



Town of Port Hedland

MINUTES

OF THE

AIRPORT COMMITTEE

OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

THURSDAY 7 MARCH 2013

AT 1.00 PM

IN

COUNCIL CHAMBERS

MCGREGOR STREET, PORT HEDLAND

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Due to a cyclonic event this meeting was rescheduled from 6 March at 12.30pm to 7 March 2013 at 1.00pm.

*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 – tendered her resignation on 8 January 2013
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 12:30 pm in Council Chambers:

- Wednesday, 6 February 2013
- Wednesday, 6 March 2013
- Wednesday, 3 April 2013
- Wednesday, 1 May 2013
- Wednesday, 5 June 2013
- Wednesday, 3 July 2013
- Wednesday, 7 August 2013
- Wednesday, 4 September 2013
- Wednesday, 2 October 2013
- Wednesday, 6 November 2013
- Wednesday, 4 December 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. Dates of Meetings amended by Council at its Ordinary Meeting held on 23 January 2013.)

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 - ON NOTICE	6
3.1	QUESTIONS FROM PUBLIC AT AIRPORT COMMITTEE MEETING HELD ON 6 FEBRUARY 2013.....	7
3.2	QUESTIONS FROM ELECTED MEMBERS AT AIRPORT COMMITTEE MEETING HELD ON 6 FEBRUARY 2013	7
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	<i>Mr Chris Whalley</i>	<i>7</i>
5.2	<i>Mr Serge Doumergue</i>	<i>8</i>
5.3	<i>Cr Dziombak.....</i>	<i>8</i>
5.4	<i>Mr Serge Doumergue</i>	<i>9</i>
5.5	<i>Cr Gillingham</i>	<i>9</i>
5.6	<i>Cr Carter.....</i>	<i>10</i>
ITEM 6	DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING.....	10
ITEM 7	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	11
ITEM 8	ANNOUNCEMENTS BY CHAIRPERSON WITHOUT DISCUSSION	11
ITEM 9	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	11
ITEM 10	REPORTS OF OFFICERS	12
10.1	ENGINEERING SERVICES	12
10.1.1	<i>Assessment of Tender 12-23 Demolition of Port Hedland International Airport Buildings - Various (File No.: 05/09/0027).....</i>	<i>12</i>
10.1.2	<i>Port Hedland International Airport – Projects Update February 2013 (File No.: 08/02/0025)20</i>	
ITEM 11	LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL	23
11.1	<i>Port Hedland International Airport – Improvement Works (File No.: 08/02/0025).....</i>	<i>23</i>
ITEM 12	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	30
ITEM 13	CONFIDENTIAL ITEMS	30
ITEM 14	APPLICATIONS FOR LEAVE OF ABSENCE.....	30
ITEM 15	CLOSURE.....	30
15.1	DATE OF NEXT MEETING.....	30
15.2	CLOSURE.....	30

ITEM 1 OPENING OF MEETING

1.1 Opening

The Presiding Member declared the meeting open at 1:04pm 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 - Presiding Member
Councillor Michael B Dziombak – Deputy Presiding Member
Councillor Jan M Gillingham

Community Members:

Mr Serge Doumergue
Mr Chris Whalley

Officers:

Mr Malcolm Osborne	Chief Executive Officer
Ms Natalie Octoman	Director Corporate Services
Mr Russell Dyer	Director Engineering Services
Mr Gordon MacMile	Director Community Development
Miss Josephine Bianchi	Minute Taker/Governance Coordinator
Ms Lorraine Mathieson	Governance Admin Officer
Ms Sara Bryan	Manager Investment and Business Development
Ms Anna Duffield	Airport Development Officer

2.2 Apologies

Councillor Julie E Hunt
Councillor Gloria A Jacob
Ms Florence Bennett

2.3 Approved Leave of Absence

Nil

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS - ON NOTICE

3.1 Questions from Public at Airport Committee Meeting held on 6 February 2013

Nil

3.2 Questions from Elected Members at Airport Committee Meeting held on 6 February 2013

Nil

ITEM 4 PUBLIC TIME

Presiding Member opened Public Question Time 1:05pm

IMPORTANT NOTE:

'This meeting is being recorded on audio tape as an additional record of the meeting and to assist with minute-taking purposes which may be released upon request to third parties. If you do not give permission for recording your participation please indicate this at the meeting. The public is also reminded that in accordance with Section 20.3 of the Town of Port Hedland Local Law on Standing Orders nobody shall use any visual or vocal electronic device or instrument to record the proceedings of any meeting unless that person has been given permission by the chairperson to do so'.

