



## TOWN OF PORT HEDLAND

### MINUTES ORDINARY COUNCIL MEETING

**WEDNESDAY 22 OCTOBER 2014 AT  
5:30PM**

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

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**“A nationally significant, friendly city, where  
people are proud to call home”**

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



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**ITEM 1 OPENING OF MEETING**

The Mayor declared the meeting open at 5:36pm and acknowledged the traditional owners, the Kariyarra people.

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

Mayor Kelly Howlett  
Councillor Gloria Jacob  
Councillor George Daccache  
Councillor Jan Gillingham  
Councillor David Hooper  
Councillor Lorraine Butson  
Councillor Troy Melville

*Officers*

Mal Osborne	Chief Executive Officer
Clare Phelan	Director Corporate Services
Eber Butron	Director Planning & Development
Brett Reiss	Program Director Airport Redevelopment
Anthony Rintala	Manager Engineering Operations
Grace Waugh	Minute Taker/ Governance Officer

Media	1
Members of the Public	5
Town of Port Hedland officers	13

**2.2 Apologies**

Nil

**2.3 Approved Leave of Absence**

Councillor Julie Hunt

**ITEM 3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE****3.1 Questions from Public at Ordinary Council Meeting held on Wednesday 24 September 2014**

Nil

### **3.2 Questions from Elected Members at Ordinary Council Meeting held on Wednesday 24 September 2014**

#### **3.2.1 Councillor Gillingham**

*Can the Town look into using Richardson Hall [Council Chambers] for functions and events on the weekends?*

Director Corporate Services advised that officers can investigate options for using Richardson Hall (Council Chambers) for functions and events outside of Council business hours. We will explore those options, particularly relating how we might manage after-hours building access and security, as part of the overall Civic Centre Refurbishment project, and provide detailed options for Elected Members to consider.

#### **ITEM 4 PUBLIC TIME**

*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 presiding member to do so.'*

Mayor opened Public Question Time at 5:41pm.

#### **4.1 Public Question Time**

##### **4.1.1 Chief Executive Officer on behalf of Mr Camilo Blanco**

*On page 16 of the annual report (Freedom of Information (FOI) statistics) it states that there have been six FOI requests. I have submitted six FOI's and four are with the Information Commissioner's Office as part of the refusal process the Town has opted to take. Can I get an explanation as to why the annual report states the FOI's that I have submitted have been granted full access when that is clearly not the case?*

Chief Executive Officer advised that the information contained in the Town's Annual Report in relation to Freedom of Information (FOI) Statistics is correct as of 30 June 2014. This information has also been provided to the Officer of the Information Commissioner as part of the yearly statistics the agency collects from all local governments in relation to all FOI applications received from 1 July 2013 to 30 June 2014. The six FOI applications Mr Blanco recently submitted were lodged on 28 July 2014, as such they are not required to be included in the 2013/14 Annual Report. They will however be noted in the 2014/15 Annual Report.

*Why is there only 10 confirmed Ordinary Council Meeting minutes in 2013 on the Town's website?*

Chief Executive Officer advised that The Town has recently launched its new website. Town officers have been alerted to the fact that in the process of migrating from the old website to the new one a few documents were not transferred across. This issue has now been rectified and the full set of 12 confirmed minutes for 2013 can be found on the Town's website.

Mayor closed Public Question Time at 5:43pm.

Mayor opened Public Statement Time at 5:44pm.

## **4.2 Public Statement Time**

### **4.2.1 Ms Jan Ford**

Ms Ford spoke on behalf of the Port Hedland Progress Association and thanked the Mayor, the Chief Executive Officer, Elected Members and Town officers for opening the front doors of the civic centre for the Council meeting on Port Hedland's birthday. Ms Ford believes it would be nice to have a sign at the front of the civic centre to welcome people to Council meetings. Ms Ford said it is great that the Town of Port Hedland has moved into the 21<sup>st</sup> century and is now open for business.

### **4.2.2 Chief Executive Officer on behalf of Mr Camilo Blanco**

Chief Executive Officer read out the below statement on behalf of Mr Camilo Blanco relating to item 11.4.10 'Elected Member Resignation'.

*There are some significant decisions that will need Council's attention in the near future, one being the marina development. This development has the ability to change the face of Hedland, develop a real tourist industry and revitalise the West End.*

*It is clear there are significant hurdles to overcome; one of those obstacles is Council itself. You already know you have Hedland's support with the development on the Spoilbank, but Council is more concerned about BHP's objection. This is not a decision that can be made with a reduced quorum and absolute majority of council, it must have a full council present, so-as to represent the communities wishes, if you agree with this conclusion, then you must reject recommendation 1, 2 and 3 on page 169 item 11.4.10 and put forward an alternate motion/recommendation to proceed with a by-election to fill the vacant Council positions regardless of the general local election next year. Furthermore ask yourself why the officers recommendation's 1, 2 and 3 only allows one conclusion? That is the reduction of Council members.*

Mayor advised that Council is not more concerned with BHP Billiton's objection in relation to the Spoilbank marina. The Council is working with various stakeholders in relation to the decision regarding the Marina and there is a due diligence process underway with Landcorp, BHP Billiton and the Town.



Mayor closed Public Statement Time at 5:47pm.

## **ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE**

### **5.1 Councillor Gillingham**

*In the unconfirmed minutes for the September 2014 meeting there are the answers to the public's questions. In the past the answers were also included in the agenda for the next meeting. Is this something the Town can do again or do the public have to go to the unconfirmed minutes to see the answers to the questions they have asked?*

Mayor advised that if answers are given to questions at the meeting then they are included in the minutes. If questions are taken on notice the answers are included in the agenda for the next meeting [under item 3].

*Can the questions and answers be included in the agenda for the next meeting under the Elected Members answers?*

Mayor advised that Cr Gillingham's question and answer from the September 2014 meeting are included in this agenda as it was taken on notice at the meeting. When questions are answered at the meeting they form part of the minutes; this process is the same for question from members of the public and Elected Members. If questions are taken on notice at the meeting the answer will be included in the next meeting's agenda.

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

Mayor Howlett	Councillor Hooper
Councillor Jacob	Councillor Butson
Councillor Daccache	Councillor Melville
Councillor Gillingham	

## **ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

### **7.1 Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 24 September 2014**

#### **201415/066 RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR HOOPER**

**SECONDED: CR JACOB**

**That Council confirm that the Minutes of the Ordinary Meeting of Council held on Wednesday 24 September 2014 are a true and correct record with the following amendment:**

That the alternative recommendation/motion for item 11.4.2 'Elected Member Resignation' recorded on page 147 of the minutes be amended to reflect the following:

**"201415/065 ALTERNATIVE RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR HUNT**

**SECONDED: CR HOOPER**

**That Council:**

- 1. Acknowledge Cr Taylor's resignation as of 28 August 2014;**
- 2. Thank Cr Taylor for her contribution as an Elected Member at the Town of Port Hedland since December 2012;**
- 3. In accordance with s4.17(3) of the Local Government Act 1995 request the Electoral Commissioner to approve the elected member vacancy created by Cr Taylor's resignation to remain unfilled pending a decision by the Local Government Advisory Board; and**

***CARRIED 3/2***

- 4. Request the Chief Executive Officer, or his delegate(s), to submit a proposal to the Local Government Advisory Board for the making of an order to change the number of offices of councillor from nine to eight and that this be treated as a minor matter in accordance with Schedule 2.2 (5)(b)(i) of the Local Government Act 1995. The changes to take effect the day after the date the order is published in the Government Gazette.**

***MOTION LOST 3/2"***

**The following explanatory note is to be inserted in the 24 September 2014 after decision 201415/065:**

**"After the Ordinary Council Meeting held on Wednesday 24 September 2014 the Town of Port Hedland sought legal advice in regards to the motion and was advised that points 1,2 and 3 required a simple majority vote and as such were carried 3/2. Point 4 required an absolute majority vote and as such was lost 3/2. This legal advice has been saved under file 13/06/0001."**

***CARRIED 7/0***

**ITEM 8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION**

Mayor Activity Report for the September/October 2014 period to date is as follows:

*September 2014*

Monday, 8<sup>th</sup> September

- Officiated Special Citizenship Ceremony
- Meeting With Local Residents Re Smith St Development (Janice Ramirez)

Tuesday, 9<sup>th</sup> September

- Weekly CEO, Deputy Mayor and Mayor Catch Up
- Weekly Chat Spirit Radio (1026am)
- Attended Port Hedland Public Transport Community Information Session
- Weekly TOPH/North West Telegraph Catch Up
- Attended Community Conversations – Police & Community Forum

Wednesday, 10<sup>th</sup> September

- Opened 2014 Pilbara Music Festival
- Meeting Local Resident Shar Tana Hodgkinson Re Indigenous Training Opportunities
- Attended Elected Member & Executive Meetings
- Pilbara JDAP Meeting – Telephone
- Attended Hon Melissa Price Sundowner, Port Hedland

Thursday, 11<sup>th</sup> September

- Attended YIC Board Meeting

Thursday, 18<sup>th</sup> September

- Attended 2014 National Conference “The Future of Local Food”

Friday, 19<sup>th</sup> September

- Attended 2014 National Conference “The Future of Local Food”

Tuesday, 30<sup>th</sup> September

- Opened Pizza Capers South Hedland
- Attended Finucane Island Sports Club Special Members Meeting

*October 2014*

Wednesday, 1<sup>st</sup> October

- Tour & Update Dome Café Development Port Hedland
- Attended the Hedland Well Women’s Centre Monthly Morning Tea
- General Catch Up CEO & Mayor
- Attended TOPH Airport Committee Confidential Concept Forum
- Attended TOPH Airport Committee Agenda Briefing Session
- Attended TOPH Airport Committee Meeting
- Attended Elected Member & Executive Meetings

Thursday, 2<sup>nd</sup> October

- Meeting Port Hedland Visitor Centre Re: Cruise Ship Visits Update
- Meeting PHCCI EO
- Meeting With Leon Van Erp Re: Indigenous Employment Opportunities
- Attended VTEC Graduation Ceremony
- Meeting Local Resident (Pulivo Francisco) Re Waste Management

Monday, 6<sup>th</sup> October

- Attended Pilbara Regional Council (PRC) Meeting

Tuesday, 7<sup>th</sup> October

- Meeting EventsCorp Re: North West Festival
- Meeting With Minister Simpson Re Follow Up On Recent Visit & Correspondence
- Interview ABC NW Radio Re: Mental Health Week
- Attended Soroptimist International – Port Hedland Monthly Meeting

Mayor Howlett thanked Elected Members for holding down the fort while she and the Deputy Mayor were on leave. On 30 September 2014 Mayor Howlett opened the South Hedland Pizza Capers which is the first Pizza Capers in Western Australia. It is the highest grossing Pizza Capers in Australia as is Boost Juice which is also in the South Hedland Shopping Centre. Mayor Howlett congratulated the economic development team, Charter Hall, Landcorp, Chamber of Commerce and the South Hedland Business Association for encouraging new businesses to come to town.

## **ITEM 9 REPORTS BY ELECTED MEMBERS WITHOUT DISCUSSION**

### **9.1 Councillor Jacob**

Councillor Jacob thanked Councillors for taking on extra duties while she and the Mayor were on leave. Councillor Jacob congratulated Mayor Howlett on behalf of the Town for being the recipient of the WA Pride of Australia 2014 Environment Medal. On 16 October 2014 Councillor Jacob attended the Pilbara Development Commission Board meeting in Onslow which acknowledged the appointment of the new chair, Mr Chris Gilmour.

### **9.2 Councillor Daccache**

Councillor Daccache attended the AEMEE (Aboriginal Enterprises in Mining, Exploration and Energy) conference in Darwin in October 2014 and will submit his report to Elected Members in due course. Councillor Daccache thanked the Deputy Mayor for advising him of the conference and the Mayor for her support to attend the conference.

### 9.3 Councillor Gillingham

Councillor Gillingham attended the South Hedland Skate Park visit with Elected Members last week and it was great to see the skate park taking shape. She also attended the Port Hedland International Airport visit today. Councillor Gillingham met a FIFO employee from a contractor to Roy Hill at the South Hedland Tennis and Bowls Club last Friday night who had dressed up for cancer. Every Friday night the company takes its employees to a different local restaurant instead of eating at the fly camp to put money back into the community, which is great to see.

### 9.4 Councillor Hooper

Councillor Hooper thanked the Chief Executive Officer and Town officers for organising the recent visits to the South Hedland Skate Park, Kingsford Smith Business Park and the Port Hedland International Airport. He said it was good to see that there are still big projects progressing even while there has been an economic downturn. The South Hedland Skate Park is going to be the largest skate park in Australia and will be putting Port Hedland on the map.

### 9.5 Councillor Melville

Councillor Melville enjoyed the visits to the South Hedland Skate Park and Port Hedland International Airport. Councillor Melville also attended the opening of the water polo last Friday night who are still looking for more players.

## ITEM 10 PETITIONS/ DEPUTATIONS/ PRESENTATIONS/ SUBMISSIONS

### 10.1 Mr Tony Friday, Chief Executive Officer, Pilbara Regional Council (PRC)

Mr Friday presented to Council on the projects the PRC will be working on this 2014/15 financial year. These projects include:

- Designated area migration agreement
- Payroll processing
- Public centres WI-FI access
- Local Laws alignment
- Tourism trails
- Coastal access management
- Shared equipment pool
- Land de-constraint
- Training for staff and councillors
- Fee sustainability review
- GIS system and data
- Sullage points
- Online planning application system
- Perth accommodation
- Regional event attraction

Mr Friday also explained how the PRC is involved in developing the Pilbara Tourism Plan, the Pilbara Regional Economic Profile, the Pilbara Enterprise Zone, the Old Onslow Conservation, the Northern Australia White paper and the Tourism WA Expo Booth.

*Disclaimer*

*Members of the public are cautioned against taking any action on Council decisions, on items on this evening's Agenda in which they may have an interest, until formal notification in writing by the Town has been received. Decisions made at this meeting can be revoked, pursuant to the Local Government Act 1995.*

**ITEM 11 REPORTS OF OFFICERS****11.1 Planning and Development Services****11.1.1 Initiation of Proposed Development Plan for the Boodarie Strategic Industrial Area**

Ryan Del Casale, Strategic Planning Officer  
File No. 18/09/0085

**DISCLOSURE OF INTEREST BY OFFICER**

Nil

**201415/067 RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR JACOB**

**SECONDED: CR HOOPER**

**That Council:**

- 1. Pursuant to Clause 5.2.8 of the Town of Port Hedland Town Planning Scheme No.5, initiates advertising of the Boodarie Strategic Industrial Area Development Plan for a period of 42 days subject to the following;**
  - a) Amending the Development Plan report to clarify the membership of the estate management group;**
  - b) Amending the Development Plan to depict the new Great Northern Highway realignment; and**
  - c) Amending the Development Plan to reflect the inclusion of proposed Reserves 50892, 505528 and 50399;**
- 2. Subject to no objections being received and any amendments required through the advertising being non-material, Council adopts the Development Plan; and**
- 3. Forwards the adopted Development Plan to the Western Australian Planning Commission for endorsement.**

***CARRIED 7/0***

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**EXECUTIVE SUMMARY**

The Town has received a request from Urbis Planning Consultants (the applicant) on behalf of LandCorp and Department of State Development (DSD) to initiate a proposed Development Plan over the Boodarie Strategic Industrial Area (subject site).

A copy of the Development Plan report is provided in attachment 1. The proposed Development Plan entails the following;

- To provide a framework to guide coordinated development of the subject site and future planning approvals in order to increase the potential for strategic industrial uses;
- To provide future applicants and industry with the necessary information to develop within the subject site (associated technical reports);
- To establish specific infrastructure corridors that provide an essential link between the subject site and the Port Hedland Port (the Port); and
- To facilitate orderly and proper planning and development of the subject site through TPS5, coupled with an identified estate management and approvals structure.

LandCorp in conjunction with DSD have been overseeing the larger scale planning for the subject site. The proposed Development Plan has been submitted to the Town in conjunction with proposed Scheme Amendment No. 71, concerning the subject site. The proposed Development Plan seeks to facilitate the planning, subdivision and development of the subject site by making structural changes to TPS5.

A key driver behind the proposed Development Plan is the need to allow for the expansion of additional heavy/strategic industry over the subject site and to facilitate the movement of heavier and noxious industry from the existing industrial areas in the Town.

The proposed Development Plan is consistent with both local and State objectives which are to see the subject site become a strategic industrial area of significance which contributes to a diversified economy.

The request is supported by the Town's Officers; Council is requested to consider the request favourably

#### DETAILED REPORT

##### *Site Description*

The subject site is zoned 'Strategic Industry' under TPS5 and located four kilometres west of the South Hedland Town Centre and approximately 12 kilometres south of the Port Hedland Town Centre, with the Turner River Catchment Area situated to the west.

The subject site is approximately 4190 hectares, consists of various lots and is mostly undeveloped with small scale land uses in operation. These land uses include sand extraction mineral storage leases and power generation facilities. The site is bisected by a number of regional service mains which comprise of the main infrastructure servicing the gas fired power station.

The majority of the land is currently held by the Crown and is the subject of the "Boodarie" pastoral Lease held by BHP Billiton (BHPB) and the De Grey-Mullewa stock yard route. A number of general purpose and mining leases for infrastructure and sand extraction purposes are also located within the site. The land is subject to numerous power, gas and water easements. A stock holding reserve vested (Stockholding Reserve Lot 364 Great Northern Highway on Plan 42164) in the Town of Port Hedland under a management order is adjoining the subject site.



Stockholding Reserve Lot 364 Great Northern Highway on Plan 42164

Stockholding Reserve Lot 364 Great Northern Highway on Plan 42164 (the Reserve) is vested to the Town under management order (R33593) by the Department of Lands. The Reserve is situated outside of the Development Plan Area. The portion of the Development Plan Area which directly abuts the reserve has been designated for the provision of utilities such as;

- Gas Fired Power Station;
- Waste-to-energy and material recovery facility
- Industry feedwater facility
- Energy facility (electricity, steam, heat and chill)

Other portions of the Development Plan Area which are in close proximity to the Reserve have been designated for;

- Non Ferrous Processing; for industry that deals with the processing of metals other than iron and iron-base alloys; and
- Support Facilities; for industry that requires import equipment, parts or products through the Port.

In order to consider the amenity of land uses outside the Development Plan Area such as the Reserve, the applicant has sited more hazardous and volatile industries in the central core and western margins of the Development Plan Area. This provides adequate separation distances between such uses and other uses to the east of the Development Area such as the Reserve.

*Proposed Scheme Amendment No. 71*

The existing provisions of the TPS5 do not list the 'Strategic Industry' Zone as an area requiring a Development Plan. In order to properly integrate the proposed Development Plan into TPS5 the applicant submitted proposed Scheme Amendment No.71 to the Town in conjunction with the proposed Development Plan. As per Council Resolution 20145/045 on 24 September 2014, proposed Scheme No.71 was initiated. The following amendments to TPS5 are sought as part of the proposed Scheme Amendment No.71;

- To include the 'Strategic Industry' zone as an area which requires a Development Plan;
- To Identify the Boodarie Strategic Industrial Area as a Development Plan Area under Appendix 5 of TPS5;
- Rezone a portion of Lot 203, Great Northern Highway (Vol & Folio LR3128 641) on Deposited Plan 220594 (which lies adjacent to the north of the subject site) from 'Rural' to reserve 'Other Purposes: Infrastructure; and
- To modify section 7.2 of TPS 5 relating to the Boodarie Industrial Buffer Special Control Area (the BIBSCA).

*Technical Reports*

The applicant has submitted technical reports for the proposed Development Plan in accordance with Appendix 6 of TPS5 – *Matters to be addressed by Development Plans*. These reports acknowledge the constraints and risks involved with developing the subject site such as the location of sensitive land uses and flooding of the Turner River. The following reports have been provided;

- A Land Tenure and Interests report;
- Traffic Report;
- Flora and Fauna Assessment;
- Department of Environmental Regulation Approval Report;
- Current Land Use and Interests Report;
- Traffic Report for the subject site;
- District Water Management Strategy;
- Geotechnical Investigation;
- Flora and Fauna Assessment;
- Groundwater Monitoring;
- Turner River Flood Study;
- Aboriginal Heritage Assessment;
- Industrial Ecology Study;
- Port Trade Inputs and Outputs;
- Acoustic Environmental Noise Assessment;
- Air Quality Assessment;
- Concept Plan for Quantitative Risk Assessment;
- South West Creek Modelling Investigations; and
- A Coastal Vulnerability Report

*Estate Management*

DSD and LandCorp will form the Estate Management Group over the subject site. Council will still form the approval authority when determining applications for development approval.

As part of Town's planning assessment process, development applications would be referred to the DSD and LandCorp for comment. DSD and LandCorp would undertake ongoing management of the subject site with LandCorp taking the role of 'Estate Manager' and will hold tenure of the subject site. DSD and LandCorp will only lease land to potential developers whom meet the requirements of a business case.

The development of the subject site is to be proponent driven and it is intended that the entire infrastructure be funded by proponents, in line with the business case requirements.

*State Planning Strategy 2050*

The State Planning Strategy 2050 (The Strategy) prepared by the Western Australian Planning Commission (WAPC) was released in June 2014. The Strategy provides a collaborative approach to planning within Western Australia (W.A), reflecting the need to create a liveable and diverse state which is connected to the rest of the world.

The Strategy identifies the North West of W.A as a key contributor to the Gross Domestic Product (GDP) of Australia and that this is driven largely by the expansion of the resources sector. The Strategy recognises that diversification of the economy in the North West is crucial to the development of the region and to achieve this, the following must occur;

- Ensure an appropriate supply of suitable land and infrastructure is available;
- Ensure that the required infrastructure is in place;
- Promote clustering of industrial uses;
- Ensure that there is access and movement networks to ports and other transport; and
- Encourage development to occur in strategic precincts.

The proposed Development Plan is consistent with the objectives of the Strategy.

#### *Heavy Use Industrial Land Strategy*

The Heavy Use Industrial Land Strategy (HUILS) was prepared by DSD to identify key new industrial estates for the development of heavy industry within W.A.

The aim of the HUILS is to facilitate the initial stages of these industrial estates to be 'project ready' i.e. at a stage where the sites are ready to be developed when a potential developer is ready to do so, subject to considering all factors involved with the site including flooding of the Turner River .

The subject site is identified as a priority estate by the HUILS on the basis of the site having significant potential to support downstream processing. The subject site was also identified as requiring appropriate zoning and infrastructure plans to be put into place prior to development occurring. This will allow for resource processing projects to be located on the subject site with improved access to roads, water, power, port facilities and natural gas.

The proposed Development Plan is consistent with HUILS and seeks to facilitate the appropriate planning to be put into place for the site.

#### *Pilbara Planning and Infrastructure Framework*

The Pilbara Planning and Infrastructure Framework (the Framework) was prepared by the WAPC in 2012 as an initiative that sets the agenda for physical development of the Pilbara. The Framework acknowledges the need for a diversified economy within the Town. The Framework also acknowledges that any increase in population within the Town must be supported by a range of industries such as downstream processing, knowledge based industries and the opportunity for the Town to increase exports of resources and products.

The proposed Development Plan is consistent with the Framework.

*Port Hedland Area Planning Study*

The Port Hedland Area Planning Study (the Study) was prepared by the WAPC in 2003 to guide decision making, detailed planning and to identify expansion areas for the Port Hedland over a 20-25 year horizon. The study identified the subject site as an expansion area for future strategic industrial development.

The study also identified the potential for downstream processing associated with resource extraction to be a key industry for the Town and that there would be an opportunity to create linkages between the subject site and the Port.

The proposed Development Plan is consistent with the Study.

