



Town of Port Hedland

MINUTES

OF THE

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

HELD ON

WEDNESDAY 26 NOVEMBER 2008

AT 5.30 PM

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

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*Chris Adams
Chief Executive Officer*



Town of Port Hedland
DISCLOSURE OF FINANCIAL OR IMPARTIALITY INTERESTS

Local Government Act 1995 – Sections 5.65, 5.70 and 5.71 and
 Local Government (Administration) Regulation 34C

This form is provided to enable members and officers to disclose an interest in a matter in accordance with the requirements of Sections 5.65, 5.70 and 5.71 of the Local Government Act and Local Government (Administration) Regulation 34C

Date of Meeting of Council _____

Name and Position of person Declaring the Interest _____ Name

_____ Position

<u>INTEREST DISCLOSED</u>		
Item No.	_____	
Subject:	_____	
Nature of Interest	_____	
Type of Interest	Financial	Impartiality
<u>INTEREST DISCLOSED</u>		
Item No.	_____	
Subject:	_____	
Nature of Interest	_____	
Type of Interest	Financial	Impartiality
<u>INTEREST DISCLOSED</u>		
Item No.	_____	
Subject:	_____	
Nature of Interest	_____	
Type of Interest	Financial	Impartiality

Signature: _____ Date: _____

Office Use Only:		
Entered into Interest Register	_____	_____
	Officer:	Date:

Interests Affecting Impartiality: Disclosing Statement

“With regard to....(the matter in item)... I disclose that I have an association with the applicant. As a consequence, there may be a perception that my impartiality on the matter may be affected. I declare that I will consider this matter on its merits and vote accordingly.”

OUR COMMITMENT

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

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16.2 CLOSURE 271

ITEM 1 OPENING OF MEETING**1.1 Opening**

The Chief Executive Officer declared the meeting open at 5:30 pm and acknowledged the traditional owners, the Kariyarra people.

Chief Executive Officer called for nominations for a Presiding Officer for the meeting, due to the absence of Mayor S R Martin and Deputy Mayor A A Carter.

200809/111 Council Decision

Moved: Cr J E Ford.

Seconded: Cr G J Daccache

That Councillor A A Gear be appointed Chairman for Council's Ordinary Meeting being held Wednesday 26 November 2008.

CARRIED 7/0

5:31 pm Councillor A A Gear assumed the Chair.

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

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

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

Members of Public	9
Members of the Media	1

2.2 Apologies

Cr S R Martin
Cr A A Carter

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 22 October 2008**

Nil.

3.2 Questions from Elected Members at Ordinary Council Meeting held Wednesday 22 October 2008**3.2.1 *Councillor Arthur A Gear***

Is the landfill on the edge of the River Bank at De Grey Station approved?

Council has no record of any landfill site at De Grey station. The matter is being investigated to determine if the matter should be referred to the Department of Environment and Conservation.

3.2.1 *Councillor Jan E Ford*

In relation to public access to Munda Station, has there been any progress on ensuring access by members of the public to Cowrie Creek?

An Item regarding the Munda Station Road is included in this Agenda for Council's consideration.

ITEM 4 PUBLIC TIME**4.1 Public Questions**

5:33 pm Cr A A Gear (Chairman) opened Public Question Time

4.1.1 *Mr Chris Whalley*

Could Council address the continuing problem regarding junk mail that is being delivered to householders irrespective of 'No Junk Mail' signs, and is contributing to street litter? Can Council do anything about this, or consider banning junk mail?

Councillor A A Gear (Chairperson) advised this matter has been taken up with distributors of the North West Telegraph newspaper some time ago.

Chief Executive Officer advised that the Town can raise the community's concerns with the distributors.

Councillor A A Gear agreed that aiming for distributors to deliver to mailboxes was preferred.

Director Regulatory and Community Services has previously raised the matter with distributors of advertorial material, and this can be done again to highlight responsibilities under the Litter Act.

Does Council have any proposals to extend the existing Boulevard Shopping Centre car parking lot, as during the last 3 years we have witnessed an escalating soil erosion problem on Anderson Street in front of the Hedland Christian Church?

Chief Executive Officer advised that at the land is State Government owned, the issues of lack of and quality of maintenance will be raised with the appropriate State Government department.

Chief Executive Officer explained that the Town should not incur expenditure for State Government assets.

Following the closure of the Black Rock Stakes and after a great deal of thought, it would be a good idea to set up a Black Rock Stakes Museum, following consent and possible help from Council, along with some possible assistance from the Port Hedland Historical Society; can Council assist?

Councillor A A Gear (Chairperson) advised the concept can be explored.

5:40pm Cr A A Gear (Chairman) closed Public Question Time

4.2 Public Statements

5:40pm Cr A A Gear (Chairman) opened Public Statement Time

Nil.

5:40pm Cr A A Gear (Chairman) closed Public Statement Time

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

5.1 Councillor Grant D Bussell

Following Council's resolution to investigate possible measure to address broken glass, and raising the matter with the Port Hedland Liquor Accord, could the progress be reported to Council?

Chief Executive Officer advised this will be reported to the next available Council meeting.

5.2 Councillor Kelly A Howlett

Has there been a meeting with the Manager of Boodarie Station yet in relation to public access to Cowrie Creek?

Councillor A A Gear (Chairman) advised he understood a Director was meeting with the Manager last week.

Director Regulatory and Community Services explained Ranger Services have been endeavouring to meet with the property owners of Munda Station, but is unsure if they have yet. The aim is to negotiate with the owners a solution to keep the public access road through Munda Station accessible to members of the public.

Councillor A A Gear (Chairman) clarified with Councillor K A Howlett if her question related to the recent advertisement placed in the North West Telegraph by Munda Station advising of Council's support to lock the access road.

Councillor A A Gear (Chairman) requested a Public Notice to retract Munda Station's previous notice of Council's support.

5.3 Councillor Steve J Coates

Further to Councillor Bussell's request for a report on glass litter, can the Town also investigate a system of glass container deposit, such as the system operating in South Australia?

Chief Executive Officer confirmed yes.

5.4 Councillor Jan E Ford

In behalf of existing child care operators regarding tonight's Agenda Item 11.2.2.6 'Proposed 'Child Care Service' Centre (120 Children and 23 Staff) on Lot 11 (37) Keesing Street, Port Hedland', the area for the proposed facility was previously the only commercial area in Cooke Point, is there another area that can be used for commercial operations close by?

Director Regulatory and Community Services advised there is a possibility of commercial use across the road from the proposal in the vicinity of the Cooke Point Rec Club.

He added that Council's officers have discussed retaining some commercial area on the site with the proponents. The proposal presented to Council tonight meets planning requirements, and there is no retail outlet proposed on that site.

Is there consideration for accommodation in the proposal being presented tonight?

Chief Executive Officer explained the proponent has advised that accommodation plans will be presented as a separate application.

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

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 22 October 2008

Officer's Recommendation

That the Minutes of the Ordinary Meeting of Council held on Wednesday 22 October 2008 be confirmed as a true and correct record of proceedings.

200809/112 Council Decision

Moved: Cr J E Ford.

Seconded: Cr G J Daccache

That the Minutes of the Ordinary Meeting of Council held on Wednesday 22 October 2008 be confirmed as a true and correct record of proceedings, with the following amendment:

- . **Item 9.3, second paragraph (Page 10) delete "Patrick" and insert "Patrik".**

CARRIED 7/0

REASON: Council corrected the spelling of BHP Billiton's Patrik Mellberg

ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION

Nil

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

Councillor Gillingham advised she attended the following Modules of the WA Local Government Association's Elected Member Development Program last week:

- Module 8: Community Consultation and Participation in Local Government
- Module 10: Change Management
- Module 11: Policy Development

Councillor Gillingham also thanked staff for assisting South Hedland Veterinary Clinic to set up the offer of veterinary clinic services at the Dog Obedience Club held in Port Hedland.

9.2 *Councillor Kelly A Howlett*

Councillor Howlett attending the Hedland Youth Leadership Council (HYLC) Meeting and advised 800 youth attended HYLC's Hip Hop Event held recently. 50 people attending Salsa Dance Classes organised by HYLC also.

9.3 *Councillor George J Daccache*

Councillors Daccache and Howlett attended Hedland Senior High School's Arts Awards which were of a very high standard.

ITEM 10 PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS

Nil.

ITEM 11 REPORTS OF OFFICERS**11.1 Governance*****11.1.1 Status of Council Decisions (File No.: 13/06/0001)***

Officer Gaye Stephens
Executive Assistant

Date of Report 19 November 2008

Disclosure of Interest by Officer Nil

Summary

Informing Council of actions undertaken in relations to decisions of Council in the past month.

Background

This monthly report is presented to Council for information. The report advises Council how decisions are being actioned by staff. Any Council Decision that has not yet been completely implemented will remain on the list until it has been completed.

Officers Comments

This report outlines the status of decision from previous Council meetings.

Statutory Implications

Section 2.7 of the Local Government Act states how Council is responsible for directing the local government's affairs:

“2.7. The role of the council

(1) The council –

(a) directs and controls the local government's affairs; and

(b) is responsible for the performance of the local government's functions.

(2) Without limiting subsection (1), the council is to –

(a) oversee the allocation of the local government's finances and resources; and

(b) determine the local government's policies.”

Policy Implications Nil

Strategic Planning Implications

KRA 6 – Governance

Goal 6 – Systems Development

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

Budget Implications

Nil

200809/113 Council Decision/Officer's Recommendation

Moved: Cr G J Daccache

Seconded: Cr J E Ford

That the 'Status of Council Resolutions' Report as presented to the Council's Ordinary Meeting held on 26 November 2008 be received.

CARRIED 7/0

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
Ordinary Council Meeting held 23 May 2007				
11.3.1.4	Tender 06/43 West End Greening Stg 1A Landscape and Irrigation Works	200607/316 Council Decision That: i) Council Reject all tenders that were submitted for Tender 06/43 West End Greening Stage 1a Landscape and Irrigation Works ii) Officers review the designs and specifications with the aim of amending the scope of works to a level whereby the majority of the project can be delivered for the stipulated budget. iii) Council project manage the implementation of the project using subcontractors to undertake specific elements of the works that are identified in the revised scope of works. Note: Quotations for subcontracted works are to be obtained as per Council's procurement policy. iv) Council give consideration in the 2007/08 budget for a project officer for similar projects in the future.	RESPONSIBLE OFFICER: Director Engineering Services Works commenced. Awaiting mulch for completion.	
Ordinary Meeting held 27 June 2007				
11.3.1.3	Don Rhodes Mining Museum Safety Audit	200607/354 Council Decision/Officer's Recommendation That Council: i) implements the following upgrade works: a) installation of fencing around all locomotives and plant b) removal/sealing of items identified as dangerous c) installation of cracker dust around museum pieces d) installation of signage e) removal of lead based paints, including repainting of plant; to the expenditure limit set by current carried forward budget of \$29,200; and ii) pursues additional funding of \$150,000 required to carry out above recommended works.	RESPONSIBLE OFFICER: Director Engineering Services 08/09 budget appr. \$150K. Pending re: decision to relocate Museum.	Nov 2008
11.4.1.9	Request for Lease Renewal – Air BP at PHIA	200607/366 Council Decision/Officer's Recommendation That Council: i) approves the disposal of land, being a portion of Port Hedland International Airport currently used by Air BP, by way of lease, by private treaty, as per s3.58(3) of the Local Government Act 1995, with the following terms; ... ii) permits the Town of Port Hedland seal be affixed and Major and Chief Executive Officer be authorised to sign the lease documentation, should no submissions be received by Council after the advertising period in accordance with section 3.58 of the Local Government Act 1995.	RESPONSIBLE OFFICER: Director Corporate Services. Val. received. Dft lease with BP Air. Waiting on sign off	
Ordinary Meeting held 26 September 2007				

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.3.3.5	Security Screening Operations PHIA	200708/031 Council Decision/Officer's Recommendation That Council: i) advise DOTARS that the Town of Port Hedland as owner and operator of Port Hedland International Airport is planning to become the Screening Authority for Port Hedland International Airport. ii) advise Qantas, as the current Screening Authority, of the above. iii) advise DOTARS that the Town of Port Hedland is willing to participate in the desk top consultancy on the x-ray installation, and iv) a business plan be developed for the undertaking of the screening operations at Port Hedland airport and be presented to the next Council informal briefing session.	RESPONSIBLE OFFICER: Airport Manager Bus. Plan on hold pending comp. of check'd bag. to obtain true cost recovery. DOTARS advised nformally. Formal advice (DOTARS & Qantas) pending bus. plan	
Special Meeting held 16 October 2007				
6.1.1.1	Prop. Adoption of Scheme Amend. from "Res. R12.5/30, Other Public Purp, Other Public Purp – Cemetery, Parks & Rec. & Local Road" to "Res R12.5/50" & "Other Public Purp – Comm Purp"	200708/037 Council Decision/Amended Officer's Recommendation That Council: 1) requests Koltasz Smith Town Planners to amend the application to reflect the proposed rezoning of Lot 1628 from "Other Public Purposes - Cemetery" to "Community - Community"; 2) advertises the proposed closure of the Beart Street road reserve in accordance with section 58 of the Land Administration Act 1997; 3) request the Honourable Minister for Lands to close the whole of the Beart Street road reserve, subject to there being no objections to the road closure during the statutory advertising period. 4) subject to the changes being made as required by resolution 1, initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ... 5) advise the applicant accordingly, and request that the applicant prepare the formal amendment documentation to enable referral to the Environmental Protection Authority; 6) authorises the Chief Executive Officer to undertake such process that may be necessary to resolve any issues which may be related to the current reservation and/or vesting of lots affected by this proposal.	RESPONSIBLE OFFICER: Manager Planning EPA requested more info. Ltr of response sent 04.12.07. Awaiting response from EPA. Pending.	
Ordinary Meeting held 31 October 2007				

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.2.1.2	Proposed Scholarship Program	200708/046 Council Decision That Council: i) commences funding an annual scholarship to cover the cost of tuition, up to an equivalent to the cost of undergraduate degree tuition fees and an annual textbook allowance of \$1,000 for qualifying high school students studying in the fields of: ... ii) the Scholarships be made available from the commencement of the 2008 academic year; iii) the Chief Executive Officer be authorised to prepare suitable terms, conditions and selection criteria; iv) authorises a panel comprising the Mayor, Deputy Mayor, Chief Executive Officer and Hedland Senior High School representative, to select the scholarship recipient each year; v) the Scholarship Program be advertised widely; and vi) evaluates the success of program after three (3) years.	RESPONSIBLE OFFICER: Director Regulatory and Community Services	Est Completion - March 2009
11.2.2.3	Amendment to Delegation Register	200708/049 Council Decision That Council lay Agenda Item 11.2.2.3 'Amendment to Delegation Register' on table until Councillors have received an updated copy of Delegation Register; and following a proposed workshop with Council's management staff.	RESPONSIBLE OFFICER: Chief Executive Officer Updated. To be presented to Nov Informal Briefing.	
11.3.3.1	Tender 06/49 Electrical Services Upgrade Airport Terminal Area	200708/058 Council Decision/Officer's Recommendation That: i) Tender 06/49 for the electrical services upgrade of the Port Hedland International Airport Terminal Area be awarded to O'Donnell Griffin Pty Ltd for the amount of \$475,871 (ex GST) as recommended by Connell Wagner Pty Ltd. ii) the Mayor and Chief Executive Officer be authorised to sign the contract for the works and the Common Seal be affixed.	RESPONSIBLE OFFICER: Airport Manager Ongoing due to project delays.	End of September 2008
Ordinary Meeting held 28 November 2007				
11.2.2.7	Proposed Final Adoption of the TPS No. 5 Amend't No. 11	200708/083 Council Decision/Officer's Recommendation That: i) Council direct the Chief Executive Officer, or his nominated representative, to negotiate with the applicant to construct a maximum of thirteen (13) car parking bays in the Byass Street Road reserve in accordance with Drawing No. 0707-C-004/B, pursuant to Policy 12/002; ...	RESPONSIBLE OFFICER: Planning Officer Completed part 3 ii and iii of resolution. Awaiting determination of SA prior to negotiating. Pending.	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.4.1.2	Lease for the Port Hedland Youth and Family Centre	200708/092 Council Decision/Officer's Recommendation That Council agrees to dispose of the property on part reserve 34334 by way of lease to the Port Hedland Youth and Family Centre Inc as per section 3.58 (3) (private treaty) with the following conditions: i) Annual Rental to be \$200.00 per annum; and ii) Initial term of 3 years, with 2 options to extend the lease by 3 years (Maximum term 9 years); and iii) No material change to the Council's standard facility lease conditions; and iv) Annual rental review equal to any increase in "Perth" CPI, as published by the Australian Bureau of Statistics; and v) Council may utilise part of the facility at no charge, provided there is not significant impact to the Port Hedland Youth and Family Centre operations.	RESPONSIBLE OFFICER: Director Corporate Services Valuation rec'd 17.09.08. Advertising to occur and sign off.	
Ordinary Meeting held 23 January 2008				
12.5	Lease of Part Reserve 31462 to the Port Hedland Turf Club	200708/160 Council Decision/Officer's Recommendation That: a) Council agrees to dispose of the property on part reserve 31462 by way of lease to the Port Hedland Turf Club as per section 3.58 (3) (private treaty) with the following conditions: ... b) Council permits the Port Hedland Turf Club access to proposed lease area prior to the lease being executed to commence primarily site works, subject on receiving the appropriate planning and building approval and at no cost to Council, to prepare for the 2008 racing season. c) should no lease agreement be executed by all relevant parties within 12 months that all improvements made to the lease area be removed at no cost to Council.	RESPONSIBLE OFFICER: Director Corporate Services Survey received. Awaiting valuation.	
Ordinary Meeting held 28 February 2008				
10.1		200708/167 Council Decision That the following petition: "I would like to see recycling of glass, aluminium and plastics commenced in Port (and South) Hedland:" be noted and the Mayor respond to Ms Lisa Norman who submitted the signed petition on behalf of Council advising that Council agrees in principle.	RESPONSIBLE OFFICER: Executive Assistant	
11.2.2.5	Prop. Amend. TPSNo. 5 – Home Occupations	200708/074 Council Decision/Officer's Recommendation That Council: 1. advises the Western Australian Planning Commission that it does not wish to proceed with the Town of Port Hedland Town Planning Scheme No. 5 Amendment No. 13; 2. pursuant to section 75 of the Planning and Development Act 2005 (as amended), Council resolves to amend the <i>Town of Port Hedland Town Planning Scheme No. 5</i> by: ... 3. inserting the following use classes in the TPS 5 zoning table: 4. amend the zoning table to change the use class "Office" to an "~" use in a Residential zone; 5. inserting the following clause into TPS 5 section 4.1.3: "4.1.3 Unless otherwise referred to the planning approval of Council is not required for the following development of land: ... and 6. the proposed amendment be numbered Amendment No. 17 of Town of Port Hedland Town Planning Scheme No. 5 and be forwarded to the Environmental Protection Authority for assessment in accordance with section 81 of the <i>Planning and Development Act 2005</i> prior to advertising in accordance with the <i>Town Planning Regulations 1967</i> .	RESPONSIBLE OFFICER: Planning Officer Submitted to EPA Response pending.	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.4.1.5	Request to Write Off Rates, Bin Charges & Interest Incorrectly Levied on 3 Schillaman St Wedgefield	200708/084 Council Decision That the request to write off the total of \$5,485.53 being Rates and related accrued interest charges issued to the Water Corporation in error for Assessment A402510 at 3 Schillaman Street, Wedgefield for the 2006/2007 and 2007/2008 rating periods, lay on the table pending clarification/legal advice in relation to the lease of the property.	RESPONSIBLE OFFICER: Senior Rates Officer Noted.	
11.4.2.1	Glass Reduction Strategies	200708/087 Council Decision/Officer's Recommendation That Council: i) raises the issue of container deposit legislation at the next Pilbara Regional Council (PRC) meeting seeking consent from Council to develop a concerted, co-ordinated lobbying campaign with other interested groups on the introduction of container deposit legislation within Western Australia; ii) actively promotes \$5 per bag rubbish collected as a fundraising initiative to local schools and community groups; iii) undertakes and support a concerted community litter education campaign beginning on Clean Up Australia Day, with other local stakeholders, around identified target litter streams staged throughout the course of 2008; iv) investigates and implements methods for localised public space/event collection of cans and glass in Port and South Hedland (i.e. can cages and glass bins, differing colours clearly labeled that potentially can be emptied, etc. by school/community groups for fundraising purposes) v) reviews current litter laws and investigate ways in which they may be broadcast and enforced more effectively; vi) writes to WA Police detailing measures to address litter issues locally and seek their support during identified campaign periods to enforce littering laws; and vii) raises the issue of potential voluntary restrictions on sale of glass with licensees at the next Port Hedland Liquor Accord meeting with a further report on this matter be presented to Council after these discussions have been held.	RESPONSIBLE OFFICER: Chief Executive Officer Ongoing.	
12.1.1	Prop. Scheme Amend.No. 17 – "Local Rd Reserve" and "Other Purposes Infrastructure Reserve" to "Industry"	200708/089 Council Decision/Officer's Recommendation That Council: i) Initiate a Scheme amendment to the Town of Port Hedland Town Planning Scheme No 5 to rezone Lots 6047, 6048 & 6049 Bell Street, Port Hedland, from "Local Road Reserve" and "Other Purposes – Infrastructure Reserve" to "Industry" Zone, as outlined in the application received 4 February 2008. i) Advises the applicant: ...	RESPONSIBLE OFFICER: Manager Planning Processing. Waiting on information from Applicant.	December 2008
Ordinary Meeting held 26 March 2008				

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.2.2.7	Proposed Advertising of the South Hedland Town Centre Development Plan	200708/107 Council Decision 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: ... 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.	RESPONSIBLE OFFICER: Manager Planning	December 2008
11.3.2.1	Tender 06/61 Design and Construction of Playground Shade Structures	200708/115 Council Decision/Officer's Recommendation That Council: i) reject all tenders submitted for Tender 06/61 Design and Construction of Playground Shade Structures; and ii) authorises the Chief Executive Officer or his nominated officer to negotiate with supplier/s for the design and/or constructions of playground structures as specified within Tender 06/61 'Design and Construction of Playground Shade Structures' within Council's existing budget provision of \$230,000.	RESPONSIBLE OFFICER: Manager Technical Services Contractor commissioned (Wild Terrain Designs). Shade to be completed Oct 08. Works commenced.	October 2008
11.4.1.7	Extension of Lease Area : Royal Flying Doctor's Service: Port Hedland International Airport	200708/124 Council Decision/Officer's Recommendation That Council: i) advises the Royal Flying Doctor Service (RFDS) that it agrees in principle to the extension of the current lease area subject to survey; ii) approves that the additional lease area be incorporated into the current lease agreement between the Royal Flying Doctor Services and the Town of Port Hedland, maintaining all current terms and conditions, excepting that: ... iii) the proposal to extend the lease area be advertised and submissions sought, in accordance with section 3.58 of the Local Government Act 1995, following the completion of the survey of the area: ...	RESPONSIBLE OFFICER: Director Corporate Services Awaiting survey and valuation.	
Ordinary Meeting held 23 April 2008				

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.2.3.1	Replacement of MDCC Film Make-up Table & Film Projector Lens	200708/137 Council Decision/Officer's Recommendation That Council: i) purchases and installs a replacement film transport system and cinemascope anamorphic lens for the Matt Dann Cultural Centre projection room at an approximate total cost of \$22,358; and ii) applies funds from the BHP Alliance Reserve Fund to the costs of the film transport system and lens replacement.	RESPONSIBLE OFFICER: Manager Community & Economic Dev. i) equipment delivered. To be installed 25-36 Oct. ii) complete	November 2008
11.3.3.1	Airport Bar and Café Operation – Financial and Operating Report	200708/144 Council Decision That Council: i) continue to operate the Airport Bar and Café for the remainder of the 2008 calendar year; ii) consider a report at the January 2009 Council meeting that outlines the financial performance of the Airport Bar and Café for the 2008 calendar year, along with options for future management of this facility; and iii) a detailed quarterly financial report be presented to Council.	RESPONSIBLE OFFICER: Airport Manager Ongoing. Financial report to Oct 08 OCM	
11.3.3.3	Checked Baggage Screening Implementation: PHIA	200708/146 Council Decision/Officer's Recommendation That Council: i) proceed with the procurement of CBS EDS X Ray Equipment without calling tenders in accordance with section 3.57 (2) (f) of the Local Government Act, due to the unique nature of the equipment; ii) General Ledger Account Number 1210452 Furniture and Equipment be increased by \$450,000; and iii) General Ledger Account Number 1210393 Government Grant DOTARS be increased by \$336,000 to \$511,000 from \$175,000.	RESPONSIBLE OFFICER: Airport Manager Ongoing	
11.4.1.3	Reserve and Foreshore Amendment Local Law 2008	200708/150 Council Decision/Officer's Recommendation That Council: i) note that no submissions were received from the public notice advertised in the West Australian 12 February 2008 regarding the proposed amendment to the Town of Port Hedland Local Law (Reserves and Foreshores); and ii) adopt the Town of Port Hedland Reserve and Foreshore Amendment Local Law 2008, as attached; and iii) cause the Town of Port Hedland Reserve and Foreshore Amendment Local Law 2008 to be published in the next available "Gazette", in accordance with Section 3.12(5) of the Local Government Act 1995; and iv) after the Town of Port Hedland Reserve and Foreshore Amendment Local Law 2008 has been published in the Gazette, cause a local public notice of the Town of Port Hedland Reserve and Foreshore Local Law 2008, as per section 3.12(5) of the Local Government Act 1995.	RESPONSIBLE OFFICER: Director Corporate Services Awaiting advice from Gov. Gazette that amend. has been advertised.	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.4.2.2	Staff Housing Plan Imp.	200708/152 Council Decision/ Staff Housing Working Group/ Officer's Recommendation That Council: i) immediately proceeds with the tender process for the design and construction contract for the development of eight (8) units at the Morgans Street site; ii) notes/signals its intent to utilize loan funds in the 2008/09 Budget to fund the Morgan Street development program (Preliminary estimate of \$4M); iii) considers a report on potential modifications to the Staff Policy and Code of Conduct document at its Ordinary Council Meeting to be held in May 2008; and iv) the Chief Executive Officer or his nominated officer(s), investigate options for the development of up to six (6) transportable style houses at the Port Hedland International Airport with a further report being tabled once additional information is available. v) continues to pursue Joint Venture development options with the Department of Housing and Works and LandCorp regarding the Catamore Court and Moore Street development proposals respectively.	RESPONSIBLE OFFICER: Chief Executive Officer i), ii), iii) complete. iv) and v) ongoing	
Ordinary Meeting held 28 May 2008				
11.2.2.4	Prop. Adoption of Pretty Pool Revised Dev. Plan & Associated TPS Amendment	200708/169 Council Decision That Council: i) Initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ... 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."	RESPONSIBLE OFFICER: Manager Planning	December 2008
11.3.1.2	PHIA Transient Workers Accommodation Village	200708/173 Council Decision/Officer's Recommendation 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.	RESPONSIBLE OFFICER: Director Engineering Services i) Complete ii) Ongoing iii) Awaiting Lease	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.3.2.1	Construction of Sutherland Street Verge Nodes	200708/175 Council Decision/Officer's Recommendation 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).	RESPONSIBLE OFFICER: Manager Technical Services Works commenced. Completion pending availability of plans and temperature for softfall installation.	
11.3.3.3	Tender 06/66: Design of the Multi-Purpose Recreation Centre	200708/178 Council Decision 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.	RESPONSIBLE OFFICER: Manager Recreation Services Completed. Project underway.	March 2009
11.3.3.5	Hawks Rugby Club Rooms	200708/180 Council Decision/Officer's Recommendation 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.	RESPONSIBLE OFFICER: Manager Recreation Services Project commenced.	February 2009
12.1.1	Proposed Final Adoption of the SH Town Centre Development Plan	200708/195 Council Decision That Council: 1) endorses the South Hedland Town Centre Development Plan subject to the following modifications: ... 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 ...	RESPONSIBLE OFFICER: Manager Planning	Nov 2008
Ordinary Meeting held 25 June 2008				

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
10.2	Petition : South Hedland Rural Estate – Lot 11	200708/207 Council Decision That Council: i) receives the tabled petition signed by 11 residents as follows: “We the residents, owners and occupiers of South Hedland Rural Estate, which is zoned Rural Residential under Council’s Town Planning Scheme No. 5, strongly object to” a) the illegal business operations, in the form of continual earthmoving operations, and the storage of a number [of] large earthmoving equipment, by Outlook Contracting at Lot 11 Greenfield Street, South Hedland Rural Estate, witnessed since the first week of May 2008; and b) the unapproved development works at Lot 11 Greenfield Street, South Hedland Rural Estate, in the form of shipping containers set on site for use by Outlook Contracting employees/contractors with concrete pads laid in front of them; and footings being prepared for the proposed construction of an extremely large shed/warehouse being 30m x 15m x 5m high, [not] approved by Council’s Town Planning Scheme No. 5; and request Council to address these matters to ensure the cessation of these activities effective immediately.” ii) the residents be advised of actions being undertaken.	Legal advice being sought – signatories to petition to be advised following outcome.	
11.2.4.1	Participation in Humpback Icon Project	200708/221 Council Decision/Officer’s Recommendation That Council: i) elects to adopt an unnamed whale in the Humpback Icon Project; ii) hosts a naming competition with community collaboration; iii) creates and erects signage and banners, and promotion through local media to identify Port Hedland’s whale, and signal it’s migration; and iv) seeks sponsorship and grant funding for promotion and celebration to co-ordinate a community event to celebrate the annual migration of the whales in July/August and October/November.	RESPONSIBLE OFFICER: Manager Community and Economic Development Whale being selected for PH now.	
14.1.3	Confidential Item: Dampier Salt Rates Duplication	200708/241 Council Decision That due to the accidental duplication by Council of Dampier Salt Pty Ltd Mining Tenements AML45/00242SA (A803282) and AML45/242SA (A128920), Council: i) approve an immediate write-off of the outstanding rate balance for 2007/08 of \$59,234.14; and ii) direct the Chief Executive Officer, or his nominated officer, to negotiate with Dampier Salt on how the overpayment is to be refunded by either a cash refund or credit to subsequent rate years until fully refunded.	RESPONSIBLE OFFICER: Director Corporate Services Negotiations ongoing.	
Ordinary Meeting held 23 July 2008				
11.3.2.1	Cemetery Upgrade Program	200809/013 Council Decision/Officer’s Recommendation That Council approves the schedule of works for the Cemetery upgrade based on the 2008/09 budget of \$50,000 as per the following: ...	RESPONSIBLE OFFICER: Manager Infrastructure Development Works commenc’d	November 2008

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.3.3.1	PHIA Construction of Ramp	200809/014 Council Decision That Council i) obtains quotes to facilitate the construction of a ramp at the arrivals end of the terminal for manoeuvring trolleys between the terminal and freight facilities; and ii) subject to quotes being received for works being less than \$15,000, amends its 2008/09 budget to facilitate the works being undertaken as follows: ...	RESPONSIBLE OFFICER: Airport Manager Ongoing	
11.3.3.2	PHIA: Polar Aviation Northern Hangar	200809/015 Council Decision That Council authorises the Chief Executive Officer or his nominated officer to enter into negotiations with Polar Aviation in relation to the redevelopment of the northern hangar site, with a 15 year + 15 year option lease in accordance with the Local Government Act, and utilise the valuation received by consultants in January 2008 as a guide.	RESPONSIBLE OFFICER: Airport Manager - DCS	
14.1.1	Confidential Item: Mirtanya Maya Legal Issue	200809/023 Council Decision/Officer's Recommendation That Council: i) note the legal advice that has been received regarding the issues pertaining to the proposed transfer of Mirtanya Maya Aged Care facility to the West Australian Country Health Service; ii) continues to pursue all legal and administrative avenues that lead towards the Federal Government waiving the requirement for the Town to repay \$827,650 of a Federal Government capital grant that was provided to the Town in 1995 to develop Mirtanya Maya; and iii) pursues a public/political strategy (lead by the Mayor and the community) that clearly demonstrates and articulates the Council's reasoning for non-repayment/waiving of the debt to the Federal Government.	RESPONSIBLE OFFICER: Chief Executive Officer Discussions ongoing.	
Ordinary Meeting held 27 August 2008				
11.3.1.2	Disposal of 963B Track Type Loader	200809/040 Council Decision That Council: i) rejects the tender from Pilbara Earthmoving & Contracting for the sum of \$23,755 (including GST) to purchase the 963B Caterpillar Track Type Loader; ii) tenders be re-advertised for the disposal of the 963B Caterpillar Track Type Loader in accordance with section 3.58 of the Local Government Act 1995.	RESPONSIBLE OFFICER: Director Engineering Services Readvertised.	
11.4.1.3	Housing Options	200809/044 Council Decision/Officer's Recommendation That Council endorses: i) the increase of Housing Allowance, in lieu of housing provision for Senior and specialist staff, from \$8,000 to \$12,000 per annum; and ii) the development of a policy to provide free accommodation to staff whose partners provide day care services to Town of Port Hedland staff; and iii) further investigation into the proposal of the Town of Port Hedland being guarantor of 50% of the housing deposit required for long term staff.	RESPONSIBLE OFFICER: Director Corporate Services i) Policy amended ii) & iii) in progress.	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
12.1.1	Tender 08/03: Morgans St Housing Project	200809/050 Council Decision/Officer's Recommendation That Council: i) awards Tender 08/03 Design and Construction of Units at Lots 364 and 365, Morgans Street, Port Hedland to Pilbara Constructions for the tender price of \$3,626,265 (gst exclusive); ii) permits the Town of Port Hedland seal be affixed and Mayor and Chief Executive Officer be authorised to sign the Tender documentation, in accordance with section 3.57 of the Local Government Act 1995.	RESPONSIBLE OFFICER: Chief Executive Officer Tenderer Advised. In progress.	
Ordinary Meeting held 24 September 2008				
11.2.5.1	Purchase of Automatic Public Toilet (WC) – Lot 3339 R35322 Daylesford Park SH	200809/062 Council Decision/Officer's Recommendation That Council: i) resolves to set aside the provisions of Policy 2/007 Procurement Policy for the purchase of an automated public toilet (WC) for Lot 3339 Kybra Close, South Hedland; and ii) pursuant to Part 4 Regulation 11(2)(f) Local Government (Functions and General) Regulations 1996 authorises the Chief Executive Officer to place an order with W.C. Convenience Management Pty Ltd for the supply and delivery of an Exeloo III 01 Automated Public WC for the amount of \$97,656 plus GST.	RESPONSIBLE OFFICER: Manager Building Services Exeloo ordered. Installation due Mar 09	March 2009
11.3.1.2	Water Re-Use Scheme - South Hedland: Part 1 - Medium & Long-Term Solution	200809/064 Council Decision That Council: i) writes to the Water Corporation requesting they fast-track the longer-term improvements to the South Hedland Waste Water Treatment Facility; ii) writes a submission to the Department of Environment and Conservation seeking that the licence conditions for L6246/1991/7 remain in the short-term and are reviewed long-term; iii) actively pursues funds for the estimated \$210,000 of Council works required from external parties: and iv) considers this issue as a component of Council's 2008/2009 first quarterly budget review, and then considers calling tenders for this upgrade works if considered necessary.	RESPONSIBLE OFFICER: Director Engineering Services	
11.3.2.1	Town Cycle Plan Final Report	200809/065 Council Decision That Agenda Item 11.3.2.1 'Town Cycle Plan Final Report' lay on table to enable Council's Cycle Plan Development Working Group members to meet again, prior to the item being presented to Council for its consideration at its next Ordinary Meeting.	RESPONSIBLE OFFICER: Manager Recreation Services Meeting scheduled 20/10/08	October 2008
11.3.2.2	Recreation Reserve Redev. McGregor St Reserve	200809/066 Council Decision That Council do not progress the McGregor Street Reserve Development Project until complete soil analysis is undertaken, and those results are available to Council.	RESPONSIBLE OFFICER: Manager Recreation Services. Commenced	December 2008

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.3.2.3	Recreation Reserve Redev.: Colin Matheson Oval	200809/067 Council Decision/Officer's Recommendation That Council: i) endorse the Colin Matheson Oval Recreation Reserve Redevelopment (turf and irrigation) as submitted by ROSS Planning; ii) commence the tender process for the Colin Matheson Oval redevelopment, including irrigation, pumps and turf; iii) informs ROSS Planning of the acceptance of this document; and, iv) informs the community and all stakeholders of the recommendations that will be undertaken this financial year.	RESPONSIBLE OFFICER: Manager Recreation Services Completed	
11.3.2.4	Lux Testing of Overhead Lights at Sporting Reserves	200809/068 Council Decision/Officer's Recommendation That Council: i) approve the use of up to a maximum of \$10,000 from Council's Light Replacement Reserve to conduct a lighting audit at sporting reserves; ii) requests a report to be presented to Council upon completion of the audit; and iii) requests a lighting policy report to be presented to Council for consideration regarding future sporting overhead light replacement.	RESPONSIBLE OFFICER: Sport and Recreation Officer. Commenced	December 2008
11.3.3.1	Change of Approved Manager on PHIA Bar and Café Liquor Licence	200809/070 Council Decision/Officer's Recommendation That the Common Seal be affixed to the Notice of Application to Approve Manager (Form 14) for the Port Hedland International Airport Café and Bar, and the Mayor and Chief Executive Officer be authorised to sign and to execute the document on Council's behalf.	RESPONSIBLE OFFICER: Airport Manager	
11.3.3.2	PHIA Authorisation of Parking Officers	200809/071 Council Decision/Officer's Recommendation That Council: i) authorises Frank Bero and Rizal Rizali to be Authorised Officers for the Town of Port Hedland pursuant to Town of Port Hedland Local Laws relating to Parking – Airport Specific; and the removal of Michael Mastrangelo; and iv) authorises the placement of a gazettal notice for the above in the Government Gazette.	RESPONSIBLE OFFICER: Airport Manager	
11.4.1.2	Request for 100% Rate Concession for: Lot 5164 Shoata Rd, SH Leased by SHOATA	200809/073 Council Decision/Officer's Amended Recommendation That Council lays Agenda Item 11.4.1.2 'Request for 100% Rate Concession for Property: Lot 5164 Shoata Road, South Hedland Leased by South Hedland Owners and Trainers Association' (SHOATA) on the table until such time as: i) the inconsistencies raised by SHOATA are investigated by the Chief Executive Officer or his nominated offer; and ii) all Councillor have the opportunity to visit the facilities at SHAOTA.	RESPONSIBLE OFFICER: Senior Rates Officer	
11.4.1.4	Council Chambers : Table Configuration	200809/075 Council Decision That Council: i) authorise the Chief Executive Officer or his nominated officer to source a design of boardroom style Council table, preferably from a locally or regionally based cabinet maker, with the requirement to seat a minimum of 16 people; and a complimentary table being set aside from Council for use by the Hedland Youth Leadership Council and Media representatives; and ii) authorise the Chief Executive Officer or his nominated officer to create a separate and secure Council bar facility within the current kitchen of the Council Civic Centre.	RESPONSIBLE OFFICER: Director Corporate Services	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
12.1.1	Golden Eagle Airlines lease of the Airfreight Hanger at the Port Hedland International Airport	200809/083 Council Decision/Officer's Recommendation That Council enters into a Lease Agreement with Golden Eagle Airlines for the Air Freight Hanger at the Port Hedland International Airport, in accordance with section 3.58(3) of the Local Government Act 1995, with the following terms and conditions in addition to Council's standard lease: i) the term of the Lease Agreement being for five (5) years, plus an additional five (5) years option; and ii) the Lease rental being set at market value, increased annually by CPI, market value; and being reviewed after the first five (5) years; subject to any submissions being received by Council.	RESPONSIBLE OFFICER: Director Corporate Services	
14.1.1	Confidential Item: Chief Executive Officer Contract Renewal	200809/087 Council Decision That 1. Council offer the Chief Executive Officer, Mr Chris Adams, a new three (3) years and six (6) months employment contract effective from 1 October 2008 with the total benefits for year one of the contract being \$230,793 (using the WA Salaries and Allowances Tribunal calculation method); and 2. the Mayor and Deputy Mayor be authorised to finalise the contract negotiations and sign the Chief Executive Officer's employment contract on behalf of Council.	RESPONSIBLE OFFICER: Chief Executive Officer	
Ordinary Meeting held 22 October 2008				
11.2.2.1	Request for Extension of Temporary Builder's Yard at Lot 1331 (21) Tinder St, PH	200809/094 Council Decision/Officer's Recommendation That Council approves the application submitted by Pilbara Constructions for a time extension to the Use Not Listed – Temporary Builders' Yard on Lot 1331 (21) Tinder Street, Port Hedland, subject to compliance with the approved plan and the following conditions:	RESPONSIBLE OFFICER: Manager Planning Services	
11.2.2.2	Proposed Scheme Amendment No. 21 – "Residential R -20" to "Residential R-30"	That Council, subject to the applicable fee of \$1,650.00 (GST inc) being paid: i) initiates a Scheme amendment to the Town of Port Hedland Town Planning Scheme No 5 to rezone Lots 501, 502 and 503 Murdoch Drive, South Hedland from "Residential R - 20" to "Residential R - 30", as outlined in the application received 25 August 2008; ii) requests the applicant to provide formal documentation for referral to the Environmental Protection Authority; iii) refers the application to the Environmental Protection Authority for assessment; iv) subject to the requirements/recommendation from the Environmental Protection Authority, refer the application to the Western Australian Planning Commission, to obtain permission to advertise the proposed amendment, with a request to permit the advertisements to run for the minimal allowable period of time, as the amendment is considered an administrative process; and v) advises the applicant that the development of the lots be in accordance with the following requirements: ...	RESPONSIBLE OFFICER: Planning Officer	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.2.2.3	Prop Grouped & Multiple Dwelling Dev. comprising 6 dwellings at Lot 204 (77) Kingsmill St, PH	200809/096 Council Decision/Officer's Recommendation That Council approves the application submitted by Lawrence Associates on behalf of the owner River Park Homes Pty Ltd for the proposed Grouped and Multiple Dwelling Development comprising 6 dwellings at Lot 204 (77) Kingsmill Street, Port Hedland subject to the approved plans and the following conditions: ...	RESPONSIBLE OFFICER: Manager Planning Services	
11.2.3.1	Petition For Extra Taxi Parking From Taxi Companies	200809/097 Council Decision That Council: i) designates an additional two (2) taxi bays in Wedge Street adjacent to Lot 26; ii) advises Carlindie Cabs and South Hedland Taxi's that: ... iii) requests the Chief Executive Officer or his nominated officer to develop a Parking Management Plan for the West End; and iv) the status of taxi parking in Wedge Street be reviewed in six (6) months time with taxi operators.	RESPONSIBLE OFFICER: Manager Environmental Health Services	
11.3.2.1	Marquee Park Development Community Consultation	200809/099 Council Decision/Officer's Recommendation That Council approves the consultation process for the development of Marquee Park	RESPONSIBLE OFFICER: Manager Infrastructure Development	
11.3.2.2	Walkway Lighting Expenditure	200809/100 Council Decision That Council set aside the provisions in Council's Procurement Policy 2/007 'Procurement' and authorise walkway lighting upgrade contract to be awarded to Horizon Power for the programmed works up to the 2008/09 budgeted expenditure total of \$333,950; in accordance with the Local Government (Functions and General) Regulations 1996 par 11 (2) (f).	RESPONSIBLE OFFICER: Manager Infrastructure Development	
11.3.3.1	Town Cycle Plan Final Report	200809/101 Council Decision That Item 11.3.3.1'Town Cycle Plan Final Report' lay on the table for further consideration by Council.	RESPONSIBLE OFFICER: Manager Recreation Services	
11.3.2.2	DSR – Community Sport and Recreation Facilities Fund Application	200809/102 Council Decision That Council: i) endorse the application to the Department of Sport and Recreation for the Community Sport and Recreation Facilities Fund for the amount of \$450,000 (excluding GST), for the Colin Matheson Oval Clubhouse, and the project be ranked as the highest priority and rating; and ii) should Council be successful in its application, a review of the Colin Matheson Oval Clubhouse project cost be conducted, and any excess funds reallocated at Council's discretion.	RESPONSIBLE OFFICER: Manager Recreation Services	

ITEM	REPORT TITLE	COUNCIL RESOLUTION DETAILS	ACTION TO DATE (Date Action)	EST. COMP-DATE
11.4.1.3	Optus Mobile Phone Tower Location	200809/105 Council Decision/Officer's Recommendation That Council advises Connell Wagner (and Optus) that its preferred location for a Mobile Phone Tower is as per the following list (in order of priority): <ol style="list-style-type: none"> 1. Current Telstra Tower (corner of Forest and Hamilton Drive); 2. Water Tanks next to the Goldsworthy line (Water Corporation Land); 3. Drainage & Off Road Vehicle reserve, North Circular Road. 4. South Hedland Golf Reserve, Shoata Road; 5. South Hedland Sports Complex, Hamilton Road (Kevin Scott Oval); 	RESPONSIBLE OFFICER: Director Corporate Services	
11.4.1.4	Outstanding Rates	200809/106 Council Decision That Council: <ol style="list-style-type: none"> i) receives the list of assessments (subject to payments received and/or arrangements entered into) that will be forwarded to Council's debt collector, as per Council Policy 2/004 'Rating Policy'; and ii) authorises Council's debt collector (Dun & Bradstreet) to take any appropriate action, including legal action, to effectively collect the Town's overdue rates debt, in accordance with the Local Government Act 1995, and Council Policy 2/004 'Rating Policy', excluding South Hedland Owners and Trainers Association. 	RESPONSIBLE OFFICER: Senior Rates Officer	
11.4.2.1	Plan for the Future 2008 – 2013: 1 st Qtr Review Update	200809/107 Council Decision/Officer's Recommendation That Council notes the first quarterly review of the Town of Port Hedland Plan for the Future 2008-2013.	RESPONSIBLE OFFICER: Executive Assistant	
11.4.2.2	Policy Development :Admin of Working Groups	200809/108 Council Decision That Council adopts new Policy 1/012 Administration of Council's Working Groups, as follows: ...	RESPONSIBLE OFFICER: Executive Assistant	
12.1.1	Prop Removal of Section 70A Notification from Strata Lot 1, 102 Sutherland St, PH	200809/109 Council Decision/Officer's Recommendation That Council: <ol style="list-style-type: none"> i) approve the removal of the section 70A Notification from Strata Lot 1, 102 Sutherland Street, Port Hedland; and ii) that all cost associated with the removal of the section 70A Notification be borne by the applicant/property owner(s). 	RESPONSIBLE OFFICER: Planning Officer	

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 and Regulatory
Services

Date of Report 20 November 2008

Disclosure of Interest by Officer **Nil**

Summary

Report on activities for the month of September 2008 within the Community and Regulatory Services directorate for Council's information.

Background

Community and Regulatory Services Monthly report to Council.

Consultation **Nil**

Statutory Implications **Nil**

Policy Implications **Nil**

Strategic Planning Implications **Nil**

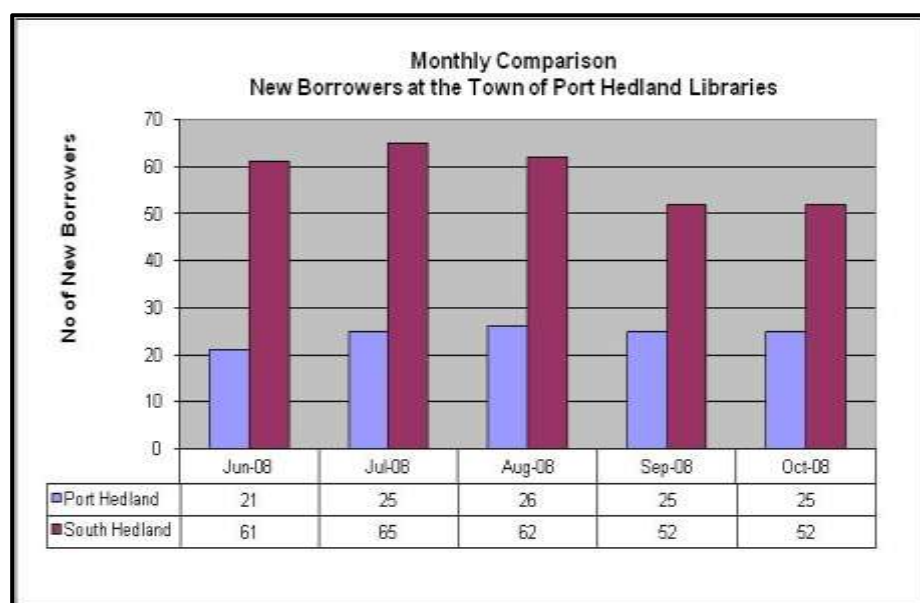
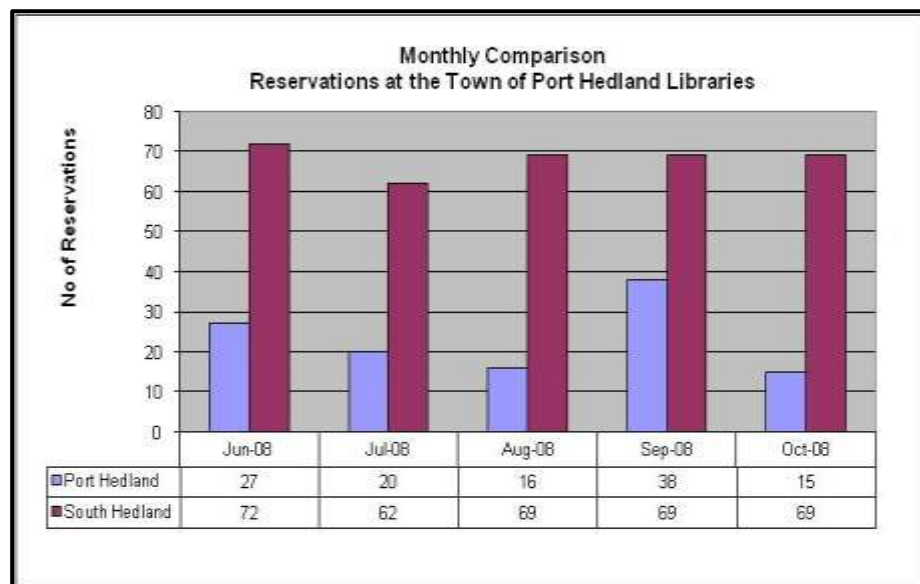
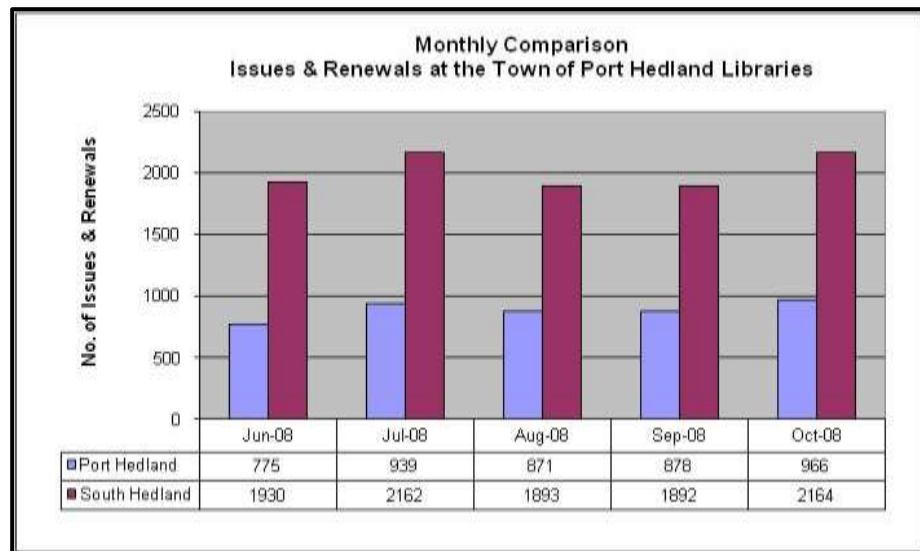
Budget Implications **Nil**

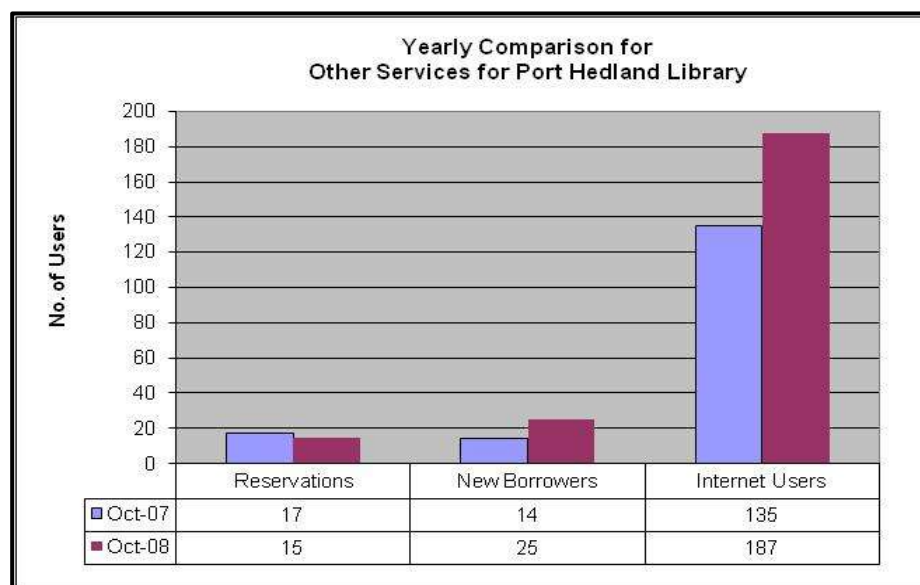
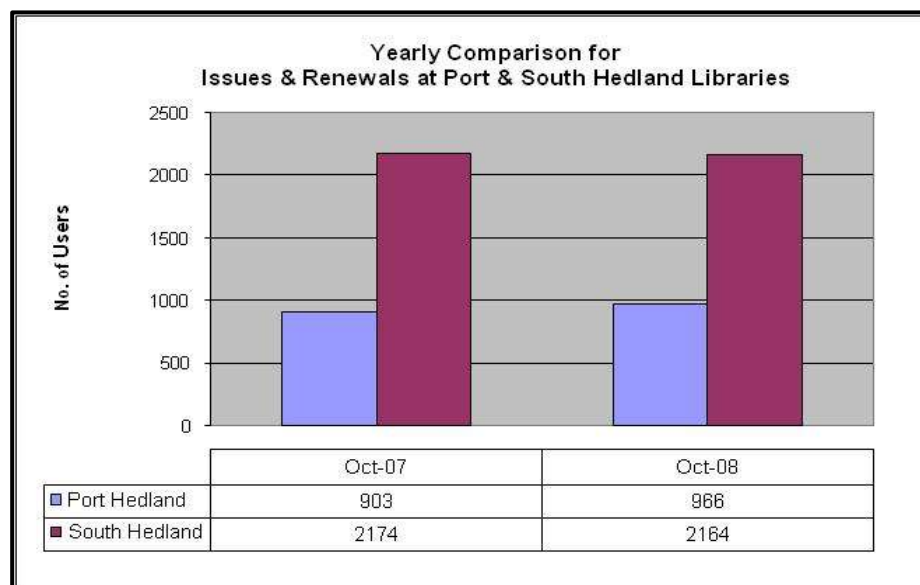
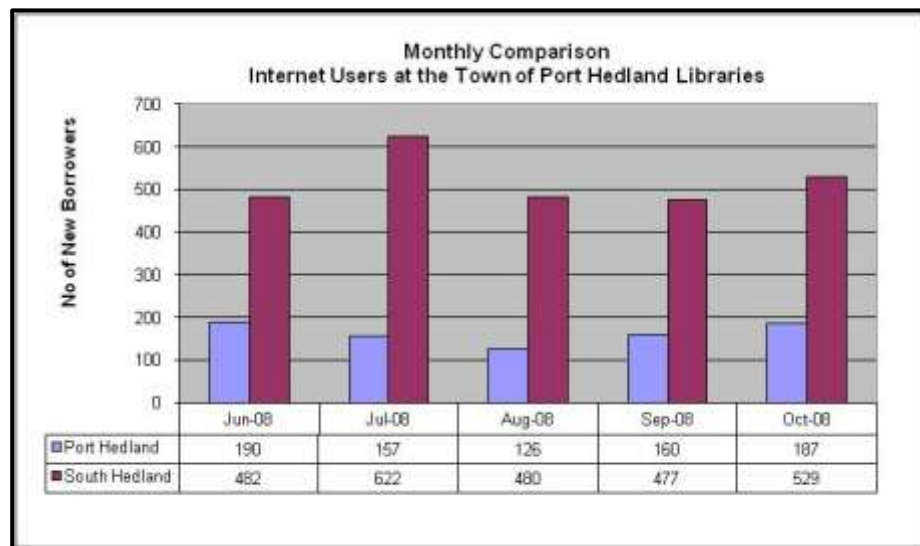
Officer's Comment **Nil**

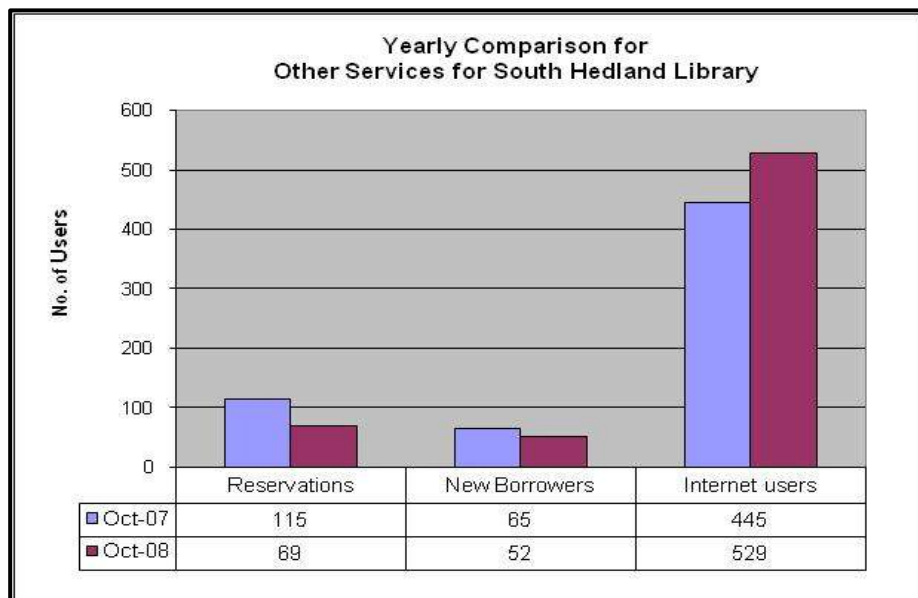
Library and Information Services

65 children participated in the school holiday programme the theme for the fortnight being Crazy Critters.

