



Town of Port Hedland

MINUTES

OF THE

AIRPORT COMMITTEE OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

**THURSDAY 22 NOVEMBER 2012
AT 5:30PM**

IN

**COUNCIL CHAMBERS
MCGREGOR STREET, PORT HEDLAND**

DISCLAIMER

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

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

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

Terms of Reference**Aim/Purpose**

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

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

Membership

Elected Members:

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

Community Members:

Ms Florence Bennett
Ms Michelle Cook
Mr Serge Doumergue
Mr Chris Whalley

Quorum

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

Delegation

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

Tenure

Ongoing

Meeting frequency

Every 4 weeks

Dates of Meetings

The following dates have been set and advertised in accordance with the Local Government Act 1995 for Airport Committee Meetings to be held at 5:30 pm in Council Chambers:

- Thursday, 6 December 2012
- Thursday, 10 January 2013
- Thursday, 14 February 2013
- Thursday, 14 March 2013
- Thursday, 11 April 2013
- Thursday, 9 May 2013
- Thursday, 13 June 2013
- Thursday, 11 July 2013
- Thursday, 08 August 2013
- Thursday, 12 September 2013
- Thursday, 10 October 2013
- Thursday, 14 November 2013

Responsible Officer

Director Engineering Services

(Terms of reference adopted by Council at its Ordinary Meeting held 25 January 2012. Meeting dates adopted and membership amended by Council at its Ordinary Meeting held on 14 March 2012. Additional community members appointed by Council at its Ordinary Meeting held on 9 May 2012. Dates of Meetings amended by Council at its Ordinary Meeting held on 24 October 2012.)

OUR COMMITMENT

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

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ITEM 1 OPENING OF MEETING

1.1 Opening

The Chairperson declared the meeting open at 5:35pm and acknowledged the traditional owners, the Kariyarra people.

ITEM 2 RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE

2.1 Attendance

Elected Members:

Councillor Arnold A Carter - Chairperson
Councillor Michael (Bill) Dziombak – Deputy Chairperson
Councillor Jan M Gillingham

Community Members:

Mr Serge Doumergue
Mr Chris Whalley
Ms Florence Bennett

Officers

Ms Natalie Octoman	Director Corporate Services
Mr Russell Dyer	Director Engineering Services
Mr Eber Butron	Director Planning and Development
Mr Gordon MacMile	Director Community Development
	Engineering Services
Miss Josephine Bianchi	Minute Taker/Governance
	Coordinator

2.2 Apologies

Councillor Julie E Hunt
Councillor Gloria A Jacob

2.3 Approved Leave of Absence

Ms Michelle Cook

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS - ON NOTICE

3.1 Questions from Public at Airport Committee Meeting held on Thursday 25 October 2012

Nil

3.2 Questions from Elected Members at Airport Committee Meeting held on Thursday 25 October 2012

Nil

ITEM 4 PUBLIC TIME

Chairperson opened Public Question Time at 5:36pm

4.1 Public Question Time

Nil

Chairperson closed Public Question Time at 5:36pm

Chairperson opened Public Statement Time at 5:36pm

4.2 Public Statement Time

Nil

Chairperson closed Public Statement Time at 5:36pm.

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

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

Cr Carter	Cr Dziombak
Cr Gillingham	S Doumergue
F Bennett	C Whalley

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

AC201213/022 Officer's Recommendation/Airport Committee Decision

Moved: Florence Bennett Seconded: Serge Doumergue

That the Minutes of the Airport Committee Meeting held on Thursday 25 October 2012 be confirmed as a true and correct record of proceedings.