4.1 Public Question Time

Nil

Presiding Member closed Public Question Time 1.06pm

4.2 Public Statement Time

Presiding Member opened Public Statement Time 1.06pm

Nil

Presiding Member opened Public Statement Time 1.06pm

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

5.1 *Mr Chris Whalley*

Mr Whalley asked what the state of play was regarding recruiting the new airport director, and would that person attend Airport Committee meetings?

Chief Executive Officer answered that a Town of Port Hedland panel interviewed four candidates in Perth last Saturday week for the position of Airport Redevelopment Program Director. Two candidates have been short-listed and would be making presentations this Saturday to Executive and Council on their vision for the Port Hedland International Airport. Chief Executive Officer expected to be making a recommendation to Council to appoint the preferred candidate, at its Special Meeting on Wednesday 13 March. Once the Airport Director is on board, Chief Executive Officer advised that Council may wish to re-evaluate the structure of the Airport Committee due to the expected changing work load and duties of the Committee as it moves forward.

Mr Whalley noted that current committee members do not have technical expertise required to redevelop the airport. Mr Whalley asked what different skills would be needed to drive the project forward and provide a more commercial focus.

Chief Executive Officer said that delivering a \$70-150 million expansion program over the next decade will require additional skills to those held by current Committee members. There needs to be a clear separation between the strategic direction of the Airport and its day to day operations. Once the Airport Director is on board, a Discussion Paper will be prepared describing a preferred model to oversee the future development of the airport.

Cr Carter stated the Committee had worked extremely hard over the years, with little support from Council. The Airport is very important to the development of the Town and needs somebody with an interest in promoting the Airport, willing to make a positive contribution, and with the strong support of Council.

5.2 Mr Serge Doumergue

Mr Doumergue asked for an update on the Airport Hotel.

Chief Executive Officer responded that an agenda item regarding this matter will be presented for Council's consideration at a Special Meeting next week. Price Waterhouse Cooper and UHY Haynes Norton are looking at due diligence and assisting in development of a process for the Town to ensure the asset is best utilised. Only leasehold proposals are currently being discussed.

5.3 Cr Dziombak

Cr Dziombak said that at the Sydney Regional Airport Conference he recently attended, it was recognised that airports are major assets and economic drivers across the country. It was also recognised that the Pilbara is a major economic driver of the nation. In view of this, how does the Town envisage funding expansion to sustain and support growth in this critical area? We're discussing a \$70 – 150 million project, where is the funding coming from?

Chief Executive Officer responded that there needs to be a range of projects prepared to take advantage of any available funding opportunities. Grant funding will be pursued with the Regional Airports Development Scheme and Federal Government programs such as Regional Development Australia (RDA) or Infrastructure Australia. Part of the capital funding may be derived from returns on initial investments, by developing the elements with the highest rate of return first thus providing a revenue stream to fund other components. \$40 million is to be returned into Reserve through Precinct 3 leases and sales, but there is no guarantee that further works can be undertaken, unless businesses are willing to lease or purchase the available properties. There is an element of risk in the proposal.

Cr Dziombak said that at the Sydney Regional Airport Conference, the State Department of Transport gave a presentation showing interest in all regional airports. Is The Town talking to State Government in particular about the Pilbara Cities Vision?

Chief Executive Officer responded he is preparing to commence these discussions once projects have been determined from the Masterplan. The Town will need additional support from Pilbara Development Commission, RDA, Chambers and major resource companies to develop projects and present a cohesive business case.

5.4 Mr Serge Doumergue

Mr Doumergue asked about Landcorp design guidelines for Precinct 3. He said that a failing of Landcorp is that their design guidelines regarding site coverage are not commercially viable.

Chief Executive Officer responded that Council endorsed draft guidelines at its Ordinary Meeting last night which are now publicly available. They do not state specifics at this point.

Director Planning and Development Services added that the Guidelines gave technical details of setbacks and drainage. However the document is only a draft at this stage and has been released to obtain feedback from the public and to ascertain if the proposed guidelines are acceptable to the market.

5.5 Cr Gillingham

Cr Gillingham said that Paul LeLarge of Rural Flying Doctor Service (RFDS) had resigned and would be leaving town next week. She was unsure if his position would be filled. Mr LeLarge mentioned that State Minister Colin Barnett had expressed a preference for a RFDS presence in Broome. Will RFDS retain their presence in Port Hedland, scale down or relocate to Broome? Is this something that the Town should be aware of?