The October issue of HEDlines featured Port and South Hedland Libraries in the regular article Inside Local Government. This provided an insight into the services offered and recent events held at both libraries.

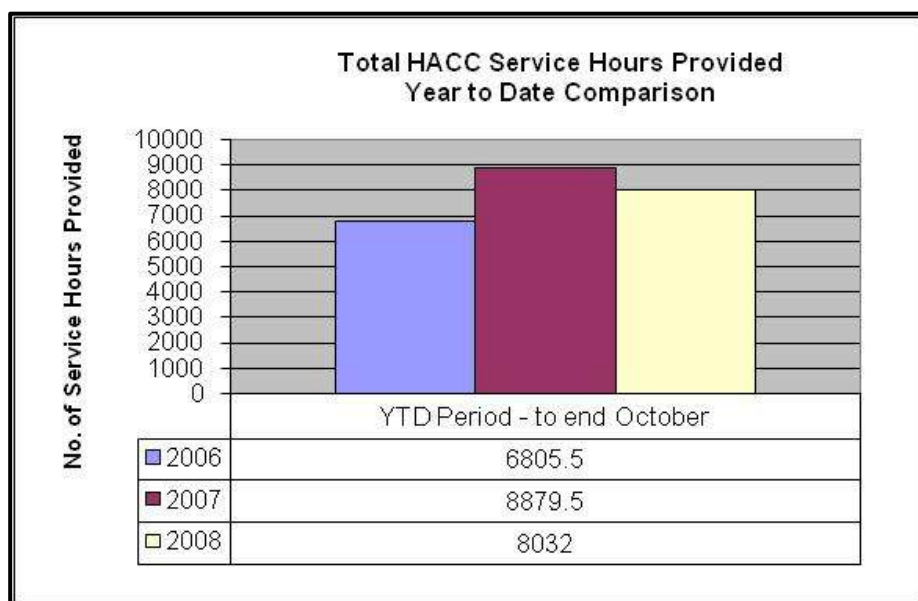


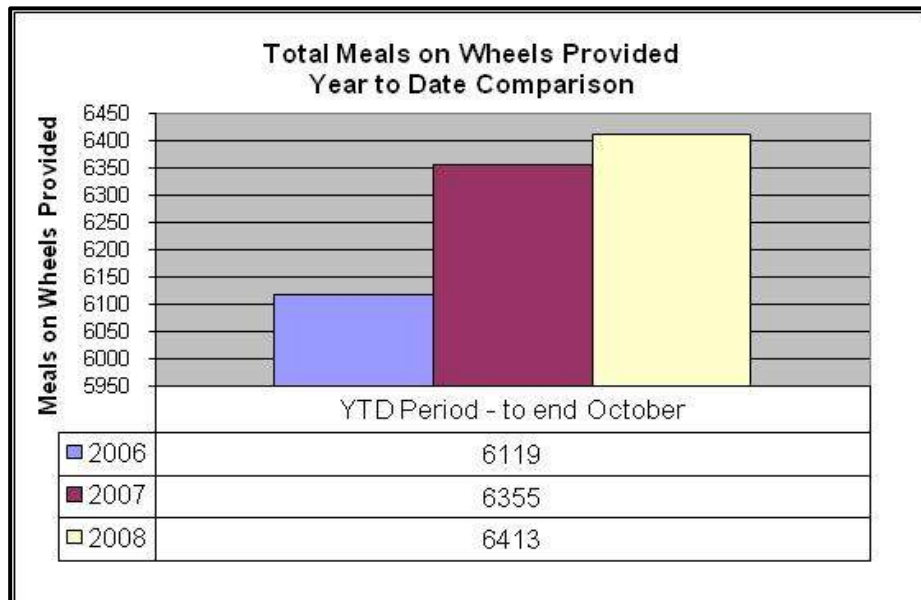




Human Services

HACC Programme



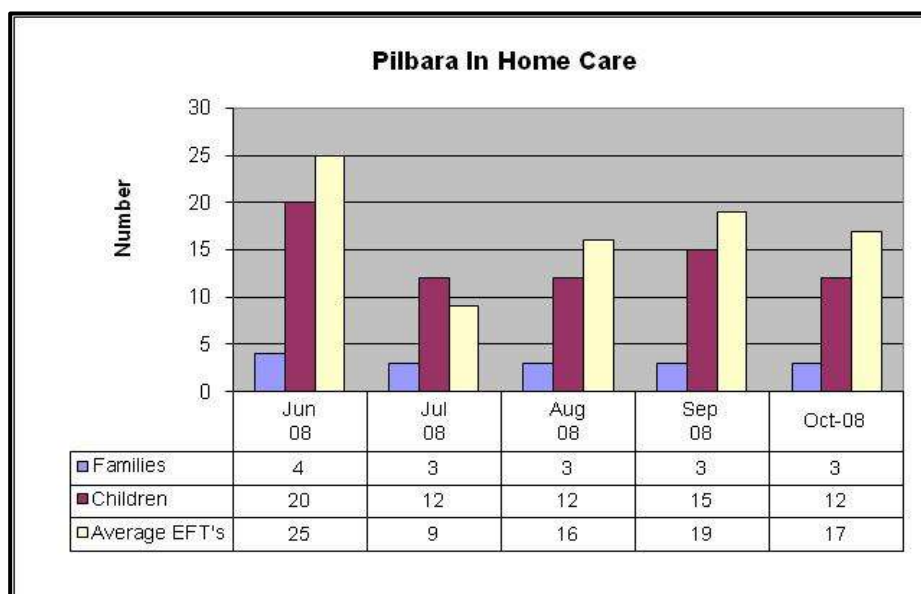
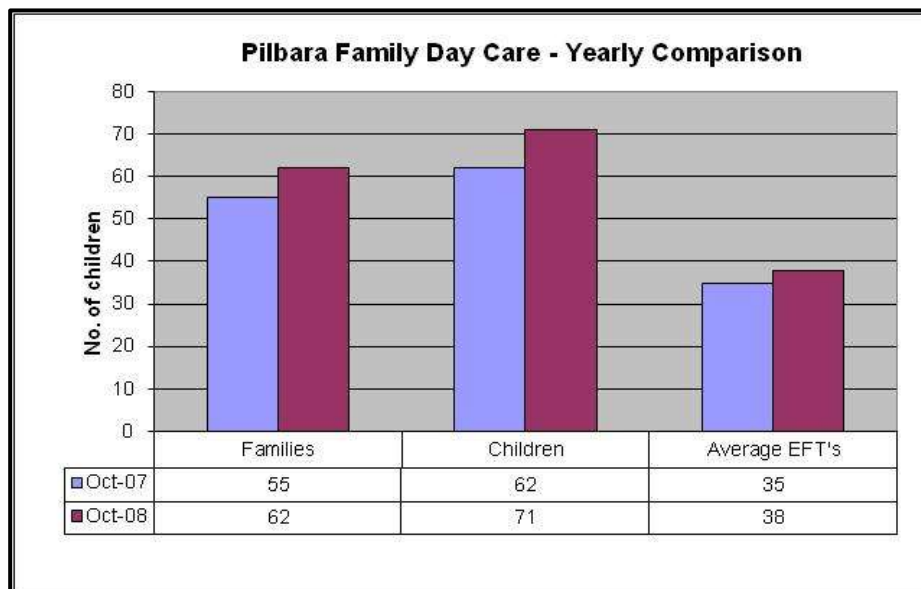
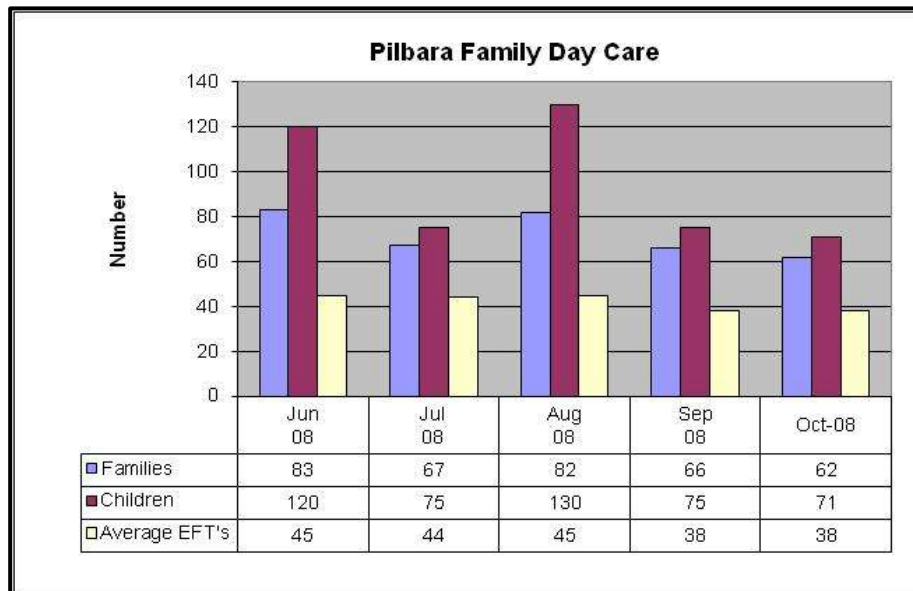


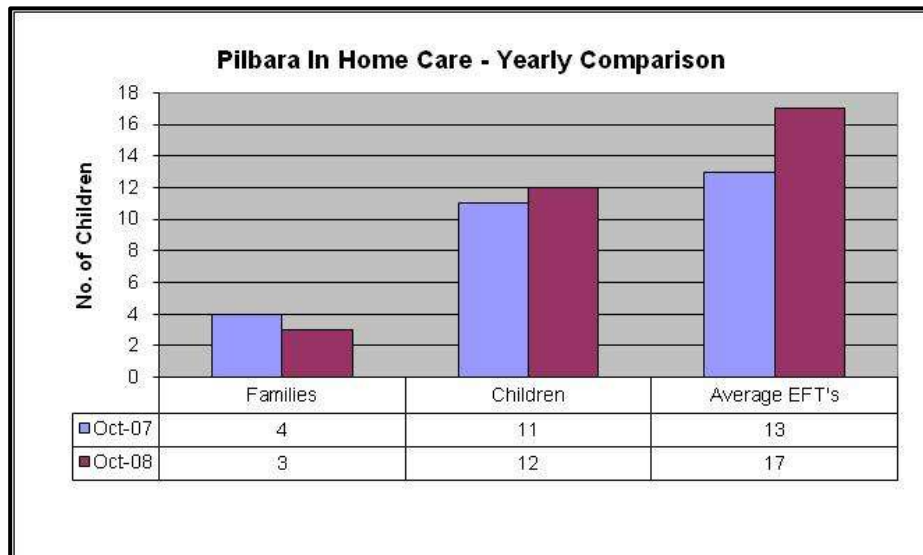
Pilbara Family Day Care (PFDC)

Location	Carers currently within Scheme	Carers currently going through licensing
South Hedland	2	3
Wickham	-	-
Karratha	5	2
Newman	5	-
Tom Price	1	1
Paraburdoo	1	-
Point Samson	-	-
TOTAL	14	6

In the month of October the PFDC Co-ordinator made spot visits to carers in Newman also two visits to prospective carers in South Hedland.

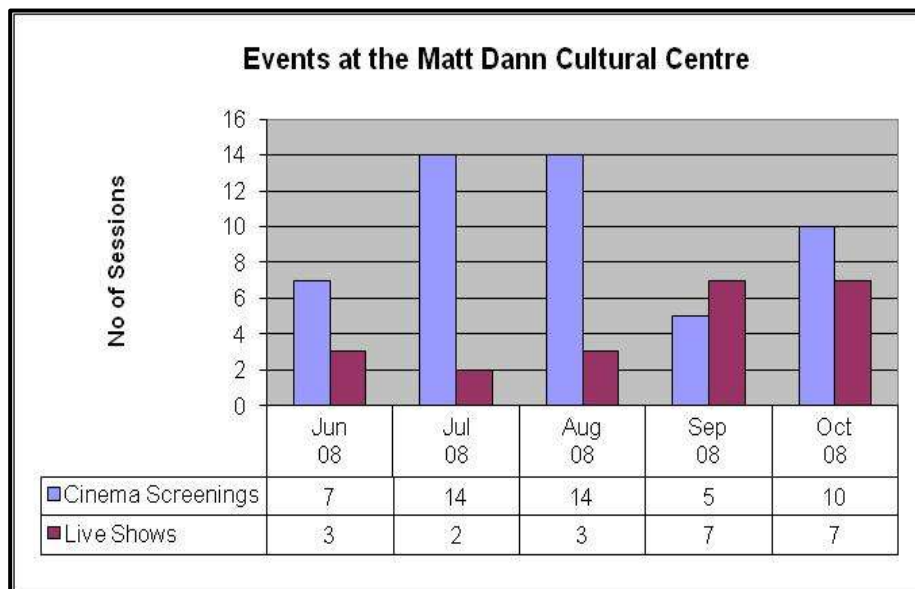
Transition date to new Childcare Cash Management System (CCMS) is to commence on 10th November 2008. A validation visit is due by National Childcare Accreditation Council (NCAC) in January 2009. Feedback has been received from Licensing Officer who visited Karratha carers stating that they are extremely efficient and professional and carers spoke very highly of the scheme support (provided by Town of Port Hedland).

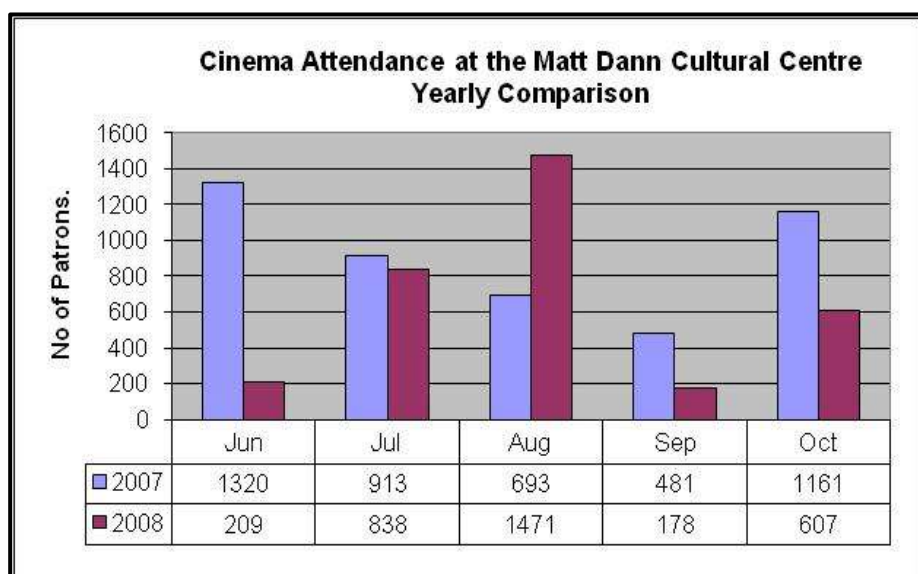
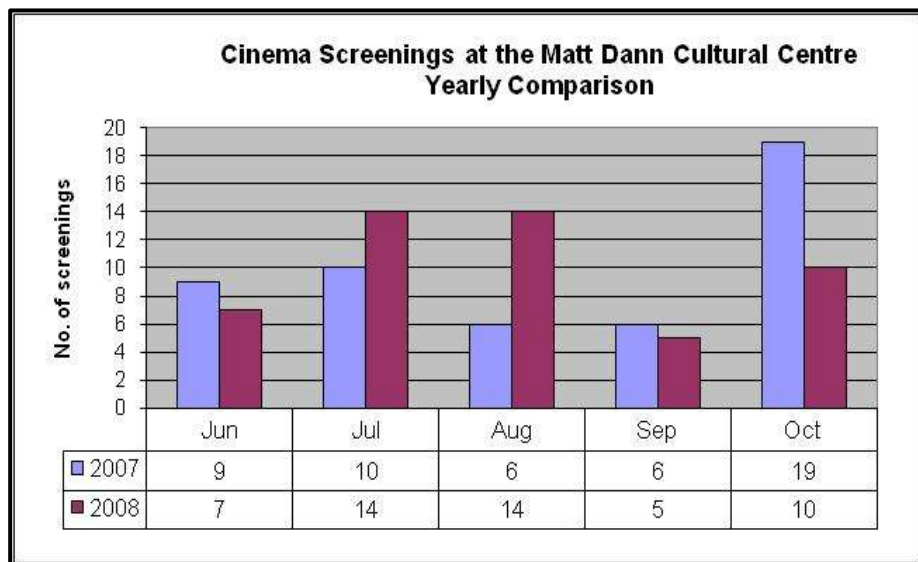
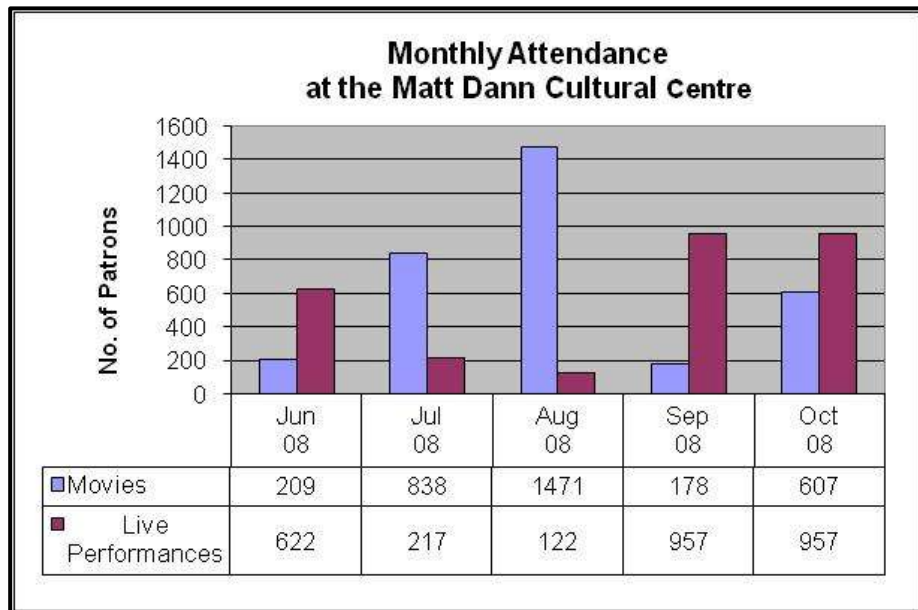




Events and Matt Dann Cultural Centre

The Hedland Heritage Festival was held on the 25th October 2008 and attracted some 600 patrons. Matt Dann staff assisted the Hedland Senior High School with a short notice booking at the centre for their Teacher Award Night as the previous venue was double booked and they required a new venue.

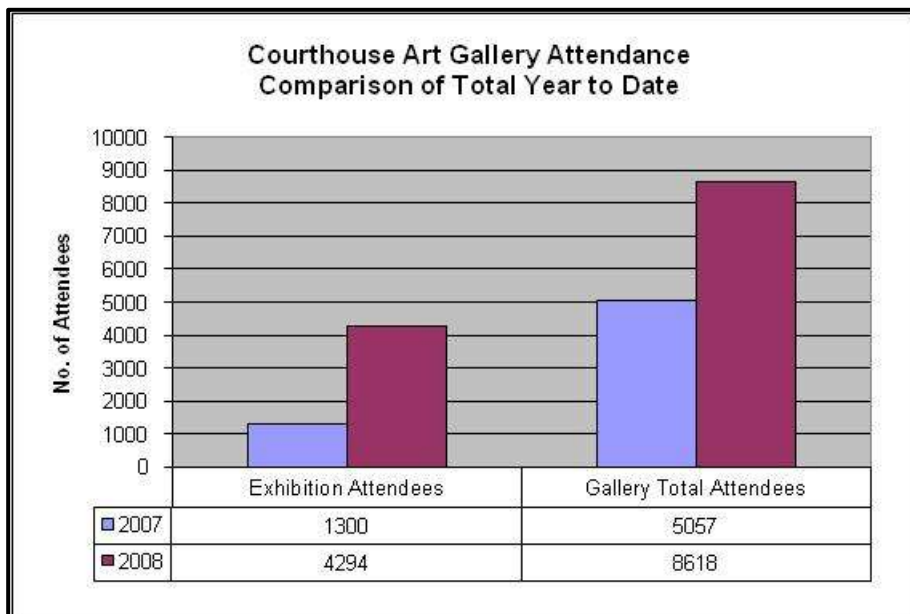
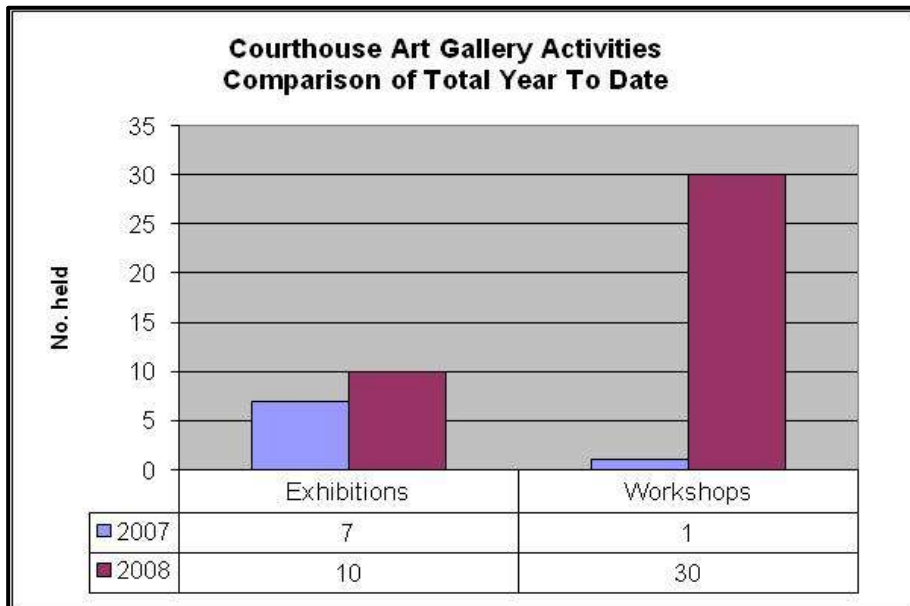




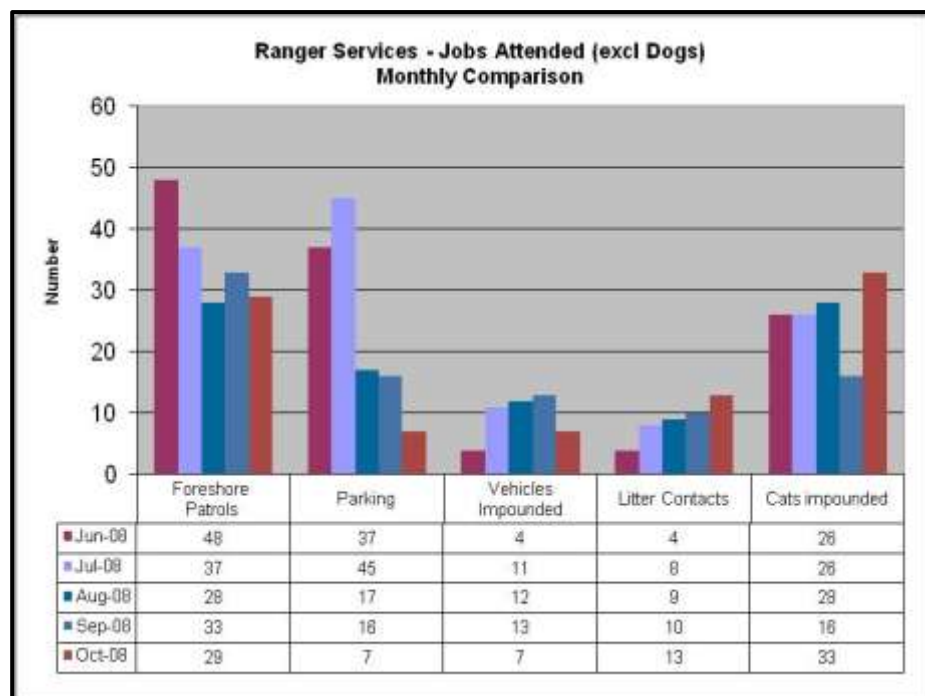
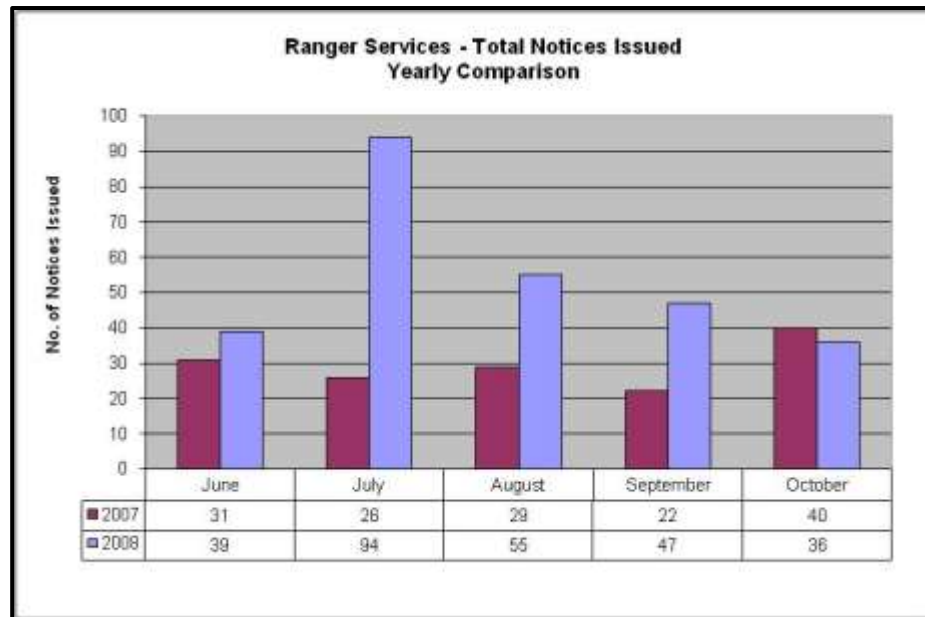
Courthouse Gallery

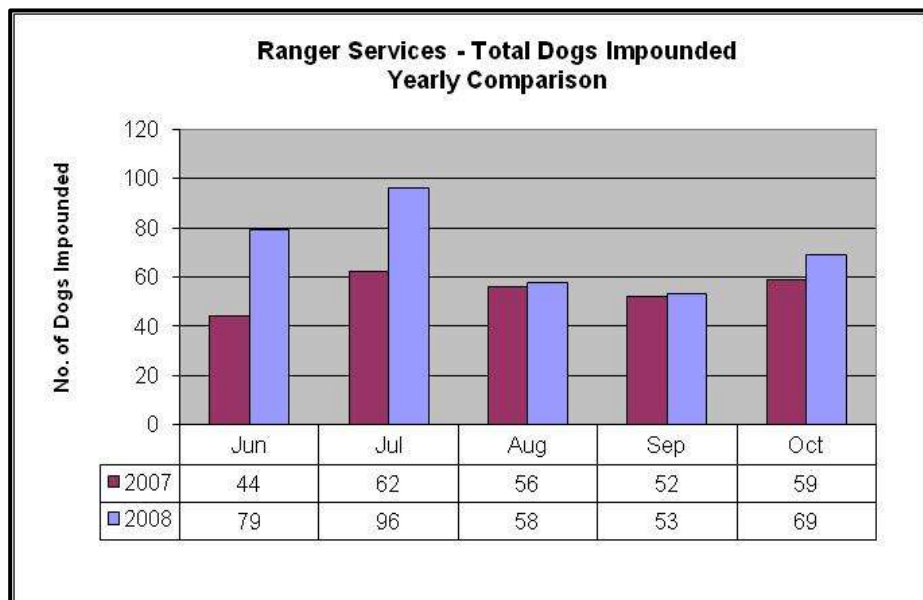
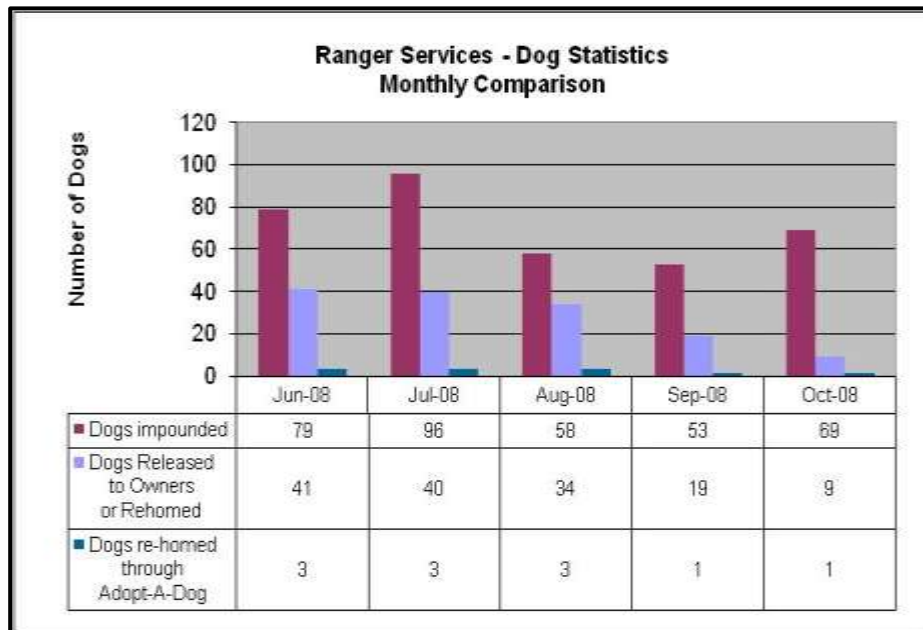
During October the Gallery played host to one exhibition opening, an artist breakfast and one week long workshop, the details of which are outlined below:

- Hedland Art Awards opening night – 300 attendees
- Hedland Art Awards Artist Breakfast
- Arts Against Racism Photography Workshop – 22 attendees
- Preparation for workshops to develop indigenous artists (South Hedland outreach)



Environmental Health Services – Ranger Statistics





Attachments

Nil

200809/114 Council Decision/Officer’s Recommendation

Moved: Cr J M Gillingham.

Seconded: Cr G D Bussell

That Council receives the Community and Regulatory Services Report for October, dated 20 November 2008.

CARRIED 7/0

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

Officer Nellie Mackay
Executive Assistant
Community and Regulatory
Services

Date of Report 19 November 2008

Disclosure of Interest by Officer Nil

Summary

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

Background

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

Consultation Nil

Statutory Implications

Town of Port Hedland Delegation Register 2008 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

200809/115 Council Decision/Officer's Recommendation

Moved: Cr J E Ford

Seconded: Cr S J Coates

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

CARRIED 7/0

ATTACHMENT TO AGENDA ITEM 11.2.1.2

PLANNING APPROVALS							
Application Number	Application Date	Date Determined	Description	Applicants Name	Owners Name	Address	Zoning
2008/170	28/05/2008	27/10/2008	GROUPED DWELLING - 2 dwellings	Chaouki Zoghbi	CHAOUKI ZOGBHI	59 STANLEY STREET SOUTH HEDLAND 6722	Residential R20
2008/171	28/05/2008	27/10/2008	SINGLE HOUSE - R code variation, Parapet wall and boundary setback	Colin Wilkinson Developments	NEIL COWAN	23 SNAPPY GUM WAY SOUTH HEDLAND 6722	Residential R20
2008/208	17/06/2008	07/10/2008	SINGLE HOUSE - R Code Variation - Shed Addition 6.5m x 5m x 3.325m (Exceeding R Codes Height Allowance 2.4m) with Nil Setback to Boundary	Pilbara Constructions Pty Ltd	CHRISTOPHER MICHAEL GLEESON	7 ROGERS STREET PORT HEDLAND 6721	Residential R15
2008/213	17/06/2008	06/10/2008	SINGLE HOUSE - R Code Variation - Shed Addition 8m x 5m x 3.325m - Nil Setback to Boundary	Pilbara Constructions Pty Ltd	JENNIFER CHRISTINE AMOS	27 PANJYA PDE PORT HEDLAND 6721	Residential R20
2008/214	17/06/2008	21/10/2008	SINGLE HOUSE - R Code Variation - Shed Addition 8m x 5m x 3.325m (Exceeding R Codes Height Allowance of 2.4m) - Nil Setback on Boundary	Pilbara Constructions Pty Ltd	MICHAEL PETER JEFFS	26 PANJYA PARADE PORT HEDLAND 6721	Residential R20
2008/233	25/06/2008	06/10/2008	CHANGE OF USE - Garage to Granny Flat	Tony Mc Enaney	LEONIE ANN MCENANEY	6 WYNDHAM STREET PORT HEDLAND WA 6721	Residential R15
2008/239	25/06/2008	24/10/2008	CHANGE OF USE - STORAGE FACILITY/DEPOT/LAYDOWN AREA to MOTOR VEHICLE AND/OR MARINE SALES OR HIRE	McLaren Hire	CHRISTOPHER JOHN DRAZIC	1A YANANA STREET WEDGEFIELD 6724	Industrial
2008/270	15/07/2008	20/10/2008	STORAGE FACILITY/DEPOT/LAYDOWN AREA, Mechanical workshop limited to the proposed building as well as offices both of which are incidental to the main use.	Geoff Stocker	PILBARA LOGISTICS WA PTY LTD	LOT 5882 MANGANESE STREET WEDGEFIELD 6721	Industrial
2008/291	28/07/2008	14/10/2008	WAREHOUSE - Office & Warehouse Addition	Trend Developments	AUSTRA ENTERPRISES PTY	LOT 5892 MANGANESE STREET WEDGEFIELD 6721	Industrial
2008/326	21/08/2008	20/10/2008	SINGLE HOUSE - R Code Variation - Reduced Setback to Front Boundary, Exceeding Site Coverage	Chris Levey	CHRISTOPHER GEORGE LEVEY	25 MINDEROO AVENUE SOUTH HEDLAND 6722	Residential R20
2008/327	21/08/2008	07/10/2008	SINGLE HOUSE - R Codes Variation - Shed Addition 8m x 8m x 3m (Exceeding R Codes Height Allowance of 2.4m)	Jason Brooks	JASON WAYNE BROOKS	8 CRAIG STREET PORT HEDLAND 6721	Residential R15
2008/328	21/08/2008	14/10/2008	SINGLE HOUSE - R Code Variation - Carport Addition (Exceeding R Codes Height Allowance)	Joanne Cork	JOANNE EVA JOAN CORK	134-36 GREENFIELD STREET STH HEDLAND RURAL EST	Rural Residential
2008/335	27/08/2008	01/10/2008	SINGLE HOUSE - R Code Variation - Shed Addition 5.4m x 3.12m x 3m (Exceeding R Codes Height Allowance of 2.4m)	Abu - Hani Adeley & Siti Arifin	ABU-HANI KALTU ADELEY	22 ORIOLE WAY SOUTH HEDLAND WA 6722	Residential R20

PLANNING APPROVALS Cont'd...							
2008/353	18/09/2008	16/10/2008	GROUPED DWELLINGS - 4 x 2 Bedroom, 2 Bathroom Single Storey Grouped Dwellings	Trent Durwood - RPS Koltasz Smith	MEGARA DEVELOPMENTS P/L	48 MORGANS STREET PORT HEDLAND 6721	Residential R12.5/30
2008/362	22/09/2008	07/10/2008	COMMUNITY USE - Seafarer's Centre - Bus Shelter Addition 8m x 7.2m x 3.5m	Custom Constructions WA (Pty Ltd)	PORT HEDLAND PORT AUTHORITY	P10 WHARF ROAD PORT HEDLAND 6721	
2008/370	29/09/2008	07/10/2008	WAREHOUSE - Transportable Building for Storage Purposes	Pete Miller	ANITA LOUISE MILLER	32 MOORAMBINE STREET WEDGEFIELD 6724	Industrial
2008/383	01/10/2008	24/10/2008	SINGLE HOUSE - R Code Variation - Shed Addition 6m x 9m x 2.8m (Exceed R Codes Height Allow of 2.4m)	Nathan Cairns & Inger Esperson	INGER ESPERSEN	14 GRATWICK STREET PORT HEDLAND 6721	Residential R12.5/50
2008/397	13/10/2008	21/10/2008	SINGLE HOUSE - R-CODE VARIATION - Garage 6x6x2.7m(h) & lean to (patio/carport) 6x6x2.7m(h) to store vintage vehicle and boat	Ngamira Monga & Debbie Hayward	NGAMIRA COLIN MONGA & DEBBIE NICOLE HAYWARD	11 ORCHID CLOSE SOUTH HEDLAND 6722	Residential R20

DELEGATED environmental health ORDERS FOR OCTOBER 2008

Under Delegated Authority Council's Environmental Health Services commenced legal action against:-
 Mr Peter Oldenhuis for an alleged breach of the Health (Asbestos) Regulations 1992.

DELEGATED BUILDING APPROVALS FOR OCTOBER 2008

BUILDING LICENCES						
Licence Number	Approval Date	Locality	Description of Work	Estimated Construction Value (\$)	Floor area sq metres	Building Classification
80254	01.10.2008	SOUTH HEDLAND	Shed	\$ 11,000	17	Class 10a
80253	01.10.2008	VIA PORT HEDLAND	Freestanding Patio	\$ 39,600	72	Class 10a
80252	01.10.2008	SOUTH HEDLAND	Patio and Refurbishment	\$ 30,000		Class 10a
80257	03.10.2008	SOUTH HEDLAND	4 x Shade Structures	\$ 130,400		Class 10a
80259	03.10.2008	SOUTH HEDLAND	Freestanding Patio	\$ 40,500	42	Class 10a
80266	08.10.2008	PORT HEDLAND	Shed	\$ 18,877	64	Class 10a
80264	08.10.2008	PORT HEDLAND	Outbuilding	\$ 18,500	40	Class 10a
80265	08.10.2008	PORT HEDLAND	Outbuilding	\$ 26,161	57	Class 10a
80263	08.10.2008	PORT HEDLAND	Outbuilding	\$ 18,500	40	Class 10a
80274	13.10.2008	SOUTH HEDLAND	Outbuilding (Shed)	\$ 11,000	36	Class 10a
80279	14.10.2008	SOUTH HEDLAND	Patio	\$ 18,000	23	Class 10a
80278	14.10.2008	SOUTH HEDLAND	Outbuilding (Shed)	\$ 19,950	59	Class 10a
80280	15.10.2008	SOUTH HEDLAND	Patio	\$ 18,000	36	Class 10a
80283	16.10.2008	SOUTH HEDLAND	Patio	\$ 17,000	23	Class 10a
80282	16.10.2008	SOUTH HEDLAND	Patio	\$ 18,000	29	Class 10a
80287	17.10.2008	SOUTH HEDLAND	Patio	\$ 18,000	20	Class 10a
80285	20.10.2008	SOUTH HEDLAND	Patio	\$ 18,000	25	Class 10a
80306	24.10.2008	PORT HEDLAND	Outbuilding (Shed)	\$ 1,500	4	Class 10a
80305	24.10.2008	SOUTH HEDLAND	Outbuilding	\$ 16,200	72	Class 10a
80315	28.10.2008	SOUTH HEDLAND	Relocated Outbuilding (Shed)	\$ 5,000	36	Class 10a
84006	03.10.2008	WEDGEFIELD	2 x Pylon Signs	\$ 10,000		Class 10b
80258	03.10.2008	PORT HEDLAND	5 x Free Standing Shade Structure	\$ 130,400		Class 10b
80260	06.10.2008	PORT HEDLAND	Retaining Wall (Max 1.50mH)	\$ 39,000		Class 10b
80297	22.10.2008	PORT HEDLAND	B/G Swimming Pool	\$ 16,000		Class 10b
80296	22.10.2008	PORT HEDLAND	B/G Swimming Pool	\$ 34,000		Class 10b
80298	22.10.2008	SOUTH HEDLAND	B/G Swimming Pool	\$ 10,000		Class 10b
80255	01.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 467,100	259	Class 1a
80261	06.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 492,974	236	Class 1a
80262	07.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 402,300	231	Class 1a

DELEGATED BUILDING APPROVALS FOR OCTOBER 2008

BUILDING LICENCES Cont'd...						
80270	09.10.2008	SOUTH HEDLAND	4 x Grouped Dwellings	\$ 1,800,000	572	Class 1a
80269	09.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 400,000	200	Class 1a
80267	09.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 448,200	249	Class 1a
80272	10.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 400,000	200	Class 1a
80276	13.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 429,000	187	Class 1a
80277	14.10.2008	SOUTH HEDLAND	Transportable Dwelling	\$ 260,000	232	Class 1a
80242	16.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 595,282	263	Class 1a
80284	16.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 440,000	251	Class 1a
80239	16.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 595,282	263	Class 1a
80286	17.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 411,800	170	Class 1a
80288	17.10.2008	SOUTH HEDLAND	Patio and Refurbishment	\$ 30,000	80	Class 1a
80289	17.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 400,000	200	Class 1a
80291	20.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 400,000	200	Class 1a
80292	20.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 391,500	229	Class 1a
80293	20.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 442,000	232	Class 1a
80290	20.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 400,000	210	Class 1a
80294	20.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 400,000	200	Class 1a
80299	22.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 411,800	170	Class 1a
80295	22.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 600,000	308	Class 1a
80300	23.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 300,000	171	Class 1a
80301	23.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 600,000	308	Class 1a
80302	23.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 411,800	170	Class 1a
80304	24.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 536,000	186	Class 1a
80309	24.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 421,200	235	Class 1a
80308	24.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 411,800	170	Class 1a
80307	24.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 536,000	186	Class 1a
80303	24.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 536,000	166	Class 1a
80310	27.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 411,800	170	Class 1a
80313	28.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 388,800	236	Class 1a
80314	28.10.2008	SOUTH HEDLAND	Single Dwelling	\$ 407,700	254	Class 1a

DELEGATED BUILDING APPROVALS FOR OCTOBER 2008

BUILDING LICENCES Cont'd...						
80311	28.10.2008	SOUTH HEDLAND	Single Dwelling	\$	442,000	231 Class 1a
80317	29.10.2008	PORT HEDLAND	4 x Grouped Dwellings	\$	800,000	303 Class 1a
80319	30.10.2008	SOUTH HEDLAND	Single Dwelling	\$	411,800	170 Class 1a
80318	30.10.2008	SOUTH HEDLAND	Single Dwelling	\$	411,800	170 Class 1a
80320	30.10.2008	SOUTH HEDLAND	Single Dwelling	\$	411,800	170 Class 1a
80321	31.10.2008	SOUTH HEDLAND	Single Dwelling	\$	600,000	306 Class 1a
80322	31.10.2008	SOUTH HEDLAND	Single Dwelling	\$	450,000	273 Class 1a
80268	09.10.2008	WEDGEFIELD	New Office New Mezzanine floor	\$	180,000	150 Class 5
80154	10.10.2008	PORT HEDLAND	Workshop 8 x Bay C/Port	\$	220,000	355 Class 8
80271	10.10.2008	PORT HEDLAND	Yacht Club House (Class 9b)	\$	1,500,000	496 Class 9b
80273	17.10.2008	WEDGEFIELD	Alterations	\$	25,000	Class
80316	29.10.2008	SOUTH HEDLAND	Alterations to Shop	\$	120,000	Class
TOTAL ESTIMATED CONSTRUCTION VALUE				\$	21,884,326	

DEMOLITION LICENCES				
Licence Number	Approval Date	Locality	Description of Work	Estimated Construction Value (\$)
83023	6.10.2008	SOUTH HEDLAND	Demolition of Dwelling	\$ 26,745
83024	8.10.2008	PORT HEDLAND	Demolition of Buildings x 2	\$ 306,900

SIGNAGE				
Licence Number	Approval Date	Locality	Description of Work	Estimated Construction Value (\$)
84006	03.10.2008	WEDGEFIELD	2 x Pylon Signs	\$ 10,000

DELEGATED BUILDING APPROVALS FOR OCTOBER 2008

SUMMARY				
Number of Licenses	Licence Type	Estimated Construction Value	Floor Area in square metres	Average cost per square metre
2	Demolitions	\$ 333,645		
40	Dwellings	\$ 19,105,738	9017	\$ 2,119
20	Class 10a	\$ 494,188	695	\$ 480
6	Class 10b	\$ 239,400		
3	Commercial	\$ 1,900,000	1001	\$ 1,898
2	Other	\$ 145,000		
73		\$ 22,217,971	10,713	

11.2.2 Planning Services**11.2.2.1 *Proposed Warehouse Addition to Lot 92 (126-128) Greenfields Street, South Hedland Rural Estate (File No.: 154473G)***

Officer Leonard Long
Planning Officer

Date of Report 28 October 2008

Disclosure of Interest by Officer Nil

Summary

Council has received an application from the owner, Mr Ben Hardinge of Lot 92 (129-128) Greenfields Street, South Hedland Rural Estate, (See Attachment No. 1) seeking planning approval for the construction of a 16m x 7.5m x 3.6m (120m²) shed (see Attachment No. 2) .

In terms of the delegations as approved by the Council on 13 December 2006, the Director: Regulatory and Community Services may not approve any sheds that exceed 100m² in extent.

Therefore, this application has been submitted to Council for consideration.

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 1.6313ha. The surrounding properties fall within the same Rural Residential Zone.

The site is currently developed with a single house.

The Proposal

The proposed shed has an area of 120m² and a total height of 3.6m. The owner has provided a sketch plan on how the area of the proposed shed is to be used. (See attachment No. 3).

As can be seen from attachment No. 3 the owner intends to store the following in the shed:

- Go cart trailer with six go carts thereon;
- A Toyota Prado;
- A 6.5m boat and trailer;

- A Box trailer, and
- Two 4 wheel motor cycles.

In addition to the above the owner has indicated that he also has a VT Commodore and a SS Torana that will be stored in the shed during a cyclone.

With regard to the increased height the applicant has indicated that his boat is 3.4m in height and therefore he requires a 3.6m high sliding door.

Consultation

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

No advertising of the proposal was undertaken as the use is considered subservient and incidental to the single house.

Statutory Implications

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

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 \$117 was paid on lodgement and deposited into account 1006326 – Town Planning Fees.

Officer's Comment

As the proposed shed is in excess of 100m² the Port Hedland Town Planning Scheme, No. 5, considered the proposed shed to be an Industrial type building, and has to be determined as a separate use under Port Hedland Town Planning Scheme No. 5.

The shed that is being proposed measures 16m x 7.5m x 3.6m (120m²). In terms of the Residential Design Codes of Western Australia the size of an outbuilding (shed) is not to exceed 60m².

However, even though the proposed shed is double that of a permitted shed in terms of the Residential Design Codes of Western Australia, all the relevant factors must be taken into account.

The property on which the shed is proposed is zoned "*Rural Residential*". Therefore, the shed would not be overbearing, to the existing dwelling or to the surrounding area as a whole. In addition hereto, the climatic conditions necessitate the need for residents to be able to store their vehicles such as boats and cars out of harm's way during cyclones.

Furthermore, the applicant has demonstrated through this application that the proposed shed will only be used for domestic storage and/or activities and not be used for commercial or industrial purposes or human habitation.

Therefore, the shed is considered to be subservient and incidental to the main use, the single house.

Attachments

Location Plan
Site Plan
Floor Plan

200809/116 Council Decision/Officer's Recommendation

Moved: Cr K A Howlett

Seconded: Cr G J Daccache

That Council APPROVES the Planning Application for the construction of a Shed 16m x 7.5m x 3.6m, from Mr Ben Hardinge of Lot 92 (129 - 128) Greenfields Street, South Hedland Rural Estate, subject to the following conditions:-

- 1. This approval relates only to the proposed shed, as indicated on the approved plans. It does not relate to any other development on this 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. The shed shall only be used for domestic storage and/or activities and not be used for commercial or industrial purposes or human habitation.**
- 4. The colours of the proposed shed are to blend with those of the existing dwelling or environment to the satisfaction of the Manager Planning.**

5. All storm water shall be retained on-site to the specifications of the Engineering Department and to the satisfaction of the Manager Planning.

FOOTNOTE:

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, health and engineering requirements.
2. The applicant/owner is required to lodge 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 drawings submitted for Building License are to be properly drawn and signed by a practising structural engineer.
4. The design levels of the proposed shed shall be submitted with the building license application, and shall be to the satisfaction of the Manager Planning.
5. The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year cycle of flooding could affect any property below the ten (10) metre level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building Licence is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.
6. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

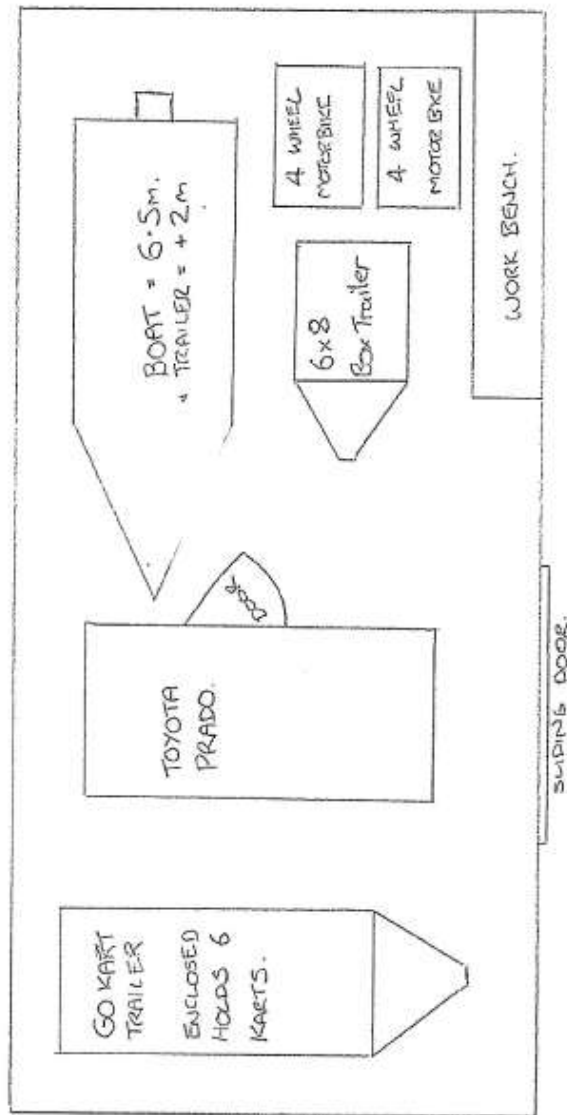
CARRIED 7/0

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.1



ATTACHMENT 3 TO AGENDA ITEM 11.2.2.1

SHED PLANNED LAYOUT, BEN HARDINGE, LOT 92 GREENFIELD ST.



