Comment

Tender 06/63 closed on 23rd April 2008 at 2.00pm. There were no tenders received in the tender box at this time. A late tender was submitted by Environmental Industries on 23 April 2008 at 3.00pm. In accordance with the Local Government (Functions and General) Regulations 1996, late tender submissions will not be considered. For Council's information only, the total tender price submitted by Environmental Industries was \$637,163.74, exclusive of gst.

Council's staff and Epcad Pty Ltd reviewed the tender submitted by Environmental Industries for comparison purposes. The tender schedule of rates was divided into 2 sections for each of the 2 nodes to clearly identify the costs associated with each component of the project. Unfortunately this has been misinterpreted that the project is to be completed in 4 separate stages, with has increased the tendered mobilization and materials transport costs. The cost of various limestone features in the project has been tendered significantly higher than the project estimate. This is somewhat due to expensive transport costs, however are still much higher than anticipated. To overcome this, Council can utilize limestone blocks that are excess stock from previous projects, reducing the cost considerably.

The shade structures specified within the design have increased in cost due to the increase in transport and steel prices. The shade design may need to be reviewed to incorporate a structure that is within the project budget scope.

There were anomalies between some quantities in the tender submitted and the estimate prepared by Council's consultants, Epcad Pty Ltd. Epcad has confirmed that their calculations are correct.

The costs associated with employing external (Perth based) contractors have increased, largely due to transport and accommodation costs. Many projects will now have to be implemented on a more complicated scale, employing various local contractors to undertake each component of the project. This has resulted in a larger demand on Council resources, involving staff that physically carries out construction work and staff that must project manage each component instead of managing one (1) contractor that undertakes the entire project.

It is recommended that the construction of Sutherland Street nodes will be carried out in-house utilising Council staff and local contractors. To approve this, Council's engineering staff will prepare detailed cost estimates of each component of the project, based on local construction costs and staff salaries. Based on the quantity and cost information provided by Epcad and the knowledge of local contractor costs, it is expected that the project can be completed within the allocated project budget. However, this will require a more formalised project management approach than required for past projects. Council will be updated on the progress on the project as each stage is encountered.

Attachments**Nil****200708/175 Council Decision/Officer's Recommendation****Moved:** Cr G D Bussell**Seconded:** Cr J M Gillingham**That Council:**

- i) rejects all tenders received for Tender 06/63 Construction of Sutherland Street Verge Nodes; and**
- ii) authorises Council staff to undertake the construction of Sutherland street verge nodes utilising both Town of Port Hedland staff and various contractors in accordance with Council's procurement policy, at a cost of no greater than \$300,000 (plus gst).**

CARRIED 7/0

11.3.3 Recreation Services**11.3.3.1 Walk It Hedland Project (File No.: 26/08/0002)**

Officer Nicole Roukens
Sports and Recreation Officer

Date of Report 10 April 2008

Disclosure of Interest by Officer Nil

Summary

The Town of Port Hedland has worked with Pilbara Population Health to apply for funding to develop the 'Walk It Hedland' Project. Funding was sought from Healthway and BHP Billiton Iron Ore. Healthway recently approved \$17,900 funding for the project and BHP Billiton Iron Ore approved \$6,900 funding towards this project.

Background

For the past 12 months the Health Promotion Officer from Pilbara Population Health and the Sport and Recreation Officer from the Town of Port Hedland have worked in partnership to develop the Walk it Hedland project. The purpose of the project is to develop a series of walking trails in the Town of Port Hedland and promote the benefits of walking to residents. A project proposal was developed (see attached) and the two organisations worked together to source for funding for the project from Healthway and BHP Billiton Iron Ore.

The Walk it Hedland project is based on successful walking projects developed in both Bunbury and Northam: "Walk it Bunbury" and "Walk it Northam." It is anticipated that this project will greatly benefit the community by providing sign-posted walking trails detailing walking distances and advice on exercising safely. The project also includes the development and printing of walking maps. These will be readily available to residents and will provide information on trail locations, distances and advice on safe exercise practices. The project will be marketed to both residents and tourists and will be advertised using a variety of mediums. The project also includes purchase of pedometers which will be available to residents through a pedometer loan scheme and a corporate challenge.

This project will be linked with the Town Cycle Plan that is currently under development.

Healthway recently approved \$17,900 (excl. GST) funding for the Walk it Hedland project. To allow for receipt of these funds, Council needs to approve the affixing of the common seal for payment to be received. BHP Billiton Iron Ore approved \$6,900 (excl. GST) and payment has been received.

Consultation

Chief Executive Officer
Manager Recreation Services
Pilbara Population Health

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

An income and expense account for \$24,800 (excl. GST) will need to be created to allow for the receipt of these funds, and their subsequent expenditure.

This project will be cost neutral as the Town of Port Hedland is not required to provide any financial contribution. The Town of Port Hedland is required to provide in kind support of the Sport and Recreation Officer for 2-3 hours per week.

Officer's Comment

The 'Walk It Hedland' project will be an asset to the community providing greater exercise opportunities and showing off some of Port Hedland's natural landscapes. If successful, it is anticipated that a greater number of people will have the opportunity to become physically active.

200708/176 Council Decision/Officer's Recommendation

Moved: Cr J M Gillingham **Seconded:** Cr J E Ford

That Council:

- i) create an income and expenditure account for the amount of \$24,800(excl. GST) for the 'Walk It Hedland' Project; and,
- ii) authorises the Mayor and Chief Executive Officer to sign the Healthway's Grant Funding Agreement for the 'Walk It Hedland' Project for \$17,900 (excl gst); and the Town of Port Hedland Common Seal to be affixed.

CARRIED 7/0

- 6:39 pm Councillor Arnold A Carter declared an impartiality interest in Agenda Item 11.3.3.2 'Recreation Reserves Redevelopment Community Feedback' as he is the Treasurer of the Port Hedland Turf Club that leases part of the land. Councillor Carter did not leave the room.
- 6:39 pm Councillor George J Daccache declared an impartiality interest in Agenda Item 11.3.3.2 'Recreation Reserves Redevelopment Community Feedback' as his son plays for the Rovers Football Club. Councillor George Daccache did not leave the room.

11.3.3.2 Recreation Reserves Redevelopment Community Feedback (File No.: 26/08/0007)

Officer Bec Pianta
Manager Recreation Services

Date of Report 15 May 2008

Disclosure of Interest by Officer Nil

Summary

The concept plans for McGregor Street Sporting Reserve and Colin Matheson Oval were opened to the community for feedback and comment. This report details the feedback received, and requires a direction from Council to continue.

Background

The Recreation Reserves Redevelopment project has been awarded to ROSS Planning, and concepts for both Colin Matheson Oval and McGregor Street Sporting Reserves have been developed. It is expected that at the conclusion of this project, the following will be achieved:

- The facilities required at each reserve will be determined;
- Clear direction for the development, upgrades and future of these two recreational areas will be agreed on.
- The location, size, design and approximate cost of various infrastructure required to upgrade the facilities to an appropriate standard will be estimated.

This project is being undertaken to ensure that the future planning of recreational reserves is a planned and well-designed process, comprehensively linked to the Land Use Master Plan, whilst ensuring the amenities at sporting reserves meet expectations, are of high quality and allow for economy of scale (efficiency of use).

At the conclusion of this process, Council will receive a consolidated, costed plan, including estimated timeframes for deliverables; a report recommending the process of redevelopment; a report detailing the individual components of each reserve (including the provision of specific sporting facilities including clubrooms, changerooms and toilet facilities, and any specialised facilities, including turf club amenities, potential child-care facilities etc.); and a report detailing the location of each facility, to maximise efficiency, use and aesthetics.

At the Council Briefing in April 2008, the five (5) concept plans (two for Colin Matheson Oval and three for McGregor Street Reserve) and stakeholder community feedback were presented for Council information.

Following this briefing, the concepts were distributed widely to the community, to determine the concept, and identify the needs and desires of community members.

Consultation

The following forms of community consultation were undertaken:

- Two full page newspaper advertisements (with a feedback form attached)
- Two shopping centre displays (with feedback forms and box)
- Email correspondence to all community and sporting contacts, with requests to forward
- Community forum
- Radio advertisements (with live coverage)
- Radio interview
- Media Releases
- Hard copy displays at the:
 - Civic Centre
 - JD Hardie Centre
 - South Hedland Library
 - Port Hedland Library

The concept plans were distributed to relevant Town of Port Hedland staff for their comments, including:

Chief Executive Officer
Director Engineering Services
Manager Planning
Manager Technical Services
Manager Recreation Services

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

Key Result Area 3: Community Development

Goal 2: Sports and Leisure

Strategy 1: Progressively implement the recommendations of the Sports Facility Audit with a particular focus on:

- Upgrading existing facilities to an appropriate standard.
- The development of additional quality facilities
- The development of a multi-purpose sports facility

Budget Implications

This report does not require Council to commit any further funds at this stage.

A key component of this project is the costing of preferred development options. This will be undertaken once clearer direction is obtained relating to the preferred options.

Officer’s Comment

The feedback received is summarised below. For both Colin Matheson Oval and McGregor Street Sporting Reserves, the dominant Concept Plans are both Concept 1, providing some additions/changes are made. Next to each comment received are indications whether this will be possible to include within the revised concept plans.

Colin Matheson Oval

Amenity	Comment	Possibility/Comment
Clubhouse/facility	Want Multi-use facility (with air-conditioned space)	Yes. Provision of 'function' space is possible
	Separation of liquor licence/pavilion area compared to school	Yes. Licensed area can be fenced / separated
	Encourage entry away from school zone	Yes. Design formatting can allow for access areas
	2-storey facility next to current facility	Each will need to be considered prior to a final decision, as some comments contradict each other
	Don't want building on the other side of the oval	
	Retain current clubroom facility	
	Demolish existing facility	
	Involve school in development of plans	Yes. Community consultation is evidence of this, however ultimately will be a Council facility
Amenities	Public amenities (water fountain / toilets)	Not design dependant, however can be considered
Cricket Nets	Cricket nets to remain in current location (N/S orientation)	Yes.
	Don't want unsafe cricket nets (road access etc)	Yes. Can consider alternatives (e.g. covered nets)
	Want vehicular access (for trailers etc)	Yes. Can be considered as part of the design process

Parking	Adequate Parking	Will be considered when the design is undertaken
	Tinder Street Parking (inadequate room) / increase alcohol at the oval (vehicular access)	Will be considered when the design is undertaken
	A formal car park would be advantageous	Will be considered when the design is undertaken
Oval	Shade with benches - ensure orientation is considered	Not design dependant, however can be considered
	Exercise course around oval (shire and school)	Not design related. State and Local Govt to discuss
	Ensure turf quality (trainee horticulturalist)	Yes. Turf plan being conducted simultaneously
	Keep the current oval size - don't reduce (allow for 400 m running track)	Maybe. Need to consider planning requirements
	Permanent pole structures for goal netting	Not design dependant
	Need to consider netting for goal posts near road	Not design dependant
	Ensure water quality is high	Not design dependant
	Don't want overuse	Not design dependant
	No fence erected between school and oval	Yes. Oval is also utilised by school
Other	Baseball back net used as cinema screen	Not design dependant
	Drainage?	Will need to be considered from an engineering perspective
	Want trees behind terracing, however involve school in location and type	Yes, although not design dependant
	Don't want quarter court near cricket nets or near primary school	Yes. Can be placed in any location
	Softball and cricket train on the same nights - don't want overcrowding	Not design related. More programming specific
	Effluent tank removal will be appreciated	Will be considered when the design is undertaken
	Would like a playground installed for 10 - 12 year old children near car park and oval on West side	Not design related. State and Local Govt to discuss
	Request that the school form part of the steering committee for the development of this oval	Can be involved, however no steering committee exists for this design process (Community consultation undertaken)

When considering the aforementioned comments, there appears to be a large amount of consensus with regards to needs and desires at Colin Matheson Oval, and possibility for the inclusion in the revised plan. The major contradictory comments are with regards to the current clubroom facility and the idea of a new one. The decision of the location and nature of a clubrooms facility will therefore need to be made by Council.

Currently, the Rovers Football Club are the priority users of the Colin Matheson Oval. They have requested that the current clubroom facilities remain, and a second facility be built adjacent to the existing facility.

McGregor Street Reserves

It needs to be noted that there were two (2) submissions that outrightly rejected all of the concept plans developed; one from the Port Hedland Turf Club and the other from a community member (anonymous). The comments received from each of these parties are summarised below:

Port Hedland Turf Club: Flatly reject all comments because:

- Has historical and sentimental value
- Not easy to undertake – cost of this process needs to be considered
- New stables / toilets / carparks are expensive
- Poor quality soil – flood prone: requires extensive work to be improved
- Is close to the Water Treatment Plant
- Is the land Native Title?
- The site is the land of the original airport – has historical value.

Community member:

- None of the options – leave as is – stop... trying to close up 'downtown' Port Hedland.

Amenity	Comment	Possibility/Comment
Pavilion/Clubhouse/clubrooms/spectator facilities	Want close spectator facilities (from the oval perspective)	Yes. Will consider
	Want central spectator area that is accessible to all groups	Yes. Will consider
	Potential have storage/amenities/buildings on the in-field	Maybe. Need to determine if required
	Ensure there are enough kiosks for all groups (that allows for manouverability of fridges etc)	Yes. Will consider
	Painted a colour that is not white (to allow for visibility of cricket balls)	Not design dependant
	Allow for multi-purpose use for all sporting codes, including 'space'	Yes.
	Is there potential for an indoor pool for year round use?	No.
	Does the turf facility need to be part of the multi-purpose facility?	Yes. Aim of the project is to ensure efficient use of facilities. Deemed inefficient to create separate facilities
Ovals/Reserves	Want shade, especially close to the fields	Not design dependant, however can be considered
	Ensure there are adequate reserves for users	Programming dependant
	Lit ovals (how many?)	Two at this stage. Is programming dependant
	Ensure soccer and rugby can play on different ovals (turf length differences)	Yes, can be considered on at least one reserve
	Field marking for soccer and rugby will be confusing	Not design dependant
	Align N/S	Yes.
	Allow for space between fields for spectator viewing	Yes.
	Include bike path/skating path etc along inside of track to allow for exercise area and ambulance access area	Is not design dependant

Turf Track	Include removable front fencing along main straight (to allow for closer oval access)	Yes
	Orientate E/W to allow for better orientation along road	Yes
	Locate judges area on/around racetrack	Yes
Parking	Keep parking close to reserves to allow for security	Will be considered when the design is undertaken
	Closer to Port Hedland?	Will be considered when the design is undertaken
	Create 'drop-off' zone for user groups	Will be considered when the design is undertaken
	Allow cars to be parked infield?	Maybe. Need to determine if required
	Don't place car park near the road - it will look terrible for nearby residents	Will be considered when the design is undertaken
	Keep existing access point to the facility	Will be considered when the design is undertaken
Amenities	Want permanent access to amenities	Yes. Will construct amenities to service all groups
	Want enough amenities for all users groups	Yes. Will construct amenities to service all groups
Cricket Pitches	Want North/South orientated pitches	Will be considered when the design is undertaken
	Ensure that practice pitches are still included	Yes.
	Allow for vehicular access to practice pitches for trailer	Will be considered when the design is undertaken
	Don't have the cricket pitches in the middle of soccer/rugby pitches	Yes. Will allow for fields to be either side of pitches

Other	Would like to see a scoreboard erected (possibly electronic)	Not design dependant, however location can be considered
	Erect a safe and accessible playground area with shade	Not design dependant, however location can be considered
	Ensure there is access to potable water near the reserves	Yes.
	Determine storage needs	Yes.
	Allow the BMX track to be located in this area	Yes. Will undertake discussions with the BMX Club
	Screen the area of the oval if near main road (from a distraction perspective)	If required. Will liaise with Main Roads
	Align racetrack with McGregor St?	Will undertake discussions with the Turf Club
	Need removable and safe soccer and rugby goals	Not design dependant
	Ensure scout hall and canine club is located within the precinct (with the same amenities as they have now)	Yes.
	Potentially access central space via bridge from McGregor St	Will determine if required
	Keep stables/wash down bays etc as far from habituated areas as possible	Will be considered when the design is undertaken
	Have a buffer of plants as a screen near the Water Treatment Plant	Will be considered when the design is undertaken
	Does the tennis club need to stay in its current location?	No, however may not be necessary to relocate
	Will there be pedestrian access to the proposed town centre?	Maybe. Need to determine if required
	Cannot have wash down bay for horses near the canine club	Will be considered when the design is undertaken
Ensure there are no hazards to motorists along the main roads	If required. Will liaise with Main Roads	

It is evident from the feedback received that there is an abundance of community interest in this project, therefore it is imperative to ensure that it is undertaken with the best interests of the majority of the community in mind.

The majority of the feedback for McGregor Street Sporting Reserves relate to Option 1, however most of the comments can be achieved (or have rationale behind their exclusion) for any of the options. Whilst the objections of the Turf Club have been noted and are appreciated, the aim/desire of this planning process is to ensure that all sporting and community groups have better facilities than current. Additionally this plan aims to release more land as has been recommended in the Town's Land Use Master Plan.

It needs to be noted that Council is not committing to these works, rather allowing for the continuation of planning the amenities and location of each piece of infrastructure at the reserves. ROSS Planning cannot continue with this project without direction from Council as to their preferred option.

Officer's Recommendation

That Council advises ROSS Planning that:

- i) with regards to Colin Matheson Oval:
 - a) all possible inclusions as received via feedback be included in the revised concept plan; and
 - b) the current clubroom facility at the Colin Matheson Oval be retained as a change room facility whilst a second clubroom facility be constructed adjacent to the existing club room facility.

- ii) with regards to McGregor Street Sporting Reserves:
 - a) the concept development for the relocation and upgrade at the reserves continue as planned;
 - b) all possible inclusions as received via feedback be included in the revised concept plan; and
 - c) that liaison with the Port Hedland Turf Club and Main Roads WA occur as to the most ideal location of the turf track, based on Option 1.

200708/177 Council Decision**Moved:** Cr A A Carter**Seconded:** Cr G J Daccache**That Council advises ROSS Planning that:**

- i) with regards to Colin Matheson Oval:**
 - a) all possible inclusions as received via feedback be included in the revised concept plan; and**
 - b) the current clubroom facility at the Colin Matheson Oval be retained as a change room facility whilst a second clubroom facility be constructed adjacent to the existing club room facility. be adopted; and**

- ii) the following matters with regards to McGregor Street Sporting Reserves lay on the table for further consideration by Council at its Ordinary Council Meeting to be held in July 2008:**
 - a) the concept development for the relocation and upgrade at the reserves continue as planned;**
 - b) all possible inclusions as received via feedback be included in the revised concept plan; and**
 - c) that liaison with the Port Hedland Turf Club and Main Roads WA occur as to the most ideal location of the turf track, based on Option 1.**

CARRIED 7/0

REASON: Council sought further clarification on the following matters prior to considering them at Council's Ordinary Meeting in July:

- a) the concept development for the relocation and upgrade at the reserves continue as planned;*
- b) all possible inclusions as received via feedback be included in the revised concept plan; and*
- c) that liaison with the Port Hedland Turf Club and Main Roads WA occur as to the most ideal location of the turf track, based on Option 1.*

11.3.3.3 Tender 06/66: Design of the Multi-Purpose Recreation Centre (File No.: 26/13/0005)

Officer Bec Pianta
Manager Recreation Services

Date of Report 15 May 2008

Disclosure of Interest by Officer Nil

Summary

This report is for Council to consider the submissions received for Tender 06/66: Design of the Multi-Purpose Recreation Facility.

Background

At the Ordinary Council Meeting in November 2007, Council resolved 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.”*

In line with this resolution, tenders were called for the Design of the Multi-Purpose Complex, with the Recreation Facilities Working Group meeting to determine specifications and requirements. The Finucane Island Recreation Club accepted the offer to have a representative on this Working Group.

Tender 06/66: Design of the Multi-Purpose Recreation Facility closed on the 13th May 2008, and four (4) bids were received.

Tenders were received from:

- Paterson Group Architects (conforming)
- Donovan Payne Architects (conforming)
- ARM (conforming, however received in the PO Box by time specified, not tender box)
- T & Z (conforming, however only one copy of documentation received)

Consultation

Council's staff has reviewed all received tender bids prior to the recommendation being presented to Council. Each tender was perused by the Recreation Facilities Working Group prior to presentation to Council.

Statutory Implications

This tender was called in accordance with the Local Government Act (1995):

“3.57. Tenders for providing goods or services.

- 1. A local government is required to invited tenders before it enters into a contract of a prescribed kind under which another person is to supply goods and services.*
- 2. Regulations may make provisions about tenders.”*

Policy Implications

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

Strategic Planning Implications

Key Result Area 3: Community Development

Goal 2: Sports and Leisure

Strategy 1: Progressively implement the recommendations of the Sports Facility Audit with a particular focus on:

- Upgrading existing facilities to an appropriate standard.
- The development of additional quality facilities
- The development of a multi-purpose sports facility

Budget Implications

Should Council adopt the Officer's Recommendation, the total project cost will be \$1,475,010. Council has allocated \$200,000 towards this project in 2007/08, with an additional commitment of \$1,275,010 required. BHP Billiton has indicated a strong interest in this project and has suggested that a proportion of its \$15 million commitment to community facilities in Port Hedland in 2008/09 should be spent on this project.

Officer's Comment

Four (4) tender bids were received for this project. The table below lists the evaluation criteria used to assess the tenders as per the tender documentation:

Criteria	Weight
Price	25%
Previous Experience in Architectural Design of Recreation Centres	25%
Methodology	20%
Experience and knowledge in Pilbara Design, cost and environmental factors	15%
Experience in developing environmentally friendly designs	10%
Local supplier	5%
TOTAL	100%

The following matrix shows the rating of the tender submissions as per the evaluation criteria:

	Paterson Group Architects	Donovan Payne Architects	ARM	T&Z
Price (25)	23	25	16	20
Previous Experience (25)	20	15	20	20
Methodology (20)	13	13	19	18
Pilbara /cost/ environmental (15)	14	14	12	0
Environmentally friendly (10)	6	8	10	0
Local Supplier (5)	0	0	3	0
TOTAL (100)	76	75	79	58

1. *Price: 25% (Lowest Price/Tendered Price x 25)*

Paterson Group Architects:	\$1,000,826, Weighting 23
Donovan Payne Architects:	\$932,219, Weighting 25
ARM:	\$1,475,010, Weighting 16
T & Z:	\$1,168,380, Weighting 20

2. *Previous Experience in Architectural Design of Recreation Centres (25%)*

Paterson Group Architects:

- Willetton Basketball Association: Willetton Basketball Centre (2004-2005)
- Shire of Roebourne: Roebourne Youth Precinct and Basketball Courts (2004)
- Shire of Derby/West Kimberley: Derby Rec. & Community Centre (2000)
- Harvey Agricultural Senior High School – Indoor Recreation Centre (1994)

- Shire of East Pilbara: Newman Indoor Recreation Centre (1988)

Weighting 20%

Donovan Payne Architects

- Choa Chu Kang Sports Aquatic Centre: Singapore Sports Council (1998/99)
- The Gratwick Pool: Town of Port Hedland (2002)
- Leonora Sports Aquatic Centre: Shire of Leonora (2007)
- Balga Aquatic Centre Redevelopment: City of Stirling (2006)
- New Pool for the Sky-City Casino in Darwin (2007)
- Christmas Island Recreation and Aquatic Centre (2007)
- Bayswater Waves Aquatic Centre: City of Bayswater (1998)
- Ryde Aquatic Leisure Centre: Ryde City Council (1998)
- Leschenault Aquatic Centre (2000/01)
- Burswood Resort Hotel (2001)
- Fremantle Aquatic Centre: City of Fremantle

Weighting 15%

ARM:

- Sports Projects: Perth Arena, Marion Aquatic, Centre, ABC Pool Centre
- Relevant Experience: Albury Cultural Centre, Marion Cultural Centre
- Clayton Community Centre
- Collingwood Civic Centre
- Brunswick Community Health Centre
- Docklands Park
- Shrine of Remembrance
- Yarra Arts Precinct

Weighting 20%

T & Z

- A.K. Reserve Basketball Stadium (\$40 mil)
- Willeton Gymnasium (\$5 mil)
- Gold Coast Convention and Exhibition Centre (\$130 mil)
- Also Function Areas, Child Care Centres, Landscape Design / Parks and Playgrounds and Restaurants

Weighting 20%

3. *Methodology (20%)*

Paterson Group Architects:

4 site visits allowed (\$2,500 per person per visit)

No provision for contract administration services (hourly rate if required)

Commencement date: June / July 2008

Timeframe: 44 weeks

- Develop Project Activity Plan, brief finalisation, project definition, feasibility review

- Concept design report (sub-consultant documentation, budget, interior concepts, masterplan and building design)
- Contract documentation (preliminary working drawings, data sheets, QS budget, furniture and equipment, external works including landscaping)
- Tender documentation for construction purposes.

Weighting 13%

Donovan Payne Architects

4 site visits allowed (\$3,400 per person per visit)

Commencement date: immediately

No provision for Project Management / Contract Administration, however have included methodology should the contract be extended to include this element.