*Need and Desirability*

There is a need to initiate this proposed Development Plan as currently there is a shortage of “heavy use industry” (noxious) industrial land within the Town. Current conflict between caretaker’s dwellings and noxious uses within the Town may also be alleviated. Provision of such land will lead to a sustainable and diverse economy.

The initiation of the proposed Development Plan will facilitate the subdivision and development of the subject site, in line with local and State strategic objectives. The subject site has been identified for many years by DSD as a desirable precinct for strategic industrial development. The proposed Development Plan is in accordance with objectives set out in the Strategic Community Plan and the Pilbara Ports City Growth Plan (PPCGP); which is to ultimately see the subject site be developed for strategic industrial purposes which will help grow and diversify both the economies of the Town and of W.A.

The subject site is desirable due to its close proximity to the port, transport networks. Planning has taken place to create buffers such as BIBSCA to safeguard the site. The proposed Development Plan was commissioned under the HUILS prepared by the DSD, to guide heavy industrial development over the subject site. The proposed Development Plan will facilitate the development of a variety of heavy industrial land uses, specialising in downstream processing.

*Orderly and Proper Planning*

A Development Plan will ensure that the subject site is developed in an orderly manner which takes into account the complex land tenure arrangements, sensitive land uses being developed close to the subject site, flooding and environmental issues.

The proposed Development Plan has been prepared in conjunction with a proposed Scheme Amendment which suggests changes to TPS5 provisions to allow for orderly and proper planning of the site.

*Consultation*

The Development Plan was circulated as follows:

Internally:

Manager Environmental Health Services  
Manager Economic and Land Development  
Manager Infrastructure Development  
Manager Engineering Services  
Manager Community and Cultural Services

The Development Plan was advertised in accordance with TPS5 to seek preliminary comments from external agencies.

Written notification was sent to the following agencies;

- Department of Environmental Regulation
- Department of State Development
- Office of Environmental Protection Authority
- Department of Health
- Department of Mines of Petroleum
- Department of Planning
- Department of Water
- Horizon Power
- Main Roads Western Australia
- Optus
- Telstra
- Pilbara Development Commission (Pilbara Cities)
- Department of Indigenous Affairs
- Pilbara Ports Authority (formerly Port Hedland Port Authority)

The comments received from the external agencies and the responses provided by the applicant and the Town's officers are provided in attachment 2.

It is recommended that the following comments from external agencies to amend the proposed Development Plan be made should Council resolve to initiate the proposed Development Plan;

The Pilbara Development Commission;

- "There is a need to amend the Development Plan report to clarify the membership of the estate management group"; and
- "Include the most up to date alignment of the Great Northern Highway";

Pilbara Ports Authority;

- "Include reference of proposed Reserves 50892, 505528 and 50399 to reflect Stage 1 of the Boodarie Stockyards"

Main Roads Western Australia raised the following concerns;

*"The traffic study indicates a requirement for a Great Northern Highway dual carriageway at the full development, is this to be undertaken by the developer"?*

It is recommended that Main Roads Western Australia be advised that the proposed Development Plan is to be based on proponent funding, should Council resolve to initiate the proposed Development Plan.

Should Council resolve to initiate the proposed Development Plan it will formalise public advertising in accordance with TPS5. This will allow for further advertising of the Development Plan to the community and written notification being sent to all landowners / lease holders in the Development Plan / buffer boundary

### FINANCIAL IMPLICATIONS

The applicant has paid the prescribed fee of \$9,758.60 for the initiation of the Development Plan.

### STATUTORY AND POLICY IMPLICATIONS

The *Planning and Development Act 2005* and the *Town Planning Regulations 1967*, provides the Council the authority to amend its Town Planning Scheme and establishes the procedure required to make this Development Plan.

#### *Strategic Planning Implications*

The following section of Council's Strategic Community Plan 2012 -2022 is considered relevant to the proposal:

#### 6.2 Economic.

##### 6.2.1 Diverse Economy:

Facilitate commercial, industry and town growth.

Enhance supply of suitably located and supported industrial and retail land.

##### 6.2.3 Nationally Recognised:

Port Hedland has a powerful voice and is an influential partner with Federal and State governments for the development of the Town.

Enhance supply of industrial land that will be a key contributor Australia's Gross Domestic Product and will play an important role in the growth of Western Australia.

#### *Planning Comment*

The proposed Development Plan is consistent with the Town's Strategic Community Plan. The Development Plan seeks to facilitate planning for the subject site which will provide for increased protection of industrial land and the future establishment of important infrastructure corridors. The proposed Development Plan is consistent with the Strategic Community Plan objectives to ensure that the economy of Port Hedland is resilient, diversified and helps develop the Town as a major transport and distribution hub.

The following section of the Pilbara's Port City Growth Plan is considered relevant to the Proposal;

Proposed Land Use: Strategic/Heavy Industry

*Precinct Statement*

*"The Boodarie Strategic Industrial Area is recognised as a priority strategic industrial area by the State and Structure Planning for the estate is funded under the cabinet-endorsed Heavy Use Industrial Land Strategy. The area supports major down-stream processing, port dependent industrial land uses, noxious industry, utilities and general industrial support operations. Major infrastructure and rail corridors protecting connectivity between the port and Boodarie, as well as wider rail networks are recognised."*

*Planning Comment*

The proposed Development Plan is consistent with the PPCGP. The PPCGP recognises the subject site as a priority strategic industrial area, which should support major downstream processing, port dependent industrial land uses, noxious industry, utilities and general industrial support operations. The PPCGP identifies the need for a Development Plan to be prepared and adopted for the subject site.

*Policy Implications*

If adopted, the proposed Development Plan will be included in the Town's Local Planning Policy Manual as a policy statement. The proponent has submitted a request to initiate this proposed Development Plan over the subject site, in conjunction with proposed Scheme Amendment No.71, to fulfil the statutory requirements for preparing a development plan

**ATTACHMENTS**

1. Development Plan Report (Under Separate Cover)
2. Response from External Agencies

1 October 2014

## ATTACHMENT 2 TO ITEM 11.1.1

SUBMISSION	NAME	NATURE OF SUBMISSION	RESPONSE	TECHNICAL COMMENTS	RECOMMENDATION
1	Department of Mines and Petroleum	<p>Advice Only</p> <p>The Department does not oppose the proposal providing the necessary approvals for leasing land are given by the Minister for Mining and Petroleum pursuant to Section 16(3) of the Act.</p> <p>The Boodarie area is currently the subject of a number of mining tenements granted pursuant to the Mining Act 1978 (the Act) and State Agreement Acts. The entire area, other than existing granted tenure, is subject to a section 19 exemption, created by the Minister for Mines under the Act which essentially removes the land from the operation of the Act.</p> <p>The provisions of s. 19 allows the Minister to call for applications over the area of the exemption at any time, therefore it is possible that new mining tenement applications will be applied for in the Boodarie area in the future. In the event that a proponent seeks the Minister's invitation the proposal will be referred to the Department of State Development and any other agency having an interest registered on the Department's Tengraph electronic plan.</p>	Noted	<p>The purpose of section 19 under the Mining Act is to allow the Minister for Mining and Petroleum to exempt land from mining activities. It is acknowledged the majority of land within the Development Plan boundaries is subject to a section 19 exemption.</p>	That the submission be noted and no change required.
2	Pilbara Development Commission	<p>Support with comments which recommend:</p> <ol style="list-style-type: none"> <li>Inclusion of an approvals process flow chart to set out requirements for business plan, development approval and Native Title discussions.</li> <li>A clear definition of Estate Management Group membership should be provided.</li> <li>Linkages with the Transport Precinct and Port Hedland International Airport are considered.</li> <li>The use of the 'Use Not Listed' provisions of TPS 5 rather than a blanket ban on all uses not detailed in the BSIA DP</li> </ol>	<p>Noted</p> <p>Agree</p> <p>Noted</p>	<p>Figure 10 of the Development Plan sets out the process for approvals. However, it is noted this figure includes a note alerting proponents of the potential for native title and that such cases will be dealt with on a case by case basis. This is considered sufficient in alerting proponents to their obligations in terms of Native Title.</p> <p>The current definition of the Estate Management Group is unclear on membership and structure. There is a need to review this and confirm proposed membership and make the appropriate modifications to the Development Plan report.</p> <p>It is understood the Transport Precinct is located in an area between Wedgefield and the Port Hedland International Airport. The upgrade/realignment of Great Northern Highway will provide for important linkages to the Transport Precinct, especially for high-wide loads. Further, the development Plan locates support industries in close proximity to Great Northern Highway for ease of access.</p> <p>It is understood the wording within the Development Plan appears to preclude all uses not specified in the zoning table. Specifically, it is understood this potentially deters the development of appropriate uses not defined under TPS 5 (and therefore not in the land use permissibility table).</p> <p>The initial approach for Part 1 of the Development Plan was pursued in response to a number of land uses including Transient Workers Accommodation, being potentially permitted in the Strategic Industry zone. Amendment 71 being progressed in parallel to the Development Plan is addressing this concern through proposed changes to Table</p>	<p>That the submission be noted and no change required.</p> <p>Modify the Development Plan report to clarify the membership of the estate management group.</p> <p>That the submission be noted and no change required.</p> <p>Modify Section 1.6.1.1 to:</p> <ol style="list-style-type: none"> <li>Amend the first sentence to read: <i>'Land use permissibility within the Development Plan area shall be in accordance with the corresponding zone or reserve under the Scheme.'</i></li> <li>Remove Table 1 and the following text: <i>Those uses not listed above are ~ a development that is not permitted. In particular, Transient Worker Accommodation is not permitted within</i></li> </ol>



SUBMISSION	NAME	NATURE OF SUBMISSION	RESPONSE	TECHNICAL COMMENTS	RECOMMENDATION
		<p>5. The development of the BSIA is undertaken with consideration of the proposed Pilbara Fabrication and Service Common User Facility. Support uses would be appropriately located here with good transport linkages to the Transport Precinct and nearby Port Hedland International Airport.</p>	Noted	The Development Plan has identified the connection to Lumsden Point (preferred location for the PFSCUF) as a significant opportunity. The connection with this area will be achieved through the upgrade/realignment of Great Northern Highway however, Utah Road is not planned to be upgraded to allow for high-wide loads.	<p>the Strategic Industry zone in accordance with section 7.2 of the Scheme.  P – permitted by TPS 5  AA – not permitted unless the Town of Port Hedland grants planning approval  SA - not permitted unless the Town of Port Hedland grants planning approval after giving notice in accordance with TPS 5 requirements  JP - not permitted unless the Town of Port Hedland determines the use is incidental to the predominant use.  ~ a development that is not permitted by the Scheme.’</p>
		<p>6. Plans are updated to depict the new Great Northern Highway realignment.</p>	Agree	The most up to date alignment should be included on the Development Plan to reflect future road planning in the wider area.	Source the new alignment and incorporate into the Part 1 and 2 Development Plans as well as any applicable figures.
3	Department of Health	<p>No objection. Comment provided:</p> <p><b>Water Supply and Waste Water Disposal</b></p> <ol style="list-style-type: none"> <li>1. The proposal needs to address: <ol style="list-style-type: none"> <li>a. Potable water quality</li> <li>b. Draft Country Sewerage Policy</li> <li>c. Capability of land to dispose of wastewater demonstrated through a geotechnical report undertaken in mid-winter by a qualified consultant at subdivision stage.</li> <li>d. Use of wastewater requires separate approval from the Department of Health</li> </ol> </li> </ol> <p><b>Environmental Water Impacts</b></p> <ol style="list-style-type: none"> <li>2. Any activities likely to impact upon environmental waters require adequate background sampling/monitoring and modelling. Background information, additional monitoring, communication and reporting to the Department of Health should be undertaken throughout the process of project approval, activity and post-operation.</li> </ol> <p><b>Disaster Preparedness and Emergency Management</b></p> <ol style="list-style-type: none"> <li>3. The proponent is required to prepare a Disaster Management and Emergency Response Plan (DMERP) that plans for the health impacts of applicable incidents identified in the Critical Infrastructure Emergency Risk Management and Assurance Handbook to address: <ol style="list-style-type: none"> <li>a. Limited health infrastructure in the region</li> <li>b. Limited health specialist and general personnel in the region</li> <li>c. Distance</li> <li>d. Communications redundancy</li> <li>e. Disaster equipment</li> <li>f. Staff training</li> <li>g. Business continuity, with particular attention to reliance on resources that may also be relied upon by other industries that are active in the area.</li> </ol> </li> </ol>	Noted	<p>The Development Plan provides for the strategic framework for development. The issues outlined will be address at the subdivision or development phase.</p> <p>Details of monitoring and modelling are provided within Appendix III: GHD BSIA District Water Management Strategy. Post operation reporting to be addressed at that stage of the development process.</p> <p>Liaison with the Department of Health will occur throughout all stages of the project in accordance with statutory requirements.</p>	That the submission be noted and no change required.
			Noted	<p>The Development Plan is a high level strategic land use planning document and is not intended or required to address detailed operational matters. Further, there is no statutory requirement for the development or approval/endorsement of a DMERP at this stage of the project.</p> <p>A DMERP may be required as planning for the Development Plan area progresses.</p>	That the submission be noted and no change required.

SUBMISSION	NAME	NATURE OF SUBMISSION	RESPONSE	TECHNICAL COMMENTS	RECOMMENDATION
		Include procedure for advice to the following agencies in the event of activation of the DMERP: <ol style="list-style-type: none"> <li>Department of Health</li> <li>Fire and Emergency Services Authority</li> <li>WA Police</li> <li>St John Ambulance or other equivalent medical transport service</li> <li>Royal Flying Doctor Service (RFDS)</li> </ol>			
		<b>Health Risk Assessment</b> 4. Determination of health risk based on a quantitative health risk assessment to determine the adequacy of the 3km buffer zone to adequately disperse odours and particulates.	Noted	The 3km buffer is established in The Town of Port Hedland Town Planning Scheme No. 5 as a 'Special Control Area' in accordance with State Planning Policy 4.1 and EPA Guidance Statement 3. There are no further statutory requirements that would require reassessment of the buffer distance and the SCA. Any odours and particulates that may exceed this buffer would be assessed at the time of works approved by the OEPA.	That the submission be noted and no change required.
		5. High risk industries should be located furthest from residential growth areas and consider prevailing winds and the range of potential outcomes for acute and chronic health effects.	Noted	The Development Plan, and in particular identification of precincts and preferred land uses has been prepared based on the outcomes of a series of relevant emission assessments including acoustic, quantitative risk, and air quality assessments. The Precinct Plan sets out the preferred location for 'noxious' industries within the central-western portion of the Development Plan.  The Boodarie Industrial Buffer Special Control Area under the Scheme prevents any future residential development being planned in proximity to the Development Plan area. Further the Buffer provides separation of more than 6km from the closest residential area being South Hedland.	That the submission be noted and no change required.
4	Department of Aboriginal Affairs	<b>Advise Only</b> 1. Confirmation of three Aboriginal heritage places on the register and the three new heritage features as described in the Aboriginal Site Identification Assessment Boodarie Strategic Industrial Area report.  2. The Plan document also refers to a number of sites for which consent under section 18 of the AHA has been granted. The proponent should be aware that consent is granted to a landowner and cannot be transferred to another party. Unless the Aboriginal heritage places in question have been reassessed as not meeting the criteria of the AHA then the consent can only be relied upon by the landowner.	Noted	The confirmation of the Department's assessment of the Aboriginal Site Identification Report is acknowledged.  Noted. The landowner will not change under the proposal as all land within the Development Plan will be leased.	That the submission be noted and no change required.
		3. Prior to commencing any works associated within the Plan area it is recommended that developers are advised to familiarize themselves with the State's Cultural Heritage Due Diligence Guidelines (the Guidelines).	Noted	The obligations of individual proponents are acknowledged.	That the submission be noted and no change required.



SUBMISSION	NAME	NATURE OF SUBMISSION	RESPONSE	TECHNICAL COMMENTS	RECOMMENDATION
5	Main Roads WA	<p>No objection. Comment provided:</p> <p>1. We note the reports indicate that dual carriageway will be warranted by the development of this project. MRWA are concerned about the proximity of the proposed main access of this development to the new single lane FMG Bridge to the north. What do you propose to deal with this issue?</p>	Noted.	It is understood MRWA have concerns on the distance between the Main Access and the FMG bridge. Specifically this relates to ensuring safe deceleration to turn right into the BSA and acceleration in turn left out of the BSA. Appendix II: GHD BSA Traffic Report recommends reducing the speed limit along this section of Great Northern Highway from 110km/h to 90km/h to ensure an acceptable level of service is achieved.	That the submission be noted and no change required.
		<p>2. MRWA Pilbara has no record regarding an approval for 3 accesses. We agree the project has been discussed but the number of accesses was dependent on the outcome of a traffic analysis and subsequent review by Main Roads WA.</p>	Noted.	The number and location of access point was agreed with MRWA in principle for a forecast traffic generation of +30,000 vpd based on an ultimate development scenario. It is noted the 2031 development scenario indicates 25% of the ultimate development of the BSA.	That the submission be noted and no change required.
		<p>3. If the proposed PAM corridor access to the south is provided, then one of the other proposed accesses should be removed.</p>	Noted.	The PAM access to the South is outside of the proposed Development Plan and therefore does not form part of the proposal. The inclusion of the PAM extension is for indicative purposes only with further detailed planning required prior to developing this land.	That the submission be noted and no change required.
		<p>4. The traffic study indicates a requirement for a GNH dual carriageway at the full development. Is this to be undertaken by developer?</p>	Noted.	It is intended that all infrastructure required as a consequence of development of the BSA is proponent funded.	That the submission be noted and no change required and that MRWA is advised of the intentions for proponent based funding.
6	Pilbara Ports Authority	<p>No objection. Comment provided:</p> <p>1. Stage 1 of the Boodarie Stockyards (part Reserve 50892) part contains a section of the Roy Hill Infrastructure rail corridor and stockyards rail loop. This land is currently reserved and managed by the PHPA (PPA) under the Land Administration Act 1997 ('LA Act'). In addition to Stage 1, the land designated for the Stage 2 Boodarie Stockyards will soon be cleared of Native Title and will be excised from the current pastoral land and reserved for vesting in the PPA under the LA Act. Finalisation of this process is imminent including additional vesting in the PPA under the Port Authorities Act 1999 ('PA Act').</p> <p>Although 'Figure 4 - Opportunities and Constraints' of the BSA Development Plan Report demonstrates the future PPA (PHPA) boundary, the PPA considers it most appropriate for the Development Plan (Figure 5) to be amended/ updated to clearly designate land currently vested in the PPA (PHPA) (Stage 1 Boodarie Stockyards) and denoting land currently in the process of being vested in the PHPA for the future Stage 2 Boodarie Stockyards.</p>	Agree.	It is considered the inclusion of this land on the Development Plan is appropriate considering the advanced stage of the vesting process and previous support from the State Government in the form of the State Agreements. The proposed reserves have already been considered in the formulation of the Development Plan as part of the Opportunities and Constraints analysis.	Modify the Boodarie Strategic Industrial Area Development Plan (Plan 1 and Figure 5) to reflect the inclusion of proposed Reserves 50892, 505528 and 50399.
		<p>Given the level of certainty on the proposed alignment of these reserves the incorporation of the land onto the Development Plan at this stage will avoid the need to undertake a subsequent modification to the Development Plan once the reserves have been formally vested.</p>			

SUBMISSION	NAME	NATURE OF SUBMISSION	RESPONSE	TECHNICAL COMMENTS	RECOMMENDATION
		especially in the north-western corner of the BSLA.			

### 11.1.2 Proposed Initiation of Scheme Amendment No. 75 to the Town of Port Hedland Town Planning Scheme No.5

Ryan Djanegara, Senior Statutory Planning Officer  
File No.: 18/09/0088

#### DISCLOSURE OF INTEREST BY OFFICER

Nil

#### 201415/068 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR JACOB**

**SECONDED: CR GILLINGHAM**

**That Council:**

1. Pursuant to Part 5 of the *Planning and Development Act 2005*, initiate Scheme Amendment No. 75 to the Town of Port Hedland Town Planning Scheme No.5 to:
  - a. Rezone Part Lot 550 Hedditch Street, South Hedland from “Community” zone to “Mixed Business” zone; and
  - b. Amend Appendix 5 – Development Plan Areas accordingly
  - c. Amend the Scheme map accordingly.
2. Forward Town of Port Hedland Town Planning Scheme No.5 Amendment No. 75 to the Environmental Protection Authority (EPA) for comment, pursuant to Section 81 of the *Planning and Development Act 2005*; and
3. Subject to EPA approval advertises the amendment pursuant to Regulation 25(2) of the *Town Planning Regulations 1967 (as amended)* for a period of 42 days).

**CARRIED 7/0**

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#### EXECUTIVE SUMMARY

The Town appointed Whelans Planning Consultants to prepare the subject scheme application to initiate an amendment to the *Town of Port Hedland Town Planning Scheme No. 5 (TPS5)* by rezoning part Lot 550 Hedditch Street, South Hedland (the site) from “Community” zone to “Mixed Business” zone (ATTACHMENT 1).

The location of the subject site, being a prominent location and could be associated with the “Gateway” to the South Hedland Town Centre. Under the current zoning it is not possible to develop the site with anything other than community related developments.

The site originally formed part of land reserved for the South Hedland Bowls and Tennis Club however, has never been developed for such purposes.

The proposed scheme amendment to rezone the site to “Mixed Business” will give potential developers the opportunity to develop and improve the amenity and streetscape of the area.

Council is requested to support the Town’s officer’s recommendation to initiate the proposed scheme amendment.

## DETAILED REPORT

### *Site Description*

The site is located at Lot 550 Hedditch Street, South Hedland opposite the Medical Centre to the east and the Art Studio to the north. The South Hedland Lawn Bowls and Tennis Club are located south of the Scheme Amendment area on the same site.

The site has an approximate area of 4,285m<sup>2</sup> and is currently zoned “Community”. The site is owned by the State of Western Australia with a Reserve Management Order 37820 to the Town of Port Hedland for use as “Recreation Club Premise and Childcare”.

### *Servicing Considerations*

As part of the Scheme Amendment documents the applicant has submitted a traffic study and infrastructure capacity report.

A summary of these findings are provided below;

- **Sewer & Water** – With regards to water and sewer capacity, the Water Corporation have advised currently there may be some future capacity issues however the scheme amendment will be referred to the Water Corporation for comments;
- **Power** – Power is available to the subject site and that the increased demand would not require any significant upgrades;
- **Drainage** – Current drainage flows from the area are directed to Forrest Circle to the south of the site. Any future development on the site will need to address Stormwater drainage and runoff in accordance with the Town’s engineering requirements.
- **Telecommunications** – there is existing telecommunications infrastructure to able to meet the future redevelopment demands for the site;
- **Traffic** – the traffic study stated that there would be no additional traffic issues associated with the Scheme Amendment; however any future development should be restricted to a single access point, appropriately located away from the Hamilton and Hedditch Street intersection.

*Consultation*

Should Council resolve to support the officer's recommendation for initiation, the scheme amendment documentation will be submitted to the Environmental Protection Authority (EPA) for assessment pursuant to Section 81 of the *Planning and Development Act, 2005*.

Dependent on the assessment outcome by the EPA the proposed scheme amendment will be advertised as per the *Town Planning Regulations 1967*.

*Need and Desirability*

The proposed scheme amendment seeks to rezone a portion of the subject site from "Community" to "Mixed Business". The intent of the Scheme Amendment is to provide a zone to promote residential/commercial development in a manner that is cognisant of contemporary planning principles, responds to and takes maximum advantage of the unique site characteristics of the surrounding amenity and streetscape.