ALSO HAVE VT COMODORE + SS TORANA TO PUT IN SHED DURING CYCLONE.

CANOPY ON BOAT IS 3.4m FROM GROUND TO TOP OF ROD HOLDERS, SO HAVE DOOR 3.6m HIGH, HAD TO GET SLIDING DOOR, IF I HAD ROLLER DOOR SHED WOULD HAVE TO BE 4M SO HAVE ORDERED 3.6m WITH SLIDING DOOR.

11.2.2.2 SINGLE HOUSE – R Code Variation – Retrospective Approval - Shed Addition Exceeding R Codes Requirements for Size and Height at 15m x 15m x 4.8m on Lot 87, 110 Greenfield Street, South Hedland Rural Estate (File No.: 154467G)

Officer	Leonard Long Planning Officer
Date of Report	3 November 2008
Disclosure of Interest by Officer	Nil

Summary

Council has received the following application (2008/318) from the owners, Ronald Steele and Kim Paterson of Lot 87 South Hedland Rural Estate, seeking planning approval for the construction of a 15m x 15m x 4.8m (225m²) shed. (See Attachment 1 & 2)

In terms of the delegations as approved by Council on 13 December 2006, the Director Regulatory and Community Services may not approve any shed that exceeds 100m² in extent, therefore this application is before Council for consideration.

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 1.2399ha. The surrounding properties fall within the same Rural Residential Zone.

The site currently has a partly constructed shed developed thereon, with the balance of the lot being vacant.

The Proposal

The proposed shed has an area of 225m² and a total height of 4.8m. The applicant has provided the following justification for the shed with regard to the proposed size, height, and setback:

“Setback from side boundary less than 10m.

The proposed house design is 32 metres wide. Allowing for 10 metres setback on one side, 5.81 metres between the house and shed only leaves 8 metres setback on the other side. The space between the house and shed will be used for access and additional visitors’ car parking.

Neighbours have confirmed that they have no objection to 8 metres setback.

Setback from the front boundary is consistent with neighbouring properties. We intend leaving a large portion of the land behind the house in a natural, undeveloped state in keeping with the nature of the Rural Estate.

Floor Area greater than 200 square metres

The proposed shed is 15 metres x 15 metres so the total area is 225 square metres.

The shed is required for domestic storage of the following items:

Boat 8 metres long

Caravan 7 metres long

Garden tools and equipment

General small tools

Gym equipment

Pool maintenance equipment

Motorcycles / quad bikes

6 light vehicles, particularly during cyclone events. We have 3 children with cars, 2 family cars and 1 work vehicle

Garden furniture and pot plants during cyclone events.

The shed will also have a shower and toilet area for use by visitors when using the swimming pool, as well as cleaning up iron ore dust after work, instead of bringing it into the house.

Please see attached layout drawing.

Height of Eaves 4.8 metres

The height of the eaves is proportional to the overall size of the shed and is required for allowing the boat to be stored in the shed.

The house is relatively large and is not dominated by the shed structure.

Additional Information

All of the above requirements were unknown to us until we submitted our house plans for building approval.

We had diligently checked with Council staff at the front counter who advised us that all we needed to know was in the Town Planning Scheme No. 5. No such restrictions or requirements are detailed in the Town Planning Scheme or anywhere on the Town of Port Hedland website. Furthermore, there are an abundance of sheds in the same street that are

bigger, higher, and closer to boundaries than our proposed shed.

On the basis of our research we purchased a shed that is properly designed and engineered, according to Port Hedland cyclone conditions and requirements, and commenced erection of the shed in good faith that there would be no problems with obtaining approval.

Upon submission of our Building permit request we were advised that we needed planning approval. This was a complete surprise to us so we ceased construction immediately. The shed is currently half erected and in a safe state ready for concrete footings to be poured.

Immediately after receiving planning approval we will complete the construction and cladding of the shed which should take no longer than 4 weeks.

The building permit for the house has not been received yet, however the detailed engineering and design work is almost complete and will be submitted by our builder, Custom Constructions, in the near future. We intend to commence construction of the house in early 2009 (February or March). We anticipate completion within 6 months from commencement.”

From a town planning perspective the Port Hedland Town Planning Scheme, No. 5 addresses the consideration of existing development as follows:-

“The Council may grant approval to a development already commenced or carried out regardless of when it commenced or was carried out. Such approval shall have the same effect for all purposes as it had been given prior to the commencement or carrying out of the development, but provided that the development complies with the provisions of the Scheme, with or without the exercise of a discretion in the Scheme, as to all matters other than the provisions requiring Council’s approval prior to the commencement of development.”

Consultation

The comments received from Building Services, indicates no objection to the application as submitted.

The applicant has indicated in his justification that the adjoining owners have no objection to the proposed setback of 8 metres, however no proof of this has been provided.

Statutory Implications

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

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 \$253 was paid on lodgement and deposited into account 1006326 – Town Planning Fees.

Officer's Comment

Overly large sheds in residential and rural/residential areas are a concern from an amenity, streetscape and use perspective. The TPS5 provides no direction in regard to a maximum size.

The Building Code of Australia (BCA) however, states that a shed with a size in excess of 200m² is a commercial structure. It's considered reasonable that sheds in excess of 200m² are determined as a separate use under TPS5 given the commercial rather than domestic nature.

Due to the size of the shed, the shed has been determined as a use in its own right, and is therefore not considered incidental to a single house.

Even though there is no evidence that the goods to be 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".

In terms of the Residential Design Codes of Western Australia a rural zoned property requires a setback of a minimum of 10m from the side and rear boundaries and 20m from the primary street. By keeping with the required setbacks Council will ensure that the character of a rural residential area is maintained. Furthermore, Council should be mindful of the fact that the property owners built prior to obtaining approval, and then claimed (without any evidence) they were not informed of the requirement and therefore, the building should be approved at a size and location that would not ordinarily be approved.

This could create an unwanted precedent should Council favourably consider the application because construction has already started.

In addition, the applicant's justification does not adequately address the need for the proposed shed to have a reduced setback, neither does the site have any physical features that would prohibit the shed from being located as required by the Residential Design Codes of Western Australia (10m from the side boundary).

Should Council decide favourably on the application and regard the shed to be subservient and incidental to the proposed single house, a condition should be included in the recommendation providing a definite time frame of twelve (12) months for a single house to be completed on the lot. Should a single house not be completed on the lot the shed would be considered to be a use on its own and in terms of the Port Hedland Town Planning Scheme, No 5 be determined an "industrial" building, a use which will not be permitted under the current zoning of the lot.

In recognition of the above, the following recommendation should be adopted:

That Council **REFUSES** the Planning Consent for the construction of a Warehouse from Ronald Steel and Kim Paterson of Lot 87 Greenfield Street, South Hedland Rural Estates (Application Number 2008/318), for the following reason:

The use of a warehouse is a use that is not permitted by the Scheme in a Rural/Residential Zone.

If Council wished to approve the application as presented, then the following recommendation should be adopted:

*That on receipt and approval of a building licence application for a Single House, Council **APPROVES** the Planning Consent for the construction of an outbuilding to a Single House from Ronald Steele and Kim Paterson of Lot 87 South Hedland Rural Estates, (Application Number 2008/318), in accordance with the submitted plans, and subject to the following conditions:*

- 1. This approval relates only to the proposed shed, as indicated on the approved plans. It does not relate to any other development on this lot.*
- 2. The Single House is to be completed within twelve (12) months of this approval or the outbuilding shall be removed and the area made good, all at the owners expense, and to the satisfaction of the Manager Planning.*

3. *This approval to remain valid for a period of twelve (12) months.*
4. *The shed shall only be used for domestic storage and/or activities as outlined by the owner in the application submission dated 08/08/2008, and not be used for commercial or industrial purposes or human habitation.*
5. *The shed setback is to be a minimum of 10m from the southern boundary of the lot.*
6. *The shed elevation to the primary street to incorporate shutters or windows or louvres to break up the street elevation to the satisfaction of the Manager Planning.*
7. *The colours of the proposed shed are to blend with those of the proposed dwelling or environment, to the satisfaction of the Manager Planning.*
8. *The driveway and crossovers shall be designed and constructed in accordance with the Council's Cross over Policy 9/005.*
9. *All stormwater shall be retained on-site to the specifications of the Engineering Department, and to the satisfaction of the Manager Planning.*

FOOTNOTE:

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, health and engineering requirements.*
2. *In regard to condition 2 this is imposed as Council could not approve an outbuilding as a primary use. As the definition is not included within the Town Planning Scheme No. 5. as an independent / primary use. The most appropriate definition would be a "Warehouse" which is a use not permitted within a "Rural Residential Zone".*
3. *If you require further information please contact the Manager Planning Richard Bairstow on 9158 9342.*
4. *The applicant/owner is required to lodge an application for a Building Licence, under the provisions of the Building Regulations, and approval from the Town, before commencing any works whatsoever.*

5. *You are advised that drawings submitted for Building License are to be properly drawn and signed by a practising structural engineer.*
6. *The design levels of the proposed shed shall be submitted with the building license application, and shall be to the satisfaction of the Manager Planning.*
7. *In relation to conditions 8 and 9, please contact the Manager Infrastructure Development – 9173 9350, for further details.*
8. *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.*
9. *Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.*

The third alternative is considered to be a compromise. It is the same as the second recommendation, but reduces the shed to maximum area of 200m². This option has been discussed with the applicant and whilst the applicant would prefer the shed approved as submitted, this is a preferred outcome to a refusal.

The third option is the preferred of the administration and this is reflected in the recommendation.

Attachments

Location Plan
Site Plan
Floor layout and Elevation

200809/117 Council Decision/Officer's Recommendation**Moved:** Cr G J Daccache**Seconded:** Cr K A Howlett

That on receipt and approval of a building licence application for a Single House, Council APPROVES the Planning Consent for the construction of an outbuilding to a Single House from Ronald Steele and Kim Paterson of Lot 87 South Hedland Rural Estate, (Application Number 2008/318), in accordance with the submitted plans, and subject to the following conditions:

- 1. This approval relates only to the proposed shed, as indicated on the approved plans. It does not relate to any other development on this lot.**
- 2. The Single House is to be completed within twelve (12) months of this approval or the outbuilding shall be removed and the area made good, all at the owners expense, and to the satisfaction of the Manager Planning.**
- 3. This approval to remain valid for a period of twelve (12) months.**
- 4. The shed shall only be used for domestic storage and/or activities as outlined by the owner in the application submission dated 08/08/2008, and not be used for commercial or industrial purposes or human habitation.**
- 5. The size of the shed is to be reduced from 225m² to 200m².**
- 6. The shed setback is to be a minimum of 10m from the southern boundary of the lot.**
- 7. The shed elevation to the primary street to incorporate shutters or windows or louvres to break up the street elevation to the satisfaction of the Manager Planning.**
- 8. The colours of the proposed shed are to blend with those of the proposed dwelling or environment, to the satisfaction of the Manager Planning.**
- 9. The driveway and crossovers shall be designed and constructed in accordance with the Council's Cross Over Policy 9/005.**
- 10. All stormwater shall be retained on-site 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, health and engineering requirements.
2. In regard to condition 2 this is imposed as Council could not approve an outbuilding as a primary use. As the definition is not included within the Town Planning Scheme No. 5. as an independent/primary use. The most appropriate definition would be a "Warehouse" which is a use not permitted within a "Rural Residential Zone".

If you require further information please contact the Manager Planning Richard Bairstow on 9158 9342.

3. The applicant/owner is required to lodge an application for a Building Licence, under the provisions of the Building Regulations, and approval from the Town, before commencing any works whatsoever.
4. You are advised that drawings submitted for Building License are to be properly drawn and signed by a practising structural engineer.
5. The design levels of the proposed shed shall be submitted with the building license application, and shall be to the satisfaction of the Manager Planning.

In relation to condition 9 and 10, please contact the Manager Infrastructure Development – 9173 9350 for further details.

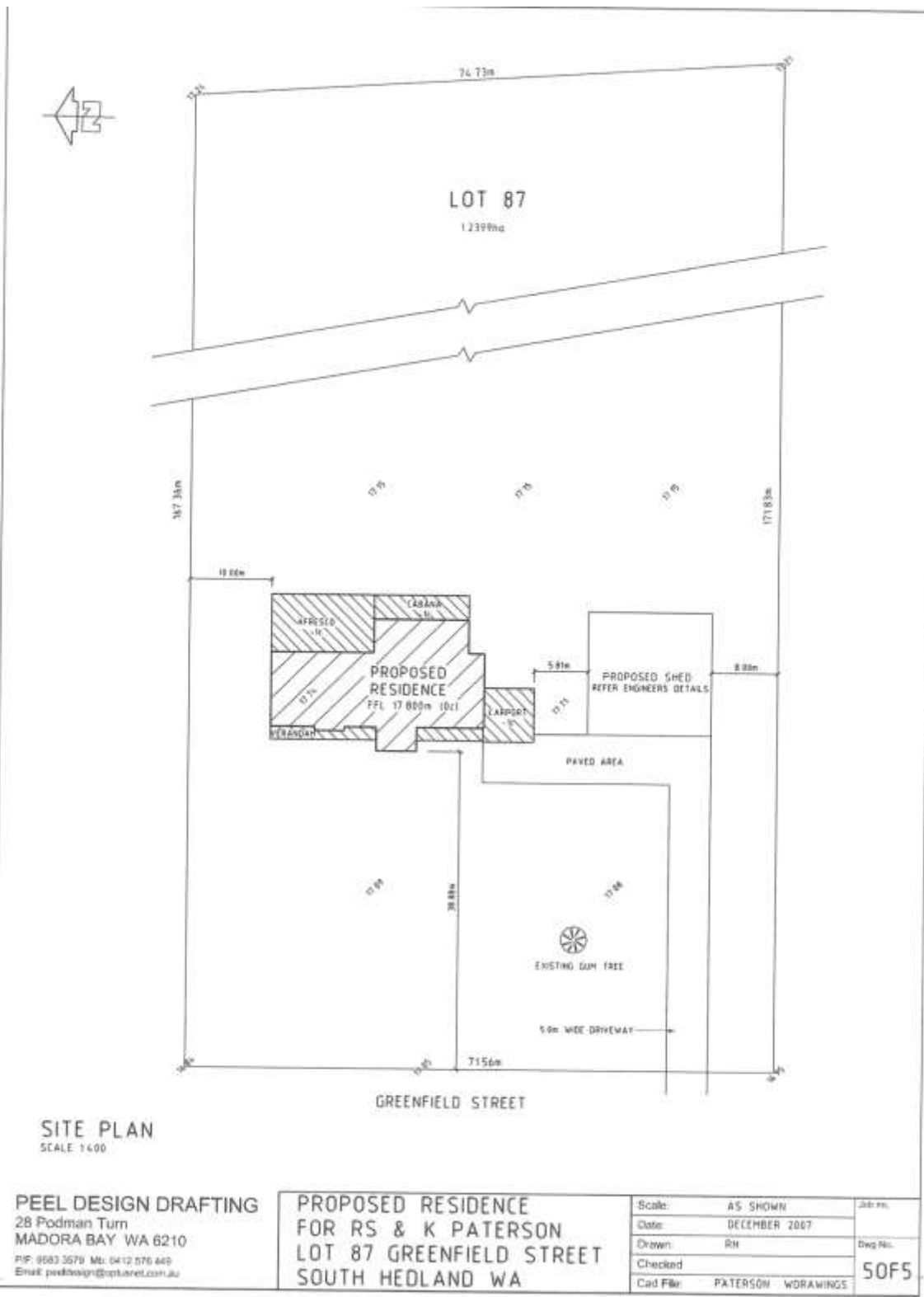
6. The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges, and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year cycle of flooding could affect any property below the ten (10) metre level AHD. 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.
7. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

CARRIED 7/0

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.2



ATTACHMENT 2 TO AGENDA ITEM 11.2.2.3

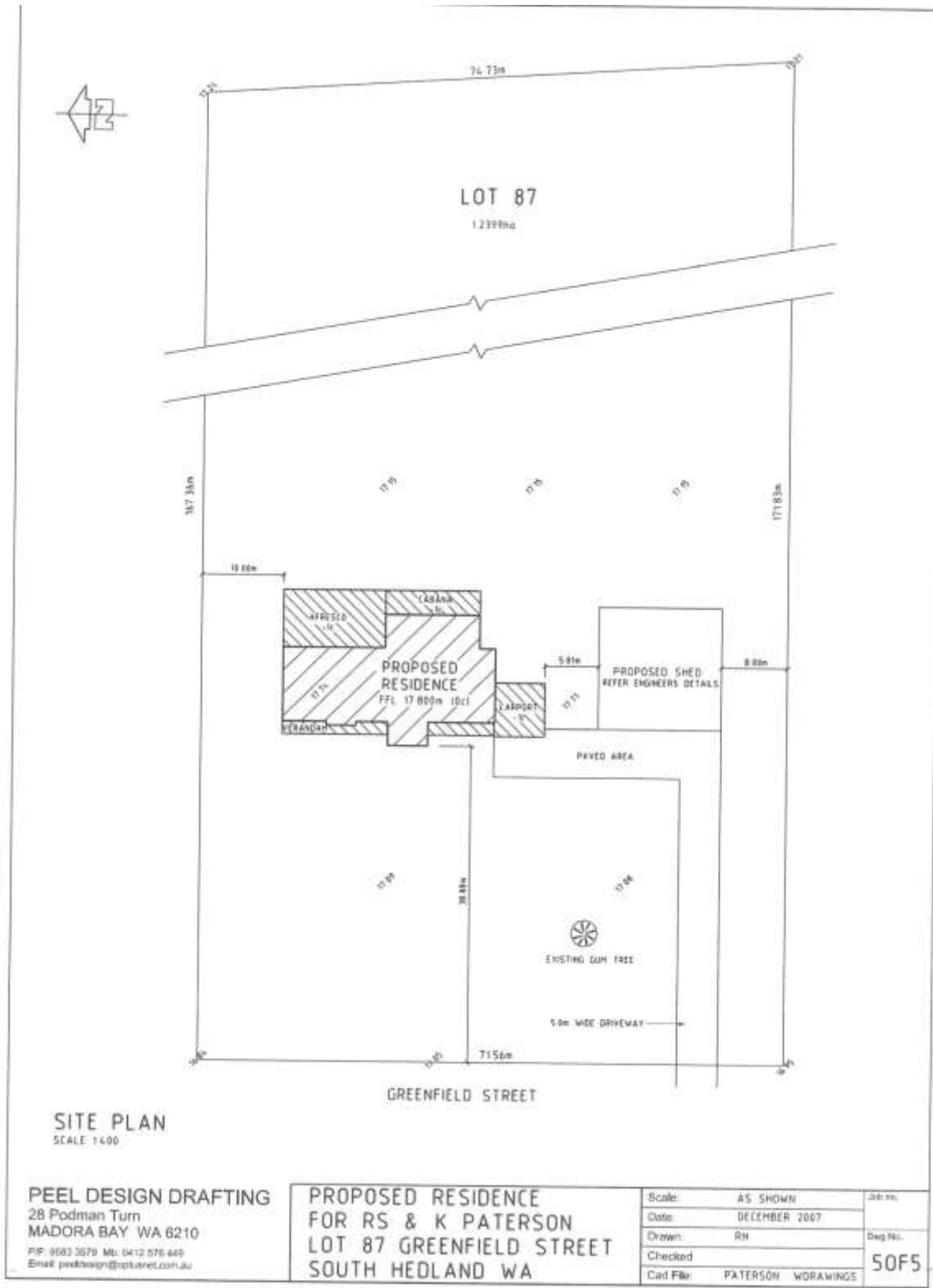


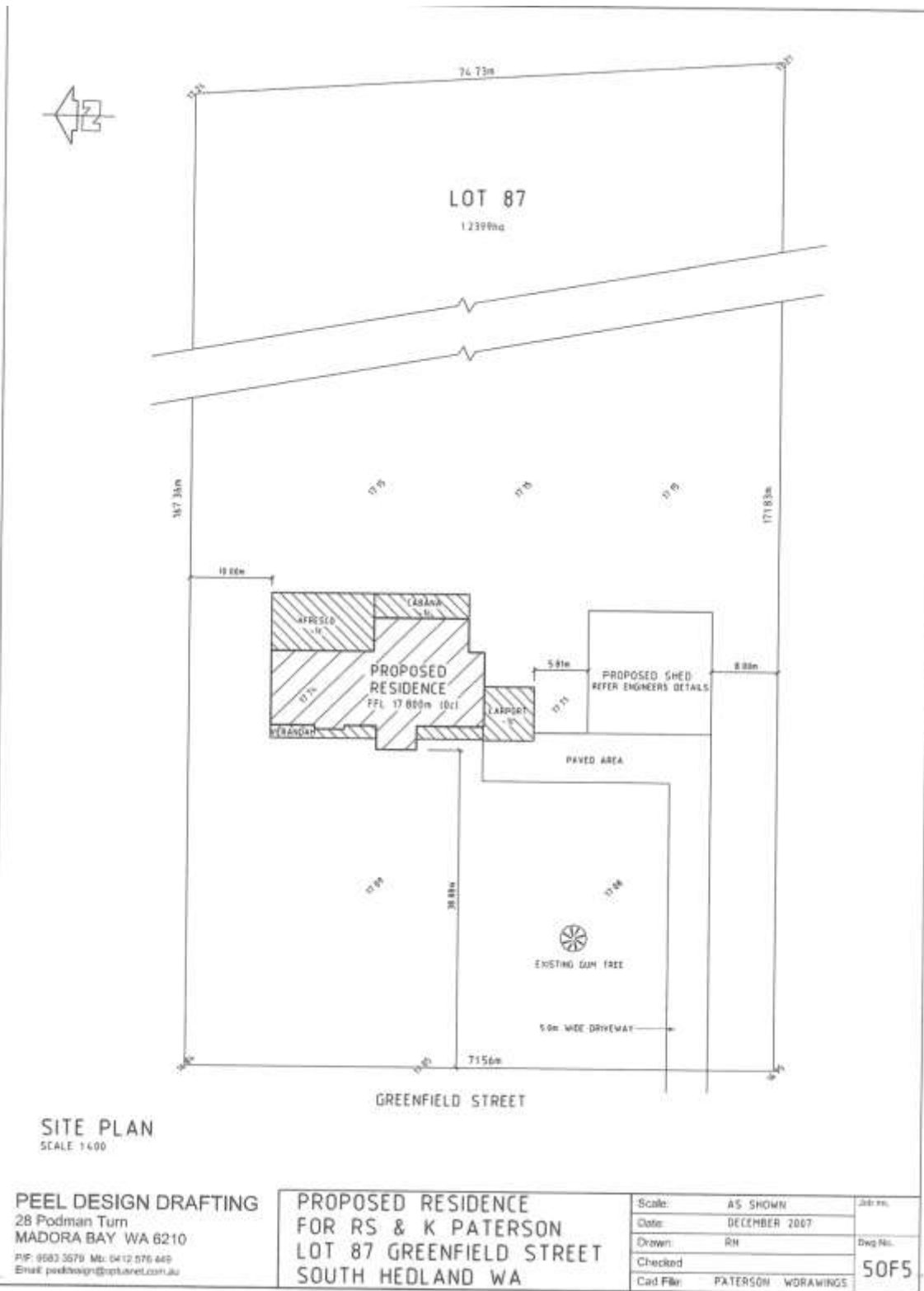
PEEL DESIGN DRAFTING
 28 Podman Turn
 MADORA BAY WA 6210
 P/F: 9583 3579 M: 0412 576 449
 Email: peel@peel.com.au

PROPOSED RESIDENCE
 FOR RS & K PATERSON
 LOT 87 GREENFIELD STREET
 SOUTH HEDLAND WA

Scale:	A5 SHOWN	Job No.	
Date:	DECEMBER 2007	Dwg No.	
Drawn:	RH		
Checked:			
Cad File:	PATERSON WDRAWING5		50F5

ATTACHMENT 3 TO AGENDA ITEM 11.2.2.3





**11.2.2.3 Proposed Single House Addition to Lot 86,
108 Greenfields Street, South Hedland Rural Estate
(File No:154473G)**

Officer Leonard Long
Planning Officer

Date of Report 5 November 2008

Disclosure of Interest by Officer Nil

Summary

Council has received the following application from the owners, Gregory Thorton Attwood and Feleena June Attwood of Lot 86, 108 Greenfields Street, South Hedland Rural Estate, seeking planning approval for the construction of a 15m x 7m x 3.6m (105m²) shed. (See Attachment 1 & 2).

In terms of the delegations as approved by the Council on 13 December 2006, the Director Regulatory and Community Services may not approve any sheds that exceed 100m² in extent.

Therefore, this application has been submitted to Council for consideration.

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 1.700ha. The surrounding properties fall within the same Rural Residential Zone.

The site is currently developed with a partially completed single house, which is to be demolished to make space for a new single house.

The Proposal

The proposed shed has an area of 105m² and a total wall height of 3.6m. The applicant has indicated that the shed will be used to store the following:-

- A vehicle with wheelchair accessibility;
- A horse float, and
- A boat.

Consultation

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

No advertising of the proposal was undertaken as the use is considered subservient and incidental to a single house.

Statutory Implications

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

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 \$117 was paid on lodgment and deposited into account 1006326 – Town Planning Fees.

Officer's Comment

As the proposed shed is in excess of 100m² the Port Hedland Town Planning Scheme, No. 5 considered the proposed shed to be an Industrial type building, which has to be determined as a separate use under Port Hedland Town Planning Scheme No. 5.

The shed that is being proposed measures 15m x 7m x 3.6m (105m²). In terms of the Residential Design Codes of Western Australia the size of an outbuilding (shed) is not to exceed 60m² or in excess of 2.4m in height.

The property on which the shed is proposed is zoned "*Rural Residential*". Given the zoning, lot size and location, the sheds size and height have both been assessed to be consistent with the planning objectives and intended uses within the particular zoning.

Furthermore, the applicant has demonstrated through this application that the proposed shed will only be used for domestic storage and/or activities and not be used for commercial or industrial purposes or human habitation.

As the proposed shed is regarded as a subservient and incidental use to a single house, a condition will be included in the recommendation providing a definite time frame of twelve (12) months for a single house to be constructed on the lot. Should a single house not be constructed on the lot the shed would be considered a use on its own. As previously mentioned, in terms the Port Hedland Town Planning Scheme, No 5 would regard the proposed shed to be an "industrial" type building, a type of building and use which will not be permitted under the current zoning of the lot.

Therefore, the construction of the shed is recommended subject to those conditions and footnotes as contained with the recommendation.

Attachments

Location Plan
Site Plan
Floor Plan

200809/118 Council Decision/Officer's Recommendation

Moved: Cr G J Daccache

Seconded: Cr K A Howlett

That on receipt and approval of a building licence application for a Single House, Council APPROVES the Planning Application for the construction of a Shed 15m x 7m x 3.6m, from Gregory Thorton Attwood and Feleena June Attwood of Lot 86, 108 Greenfields Street, South Hedland Rural Estate, subject to the following conditions:

- 1. This approval relates only to the proposed shed, as indicated on the approved plans. It does not relate to any other development on this lot.**
- 2. The Single House is to be completed within twelve (12) months of this approval or the outbuilding shall be removed and the area made good all at the owners expense and to the satisfaction of the Manager Planning.**
- 3. This approval to remain valid for a period of twelve (12) months.**
- 4. The shed shall only be used for domestic storage and/or activities and not be used for commercial or industrial purposes or human habitation.**
- 5. The driveway and crossover shall be designed and constructed in accordance with Council's Crossover Policy 9/005.**

6. All storm water shall be retained on-site to the specifications of the Engineering Department and to the satisfaction of the Manager Planning.

FOOTNOTE:

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, health and engineering requirements.
2. In regard to condition 2 this is imposed as Council could not approve an outbuilding as a primary use. As the definition is not included within the Town Planning Scheme No. 5. as an independent / primary use. The most appropriate definition would be a "Warehouse" which is a use not permitted within a "Rural Residential Zone".
3. The applicant/owner is required to lodge an application for a Building Licence under the provisions of the Building Regulations and approval from the Town before commencing any works whatsoever.
4. You are advised that drawings submitted for Building License are to be properly drawn and signed by a practising structural engineer.
5. The design levels of the proposed shed shall be submitted with the building license application, and shall be to the satisfaction of the Manager Planning.
6. In relation to Conditions 5 & 6, please contact the Manger Infrastructure and Development – 9173 9350 for further details.
7. 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.

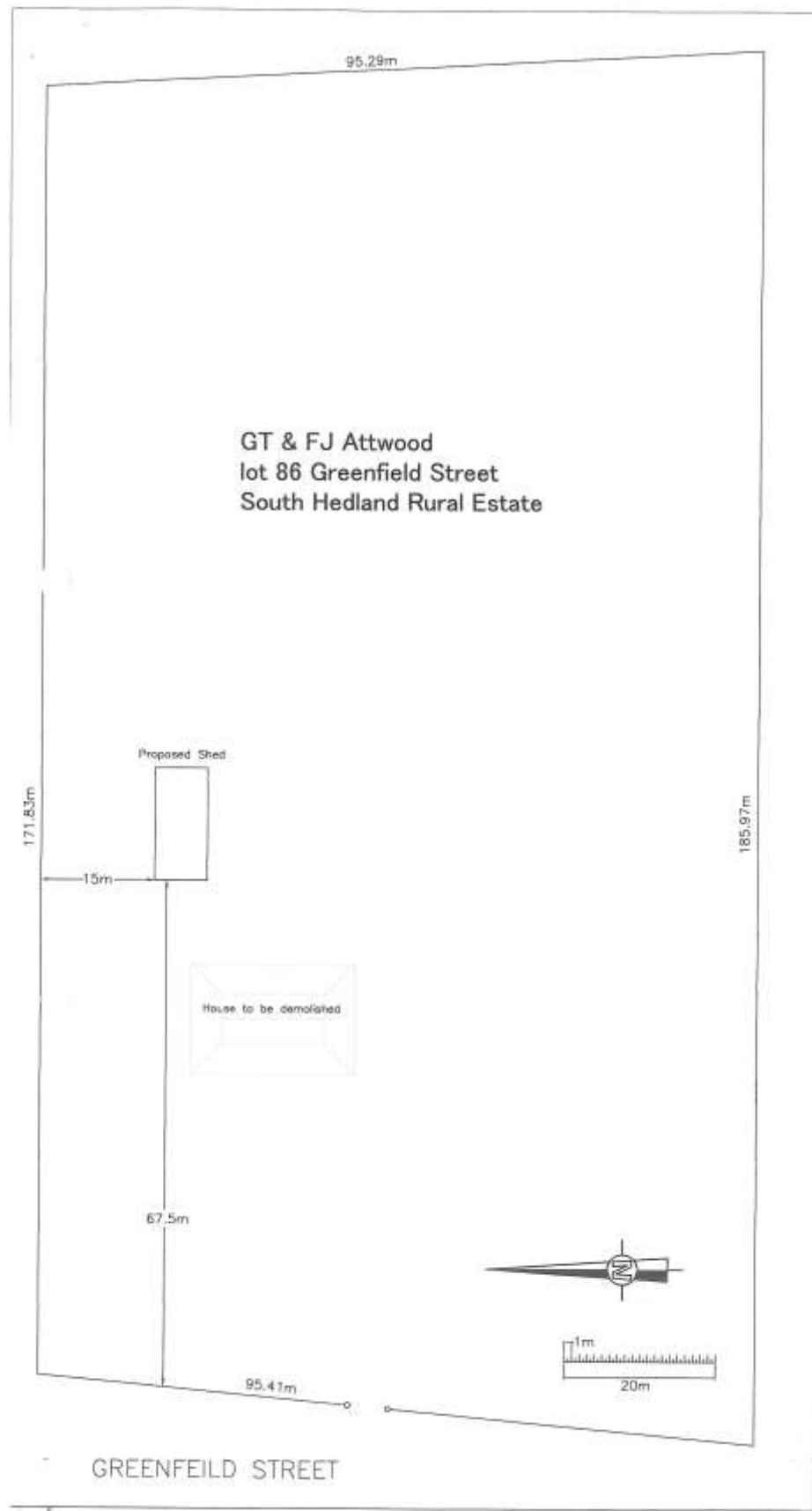
8. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

CARRIED 7/0

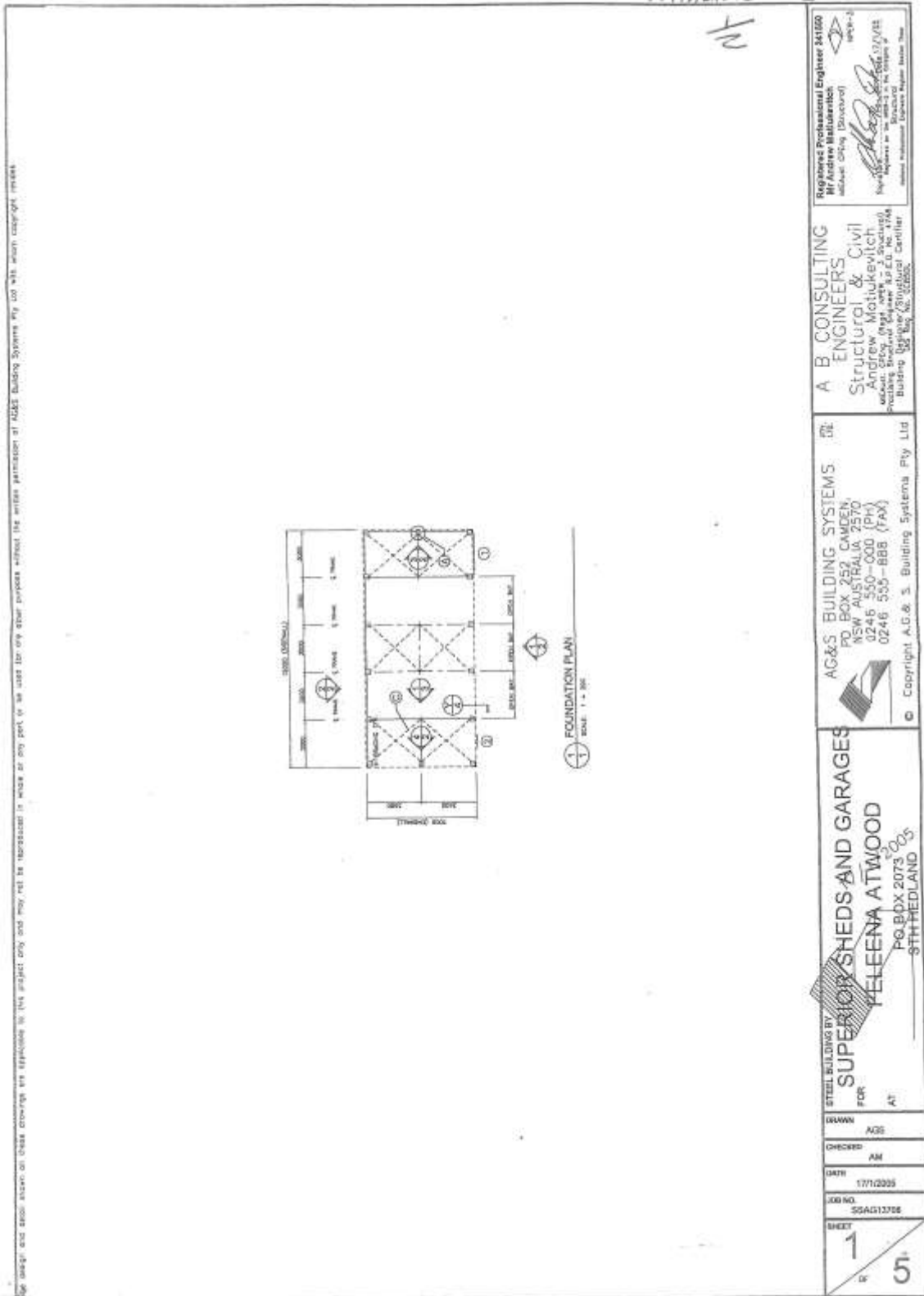
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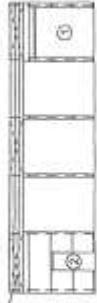
ATTACHMENT 2 TO AGENDA ITEM 11.2.2.3




ATTACHMENT 3 TO AGENDA ITEM 11.2.2.3



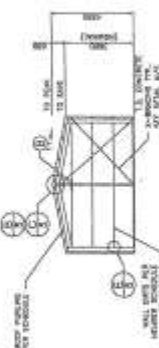
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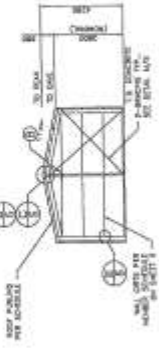
① SIDEWALL EXTERIOR ELEVATION
SCALE: 1 : 200



② SIDEWALL EXTERIOR ELEVATION
SCALE: 1 : 200



③ ENDWALL INTERIOR ELEVATION
SCALE: 1 : 200



④ ENDWALL INTERIOR ELEVATION
SCALE: 1 : 200

NOTE: CLIPPING SHOWN FOR CLARITY, SEE SHEET #8 FOR CLIPPING DETAILS

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 PO BOX 262 CAMDEN
 NSW AUSTRALIA 2570
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 0246 555 888 (FAX)

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STEEL BUILDING BY
SUPERIOR SHEDS AND GARAGES
 FOR
PELEENA ATWOOD
 PO BOX 2073
 STH HEDLAND

AG&S BUILDING SYSTEMS
 ENGINEERS
 Structural & Civil
 Andrew Moultrie
 Practising Structural Engineer A.P.E.P. No. 2196
 Building Design Centre
 Building Design Centre

A B CONSULTING
 Registered Professional Engineer 24488
 Mr Andrew Moultrie
 M&AUST CHNG (Structural)
 M&E-3
 Registered in the State of New South Wales
 Registered in the State of Victoria
 Registered Professional Engineer Number Three

SHEET
 2
 OF
 5

DRAWN: AGS
 CHECKED: AM
 DATE: 17/12/05
 JOB NO: 55AD13758

11.2.2.4 Proposed Subdivision – Creation of 19 Lots – Lot 500 Pinnacles Street, Wedgefield (File No.: ...)

Officer Leonard Long
Planning Officer

Date of Report 11 November 2008

Disclosure of Interest by Officer Nil

Summary

RPS Koltasz Smith, on behalf of their client Landcorp, has applied for the subdivision of Lot 500, Wedgefield to permit the lot to be subdivided into 19 individual lots. (see Attachment 1).

In terms of the delegations as approved by the Council on 13 December 2006, the Director Regulatory and Community Services may not determine a subdivision application for more than 10 lots.

Therefore, this application has been submitted to Council for consideration.

Background

Lot 500 is located on the western border of the existing Wedgefield light industrial area. The lot is bounded by Pinnacles Street to the north, Iron Ore Street to the east and Harwell Way to the south.

The site is generally flat, containing natural scrubland vegetation which is indigenous to the Pilbara area. A small channel is located along the southern boundary of Lot 500 which drains into the South Creek, to the west.

The property to the south is presently being used for the purpose of a power station. The lots to the north and east are all used for industrial purposes comprising of light industry many of which also have care takers dwellings constructed thereon.

Proposed Subdivision

The proposed subdivision comprises of 19 lots ranging from 2053m² to 7163m², which is consistent with the Port Hedland Town Planning Scheme No. 5 which requires industrial lots to be no smaller than 2000m².

The varying lot sizes will accommodate a variety of mixed light industrial uses, which will help to alleviate the current shortage in available industrial land in the Wedgefield area. The applicant has undertaken market research that indicates a desire for lots of this size.

Access to the majority of lots will be from an internal road which is to be constructed as part of the proposed subdivision. The road will link Harwell Way with Pinnacles Street, and will be constructed to carry heavy vehicles. The remaining lots will obtain access from the current road network in the area.

With regard to storm-water drainage the applicant intends to relocate the drain that runs along the northern boundary into Pinnacles Street road reserve. The storm-water runoff generated by the proposed subdivision would be conveyed via the roadside drain along the proposed internal road and be discharged into the road reserve drain in Pinnacles Street and ultimately into South Creek.

Consultation

No public consultation is required for the application in hand. The application has however been circulated to the Councils Engineering department, who have commented as follows:

- Civil engineering plans required for approval prior to proceeding with the development;
- Civil design to address traffic control at Harwell / new road intersection to clearly define which road has right of way;
- Storm water drainage designs, including details of southern drainage reserve and relocated drainage on pinnacles Street, to be provided to Council for approval as part of the civil documentation.
- The developer is to be advised that there is currently a piped storm water drain along Pinnacles which will require removal to accommodate the proposed relocation of the existing open drainage channel. The piped drainage is insufficient to cater for this development.

Statutory Implications

The Western Australian Planning Commission (WAPC) is required under Part 10 – Subdivision and Development Control, Clause 142 – Objections and recommendations of the Planning Development Act 2005 (P&D2005), to refer for comment any applications for subdivision.

Policy Implications

9/007 Roadside, verge and reserve parking policy.
9/008 Verge treatment policy

Strategic Planning Implications

Nil.

Budget Implications

The application is only referred to the Town for a recommendation and therefore no fees are payable.

Officer's Comment

The proposed subdivision would assist in alleviating the current shortage in the availability of industrial land, within the Wedgefield area.

The proposed subdivision also lends itself to many alternatives, where smaller lots can be amalgamated with ease should larger land holdings be required.

The applicant must be requested to provide statutory documents pertaining to points listed below, as indicated in Clause 5.2.6 (Appendix 6) of the Town Planning Scheme No. 5, which permits such matters to be addressed as part of the development plan. [Numbering as per Clause 5.2.6 (Appendix 6)]

- “(ii) Location, existing roads, land uses and surrounding land uses and features;*
- (iii) Legal considerations, ownership, title description, area and encumbrances;*
- (iv) Existing and proposed services and infrastructure including reticulated or other potable water supply, sewerage, energy, communications, drainage and catchment considerations;*
- (v) Existing places and features of Aboriginal and non-Aboriginal heritage and / or cultural significance, including natural landscapes, flora and fauna in addition to built structures and other modified environments;*
- (viii) Assessment of the impact of the proposal on the natural environment, including management of potential effluent, emissions and other forms of pollution; and*
- (ix) Comprehensive drainage systems for storm-water runoff and natural drainage lines.”*

The application has been assessed and addresses all town planning aspects satisfactorily.

It is recommended that the application be supported.

Attachments

Location Plan

200809/119 Council Decision/Officer's Recommendation

Moved: Cr J E Ford

Seconded: Cr J M Gillingham

That Council:

1. **SUPPORTS** the subdivision application for the creation of 19 lots on Lot 500 Pinnacles Street, Wedgefield.
2. **Under Clause 5.2.1 of the Town Planning Scheme No. 5, resolves not to require the preparation of a Development Plan but it is requested that the applicant address the following:**
 - a) **Legal considerations, ownership, title description, area and encumbrances;**
 - b) **Existing and proposed services and infrastructure including reticulated or other potable water supply, sewerage, energy, communications, drainage and catchment considerations;**
 - c) **Existing places and features of Aboriginal and non-Aboriginal heritage and / or cultural significance, including natural landscapes, flora and fauna in addition to built structures and other modified environments;**
 - d) **Assessment of the impact of the proposal on the natural environment, including management of potential effluent, emissions and other forms of pollution; and**
 - e) **Comprehensive drainage systems for storm-water runoff and natural drainage lines.**

In regard to condition 2(b) the applicant is advised that the Town's Engineering Department has requested that the following be provided to Council for approval:

- a) **Civil engineering plans required for approval prior to proceeding with the development;**
- b) **Civil design to address traffic control at Harwell/ new road intersection to clearly define which road has right of way;**

- c) Storm water drainage designs, including details of southern drainage reserve and relocated drainage on pinnacles Street, to be provided to Council for approval as part of the civil documentation. The developer is to be advised that there is currently a piped storm water drain along Pinnacles which will require removal to accommodate the proposed relocation of the existing open drainage channel. The piped drainage is insufficient to cater for this development.
3. Advises the Western Australian Planning Committee of Council's decision.

CARRIED 7/0

ATTACHMENT TO AGENDA ITEM 11.2.2.4



11.2.2.5 Proposed Street Names for Pretty Pool Subdivision, Port Hedland (File No.: 18/14/0001)

Officer Leonard Long
Planning Officer

Date of Report 18 November 2008

Disclosure of Interest by Officer Nil

Summary

Council received a request from LandCorp in April 2007 to consider proposed street names which included reserve street names for future subdivision applications in Pretty Pool. In adopting the proposed street names a number of "reserve" street names were not adopted.

Council endorsement of those names is sought.

Background

Council at its Ordinary Meeting held on 24th April 2007 (Attachment 2) resolved the following:

"Council accepts a mixture of street names proposed by LandCorp for new residential development in Pretty Pool, which includes names based on residents identified for their contribution to the development of the Port Hedland area, and names based on the traditional names for coastal features in this area, approved by the Karriyarra People as follows:

Based on residents identified for their contribution to the development of the Port Hedland area.

*Cooper - after Vincent Cooper [living]
Dowding - after Peter Dowding [living]
Rogers - after Lance Rogers
Madigan - after Albert (Bert) Madigan*

Based on traditional owners names for coastal features in the area.

*Yikara - meaning mangrove
Yurutu - meaning anadera
Panjya - meaning sand hills
Kuyuru Karri - meaning mud flats"*

Notwithstanding the above an attachment from LandCorp to the report submitted to Council at its Ordinary Meeting held on 28 March 2007, indicated a list of reserve street names that could be used in any future subdivisions within the Pretty Pool area. (Attachment 1)

Unfortunately, the reserve names were never carried over into the report submitted to Council at its Ordinary Meeting held on 24th April 2007, and thus not officially approved by Council.

Consultation

LandCorp have advised that the list of traditional names have been prepared in consultation with the Karriyarra people, and Arnold Carter provided the possible list of residents' names on behalf of the Port Hedland Historical Society.

Statutory Implications

The responsibility for approving street names lies with the Geographic Names Committee. The Geographic Names, supported by the State Governments Department of Land Information, administers the naming of towns, suburbs and roads, plus geographical features such as hills, rivers and lakes.

The survey documents for the Pretty Pool subdivision requires approved road names to Landgate for approval. While the selection of names is at local government discretion, the Committee's guidelines for using the names of Living Persons is as follows:

"The names of living persons are not normally suitable for road names, and if proposed will be subject to a more rigorous selection process. The proposal must be accompanied by comprehensive biographical details including details of community involvement, and also an indication of strong community support to the proposed name."

Place name information is held within the GEONAMA data set, which is updated on a daily basis. Covering the entire state, the data set includes information on the position, origin, meaning and classification of a name.

Policy Implications

Nil.

Strategic Planning Implications

KRA 4 - Economic Development
Goal 4 - Land Development Projects

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

Budget Implications

Nil.

Officer's Comment

Unfortunately, in the recommendation that was put forward to Council at its Ordinary Meeting on 24 April 2007, the requested reserve street names were not, and therefore not approved by Council.

As can be seen from "Attachment 1" the following names were proposed to be reserved street names, for use in further subdivisions in Pretty Pool.

Jarkarli - meaning Baler Shell
Panany - meaning Reef
Jipurr - meaning Oyster
Jarpull - meaning Mudcrab
Nyangku - meaning Conch

It is believed to be consistent with Council's original intent to accept the above proposed street names, to be reserved street names for further subdivisions in the Pretty Pool area.

Attachments

Attachment to Council report dated 28 March 2007 from LandCorp;
Council resolution dated 24 April 2007.

200809/120 Council Decision/Officer's Recommendation

Moved: Cr J E Ford

Seconded: Cr J M Gillingham

That Council:

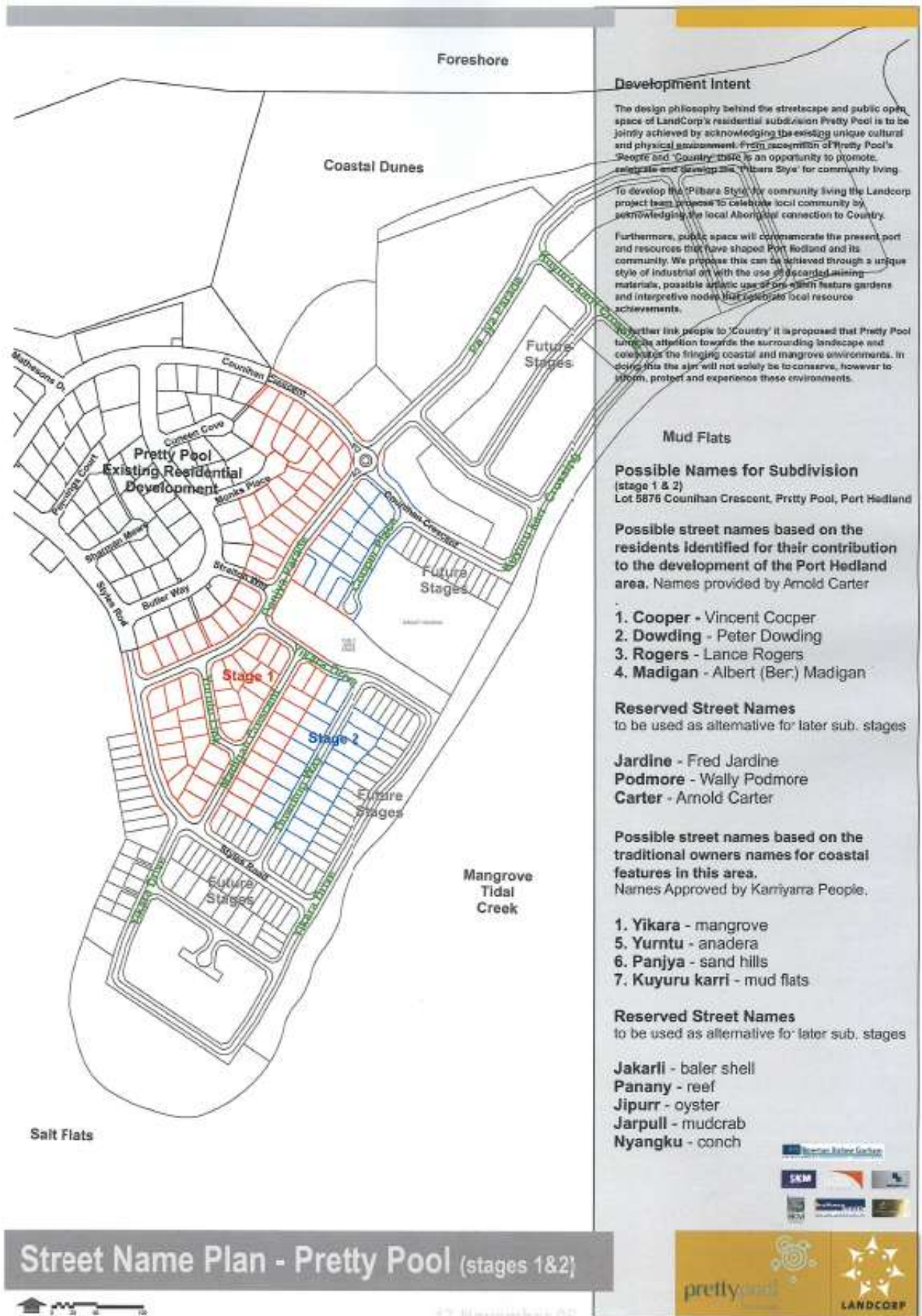
- i) **accepts the street names based on traditional names for coastal features in the area:**

**Jarkarli - meaning Baler Shell
Panany - meaning Reef
Jipurr - meaning Oyster
Jarpull - meaning Mudcrab
Nyangku - meaning Conch; and**

- ii) **advises LandCorp and the Geographic Names Committee accordingly.**

CARRIED 7/0

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.5



*ATTACHMENT 2 TO AGENDA ITEM 11.2.2.5***200607/275 Council Decision****Moved:** Cr A A Carter**Seconded:** Cr D R Pike

That Council accepts a mixture of street names proposed by LandCorp for the new residential development in Pretty Pool, which includes names based on residents identified for their contribution to the development of the Port Hedland area, and names based on the traditional owners names for coast features in this area, approved by the Karriyarra People as follows:

- 1. Based on residents identified for their contribution to the development of the Port Hedland area:**

**Cooper – after Vincent Cooper (living)
Dowding – after Peter Dowding (living)
Rogers – after Lance Rogers
Madigan – after Albert (Bert) Madigan**

- 2. Based on traditional owners names for coastal features in the area:**

**Yikara – meaning mangrove
Yurntu – meaning anadera
Panjya – meaning sand hills
Kuyuru karri – mud flats**

and advises LandCorp and the Geographic Names Committee accordingly.

CARRIED 6/0

REASON: Council preferred to accept a mixture of street names proposed by LandCorp for the new residential development in Pretty Pool, which includes names based on residents identified for their contribution to the development of the Port Hedland area, and names based on the traditional owners names for coast features in this area.

6:08 pm Councillor G J Daccache declared a financial interest in Agenda Item 11.2.2.6 'Proposed 'Child Care Service' Centre (120 Children and 23 Staff) on Lot 11 (37) Keesing Street, Port Hedland', as he owns over \$10,000 of BHP Billiton shares and is an employee of the company.

Councillor Daccache left the room.

6:08 pm Councillor S J Coates declared a financial interest in Agenda Item 11.2.2.6 'Proposed 'Child Care Service' Centre (120 Children and 23 Staff) on Lot 11 (37) Keesing Street, Port Hedland', as he owns over \$10,000 of BHP Billiton shares and is an employee of the company.