Director Community Development said that he had spoken with Mr Lelarge recently, and indicated his position would be filled but did not indicate where it would be based.

Chief Executive Officer added that the State Government provides funding to RFDS, but not direction, as it is a stand alone entity. Chief Executive Officer said that it is unlikely that RFDS would have two bases in the Kimberley and none in the Pilbara.

Director Engineering Services said that RFDS has recently upgraded their hangar and infrastructure at the Airport, increasing their investment in the region. The manager's location might be a personal choice, not a commercial one.

Chief Executive Officer added that Broome airport is privately owned so the concessions offered may not be as generous as what we offer here.

5.6 Cr Carter

Cr Carter asked when the Airport Committee member who resigned almost two months ago would be replaced?

Chief Executive Officer suggested that appointment of a new member wait until the Airport Redevelopment Program Director is on board, and an overview of committee structure and the Master Plan completed.

Cr Carter asked where the provisions for the airport were located in the budget?

Director Corporate Services noted that there was a \$70.5 million program as part of adopted 2012/13 budget.

Director Engineering Services stated that the \$70.5 million was made up of various components including terminals, expansion, freight hub and subdivision. When the Airport Redevelopment Program Director is appointed, a review of the revenue streams to be derived from the various programs would be completed, and the program rollout revised and prioritised.

Cr Carter questioned the status of the Horizon power bill negotiations?

Manager Investment and Business Development said that a meeting with Horizon was planned for this afternoon.

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	C Whalley
S Doumergue	

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

AC201213/038 Officers Recommendation Airport Committee Decision

Moved: Cr Dziombak

Seconded: Cr Gillingham

That the Minutes of the Airport Committee Meeting held on Wednesday 6 February 2013 be confirmed as a true and correct record of proceedings.

CARRIED 5/0

ITEM 8 ANNOUNCEMENTS BY CHAIRPERSON WITHOUT DISCUSSION

Nil

ITEM 9 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

ITEM 10 REPORTS OF OFFICERS

10.1 Engineering Services

10.1.1 *Assessment of Tender 12-23 Demolition of Port Hedland International Airport Buildings - Various (File No.: 05/09/0027)*

Officer Jenella Voitkevich
Manager Infrastructure
Development

Date of Report 19 February 2013

Disclosure of Interest by Officer Nil

Summary

The purpose of this report is to provide an assessment of the tenders submitted for Tender 12-23 Demolition of Port Hedland International Airport Buildings – Various. The Airport Committee is requested to utilise its delegation to award the tender to the recommended contractor.

Background

The Port Hedland International Airport (PHIA) accommodates nearly 70 flights per week and 450,000 passengers annually. Flight and passenger numbers are expected to increase as the town realises its goal to develop into the Pilbara's Port City with a population of 40,000 residents.

The Town of Port Hedland has developed a PHIA Masterplan and PHIA Land Use Plan which indicate a program of development within the terminal precinct and on airport land in general. A five year capital program has been adopted by Council to implement these developments, which range from airport operations related projects to subdivision development for commercial use. The implementation of the PHIA Masterplan requires the demolition of several buildings within the precinct. The buildings scheduled for demolition are identified below.

Residence – 12 Williamson Way:

This timber framed, asbestos clad residence is uninhabitable. Demolition of this building will facilitate further residential development of airport related employee accommodation.

Workshop – Murray Avenue

Previously leased by Air Services Australia, this building is currently used for the storage of disposed materials and office furniture. Investigations were conducted into refurbishments for other uses of this building however they were deemed to be cost prohibitive (largely due to current asbestos cladding) and the location remains inappropriate in terms of the Master Plan. A portion of this building will they be retained and leased for freight operations.

The demolition of this building will facilitate formalised pick-up and drop-off facilities for buses. The current arrangements for bus movements adjacent to the terminal and short term car park are inadequate and contravene aviation regulations.

Toilet block – Williamson Way

Located adjacent to the workshop to be demolished, this building is redundant and has not been in operation for several years. The demolition of this building will provide access from the new bus pick-up and drop-off area to the main ring road around the airport terminal precinct.