Timeframe: 33 – 38 weeks after appointment

- Project Initiation (inspections, project masterplan, Return brief, sketch drawings, area and layout requirements, Schematic Design Report)
- Design Development (Concept design, preliminary schedules, budget testing, presentation drawings)
- Development Application (budget and costing implications, detailed design, preparation of DA plans, details, schedules)
- Building Licence Construction Certification
- Tender and Contract Documentation

Weighting 13%

ARM

4 site visits allowed

No provision for construction services, however is available if required

Timeframe: Documentation due in February 2009

- Project Initiation Phases (site inspection, develop broad plate approaches and area requirements, initial budget testing, priority options, detailed Return Brief)
- Schematic Design (sketch designs, area and layout requirements including services and furnishing)
- Detailed Design (Prepare detailed designs, develop approved concept design, develop schedules, test and submit final designs)
- Design Documentation (Undertake final design review, costing implications, final dimension drawings, design documentation collated)
- Contract Documentation

WEIGHTING: 19%

T & Z

24 site visits allowed (any additional: \$2,250 per person per visit)

Note: have allowed for landscaping

Time frame: 34 weeks from appointment

- Further develop the concept design to indicate site layout (landscaping etc), floor plans (inc. furniture and fittings), typical cross sections and elevations
- Structural, electrical, mechanical and hydraulic services
- Cost Planner and remedial work as required
- Interim report (concept plan, schedules, statement on project budget, other data)
- Preparation of Contract Documentation
- Tender Drawings and associated documents (site works, all building plans, schedules and monetary sums)
- 'Pre tender' estimate
- Review documentation with ToPH and prepare 8 x sets
- Assist ToPH in the tender process

Weighting 18%

4. *Experience and knowledge in Pilbara Design, cost and environmental factors (15%)*

Paterson Group Architects:

Experience within the Pilbara:

- Shire of Derby/West Kimberley: Derby Rec. & Community Centre (2000)
- Shire of Roebourne: Roebourne Youth Precinct and Basketball Courts (2004)
- Shire of East Pilbara: Newman Indoor Recreation Centre (1988)

Experience within the Pilbara for cost and environmental factors

Sustainability including:

- Natural day lighting and ventilation
- Appropriate construction types
- Orientation, sun shading and optimum site planning
- Wind protection and shelter
- Night purging
- Use of renewal low cost every and material sources, etc

Weighting 14%

Donovan Payne Architects:

Experience within the Pilbara:

- Remote Swimming Pool Projects: Ministry of Housing (Burringurrah, Jigalong, Yandeyarra, Karalundi, Warmun, Bidedanga)
- Gratwick Pool Redevelopment: Town of Port Hedland (2002)
- Karratha Aquatic Centre and Entertainment Centre Feasibility Study (2001/02)
- Karratha Aquatic Centre Redevelopment
- Master Plan for Sport / Recreation Precinct in Wickham (2007)

Experience within the Pilbara for cost and environmental factors:

Optimise energy consumption with relation to specific Pilbara climate conditions

- Passive energy conservation features (building orientations, thermal mass, glazing and shading, etc.)

- Water conservation (grey water use, low water usage, rainwater usage, etc.)
- Construction methods and materials selection (maximise utilisation of local suppliers and sub-contractors, prefabrication of building materials, prefinishing of building elements, etc. Minimise on-site and wet trades, site labour. etc.)
- Energy efficient design (site planning, dust control, design for cyclonic conditions etc)

Weighting 14%

ARM:

Experience within the Pilbara (Connell Mott MacDonald)

- Karijini Visitors Centre

Experience locally

- Batavia Coast Marine Centre
- Wanneroo International Hockey Stadium
- Monkey Mia Visitors Centre
- Albany

Site context

- Unique extremes – climatic, landscape, usage, colouring
- Desert and coastal landscapes, cyclonic weather and extreme heat

Weighting 12%

T & Z:

Have not undertaken a site visit to the area yet, however are visiting in May with a project they are undertaking with BHP. Have not signed the 'Acquaintance with Environs' form.

Have not specifically detailed experience or knowledge in Pilbara Design, Cost or environmental factors

Weighting 0%

5. *Experience in developing environmentally friendly designs (10%)*

Paterson Group Architects:

Experience with developing environmentally friendly designs:

- Derby Recreation Centre:
 - Sustainability
 - Incorporating natural ventilation, aesthetics, exhausting of heat, appropriate orientation and sun screening
- Canning Eco Education Centre:
 - Sub-floor ducting for night purging of heat, sunshading opportunities, lighting controls

Weighting 6%

Donovan Payne Architects:

Experience with developing environmentally friendly designs:

- Leisurepark Balga (City of Stirling):
 - Insulation and use of steel products – heating and cooling
 - Aluminium sunscreens – minimise heat gain

- Tinted glazing – reduce heat and glare and to provide interest
- Entry and exit orientation
- Highlight windows – natural light source and reduced glare.
- Principals to use for the Port Hedland Multi-Purpose Recreation Facility:
 - Conservation and protection of natural resources
 - Maximise ESD opportunities
 - Balance economic, environment and social
 - Create product-life value, etc.

Weighting 8%

ARM:

ARM Senior Associate is an 'Accredited Professional' with the Green Building of Council of Australia

Experience with developing environmentally friendly designs:

- Marion Cultural Centre
 - Storm water retention system
 - Solar hot water system, water efficient fixtures
 - Energy efficient artificial lighting
 - Low energy evaporative systems and economy cycle air conditioning
- 1010 Latrobe Street (Digital Harbour)
 - Only building in Melbourne to achieve a 5 star Green Star Certification
- Principals to use for the Port Hedland Multi-Purpose Recreation Facility:
 - General (low maintenance materials, local materials of low embodied energy, arrangement of spaces, designing for durability)
 - Energy (chilled ceiling/chilled beam cooling technology, high efficiency lighting, high performance façade with spectrally selective Low E glazing, etc.)
 - Indoor environmental quality (natural light, CO2 monitoring, etc.)

Weighting 10%

T & Z

Not specifically detailed

Weighting 0

Local supplier (5%)

(Tenderer lives and employs locally – 5

Tenderer directly employs local staff – 3

Will remain local for the duration of the contract – 1)

Paterson Group Architects: Weighting 0%

Donovan Payne Architects:

Will use local suppliers if possible for work in the region.

Weighting 0%

ARM:

Connell Cott MacDonald (sub-consultants) have a Karratha based office.

Weighting 3%

T & Z:

Weighting 0%

ARM have scored 79 out of a possible 100, and are therefore the recommended architectural firm to undertake this project. ARM's final weighting was primarily due to their creativity and architectural distinction in projects undertaken to date (as included in an element of methodology). The Multi-Purpose Recreation Centre will be the primary sporting and multi-purpose facility in region, and will be an icon for Port Hedland; therefore price alone should not be the ultimate deciding factor with regards to the Architects selected.

When comparing contracts undertaken by all tenderers, ARM appears to have a more diverse and creative stance, which are features a centre such as this should contain. It is therefore the recommendation that Council award ARM the contract for the Design of the Multi-Purpose Recreation Centre.

6:45 pm Councillor Arthur Gear entered the room and assumed his chair.

Officer's Recommendation

That Council:

- i) awards Tender 06/66: Design of the Multi-Purpose Recreation Facility to ARM for the lump sum cost of \$1,474,010, with \$200,000 utilised from this financial year; and
- ii) approves the additional commitment of funds for the amount of \$1,275,010 in the 2008/09 budget using BHP Billiton/Town of Port Hedland Sustainability Partnership Funds.

200708/178 Council Decision

Moved: Cr G D Bussell

Seconded: Cr K A Howlett

That Council:

- i) **awards Tender 06/66: Design of the Multi-Purpose Recreation Facility to ARM for the lump sum cost of \$1,474,010, with \$200,000 utilised from this financial year; and**
- ii) **approves the additional commitment of funds for the amount of \$1,275,010 in the 2008/09 budget using BHP Billiton/Town of Port Hedland Sustainability Partnership Funds;**

- iii) advise the designers that the Multi-Purpose Recreation Facility be located in, and facing Hamilton Road in a suitable location in that vicinity; and
- iv) appoint an accountant be engaged to advise some forecast operating costs.

CARRIED BY ABSOLUTE MAJORITY 7/1

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

Should Council allow for these toilets to become public access, remedial works to the change room facilities will need to be undertaken, including door installation, lock installation and lighting changes. There will also need to be a provision for cleaning of these toilets on a daily basis, as per all other public toilet facilities within the area. It is therefore estimated that an additional \$350 per month would be required for sanitary requirements, and approximately an additional \$8,000 initial expenditure on security requirements.

Officer's Comment

The need for access to amenities within a public area is evident. Council would need to consider the benefits of converting these locked toilets into public toilets against the problems that could occur should this happen. Council therefore has three options:

1. Keep the toilets as hire/seasonal use only
2. Convert the toilets on site into permanent public access toilets by increasing security measures and implementing a cleaning regime
3. Convert the toilets on site into semi-permanent access toilets, which are open during the day and get locked at night.

200708/179 Council Decision/Officer's Recommendation

Moved: Cr G D Bussell

Seconded: Cr J E Ford

That Council:

- i) **research the security measures necessary to convert the toilets at McGregor Street Reserve into public access toilets;**
- ii) **liaise with current seasonal users of the reserve to determine their requirements;**
- iii) **convert the toilets into semi-permanent access toilets, which are to be open during the day and closed at night, using funds from the Town of Port Hedland/BHP Billiton Sports Facility Upgrade Program.**

CARRIED 8/0

11.3.3.5 Hawks Rugby Club Rooms (File No.: 26/08/0006)

Officer Nicole Roukens
Sport and Recreation Officer

Date of Report 14 May 2008

Disclosure of Interest by Officer Nil

Summary

A structural engineers report on the shed that is utilised by the Hawks Rugby League Club has stated that it is unsafe for public use, and therefore should not be hired. This report details options for the future of this shed, and alternative options for the Hawks Rugby League Club.

Background

The Hawks Rugby League Clubrooms were identified to be demolished according to the Recreation Recommendations in the 2006/2007 financial year. The Recreation Upgrades scheduled for the 2006/2007 financial year were presented to Council at the Ordinary Council Meeting on the 13th December 2006, where Council resolved for all recommended upgrades to occur, excluding the demolition of the Hawks Rugby League Clubrooms, as an assessment of its historical value was required first.

A request was put towards members of the Port Hedland Historical Society to research the history of the building to determine if it was part of the original airport. The Historical Society has stated:

“The shed is not on the Town of Port Hedland Heritage Inventory. There was some suggestion that it might have been part of the original airport, which was on the site until the 1940s, but there is no evidence of this. It appears it was erected in the 1960s, and was used as the clubhouse for the first golf club (the course was in the center of the racetrack). Its historical significance is therefore only that it has been associated with the golf club, and later the Hawks Rugby Club.”

After being absent from the local rugby league competition for several years the Hawks Rugby League Club rejoined the Pilbara Rugby League competition in 2008. When rejoining the competition they requested that the Club have use of the clubrooms.

The Town of Port Hedland’s Manager Building and previous Sports and Recreation Officer conducted a site inspection of the venue and the Manager of Building Services gave his opinion of its condition:

“Further to our site inspection of the above today I advise the following:

- 1. The building is in need of sheet refixing in places, particularly the roof.*
- 2. At present it is unable to be used due to the ablution facilities being out of commission.*
- 3. If the building is not going to be relocated or demolished I recommend that item one be attended to.*
- 4. Should the building be relocated minor remedial works would be undertaken at the time.”*

The report also indicated that it would be more economical to build new clubrooms rather than repair the existing building.

Following this internal report, an independent opinion was sought from an engineering perspective, where Robin Salter and Associates undertook an assessment (refer to attachment 1 for the full report). The main recommendations from the received report were as follows:

- “1. The building is not fit for use and poses a significant hazard to the surrounding area in the form of windblown debris.*
- 2. The main structure does not meet Australian Standards.*
- 3. Robin Salter and Associates cannot certify any part of this building for a cyclonic area.*
- 4. In our opinion there is no cost effective way to bring this building up to a standard where it can be certified.”*

Following the receipt of this report, Council staff and the Hawks Rugby League Club met to determine viable options that would allow the Hawks to have access to a safe club room facility.

Consultation

Manager Recreation Services
Director Engineering Services
Manager Building
Historical Society
Robin Salter and Associates
Hawks Rugby League Club

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

Key Result Area 3 – Community Development
Goal 2 – Sport & Leisure
Strategy 1: Progressively implement the recommendations of the Sports Facility Audit with a particular focus on:
i) Upgrading existing facilities to an appropriate standard.

- ii) The development of additional quality facilities.
- iii) The development of a multi-purpose sports facility.

Budget Implications

\$20,000 was allocated to the demolition of the clubrooms (06/07 financial year). This funding has been carried forward and has been allocated for expenditure for the current 07/08 financial year.

Officer's Comment

The shed, the Hawks Rugby Club facility has been empty and abandoned for over four years. As indicated in the two Building Assessments, these facilities are not in a safe or useable condition. The ablution facilities are non-functioning, and are deemed unsafe.

If Council were to keep these facilities in their current location, structural and capital works would need to occur, and it is likely that the ablutions would need to be completely replaced.

The Hawks Rugby League Club has been offered use of the change room facilities at McGregor Street Reserve. The club was also encouraged to provide feedback on the concept plans for McGregor Street Reserve.

In a meeting with the Hawks Rugby League Club, an option to provide a transportable clubroom facility was raised, which would have the potential to provide clubroom facilities for both the Hawks Rugby League Club and the Hedland Junior Soccer Association. The Hawks Rugby League Club sought a quote for the hire of a 6 x 3 metre transportable for a three (3) year period, which has been quoted at \$110 per week (excl. GST), and with other various terms and conditions.

It is deemed that Council therefore has three options:

1. Demolish the facilities as stated in the 2006/2007 Recreation Recommendations;
2. Restore the facilities to a usable condition in their current location; or,
3. Provide alternative (temporary) clubroom facilities for the users of the McGregor Street Reserve until the upgrades to the reserve are complete.

Attachments

Structural Engineering Report of the Hawks Rugby League Club

200708/180 Council Decision/Officer's Recommendation**Moved:** Cr G D Bussell**Seconded:** Cr S J Coates**That Council:**

- i) resolves that providing alternative and temporary clubroom facilities for the users of the McGregor Street Sporting Reserves is the most appropriate action;**
- ii) researches options for the hire or purchase of a suitable transportable building based on standard procurement policies;**
- iii) negotiates with seasonal users of the reserve for contributions towards the installation of this temporary clubroom, and determine the provisions of Council; and,**
- iv) undertakes a final assessment of the existing shed at the McGregor Street Reserve from a historical viewpoint to determine if the shed can be demolished or removed, and present this information to Council for a decision.**

CARRIED 8/0

ATTACHMENT TO AGENDA ITEM 11.3.3.5

ROBIN SALTER & ASSOCIATES 

CHARTERED CONSULTING ENGINEERS & DESIGNERS

Unit 6, 9 Playle Street, Myaree

Western Australia 6154

A.C.N. 008 962 516

Telephone: (08) 9317 3331

Facsimile: (08) 9317 3337

E-mail: info@rsaperth.com.au

Structural Engineering Report on Hawks Rugby Club Port Hedland

Ref: 2008-064/01

Robin Salter & Associates (RSA), at the request of the Town of Port Hedland (ToPH) conducted an inspection of the Hawks Rugby Club building on 20th February 2008. It is RSA's opinion that the building in question is not fit for use, and, poses a significant potential hazard to the surrounding area in the form of wind-blown debris in the event of part of the building breaking apart during an event.

The main structure is not up to Australian Standards. While the general fixity seen around the building is quite good, the size of most structural members is significantly below what we can certify for a cyclonic area. It is this high intensity of fixings that is the main factor in why this building has survived as it is thus far. While this building might survive another event, RSA obviously can't certify a building on the basis it **might** survive a cyclone.

The roof trusses are made from particularly small angle for this application. Even with the steel mesh fixed through equal angles into the underside of the roof sheeting, this roof structure is very vulnerable to failure during another cyclonic event, in part due to ongoing degradation over time as the building has aged.

Checking the roof sheeting from outside the building, there is a large area at one corner of the roof, behind the verandah, where the roof sheeting is curling back from the roof. Now that this process has started, it is extremely unlikely this sheeting will survive intact during another event.

Verandah column sizes are more than adequate, but there are not enough of them. The verandah is fixed into the already over loaded main structure. The verandah framework is made from structural members too small to be certified for use in a cyclonic area.

Most of the various flashings around the buildings are not adequately fixed, mostly due to failure of fixings due to corrosion and/or wind loads sustained in previous events.

There is no way RSA can certify any part of this building for a cyclonic area. To bring this building up to standard requires most of the structural members be replaced. In our opinion there is no cost effective way to bring this building up to a standard where it can be certified.

Sincerely,



Robin Salter B.E. (HONS.) M.I.E. (AUST.), C.P. Eng

17th April 2008

11.4 GOVERNANCE AND ADMINISTRATION**11.4.1 Corporate Services****11.4.1.1 *Financial Reports to Council for Period Ended 30 April 2008 (File Nos: FIN-008, FIN-014 and RAT-009)***

Officer Victoria Newton
Acting Manager Finance

Date of Report 13 May 2008

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 April 2008, and to compare this with that budgeted for the period. With regard to the Town's Utility and Fuel Costs, a comparison is made with 2006/07.

Background**1. *Financial Statements***

Presented (see attachments) in this report for the financial period ended 30 April 2008, are the:

- Statements of Financial Activity – see Schedules 2 to 14;
- Notes (1 to 11) to and forming part of the Statements of Financial Activity for the period ending 30 April 2008;
- Review of Transaction Activity.

Note: Interest Rates for investments are selected from those provided by the following three financial institutions: National Australia Bank, BankWest, and the Australian and New Zealand Bank.

2. *Utility and Fuel Costs*

Presented in graph form (see attached), is the 2007/08 monthly water, 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 May 2008 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		Value	Pages		Fund No.	Fund Name	Description
From	To		From	To			
CHQ18104	18200	\$235,502.58	1	14	1	Municipal Fund	
		-			1	Municipal Fund	Cancelled
CHQ18166	18166	-	10	10	1	Municipal Fund	Cancelled
CHQ18171	18173	-	11	11	1	Municipal Fund	Cancelled
CHQ18177	18179	-	11	11	1	Municipal Fund	Cancelled
EFT21497	EFT21853	\$1,660,014.73	14	72	1	Municipal Fund	
PAY080408		\$206,231.81	72	72	1	Municipal Fund	
PAY220408		\$234,202.24	72	72	1	Municipal Fund	
BOQ270308		\$2,132.55	72	72	1	Municipal Fund	Equipment Finance
BOQ280408		\$891.10	72	72	1	Municipal Fund	Equipment Finance
	Muni Total	\$2,338,975.01					
3001469	3001472	\$650.00	72	72	3	Trust Fund	
	Trust Total	\$650.00					
Sub-Total		\$2,339,625.01					
LESS: one-off pays		-					
Total		\$2,339,625.01					

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) *wave 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 adopt 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.

It is requested that the reader note, that given the February 2008 Financial Reports were not been presented for Council's consideration at the February 2008 Ordinary Meeting of Council as required by Financial Management Regulation 34 (4), they are presented at this meeting.

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 – April 2008 Bank Reconciliations.
- Pages 1 to 47. Detailed Financial Activity by Program.
- April 2008 Accounts for Payment
- Comparison Between 2006/07:2007/08 Utility & Fuel Costs

200708/181 Council Decision/Officer's Recommendation

Moved: Cr J E Ford

Seconded: Cr G D Bussell

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 April 2008; 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 March 2008 under Delegated Authority, as presented and/or attached be received.**

CARRIED 8/0

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NOTE: Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' was considered by Council at this time during the meeting, following Councillor Arthur Gear's arrival, which resulted in a quorum being present.

6:53 pm Councillor George J Daccache declared a financial interest in Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' as he is employed by BHP Billiton and owns BHP Billiton share options.

Councillor G Daccache left the room.

6:53 pm Councillor Steve J Coates declared a financial interest in Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' as he is employed by BHP Billiton and owns BHP Billiton share options.

Councillor S Coates left the room.

6:53 pm Councillor Arnold A Carter declared a financial interest in Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' as he owns BHP Billiton shares.

Councillor A Carter left the room.

NOTE: Due to the absence of Mayor Stan R Martin, and Deputy Mayor Arnold A Carter having declared a financial interest and left the room for the consideration of this item, the Chief Executive Officer called for nominations for a Chairperson, in accordance with Section 5.6 (3) of the Local Government Act 1995, as follows:

5.6. Who presides at council meetings

...(3) If the circumstances mentioned in section 5.34(a) or (b) apply and —

(a) the office of deputy mayor or deputy president is vacant; or

(b) the deputy mayor or deputy president is not available or is unable or unwilling to perform the functions of mayor or president,

then, the council is to choose one of the councillors present to preside at the meeting."

Councillor Jan E Ford was nominated.

200708/182 Council Decision/Officer's Recommendation

Moved: Cr A A Gear

Seconded: Cr G D Bussell

That Councillor Jan E Ford be appointed Presiding Officer for the period Council considers Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island'.

CARRIED 8/0

6:54 pm Councillor Jan E Ford assumed the Chair.

200708/183 Council Decision/Officer's Recommendation

Moved: Cr A A Gear

Seconded: Cr J M Gillingham

That Standing Orders be suspended.

CARRIED 5/0

6:55 pm Presiding Officer, Councillor J E Ford, advised that Standing Orders were suspended.

200708/184 Council Decision

Moved: Cr A A Gear

Seconded: Cr K A Howlett

That Standing Orders be resumed.

CARRIED 7/0

7:00 pm Presiding Officer, Councillor J E Ford, advised that Standing Orders were resumed.

11.2.2.3 Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to Lot 46 (46) Finucane Island (File No.: 803443G)

Officer Richard Bairstow
Manager Planning

Date of Report 19 May 2008

Disclosure of Interest by Officer Nil

Summary

An application has been submitted by Mine, Port Development Joint Venture (MPDJV), on behalf of BHP Billiton Iron Ore (BHPB), for a proposed incidental administration, workshop, warehouse and associated development addition, to the Finucane Island operations (See Attachments No. 1 and 2).

The application has been submitted despite the proposed development activities being exempt from requiring statutory approvals by the Iron Ore (Mount Goldsworthy) Agreement Act 1964.

The application is referred to Council, as it constitutes significant development on the Finucane Island site. The application is recommended for approval subject to those conditions contained within the recommendation.

Background

The Site

The site is zoned Strategic Industry under the Town of Port Hedland Planning Scheme No. 5 (TPS5), and is part of a 85.690ha lot which contains BHPB stock piles and ship loading facilities. Land adjoining the site is also zoned Strategic Industry.

The Proposal

The proposal contains the following major components (See Attachment No. 3):

- Administration Building
- Workshop
- Warehouse
- Carparking areas
- Hardstand areas

Consultation

The application was internally advertised, with the following comments being received:

Building Services – Is it a State Agreement Lot? Building Licence required for new proposed work if the application received is on a green title lot.

Health Services– Relevant comments and conditions have been included within the recommendation.

Engineering Services – Storm water to be retained on site.

Statutory Implications

The proposed development activities are exempt from requiring statutory approvals by the Iron Ore (Mount Goldsworthy) Agreement Act 1964.

Policy Implications Nil

Strategic Planning Implications

Key Result Area 4 – Economic Development

Goal 2 – Mining

Strategy 3 - Work closely with mining companies to minimise any negative impacts on the community due to either construction and/or operational activities.

Budget Implications

The Planning Application fee of \$15982.00 has been received and deposited into account 1006326 – Town Planning Fees. The estimated cost of the development is \$11,000,000.

Officer's Comment

BHPB, whilst exempt from requiring approvals, has been submitting applications to keep the Town informed about the activities occurring on site.

The applicant has the ability to ignore the conditions provided by the Town. They have, however, been complying with such conditions to date.

The application is referred to Council for approval, and the recommendation contains conditions which will address the site specific and general use issues associated with this type of development.

Attachments

- 1 Location Plan
- 2 Site Plan
- 3 Floor Plans and Elevations

Officer's Recommendation

That Council approves the proposed Extractive Industry – incidental administration, workshop, warehouse, and associated development addition, on Lot 46 Finucane Island via Port Hedland, as detailed within application 2008/84, and shown on the approved plans, subject to the following conditions;

1. The proposed development can only be used for activities associated with BHPB business activities. Any other use would require the submission of a separate planning approval.
2. 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.
3. Prior to the commencement of construction works the Town requests that the following matters be addressed and plans and/or additional information demonstrating this be submitted to the Town:
 - a) Design levels of all proposed development including buildings, parking areas, hard stand areas and landscaping;
 - b) Suitably screened bulk bin areas are to be provided to the specifications of the Manager Environmental Health, and in a location acceptable to, and to the satisfaction of, the Manager Planning.;
 - c) Retaining walls are to be provided where the angle of natural repose of the soil cannot be maintained. Drawing details, to be signed by a practicing Structural Engineer; The use of stepped walls incorporating landscaping elements is encouraged to break up retaining wall bulk;
 - d) Parking bays being provided in sufficient numbers and design to accommodate the maximum number and type of vehicles which are expected at the development at its maximum capacity. It should be noted that carparking bays are to be a minimum of 3.0m wide with an additional 0.3m where abutting a solid feature;
 - e) Two (2) disabled carparking bays located convenient to the building entrance and with a minimum width of 3.8 metres; and
 - f) 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.

4. A detailed landscaping plan to be submitted and approved by the Manager Planning within 30 days of the commencement of site works. 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.
5. In regard to condition 4 the detailed landscaping plan shall provide significant screening vegetation or other suitable screen methods, as approved by the Town, to the publicly visible areas which may present as unsightly e.g. hardstand areas or open storage.
6. 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.
7. The carparking bays and accessway shall be designed in accordance with the requirements of Town Planning Scheme No. 5 – Appendix 8. Such areas are to be constructed, drained, marked, and thereafter maintained, to the satisfaction of the Manager Planning, prior to the development first being occupied.
8. An approved effluent disposal system shall be installed to the specification of the Town's Environmental Health Services, and to the satisfaction of the Manager Planning.
9. All dust and sand to be contained on site with the use of suitable dust suppression techniques to the satisfaction of the Manager Planning.
10. At the completion of the construction of the development a set of constructed drawings are to be submitted to Council showing the following additional detail:
 - a) Existing site levels and finished floor levels of all proposed development, including levels on top of the kerb at the crossover and parking areas, hard stand areas and landscaping
 - b) Suitably screened bulk bin areas;
 - c) Carparking shall be provided in sufficient numbers and design to accommodate the expected maximum number and type of vehicles which are expected at the development at its maximum capacity; and
 - d) full width of the verge and any street furniture, traffic islands, statutory services, road gullies and crossovers on the opposite side of the road.
11. No parking bays shall be obstructed in any way or used for the purposes of storage.

12. No human habitation (residential accommodation) is permitted in the development without approval of Council.
13. 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:
 - a) The delivery of materials and equipment to the site;
 - b) The storage of materials and equipment on the site;
 - c) The parking arrangements for the contractors and subcontractors;
 - d) Impact on traffic movement;
 - e) Operation times, including delivery of materials; and
 - f) Other matters likely to impact on the surrounding residents;to the satisfaction of the Manager Planning.

FOOTNOTES:

1. 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 and health requirements.
2. The applicant is advised that a Building Licence is required for new proposed work if the application received is on a green title lot. For more information on this advice please contact the Town's Manager Building on (08) 9158 9329.
3. In regard to the Building Code of Australia requirements your particular attention is drawn to those relating to:
 - a) Emergency lighting and exit signs
 - b) Compliance with disabled access and sanitary facilities for the disabled
 - c) Supply and location of fire hose reels
 - d) Supply and location of fire hydrants
4. Waste disposal and storage is to be carried out in accordance with Council's Health Local Laws 1999.
5. An approved effluent disposal system shall be installed to the specification of the Town's Environmental Health Services and to the satisfaction of the Manager Planning. 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.