Councillor S J Coates left the room.

200809/121 Council Decision

Moved: Cr K A Howlett

Seconded: Cr J M Gillingham

That the meeting be adjourned for a period of five (5) minutes.

CARRIED 5/0

6:10 pm Cr A A Gear (Chairman) advised that the meeting be adjourned.

200809/122 Council Decision

Moved: Cr K A Howlett

Seconded: Cr J M Gillingham

That the meeting be resumed.

CARRIED 5/0

6:15 pm Cr A A Gear (Chairman) advised that the meeting be resumed.

NOTE: The following elected members were present at the resumption of the meeting:

Councillor A A Gear
Councillor G D Bussell
Councillor J E Ford
Councillor K A Howlett
Councillor J M Gillingham

11.2.2.6 Proposed 'Child Care Service' Centre (120 Children and 23 Staff) on Lot 11 (37) Keesing Street, Port Hedland (File No.: 124220G)

Officer	Richard Bairstow Manager Planning
Date of Report	17 November 2008
Application Number	2008/371
Disclosure of Interest by Officer	Nil

Summary

An application has been lodged by Adcroft Architects on behalf of their clients, the YMCA and BHP Billiton for a Child Care Centre for 120 Children and 23 Staff ON Lot 11 (37) Keesing Street, Port Hedland (See Attachment No. 1).

The application has been advertised to nearby land owners within 50m of the development. Advertising closes on the 24th November, however, as at the 17th November, no submissions had been received.

The application has been referred to Council for determination as it is considered to be of Council interest.

Background

The application is the result of over 12 months of discussions between BHPB and various organisations including Council. The proposal will be a BHPB funded, YMCA run child care centre.

The Site

The site (locally referred to as the "Keesing Street Shops") is included in the "Commercial" zone under the Town of Port Hedland Planning Scheme No. 5 (TPS5), and has an area of 3557m². The proposed use of a Child Care Service is an "AA" within a Commercial zone. The site is directly abutted by two residential lots and residential and private club sites on the land over the street. The site is currently vacant.

The Proposal

The proposal is for a child care centre and the key points of the development have been summarized into the following dot points:

- 120 Children
- 23 Staff

- 40 Carparking bays (19 on-site & 21 in road reserve) – The location and design of the car park has been developed to reflect other previously approved by the Town for the Keesing Street flats and to allow reciprocal use by adjoining sites (e.g. Rec. Club)
- 1 Bus bay
- Off-site staff accommodation provided (4 x 2 bedroom units), proposed to be developed in MacKay Street, Port Hedland

Initially the applicant was requested to include a commercial component to the development; however the applicant advises that such a proposal would not work within the BHPB/YMCA preferred model.

The Applicant's Submission

The applicant submitted information in support of the development. The submission included a noise impact assessment (addressing the potential noise impact issues) and a Development Application Report. The Development Application Report has been summarized into the following dot points, table and explanations:

- The Centre has been developed in accordance with the principles of “Regio Emilio”, with the building developed on a central enclosed “Piazza” which provides individual/childcare spaces
- Centre will operate between 6.30am and 6.30pm
- An acoustic report has been submitted for the development
- 3 access points will be provided, 1 to Dempster Street and 2 to Keesing Street
- Retaining walls will be limited to 500mm
- Existing open drainage will be replaced by piped infrastructure
- The site will contain significant areas of landscaped open space

Children/Staff will be accommodated in the following pattern:

Area No.	Age Group	Staff Ratio	Max. Staff	Max. Children
1 - Nursery	0-12mths	1:4	5	20
2	1-2	1:4	5	20
3	2-3	1:10	3	30
4	2-3	1:10	3	30
5 - Studio	3-5	1:10	2	20
6 - SGroup	2-5	1:10	1	10
7 - Piazza	2-5	1:10	1	10
			+ Cook	
			+ Co-ord.	
			+ Assist	
Total			23	120

An important part of the Centre's operation will be its Operational Policy which states:

"BHP Billiton Iron Ore's Priority Access Policy and access for community members is as follows:-

The new childcare centre will be available for both BHP Billiton Iron Ore employees and community members to access. As a company is funding the construction of the centre, BHP Billiton Iron ore will have a 'priority access' arrangement.

It is important to note that once a child (regardless of whether their parent is an employee or not) is enrolled in the centre their place at the centre is secure.

As the centre will be registered for Childcare Benefit, the Commonwealth's Guidelines for 'Priority Access' will take priority over BHP Billiton Iron Ore employees. These guidelines set out three levels of priority that childcare services must follow when filling vacant places that are as follows:-

*Priority 1 – a childcare at risk of serious abuse or neglect'
Priority 2 – a child of a single parent whom satisfies, or of both parents who both satisfy the work, training, study test.
Priority 3 – any other child.*

In addition to this it is anticipated that through the provision of an additional 120 childcare places a number of places will be freed up at the existing centres for members of the community."

Consultation

The application was advertised in accordance with the requirements of Town Planning Scheme No. 5 (TPS5), with letters to landowners within 50m of the lot. Advertising was for a 21 day period with a closing date of the 24 November.

At the time of the writing of this report, no submission had been received. If submission(s) are received, these will be summarized and added as a supplement to the report.

Statutory Implications

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

Policy Implications

Nil

Strategic Planning Implications

Key Result Area 3 – Community Development

Goal 1 – Youth & Children

Strategy 1 – Work with stakeholders to develop a consolidated plan to improve the availability of Child Care (both centre based and Family Day Care) places available within the Town. Implement key initiatives in a timely manner.

Key Result Area 4 – Economic Development

Goal 3 – Business Development

Strategy 3 – Develop Council policies and/or incentives that assist in attracting and retaining businesses within the Town of Port Hedland.

Budget Implications

An application fee of \$6,328 was paid on lodgment and deposited into account 1006326 – Town Planning Fees.

Officer's Comment

The child care centre has been assessed both from a strategic and statutory planning perspective.

From a strategic perspective the centre may have been better located nearer the Boulevard Shopping Centre and/or as part of the centre. However, attempts by the applicant to locate in this general area were frustrated by land tenure, zoning/vesting issues and potential implications associated with the dust. In all, the applicant considered at least 6 other sites before selecting the current site for the application.

The application has been assessed against the requirements of the TPS5 and the Western Australian Planning Commission's Child Care Centres – Planning Bulletin. It is worth noting that the current design is the result of many months of negotiation, including three (3) redesigns and numerous meetings.

Separately, Council and the Administration have previously worked to maintain a commercial element to this site. As highlighted in the background planning made several attempts to negotiate a mixed use development, but these attempts were unsuccessful. Should Council wish to maintain a commercial component to the development, it would require a significant shift in position from the applicant. The current "Regio Emilio" provided little opportunity not to facilitate a mixed use development. If Council were to pursue a change to the design, or a refusal of the application on the basis of the need to include a commercial component, it is unlikely that Council would be successful in an appeal situation against either scenario.

Further it would result in additional delays in the provision of much needed child care facilities. From a development compliance perspective this is considered an excellent outcome, and suitable conditions and footnotes have been recommended to ensure that, where possible, the proposal will remain and operate as a community asset.

The application is recommended subject to those conditions and footnotes detailed with the recommendation.

Attachments

Attachment No. 1 – Location Plan

Attachment No. 2 – Site Plan

Attachment No. 2 – Elevations

Officer's Recommendation

That Council APPROVES the application submitted by Adcroft Architects on behalf of BHP Billiton and the YMCA for the proposed CHILD CARE SERVICE Centre (120 Children and 23 Staff) on Lot 11 (29-37) Keesing Street, Port Hedland, in accordance with the approved plans, and subject to the following conditions:

1. A sign, in accordance with the attached specification, being placed on site within fourteen days of the date of this approval, stating that approval has been granted; such sign to remain until the development is completed.
2. The development must only be used for purposes which are related to the operation of a "*Child Care Service*" business. Under the Town of Port Hedland's Town Planning Scheme No. 5 a "*Child Care Service*" is defined as:
"land or buildings used for the daily or occasional care of five or more unrelated children in either a centre or a private dwelling."
3. 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.
4. The implementation of the recommendations and/or any comments from the Town of Port Hedland associated with the acoustic consultant's report, to the satisfaction of the Manager Planning.
5. A maximum of 120 children and 23 staff are permitted within the premises at any one time.

6. A minimum of 35 car parking spaces are to be provided in accordance with Appendix 7, of Council's Town Planning Scheme No.5 and to the satisfaction of the Council's Manager Planning.
7. One (1) disabled car parking bays are to be provided on the site, with a minimum width of 3.8 metres, to the satisfaction Manager Planning.
8. Suitable traffic control devices, sufficient to stop vehicles interfering with pedestrian movements along the pedestrian path shall be installed to all car parking bays adjoining the path way along Keesing Street to the specifications of the Manager Technical Services and all to the satisfaction of the Manager Planning.
9. 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.
10. Installation of lighting in carparking areas and pedestrian accessways to deter theft and anti social behaviour, to the satisfaction of Manager Planning.
11. The construction and maintenance of the carparking and landscaping areas within the road reserve are the responsibility of the landowner and operator and shall be undertake in accordance with the directions of the Town and all to the satisfaction of the Manager Planning.
12. The crossovers to be designed in accordance with the Town of Port Hedland's Standard Specification for the Construction of Vehicle Crossovers unless otherwise specified by this approval.
13. The proposed traffic control measure shall only be installed and operated with the agreement of the Town.
14. A detailed landscaping and reticulation 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.
15. 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.

16. A suitably screened bulk bin area is to be provided prior to the development first being occupied, to the specifications of the Manager Environmental Health, and in the location acceptable to, and to the satisfaction of the Manager Planning.
17. Any roof mounted or freestanding plant or equipment, such as air conditioning units, to be located and/or screened so as not to be visible from beyond the boundaries of the development site.
18. 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.
19. An overall signage strategy for the shopping centre shall be submitted for approval to the satisfaction Manager Planning.
20. Signs must be approved and licensed by the Town prior to being erected (enclosed are copies of an 'Application for Planning Consent' and 'Application for a Building Licence').
21. 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;
 - f. Other matters likely to impact on the surrounding residents; andto the satisfaction 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, health, and engineering requirements.
2. On completion of the installation of any Mechanical Services, the applicant /builder shall provide a Mechanical Services Plan signed by a suitably qualified Mechanical Services Engineering or Air Conditioning Contractor. It shall certify that the mechanical ventilation of the development complies with, and is installed in accordance with, Australian Standard 1668.2, AS 3666 and the Health (Air Handling and Water Systems) Regulations 1994.

3. Applicant/Owner is advised that there is an obligation to design and construct the premises in compliance with the requirements of the Environmental Protection Act 1986.
4. Applicant/Owner shall submit plans and specifications to the Water Corporation of Western Australia for approval.
5. Development shall comply with the Sewerage (Lighting, Ventilation and Construction) Regulations 1971.
6. Applicant shall comply with all requirements of the Health (Food Hygiene) Regulations 1993.
7. Applicant/Owner shall submit plans and specifications to the Department of Environmental Protection for comment.
8. Applicant/Owner shall submit plans and specifications to Family and Children's Services for approval.
9. 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.
10. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

200809/... Council Decision**Moved:** Cr G D Bussell**Seconded:**

That Council:

- i) REJECTS the application submitted by Adcroft Architects on behalf of BHP Billiton and the YMCA for the proposed CHILD CARE SERVICE Centre (120 Children and 23 Staff) on Lot 11 (29-37) Keesing Street, Port Hedland;
- ii) requests the Applicant to consider pre and post child care in the proposed facility;
- iii) lobby the State and Federal Governments for capacity child care facilities along with funding; and

- iv) investigate wage disparity and housing provisions between private and community child care facilities.

MOTION LAPSED FOR WANT OF SECONDER

200809/123 Council Decision**Moved:** Cr K A Howlett**Seconded:** Cr A A Gear**That Council:**

- i) **APPROVES** the application submitted by Adcroft Architects on behalf of BHP Billiton and the YMCA for the proposed **CHILD CARE SERVICE** Centre (120 Children and 23 Staff) on Lot 11 (29-37) Keesing Street, Port Hedland, in accordance with the approved plans, and subject to the following conditions:
1. A sign, in accordance with the attached specification, being placed on site within fourteen days of the date of this approval, stating that approval has been granted; such sign to remain until the development is completed.
 2. The development must only be used for purposes which are related to the operation of a “*Child Care Service*” business. Under the Town of Port Hedland’s Town Planning Scheme No. 5 a “*Child Care Service*” is defined as:
“land or buildings used for the daily or occasional care of five or more unrelated children in either a centre or a private dwelling.”
 3. 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.
 4. The implementation of the recommendations and/or any comments from the Town of Port Hedland associated with the acoustic consultant's report, to the satisfaction of the Manager Planning.
 5. A maximum of 120 children and 23 staff are permitted within the premises at any one time.
 6. A minimum of 35 car parking spaces are to be provided in accordance with Appendix 7, of Council's Town Planning Scheme No.5 and to the satisfaction of the Council's Manager Planning.

- 7. One (1) disabled car parking bays are to be provided on the site, with a minimum width of 3.8 metres, to the satisfaction Manager Planning.**
- 8. Suitable traffic control devices, sufficient to stop vehicles interfering with pedestrian movements along the pedestrian path shall be installed to all car parking bays adjoining the path way along Keesing Street to the specifications of the Manager Technical Services and all to the satisfaction of the Manager Planning.**
- 9. 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.**
- 10. Installation of lighting in carparking areas and pedestrian accessways to deter theft and anti social behaviour, to the satisfaction of Manager Planning.**
- 11. The construction and maintenance of the carparking and landscaping areas within the road reserve are the responsibility of the landowner and operator and shall be undertake in accordance with the directions of the Town and all to the satisfaction of the Manager Planning.**
- 12. The crossovers to be designed in accordance with the Town of Port Hedland's Standard Specification for the Construction of Vehicle Crossovers unless otherwise specified by this approval.**
- 13. The proposed traffic control measure shall only be installed and operated with the agreement of the Town.**
- 14. A detailed landscaping and reticulation 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.**
- 15. 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.**

16. A suitably screened bulk bin area is to be provided prior to the development first being occupied, to the specifications of the Manager Environmental Health, and in the location acceptable to, and to the satisfaction of the Manager Planning.
17. Any roof mounted or freestanding plant or equipment, such as air conditioning units, to be located and/or screened so as not to be visible from beyond the boundaries of the development site.
18. 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.
19. An overall signage strategy for the shopping centre shall be submitted for approval to the satisfaction Manager Planning.
20. Signs must be approved and licensed by the Town prior to being erected (enclosed are copies of an 'Application for Planning Consent' and 'Application for a Building Licence').
21. 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;
 - f. Other matters likely to impact on the surrounding residents; and

to the satisfaction 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, health, and engineering requirements.

- 2. On completion of the installation of any Mechanical Services, the applicant /builder shall provide a Mechanical Services Plan signed by a suitably qualified Mechanical Services Engineering or Air Conditioning Contractor. It shall certify that the mechanical ventilation of the development complies with, and is installed in accordance with, Australian Standard 1668.2, AS 3666 and the Health (Air Handling and Water Systems) Regulations 1994.**
- 3. Applicant/Owner is advised that there is an obligation to design and construct the premises in compliance with the requirements of the Environmental Protection Act 1986.**
- 4. Applicant/Owner shall submit plans and specifications to the Water Corporation of Western Australia for approval.**
- 5. Development shall comply with the Sewerage (Lighting, Ventilation and Construction) Regulations 1971.**
- 6. Applicant shall comply with all requirements of the Health (Food Hygiene) Regulations 1993.**
- 7. Applicant/Owner shall submit plans and specifications to the Department of Environmental Protection for comment.**
- 8. Applicant/Owner shall submit plans and specifications to Family and Children's Services for approval.**
- 9. 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.**
- 10. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.**

- ii) requests the Applicant to consider pre and post child care in the proposed facility;
- iii) lobby State and Federal Governments for capacity child care facilities along with funding;
- iv) investigate wage disparity and housing provisions between private and community child care facilities; and
- v) pursues the provision of commercial retail space in Cooke Point.

CARRIED 4/1

NOTE : Cr K A Howlett requested the votes be recorded.

Record of Vote:

FOR	AGAINST
Cr A A Gear	Cr G D Bussell
Cr J E Ford	
Cr J M Gillingham	
Cr K A Howlett	

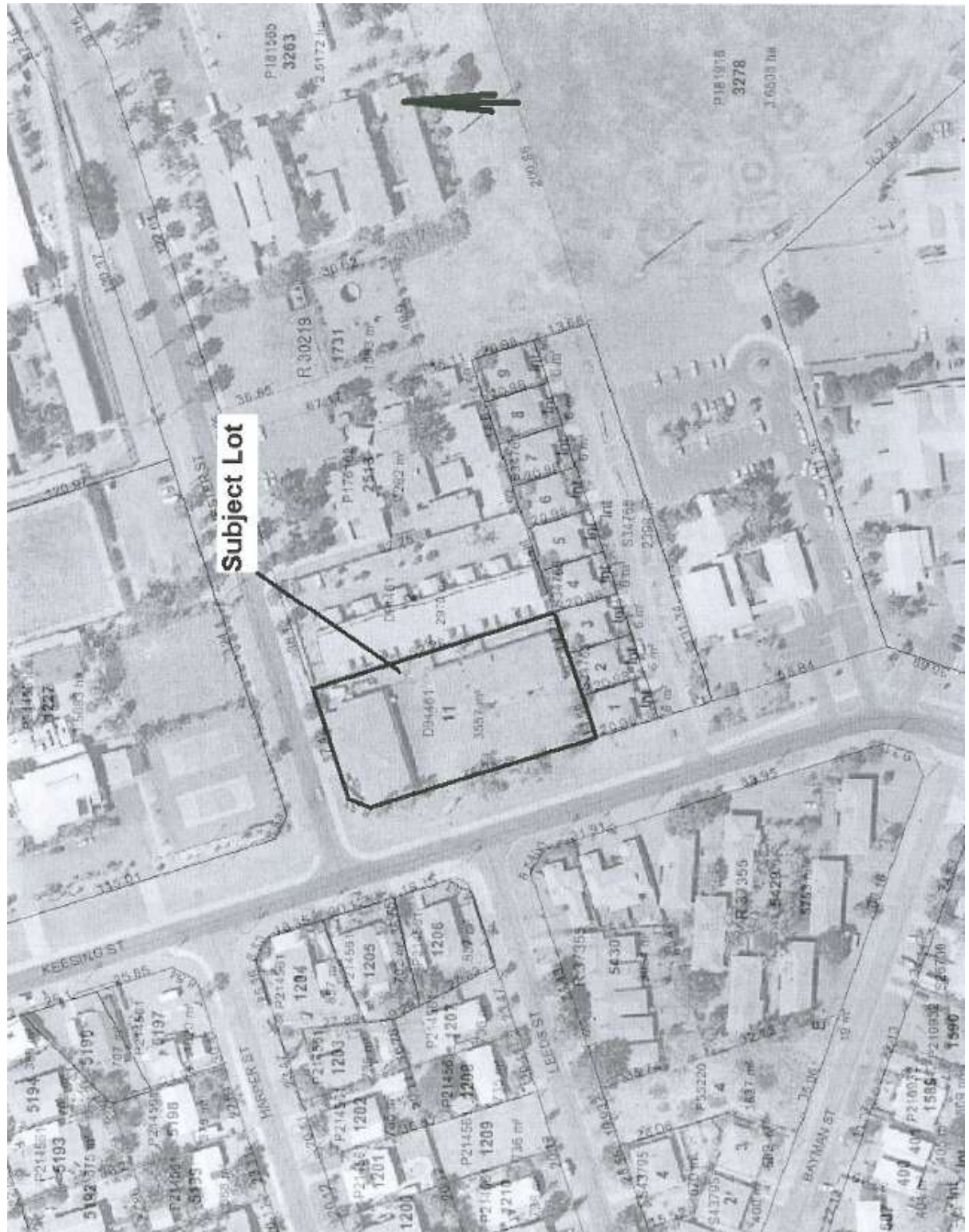
REASON: Council has a strong desire to retain commercial space in close proximity to the proposed development, as the site was formerly the only commercial locality in Cooke Point. Council also sought for the inclusion of the following clauses:

- ii) requests the Applicant to consider pre and post child care in the proposed facility;
- iii) lobby State and Federal Governments for capacity child care facilities along with funding;
- iv) investigate wage disparity and housing provisions between private and community child care facilities; and
- v) pursues the provision of commercial retail space in Cooke Point.

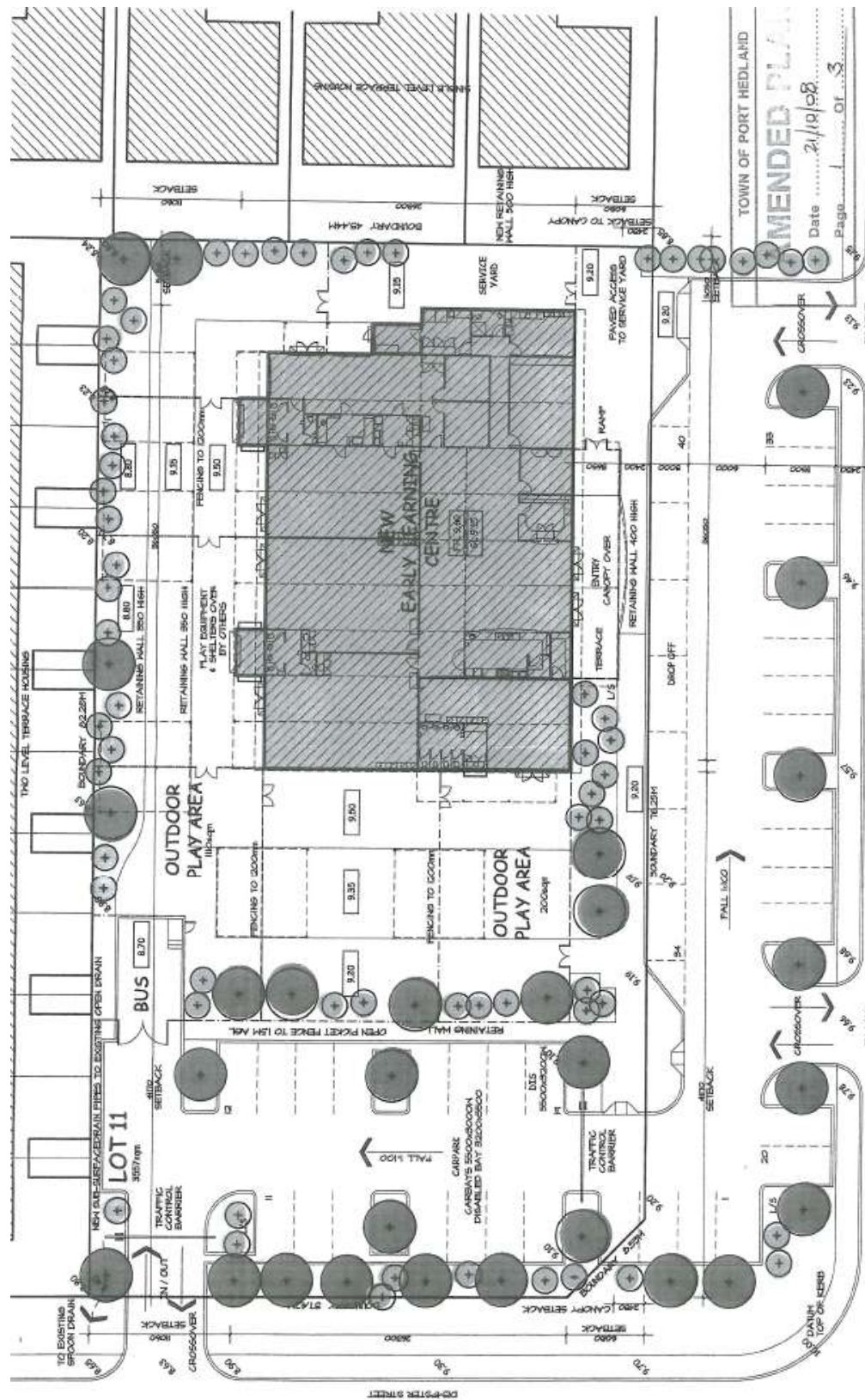
6:30 pm Councillors S J Coates and G J Daccache re-entered the room and assumed their chairs.

Cr A A Gear (Chairman) advised Crs Coates and Daccache of Council's decision.

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.6



ATTACHMENT 2 TO AGENDA ITEM 11.2.2.6



SITE PLAN scale 1:200 on A2 sheet
 CHECK ALL INFORMATION ON SITE
 50 PLACES MAX - 23 STAFF

ADCROFT ARCHITECTS
 54 NEWCASTLE STREET, WEST PERTH WA 6150
 PHONE (08) 9227 3333 FAX (08) 9227 5128
 GPO BOX 992 PERTH WA 6001
 AND SHALL NOT BE PRODUCE OR FORWARDED TO ANY OTHER PARTY WITHOUT THE WRITTEN PERMISSION OF THE ARCHITECT

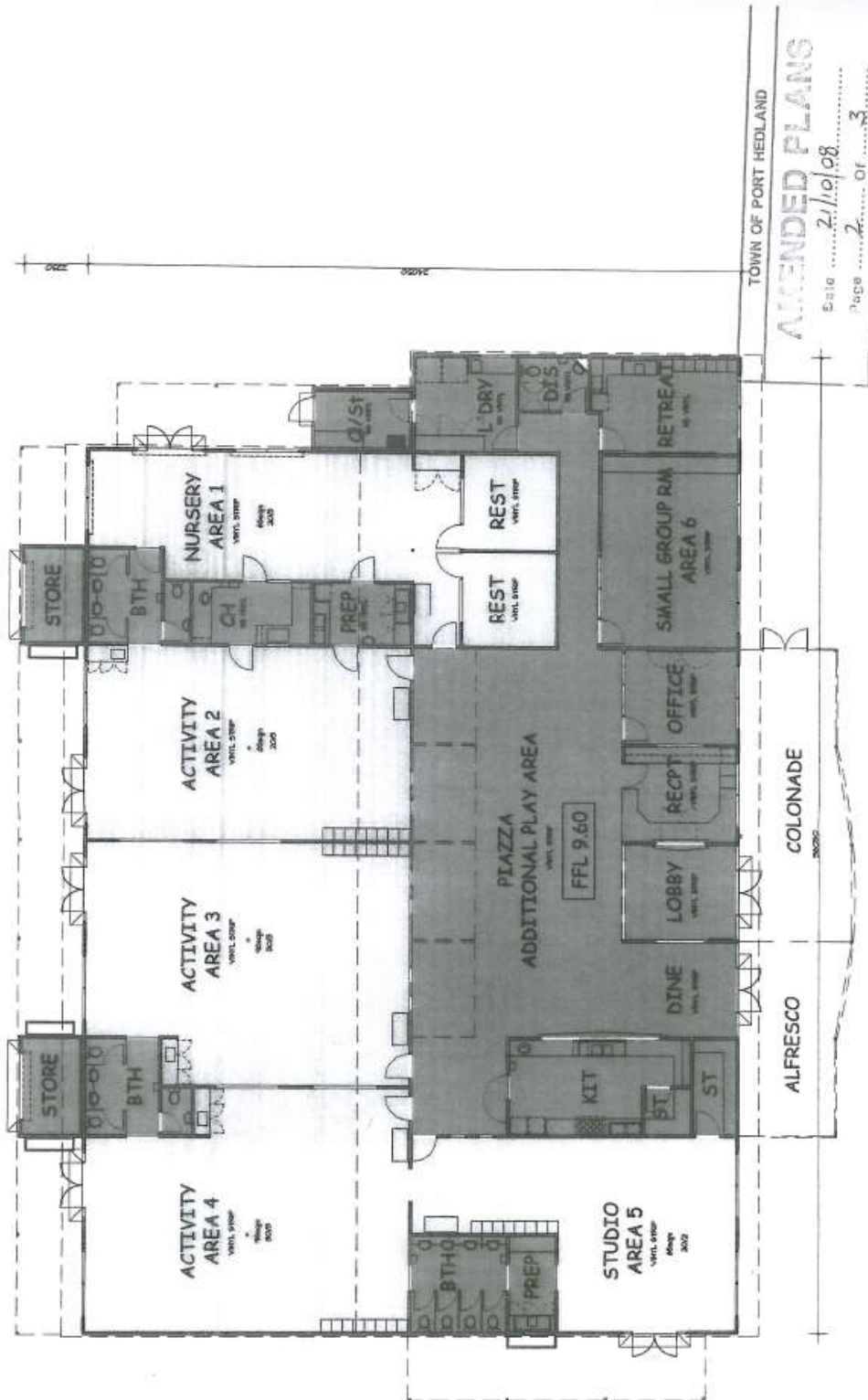
Rev'd DA 18/08 - 11/03/08
 DA 18/08 - 11/03/08
 DA 18/08 - 11/03/08

Date 2/18/08 Page 1 of 3



PROPOSED EARLY LEARNING CENTRE
CNR KEESING & DEMPSTER STREETS, Pt. HEDLAND WA

DA 1



FLOOR PLAN scale 1:100 on A2 sheet
 100 PLACES MAX - 70 STAFF
 + COLONADE, PORTICOS & STORES

TOWN OF PORT HEDLAND
AMENDED PLANS
 Date 21/10/08
 Page 2 of 3



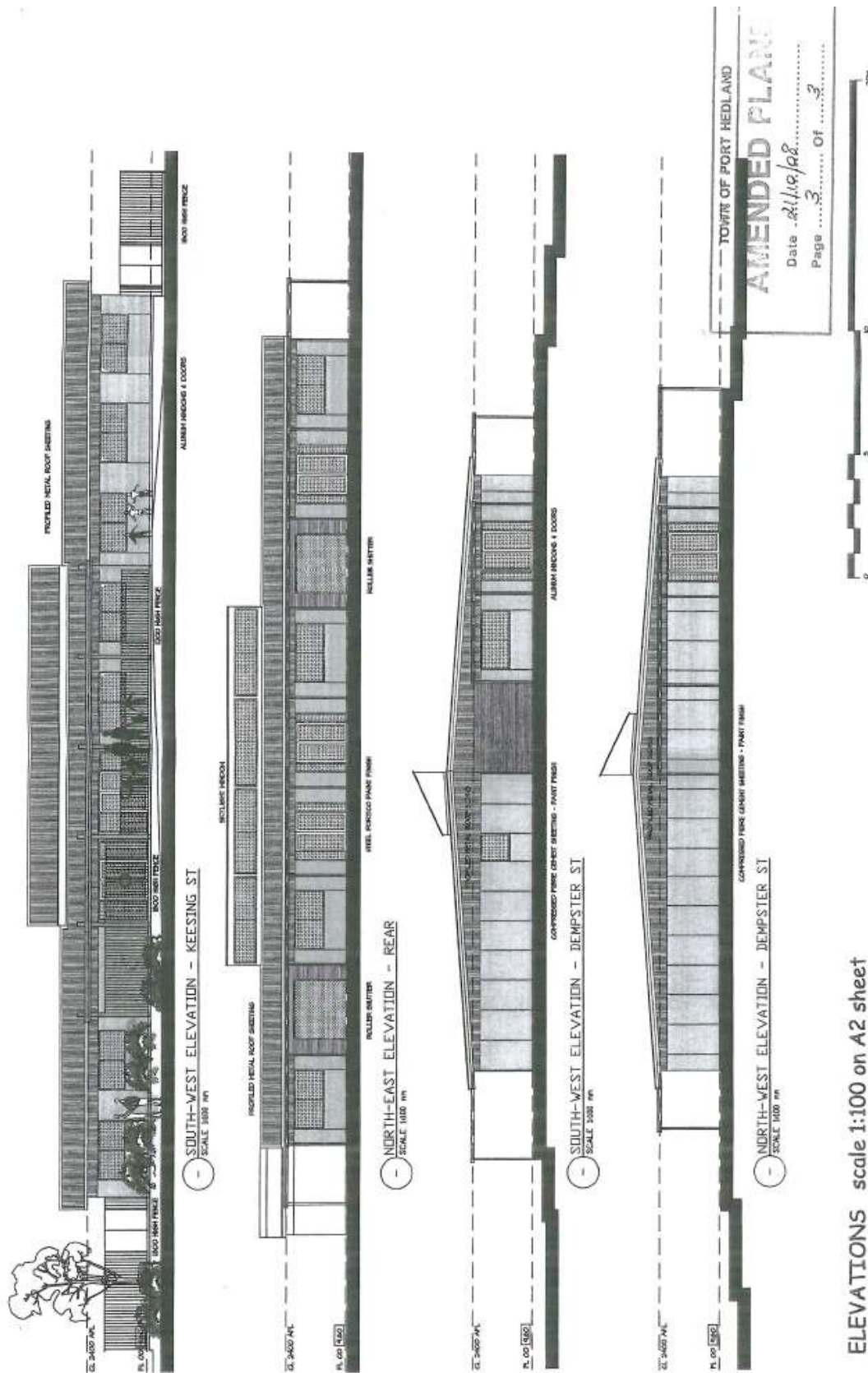
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PROPOSED EARLY LEARNING CENTRE
CNR KEESING & DEMPSTER STREETS, Pt. HEDLAND WA

DA 2

ATTACHMENT 3 TO AGENDA ITEM 11.2.2.6



ELEVATIONS scale 1:100 on A2 sheet

ADRCROFT ARCHITECTS
 544 NEWCASTLE STREET WEST PERTH WA 6005
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Perth City Council - 09/08/08
 DA 1000 - 09/08/08
DA 3

PROPOSED EARLY LEARNING CENTRE
 CNR KEESING & DEMPSTER STREETS, Pt. HEDLAND WA

11.2.2.7 Marble Bar Road – Road Dedication (File No.: 28/01/0018)

Officer Richard Bairstow
Manager Planning

Date of Report 18 November 2008

Application Number 2008/401

Disclosure of Interest by Officer Nil

Summary

Main Roads WA wishes to formalize the dedication of Marble Bar Road between Great Northern Highway and the Shaw River (See Attachment No. 1) (Marble Bar Road) and require a Council resolution as part of the dedication process.

Background

The realignment is part of the State's Road development program.

Consultation

Nil.

Statutory Implications

Section 56 Land Administration Act 1997.

Policy Implications

Nil.

Strategic Planning Implications

Nil.

Budget Implications

Nil.

Officer's Comment

The Council resolution is an administrative function of the road dedication process. It is recommended that Council endorse the recommendation as proposed and this process has no adverse impact on residents of Town of Port Hedland.

Attachments

Location Plan.

200809/124 Council Decision/Officer's Recommendation

Moved: Cr J E Ford

Seconded: Cr J M Gillingham

That Council advises Main Roads WA that in relation to Marble Bar Road, at its Ordinary Meeting held on 26 November 2008, Council concurred to the taking of the land the subject of Deposited Plan 58181 and to its dedication as road under section 56 of the Land Administration Act 1997.

CARRIED 7/0

ATTACHMENT TO AGENDA ITEM 11.2.2.7

VER _____ AMENDMENT _____ AUTHORIZED BY _____ DATE _____	DIMENSIONS DERIVED FROM GPS OBSERVATIONS. BOUNDARIES COMPLETE, UNMARKED BUT RELATED TO SSM'S.	SUBJECT: LOT 300 PURPOSE: MIN. EXTINGUISHMENT OF NATIVE TITLE STATUTORY REFERENCE: SEC. 240A & 248 OF THE NATIVE TITLE ACT 1958 ORIGIN: LOT 100 LAND BURDENED: LOT 100 BENEFIT TO:	COMMENTS:
---	---	---	-----------

INTERESTS AND NOTIFICATIONS			
SUBJECT	PURPOSE	STATUTORY REFERENCE	ORIGIN
LOT 300	MIN. EXTINGUISHMENT OF NATIVE TITLE	SEC. 240A & 248 OF THE NATIVE TITLE ACT 1958	LOT 100

whelans

Total Area: Lot 300 (6.577600) Ex Lot 252 = 924.5935ha

PRELIMINARY ONLY
UNLOGGED VERSION & SUBJECT TO DLI AUDIT

This plan is
 - Current as at 01.01.08
 - Subject to change without notice
 - Not for construction purposes
 - NOT TO BE REPRODUCED
 - CORRECT copy should be obtained for such purposes.

11.2.3 Ranger Services**11.2.3.1 *Gazettal of Stock Pound and to Vary Stock Pound Fees and Charges (File No.: 19/08/0001)***

Officer **Peter Wilden**
Coordinator Ranger Services

Date of Report 20 October 2008

Disclosure of Interest by Officer **Nil**

Summary

To consider gazettal of a livestock pound, appointment of a pound keeper and variation of current pound fees and charges.

Background

It has been reported that stock from nearby stations are wandering onto the Port Hedland Golf Club to access feed and water causing damage to the course.

Straying stock (cattle) that are wandering onto Council land are able to be impounded by the Town. For this to occur, stock are required to be impounded in a gazetted stock pound.

In undertaking this task the Council can recover costs for Ranger fees, trespassing fees, daily impound fees and sustenance fees for the care and up keep of cattle so impounded.

Unclaimed or unidentifiable animals can be auctioned off following due process.

Researching this issue has revealed that a stock pound needs to be gazetted and the current impounding fees under the Local Government (Miscellaneous Provisions) Act 1960 have not been reviewed for many years. The gazetted fees are now considered grossly inadequate to cover the cost of impounding wandering stock.

Currently, if stock can be identified the owners of the animals are notified and given the opportunity to come and collect them.

Consultation

- Internal Consultation
- Mr Paul Brown Manager
Jennacubbine Livestock Services
Current leaseholder of the ToPH Stock Yards

- Department of Agriculture and Food WA (Stock Brands Section)

Statutory Implications

Section 449 of the Local Government (Miscellaneous Provisions) Act 1960 states:-

“449. Local government may establish pounds, appoint poundkeepers and rangers.

A local government may establish and maintain one or more public pounds, and may appoint fit and proper persons to be keepers of those pounds and may appoint a ranger or rangers.”

Section 450 of the Local Government (Miscellaneous Provisions) Act 1960 states:-

“450. Gazettal of establishment of pounds or appointment or removal of poundkeeper to be evidence.

The local government having the care, control, and management of a public pound shall cause public notice to be given of the establishment of the public pound, and the appointment or removal of poundkeepers and rangers, and a notice so given is prima facie evidence that the pound has been lawfully established, or that a poundkeeper or ranger has been lawfully appointed or removed, as the case may be.

Section 464 of the Local Government (Miscellaneous Provisions) Act 1960 Act states:-

“464. Local government may vary fees.

A local government having the care, control, and management of a pound.

...may, from time to time, increase, decrease or otherwise vary the poundage fees, trespass fees, ranger’s fees, and sustenance charges specified in the Fifteenth Schedule in respect of the public pound but only on and after the day on which the local government has caused notice of the increase or variation to be published in the Gazette.”

Policy Implications

Nil.

Strategic Planning Implications

Nil.

Budget Implications

Section 450 of the Act requires the Local Government to give the public notice of the establishment of a pound which is to be advertised in a local paper circulating in the district. Additionally the location of the Stock Pound is to be listed in the Government Gazette.

The owner of the stock yards has indicated at this stage that the cost of keeping impounded stock at his facility would be \$4 per day per head which will be reviewed annually.

Officer's Comment

If stock can be identified the owners of the animals will be given the opportunity to collect them prior to any impoundment activities being undertaken.

Currently the ToPH Stock Yards are leased to Jennacubbine Livestock Services who have agreed to allow Council to gazette a section of the Stock Yards for the impounding of stray stock. These yards were selected as the preferred stock yards as they are close to town, cattle can be driven by horseback or by 4WD's relatively quickly and with a minimum risk to members of the public. Driving cattle to the other stock yards located in the Town of Port Hedland, which are approximately 18kms from town, represent difficult logistical issues to detain the cattle at these facilities.

This would enable Council officers authorised as Rangers to impound straying or trespassing cattle under the Act as and when required. It may be necessary to contract out mustering operations to impound some cattle.

At present without the formal gazettal of an authorised Pound, Council cannot impound cattle and seek payment relating to their impounding nor seek the payment of any fees and charges.

Additionally, because the current fees and charges under the Act have not been upgraded it would not cover the costs associated with impounding or keeping stray stock.

It will be recommended that Council adopt a new set of fees to ensure that they can re-cover the costs for impounding stray stock.

Attachments

Aerial plan of stock yards - Lot 364 Great Northern Highway.

200809/125 Council Decision/Officer's Recommendation

Moved: Cr J E Ford

Seconded: Cr G J Daccache

That Council:

- i) designates Lot 364 Great Northern Highway as a Stock Pound under Section 449 of Local Government (Miscellaneous Provisions) Act 1960;**
- ii) adopts the following fees and charges under section 464 of the Local Government (Miscellaneous Provisions) Act 1960:**

Listing of Stock	If impounded after 6am and before 6pm.	If impounded after 6pm and before 6am
Entire horses, mules, asses, camels, bulls or boars, per head	\$180.00	\$200.00
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, rams or pigs, per head	\$180.00	\$200.00
Wethers, ewes, lambs, goats per head	\$180.00	\$200.00

No charge is payable in respect of a suckling animal under the age of 6 months running with its mother.

Table of poundage fees for cattle impounded.

Listing of Stock	First 24 hours or part.	Subsequently each 24 hours or part.
Entire horses, mules, asses, camels, bulls or boars above or apparently above the age of 2 years, per head	\$15.00	\$5.00
Entire horses, mules, asses, camels, bull or boars, under the age of 2 years	\$15.00	\$5.00
Mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, calves, calves, rams or pigs, per head	\$15.00	\$5.00
Wethers, ewes, lambs, goats, per head	\$15.00	\$5.00

No charge is payable in respect of a suckling animal under the age of 6 months running with its mother.

Table of charges for sustenance of cattle impounded.

Listing of Stock	For each 24 hours or part
Entire horses, mules, asses, camels, bulls, mares, geldings, colts, fillies, foals, oxen, cows, steers, heifers, or calves, per head	\$5.00
Pigs of any description, per head	\$5.00
Rams, wethers, ewes, lambs, or goats, per head	\$5.00

No charge is payable in respect of a suckling animal under the age of 6 months running with its mother.

CARRIED 7/0

ATTACHMENT TO AGENDA ITEM 11.2.3.1



**11.2.3.2 Appointment of Trainee Ranger (Indigenous Liaison)
(File No.: 22/03/0001)**

Officer Darryal Eastwell
Manager Environmental
Health

Date of Report 10 November 2008

Disclosure of Interest by Officer Nil

Summary

This report seeks Council's approval to proceed with the appointment of an Indigenous Trainee Ranger.

Background

During the 08/09 budget deliberations, Council decided to fund 50% of a new Trainee Ranger (Indigenous Liaison) position and the Town was to seek the balance of funding from external sources.

This appointment is recommended by Council's Aboriginal Affairs Working Group.

Enquiries to the Department of Education, Employment and Workplace Relations indicated that funding was available to assist with the employment of an Indigenous Australian to this position under the Structured Training and Employment Projects (STEP).

Confirmation of these arrangements has revealed that only limited funding is available under the STEP Programme to help fund this position and that the funding requirements were such that it would unnecessarily delay the progress of an appointee to a full ranger's position.

Consultation

The Department of Education, Employment and Workplace Relations were consulted concerning the availability of funding assistance.

Statutory Implications

Nil.

Policy Implications

Nil.

Strategic Planning Implications

Nil.

Budget Implications

Employment of an Indigenous Trainee Ranger, for half a year without external funding could be done within Council's current budget provision of \$30,000.

Direct assistance of \$8,800 per annum (for two years, structured funding is available for each Indigenous Australian employed under the STEP programme. An additional \$2,200 per annum structured funding is available to provide training and up-skilling of an employee.

Although not required in the current financial year, employment of an additional trainee ranger will create the demand for an additional ranger vehicle within a future budget. Additionally, there is a recurrent cost (i.e. wages, superannuation, training, etc.) for the continued employment of a full time ranger post 30 June 2009.

Officer's Comment

The appointment would put pressure on our existing Ranger vehicle resources. At present we have 4 Rangers and 3 vehicles and to get the most out of the appointment another vehicle would be required to maximise patrol times for Rangers in the field. In saying this, if Council chooses to make the appointment the successful applicant would need to accompany a Ranger to become familiar with the role. This is likely to take some time and Council could consider the allocation of another Ranger vehicle in the 2009/2010 budget deliberations.

External funding for this position was considerably less than expected when Council framed its budget, which has left a significant deficit to fund the proposed position.

Filling this position for half the current financial year can be achieved within the Rangers' wages budget however the cost will be considerably higher than projected in the 2009/2010 financial year.

Council needs to consider ongoing funding for the position and the allocation of an additional Ranger vehicle in the 2009/2010 budget deliberations.

Council also needs to consider the value of the available assistance through the STEP programme.

To date, by using available external training courses and on the job training/mentoring Trainee Rangers have been advanced to becoming fully productive employees in much less time than is proposed under the STEP arrangements.

The limited funding available is not considered enough to offset the reduced productivity available from an employee engaged under the STEP programme so it is recommended to Council employ a Trainee Ranger (Indigenous Liaison) in January 2009 without external financial assistance.

Recognising that this employee could be working without constant supervision in less than 12 months, an additional Ranger vehicle will need to be considered in the 2009/2010 budget deliberations. (To provide a ratio of 4 vehicles for 5 field staff)

Attachments

Nil.

200809/126 Council Decision/Officer's Recommendation

Moved: Cr J E Ford

Seconded: Cr K A Howlett

That Council:

- i) seeks to appoint a Trainee Ranger (Indigenous Liaison Officer) in January 2009;**
- ii) notes that this appointment will create higher operational costs in the 2009/10 financial year through additional wage cost and associated employment expenses; and**
- iii) considers the purchase of an additional Ranger vehicle in the 2009/2010 budget deliberations.**

CARRIED 7/0

11.2.4 Community & Economic Development Services**11.2.4.1 *Disability Access and Inclusion Plan 2008 (File No.: 03/01/0022)***

Officer **Jess Muir**
Community Development
Officer

Date of Report 10 October 2008

Disclosure of Interest by Officer **Nil**

Summary

To consider the revised 2008 Disability Access and Inclusion Plan, which aims to promote access and inclusion throughout the Hedland community.

Background

The Town of Port Hedland adopted a Disability Service Plan in February 1996 to ensure that Council's services, facilities and functions are promoted to people with disabilities and that people with disabilities can access and participate fully in those facilities, functions and services. The document was reviewed and updated internally and is now known as a Disability Access and Inclusion Plan (DAIP).

The Disability Services Act (1993) requires all public authorities, including Local Government Authorities, to prepare and implement a DAIP to ensure that people with disabilities can access their services and facilities.

Section 29 of the Disability Services Act (1993) requires all public authorities to report on the implementation of their Disability Services Plan. Local Government Authorities are required to report on the status of their Plan in their Annual Report, and to the Disability Services Commission (DSC).

As soon as practicable after each 1 July the Commission must give the Minister a report on the effectiveness of disability access and inclusion plans, and the extent to which they have been complied with, during the year that ended on the preceding 30 June.

The Town of Port Hedland has developed its Plan for the Future for 2008-2013 through public consultations via elected member planning days, community surveys and workshops.

While the whole of the Plan for the Future is relevant to the Disability Access and Inclusion Plan, the key focus of this work is encompassed in the community development portfolio.

Consultation

In June 2005, a Disability Service Planning Committee of Council was established, comprising of one Councilor, two people with a personal knowledge of disability issues, one person with professional knowledge of disability issues, and six Council officers, to oversee the development, implementation, review and evaluation of the plan.

In 2008, a major review of this plan was commenced. The Disability Advisory Working Group was revitalized, with consultation and workshops undertaken with Perth-based DSC senior officers, local DSC and Council staff and disabled clients and their families. This group is overseeing the revision, monitoring and implementation of the Disability Access and Inclusion Plan.

Statutory Implications

All Local Government Authorities within Western Australia are required under the Disability Services Act 1993 to lodge a Disability Access and Inclusion Plan annually (see clause below). Compliance with this reporting is tabled in the WA State Parliament.

Section 29A of the Disability Services Act states:

29A. Disability access and inclusion plans to be made available.

A public authority that has a disability access and inclusion plan must ensure that the plan is made available to people with disabilities, and the public generally, by publication in the prescribed manner.

[Section 29A inserted by No. 57 of 2004 [s. 22.1](#)]

Policy Implications

Nil.

Strategic Planning Implications

Key Results Area 3: Community Development

The development of a more vibrant, sustainable community is a key responsibility of the Town of Port Hedland.

Goal 3: Health

That the community has access to high quality health services and facilities and the Town is taking appropriate preventative measures to ensure a healthy environment.

Strategy 5: Review the Town's Disability Service Plan and undertake actions to improve access to services and all facilities.

Budget Implications

The costs associated with implementation of the strategies of the DAIP will be met within Councils facilities maintenance or operational budget for the respective service areas.

Officer's Comment

The Town of Port Hedland has completed a major review of the 1996 Disability Services Plan, resulting in the Disability Access and Inclusion Plan 2008. The latest review of the plan ensures that it is relevant and allows for accurate reporting as per the Disability Services Act requirements.

The DAIP will ensure that people with disabilities can access all information, services and facilities provided by the Town of Port Hedland and be included in the community like other community members.

A key component of the plan is the training of Council's staff in the requirements under the Disability Services Act 1993 legislation to provide accessible services to the public.

Attachments

2008 Disability Access and Inclusion Plan.

Officer's Recommendation

That Council:

- i) adopts the revised Town of Port Hedland Disability Access and Inclusion Plan 2008;
- ii) officers further develop strategies and timelines noted in the Disability Access and Inclusion Plan 2008; and
- iii) include disability awareness training as a requirement for all new staff, and annually for Council staff.

OR

That Council seek public feedback on the revised Disability Access and Inclusion Plan 2008, prior to considering adoption of the Plan.

200809/127 Council Decision/Officer's Recommendation

Moved: Cr K A Howlett

Seconded: Cr G D Bussell

That Council seek public feedback on the revised Disability Access and Inclusion Plan 2008, prior to considering adoption of the Plan.

CARRIED 7/0

REASON: Council preferred to seek community feedback on the revised Disability Access and Inclusion Plan 2008, prior to considering adopting the Plan.



TOWN OF PORT HEDLAND

DISABILITY ACCESS & INCLUSION PLAN 2008

*As submitted to the Disability Services Commission
September 2008*

Vision Statement

Port Hedland: A significant regional centre where people enjoy the lifestyle and natural environment and are proud to call home

Mission Statement

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

Our Goal in Disabilities Access and Inclusion:

To provide leadership for the Port Hedland community by encouraging and promoting the inclusion and participation of people with disabilities, their families and carers within Council's services, facilities and functional areas.

Background

The Town of Port Hedland adopted a Disability Service Plan in February 1996 to ensure that Council's services, facilities and functions are promoted to people with disabilities and that people with disabilities can access and participate fully in Council's facilities, functions and services. The document was updated regularly, and a major review undertaken in 2008.

The Disability Services Act (1993) requires all public authorities, including Local Government Authorities; to prepare and implement a disability services plan to ensure that people with disabilities can access their services and facilities.

Section 29 of the Disability Services Act (1993) requires all public authorities to report on the implementation of their disability services plan. Local Government Authorities are required to report on the status of their Plan in their Annual Report, and to the Disability Services Commission.

As soon as practicable after each 1 July the Commission must give the Minister a report on the effectiveness of disability access and inclusion plans, and the extent to which they have been complied with, during the year that ended on the preceding 30 June.

The Disability Discrimination Act (1992) protects any person considered under the Act to be disabled who is discriminated against because of their disability or imputed disability and any person who is

an 'associate' of a person with a disability and that associate is discriminated against because of the other person's disability.

The Town of Port Hedland has developed a Plan for the future for 2007-2012 through public consultations via Elected Member Planning days, community surveys and workshops.

While the whole of the Plan for the future is relevant to the Disability Access and Inclusion Plan, the key focus of this work is encompassed in the Community Development portfolio.

Key Results Area 3: Community Development The development of a more vibrant, sustainable community is a key responsibility of the Town of Port Hedland.

Goal 3: Health: That the community has access to high quality health services and facilities and the Town is taking appropriate preventative measures to ensure a healthy environment.

Strategy 5: Review the Town's Disability Service Plan and undertake actions to improve access to services and all facilities.

The Plan is subject to annual review and may be amended and extended as priorities and needs change.

Key Achievements from the Disability Access & Inclusion Plan

- Installation of a lift in the Civic Centre Upgrade
- Staff training in disability awareness and inclusion needs to occur on commencement and annually
- Production of a Booklet in conjunction with the Disability Services Commission: *Services Available to People with Disabilities, their Families and Carers in the Town of Port Hedland.*
- Life skills and social programmes for people with disabilities established through Home and Community Care
- Extensive consultation with people with disabilities on the Port Hedland Public Transport Study
- Civic Centre Reception Counter upgrade.

What does the Disability Access & Inclusion Plan Contain?

The plan includes:

- Information on Council functions, facilities and services (both in-house and contracted); *All need to be updated*
- A policy statement about Council's commitment to addressing the issue of inclusion and participation for people with disabilities, their families and carers;
- A description of the process used to develop, monitor, revise and implement the plan and the consultation mechanism with people with disabilities, their families, carers, disability organisations and relevant community groups;
- The identification of objectives and strategies to overcome barriers that people with disabilities identified during the consultation process;
- Dates and the identification of the officers responsible for the proposed strategies; being updated – awaiting responses

- A method of review and evaluation of the plan; and
Need to discuss how this will occur
- Information about how the plan is being communicated to staff and people with disabilities.

1. RESPONSIBILITY FOR THE PLANNING PROCESS

A Disability Service Planning committee of Council was established in June, 1995 comprising of one Councillor, two people with a personal knowledge of disability issues, one person with professional knowledge of disability issues, and six Council officers, to oversee the development, implementation, review and evaluation of the plan.

In September 2008 Council established a Disability Advisory Working Group. This group is overseeing the revision, monitoring and implementation of the Disability Service Plan.