CARRIED 6/0

ITEM 8 ANNOUNCEMENTS BY CHAIRPERSON WITHOUT DISCUSSION

Nil

ITEM 9 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

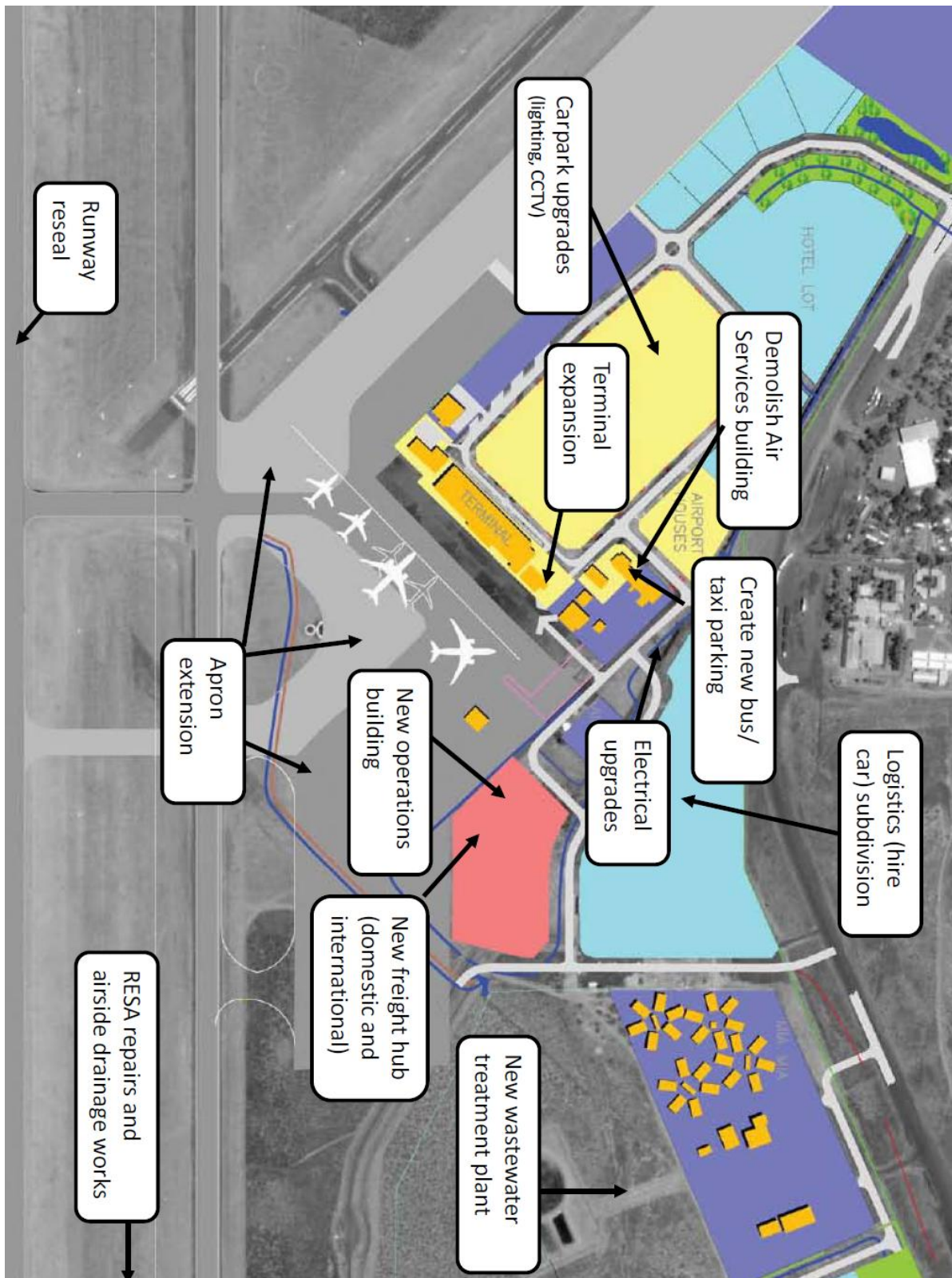
9.1 *Port Hedland International Airport Development Project Update – Russell Dyer, Director Engineering Services*



Airport development Projects update

Airport Committee meeting – 22 November 2012





Airport Redevelopment Program 2012/13

PROJECT	2012-13 Budget
Resheet Runway	\$ 7,000,000
Car Park Lighting & CCTV	\$250,000
Repair Runway Safety Ends	\$300,000
Transport & Logistics Subdivision	\$6,000,000
Electrical Ring Main	\$2,500,000
Freight Facility	\$4,500,000
Stage 1 Terminal Extension (Plus \$3,750,000 2013/14)	\$2,250,000
Electrical Vehicle Access Gates	\$25,000
Bus Parking & Demolition ASA Building (Plus \$619k C/Fwd)	\$150,000
Airport Operations Building (Plus \$2,400,000 2013/14)	\$1,100,000

Airport Redevelopment Program 2012/13

AIRPORT CAPITAL WORKS - CASHFLOW 2012/13														
ACCOUNT DESCRIPTION	Budget	July	August	September	October	November	December	January	February	March	April	May	June	TOTAL
Resheet Runway	7,000,000	0	0	0	0	3,500,000	3,500,000	0	0	0	0	0	0	7,000,000
Carpark lighting	250,000	0	0	0	0	250,000	0	0	0	0	0	0	0	250,000
Repair runway safety ends	300,000	0	0	0	0	300,000	0	0	0	0	0	0	0	300,000
Hire Car Development	6,000,000	0	0	0	0	0	150,000	150,000	0	0	0	0	0	6,000,000
Electrical Ring Main	2,500,000	0	0	0	0	0	0	300,000	750,000	2,000,000	700,000	0	0	2,500,000
Freight Facility	4,500,000	0	0	0	0	0	500,000	500,000	1,500,000	1,500,000	500,000	0	0	4,500,000
Stage 1 Terminal (\$2M CF)	8,000,000	0	0	0	0	0	0	0	0	250,000	500,000	500,000	1,000,000	2,250,000
Electrical Vehicle Access Gates	25,000	0	0	0	0	0	0	0	25,000	0	0	0	0	25,000
Bus parking (\$619K CF)	769,000	0	0	0	25,000	25,000	0	0	0	200,000	200,000	200,000	119,000	769,000
Airport Operations Building	3,500,000	0	0	0	0	0	0	0	0	50,000	50,000	500,000	500,000	1,100,000
TOTAL	32,844,000	0	0	0	25,000	4,075,000	4,150,000	950,000	3,775,000	4,750,000	4,150,000	1,200,000	1,619,000	24,694,000