200708/185 Council Decision/Officer's Recommendation**Moved:** Cr G D Bussell**Seconded:** Cr A A Gear

That Agenda Item 11.2.2.3 'Extractive Industry – Addition of Incidental Administration, Workshop and Warehouse to lot 46 (46) Finucane Island' lay on table pending legal advice being received by Councillors, relating to the requirement for constituents of a State Agreement to apply to Council for planning and building approvals for developments on land bound by a State Agreement, prior to consideration of the matter at Council's Ordinary Council Meeting to be held in June 2008.

CARRIED 5/0

REASON: Council sought further legal advice relating to the requirements for constituents of a State Agreement Act to apply for Council's planning and/or building consent for developments on that land.

7:02 pm Councillors Daccache, Coates and Carter re-entered the room and assumed their chairs.

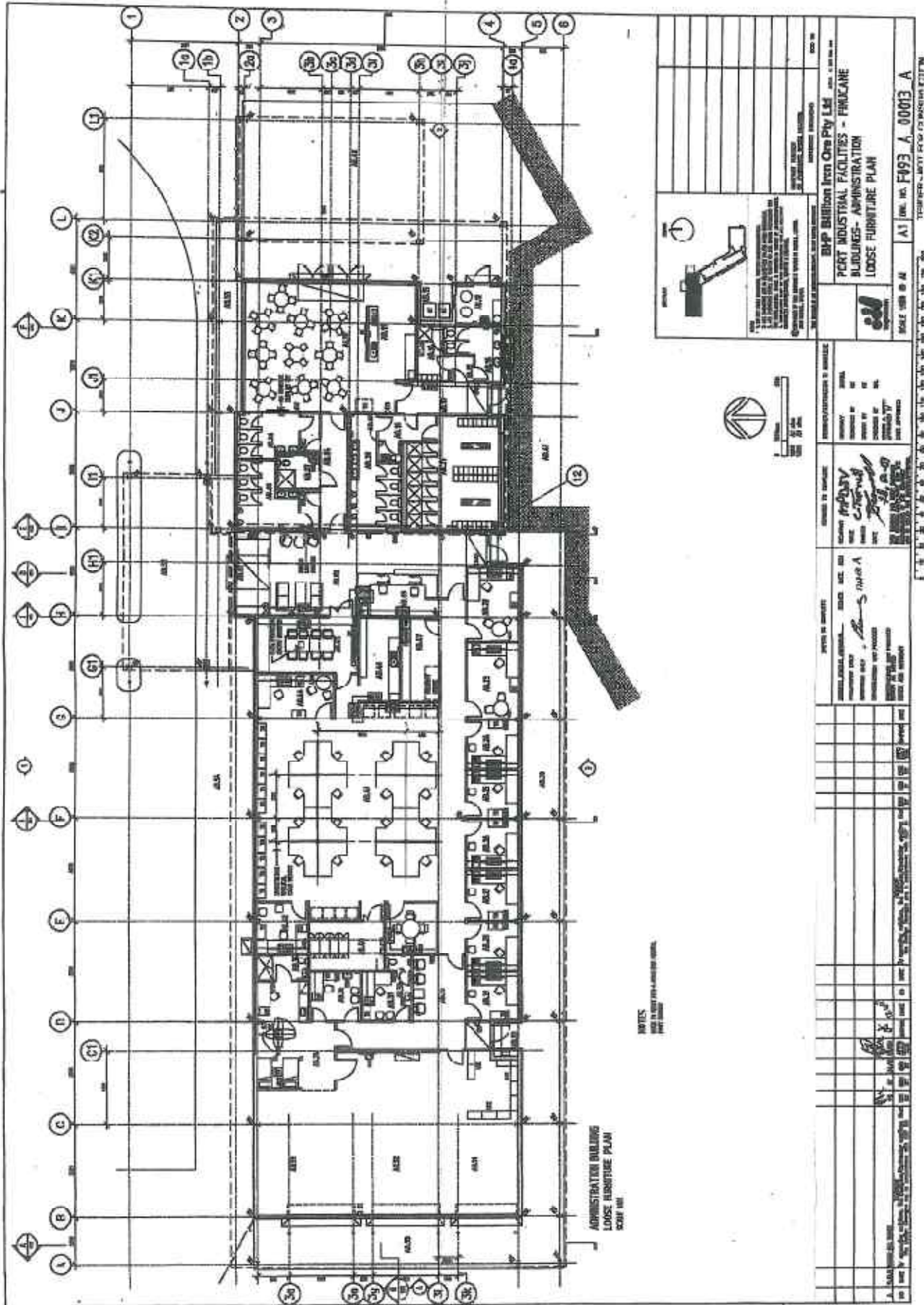
Presiding Officer Councillor J E Ford advised Councillors Daccache, Coates and Carter of Council's decision.

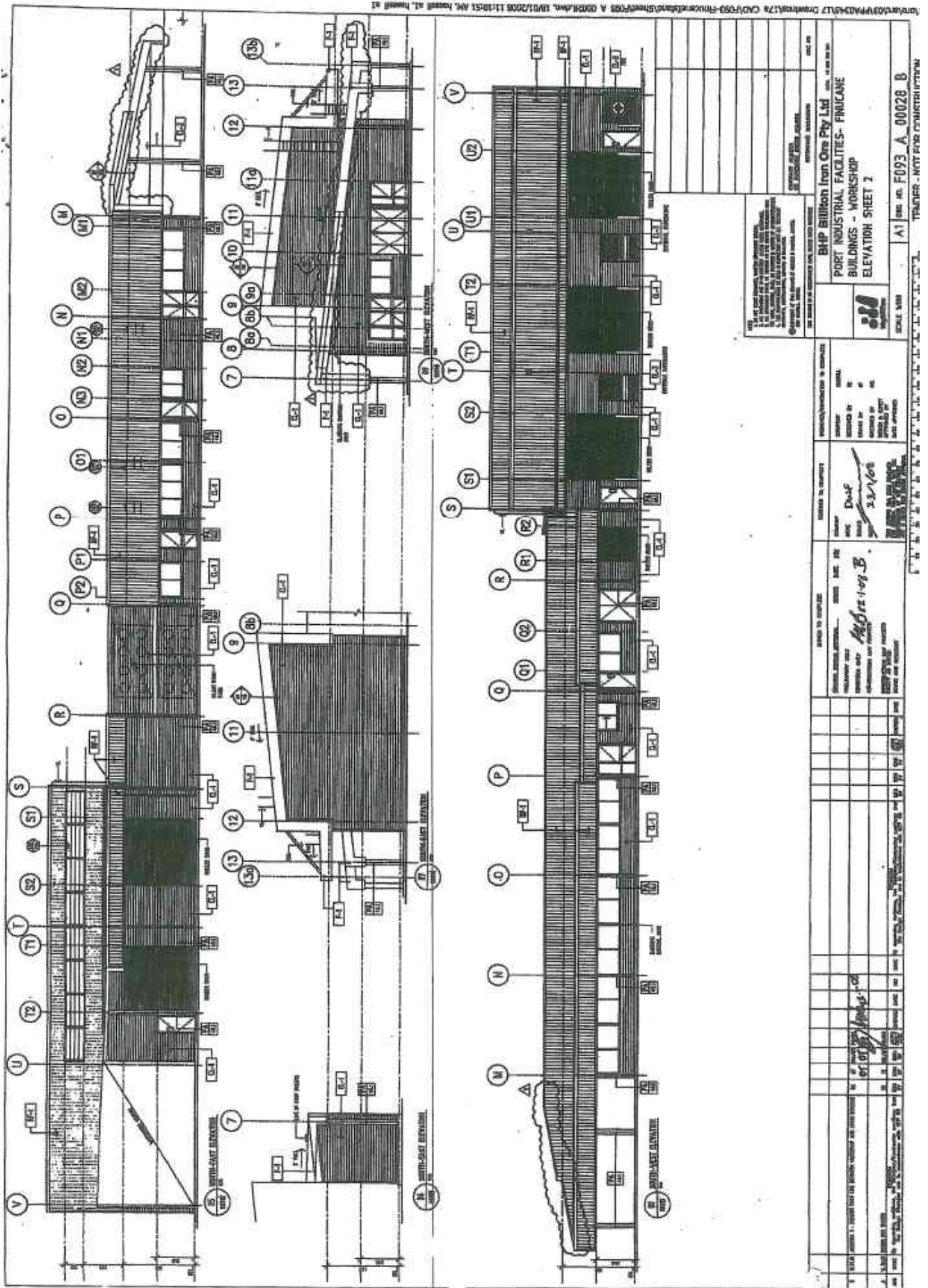
Deputy Mayor Arnold A Carter assumed the Chair.

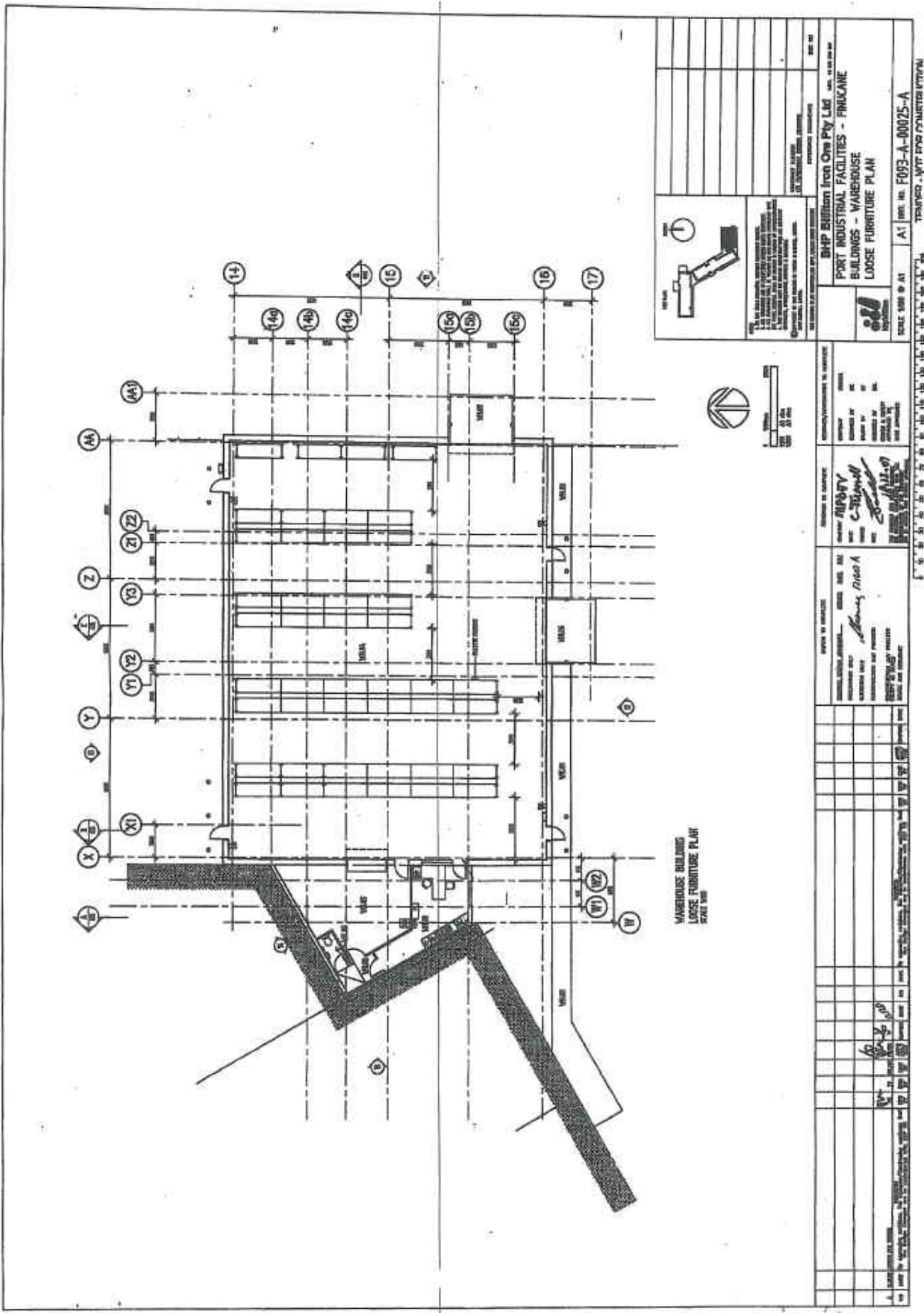
ATTACHMENT 1 TO AGENDA ITEM 11.2.2.3



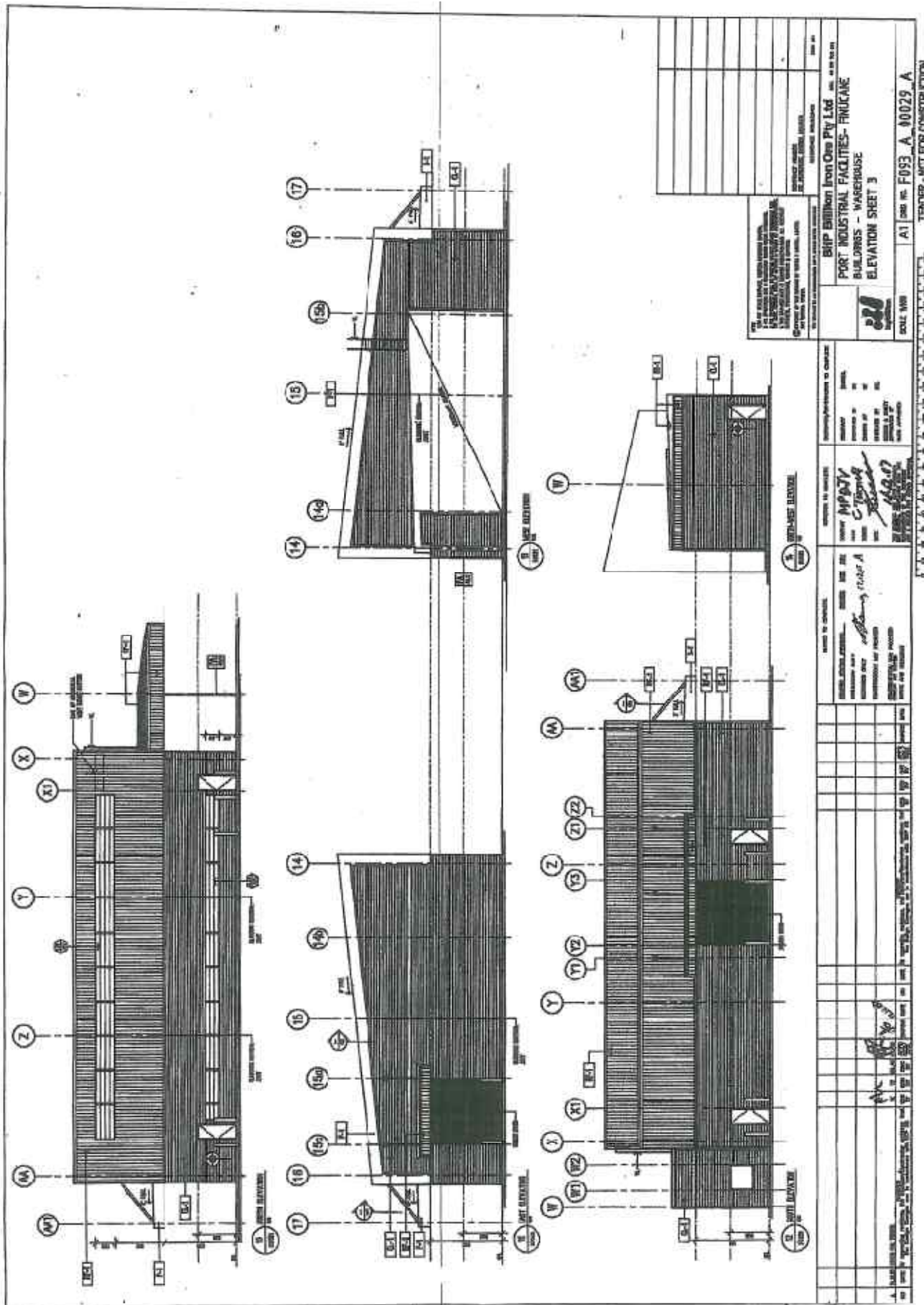
ATTACHMENT 3 TO AGENDA ITEM 11.2.2.3







WAREHOUSE BUILDING
LOOSE FURNITURE PLAN
PAGE 001



11.4.1.2 2008/09 Rates in the Dollar and Minimum Rates (File No.: ...)

Officer Matthew Scott
Director Corporate
Services

Date of Report 22 May 2008

Disclosure of Interest by Officer Nil

Summary

For Council to adopt various rates in the dollars and Minimum Rates so the required advertising can commence prior to budget adoption.

Background

As part of the annual Budget process Council must decide the rates in the dollar (RID) and the minimum rates (min) to be used in the following year. Due to advertising requirements (S.6.36), the rates in the dollars and minimum rates must be resolved prior to the budget being finalised.

At the second Budget Workshop rates were discussed with Council. Based on preliminary discussions, the following changes to rates are proposed:

Rate Category	07/08		08/09		% increase	
	RID	Min	RID	Min	RID	Min
GRV Residential	11.1675	600	11.6365	630	4.2%	5.0%
GRV Commercial	11.1675	600	11.6365	630	4.2%	5.0%
GRV Industrial	11.1675	600	11.6365	630	4.2%	5.0%
GRV Shopping Centre	11.1675	600	11.6365	630	4.2%	5.0%
GRV Ex Gratia	11.1675	600	11.6365	630	4.2%	5.0%
UV Mining Improved	15.1495	600	18.9369	630	25.0%	5.0%
UV Mining Vacant	15.1494	600	18.9368	630	25.0%	5.0%
UV Pastoral	9.3067	600	9.6976	630	4.2%	5.0%
UV Other	10.1160	600	10.5409	630	4.2%	5.0%
UV Other Vacant	10.1159	600	10.5408	630	4.2%	5.0%

The major changes are as follows:

UV Minimums

All minimums have been uniformly increased to \$630 (5%). Councilors at the workshop felt that there should be standard minimum across the district to reflect the minimum standard of services and activities allowable to all ratepayers within the district. Though 5% is slightly more than CPI, the difference is minimal (less than \$5), and this only effects undeveloped properties, therefore it is arguable that a premium should be paid on undeveloped land, given the current accommodation crisis in town.

GRV Mining Rates

These Rates in the dollar were increased by 25%, on the basis that much of Council infrastructure is being developed to meet the demands of the mining industry, however rates generation is limited due to the impacts of the State Agreement in place with many major mining companies

Remaining Rates in the Dollars

At the workshop it was decided by Council that all rates must at least be increased by CPI to maintain, in real terms, the level of services and activities currently provided to the community. Due to the effects of inflation, the purchasing power of Council is annually eroded, and if CPI increases are not maintained, Council, at some stage would be required to make massive increases to correct this reduction in income. The CPI for Perth for the March 2008 Quarter is 4.2%, however this does not necessarily reflect the CPI for the Pilbara region, which given the resource boom, is believed to be considerably higher, however this is not currently calculated by the Australian Bureau of Statistics.

As with the 2007/08 minimum rates, Council will need to apply to the Minister of Local Government and Regional Development (DLGRD) to impose the minimum rate for the UV Mining Vacant and UV Other Vacant categories, as more than 50% of the properties will be on Minimums should these rates be adopted (S.6.35). It is believed that the DLGRD will support this request of these rates; similar percentages exist, as what was approved in 2007/08.

Consultation

The proposed rates in the dollars and minimum rates were discussed with Council at the second Budget Workshop, held on the 21 May 2007.

Statutory Implications

Section 6.36 of the Local Government Act 1995 states:

“6.36. Local government to give notice of certain rates

- (1) Before imposing any differential general rates or a minimum payment applying to a differential rate category under section 6.35(6)(c) a local government is to give local public notice of its intention to do so.*
- (2) A local government is required to ensure that a notice referred to in subsection (1) is published in sufficient time to allow compliance with the requirements specified in this section and section 6.2(1).*
- (3) A notice referred to in subsection (1) ³/₄*
 - (a) may be published within the period of 2 months preceding the commencement of the financial year to which the proposed rates are to apply on the basis of the local government's estimate of the budget deficiency;*
 - (b) is to contain ³/₄*
 - (i) details of each rate or minimum payment the local government intends to impose;*
 - (ii) an invitation for submissions to be made by an elector or a ratepayer in respect of the proposed rate or minimum payment and any related matters within 21 days (or such longer period as is specified in the notice) of the notice; and*
 - (iii) any further information in relation to the matters specified in subparagraphs (i) and (ii) which may be prescribed;*

and

- (c) is to advise electors and ratepayers of the time and place where a document describing the objects of, and reasons for, each proposed rate and minimum payment may be inspected.*
- (4) The local government is required to consider any submissions received before imposing the proposed rate or minimum payment with or without modification.*
- (5) Where a local government ³/₄*
 - (a) in an emergency, proposes to impose a supplementary general rate or specified area rate under section 6.32(3)(a); or*
 - (b) proposes to modify the proposed rates or minimum payments after considering any submissions under subsection (4),*

it is not required to give local public notice of that proposed supplementary general rate, specified area rate, modified rate or minimum payment.”

“6.35. Minimum payment

- (1) Subject to this section, a local government may impose on any rateable land in its district a minimum payment which is*

greater than the general rate which would otherwise be payable on that land.

- (2) *A minimum payment is to be a general minimum but, subject to subsection (3), a lesser minimum may be imposed in respect of any portion of the district.*
- (3) *In applying subsection (2) the local government is to ensure the general minimum is imposed on not less than $\frac{3}{4}$*
 - (a) *50% of the total number of separately rated properties in the district; or*
 - (b) *50% of the number of properties in each category referred to in subsection (6), on which a minimum payment is imposed.*
- (4) *A minimum payment is not to be imposed on more than the prescribed percentage of $\frac{3}{4}$*
 - (a) *the number of separately rated properties in the district; or*
 - (b) *the number of properties in each category referred to in subsection (6), unless the general minimum does not exceed the prescribed amount.*
- (5) *If a local government imposes a differential general rate on any land on the basis that the land is vacant land it may, with the approval of the Minister, impose a minimum payment in a manner that does not comply with subsections (2), (3) and (4) for that land.*
- (6) *For the purposes of this section a minimum payment is to be applied separately, in accordance with the principles set forth in subsections (2), (3) and (4) in respect of each of the following categories $\frac{3}{4}$*
 - (a) *to land rated on gross rental value;*
 - (b) *to land rated on unimproved value; and*
 - (c) *to each differential rating category where a differential general rate is imposed.”*

Policy Implications

Nil

Strategic Planning Implications

Nil

Budget Implications

Based on current valuations the proposed rates in the dollar and minimum rates will generate \$10,058,534 in revenue for Council in 2008/09. This is a \$729,826 increase from the amount raised in 2007/08.

Officer’s Comment

Rating is Councils primary way of raising income to pay for the services it provides to the community. It is therefore extremely important that the rates imposed are reflective of where Council plan to allocate its resources in the coming year.

The Town of Port Hedland is a developing authority, in that much of the Towns resources are spent in developing infrastructure. Currently the district is experiencing high levels of growth due to the mining boom, which is placing extreme pressures on Council to fast track infrastructure development.

200708/186 Council Decision/Officer's Recommendation**Moved:** Cr J E Ford**Seconded:** Cr G J Daccache**That Council:**

- i) **adopts the following 2008/09 Rates in the Dollar and Minimum rates, and advertises in accordance with section 6.36 of the Local Government Act 1995:**

Rate Category	2008/09	
	RID	Min \$
GRV Residential	11.6365	630
GRV Commercial	11.6365	630
GRV Industrial	11.6365	630
GRV Shopping Centre	11.6365	630
GRV Ex Gratia	11.6365	630
UV Mining Improved	18.9369	630
UV Mining Vacant	18.9368	630
UV Pastoral	9.6976	630
UV Other	10.5409	630
UV Other Vacant	10.5408	630

- ii) **applies to the Minister of Local Government and Regional Develop to approve Council in imposing a Minimum Rate for UV Mining Vacant and UV other Vacant, which will result in more that 50% of the properties in these categories being subject to minimum rate.**

CARRIED BY ABSOLUTE MAJORITY 8/0

11.4.1.3 Members Professional Development and Associated Travel and Accommodation Policy (File No.: ...)

Officer	Matthew Scott Director Corporate Services
Date of Report	21 May 2008
Disclosure of Interest by Officer	Nil

Summary

For Council to consider replacing Council 4/005 'Councillor Conference Attendance' with a new policy 4/005 'Members Professional Development and Associated Travel and Accommodation'.

Background

Various Councillors have raised concerns over how members travel, accommodation and professional development has been organised and paid over the last 12 months. In particular the restrictions imposed under the current policies requiring Councillors to eat at the relevant hotels they are staying at, or the disincentives to stay at alternative accommodation, which would save Council money, while in Perth on Council business.

Based on these issues, a presentation was made at Council's Informal Briefing Session held in March, on how these issues could be addressed. Principally the discussion focused on the following principles:

1. Each Councillor to be provided with equal allocation for their own professional development.
2. The provision of an allowance to cover out of pocket expenses while away from Port Hedland;
3. An allowance for Councillors that choose to stay at alternative accommodation.
4. The use of 'Cab Charges' while away from Port Hedland on Council Business.

From the discussions at the Informal Briefing Session, a policy document has now been developed for Council's review and consideration.

Consultation

Elected Members at Council's Informal Briefing Session held in March 2008.