2. FUNCTIONS, FACILITIES AND SERVICES (BOTH IN-HOUSE AND CONTRACTED, PROVIDED BY THE TOWN OF PORT HEDLAND)

The Town of Port Hedland provides:

Services to Property Including:

- Construction and maintenance of roads, shared paths and cycle facilities;
- Land drainage and development;
- Waste Management
- Litter control and street cleaning;
- Planting and caring for trees;
- Numbering of buildings and lots;
- Street lighting;
- Emergency management including bush fire and cyclone preparedness, response and recovery procedures

Services to the Community Including:

- Ownership and management of outdoor active and passive recreational facilities; (see attached list)
- Ownership and Management of parks (see attached list)
- Ownership and Management of 2 cemeteries – the South Hedland Cemetery and the Pioneer and Pearlers Cemetery
- Ownership of the Gratwick Aquatic Centre and the South Hedland Aquatic Centre. The Aquatic Centre's are managed by the YMCA.
- Ownership and Management of the South Hedland Library and the Port Hedland Library
- Ownership and Management of the Port Hedland International Airport;
- Ownership and management of the JD Hardie Recreation Centre
- Ownership of the Cooke Point Youth and Family Centre
- Ownership of community recreation facilities including: (see full list attached)

- Ownership of the Port Hedland Retirement Village
- Sponsorship of the Pilbara Family Day Care Scheme;
- Citizenship ceremonies;
- Planning for services for people in the community;
- Ownership of the Town of Port Hedland Home and Community Care Service;
- Joint Management with DET of Matt Dann Cultural Centre;
- Ownership of the Courthouse Arts Centre and Gallery, contracted management of the CHAG
- Sponsorship of the Port Hedland Visitors Centre and Information services.

Regulatory Services Including:

- Planning of road systems, sub-divisions and town planning scheme;
- Building approval for any construction, addition or alteration to a building;
- Ranger services;
- Environmental Health Services.

General Administration Including:

- The provision of general information to the public;
- Lodging of complaints;
- Payment of rates.

Processes of Government Including:

- Ordinary and Special Council and Committee meetings;
- Electors meetings and Election of Council members.

3. Council Facilities in Port/South Hedland & Finucane Island

FACILITY	Owned by	Managed by	Leased by
Port Hedland			
Gratwick Aquatic Centre	ToPH	YMCA	
Port Hedland Youth & Family Centre	ToPH	PHY&FC Committee	Lease in process
Port Hedland Library	ToPH	ToPH	
Courthouse Arts Centre and Gallery	ToPH / PACDAC	ToPH / PACDAC / FORM	
Port Hedland Visitors Centre	ToPH	PHVC	
Clubs/Associations			
Port Hedland Tennis Club	ToPH	Tennis Club	Lease in process
Hedland Canine Club	ToPH	Hedland Canine Club	German Shepard Dog Association & Hedland Dog Club
Pilbara Aeromodellers Club	ToPH	Pilbara Aeromodellers Club	Pilbara Aeromodellers Club
Hedland BMX Club	ToPH	Hedland BMX Club	Lease in process
Port Hedland Yacht Club	ToPH	Port Hedland Yacht Club	Port Hedland Yacht Club
Scouts and Guides	ToPH	Scouts	Scouts
Port Hedland Pony Club	ToPH	Port Hedland Pony Club	Port Hedland Pony Club
Port Hedland Golf Club	ToPH	PH Golf Club	PH Golf Club
Recreation Reserve			
Port Hedland			
Colin Matherson Oval	ToPH	ToPH	
McGregor Street Reserve	ToPH	ToPH	
Turf Club	ToPH	ToPH	
BMX	ToPH	ToPH	
Tennis Courts	ToPH	ToPH	
Skate Park	ToPH	ToPH	
South Hedland			
Skate Park	ToPH	ToPH	
Kevin Scott Oval	ToPH	ToPH	
Marie Marland	ToPH	ToPH	
Faye Gladstone Netball Courts	ToPH	ToPH	
Tennis & Bowls	ToPH	ToPH	
Parks			
Don Rhodes Mining Museum Park	ToPH	ToPH	
Port Hedland Community Park	ToPH	ToPH	
Leap Park	ToPH	ToPH	
Lions Park	ToPH	ToPH	
Captain Bert Madigan (MC) Memorial Park	ToPH	ToPH	
Pretty Pool	ToPH	ToPH	
Koombana Lookout	ToPH	ToPH	
The Spoil Bank	ToPH	ToPH	
Finucane Island Boat Ramp	ToPH	ToPH	
Port Hedland Town Park	ToPH	ToPH	

Sutherland St. Walk/Cycle Way	ToPH	ToPH	
Marapikurrinya Park	ToPH	ToPH	
Civic Centre Gardens	ToPH	ToPH	
Colin Matheson Oval	ToPH	ToPH	
Pretty Pool Park	ToPH	ToPH	
FACILITY	Owned by	Managed by	Leased by
South Hedland			
Recreation Facilities			
South Hedland Aquatic Centre	ToPH	YMCA	
South Hedland Library	ToPH	ToPH	
Matt Dann Cultural Centre	ToPH / C&ED Department	ToPH	
Lawson Street Youth Centre	ToPH	Youth Involvement Council	Youth Involvement Council
South Hedland Skate Park	ToPH	ToPH	
JD Hardie Centre	ToPH	ToPH	
Club/Associations Facilities			
Finucane Island Recreation Club	ToPH	Finucane Island Club Committee	Finucane Island Club Committee/BHP have interest
South Hedland Bowling Club	ToPH	South Hedland Bowling Club	South Hedland Bowling Club
South Hedland Tennis Club	ToPH	South Hedland Tennis Club	
Port Hedland Pistol Club	ToPH	Port Hedland Pistol Club	
Port Hedland Sporting Shooters Club	ToPH	Port Hedland Sporting Shooters Club	Port Hedland Sporting Shooters Club
Hedland Kart Club	ToPH	Hedland Kart Club	Hedland Kart Club
Hedland Speedway	ToPH	Port Hedland Speedway Club	
Port Hedland Motorcycle Club	ToPH	Port Hedland Motorcycle Club	Port Hedland Motorcycle Club
Scouts	ToPH	Scouts	Scouts
Parks			
Shay Gap Memorial Park	ToPH	ToPH	
Daylesford Park	ToPH	ToPH	
Centenary Park	ToPH	ToPH	
Trumpet Way	ToPH	ToPH	
Kevin Scott Oval	ToPH	ToPH	
South Hedland Owners & Trainers Association	ToPH	South Hedland Owners & Trainers Association	South Hedland Owners & Trainers Association
Finucane Island Equestrian Reserve	ToPH	ToPH	Lease in Process

The Town of Port Hedland is committed to ensuring that the community is an accessible community for people with disabilities, their families and carers. The Town of Port Hedland interprets an accessible community as one in which all Council functions, facilities and services (both in-house and contracted) are open and available to people with disabilities providing them with the same opportunities, rights and responsibilities enjoyed by all other people in the community with the same level of dignity and respect.

The Town of Port Hedland's understanding of disability is that provided by the Western Australian Disability Services Commission:

Disability is defined as any continuing condition that restricts everyday activities:

- Which is attributable to an intellectual, psychiatric, cognitive, neurological, sensory, or physical impairment or a combination of those impairments;
- Which is permanent or likely to be permanent;
- Which may or may not be of a chronic or episodic nature; and which results in;
- A substantially reduced capacity of the person for communication, social interaction, learning or mobility; and
- A need for continuing support services

Definition:

The term 'disability' refers to any permanent or temporary condition which affects a person's bodily or mental function. A disability may arise from a sensory, physical, psychiatric, medical, cognitive or neurological condition.

The disability can be temporary or permanent and can be of different levels of severity. It includes broad categories such as hearing impairment, vision impairment, learning disabilities, mobility disabilities, psychiatric disabilities and medical conditions.

The Town of Port Hedland considers that a disability may be of a temporary nature and that the access needs of people with a temporary disability will be considered as part of this plan.

Council believes that a community that recognises its diversity and supports the participation of all its members makes for a richer community life. Council recognises that people with disabilities are valued members of the community who make a variety of contributions to local social, economic and cultural life.

Council is committed to consulting with people with disabilities, their families and carers and where required, disability organisations, to ensure that barriers to access are addressed appropriately.

Council is also committed to working in partnership with local businesses to improve access to community facilities and services.

The Town of Port Hedland is committed to achieving the following outcomes:

Outcome 1: *People with disabilities have the same opportunities as other people to access the services of, and any event organized by, a public authority.*

- * Council will endeavour to be responsive and adaptable in responding to the barriers experienced by people with various disabilities, including people with physical, sensory, intellectual and psychiatric disabilities.
- * Council will ensure that all policies and practices that govern the operation of Council functions, facilities and services are consistent with Council's policy on access.

-
- * Council will ensure that all contracts for services to the community ensure that provision made for access for people with disabilities.
 - * Council will ensure that all planning processes will consider the needs of people with disabilities.

Outcome 2: People with disabilities have the same opportunities as other people to access the buildings and other facilities of a public authority.

- * Council will undertake a full access audit of all Council buildings and facilities, shared paths and kerbs, and pedestrian ramps and establish priorities for improvement.
- * These priorities and those identified during the consultations will be assessed along with other capital works projects and incorporated into existing capital works improvement program as appropriate. Modifications will commence, as funds are made available.
- * Council will undertake to liaise with developers to increase their awareness of the access requirements of people with disabilities.
- * To ensure an overall strategy for coordination and implementation of this plan is taken, building and facility plans will be submitted to Council's Development Approval Group for discussion.

Outcome 3: People with disabilities receive information from a public authority in a format that will enable them to access the information as readily as other people are to access it.

- * Council will endeavor to supply information about Council functions, facilities and services written in clear and concise language and available in alternative formats - Administration develop process
- * Council will advertise the availability of information in alternative formats via the local media (newspaper and radio) and through Council publications. Formats will include large print audio cassette, and computer disc – Information Technology Services.

Outcome 4: People with disabilities receive the same level and quality of service from the staff of a public authority as other people receive from the staff of that public authority.

- * Disability awareness training will be provided for all Council staff with training for public contact staff given the highest priority. All staff to have Disability Awareness Training on commencement and annually
- * Where required, Council will seek expert advice from the disability field on how to meet the various needs of people with disabilities.

Outcome 5: People with disabilities have the same opportunities as other people to make complaints to a public authority. (Administration – Executive Team)

- Council will ensure that information is available in a clear and concise language, so residents can participate in any grievance processes. Information will be made available in formats that meet the needs of people with disabilities.
- Ensure that current grievance mechanisms are accessible for people with disabilities.
- Improve staff knowledge so they can receive complaints from people with disabilities.

Outcome 6: *People with disabilities have the same opportunities as other people to participate in any public consultation by a public authority.*

- * Council will ensure that information is available in clear and concise language on how residents can participate in decision-making processes, public consultations and grievance mechanisms.
- * Council will ensure that all Council and electors meetings are accessible and that the minutes from these meetings will be made available upon request in alternative formats.

DEVELOPMENT OF THE PLAN

Extensive public consultation and input from key disabilities agencies and groups was undertaken in creating the original Disability Services Plan in 1996.

A workshop was held in July 2008 with Disability Services Commission senior staff from Perth, the local area coordinator for the Disability Services Commission and Council Officers to discuss the Disability Service Plan and its implications for Council service areas.

An advertisement was placed in the community newspaper in September 2008 to advise residents that Council was reviewing their Disability Service Plan to improve access for people with disabilities and their families to Council functions, facilities and services.

Consultation meetings were held in July, August and September 2008 with people with disabilities, their families, carers, disability organisations, relevant community groups and council staff to discuss the barriers that people with disabilities and their families experience in accessing Council functions.

Ongoing Consultation

Consultation between staff and the community is ongoing to ensure that the Disability Service Plan is relevant to the community and their needs.

The Town of Port Hedland's Community Development department, in consultation with the Disability Advisory Working Group is responsible for the monitoring and reporting on this Disability Service Plan.

5. OBJECTIVES AND STRATEGIES IDENTIFIED TO OVERCOME BARRIERS – All acronyms attached below Outcome 6.

Outcome 1: *People with disabilities have the same opportunities as other people to access the services of, and any event organized by, a public authority.*
Objective: Council to adapt and maintain services to ensure they are accessible to people with disabilities.

FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES	TIMELINE (COMPLETION of DATE)	WHO
Community Services				
* Library Services	* Limited range of resources specific for people with disabilities * Obtaining information on what is available	Increase resources Investigate developing information CD	Ongoing Ongoing	MLIS MLIS
	* Library services not promoted to people with disabilities	Develop appropriate promotion strategy	Ongoing	MLIS
* Recreation Services	* Staff not sure how existing activities can allow a person with a disability to participate. * Lack of recreational activities	Staff Training * Employ a Recreation Facilitator for PWD	Ongoing Ongoing	HR MRS
		* Provide information to clubs.	Ongoing	MRS

Outcome 1 (continued): *People with disabilities have the same opportunities as other people to access the services of, and any event organized by, a public authority.*

FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES (COMPLETION DATE)	TIMELINE	WHO
* Service Providers	Lack of awareness	Develop booklet on services for PWD	Annual update	MCED
* Home & Community Care	Promotion and publicity and effective communication with other service providers	Continue to promote to service providers on HACC Promote HACC Social Centre Regularly network with Disability Services Commission	Ongoing Ongoing Ongoing	MCED MCED MCED
* Transport	Transport services limited in this region	Council to continue to actively lobby to improve transport.	Ongoing	MCED
* Parking for people with disabilities	People without ACROD card park in bays	Community Education campaign. Rangers to enforce Penalty to be promoted	Ongoing	SR
* Accommodation No appropriate accommodation	Liaise with relevant	Government agencies.	Ongoing	MCED
* Respite Services	Lack of respite services - particularly on weekends.	Liaise with relevant Government agencies	Ongoing	MCED
* Services to Property				
* Domestic Waste Removal	People with mobility problems unable to bring	People with disabilities to be informed through	Ongoing	MES

	240ltr mobile garbage bins to kerb side	various channels that alternative arrangements for removal of domestic waste can be made upon request. Information included in booklet on Services for PWD	
Outcome 2:	<i>People with disabilities have the same opportunities as other people to access the buildings and other facilities of public authority.</i>		
Objective:	Council to ensure that Council offices and Chambers are accessible.		

FUNCTIONS FACILITIES, SERVICES	BARRIERS	STRATEGIES	TIMELINE	WHO
Access within Council And Offices and Chambers				
Administration	Front counter too high for people in wheelchairs.	* Counters modified. (See new front counter Plans)	Completed	MBS
Community Services/Facilities				
• Playgrounds	Lack of accessible playground within Local Government area.	Council to develop an integrated approach to the development of playgrounds and parks.	Ongoing	MID
		Council to design an appropriate playground with community/Hedland Community Living Association.	Ongoing Consultation expected DEC 2008	MID/ MCED

FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES	TIMELINE	WHO
Outcome 2 (continued):	Access to buildings and facilities is improved.			
* South Hedland Aquatic Centre	No accessible toilet	Install accessible toilet	Completed	MRS
* Library (South)	Front doors of libraries too heavy. No accessible toilet	Accessible doors installed in upgrade Accessible toilet installed in upgrade	Completed Ongoing	MLIS
* Library (Port)	No accessible Toilet	Include in upgrade	Ongoing	MLIS
* Public Parks Gardens/	Lack of accessible toilets. Prickles/thorns puncture tyres. Lack of seating.	* To undertake public consultation to develop appropriate park facilities. * To prepare a time-line of forward works.	Ongoing	MPG/MID
* Street Lighting	Lack of lighting	Additional funding to be sought For new street lighting and associated annual costs.	Ongoing Funding sought. Lighting upgraded In 06/07 + 07/08. Program ongoing.	MES
* Port Hedland Youth & Family Centre	Kitchen not accessible No accessible toilet. Lack of clear signage.	Modify kitchen Install accessible toilet. Install signage.	Ongoing	MBS

Outcome 2 (continued):	Access to buildings and facilities is improved.			
FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES	TIMELINE	WHO
* Well Women's Centre	No accessible toilet. Entrance not accessible.	Ramp, assessable door Accessible toilet Installed as part of library upgrade.	Ongoing	MBS/ MCED
* Matt Dann Theatre Complex	Discussion with HSHS	December 2008 Re: upgrade of the facility	MDCC/ MCED	
* Community Events	No loop system No supplier of Accessible Toilets. Ovals and sporting reserves not accessible	Liaise with hire companies to secure accessible event toilets, plan series of events to include more accessible venues.	Ongoing	MCED
* Shared paths, Kerbs and pedestrian ramps	Shared paths and kerbs not consistently accessible Paths covered in sand No wheelchair access off paths to road Gravel surfaces not accessible No access to beach	Council to establish priorities for upgrade. Sweep paths Insert wheelchair access off paths at strategic points Build with appropriate materials Create accessible pathways to beach	Ongoing 05/06-07/08 path / kerb programs have improved access. Works ongoing Ongoing As requested + as per kerb/path upgrades As per path construction Program. Not commenced No budget	MID MES MES/MID MES MES MES

Outcome 2 (continued):	Access to buildings and facilities is improved.			
FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES	TIMELINE	WHO
* Road Crossings	Insufficient pedestrian islands.	Council to undertake an audit of all road crossings to establish priorities for upgrading.	Dec 2008 Throssell Rd upgrades ongoing Audits ongoing	MID
* Key Building/Services	Homeswest Building/Post Office/Caravan Park/ Police Station/ High School Banks/Western Power/Hotel/ Motel Accom./Primary Schools/	Council to liaise/lobby with other services to develop strategy i.e. Joint ventures from building to Council controlled shared paths. Council to initiate awards for acc. places. Council to develop public awareness campaigns.	Ongoing	MADS/DAWG
* Cemetery	No accessible parking bay Car park and pathways not accessible.	Develop a Cemetery Plan	Dec 2008 Latest upgrades include road and car park upgrades. New shade shelters accessible by wheelchair.	DTS / MID
* Courthouse Arts Centre and Gallery	No accessible toilet Entrance not accessible	Include accessibility in upgrade	Ongoing	MCED /CACAG
*Emergency Evacuation Centre's – JD Hardie/Cooke Point Youth and Family Centre	No accessible toilet Entrance not accessible	Upgrade	Ongoing	MRS/MBS

Outcome 3: *People with disabilities receive information from a public authority in a format that will enable them to access the information as readily as other people are able to access it.*

Objective: All information about Council functions, facilities and services to use clear and concise language and to be made available in accessible formats.

FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES	TIMELINE	WHO
<p>Applies to all Council Functions, Facilities and Services</p>	<p>Information about all Council functions, facilities and services is not written in clear and concise language and not available in alternative formats</p>	<p>Council to develop policies that all its community information to be written in clear and concise language. Council to inform community in alternative formats. The following formats to be made available upon request:</p> <ul style="list-style-type: none"> * large print * audio cassette * computer disc * brail 	<p>Ongoing Available in clear & concise print (local directory) and web. Public/Corporate (i.e. Council) documents prepared in 'Arial' 12pt font. As requested & if available from town suppliers E.g. BRAIL.</p>	<p>EA</p>
	<p>PWD not made to feel welcome</p>	<p>To include <i>People of all Abilities</i> Welcome on information where appropriate</p>	<p>Ongoing</p>	<p>EA/Staff</p>

Outcome 4: *People with disabilities receive the same level and quality service from the staff of a public authority as other people receive from the staff of that public authority.*
Objective: Council officers to be equipped with information and skills to enable them to appropriately provide advice and services to people with disabilities.

FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES	TIMELINE	WHO
Applies to all Council Functions, Facilities and Services	People with disabilities are not aware of how Council can support people with disabilities.	Regular update on what's new in Council to be provided in local paper and on Information Radio. Council Information brochures to include a section about how the Council supports people with a disability.	Ongoing Annually	EA EA
		Council information to include: <i>People of all abilities welcome</i> When promoting activities and events		MCED
		Council selection criteria for identified positions to include that it would be desirable to have experience, knowledge or willingness to work with people with disabilities.	Ongoing	HR

Outcome 4: (continued) Staff awareness of the needs of people with disabilities and skills in delivering advice and services are improved.

FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES	TIMELINE	WHO
	People with disabilities who have difficulty communicating find that staff use language and acronyms which are not easily understood.	Training to be incorporated with Equal Employment Opportunity Training.	Ongoing	HR
	In general people with Disabilities find that: <ul style="list-style-type: none"> * Staff appear to be unsure how to talk to someone with a disability. * Staff appear embarrassed. 	Disability Awareness Training to be included in Equal Employment Opportunity training. Staff induction training to include disability issues. Ongoing refresher training to be developed	Ongoing	HR
	<ul style="list-style-type: none"> * Staff do not know resources available * Staff assume that they cannot help 			
	<ul style="list-style-type: none"> * Staff assume only disability specific services can help * Staff address the carer not 			

<p>Outcome 5: <i>People with disabilities have the same opportunities as other people to make complaints to a public authority.</i> Objective: People with disabilities to raise concerns and make complaints about any aspect of their services.</p>			
FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES	WHO
<p>Administration *Information Services mechanisms are unknown.</p>	Complaint and appeal information about planning	Council to provide	MCS/AC/CSO
	Grievance procedure not known by staff	Promote grievance procedure to staff training	HR
	Positive undertakings not known	Promote 'good things'	EA
<p>Outcome 6: <i>People with disabilities have the same opportunities as other people to participate in any public consultation by a public authority.</i> Objective: People with disabilities to have opportunities to participate in decision-making processes, public consultations and complaint mechanisms.</p>			

FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES	TIMELINE	WHO
*Council Web Site	Council web site does not comply with Access Standards	Audit of web site and upgrade	Under review	DCS
Government Processes				
*Council Meetings	Lack of information in appropriate formats about Council meetings and how residents can participate.	Procedures in clear and concise language and to make these available in alternative formats upon request.	Ongoing	EA

Outcome 5 (continued): Opportunities for people with disabilities to participate in public consultations, grievance mechanisms and decision making processes are provided.

FUNCTIONS, FACILITIES, SERVICES	BARRIERS	STRATEGIES (COMPLETION)	TIMELINE (DATE)	WHO
Regulatory	Information about planning processes not available in alternative formats.	Information about planning processes to be provided in alternative formats.	As requested	MTP
Planning Process	Lack of auditory supports for people with hearing difficulties at planning meetings and Council meetings.	Council to advertise that it will provide auditory supports for those wishing to attend Council meetings. WA Deaf Society to be contacted regarding arrangements for an interpreter if required. Council to investigate use of audio loop or other types of amplification for all meetings. Council to use local media including Information Radio and local papers to publicise its meetings and the availability of access for people with disabilities	Ongoing	EA
			Ongoing	EA
			On request Can arrange for an aid (sign) to be avail. if reasonable notice is given.	EA
			Ongoing	EA

ACRONOYMS:

MLIS	Manager Library & Information Services
HR	Human Resources Coordinator
MCED	Manager Community and Economic Development
PFDC	Coordinator Pilbara Family Day Care
MRS	Manager Recreation Services
HACC	Home & Community Care Program Coordinator
RS	Coordinator Ranger Service
MBS	Manager Building Services
WM	Works Manager
MDCC	Matt Dann Cultural Centre
DAWG	Disability Advisory Working Group
DES	Director Engineering Services
MID	Manager Infrastructure & Development
DCRS	Director Community & Regulatory Services
DCS	Director Corporate Services
EA	Executive Assistant
CEO	Chief Executive Officer
TP	Manager Planning
PWD	People with Disabilities
MES	Manager Engineering Services
AC	Administration Coordinator
MCS	Manager Corporate Services

6. REVIEWS AND EVALUATION MECHANISMS**Review and Monitoring**

- The Disability Services Advisory Working Group will review progress on the implementation of the strategies identified in the Disability Service Plan.
- Outcomes will be reported in the Town of Port Hedland Annual Report and Plan for the Future, and in an annual report to the Disability Services Commission for tabling in WA State Parliament.

Evaluation

- Council endorsement of status reports on the disability planning process to be used in seeking feedback from the community.
- Each year Council, through the Disability Advisory Working Group, will provide advice to the community regarding the implementation of the Disability Service Plan and seek feedback on the effectiveness of strategies that have been implemented.
- In seeking feedback, the Working Group will also seek to identify any additional barriers that were not identified in the initial consultation.

- The Working Group will use some of the consultation processes used during the initial consultations including: questionnaires, meetings with people with disabilities and disability organisations.
- Elected members of Council and Council staff will also be requested to provide feedback on how well they believe the strategies are working and to make suggestions for improvement.
- Plans will be amended based on the feedback received and copies of the amended plan will be available to the community in alternative formats once endorsed by Council.
- Following Council endorsement, amended plans will be submitted to the Disability Services Commission on an annual basis.

7. COMMUNICATE THE PLAN TO STAFF AND PEOPLE WITH DISABILITIES

- Each year as the Plan is amended both staff and the community will be advised of the availability of the updated Plan through the Disability Advisory Working Group.

11.3 ENGINEERING SERVICES**11.3.1 Director Engineering Services****11.3.1.1 *Engineering Services Monthly Report (File No.: 13/04/0001)***

Officer Terry Dodds
Director Engineering
Services

Date of Report 19 November 2008

Disclosure of Interest by Officer Nil

Summary

Council's Engineering Directorate has provided an update on the projects that they are currently managing.

Background

The Engineering Department is currently managing over 60 projects. The attached report is project management focused.

Consultation

Engineering Services officers.

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications

The projects within the monthly report reflect the priorities of the Town's Plan for the Future 2008-2013.

Budget Implications

The projects listed in the Engineering Monthly report have been included in Council's 2008/09 budget.

Officer's Comment

Nil.

Attachments

1. Works Schedule
2. Recreation Update

Officer’s Recommendation

That Council receives the Engineering Services monthly report for October 2008.

200809/.... Council Decision

Moved: Cr K A Howlett

Seconded: Cr J E Ford

That Council receives the Engineering Services monthly report for October 2008, and a report on Litter Collected (number of bags), and Mulch Produced (m2) be included in future monthly reports.

LOST 3/4

200809/128 Council Decision

Moved: Cr J M Gillingham

Seconded: Cr G J Daccache

That Council receives the Engineering Services monthly report for October 2008.

CARRIED 6/1

NOTE : Cr K A Howlett requested the votes be recorded.

Record of Vote:

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

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2008 TO 30 JUNE 2009

Legend

Concept & design development	Procurement/Tender
Approvals/Services/Community Consultation	Construction/works undertaken

Cyclone Watch/Season

Officer	A/c Number	A/c Description	YTD Exp. 6/11/08	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	COMMENTS
MES	1201441	Footpath Railings	\$9,072 (\$0)													Railings to be completed (spray painting) when equipment arrives. Depot staff to paint railings when spray unit arrives. Graffiti vehicle finished 3/9/08
MES	1201467	Throssell Street - BS	\$205,344 (\$26,717)													Due to finish Dec.
MES	1201486	Wedgfield Upgrades - R2R Program	\$14,501													Ongoing from safety audit, advise R2R of program Depot & period contract Currently being constructed (contractor breakdown, re-start Sept 15).
MRS	1108269	Multi Purpose Sport & Recreation Facility Design	\$73,789 (\$5,182)													Stage 1: Report due OCM March 2009
MES	1201464	Anderson Street Upgrade (West End Greening Stage 1)	\$48,298 (\$66,462)													Finished (late propagated shrubs - end of March).
MID/MES	1201475	Port Hedland Footpath Construction	\$150,049 (\$0)													Cooke Point, Styles, Bayman, Leeds, Pilkington. Contractor has confirmed that program will be completed prior to contract expiry on 31st December 2008. Services and obstructions to be checked as construction progresses (Working in Bayman, then Leeds). Styles Rd left to complete. Eng working on footpath formation
MES	1201478	Reseals	0													Program to be reviewed since recent contractor price increase. Budget to be confirmed as varies from original submission (Check funding, possible misallocation). 5 year program. Need to review TOPH allocation ASAP.
MID/MES	1201444	Shoata Rd MRWA (fully funded by R2R)	\$30,445													Seal remainder of Hamilton to floodway. Depot crews carrying out preparation work (WE 22/8/08). Sealing by period contractors. To be completed prior to wet season. Sept budget review - reallocation of \$100,000 from Quartz Quarry road
MES	1201436	Quartz Quarry road	0													Project on hold pending future realignment of Quartz Quarry road with the construction of a grade separation over FMG's rail network on GNH. Funds to be transferred to Shoata road project 1201444 Sept budget review
DES	NEW	TWA management project	0													Geotechnical investigations commenced. WWTW designed. Design of civil works commenced. Reports to briefing session (Sept 10) by DES. CEO met with lawyers 1/9/08 re lease signing.

MID	1105424	Port Hedland Boat Ramp (potable water supply, lighting)	\$1,187																	Auto-stop handle has been fitted to new tap, 'potable water' sign installed. After several attempts to contact PHPA for information, staff have organised a meeting with PHPA 17/11/08 regarding provision of lighting at entrance to boat ramp channel.
MID	1201481	Walkway/Park Lighting	\$815 (\$325,660)																	Some quotes provides by Horizon Power - works authorised. Programming ongoing. Investigating solar lighting for Kevin Scott playground and Finucane Island boat ramp
MID	1201487	Street Lighting Upgrades	0 (\$442,475)																	Some quotes provides by Horizon Power - works authorised. Programming ongoing - focussing on Koombana area to upgrade lighting to comply with Australian Standards and reflect requirements for CCTV.
MID/MES	1201443	McGregor Street RRG (Condon street to Cooke Point road)	0																	Program includes the extension of asphalt 2m towards skate car park and asphalt overlay of McGregor street from Clarke street to Cooke Point road. Construction work to be undertaken by Council's period contractors (Pioneer as per Wedgefield upgrades). RRG approved funding alterations - \$39,000 to be reallocated to Hamilton road RRG
MID/MES	1201455	Anderson Street RRG	0																	Frewer to Howe - drainage & asphalt overlay. Works undertaken by Council staff and period contractors (Pioneer as per Wedgefield upgrades). Pioneer unavailable, BGC to do work.
MID/MES	1201453	Hamilton Road RRG	0																	Kerbing and asphalt overlay on section near Matt Dann/Club Hamilton. Undertaken by period contractors. RRG approved reallocation of funding from McGregor street RRG project (total added expenditure \$39,000 with \$26,000 funded from RRG)
MES	1204280	Pre Cyclone clean Up White Goods/Green	\$74,007 (\$2,075)																	Advertising and signage - WE 15/8/08. Starting pickup at beginning of Sept. NA Depot Green waste-Sept/Oct, Whitegoods-May/June
AM	1210475	PAPI	0																	design complete Review undertaken to ensure compatibility for future aircraft mix. Quotes: electrical only installation. Goods purchased dependant on flight testing availability timed for RESA as ENESAR only one in WA RADS. ACE Electrical completed works. New run to be made to control box. SRO finalising electrical.
MID/MES	1004410	Septage Ponds (construct new septage ponds at SH Landfill)	\$50,746 (\$5,004)																	Design completed. Going to tender.
AM	NEW	CBS security installation	0																	Glydepath commenced on 1/1108 is on target to be completed and operational by 25/11/08, comprehensive training to to be undertaken by Qantas and Glydepath.
MID/MES	1009481	Cemetery Upgrade (Entry signage, lintels, kerbing, plot markers)	\$4,570 (\$2,145)																	Kerbing has been completed. Plot markers are being audited to determine replacement requirements. Signage for entry wall has been installed by Depot crew. Review of plot numbering system is underway, with results affecting ordering requirements for new plot markers.
MES	1201483	Nth Circular Rd East Culverts RRG	\$55,032 (\$0)																	Concrete bases have been completed (22/8/08) in preparation for culvert installation. Culverts arrived early October. Additional funding being sourced from Main Roads - to be presented to Council - as headwall quotes are higher than estimated

MID/MES	1201476	South Hedland Footpath Const	0															Traine, Mauger, Stanley, Bottlebrush, Limpet, Pettit, Hawke, Mitchie, Smith, Acacia. Contractor has confirmed that program will be completed prior to contract expiry on 31st December 2008. Services and obstructions to be checked as construction progresses.
AM	1210474	Airconditioning upgrade - Airport	\$272 (\$3,945)															Whilst air conditioning upgrade is in progress no one can be in the Terminal, date of completion extended until December
MID/MES	1111446	Playground Equipment (Colin Matheson & Kevin Scott oval) \$231,844	\$124,864 (\$84,928)															Shade structure construction complete. Lighting ordered. Picnic settings ordered, due prior to Christmas. Bike track to be installed at Colin Matheson playground by depot staff. Concrete pads for picnic settings to be constructed internally.
AM	1210477	Grading of Drains	0															Now been scheduled for May 2009, when will be a bit cooler
AM	1210476	Apron Lighting	\$9,010															internal/contract rates (tentative date). Terry Dodd and Bob Couzens will investigate request briefing and Council Minutes
AM	NEW	Café Modifications	0															Café modifications now on hold until after briefing
AM	1210478	RESA Extension	0															Waiting on Tom Petney to send designs through to Ian McKay
AM	NEW	Departure Lounge Modifications	0															Move walls / fix departure lounge to be done on hourly rates - design tech to do the drawings. Look at Gary Ward to liaise and supervise contractors
MID/MES	1203440	Floodwater Pump Upgrade - Elec Shelter	0															Formal RFQ and specifications being prepared. Contract to be finalised/awarded December.
AM	1210473	Electrical upgrade	\$94,586 (\$118,058)															design complete. Connell Wagner specifications Stage 2 of upgrade - ring main. Reading electrical engaged to review specifications prior to going to tender to ensure accuracy. Bob copy of report
MRS/MES	1109451	McGregor Street Oval Upgrade	\$22,000 (\$23,841)															Resolution at Sept OCM to determine soil, hydrological etc tests at the site will be undertaken before report and recommendations will be completed. Estimated timeframes unknown at this stage. Initial report was due to Council in March 2008. Anticipated that this report will not be completed until 2008, and project cannot commence until after this time.
MRS	1108273	SH Sports Precinct Masterplan	0															Allocated to 1108269

MID/MES	1201490	Sutherland Street Upgrade (PHES) - Nodes	\$34,849 (\$81,225)																Construction commenced. Furniture installation pending delivery. Playground and soffit installation pending weather conditions. Likely that plants will be installed next year due to availability of appropriate sizes. Link to existing dune walkways to be provided. Investigating options for drinking fountain near playground equipment. Project temporarily on hold due to resignation of Const Super
AM	1210465	Solar Lights	0																Bob to bring up at the AAA Conference next week as to viability at the Airport
MID/P&G	1111265	Reticulation - Survey Pickup	0 (\$14,800)																Survey commenced by Gerloff surveyors (Marapikurrinya park, Bert Madigan park, Leap park, Lions park, Daylesford park). Other parks pending budget outcome. Reticulation pipe locations to be added by Parks & Gardens staff. Gerloff requested to include Don Rhodes Mining Museum in survey pickup
DES/MES	1111282	Native Plant Nursery	\$52,209 (\$4,309)																Establish and create removable structure and associated infrastructure. P&G supervisor producing procurement plan. Some equipment (ie potting benches etc), plants ordered
MRS	1108416	Sports Facility Upgrade Program (Sheds - McGregor Street and Marie Marland Reserve)	0 (\$72,195)																Sheds to be arriving in Port Hedland min-November 2008. Kingsmill be be undertaking the installation, and have advised they are ready to commence upon receipt of sheds. Internal structures and services still to be developed.
MID	811494	Don Rhodes Mining Museum (lighting, fencing and crackerdust around exhibits)	0																The BHP Sustainability Partnership meeting on 7th November decided that the DRMM will remain in its current location. Works can now proceed with survey and preparation of tender for fencing. Solar lighting to be investigated.
MRS	1108420	Recreation Facility Upgrade (Diamond 1 Backnet and Hawks clubrooms)	\$3,253 (\$3,330)																Contract with Southern Wire for construction of backnet terminated due contractors changes to the quote (and improper process). Engineering staff will now repair backnet in preparation of the baseball season, and replace next year.
MID	1208443	Light Replacement Vehicle	0 (\$224,508)																Purchase orders have been raised for all vehicles in 2008/09 replacement program. DES vehicle to be replaced with a Toyota Prius in line with Council's 'Plan for the Future' strategy to consider environmentally friendly vehicles
MID/MES	1201473	Drainage Construction	0																Survey undertaken and designs commenced for Logue court drainage.
MES	1110278	Sportsground Surface Repairs	\$5,120 0																Marie Marland, Kevin Scott and McGregor St ovals' surfaces require aerating & other maintenance. (Not until after 17th Dec)
MRS	1107413	Aquatic Centre Plant and Equipment	0																Funds no longer available through BHPB Sustainability Partnership (advised 17th November 2008). Alternate sources are being determined
MRS	1106430	GAC upgrades	0																Priorities have been determined by the ToPH and YMCA, as per the YMCA audit undertaken, and submitted capital upgrade requests. Plant and equipment will be purchased as per the procurement policy, and in accordance with the Recreation Facility Audit, with preference for the items deemed most important.

MRS	1107430	SHAC upgrades	0 (\$1,436)																		Priorities have been determined by the ToPH and YMCA, as per the YMCA audit undertaken, and submitted capital upgrade requests. Plant and equipment will be purchased as per the procurement policy, and in accordance with the Recreation Facility Audit, with preference for the items deemed most important.
MRS/MES	1111437	Recreation Reserve Development	0																		Tender advertised 1st November. Tender closes 26th November, and will be presented to the December OCM. Works due to commence mid-December.
MID/MES	1201458	Throssel Streetscape Street	0 (\$1,727)																		Revised designs have been submitted by Epcad. To be reviewed to ensure integration with South Hedland CBD upgrade proposals. Due to commencement of new staff, staff to investigate undertaking remainder of design and construction works in house.
MID/MES	1201438	West End Greening stage 2	\$393																		Project scope and design to be finalised and presented to Council for approval prior to proceeding with construction. Majority of work to be completed by Council staff
MID/MES	1111435	Stairway to the Moon	\$31,412 (\$2,471)																		DEC clearing permit received - duration 9/11/08 to 9/11/10. Quotes being sourced to undertake Heritage Survey as per DIA requirements. Parking issues being investigated, including estimates for verge parking along Taylor st. Staff to liaison with Planning dept and Caravan Park. Likely that full cost will exceed budget
MID/MES	120new	Schillaman Drainage Street	0																		Concept design has been prepared - pending confirmation of stormwater calculations. Dial before you dig required plus liaison with Water Corp regarding visible water line. Construction timeframe pending wet season, to be completed by Council staff
MRS/DES	1109455	Colin Matheson clubrooms	0																		Report presented at Sept OCM was accepted. Awaiting final tender contract and final determination of funds. Anticipated that Tenders will be called late 2008.
MRS	1109450	Colin Matheson Oval Upgrade	0 (\$6,000)																		All upgrades to be undertaken following Oval Upgrade. Funds will not be expended until at least March 2009.
MID/MES	1105410	Finucane Island Boat Ramp (widen ramp, increase gradient, reduce silt)	\$4,876 (\$7,200)																		Design work is ongoing. Request for comment sheet on display at Smirkeys Sports, Pilbara Boats & Bikes, North West Angler, Civic Centre & Depot. Media release requesting feedback. To date feedback has been positive, with many other ideas expressed regarding shade, lighting and car park. New items to be presented for 2009/10 budget.
MID/MES	1111436	Bore Installations	0																		Department of Water has approved the licence to construct a well at South Hedland oval and McGregor street re-use tanks. Conditions include preparation of monitoring program, salinity level restrictions, completion of Form L prior to receiving licence to take groundwater. Design & construct tender to be prepared for approval at January OCM
MID/MES	1201450	Boulevard Tree Planting	0																		Investigations into water supply ongoing. Design and costing being prepared for alternative reticulation system. Quotes for tree supply received - to be ordered for supply in March/April.
MID/MES	1004410	Re-cycling Shed at SH Landfill	0																		Design & Construct Tender being prepared. To be presented to Council for approval in January meeting

MID/MES	1105426	Turtle Boardwalk	0 (\$2,243)																Project may be constructed by Council staff without the requirement for registered builder (reduced costs). Building approval still required. Quotes being sourced for Heritage Survey as per DIA requirements. Identified heritage sites in close proximity to site - could be a project hold point. Revised cost estimates exceed allocated budget
MRS	1107432	Pools Electrical Upgrades	0																Items identified in the Electrical Audit (earthing and general) will be collated for priority purposes. If possible, any work requiring closure of pool/s will be undertaken April 2009, for minimum disruption. Urgent repairs will be undertaken immediately pending contractor availability. Works to be undertaken in November 2008.
MID/MES	1201437	Hedditch - Forrest Circle Rd	0																Design quotes received exceed budget expectations. Formal request for tender being prepared to include hydrological studies
MID/MES	1201433	SH link roads	0																Budget included in Hedditch link as per Sept budget review.
MID/MES	1201435	Cottier/Dale (Blackspot)	0																Full scope to be prepared January. Designs to be prepared for guardrail location, minor road realignment, etc.
MID/MES	1201434	Cottier/Kennedy (Blackspot)	0																Full scope to be prepared January. Designs to be prepared for guardrail location, minor road realignment, etc.
DCRS/MID/MES	1201461	Town Entry Statement (landscaping component)	\$2,830 (\$1,778)																Entry statement artist is preparing a concept plan for the landscaping to compliment to entry statement. BHP request to include rail car displays also which will require fencing and lighting to be included in project budget - more info required from BHP. Landscaping & retic works to be undertaken by P&G staff
MID	1111449 & 1111439	Park Upgrades & Marquee Development	\$10,574																Presented to Council Briefing 8th October. Community consultation to commence regarding scope & design. Additional funding to be investigated. Maintenance & operational costs to be prepared. Review scope based on current budget
MES	1201457	Yandeyarra Road	0 (\$16,800)																Formation & floodway improvements along full length of road to be undertaken by Council staff after cyclone season.
MES	1201489	Hillside/ Woodstock Road - RRG	0 (\$25,075)																Formation & floodway improvements along full length of road to be undertaken by Council staff after cyclone season.
MCED/MRS	1104411	JD Hardie upgrade (capital purchases and building)	\$314 (\$7,480)																MCED undertaking concept/architectural designs. MRS completing final capital items, including dividing nets, cricket nets and car park. Dividing net has been ordered: due for installation in Sept 08. Cricket nets also examined then. Car park to be surveyed and undertaken when truck available in South Hedland. Car park - before end Nov; gravel and asphalt.
MRS/MID/MES	1201440	Cycleway development	0																Path construction to be undertaken by Council's period contractor. Additional signage and line marking work to be outsourced. DEC< DIA approvals required. Lighting required. Going to Oct OCM.
DES	1004441	Excavator Shears	0																Three quotes to be sourced in accordance with Council procurement policy. Further investigation required; DES not convinced that it is the best option.

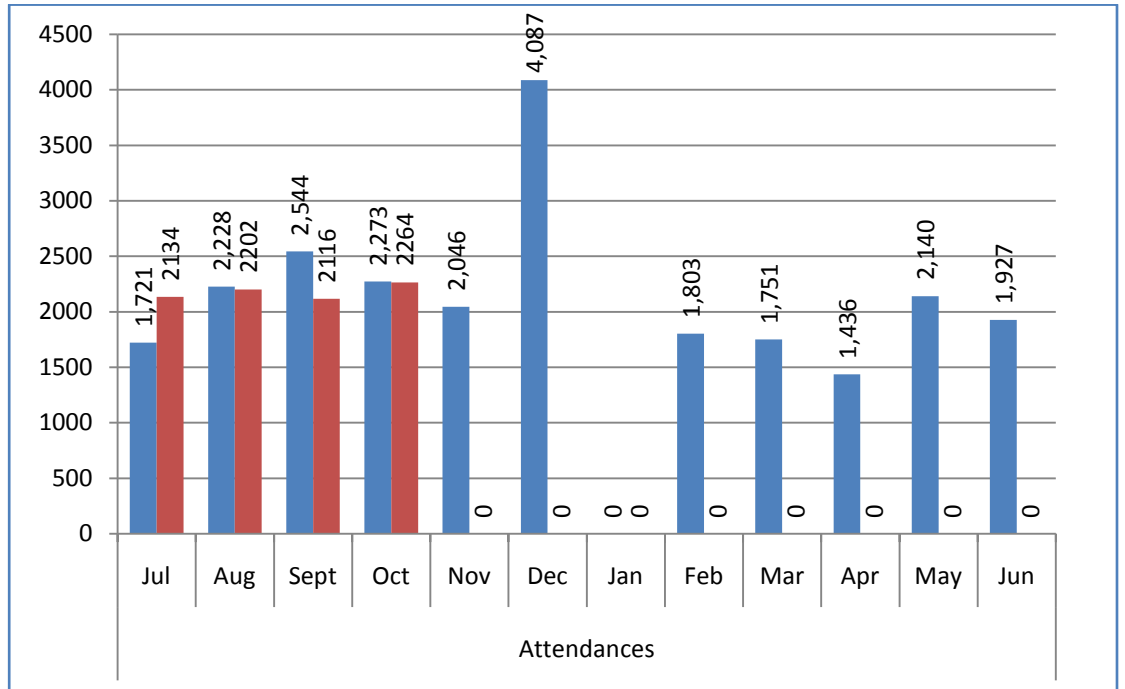
?????	1111447	Building Upgrades	0																Project/funding to be investigated.
CEO/DES/MRS	1111450	Turf Club Grandstand (on hold)	0																Stakeholder consultation 2/9/08; Turf Club, Pony Club and others.
MID	1201488	R2R Program - Wedgefield Upgrades and Shoata	0																Programmed as per Council's 5 year plan - \$200,000 for Wedgefield upgrades (1201486) and \$139,000 for Shoata road (1201444). September budget review to reallocate funds to these accounts.
MID	1204289	Gt. Northern Hwy - Street Lighting (Main Roads project with Council contribution)	0																Project scope to be confirmed to include lighting from BP service station to SES/FMG camp access road. Additional lighting (to 'Port Haven' road entrance) will be at the cost of the developers. Horizon Power requested to review quote before proceeding
DES	NEW	Water reuse scheme augmentation	0																Liaising with Water Corporation. Extensive modifications planned for SHWWTW. Report to Council Sept OCM for works at TOPH 'end'. Meeting with DEC re: licence conditions 29/10
MID/DES	1111446	Shadesails - Pully system (\$110,000)	0																Advised by DCS 8/9/08 of budget allocation to 1111446. Initial investigations find that a standard system is not available therefore system must be designed individually to suit Council's requirements
DES/DCRS	NEW	Airport Housing	0																To be advised - depends on Airport Master plan
	NEW	Pinnacles Road Widening	0																
	NEW	Cooke Pt Dve Drainage (footpath area)	0																

ATTACHMENT 2 TO AGENDA ITEM 11.3.1.1

Recreation Services

. JD Hardie Centre

Attendances



Aquatic Centres

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

South Hedland Aquatic Centre

YMCA Update
Financials

Month	Actual	Budget	Variance
Income	\$31,577	\$23,134	\$8,443
Expenditure	\$64,401	\$55,307	(\$9,094)
Net	(\$32,824)	(\$32,173)	(\$651)

Year to date	Actual	Budget	Variance
Income	\$97,940	\$91,283	\$6,657
Expenditure	\$493,062	\$453,062	(\$39,558)
Net	(\$395,122)	(\$362,221)	(\$32,901)

Attendances

Month	Swim	Aqua/ Ed	School	Aqua	Prog.	Misc	Total
Jan	1590	158	0	0	0	1791	3539
Feb	834	261	55	0	25	2011	3186
Mar	1020	532	719	11	35	3781	6098
Apr	1026	0	152	5	10	1303	2496
May	0	0	0	0	0	0	0
June	0	0	0	0	0	0	0
July	0	0	0	0	0	0	0
Aug	0	0	0	0	0	0	0
Sept	223	0	0	0	0	151	374
Oct	2463	650	72	0	37	3654	6876
Total	7156	1601	998	16	107	12691	22569

Gratwick Aquatic Centre

YMCA Update
Financials

Month	Actual	Budget	Variance
Income	\$34,148	\$29,785	\$4,363
Expenditure	\$68,740	\$57,842	(\$10,898)
Net	(\$34,592)	(\$28,057)	(\$6,535)

Year-to-Date	Actual	Budget	Variance
Income	\$131,215	\$159,330	(\$28,135)
Expenditure	\$493,143	\$499,911	\$8,397
Net	(\$361,928)	(\$340,581)	(\$21,347)

Attendances

Month	Swim	Health Club	Aqua/Ed	School	Aqua	Prog.	Misc	Total
Jan	3,421	43	221	0	61	331	783	4,860
Feb	1,836	112	422	0	0	0	1,002	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
May	413	503	0	0	27	0	132	1,075
Jun	89	378	0	0	0	0	35	502
Jul	129	377	0	0	0	0	38	544
Aug	245	255	0	0	0	31	148	679
Sep	1,206	343	0	0	0	101	431	2,081
Oct	4,352	461	277	0	65	656	1,043	6,854
Total	15,744	2,834	1,795	483	198	1,460	5,637	28,151

11.3.1.2 Airport Master Plan (File No.30: 21/0001)

Officer Terry Dodds
Director Engineering Services

Date of Report 18 November 2008

Disclosure of Interest by Officer Nil

Summary

This report seeks Council confirmation of the proposed direction of the Airport Master Plan as recommended by Council's Airport Working Group.

Background

The Town of Port Hedland owns the Port Hedland International Airport which is currently one, if not the key piece of infrastructure that provides people access to the mining industry. The passenger numbers, destinations and freight volumes are expected to rise very substantially over the next thirteen years. The facilitation of the delivery of this service will be one of the key challenges faced by the Town.

All Airports in Australia face the problem of finding ways to increase revenue to help offset the costs involved in facilitating growth and maintaining air infrastructure. This problem is exacerbated in ports with very steep growth rates, such as is the situation in the Pilbara. The cost of providing engineering services in a remote location, such as Port Hedland, stands at 80% above capital city averages, which further adds to the impetus to find innovative and alternative funding methods.

The Town recognised this issue when reviewing the '*Plan for the Future*' and sought to address through the development of an Airport Master Plan.

At the Ordinary Council Meeting held on 27 February 2008, Council resolved to note that quotes were being sought from appropriately qualified consultants for same.

Since then the services for Airport Master Plan Consultants (AMPC) were obtained and subsequently the Airport Working Group and staff have been working through the many and varying issues and assisting the *concept* development.

The most important aim of the Airport Master Plan is to provide Council with direction as to how income could potentially be derived from the Airport without impeding the current operations or future operational growth requirements.

At the last meeting of the Airport Working Group held on 27 October 2008 AMPC was able to provide the group with the minimum areas required to operate the Airside activities (boundary locations), which in turn allowed potential developmental areas to be identified.

The Airport Working Group identified four main areas (refer Attachment);

1. Terminal precinct and business
2. TWA, Air Park, General Aviation (rotor and fixed wing) and Freight
3. Industrial
4. Low impact (semi-restricted access, OLS)

Areas 1 & 2

The areas with the highest income potential in the short to medium term are the current terminal precinct and the TWA area in general.

(It is difficult from a logistical view to separate Areas 1 & 2, as the current terminal, general aviation and hire car businesses will more closely relate to land between the proposed TWA and existing terminal precinct: this area has been amalgamated.)

Area 3

The land on the Wedgefield side of the Airport is not likely to be required for Airside operations. This area is close to the Wedgefield Industrial area and would serve the purpose of providing more land for industrial use when required.

Area 4

The land between the two runways has been identified as suitable for low impact activities.

(There is a security, access and an *Obstacle of Limitation* (OLS) requirement that severely limits the type of land use. The land is also subject to regular tidal surges.)

One suggestion was this land would be ideal for a native tree nursery in the future.

Consultation

Airport Working Group
Airport Master Plan Consultants
Director Community and Regulatory
Director Corporate Services
Manager Planning Services
Port Hedland Port Authority

MainRoads WA
LandCorp
Chief Executive Officer
Civil Aviation Safety Authority
Air Services Australia
Horizon Power
Water Corporation
Department of Environment and Conservation

Statutory Implications

Civil Aviation Act 1988- Civil Aviation Safety Regulation (CASR) - part 139

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 —

“dispose” includes to sell, lease, or otherwise dispose of, whether absolutely or not;

“property” includes the whole or any part of the interest of a local government in property, but does not include money.

(2) Except as stated in this section, a local government can only dispose of property to —

(a) the highest bidder at public auction; or

(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.”

Policy Implications

Nil

Strategic Planning Implications

Key Result Area 1 Infrastructure
Goal Number 1 Airport
Strategy 2 & 3

Budget Implications

Budgeted item

Officer’s Comment

The Airport Working Group suggested developing areas 1 to 4 in that priority due to the commercial opportunities and the following;

1. The Royal Flying Doctor Service are looking at redevelopment

2. One General Aviation operator is looking to redevelop
3. The hire cars currently absorb a large area in almost the centre of the terminal precinct, which is not necessarily providing Council with the best returns
4. There is a need for essential service housing on-site (*Airside* personnel). Council has budgeted \$1.5 million for the design and construction of 5 houses. It will be a requirement that areas 1 and 2 be finished prior to the D&C tender being advertised.
5. There is a potential for aviation enthusiasts wishing to house aircraft and live near an airport. This potential remains largely untapped in WA. Similar enterprises have been very successful in other ports.
6. Air Parks, flight training and tourism are very closely related industries. Facilitating the first two will assist the tourism aspect.
7. Air freight is a largely unexplored opportunity in the North West.