Consultation

The preparation of tender documentation and assessment of submissions was completed in consultation with:

- Manager Airport Operations
- Manager Building Services
- Building Management Co-ordinator

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.*

Sections of this report pertaining to price submissions from tenderers have been deemed confidential in accordance to the *Local Government Act (1995)*:

5.23 Meetings generally open to public

- “(1) Subject to subsection (2), the following are to be open to members of the public —*
- (a) all council meetings; and*
 - (b) all meetings of any committee to which a local government power or duty has been delegated.*
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*
- (a) a matter affecting an employee or employees; and*
 - (b) the personal affairs of any person; and*
 - (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; and*
 - (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; and*
 - (e) a matter that if disclosed, would reveal —*
 - (i) a trade secret; or*
 - (ii) information that has a 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; and*
 - (f) a matter that if disclosed, could be reasonably expected to —*
 - (i) impair the effectiveness of any lawful method or procedure for preventing, detecting, investigating or dealing with any contravention or possible contravention of the law; or*
 - (ii) endanger the security of the local government’s property; or*
 - (iii) prejudice the maintenance or enforcement of a lawful measure for protecting public safety;*
- and*
- (g) information which is the subject of a direction given under section 23(1a) of the Parliamentary Commissioner Act 1971; and*
 - (h) such other matters as may be prescribed.”*

Policy Implications

This tender was called in accordance with Procurement Policy 2/007 and the Tender Policy 2/011.

Strategic Planning Implications

The following sections of Council’s Strategic Community Plan 2012-2022 are considered relevant to this project:

6.2 Economic

6.2.2 Gateway City & an attractive destination

Develop the Port Hedland International Airport as a leading regional airport in area of passenger and freight movements and customer satisfaction.

Budget Implications

An allocation of \$619,000 has been approved in the 2012/13 Adopted Budget for this project (GL 1210451 Building Upgrades Airport). The table below represents the costs to date and expected future expenditure for this project.

Expenditure	\$ (excluding GST)
2012/13 to date	\$ 12,717.82
Outstanding purchase orders	\$ 28,728.25
Total	\$ 41,446.07
Account budget	\$ 619,000.00
Budget remaining for Tender	\$ 577,553.93

The submitted contract value of the recommended tenderer is within this budget allocation.

Officer's Comment

Tender packages were sent out to 12 companies and a voluntary site inspection was held on 30 January 2013. Tender 12/23 closed at 2.30pm on Wednesday 13 February 2013. Submissions were received from 6 companies as listed below:

- Brajkovich Demolition & Salvage Pty Ltd (did not attend site inspection)
- McMahan Services Australia Pty Ltd (did not attend site inspection)
- Versitec Constructions Pty Ltd (attended site inspection)
- CMA Contracting Pty Ltd (attended site inspection)
- Ribshire Pty Ltd T/As Goodline (attended site inspection)
- Pilbara Constructions Pty Ltd (attended site inspection)

Refer to table 1 of Attachment 1: Confidential Summary of Prices Submitted.

All tenderers have satisfied the compliance criteria listed in the tender documentation. The table below indicates the qualitative criteria as described in the tender documentation.

Assessment Criteria	Max Score
Price	50
Relevant Experience	20
Resources (supervisory, plant and equipment)	10
Demonstrated understanding of <i>WUC</i>	10
Local Industry Development	10
Max Score	100

The following table provides a summary of the assessment of each of the tender submissions against the qualitative criteria.

Contractor/ Assessment Criteria	Price (50%)	Experience (20%)	Resources (10%)	Understand WUC (10%)	Local Industry Dev. (10%)	Total Score (100%)
	Score	Score	Score	Score	Score	
Brajkovich Demolition & Salvage Pty Ltd	34.9	7.8	3.25	2	0	47.9
McMahon Services Australia Pty Ltd	47.3	13.8	4.15	7	0	72.3
Versitec Constructions Pty Ltd	16.0	6.8	3.75	4.5	2.4	33.5
CMA Contracting Pty Ltd	50.0	16.7	6.45	8.5	6.2	87.9
Ribshire Pty Ltd T/As Goodline	15.3	8.0	2.45	8.5	1.8	36.0
Pilbara Constructions Pty Ltd	44.6	14.5	7.3	8.0	10.0	84.4

Price

The price component is scored based on the following formula:

$$\text{Score} = \text{Lowest Price} / \text{Tendered Price} \times 50$$

Brajkovich Demolition & Salvage

Brajkovich Demolition & Salvage provided good quality generic site, health & safety and environmental management plans. Their experience in similar projects in the metropolitan area was demonstrated. They currently hold a Restricted Asbestos Licence and Class 1 Demolition Licence. The submission from Brajkovich Demolition & Salvage was unable to clearly demonstrate an understanding of the job specific scope of works as documentation provided was generic and referenced metropolitan based practices. Information on the resources committed to the project was minimal. There was no reference to local industry development.