The current zone being "Community" restricts the ability for the site to develop and be fully utilized. Hence there is a need to initiate this proposed scheme amendment as it seeks to rezone a site which is redundant and being underutilized. This proposed amendment will provide for the highest and best use of undeveloped land.

**FINANCIAL IMPLICATIONS**

A prescribed fee of \$9,758.60 has been paid for the initiation of the scheme amendment.

**STATUTORY AND POLICY IMPLICATIONS***Strategic Planning Implications*

The following section of Council's Strategic Community Plan 2012-2022 is considered relevant to the amendment:

## 6.2 Economic

## 6.2.1 Diverse Economy:

Facilitate commercial, industry and town growth.

Enhance supply of suitably located and supported industrial and retail land.

## Planning Comment

The proposed Scheme Amendment is consistent with the findings of Council's Strategic Community Plan 2012 – 2022, which seeks to promote economic diversification by allow land to be developed for potential commercial and retail development.

## 6.3 Environment

## 6.3.1 Housing:

Address housing shortage & affordability through using Council held land, providing high quality modular construction, providing incentives and other forms of inducement to deliver housing by 2013.

Planning Comment

The proposed Scheme Amendment is consistent with the findings of Council's Strategic Community Plan 2012 – 2022, which seeks to develop Council held land for residential housing.

The following section of the Pilbara's Port City Growth Plan is considered relevant to the amendment:

## 2.2 City Growth Themes

### 3. Housing Diversity & Land Supply Capacity

"Providing an orderly and adequate supply of affordable land along with increased choice in affordable housing products and tenure options to cater for a diverse and permanent population".

Planning Comment

The proposed Scheme Amendment is consistent with the Growth Plan which seeks to increase the supply of affordable housing options.

#### 5.6.12 Precinct 12 – South Hedland East

*"South Hedland East Comprises the four original neighbourhoods of South Hedland, together with adjoining land to the south within Circular Road and Cottier Road. It is a place of safe landscaped and connected streets and a place that continues to be regenerated through redevelopment and infill".*

Planning Comment

Precinct Plan 12 identifies South Hedland East as an area with the opportunity for infill development and regeneration of the area. The proposed Scheme Amendment is consistent with these objectives.

#### *Policy Implications*

#### 10/001 – Existing Trees

"Pundal trees shall not be removed without prior consent of Council".

A visit to the site has revealed there are no Pundal Trees located on the site.

## ATTACHMENTS

1. Scheme Amendment Report (Under Separate Cover)

2 October 2014



### 11.1.3 Proposed Initiation of Scheme Amendment No. 74 to the Town of Port Hedland Town Planning Scheme No.5

Ben McKay, Statutory Planning Officer  
File No. 18/09/0086

#### DISCLOSURE OF INTEREST BY OFFICER

Nil

#### 201415/069 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR JACOB**

**SECONDED: CR HOOPER**

**That Council:**

1. Pursuant to Part 5 of the Planning and Development Act 2005, initiate Scheme Amendment No. 74 to the Town of Port Hedland Town Planning Scheme No.5 to:
  - a. Rezone a portion of Lot 1 McGregor Street, Port Hedland (Reserve 8214) from 'Parks and Recreation' Reserve to 'Mixed Business' zone; and
  - b. Amend Appendix 5 – Development Plan Areas accordingly
  - c. Amend the Scheme map accordingly.
2. Forward Town of Port Hedland Town Planning Scheme No.5 Amendment No. 74 to the Environmental Protection Authority (EPA) for comment, pursuant to Section 81 of the Planning and Development Act, 2005; and
3. Should confirmation from the EPA indicate the amendment is not subject to formal environmental assessment, advertise the amendment pursuant to Regulation 25(2) of the Town Planning Regulations 1967 (as amended) for a period of 42 days.

**CARRIED 7/0**

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#### EXECUTIVE SUMMARY

The Town appointed Whelan's Planning Consultants to prepare the subject scheme application to initiate an amendment to the *Town of Port Hedland Town Planning Scheme No. 5 (TPS5)* by rezoning a portion of Lot 1 McGregor Street, Port Hedland (Reserve 8214) from 'Parks and recreation' to 'Mixed Business' (ATTACHMENT 1).

Council is requested to support the Town's officer's recommendation to initiate the proposed scheme amendment.

## DETAILED REPORT

### *Site Description*

The site is located at Lot 1 McGregor Street, Port Hedland, bound by McGregor Street to the west, Wilson Street to the south and Turf Club to the east. The site is generally surrounded by a range of medium density properties to the north and the Port Boulevard shopping centre to the west. The site has an approximate area of 10,150m<sup>2</sup> and is currently reserved "Parks and Recreation".

The site is owned by the State of Western Australia with a Reserve Management Order to the Town of Port Hedland.

### *Infrastructure capacity and traffic assessment*

As part of the initiation request the applicant has provided service infrastructure capacity and traffic assessment reports. The findings of those reports are as follows:

A summary of these findings are provided below

- Power Supply- Power is connected to the site and no upgrades will be required
- Water Supply - Given the size of the adjacent water infrastructure it is assumed the proposed development would have little impact on the current infrastructure and water demand
- Wastewater - It is expected the site will be connected into the existing sewer infrastructure, being Anderson Street Pumping station. Increased demand from the site will not overly impact current demands on the infrastructure
- Drainage - There is existing drainage infrastructure which is capable of conveying stormwater that is collected onsite. Water Corporation has set a requirement for the site to be filled to a level of 6.4m AHD. It is likely the site will need to be filled by 2.4m in accordance with Water Corporation requirements
- Traffic Assessment Report - The Report included a desktop review of traffic and given the size of the proposed scheme amendment did not identify any flaws for access onto the site. Any future development will be required to be designed to fit in with the existing road network. The Traffic Impact Statement identified the need to constrain any future development to a single crossover point on McGregor Street located midway between the intersection of Anderson Street and the Shopping Centre access. There will be no proposed access from Wilson street

### *Noise*

The Port Hedland Air Quality and Noise Management Plan recognises the site may be impacted by road and rail noise being located within close proximity to the rail network and Wilson Street. As such, Noise mitigation should be considered in land-use planning and built design. As part of a development plan, the Town could explore additional planning controls and requirements, such as double glazed windows, the orientation of windows, material types and building orientation.

### *Hedland Land Availability Plan*

In 2008, RPS Consultants were commissioned by the Town of Port Hedland to prepare the Port Hedland Land Rationalisation Plan (LRP). The LRP was used to identify public land for immediate and long term residential development.

This plan also provided the Town with a strategic direction in terms of the statutory requirements to prepare the land for residential development, including scheme amendments and cancellation of reservations.

The LRP was reviewed in 2011, to ensure its ongoing relevance and to broaden its scope to include potential private land and non-residential land. The document has since been renamed the Hedland Land Availability Plan (HLAP).

The Hedland Land Availability Plan has identified the requirement for more commercial land to become available since two-thirds of the current allocation of land is already developed. The portion of land to be rezoned has been identified within the plan as being potentially a mixed business site that was surplus to the needs of the Port Hedland Turf Club.

## **CONSULTATION**

At the Special Council meeting held on 14 November 2012 Council approved the excision and acquisition of a 1.4ha portion of Reserve 8214 (Port Hedland Turf Club) for commercial land development projects. At that time, Council stipulated that the approval of the excision and acquisition was conditional and based upon extensive consultation with the Port Hedland Turf Club as they have a registered interest in the site. Council staff has since received the support of the project from the Turf Club.

Should Council resolve to support the officer's recommendation for initiation, the scheme amendment documentation will be submitted to the Environmental Protection Authority (EPA) for assessment pursuant to Section 81 of the *Planning and Development Act, 2005*.

## **NEED AND DESIRABILITY**

The current reserve being "Parks and Recreation" restricts the ability for the site to develop and be fully utilized. The site is a prominent location being centrally located within the Port Hedland region adjacent to the Port Hedland Boulevard and the Race Course. Council's strategic documents have identified a need to provide more commercial available land for development.

The proposed scheme amendment seeks to rezone a portion of the site from “Parks and Recreation” to “Mixed Business”, which will promote commercial/residential development in a manner that is cognisant of contemporary planning principles and that responds to and takes maximum advantage of the unique site characteristics of the surrounding amenity and streetscape.

The rezoning the site to “Mixed Business” allows for the implementation of Council’s strategic vision for the area. This proposed amendment will provide for the highest and best use of undeveloped land.

#### **FINANCIAL IMPLICATIONS**

A prescribed fee of \$9,758.60 has been paid for the initiation of the scheme amendment.

#### **STATUTORY AND POLICY IMPLICATIONS**

The following section of Council’s Strategic Community Plan 2012-2022 is considered relevant to the amendment:

##### 6.2 Economic

##### 6.2.1 Diverse Economy:

Facilitate commercial, industry and town growth.

Enhance supply of suitably located and supported industrial and retail land.

##### Planning Comment

The proposed Scheme Amendment is consistent with the findings of Council’s Strategic Community Plan 2012 – 2022, which seeks to promote economic diversification by allow land to be developed for potential commercial and retail development.

##### 6.3 Environment

##### 6.3.1 Housing:

Address housing shortage & affordability through using Council held land, providing high quality modular construction, providing incentives and other forms of inducement to deliver housing by 2013.

##### Planning Comment

The proposed Scheme Amendment is consistent with the findings of Council’s Strategic Community Plan 2012 – 2022, which seeks to develop Council held land for residential housing.

The following section of the Pilbara’s Port City Growth Plan is considered relevant to the amendment:

##### 2.2 City Growth Themes

##### 3. Housing Diversity & Land Supply Capacity

“Providing an orderly and adequate supply of affordable land along with increased choice in affordable housing products and tenure options to cater for a diverse and permanent population”

*Planning Comment*

The proposed Scheme Amendment is consistent with the Growth Plan which seeks to increase the supply of affordable housing options

*5.6.12 Precinct 2 – East End Urban Village*

“The East Urban Village is Port Hedland’s primary Residential area. The area, encompassing Cooke Point and Pretty Pool, offers significant housing density and diversity together with sport and recreation opportunities, and school and community facilities. At its core is a retail and mixed use village offering a range of local convenience as well as dining and entertainment choices. Strong links to the coast and mangrove environs have been established offering residents and visitors alike a closer connection with the landscape”.

*Planning Comment*

Precinct Plan 2 identifies the East Urban Village to feature a ‘Neighbourhood Centre providing Primary Port Hedland mixed use/retail opportunities. The proposed Scheme Amendment is consistent with these objectives.

*Policy Implications*

10/001 – Existing Trees

“Pundal trees shall not be removed without prior consent of Council”.

A visit to the site has revealed there are no Pundal Trees located on the site.

**ATTACHMENTS**

1. Scheme Amendment Report (Under Separate Cover)

29 July 2014

### 11.1.4 Proposed Initiation of the Draft South Hedland Town Centre Design Guidelines

Ryan Del Casale, Strategic Planning Officer  
File No.:18/01/0020

#### DISCLOSURE OF INTEREST BY OFFICER

Nil

#### RECOMMENDATION

That Council:

1. **Initiates the Draft South Hedland Town Centre Design Guidelines as a Local Planning Policy; and**
2. **Gives notice of the South Hedland Town Centre Design Guidelines in accordance with section 5.1.4 of the Town Planning Scheme No. 5.**

#### 201415/070 AMENDED RECOMMENDATION/ COUNCIL DECISION

MOVED: CR HOOPER

SECONDED: CR MELVILLE

That Council:

1. **Initiate the Draft South Hedland Town Centre Design Guidelines as a Local Planning Policy; and**
2. **Give notice of the South Hedland Town Centre Design Guidelines in accordance with section 5.1.4 of the Town Planning Scheme No. 5 for a minimum period of 43 days.**

***CARRIED 7/0***

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#### EXECUTIVE SUMMARY

The South Hedland Town Centre Design Guidelines (the Policy) was prepared by RPS on behalf of LandCorp in conjunction with CODA Design Studios. (Refer to attachment 1).

This report is before Council to consider the initiation of the Policy, which will be adopted as a Local Planning Policy. The intent of the proposed policy is to support the implementation of the South Hedland Town Centre Development Plan (Development Plan) which was adopted by Council on 23 October 2013.

The Development Plan provides a local level planning and design framework for the South Hedland Town Centre (the Town Centre) to facilitate development and meet the needs of the Town. Both the Development Plan and this Policy serve the following key functions;

- Provide an overarching vision for the Town Centre; and

- Provide a local level instrument to regulate development and guide design of the Town Centre.

Council is requested to initiate this policy to allow further community consultation to be undertaken by the Town's officers.

## DETAILED REPORT

### *Vision and Purpose*

This Policy and the Development Plan share the same vision which evolved through the preparation of the Development Plan. This process involved discussions and public meetings between the Town, LandCorp and the community. The vision is to create a Town Centre which operates as follows;

*“That is more dynamic, accessible, inclusive urban place that is the heart of the South Hedland community, which is also an exciting destination for visitors, business people and residents. It has great public spaces, friendly streets, landmark buildings and architecture. There are many influences through public art and space of our strong association with indigenous heritage and natural landscape. Like many destinations throughout Pilbara’s Port City, culture and social destinations are woven into our City Centre.”*

From the consultation conducted the following objectives were formed;

- To improve the image of South Hedland as an attractive and convenient place to live;
- To create a vibrant urban centre unlike any other place in Port Hedland, which establishes a unique identity for the community;
- To expand the range and quality of retail, entertainment and community services available in South Hedland;
- To increase housing choice and affordability in the community by developing a variety of more dense, urban housing types, including live/work combinations, units suitable for hospital staff and transient workers' accommodation;
- To encourage pedestrian and bicycle access to and around the Town Centre;
- To learn from the Aboriginal people of South Hedland and celebrate the Indigenous heritage of the region;
- To demonstrate effective ways to design with the climate and to promote awareness and appreciation of the Pilbara environment;
- To establish a strong sense of security in the Town Centre and to ensure the comfort of all residents.

A number of guiding urban design and planning principles have been developed in line with the view of creating a dynamic, accessible and inclusive regional centre. These include the following;

- Improved connections to the suburban and natural surroundings of South Hedland;
- Improved walkability within and to the Town Centre core;

- A rich diverse set of public areas, both active streetscapes and walkways;
- A strong mix of residential, retail and offices;
- Places for recreational activity in civic spaces and new open space areas;
- Housing choice for a variety of income and ages;
- High degree of legibility buildings on the existing street network;
- High levels of passive surveillance of public areas through buildings addressing the street;
- Recognition of the existing linkages to the landscape;
- Strengthen the medical precinct by promoting mixed use development adjacent to the hospital; and
- Increased residential densities close to the Town Centre encouraging pedestrian movement.

### *Structure of the Policy*

The Policy has been structured into the following four sections;

- Urban Design;
- Built Form Design;
- Environmental Design; and
- Landscape Design.

Within each of these sections the Policy is structured as follows;

- **Design Objectives** – outlining the design intent of the mandatory development controls and design guidance whilst also explaining the desired outcome to be achieved;
- **Development Controls** - mandatory criteria for all development proposals, to ensure that design objectives are met; and
- **Design Guidance** – this section recommends some additional measures which help reach a higher level of sustainable design, community interaction and/or architectural character.

The Development Plan specifies the Town's intentions for the Town Centre as an overall strategic and statutory planning document. The Policy is a statutory planning document intended to guide and control development within the Town Centre through mandatory development controls and design guidance note, such as passive surveillance, landscaping methods and recommended plant species. In addition to these general requirements, the Policy also has a Precinct Plan which provides further development requirements for specific precinct areas within the Town Centre such as setbacks, landmarks, gateways, orientation, treatment façade and vehicle access.

A Design Guidelines Checklist (the Checklist) has been included at the end of the document in order to provide developers with an easy reference guide to ensure that their development will conform to the development control provisions of the Policy. This Checklist is required to be submitted as part of a development application process and is intended to advise the Town as to whether it confirms with the Policy.



This Policy will provide a set of clear and achievable outcomes for the Town, which can be understood and used by developers. There are few mechanisms currently in place at the Town's disposal that outline the desired character and regionally appropriate requirements within the Town Centre. This policy has been developed in conjunction with the Development Plan and both documents will play a major role in bridging the gap between the aspirations of the public sector, the community and the private sector in the development of the Town Centre. This policy provides clear controls and criteria that can be achieved by applicants.

### *Consultation*

The draft Policy has been referred internally as follows;

- Manager Environmental Health Services
- Manager Economic Development and Strategy
- Then Manager Technical Services
- Manager Engineering Services
- Manager Community and Cultural Services

Should Council resolve to support the Town's officer's recommendation for the initiation of the Policy, the Policy will be advertised in accordance with the TPS5 requirements.

### *South Hedland Town Centre Development Plan*

During the preparation of the Development Plan the following consultation was undertaken;

- Direct mail out/letterbox drops to all landowners and tenants of land/or premises in the Town Centre area from April to May 2008; and
- Community workshops run by the Town, LandCorp and the Care for Hedland Environmental Association in April to May 2008 period.

Further consultation was held after 2008 due to the revision of the Development Plan which was required due to the ongoing work with the Town's Local Planning Strategy – The Pilbara's Port City Growth Plan (Growth Plan). This delayed the final adoption of the Development Plan until October 23 2013. The consultation post 2008 included the following components;

- Informal workshops held between March and October 2012 by the Town and LandCorp; and
- Workshops held by LandCorp in regards to the existing South Hedland skate park and youth space.

### **FINANCIAL IMPLICATIONS**

Nil

## STATUTORY AND POLICY IMPLICATIONS

### *Town Planning Scheme No.5*

The Policy should be read in conjunction with the TPS5, all relevant Council Local Planning Policies and the South Hedland Town Centre Development Plan.

Where the Policy is in conflict with TPS5 then the provisions of TPS5 shall prevail. Where the provisions of the Policy conflict with the Residential Design Codes of Western Australia (R-Codes), then the provisions of the Policy shall prevail.

The following section of Council's Strategic Community Plan 2012-2022 are considered relevant to the Policy:

#### 6.2 Economic

##### 6.2.1 Diverse Economy

Enhancing the supply of suitably located industrial and retail land.

#### 6.1 Community

##### 6.1.2 Vibrant

Provide access to recreational, cultural, entertainment facilities and opportunities.

##### 6.1.3 Rich in Culture

Strengthen local communities' history and culture and promote the arts and culture.

#### 6.3 Environment.

##### 6.3.1 Housing:

Attract and retain new residents to increase the population to 40,000 by 2025.

##### 6.3.2 Community Facilities

Provide safe and accessible community facilities, libraries, services and public open spaces that connect people and neighbours.

Facilitate the provision of high quality health services and facilities for residents that are equal to or above those found in the metropolitan area.

### *Planning Comment*

The Policy is consistent with the Town's Strategic Community Plan. The Policy seeks to guide higher quality design and development within the Town Centre. The policy encourages design which responds to the cultural heritage and the natural landscape of the Town. The Policy seeks to attract and retain new residents by guiding good built outcomes which will attract retail, commercial, health related, recreational and entertainment services to the Town Centre. The policy also illustrates how to provide different housing options in the vicinity of these services within the Town Centre.

The following sections of the Pilbara's Port City Growth Plan are considered relevant to the amendment.

### 5.4.3 Architectural Vernacular

“The unique sense of place, landscape and culture that is Pilbara’s Port City will be particularly visible through its built form. The ability to convey elements of Port Hedland’s environment, culture and heritage will progress over time, together with materials usage and construction methods.

Pilbara’s Port City will need to enshrine an array of values and key principles in an architectural ‘Port Hedland Style Guide’ for Pilbara’s Port City which acts as a springboard for ideas that architects, engineers, urban designers and the general public alike can draw on”.

### 5.6.11 Precinct 11 – City Centre

“A place of ‘Northern Australian life’, Pilbara’s Port City is a dynamic, accessible and inclusive place that is the heart of the South Hedland community and the major regional centre of our City of 50,000 people. It is an exciting destination for visitors, business people and residents. It has great public spaces, friendly streets, landmark buildings and innovative architecture.

There are many visual cues through public art and spaces, and a strong association with indigenous heritage and the natural landscape. Like many other destinations throughout the Pilbara’s Port City, culture and social destinations are woven into the fabric of the City Centre”.

#### *Planning Comment*

The Policy is consistent with the aims and intent of the Growth Plan. The Growth Plan identifies the need to create a vibrant Town Centre and community with housing and development that is inclusive of residents of all backgrounds, recognises the indigenous and natural landscape and will contribute to the character of the Town Centre.

### ATTACHMENTS

1. Draft South Hedland Town Centre Design Guidelines (Under Separate Cover)

1 October 2014

### 11.1.5 Delegated Planning, Building & Environmental Health Approvals and Orders for August and September 2014

Carly Thompson, Executive Assistant – Planning & Development  
File No.: 18/07/0002 & 07/02/0003

#### **DISCLOSURE OF INTEREST BY OFFICER**

Nil

#### **201415/071 RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR DACCACHE**

**SECONDED: CR JACOB**

**That Council receive the Schedule of Planning and Building approvals, Environmental Health Orders issued by Delegated Authority and the listing of current legal actions for the months of August and September 2014.**

***CARRIED 7/0***

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#### **EXECUTIVE SUMMARY**

This item relates to the Planning and Building approvals and Environmental Health Orders considered under Delegated Authority for the months of August and September 2014.

#### **DETAILED REPORT**

A listing of Planning, Building and Environmental Health approvals and Orders issued by the Town's Planning, Building and Environmental Health Services under Delegated Authority for the months of August and September 2014 are attached to this report. Further to Council's request a listing of current legal actions is also attached to this report.

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STATUTORY AND POLICY IMPLICATIONS**

The Town of Port Hedland Delegation Register 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.