Attachments

Concept Discussion Plan

200809/129 Council Decision/Officer's Recommendation

Moved: Cr G J Daccache

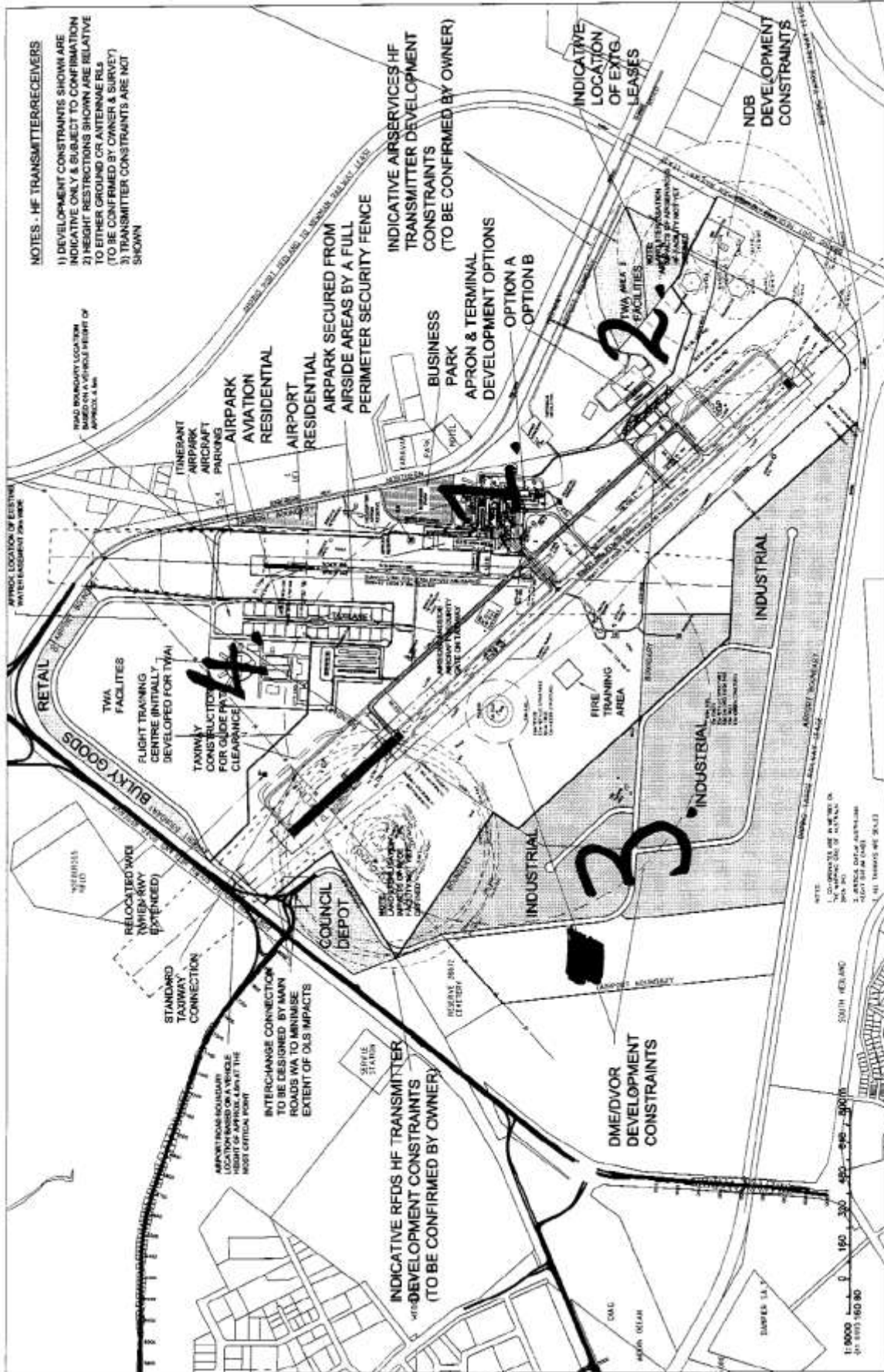
Seconded: Cr J E Ford

That Council:

- i) **endorse the concept of the four Port Hedland International Airport Development precincts as discussed by the Working Group;**
- ii) **notes that the next steps in the Port Hedland International Airport Master Plan concept development process are;**
 - a) **stakeholder consultation with current and potential tenants**
 - b) **an analysis of estimated financial income potential to Town of Port Hedland;**
 - c) **individual Precinct plan formulation and approval;**
and
 - d) **endorsement by Air Services Australia**

CARRIED 7/0

ATTACHMENT TO AGENDA ITEM 11.3.3.2



NOTES - HF TRANSMITTER/RECEIVERS
 1) DEVELOPMENT CONSTRAINTS SHOWN ARE INDICATIVE ONLY & SUBJECT TO CONFIRMATION
 2) HEIGHT RESTRICTIONS SHOWN ARE RELATIVE TO EITHER GROUND OR ANTENNAE RELS (TO BE CONFIRMED BY OWNER & SURVEY)
 3) TRANSMITTER CONSTRAINTS ARE NOT SHOWN

PORT HEDLAND INTERNATIONAL AIRPORT - INDICATIVE DEVELOPMENT CONCEPT



TOWN OF PORT HEDLAND

PRELIMINARY FOR DISCUSSION ONLY

SK105-D

DATE 27-10-08
 DRAWN BY
 CHECKED BY
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11.3.1.3 Munda Station Access Road (File No.: 28/05/0007)

Officer Terry Dodds
Director Engineering Services

Date of Report 18 November 2008

Disclosure of Interest by Officer Nil

Summary

The purpose of this report is to seek a Council resolution regarding the future public use of the Munda Station Road, and associated maintenance of this road.

Background

The Munda Station Access road (road number 238) is 33 km long and is located on Munda Station, which is approximately 130km out of Port Hedland. In 1995 the Munda Station Road gate was locked, subsequently preventing the public from being able to access this road. The reasons behind the closure of this road to the public stemmed from issues arising during the HBI construction boom.

These problems included;

- Cattle being shot/ let out onto the Great Northern Highway.
- Irrigation points being poisoned which caused stock to die of dehydration (dead kangaroos were thrown down bores which resulted in the water becoming contaminated).
- Station property being damaged including windmills being vandalised and signs being shot.
- Glass and rubbish being left by irresponsible people.
- Council Rangers not being able to effectively police issue due to resourcing constraints.
- Station owners were unable to keep internal station gates shut, despite having signs advising that the gates must remain shut at all times
- Gates being left open introduced liability issues, which introduced greater risk, as the other 500km of non-public roads fall under the station owner's insurance

At present, due to the long history of problems associated with the public having access to this road, the gate remains locked and the road continues to be closed to the general public. The station owner has commented to the Town that, should a request for access be made by responsible local residents (on a group or individual basis), there would be no impediment to entry.

Until recently, no major maintenance had been carried out on this road since its closure to the public in 1995.

The road has little gravel, no geometric design, no drainage, no signposts or verges.

Consultation

- Engineering Staff
- Ranger Services
- Munda Station owners

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

If Council resolves to allow Munda Station road to remain in its current semi-restricted access status, budget implications would be nil. However, the cost of unsealed road maintenance for roads with unrestricted public access is approximately \$6,000/km, therefore maintaining the full length of Munda Station road annually would be \$198,000. The current budget for the maintenance of all unsealed roads is \$235,000. As described below, a significant amount of upgrades would be required to reform the road to a suitable condition, the costs of which must also be considered.

Officer's Comment

As no major maintenance has been carried out on this road for over 13 years, there would be a significant amount of work required to bring this road back up to an acceptable standard for general public use, versus limited public use. Once the road has been brought back up to an acceptable level, a regular maintenance program would need to be implemented to ensure the quality/ standard of the road is maintained.

Historically, Councils Australia-wide have fallen into the trap of grading up existing surfaces without gravelling and not reviewing the long-term environmental consequences.

The composition of the existing material is such that it is unlikely to be able to make a suitable road that will remain durable once the traffic volume increases. If used, the existing road material will cause 'bulldust' to form. When a material is in this state the particles get finer and finer, like a mortar and pestle action. Rain and wind erosion then accelerates the removal of the material (as it is so fine it blows away and washes away easily), the road surface gets lower, and lower in relative height.

At this point when heavy rain does occur, as the road is lower than the natural surface, instead of the water exiting via the 'mitre drains' (the drains at 45 degrees to the road off the table drains) the water stays in the road formation, usually running parallel. At Munda the result could be a 10m wide by 33km long lake, should this scenario occur.

Currently Council is financially unable to maintain the 33 km of road to even 5% of an adequate level for use by the general public. As the volume of traffic using the road increases, so too does the level of maintenance that is required to be undertaken to uphold the condition of the road. Increased public use of the road therefore also equates to an increase in the cost of maintaining the road surface. Such would be the case if the Munda Station road is re-opened to the general public.

There are two courses of action for Council to consider;

Option 1:

Instruct the station owner to remove the lock from the gate and allow unrestricted public access to the road to resume. This would likely be the most popular option with the public; however there are some other important factors that also need to be considered.

This option would require a significant increase in funds to be made available for the ongoing maintenance of the road surface. Current budgetary constraints do not allow for the level of maintenance that is required to adequately maintain this road for general public use.

A regular maintenance program would also need to be implemented to ensure the quality of the road is retained, and that no degradation of the environment occurs from the increased usage of this road.

Continual monitoring by Ranger Services would be required to ensure problems that have occurred in the past, which initially led to the closure of the road, are not reinstated.

Option 2:

Leave the gate locked with the current semi-restricted access to the road remaining in place.

The fact that the gate is shut doesn't negate the fact that the main station road is still currently a public road, and the station owner is still a ratepayer. A minimum level of maintenance would be required to be performed on this road to allow continued access for the station owner, as per existing arrangements.

Although this option is likely to be universally popular with the public, it is still an option that needs to be taken into consideration. This is due to the previous issues that have been encountered from this road being open to the public, and also the significant cost increase associated with maintaining the road for general public use.

Attachments

Nil

Officer's Recommendation

That Council:

- i) permits Munda Station Access Road (#238) to function as a public road with semi-restricted access;
- ii) enters into further discussions with the Leaseholder and Manager of Munda Station, that aims to ensure that suitable public access is maintained; and
- iii) continues to provide a minimum level of maintenance to Munda Station Access Road (#238)

200809/130 Council Decision

Moved: Cr J M Gillingham

Seconded: Cr S J Coates

That Council:

- i) permits Munda Station Access Road (#238) to function as a public road with semi-restricted access;**
- ii) enters into further discussions with the Leaseholder and Manager of Munda Station that aims to ensure that suitable public access is maintained, and invites the Leaseholder and/or Manager to an Informal Briefing of Council; and**
- iii) continues to provide a minimum level of maintenance to Munda Station Access Road (#238)**

CARRIED 7/0

REASON: Council would like to meet with the Leaseholder and/or Manager of Munda Station to an Informal Briefing Session.

11.3.1.4 Tender 08/12: Supply and Delivery of One (1) New Loader (File No.: 23/08/0042)

Officer Terry Dodds
Director Engineering Services

Date of Report 18 November 2008

Disclosure of Interest by Officer Nil

Summary

This report seeks Council consideration of Tenders that have been received for the supply and delivery of a new loader.

Background

Tenders were recently called for the supply and delivery of a new wheel type loader.

Assessment Criteria

In advertising for a machine the following criteria (weightings) were stipulated:

1. *Local Parts*

Local parts were allocated a weighting of 10%.

2. *Local Service*

The weighting for local service was adopted as follows:

- 20% for local dealer; and
- 10% for local agent

3. *Warranty*

Warranty was allocated a weighting of 10%

4. *Local Supplier*

Local sales, service and supply was allocated a weighting of 15%.

5. *Price*

Price was allocated a weighting of 45%.

Consultation

Manager Engineering Services
Senior Mechanic

Council's Engineering staff has reviewed all the tender submissions prior to recommending Council's resolution. The specifications prepared for the tender document are based on machinery that we currently use to complete our construction and maintenance projects.

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.”*

Policy Implications

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

Strategic Planning Implications

Nil

Budget Implications

GL account 1208440 Heavy Vehicles and Plant - \$150,000 as approved in Council's 5 year plan and budget June 2009.

Officer's Comment

Tenders were received from five (5) tenderers as detailed in Table 1 below.

Table 1:

Tenderer	Model	Price (ex GST)
Komatsu	Komatsu WA250PZ – 6 wheel loader Less trade Council's WA250PT-3 Change over without GST	\$257,737.00 \$55,000.00 \$202,000.00
CJD Equipment	Volvo L60F loader Less trade Council's WA250PT-3 Change over without GST To comply with tender	\$228,000.00 \$70,000.00 \$158,000.00 \$189,784.00
CJD Equipment	Volvo L70F loader Less trade Council's WA250PT-3 Change over without GST To comply with tender	\$239,000.00 \$70,000.00 \$169,000.00 \$200,784
CJD Equipment	Volvo L70F loader No trade discount Change over without GST To comply with tender	\$239,000.00 \$5,000.00 \$234,000.00 \$265,784.00
Earthwest Construction & Mining Sales	Hyundai H1740 TM-7 wheel loader Less trade Council's WA250PT-3 Change over without GST Satellite tracking cost not fixed	\$245,000.00 \$46,000.00 \$199,000.00
Earthwest Construction & Mining Sales	Hyundai H1740 TM-7 wheel loader tool carrier No Trade Change over without GST Satellite tracking cost not fixed	\$235,000.00 \$235,000.00
Hitachi Construction Machinery Australia	John Deere 544 JPL wheel loader Less trade Council's WA250PT-3 Change over without GST	\$250,438.67 \$40,000.00 \$210,438.67
Westrac Cat	Cat 924 HZ wheel loader Less trade Council's WA250PT-3 Change over without GST	\$249,560.00 \$48,000.00 \$201,560.00
Westrac Cat	Cat 928 GZ wheel loader Less trade Council's WA250PT-3 Change over without GST	\$294,820.00 \$48,000.00 \$246,820.00

All the above prices include registration to 30 June 2009 and delivery to Town of Port Hedland Depot.

Refer to below for further pricing information from Table 1.

CJD Equipment - optional equipment prices as per Town of Port Hedland Specifications

1. Hose burst protection system	\$6,856.00
2. 8kg automatic lubrication system	\$9,833.00
3. Compuload 4000 weigh system with printer	\$10,345.00
4. Caretrack satellite system	\$4,750.00
Total Ex GST	\$31,784.00

Total cost for CJD L60F, L70F and L70F (no trade) with all specifications as per Tender excluding GST (prices included above in table 1)

CJD L60F	\$189,784.00
CJD L70F	\$200,784.00
CJD L70F no trade	\$265,784.00

Earthwest Construction and Mining Sales - optional equipment prices as per Town of Port Hedland Specifications

7001C Recorder	\$18,50.00
Control Centre Software	\$300 per month
Monthly Tracking Service Fee	\$65 per month

Westrac – satellite tracking system not included but would cost \$3,600.00 and is available.

Table 2 overleaf indicates the specifications of each loader tendered.

Table 2:

TOPH Specification	Komatsu WA 250PZ	CJD L60F	CJD L70F	CJD L70F	Earthwest Hyundai H1740 TM-7	Earthwest Hyundai H1740 TM-7	Hitachi Deere JPL	John 544	Westrac 924 HZ	Westrac 928 GZ
Engine 95 – 125 KW	Tier 3 103 KW	LCE3 115 KW Gross	LBE3 125 KW	LBE3 125 KW	104 KW	104 KW	100 KW	96 KW	115 KW	
GVM 11,000kg	GVM 12,690kg	GVM 11,450kg	GVM 13,120kg	GVM 13,120kg	GVM 12,050kg	GVM 12,050kg	GVM 12,566kg	GVM 0,968kg	GVM 12,310kg	
Transmission	Hydrostatic	Volvo 4 speed automatic	Volvo 4 speed automatic	Volvo 4 speed automatic	4 forward 3 reverse Automatic	4 forward 3 reverse Automatic			Auto shift 4 forward 3 reverse	
Auto greasing	Automatic system	Automatic system	Automatic system	Automatic system	Automatic lube system	Automatic lube system	Automatic lube system	Automatic lube system	Automatic lube system	
Weighing system	Compuload 3000 MKII printer	Compuload 4000 printer	Compuload 4000 printer	Compuload 4000 printer	Weigh system with printer	Weigh system with printer	Load mounted weigh system	APP weighing system printer	APP weighing system printer	
Electrics GPS monitoring	EMMS self diagnosing	Caretrac satellite system	Caretrac satellite system	Caretrac satellite system	Black box system	Black box system	GPS tracking system	Not in Tender	Not in Tender	
Operator cab	ROPS/ FOPS as per specification	ROPS/ FOPS as per specification	ROPS/ FOPS as per specification	ROPS/ FOPS as per specification	ROPS/ FOPS as per specification	ROPS/ FOPS as per specification	ROPS/ FOPS as per specification	ROPS/ FOPS as per specification	ROPS/ FOPS as per specification	
Warranty	12 months	12 mth/ 2500	12 mth/ 2500 36 mth/ 6000 Engine power train	12 month			12 mth/ 2000	36 mth/ 6000 power train hydraulics	36 mth/ 6000 power train hydraulics	
Brakes	Wet disc	Volvo dual circuit	Volvo dual circuit	Volvo dual circuit	Wet disc	Wet disc	Wet disc	Wet disc	Wet disc	
Bucket ~ 2.2 cubic meters	2.2m ³	2.1m ³	2.3m ³	2.3m ³	2.0m ³	2.0m ³	2.3m ³	2.0m ³	2.2m ³	
License										
Servicing	Local dealer	Local agent	Local agent	Local agent	Local agent	Local agent		Local dealer	Local dealer	

Table 3 below indicates the warranty offered for each machine

Table 3:

Warranty	
Komatsu	Standard core warranty 12 months/ unlimited hours. Extended Power train warranty 3 years/ 6000
CJD	Full machine warranty 12 months/ or 2500 hours (whichever occurs first). 36 months/ or 6000h engine power train and hydraulics
Earthwest	1 year or 2000 hours parts and labour Hyundai parts. Cummins engine 2 years or 2000hrs (whichever occurs first)
Hitachi	Full machine warranty 12 months/ or 2000 hours. 36 months/ or 5000 hours power train warranty
Westrac	12 months from date of delivery. 36 months/ or 6000 hours power train and hydraulics. Must use Westrac oil.

Table 4 below indicates the weighting applied to tenderers as per tender evaluation criteria.

Table 4:

	%	1	2	3	4	5	6	7	8	9
Local Parts	10	10	0	0	0	0	0	0	10	10
Local Service – Dealer	20 or	20	0	0	0	0	0	0	20	20
Local Service – Agent	10	0	10	10	10	10	10	5*	0	0
Warranty	10	10	5	5	5	2.5	2.5	5	7.5	7.5
Local Supplier	15	15	0	0	0	0	0	0	15	15
Price	45	30	45	40	20	10	5	25	35	15
Total	100	85	60	55	35	22.5	17.5	35	87.5	67.5
1.Komatsu 2.CJD L60F 3.CJD L70F 4.CJD L70F (no trade) 5. Earthwest					6.Earthwest (no trade) 7.Hitachi 8.Westrac 924 9. Westrac 928					
Notes: * Agent located in Tom Price										

All tendered prices exceed the budget allocation of \$150,000.00. Therefore a request to approve additional expenditure is required. This however can be offset against savings in the purchase of the 4x4 service utility (budget of \$80,000.00 with actual expenditure of \$42,189.46), and also savings from the tractor and mower deck (budget of \$105,000.00 with actual expenditure of \$88,800.00). This combined saving will be reduced by \$10,818.18, due to receiving less income on tractors traded.

See below for breakdown of savings;

Description	Amount Saved
Service Utility	\$37,810.54
Tractor and mower deck	\$16,200.00
Sub Total	\$54,010.00
Less amount for reduced income from traded tractor	-\$10,818.00
Total (ex GST)	\$43,192.00

There will also be a saving of \$39,300.00 if Council purchases the street sweeper for \$310,700.00, as the actual budget is \$350,000. This combined with the saving of \$43,192 gives a total saving of \$82,492.00, before the purchase of the loader.

Attachments

Nil

200809/131 Council Decision/Officer's Recommendation

Moved: Cr G J Daccache

Seconded: Cr J M Gillingham

That Council:

i) awards Tender 08/12 to Komatsu for the following;

Supply and delivery of Komatsu WA 250PZ 6 wheel loader for the total price of \$202,000.00 (ex GST); and

ii) approves additional expenditure of \$52,000 for the purchase of the loader, from savings previously noted.

CARRIED BY ABSOLUTE MAJORITY 7/0

11.3.1.5 Tender 08/13: Supply and Delivery of One (1) New Street Sweeper (File No.: 23/08/0043)

Officer Terry Dodds
Director Engineering Services

Date of Report 18 November 2008

Disclosure of Interest by Officer Nil

Summary

This report seeks Council consideration of Tenders that have been received for the supply and delivery of a new street sweeper.

Background

Tenders were recently called for the supply and delivery of a new street sweeper.

Assessment Criteria

In advertising for a machine the following criteria (weightings) were stipulated:

1. *Price*

Price was allocated a weighting of 50%.

2. *Ease of Maintenance, Design and Durability*

Ease of maintenance, design and durability was allocated a weighting of 20%.

3. *Parts and Service Availability*

Parts and service availability was allocated a weighting of 15%.

4. *Ability to Supply*

Ability to supply was allocated a weighting of 10%.

5. *Local Supplier Preference*

Local sales, service and supply was given a weighting of 5%.

Consultation

Manager Engineering Services
Senior Mechanic

Council’s Engineering staff has reviewed all the tender submissions prior to recommending Council’s resolution. The specifications prepared for the tender document are based on machinery that we currently use to complete our construction and maintenance projects.

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.”

Policy Implications

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

Strategic Planning Implications

Nil

Budget Implications

GL account 1208440 Heavy Vehicles and Plant - \$350,000 as approved in Council’s 5 year plan and budget June 2009.

Officer’s Comment

Tenders were received from two (2) tenderers as detailed in table 1 below.

Table 1:

Tenderer	Model	Price (ex GST)
Rosmech Option 1	Scarab Merlin – Nissan UD MK 240, Euro 3 Street Sweeper Upgrade to Hino 500 FG 1527	\$270,474.00 \$278,974.00
Rosmech Option 2	Scarab Merlin – Nissan UD MK 6 Street Sweeper Upgrade to Hino 500 FG 1527	\$286,506.00 \$295,006.00
Rosmech Non complying*	Scarab Merlin – Nissan UD MK6 Street Sweeper	\$281,510.00
MacDonald Johnston	MacDonald Johnston VT 605 Road Suction	\$310,700.00
Notes: *Rosmech non complying sweeper is a hydrostatic drive unit and this may not be changed. Chassis is only 10.4 GVM, not able to supply larger chassis for the sweeper unit		

All the above prices include registration to 30th June 2009.

Table 2 below indicates the specifications of each street sweeper tendered.

Table 2:

	TOPH Specification	Rosmech Scarab Merlin Mk240	Rosmech Scarab UD MK6	McDonald Johnston VT605
Cab & chassis	GVM 15,000kg suitable for body ~ 4.5m ³	GVM 14,400kg 6.6 m ³	GVM 14,400kg 6.6 m ³	GVM 15,000kg 5.6 m ³
Engine	Diesel engine minimum gross power 191 KW at 2500 RPM	Diesel Euro 4 175 KW @ 2800 RPM	Diesel Euro 4 168 KW @ 2500 RPM	Diesel Euro 4 190 KW @ 2500 RPM
Transmission	Automatic	Allison Automatic	Allison Automatic	Allison Automatic
Wheel Base				
Air Conditioning	Roof mounted condenser	Red Dot roof mounted	Red Dot roof mounted	Red Dot roof mounted
Steering	Dual power steering	Dual power steering	Dual power steering	Dual power steering
Window Tinting	North West tinting	Window tinting	Window tinting	Window tinting
Mirrors	Electronically controlled	Electronically controlled	Electronically controlled	Electronically controlled
Brakes	Dual circuit air, self adjusting	Air over hydraulic	Air over hydraulic	
Air Cleaner	Dry & pre-cleaner (Donaldson type)			
Fuel Cap	Locking fuel cap	Lockable	Lockable	Lockable
Tyres	11 x 22.5 Michelin XZV compactor, 11 x 22.5 steer tyre	Not stated	Not stated	Michelin XZV
Colour	White two pack	White two pack	White two pack	White two pack
Weighing	Tare and aggregate	GVM sign written	GVM sign written	GVM sign written
Mud Flaps	Front & rear	Front & rear	Front & rear	Front & rear

	TOPH Specification	Rosmech Scarab Merlin Mk240	Rosmech Scarab UD MK6	McDonald Johnston VT605
Radio & Seat Covers	AM/ FM radio/ CD Canvas seat covers	AM/ FM radio/ CD Canvas seat covers	AM/ FM radio/ CD Canvas seat covers	AM/ FM radio/ CD Canvas seat covers Floor mats
Manuals	Workshop & CD for spares	Workshop/ operator Spare parts	Workshop/ operator Spare parts	Workshop/ operator Spare parts
Licensing	30th June 2009	Common expiry charged at cost separate invoice	Common expiry charged at cost separate invoice	Common expiry charged at cost separate invoice
Safety	Anti-slip steps 6.8kg BCF externally mounted fire extinguisher	9.0kg ABE	9.0kg	9.0kg
Accessories	Ignition activated hour meter	Truck hour meter, sweeper hour meter	Truck hour meter, sweeper hour meter	Truck hour meter, sweeper hour meter
Auxiliary Engine	Wiggins Evac chassis mounted	115 litre lockable	1	190 litre fuel locking
Sweeper Size	4.5 cubic meter capacity	6.6 m ³ Stainless steel	6.6 m ³ Stainless steel	5.6 m ³ Stainless steel
Compactor Body	Dual sweep system with rear hinged outlet, 4mm stainless steel	Dual sweep system, power thrust 4mm stainless	Dual sweep system, power thrust 4mm stainless	Simultaneous dual sweep system
Mounting	Flexible	Standard	Standard	
Sweeper Width				3500mm
Hydraulics	Return line 15 micron hydraulic fitting JIC type, lifting to incorporate anti collapse valve	Standard	Standard	

	TOPH Specification	Rosmech Scarab Merlin Mk240	Rosmech Scarab UD MK6	McDonald Johnston VT605
Body Features	Water tight seal. Steel construction	Standard	Standard	
Lights	High rise stop and tail. Dual flashing left and right traffic arrows	4 working lights, rear directional arrow LED 2 amber beacons	4 working lights, rear directional arrow LED 2 amber beacons	Rear directional arrow left & right. 2 amber beacons
Lettering & Signs	Caution frequent stopping Dual control vehicle	Council logo As specified	Council logo As specified	Council logo As specified
Vision	Rear view camera, LCD monitor	CCTV rear & left & right	CCTV rear & left & right	CCTV rear & left & right
Exhaust	Under body, vertical outlet			
Training	Tenderer to advise operator and workshop	Training operator & workshop	Training operator & workshop	4 days driver & workshop
Warranty Repairs	Tenderer to advise	Cab chassis 36 months 150,000km Sweeper 12 months 2,000 sweeper hrs		36 month 150,000km Sweeper 12 months 2,400 hrs
Noise Level	To comply with E.P.A. OHS & Road Traffic Regulations			
Delivery	Town of Port Hedland Depot – Wedgefield	Council Depot 12-20 weeks	Council Depot 12-20 weeks	Port Hedland
Keys	Three sets to all locks	Additional set	Additional sets	3 sets of keys
Two Way Radio	TAIT TM8100 40 channel UHF radio	TAIT TM8100 40 channel UHF	TAIT TM8100 40 channel UHF	TAIT TM8100 40 channel UHF
Broom & Shovel Racks	Externally mounted on kerbside of truck	Externally mounted	Externally mounted	Externally mounted

	TOPH Specification	Rosmech Scarab Merlin Mk240	Rosmech Scarab UD MK6	McDonald Johnston VT605
Tool Box	Lockable, Externally Mounted	2 tool boxes externally mounted	2 tool boxes externally mounted	1 tool box LHS
Water Tool	20 litre externally mounted	1,250L water tank	1,250L water tank	1,300L water tank hand wash
Cab Storage Box	Internal top loading	In cabin, floor mounted	In cabin, floor mounted	In cabin, behind seat
Cab Mounted First Aid Kit	Internal – not in glove box	First aid kit	First aid kit	In cab mounted first aid kit
Fire Extinguisher Cabin	2kg	2.3kg	2.3kg	2kg
Extras	High pressure wash lance on a retractable reel. Electric motor for hydraulic to raise bin if engine fails	High pressure 13m hand lance auto reel hose. Electric hopper lift for hydraulic failure	High pressure 13m hand lance auto reel hose. Electric hopper lift for hydraulic failure	High pressure hand lance retractable reel

Tenderers also provided the following information:

Option 1: from Rosmech to upgrade to the Hino 500 FG 1527 Auto 15.1 tonne GVM Euro 4 – Hino 500 FG 1527 Auto - \$8,500.00 plus GST

Table 3 below indicates warranty details

Table 3:

Warranty	
Rosmech	UD Cab Chassis – 36 months – 150,000km Sweeper & Body – 12 months – 2,000 sweep hours
MacDonald Johnston	Hino Chassis – 36 months – 150,000km Sweeper & Body – 12 months – 2,400 hours

Table 4 below indicates the weighting applied to tenderers as per tender evaluation criteria.

Table 4:

Selection Criteria of Tenders			
	Rosmech MK240	Rosmech UD MK6	McDonald Johnston
Price 50%	50%	45%	40%
Ease of maintenance 20%	15%	15%	20%
Parts/ servicing 15%	10%	10%	15%
Ability to supply 10%	5%	5%	10%
Local supplier preference 5%	0%	0%	0%
Totals	80%	75%	85%

All tendered prices are within the budget allocation of \$350,000. Engineering staff consider the MacDonald Johnston VT605 street sweeper to be the best value for money having a reputation for reliability, operator comfort and performance. Council has had a trouble free run from our current MacDonald Johnston.

Attachments

Nil

200809/132 Council Decision/Officer's Recommendation

Moved: Cr K A Howlett

Seconded: Cr J E Ford

That Council awards Tender 08/13 to MacDonald Johnston for the supply and delivery of MacDonald Johnston VT605 street sweeper for total price of \$310,700.00 (excluding GST).

CARRIED BY ABSOLUTE MAJORITY 7/0

11.3.3 Recreation Services**11.3.3.1 Town Cycle Plan Final Report (File No.: 26/14/0002)**

Officer Bec Pianta
Manager Recreation Services

Date of Report 9 October 2008

Disclosure of Interest by Officer Nil

Summary

As presented to Council last month, the final draft of the Town Cycle Plan, including all recommendations and future planning, has been received from Transplan. For the recommendations to commence, Council is required to note or endorse this report.

Background

At the Ordinary Council Meeting in September 2008, the Town Cycle Plan final report was presented to Council, however the item was laid on the table to enable the Town Cycle Plan Working Group to meet again, prior to the item being presented at the October Ordinary Council Meeting. This meeting has been scheduled for the 20th October 2008 (due to Councillor commitments), therefore this report has been created based on information received prior to the Working Group Meeting; consequently the Officers Recommendation does not necessarily reflect the final outcome of the Working Group meeting.

The Town Cycle Plan final report had previously been presented at a Working Group meeting on the 10th August 2008, however no Councillors were present (two absentees and two apologies). The CEO, Manager Recreation Services and JD Hardie Centre Supervisor were therefore the only Working Group Members present, and subsequently perused and developed recommendations for presentation to Council.

The draft has been presented to either Council or the Council nominated Working Group four (4) times, and the report (refer attachment 1) is based on this feedback.

It is important to note the consultant on this project (Mike Maher from Transplan) has advised that he will no longer be changing the maps or the recommendations due to the continued requests from the Working Group to alter the drafts. The project scope and quote allowed for two changes, and he has undertaken four changes to date, plus additional work. All expected outcomes of the project scope have been met, and any additional work will come at an hourly consultants cost, providing Transplan agrees to undertake this work. The CEO and Director Engineering have discussed this issue, and acknowledged this complaint.

Within the report submitted at the September Ordinary Council Meeting, the recommendations stated that the report be noted, not endorsed, and that the document be a flexible working document, reviewed each year. The majority of the recommendations (including paths and signage) are still as per the Working Group's request. As this report was initially due in March 2008, there are now some items that will have to be modified to suit new developments and State Government restructure. The recommendations that were listed in the previous report to Council was based on the outcome of the last Working Group Meeting.

Consultation

Town of Port Hedland staff, including:

- Manager Recreation Services
- Chief Executive Officer
- Director Engineering
- Manager Planning
- Manager Infrastructure Development

Town Cycle Plan Working Group members, including:

- Cr Gear
- Cr Ford
- Cr Howlett
- Cr Bussell

Community members and stakeholders

Main Roads

Statutory Implications

Nil.

Policy Implications

Nil

Strategic Planning Implications

Key Result Area 1: Infrastructure

Goal 1: Road, Footpaths and Drainage

Strategy 5: Implement high priority strategies that are listed in the Town's Cycle Plan.

Budget Implications

Council has an allocated expenditure amount of \$530,000 for this project, through the BHP Sustainability Program. Funds cannot be expended until this report has been noted or endorsed by Council.

Officer's Comment

Council recognises cycling as a viable form of transport, and it is anticipated that this plan will allow cycling within the Town of Port Hedland a safer, more convenient and hence an attractive and alternative means of transport and recreation. It is the aim of this report to encourage the residents and community members of Port Hedland to become physically active through cycling in a safer environment. This report details the changes and inclusions required to achieve this, including infrastructure, footpath, path, signage and maintenance requirements.

It must be acknowledged that this report commenced in November 2007, so although regular communication with regards to the five-year footpath replacement programme and the South Hedland Redevelopment occurred, there are some items within the report that have now been superseded. It is therefore recommended that Council allow for this report to be noted, with the outcomes and deliverables of the document remaining fixed, however allowing for the flexibility to alter some of the means to achieve these outcomes. Should Council require additional changes to this final document, there will be a requirement for the Town of Port Hedland to pay for these services, as the scope for this project has been met.

To give an indication of the type of recommendations that have been identified within the document, following is a summary of recommendations for the work that will be undertaken this financial year:

Year 1(2008/09) recommendations:

- Shared Paths (for circuits):

Port Hedland (Town Cycle Plan):

- Pretty Pool – Counihan to Yikara (loop)
- Crawford St

Port Hedland (Footpath Improvement Programme):

- Cooke Point Road
- Bayman Street
- Pilkington Street
- Leeds Street
- Styles Road

South Hedland (Footpath Improvement Programme):

- Mauger Place
- Traine Crescent
- Stanley Street
- Bottlebrush Crescent
- Limpet Crescent
- Petit Place
- Hawke Place

- Mitchie Crescent
- Smith Court
- Acacia Way

- Paths (off-road):
 - Goode St to Goode St
 - Area behind detention centre

- On-road circuits (Port Hedland: western circuit, eastern circuit, combined loop and Pretty Pool spur, South Hedland: loop):
 - Pavement logos
 - Signage on posts

- Spot Improvements
Various recommendations

- Parking facilities
Various locations recommended (including Civic Centre, Aquatic Centres, libraries etc)

- Port to South Hedland Link:
 - North Circular to Pinga Street (along Wallwork Rd)
 - Provision for Main Roads to consider when undertaking realignment of Wilson Street, Great Northern Highway and Wallwork Rd

- Other
All new roads to be considered with shared paths.

At the conclusion of the five-year Town Cycle Plan, it is anticipated that there will be a considerable cycling network and information within both Port and South Hedland. A diagrammatic explanation of the locations of the cycling paths, networks and links, is detailed in attachments 2, 3, 4 and 5. Please note that these maps do not show some of the footpaths that will be constructed as part of the five-year footpath replacement programme, so final footpath locations will be more dense than demonstrated. These maps have not necessarily been altered to reflect the identified streets and roads above, as Transplan will not be making additional changes.

Council therefore has two (2) options:

- a) Accept the Officer's Recommendation as listed below; or,
- b) Accept the alternative changes as presented by the Working Group Meeting.

Attachments

Town Cycle Plan Final Report

1. Port Hedland Proposed Road Circuits Map
2. Port Hedland Proposed Paths Circuits Map
3. South Hedland Proposed Road Circuits Map
4. South Hedland Proposed Paths Circuits Map

Officer's Recommendation

That Council:

- i) note the Town Cycle Plan as a flexible and working document, ensuring that the deliverables are met within the timeframes indicated in the plan;
- ii) commence the following projects for Year 1 as per the plan:
 - a) Shared Paths (for circuits):
Port Hedland (Town Cycle Plan):
 1. Pretty Pool – Counihan to Yikara (loop)
 2. Crawford Street
 - b) Paths (off-road):
 1. Goode Street to Goode Street
 2. Area behind former detention centre
 - c) On-road circuits (Port Hedland: western circuit, eastern circuit, combined loop and Pretty Pool spur, South Hedland: loop):
 1. Pavement logos
 2. Signage on posts
 - d) Spot Improvements
Various recommendations to improve cycling immediately
 - e) Parking facilities
Various locations recommended (including Civic Centre, Aquatic Centres, libraries etc)
 - f) Port to South Hedland Link:
 1. North Circular Road to Pinga Street (along Wallwork Road)
 2. Provision for Main Roads to consider when undertaking realignment of Wilson Street, Great Northern Highway and Wallwork Road
 - g) Other
All new roads to be considered with shared paths.
- iii) informs Transplan of the acceptance of this document;

- iv) request the Chief Executive Officer or his nominated officer to undertake a cost analysis each financial year to determine the total funds required to undertake the recommendations, for the budget process each year;
- v) disbands the Town Cycle Working Group; and,
- vi) informs the community and all stakeholders of the recommendations that will be undertaken this financial year.

Working Group's Recommendation

That Council:

- i) Allow for the following changes in the Town Cycle Plan report:
 - a) Remove the Coastal Path connecting McPherson Street to Goode Street from Year 1 to Year 2;
 - b) Remove the Coastal Path from Goode Street to behind the former detention centre site from Year 1 to Year 2;
 - c) Remove the South Hedland Central Open Space Spine from North Circular Road to the Cottier Road Drain from Year 2 to Year 1;
 - d) The inclusion of a connecting path from Marrapikurinya Park in Port Hedland to Koombana in South Hedland, progressively implemented over the 5 year period, as a major trunk route;
 - e) The inclusion of spurs and easily accessible connections to major activity centre's, including (but not limited to):
 - i) South Hedland Shopping Centre
 - ii) Hedland Senior High School
 - iii) Pilbara and Pundulmurra Tafe
 - iv) Wedgefield
 - v) Airport
 - vi) Redbank
 - vii) BHP Billiton
- ii) Adopts the following basic principals with regards to the Town Cycle Plan:
 - a) Ensure a connection between the cycle paths and the bus route where possible; and,
 - b) Develop 3 metre cycle paths wherever possible
- iii) Endorses the Town Cycle Plan with the changes listed above, ensuring that the deliverables are met within the timeframes indicated in the plan;

- iv) Commences the Year 1 recommendations as per the updated plan;
- v) Informs Transplan of the acceptance of this document;
- vi) Requests the Chief Executive Officer or his nominated officer to undertake a cost analysis each financial year to determine the total funds required to undertake the recommendations;
- vii) Allows the Town Cycle Plan Working Group to continue to function for the duration of this project;
- viii) Commences grant application processes to allow for continuous contributions towards the Town Cycle Plan completion; and,
- ix) Informs the community and all stakeholders of the recommendations that will be undertaken this financial year.

Alternative Officer's Recommendation

- i) Note the Town Cycle Plan as a flexible and working document, ensuring that the deliverables are met within the timeframes indicated in the plan;
- ii) Commence the following projects as per the tabled report:
 - a) Shared Paths (for circuits):
 - Port Hedland
 - 1. Matheson to Panja
 - 2. McGregor Street to Sutherland Street
 - South Hedland
 - 1. As per scheduled footpath replacement program
 - b) Paths (off-road):
 - Coastal Path from Goode Street to behind detention centre
 - c) On-road circuits
 - Port Hedland – pavement logos and signage for:
 - 1. western circuit
 - 2. eastern circuit
 - 3. combined loop
 - 4. Pretty Pool spur
 - South Hedland – pavement logos and signage for:
 - 1. Loop (complete circuit and connection)
 - d) Spot Improvements
 - Various recommendations to improve cycling immediately
 - e) Parking facilities

Various locations recommended (including Civic Centre, Aquatic Centres, libraries etc)

- iii) Informs Transplan of the acceptance of this document;
- iv) Requests Chief Executive Officer or his nominated officer to undertake a cost analysis each financial year to determine the total funds required to undertake the recommendations, for the budget process each year;
- v) Adopts the following basic principals with regards to the Town Cycle Plan:
 - a) Ensure a connection between the cycle paths and the bus route where possible; and,
 - b) Develop three (3) metre cycle paths wherever possible
- vi) Commences the Year 1 recommendations as per the updated plan;
- vii) Allows the Town Cycle Plan Working Group to continue to function for the duration of this project;
- viii) Commences grant application processes to allow for continuous contributions towards the Town Cycle Plan completion; and,
- ix) Informs the community and all stakeholders of the recommendations that will be undertaken this financial year.

200809/133 Council Decision**Moved:** Cr K A Howlett**Seconded:** Cr G J Daccache**That Council:**

- i) Allow for the following changes in the Town Cycle Plan report:**
 - a) Remove the Coastal Path connecting McPherson Street to Goode Street from Year 1 to Year 2;**
 - b) Remove the Coastal Path from Goode Street to behind the former detention centre site from Year 1 to Year 2;**
 - c) Remove the South Hedland Central Open Space Spine from North Circular Road to the Cottier Road Drain from Year 2 to Year 1;**
 - d) The inclusion of a connecting path from Marrapikurinya Park in Port Hedland to Koombana (including link between Demarchi and Collier Drive) in South Hedland, progressively implemented over the 5 year period, as a major trunk route;**
 - e) The inclusion of spurs and easily accessible connections to major activity centre's, including (but not limited to):**
 - i) South Hedland Shopping Centre**
 - ii) Hedland Senior High School**
 - iii) Pilbara and Pundulmurra Tafe**
 - iv) Wedgefield**
 - v) Airport**
 - vi) Redbank**
 - vii) BHP Billiton**
- ii) Adopts the following basic principals with regards to the Town Cycle Plan:**
 - a) Ensure a connection between the cycle paths and the bus route where possible; and,**
 - b) Develop 3 metre cycle paths wherever possible**
- iii) Endorses the Town Cycle Plan with the changes listed above, ensuring that the deliverables are met within the timeframes indicated in the plan;**
- iv) Commences the Year 1 recommendations as per the updated plan;**

- v) **Informs Transplan of the acceptance of this document;**
- vi) **Requests the Chief Executive Officer or his nominated officer to undertake a cost analysis each financial year to determine the total funds required to undertake the recommendations;**
- vii) **Allows the Town Cycle Plan Working Group to continue to function for the duration of this project;**
- viii) **Commences grant application processes to allow for continuous contributions towards the Town Cycle Plan completion; and,**
- ix) **Informs the community and all stakeholders of the recommendations that will be undertaken this financial year.**

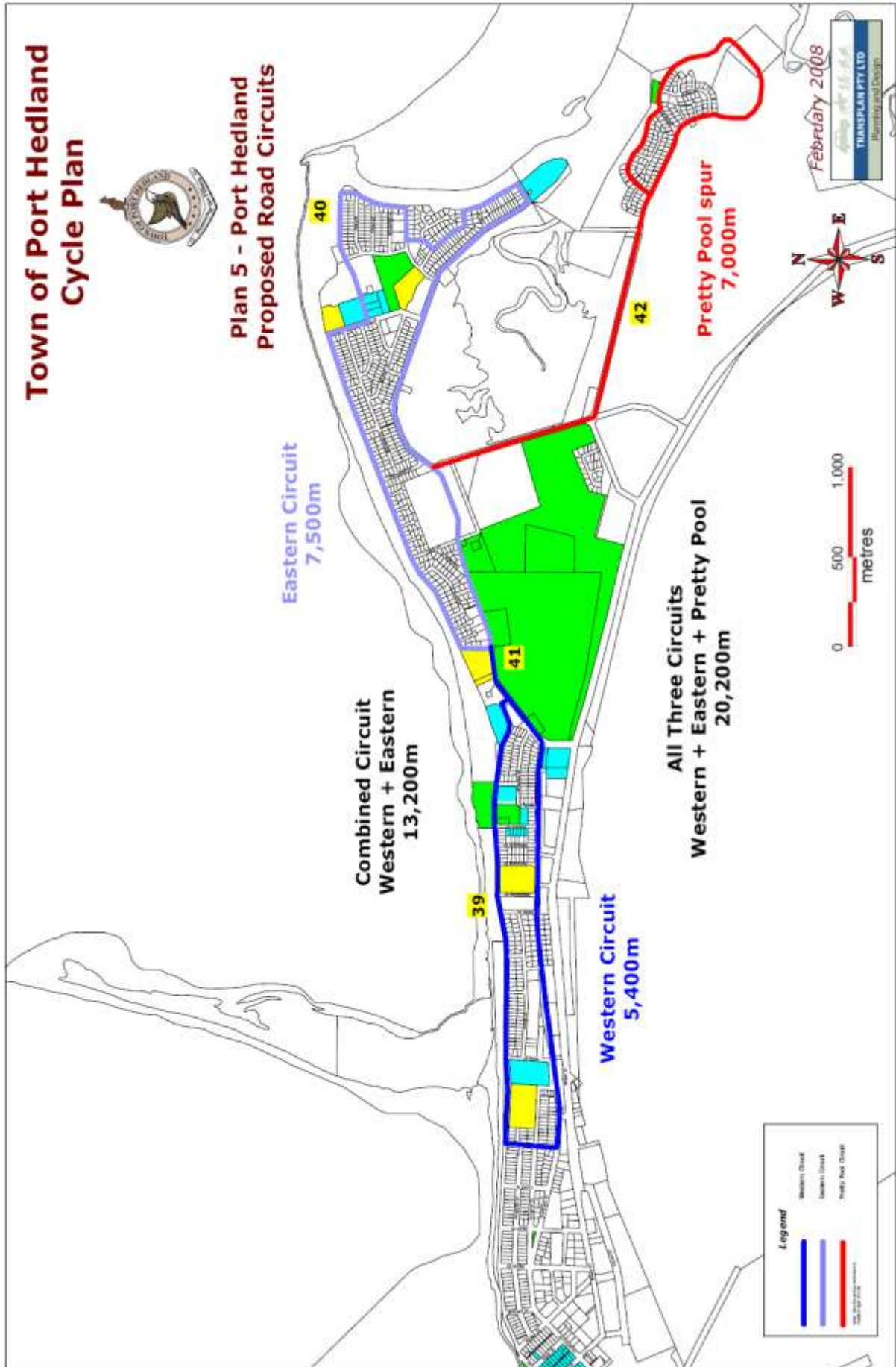
CARRIED 7/0

REASON: Council preferred the Working Group's Recommendation over the Officer's Recommendation. Council amended clause ii) d) of the Working Group's Recommendation as follows:

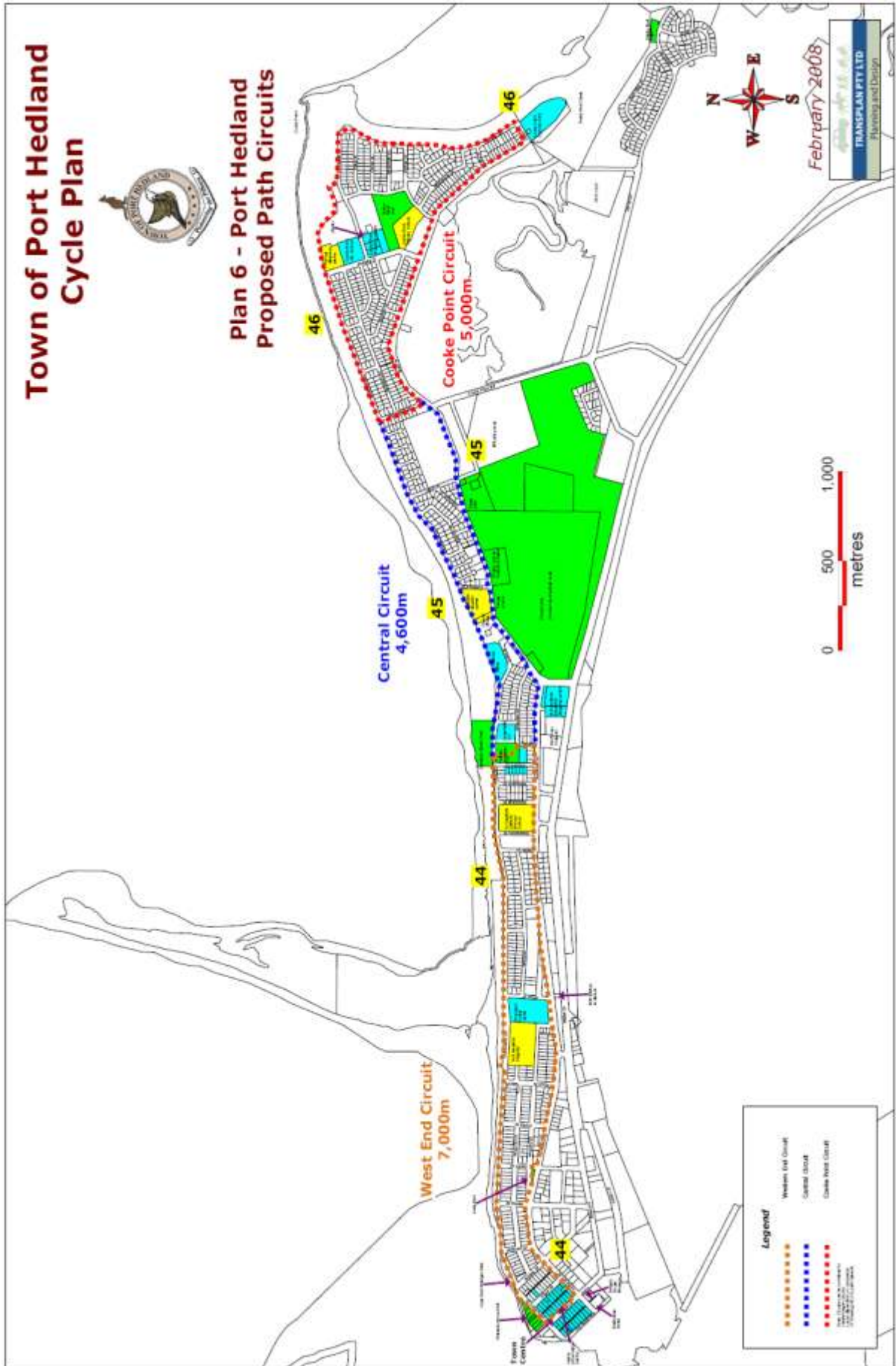
- d) The inclusion of a connecting path from Marrapikurinya Park in Port Hedland to Koombana (including link between Demarchi and Collier Drive) in South Hedland, progressively implemented over the 5 year period, as a major trunk route;*

to include the link between Demarchi and Collier Drive in South Hedland.