McMahon Services Australia Pty Ltd

McMahon has demonstrated a high level of experience in large scale demolition and construction projects in various disciplines, including asbestos management, although the resources committed to this project were not clearly identified. McMahon holds a current Unrestricted Asbestos Licence and Class 1 Demolition Licence. A high level of detail has been provided on their accredited management systems and a fair understanding of the scope was demonstrated. No information regarding local industry development was provided.

Versitec Constructions Pty Ltd

Although Versitec Constructions attended the site inspection, limited information has been provided in the tender submission to adequately demonstrate a thorough understanding of the scope of works. A job specific methodology, program of works or management plan was not provided. Versitec Constructions has demonstrated experience in demolition and construction projects in the Pilbara and Kimberley area, however limited information was provided regarding their involvement, project scope, value and references. Minimal information is provided on the project teams experience and commitment to this project. Versitec Constructions holds a Restricted Asbestos Licence and submitted a generic asbestos removal control plan. Versitec Constructions does not appear to be based in the Pilbara however indicated that local waste disposal contractors will be used for the project.

CMA Contracting Pty Ltd

CMA Contracting has demonstrated a high level of experience in demolition projects in Port Hedland and the Pilbara. Written testimonials were provided indicating their successful project delivery. A limited amount of information was provided on the resources allocated specifically to this project, however site supervisors and management had a good level of experience in this type of work. Excellent information has been provided on the project methodology and site management plans, including accredited Quality, OHS and Environmental management plans. CMA Contracting holds a current Class 1 Demolition Licence and Unrestricted Asbestos Licence. Resources allocated to this project are predominately based in Karratha.

Ribshire Pty Ltd T/As Goodline

Goodline has demonstrated a high level of experience in projects in the Port Hedland area, although these projects are related to the construction of mine and port infrastructure. Minimal information has been provided regarding the resources committed to this project. A human resources management plan has been submitted however it's specific to a major resource company contract and it's unclear as to how this is relevant to this project. Excellent information has been provided regarding the methodology and program for this project, demonstrating a good understanding of the scope. Goodline has demonstrated a high level of detail to safety management, with accredited Quality, OHS and Environmental management plans. Goodline holds a current Restricted Asbestos Licence however Demolition license information was not provided. No information was provided on local industry development.

Pilbara Constructions Pty Ltd

Pilbara Constructions has demonstrated experience in demolition contracts within the Port Hedland area, although provided limited detail on these projects in terms of management of issues. Excellent resources are committed to the project with a high level of experience in the construction industry. Pilbara Constructions representatives attended the site inspection meeting. They have demonstrated a high level of understanding of the scope of works and provided detailed information on the methodology, risk management and site management. Pilbara Constructions holds a current Class 2 Demolition Licence and Restricted Asbestos Licence. All resources allocated to this project are locally based.

Summary

The tender assessment results indicate that the demolition contract should be awarded to CMA Contracting Pty Ltd. They have clearly demonstrated their experience and capability of completing the project at a high standard with attention to detail in site safety management. Having attended the site inspection CMA Contracting are fully informed of the site conditions and project scope. It's recommended to award the contract to CMA Contracting Pty Ltd.

Attachments

Confidential Summary of Prices Submitted.

AC201213/039 Officer's Recommendation Airport Committee Decision

Moved: Mr Doumergue

Seconded: Cr Dziombak

That the Airport Committee awards Tender 12-23 Demolition of Port Hedland International Airport Buildings – Various to CMA Contracting Pty Ltd in accordance with the tender submitted.

CARRIED 5/0

**10.1.2 Port Hedland International Airport – Projects Update
February 2013 (File No.: 08/02/0025)**

Officer Anna Duffield
Airport Development
Officer

Date of Report 15 February 2013

Disclosure of Interest by Officer Nil

Summary

This agenda item provides an update on Port Hedland International Airport operational projects.

Background

Council has supported the investment of \$70.5 million over the next five years on the Port Hedland International Airport precinct's redevelopment. Major projects will commence following the engagement of a new Program Director in the coming months.

Interim improvement works and operational infrastructure upgrades are continuing.

This agenda paper provides an update on operational projects.

Consultation*Internal*

- Director Engineering Services
- Manager Investment and Business Development
- Manager Airport Operations
- Manager Infrastructure Development

Statutory Implications

Nil.