Policy Implications

It is proposed to replace existing Policy 4/005 'Councillor Conference Attendance' as follows:

"4/005 COUNCILLOR CONFERENCE ATTENDANCE

The Council recognises the need for Councillors to attend conferences to provide:

- 1. general knowledge for Council and Councillors on local government and regional matters, issues and practices; and*
- 2. detailed knowledge on specific Council and local government matters, issues and practices in areas where a Councillor is a member of relevant committee or working group.*

To enable Councillors to obtain this knowledge, all Councillors will be entitled, at no cost to themselves, to attend the following:

- 1. an Annual Local Government Sector conference, hosted by either the Department of Local Government and Regional Development (DLGRD) or the Western Australian Local Government Association (WALGA), for example, "Local Government Week"; and*
- 2. Joint Pilbara and Kimberley Zone Regional Council Meetings; and*
- 3. with approval of the mayor, one other conference of their choosing, which is relevant to their membership of a committee or Working Group of Council; and*
- 4. any conference as decided by resolution of Council.*

Conference costs paid on behalf of Councillors, by Council shall include:

- 1. enrolment cost of the conference and conference material;*
- 2. transport to and from the locale of the conference*
- 3. transport to and from the conference to the Councillors accommodation;*
- 4. accommodation expenses as per Council policy; and*
- 5. miscellaneous or sundry expenses as approved by the mayor or Council prior to attending the conference.*

At the conclusion of any conference, attended by a Councillor, unless jointly by a majority of Councillors, a Councillor (or Councillors) will make a report on the conference to subsequent Ordinary Meeting of Council within 2 months of attending the conference."

with a new Policy 4/002 'Members Professional Development and Associated Travel and Accommodation' as follows:

"4/022 Members Professional Development and Associated Travel and Accommodation

Objective

To ensure members received appropriate opportunities for professional development, and are provided with adequate travel and accommodation expenses, as part of their obligation and duty to fulfil their role as a Councilor.

Entitlement

Professional Development

At the beginning of each financial year, members will be advised on an equal amount available to be used individually for professional development (Conferences, Study Tours, seminars, conventions, etc.), as allocated in the Annual Budget. This amount will be referred to as the member's professional development allocation.

Excluded from this allocation will be the costs associated to attend the Annual Local Government Week, Joint Pilbara and Kimberley Zone Regional Council Meeting or travel required for specific Council business (statutory committee meetings, etc.).

Members have the ability to use their member's professional development allocation, on any form of professional development they deem appropriate in their role as a Councilor, without having to make a formal request of Council.

Members are to submit a six monthly report to Council (April and October), listing how their members professional development allocation has been utilised and benefits they and the town have derived from it utilisation.

At the end of each financial year any unused portion of the Members professional development allocation will be forfeited.

Members Professional Development Allocation costs include:

- 1. Conference, study tour, seminars, conventions, etc. registration fees;*
- 2. Travel to and from conference, study, seminars, conventions, etc;*
- 3. Accommodation;*
- 4. Meals and incidentals as per policy;*
- 5. All Travel and Accommodation daily allowances;*
- 6. Any other costs approved by Council.*

Once a member's annual allocation has been expended, any additional professional development requires the prior approval of Council.

Travel and Accommodation

All travel and accommodation on Council business and or members' professional development is to be arranged by an Officer nominated by the Chief Executive Officer, who will endeavour to seek any discount possible to minimise the cost to Council, whilst ensuring that an appropriate standard is obtained.

All travel will be booked at economy rates, and any upgrade will be made at the member's expense.

All travel while away from Port Hedland will be by Taxi, through the use of "cab charges" provided prior to departure from Port Hedland. Hire of a vehicle will be at the Mayor's discretion.

Accommodation is to be arranged at an appropriate standard in reasonable proximity to the where the majority of purpose for the visit is to occur (i.e. hotel where conference is being presented). Should a member choose not to stay at the relevant hotel, an allowance of \$100 per day will be paid in lieu of accommodation.

Depending on meal arrangements provided at the member's accommodation, an allowance of up to \$108.65 (\$93.70 meals and \$14.95 incidentals) or as allowed by the tax office will be paid in advance, without the need to provide receipts. This allowance will also apply to staff while on Council associated business travel.

Amounts specified in this policy will be revised annually as part of the Budget process.

Any claims outside this policy must be approved by Council resolution."

Statutory Implications

Local Government Act 1995, states (in part):

"2.7. The Role of council

*Without limiting subsection (1), the council is to -
(b) determine the local government's policies.*

Strategic Planning Implications

Nil

Budget Implications

Though the Policy discusses a 'Professional Development Allocation', no dollar figure has been provided. This will need to be discussed as part of budget deliberations. However as an example, should this allocation be \$5,000, the possible budget implications could be:

Local Government Week	\$50,000
Joint Regional Meeting	\$10,000
Professional Development Allocation	\$45,000
Total Budget	\$105,000

To date, Council has spent \$98,453 (inclusive of outstanding orders) from Account Number 401220 'Council Conferences'.

Officer's Comment

The proposed policy is aimed at addressing the concerns of Council, while also inserting some objectivity into how and what professional development occurs. The policy does not restrict Councillors ability to participate in "Non Hedland" based Council business, such as Statutory committees or working groups (this will be budgeted separately), but also allows limited freedom on how their professional development funds are spent.

It also removes the need to provide receipts for reimbursements for out of pocket expenses, and therefore the time taken for reimbursements to occur.

Council has the option to reject, amend or adopt the proposed policy.

Officer's Recommendation

That Council:

- i) deletes existing Council Policy 4/005 'Councilor Conference Attendance'; and
- ii) adopts new Policy 4/005 'Members Professional Development and Associated Travel and Accommodation' as follows:

"4/022 Members Professional Development and Associated Travel and Accommodation

Objective

To ensure members received appropriate opportunities for professional development, and are provided with adequate travel and accommodation expenses, as part of their obligation and duty to fulfil their role as a Councilor.

*Entitlement**Professional Development*

At the beginning of each financial year, members will be advised on an equal amount available to be used individually for professional development (Conferences, Study Tours, seminars, conventions, etc.), as allocated in the Annual Budget. This amount will be referred to as the member's professional development allocation.

Excluded from this allocation will be the costs associated to attend the Annual Local Government Week, Joint Pilbara and Kimberley Zone Regional Council Meeting or travel required for specific Council business (statutory committee meetings, etc.).

Members have the ability to use their member's professional development allocation, on any form of professional development they deem appropriate in their role as a Councillor, without having to make a formal request of Council.

Members are to submit a six monthly report to Council (April and October), listing how their members professional development allocation has been utilised and benefits they and the town have derived from it utilisation.

At the end of each financial year any unused portion of the Members professional development allocation will be forfeited.

Members Professional Development Allocation costs include:

- 1. Conference, study tour, seminars, conventions, etc. registration fees;*
- 2. Travel to and from conference, study, seminars, conventions, etc;*
- 3. Accommodation;*
- 4. Meals and incidentals as per policy;*
- 5. All Travel and Accommodation daily allowances;*
- 6. Any other costs approved by Council.*

Once a member's annual allocation has been expended, any additional professional development requires the prior approval of Council.

Travel and Accommodation

All travel and accommodation on Council business and or members' professional development is to be arranged by an Officer nominated by the Chief Executive Officer, who will endeavour to seek any discount possible to minimise the cost to Council, whilst ensuring that an appropriate standard is obtained.

All travel will be booked at economy rates, and any upgrade will be made at the member's expense.

All travel while away from Port Hedland will be by Taxi, through the use of "cab charges" provided prior to departure from Port Hedland. Hire of a vehicle will be at the Mayor's discretion.

Accommodation is to be arranged at an appropriate standard in reasonable proximity to the where the majority of purpose for the visit is to occur (i.e. hotel where conference is being presented). Should a member choose not to stay at the relevant hotel, an allowance of \$100 per day will be paid in lieu of accommodation.

Depending on meal arrangements provided at the member's accommodation, an allowance of up to \$108.65 (\$93.70 meals and \$14.95 incidentals) or as allowed by the tax office will be paid in advance, without the need to provide receipts. This allowance will also apply to staff while on Council associated business travel.

Amounts specified in this policy will be revised annually as part of the Budget process.

Any claims outside this policy must be approved by Council resolution."

200708/187 Council Decision

Moved: Cr G D Bussell

Seconded: Cr G J Daccache

That Council:

- i) deletes existing Council Policy 4/005 'Councilor Conference Attendance'; and**
- ii) adopts new Policy 4/005 'Members Professional Development and Associated Travel and Accommodation' as follows:**

"4/022 Members Professional Development and Associated Travel and Accommodation

Objective

To ensure members received appropriate opportunities for professional development, and are provided with adequate travel and accommodation expenses, as part of their obligation and duty to fulfil their role as a Councilor.

Entitlement

Professional Development

At the beginning of each financial year, members will be advised on an equal amount available to be used individually for professional development (Conferences, Study Tours, seminars, conventions, etc.), as allocated in the Annual Budget. This amount will be referred to as the member's professional development allocation.

Excluded from this allocation will be the costs associated to attend the Annual Local Government Week, Joint Pilbara and Kimberley Zone Regional Council Meeting or travel required for specific Council business (statutory committee meetings, etc.).

Members have the ability to use their member's professional development allocation, on any form of professional development they deem appropriate in their role as a Councilor, without having to make a formal request of Council.

Members are to submit a six monthly report to Council (April and October), listing how their members professional development allocation has been utilised and benefits they and the town have derived from it utilisation.

At the end of each financial year any unused portion of the Members professional development allocation will be forfeited.

Members Professional Development Allocation costs include:

1. Conference, study tour, seminars, conventions, etc. registration fees;
2. Travel to and from conference, study, seminars, conventions, etc;
3. Accommodation;
4. Meals and incidentals as per policy;
5. All Travel and Accommodation daily allowances;
6. Any other costs approved by Council.
7. Laundry after three (3) days away from the Town of Port Hedland district.

Once a member's annual allocation has been expended, any additional professional development requires the prior approval of Council.

Travel and Accommodation

All travel and accommodation on Council business and or members' professional development is to be arranged by an Officer nominated by the Chief Executive Officer, who will endeavour to seek any discount possible to minimise the cost to Council, whilst ensuring that an appropriate standard is obtained.

All travel will be booked at economy rates, and any upgrade will be made at the member's expense.

All travel while away from Port Hedland will be by Taxi, through the use of "cab charges" provided prior to departure from Port Hedland.

Accommodation is to be arranged at an appropriate standard in reasonable proximity to the where the majority of purpose for the visit is to occur (i.e. hotel where conference is being presented). Should a member choose not to stay at the relevant hotel, an allowance of \$100 per day will be paid in lieu of accommodation.

Depending on meal arrangements provided at the member's accommodation, an allowance of up to \$108.65 (\$93.70 meals and \$14.95 incidentals) or as allowed by the tax office will be paid in advance, without the need to provide receipts. This allowance will also apply to staff while on Council associated business travel.

Amounts specified in this policy will be revised annually as part of the Budget process.

Any claims under this policy must be approved by Council resolution."

CARRIED 8/0

REASON: Council added Clause 7 "Laundry after three (3) days away from the Town of Port Hedland district." to ensure elected members laundry expenses would be paid by Council.

11.4.2 Governance**11.4.2.1 *Nomination for Pilbara Development Commission Board Membership (File No.: ORG-096)***

Officer Gaye Stephens
Executive Assistant

Date of Report 19 May 2008

Disclosure of Interest by Officer Nil

Summary

To endorse the nomination of Council's representative(s) to fill two (2) Local Government authority vacancies on the Pilbara Development Commission's Board.

Background

The Pilbara Development Commission (PDC) has advised that it currently has two (2) Local Government vacancies on its Board of Management. Both positions are for a term of up to three (3) years from the date of appointment.

Councillor Martin (elected Chairperson) is a current member of the Board also, who was appointed by the Minister. His term on the Board expires in August 2008.

The objectives of the Pilbara Development Commission is to –

- maximise job creation and improve career opportunities in the Region;
- develop and broaden the economic base of the Region;
- identify infrastructure services to promote economic and social development within the region;
- provide information and advice to promote business development within the Region;
- seek to ensure that the general standard of government services and access to those services in the Region are comparable to that which applies in the metropolitan area; and
- generally take steps to encourage, promote, facilitate and monitor the economic development of the Region.

Officer's Comment

It is recommended that Council nominates two (2) elected member representatives for membership of the Board of Management of the Pilbara Development Commission.

Councillor Jan Gillingham has previously advised of her interest in being a member of the Board and has previously nominated.

Statutory Implications

The Pilbara Regional Council was established under the Regional Development Commissions Act 1993.

Part 3, Division 1, Section 15 of the Regional Development Commission Act 1993 advises that the Board consists of a maximum of nine (9) members who are to be appointed by the Minister for Local Government and Regional Development, as follows (in part):

“15. Board of management of a commission

- (1) Subject to section 16, a commission is to have a board of management comprising $\frac{3}{4}$...*
- (b) a prescribed number of other members, not exceeding 9, who are to be appointed by the Minister in the prescribed manner. ...”*

with the following section, Section 16 detailing three (3) members of the Board are to be elected from a local government authority within the Pilbara Region, unless particular circumstances require otherwise, as stated (in part):

“16. Method of appointment of appointed members

Regulations made for the purposes of paragraph (b) of section 15(1) are to be consistent with the following, unless particular circumstances require otherwise $\frac{3}{4}$...

- (b) one third of those members are to be members of the council of a local government in the region and are to be nominated by local governments in the region in accordance with the regulations; and ...”*

[Section 16 amended by No. 14 of 1996 s. 4; No. 16 of 1997 s. 4.]

Schedule 2, Part 1 of the the Regional Development Commissions Act 1993 outlines the constitution and proceeding of a Board, particularly Section 1 as stated (in full):

“1. Term of office of appointed member

- (1) An appointed member holds office for such term, being not more than 3 years, as is specified in the member's instrument of appointment, but he or she is eligible $\frac{3}{4}$*
 - (a) for further reappointment, if the reappointment is consecutive to a previous appointment and will not result in the member holding office continually for a time which exceeds 6 years; or*
 - (b) to be reappointed from time to time, if the term of the reappointment is not consecutive to a previous appointment.*
- (2) An appointed member, unless the member sooner dies or resigns or is removed from office, continues in office until a*

successor comes into office, despite the fact that the term for which the member was appointed may have expired.”

[Clause 1 amended by No. 16 of 1997 s. 6(1).]

Policy Implications**Nil****Strategic Planning Implications**

Key Result Area 4 – Economic Development

Goal 3 - Business Development

That the Town of Port Hedland is recognised as a local government authority that works closely with businesses to achieve sustainable economic growth.

Strategy 4 - Work with relevant stakeholders to coordinate a workshop with business and industry to discuss/debate the future of business development and economic growth in the Town

Budget Implications**Nil****Officer's Recommendation**

That:

- i) the Pilbara Development Commission and the Minister for Local Government and Regional Development be advised of Council's nominations of Councillors _____ and _____ for membership of the Board of the Pilbara Development Commission; and
- iii) the support of the Pilbara Regional Council be sought for this nomination.

200708/188 Council Decision**Moved:** Cr G J Daccache**Seconded:** Cr J E Ford

That:

- i) **the Pilbara Development Commission and the Minister for Local Government and Regional Development be advised of Council's nominations of Councillors Grant Bussell, George Daccache and Kelly Howlett for membership of the Board of the Pilbara Development Commission; and**
- iii) **the support of the Pilbara Regional Council be sought for these nominations.**

CARRIED 8/0

REASON: Council nominated Councillors Bussell, Daccache and Howlett for membership of the Board of the Pilbara Development Commission.

11.4.2.2 *Local Government Convention and Exhibition 2008 and Associated WALGA Professional Development for Elected Members (File No: 14/01/0003)*

Officer Gaye Stephens
Executive Assistant

Date of Report 19 May 2008

Disclosure of Interest by Officer Nil

Summary

To determine attendees to Local Government Convention and Exhibition 2008, and associated WALGA Professional Development for Elected Members.

Background

The Local Government Convention and Exhibition is held annually in Perth and comprises formal presentations, seminars and workshops relevant to the business of local governments, and social events providing an opportunity to network with other Councillors and local government professional officers.

The event is promoted by the Western Australian Local Government Association (WALGA), as the premier local government event held each year. WALGA also offers the opportunity for Elected Members to attend Professional Development in the days before and/or after the Convention.

Officer's Comment

This year's event is being held at the Perth Convention and Exhibition Centre from Thursday 31 July to Saturday 2 August.

WALGA's Elected Member Development Program will be held from Monday 28 to Wednesday 30 July, prior to the Convention afterwards on Sunday 3 and Monday 4 August 2008.

The following Modules are being held:

- Monday 28 July 2008 - Module 6 Strategic Planning (9am to 12:30pm), and Module 7 Local Government Finance (1pm to 4:30pm)
- Tuesday 29 July 2008 – Module 15 Sustainable Asset Management (9am to 4:30pm)
- Wednesday 30 July 2008 – Rules of Conduct – Official Conduct Legislation (8:30am to 10am); Module 2: Land Use Planning (9am to 12: 30 pm); and Module 1: Legal Responsibilities of an Elected Member (10:30am to 5:30pm)

- Sunday 3 August 2008 – Introduction to Residential Design Codes (9am to 12:30pm; and Module 5 Meetings (9am to 4:30pm)
- Monday 4 August 2008 – Module 9 Ethics and Conduct of an Elected Member (8:30am to 12:30pm); and Module 3 Performance Appraisals of the CEO (1pm to 4:30pm)

Events at the Convention will include the Annual General Meetings, including that of the Western Australian Local Government Association (WALGA) on Saturday 2 August 2008 at 1pm, of which the Mayor, plus one other attendee is a voting delegate.

There will also be a meeting of the Pilbara Regional Council, of which Councillors S R Martin and A A Carter are delegates, and Councillors J E Ford and A A Gear are proxies.

It is recommended that Town of Port Hedland delegates stay at the Chifley on the Terrace (in walking distance from the Convention and Exhibition Centre).

Statutory Implications Nil

Policy Implications

Council Policy 1/014 Travel and Accommodation, point (ix), states:

“Determinations of attendances to Local Government Week shall be subject to Council consideration annually by way of resolution.”

NOTE: An item is being presented to Council to consider costs associated with elected member travel expenses associated with conferences and training.

Strategic Planning Implications Nil

Budget Implications

On the assumption that all delegates will attend all days of the Elected Member Development Program, and all days of the Local Government Convention, registration fees will be approximately \$2,300 per delegate.

It is acknowledged however, that many elected members have attended some Modules of Professional Development previously, and may not wish to attend again, or stay for the full duration of the Convention.

The estimated costs per delegate to attend the Local Government Convention and Exhibition 2008, and a Professional Development Course offered on each of the training days is \$5,328, excluding meals (airfare \$800, accommodation at \$194 per night for 9 nights, Convention Registration \$1,182; and Professional Development \$1,600) assuming full attendance at professional development modules).

The costs associated with attendances to Local Government Convention 2008 will be charged to General Ledger Account Number 401220 'Conferences'.

Officer's Recommendation

That:

- i) Mayor Stan R Martin, and Councillors _____ attend the WALGA Local Government Convention and Exhibition 2008;
- ii) Mayor Stan R Martin and Councillor _____ represent Council as voting delegates at the Western Australian Local Government Association's Annual General Meeting, being held on Saturday 2 August 2008 during the Convention; and
- iii) Mayor Stan R Martin and _____ attend the Pilbara Regional Council Meeting being held during the Convention.

200708/189 Council Decision

Moved: Cr G J Daccache

Seconded: Cr K A Howlett

That:

- i) **Mayor Stan R Martin, and Councillors Grant D Bussell, Steve J Coates, Arnold A Carter, George J Daccache, Jan E Ford, Arthur A Gear, Jan M Gillingham and Kelly A Howlett attend the WALGA Local Government Convention and Exhibition 2008;**
- ii) **Mayor Stan R Martin and Councillor Jan E Ford represent Council as voting delegates at the Western Australian Local Government Association's Annual General Meeting, being held on Saturday 2 August 2008 during the Convention; and**
- iii) **Mayor Stan R Martin and Councillor Arnold A Carter attend the Pilbara Regional Council Meeting being held during the Convention.**

CARRIED 8/0

REASON: Council nominated elected members to attend the WALGA Local Government Convention and Exhibition 2008, the WALGA Annual General Meeting and the Pilbara Regional Council Meeting.

11.3.2.3 Request for Fee Waiver of Matt Dann Cultural Centre and Civic Centre Garden/Council Kitchen – Women’s Conference (File No.:)

Officer Gaye Stephens
Executive Assistant

Date of Report 20 May 2008

Disclosure of Interest by Officer Nil

Summary

Council has received a request from the Pilbara Development Commission (PDC) to waive fees associated with holding its Women’s Conference from 2 to 4 October this year.

Background

The PDC is organising the Women’s Conference, with the following itinerary:

- Thursday 2 October, 5-9pm – Welcome Drinks/Wine Tasting Event to be held in the Civic Centre Gardens
- Friday 3 October – Conference proposed to be held at the Matt Dann Cultural Centre (MDCC)
- Saturday 4 October – Women’s Expo at Pilbara Tafe Campus.

To enable as many women as possible to attend, the Pilbara Development Commission is aiming to keep costs to a minimum, and as such request the waiving of the following Town of Port Hedland charges:

Event/Use	Cost
Thursday 2 October, 5-9pm– Welcome Drinks/Wine Tasting Event to be held in the Civic Centre Gardens	
Exclusive Use (includes use of Council Chambers Kitchen for catering/ cleaning purposes.	\$230
Matt Dann Cultural Centre – Friday 3 October 2008 8am to 4pm – Women’s Conference	
Theatre Hire	\$342.50
Foyer Hire	\$110
Front of House Supervisor	\$336
Cleaning	\$65
Equipment Hire, depending on system used (PA, microphone, stands and leads/lectern)	\$300- \$600

PDC have advised they will help MDCC staff to clean up after the conference.

Consultation

Pilbara Development Commission

Statutory Implications Nil**Policy Implications** Nil**Strategic Planning Implications** Nil**Budget Implications**

Council reviewed its Schedule of Fees and Charges as part of the 2007/08 budget process and adopted the following facility hire charges (GST inclusive):

*...Community Facilities**Discounts – Hire fees – All facilities**Community Groups* 25%*Junior Community Groups* 50%*Not for Profit, no Alcohol, and Open to**Public no charge* 100%*Bond – All Events/All Facilities (unless stated otherwise)**...Non Commercial – Alcohol* \$1,000*...Civic Centre Gardens**Exclusive Use* \$230*...Matt Dann Cultural Centre**Venue Hire**Theatre Only – Community & Non Commercial**Event Day* \$342.50*Foyer Hire* \$110*...Staffing Costs**Front of House Supervisor**[(kiosk) est. 8 hours @ \$42 per hour]* \$336*Cleaning per hour**[(est. 1 hour @ \$65 per hour)]* \$65*...Equipment Hire”**[PA, microphones stands and leads/lectern]* \$300-\$600

Revenue Account 1118326 General Hire (MDCC)

Revenue Account 1118350 Kiosk Sales

Revenue Account 1102324 Hire Fees (Civic Centre)

If the PDC's request is supported. Council will forego revenue of up to \$1,383.50 to \$1,683.50 in hire fees, depending of quality of PA equipment required. This would negatively affect Revenue Accounts 1102324 Hire Fees (Civic Centre) and 1118326 General Hire (MDCC).

The bond equates to a further \$1,000. Should there be no damage to Council facilities or follow-up clean up required, the bond amount would be fully refundable.

It is also anticipated that revenue in kiosk sales at Matt Dann Cultural Centre (Account Number 1118350 Kiosk Sales) would be raised throughout the day, from patrons who prefer an alternative to tea and/or coffee provided by the PDC.

Officer's Comment

Standard fee hires are charged to all organisations in an endeavour to recoup the marginal costs of maintenance of the hire venue. In order for and fee structure of the Town of Port Hedland to be maintained and respected, a consistent approach is taken towards all groups who wish to hire Council facilities.

Although Council does not have a policy on waiving of hire fees for community events, it did review its schedule of fees and charges as part of the 2007/08 budget process and set discounts for the following groups/events:

- Community Groups – 25% discount;
- Junior Community Groups – 50% discount; and
- Not for Profit, no Alcohol, and Open to Public no charge – 100% discount.

Waiving these fees may set a precedent for other government organisations and/or agencies, community groups and not for profit organisations to seek Council's exemption of hire fees. This practice would have a negative impact on the amount of income Council will be able to generate from the hire of maintenance expensive fixed assets.

It is suggested that the Pilbara Development Commission is likely to be able to absorb costs related to venue hiring of \$1,383.50-\$1,683.50 (plus \$1,000 refundable bond), as they are not overly onerous.

Council has two (2) options:

1. Waive the hire fees as requested resulting in a reduction of income to Council of \$1,383.50-\$1,683.50, depending on the quality of PA equipment required.
2. Not waive the hire fees as requested by the Pilbara Development Commission.

Attachments

Email requests, dated 21 and 22 April 2008.

Officer's Recommendation

That Council advises the Pilbara Development Commission that its request of Council to waive its Schedule of Fees and Charges, for the Women's Conference to be held on 2-4 October 2008, totalling up to \$1,683.50 as follows:

Civic Centre Gardens (Exclusive Use) Thursday 2 October (evening)	\$230
Matt Dann Cultural Centre Friday 3 October (all day) Theatre Only – Community & Non Commercial	\$342.50
Foyer Hire	\$110
Matt Dann Cultural Centre Staffing Costs - Front of House Supervisor	\$336
Cleaning	\$65
Equipment Hire – up to	\$600

be declined.

OR

That Council advises the Pilbara Development Commission that its request of Council to waive its Schedule of Fees and Charges, for the Women's Conference to be held on 2-4 October 2008, totalling up to \$1,683.50 as follows:

Civic Centre Gardens (Exclusive Use) Thursday 2 October (evening)	\$230
Matt Dann Cultural Centre Friday 3 October (all day) Theatre Only – Community & Non Commercial	\$342.50
Foyer Hire	\$110
Matt Dann Cultural Centre Staffing Costs - Front of House Supervisor	\$336
Cleaning	\$65
Equipment Hire – up to	\$600

be approved.

200708/190 Council Decision/Officer’s Recommendation

Moved: Cr J E Ford

Seconded: Cr K A Howlett

That Council advises the Pilbara Development Commission that its request of Council to waive its Schedule of Fees and Charges, for the Women’s Conference to be held on 2-4 October 2008, totalling up to \$1,683.50 as follows:

Civic Centre Gardens (Exclusive Use)	
Thursday 2 October (evening)	\$230
Matt Dann Cultural Centre	
Friday 3 October (all day)	
Theatre Only – Community & Non Commercial	\$342.50
Foyer Hire	\$110
Matt Dann Cultural Centre Staffing Costs -	
Front of House Supervisor	\$336
Cleaning	\$65
Equipment Hire – up to	\$600

be declined.