#### **ATTACHMENTS**

1. Statistics for Building, Planning and Health Approvals for the months of August and September

03 October 2014

ATTACHMENT 1 TO ITEM 11.1.5

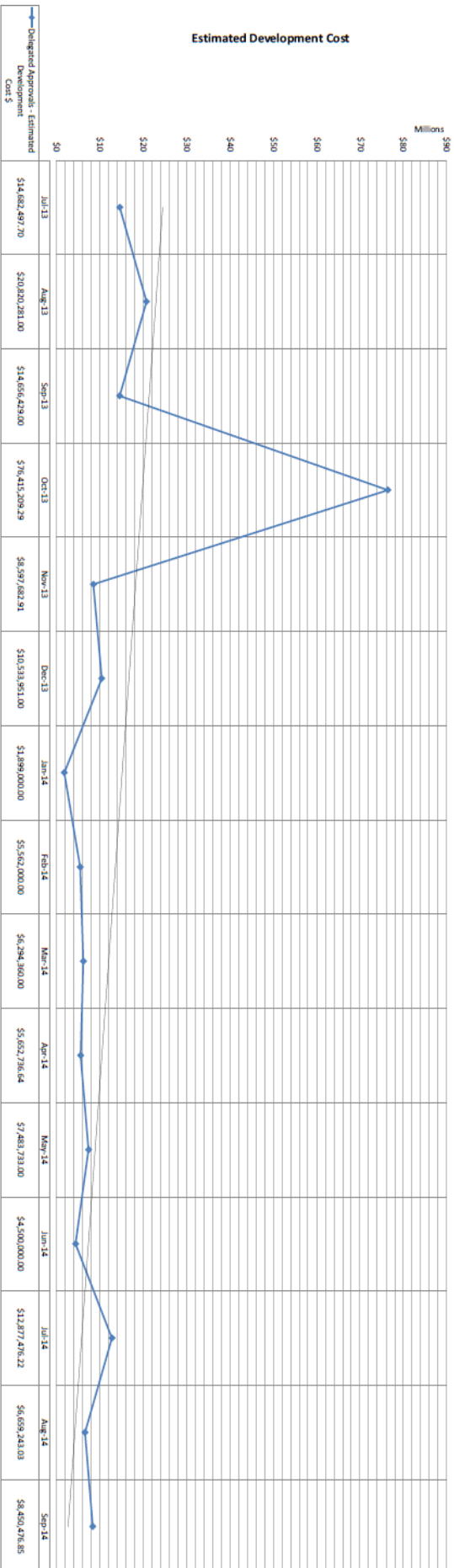
DELEGATED PLANNING APPROVALS FOR AUGUST AND SEPTEMBER 2014

Application No.	Description	Lot	Property Address	Date Approved	Applicants name	Development Value
2014/184	CHANGE OF USE - RESTAURANT TO RESTAURANT AND SHOP	675	43 COUNIHAN CRESCENT PORT HEDLAND 6721	01/08/2014	Form Contemporary Craft & Design	\$ -
2014/202	SINGLE HOUSE	213	30 PARKER STREET SOUTH HEDLAND 6722	05/08/2014	Megara Developments Pty Ltd	\$ 463,636.63
2014/185	CHANGE OF USE - INDUSTRY GENERAL TO MOTOR VEHICLE AND/OR MARINE REPAIR	6	UNIT 6 9 MURRENA STREET WEDGEFIELD 6724	08/08/2014	Hedland Panel and Paint	\$ -
2014/219	SINGLE HOUSE - GARAGE, STORE AND PATIO	2760	31 ACACIA WAY SOUTH HEDLAND 6722	13/08/2014	Brian Edward Nokes	\$ 105,000.00
2014/187	CHANGE OF USE - 'INDUSTRY - GENERAL' TO 'MOTOR VEHICLE AND/OR MARINE REPAIR AND SALES OR HIRE' AND EXTENSION TO EXISTING WORKSHOP	3763	43 CALARINA ROAD WEDGEFIELD 6724	19/08/2014	Jon/DA Burke Builders	\$ 425,794.00
2014/199	ALTERATIONS TO AIRPORT	11	LOT 11 AIRPORT PORT HEDLAND 6721	19/08/2014	TOWN OF PORT HEDLAND	\$ 905,358.00
2014/162	INFRASTRUCTURE - CAMERA POLE	2045	12045 SUTHERLAND STREET PORT HEDLAND 6721	20/08/2014	Care For Hedland Environmental Association	\$ 9,000.00
2014/194	PUBLIC ART WORK - MULLA MULLA	603	5864 FORREST CIRCLE SOUTH HEDLAND 6722	22/08/2014	Jenny Kerr	\$ 65,000.00
2011/6:01	EXTENSION OF TIME TO APPLICATION 2011/6 - MIXED USE DEVELOPMENT	21	121 COLLIER DRIVE SOUTH HEDLAND 6722	25/08/2014	Sunview Nominees Pty Ltd	\$ -
2014/192	TWO (2) GROUPED DWELLING (ONE EXISTING)	371	28 LIMPET CRESCENT SOUTH HEDLAND 6722	26/08/2014	Projex Management & Construction Pty Ltd T/A NICHED	\$ 620,000.00
2014/197	FIVE (5) MULTIPLE DWELLINGS	809	38 GRANTWICK STREET PORT HEDLAND 6721	26/08/2014	Megara Developments Pty Ltd	\$ 2,000,000.00
2014/222	CHANGE OF USE - 'OFFICE TO CONSULTING ROOM'	1003	9-31 THROSSELL ROAD SOUTH HEDLAND 6722	26/08/2014	RFV Pty Ltd	\$ -
2014/124	TWO (2) GROUPED DWELLINGS (RETROSPECTIVE)	53	94 BOTTLEBRUSH CRESCENT SOUTH HEDLAND 6722	27/08/2014	RFV Pty Ltd	\$ 200,000.00
2014/215	EIGHT (8) GROUPED DWELLINGS	223	1223 LONGTOM LOOP SOUTH HEDLAND 6722	27/08/2014	RESOLVE GROUP PTY LTD	\$ 872,508.00
2014/232	INCIDENTAL CARETAKERS AND OFFICE	370	Lot 370 HARBOUR RESERVE PORT HEDLAND 6721	27/08/2014	DUMPVA PTY LTD	\$ 150,000.00
2014/229	BBQ AREA CONSTRUCTION	1	1 LUKIS STREET PORT HEDLAND 6721	28/08/2014	SGH CONSTRUCTIONS	\$ 39,472.00
2014/210	Single Dwelling and Ancillary Accommodation	204	9 LONGTOM LOOP SOUTH HEDLAND 6722	29/08/2014	RESOLVE GROUP PTY LTD	\$ 200,868.60
2014/212	Single Dwelling and Ancillary Accommodation	163	15 WRASSE CRESCENT SOUTH HEDLAND 6722	29/08/2014	RESOLVE GROUP PTY LTD	\$ 200,868.60
2014/213	Single Dwelling and Ancillary Accommodation	162	13 WRASSE CRESCENT SOUTH HEDLAND 6722	29/08/2014	RESOLVE GROUP PTY LTD	\$ 200,868.60
2014/214	Single Dwelling and Ancillary Accommodation	161	11 WRASSE CRESCENT SOUTH HEDLAND 6722	29/08/2014	RESOLVE GROUP PTY LTD	\$ 200,868.60
Total 20						\$ 6,659,243.03

APPLICATION NO.	DESCRIPTION	LOT	PROPERTY ADDRESS	DATE APPROVED	APPLICANTS NAME	DEVELOPMENT VALUE
2014/200	INDUSTRY - NOXIOUS - MOBILE CONCRETE BATCHING PLANT	105	L105 OXIDE WAY WEDGEFIELD 6722	02/09/2014	MICHAEL POUND	\$ 1,195,770.00
2014/217	CHANGE OF USE - 'RECREATION - PRIVATE 'TO 'RESTAURANT' AND 'TAKEAWAY FOOD OUTLET'	1	2-8 THROSSELL ROAD SOUTH HEDLAND 6722	03/09/2014	MOHAMMED MUSTAFA	\$ -
2014/204	TWENTY FOUR (24) MULTIPLE DWELLINGS	250	32 LAPWING WAY SOUTH HEDLAND 6722	04/09/2014	RPS	\$ 6,000,000.00
2014/237	SIGNAGE	67	50 MASTERS WAY SOUTH HEDLAND 6722	04/09/2014	TAYLOR BURRELL BARNETT	\$ 3,200.00
2014/198	THREE (3) WAREHOUSES	202	49 STEEL LOOP WEDGEFIELD 6721	08/09/2014	CLINTON MARK HACKETT	\$ 750,000.00
2014/231	RETROSPECTIVE SEA CONTAINER	21	71 GREENFIELD STREET BOODARIE 6722	09/09/2014	GLORIA LOCKYER	\$ 500.00
2014/211	SINGLE DWELLING AND ANCILLARY ACCOMMODATION	212	12 LONGTOM LOOP SOUTH HEDLAND 6722	15/09/2014	RESOLVE GROUP PTY LTD	\$ 209,018.40
2014/216	SINGLE HOUSE AND ANCILLARY ACCOMMODATION	141	34 TREVALLY ROAD SOUTH HEDLAND 6722	15/09/2014	RESOLVE GROUP PTY LTD	\$ 200,988.45
2014/241	SITE INFORMATION SIGNAGE	24	1 WISE TERRACE SOUTH HEDLAND 6722	15/09/2014	JAXON PTY LTD	\$ 2,000.00
2014/235	SINGLE HOUSE - RETROSPECTIVE PATIO AND STORE	2215	11 BRODIE CRESCENT SOUTH HEDLAND 6722	17/09/2014	ALWAYS DESIGN PTY LTD	\$ 10,000.00
2014/236	SINGLE HOUSE - SEA CONTAINER ADDITION	11	23 BEROONA LOOP SOUTH HEDLAND 6722	17/09/2014	ALWAYS DESIGN PTY LTD	\$ 5,000.00
2014/245	SIGNAGE		VARIOUS LOTS	23/09/2014	TAYLOR BURRELL BARNETT	\$ 20,000.00
2014/259	GARAGE	1554	26 ROBINSON STREET PORT HEDLAND 6721	25/09/2014	GORDON ARTHUR HODGES	\$ 27,000.00
2014/258	GARAGE	1573	115 ATHOL STREET PORT HEDLAND 6721	26/09/2014	GORDON ARTHUR HODGES	\$ 27,000.00
<b>TOTAL 14</b>						<b>\$ 8,450,476.85</b>

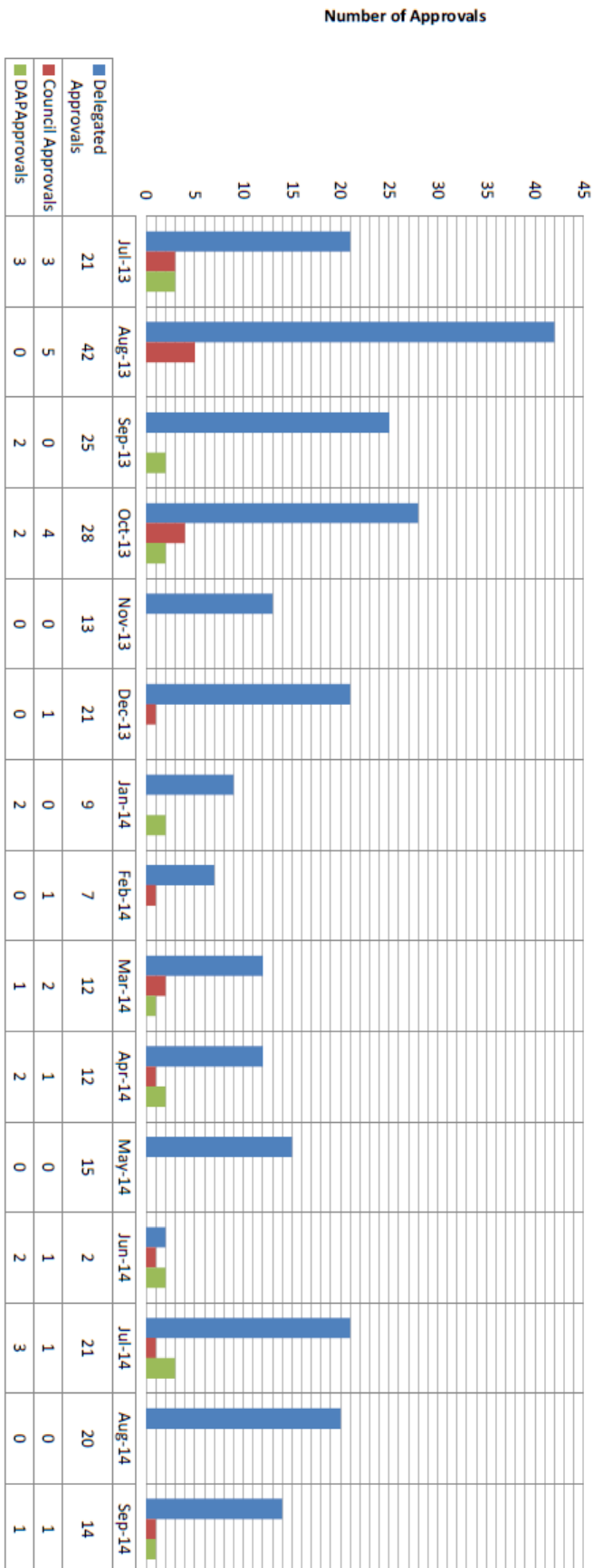
DELEGATED PLANNING APPROVALS FOR AUGUST AND SEPTEMBER 2014

Summary & Trendline of  
Town Planning Delegated Approvals  
Estimated Development Costs



**COUNCIL, DELEGATED & DAP PLANNING APPROVALS FOR AUGUST AND SEPTEMBER 2014**

Summary & Trendline of  
Town Planning Council, Delegated & DAP Approvals





DELEGATED BUILDING APPROVALS FOR AUGUST AND SEPTEMBER 2014

BUILDING PERMITS								
Permit Number	Decision Date	Property Address	Locality	Applicant	Description of Work	Estimated Construction Value (\$)	Floor area square metres	Building Classification
14-224	18.08.2014	31 ACACIA WAY	SOUTH HEDLAND 6722	Allen Gledhill	Construction of Garage Store and Patio	\$ 105,000.00	104	10a
14-219	19.08.2014	18001 TREVALLY ROAD	SOUTH HEDLAND 6722	Jack Chambers Building	Construction of covered area to reserve	\$ 80,000.00	22	10a
14-234	21.08.2014	14 GOODE STREET	PORT HEDLAND 6721	Gary Ward	Construction of Shade sail	\$ 1,600.00	0	10a
14-237	31.08.2014	1 LUKIS STREET	PORT HEDLAND 6721	STEPHEN GRAEME HAY HOWARD	Construction of Pergola	\$ 43,419.00	53	10a
14-193	08.08.2014	10 EUCLIA CLOSE	SOUTH HEDLAND 6722	Rob Morrison	3 x Below Ground Swimming Pools	\$ 82,500.00	54	10b
14-223	18.08.2014	602 HAMILTON ROAD	SOUTH HEDLAND 6722	Chan Ramakrishnan	Double bay cricket practice pitch & cage	\$ 87,270.00	216	10b
14-233	20.08.2014	49 KINGSMILL STREET	PORT HEDLAND 6721	Realistic Construction	Construction of Colorbond fence	\$ 12,950.00	0	10b
14-194	15.08.2014	14 GRATWICK STREET	PORT HEDLAND 6721	Nathan Cairns	Extension to House - 2 Additional Rooms	\$ 80,000.00	36	1a
14-211	14.08.2014	50 PARKER STREET	SOUTH HEDLAND 6722	Fleetwood Pty Ltd	Transportable Dwelling with attached garage	\$ 482,255.00	197	1a & 10a
14-209	14.08.2014	10 THREADFIN LOOP	SOUTH HEDLAND 6722	Fleetwood Pty Ltd	Transportable Dwelling with attached garage	\$ 430,652.00	152	1a & 10a
14-210	14.08.2014	48 PARKER STREET	SOUTH HEDLAND 6722	Fleetwood Pty Ltd	Transportable Dwelling with attached garage	\$ 467,203.00	159	1a & 10a
14-241	27.08.2014	2 AXTON STREET	PORT HEDLAND 6721	DAMIEN BARBI	Enclosure of underside of existing residence	\$ 17,000.00	84	1a & 10a
14-202	01.08.2014	55 TREVALLY ROAD	SOUTH HEDLAND 6722	Megara Constructions PTY LTD	Single Dwelling, carport, fencing and alfresco	\$ 510,000.00	144	1a 10a & 10b
14-206	01.08.2014	28 TREVALLY ROAD	SOUTH HEDLAND 6722	Megara Construction PTY LTD	Single Dwelling, carport, fencing and alfresco	\$ 419,000.00	97	1a 10a & 10b
14-205	04.08.2014	8 TREVALLY ROAD	SOUTH HEDLAND 6722	Megara Construction PTY LTD	Single Dwelling, carport, fencing and alfresco	\$ 510,000.00	144	1a 10a & 10b
14-227	19.08.2014	22 WRASSE CRESCENT	SOUTH HEDLAND 6722	Megara Constructions Pty Ltd	Construction of Single storey dwelling	\$ 499,000.00	144	1a 10a & 10b
14-228	19.08.2014	28 LONGTOM LOOP	SOUTH HEDLAND 6722	Megara Constructions Pty Ltd	Single Dwelling, carport, fencing and alfresco	\$ 499,000.00	144	1a 10a & 10b
14-236	21.08.2014	1220 TREVALLY ROAD	SOUTH HEDLAND 6722	THOMAS BUILDING PTY LTD	Construction of 6x Grouped single storey	\$ 2,774,448.00	662	1a 10a & 10b
14-238	25.08.2014	6 LONGTOM LOOP	SOUTH HEDLAND 6722	Megara Constructions PTY LTD	Single Dwelling, carport, fencing and alfresco	\$ 459,000.00	118	1a 10a & 10b
14-242	26.08.2014	1 GANNET STREET	SOUTH HEDLAND 6722	Pivot Way Pty Ltd T/A McGrath Homes	Single dwelling, carport, fencing & shed	\$ 428,295.00	121	1a 10a & 10b
14-256	30.08.2014	44 PARKER STREET	SOUTH HEDLAND 6722	THOMAS BUILDING PTY LTD	Construction of Single storey dwelling	\$ 557,066.00	172	1a 10a & 10b
14-249	30.08.2014	69 TREVALLY ROAD	SOUTH HEDLAND 6722	Megara Constructions Pty Ltd	Construction of Single Dwelling	\$ 499,000.00	144	1a 10a & 10b
14-254	30.08.2014	13 TREVALLY ROAD	SOUTH HEDLAND 6722	Thomas Building PTY LTD	Construction of Single storey dwelling	\$ 565,765.00	172	1a 10a & 10b
14-246	30.08.2014	46 PARKER STREET	SOUTH HEDLAND 6722	MITEE CONSTRUCTION PTY LTD	Construction of Single Storey Dwelling	\$ 495,727.00	146	1a 10a & 10b
14-255	30.08.2014	42 TREVALLY ROAD	SOUTH HEDLAND 6722	THOMAS BUILDING PTY LTD	Construction of Single storey dwelling	\$ 540,812.00	172	1a 10a & 10b
14-229	18.08.2014	LOT 2115 NORTH CIRCULAR ROAD	SOUTH HEDLAND 6722	Frank Martino	Roof modification	\$ 39,600.00	617	1b
14-200	06.08.2014	38 CATAMORE ROAD	SOUTH HEDLAND 6722	Megara Construction Pty Ltd	Multiple Residential Dwelling	\$ 3,000,000.00	620	2 & 10a
14-232	18.08.2014	10 GREENE PLACE	SOUTH HEDLAND 6722	Russell Noble Constructions Pty Ltd	Residential Apartment	\$ 2,490,000.00	705	2 7a & 10a
14-245	30.08.2014	77-95 HAMILTON ROAD	SOUTH HEDLAND 6722	Kieran Hunt - Resolve Group	2x laundry buildings, 160 units and renovation	\$ 8,216,554.00	2529	3 & 10a
14-122	01.08.2014	15 MURRENA STREET	WEDGEFIELD 6724	Gordon Hodges	1 x Office building 1 x Storage container	\$ 77,500.00	60	5 & 7b
14-250	30.08.2014	203 GREAT NORTHERN HIGHWAY	BOODARIE 6722	MODUS COMPLIANCE	Second stage - office, operations and mainte	\$ 12,524,385.00	8916	5 7b 8
14-201	07.08.2014	1301 PORT AUTHORITY PRECINCT	PORT HEDLAND 6721	MODUS COMPLIANCE	Office Operations and Maintenance Facilities	\$ 6,390,000.00	2389	5 7b 8 10a
14-216	07.08.2014	9-31 THROSSELL ROAD	SOUTH HEDLAND 6722	PJ Holmes / All Buildings	Shop front (Luke Paul for Hair)	\$ 40,000.00	0	6
14-251	29.08.2014	9-31 THROSSELL ROAD	SOUTH HEDLAND 6722	CERTIS WA PTY LTD	Tenancy fitout - Boost Juice	\$ 95,000.00	26	6
14-247	29.08.2014	1115 OXIDE WAY	WEDGEFIELD 6722	ESAM WILLIAMS	Construction of a Workshop	\$ 380,000.00	406	8
14-231	22.08.2014	LOT 11 AIRPORT	PORT HEDLAND 6721	Town of Port Hedland	Enclosing of external seating and internal air	\$ 465,000.00	0	9b
Total 36						\$ 44,365,001.00	19725	