2012/13 Projects Update



Project	Progress update	Funding
RESHEET MAIN RUNWAY Responsibility: Airport	<ul style="list-style-type: none"> • Results pending for runway testing for resal specifications • Using existing TopH contract for works 	Airport funding model: \$7,000,000
CAR PARK LIGHTING & CCTV Responsibility: Airport	<ul style="list-style-type: none"> • Analysing quotes from WALGA preferred contractors 	Airport funding model: \$250,000
REPAIR RUNWAY SAFTEY ENDS Responsibility: Airport	<ul style="list-style-type: none"> • Finalising specifications 	Airport funding model: \$300,000
LOGISTICS SUBDIVISION Responsibility: Infrastructure Dev.	<ul style="list-style-type: none"> • Continuing land valuation and design guideline discussions • Resolved power issue – separate upgraded transformer • Working with Water Corp to resolve water supply issue prior to advertising tender 	Airport funding model: \$6,000,000
UPGRADE OF ELECTRICAL RINGMAIN Responsibility: Airport	<ul style="list-style-type: none"> • Peer-review of previous tender documentation following increase to standby generators capacity (80KVA to 200KVA) • Progressing design and construct tender for advertisement 	Airport funding model: \$2,500,000
FREIGHT FACILITY Responsibility: Investment & Bus.	<ul style="list-style-type: none"> • Pending appointment of new Program Director 	Airport funding model: \$4,500,000



2012/13 Projects Update



Project	Progress update	Funding
STAGE 1 TERMINAL EXTENSION Responsibility: Investment & Bus.	<ul style="list-style-type: none"> Ongoing stakeholder consultation Tender process pending appointment of new Program Director 	Airport funding model: \$2,250,000 Plus additional stages as per 5 year plan
DEMOLITION (ASA building/ Old Residence & Old Flight office) Responsibility: Infrastructure Dev.	<ul style="list-style-type: none"> Preparing tender documentation Onsite works likely to commence February 2013 	Airport funding model: \$150,000 Plus CF 2011/12
AIRPORT OPERATIONS BUILDING Responsibility: Investment & Bus.	<ul style="list-style-type: none"> Tender process pending appointment of new Program Director 	Airport funding model: \$1,100,000 Plus \$2,400,000 2013/14
APRON EXTENSIONS Responsibility: Airport	<ul style="list-style-type: none"> Advertising tender by end of year Relocating lighting and windsock by end of year 	C/F 2011/12 \$350,000

ITEM 10 REPORTS OF OFFICERS

Nil

ITEM 11 LATE ITEMS AS PERMITTED BY CHAIRPERSON/AIRPORT COMMITTEE

Nil

ITEM 12 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

Nil

ITEM 13 CONFIDENTIAL ITEMS

NOTE: Section 5.23 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 —

(e) a matter that if disclosed would reveal —

(ii) information that has commercial value to a person; or

(iii) information about the business, professional,

commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government;”

Chairperson advised the meeting is closed to members of the public at 5:51pm.

AC201213/023 Airport Committee Decision

Moved: Serge Doumergue

Seconded: Florence Bennett

That the meeting be closed to members of the public as prescribed in Section 5.23 (ii) (iii) of the Local Government Act 1995, to enable the Airport Committee to consider the following Item:

- Update on Terminal Building Electricity Charges at the Port Hedland International Airport**

CARRIED 6/0

13.1 Confidential: Update on Terminal Building Electricity Charges at the Port Hedland International Airport

Officer's Recommendation

That the Airport Committee note the work to date on the investigations into the electricity consumption at the Port Hedland International Airport Terminal building.

AC201213/024 Airport Committee Decision

Moved: Cr Dziombak

Seconded: Chris Whalley

That the Airport Committee note the work to date on the investigations into the electricity consumption at the Port Hedland International Airport Terminal building, and request the Chief Executive Officer prepare an additional report for consideration at the next Airport Committee meeting.

CARRIED 6/0

AC201213/025 Airport Committee Decision

Moved: Cr Gillingham

Seconded: Cr Dziombak

That the Meeting be opened to members of the public.

Chairperson advised the meeting is open to members of the public at 6:04pm.

ITEM 14 APPLICATIONS FOR LEAVE OF ABSENCE

Nil

ITEM 15 CLOSURE

15.1 Date of Next Meeting

The next Airport Committee Meeting of Council will be held on Thursday 6 December 2012.

15.2 Closure

There being no further business, the Chairperson declared the meeting closed at 6:05 pm.

Declaration of Confirmation of Minutes

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

CONFIRMATION:

CHAIRPERSON

DATE