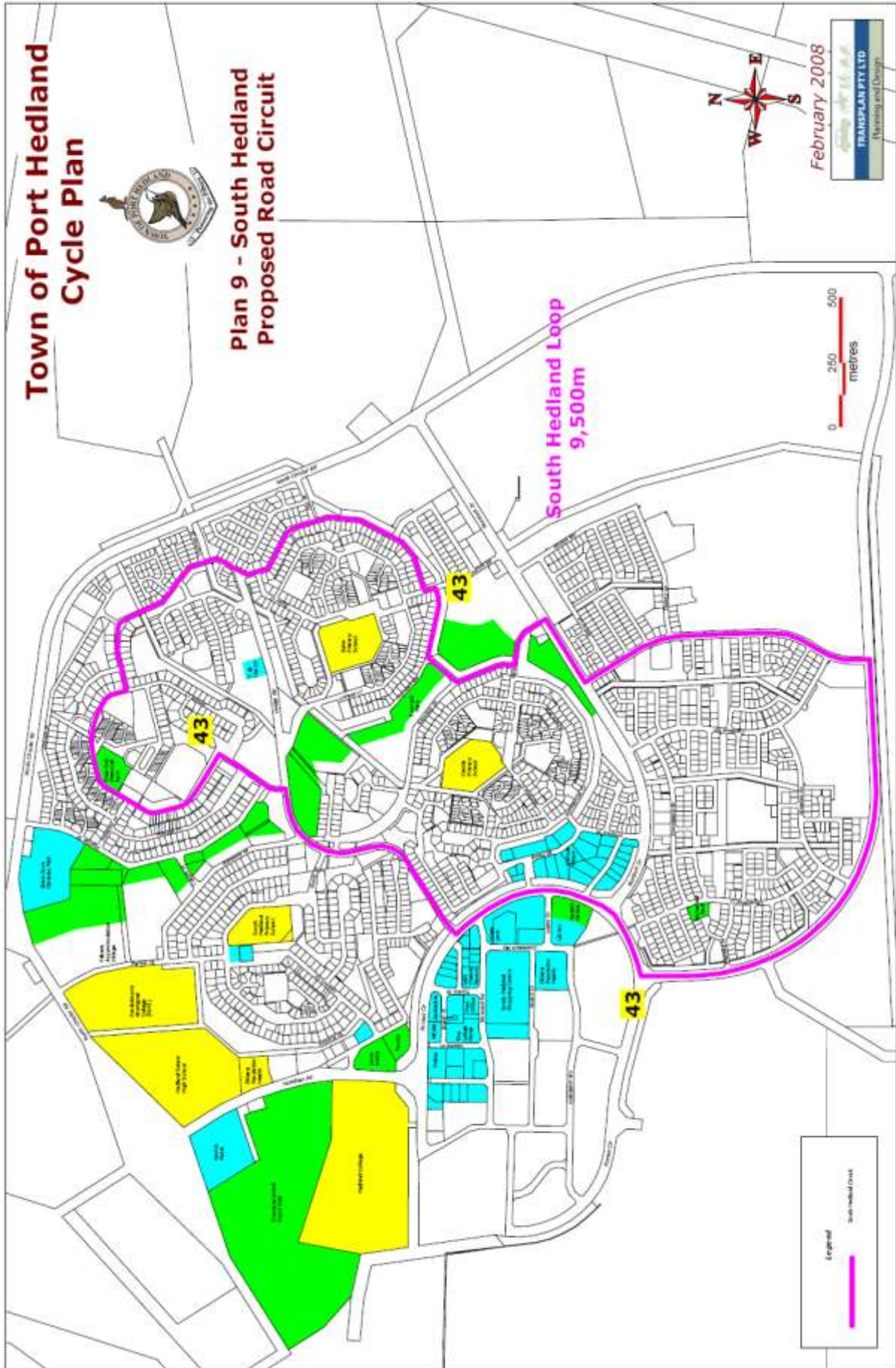
ATTACHMENT 1 TO AGENDA ITEM 11.3.2.1



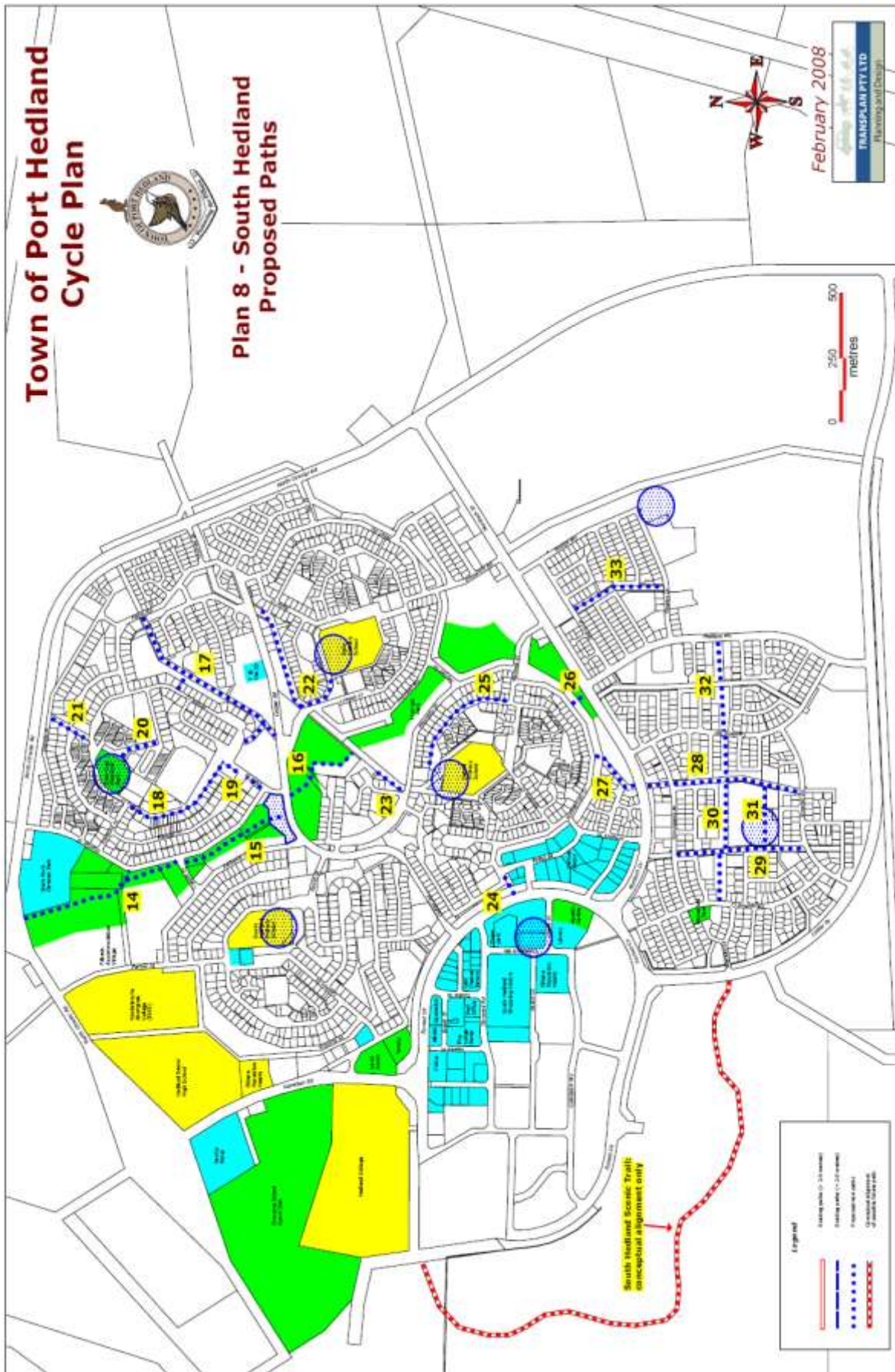
ATTACHMENT 2 TO AGENDA ITEM 11.3.2.1



ATTACHMENT 3 TO AGENDA ITEM 11.3.2.1



ATTACHMENT 4 TO AGENDA ITEM 11.3.2.1



11.3.2.2 Regional Aquatic Tender (File No.: 26/13/0006)

Officer Bec Pianta
Manager Recreation Services

Date of Report 17 November 2008

Disclosure of Interest by Officer Nil

Summary

The Pilbara Regional Council (PRC) called tenders for the Management and Operation of all Aquatic Centres within the Town of Port Hedland, Shire of Roebourne and Shire of East Pilbara. In-house bids were submitted for each shire, with the YMCA being the only external tender received. This report is to request a negotiation process to commence with the YMCA, prior to any contractual commitment by the Town of Port Hedland being undertaken.

Background

In line with the Pilbara Recreation Plan, joint procurement is being favoured where possible by the PRC, to reduce individual costs to Pilbara Council's. In September 2008, the PRC was authorised to call for tenders for the Management and Operation of six (6) aquatic centres, including:

- South Hedland Aquatic Centre
- Gratwick Aquatic Centre
- Roebourne Aquatic Centre
- Karratha Aquatic Centre
- Newman Aquatic Centre
- Marble Bar Aquatic Centre

It was anticipated that a joint procurement system for the aquatic centres would encourage staff, asset and management sharing to reduce overall costs to each shire, and the management organisation itself.

The Town of Port Hedland, together with the Shire of Roebourne and Shire of East Pilbara, submitted internal tender bids for the operation of their respective aquatic centres, as a means of comparison and identification of internal costs to the shires should they choose to manage their centres in-house. The only external agency to submit a tender bid for the operation and management of all centres was the YMCA of Perth.

While the tender was advertised by the PRC on behalf of the Local Government Authorities (LGA), the tender documents clearly stated that the successful tendered would be required to enter into individual contracts with respective LGAs, rather than having one contract for all LGAs run by the PRC.

It would be preferable for the Town of Port Hedland to commence negotiations with the YMCA for the management and operation of the Gratwick and South Hedland Aquatic Centres, to ensure that ample time and effort is dedicated to this process.

Consultation

The tender process was undertaken by Town of Port Hedland staff, including:

- Manager Recreation Services
- Sports and Recreation Officer
- Director Engineering
- Chief Executive Officer
- Director Corporate Support
- Human Resources Coordinator

The PRC review committee (reviewed the tender bids) includes:

- Adrian Ellson (Executive Officer, PRC)
- Nick Sloan (Department of Sport and Recreation)
- Craig Grant (WALGA)

The PRC is made up of each of the four (4) Councils within the Pilbara.

This tender was publicly advertised, and any clarifications sought were fielded through the Pilbara Regional Council as a component of the tender submission process.

Statutory Implications

This tender (through the PRC) 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.”*

Clarity over the validity of the process needs to be confirmed, as technically the Town of Port Hedland did not call for tenders. The Pilbara Regional Council did this on Council's behalf.

Policy Implications

Nil

Strategic Planning Implications

Key Result Area 3

Goal 2 – Sports and Leisure

Strategy 1. Identify and implement opportunities to sustainably upgrade programs and services at the Town Aquatic Facilities.

Budget Implications

At this stage, the Town of Port Hedland is not being requested to commit any additional funds for the management or operation of the Gratwick or South Hedland Aquatic Centres.

The comparison of the YMCA and Town of Port Hedland tender submission prices were as follows:

South Hedland Aquatic Centre

	ToPH	YMCA
Jan – Jun 09	\$309,466	\$334,909
2009/10	\$756,313	\$594,018
2010/11	\$789,802	\$623,720

Gratwick Aquatic Centre

	ToPH	YMCA
Jan – Jun 09	\$338,130	\$339,055
2009/10	\$802,607	\$517,199
2010/11	\$839,209	\$543,059

The 2008/09 budgeted contract expenditure for South Hedland Aquatic Centre and Gratwick Aquatic Centre is \$465,350 and \$430,570 respectively.

The combined tender price submitted by YMCA represents a very significant rise in projected contract costs (approximately 24%).

Officer's Comment

While the selection criterion for the management and operation of the aquatic centres has been broken down into various components, it is reasonable for the cost component to be considered the major determiner for the tender submissions.

It is recommended that discussion occur with YMCA in regards to their tender prices so that the Town is aware of the reasons for the proposed higher cost, before consideration by Council.

The primary expenses that have lead to a significantly higher internal tender bid price from the Town of Port Hedland were:

- Staff Wages – Higher EBA wages than YMCA and significant contingency to ensure continuity of service.
- 7.2% addition to ensure National Competition Policy Principals

200809/134 Council Decision/Officer's Recommendation

Moved: Cr G J Daccache

Seconded: Cr K A Howlett

That Council:

- i) **authorise the Chief Executive Officer and relevant staff to enter into discussions with the YMCA in relation to:**
 - a) **their tender price for the proposed period contract, being 1 January 2009 to 30 June 2011;**
 - b) **a potential short-term extension of their existing contract which expires on 1 January 2009; and**
- ii) **the Chief Executive Officer or his nominated officer report the outcomes of the discussions to Council.**

CARRIED 7/0

11.3.2.3 *Changes to Gym Fees and Charges for the JD Hardie Centre (File No.: 26/05/0007)*

Officer Nicole Roukens
Sport and Recreation Officer

Date of Report 10 November 2008

Disclosure of Interest by Officer Nil

Summary

The JD Hardie Centre gym has a current fee structure that offers no incentives to join for longer than one month. It is likely that altering fees and charges would result in increased membership and therefore this report is to request changes to the 08/09 Schedule Fees and Charges.

Background

One of the services offered by the JD Hardie Centre is the weight and cardiovascular gym. The current 08/09 fees and charges offer no incentive for members to join for more than one month. As a result, most members join for one month only, resulting in a large amount of staff administration time and many members not renewing.

The current 2008/2009 JD Hardie Centre gym fees and charges are:

Item	Fee	Joining Fee
1 month	\$45.00	\$45.00
6 month	\$270.00	\$45.00
12 month	\$540.00	\$45.00
Casual Pass	\$9.00	n/a

A potential change to the fees and charges for the JD Hardie Centre gym would be beneficial to the staff and patrons of the centre and encourage an increase of membership and revenue.

By altering fees and charges to encourage members to join for a longer time period it is anticipated membership numbers and revenue would increase.

The proposed fees and charges for the JD Hardie Centre gym are:

Item	Fee	Discount	Joining Fee
3 month	\$135.00	0%	\$45.00
6 month	\$230.00	15%	\$45.00
12 month	\$400.00	25%	\$45.00
Casual Pass	\$9.00	n/a	n/a
10 x Casual Pass	\$80.00	125%	n/a

The proposed fees are significantly lower than those being charged at the commercial gyms and at Gratwick Aquatic Centre, but the facilities and equipment offered at the JD Hardie Centre are of an inferior quality.

Consultation

Manager Recreation Services
JD Hardie Centre Supervisor
Recreation Centre Officer

Statutory Implications

Section 6.19 of the Local Government Act 1995 states:

*“6.19. Local government to give notice of fees and charges
If a local government wishes to impose any fees or charges under this Subdivision after the annual budget has been adopted it must, before introducing the fees or charges, give local public notice of —
(a) its intention to do so; and
(b) the date from which it is proposed the fees or charges will be imposed.”*

Policy Implications

Nil

Strategic Planning Implications

Budget Implications

It is expected that altering the fees and charges will result in increased gym membership and increased revenue.

Officer's Comment

The current fees and charges do not encourage members to join for longer than one month. Many members do not opt to renew at the end of the month, and this system means administration time is high. Increasing the minimum membership option to three months and offering incentives for longer memberships will likely result in increased membership will numbers and revenue for the Town of Port Hedland.

The proposed fees are based upon the level of supervision required, the existing fees and charges as adopted by Council and the comparison to existing gym services within the Hedland area and surrounding region.

The National Competition Policy has been considered when developing these proposed fees and charges.

200809/135 Council Decision/Officer’s Recommendation

Moved: Cr J E Ford

Seconded: Cr G J Daccache

That Council:

- i) approves the 2008/2009 Schedule of Fees and Charges for the JD Hardie Centre Gym being amended to include the following:**

JD Hardie Centre Gym:

Item	Fee	GST	TOTAL
3 month gym membership	\$122.73	\$12.27	\$135.00
6 month gym membership	\$209.09	\$20.91	\$230.00
12 month gym membership	\$363.64	\$36.36	\$400.00
Joining fee	\$40.91	\$4.09	\$45.00
Casual pass	\$8.18	\$0.82	\$9.00
10 x Casual pass	\$72.73	\$7.27	\$80.00

Item	Description
Corporate Memberships	10% reduction on individual memberships when 10 + members from one organisation sign-up simultaneously
Special: Nil Joining Fee (4 x per year)	Joining fee waived for special events (e.g. Mothers Day, Xmas)

- ii) the amended and new 2008/2009 Schedule of Fees and Charges for the JD Hardie Centre Gym be advertised for a period of two (2) weeks; and**
- iii) the amended and new 2008/2009 Schedule of Fees and Charges for the JD Hardie Centre Gym be effective from 1 January 2009.**

CARRIED 7/0

11.4 GOVERNANCE AND ADMINISTRATION**11.4.1 Corporate Services****11.4.1.1 *Financial Reports to Council for Period Ended 31 October 2008 (File Nos: FIN-008, FIN-014 and RAT-009)***

Officer Laura Jackson
Senior Finance Officer

Date of Report 19 November 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 31 October 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 2007/08.

Background**1. *Financial Statements***

Presented (see attachments) in this report for the financial period ended 31 October 2008, are the:

- Statements of Financial Activity – see Schedules 2 to 14;
- Notes (1 to 10) to and forming part of the Statements of Financial Activity for the period ending 31 October 2008;
- Review of Transaction Activity.

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

2. *Utility and Fuel Costs*

Presented in graph form (see attached), is the 2008/09 monthly water, power and fuel costs compared with 2007/08.

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 26 November 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 costs.

Voucher No's		Value \$	Pages		Fund No.	Fund Name	Description
From	To		From	To			
CHQ18508	CHQ18575	188,371.93	1	11	1	Municipal Fund	
EFT23245	EFT23624	1,803,453.21	11	78	1	Municipal Fund	
PAY071008		243,463.81	78	78	1	Municipal Fund	
PAY211008		242,333.17	78	78	1	Municipal Fund	
BOQ271008		891.10	78	78	1	Municipal Fund	Finance Equipment
	Muni Total	2,478,513.22					
3001526	3001533	6,859.00	79	80	3	Trust Fund	
	Trust Total	6,859.00					
	Sub-Total	2,485,372.22					
LESS: one-off pays		-					
	Total	2,485,372.22					

4. Write off Debtor

The following outstanding debt is an account that has now been outstanding for several months and is deemed uneconomical to pursue in this case.

Get Jets Pty Ltd:

This debt dates back to January 2008 and relates to airport landing fees. The debt was initially referred to Dun & Bradstreet on 11 April 2008. Correspondence was then received from Dun & Bradstreet on 1 July 2008 advising that their collection efforts were unsuccessful and they recommended that due to the size of the debt, it would be uneconomical to pursue legally.

Consultation

Nil

Statutory Implications

Financial Statements

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

“34. Financial activity statement report - s. 6.4

(1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail:

(a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);

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

In this regulation:

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

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

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

“(1) Subject to subsection (2) and any other written law, a local government may –

- (a) *when adopting the annual budget, grant* a discount or other incentive for the early payment of any amount of money;*

- (b) *waive or grant concessions in relation to any amount of money; or*
- (c) *write off any amount of money, which is owed to the local government.*
- (2) *Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.”*

Policy Implications

2/003 Financial Statements – Copies for Councillors

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

- Monthly

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

- Quarterly

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

Additional Financial reports will be presented to Council on request.

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 the Special Meeting held on 9 July 2008, Council resolved to adopt Council's 2008/09 Budget, 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"*

The proposed write-off equates to:

1. Get Jets Pty Ltd	\$74.49
Total	\$74.49

This write-off should be applied to the Provision of Doubtful Debts. This is a balance sheet account and therefore does not directly affect the Municipal Budget.

The Provision is reviewed annually, and net adjustment is applied to the Municipal budget at that stage.

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

Attachments

- Page 1–3 of 12. Schedule 2 being a Statement of Financial Activity
- Pages 4 to 12. Notes 3 to 12 which form part of the Statements of Financial Activity. Also Note 10 – October 2008 Bank Reconciliations.
- Pages 1 to 49. Detailed Financial Activity by Program.
- October 2008 Accounts for Payment
- Comparison Between 2007/08:2008/09 Utility & Fuel Costs

200809/136 Council Decision/Officer's Recommendation**Moved:** Cr K A Howlett**Seconded:** Cr S J Coates**That:**

- i) the:
 - . **Statements of Financial Activity (represented by Schedules 2 to 14);**
 - . **Notes (1 to 10) to and forming part of the Statements of Financial Activity for the period ending 31 October 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;**
- iii) **the list of Accounts paid during October 2008 under Delegated Authority, as presented and/or attached be received; and**
- iv) **Council write-off the following debt and apply the write-off to the Provision of Doubtful Debts:**

Get Jets Pty Ltd

Debtor No	Invoice No	Amount
7507	19565	\$74.49

CARRIED BY ABSOLUTE MAJORITY 7/0

11.4.1.2 *Airport Café July – September 2008 Financial Report (File No.: ...)*

Officer Matthew Scott
Director Corporate Services

Date of Report 14 November 2008

Disclosure of Interest by Officer Nil

Summary

For Council to review the Operating Costs and Revenue for the Airport Café for the Period 1 July 2008 – 30 September 2008.

Background

Council has requested a quarterly financial statement for the Airport Café. For the first quarter of 2008/09 (1 July – 30 Sept) the following costs and revenues have been incurred by the Airport Café:

	Operating Expenditure	Annual Budget	YTD Sept	% Variance
1213201	Salaries & Wages	305,600	84,615	28%
1213211	Superannuation Guarantee Levy	27,500	7,179	26%
1213263	Café Purchases	121,200	49,588	41%
1213264	Bar Purchases	109,690	9,873	9%
1213265	Training & Conferences	850	0	0%
1213266	Utilities	4,500	2,350	52%
1213267	Building Cleaning	2,500	101	4%
1213299	Admin Costs Distributed	83,900	21,000	25%
	Total Operating Expenditure	655,740	174,705	27%
	Operating Revenue			
1213350	Sales Café	(388,200)	(129,113)	33%
1213351	Sales Bar	(383,900)	(51,960)	14%
	Total Operating Revenue	(772,100)	(181,073)	23%
	Operating (Surplus)/Deficit	(116,360)	(6,368)	5%

Council should note that this information is available on a monthly basis in the monthly financial Report, under Transport.

Consultation

Nil

Statutory Implications Nil

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

Officer's Comment

Operating Expenditure for the period was slightly above budget for the period due to additional café purchases to establish stock levels and higher than expected electricity costs, which are currently being investigated.

Operating Revenue was slightly below budget due to the bar having to be closed for six weeks, while the Café manager (holder of the liquor license) was being replaced.

Should these results continue, Council should expect a reduction on the overall budgeted surplus, with proposed budget amendments being included in the 1st quarter budget review.

Attachments

200809/137 Council Decision/Officer's Recommendation

Moved: Cr J E Ford

Seconded: Cr K A Howlett

That Council notes the Operating Statement for the Airport Café for the period 1 July 2008 – 30 September 2008, resulting in a \$6,368, surplus.

CARRIED 7/0

**11.4.1.3 Civic Centre Air Conditioning Budget Amendment
(File No.: ...)**

Officer Matthew Scott
Director Corporate Services

Date of Report 14 November 2008

Disclosure of Interest by Officer Nil

Summary

To report to Council the use of the Mayor's authorisation to expend additional funds not budgeted for to acquire a Transformer from Horizon Power to content the New Civic Centre Air Conditioner to the district power grid.

Background

In the 2007/08 Budget Council authorised \$650,000 to be spent on upgrading the Civic Centre's Air Conditioning. Council tendered the project, which was ultimately awarded to QAL Refrigeration Pty Ltd, as per the 31 October 2007 Ordinary meeting of Council.

In October when the new air conditioning was being commissioned it was discovered that Horizon Power would not connect the unit to main power unless a new transformer was installed. In order to operate the air conditioning unit while not connected to mains power, a generator has been hired, costing several hundred dollars a day in fuel costs.

Though advice was initially sourced from Horizon Power during the specification stage of the Project, it was not until recently did Horizon Power advise Council that the current power grid was not capable to powering the new Civic Centre air conditioning without a transformer.

Subsequently, a quote from Horizon Power (the only supplier of transformers in WA) of \$112,000 was received. Given that the air conditioning install was already several months overdue, and the onset of hot weather, authorisation was requested from the Mayor to proceed with the procurement, using his emergency powers, under Section 6.8(1)(c).

Though the transformer cost was only \$112,000, authorisation was requested for \$140,000 for the additional fuel and hire costs (\$28,000) while waiting for the transformer to be installed.

Consultation

Horizon Power is the only authorised organisation able to connect a transformer to the State's power grid (including Port Hedland) and therefore no other organisation has been consulted.

Statutory Implications

Local Government Act 1995

6.8. *Expenditure from municipal fund not included in annual budget*

(1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure -*

- (a) *is incurred in a financial year before the adoption of the annual budget by the local government;*
- (b) *is authorised in advance by resolution*; or*
- (c) *is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required.*

- (2) *Where expenditure has been incurred by a local government -*
 - (b) *pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.*

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

The additional \$140,000 was not provided for in the original budget, however has been included in the 1st quarter review, which will be reported to Council. A summary of the Proposed Budget/actual changes is below for Council's review:

	Budget	Actual/Forecast
Original Budget	650,000	
Proposed Amendment	140,000	
Approved Tender		547,085
Approved Variations		101,815
Transformer		113,000
Generator Fuel & Hire		28,100
	790,000	790,000

Officer's Comment

The Civic Centre is a crucial facility for both Council and the Community. Not only does it accommodate 50 staff during the working week, it is also used for Council functions and meetings, and is regularly hired out to Community groups and individuals (especially on the weekends). It is therefore critical that the building be properly air conditioned to meet the needs of all users. Based on this need it was considered imperative that the order for the Transformer be authorised once officers were advised of the need from Horizon Power.

The Local Government Act does provide these types of unforeseen emergencies, and therefore the Mayor's authorisation was requested, and subsequently given.

Council are advised that additional expense was going to occur, as Horizon Power has the power to dictate what is/is not connected to the power grid.

Waiting for authorisation through the normal budget review process would have wasted precious time, while putting staff and other Civic Centre users under additional stress as the seasonal temperature increases.

Technically this matter should have been reported in the October Council Meeting. Though the additional expense will be included in the 1st quarter budget review, it is appropriate that this item be reported separately to correct this oversight.

Attachments**Nil****200809/138 Council Decision/Officer's Recommendation****Moved:** Cr J M Gillingham**Seconded:** Cr G J Daccache

That Council note the use of the Mayor's Emergency powers authorising the over expenditure of \$140,000 with regard to connecting the Civic Centre's new air conditioning to the Horizon Power's electricity grid.

CARRIED 7/0

11.4.1.4 Port Hedland Pony Club Lease Renewal (File No.: ...)

Officer Matthew Scott
Director Corporate Services

Date of Report 14 November 2008

Disclosure of Interest by Officer Nil

Summary

For Council to consider renewing the land lease of the Port Hedland Pony Club.

Background

The Port Hedland Pony Club Inc (PHPC) is currently leasing land on part reserve 31462 (Pretty Pool). The current lease was originally let on the 16th December 1987, for a term of 21 years, therefore expires on 15th December 2008. The PHPC has requested that the lease be renewed so they can continue providing services to their members.

Reserve 31462 is currently vested in Council from the Crown to provide "equestrian services", has been used by for stabling and horse riding for several decades. Other parts of the reserve (especially along Styles Road) has also been leased out to other individuals and community groups (Turf club) for equestrian related activities.

All facilities (estimated value \$500,000) on the lease area have been developed overtime by the club, and have recently been inspected by a structural engineer to ensure that they meet Council requirements.

The Club currently has 30 members, however during the last 21 years membership has reached as high as 150 members. The club is affiliated with the Pony Club Association of WA (PCAWA), and therefore has a particular interest in providing services to children. The main activity of the club is purely recreational, allowing members to stable horses and ponies. Basic horse riding and training is also provided, however this does not include training horses for racing purposes. This being said the Club has assisted the turf club in providing "overflow" stabling facilities in the past.

Consultation Nil

Statutory Implications

Local Government Act 1995

“3.58. Disposing of property

- (1) *In this section*
- dispose~ includes to sell, lease, or otherwise dispose of, whether absolutely or not;*
- property~ includes the whole or any part of the interest of a local government in property, but does not include money.*
- (2) *Except as stated in this section, a local government can only dispose of property to -*
- (a) *the highest bidder at public auction; or*
- (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property -*
- (a) *it gives local public notice of the proposed disposition -*
- (i) *describing the property concerned;*
- (ii) *giving details of the proposed disposition; and*
- (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;*
- and*
- (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include*
- (a) *the names of all other parties concerned;*
- (b) *the consideration to be received by the local government for the disposition; and*
- (c) *the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition.*

Policy Implications Nil

Strategic Planning Implications Nil

Budget Implications

The current lease with the PHPC is a ‘peppercorn’ lease and therefore provides no actual revenue to Council. The PHPC is aware that Council no longer provides these types of leases, and would expect some income each year to cover administration costs. Similar groups, for example the PHY&FC, currently pay \$200 per annum.

Officer's Comment

The Port Hedland Pony Club is a community organisation that has provided a much needed recreational activity for many past and present Port Hedland families and residents. Currently Council has no plan for the land occupied by the Club, and the current vesting limits what activities are permitted on the land.

The PHPC has also invested a lot of volunteer time and money in developing facilities, currently estimated at \$500,000 and has proactively had these facilities inspected by a structural engineer. Though the club currently has limited membership, there is a huge potential for this membership to increase, as the town's population continues to increase.

It is believe the Pony Club should be treated differently from the Port Hedland Turf Club or the South Hedland Owners and Trainers Association (SHOATA) in the fact that the club does not provide facilities or stables for professional horse trainers or racing horses. The Club activities, as per it's affiliation with the PCAWA, is aim at the providing recreational equestrian services, aim primarily at youth.

This being said, land in Port Hedland is a limited resource, and housing pressure may in the near future force both Council and the Crown to reassess which is the greater need, Equestrian facilities or residential housing.

It is therefore recommended that Council renew the lease with the PHPC, however limited the term to provide options should Council/Crown require the land in the future. In their request, the Club has asked for a 10-20 year lease. It is the Officers view that the initial lease term be for 5 years, with options for 2 additional 5 year terms, effectively making the lease a 15 year term (as requested). Providing at least two opportunities for Council to review the lease, does provide some opportunity to "claw back" the land, if needed for other uses.

Attachments**Nil****Officer's Recommendation**

That Council agrees to dispose of the property on part reserve 31462 by way of lease to the Port Hedland Pony Club Inc as per section 3.58 (3) (private treaty) with the following conditions:

- i) Annual Rental to be \$200.00 per annum;
- ii) Initial term of 5 years, with 2 options to extend the lease by 5 years (Maximum term 15 years); and
- iii) No material change to the Council's standard facility lease conditions; and

- iv) Annual rental review equal to any increase in Perth CPI, as published by the Australian Bureau of Statistics.

200809/139 Council Decision**Moved:** Cr S J Coates**Seconded:** Cr J M Gillingham

That Council agrees to dispose of the property on part reserve 31462 by way of lease to the Port Hedland Pony Club Inc. as per section 3.58 (3) (private treaty) with the following conditions:

- i) **Annual Rental to be \$200.00 per annum;**
- ii) **Initial term of 10 years, with 2 options to extend the lease by 5 years (Maximum term 20 years); and**
- iii) **No material change to the Council's standard facility lease conditions; and**
- iv) **Annual rental review equal to any increase in Perth CPI, as published by the Australian Bureau of Statistics.**

CARRIED BY ABSOLUTE MAJORITY 7/0

REASON: Council resolved to extend the initial term of the lease of Part Reserve 31462 to the Port Hedland Pony Club Inc. from five (5) years to ten (10) years, as it wanted to offer greater security of tenure to the community group.

ATTACHMENT TO AGENDA ITEM 11.4.1.4

Port Hedland Pony Club Inc.
PO BOX 107
Port Hedland WA 6721

Town of Port Hedland
Po Box 41
Port Hedland WA 6721

RECORD No.	08/03528
OFFICER	DCS. <i>[Signature]</i>
6 NOV 2008	
FILE No.	05/05/0021
ACTION DATE	<i>[Signature]</i>



Dear Matthew Scott,

We are writing this letter in request for a lease renewal on our DOLA block in Pretty Pool.

The Port Hedland Pony Club Incorporated is a non-profit organization that leases a 5 acre facility in Pretty Pool for local community members to use with their horses and families. Our club provides stables for their horses, storage sheds, riding arenas, paddocks, equipment and amenities. We are also affiliated with the Pony Club Association of WA and encourage children to come along to our annual rallies with their ponies for training and education in both riding and horse health and hygiene.

The facilities were originally built over 30 years ago by volunteers and in March 2007 Cyclone George substantially damaged our stables and sheds. Our club has been working towards fixing the facilities to bring them back to a safe, usable and cyclone rated standard again. We have completed our 4 main stable complexes with engineer certification and a few smaller projects are still ongoing.

Our current lease expires on the 6th of December 2008 and we would like to renew our existing lease for a further 10 – 20 years.

If you require any further information on our club, lease or facilities please contact me on the phone number below.

We look forward to your reply.

Kind Regards

Camile Mathews – 0417 990 446
Port Hedland Pony Club Inc.

7:04 pm Councillor A A Gear declared a financial interest in Agenda Item 11.4.1.5 'Wirraka Maya Health Services Rates Exemption Request', as he is a patron of Wirraka Maya Health Services.

Councillor Gear left the room.

Chief Executive Officer called for nominations for a Presiding Officer for the meeting, due to the absence of Councillor A A Gear.

200809/140 Council Decision

Moved: Cr J M Gillingham

Seconded: Cr J E Ford

That Councillor G J Daccache be appointed Chairman for the duration of Council's consideration of Agenda Item 11.4.1.5 'Wirraka Maya Health Services Rates Exemption Request'.

CARRIED 6/0

7:04 pm Councillor G J Daccache assumed the Chair.

11.4.1.5 Wirraka Maya Health Services Rates Exemption Request (File No; A106282, A113807 & A116100)

Officer Brie Holland
Senior Rates Officer

Date of Report 14 November 2008

Disclosure of Interest by Officer Nil

Summary

For Council to consider a rates exemption on the following three properties, owned by the Wirraka Maya Health Service; 1-5 Hamilton Road South Hedland, 3 Daylesford Close South Hedland and 9 Morgans Street Port Hedland.

Background

The Wirraka Maya Health Service has requested Council to consider a rate exemption for the following properties:

- 1-5 Hamilton Road SOUTH HEDLAND
- 3 Daylesford Close SOUTH HEDLAND
- 9 Morgans Street PORT HEDLAND

On 15 October 2008 Wirraka Maya forwarded Council a letter from the Australian Taxation Office stating that it is a Public Benevolent Institution (see Attachment).

It is understood that Wirraka Maya Health Service is mainly funded through Medicare payments, (received from the Federal government), for patient services, and direct Federal and State Grants for the provision of providing health services for Indigenous Australians.

The properties requested for the exemption is the medical centre itself (Hamilton Road) and two residential properties for housing staff. Council records show that rates have been paid on these properties since the properties were initially developed.

Consultation**Statutory Implications**

Local Government Act 1995

6.26 Rateable Land

...(2) (g)

“The following land is not rateable land –

(g) land used exclusively for charitable purposes.”

Policy Implications

Rating Policy 2/004 (in part) states:

“Charitable Organisations

As per the Local Government Act 1995 (as amended), charitable status of any organization, must be applied for by an organization, prior to the status being evaluated.

To qualify for recognition as charitable organization, an organization must meet general guidelines for recognition, as identified by the Department of Local Government and Regional Development and/or the West Australian Local Government Association.

Recognition of a charitable organization will be authorized in writing by the Chief Executive Officer.

The status of all charitable organizations will be reviewed every two years.

Concessions

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

Strategic Planning Implications Nil

Budget Implications

The current outstanding rates in 08/09 for Wirraka Maya are listed below:

Assessment	Address	2008/09 Rates
A106282	1-5 Hamilton Road SOUTH HEDLAND	\$ 19,894.84
A113807	3 Daylesford Close SOUTH HEDLAND	\$ 1,957.67
A116100	9 Morgans Street PORT HEDLAND	\$ 1,787.33
	Total write-off	\$ 23,639.84

Council would therefore lose \$23,639.84 and all future rates on these properties if it decided to grant an exemption and write off these rates.

Officer's Comment

This request represents a difficult decision by Council. Arguably, most people would consider that Wirraka Maya provides a much needed medical service to a significant proportion of the community. On the other hand, it is also arguable that providing a rates exemption to one organisation supplying services to a specific proportion of the community is inequitable.

Generally medical practices (other than public hospitals) are considered commercial activities and are therefore not able to access rates exceptions. If Wirraka Maya was to be given a concession, other medical centres may also request similar concessions, which would further decrease Council ability to generate equitable rates.

Currently Council is developing a policy to tackle this specific issue; with some general guideline being only agreed to at the November briefing session. Therefore like the situation with the South Hedland Owners and Trainers Association (SHOATA), it is recommended that a decision be deferred until such time an agreed policy is in place to deal with all such requests.

Based on Council's recent decision regarding SHOATA, Council should also consider waiving any current interest or penalty charges on the outstanding rates until Council resolves the rates exception issue.

Attachments

Letter dated, 13th of October 2008.

200809/141 Council Decision/Officer's Recommendation

Moved: Cr K A Howlett

Seconded: Cr J E Ford

That Council:

- i) lay the matter on the table until such time as Council has adopted a Policy regarding Rates Exemptions for Community Groups; and**
- ii) waive any interest or penalty charges (if any) on Assessments A106282, A113807 and A116100 until such time the matter has been dealt with.**

CARRIED BY ABSOLUTE MAJORITY 6/0

7:05 pm Cr G J Daccache advised Cr A A Gear of Council's decision.

7:05 pm Councillor A A Gear re-entered the room and resumed the Chair.

7:05 pm Councillor G J Daccache resumed his chair.

ATTACHMENT TO AGENDA ITEM 11.4.1.5



Telephone: (08) 9268 5111
Facsimile: (08) 9268 5016

Australian Taxation Office
45 Francis St Northbridge WA 6003
GPO Box 9990 Perth WA 6001

Our Reference: NOR J10/50 Vol 60
Contact Officer: Andrew Carver Extn: (08) 9268 5259
Your Reference:

25 February 1999

Wirraka Maya Health Service
Aboriginal Corporation
PO Box 373
PORT HEDLAND WA 6721



Dear Sir

**INCOME TAX: Public Benevolent Institution
WIRRAKA MAYA HEALTH SERVICE
ABORIGINAL CORPORATION**

We acknowledge receipt of your letter dated 3 February 1999 advising this office of the change of name of the organisation from Hedland Aboriginal Health and Medical Services to Wirraka Maya Health Service Aboriginal Corporation

Under the provisions of taxation legislation administered by the Commissioner of Taxation, we advise that the Wirraka Maya Health Service Aboriginal Corporation continues to be a Public Benevolent Institution

The following taxation concessions under the provisions administered by the Commissioner of Taxation apply to all public benevolent institutions ("PBI"):

1. Gifts of \$2 and upwards to the Corporation are an allowable deduction under the provisions of item 4.1.1 in section 30-45 of the *Income Tax Assessment Act 1997 (ITAA1997)*. All receipts which are issued to the donors should be printed to clearly display the name of the organisation exactly as Wirraka Maya Health Service Aboriginal Corporation, as it is under this name that the organisation is registered with this office, and always quote the Reference Number: **DGR 473 099**
2. Goods purchased for use and not for sale by the Corporation are exempt from sales tax under Item 140(c) in Schedule 1 to the *Sales Tax (Exemptions & Classifications) Act 1992*
3. The Corporation is exempt from income tax liability under item 4.1.1 in section 50-5 of the *Income Tax Assessment Act 1997* [formerly Sec 23(e) *ITAA1936*] as a charitable institution whose objects are for purposes beneficial to the community.
4. Benefits provided to employees of the Corporation in respect of those persons' employment by the organisation are exempt benefits under section 57A(1) of the *Fringe Benefits Tax Assessment Act*.

Stamp whole D.P.F.

IMPORTANT: THIS NOTICE SHOULD BE RETAINED FOR FUTURE REFERENCE.

TAXES - Building a better Australia

If you have any further queries regarding this matter, please contact the officer named above.

Yours faithfully,



(Andrew Carver)

For Neil Mann

DEPUTY COMMISSIONER OF TAXATION

Small Business Income

7:06 pm Councillor G J Daccache declared a financial interest in Agenda Item 11.4.2.1 'Town of Port Hedland/BHP Billiton Sustainability Partnership: Working Group Recommendations', as he owns over \$10,000 of BHP Billiton shares and is an employee of the company.

Councillor Daccache left the room.

7:06 pm Councillor S J Coates declared a financial interest in Agenda Item 11.4.2.1 Town of Port Hedland/BHP Billiton Sustainability Partnership: Working Group Recommendations' as he owns over \$10,000 of BHP Billiton shares and is an employee of the company.

Councillor S J Coates left the room.

11.4.2 Governance**11.4.2.1 Town of Port Hedland/BHP Billiton Sustainability Partnership: Working Group Recommendations (File No.: ...)**

Officer Chris Adams
Chief Executive Officer

Date of Report 10 November 2008

Disclosure of Interest by Officer

Report author owns greater than \$10,000 shares and was awarded an education scholarship from BHPBIO in 2008/09.

Summary

Report seeks Council endorsement of:

- Proposed funding agreement with BHP Billiton (BHPB) regarding 2008/09 Sustainability Partnership
- Recommended changes from Partnership Working Group in relation to project funding in 2008/09.

Background*Funding Agreement*

The previous Memorandum of Understanding (MOU) between the Town of Port Hedland and BHPB relating to the Sustainability Partnership expired on 30 June 2008. Prior to its expiry BHPB confirmed that it was willing to continue with its agreement and committed to providing the Town with \$8Million (excluding GST) in the current financial year. These funds were included within the Council's 2008/09 budget process with 21 projects being approved.

While the projects are progressing, no formal funding agreement has been signed. Given the size of the funding contribution, BHPB has indicated that a formal agreement will need to be signed, as opposed to the more informal MOU agreement that was previously used. An agreement has been drafted, reviewed and modified where deemed necessary and is now presented to Council for consideration (see Attachment 1)

Projects

As a component of the 2008/09, Partnership Funds were allocated for specific projects. The Partnership Working Group review these projects and the financial status at its regular meetings and, where necessary, makes recommendations to Council regarding suggested changes to projects and/or funding.

At its last meeting (on 7 November 2008) the following suggestions were recommended:

- Pool Blankets (\$70,000): Recommend that the project not be pursued as the Working Group did not believe that the project was justified at this time. Funds to be allocated to contingency/unallocated surplus fund.
- Port Hedland Youth and Family Centre (\$480,000): Project is nearing completion. Project has been undertaken at a significantly lower than budget. Working Group recommended reallocation of \$100,000 to contingency/unallocated surplus fund.
- Contingency/Unallocated Surplus fund: 2008/09 budget included \$167,500 in this fund. If above suggestions are supported by Council, fund will have \$337,500. Working Group recommended that:
 - An additional \$150,000 be allocated towards the Marquee Park Project as this project was likely to need additional funds to be delivered.
 - The remaining funds (\$187,500):
 - Be used to support existing projects rather than adding new projects.
 - Not be allocated at this stage as project costs for several Partnership projects are yet to be confirmed.

The Working Group indicated support for including additional funds for visitor signage, entry statement landscaping and CCTV but did not support allocating any further funds at this stage.

Consultation

The Sustainability Working Group includes representation from Council (three Councillors and staff representatives) and BHPB (three representatives).

Statutory Implications

Changes to budget allocations must be made via an absolute majority decision of Council.

Policy Implications

Nil

Strategic Planning Implications

The following statements from the Town's Plan for the future are relevant to this matter:

Goal 2 – Mining: That the Town has developed strong working relationships with the mining industry that are achieving sustainable outcomes for the local community.

Strategy 1: Partner with BHP, FMG, Dampier Salt, Newcrest Mining and other mining companies to develop community infrastructure and a stronger community.

Budget Implications

While Council's total income and expenditure is not affected by the recommendation, the recommendation does suggest modifications to project funding within the Town's 2008/09 budget.

Officer's Comment

The Town's partnership with BHPB has grown over the past three years. The partnership delivers significant benefits to the community as additional funds are available for the delivery of much needed community projects. Both Council and BHPB should aim to continue to develop this partnership so that the mutually agreed development objectives of both parties can be achieved.

Attachments

Attachment 1: Draft Partnership Agreement

Attachment 2: 2008/09 Partnership Projects Update October 2008

200809/142 Council Decision/Working Group's Recommendation

Moved: Cr K A Howlett

Seconded: Cr J M Gillingham

That Council:

- i) **authorises the signing Town of Port Hedland/ BHP Billiton Iron Ore Sustainability Partnership Agreement for 2008/09 once the agreement has been finalised to the satisfaction of Council members who are on the Sustainability Partnership Working Group.**
- ii) **supports the reallocation of 2008/09 Sustainability Partnership Project funding as follows:**
 - **Pool Blanket: Reallocate \$70,000 project funding to contingency/unallocated surplus fund.**
 - **Port Hedland Youth and Family Centre: Reallocate unused portion of project funding (\$100,000) to contingency/unallocated surplus fund.**
 - **Marquee Park Project: Allocate a further \$150,000 of Partnership funding towards this project from the contingency/unallocated surplus fund.**

Note: Contingency/unallocated surplus fund will have \$187,500 remaining should the above be supported.

CARRIED BY ABSOLUTE MAJORITY 5/0

2008/09
Projects

Item Name	Project Description	Cost	External Funding	BHPB Contribution	SHNL Partnership	Council	Carry forward funds	Start Date	Finish Date	Comments
5yr Program - SH Footpaths	3800lineal metres of footpath construction proposed.	\$615,000	\$ -	\$205,000	\$205,000	\$205,000	\$ -	Aug-08	Dec-08	Contractor progressing. 40% complete
5yr Program - PH Footpaths	2300 lineal metres of footpath construction proposed.	\$385,000	\$ -	\$192,500	\$ -	\$192,500	\$ -	Aug-08	Dec-08	Contractor nearing completion. 95% complete.
5yr Program - Walkway Lighting	Fast-tracked program. 42 new lights (as compared to 18 that were programmed)	\$270,000	\$ -	\$90,000	\$ 90,000	\$90,000	\$ -	Sep-08	Jun-09	Horizon power has quoted works and has been given approvals to commence construction.
Street lighting Upgrades	Install additional Streetlights in identified hotspots	\$450,000	\$ -	\$150,000	\$150,000	\$150,000	\$ -	Aug-08	Jun-09	Awaiting quotes from Horizon Power. Focus on Koombana area as it has underground power already.
Security Cameras	Install eight security cameras around Skate Park and surrounding area.	\$83,000	\$ 20,000	\$ 20,000	\$ 20,000	\$23,000	\$ -	Jul-08	Feb-09	Scope of works has been developed. In discussions with contractors re installation and maintenance.
Architectural Design - Rec Centre	Detailed design and contract documentation for facility	\$1,200,000	\$ -	\$1,200,000	\$ -	\$ -	\$ -	Apr-08	May-09	Contractor has commenced and design is progressing. BHPB involved with committee. Prelim design by December.
Public Infrastructure	New bins, public seating, bus shelters and shade structures	\$600,000	\$ -	\$300,000	\$200,000	\$100,000	\$ -	Jan-09	Jun-09	New bins and seats are on order. Bus shelters quotes due in early November.
CMO: Upgraded Clubroom facility	Installation of new clubroom facility at Colin Matheson Oval as per Master Plan. Consider prefabricated option.	\$1,300,000	\$ -	\$1,300,000	\$ -	\$ -	\$ -	Aug-08	Jun-09	Site selection completed. Design investigations commenced. Design and Construct tender to be advertised in Nov 08. Additional funds being sought from State Govt CSRFF (\$450K)
Boulevard Tree Planting	Continuation of 07/08 Project.	\$750,000	\$ -	\$165,000	\$165,000	\$ 420,000	\$250,000	Jul-08	May-09	Retic design complete. Being reviewed. Trees being sourced. Works to commence post cyclone season.
Town Cycle Plan - Shared path connections	Develop priority 1 linkages as identified in Draft Town Cycle Plan.	\$400,000	\$ -	\$200,000	\$ -	\$200,000	\$ -	Feb-09	Jun-09	Locations yet to be confirmed by Council
Don Rhodes Mining Museum Upgrade	Review Options. Possibly use funds to relocate museum to site of new Entry Statement	\$170,000	\$ -	\$150,000		\$20,000	\$ 20,000	Oct-08	Jan-09	Engineering Dept has prepared report on alternatives (requires discussion)
GAC: Solar Blankets	Solar blankets for pool to increase use in winter and reduce chlorine and water loss through evaporation.	\$ -	\$ -	\$ -	\$ -	\$ -		Oct-08	Dec-08	Project deferred at August meeting. Funds yet to be reallocated.

MINUTES : ORDINARY COUNCIL MEETING
26 NOVEMBER 2008

Park Improvement Program - Marquee Park	Develop Level 1 Marquee Park in central area of South Hedland.	\$4,100,000	\$100,000	\$1,300,000	\$ 800,000	\$1,900,000	\$850,000	May-08	Late 2009	Design progressing. Community consultation scheduled to identify highest priority elements as scope may need to be trimmed. Work to commence in May/June.
Park Improvement Program - Koombana Park	Develop new Level 2 Park in Koombana area	\$150,000	\$ -	\$ 50,000	\$ 50,000	\$50,000	\$ -	Feb-09	May-09	Excelo arriving in Pt Hedland 17/11. Commissioning likely pre-Xmas. BBQ and shade to also be installed.
Reserves Redevelopment	Turf & Irrigation Upgrades: McGregor (450K) and CMO (450K)	\$900,000	\$ -	\$600,000		\$ 300,000		Jan-09	Apr-09	Master plan developed. CMO redevelopment contract advertised 31/10/08. Tenders close late Nov. Contractor to be implemented in early 2009. McGregor St Oval : Soil analysis of area to be sought. Awaiting Council direction before spending significant funds.
JD Hardie Centre - Stage I development	Undertake Stage 1 development works	\$ 3,400,000	\$600,000	\$ 1,700,000	\$ 300,000	\$800,000	\$ -	Sep-08	Dec-09	Design tender won by Holton Connor Architects. Concept designs to be completed in December 08.
Bore Installations	Supply alternate watering system to West End Greening project and supplement water re-use scheme at Colin Matheson and Kevin Scott Ovals.	\$120,000	\$ -	\$ 60,000	\$ -	\$60,000	\$ -	Apr-09	Apr-09	License approval received from DOW. Design and construction contract to be advertised in November 2008.
Town Entry Statement Landscaping	Provide landscaping at Town Entry Statement/s	\$150,000	\$ -	\$ 75,000	\$ -	\$75,000	\$ -	Jan-09	Feb-09	Will be completed post artwork installation
PH Library	Relocation to PHYFC. Feasibility and Design costs only	\$100,000	\$ -	\$ 50,000		\$50,000	\$ -	Oct-08	Apr-09	Draft consultants scope of works has been prepared. Quotations from consultants due back by end of Nov.
Playground Shade - Pulley Systems	Install pulley systems on playground shades. Removal/re-install quicker, simpler and safer.	\$110,000	\$ -	\$ 55,000	\$ -	\$55,000	\$ -	Mar-09	Jun-09	Design options being investigated.
Child Care Centre Development	Build a new 120place child care centre	\$7,000,000	\$ -	\$7,000,000	\$ -	\$ -	\$ -	BHPBIO	BHPBIO	BHPBIO preparing planning application.
		\$22,253,000	\$720,000	\$14,862,500	\$1,980,000	\$4,690,500				

PLUS

West End Greening Stage II	Continue with planting program in area between Anderson and Wilson St	\$700,000	\$ -	\$ 700,000	\$ -	\$ -
Crime Prevention: CCTV	Install extensive CCTV in public areas and some residential streets	\$200,000	\$ -	\$ 200,000	\$ -	\$ -
Contingency/ Unallocated funds	Funds not allocated from above projects	\$237,500	\$ -	\$237,500	\$ -	\$ -
TOTAL		\$1,137,500	\$ -	\$1,137,500	\$ -	\$ -

	Cost	External Funding	BHPB Contribution	SHNL Partnership	Council
GRAND TOTAL	\$ 23,390,500	\$720,000	\$16,000,000	\$1,980,000	\$4,690,500

7:07 pm Councillors S J Coates and G J Daccache re-entered the room and resumed their chairs.

Cr A A Gear (Chairman) advised Crs Coates and Daccache of Council's decision.

ITEM 12 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL

12.1 Financial Services**12.1.1 Audit & Finance Committee**

Officer Matthew Scott
Director Corporate Services

Date of Report 25 November 2008

Disclosure of Interest by Officer Nil

Summary

For Council to consider and endorse the recommendations from the Audit & Finance Committee meeting held on 21 November 2008.

Background

The Audit and Finance Committee met on the 21 November 2008 to consider the following matters (unconfirmed minutes attached):

1. 1st Quarter Budget Review
2. Amendments to the Investment Policy

At that meeting the Committee resolved the following recommendations to Council:

"AFC200708/20

That the Finance and Audit Committee recommend to Council to amend the 2008-09 Budget as per the attached list, resulting in a carry forward of funds from 2007-08 of \$966,712 and a slight surplus of \$47,140 remain unallocated."

"AFC200708/21

That the committee recommend to Council to amend the Investment policy 2/010 as follows:

"Portfolio Credit Framework

An Australian Financial Institution able to demonstrate its eligibility and access to the Federal Government Bank Guarantee Program, as announced by the Prime Minister on the 12 October 2008, for the amount to be invested."

Subsequent to the meeting, officers have discovered a limitation of the scheme that may make the Committee's recommendation concerning the Bank Guarantee Scheme impractical to implement (AFC200708/21). This limitation restricts the guarantee to only \$1,000,000 per ADI (Authorised Deposit-taking Institution) such as Banks and Credit Unions.

Institutions will be able to guarantee deposits over \$1,000,000; however will charge a fee of 0.7%, which will obviously reduce the net return to Council. This limitation was unknown when the Committee made its decision.

Consultation Nil

Statutory Implications

Section 6.8 of the Local Government Act 1995 (in part) states:

- “6.8. Expenditure from municipal fund not included in annual budget*
(1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure-
(b) is authorised in advance by resolution;*
** Absolute majority required.”*

Financial System Legislation Amendment (Financial Claims Scheme and Other Measures) Act 2008 (in part) states:

16AG limit on payments to account-holder with declared ADI
Despite Section 16AF, an account-holder is not entitled under that section to be paid, in connection with the protected account or protected accounts the account-holder has with a particular declared ADI at a particular time, one or more amounts totalling more than the limit prescribed by, or worked out under, the regulations.

Banking Amendment Regulations 2008 (no.1)
5 Financial claim scheme – limit on payments
For subsection 16AG of the Act, a limit of \$1 000 000 is prescribed.

Policy Implications

Investment Policy 2/010:

“Portfolio Credit Framework
All Council investments will have a minimum Standards and Poors (S&P) rating of AA (long term), A-1 (short term) or AAF (managed fund) depending on the nature of the investment.”

Strategic Planning Implications Nil

Budget Implications

The proposed amendments will create a budgeted cash surplus of \$47,140 that will require allocating in future months. Given the size of the surplus it is recommended that this remain unallocated.

Officer's Comment

The details of the first Quarterly Budget Review are stated in the Minutes of the Audit and Finance Committee meeting held on 21 November 2008, and there are no proposed amendments to what was presented and resolved at the meeting.

The recommendation regarding amending the Investment Policy however, should be reconsidered in the light of the statutory limitations that were not known when the Audit and Finance Committee made its current recommendation.

If Council was to amend the policy as recommended, which effectively only allows Council to invest in institutions subject to Bank Guarantee, Council would need to invest with another institution each time Council's capital and interest exceeded \$1,000,000.

Currently Council has \$11.350 Million invested (Municipal and Reserve funds) in term deposits with three (3) major banks (Bankwest, ANZ & Citibank). To meet the proposed amendments of the Investment Policy, Council would need to find a minimum of 12 separate institutions, or be prepared to accept a 0.7% reduction in return on the majority of its investments.

Alternatively, Council may maintain its relative conservative risk portfolio by only investing AA or A-1 Standards and Poors rated institutions, as required in the current policy, but also allow officers to invest in institutions that may not meet this rating, however may have access to the deposit guarantee scheme. These investments (deposit guarantee) would be kept to \$1,000,000, however this change would allow Council to invest in ADI's such as Big Sky Credit Union, as was the initial intention of changing the policy.

The alternative recommendation has been discussed with the presiding member of the Committee, Councillor Carter, who has agreed that an alternative recommendation should be considered by Council. Given the timing of Council's Ordinary Council Meeting on 26 November 2008, it was deemed impracticable to convene another Audit and Finance Committee meeting to reconsider this matter.

Attachments

Unconfirmed minutes of the Audit & Finance Committee meeting, held on the 21 November 2008.

Audit and Finance Committee Recommendation

That Council:

- i) receive the unconfirmed Minutes of the Audit and Finance Committee, held on the 21 November 2008; and
- ii) amends the 2008-09 Budget as per the attached list, resulting in a carry forward of funds from 2007-08 of \$966,712 and a slight surplus of \$47,140 to remain unallocated; and
- iii) amends Investment Policy 2/010 as follows:

“Portfolio Credit Framework

An Australian Financial Institution able to demonstrate its eligibility and access to the Federal Government Bank Guarantee Program, as announced by the Prime Minister on the 12 October 2008, for the amount to be invested.”