BUILDING PERMITS

Permit Number	Decision Date	Property Address	Locality	Applicant	Description of Work	Estimated Construction Value (\$)	Floor area square metres	Building Classification
14-261	04.09.2014	LOT 2 GREAT NORTHERN HIGHWAY	PORT HEDLAND 6721	Liam Wilson	Construction of Free standing patio	\$ 16,500.00	70.10a	
14-276	15.09.2014	22 MINDEROO AVENUE	SOUTH HEDLAND 6722	Mark Van Den Brink	Verandah and Carport Enclosure	\$ 18,000.00	136.10a	
14-287	26.09.2014	26 ROBINSON STREET	PORT HEDLAND 6721	GORDON A HODGES	Double garage	\$ 26,950.00	36.10a	
14-288	26.09.2014	115 ATHOL STREET	PORT HEDLAND 6721	GORDON A HODGES	Double garage	\$ 26,950.00	36.10a	
14-293	24.09.2014	18005 GANNET STREET	SOUTH HEDLAND 6722	TOTAL EDEN	Stage 1 - Construction of concrete and s	\$ 46,000.00	0.10b	
14-275	11.09.2014	4 MCGREGOR STREET	PORT HEDLAND 6721	Pindan Contracting Pty Ltd	Forward works - ground improvement and r	\$ 13,046,674.00	0.10b	
14-284	22.09.2014	48 PARKER STREET	SOUTH HEDLAND 6722	Fleetwood Pty Ltd	Construction of 1.8 metre high boundary	\$ 17,400.00	0.10b	
14-285	22.09.2014	10 TREADFIN LOOP	SOUTH HEDLAND 6722	Fleetwood Pty Ltd	Construction of 1.8 metre high boundary	\$ 17,400.00	0.10b	
14-286	22.09.2014	50 PARKER STREET	SOUTH HEDLAND 6722	Fleetwood Pty Ltd	Construction of 1.8 metre high boundary	\$ 17,400.00	0.10b	
14-291	22.09.2014	12045 SUTHERLAND STREET	PORT HEDLAND 6721	CARE FOR HEDLAND	12m high camera pole	\$ 9,000.00	1.10b	
14-267	16.09.2014	1223 LONGTOM LOOP	SOUTH HEDLAND 6722	MITCHELL KING	Construction of 8 x grouped dwellings an	\$ 872,508.00	736.1a & 10a	
14-268	16.09.2014	91 LONGTOM LOOP	SOUTH HEDLAND 6722	MITCHELL KING	Construction of residential dwelling an	\$ 200,869.00	176.1a & 10a	
14-269	16.09.2014	46 TREVALLY ROAD	SOUTH HEDLAND 6722	MITCHELL KING	Construction of residential dwelling do	\$ 162,996.00	136.1a & 10a	
14-270	16.09.2014	44 TREVALLY ROAD	SOUTH HEDLAND 6722	MITCHELL KING	Construction of residential dwelling do	\$ 209,018.00	136.1a & 10a	
14-271	16.09.2014	13 WRASSE CRESCENT	SOUTH HEDLAND 6722	MITCHELL KING	Construction of residential dwelling an	\$ 200,869.00	176.1a & 10a	
14-272	16.09.2014	71 LONGTOM LOOP	SOUTH HEDLAND 6722	MITCHELL KING	Construction of residential dwelling do	\$ 162,996.00	136.1a & 10a	
14-273	16.09.2014	15 WRASSE CRESCENT	SOUTH HEDLAND 6722	MITCHELL KING	Construction of residential dwelling an	\$ 200,869.00	176.1a & 10a	
14-274	16.09.2014	11 WRASSE CRESCENT	SOUTH HEDLAND 6722	MITCHELL KING	Construction of residential dwelling an	\$ 200,868.00	176.1a & 10a	
14-297	25.09.2014	34 TREVALLY ROAD	SOUTH HEDLAND 6722	Mitchell King	Construction of residential dwelling accomod	\$ 200,989.00	179.1a & 10a	
14-296	25.09.2014	12 LONGTOM LOOP	SOUTH HEDLAND 6722	Mitchell King	residential dwelling ancillary accomod	\$ 209,019.00	186.1a & 10a	
14-292	02.09.2014	1 TREADFIN LOOP	SOUTH HEDLAND 6722	TANGENT NOMINEES PTY LTD	Construction of dwelling attached carpo	\$ 511,950.00	124.1a 10a & 10b	
14-257	02.09.2014	71 TREVALLY ROAD	SOUTH HEDLAND 6722	THOMAS BUILDING PTY LTD	Construction of single storey dwelling w	\$ 565,766.00	172.1a 10a & 10b	
14-258	02.09.2014	51 LONGTOM LOOP	SOUTH HEDLAND 6722	Thomas Building Pty Ltd	Construction of single storey dwelling w	\$ 565,766.00	172.1a 10a & 10b	
14-260	04.09.2014	65 TREVALLY ROAD	SOUTH HEDLAND 6722	Megara Constructions Pty Ltd	Construction of Single Dwelling attache	\$ 509,000.00	144.1a 10a & 10b	
14-264	11.09.2014	7 TREVALLY ROAD	SOUTH HEDLAND 6722	PROJEX MANAGEMENT AND CONSTRUCTION P/L	Construction of single storey dwelling	\$ 422,500.00	135.1a 10a & 10b	
14-265	11.09.2014	9 TREVALLY ROAD	SOUTH HEDLAND 6722	Projex Management and Construction P/L	Construction of single storey dwelling w	\$ 422,500.00	135.1a 10a & 10b	
14-221	18.09.2014	36 PARKER STREET	SOUTH HEDLAND 6722	PROJEX MANAGEMENT AND CONSTRUCTION P/L	Single storey dwelling with attached car	\$ 510,613.00	210.1a 10a & 10b	
14-222	18.09.2014	14 WRASSE CRESCENT	SOUTH HEDLAND 6722	Tangent Nominees Pty Ltd	Construction of Dwelling with attached d	\$ 505,950.00	125.1a 10a & 10b	
14-283	22.09.2014	40 TREVALLY ROAD	SOUTH HEDLAND 6722	Tangent Nominees Pty Ltd	Construction of dwelling with attached d	\$ 505,950.00	122.1a 10a & 10b	
14-279	23.09.2014	25 TREVALLY ROAD	SOUTH HEDLAND 6722	FLEETWOOD PTY LTD	Construction of transportable dwelling	\$ 462,759.00	126.1a 10a & 10b	
14-295	23.09.2014	11 RAVEN STREET	SOUTH HEDLAND 6722	PIVOT WAY PTY LTD T/A MCGRATH HOMES	Construction of a single storey dwelling	\$ 523,000.00	176.1a 10a & 10b	
14-299	26.09.2014	34 CATAMORE ROAD	SOUTH HEDLAND 6722	MEGARA CONSTRUCTIONS PTY LTD	Construction of a single storey dwelling	\$ 509,000.00	156.1a 10a & 10b	
14-253	02.09.2014	41 BRODIE CRESCENT	SOUTH HEDLAND 6722	MEGARA CONSTRUCTIONS PTY LTD	Construction of single storey dwelling	\$ 479,000.00	144.1a 10a & 10b	
14-239	02.09.2014	15 SOMERSET CRESCENT	SOUTH HEDLAND 6722	WRIGHTMAN BUILDING COMPANY	Construction of Residential Building wit	\$ 1,017,500.00	288.1b & 10a	
14-292	19.09.2014	LOT 2 & 3 GREAT NORTHERN HIGHWAY	PORT HEDLAND 6721	Pacific Modular	Construction of 12 Storerooms and	\$ 2,787,109.00	883.2 & 10a	
14-278	23.09.2014	153 GREAT NORTHERN HIGHWAY	PORT HEDLAND 6721	Neal Guilmarin	Construction of a 2 storey 280 room hot	\$ 2,620,000.00	6234.3	
14-302	26.09.2014	9-31 THROSSELL ROAD	SOUTH HEDLAND 6722	GEORGE CHEESEWRIGHT- CHESCO BUILDING	Construction of office addition to exist	\$ 140,000.00	94.5	
14-280	24.09.2014	43 HARBWELL WAY	SOUTH HEDLAND 6722	Nilesh Gujar	dental surgery fit out - tenancy 26	\$ 15,000.00	94.5 & 6	
14-243	05.09.2014	2-8 THROSSELL ROAD	SOUTH HEDLAND 6722	DA BURKE BUILDERS	Fitout (Indian Restaurant)	\$ 468,373.00	95.5 7b 8	
14-152	09.09.2014	LOT 2115 NORTH CIRCULAR ROAD	SOUTH HEDLAND 6722	MOHAMMED GLAM MUSTOFA	Retrospective Laundry	\$ 55,000.00	71.6 & 10a	
14-294	26.09.2014	76 THE ESPLANADE	PORT HEDLAND 6721	Frank Martino	Fit out of Dome Coffee shop and the modu	\$ 1,082,000.00	812.6 5 1b 10a & 10b	
14-263	16.09.2014	1126 GREAT NORTHERN HIGHWAY	PORT HEDLAND 6722	KIERAN HUNT - RESOLVE GROUP	Construction of single storey workshop w	\$ 506,000.00	496.8 & 7b	
<b>Total 43</b>				RSA Pty Ltd		<b>\$ 31,066,011.00</b>	<b>13669</b>	



<b>TOWN OF PORT HEDLAND CERTIFICATION</b>	
Certificate Type	Number Issued
Certificate of Design Compliance	17
Certificate of Construction Compliance	1
Certificate Building Compliance	3
<b>TOTAL</b>	<b>21</b>

<b>TOWN OF PORT HEDLAND CERTIFICATION</b>	
Certificate Type	Number Issued
Certificate of Design Compliance	10
Certificate of Construction Compliance	0
Certificate Building Compliance	2
<b>TOTAL</b>	<b>12</b>

**OCCUPANCY PERMIT FOR AUGUST AND SEPTEMBER 2014**

<b>OCCUPANCY PERMIT</b>			
Permit Number	Decision Date	Property Address	Description of Work
14-214	31.08.2014	5 EDKINS PLACE, SOUTH HEDLAND	8X SOLE OCCUPANCY UNITS AND CARPORTS - SHELL STAGE
14-101	01.08.2014	10 HEDDITCH STREET, SOUTH HEDLAND	FITOUT (MEDICAL CENTRE)
10388	11.08.2014	8 WEDGE STREET, SOUTH HEDLAND	GROUPED DWELLING (7 UNITS) & CARPORT
14-198	18.08.2014	67 WILSON STREET, PORT HEDLAND	ACCOMODATION AND OFFICE
13-289	22.08.2014	29 STEEL LOOP, WEDGEFIELD	STAGE 2: AMENDED FOOTING, 2X LIGHT INDUSTRY UNITS & ASSOCIATED OFFICES
<b>Total 5</b>			

<b>OCCUPANCY PERMIT</b>					
Permit Number	Decision Date	Property Address		Description of Work	
14-303	29.09.2014	17 MUNDA WAY	WEDGEFIELD 6724	CONCRETE LOGISTICS PTY LTD	Retrospective Occupancy - Office Crib r
14-243	05.09.2014	2-8 THROSSELL ROAD	SOUTH HEDLAND 6722	MOHAMMED MUSTOFA	Shop fitout commenced prior to approval
14-153	09.09.2014	LOT 2115 NORTH CIRCULAR ROAD	SOUTH HEDLAND 6722	Frank Martino	Laundry Building (Public laundromat and
<b>Total 3</b>					

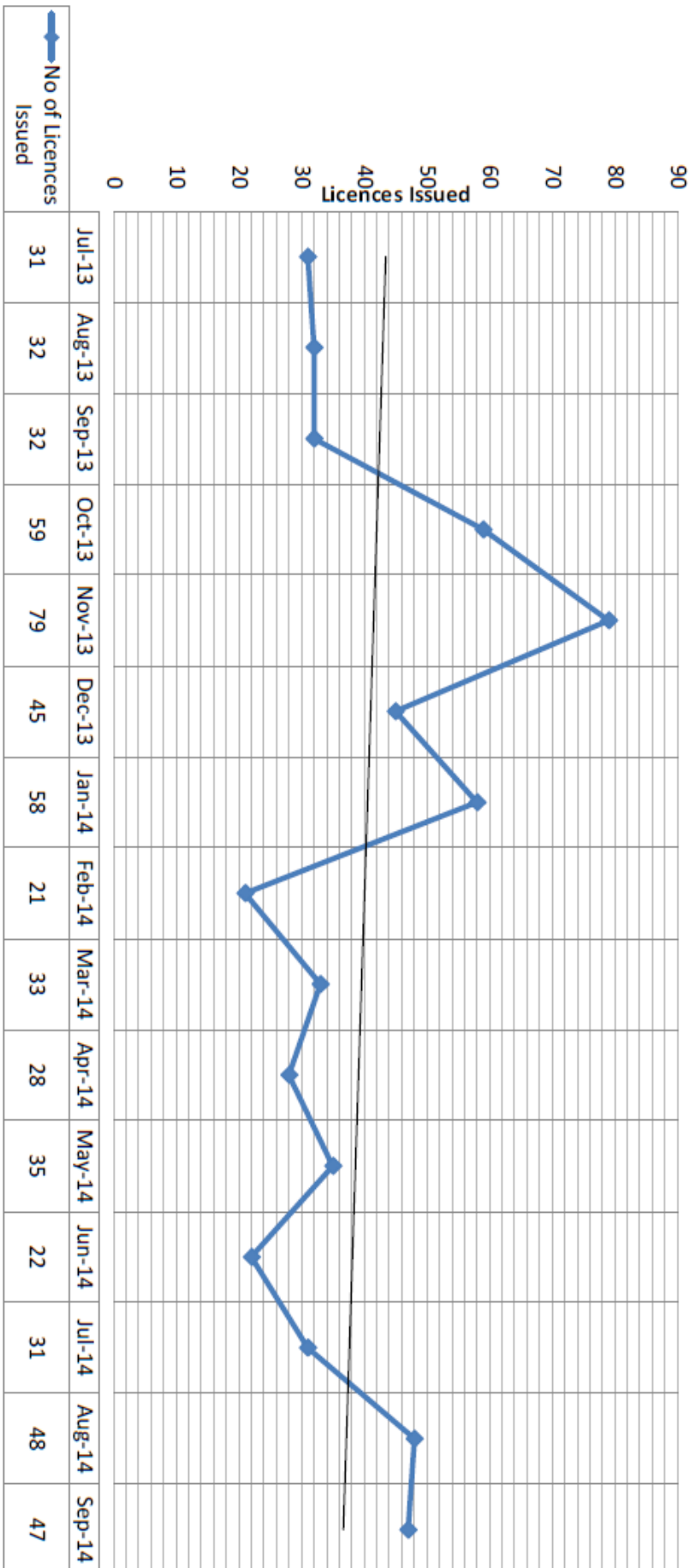
**OVERVIEW SUMMARY FOR AUGUST AND SEPTEMBER 2014**

<b>SUMMARY</b>					
No of Permits	Permit Type	Estimated Construction Value	Floor Area in square metres	Average cost per square metre	
2	Demolitions	\$738,000	1444	\$511.08	
19	Dwellings	\$10,273,823	3,625	\$2,834.16	
4	Class 10a	\$230,019	179	\$1,285.02	
3	Class 10b	\$182,720	270	\$676.74	
10	Commercial	\$33,678,439	15,651	\$2,151.84	
5	Occupancy	N/A	N/A	N/A	
5	Strata	N/A	N/A	N/A	
<b>48</b>		<b>\$45,103,001</b>	<b>21,169</b>		

<b>SUMMARY</b>				
<b>No of Permits</b>	<b>Permit Type</b>	<b>Estimated Construction Value</b>	<b>Floor Area in square metres</b>	<b>Average cost per square metre</b>
1	Demolitions	\$30,000	140	\$214.29
24	Dwellings	\$10,132,255	4,442	\$2,281.01
4	Class 10a	\$88,400	278	\$317.99
6	Class 10b	\$13,153,874	1	\$13,153,874.00
9	Commercial	\$7,691,482	8,948	\$859.58
3	Occupancy	N/A	N/A	N/A
3	Strata	N/A	N/A	N/A
47		\$31,096,011	13,809	

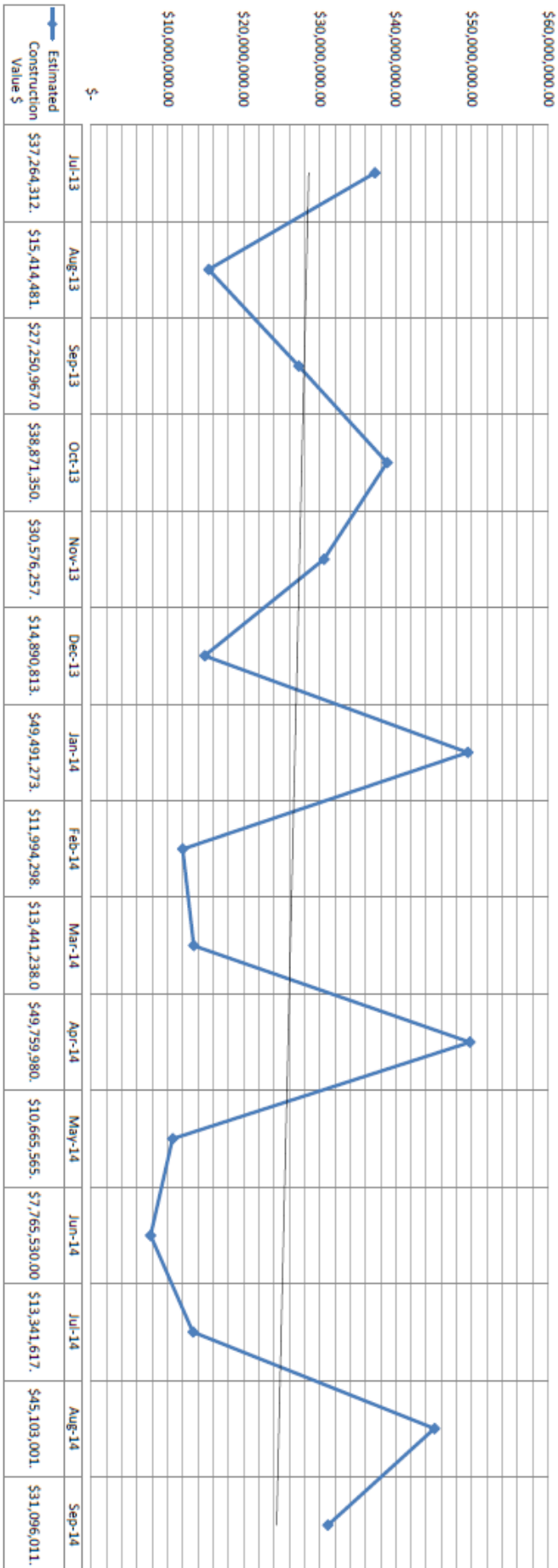
**BUILDING APPROVALS FOR AUGUST AND SEPTEMBER 2014**

**Summary & Trendline for Building Licence Approvals**



**BUILDING APPROVALS FOR AUGUST AND SEPTEMBER 2014**

Summary & Trendline of  
Estimated Construction Value of Building Licences Issued



## CURRENT LEGAL MATTERS FOR AUGUST AND SEPTEMBER 2014

CURRENT LEGAL MATTERS				
File No.	Address	Issue	Current Status	Officer
117650G	Lot 2505 # 7 Moorambine Street, Wedgefield	Unauthorised Residential Structures	<ul style="list-style-type: none"> <li>- Handed over to the attorney.</li> <li>- 1st Hearing set for Friday 2nd August 2013.</li> <li>- Adjourned until 30th August 2013.</li> <li>- Adjourned until 18th October 2013.</li> <li>- Sentencing scheduled for 22nd November 2013.</li> <li>- Adjourned until 20th Feb 2014.</li> <li>- Sentencing scheduled for the 9th April 2014.</li> <li>- Adjourned until 9th May 2014.</li> <li>- Set down for trial on 2nd December 2014.</li> </ul>	BMI
401840C	Lot 841 # 34 Sutherland Street, Port Hedland	Asbestos house dumped on reserve (Old hospital site)	<ul style="list-style-type: none"> <li>- First mention on 15th August 2014.</li> <li>- Trial in March 2015</li> </ul>	MS
118711G 405960G	Lot 1675 (3) Hanwell Street, Wedgefield Lot 1690 (2) Hanwell Street, Wedgefield	Non compliance with planning conditions (Sealing of the site)	<ul style="list-style-type: none"> <li>- Adjourned for mention on 5th September 2014.</li> <li>- Resolved between external parties external to the court process and subsequently were withdrawn.</li> </ul>	RS
154433C	Lot 21 (71) Greenfields Street, South Hedland	Unapproved Sea Containers	<ul style="list-style-type: none"> <li>- First mention on 28th September 2014.</li> <li>- Resolved between external parties external to the court process and subsequently were withdrawn.</li> </ul>	MS
126300C	Lot 2065 Wilson Street, Port Hedland	Unauthorised Dwelling	<ul style="list-style-type: none"> <li>- Adjourned until 28th August 2014</li> <li>- Resolved between external parties external to the court process and subsequently were withdrawn.</li> </ul>	RS



**CURRENT HEALTH ORDERS AS OF AUGUST AND SEPTEMBER 2014**

<b>Current Health Orders under Delegated Authority by Environmental Health Services</b>			
<b>File No.</b>	<b>Address</b>	<b>Issue</b>	<b>Current Status</b>
803367G	Lot 2052 McGregor St Port Hedland	Metal frame spectator/grand stand seating erected on a trailer chassis.	~ Health order placed on temporary spectator stand ~ No public building application received by Town of Port Hedland, as such no approval has been granted for use as a temporary spectator stand ~ Town has notified Turf Club of issue

### 11.1.6 Proposed Closure of Drainage Reserve 35654 located on Lot 307 Forrest Circle, South Hedland

Katherine Press, Lands and Technical Officer  
File No.: 28/01/0017

#### DISCLOSURE OF INTEREST BY OFFICER

Nil

#### 201415/072 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR HOOPER**

**SECONDED: CR JACOB**

**That Council:**

1. **Supports the revocation of the Management Order held over Reserve 35654 located at Lot 307 Forrest Circle, South Hedland;**
2. **Supports the cancellation of Reserve 35654 located at Lot 307 Forrest Circle, South Hedland, subject to:**
  - a. **An Urban Waste Water Management Plan being submitted and approved by the Town's Manager Infrastructure Development;**
3. **Request the Chief Executive Officer, or his Delegate(s), to request the Minister of Lands to revoke the Town's management order and to cancel Reserve 35654.**

***CARRIED 7/0***

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#### EXECUTIVE SUMMARY

The Town has received a request from CLE Town Planning and Design on behalf of Landcorp and Cedar Woods, to close drainage reserve 35654 located on Lot 307 Forrest Circle, South Hedland. The closure of the drainage reserve is required to facilitate the development of "Western Edge".

It is recommended that Council support the request to close drainage reserve 35654.

#### DETAILED REPORT

Land within the Western Edge Project Area (WEPA) is comprised of a number of Unallocated Crown Land (UCL) and State owned lots, all presently under the control of Landcorp.

Western Edge is located south west of the South Hedland Town Centre. The land is zoned "urban Development" and is included within the "South Hedland West Precinct" under Town Planning Scheme No. 5 (Amendment 53).

A Development Plan was lodged in October 2012 covering part of the WEPA. This Development Plan was advertised but has now been deferred pending a design review by the joint venture Western Edge Project Team.

The proposed drainage reserve closure is required irrespective of the final preferred planning outcomes for "Western Edge". The advertised Development Plan and the preliminary draft revised Development Plan both require the proposed reserve closure to take effect.

CLE have advised that drainage reserve 35654 is misaligned from the existing drainage alignment, as shown on Attachment 1 – Servicing and Infrastructure Plan, with the exception of a small portion at the western end.

This matter has been referred internally to Technical Services and Strategic Planning. Technical Services advised that they have no objections to the reserve closure, although an Urban Waste Water Management Plan shall be submitted for approval of the Town.

Please refer to Attachment 2 – Proposed Reserve Closure Plan.

#### FINANCIAL IMPLICATIONS

The closure of the drainage reserve will result in the Town no longer being responsible for the maintenance and management of the reserve.

#### STATUTORY AND POLICY IMPLICATIONS

Section 50 of the *Land Administration Act 1997* outlines the process for revoking management orders and Section 51 outlines the process for cancelling reserves.

Strategic Community Plan

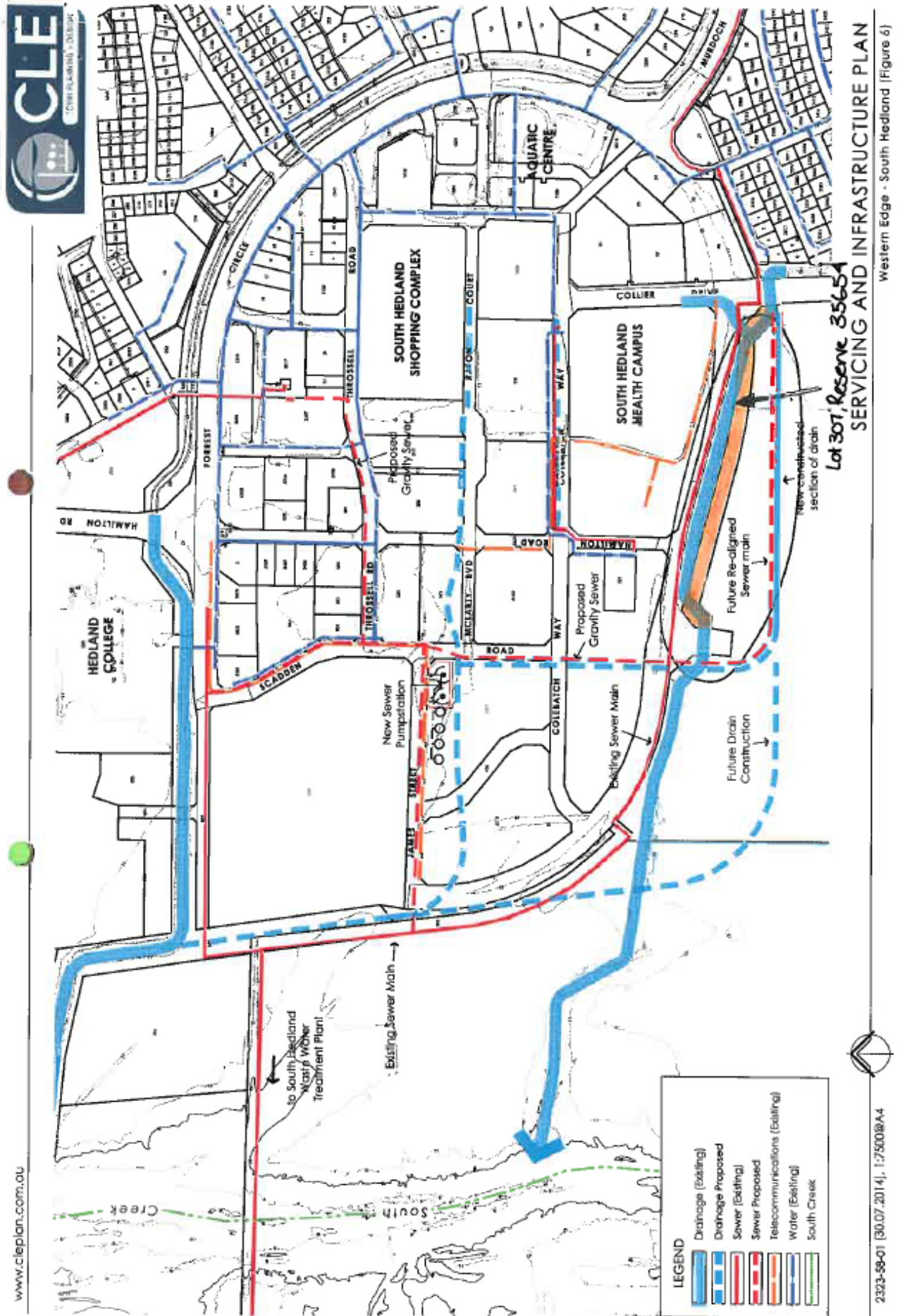
- 6.2.1 Diverse Economy  
Facilitate commercial, industry and town growth.