CARRIED 5/3

REASON: While Council is very supportive of PDC hosting the Conference for women of the Town of Port Hedland and the wider Pilbara Region, it did not agree to the concept of a local government authority waiving its hire fees to subsidise a State Government organisation, with the knowledge that the PDC receives funding to host the conference.

NOTE : Cr A A Gear requested the votes be recorded.

Record of Vote:

FOR	AGAINST
Cr A A Carter	Cr S J Coates
Cr G D Bussell	Cr A A Gear
Cr G J Daccache	Cr K A Howlett
Cr J E Ford	
Cr J M Gillingham	

ATTACHMENT TO AGENDA ITEM 11.3.2.4

From: Trish Barron [<mailto:trish.barron@pdc.wa.gov.au>]
Sent: Monday, 21 April 2008 3:35 PM
To: Chris Adams
Cc: Jenna M. Dodge; Kathryn Stanley
Subject: Matt Dann Centre and Civic Centre Hire

Chris

The Commission is planning its next Women's Conference for 2/3/4 October this year. We are planning a welcome drinks/wine tasting event for Thursday 2 October from 5-9pm at the Civic Centre Gardens and we have tentatively booked the Matt Dann Centre for the Conference for Friday 3 October. A Women's Expo will be held on Saturday 4th utilising the TAFE Campus.

We are planning to keep costs to a minimum to enable as many women as possible to attend and would appreciate your consideration of waiving the cost of hire for the Civic Centre and the Matt Dann Centre as per above.

I believe that you may have to take this request to Council for consideration – can you please advise what information you require to do so. I can provide a formal request on letter head if required.

Cheers

Trish Barron

Manager Social Development

Pilbara Development Commission

Gaye Stephens

From: Jenna M. Dodge [jenna.dodge@pdc.wa.gov.au]
Sent: Tuesday, April 22, 2008 12:01 PM
To: Gaye Stephens
Subject: RE: Matt Dann Centre and Civic Centre Hire

Hi Gaye,

With regards to lighting at the Matt Dann Cultural Centre, we won't need anyone in the booth; just the regular lighting will be fine. We will need to have the screen setup on the day to run Powerpoint Projects from the stage. We would like to organize tables and chairs and a speaker's podium so that all our speakers can be seated up the front. With regards to the kiosk and foyer, we will need to use it to keep catering cold and probably one staff member to run the kiosk in case anyone wants anything other than tea/coffee/water. We will help Sandy clean up after the Conference.

With regards to the Civic Centre we will bring in tables and seating and shouldn't require waiters as staff members will be there handing out drinks and platters. Our staff members will clean up and pack up the gardens also at the end of the night.

Regards,

Jenna Dodge
Senior Project Officer
Pilbara Development Commission

Ph: 08 9173 8415
Fax: 08 9173 1881

11.4.2.4 Adoption of the 2008-2013 Town of Port Hedland Strategic Plan (File No.: ...)

Officer Chris Adams
Chief Executive Officer

Date of Report 20 May 2008

Disclosure of Interest by Officer Nil

Summary

For Council to progress the development of the 2008-2013 Town of Port Hedland Strategic Plan.

Background

The Town of Port Hedland has undertaken research and community consultation with the Port Hedland community regarding the key priorities and directions for the Town.

This information has been collated and condensed into the Draft 2008-2013 Town of Port Hedland Strategic Plan.

Consultation

The development of the plan has included extensive consultation and involvement of Council, staff and the general community.

Council

- Attended two (2) day Strategic Planning Workshop to discuss key priorities and actions, and community feedback received. The annual community survey results were considered by elected members at this workshop.
- The first draft of the Strategic Plan was presented to Council at its Informal Briefing Session held on 17 March 2008.
- A further workshop was held on 14 April 2008, at Council's request.
- Elected members provided their final comments/suggestions on the draft Strategic Plan 2008-2013 by 2 May 2008.

Staff

- Two Staff Workshops have been held.
- Distribution of the Draft Plan to all staff for consideration and comment.
- Review with Directors to determine Primary Officer Responsible for individual strategies.
- Regular updates through internal communication mechanisms.

Community

- Comprehensive community survey distributed to 1,500 randomly selected community households, electronically distributed during the first week in October, also posted on Council's website.
- Media Release 'Community Survey on its Way', dated 20 September 2007 was distributed to various mediums and posted on Council's website. Media Release focussed on "...The Town of Port Hedland's annual community survey is an opportunity for residents to provide feedback on of services, and assist Council in determining its priorities for the next five years. ..."

Statutory Implications

Section 5.56 (1) of the Local Government Act states that:

"A Local Government is to plan for the future of the district"

The Strategic Plan and the Town's Five Year Financial Plan are the Town of Port Hedland's Plan for future as required under the *Local Government Act 1995*.

Policy Implications

Nil

Strategic Planning Implications

The proposed Strategic Plan will replace the Town's existing Strategic Plan, which was last reviewed by Council at its Ordinary Meeting held 23 April 2008, and subsequently adopted by Council in February 2007.

The Plan will become the key resource-planning document for Council.

Budget Implications

The Strategic Plan will be the primary tool used in the development of the 2008/09 budget and the Council's revised 5yr Financial Plan. The Financial Plan will indicate the resources that Council will commit towards the implementation and deliver of the plan Key Result Areas, Goals and Strategies.

Officer's Comment

The development and implementation of its Strategic Plan is one of the key roles and functions of a Local Government Authority. The key to ensuring that the plan remains accurate and relevant is ensuring community involvement and regularly reviewing progress towards commitments that are made in the plan.

Quarterly reviews of the Strategic Plan are proposed to ensure that it is being implemented appropriately and continues to reflect goals and desires of the Council and the community. A major review of the Plan will be undertaken annually with additional strategies being identified that assist Council in achieving its goals.

Officer's Recommendation

That Council:

- i) notes the Draft the 2008-2013 Town of Port Hedland Strategic Plan; and
- ii) actively seeks community feedback on the Draft Plan with all comments/suggestions that are received being tabled at Council's Ordinary Meeting to be held on 25 June 2008 for Council's consideration.

200708/191 Council Decision

Moved: Cr G D Bussell

Seconded: Cr K A Howlett

That Council:

- i) **notes the Draft the 2008-2013 Town of Port Hedland Strategic Plan to be named 'Town Plan for the Future 2008-2013; and**
- ii) **actively seeks community feedback on the Draft Plan with all comments/suggestions that are received being tabled at Council's Ordinary Meeting to be held on 25 June 2008 for Council's consideration.**

CARRIED 8/0

REASON: Council changed the name of the Town of Port Hedland Strategic Plan 2008-2013 to 'Town Plan for the Future 2008-2013'.

11.4.2.5 Spoilbank Development (File No.: ...)

Officer Chris Adams
Chief Executive Officer

Date of Report 22 May 2008

Disclosure of Interest by Officer Nil

Summary

The proposed development of the Port Hedland Spoilbank is progressing. As a component of the development a large amount of sand needs to be extracted from the reserve. Council direction on the proposed extraction of sand by third parties (which assists in the overall development) is required.

Background*History*

Approximately three years ago the Pilbara Development Commission (PDC) formed the Spoilbank Development Committee. This Committee oversaw the development of a master plan and concept plans for the development of the Spoilbank area. These plans have previously been reported to Council and include the proposed development of:

- A marina/safe boating harbor
- Additional public boat ramp facilities
- A caravan park
- A boat storage facility
- Improved beaches with greater amenity and facilities.
- Significantly improved Yacht Club, RSL and other facilities.

The Port Hedland Enhancement Scheme allocated \$1m towards the implementation of these initiatives and the Port Hedland Port Authority (PHPA) has committed \$100,000. Actions that have been undertaken since the master plan has been completed include:

Marina/Safe Boating Harbour:

Marine Engineers have been engaged to prepare design and contract documentation for Stage 1a of the Safe Boating Harbour. This stage involves significant dredging (up to 1.25million cubic metres) and the construction of a groyne on the western side of the spoil bank that would act as a sand trap for sand that progressively moves southwards down the Spoilbank. The design process has been significantly delayed due to difficulties/delays in obtaining bathymetry (ocean floor levels) from surveyors.

In addition to this work, the Port Hedland Yacht Club has used BHPB provided machinery to undertake maintenance grading/dozing of the yacht club basin to allow boats to access the yacht club's ramp facilities.

Caravan Park:

Tourism WA has initiated a feasibility study and business planning process on the potential development of a caravan park at the Spoil Bank. The results of this work will be reported to Council at a future meeting.

Sand

One of the major issues and costs associated with the spoilbank development, in particular the marina component, is the accumulation of sand. Currently the marina site has been 'silted in' with sand that has drifted down the west side of the spoil bank. Marine engineers estimate that sand drift down this line can be up to 70,000m³ per annum. To develop the marina four main activities need to be undertaken. These are:

- a) Sand needs to be removed from the current basin area.
- b) A channel need to be dredged from the basin area to the main shipping channel.
- c) A groyne needs to be constructed as a sand trap.
- d) Sand needs to be removed annually to maintain the marina.

Items a), b) and c) are currently being designed by MP Rogers and Associates, using funds provided by the Pilbara Development Commission.

A significant positive for this project is that sand is a much needed commodity within the Town as fill is required for many of the proposed developments. In recent times, both the Town and PHPA have been approached by LandCorp and Mirvac requesting permission to take significant quantities of sand from the spoil bank so that they can use it as fill material. Discussions have been held between the parties on how this should be managed. The key issues that were raised during these discussions were:

- Who owns the sand and who has the right to approve the removal of sand?;
- Are other approvals required?; and
- Should there be a charge for the sand?

Ownership

Ownership is a more complex issue that first thought. Sand that is within the high water mark is technically owned/managed by the PHPA.

Sand that is above the high water mark is owned by the Crown as the Spoilbank is a Crown reserve. The Crown Reserve is managed by the Town. Technically the Crown, PHPA and the Town could argue that they own and/or manage the sand.

Approvals

The Department for Planning and Infrastructure (DPI) has advised that they are supportive of the concept of removing sand from the spoilbank and have received written confirmation from Department of Industry and Resources (DOIR) that no mining license is required for the sand removal as it is a maintenance activity. The Department of Environment and Conservation (DEC) have advised the PHPA that no approvals are required for this proposal. Other issues of safety, public access and site rehabilitation need to be addressed prior to allowing sand removal.

Charge

There has been some debate about charging for the removal of soil. LandCorp have previously indicated that they did not want to pay for the soil as:

- It was effectively government property;
- removing the soil was actually providing a benefit to the Town and the Yacht Club
- Any charges that are incurred would subsequently be added on to property prices making land less affordable.

The contrary position to this is that:

- Fill is a much sought after asset in our community and hence has a value.
- Developers would need to pay for fill if they were required to access from an alternate site.

The Proposal

The parties have discussed the proposals with a consensus view that:

- The removal of sand potentially benefits all parties.
- Given that the developers would need to pay for fill from other sources, it is fair and reasonable for a charge to be paid.
- The PHPA has undertaken some preliminary calculations on the value of the soil. They indicate that the soil is worth approximately \$3/m³ (plus GST).
- As ownership of the soil is questionable, the parties propose to quarantine any funds that maybe generated via the sale of spoilbank soil to be exclusively used for the future development of the Spoilbank reserve.

- There is general agreement that the Town should manage access to the spoil and collect the associated fees.

Consultation

Discussions have been held with the Spoilbank Working Group regarding this matter. This group includes:

- DPI - State Land Services
- Pilbara Development Commission
- Port Hedland Port Authority
- BHPB Billiton
- Port Hedland Yacht Club
- Landcorp
- Councillors
- Council staff

The issue was also informally raised with the Hon. A MacTiernan, Minister for Planning and Infrastructure during her recent visit.

Statutory Implications

Where appropriate, relevant approvals will need to be obtained prior to any development occurring.

Policy Implications**Nil****Strategic Planning Implications**

The Town's Draft Strategic Plan includes the following statements that specifically relate to this proposal:

Goal 4 - Land Development Projects

That land is being released and developed to meet the needs of a growing community.

Strategy : Commence the development of a marina.

Goal 5 - Town Planning & Building

That Town Planning and Building control policy and practices within the Town are facilitating the rapid development of a sustainable community.

Develop Structure Plans for key precinct areas with a particular focus on the Spoilbank/Hospital/Hotel Precinct.

Budget Implications

The marine engineers have provided a preliminary guide on the potential cost of undertaking stage 1a. This stage is estimated to cost approximately \$7.5m. The sale of spoil will assist in reducing this cost (by reducing volumes) and will provide much needed funds for the project development.

Officer's Comment

The development of the Spoilbank has been discussed at length by the Port Hedland community. The removal of sand from the Spoilbank in a co-ordinated manner will assist in the development of the Master Plan for this area

Attachments

Spoilbank Development Plan

200708/192 Council Decision/Officer's Recommendation

Moved: Cr A A Gear

Seconded: Cr J E Ford

That Council:

- i) **agrees to managing the process of extraction of sand from the Spoilbank by third parties;**
- ii) **advises proponents who are interested in undertaking sand extraction at the Spoilbank Reserve that, prior to undertaking any works, they are required to:**
 - a) **seek any approvals that may be required (at their own cost);**
 - b) **provide Council with a safety management plan, site rehabilitation plan, traffic management plan and/or any other plans/insurances/assurances that may be deemed appropriate by the Chief Executive Officer; and**
 - c) **provide Council with a financial contribution that equates to \$3/m3 of sand taken (plus GST); and**
- iii) **agrees to establish a Spoilbank Development Reserve with all funds that are obtained from the sale/use of spoilbank reserve being deposited to this account. Spoilbank Development Reserve funds shall be exclusively used for development projects on the Port Hedland Spoilbank Reserve.**

CARRIED BY ABSOLUTE MAJORITY 8/0

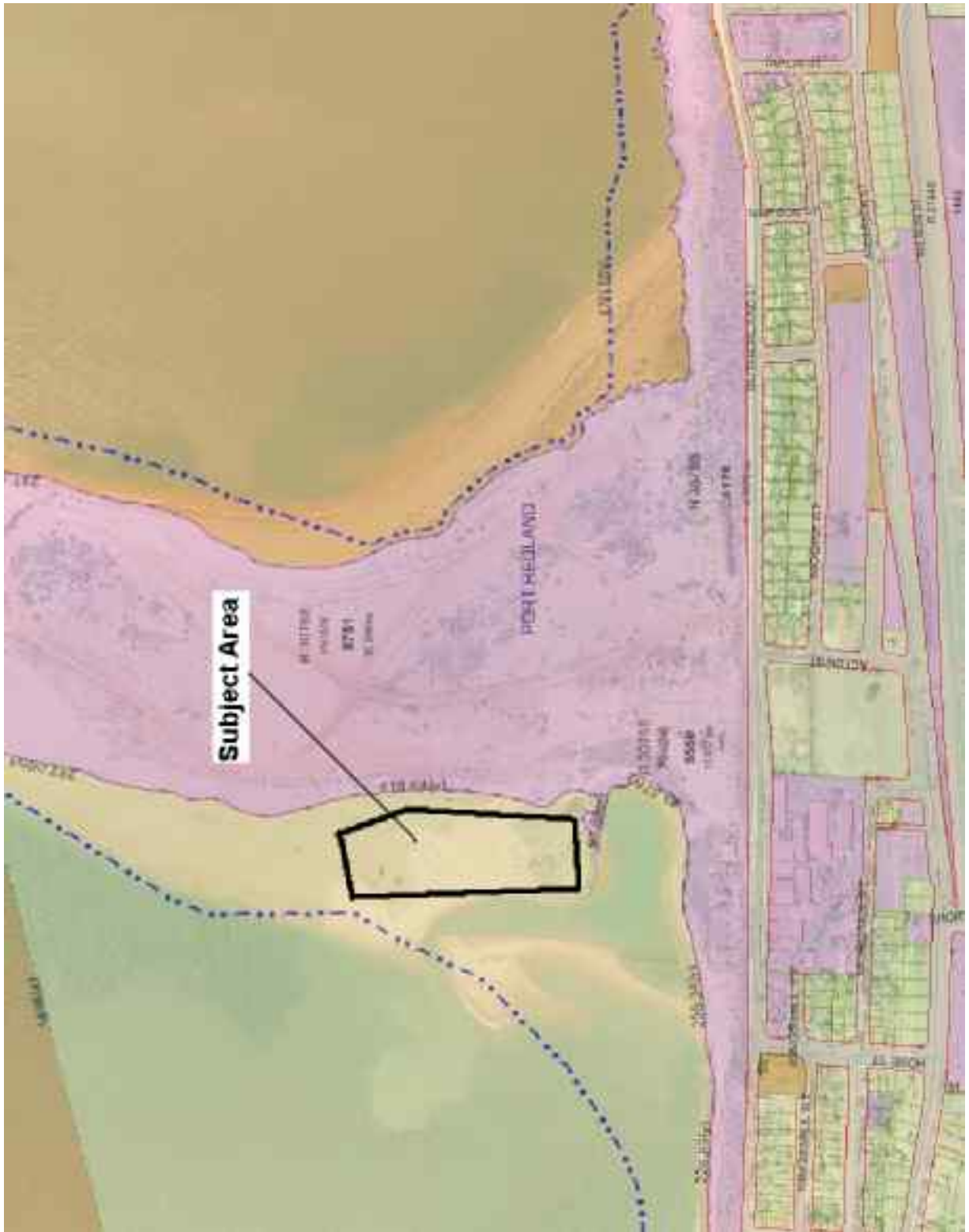
ATTACHMENTS TO AGENDA ITEM 11.4.2.5



m p rogers & associates pt
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PORT HEDLAND ENHANCEMENT SCHEME
 SPOIL BANK FEASIBILITY STUDY
 MASTERPLAN



ITEM 12 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL

200708/193 Council Decision

Moved: Cr J E Ford

Seconded: Cr J M Gillingham

That the meeting be adjourned for a period of ten (10) minutes to enable elected members to read the late agenda items.

CARRIED 8/0

7:31 pm Deputy Mayor advised the meeting is adjourned for a period of ten (10) minutes.

200708/194 Council Decision/Officer's Recommendation

Moved: Cr K A Howlett

Seconded: Cr G J Daccache

That the meeting be reconvened.

CARRIED 8/0

7:43 pm Deputy Mayor advised the meeting is reconvened.

NOTE: Deputy Mayor Arnold A Carter, Councillors Grant D Bussell, Steve J Coates, George J Daccache, Jan E Ford, Arthur A Gear, Jan M Gillingham, and Kelly A Howlett were present for the re-commencement of the meeting. There were two (2) members of the public also present.

ITEM 12 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL**12.1 Planning Services****12.1.1 *Proposed Final Adoption of the South Hedland Town Centre Development Plan (File No.: 18/12/0010)***

Officer Richard Bairstow
Manager Planning

Date of Report 15 May 2008

Disclosure of Interest by Officer Nil

Summary

The advertising of the South Hedland Town Centre Development Plan (SHTCDP), submitted by Koltasz Smith Town Planners, has been completed in accordance with Council's 26 March 2008 resolution.

The Development Plan is submitted for final adoption by Council, subject to those changes detailed within the recommendation.

Background

Council previously considered the South Hedland Development Plan at its Ordinary Meeting on the 26 March 2008, where it resolved:

"That Council:

i) endorses the South Hedland Town Centre Plan for advertising in accordance with subclause 5.2.8, 4.3.3 and 4.3.4 of Town Planning Scheme No. 5, requires the South Hedland Development Plan to be advertised in accordance with the following requirements:

a) the submission period shall be 30 days from the date of this decision;

b) the applicant in consultation with the Chief Executive Officer or nominated representative shall conduct a public meeting/workshop with invitations being extended to all land owners, shop owners and members of the general public and government or private agencies. As a key component of the public meeting/workshop the following design alternatives shall be highlighted:

- . realignment of Hamilton Road to join with Hawke Place;*
- . connect Cottier Drive with Colebatch Way;*

- . develop Throssell into a "Main Street" between Hawke Place and Colebatch Way;
 - . connect Rason Court to a realigned Hunt Street;
 - . realignment of Hamilton Road right the way round the back of the SHTC, TAFE and Club Hamilton to link with Collier Drive, south of the hospital site;
 - . proposed closure and realignment of public thoroughfare (footpath) from Daylesford Street to Colebatch Way;
 - . proposed closure of Forrest Circle before Collier Drive;
 - . preferred alignment of proposed neighbourhood connector from Hedditch Street to Forrest Circle;
 - . whether existing flexible 'Town Centre zoning' should be retained for Town Centre as in Wedge Street, or eight separate zonings be introduced;
 - . whether adequate land is reserved for Community Purposes, particularly along what could be formal civic precinct of Hamilton Roads, including proposed location of South Hedland library should existing location be rezoned for 'Hotel';
 - . whether a preferred location for the Town Hall should be considered, and where that should be;
 - . straightening up central East-West open space strip to open views to west (and sunset);
 - . maintaining Forrest Circle as relatively high speed 'regional connector';
 - . local access roads around proposed town square and surveillance of town square at night time;
 - . breaking Forest Circle with extension of Cottier Avenue in a new street east of Colebatch, connecting through to the entry to the hospital parking lot;
 - . breaking up the southern part of the new housing opposite the hospital into blocks more in scale with existing Koombana neighbourhood blocks;
 - . connecting north-south streets through the town centre with housing on both sides; and
 - . opening the town centre to the west and the creek vs. closing it off with an elevated road to flood proof the area;
- c) the referral of the Development Plan and supporting documentation to relevant government agencies for

- comment with a request that any comments be received within the designated advertising period or it will be considered that the agency has no comment; and*
- d) *any additional consultation methods that the Chief Executive Officer or his nominated representative may consider relevant to the advertising of this plan; and*
- ii) *at the conclusion of the advertising period the South Hedland Town Centre Development is referred back to Council for final adoption and initiation of required Scheme Amendments.*
- iii) *LandCorp engage a specialist hydrologist such as Jim Davies and Associates to complete a flood inundation study for the area as strongly recommended by the consulting engineer; and*
- iv) *ensure all public consultation documents are printed in at least 12 point font; and*
- v) *undertake Council presence and display at South Hedland Shopping Centre.”*

Council sought to include additional alternatives to be highlighted at the public workshop, and provide a display at the South Hedland Shopping Centre.”

LandCorp and the Administration have completed, or given an appropriate undertaking to complete, the resolutions of Council's Ordinary Meeting on the 26 March 2008. The undertaking from LandCorp is in regard to resolution iii) the specialist hydrologist requirement, which will be addressed as part of the Detailed Engineering Design which is subject to a request for further funding.

Statutory Implications

Clause 5.2 Development Plans of TPS5 provides Council the opportunity to prepare, or require others to prepare, a development plan prior to considering a subdivision or development proposal. It also outlines the procedure and requirements for development plan submissions.

More specifically, the requirement for a development plan is dealt with by subclause 5.2.1 (a) of TPS5, with the subject land identified in Appendix 5 as the “South Hedland Town Centre” (Attachment No.1).

Consultation

A summary of the Community Consultation process is as follows:

7-8 April 2008 – All owners and tenants of land and/or shops sent, and/or hand delivered, a covering letter and copy of the proposed SHTCDP and possible amendments, and an invitation to the 10 April, workshops and/or shopping centre display.

10 April 2008 – South Hedland Shopping Centre Display and Community Workshops (12.30pm to 2.00pm and 6.30pm to 8.00pm) with staff in attendance from both LandCorp and Council.

15 to 19th April – Letter box deliveries to all South Hedland residents.

8 May 2008 – Community Workshops (12.30pm to 2.00pm and 6.30pm to 8.00pm) with staff in attendance from both LandCorp and Council.

13 May 2008 – Discussions with Care for Hedland Environmental Association Inc.

To assist in the submission process a survey was given to individuals to enable comments to be sought in accordance with Council's resolution (See Attachment No. 2 – Survey).

At the conclusion of the advertising period a total of 19 survey submission had been received from either the Shopping Centre Displays or Community Workshops. A LandCorp summary of the submissions was provided (See Attachment No. 3 – Survey Results) with accompanying notes and comment.

With only 19 submissions being received from the numerous opportunities to comment, this level of response cannot be considered a statistically valid. It's worth noting, however, that a large group who attended the various forums were keen to see any changes happen within the South Hedland Town Centre.

After careful consideration of the currently proposed LandCorp Plan, the various options proposed as part of the consultation process, or those submitted as part of the process, it was determined to break any changes into two categories. The first category is immediate changes that are recommended to be incorporated and actioned in to the Final Development Plan now. The second is for future desirable changes, which will be required to be noted on the Final Development Plan, but not actioned until such time as the opportunity arises, or suitable funding is sourced. These will be noted so that future development doesn't compromise their eventuality.

Most of the immediate changes are those suggested by the Urban Design Centre (UDC), and initially verbally endorsed by Council as part of the initiation of advertising process.

These include:

- The residential neighbourhood design and road layout being modified to follow the land contours and emphasise the open space linkages;
- New link between Hedditch Street and Forrest circle;
- Local roads around the town square to improve surveillance at night;
- Straightening up of the central East-West open space strip to open views to west (and sunset);
- Connecting north-south streets through the town centre with housing on both sides;
- with the design recommendations of the Urban Design Centre;
- A dedicated community purpose site to be identified in accordance with the recommendations of the Urban Design Centre
- The provision of open space corridors being rationalised in accordance with the principle outlined by the Urban Design Centre and with the view to minimising the maintenance required with/or to these areas.

The desirable changes are those which may involve considerable expenditure, or are currently not considered integral to the redevelopment of the Town Centre.

- Connect Forrest circle and North Circular Road around the back of the SHTC, TAFE and Club Hamilton to link with Collier Drive, south of the hospital site and potentially flood proof the area;
- Connect Rason Court to a realigned Hunt Street

A condition has been included in the resolution to ensure that tenants of the Community Health Centre are appropriately accommodated within the Town Centre as concerns were raised by tenants. These concerns were that the centre had been removed with the expectation that the tenants would be accommodated within the new hospital however this was not the case. Initial contact with the centre tenants and the LandCorp project manager has occurred.

Finally as part of the consultation process individuals were given the opportunity to submit their comments or suggestions. These are summarised in the following table with staff comments adjoining.

Comment/Suggestion	Administration response
Forrest Circle drains to be either 1) filled, piped + used for mixed business, 2) Rezoned to more people friendly (i.e. able to be seen, wider bridges etc) + more pedestrian friendly.	Previously considered Option 2 is a likely outcome. Subject to more specific design.
Widening of Throssell Road needs to be workshopped.	Work is all ready under way and tender released.