Policy Implications

Nil.

Strategic Planning Implications

The following sections of Council's Strategic Community Plan 2012-2022 are considered relevant to this project:

6.2 Economic

6.2.1 Gateway City & an attractive destination

Develop the Port Hedland International Airport as a leading regional airport in the area of passenger and freight movements and customer satisfaction.

Budget Implications

Nil.

Officer's Comment

Council has supported the investment of \$70.5 million over the next five years on the Port Hedland International Airport precinct's redevelopment. Major projects will commence following the engagement of a new program director in the coming months.

Interim improvement works and operational works are continuing. These projects include:

- Business and investment opportunities – such as the Airport Hotel and Pilbara Freight Terminal
- Airside and landside infrastructure – such as apron extensions, runway re-sheet, airport bar and cafe refurbishments, new bus parking area and verge improvements
- Leases – such as finalisation of agreements with Qantas, Polar Aviation and the Airport Bar and Cafe
- Communication, marketing and stakeholder engagement – such as the Airport User Group and school holiday excursions.

Attachments

1. Port Hedland International Airport Projects Update – February 2013

AC201213/040 Officer's Recommendation Airport Committee Decision

Moved: Cr Dziombak

Seconded: Cr Gillingham

That the Airport Committee note the Port Hedland International Airport Projects Update report for February 2013.

CARRIED 5/0

ATTACHMENT 1 TO ITEM 10.1.2

Port Hedland International Airport – Projects Update February 2013

Project	Project objective	Status
Business and investment opportunities	Maximise strategic commercial opportunities and benefit	<ul style="list-style-type: none"> • Airport Hotel tenders being assessed • Negotiations progressing with Air Services Australia to reinstate fire service and radio control tower • Negotiations progressing with Pilbara Freight Terminal to establish International freight depot
Infrastructure – airside	Ensure all airside infrastructure – such as runways, aprons and services – meets current and future operational requirements	<ul style="list-style-type: none"> • Apron extension works tender to be issued • Electrical vehicle access gates upgraded • Runway re-sheet works progressing, including soil testing
Infrastructure – landside	Ensure all landside infrastructure – such as transport, roads, buildings and services – meets current and future operational requirements	<ul style="list-style-type: none"> • Airport Bar and Cafe refurbishments pending lease clause finalisation • Car park lighting being upgraded, equipment ordered • Electrical upgrades tender advertised • Logistics subdivision progressing, pending information on services supply • Old Mobil site remediation complete • Proposed works to create new bus parking area on old Mobil site progressing • Proposed works to improve verge between short-term car park and terminal. Details being finalised before presentation to Airport Committee for approval • Tenders for demolition of old Air Services Australia building assessed and reported to Airport Committee 6 March 2013 for approval
Leases	Ensure all tenancy agreements are current and maximise benefits	<ul style="list-style-type: none"> • Airport Bar and Cafe new lease negotiations progressing • Polar Aviation lease finalised • Qantas Airways new lease negotiations progressing
Communication, marketing and stakeholder engagement	Ensure Port Hedland International Airport is positioned as a welcoming, well-serviced gateway to the North West	<ul style="list-style-type: none"> • Airport user group scheduled for 7 March 2013 • School art and story competition held and winners awarded. Art work to be installed at airport • School holiday excursion with Lawson Street Youth Centre held in January 2013, JD Hardie Youth Zone excursion scheduled for May 2013 • Website regularly updated (December 2013 – 5,457 visits, January 2013 – 6,243 visits)

ITEM 11 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL

AC201213/041 Airport Committee Decision

Moved: Cr Dziombak

Seconded: Cr Gillingham

That the Airport Committee accepts Late Item 11.1 “Port Hedland International Airport – Improvement Works (File No.: 08/02/0025)”

*CARRIED 5/0***11.1 Port Hedland International Airport – Improvement Works (File No.: 08/02/0025)**

Officer Anna Duffield
Airport Development
Officer

Date of Report 21 February 2013

Disclosure of Interest by Officer Nil

Summary

This agenda item provides an update on recent and planned improvement works for the Port Hedland International Airport (PHIA).

Background

The Town of Port Hedland plans to invest \$70.5 million over the next five years on the Port Hedland International Airport precinct's redevelopment. Key projects will commence following the engagement of a new PHIA Redevelopment Program Director in the coming months.

In the meantime, interim improvement works and operational infrastructure upgrades are continuing such as the construction of a new taxi zone in November 2012.