#### ATTACHMENTS

1. Servicing and Infrastructure Plan
2. Reserve Closure Plan

12 September 2014

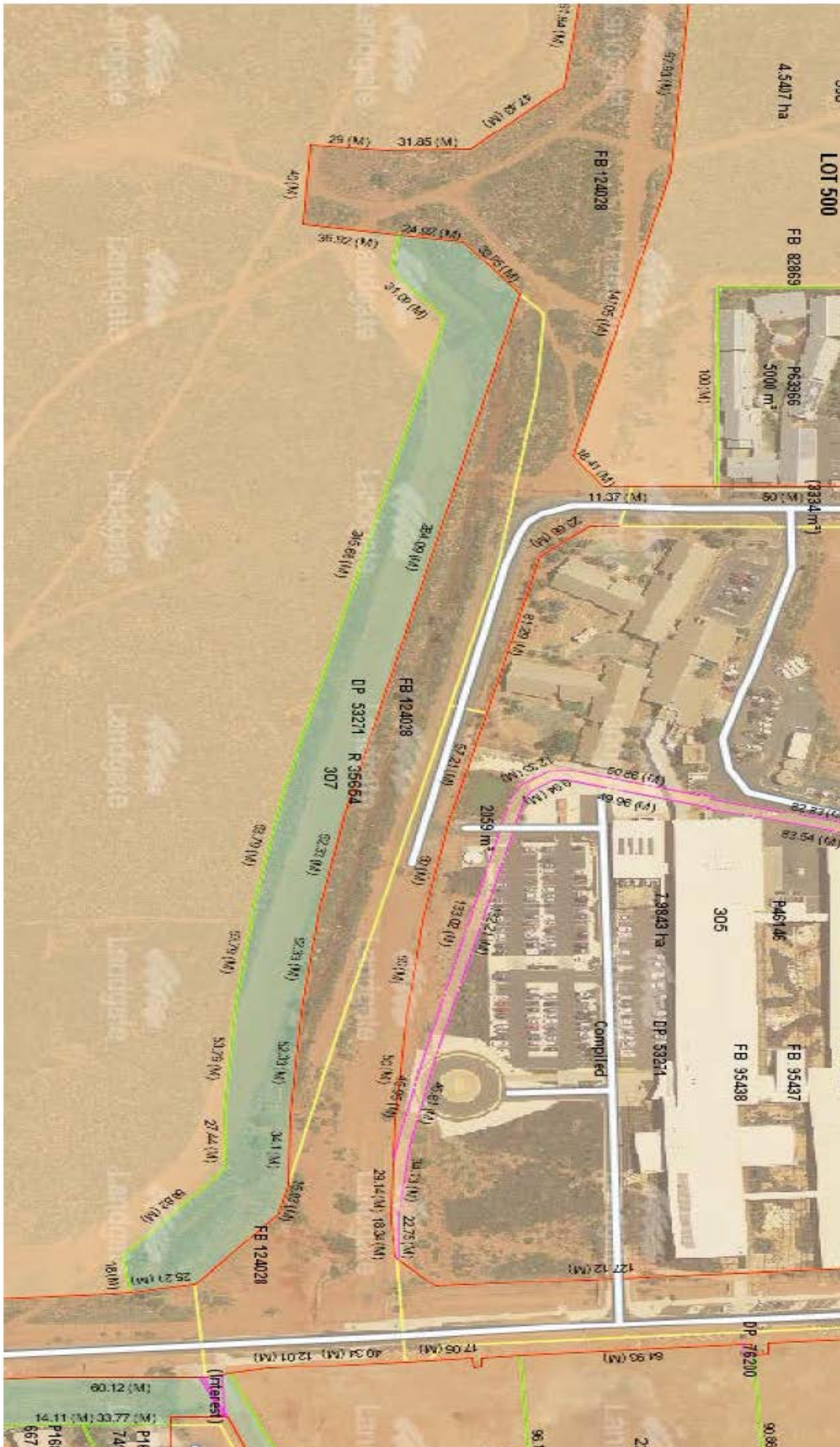
ATTACHMENT 1 TO ITEM 11.1.6





ATTACHMENT 2 TO ITEM 11.1.6

Attachment 2 – Drainage Reserve 35654 shown in green to be closed.



### 11.1.7 Declaration of Dog Exercise Areas

Brendon Lions, Acting Team Leader Rangers  
File No.: 19/09/0001

#### DISCLOSURE OF INTEREST BY OFFICER

Nil

#### RECOMMENDATION

That Council:

1. In accordance with 31 (3A) of the Dog Act 1976 declare three dog exercise areas in Port Hedland being:
  - a) Reserve 30768 (Spoil Bank reserve)
  - b) Reserve 8214, Hedland Canine Club, Port Hedland
  - c) Part Lot 5559 Gray Street (6 Mile Creek area)
  - d) Lot 5531 Gray Street (6 Mile Creek area)
2. In accordance with 31 (2B) of the Dog Act 1976 declare Marquee Park Splash and Play (Lot 263, 100 Kennedy Street, South Hedland) as a dog prohibited area; and
3. Authorise new signage to be erected to reflect these changes.

#### AMENDED RECOMMENDATION

That Council:

1. In accordance with 31 (3A) of the Dog Act 1976 declare three dog exercise areas in Port Hedland being:
  - a) Reserve 30768 (Spoil Bank reserve)
  - b) Reserve 8214, Hedland Canine Club, Port Hedland
  - c) Part Lot 5559 Gray Street (6 Mile Creek area)
  - d) Lot 5531 Gray Street (6 Mile Creek area)
2. In accordance with 31 (2B) of the Dog Act 1976 declare Marquee Park Splash and Play (Lot 263, 100 Kennedy Street, South Hedland) as a dog prohibited area;
3. Request a future report on possible dog exercise areas in South Hedland; and
4. Requires that signage reinforces the need for dogs to be leashed on the eastern side of the Spoilbank area during turtle breeding season.

**201415/073 COUNCIL DECISION****MOVED: CR JACOB****SECONDED: CR HOOPER****That Council:**

1. In accordance with 31 (3A) of the Dog Act 1976 declare three dog exercise areas in Port Hedland being:
  - a) Reserve 30768 (Spoil Bank reserve)
  - b) Reserve 8214, Hedland Canine Club, Port Hedland
  - c) Part Lot 5559 Gray Street (6 Mile Creek area)
  - d) Lot 5531 Gray Street (6 Mile Creek area)
2. In accordance with 31 (2B) of the Dog Act 1976 declare Marquee Park Splash and Play (Lot 263, 100 Kennedy Street, South Hedland) as a dog prohibited area;
3. Request a future report on possible dog exercise areas in South Hedland; and
4. Requires that signage reinforces the need for dogs to be leashed on the eastern side of the Spoilbank area and the eastern side of Pretty Pool area during turtle breeding season.

***CARRIED BY ABSOLUTE MAJORITY 7/0***

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**EXECUTIVE SUMMARY**

This report is submitted to Council to consider a review of dog exercise areas in the Town following advice from the Department of Local Government and Communities that all existing provisions in our Dog Local laws are now inoperable due to changes in the Dog and Cat Amendment Regulations.

In line with this advice it is considered an appropriate time to review dog exercise areas or prohibition areas and recommendations will be made to Council to permit exercise areas on a section of the spoilbank, canine club and area adjacent to six mile creek.

**DETAILED REPORT**

The Department of Local Government & Communities has recently advised that both the Dog and Cat Amendment Regulations have come into effect. Since their full introduction a number of amendments to both sets of regulations have been required that affect the enforcement of our dog local laws.

If other appropriate dog exercise areas or dog prohibited areas are identified, the amended process initiated by the DLGC allows Council to add or delete specific areas as and when needed.

Many Local Governments including the Town of Port Hedland have local laws regulating the control of dogs in certain public places. In effect, these changes mean that if a local government has a local law containing clauses which establish dog exercise areas or prohibition areas, these clauses are now inoperable from the 31 July 2014.

Should Local Governments wish to establish exercise areas or specify places where dogs are prohibited, they must now do so via a Council resolution (by absolute majority) in accordance with amended section 31 of the Dog Act 1976 rather than through a local law. Officers feel that this would be an opportune time for Council to review the provisions for dog exercise and prohibition areas.

Officers will be recommending that the spoil bank, Hedland Canine Club and areas at Six mile be declared as dog exercise areas which are shown in the attached appendices. Officers are also recommending that Marquee Park Splash and Play be declared as a dog prohibited area.

These declarations will not affect the restrictions on dogs in other areas of our foreshore reserves and public places where dogs are permitted but must be on leads at all times.

It is intended to upgrade signage in all areas to better reflect the restrictions in all foreshore areas.

Officers will continue to investigate and engage with the community on suitable locations for off-leash dog areas within South Hedland.

#### **FINANCIAL IMPLICATIONS**

These new requirements will need signposting for public information and costs will be taken from within existing budget accounts.

#### **STATUTORY AND POLICY IMPLICATIONS**

Section 31 (3A) of the Dog Act 1976 states:-

A local government may, by absolute majority as defined in the Local Government Act 1995 section 1.4, specify a public place, or a class of public place, that is under the care, control or management of the local government to be a dog exercise area.

Section 2B of the Dog Act 1976 outlines that a local government may specify a public place to be a place where dogs are prohibited at all times or at specified times by absolute majority.

#### **ATTACHMENTS**

1. Maps outlining the areas to be declared dog exercise areas
2. Map outlining the prohibited dog area

1 October 2014

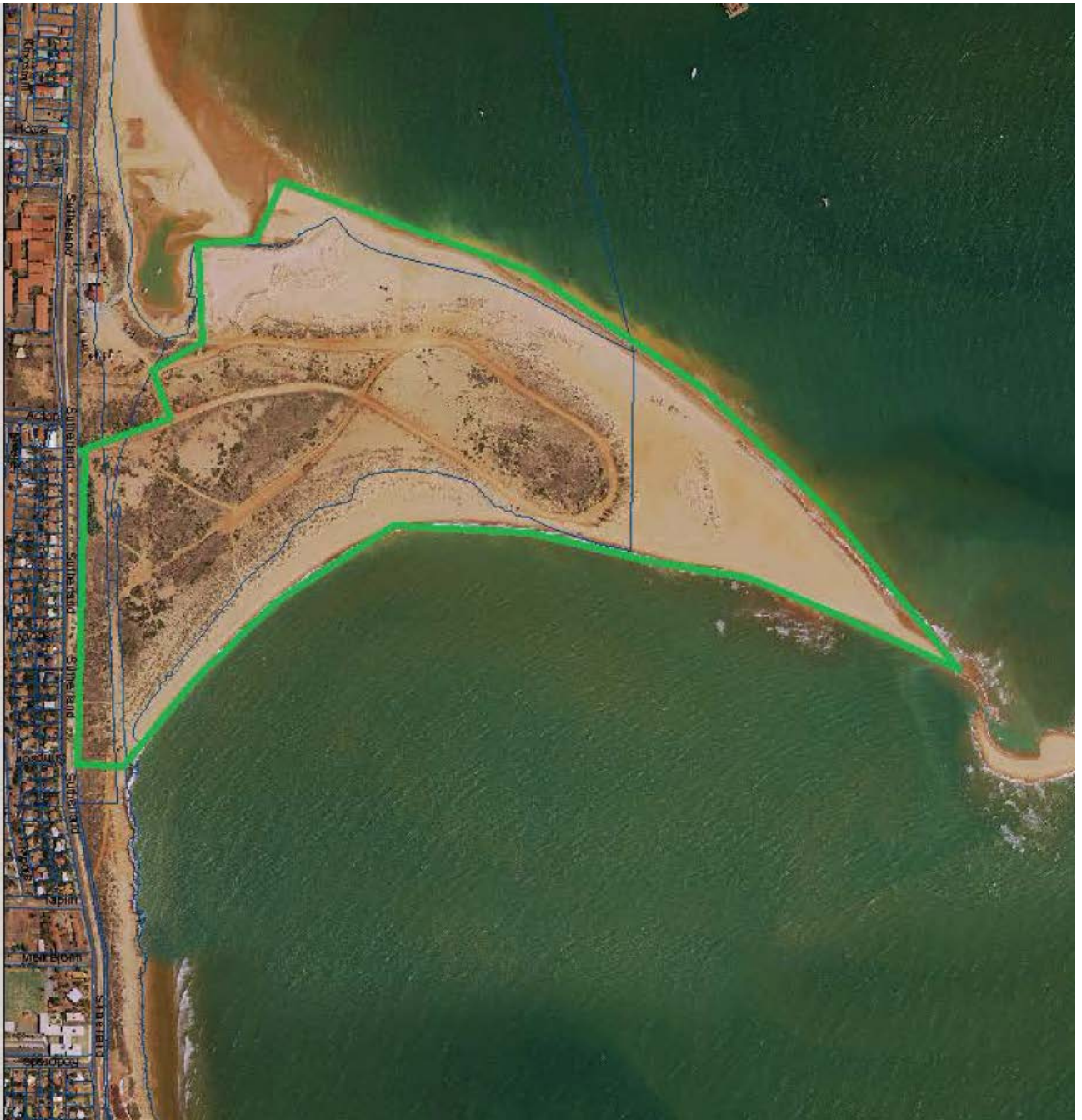


ATTACHMENT 1 TO ITEM 11.1.7











ATTACHMENT 2 TO ITEM 11.1.7



**11.1.8 Proposed Extension of Non-conforming Use - Transport Depot – Shade Dome Workshop Addition, Office relocation, ablutions and crib room on Lot 1675 (3) Harwell Way, Wedgefield**

*Note: This item has been withdrawn.*

6:23pm Councillor Daccache declared a financial interest in item 11.1.9 'Transient Workforce Accommodation Strategy' as he has BHP Billiton shares over the statutory threshold.

Councillor Daccache left the room.

### **11.1.9 Transient Workforce Accommodation Strategy**

David Westbury, Manager of Economic Development and Strategy  
File No. 08/02/0011

#### **DISCLOSURE OF INTEREST BY OFFICER**

Nil

#### **RECOMMENDATION**

**That Council:**

- 1. Endorse the version 2 of the Transient Workforce Accommodation Strategy with the following amendments;**
  - a. Amend the Strategy to clarify that all future TWAs will need to demonstrate a community benefit or legacy in accordance with the principals of the strategy;**
- 2. Note that the strategy does not affect the Town's existing lease agreements nor its other legal commitments; and**
- 3. Rescind Policy 15/002 Fly-In-Fly-Out Policy Position.**

#### **201415/074 AMENDED RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR JACOB**

**SECONDED: CR GILLINGHAM**

**That Council:**

- 1. Endorse the version 2 of the Transient Workforce Accommodation Strategy with the following amendments;**
  - a. Amend the Strategy to clarify that all future TWAs will need to demonstrate a community benefit or legacy in accordance with the principals of the strategy;**
  - b. Amend dot point three in the Strategy under the heading "Purpose" to read:**

**"Impact / affect the operations, alteration or extension of any previously approved TWA (under the provisions of the Town of Port Hedland Planning Scheme 5)"**
- 2. Note that the strategy does not affect the Town's existing lease agreements nor its other legal commitments;**



3. **Rescind Policy 15/002 Fly-In-Fly-Out Policy Position; and**
4. **Thank all stakeholders that have made a submission to the Strategy and advise them of Council's decision.**

***CARRIED 6/0***

6:24pm Councillor Daccache reentered the room and resumed his chair. Mayor Howlett advised him of Council's decision.

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### **EXECUTIVE SUMMARY**

The Town of Port Hedland has developed a draft Transient Worker Accommodation (TWA) Strategy which attempts to balance the desire to become a sustainable regional city with the needs of the resource industry and the development of the port along with city building infrastructure. The Strategy aims to provide direction to Council as to how to deal with TWAs in the Town into the future. It is proposed to implement the Strategy through the planning scheme and the planning scheme policy. The Strategy has undergone extensive public consultation and consultation with key stakeholders including hoteliers, resource industry, TWA providers and various State Agencies. The Strategy, overtime, has gone through various iterations and the final version is presented for Council's consideration. The Town's officers are recommending endorsement of the Strategy.

### **DETAILED REPORT**

Over the last two years Town officers have developed three different strategies to consider how to assess applications for TWAs. The three different versions were necessitated by rapidly changing economic circumstances in the Pilbara. None of the documents were intended to be statutory, but rather serve as guidelines for eventual incorporation into statutory documents such as a local planning policy or the planning scheme.

The two most recent strategies, in December 2013 and again in May 2014 drew distinctions between TWAs and more traditional short stay providers such as hotels/motels. These were undertaken because in September 2012, the focus of the resource sector shifted from construction to production. A correlating lowering of labor demand resulted in a rising vacancy rate amongst existing short stay providers which caused concern regarding the viability of those businesses due to perceived competition with existing/planned TWAs.

The public comment periods for the two most recent strategies were:

- The December 2013 Non-residential Workforce Accommodation Strategy was advertised from 11 December 2013 until 3 February 2014. This period was extended until 31 March 2014 or a total of 111 days.
- The May 2013 Draft (Version 2) Transient Workforce Accommodation Strategy was advertised from 2 July 2014 until the 23rd July 2014 a deadline which extended until 15 August 2014 or a total of 45 days.

The December 2013 strategy received a great deal of public comment from government, industry and the existing short stay providers which identified deficiencies within the document. As a result, the May 2014 Strategy aims to ensure appropriate accommodation for this section of the market is planned for and developed into the future while at the same demonstrating a legacy or benefit to the Town.

When considering this policy Council should be aware of the limitations of the Town's ability to have absolute control over location, size and tenure of a mining camp or TWA. The Town's policy's whether enshrined into the planning scheme or not can and will be overridden by the State of Western Australia Department of State Development whom responded to draft version 2 (May 2014) of this strategy. They advise "If the strategy imposes conditions that companies consider unreasonable those operating under State Agreements tenure could locate upon that tenure, as they are entitled to do, in order to avoid additional obligations. If this occurs, the strategy may result in unintended adverse effects, including the loss of a significant revenue stream to the town". That being said almost all respondents to the different strategies acknowledged the need for some type of guidance in terms of the where, when and how a TWA can be developed with Council support within the Town of Port Hedland.

This report is primarily designed to address the two most recent and more relevant versions of this policy Town officers have summarized the key differences between the three versions in the table below. The body of the report and responses to public comment will only be provided for versions 2-3. This is because of the time and changed economic climate that has passed between versions.

*Key Differences between TWA Strategies*

	April 2012	December 2013	May 2014
Tenure	Five Years (City Building Projects) 18 months for fly camps	Five Years-Ten Years	Ten Years
Location	Close to or integrated within existing urban areas or airport.	Airport Zoned Land	Airport Land and the periphery of South Hedland (still encouraged in urban framework just not called TWA)
Minimum Stay	Not mentioned	1 Week	2 Weeks
Resource Sector Only	No-Non Resources Sector allowed under different definition for City building must be project specific	Yes	Construction Workers only. Not specific to resource sector.



Restriction of communal facilities	Calls for TWAs in urban areas integrated into the town-TWA facilities are made available for public. Key difference for operational FIFO facilities which are to be located within urban framework and only include facilities germane to residential. Swimming Pool Yes-Cinema-No	Yes-residents to use existing in town facilities such as gyms and swimming pool.	No
Permissible for operational workers	No, however because of housing shortage permissible until more housing solutions are available.	No-urban framework	No-Only for Construction workers and operational workers required for resource industry maintenance requirements.*
Fly Camps	Yes under 100 beds limited to 18 months	No (Not encouraged)	No (not encouraged)
Effect Existing Facilities		Existing Airport facilities eastern side still required for shorter term.	No-Existing and Lawfully approved remain
Attempt to impact/affect State Agreements	Not mentioned	Not supported unless direct link to project in immediate vicinity.	No
Legacy Benefits	Yes-Very specific monetary contribution per bed.	Yes-Legacy benefit Not specific	Yes-Legacy benefit Not specific

Considerable public consultation was incorporated into the two most recent versions of this strategy including:

- 15 stakeholder meetings (resources, industry, Hoteliers, State agencies TWA providers)

- A well-attended public forum on Saturday 15 March 2014 at the Civic Centre
- A meeting in Perth on 7 May 2014 with the Department of Planning and stakeholders from all over regional WA.
- Various concept forums with Elected Members

In total the Town received 26 written submissions from various stakeholders which are listed in the table below.

Submission	December 2013	May 2014
Department of Planning	X	
Department of State Development	X	X
Department of Lands	X	
Department of Regional Development	X	
Tourism Western Australia	X	X
Dubois Group Pty Ltd	X	
Pilbara Cities (PDC)	X	
Association of Mining and Exploration Companies	X	
Water Corporation	X	
Planning Solution (on behalf of BHP)	X	
North West Infrastructure	X	X
Stayover by Ausco	X	
Aspen Parks Property Management Ltd	X	
The Chamber of Minerals and Energy of Western Australia	X	X
Bob Neville (Bloodwood Tree Association Inc.)		X
Compass Group		X
Port WA Pty Ltd(Andrew Shorter)	X	
BHP Billiton Iron Ore	X	X
Landcorp	X	
Tourism Council	X	
Lavan Legal	X	
The Mac (Now Civeo)	X	X
Steve/Shay Davis	X	
Jespeh Bav		X
Zabia Chmielewski	X	
Bryan Swan		X

Version December 2013	State Agencies							Industry						Accommodation Providers					
Issues Raised	Department of Planning	Department of State	Department of Lands	Department of Regional Development	Pilbara Cities	Landcorp	Tourism WA	BHP Billiton Iron Ore	Plannign Solutions	North West Infrastructure	Port WA Pty Ltd	Associations of Mining and Exploration	Chamber of Minerals	Aspen Parks Property	Stayover by Ausco	Dubois Group	Lavan Legal	The Mac (now GiveOO	Tourism Council
1)Beyond the scope and jurisdiction of the Town		X																	
2)Little consultation with stakeholders		X																	
3)Requests uniform terminology			X							X			X		X	X	X	X	
4)Questions legacy benefit			X	X															
5)Questions integration of airport location			X		X	X	X			X		X						X	
6)Wait for the participation in State-wide strategy				X	X		X	X											

7)Inconsistent with Growth Plan and Airport Master Plan				X	X	X				X		X				X	X	X	
8)TWA Facilities operating as short stay accommodation						X	X									X			X
9)Object to resource sector only					X					X		X		X				X	
10)Limits flexibility and personnel choice								X		X		X	X		X			X	
11)Support/Object to clauses which restrict to "construction only"					X			X	X	X		X	X		X	X		X	
12)Object to clauses which limit time frame to five years								X	X	X		X	X		X		X	X	
13)Object to scarcity of land available at airport or that location			X					X	X	X			X		X	X			
14)Object/Support requiring a minimum stay of one continuous week								X		X		X	X			X		X	X

15)Mandating developer contribution plan and community benefit								X	X						X			X	
15)Strategy adds significant cost to projects										X		X	X			X			
16)Only new development impacted										X						X			
17)Prefer a site by site or project by project approach										X			X						
18)Object to limiting on site amenities										X		X	X		X			X	
19)Object to clauses regarding prohibiting speculative development or third party owned sites										X		X			X	X	X	X	
20)Object to clauses regarding prohibiting speculative development or third party owned sites										X									
21)Support/Object to submitting of guest register										X			X			X	X	X	

22)Object to competition														X		X	X		
23)Object of failure by TOPH to enforce existing planning approvals																X	X		
24)Object to the regulation of one segment (TWA) with no corresponding regulations for short stay providers															X			X	

The brief responses to the Public Comment regarding Non-Residential Workforce Accommodation Strategy December 2013 are provided below:

1) Beyond the scope and jurisdiction of the Town

Officers consider the strategy is within the scope and Town's jurisdiction pursuant to the Local Government Act and Planning and Development Act. Version 2 of the strategy clarifies the issue that the strategy does not intend to override the provisions of the Mining and any State Agreement.