If Hedditch St. is extended through to Forrest Circle then ensure a roundabout is installed to slow traffic.	Noted. Will be a consideration during the detailed design phase.
The Lodge Motel is extremely interested in purchasing DHW office to extend the lodge. We are also very interested in developing the new hotel if and when it happens.	Noted. Owners referred to DHW and LandCorp directly.
Need a hall to be able to hire for private functions	Noted. New Item for the purchase of the land prepare for Council's Budget considerations.
Coles employees concerned about safety walking to/from cars at night and first thing in the morning when still dark if carpark moved to far away	Noted. Will be a consideration during the detailed design phase.
Alternative space for tennis and bowling club	The current local is not proposed to change as a result of the community and club input to this process.
Is there an area to which Gemini Medical will be accommodated as it is not included within the new hospital plan.	As previously and noted as a condition of support.
Rason Ct. must remain open to enable heavy vehicles servicing the main shopping centre access.	Noted as an immediate design change consideration.
Plant a corridor of trees & bushes form South Hedland to Port Hedland.	Noted. But the proposal would not be related to this process.

Policy Implications

The South Hedland Town Centre Development Plan, upon endorsement, must be included in the ToPH Local Planning Policy Manual as a policy statement.

Strategic Planning Implications

Key Result Area 4 – Economic Development

Goal 5 – Town Planning & Building

2. Work closely with the State Government and resource companies to ensure that key projects/action identified with the Land use Master Plan are acted upon in a timely manner

Budget Implications

This report will result in no implications for the budget as all advertising cost is borne by the applicant.

Officer's Comment

The Development Plan is recommended for final adoption subject to those changes detailed within the recommendation.

Attachments

1. Copy of letter and Plans
2. Invitation and Plans
3. Survey
4. Survey Results
5. Development Plan Additions/Changes (2 pages)

Officer's Recommendation

That Council:

- 1) endorses the South Hedland Town Centre Development Plan subject to the following modifications:
 - a) LandCorp demonstrating that the Community Health Centre and its tenants are appropriately accommodated in the Town Centre
 - b) Immediate changes as indicated in blue on Attachment No. 5:
 - c) Future noted directions as indicated in red on Attachment No. 5:
- 2) advises LandCorp that subject to the revised plan being received and approved by the Chief Executive Officer or his nominated representative that the Development Plan will be
 - a) Included within the Town of Port Hedland Local Planning Policy Manual in accordance with Clause 5.2.2 of Town Planning Scheme No. 5; and
 - b) Forwarded to the Western Australian Planning Commission for the adoption in accordance with Clause 5.2.7 of Town Planning Scheme No. 5;

200708/ Council Decision**Moved:** Cr G D Bussell**Seconded:** Cr ...

That Council:

- 1) endorses the South Hedland Town Centre Development Plan subject to the following modifications:
 - a) LandCorp demonstrating that the Community Health Centre and Library and its tenants are appropriately accommodated in the Town Centre
 - b) Immediate changes as indicated in blue on Attachment No. 5:
 - c) Future noted directions as indicated in red on Attachment No. 5:
 - d) the existing public thoroughfare be retained between Colebatch way and Koombana Residential area
- 2) advises LandCorp that subject to the revised plan being received and approved by the Chief Executive Officer or his nominated representative that the Development Plan will be
 - a) Included within the Town of Port Hedland Local Planning Policy Manual in accordance with Clause 5.2.2 of Town Planning Scheme No. 5; and
 - b) Forwarded to the Western Australian Planning Commission for the adoption in accordance with Clause 5.2.7 of Town Planning Scheme No. 5;

MOTION LAPSED FOR WANT OF SECONDER

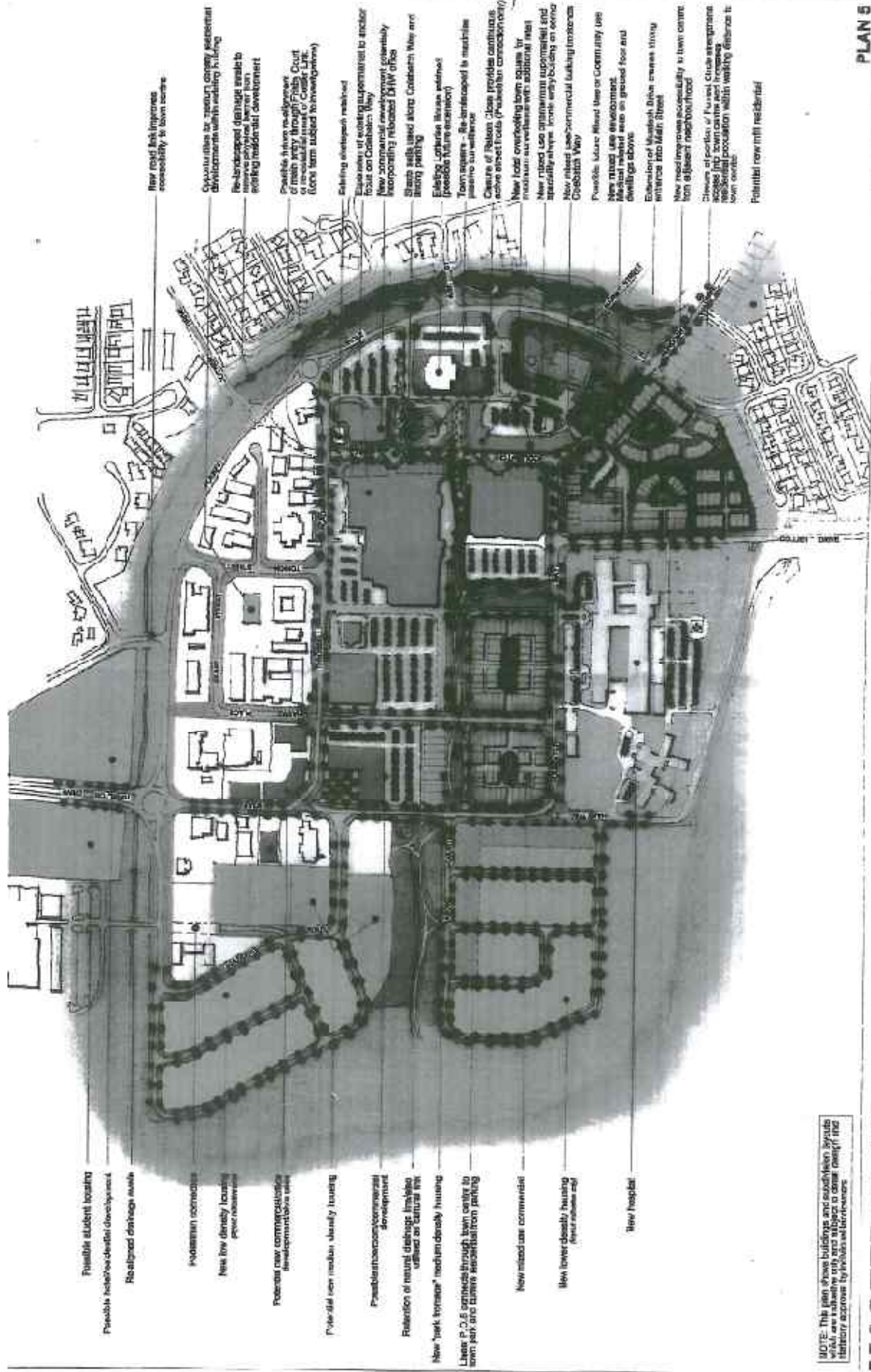
200708/195 Council Decision**Moved:** Cr G D Bussell**Seconded:** Cr K A Howlett**That Council:**

- 1) endorses the South Hedland Town Centre Development Plan subject to the following modifications:
 - a) LandCorp demonstrating that the Community Health Centre and Library and its tenants are appropriately accommodated in the Town Centre;
 - b) Immediate changes as indicated in blue on Attachment No. 5;
 - c) Future noted directions as indicated in red on Attachment No. 5; and
 - d) a thoroughfare between Colebatch and Forrest Circle be retained;
- 2) advises LandCorp that subject to the revised plan being received and approved by the Chief Executive Officer or his nominated representative that the Development Plan will be
 - a) Included within the Town of Port Hedland Local Planning Policy Manual in accordance with Clause 5.2.2 of Town Planning Scheme No. 5; and
 - b) Forwarded to the Western Australian Planning Commission for the adoption in accordance with Clause 5.2.7 of Town Planning Scheme No. 5.

CARRIED 7/1

REASON: Council included the following additional modification to the South Hedland Town Centre Development Plan [Clause 1)d)] "a thoroughfare between Colebatch and Forrest Circle be retained"

ATTACHMENT 1 TO AGENDA ITEM 12.1.1



- Possible student housing
- Possible inclusive dental development
- Reallocated drainage assets
- FOOTPATH CONNECTIONS
- New low density housing (see overview)
- Potential new commercial development (see table)
- Potential new medium density housing
- Potential new commercial development
- Retention of natural drainage (includes wetland as natural SW)
- New "back towner" medium density housing
- Linear P.O.S connects through town centre to town park and creates residential parking
- New mixed use commercial
- New lower density housing (see overview table)
- New hospital

- New road high impedance (see overview table)
- Opportunities for medium density residential development with existing housing
- Reallocated drainage assets to existing residential development
- Possible future development of residential through Centre Court (form term subject to development)
- Existing development retained
- Expansion of existing development to include focus on Cathedral Way
- New commercial development (possibly incorporating relocated DMY office)
- Stalls sold used along Cathedral Way are being parked
- Existing outdoor dining address (see table future reference)
- Town square - Re-landscaped to include pedestrian surveillance
- Centre of Palace Close provides continuous active street front (pedestrian connection)
- New local overhanging town square by maximum six vehicles with additional street parking
- New mixed use commercial (possibly including a service area)
- New mixed use commercial (possibly including a service area)
- Possible future mixed use or community use
- New mixed use development
- Mixed residential use on ground floor and dwellings above
- Extension of sidewalk (Bike lanes along entrance into Main Street)
- New road improves accessibility to town centre from adjacent neighbourhood
- Creation of position of Future Club development across the town centre will increase residential population within walking distance to town centre
- Potential row with residential

NOTE: This plan shows buildings and associated assets which are subjective only and subject to final design and statutory approval by local and state authorities

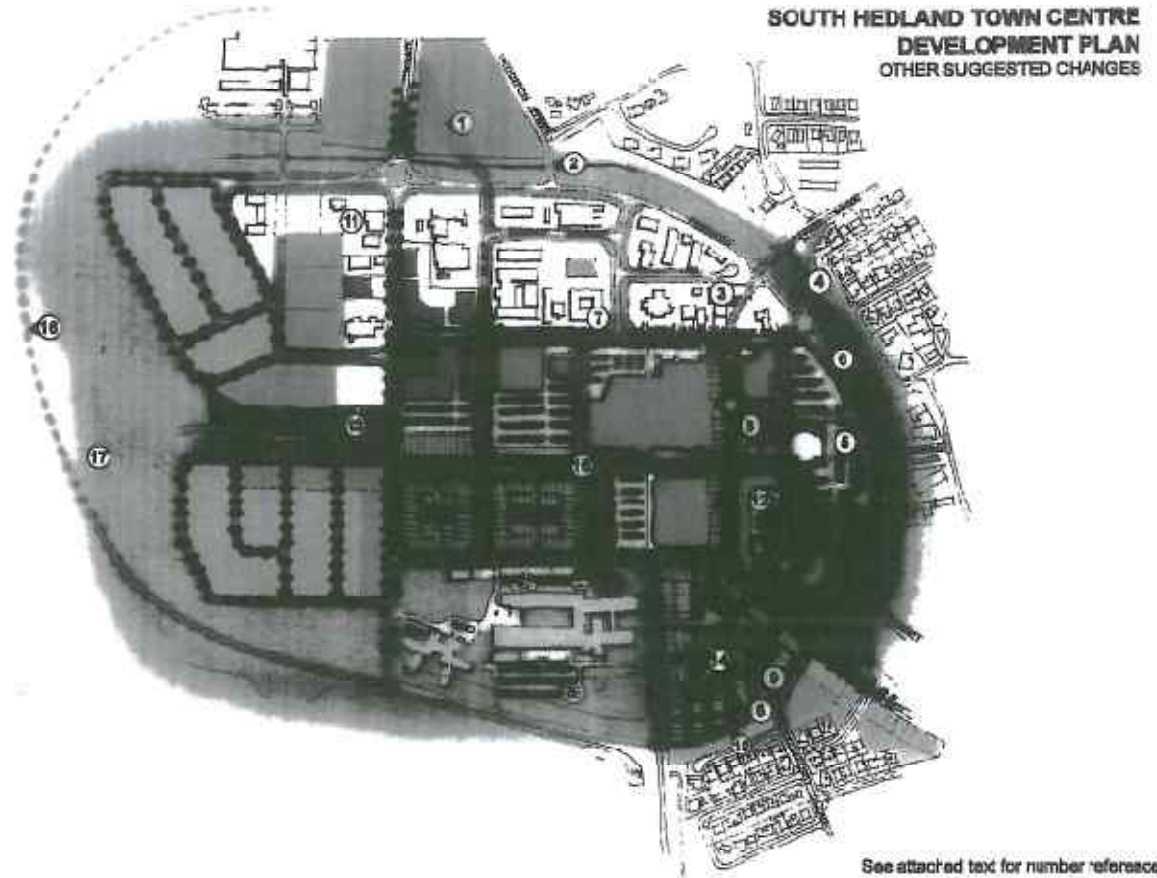
MASTER PLAN
SOUTH HEDLAND TOWN CENTRE

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PLAN 5
 koltesz.com.au
 LEVEL 2 - ARCHITECTURE, PLANNING & MANAGEMENT
 150/151 WASHINGTON STREET, PERTH WA 6000
 PHONE: 08 948 8225 EMAIL: info@koltesz.com.au

ATTACHMENT 2 TO AGENDA ITEM 12.1.1



THE FOLLOWING VARIATIONS HAVE BEEN SUGGESTED FOR YOUR CONSIDERATION.

1. **Realignment of Hamilton Road to join with Hawke Place**
This provides an alternative access into the town that connects more directly with Rossell Road.
2. **New link between Hedditch Street and Forrest Circle**
This provides a better link between the residential area and Forrest Circle.
3. **Connect Cottier Drive with Colebatch Way**
This provides a direct link between the residential area and the new main street.
4. **New link between Cottier Drive and the hospital**
This provides a new alternative road to by-pass the main street.
5. **Connect Rason Court to Hunt Street**
This provides a new link between the town and the businesses in Byass Street.
6. **Maintain Forrest Circle as a high speed link**
Retain Forrest Circle and make no changes to improve the link between the town and the residential area.
7. **Develop Throssell into a "Main Street"**
Focus the attention on Throssell instead of Colebatch Way.
8. **Local roads around town square to improve surveillance at night**
Ensure you can drive around the town square.
9. **Re-align the public path from Baylesford Street along the new street**
Have the footpath follow the new road.
10. **Close Forrest Circle between Murdoch and Collier Drive**
Allow that land to be used for housing.
11. **Is adequate land reserved for civic uses, particularly along Hamilton Road?**
Locate civic uses (community uses) in Hamilton Road.
12. **If the hotel is developed, should the library be moved to Hamilton Road?**
If the library site is redeveloped the library may have to relocate, if it can be incorporated in the new building.
13. **Straighten the open space link to the west (sunset)**
Ensure there is a clear view corridor to the west (sunset)
14. **Breaking up the southern part of the new housing opposite the hospital into blocks more in scale with existing roombana neighbourhood into**
Create smaller residential blocks.
15. **Connecting north-south streets through the town centre with housing on both sides**
This relates to Hawke Place and a new road through the shopping centre car park to the hospital entrance.
16. **Realign Hamilton Road as a ring-road (around the Town Centre, TAFE and Club Hamilton to link with Collier Drive, south of the hospital)**
And an alternative access to the town centre.
17. **Providing a flood barrier (ring-road) instead of opening the open space link to the creek**
Use the ring-road to act as a flood barrier / weir to help flood-proof the land west of Scadden Road. This means the natural drainage and sunset views may be limited.

ATTACHMENT 3 TO AGENDA ITEM 12.1.1

ALTERNATIVES / SUGGESTIONS FOR THE SOUTH HEDLAND TOWN CENTRE REDEVELOPMENT

This survey seeks community feedback on some alternatives/suggestions of the Town of Port Hedland for the South Hedland Redevelopment.

If you choose to participate, your responses will be strictly confidential.

This survey usually takes no more than 2 minutes and is easy to complete. **Simply circle the number that best describes your answer.**

Q1. Please indicate whether you support, oppose or are not sure of the following ideas for the Town's redevelopment.

Proposed Variation	Oppose	Not sure	Support
1. Realignment of Hamilton Road to join with Hawke Place	1	2	3
2. New link between Heddrlich Street and Forrest Circle	1	2	3
3. Connect Cottler Drive with Coebatch Way	1	2	3
4. New link between Cottler Drive and the hospital	1	2	3
5. Connect Reason Court to Hunt Street	1	2	3
6. Maintain Forrest Circle as a high speed link	1	2	3
7. Develop Throssell into a "Main Street"	1	2	3
8. Local roads around town square to improve surveillance at night	1	2	3
9. Re-align the public path from Dayesford Street along the new street	1	2	3
10. Close Forrest Circle between Murdoch and Cottler Drive	1	2	3
11. Civic uses to be located along Hamilton Road	1	2	3
12. If the hotel is developed, library should be moved to Hamilton Road	1	2	3
13. Straighten the open space link to the west (sunset)	1	2	3
14. Breaking up the southern part of the new housing opposite the hospital into blocks more in scale with existing Konnabana neighbourhood blocks	1	2	3
15. Connect north-south streets through the town centre with housing on both sides	1	2	3
16. Redesign Hamilton Road as a ring-road (around the Town Centre, TAFE and Club Hamilton) to link with Cottler Drive, south of the Hospital.	1	2	3
17. Provide a flood barrier (ring-road) instead of opening the open space link to the creek.	1	2	3

Q2. Is adequate land reserved for civic uses, particularly along Hamilton Road?

Q3. If the hotel is developed, where should the library be moved?

Q4. Should a suitable site for a town hall be considered? If so, where should it be?

Any other comments or suggestion you may have please write them in the space provided below.

Thank you for your time.

ATTACHMENT 4 TO AGENDA ITEM 12.1.1

Table 1 – Q1 Please indicate whether you support, oppose or are not sure of the following ideas for the town's redevelopment

	Average (1-oppose, 2-not sure, 3 – support)	% of support	% Not sure	% of Oppositio n
Realignment of Hamilton Road to join with Hawke Place	2.2	45%	27%	27%
New link between Hedditch Street and Forrest Circle.	2.8	86%	14%	0%
Connect Cottler Drive with Colebatch Way	2.4	55%	27%	18%
New link between Cottier Drive and the hospital	2.5	68%	18%	14%
Connect Rason Court to Hunt Street	2.5	62%	24%	14%
Maintain Forrest Circle as a high speed link	2.7	73%	27%	0%
Develop Throssell into a "Main Street"	2.5	70%	10%	20%
Local roads around town square to improve surveillance at night	2.9	86%	14%	0%
Re-align the public path from Daylesford Street along the new street.	2.5	64%	27%	9%
Close Forrest Circle between Murdoch and Collier Drive	2.3	43%	29%	29%
Civic Uses to be located along Hamilton Road	2.6	68%	27%	5%
If the hotel is developed, should the library be moved to Hamilton Road?	2.6	68%	23%	9%
Straighten the open space link to the west (sunset)	2.7	71%	24%	5%
Breaking up the southern part of the new housing opposite the hospital into blocks more in scale with existing Koombana neighborhood blocks.	2.5	64%	23%	14%
Connect north-south streets through the town centre with housing on both sides	2.5	64%	27%	9%
Realign Hamilton Road as a ring-road (around the Town Centre, TAFE and Club Hamilton to link with Collier Drive, south of the hospital).	2.8	82%	14%	5%
Provide a flood barrier (ring-road) instead of opening the open space link to the creek.	2.7	81%	10%	10%

Table 2 - Questions 2, 3 and 4

<p>Q2. Is adequate land reserved for civic uses, particularly along Hamilton road (n=17)*</p>	<p>76% (n=13) answered yes 24% (n=4) had differing opinions 5 people did not answer the question</p>
<p>Q3. If the hotel is developed, where should the library be moved? (n=18)</p>	<p>67% (n=12) of respondents answered Hamilton Road, Hawke Place or near the Shopping centre 11% (n=2) were not sure 17% (n=3) of respondents think that library shouldn't be replaced by hotel 6% (n=1) think there is no need for new hotel 4 people did not answer</p>
<p>Q4. Should a suitable site for a town hall be considered? If so, where should it be? (n=17)</p>	<p>88% (n=15) of respondents agree 6% (n=1) disagree with new town hall 6% (n=1) thinks it should remain where it is Hamilton Road and Town Centre were locations suggested</p>

*Indicates the Number of people that answered this question

Table 3 – Q5 Any other comments or suggestion you may have please write them in the space provided below

<p>Forrest Circle drains to be either: 1) Filled, piped + unused for mixed business, 2) Rezoned to more people friendly (i.e. able to be seen, wider bridges etc) + more pedestrian friendly. Widening of Thorsell road needs to be workshopped.</p>
<p>If Hedditch St. is extended through to Forrest Circle then ensure a roundabout is installed to slow traffic.</p>
<p>The Lodger Motel is extremely interested in purchasing DHW to extend the lodge. We are also very interested in developing the new hotel if and when it happens.</p>
<p>Support Landscape or Forrest circle drawn. Upgrade!!! Fully support no. 16. Gives awesome access to hospital!!!</p>
<p>Need a hall to be able to hire for private functions</p>
<p>Hope it goes to plan</p>
<p>Coles employees concerned about safety walking to/from cars at night & first thing in the morning when still dark if car park moved too far away</p>
<p>Alternative space for tennis and bowling club</p>
<p>Is there an area to which the Gemini Medical will be accommodated as it is not included within the new hospital plan?</p>
<p>Rason ct. must remain open to enable heavy vehicles servicing the main shopping centre access</p>
<p>Plant a corridor of trees & bushes from South Hedland to Port Hedland</p>
<p>Alternative space for tennis and bowling club</p>



12.1.2 Application Requiring Council Approval as Development is Proposed on Reserved Land – Proposed Air Quality Monitoring Station at Lot 5164 (Reserve 35915) Shoata Road, South Hedland (File No.: 156490G)

Officer Richard Bairstow
Manager Planning

Date of Report 27 May 2008

Disclosure of Interest by Officer Nil

Summary

Council has received an application from BHP Billiton for the installation of an Air Quality Monitor Station next to the existing Port Hedland Golf Club (See Attachment No. 1).

The land is reserved under Town Planning Scheme No. 5 (TPS5) and Clause 2.2 requires all development on reserved land to be approved by Council.

The application has been assessed and is recommended for approval subject to those conditions detailed within the recommendation.

Background

Reserve 35915 comprises 43.114 hectares and is reserved for "Conservation Recreation and Natural Landscapes" in TPS 5. The reserve is vested by the Crown in the Town of Port Hedland with a management order for the purpose of "Golf Course"

The relevant Scheme provisions for this application are:

2.2 Development and use of Reservations

A person shall not carry out any development on, other than the erection of a boundary fence defined or accepted by Council, or change the use of a reservation without first applying for and obtaining the written approval of the Council.

2.3 Matters to be Considered by Council

Where an application for planning approval is made with respect to the land within a reservation, the Council shall:

- (a) have regard to the ultimate purpose intended for the reservation,*
- (b) have regard for the intentions of agencies with responsibility for managing and developing the reservation, and*

- (c) *confer with the organisations it considers relevant to the reservation and the proposed use or development.*"

The application is one of 5 Air Quality Monitoring Stations to be installed by BHPB as part of improvements to their air monitoring ability. Details of the proposal are shown in Attachment No. 2

Consultation

Nil

Statutory Implications

Crown Land is vested under section 46 of the *Land Administration Act 1997*.

The Town of Port Hedland Town Planning Scheme No. 5 Reserves the land for "Conservation Recreation and Natural Landscapes."

Policy Implications

Nil

Strategic Planning Implications

Key Result Area 4 – Economic Development

Goal 2

Strategy 3 – Work closely with mining companies to minimise any negative impact on the community due to either construction and/or operational activities.

Budget Implications

Planning fees of \$172.50 have been received and deposited into Account 1006326 for this application, reflecting a development cost of less than \$75 000.

Officer's Comment

The application is considered to be in the interests of the general community and therefore is recommended for approval subject to those conditions and footnotes noted within the recommendation.

Attachments

1. Location Plan
2. Site Plan and Elevations

200708/196 Council Decision/Officer's Recommendation**Moved:** Cr G D Bussell**Seconded:** Cr A A Gear

That Council approves the application submitted by BHP Billiton for the proposed Air Quality Monitoring Station on Lot 5164 (Reserve 35915), shown on the attached approved plans and subject to the following conditions:

- 1. This application is for the Air Quality Monitoring Station development only. No other development has been considered as part of this approval.**
- 2. 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.**
- 3. At the conclusion of the project or at the point where the equipment becomes obsolete, whichever, is first the development is to be removed, and the area made good at BHP Billiton Iron Ore or the current owner of the development cost and all to the satisfaction of the Manager Planning.**
- 4. The development is to be screened by the use of suitable fencing and/or landscaping to blend it with the surrounding development all to the satisfaction of the Manager Planning. A detailed plan is to be submitted and approved the Manager Planning within 30 days of the commencement of site works. The plan to include details of any proposed screening materials and/or vegetation. In regard to the vegetation the plans should indicate the 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.**
- 5. In regard condition 4, the plan to be developed in accordance with the approved detailed plans prior to the development first being operated and thereafter maintained to the satisfaction Manager Planning.**
- 6. 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.**

FOOTNOTES:

- 1. 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 and health requirements.**

2. The lodging of an application for a Building Licence under the provisions of the Building Regulations and approval from the Town before commencing any works whatsoever.
3. You are advised that plans submitted for a Building Licence must show the full width of the verge and any street furniture, traffic islands, statutory services, road gullies and crossovers on the opposite side of the road.
4. 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.
5. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

CARRIED 8/0

ATTACHMENT 1 TO AGENDA ITEM 12.1.2



Golf Louise Site

12.2 Community and Economic Development**12.2.1 *Business Plan and Concept Design Brief - John D Hardie Centre Youth Precinct (File No.: ...)***

Officer Julie Broad
Manager Community and
Economic Development

Date of Report 15 May 2008

Disclosure of Interest by Officer Nil

Summary

This report presents the final Business Plan and Concept Design Brief for the development of a Youth Precinct at the JD Hardie Centre.