In response to feedback from taxi companies and to improve terminal security, a new taxi zone was established in the short-term car park. The taxi zone is located on the left as taxis enter the short-term car park. The zone is a 'banking system' and allows more taxis to wait for jobs. The taxis pay the car park fee consistent with other passengers. Positive feedback has been received to date.

On 13 February 2013, the Airport Committee attended a site visit at the Port Hedland International Airport to inspect the proposed works and understand passenger movements first hand.

This agenda paper provides an update on recent and planned improvement works.

Consultation*Internal*

- Airport Committee
- Manager Investment and Business Development
- Manager Airport Operations
- Manager Engineering Services
- Manager Technical Services
- Manager Infrastructure Development
- Director Engineering

Statutory Implications

Nil

Policy Implications

Nil

Strategic Planning Implications

The following sections of Council's Strategic Community Plan 2012-2022 are considered relevant to this project:

6.2	Economic
6.2.12	Gateway City & an attractive destination
	Develop the Port Hedland International Airport as a leading regional airport in the area of passenger and freight movements and customer satisfaction

Budget Implications

The improvement works are expected to cost approximately \$300,000 excluding gst as detailed below:

Verge works	\$256,900
Slip road	\$40,000

The slip road can be funded from existing allocations, however if the Committee decide to recommend to Council to proceed with all the works, it is recommended that the verge improvement works are funded from the Airport Reserve.

The Airport Reserve's balance as at 28 February 2013 was \$13,061,838.72.

Officer's Comment

The Port Hedland International Airport terminal and surrounding areas will be upgraded as part of the Town of Port Hedland's proposed \$70.5 million redevelopment program.

At previous committee meetings, officers discussed initial improvements to improve amenity, meet emergency evacuation requirements, and improve passenger flow and congestion.

This includes improving the verge area between the short-term car park and the road in front of the terminal, creating new pedestrian crossings and improving road access.

Based on previous financial estimates the proposed works were to be accommodated within savings from existing budget allocations. However market quotes have indicated that the works will exceed these allocations.

While it is envisaged that the verge works will be permanent, with the imminent engagement of a new Program Director, it is recommended that the works are put on hold.

Alternatively, should the Committee agree to proceed with works and seek Council approval, the following improvements are recommended:

Verge area

The verge area revamped to create new emergency evacuation cluster points, improve passenger flow as well as enhance the amenity of the area.

Key works include:

- Creating a suitable emergency evacuation point by leveling the verge, removing central garden beds, installing new shade structures and installing drinking water fountains and bins
- Constructing a new three metre path on both sides of the verge to provide a level, easy to access area to gather
- Constructing an additional pedestrian crossing to enable safe and easy access from all terminal exits to the car park
- Replacing shrubs and plants in garden beds to improve amenity
- Removing the majority of trees due to white ant issues
- Constructing a rubbish bin compound
- Replacing lawn with astro turf (in some areas), therefore saving considerable amounts of water and reducing ongoing maintenance requirements

Road access

The slip road (which connects the staff car park to Airport Operations Building, Royal Flying Doctors Service, School of the Air and Polar Aviation), will be extended to improve driver and pedestrian safety.

This includes linking the slip road to the staff car park, creating a better exit point to Waldron Drive and installing a footpath along the slip road.

Terminal space

Officers investigated the possibility of moving the glass walls between the two departure area exit doors to be in line with the rest of the outside wall. These works were expected to be in excess of \$200,000. Due to the imminent refurbishment of the terminal, it is recommended that these works are deferred until the design of the terminal is known.

Attachments

1. Conceptual drawings of front of terminal improvements
2. Schematic of road access

Officer's Recommendation

That the Airport Committee note that the planned improvement works for the Port Hedland International Airport will be put on hold pending the recruitment of the new Program Director.