2) Little consultation with stakeholders

This was a comment prior to extensive public consultation being undertaken including a well-attended public forum held on Saturday 15 March 2014 at the Civic Centre. A meeting was also conducted in Perth on 7 May 2014 with the Department of Planning with relevant stakeholders from all over Regional WA.

3) Requests uniform terminology

This matter has been addressed Version 2 by replacing the definition Transient Workforce Accommodation with Non-Residential Workforce Accommodation in any proposed scheme amendments and other related documents.

4) Questions legacy benefit

This is addressed in Version 2 by expanding available sites to include South Hedland and better defining the exact nature of the legacy. Community legacy may include:

- Augmentation of infrastructure
- Monetary Contributions
- Retention of buildings and infrastructure

5) Questions integration of airport location

This issue is addressed in Version 2 by allowing facilities on the periphery of South Hedland. The Town will also require a mobility plan and participation in the Community Integration Working Group (a group that arose to address the integration a TWA residents and community).

6) Wait for participation in State-wide strategy

State agencies have expressed a desire to develop a State-wide strategy (with regional differences) featuring a common approach on transient workforce accommodation. This is a positive development in that many of the State agencies that submitted on these proposed TWA Strategies have widely divergent views on the subject. Developing a coherent strategy which addresses these views is likely to take considerable time. As recent history has demonstrated the economic circumstances in Port Hedland is likely to have undergone significant change during that time and the Town needs a clear way forward to deal with pending proposals. A State wide policy should be pursued with Town support. However, participating with State agencies in the development of a comprehensive policy does not exclude the Town having a clear position going into the debate which is likely to take a great deal of time to develop and implement.

7) Inconsistent with Growth Plan and Airport Master Plan

This matter is addressed in Version 2 by expanding the availability of sites to include South Hedland and allows for clear time limits to encourage a shift to a more permanent and integrated skilled workforce in the Town. The Strategy provide for only construction workforce to be accommodated in future TWA's with operational workforce and permeant residential workforce to be accommodated in the urban framework in traditional housing and accommodation.

8) TWA Facilities operating as short stay accommodation

This item has been addressed in Version 2 by requiring the submission of a guest register and mandating a minimum length of stay of two weeks.

9) Object to resource sector only

The requirement has been removed from Version 2. The Strategy now provides for construction workforce for city building.

10) Limits flexibility and personnel choice

The strategy does not seek to deny employers and workers freedom of choice in accommodation options within the scope of permitted uses as approved under the planning scheme. Workers should always have the choice of a residentially-based working option. The Town is trying to understand how many TWA beds are required, what TWA developments are, or intended to be used for, provide the necessary flexibility to be able to respond to rapid increases in demand but also to provide a planning framework that achieves the right balance at all times in terms of facilitating growth and building the local community and economy.

11) Support/Object to clauses which restrict to "construction only"

Version 2 of the Strategy, now allows operational workers required for resources industry maintenance requirements.



- 12) Object to clauses which limit time frame to five years

This has been extended to 10 years in Version 2. The justification for this time period is based upon economic viability, workers well-being [mental and physical health], quality of amenity, quality of accommodation, and aesthetic reasons.

- 13) Object to scarcity of land available at airport

This matter is addressed in Version 2 by expanding the availability of sites to include South Hedland.

- 14) Object/Support requiring a minimum stay of one continuous week

The minimum length of stay period has been extended from one week in the December 2013 Strategy to two weeks in the May 2014 Strategy. In addition, operational workers required for resource industry maintenance requirements have been included in those employees eligible to stay in a TWA. The minimum length of stay period will not apply to workers involved in industry maintenance requirements.

- 15) Mandating developer contribution plan and community benefit

Version 2 of the Strategy only requires the demonstration of community benefit for all TWAs. The strategy might need to be amended to clarify this matter. The Town's officers are currently preparing a contributions policy in accordance with State Planning Policy 3.6-Development Contributions for Infrastructure. Any further contributions will be administered by the policy or alternate arrangements.

- 16) Strategy adds significant cost to projects

Whilst acknowledging the Strategy may add additional costs it is important to note that TWAs it is considered necessary to have a strategy in place that effectively guides future TWA development.

- 17) Only new development impacted

This is a legitimate concern and could very well cause development projects to seek alternate locations and should be addressed. Notably, it is not intended the strategy will impact on any existing leases and contractual obligations the Town may already have in place.

- 18) Prefer a site by site or project by project approach

This is the preferred approach of several respondents to the draft policies and has merit in that it allows Council to quickly adapt to the ever changing Pilbara environment. However, this approach does not provide a clear indication of Council's preferred strategy to potential developers and the resource sector.

## 19) Object to limiting on site amenities

This item has been removed from version 2 May 2014. Amenities such as gyms and swimming pools are allowed on-site to cater to workers. This is intended to address workers mental and physical wellbeing. However, TWAs are restricted from offering services such as catering or public restaurant without the prior authorization of Council.

## 20) Object/Support prohibiting speculative TWA development or third party owned sites

As a result of the restriction on fly camps it is difficult to comprehend how the strategy could summarily ban some degree of speculative TWA developments. The need for some speculative TWA beds was clearly demonstrated during this process when an announcement was made for a power plant which necessitated 200 beds. The Town does not want to see these workers forced into substandard fly camps which are not conducive to their wellbeing. Most of the sites are under Council or State ownership and speculative TWAs can be prohibited to some degree by demonstrating proof of a project proponent before a lease is signed.

## 21) Support/Object to submitting of guest register

The commercial confidentiality of certain information held by TWA providers is respected. In the absence of details on occupancy booking details, however, it is difficult to determine whether the use is in accordance with approvals and to demonstrate the need for TWA beds to be approved or reapproved. Any such information would be treated by the Town in complete confidence, and would not be made publically available.

## 22) Object to competition

Clearly this is the objective of those who would like to see the regulation of one sector of the accommodation market without corresponding regulations for another. The strategy should not pick winners and losers and a certain degree of risk is associated with any development project. The objective of the strategy is to distinguish between TWA's and the short stay accommodation industry. The principal of the strategy addresses this to some degree so TWAs are competing with other TWA's and not the hotel industry.

## 23) Object to failure by TOPH to enforce existing planning conditions

Some existing TWA developments were required by the Town to open the facilities to the general public under specific guidelines because of the scarcity of available rooms or services within more traditional short stay accommodation. Officers are currently conducting an audit of existing TWAs to ensure compliance with existing planning conditions.

## 24) Object to the regulation of one segment (TWA) with no corresponding regulations for short stay providers

This is a legitimate concern raised through the public consultation process. The issue should be addressed through the planning scheme review.

- 25) Express concerns regarding the ability of FIFO to integrate within the community

Some FIFO employees have made the transition into permanent residents of Port Hedland. It is acknowledged that the town needs a diversity of accommodation and that in some cases forcing FIFO employees to share a house might not be preferable to that same house being made available to a family living permanently in Port Hedland.

Version 2 May 2014	Department of State Development	Tourism WA	North West infrastructure	Chamber of Minerals and Energy	Compass Group/ESS	BHP	Bob Neville
1)Object limiting length of stay-restrictions or who can occupy a TWA-	X		X	X	X	X	
2)Wait for the participation in State-wide strategy-				X			
3)Object to removal of speculative development/support more third party TWAs-		X	X				
4)TWAs Negatively Impacting existing short stay accommodation-		X					
5)Inconsistent terminology used-		X					
6)Object to restriction to "construction" only-				X	X		
7)Object to submission of guest register-				X	X		
8)Support/Object to time limits approvals for TWAs-		X	X	X			
9)Object to the implementation of developer contribution plan-			X	X		X	
10)Object to restrictions upon TWA location-		X		X			
11)Object/Support strategy not applying to existing TWAs-			X	X			
12)Prefer a site by site or project by project approach-				X			
13)Object/support inclusion of Maintenance or shutdown crew to eligible occupants-			X				X
14)Object to operational employees being integrated into existing urban framework-			X				
15)Would like inclusion of local training and employment clauses-							X
16)Would like to see local businesses benefiting from TWAs-							X

- 1) Object to limiting length of stay/restrictions or who can occupy a TWA

Refer to response to public comment for the December 2013 version- number 14 above.

- 2) Wait for participation in a State-wide strategy

Refer to response to public comment for the December 2013 version- number 6 above.

- 3) Object to removal of speculative development/support more third party TWAs

Refer to response to public comment for the December 2013 version-number 20 above.

- 4) TWAs negatively impacting existing short stay providers

Refer to response to public comment for the December 2013 version- numbers 20, 21 and 22 above.

- 5) Inconsistent terminology used

Refer to responses to public comment for the December 2013 version- number 3 above.

- 6) Object to restriction to “construction” only

Refer to response to public comment for the December 2013 version- number 7 above.

- 7) Object to submission of guest register

Refer to response to public comment for the December 2013 version- number 21 above.

- 8) Support/Object to time limits approvals for TWAs

The time period for TWA approval has been extended from five to ten years. This was done in the interest of commercial viability and to ensure that sufficient time exists to allow investment in quality TWA development. Quality development in turn means that the occupants will have accommodation which is not detrimental to workers physical and mental wellbeing. A quality TWA will also have a positive impact on the amenity of the locality as opposed to temporary “donga” style development.

- 9) Object to the implementation of developer contribution plan

Refer to response to public comment for the December 2013 version- number 15 above

- 10) Object to restrictions upon TWA location

The areas where TWAs are allowed has expanded to include South Hedland.

- 11) Object/Support strategy not applying to existing TWAs

The Town does not have the ability to apply this strategy retrospectively to lawfully approved developments. In addition, when an existing lease is in place the Town would be unable to attempt to renegotiate parts without opening the entirety of the lease and could well wind up with a significantly degraded financial position.

- 12) Prefer a site by site or project by project approach

Refer to response to public comment for the December 2014 version-number 18 above.

- 13) Object/support inclusion of Maintenance or shutdown crew to eligible occupants

Refer to response to public comment for the December 2014 version- number 11 above

- 14) Object to operational employees being integrated into existing urban framework

Presently, FIFO provides a significant proportion of the workforce in the Pilbara. Factors such as taxation law make it an attractive option for both employers and employees. Without Federal and State Government support and without change to Legislation it is difficult for the Town to take a stance which attempts to prohibit FIFO then we will be condemned to a FIFO. The Town cannot prohibit FIFO. If the Town prohibited TWAs resource industry would simply choose to locate on State agreement land. It is considered better for the Town's future to try and encourage operational FIFO in the urban framework where they are more likely to interact with the community and local businesses. Developments such as Quattro in South Hedland are built to permanent residential standard and will encourage occupants to "make the choice" to live in Port Hedland as amenity improves.

- 15) Would like inclusion of local training and employment clause

The Town has incorporated a clause into the lease with Ausco which stipulates that Stayover by Ausco Pty Ltd will "demonstrate a commitment to hiring and up-skilling local residents for career advancement with particular emphasis upon indigenous youth". This clause should be placed into all leases and the developer's progress monitored by the Community Integration Working Group.

- 16) Would like to see local businesses benefiting from TWAs-

The Town also supports the use of local businesses. However, many locals have complained about the resource industry utilizing 100% of a business's resources thus making it difficult for other to access those businesses services. Ironically this was a common complaint of residents levelled at the resource sector because they recently occupied most of the short stay accommodation in town making it impossible for others to book rooms.

*Options*

Council does have several options concerning a way forward related to FIFO Policy including:

*Endorse*

This would provide the community with a clear indication as to the Town directions when considering a development proposal within the Town. It would also give the State a clear indication of the Town's position when and if a State-wide policy is developed.

*Not Endorse*

Should Council decide not to endorse the May 2014 Strategy the Town will not have a position on how to assess future TWA applications. The current uncertainty that exists with TWAs will remain and the town will have limited ability to manage and assess future TWAs. The current concern about the "competition" and control raised by the hotel industry will remain.

*Amend Strategy*

Council could decide to further amend the policy after considering public comment. For example, some mention could be made of the need to maximize the benefits from any proposed TWAs for large scale projects and evaluate those against current resource company facilities so that they are not disadvantaged in a competitive global market.

**FINANCIAL IMPLICATIONS**

The financial implications of the new policy will depend on the exact nature and quantity of applications received by the Town. The policy was prepared internally and required no budget.

**STATUTORY AND POLICY IMPLICATIONS**

The May 2014 Strategy is not intended to be a statutory document, but rather a guide or policy position which will be incorporated into the Planning Scheme or become a Local Planning Policy.

Council's Strategic Community Plan 2012-2022 identifies Strategic Themes and Performance Indicators relating to Land Development, Projects/Economic Development including the following:

## 6.1.1 Unified

- Increased level of resident operational workforce.

## 6.2.1 Diverse Economy

- Facilitate commercial, industry and town growth.
- Create local employment and investment and diversify the economy.
- Work closely with businesses to achieve sustainable economic growth and broad economic base.

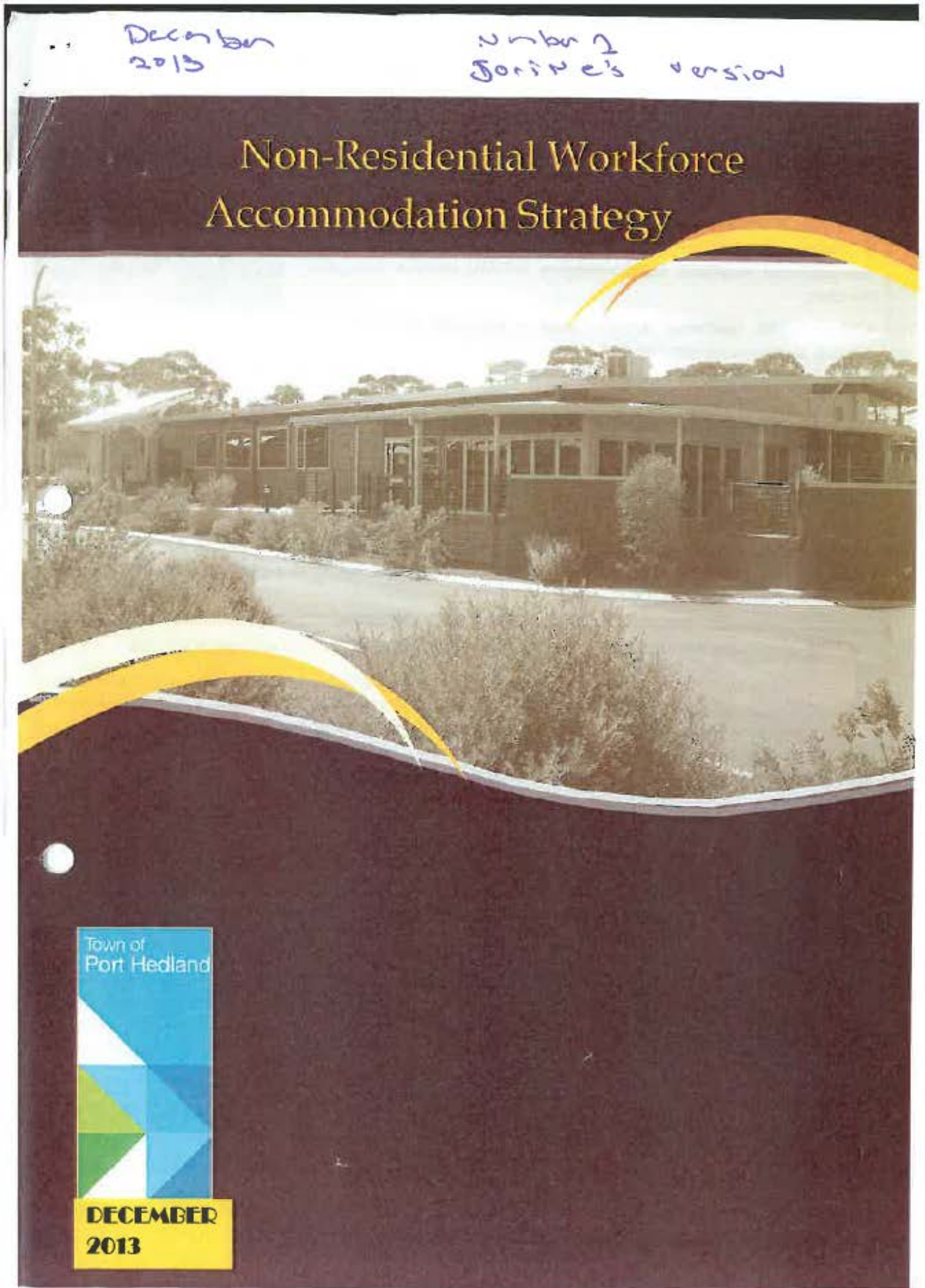
Policy 15/002 Fly-In-Fly-Out Policy Position will be rescinded as the Transient Workforce Accommodation Strategy will override the policy.

TWAs are addressed in Section 3 the Pilbara's Port City Growth Plan. The Pilbara's Port City's Implementation Plan acknowledges the importance of this section to the economic diversification of the Town and to that end has highlighted the location and nature of current and proposed non-residential workforce accommodation facilities. Section 3 of the Growth Plan highlights the short to medium term imperative to provide adequate levels of transient workforce accommodation in order to cater for necessary operational and construction workers and help relieve immediate housing supply issues.

#### **ATTACHMENTS**

1. December 2013 Strategy
2. Public Comment to December 2013 Strategy (Under Separate Cover)
3. May 2014 Strategy
4. Public Comment to May 2014 Strategy (Under Separate Cover)
5. Public Comment to May 2014 Strategy from Civeo (Under Separate Cover)

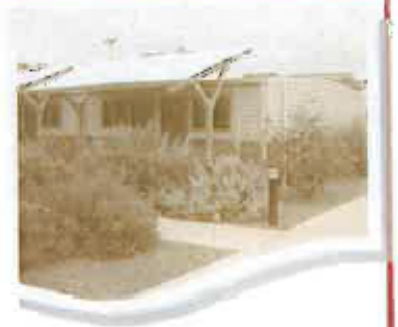
2 October 2014





## Introduction

The demand for non-residential workers is expected to continue well into 2035. While a proportion of this workforce is accommodated in permanent residential housing in established areas, a large number of workers are accommodated in a variety of short stay and non-residential workforce accommodation (NRWA) facilities throughout the town.



Non-permanent residential workers have a significant impact on the housing supply issues experienced within the Town as well as the supply and demand for services and facilities. The Pilbara's Port City Growth Plan (Growth Plan) and Pilbara's Port City Implementation Plan (Implementation Plan) acknowledges the importance of this section to the economic diversification of the Town and to that end has highlighted the location and nature of current and proposed non-residential workforce accommodation facilities. Section 3 of the Growth Plan highlights the short to medium term imperative to provide adequate levels of transient workforce accommodation in order to cater for the necessary operational and construction workers and help relieve immediate housing supply issues.

Current trends suggest an area of approximately 100m<sup>2</sup> is required on average for each person accommodated within a non-residential accommodation facility resulting in a peak need of approximately 50ha of land required for such purposes.

## Classifying types of non-residential workforce accommodation facilities

The Growth Plan distinguishes between an operational and construction workforce and advocates a balanced approach to the siting and location of TWA facilities, the imposition of clear time limits and encourages a shift to more permanent and integrated skilled workforce in Port Hedland. The establishment of TWAs away from existing or future planned urban development areas is contrary to the aims of the Growth Plan which is to create a tangible, sustainable regional City.

Town Planning Scheme No. 5 defines Transient Workforce Accommodation as: "*dwelling intended for the temporary accommodation of transient workers and may be designed to allow transition to another use or may be designed as a permanent facility for transient workers and includes a contractors camp & dongas.*" The above definition will be reviewed to Non-residential Workforce Accommodation as part of the Local Planning Scheme review process.

This Strategy defines a non-residential workforce accommodation (NRWA) facility as follows:

A temporary land use intended for the resource sector only and which is limited to a maximum period of 5 years or as otherwise approved by Council and designed in a manner that may be capable of conversion to a permanent use. Such facility may restrict the inclusion of amenities such as communal facilities, gym, cinema and restaurant. The intention, being to possibly integrate the workforce within the urban framework.

Operational workers (from the resource and industry sector) refers to the component of the workforce that serves on-going, operational aspects of a project/business and is likely to be employed on a fixed term or permanent basis (eg. Resource extraction/processing, administration, human resources).

Construction workers refers to the component of the workforce that is employed for a limited period only until the completion of the particular project (eg. Project start up, dwelling/infrastructure construction, irregular servicing/ maintenance).

## **S**trategy Objectives

Regardless of non-residential workforce accommodation type, the Growth Plan advocates a balanced and dispersed approach to the siting and location of non-residential workforce facilities and the imposition of clear time limits on the operation of non-residential workforce accommodation sites to encourage a shift to a more permanent and integrated skilled workforce in the Town.



Whilst certain locations are clearly more appropriate for non-residential workforce accommodation developments than others, the creation of very large, self-contained non-residential workforce complexes (including all associated facilities and key services) in locations removed from existing or future planned urban development areas is contrary to the overarching aims of the Growth Plan to create a liveable, sustainable regional city.

This strategy seeks to expand on the vision set out within the Growth Plan to identify a clear direction for non-residential workforce accommodation facilities and provide a statutory framework that achieves the following:

- i. Where possible, integrate non-residential operational industry workforce within existing urban areas/ urban framework thereby encouraging the integration between temporary and permanent residents in Town;
- ii. To provide clear time limits on the operation of non-residential workforce accommodation facilities to secure a more permanent and integrated skilled workforce; and
- iii. To revise the Town's statutory and policy framework to include the principles and development requirements associated with non-residential workforce accommodation facilities, as well as providing prospective non-residential workforce accommodation facility developers with the relevant guidance in site selection and facility design.

# M

## Meeting the objectives

**i. Where possible, to integrate non-residential operational industry workforce within existing urban areas/urban framework and thereby encouraging the integration of temporary and permanent residents in Town**



The provision of accommodation and facilities for operational non-residential workers should be consistent with that of a permanent resident. To achieve integration it is proposed that non-residential workforce accommodation facilities not be permissible for operational workers. The high demand for workforce accommodation in the immediate short term is however recognised. Accordingly, only where it can be demonstrated completely necessary, to the satisfaction of the Town, operational non-residential workforce accommodation may be located in temporary facilities for short periods in time and complying with the non-residential construction workforce accommodation requirements.

A Local Planning Policy needs to be developed that requires:

- Prescription of length of approval;
- Community legacy/benefit;
- Definitions; and
- Design Standards.

The location of non-residential workforce accommodation facilities will be restricted to Airport zoned land. Benefits achieved by locating non-residential workforce accommodation facilities at the airport include:

- Restricting impacts/issues in an area where historical approvals already exist;
- Additional ability for Council to control length of tenure through leasing arrangements separate from planning permit conditions;
- Ability to quickly facilitate land transactions to facilitate Non-residential workforce accommodation facilities needs;
- Lease income returns to the community; and
- Community benefit.

