



Town of Port Hedland

MINUTES

OF THE

**AIRPORT COMMITTEE
OF THE TOWN OF PORT HEDLAND COUNCIL**

HELD ON

**THURSDAY 24 MAY 2012
AT 5:30PM**

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

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, 22 March 2012
- Thursday, 19 April 2012
- Thursday, 24 May 2012
- Thursday, 28 June 2012
- Thursday, 26 July 2012
- Thursday, 23 August 2012
- Thursday, 27 September 2012
- Thursday, 25 October 2012
- Thursday, 22 November 2012
- Thursday, 20 December 2012
- Thursday, 24 January 2013
- Thursday, 28 February 2013
- Thursday, 28 March 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.)

OUR COMMITMENT

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

| | | |
|----------------|--|----------|
| ITEM 1 | OPENING OF MEETING | 6 |
| 1.1 | OPENING..... | 6 |
| ITEM 2 | RECORD OF ATTENDANCE / APOLOGIES / APPROVED LEAVE OF ABSENCE | 6 |
| 2.1 | ATTENDANCE..... | 6 |
| 2.2 | APOLOGIES | 6 |
| 2.3 | APPROVED LEAVE OF ABSENCE..... | 6 |
| ITEM 3 | RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE | 6 |
| ITEM 4 | PUBLIC TIME | 7 |
| 4.1 | PUBLIC QUESTION TIME | 7 |
| 4.2 | PUBLIC STATEMENT TIME | 7 |
| ITEM 5 | QUESTIONS FROM MEMBERS WITHOUT NOTICE..... | 7 |
| 5.1 | COUNCILLOR M DZIOMBAK | 7 |
| ITEM 6 | DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING..... | 7 |
| ITEM 7 | CONFIRMATION OF MINUTES OF PREVIOUS MEETING | 8 |
| ITEM 8 | ANNOUNCEMENTS BY CHAIRPERSON WITHOUT DISCUSSION | 8 |
| ITEM 9 | PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS | 9 |
| ITEM 10 | REPORTS OF OFFICERS | 9 |
| ITEM 11 | LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL | 9 |
| ITEM 12 | MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN | 9 |
| ITEM 13 | CONFIDENTIAL ITEMS | 9 |
| ITEM 14 | APPLICATIONS FOR LEAVE OF ABSENCE..... | 9 |
| ITEM 15 | CLOSURE..... | 9 |
| 15.1 | DATE OF NEXT MEETING..... | 9 |
| 15.2 | CLOSURE..... | 9 |

ITEM 1 OPENING OF MEETING**1.1 Opening**

The Chairperson declared the meeting open at 5:30pm 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 B Dziombak | (Deputy Chairperson) |
| Councillor Jan M Gillingham | entered at 5:37pm |
| Councillor Julie E Hunt | |

Community Members:

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

Officers:

| | |
|-------------------------|--|
| Mr Russell Dyer | Director Engineering Services |
| Mr Bob Couzens | Manager Airport |
| Miss Jenella Voitkevich | Manager Infrastructure Development |
| Miss Josephine Bianchi | Governance Coordinator/Minute Taker |

2.2 Apologies

Councillor Gloria A Jacob

2.3 Approved Leave of Absence

Nil

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE

Nil

ITEM 4 PUBLIC TIME

5:30pm Chairperson opened Public Question Time.

4.1 Public Question Time

Nil.

5:30pm Chairperson closed Public Question Time.

5:30pm Chairperson opened Public Statement Time.

4.2 Public Statement Time

Nil.

5:30pm Chairperson closed Public Statement Time.

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

5.1 Councillor M Dziombak

Councillor Dziombak advised he has recently received several telephone calls from Bunnings. The company is very interested in moving to Port Hedland and is also interested in commercial land availability at Precinct 3. Can the town's administration make the new Manager of Economic and Land Development aware of this?

Director Engineering Services advised that the new Manager of Economic and Land Development will be advised of this matter upon commencement of his employment.

AC201112/018 Airport Committee Decision

Moved: Cr M Dziombak

Seconded: Cr J E Hunt

That the Airport Committee receive an updated chart of the Airport's Top 10 Priority Projects on a monthly basis.

CARRIED 7/0

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

| | |
|---------------|-----------------|
| Cr A A Carter | Cr M B Dziombak |
| Cr J E Hunt | S Doumergue |
| M Cook | F Bennett |
| C Whalley | |

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

AC201112/019 Officer's Recommendation/Airport Committee Decision

Moved: Cr J E Hunt

Seconded: S Doumergue

That the Minutes of the Airport Committee Meeting held on Thursday 19 April 2012 be confirmed as a true and correct record of proceedings.

CARRIED 7/0

AC201112/020 Airport Committee Decision

Moved: Cr J E Hunt

Seconded: Cr M Dziombak

That the Airport Committee suspend Standing Orders.

CARRIED 7/0

5:35pm Chairperson advised that Standing Orders are suspended.

5:37pm Councillor J M Gillingham entered the meeting and assumed her chair.

AC201112/020 Airport Committee Decision

Moved: Cr J E Hunt

Seconded: Cr M Dziombak

That the Airport Committee resume Standing Orders.

CARRIED 8/0

6:15pm Chairperson advised that Standing Orders are resumed.

ITEM 8 ANNOUNCEMENTS BY CHAIRPERSON WITHOUT DISCUSSION

Nil.

ITEM 9 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

AC201112/021 Airport Committee Decision

Moved: Cr A A Carter

Seconded: Cr J E Hunt

That the Airport Committee request that a PR campaign regarding the future direction of the Port Hedland International Airport and its upgrade be prepared.

CARRIED 8/0

ITEM 10 REPORTS OF OFFICERS

Nil

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 Airport Committee Meeting of the Town of Port Hedland Council will be held on Thursday, 28 June 2012.

15.2 Closure

There being no further business, the Chairperson declared the meeting closed at 6:20 pm.