AC201213/042 Airport Committee Decision

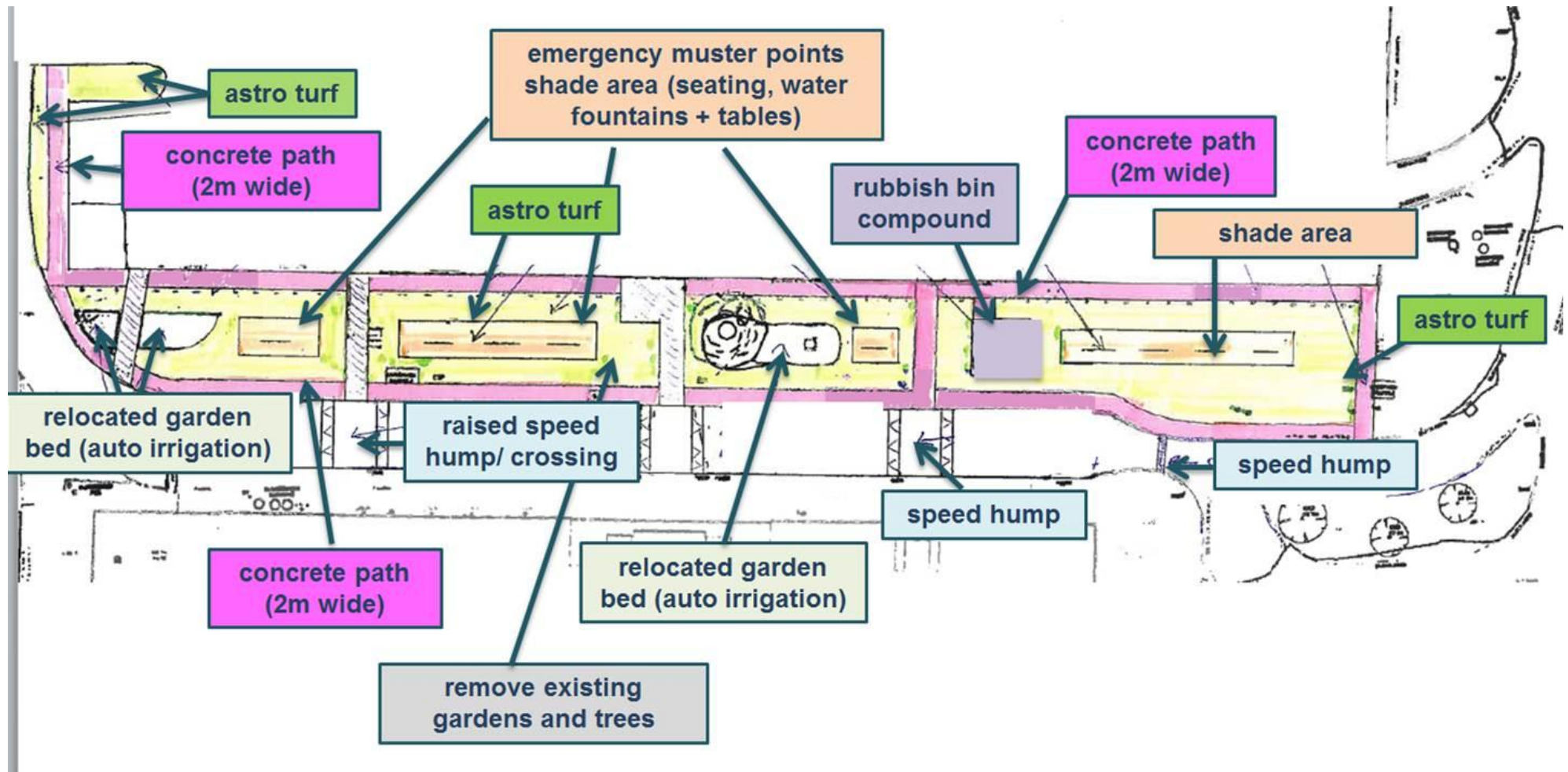
Moved: Cr Dziombak

Seconded: Mr Whalley

That the Airport Committee support the construction of the Walden Drive slip road within the current budget allocation and that the balance of the verge improvement works be referred back to the Airport Committee for discussion at the next meeting.

CARRIED 5/0

ATTACHMENT 1 TO LATE AGENDA ITEM 11.1



ATTACHMENT 2 TO LATE AGENDA ITEM 11.1



ITEM 12 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

ITEM 13 CONFIDENTIAL ITEMS

Nil

ITEM 14 APPLICATIONS FOR LEAVE OF ABSENCE

AC201213/043 Airport Committee Decision

Moved: Cr Dziombak

Seconded: Mr Doumergue

That the following application for leave of absence:

**Councillor Gillingham from 8 March 2013 to 11 March 2013
and from 20 March 2013 to 22 March 2013**

be approved.

CARRIED 5/0

ITEM 15 CLOSURE

15.1 Date of Next Meeting

The next Airport Committee Meeting of Council will be held on Wednesday 3 April, 2013.

15.2 Closure

There being no further business, the Chairperson declared the meeting closed at 1:50 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