Background

As previously discussed with Council, it is proposed to redevelop the John D Hardie Centre into a youth precinct, initially as a combined recreation and youth facility, and subsequently as a dedicated youth precinct once a new Multipurpose Recreation Centre has been constructed.

The draft Business Plan was presented to the Youth and Recreation Facilities Working Group on 27 March and 21 April 2008 and to an informal briefing of Council on 14 May 2008. Feedback from stakeholders has been incorporated into the final Business Plan presented in this report.

Consultation

Youth and Recreation Facilities Working Group
Councillors
Community meetings
Potential tenants
Potential users
Local Youth through focus groups and Youth workshop
Other Youth Centres
Council's Recreation staff

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

Key Results Area: 3 – Community Development
Goal 1: Youth & Children

Strategy 2: Convert the JD Hardie Centre into a more youth focused facility.

Budget Implications

The cost of architectural concept drawings, including elevations and perspectives, has not been considered in the current budget. It is estimated that this work would cost \$18,000 - \$23,000.

Capital costings and staging options from a quantity surveyor for the full conversion of the JD Hardie Centre to a Youth Precinct will cost an estimated \$4,000 - \$6,000.

The total cost of the concept designs, project staging options and preliminary cost estimate could thus be as high as \$29,000.

Officer's Comment

The John D Hardie Centre Project Control Group has merged at Council's direction with the Multipurpose Recreation Facility Project Control Group to form the Youth and Recreation Facilities Working Group.

This Working Group meets to monitor and review the work of the project, including the tasks and outcomes of the Youth Precinct Planning work undertaken for Council by Creating Communities.

The recommendation from Youth & Recreation Facilities Working Group meeting of 21 April 2008 was:

That the Youth and Recreation Facilities Working Group:

1. Accept the revisions to the Hedland Youth Precinct Business Plan
2. Note the proposed management models and implications for future staffing requirements in Youth Services
3. Engage an architect to develop up the design of the Hedland Youth Precinct Stages 1 and 2:
 - a) Concept
 - b) Quantity survey and cost estimates for each stage
 - c) Perspectives
 - c) Elevations
4. Prepare Joint Management Agreements for the Youth Precinct
5. Confirm sources of capital funding for the redevelopment of the JD Hardie Centre into the Hedland youth Precinct.
6. Present Feasibility Study to Council

As the Youth and Recreation Facilities Working Group has no delegated authority, Council is requested to consider and endorse these recommendations.

Attachments

Minutes of the Youth & Recreation Facilities Working Group
Concept Design Brief – Youth Precinct
Business Plan – Youth Precinct

200708/197 Council Decision/Officer's Recommendation**Moved:** Cr S J Coates**Seconded:** Cr J M Gillingham**That Council:**

- i) accepts the revisions to the Hedland Youth Precinct Business Plan;**
- ii) notes the proposed management models and implications for future staffing requirements in Youth Services;**
- iii) engages an architect to develop up the design of the Hedland Youth Precinct:**
 - a) Concept drawings**
 - b) Proposed staging of the development**
 - c) Quantity survey and cost estimates for each stage**
 - d) Perspectives and elevations**
- iv) considers the allocation of \$29,000 to engage an architect and quantity surveyor in the 2008/09 budget process;**
- v) prepares Joint Management Agreements for the Youth Precinct**
- vi) commences the process of sourcing capital funding for the redevelopment of the JD Hardie Centre into the Hedland Youth Precinct; and**
- vii) notes that the findings of the JD Hardie Concept Youth Centre Feasibility Study.**

CARRIED 8/0

7:30 pm

Councillor Steve J Coates declared an impartiality interest in Late Agenda Item '12.2.1 Request for Sponsorship to St Cecilia's Parish for Port Hedland Youth to Attend Proximate Visit to Australia of Pope Benedict XVI ' as his wife is a member of the St Cecilia's Parish Council. Councillor Coates did not leave the room.

12.2 Governance and Administration**12.2.1 *Request for Sponsorship to St Cecilia's Parish for Port Hedland Youth to Attend Proximate Visit to Australia of Pope Benedict XVI (File No.: 02/05/0003)***

Officer	Gaye Stephens Executive Assistant
Date of Report	28 May 2008
Disclosure of Interest by Officer	Nil

Summary

For Council to sponsorship to St Cecilia's Parish for the purpose of enabling members of Port Hedland Youth to attend the proximate visit to Australia of Pope Benedict XVI in Sydney.

Background

Father Des Reid from St Cecilia's Parish in Port Hedland had advised of the Parish's involvement in the visit to Australia of Pope Benedict XVI, and the visit to Port Hedland of the Cross and Icon in June.

A request for assistance from St Cecilia's Parish in Port Hedland (attached) has been received on 6 May 2006 by elected members seeking support of the proximate visit to Australia of Pope Benedict XVI, particularly in the areas of:

- financial assistance for one or more of the proposed ten (1) Port Hedland Youth to attend Sydney; and
- by attending and or participating in the proximate visit to Port Hedland of the Cross and Icon (the symbols of hope and peace adopted by the world youth for their biennial conventions) on the afternoon of Monday 16 June 2008.

Consultation **Nil**

Statutory Implications

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

Policy Implications **Nil**

Strategic Planning Implications

Council's draft Strategic Plan 2008-2013 includes the following Goal, but does not include a specific Strategy relating to travel outside the Town of Port Hedland to attend events youth, cultural or religious events:

Key Result Area 3 – Community Development

Goal 1 - Youth & Children

That parents and young people in the Town have access to a range of facilities and services that is comparable to a metropolitan area.

Budget Implications

No provision has been made in Council's budget for a donation of this magnitude but it can be considered as a new item by Council during its 2008/09 budgeting process.

Officer's Comment

Elected members have received a copy of request, and requested a report be presented to Council on the matter.

Council may consider the following options:

1. Sponsor one (1) or more youths from Port Hedland to attend the proximate visit to Australia by Pope Benedict XVI in Sydney, at an estimated cost of \$1,500 per person. Father Des Reid has advised, that the aim of the Parish to have a least ten (10) persons (indigenous and other) to attend by joining other members of the Geraldton Diocese.
2. Attend and/or participate in the the proximate visit to Port Hedland of the Cross and Icon (the symbols of hope and peace adopted by the world youth for their biennial conventions) on the afternoon of Monday 16 June 2008.
3. Not provide sponsorship or support of any of the events.

Attachments

Letter of request from St Cecelia's Parish, received 16 May 2008.

Officer's Recommendation

That St Cecilia's Parish be advised in writing that Council:

- i) provides \$5,000 sponsorship to St Cecilia's Parish, for Port Hedland Youth to attend the proximate visit to Australia by Pope Benedict XVI in Sydney, on proviso that:
 - a) the Town is recognised as a major sponsor in all promotional activities associated with the event; and

- b) Council receives a full financial statement/acquittal of funds at the conclusion of the event; and
- ii) members, Crs _____ will be attending the visit to Port Hedland of the Cross and Icon on Monday 16 June 2008 at Port Hedland Racecourse.

OR

That St Cecilia's Parish be advised in writing that Council:

- i) is unwilling to provide \$1,500 sponsorship per person to St Cecilia's Parish, for Port Hedland Youth to attend the proximate visit to Australia by Pope Benedict XVI in Sydney, as:
 - a) the Town does not deem it appropriate to financially support any one (1) religious organisation; and
 - b) Council's Strategic Plan focusses on the development of youth and cultural events within the Town of Port Hedland District; and
- ii) members, Crs _____ will be attending the visit to Port Hedland of the Cross and Icon on Monday 16 June 2008 at Port Hedland Racecourse.

OR

That St Cecilia's Parish be advised in writing that Council:

- i) is unwilling to provide \$1,500 sponsorship per person to St Cecilia's Parish, for Port Hedland Youth to attend the proximate visit to Australia by Pope Benedict XVI in Sydney, as:
 - a) the Town does not deem it appropriate to financially support any one (1) religious organisation; and
 - b) Council's Strategic Plan focusses on the development of youth and cultural events within the Town of Port Hedland District.

200708/198 Council Decision**Moved:** Cr S J Coates**Seconded:** Cr J E Ford**That St Cecilia's Parish be advised in writing that Council:**

- i) provides \$5,000 sponsorship to St Cecilia's Parish, for Port Hedland Youth to attend the proximate visit to Australia by Pope Benedict XVI in Sydney, on proviso that:
 - a) the Town is recognised as a major sponsor in all promotional activities associated with the event; and**
 - b) Council receives a full financial statement/acquittal of funds at the conclusion of the event; and****
- ii) Councillors Arnold A Carter, Steve J Coates, George J Daccache, Arthur A Gear and Kelly A Howlett will be attending the visit to Port Hedland of the Cross and Icon on Monday 16 June 2008 at Port Hedland Racecourse.**

CARRIED 7/1

REASON: Council resolved to sponsor an amount of \$5,000 to St Cecilia's Parish, for Port Hedland Youth to attend the proximate visit to Australia by Pope Benedict XVI in Sydney.

NOTE: Council noted that it would appreciate a visit by the Port Hedland Youth who are selected to attend the proximate visit by Pope Benedict XVI in Sydney, to a future meeting of Council to provide feedback on their experience.

**12.2.2 Request for Affix Town Seal to Blank Instrument Form
– Restrictive Covenant – South Hedland New Living
(File No.: ...)**

Officer Gaye Stephens
Executive Assistant

Date of Report 28 May 2008

Disclosure of Interest by Officer Nil

Summary

For Council to approve the usage of the Town's Common Seal.

Background

A deed of Restrictive Convent is required between the State Housing Commission and the Town of Port Hedland (attached) to control vehicular access in new South Hedland New Living Housing development (to Cottier Drive, Dale Street and Phalarope Way).

Council has previously requested this condition of approval for the development which has since been supported by the Western Australian Planning Commission in its conditions of approval.

Consultation Nil

Statutory Implications

Transfer of Land Act 1893 as amended.

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications Nil

Officer's Comment

The State Housing Commission (SHC) is the registered proprietor of the land described in Item 1 of Schedule A.

The SHC has received approval from the WAPC to subdivide the Land and as part of that approval, SHC is required to restrict access from that part of the Land referred to in Item 3 of Schedule A to the abutting roads shown on the Deposited Plan 58889, described in clause 1 of the deed (attached). The SHC is required to enter into this deed pursuant to Section 129 BA of the Transfer of Land Act 1893 to comply with that condition

Attachments

Deed of Restrictive Covenant

200708/199 Council Decision

Moved: Cr A A Gear

Seconded: Cr J E Ford

That Council approves the Chief Executive Officer and Mayor to authorise and affix the Common Seal to the Deed of Restrictive Covenant, to the provisions of Section 129B of the Transfer of Land Act, not to use or permit the use of the burdened land for vehicular access from the Burdened Land or any part thereof to Cottier Drive, Dale Street and Phalarope Way on Deposited Plan 58889.

CARRIED 8/0

ATTACHEMENT TO AGENDA ITEM 12.2.2

FORM B2

APPROVAL No. B1863

WESTERN AUSTRALIA
TRANSFER OF LAND ACT 1893 AS AMENDED**BLANK INSTRUMENT FORM**

RESTRICTIVE COVENANT

(NOTE 1)

This deed of Restrictive Covenant is made the _____ day of _____ 2008

BETWEEN:

THE STATE HOUSING COMMISSION of 99 Plain Street, East Perth, Western Australia ("SHC") of the one part;

AND

TOWN OF PORT HEDLAND of Civic Centre, McGregor Street, Port Hedland, Western Australia ("The Town") of the other part.

BACKGROUND

SHC is the registered proprietor of the land described in item 1 of Schedule A ("the Land") subject to the encumbrances referred to in item 2 of Schedule A.

The land is situated within the district of the Town

SHC has received approval from the Western Australia Planning Commission to subdivide the Land and as part of that approval, SHC is required to restrict access from that part of the Land referred to in item 3 of Schedule A ("the Burdened Land") to the abutting roads shown on the Deposited Plan 58889 ("the Deposited Plan") described in clause 1 of this deed and SHC is required to enter into this deed pursuant to Section 129BA of the Transfer of Land Act 1893 to comply with that condition.

OPERATIVE PART

This deed witness as follows:-

1. **SHC**
 - 1.1 SHC covenants with the Town pursuant to the provisions of Section 129BA of the Transfer of Land Act 1893, not to use or permit the use of the Burdened Land for vehicular access from the Burdened Land or any part thereof:
 - 1.1.1 to Cottier Drive, Dale Street and Phalarope Way between the points marked (A) and (B) on the Deposited Plan along the boundary of the Burdened Land.
 - 1.2 The covenants referred to in clause 1.1 of this deed are made by SHC for itself and its successors in title with the intention of binding the Burdened Land and any subsequent owner of the Burdened Land or any part thereof.
2. **COSTS**

SHC will pay the costs of and incidental to the instructions for and preparation, execution, stamping and registration of this deed and all stamp duty and registration fees thereon.

INSTRUCTIONS

1. This form may be used only when a "Box Type" form is not provided or unsuitable. It may be completed in narrative style.
2. If insufficient space hereon Additional Sheet Form B1 should be used.
3. Additional Sheets shall be numbered consecutively and bound to this document by staples along the left margin prior to execution by the parties.
4. No alteration should be made by erasure. The words rejected should be scored through and those substituted typed or written above them, the alteration being initialled by the persons signing this document and their witnesses.

NOTES

1. Insert document type.
2. A separate attestation is required for every person signing this document. Each signature should be separately witnessed by an Adult Person. The address and occupation of the witness must be stated.

EXAMINED

OFFICE USE ONLY

LOGGED BY

ADDRESS

PHONE No.

FAX No.

REFERENCE No.

ISSUING BCX No.

PREPARED BY

ADDRESS

PHONE No.

FAX No.

INSTRUCT IF ANY DOCUMENTS ARE TO ISSUE TO OTHER THAN LODGING PARTY

TITLES, LEASES, DECLARATIONS ETC LODGED HERewith

1. _____	Received Items
2. _____	Nos.
3. _____	
4. _____	
5. _____	
6. _____	Receiving Clerk

Registered pursuant to the provisions of the TRANSFER OF LAND ACT 1892 as amended on the day and time shown above and particulars entered in the register.

SCHEDULE A

Item 1 – the Land

Lot 5960 on Deposited Plan 216527 and being the whole of the land comprised in Certificate of Title Volume 2575 Folio 852

Item 2 – Encumbrances

Nil

Item 3 – Burdened Land

Lot 329 on Deposited Plan 58889 and being the whole of the land comprised in Certificate of Title Volume Folio

EXECUTED by the Parties

12.2.3 Annual General Meeting of Electors Held on 26 March 2008 (File No.:)

Officer Gaye Stephens
Executive Assistant

Date of Report 23 April 2008

Disclosure of Interest by Officer Nil

Summary

The Local Government Act 1995 requires Council to consider all decisions made at the Annual General Elector's Meeting.

Background

Section 5.27 of the Local Government Act 1995 requires Local Governments to hold a General Meeting of Electors once every financial year and within 56 days of adopting its Annual Report for the previous financial year.

Section 5.33 provides that all decisions made at an Electors Meeting are to be considered at the next Ordinary Council Meeting, or if that is not practicable the following Ordinary Council Meeting.

Staff Comment

At the Annual General Meeting of Electors held on Wednesday 26 March 2008, the following decisions were made:

"That the Minutes of the Annual General Meeting of Electors held on Wednesday 28 February 2007 be confirmed as a true and correct record of proceedings."

"That the Chief Executive Officer's report be taken as read."

"That the the Town of Port Hedland Annual Report for the 2006/07 Financial Year be received."

"That Council establish a Customer Service policy, and included in the policy there is a statement which ensures that when a reasonable question is asked by the public, a reasonable answer be given; and if they are matters relevant to Council's operations, answers be provided to the person without the requirement for the originating person having to look it up on the internet."

Statutory Implications

Sections 5.32 and 5.33 of the Local Government Act ensure that copies of the minutes are available to the public, prior to Council's consideration of any decisions made by electors.

*“5.32. Minutes of electors' meetings**The CEO is to -*

- (a) cause minutes of the proceedings at an electors' meeting to be kept and preserved; and*
- (b) ensure that copies of the minutes are made available for inspection by members of the public before the council meeting at which decisions made at the electors' meeting are first considered.*

5.33. Decisions made at electors' meetings

- (1) All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable -*
 - (a) at the first ordinary council meeting after that meeting;*
 - or*
 - (b) at a special meeting called for that purpose, whichever happens first.*
- (2) If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.”*

Policy Implications**Nil****Strategic Planning Implications**

Key Result Area 6 – Governance
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.

Budget Implications**Nil****Attachments****Nil****200708/200 Council Decision****Moved:** Cr K A Howlett**Seconded:** Cr G J Daccache**That:**

- i) the decisions from the Annual General Meeting of Electors held on Wednesday 26 March 2008 be received; and**
- ii) answers in writing to questions taken on notice at the Annual General Meeting of Electors held on Wednesday 26 March 2008, be provided to the individual electors prior to 30 June 2008.**

CARRIED 8/0

12.2.4 March Budget Review

Officer Matthew Scott
Director Corporate Services

Date of Report 28 May 2008

Disclosure of Interest by Officer Nil

Summary

For the Council to review the results of the Third Quarter Budget review and recommend numerous adjustments to the Municipal Budget, which will become the Budget Forecast for the end of 2007/08.

Background

To assist Council to better manage it's financial performance, quarterly budget reviews were introduced over the last 2 years. These reviews effectively monitor the ongoing financial performance of Council, and allows Council the ability to amend or flex the Annual Budget due to changes in circumstance. As the Committee can appreciate the Budget is not necessarily a static document, and external/internal forces can dramatically change how Council's financial resources are deployed.

Generally the Third budget review is the final opportunity to amend the budget and effectively predict Council's closing financial position for the current financial year and the starting position for the new financial year.

Below is a summary of the proposed changes to the Budget (with the detailed individual account changes attached).

Schedule/Function	Original Budget	December Review	March Review	\$ from Dec Review
General Purpose Income	(12,160,190)	(12,356,200)	(12,615,800)	(259,600)
Governance	2,004,850	1,990,250	1,307,820	(682,430)
Law Order & Public Safety	589,500	318,175	337,350	19,175
Health & Education	356,850	319,925	316,244	(3,681)
Welfare	893,150	922,770	844,520	(78,250)
Housing	894,100	890,300	810,270	(80,030)
Community Amenities	777,150	981,690	815,800	(165,890)
Recreation	6,043,130	5,613,500	3,437,010	(2,176,490)
Transport	6,895,800	6,648,765	6,148,456	(500,309)
Economic Development	208,050	152,575	449,745	297,170
Other Property and Services	(190,000)	(282,700)	(317,320)	(34,620)
Less Non Cash	(3,349,800)	(3,349,800)	(3,349,800)	0
Surplus BFWD	(2,962,590)	(1,919,700)	(1,919,700)	0
Surplus CFWD	0	(70,450)	(3,735,405)	(3,664,955)

Consultation

During April all managers met individually with the Executive Team to review their respective budgets, based on the 1 July 2007 to 31 March 2008 financial results.

Statutory Implications

Local Government (Financial Management) Regulations 1996

Strategic Planning Implications Nil

Budget Implications

Should the Council resolve to adopt the proposed Budget amendments, Council's unallocated budgeted cash funds will become \$3,735,405. Though this a significant increase from the December review, members should note that \$3,578,490 is required to fund carry forward projects for next year. Therefore the "real" surplus is likely to be \$156,915 (being \$3,735,405 - \$3,578,490). Given the proximity to the end of the Financial Year, it is recommended that this remain unallocated, which will provide Council with a firm financial foundation for the new financial year.

Officer's Comment

Based on the proposed budget amendments, the net cash surplus will increase from \$70,450 to \$3,735,405 compared to the second budget review. The major reason for this significant increase is due to a number of uncompleted projects that will be required to be carried forward into the new financial year. Once this is taken into account the remaining balance of \$156,915, is effectively the new cash surplus.

Obviously the major adjustment is for the proposed Carried forwards to be included in the 08/09 budget. A list of these proposed carried forwards is attached for the committee to review.

Though the Council has been provided a detailed list of proposed adjustments, attention should be placed on the net effect these adjustments have on the Council's business unit. On analysis, very few business units have had a significant budget variation. The major variations are explained below.

Rates - \$259,600 increase in net income, due primarily from additional interest on investments, as Council takes advantage of higher term deposit interest rates.

SES/FESA - \$91,660 increase in net costs, primarily from FESA deciding not to pay accrued interest on the FESA shed loan until the end of the loan agreement.

Community Events - \$101,160 increase in net costs. Income has not kept track with the additional expenditure in providing community events. Generally events occur outside normal working hours, resulting in higher than expected Overtime claims by staff.

Waste Reserves – Waste Services, Landfill and Litter Collection reserve transfers have been adjusted to properly represent where funds are generated and used.

Recreation Administration - \$107,645 net increase in costs. This seems to be due to a double up in Pilbara funding for \$70,000 budgeted this year, but received last year.

Parks & Gardens - \$270,300 savings. In the December review the Parks & Gardens budget was increased. Subsequently, it is now believed that the parks crews are working at capacity, and the additional funding is likely to be unspent by year end.

Road Construction - \$406,550 savings. Much of this is due to additional BHP contributions received in 07/08, however cannot be Carried forward as income to 08/09 due to accounting standards restrictions.

Plant Purchases - \$274,100 Increase. As the committee is aware Council has tendered for substantial heavy plant in this year. Not all tenders have been within budget, and some plant, such as bobcats have required additional expenditure for attachments to make them useful.

Tourism - \$164,000 savings. This has been generated from the reduction in funding to the visitors centre and increased valuation of the Cooke Point Caravan Park, which will increase lease income.

200708/202 Council Decision/Officer's Recommendation

Moved: Cr S J Coates

Seconded: Cr J M Gillingham

That Council approves the following adjustments, which will modify Council's Cash surplus to \$3,735,405, as per the attached adjustments.

A/c	Account Description	March Budget Review			Explanation
		Amended Budget	Forecast	Budget Adjustment	
304380	Interest on Investments Muni	(290,000)	(357,600)	67,600	Expected year interest based on year to date performance
304381	Interest on Investments Reserve	(300,000)	(500,000)	200,000	Expected year interest based on year to date performance
401220	Conferences	60,000	85,000	(25,000)	Expected year end based on current conference & travel costs
401270	Election Expenses	20,000	8,620	11,380	No further election expenses expected
401280	Refreshments/Receptions	25,000	35,000	(10,000)	Increase quantity of public & Council receptions
402244	Photocopier Lease	39,000	50,800	(11,800)	Additional cost to set up new plan printer
402499	T/F To Leave Reserve	25,900	60,000	(34,100)	Associated with increase in reserve interest allocation
404282	Organisation Train/Development	172,070	160,000	12,070	Savings due to reduced training expectation
404287	Advertising	37,000	60,000	(23,000)	Additional recruitment advertising
404410	Civic Centre Aircon	650,000	50,000	600,000	\$600,000 Cfwd to 08/09
405249	Computer Software Support	65,000	36,200	28,800	Saving achieved due deferring some projects
405250	Computer Support	100,000	90,000	10,000	Saving from efficiencies for upgrade hardware
406201	Salaries	715,000	669,800	45,200	Saving generated through staff vacancies
406299	Admin Costs Distributed	(883,150)	(834,820)	(48,330)	Correction to admin allocated to balance business unit costs
406450	Building Improvements	100,000	0	100,000	\$100,000 Cfwd to 08/09
502212	Superannuation	8,700	0	8,700	Saving generated through staff vacancies
503201	Salaries	49,600	0	49,600	Saving generated through staff vacancies
503280	Community Safety Working Group Exp	5,000	22,000	(17,000)	\$24,660 Cfwd to 08/09
503264	Community safety projects	15,000	0	15,000	Safety projects unlikely to occur in 07/08
503335	Aware Grant Scheme	(29,050)	(13,200)	(15,850)	Expected grant income for 07/08
503337	Grant - OCP	(20,000)	0	(20,000)	Not expected in 07/08
503499	T/F To Restricted Cash	75,000	0	75,000	Crime prevention surplus will be Cfwd in 08/09, rather than transfer to restricted cash
504324	Parking-Fines & Penalties	(30,000)	(18,000)	(12,000)	Adjustment based on year to date actual
505217	SES Operating Expenses	98,400	80,000	18,400	Final costs for the year
505297	Loan Interest (SES Shed)	22,850	37,250	(14,400)	Miscalculation of Loan Interest
505318	FESA Capital Grant	(41,400)	(13,500)	(27,900)	Based on Capital expenditure for the year
505320	Loan (L123) Interest Expense Reimbursed	(175,400)	(58,270)	(117,130)	FESA have advised that past interest payment will not be reimbursed until the end of the SES funding agreement