OR

Alternate Recommendation

That Council:

- i) receive the unconfirmed Minutes of the Audit and Finance Committee, held on the 21 November 2008; and
- ii) amends the 2008-09 Budget as per the attached list, resulting in a carry forward of funds from 2007-08 of \$966,712 and a slight surplus of \$47,140 to remain unallocated; and
- iii) amends Investment Policy 2/010 as follows:

“Portfolio Credit Framework

All Council investments will have a minimum Standards and Poors (S&P) rating of AA (long term), A-1 (short term) or AAF (managed fund) depending on the nature of the investment, or be with an Australian Financial Institution that is able to demonstrate its eligibility and access to the Federal Government Bank Guarantee Program, as announced by the Prime Minister on 12 October 2008, for the amount to be invested.”

200809/143 Council Decision/Alternate Recommendation

Moved: Cr G D Bussell

Seconded: Cr J E Ford

That Council:

- i) receive the unconfirmed Minutes of the Audit and Finance Committee, held on the 21 November 2008; and
- ii) amends the 2008-09 Budget as per the attached list, resulting in a carry forward of funds from 2007-08 of \$966,712 and a slight surplus of \$47,140 to remain unallocated; and
- iii) amends Investment Policy 2/010 as follows:

“Portfolio Credit Framework

All Council investments will have a minimum Standards and Poors (S&P) rating of AA (long term), A-1 (short term) or AAF (managed fund) depending on the nature of the investment, or be with an Australian Financial Institution that is able to demonstrate THE eligibility OF THE DEPOSIT WITHIN the Federal Government Bank Guarantee Program, as announced by the Prime Minister on 12 October 2008, for the amount to be invested.”

CARRIED BY ABSOLUTE MAJORITY 7/0

REASON: Council Changed the Wording of the proposed Alternate Recommendation to provide greater clarity in relation to the security of each deposit made under the revised Investment Policy.



Town of Port Hedland

Minutes

FOR THE

**AUDIT AND FINANCE COMMITTEE
OF THE TOWN OF PORT HEDLAND COUNCIL**

HELD ON

FRIDAY 21 NOVEMBER 2008

COMMENCING AT 4:00 PM

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

Chris Adams
Chief Executive Officer

MINUTES : AUDIT AND FINANCE COMMITTEE MEETING 21 NOVEMBER 2008

Our Commitment

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

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MINUTES : AUDIT AND FINANCE COMMITTEE MEETING 21 NOVEMBER 2008

ITEM 1 OPENING OF MEETING

1.1 Opening

The Chairperson declared the meeting open at 4:05 pm and acknowledged the traditional owners, the Kariyarra people.

ITEM 2 RECORDING OF ATTENDANCE AND APOLOGIES

2.1 Attendance

Mayor S R Martin
Cr G D Bussell
Cr A A Carter
Cr J Ford
Chief Executive Officer
Director Corporate Services
Director Engineering Services (Arrived 4:15pm)
Director Regulatory and Community Services
Manager Financial Services

2.2 Apologies

Nil.

2.3 Approved Leave of Absence

Nil.

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS - ON NOTICE

Nil.

ITEM 4 PUBLIC TIME

4.1 Public Questions

4:05 pm Presiding Member opened Public Question Time

Nil

4.2 Public Statements

4:05 pm Presiding Member opened Public Statement Time

Nil

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

MINUTES : AUDIT AND FINANCE COMMITTEE MEETING 21 NOVEMBER 2008

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

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

Cr S Martin	Cr J Ford
Cr A A Carter	Cr G Bussell

MINUTES : AUDIT AND FINANCE COMMITTEE MEETING 21 NOVEMBER 2008

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Confirmation of Minutes of Audit and Finance Committee of Council held on Thursday 19 June 2008.

AFC200708/17 Committee Decision

Moved: Cr S Martin Seconded: Cr J Ford

That the Minutes of the Audit and Finance Committee Meeting of Council held on 19 June 2008 be confirmed as a true and correct record of proceedings.

ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION

Nil.

ITEM 9 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

AFC200708/18 Committee Decision

Moved: Cr S Martin Seconded: Cr J Ford

That Standing Orders be Suspended.

4:10 pm Presiding Member advised Standing Orders were suspended

AFC200708/19 Committee Decision

Moved: Cr S Martin Seconded: Cr J Ford

That Standing Orders be resumed.

4:35 pm Presiding Member advised Standing Orders were resumed.

MINUTES : AUDIT AND FINANCE COMMITTEE MEETING 21 NOVEMBER 2008

ITEM 10 REPORTS OF OFFICERS

10.1 CORPORATE SERVICES

10.1.1 Finance and Administration

10.1.1.1 *First Quarter Budget Review (File No.: -)*

Officer Natalie Octoman
Manager Financial Services

Date of Report 18 November 2008

Disclosure of Interest by Officer Nil

Summary

For the Committee to review the results of the first quarter budget review for the 2008-09 financial year.

Background

In every organisation there are many factors, both internal and external that can have an effect on program expenditure anticipated throughout the year, after the original budget is adopted. Part of ensuring that an organisation has effective financial management practices in place is for regular budget reviews to occur, and reports to be provided to Council on any modifications that may be required.

While management are required to monitor their particular programs frequently in order to ensure their departmental targets are being achieved, it is also important that senior management regularly review the income and expenditure in order to assess the achievement of the overall financial targets of Council.

The first budget review has been conducted with the financial data being used as at the end of September 2008. While this is reasonably early in the year to conduct a review, there are already numerous factors that are known, which will affect the budget, such as the carryover funds from 2007-08, which forms a significant portion of these adjustments.

MINUTES : AUDIT AND FINANCE COMMITTEE MEETING 21 NOVEMBER 2008

The following table is a summary of the overall adjustments required to the budget thus far:

	Original Budget	Adjustments	Carryover from 2007-08	Revised Budget
Operating Expenditure	25,839,163	340,600	17,000	26,196,763
Operating Revenue	(41,426,070)	6,955	(377,000)	(41,796,115)
Non-Operating Expenditure	48,970,482	107,405	2,342,712	51,420,599
Non-Operating Revenue	(25,280,490)	(502,100)	(1,016,000)	(26,798,590)
Net (Surplus) / Deficit	8,103,085	(47,140)	(966,712)	9,022,657
Add Back Non Cash Items	(4,484,595)	Nil	Nil	(4,484,595)
Surplus Carried Forward from 2007-08	(3,618,490)	-	(966,712)	(4,585,202)
(Surplus) / Deficit	Nil	(47,140)	-	(47,140)

Consultation

The Budget review was prepared by the Executive team, after meeting with each manager, where all revenue and expenditure accounts within that manager's responsibility was reviewed in detail.

Statutory Implications

Local Government Act 1995 states (in part):

- "6.8. Expenditure from municipal fund not included in annual budget*
- (1) A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure -*
- (a) is incurred in a financial year before the adoption of the annual budget by the local government;*
 - (b) is authorised in advance by resolution*;* or
 - (c) is authorised in advance by the mayor or president in an emergency.*
- * Absolute majority required.*
- (1a) In subsection (1) -*
-additional purpose- means a purpose for which no expenditure estimate is included in the local government's annual budget.
- (2) Where expenditure has been incurred by a local government -*

MINUTES : AUDIT AND FINANCE COMMITTEE MEETING 21 NOVEMBER 2008

- (a) pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and*
- (b) pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.*

Strategic Planning Implications

Nil

Budget Implications

The proposed amendments will create a budgeted cash surplus of \$47,140 that will require allocating in future months.

Officer's Comment

The Annual Budget is developed based on number of assumptions that can and regularly change during the course of the financial year. To account for these fluctuations, the budget requires to be amended on a regular basis. The Council has developed a quarterly review process to monitor actual and potential variations, resulting in budget adjustments listed for the committee to review. This also creates an opportunity for Council to redirect funds to areas of greatest need or to utilise savings generated during the year for the benefit of ratepayers and residents.

When the original budget was developed, it was anticipated that \$3,618,490 of carryover funds would be available at the end of 2007-08 and was therefore incorporated into the original budget position.

Additional carryover funds have been identified as part of the quarterly budget review totalling \$966,712. These are funds that are required to finalise projects that were committed in 2007-08 through either grant funding being received by Council, or through contract agreements, which the funds remain unexpended as at 30 June 2008. These two amounts add to a total of \$4,585,202 in funds carried forward from 2007-08.

Along with the carryover, there has been a small surplus identified in the current year's budget of \$47,140.

The annual financial statements are still in the process of being finalised and then audited, so the surplus amount may change given the movements that are still going through the accounts. Upon completion of the audit, Council will be advised of the actual surplus from 2007-08 and any adjustments that are required in order to maintain a balanced budget for 2008-09.

The Committee should however note the expenditure increases and revenue reductions within the areas of Governance, Community Amenities, Recreation and Culture, and Transport. Most of these increases are associated with carry forward projects that were not completed in 2007-08, or projects whereby funding was received but

MINUTES : AUDIT AND FINANCE COMMITTEE MEETING 21 NOVEMBER 2008

remained unspent (restricted grants). As noted above, the budget has been increased by \$966,712 to account for carry over funds.

All proposed budget amendments have been listed in the attached schedules, in particular Carry forward adjustments have been listed separately to reduce possible confusion with other amendments. Significant amendments, excluding carry forwards or reserve transfers include:

Account Description	Adj	Rationale
Civic Centre Aircon	140,000	Transformer for air conditioner upgrade
General Tipping Fees	400,000	Expected reduction based on actual receipts to date
Plant & Equipment	(75,000)	Correction to original budget.
Subdivision Contributions	(80,000)	Additional contributions fro subdivisional work
Plant & Equipment	70,000	Transfer of funds between the pools
Plant & Equipment	(70,000)	Transfer of funds between the pools
Recreation Facility Design	130,000	Transfer from SH Sports Precinct Masterplan and BHP
Grant - Stairway to Moon	62,045	Additional funds from FMG, PHES and Regional Partnerships
Marquee Park Development	1,000,000	Transfer from park upgrades
Park Upgrades	(1,000,000)	Transfer to Macquee park
Salaries	(85,950)	Projected expenditure based on staff requirements
Salaries	85,950	Projected expenditure based on staff requirements
South Hedland Link Roads	(100,000)	Reallocation of budget to Hedditch Street
Cottier/Kennedy Drive	(60,000)	Reallocation of budget to Cottier/Dale Drive
Cottier/Dale Drive	60,000	Reallocation of budget from Cottier/Kennedy Drive
Quartz Quarry Road	(100,000)	Reallocation of budget to Shota Rd MRWA
Hedditch Street	100,000	Reallocation of budget from South Hedland Link Roads
McGregor Street RRG	90,000	Reallocation of budget from Reseals (RRG).
Shota Rd MRWA	239,400	Reallocation of funds from Quartz Quarry Road and R2R
Anderson Street RRG	156,000	Reallocation of budget from Reseals (RRG)
Yandeyarra Road	90,000	Reallocation from Reseals (RRG).
Drainage Construction	(235,000)	Transfer to new account for Schilliman Street Drainage
Schilliman Street Drainage	235,000	Budget transfer from Drainage Construction
Reseals (RRG)	(314,000)	Transfer of Budget to indivudal road jobs
Wedgefield Upgrades	200,000	Transfer from R2R Program.
R2R Program	(330,000)	Transfer of Budget to indivudal road jobs
Hillside/Woodstock Road - RRG	90,000	Transferred from Reseals (RRG)
Salaries & Wages	(51,800)	Revised estimates for Airport Café
Sales Bar	98,100	Revised estimates for Airport Café
Bar Purchases	(55,390)	Revised estimates for Airport Café
Licences - Building	(230,000)	Anticipate additional licence revenue to be received
Entry Statement	(65,000)	Contribution from Form towards the Entry Statement to the
Depot Staff Meetings	(51,700)	Revised budget allocation required.

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The next budget review is expect to occur in December, and will be a better indication of how the Council is tracking in terms of program delivery and financial targets given six months of actual data can be analysed and projects will be progressed further.

While there is currently a surplus indicated as part of the September budget review, there are numerous factors that may impact on our programs in the coming months, particularly associated with the economy and finalising the 2007-08 financial statements. Given the financial statements and potential changes to the surplus as a result of these in particular, it is recommended that the current surplus of \$47,140 remain unallocated until after the December review. This will then allow for more effective analysis of how programs are tracking incorporating the year-end results and establishing where any potential funding would be most effectively utilised.

AFC200708/20 Committee Decision/Officer's Recommendation**Moved:** Cr G Bussell**Seconded:** Cr J Ford

That the Finance and Audit Committee recommend to Council to amend the 2008-09 Budget as per the attached list, resulting in a carry forward of funds from 2007-08 of \$966,712 and a slight surplus of \$47,140 remain unallocated.

MINUTES : AUDIT AND FINANCE COMMITTEE MEETING 21 NOVEMBER 2008

10.1.1.2 Amendment to Investment Policy

Officer	Matthew Scott Director Corporate Services
Date of Report	14 th November 2008
Disclosure of Interest by Officer	Nil

Summary

For the Committee to consider recommending to Council to amend the investment policy to allow Council to invest in financial institutions that are covered under the Federal Government's 3 year bank guarantee program.

Background

As the committee is aware, the world's financial markets are currently in turmoil due to an unprecedented tightening of access to credit around the world. This has caused panic selling on the world stock exchanges, resulting in possible recessions for many national economies.

To help isolate Australia from this turmoil, the federal government recently announced a package to guarantee all \$600-\$700 billion deposits in Australian financial institutions.

This now has provided an opportunity for Council to invest in bodies such as "Big Sky Credit Union", which can access this guarantee, however does not currently meet Council Investing Policy prerequisite of a AA Standards and Poors rated financial institution.

However to achieve this outcome the Investment policy needs to be amended to provide an exemption to the prerequisites to organisations able to access the Federal government bank guarantee package/protection.

Consultation	Nil
Statutory Implications	Nil
Policy Implications	Nil

Investment Policy 2/010:

Portfolio Credit Framework

All Council investments will have a minimum Standards and Poors (S&P) rating of AA (long term), A-1 (short term) or AAF (managed fund) depending on the nature of the investment.

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Strategic Planning Implications Nil

Budget Implications Nil

The proposed amendment to the policy will have no affect on Council's investments as the exemption will only apply to financial institutions that can prove that they have access to the Federal Government Bank Guarantee Package. All investments will be based on individual merit, and there is no guarantee that any individual institution will be invested in unless rates are competitive.

Officer's Comment

Though the recently adopted Investment Policy provides for investment outside bank bills and term deposits, Council has to date only invested in these types financial instruments. This investment strategy, though conservative, has protected Council from the current financial turmoil, while providing competitive rates of return as financial institutions have increase their deposit rates to access much needed funds.

The proposed amendment is to aim to take advantage of the current federal government deposit guarantee, while also allowing the administration to consider other financial institutions that are currently outside the "Portfolio Credit Framework" of the policy (Big Sky Credit Union).

Attachments

AFC200708/21 Committee Decision/Officer's Recommendation

Moved: Cr G Bussell

Seconded: Cr J Ford

That the committee recommend to Council to amend the Investment policy 2/010 as follows:

"Portfolio Credit Framework

An Australian Financial Institution able to demonstrate its eligibility and access to the Federal Government Bank Guarantee Program, as announced by the Prime Minister on the 12 October 2008, for the amount to be invested."

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ITEM 11 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL

Nil.

ITEM 12 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

Nil.

ITEM 13 CONFIDENTIAL ITEMS

Nil.

ITEM 14 APPLICATIONS FOR LEAVE OF ABSENCE

Nil.

ITEM 15 CLOSURE

15.1 Date of Next Meeting

The next Audit and Finance Committee Meeting of Council will be held on at date and time that is to be confirmed by the Presiding Member.

15.2 Closure

There being no further business, the Chairman declared the meeting closed at 5:02 pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Council at its Ordinary Meeting of _____.

CONFIRMATION: _____
CHAIR

DATE

Schedule	Business Unit	Original Budget	Amendments	Carryover	Proposed Budget	Change
3	Rates	(13,347,930)	(12,500)	-	(13,360,430)	(12,500)
3	Members	1,007,450	11,200	-	1,018,650	11,200
4	Financial Services	159,110	5,150	-	164,260	5,150
4	Corporate Support	297,000	142,600	(65,000)	374,600	77,600
4	Corporate Management	-	-	-	-	-
5	Fire Prevention	18,020	15,000	-	33,020	15,000
5	Animal Control	447,805	2,860	-	450,665	2,860
5	Other Public Safety	66,200	-	2,000	68,200	2,000
5	Parking	(16,300)	10,000	-	(6,300)	10,000
5	SES/FESA	44,080	1,600	-	45,680	1,600
7	Maternal Infant Health	18,840	-	-	18,840	-
7	Health Inspections & Admin	296,834	600	-	297,434	600
7	Pest Control	11,200	2,000	-	13,200	2,000
7	Aboriginal Environmental Health	-	-	-	-	-
8	Other Education	-	-	-	-	-
8	Len Taplin Day Care	5,600	-	-	5,600	-
8	Rose Nowers Day Care	3,350	-	-	3,350	-
8	Pilbara Family Day Care	(70,400)	-	-	(70,400)	-
8	Retirement Village	12,530	-	-	12,530	-
8	Mirtanya Maya Hostel	39,920	-	-	39,920	-
8	Aged Care	29,010	-	-	29,010	-
8	Other Welfare	168,000	-	-	168,000	-
8	Community Services & Development	330,800	-	-	330,800	-
9	Staff Housing	1,055,390	2,000	-	1,057,390	2,000
10	Waste Services	-	-	-	-	-
10	Sanitation Other	-	-	-	-	-
10	Town Planning & Regional Development	314,210	(11,000)	-	303,210	(11,000)
10	Other Community Amenities	484,670	(22,400)	-	462,270	(22,400)
10	Cemeteries	82,900	-	-	82,900	-
10	Public Conveniences	133,100	-	6,000	139,100	6,000
10	Waste Management & Recycling	253,600	-	-	253,600	-
11	Community & Event Services	(3,550)	-	-	(3,550)	-
11	Courthouse/Community Arts	310,980	-	-	310,980	-
11	Port Hedland Civic Centre	207,300	(15,000)	-	192,300	(15,000)
11	Port Hedland Youth and Family Centre	59,380	-	-	59,380	-

11	JD Hardie Centre	397,240	48,000	48,000	493,240	96,000
11	Swimming Areas/Beaches	2,772,575	71,080	216,112	3,059,767	287,192
11	Recreation Administration	760,010	149,360	(17,000)	892,370	132,360
11	Sportsgrounds	750,101	(10,000)	(2,000)	738,101	(12,000)
11	Port & South Sports Grounds - P&G	3,100,800	19,300	(198,000)	2,922,100	(178,700)
11	Library Services	632,139	(32,900)	-	599,239	(32,900)
11	Matt Dann Cultural Services	205,064	-	-	205,064	-
11	Television/Radio Broadcasting	8,543	-	-	8,543	-
12	Infrastructure Construction	2,826,380	102,400	769,600	3,698,380	872,000
12	Engineering Management	380,450	(5,700)	-	374,750	(5,700)
12	Infrastructure Mtce - Technical Service	1,923,723	(16,900)	-	1,906,823	(16,900)
12	Cyclone Recovery	-	-	-	-	-
12	Infrastructure Maintenance - Engineering	2,738,626	(25,000)	-	2,713,626	(25,000)
12	Infrastructure Mtce Road Verge	388,800	(23,000)	207,000	572,800	184,000
12	Plant Purchases	738,570	-	-	738,570	-
12	Airport	(1,520,000)	-	-	(1,520,000)	-
12	Airport Café	(81,360)	13,810	-	(67,550)	13,810
13	Tourism & Area Promotion	(638,120)	(90,000)	-	(728,120)	(90,000)
13	Building Control	111,454	(189,000)	-	(77,546)	(189,000)
13	Economic Development	96,500	-	-	96,500	-
14	Private Works	(15,000)	-	-	(15,000)	-
14	Public Works Overheads - Engineering	(16,300)	(66,450)	-	(82,750)	(66,450)
14	Plant Operating Costs	(20,509)	(44,250)	-	(64,759)	(44,250)
14	Gross Salaries & Wages	-	-	-	-	-
14	Other Unclassified	144,300	(80,000)	-	64,300	(80,000)
	Sub-Total	8,103,085	(47,140)	966,712	9,022,657	919,572
	Add Back Non Cash Items	(4,484,595)	-	-	(4,484,595)	-
	Surplus Carried Forward from 2007-08	(3,618,490)	-	(966,712)	(4,585,202)	(966,712)
	Cash (Surplus) / Deficit	-	(47,140)	-	(47,140)	(47,140)

Account Number	Account Description	Original Budget	Adjustments	Carryover from 2007-08	Amended Budget incl. Carryover	Rationale
301259	Valuation & Search Fees	\$143,000	\$10,000		\$153,000	Valuation for building insurance purposes
301276	Rates Written Off	\$0	\$32,000		\$32,000	Rates written off for Dampier Salt Ltd for 2008-09
401220	Conferences	\$105,000	\$10,000		\$115,000	Transfer budget allocation from 401293 Elected Members Training
401272	WALGA Subscription	\$15,000	\$200		\$15,200	
401275	Public Relations	\$25,000	\$10,000		\$35,000	Increased projected spend
401281	Business of the Year Awards	\$1,000	\$1,000		\$2,000	
401293	Elected Members Training	\$10,000	-\$10,000		\$0	Transfer budget allocation to 401220 Conferences
402248	Bank Charges	\$20,000	\$5,000		\$25,000	
402269	Subscriptions	\$1,250	\$150		\$1,400	
405272	VEL054 - IT Coordinator Veh Op	\$0	\$2,000		\$2,000	
406261	Legal Expense	\$15,000	\$15,000		\$30,000	Increased legal costs
406299	Admin Costs Distributed	-\$870,550	-\$15,000		-\$885,550	Associated with increased legal costs
502277	Dog Discs	\$500	-\$140		\$360	
502281	Animal Carcase Disposal	\$3,000	\$6,000		\$9,000	
503265	Vehicle Impounding Expenses	\$9,000	\$3,000		\$12,000	
503280	Community Safety Working Group Exp	\$13,240		\$2,000	\$15,240	
505217	SES Operating Expenses	\$83,400	\$2,680		\$86,080	
702279	Compliance - Sample Testing	\$500	\$1,000		\$1,500	
901256	115 Athol Street - Sch 11	\$4,500	\$1,000		\$5,500	
901259	1 Craig Street - Sch 4	\$4,500	\$8,000		\$12,500	New air conditioner
901260	18 Counihan Crescent - Sch 4	\$4,500	-\$1,000		\$3,500	
901264	14 Goode Street - Sch 7	\$4,500	\$500		\$5,000	
901265	29B Gratwick Street - Sch 14	\$4,500	\$1,000		\$5,500	
901267	4 Janice Way - Sch 4	\$4,500	\$1,000		\$5,500	

901268	12 Janice Way - Sch 10	\$4,500	\$500		\$5,000	
901277	57A Lukis Street - Sch 13	\$4,500	\$750		\$5,250	
901278	57B Lukis Street - Sch 10	\$4,500	\$1,000		\$5,500	
901279	11A McGregor Street - Sch 5	\$4,500	\$1,000		\$5,500	
901283	32 Mosely Street - Sch 14	\$4,500	\$500		\$5,000	
901284	26 Robinson Street - Sch 4	\$4,500	\$1,000		\$5,500	
901285	82 Sutherland Street - Sch	\$4,500	\$1,000		\$5,500	
901286	85 Sutherland Street - Sch 4	\$4,500	\$500		\$5,000	
901288	8A Ashburton Court - Sch 4	\$4,500	\$1,000		\$5,500	
901289	8B Ashburton Court - Sch 11	\$4,500	\$750		\$5,250	
901293	2/13 Wangara Crescent - Sch 8	\$4,500	\$1,000		\$5,500	
901294	3/13 Wangara Crescent - Sch 11	\$4,500	\$1,000		\$5,500	
901296	14 Koolama Crescent - Sch 5	\$4,500	\$1,500		\$6,000	
1002201	Wages - Classic Collection	\$134,500	-\$44,500		\$90,000	Transfer of budget allocation to 1002271 VEH008 - Garbage Truck to reflect actual time.
1002271	VEH008 - Garbage Truck	\$80,000	\$44,500		\$124,500	Transfer of budget allocation from 1002201 Wages - Classic Collection to reflect actual time.
1002279	Replacement Mobile Garbage Bins	\$40,000	\$1,100		\$41,100	
1004277	External Plant Hire	\$50,000	\$9,300		\$59,300	Reflects projected actual costs incurred
1004278	Fire Suppression Expenses	\$1,000	\$25,000		\$26,000	Projected expenditure given the number of fires
10New	Fire Burnoff	\$0	\$40,000		\$40,000	New account to reflect costs associated with burnoffs. Actual expenditure currently held against 1004235 Road, Ground, Litter Maint. These costs will be transferred to the new account.
10New	Excavator	\$0	\$40,000		\$40,000	Actual costs are being charged to 1004272 VEL021 - Landfill Off. Vehicle Operation. The excavator requires a new account number.
1004280	Monitoring & Licencing	\$12,500	\$300		\$12,800	
1006201	Town Planning - Salaries	\$270,400	-\$10,000		\$260,400	Transfer \$10,000 budget allocation to new code for planning contractors. Remainder is savings through a vacant position.
1006242	Maps & Electronic Data	\$1,500	\$9,000		\$10,500	Aerial photography of Port Hedland
1006261	Outsource Planning & Legal	\$24,000	\$10,000		\$34,000	Transfer budget allocation from 1006201 Town Planning - Salaries
1006273	Local planning scheme	\$120,000	-\$20,000		\$100,000	Based on estimate of costs
1007250	Underground Power (PH) - Misc Expense	\$250,000	-\$1,000		\$249,000	

1009287	Memorial Plaque Install Expenses	\$5,000	-\$3,600		\$1,400	
1104201	Salaries	\$152,000	\$48,000		\$200,000	One position excluded from original budget allocation.
1104233	Ground Maintenance	\$3,300	\$800		\$4,100	
1104243	Telstra Charges	\$2,300	-\$800		\$1,500	
1105234	Gratwick maintenance	\$4,000	\$6,000		\$10,000	Allowance for the repair of a hole in the roof and broken pavers.
1105235	SHAC Maintenance	\$6,000	\$4,000		\$10,000	
1105280	Beach & Foreshore Maintenance	\$4,000	\$6,000		\$10,000	
11New	Gym Maintenance	\$0	\$11,980		\$11,980	New account for gym equipment maintenance required under the lease agreement.
1105283	Town Boat Ramp Maintenance	\$16,000	-\$6,000		\$10,000	
1106238	Ground Maintenance	\$400	\$300		\$700	
1106413	Plant & Equipment - Gratwick Pool	\$0	\$70,000		\$70,000	Transfer budget allocation from 1107413 Plant & Equipment for South Hedland Aquatic Centre (SHAC)
1107238	Ground Maint	\$200	\$800		\$1,000	Monthly inspections
1108243	Telstra Charges	\$1,600	-\$640		\$960	
1108264	Walk It Hedland	\$0	\$24,800		\$24,800	Expenditure allocated to reflect the grant funding received
1108269	Recreation Facility Design	\$1,380,000	\$130,000	\$20,000	\$1,530,000	Transfer budget allocation of \$30,000 from 1108273 SH Sports Precinct Masterplan. Additional \$100,000 from BHP Sustainability along with \$20,000 carryover funds from 2007-08 relating to grant funding received from OCP.
1108273	SH Sports Precinct Masterplan	\$30,000	-\$30,000		\$0	Transfer budget allocation to 1108269 Recreation Facility Design.
1110238	Building Maintenance	\$20,000	-\$10,000		\$10,000	Reduction in line with reduced maintenance
1110277	Effluent Pump Facilities	\$36,000	\$34,000		\$70,000	Reflects expected additional works required
1111269	PH Golf Club (Utility Charges)	\$3,290	\$2,710		\$6,000	
1111277	Gardening Minor Tools	\$15,000	-\$10,000		\$5,000	Reduction in the number of minor tools that require replacement
1111282	Native Plant Nursery	\$250,000		-\$5,000	\$245,000	
1111284	Playground Equipment Maint	\$5,000	\$25,000		\$30,000	Additional playgrounds developed, therefore additional maintenance is required.
1111285	Graffiti Removal	\$20,000	\$10,000		\$30,000	With additional facilities being developed, there are increased occurrences of graffiti vandalism that require removal.
1116201	Salaries	\$161,950	-\$85,950		\$76,000	Projected expenditure based on staff requirements

1116234	Building Maintenance	\$5,000	-\$2,000		\$3,000	
1116237	Water Corporation Charges	\$4,000	\$2,000		\$6,000	
1116261	Feasibility & Design Costs	\$100,000	-\$30,000		\$70,000	Projected expenditure in line with tenders received
1117201	Salaries	\$161,950	\$85,950		\$247,900	Projected expenditure based on staff requirements
1202274	Lease Vehicles	\$11,000	-\$5,700		\$5,300	
1204234	Depot Building Maintenance	\$5,000	\$5,000		\$10,000	
1204278	Water Services Operation Costs	\$5,000	-\$5,000		\$0	
1204280	Pre Cyclone Clean Up	\$182,000	-\$15,000		\$167,000	Projected expenditure
1206261	Miscellaneous Cleanups	\$5,000	\$10,000		\$15,000	Additional allocation based on actual spend to date.
1206280	Footpath Maintenance	\$100,000	-\$5,000		\$95,000	
1206281	Street Cleaning	\$330,000	-\$15,000		\$315,000	Savings anticipated
1213201	Salaries & Wages	\$305,600	-\$51,800		\$253,800	To reflect the outsourcing of the café in March 2009 based on actuals to September
1213211	Superannuation Guarantee Levy	\$27,500	-\$6,000		\$21,500	To reflect the outsourcing of the café in March 2009 based on actuals to September
1213263	Café Purchases	\$121,200	\$27,600		\$148,800	To reflect the outsourcing of the café in March 2009 based on actuals to September
2123264	Bar Purchases	\$109,690	-\$55,390		\$54,300	To reflect the outsourcing of the café in March 2009 based on actuals to September
1213266	Utilities	\$4,500	\$2,600		\$7,100	To reflect the outsourcing of the café in March 2009 based on actuals to September
1213267	Building Cleaning	\$2,500	-\$2,200		\$300	To reflect the outsourcing of the café in March 2009 based on actuals to September
13New	Contract - Building Surveyors	\$0	\$40,000		\$40,000	To separate contract costs from salaries
1302241	Office Expenses	\$4,500	-\$4,500		\$0	
1302256	Publications	\$0	\$4,500		\$4,500	
1302271	VEL029 - BS Vehicle Operation	\$0	\$3,000		\$3,000	Incorporation of a budget allocation
1402201	Salaries	\$543,000	\$24,000		\$567,000	Inclusion of housing allowance
1402206	Depot Staff Meetings	\$66,700	-\$51,700		\$15,000	Revised budget allocation required.
1402240	Housing	\$40,000	-\$40,000		\$0	Revised budget allocation required.
1402275	Lease Vehicles	\$11,000	-\$1,500		\$9,500	
1403280	Vehicle Licences	\$7,450	\$750		\$8,200	
			\$340,600	\$17,000		\$357,600

301305	Rates Interim Levies	-\$160,000	-\$20,000		-\$180,000	Projected income
301309	Instalment Interest Charge	-\$28,350	-\$11,650		-\$40,000	Projected income
301310	Instalment Administration Fee	-\$30,000	-\$5,000		-\$35,000	
301311	Instalment Arrangement Fee	-\$12,150	\$2,150		-\$10,000	
304380	Interest on Investments Muni	-\$360,000	-\$40,000		-\$400,000	Projected income
304381	Interest on Investments Reserve	-\$566,100	\$20,000		-\$546,100	Projected income
402324	Charges - Sale of C/L Products	-\$1,200	\$600		-\$600	
502326	Dog Act - Fines & Penalties	-\$24,000	-\$3,000		-\$27,000	
503331	Reimbursements Other Expenses	-\$9,000	\$3,000		-\$6,000	
504324	Parking - Fines & Penalties	-\$18,000	\$10,000		-\$8,000	Reduction in revenue anticipated
5New	Sale of Impounded Items	\$0	-\$6,000		-\$6,000	
505317	FESA Levy Grant	-\$85,000	-\$1,080		-\$86,080	
702328	Licences - Sewage Apparatus	-\$3,600	-\$400		-\$4,000	
901324	Staff Housing Rent	-\$120,640	-\$20,000		-\$140,640	Additional rent from Sutherland Street
10 New	Subdivision Contributions	\$0	-\$80,000		-\$80,000	Contributions from Landcorp for Pretty Pool and South Hedland developments (1.5% contribution)
1002323	Classic Col. Fee/Rate	-\$918,900	-\$3,600		-\$922,500	
1003323	Premium Collect Fees	-\$299,200	\$27,500		-\$271,700	Reduction in revenue to reflect actual charges as part of the rates notices.
1004324	Tyres	-\$180,000	\$40,000		-\$140,000	Expected reduction based on actual receipts to date
1004326	Washdown	-\$2,500	-\$4,500		-\$7,000	
1004328	General Tipping Fees	- \$1,900,000	\$400,000		- \$1,500,000	Expected reduction based on actual receipts to date
1004329	Hazardous Waste - Asbestos	-\$25,000	-\$35,000		-\$60,000	Additional revenue based on actual receipts to date.
1004330	Landfill Recycling Charges	-\$60,000	\$30,000		-\$30,000	Expected reduction based on actual receipts to date
1007309	Supp Bill Install & Penalty Interest	\$0	-\$21,400		-\$21,400	Inclusion of budget allocation for underground power reimbursements
1009327	Memorial Plaque Install Income	-\$5,000	\$3,600		-\$1,400	
1102324	Hire Fees - Halls	-\$15,000	-\$15,000		-\$30,000	Additional hire fees anticipated
1105320	Gratwick Aquatic Centre Reimbursement	-\$56,000	-\$2,000		-\$58,000	
1108346	Grant - OCP	-\$20,000	\$20,000		\$0	Received last financial year

1108347	Grant - SH Masterplan	-\$30,000	\$30,000		\$0	Grant funding denied this year
1111333	Reimb - Utility Charges	-\$11,000	-\$2,710		-\$13,710	
1111338	Grant SHNL	-\$890,000		-\$40,000	-\$930,000	
1111342	Grant - Stairway to Moon	-\$182,500	\$62,045		-\$120,455	To reflect funding arrangements with FMG, PH Enhancement Scheme and Regional Partnerships. Received \$50k from FMG in 2007-08.
11New	Grant - Walk It Hedland	\$0	-\$24,800		-\$24,800	Grant funding received
1116324	Internet User Charges	-\$2,000	-\$1,000		-\$3,000	
1117324	Internet User Charges	-\$4,500	-\$1,500		-\$6,000	
1117325	Photocopy Charges	-\$3,800	-\$700		-\$4,500	
1117353	Childrens Book Week Grant	-\$2,900	\$300		-\$2,600	
1201383	New Living South Hedland Fund	-\$962,500		-\$98,000	-\$1,060,500	\$45,000 carryover funds from 2007-08 relating to 1206386 Grant - South Hedland New Living reflected in this account plus \$53,000 carryover funding relating to this fund.
1201387	Pilbara Fund	\$0		-\$180,000	-\$180,000	\$90,000 carryover funds from 2007-08 relating to 1206387 Grant - Pilbara Fund reflected in this account plus \$90,000 carryover funding relating to this fund.
1201389	Country Pathways	\$0	-\$45,000		-\$45,000	Grant funding received to be expended on footpaths and roads.
1201393	RRG MRWA Road Grant	-\$324,400		-\$33,000	-\$357,400	
1201394	Black Spot Funding Grant	-\$80,000		-\$26,000	-\$106,000	
1201395	MRWA - Direct Grant	-\$100,000	\$1,400		-\$98,600	
1201396	Roads to Recovery	-\$330,000	-\$9,400		-\$339,400	Project funding to be received
1204392	Grant from MRD - Street Lighting	\$0	-\$21,900		-\$21,900	Main Roads grant not initially incorporated into the original budget allocation
1213350	Sales Café	-\$388,200	\$900		-\$387,300	To reflect the outsourcing of the café in March 2009 based on actuals to September
1213351	Sales Bar	-\$383,900	\$98,100		-\$285,800	To reflect the outsourcing of the café in March 2009 based on actuals to September
1301324	Caravan Park Rent - Cooke Point	-\$800,000	-\$25,000		-\$825,000	Additional revenue anticipated after valuation of the Caravan Park
1302324	Licences - Building	-\$370,000	-\$230,000		-\$600,000	Anticipate additional licence revenue to be received
1302327	Swimming Pool Inspection Levy	-\$8,000	-\$2,000		-\$10,000	
1403350	Diesel Fuel Rebate Scheme	-\$10,000	-\$45,000		-\$55,000	Revised budget based upon actuals
13New	Contribution to Entry Statement	\$0	-\$65,000		-\$65,000	Contribution from Form towards the Entry Statement to the TOPH
			\$6,955	-\$377,000		-\$370,045

404410	Civic Centre Aircon	\$600,000	\$140,000	-\$81,000	\$659,000	Transformer for air conditioner upgrade
404411	Council Chambers Upgrade	\$0		\$55,000	\$55,000	
406450	Building Improvements	\$130,000		-\$30,000	\$100,000	
501410	Fire Hydrants SHRE	\$30,000	\$15,000		\$45,000	Projected expenditure
703450	Plant & Equipment	\$0	\$2,000		\$2,000	
810412	Port Hedland Youth & Family Centre Upgrade	\$338,650		\$6,000	\$344,650	
901423	Morgan St Development	\$4,000,000				Revised loan schedule given timing of development commencing
901424	Airport Housing Development	\$1,500,000				Revised loan schedule given timing of development commencing
1004420	Furniture & Equipment (inc. IT upgrade)	\$0	\$7,000		\$7,000	
1004441	Plant & Equipment	\$244,500	-\$75,000	\$310,000	\$479,500	Carryover funds of \$310,000 less \$75,000 that was doubled up.
1010310	Upgrade Ablution Block	\$25,000		\$6,000	\$31,000	
1104411	Facility Upgrade	\$3,522,800		\$48,000	\$3,570,800	
1105410	Finucane Island Boat Ramp	\$285,000		\$15,000	\$300,000	
1105420	Spoil Bank Masterplan	\$970,000		\$26,000	\$996,000	
1105422	Foreshore Parks Upgrade	\$0		\$135,112	\$135,112	
1105424	Port Hedland Boat Ramp	\$0		\$40,000	\$40,000	
1107413	Plant & Equipment	\$70,000	-\$70,000		\$0	Transfer budget allocation to 1106413 Plant & Equipment - Gratwick Pool
1108415	Skate Park Upgrade South Hedland	\$83,000		\$63,000	\$146,000	
1108416	Sports Facility Upgrade	\$118,550		-\$54,000	\$64,550	
1109450	Colin Matheson Oval Upgrade (PHES)	\$87,550		\$3,000	\$90,550	
1109451	McGregor St Oval Upgrade	\$32,000		-\$7,000	\$25,000	
1109453	Fire Proof Bins	\$0		\$2,000	\$2,000	
1111435	Stairway to Moon Development	\$310,000	-\$12,045		\$297,955	To reflect funding arrangements with partners
1111439	Marquee Park Development	\$3,250,000	\$1,000,000		\$4,250,000	Transfer budget allocation from 1111449 Park Upgrades.
1111446	Playground Equipment	\$415,500		-\$73,000	\$342,500	
1111447	Building Upgrades	\$39,700	-\$39,700		\$0	Carryover funding from prior years no longer required,

1111449	Park Upgrades	\$1,000,000	-\$1,000,000		\$0	Transfer budget allocation to 1111439 Marquee Park Development. Actuals will also be transferred.
12New	Schilliman Street Drainage	\$0	\$235,000		\$235,000	Budget transfer from 1201473 Drainage Construction
1201433	South Hedland Link Roads	\$100,000	-\$100,000		\$0	Reallocation of budget to 1201437 Hedditch Street
1201434	Cottier/Kennedy Drive	\$60,000	-\$60,000		\$0	Reallocation of budget to 1201435 Cottier/Dale Drive
1201435	Cottier/Dale Drive	\$60,000	\$60,000		\$120,000	Reallocation of budget from 1201434 Cottier/Kennedy Drive
1201436	Quartz Quarry Road	\$100,000	-\$100,000		\$0	Reallocation of budget to 1201444 Shota Rd MRWA
1201437	Hedditch Street	\$200,000	\$100,000		\$300,000	Reallocation of budget from 1201433 South Hedland Link Roads
1201441	Footpath Railings	\$0		\$6,000	\$6,000	
1201443	McGregor Street RRG	\$0	\$90,000		\$90,000	Reallocation of budget from 1201478 Reseals (RRG).
1201444	Shota Rd MRWA	\$0	\$239,400		\$239,400	Reallocation of \$100,000 from 1201436 Quartz Quarry Road, along with \$139,400 from 1201488 R2R Program
1201453	Hamilton Road RRG	\$0	\$39,000	\$66,000	\$105,000	Carryover funds from 2007-08 of \$66,000, along with reallocation of budget from 1201478 Reseals (RRG).
1201455	Anderson Street RRG	\$0	\$156,000	\$71,000	\$227,000	Carryover funds from 2007-08 of \$71,000 plus reallocation of budget of \$156,000 from 1201478 Reseals (RRG)
1201457	Yandeyarra Road	\$0	\$90,000	\$16,000	\$106,000	Carryover funds from 2007-08 of \$16,000 plus reallocation from 1201478 Reseals (RRG).
1201458	Throssel Street Streetscape	\$280,000		\$5,000	\$285,000	
1201464	Anderson Street Upgrade	\$106,000		\$41,000	\$147,000	
1201467	Throssel Street - BS	\$0		\$153,000	\$153,000	
1201473	Drainage Construction	\$335,000	-\$235,000		\$100,000	Budget transfer to new account for Schilliman Street Drainage
1201475	Port Hedland Footpath Const	\$385,000	-\$5,000		\$380,000	
1201476	South Hedland Footpath Const	\$615,000		\$150,000	\$765,000	Carryover funds from 2007-08
1201478	Reseals (RRG)	\$465,000	-\$314,000	\$80,600	\$231,600	Transfer of budget allocations: \$90,000 to 1201443 McGregor Street RRG; \$39,000 to 1201453 Hamilton Road RRG; \$156,000 to 1201455 Anderson Street RRG; \$90,000 to 1201457 Yandeyarra Road; \$90,000 to 1201489 Hillside/Woodstock Road - RRG; Carryover funds from 2007-08 of \$80,600 along with \$151,000 adjustment to original budget allocation.
1201481	Walkway Lighting	\$335,950		\$173,000	\$508,950	
1201483	Nth Circular Rd East Culverts RRD	\$31,180		\$36,000	\$67,180	

1201486	Wedgefield Upgrades	\$0	\$200,000	\$175,000	\$375,000	Carryover funds from 2007-08 of \$200,000 along with a budget transfer from 1201488 R2R Program.
1201487	Street Lighting Upgrades	\$588,100		\$168,000	\$756,100	
1201488	R2R Program	\$330,000	-\$330,000	\$35,000	\$35,000	Transfer of budget allocations: \$139,400 to 1201444 Shota Rd MRWA; \$200,000 to 1201486 Wedgefield Upgrades; along with \$9,400 for additional funding received.
1201489	Hillside/Woodstock Road - RRG	\$0	\$90,000	-\$68,000	\$22,000	\$90,000 transferred from 1201478 Reseals (RRG)
1201490	Sutherland Street Upgrade (PHES)	\$282,500		-\$1,000	\$281,500	
1208440	Heavy Vehicles & Plant	\$685,000	-\$30,000	\$228,000	\$883,000	Savings in expenditure along with carryover funds from 2007-08
1208443	Light Vehicle Replacement	\$248,000	-\$24,000		\$224,000	Savings from current program
1208444	P & G Plant and Equipment	\$0	\$36,000		\$36,000	Projected expenditure based upon revenue from BHP.
1210410	Terminal Extensions	\$600,000		\$109,000	\$709,000	
1210440	Plant & Equipment	\$60,000		\$18,000	\$78,000	
1210453	Airport Infrastructure	\$0		\$10,000	\$10,000	
1210463	Reseal Runway	\$0		\$7,000	\$7,000	
1210471	Hire Car Development	\$0		\$120,000	\$120,000	
1210472	Sewerage Upgrade	\$0		\$27,000	\$27,000	
1210473	Electrical Upgrades	\$665,000		\$218,000	\$883,000	
1210474	Airport Aircon Upgrade	\$38,000		\$3,000	\$41,000	
1210477	Grading of Drains	\$15,000		\$2,000	\$17,000	
1210478	Extension of Main Runway	\$420,000		\$30,000	\$450,000	
1402420	Furniture & Equipment	\$0	\$2,750		\$2,750	
			\$107,405	\$2,342,712		\$2,450,117

810398	T/F from Reserve BHP	-\$178,650		-\$6,000	-\$184,650	
1004388	T/F from Landfill Site Reserve	-\$977,200	-\$517,100	-\$310,000	-	Offset additional expenditure and reduced revenue for the Landfill Business Unit
					\$1,804,300	
1004397	Trade In Value	-\$130,000	\$15,000		-\$115,000	Expected lower disposal value for the trackloader.
1107399	T/F from BHP Reserve	-\$70,000	\$70,000		\$0	Transfer budget allocation to new account for the Gratwick Olympic Pool
11New	T/F from BHP Reserve	\$0	-\$70,000		-\$70,000	Transfer budget allocation from 1107399 T/F from BHP Reserve relating to SHAC.
1108398	T/F from BHP Reserve	-		-\$46,000	-	
		\$1,349,550			\$1,395,550	
1111390	T/F from BHP Reserve	-		-\$80,000	-	
		\$2,565,000			\$2,645,000	
1208396	Sale/Trade In - Veh/Plant	-\$132,000		-\$21,000	-\$153,000	Carry forward funds from 2007-08
1210398	T/F from Ap Capital Works Reserve	-		-\$544,000	-	
		\$3,780,500			\$4,324,500	
1302396	T/F from Civil Building/Infrastructure Reserve	-\$535,000		-\$9,000	-\$544,000	
			-\$502,100	-	\$1,016,000	-\$1,518,100
			-\$47,140	\$966,712		\$919,572

ITEM 13 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

13.1 *Availability of Hardcopy Ordinary Council Meeting Agendas for the General Public Prior to the Actual Meeting Day*

Moved: Cr K A Howlett

That Council resolve that copies of the Ordinary and Special Council Meeting Agendas be made available to registered individuals, groups & organisations that wish to receive a paper copy, prior to the meeting, upon receipt of a monthly or annual subscription fee.

Background from Cr Howlett

Recently a local group requested a paper copy of the Ordinary Council meeting agenda prior to the sitting of the meeting.

I am aware that other individuals/groups would be interested in being able to obtain a copy. Not all individuals/groups have web access or printing capabilities.

I recently purchased for one such community group a paper copy of an Ordinary Council meeting agenda prior to the meeting from the Town of Port Hedland at a cost that was slightly in excess of \$50.

While understanding of the need to cover costs (staff, paper & resources) I feel that there is an obligation that as a Council we operate openly and transparently and that if individuals/groups wish to be engaged and obtain a paper copy of a meeting agenda, then every attempt should be made to make such a copy available at a reasonable price.

Councillor Recommendation

Moved: Cr K A Howlett

Seconded:

That Council resolve that copies of the Ordinary and Special Council Meeting Agendas be made available to registered individuals, groups & organisations that wish to receive a paper copy, prior to the meeting, upon receipt of a monthly or annual subscription fee.

Officers Comment

While many Council's do charge for a subscription to receive a hard copy of Council Agendas and/or Minutes, the practice is becoming less common as (in general) these documents are provided free of charge on the internet.

The Town of Port Hedland used to provide hard copy agendas for individuals/groups who subscribed but have not provided this service for several years as demand was low and the information was freely available on the web.

If Council elects to re-establish this service, it is essentially adding a new fee or charge. To do this it must comply with the S6.16, S6.17, S6.18 and 6.19 of the Local Government Act 1995. These sections require Council to determine the fee appropriately (i.e. must consider the cost of providing the service) and advertise the proposed introduction of the fee, including notice of when the new fee will come into effect. The introduction of a new fee can only be done via an absolute majority decision of Council.

Officers Recommendation

For Council consideration

200809/.... Council Decision

Moved: Cr K A Howlett

Seconded: Cr J E Ford

That Council resolve that copies of the Ordinary and Special Council Meeting Agendas be made available to registered individuals, groups and organisations that wish to receive a paper copy, prior to the meeting, upon receipt of a monthly fee of \$15 per month, or annual subscription fee of \$100, effective 1 January 2009.

LOST 3/4

NOTE : Cr K A Howlett requested the votes be recorded.

Record of Vote:

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

200809/144 Council Decision**Moved:** Cr J E Ford**Seconded:** Cr J M Gillingham

That the Meeting be closed to members of the public as prescribed in Section 5.23 (2) (c) and (d) of the Local Government Act 1995, to enable Council to consider Agenda Item 14.1 'Proposed Transient Workforce Accommodation: Consideration of Submissions on Business Plan'.

CARRIED 7/0

NOTE: Section 5.23 (2) of the Local Government Act 1995 states:

“(2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —

...(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;

...(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; ...”

7:20 pm Cr A A Gear (Chairman) advised that the meeting is closed to the public. Members of public left the room.

7:20 pm Councillor G J Daccache declared a financial interest in Agenda Item 14.1 'Proposed Transient Workforce Accommodation: Consideration of Submissions on Business Plan', as he owns over \$10,000 of BHP Billiton shares and is an employee of the company.

Councillor Daccache left the room.

7:20 pm Councillor S J Coates declared a financial interest in Agenda Item 14.1 'Proposed Transient Workforce Accommodation: Consideration of Submissions on Business Plan', as he owns over \$10,000 of BHP Billiton shares and is an employee of the company.

Councillor S J Coates left the room.

200809/145 Council Decision**Moved:** Cr J E Ford**Seconded:** Cr G D Bussell

That Council suspends Standing Orders.

CARRIED 5/0

7:21 pm Cr A A Gear (Chairman) advised that Standing Orders were suspended.

200809/146 Council Decision

Moved: Cr K A Howlett

Seconded: Cr G D Bussell

That the meeting be resumed.

CARRIED 5/0

7:24 pm Cr A A Gear (Chairman) advised that the meeting be resumed.

ITEM 14 CONFIDENTIAL ITEMS

14.1 Proposed Transient Workforce Accommodation: Consideration of Submissions on Business Plan (File No.: ...)**Officer's Recommendation**

That Council:

- i) notes the community submissions that were received on the Port Hedland International Airport: Transient Workforce Accommodation Business Plan;
- ii) resolves to proceed with project as outlined in the Business Plan;
- iii) continues with its lease negotiations with the Compass Group Pty Ltd with the aim of ensuring that:
 - a) appropriate accommodation is constructed quickly;
 - b) maximum community benefit is obtained from the development;
 - c) all other principles of Council's *'Guidance Note for Prospective Developers of Transient Workforce Accommodation'* are incorporated into the development to the maximum possible effect; and
- iv) receives a further report on the proposed Port Hedland International Airport Land Lease for Transient Workforce Accommodation between Compass and the Town of Port Hedland, once negotiations are further progressed.

200809/... Council Decision

Moved: Cr J E Ford

Seconded: Cr J M Gillingham

That Council:

- i) notes the community submissions that were received on the Port Hedland International Airport: Transient Workforce Accommodation Business Plan;
- ii) resolves to proceed with project as outlined in the Business Plan;
- iii) continues with its lease negotiations with the Compass Group Pty Ltd with the aim of ensuring that:
 - a) appropriate accommodation is constructed quickly;

- b) maximum community benefit is obtained from the development as per submissions received during the public consultation process.
- c) all other principles of Council’s ‘*Guidance Note for Prospective Developers of Transient Workforce Accommodation*’ are incorporated into the development to the maximum possible effect; and
- iv) includes Councillors J E Ford and J M Gillingham in lease negotiations with Compass Group Pty Ltd; and
- v) receives a further report on the proposed Port Hedland International Airport Land Lease for Transient Workforce Accommodation between Compass and the Town of Port Hedland, once negotiations are further progressed.

LOST 3/2

200809/146 Council Decision

Moved: Cr A A Gear

Seconded: Cr J E Ford

That:

- i) **Agenda Item 14.1 ‘Proposed Transient Workforce Accommodation: Consideration of Submissions on Business Plan’ lay on the table for consideration at Council’s Ordinary Meeting to be held on Wednesday 10 December 2008; and**
- ii) **the Chief Executive Officer and Councillor J E Ford to enter into discussion with Compass Group in relation to issues raised by community members during the public submission period for the Port Hedland International Airport Transient Workforce Accommodation Business Plan.**

CARRIED 4/1

NOTE : Cr K A Howlett requested the votes be recorded.

Record of Vote:

FOR	AGAINST
Cr A A Gear	Cr K A Howlett
Cr G D Bussell	
Cr J E Ford	
Cr J M Gillingham	

REASON: Council sought for CEO and Cr Ford to negotiate with Compass Group Ltd in relation to issues raised by community members during the public submission period of the PHIA TWA Business Plan, prior to considering the Plan at its Ordinary Meeting to be held on 10 December 2008.

200809/147 Council Decision**Moved:** Cr K A Howlett**Seconded:** Cr J M Gillingham**That the Meeting be opened to members of the public.*****CARRIED 5/0***

7:36 pm Councillors S J Coates and G J Daccache re-entered the room and assumed their chairs.

Four (4) members of the public and one (1) media representative re-entered the room. Mayor advised Crs S J Coates and G J Daccache, members of the public and media representative of Council's decision.

ITEM 15 APPLICATIONS FOR LEAVE OF ABSENCE**200809/148 Council Decision****Moved:** Cr J M Gillingham**Seconded:** Cr G J Daccache**That the following Applications for Leave of Absence:**

- . **Councillor J E Ford from 28 November 2008 to 5 December 2008 inclusive; and**
- . **Councillor K A Howlett from 27 November 2008 to 2 December 2008 inclusive.**

be approved.***CARRIED 5/0*****ITEM 16 CLOSURE****16.1 Date of Next Meeting**

The next Ordinary Meeting of Council will be held on Wednesday 10 December 2008, commencing at 5.30 pm.

16.2 Closure

There being no further business, the Chairman declared the meeting closed at 7:40 pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Council at its Ordinary Meeting of 10 December 2008.

CONFIRMATION:

MAYOR

DATE