A/c	Account Description	March Budget Review			Explanation
		Amended Budget	Forecast	Budget Adjustment	
505423	- Modify Existing Toilets	28,000	0	28,000	Project no longer occurring
505499	T/F to SES Shed Reserve	14,150	6,000	8,150	Reduction based on smaller than budget remaining reserve balance
805255	Childcare Assistance	20,000	43,600	(23,600)	Additional childcare payments offset by additional grants
805256	In Home Care - Benefit Payment	150,000	120,000	30,000	Adjustment based on year to date actual
805342	Childcare Assistance	0	(43,600)	43,600	Childcare assistance transfer to correct account
805344	Childcare Benefit	(32,000)	0	(32,000)	Childcare assistance transfer to correct account
805356	In Home Care Benefit	(180,000)	(203,930)	23,930	Transfer of \$160k provision to correct grant reduction
805392	Operating Grant	(133,000)	(91,950)	(41,050)	Adjustment based on year to date actual
809201	Salaries	252,000	306,500	(54,500)	Adjustment based on year to date actual
809297	Loans Interest Repayments	27,200	37,000	(9,800)	Miscalculation of Loan Interest
809325	BHP Housing Contribution	0	(9,750)	9,750	Event Coordinators contribution to BHP supplied housing
809378	T/F from Aged Care Reserve	0	(37,700)	37,700	Transfer from reserve for community bus
809393	Community Bus Grant	(32,500)	0	(32,500)	no longer expected
809396	Grant - Hacc	(584,800)	(668,480)	83,680	Additional Grant due to additional costs associated with HACC
809430	Plant & Equipment	60,050	0	60,050	not occurring this year
810201	Salaries	18,350	0	18,350	Saving generated through staff vacancies
810236	Leadership program	30,000	0	30,000	not occurring this year
810237	Strategic Plan	50,000	0	50,000	not occurring this year
810342	Grant - OCP 'Robin Hood'	(100,000)	0	(100,000)	not occurring this year
810398	T/F from Reserv BHP	(320,000)	(141,350)	(178,650)	\$1,78,650 Cfwd to 08/09
810412	Port Hedland Youth & family Centre Upgrade	480,000	141,350	338,650	\$338,650 Cfwd to 08/09
811201	Salary - Cdo/Csm	273,000	345,600	(72,600)	Additional Programs & events being run by Community Events
811255	Alliance Small Grants	0	28,000	(28,000)	as per alliance allocations
811397	T/F from BHP Reserve	(35,000)	(8,200)	(26,800)	\$26,000 Cfwd to 08/09
811494	Don Rhodes Museum Upgrade	35,000	8,200	26,800	\$26,000 Cfwd to 08/09
812201	Salaries	135,500	124,550	10,950	Saving generated through staff vacancies
812392	Country Arts-Raf Grant	(25,000)	0	(25,000)	Grant no longer expected
812411	Building Improvements	0	9,100	(9,100)	Minor Building upgrades recommended by FORM

A/c	Account Description	March Budget Review			Explanation
		Amended Budget	Forecast	Budget Adjustment	
901234	Unspecified Maintenance	20,000	50,000	(30,000)	Includes ther expense of Demolition of Cat more Crt
901281	3 Mitchie Crescent - Sch 3	4,300	15,000	(10,700)	Additional maintenance while house was vacant
901324	Staff Housing Rent	(180,000)	(144,880)	(35,120)	No staff houses now on private market
901342	Contributions - Other	(88,400)	(109,600)	21,200	PDC contribution to McGregor St Houses
901415	Staff Housing Refurbishments	269,000	303,800	(34,800)	Annual program completed
901421	Coonihan Cres Development	600,000	458,800	141,200	\$141,200 Cfwd to 08/09
901422	Catamore Cres Development	35,500	0	35,500	Demolition expensed to unspecified Maintenance
1002201	Wages-Classic Collection	51,400	69,500	(18,100)	Adjustment based on year to date actual
1002271	Inter.Garbage Truck Ph667	180,000	95,000	85,000	Adjustment based on year to date actual
1002499	T/F To Waste Collection Res	1,981,100	520,730	1,460,370	Transfer of expected operations surplus to reserve
1003201	Wages-Premium-Collection	108,600	124,050	(15,450)	Adjustment based on year to date actual
1003270	Mitsubishi Comm.Garbage-Ph5062	80,000	50,000	30,000	Adjustment based on year to date actual
1004201	Landfill Site Wages	275,900	330,750	(54,850)	Adjustment based on year to date actual
1004234	Washdown Bay Maintenance	45,000	5,220	39,780	Adjustment based on year to date actual
1004271	Caterpillar Trackloader	180,000	67,050	112,950	Trackloader no longer in use
1004274	VEH041 - Bomag Compactor	0	62,000	(62,000)	Adjustment based on year to date actual
1004277	External Plant Hire	185,000	400,000	(215,000)	Adjustment based on year to date actual
1004324	Tyres	(150,000)	(168,000)	18,000	Adjustment based on year to date actual
1004330	Landfill Recycling Charges	(60,000)	(30,000)	(30,000)	Adjustment based on year to date actual
1004388	T/F from Landfill Site Reserve	(692,660)	(836,520)	143,860	\$-125000 Cfwd to 08/09
1004397	Trade In Value	(80,000)	0	(80,000)	\$-40000 Cfwd to 08/09
1004410	Tip Infrastructure	125,000	0	125,000	\$125000 Cfwd to 08/09
1004441	Plant & Equipment	340,000	822,100	(482,100)	Adjustment based on current orders
1004499	T/F To Landfill Site Dev Res	0	959,760	(959,760)	Balancing adjustment for all landfill operations
1005580	T/F from Landfill Site Reserve	(465,000)	(289,800)	(175,200)	Balancing adjustment for Landfill capital costs
1006499	T/F To P.O.S. Reserve (SH Civic)	14,300	25,400	(11,100)	Additional interest received
1007309	Supp Bill Install & Penalty Interest	(10,500)	2,800	(13,300)	Correction to supp interest
1009481	PDC Cemetery Upgrade Grant	50,000	0	50,000	\$50000 Cfwd to 08/09
1010232	Cleaning	66,050	58,000	8,050	Adjustment based on year to date actual
1011201	Waste Management & Recycling	97,500	0	97,500	\$97500 Cfwd to 08/09
1011396	T/F from Loan - Waste Water Reuse	(650,000)	0	(650,000)	\$-650000 Cfwd to 08/09
1011410	Waste Water Reuse Scheme	650,000	0	650,000	\$650000 Cfwd to 08/09
1011498	Loan Principal - Waste Water Reuse	130,000	0	130,000	\$130000 Cfwd to 08/09

A/c	Account Description	March Budget Review			Explanation
		Amended Budget	Forecast	Budget Adjustment	
1011499	T/F to waste management & recycling Reserve	11,000	21,300	(10,300)	Additional interest received
1104236	Utility Charges	25,000	38,300	(13,300)	Adjustment based on year to date actual
1104239	JD Hardie Facilities Fund	0	27,200	(27,200)	Transfer of non capital items associated to upgrade
1104398	T/F from BHP Reserve	(278,000)	(163,200)	(114,800)	\$-114800 Cfwd to 08/09
1104411	Facility Upgrade	286,000	136,000	150,000	\$122800 Cfwd to 08/09
1105257	Gratwick Aquatic Centre Utilities	67,000	55,650	11,350	Adjustment based on year to date actual
1105320	Gratwick Aquatic Centre Reimbursement	(73,200)	(60,000)	(13,200)	Adjustment based on year to date actual
1105353	Grants - DPI	(75,000)	0	(75,000)	\$-75000 Cfwd to 08/09
1105357	Grant - State Government Turtle Project	(1,000,000)	(200,000)	(800,000)	\$-800000 Cfwd to 08/09
1105397	SS Loan Yacht Club	(350,000)	0	(350,000)	\$-350000 Cfwd to 08/09
1105410	Finucane Island Boat Ramp	300,000	15,000	285,000	\$285000 Cfwd to 08/09
1105420	Spoil Bank Masterplan	1,000,000	30,000	970,000	\$970000 Cfwd to 08/09
1105426	Turtle Boardwalk	812,525	6,150	806,375	\$800000 Cfwd to 08/09
1105497	SS Loan Yacht Club	350,000	0	350,000	\$350000 Cfwd to 08/09
1108201	Salaries	137,100	147,050	(9,950)	Additional overtime to complete capital projects Non Capital items associated with recreation Facility
1108266	Rec & Youth Facility Audit	0	22,900	(22,900)	Upgrade
1108269	Recreation Facility Design	200,000	20,000	180,000	\$180000 Cfwd to 08/09
1108337	Grant - Pilbara Fund (Skate Park)	(70,000)	0	(70,000)	Grant no longer expected
1108338	Grant - Port Hedland Enhancement Scheme	(115,000)	(135,000)	20,000	Grant increase
1108398	T/F from BHP Reserve	(679,870)	(499,250)	(180,620)	\$-128550 Cfwd to 08/09
1108416	Sports Facility Upgrade Program	260,000	141,450	118,550	\$118550 Cfwd to 08/09
1108420	Recreation Facility Upgrade	144,870	72,000	72,870	\$43100 Cfwd to 08/09
1109234	Ground Maintenance	279,200	185,000	94,200	Adjustment based on year to date actual
1109390	T/F from BHP Reserve	(215,000)	(70,450)	(144,550)	\$-87550 Cfwd to 08/09
1109450	Colin Matheson Oval Upgrade (PHES)	95,000	7,450	87,550	\$87550 Cfwd to 08/09
1109451	McGregor St Oval Upgrade	95,000	63,000	32,000	\$32000 Cfwd to 08/09
1110234	Ground Maintenance	189,200	128,000	61,200	Adjustment based on year to date actual
1111236	Utilities Expense	250,000	268,840	(18,840)	Additional watering costs
1111275	P.H. Gardens Maintenance	331,100	280,000	51,100	Adjustment based on year to date actual
1111278	Reticulation Operations	164,200	125,000	39,200	Adjustment based on year to date actual
1111279	School Oval Mowing	123,100	141,000	(17,900)	Adjustment based on year to date actual
1111282	Native Plant Nursery	100,000	0	100,000	\$100000 Cfwd to 08/09

March Budget Review					
A/c	Account Description	Amended Budget	Forecast	Budget Adjustment	Explanation
1111283	SH Gardens Maintenance	304,800	258,000	46,800	Adjustment based on year to date actual
1111335	Reimb - Sh Schools Oval Mowing	(123,100)	(141,000)	17,900	Income adjusted to match expenditure
1111338	Grant SHNL	(80,000)	(40,000)	(40,000)	\$-40000 Cfwd to 08/09
1111340	Grant - Lotteries (Skate Park)	(105,000)	0	(105,000)	\$-105000 Cfwd to 08/09
1111390	T/F from BHP Reserve	(580,000)	(80,000)	(500,000)	\$-500000 Cfwd to 08/09
1111391	T/F from POS Reserve	(250,000)	0	(250,000)	\$-250000 Cfwd to 08/09
1111446	Playground Equipment	520,500	215,000	305,500	\$305,500 Cfwd to 08/09
1111447	Building Upgrades	39,700	0	39,700	\$39,700 Cfwd to 08/09
1111449	Park Upgrades	1,000,000	0	1,000,000	\$1,000,000 Cfwd to 08/09
1111450	Turf Club Grandstand	100,000	0	100,000	\$100,000 Cfwd to 08/09
1117201	Salaries-Librarians & Cleaner	191,900	180,050	11,850	Saving generated through staff vacancies
1118234	Projection Maintenance	4,500	22,100	(17,600)	Projection repair charged to Maintenance
1118282	Movie Expenses	40,000	52,650	(12,650)	Adjustment based on year to date actual
1118325	Cultural Ticket Sales	(60,000)	(40,000)	(20,000)	Adjustment based on year to date actual
1118343	Grants	0	(20,000)	20,000	Grant from BHP to Assist in Housing for Events Coordinator
1118352	T/F from BHP Alliance Reserve	(50,000)	0	(50,000)	correction to BHP Transfer account
1118390	T/F from BHP Alliance Reserve	0	(50,000)	50,000	correction to BHP Transfer account
1118421	Furniture & Equipment	22,800	1,870	20,930	Projection repair charged to Maintenance
1119280	Rebroadcasting Facilities	2,500	11,000	(8,500)	additional maintenance costs to provide JJJ & Classic FM
1201383	New Living South Hedland Fund	(360,000)	(207,500)	(152,500)	\$-152,500 Cfwd to 08/09
1201386	Contributions - BHP	(195,000)	(595,000)	400,000	Additional BHP contributions received
1201397	T/F from BHP Reserve	(850,000)	(501,000)	(349,000)	\$-349,000 Cfwd to 08/09
1201444	Shota Rd MRWA	160,000	128,820	31,180	Balance transfer to north circular rd culverts
1201450	Boulevard Tree Planting	250,000	6,000	244,000	\$244,000 Cfwd to 08/09
1201458	Throssel Street Streetscape	300,000	20,000	280,000	\$280,000 Cfwd to 08/09
1201461	Town Entry Statement	125,000	15,000	110,000	\$110,000 Cfwd to 08/09
1201464	Anderson Street Upgrade	656,170	550,170	106,000	\$106,000 Cfwd to 08/09
1201481	Walkway Lighting	242,600	176,650	65,950	\$65,950 Cfwd to 08/09
1201487	Street Lighting Upgrades	885,000	746,900	138,100	\$138,100 Cfwd to 08/09
1201490	Sutherland Street Upgrade (PHES)	300,000	17,500	282,500	\$282,500 Cfwd to 08/09
1202201	Salaries	197,750	262,000	(64,250)	Payout of additional accrued leave on terminations
1202221	Staff Housing	14,000	5,450	8,550	Staff housing finalised
1202282	Floodwater Lift Pump-Maint	10,000	19,800	(9,800)	Additional costs to repair pumps

A/c	Account Description	March Budget Review			Explanation
		Amended Budget	Forecast	Budget Adjustment	
1204234	Depot Building Maintenance	1,000	13,000	(12,000)	Unexpected repairs
1204280	Pre Cyclone clean Up	131,350	90,000	41,350	based on actual, no more cleanup expected in 07/08
1204283	Depot Operating Expenses	32,000	43,000	(11,000)	Additional communication charges while wireless connection lost
1204392	Grant From Mrd-Street Lighting	(16,000)	0	(16,000)	grant no longer expected
1205288	Debris Clean Up/Mulching	137,800	66,140	71,660	No further expenses expected after close of cyclone season
1205350	Grants - Cyclone Recovery	(644,400)	(283,540)	(360,860)	based on 07/08 costs from Cyclone George
1206236	Utility Charges	15,000	70	14,930	Verge watering charged to parks & Gardens
1206278	Roadworks-General Maintenance	235,000	250,000	(15,000)	adjustment based on year to'
1206281	Street Cleaning	255,000	240,000	15,000	adjustment based on year to'
1206283	Street/Walkway Lights	160,000	135,000	25,000	adjustment based on year to'
1207285	Street Tree Maintenance	52,000	65,000	(13,000)	Additional costs to complete project
1208440	Heavy Vehicles & Plant	540,000	814,200	(274,200)	Forecast based on orders placed
1210201	Salaries	360,000	378,100	(18,100)	Additional overtime due to flight delays
1210220	Conference & Training	12,000	21,000	(9,000)	additional AAA meetings
1210236	Western Power Charges	140,000	167,400	(27,400)	Additional power costs due to flight delays
1210270	Master Plan	70,000	50,000	20,000	Master plan will not be completed in current year
1210299	Admin Costs Distributed	448,070	369,050	79,020	Saving allocated from net saving in admin costs
1210324	Landing Charges	(1,250,000)	(1,156,000)	(94,000)	Adjustment based on year to date actual
1210326	Leases And Rentals	(750,000)	(625,700)	(124,300)	Adjustment based on year to date actual
1210392	Government Grants - RADS	(381,500)	0	(381,500)	grant no longer expected
1210393	Government Grant - DOTARS	(61,000)	(511,000)	450,000	additional grant for scanning equipment
1210398	T/F From Ap Capital Works Res	(476,040)	(3,239,060)	2,763,020	\$-653000 Cfdw to 08/09
1210410	Terminal Extensions	90,000	108,660	(18,660)	Minor overspend to complete project
1210440	Plant & Equipment	20,000	81,000	(61,000)	Plant & Equipment misallocated as Furniture & equipment
1210451	Building Upgrades	48,350	39,000	9,350	Building upgrades scaled down based on worked required
1210452	Furniture & Equipment	105,170	33,300	71,870	Plant & Equipment misallocated as Furniture & equipment
1210453	Airport Infrastructure	342,000	360,000	(18,000)	Minor overspend to complete project
1210462	Upgrade of Perimeter Fence	200,000	254,400	(54,400)	Cost as per tender
1210474	Airport Aircon Upgrade	100,000	62,000	38,000	\$38000 Cfdw to 08/09

March Budget Review					
A/c	Account Description	Amended Budget	Forecast	Budget Adjustment	Explanation
1210476	Apron Lighting upgrades	180,000	0	180,000	\$180,000 C fwd to 08/09
1210477	Grading of Drains	40,000	25,000	15,000	\$150,000 C fwd to 08/09
1210478	Extension of Main Runway	450,000	30,000	420,000	\$420,000 C fwd to 08/09
1210498	T/F To AP Capital Reserve	90,250	3,402,890	(3,312,640)	balancing adjustment for airport net operations surplus
1211265	Pavement Repairs	10,000	0	10,000	no expected to occur this year
1211276	Plant Hire	15,000	5,000	10,000	Adjustment based on year to date actual
1213201	Salaries	122,365	146,350	(23,985)	Increase due to additional flights
1213261	Administration	21,390	1,500	19,890	Adjustment based on year to date actual
1213263	Café Purchases	65,460	80,000	(14,540)	Adjustment of Café costs/income based on ytd actual
1213264	Bar Purchases	63,350	54,846	8,504	Adjustment of Café costs/income based on ytd actual
1213350	Sales Café	(129,300)	(194,100)	64,800	Adjustment of Café costs/income based on ytd actual
1213351	Sales Bar	(217,200)	(131,120)	(86,080)	Adjustment of Café costs/income based on ytd actual
1301263	Operating Subsidy	180,000	90,000	90,000	Expected subsidy to the Visitor Centre in 07/08
1301324	Caravan Park Rent-Cooke Point	(26,000)	(100,000)	74,000	Increased based on advised new valuation
1302201	Salary	377,600	290,300	87,300	Saving generated through staff vacancies
1302396	T/F From Civil Building/Infrastructure Reserve	(560,000)	(50,000)	(510,000)	\$510,000 C fwd to 08/09
1303351	Contribution - BHP	(2,000,000)	(2,135,000)	135,000	Additional funding from BHP
1303498	T/F to Reserve - BHP	2,065,000	2,200,000	(135,000)	Additional funding from BHP
1401265	Private Works - Various	150,000	106,000	44,000	Adjustment based on year to date actual
1402201	Salaries	371,000	195,350	175,650	Saving generated through staff vacancies
1402202	Long Service Leave	0	27,000	(27,000)	Long Service Leave used in 07/08
1402208	Sick Pay	41,000	65,400	(24,400)	Increase sick leave at the depot
1402211	Superannuation Guarantee Levy	224,750	192,520	32,230	Saving generated through staff vacancies
1402226	Port Hedland Allowance-Oswf	460,000	434,700	25,300	Saving generated through staff vacancies
1402551	Less Alloc To Wks & Services	(2,252,000)	(1,885,480)	(366,520)	adjustment to balance overhead allocation
1403275	Repairs & Parts	485,000	260,000	225,000	Adjustment based on year to date actual
1403278	Tyres & Batteries	80,000	60,000	20,000	Adjustment based on year to date actual
1403279	Insurance Premiums	19,500	57,400	(37,900)	Premium adjustment due to insurance renewals
1403285	Fuel - Diesel & Unleaded	280,000	181,600	98,400	adjustment based on year to date actual

March Budget Review					
A/c	Account Description	Amended Budget	Forecast	Budget Adjustment	Explanation
1403555	Less Allocations To Works	(800,200)	(660,850)	(139,350)	adjustment to balance overhead allocation
1406000	Gross Salaries	6,996,700	7,920,450	(923,750)	Gross salaries adjustment based on ytd actual
1406001	Less Salaries & Wages Alloc	(6,996,700)	(7,900,000)	903,300	Gross salaries adjustment based on ytd actual
1406004	Reimbursement - Workers Comp	(9,900)	(26,750)	16,850	Additional Workers Comp reimbursements
1406007	Salary Sacrificed Items Payments	45,000	34,500	10,500	Saving generated through staff vacancies
1406008	Reimburse - Salary Sacrifice Items	(45,000)	(34,500)	(10,500)	Forecast based on actual SS Items
1407282	Vandalism Damage Unclaimable	0	10,000	(10,000)	unclaimable insurance costs
1407332	Engineering Supervision Reimb	(30,000)	0	(30,000)	External Charge not taken up this year
1407491	Port Hedland Enhancement	40,000	3,850	36,150	reduced minor PHES projects
		8,558,770	4,855,106	3,703,664	
	Minor Adjustments (+/- 5% or \$8,000)	1,678,885	1,717,594	(38,709)	
	Total Adjustments	10,237,655	6,572,700	3,664,955	

Schedule	Business unit	Original Budget	Amended Budget	Forecast	Net Increase/(Decrease)	CFWD	Increase/(Decrease) after Cfwd's
3	Rates	(12,160,190)	(12,356,200)	(12,615,800)	(259,600)	0	(259,600)
4	Corporate Management	50,000	0	0	0	0	0
4	Corporate Support	521,300	553,500	363,500	(190,000)	190,000	0
4	Financial Services	154,650	127,450	161,550	34,100	0	34,100
4	Members	718,900	749,300	782,770	33,470	0	33,470
5	Fire Prevention	6,250	5,550	5,300	(250)	0	(250)
5	Animal Control	380,400	406,675	407,100	425	0	425
5	Crime Prevention	1,800	46,800	(38,560)	(85,360)	24,660	(60,700)
5	Other Public Safety	(5,300)	(29,300)	(16,600)	12,700	0	12,700
5	SES/FESA	206,350	(111,550)	(19,890)	91,660	0	91,660
7	Maternal Infant Health	21,050	21,050	21,050	0	0	0
7	Health Inspections & Admin	317,450	283,025	283,444	419	0	419
7	Pest Control	14,900	12,400	8,300	(4,100)	0	(4,100)
7	Aboriginal Environmental Health	3,450	3,450	3,450	0	0	0
8	Other Education	100	100	0	(100)	0	(100)
8	Len Taplin Day Care	6,850	6,050	3,770	(2,280)	0	(2,280)
8	Rose Mowers Day Care	2,800	3,250	3,300	50	0	50
8	Pilbara Family Day Care	58,400	(18,250)	(13,760)	4,490	0	4,490
8	Retirement Village	13,800	12,300	12,350	50	0	50
8	Mirtanya Maya Hostel	116,000	119,090	121,400	2,310	0	2,310
8	HACC	123,350	(10,700)	(70,320)	(59,620)	0	(59,620)
8	Other Welfare	137,700	144,000	(16,000)	(160,000)	160,000	0
8	Community & Event Services	325,950	382,800	483,960	101,160	0	101,160
8	Court House Gallery	108,200	284,730	320,620	35,890	0	35,890
9	Staff Housing	894,100	890,300	810,270	(80,030)	141,200	61,170
10	Waste Services	1,391,600	1,541,200	0	(1,541,200)	0	(1,541,200)
10	Landfill	(1,363,050)	(1,438,310)	0	1,438,310	(40,000)	1,398,310
10	Litter Collection	0	(184,400)	0	184,400	0	184,400
10	Town Planning	198,950	194,600	205,410	10,810	0	10,810
10	Underground Power	208,750	456,500	473,850	17,350	0	17,350
10	Cemeteries	77,100	74,100	28,800	(45,300)	50,000	4,700

10	Public Conveniences	263,800	338,000	107,740	(230,260)	227,500	(2,760)
11	Civic Centres	191,750	208,050	213,200	5,150	0	5,150
11	Port Hedland Youth and Family Centre	59,050	57,000	56,900	(100)	0	(100)
11	JD Hardie Centre	283,600	328,700	327,200	(1,500)	8,000	6,500
11	Swimming Areas	1,576,550	1,321,075	137,120	(1,183,955)	1,180,000	(3,955)
11	Recreation Admin	754,250	312,670	207,215	(105,455)	213,100	107,645
11	Parks & Gardens	2,073,200	2,558,400	1,637,900	(920,500)	650,200	(270,300)
11	Port Hedland Sports Grounds	501,450	189,050	228,175	39,125	32,000	71,125
11	South Hedland Sports Grounds	109,500	124,200	117,465	(6,735)	0	(6,735)
11	Library Services	393,280	381,205	353,075	(28,130)	0	(28,130)
11	Matt Dunn Cultural Centre	89,800	120,350	137,260	16,910	0	16,910
11	Television/Radio Broadcasting	10,700	12,200	20,700	8,500	0	8,500
12	Road Construction	2,817,500	2,992,180	1,843,800	(1,148,380)	741,830	(406,550)
12	Cyclone Response	0	(289,250)	0	289,250	0	289,250
12	Engineering Management	276,750	282,175	349,480	67,305	0	67,305
12	Infrastructure Maintenance - Eng	1,256,800	1,117,800	1,093,770	(24,030)	0	(24,030)
12	Infrastructure Maintenance - Technical	1,728,050	1,825,925	1,813,450	(12,475)	0	(12,475)
12	Plant Purchases	550,800	505,800	779,900	274,100	0	0
12	Protection of the Environment	253,500	253,500	266,700	13,200	0	13,200
12	Road Verge Maintenance	268,800	293,000	288,050	(4,950)	0	(4,950)
12	Plant Purchases	123,600	109,500	120,500	11,000	0	11,000
12	Airport	(380,000)	(380,000)	(380,000)	0	0	0
12	Airport Café	0	(61,865)	(27,194)	34,671	0	34,671
13	Tourism	296,400	218,700	54,700	(164,000)	0	(164,000)
13	Building Control	405,650	337,875	236,145	(101,730)	0	(101,730)
13	Economic Development	66,000	156,000	158,900	2,900	0	2,900
14	Private Works	(15,000)	(37,000)	(76,600)	(39,600)	0	(39,600)
14	Engineering Overheads	(30,400)	0	0	0	0	0
14	Gross Salaries & Wages	(250)	(250)	0	250	0	250
14	Other Unclassified	(144,350)	(245,450)	(240,720)	4,730	0	4,730
	Grand	6,312,390	5,199,050	1,534,095	(3,664,955)	3,578,490	(86,465)
2	Surplus CFWD	(2,962,590)	(1,919,700)	(1,919,700)	0	0	0
	Less Non Cash	(3,349,800)	(3,349,800)	(3,349,800)	0	0	0
	Cash Surplus	0	(70,450)	(3,735,405)	(3,664,955)	3,578,490	(86,465)

CARRIED BY ABSOLUTE MAJORITY 8/0

ITEM 13 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

Nil.

ITEM 14 CONFIDENTIAL ITEMS

Nil.

ITEM 15 APPLICATIONS FOR LEAVE OF ABSENCE

200708/203 Council Decision/Officer's Recommendation

Moved: Cr G J Daccache **Seconded:** Cr S J Coates

That the following Application for Leave of Absence:

. **Councillor Jan E Ford from 29 May to 15 June 2008, inclusive**

be approved.

CARRIED 8/0

ITEM 16 CLOSURE

16.1 Date of Next Meeting

The next Ordinary Meeting of Council will be held on Wednesday 25 June 2008, commencing at 5.30 pm.

16.2 Closure

There being no further business, the Chairman declared the meeting closed at 8:00 pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Council at its Ordinary Meeting of 23 July 2008.

CONFIRMATION:

MAYOR

DATE