The importance to better integrate temporary workers into the Town is emphasised. To maximise location benefits and encourage closer location to existing services and facilities, the Strategy proposes the accommodation facilities on the south western side of the airport runway (approx. 80ha identified). Given that the anticipated demand for temporary workforce accommodation is expected to continue, the non-residential workforce accommodation facilities located on the eastern side of the runway would still be required but are recommended for shorter term non-residential workforce accommodation. Grouping accommodation facilities together in one location should be encouraged.



# **M** **ee**ting the objectives

**ii.) To provide clear time limits on the operation of non-residential workforce accommodation facilities to secure a more permanent and integrated skilled workforce**



Non-residential workforce accommodation facilities should only be provided to meet specific project needs and not be speculative. As such it is proposed to amend the definition of non-residential workforce accommodation facilities from Transient Workforce Accommodation to non-residential workforce accommodation.

The establishment of further Fly Camps will not be encouraged. These construction workers are to be accommodated in the NRWA at the Kingsford Business Park or alternate accommodation in Town.

A non-residential construction workforce accommodation facility will provide for any number of beds but be limited to a period of 5 -10 years. The period of establishment can be extended at the absolute discretion of the Town. By failure to accede to a request for an extension beyond 5 years (up to 10 years) may lead to the financial inability of the developer to provide a higher quality development in a shorter period of time. Furthermore , it will also not be conducive to create and maintain a positive perception of the Town. Non-residential construction workforce accommodation facilities must be able to demonstrate clear links to approved and/or forecast projects.

Principles envisaged to be applied to NRWA include:

- Non-residential workforce accommodation can't be leased to customers without an ABN.
- The non-residential workforce accommodation facility must render no services to the public that are widely available within the Town such as catering or restaurant (subject to review) and without the prior authorization of Council. In this regard as part of the approval process the preparation of a mobility strategy is required to demonstrate how the workers will be able to travel to and from the Town's amenities to ensure integration in the urban framework.
- The non-residential workforce accommodation facility may not be advertised to the general travelling public market whom would normally stay at a traditional hotel.
- That space is made available in the accommodation facility's reception area to highlight local attractions, local commercial business, local clubs, events opportunities etc.
- The accommodation will be used for the purpose of the construction workforce and must not house operational employees in Port Hedland on a permanent basis. The operational workforce must be integrated in the urban framework.
- Non-residential workforce accommodation facilities must periodically submit a guest register so that conditions of lease can be verified by the Town.
- Minimum period of continuous stay is 1 (one) week.

## **M** **ee**ting the objectives

**iii. To revise the Town's statutory and policy framework to include the principles and development requirements associated with non-residential workforce accommodation facilities, as well as providing prospective non-residential workforce accommodation facility developers with the relevant guidance in site selection and facility design.**



The *Planning and Development Act 2005*, provides the statutory powers for land use planning in Western Australia. The *Planning and Development Act 2005* provides a number of options for providing statutory backing for planning principles and development control. These include the Local Planning Scheme, Developer Contribution Plans and Local Planning Policies.

The Growth Plan was endorsed by the Western Australian Planning Commission (WAPC) as the Town's Local Planning Strategy.

The Growth Plan acknowledged the importance of non-residential workforce accommodation facilities (former TWAs) within the Town and recommended that the statutory policy framework be revised to include the Town's principles and development requirements associated with non-residential workforce accommodation facilities. Amendment to the Local Planning Scheme as well as the development of a Developer Contribution Plan and Local Planning Policy relating to non-residential workforce accommodation facilities are imperative to meeting the objectives.

## **I** mplementing the Strategy

**The implementation of the Strategy is dependent on the following actions to be undertaken:**



### **Scheme Amendment**

The Scheme Amendment needs to incorporate the following:

Replace the definition *Transient Workforce Accommodation* with *Non-Residential Workforce /Accommodation*:

Clause 3.1 (a) iii. Delete the Transient Workforce Accommodation zone

Clause 3.2 Zoning Table:

Remove Transient Workforce Accommodation zone

Reword land use 22 from Transient Workforce Accommodation to non-residential Workforce Accommodation facility

Change land use 22 from a SA to ~ use in the Strategic Industry zone

Clause 6.5 *Transient Workforce Accommodation* reworded to *Non-residential Workforce Accommodation Facility*

Clause 6.5.1 reworded to: *Any permanent structure proposed as part of a Non-Residential Workforce Accommodation facility is to obtain approval for its permanent use prior to or concurrently with approval for use as Non-Residential Workforce Accommodation facility.*

Clause 6.5.4 reworded to: *Any temporary structure proposed as part of a non-residential Workforce Accommodation facility is to be accompanied by information indicating how and when the structures will be removed allowing for the land to be developed for a permanent land use consistent with the zone.*

### **Developer Contribution Plan**

A Developer Contribution Plan needs to be prepared that:

- Considers the requirements of services and facilities directly related to non-residential workforce accommodation facilities on Airport zoned land; and
- Nominates an equivalent tenancy rate to be applied to development of non-residential workforce accommodation facilities on any land excluding Airport zoned land.

### **Local Planning Policy**

A Local Planning Policy for non-residential workforce accommodation facilities need to be prepared that incorporates the following:

#### **Definitions:**

Non-residential workforce accommodation facilities must meet the following criteria:

A temporary land use limited to a maximum period of 5 to 10 years in any approval. Re-approval is available subject to demonstrated links to further construction projects.

No Communal facilities be made available for public use and workers must make use of local amenities.

#### **Location:**

Establishment of these facilities must be limited to Airport (runway south west)



## **I** mplementing the Strategy

The implementation of the Strategy is dependent on the following actions to be undertaken:

### ***Length of approval***

NRWA limited to 5 to 10 years or other period where need is demonstrated through a business plan. Re-approval considered where demonstrated links to further construction projects.



### **Community Benefit/ legacy**

A Legacy Benefit refers to any benefit experienced by a community resulting from the leveraging of investment in the construction/operation of a non-residential workforce accommodation facility, contributing towards regional development outcomes.

### **Non-residential workforce accommodation facilities**

'Legacy contribution' may include one or more of the following at the discretion of the Town: future subdivision potential, provision of service infrastructure for future land use, financial, built form, community infrastructure contribution. Other legacy benefits may also be negotiated with the Town.

### **Fly camps**

Fly camps will not be supported.

Camps on Rail corridors and State Agreement Land is not supported by Council unless it can be demonstrated that the camp is directly associated with the rail or mining operation located immediately in that vicinity.

### **Design Standards**

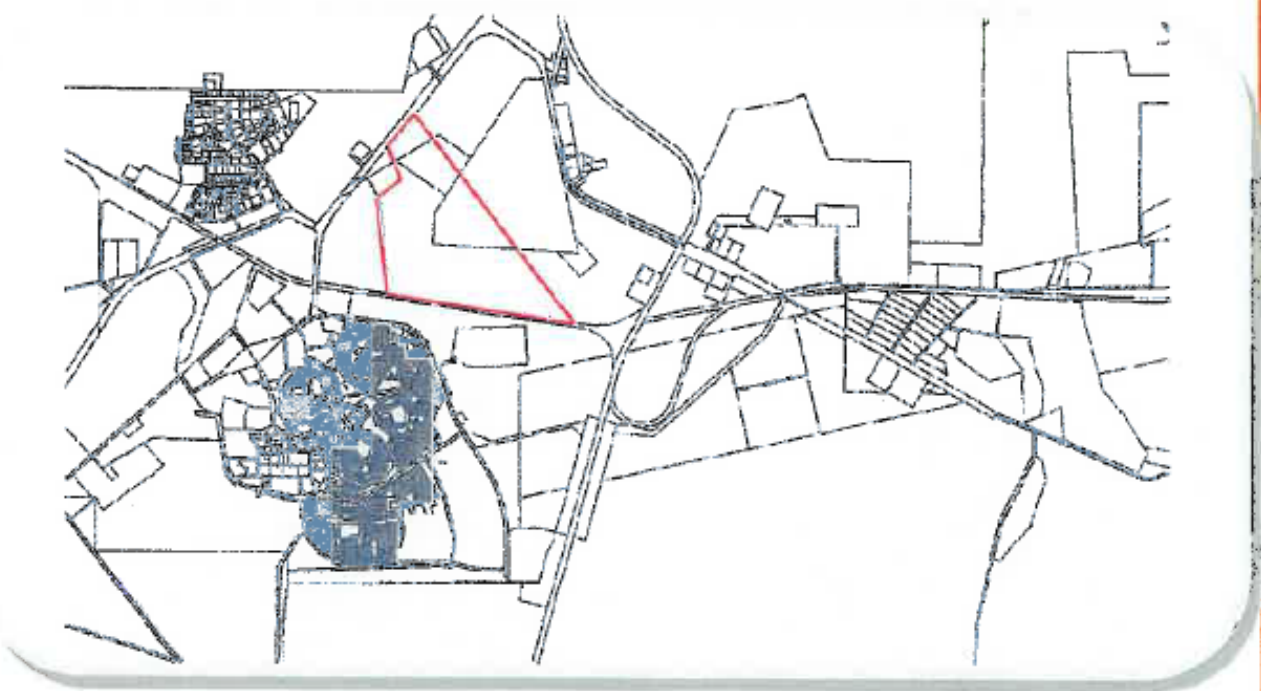
In addition to complying with any Development Plan or Design Guidelines that may apply to the site, the following requirements must also be met:

The non-residential workforce accommodation facility may not be advertised to the general travelling public market whom would generally stay at a traditional hotel/motel.

### **Design Guidelines**

Design guidelines to be created for the Airport (runway west) zone.

**P**referred location for Non-Residential Workforce Accommodation Facility



Non-Residential Workforce Accommodation preferred locality





## Acknowledgements

### Closing remarks

Non-permanent residential workers have a significant impact on the housing supply issues experienced within the Town as well as the supply and demand for services and facilities.

While a proportion of this workforce is accommodated in permanent residential housing in established areas, a large number of workers are accommodated in a variety of short stay and non-residential workforce accommodation facilities throughout the town.

This Strategy aims to ensure that appropriate accommodation for this section of the market is planned for and developed in future and the same time leaving a legacy benefit to the Town

Non-Residential  
Workforce  
Accommodation Strategy  
December 2013

Town of  
Port Hedland

Town of Port Hedland

Civic Centre

PO Box 41  
Port Hedland, WA 6721

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# Transient Workforce Accommodation Strategy

Draft (version two)

May 2014



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**DRAFT (VERSION TWO) TRANSIENT WORKFORCE ACCOMMODATION STRATEGY**

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**Introduction**

The demand for non-residential workers is expected to continue. While a proportion of this workforce is accommodated in permanent residential housing in established areas, a large number of workers are accommodated in a variety of short stay and Transient Workers Accommodation (TWA) facilities throughout the town.

Non-permanent residential workers have a significant impact on the housing supply issues experienced within the Town as well as the supply and demand for services and facilities. The Pilbara's Port City Growth Plan (Growth Plan) and Pilbara's Port City Implementation Plan (Implementation Plan) acknowledge the importance of this workforce section to the economic diversification of the Town and to that end has highlighted the location and nature of current and proposed non-residential workforce accommodation facilities. Section 3 of the Growth Plan highlights the short to medium term imperative to provide adequate levels of transient workforce accommodation in order to cater for the necessary operational and construction workers.

**Purpose**

The purpose of this strategy is to manage the development of future TWA's within the Town of Port Hedland.

This strategy is not intended to:

- Impact / affect existing State Agreements and the rights governed by these Agreements;
- Impact / affect land subject to mining leases and tenements developed pursuant to the provisions of the Mining Act 1978;
- Impact / affect the operations of existing and lawfully approved (under the provisions of Town of Port Hedland Town Planning Scheme 5) Non Residential Workforce Accommodation (TWAs -Transient Workforce Accommodation).

**Transient Workforce Accommodation definition**

Transient Workforce Accommodation is currently defined within TPS 5 as "Accommodation intended for the temporary use of transient workers and may be designed to allow transition to another use or may be designed as a permanent facility for transient workers and includes a contractors camp and dongas."

The intent of this strategy is to review the definition of TWA's to address non- residential workers staying within a TWA and restricting occupation to;

1. Construction workers
2. Operational workers required for resources industry maintenance requirements

**The Strategy**

The Growth Plan advocates a balanced and dispersed approach to the siting and location of TWA and the imposition of clear time limits on the operation of these sites to encourage a shift to a more permanent and integrated skilled workforce in the Town.

**Location**

Future Transient Workforce Accommodation facilities are to be located:

1. On land identified at the Port Hedland International Airport
2. On land located on the periphery of South Hedland

Map A illustrates the preferred indicative locations for future TWA's.



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**DRAFT (VERSION TWO) TRANSIENT WORKFORCE ACCOMMODATION STRATEGY**

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Transient Workforce Accommodation facilities proposed to be located on the urban periphery of South Hedland will need to demonstrate a community benefit / legacy. The community legacy may include:

- Augmentation of physical infrastructure (Roads, Water, Sewer, Power etc)
- Monetary contribution toward needed community facilities and projects
- Retention of permanent community buildings and/ or infrastructure at the completion of Non Residential Workforce Accommodation operations.

### Principles

Principles envisaged to be applied to Transient Workforce Accommodation include:

- Non-residential workforce accommodation can't be leased to customers without an ABN.
- The non-residential workforce accommodation facility must render no services to the public that are widely available within the Town such as catering or a public restaurant without the prior authorization of Council.
- The non-residential workforce accommodation facility may not be advertised to the general travelling public market whom would normally stay at a traditional hotel.
- That space is made available in the accommodation facility's reception area to highlight local attractions, local commercial business, local clubs, events opportunities etc.
- The accommodation must not house operational employees in Port Hedland on a permanent basis. Operational workforce must be integrated in the urban framework.
- Transient Workforce Accommodation facilities must periodically submit a guest register so that conditions of lease can be verified by the Town. This guest register may be subject of an independent audit / review to ensure they are compliant with their Planning Approval.
- Minimum period of continuous stay is 2 (two) weeks. An exception to this may be to provide for certain resource industry non residential operational staff required to undertake operations such as "shut downs".

### Typology

Transient Workforce Accommodation are to be located in areas identified in Map A.

A Facility proposed to accommodate non-residential workforce and intending to be located within the existing urban framework of Port and South Hedland must be of a permanent nature and its building type must be considerate and in keeping with the existing built environment and surrounding amenity. Permanent buildings of this type will not be classified as a Transient Workforce Accommodation and instead be defined pursuant to existing land use definitions within Town Planning Scheme 5. The land use definitions may include:

- Grouped Dwellings
- Guesthouse
- Holiday Accommodation
- Holiday Home
- Hotel
- Lodge
- Motel
- Multiple Dwellings
- Residential Building
- Serviced Apartment
- Short Stay Accommodation
- Tourist Resort
- Tourist Development

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**DRAFT (VERSION TWO) TRANSIENT WORKFORCE ACCOMMODATION STRATEGY**

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The development of permanent buildings to accommodate the non residential workforce is preferred from an integration perspective as well as from a future city building vision.

The establishment of further Fly Camps is strongly discouraged. These construction workers are to be accommodated in Transient Workforce Accommodation or alternate accommodation in Town.

**Timing**

The intention of this strategy is to provide clear time limits on the operation of Transient Workforce Accommodation.

A Transient Workforce Accommodation will provide for any number of beds but be limited to a period of up to a maximum of 10 years. The period of establishment can be extended at the discretion of the Town. Transient Workforce Accommodation must be able to demonstrate clear links to approved and/or forecast projects.

**Implementing the strategy**

The implementation of the Strategy is dependent on the following actions to be undertaken:

**Planning Scheme**

- Scheme Amendment to TPS 5
- Implementation through the proposed new TPS 6

The Scheme Amendment needs to incorporate the following:

Replace the definition *Transient Workforce Accommodation* with *Non-Residential Workforce /Accommodation*:

- Developer Contribution Plan
- Local Planning Policy
- Definition

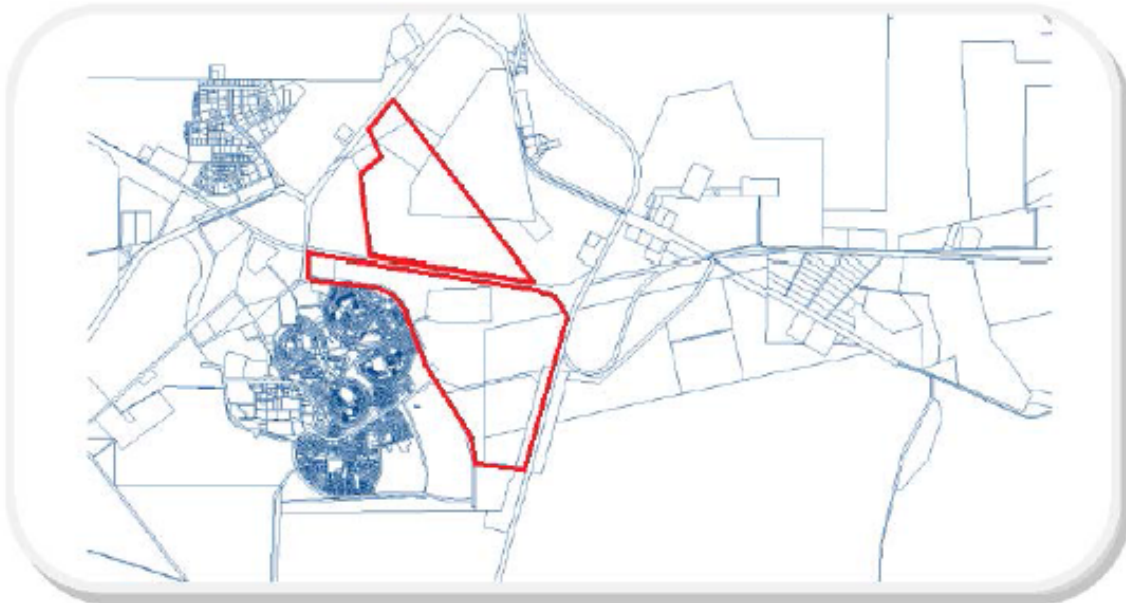
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**DRAFT (VERSION TWO) TRANSIENT WORKFORCE ACCOMMODATION STRATEGY**

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**Preferred location**

Preferred locations for Non Residential Workforce Accommodation Facility (Map A)

**Conclusion**

Non-permanent residential workers have a significant impact on the housing supply issues experienced within the Town as well as the supply and demand for services and facilities.

While a proportion of this workforce is accommodated in permanent residential housing in established areas, a large number of workers are accommodated in a variety of short stay and non-residential workforce accommodation facilities throughout the town.

This Strategy aims to ensure that appropriate accommodation for this section of the market is planned for and developed in future and at the same time leaving a legacy benefit to the Town.

**11.2 Engineering Services****11.2.1 Request for Tender 14-15 Supply & Delivery of Clean Fill to the Town of Port Hedland Landfill**

Anthony Rintala, Manager Engineering Operations  
File No.: 31/13/0003

**DISCLOSURE OF INTEREST BY OFFICER**

Nil

**201415/075 RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR JACOB**

**SECONDED: CR HOOPER**

**That Council:**

- 1. Award Preferred Contractor status to BJ Young Earthmoving PTY LTD for Request for Tender 14-15 'Supply & Delivery of Clean Fill to Town of Port Hedland Landfill';**
- 2. Authorise the Chief Executive Officer, or his delegate(s), to negotiate final contract conditions with BJ Young Earthmoving PTY LTD; and**
- 3. Authorise the Chief Executive Officer, or his delegate(s), to award Request for Tender 14-15 'Supply & Delivery of Clean Fill to Town of Port Hedland Landfill' following successful negotiation of contract conditions.**

***CARRIED 7/0***

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**EXECUTIVE SUMMARY**

The purpose of this report is to provide a summary of the assessment of submissions received for Request for Tender (RFT) 14-15 Supply & Delivery of Clean Fill to Town of Port Hedland Landfill.

**DETAILED REPORT**

The Town of Port Hedland operates the South Hedland Landfill under license L6917/1997/8 held with the Department of Environment and Regulation (DER). Conditions under this license state that:

- "Waste in the tipping area is covered with at least 230mm of cover material at least daily"; and
- Customs, clinical and asbestos wastes are "covered as soon as practicable after its disposal with a dense, inert and incombustible material to a depth of at least 1 metre"

The current landfill site has exhausted the supply of clean fill to meet these requirements, therefore to ensure compliance with the license conditions the Town needs to purchase supplies of clean fill.

The request for tender was advertised statewide and received three (3) responses from BJ Young Earthmoving Pty Ltd (BJ Young), Edwards Transport and Minserco.

All submissions were deemed compliant and assessed against the advertised evaluation criteria (price, tenderers experience and resourcing) by the tender assessment panel. The panel consisted of Anthony Rintala Manager Engineering Operations, Daniel Widdup Acting Coordinator Waste and Project Operations and a Western Australia Local Government Association (WALGA) Contract and Procurement Consultant.

Confidential attachment one shows the comparison of the price schedules submitted by each tenderer.

The following table provides a summary of the qualitative score results.

	Weighting	BJ Young	Edwards Transport	Minserco
Experience	15.00%	95.00%	61.67%	78.33%
Resourcing	15.00%	86.67%	10.00%	80.00%
Price	70.00%	90.00%	23.33%	66.67%

#### Totals:

Tenderer	Qualitative Score
BJ Young	90.25%
Edwards Transport	27.08%
Minserco	70.42%

#### *Price*

All submissions were assessed after applying the Regional Price Preference Policy applicable to goods and services.

The price component was scored on a per tonne of clean fill delivered price, based on a yearly budget allocation of \$295,000 ex GST per financial year.

#### *Tenderers Experience*

BJ Young demonstrated experience in the supply of clean fill through details provided for previous/current contracts, these included delivery to both Wedgefield and Port Hedland with contracts valued at \$45,000 per annum, \$300,000 and \$7,000,000.



Edwards demonstrated no previous experience of material supply.

Minserco demonstrated experience in the supply of sand and river shingle, in addition they have also provided concrete manufacturing sand. Minserco provided brief information in relation to contract dates and values.

### *Resourcing*

BJ Young stated that the supply of the clean fill material will be sourced from the Tenderer's mining leases at South Hedland (mining lease 45/531 and 45/689). The leases share a common boundary with the Town of Port Hedland's South Hedland Landfill Facility, they are owned by Bradford John Young (owner of BJ Young Earthmoving Pty Ltd) and are currently due to expire in 2034. Both mining leases are renewable for a further 21 years after this date with the Department Mines and Petroleum.

Edwards Transport did not state where they would obtain the clean fill from.

Minserco will source the clean fill from their sister company Dumpna Pty Ltd which are the holders of 3 mining leases (M45/1193, 1173 and 1174) along the bed and banks of the Turner River, they have mining approval for a borrow pit containing 500,000 tonnes of clean Pindan fill.

### *BJ Young Departures*

BJ Young provided a departures table proposing the use of BJ Young Family Trust - Standard Terms and Conditions of Trade as opposed to the General Conditions of Contract, along with a list of proposed changes to the specification.

This departures table will require negotiating with BJ Young should they be awarded preferred contractor status.

### *Summary*

As a result of the series of evaluations undertaken by the Evaluation Panel determining Tenderers compliance profile including any assumptions and alternative, qualitative scores attained, price schedules and the Principals Regional Price Preference Policy it was considered that BJ Young Earthmoving has demonstrated the ability to provide the required services to the Town of Port Hedland for the following reasons:

- Qualitatively BJ Young ranked first with a score of 90.25%.
- The (average) price they offered was approximately 90% lower than the second ranking organisation Minserco and 3,042% lower than the third ranking organisation Edwards Transport
- Has the relevant leases required for the supply of material.
- Qualifies for the application of the Regional Price Preference Policy.

The Evaluation Panel considered that BJ Young has presented the best outcome to the Town of Port Hedland. However, prior to potential award the Town of Port Hedland would need to review, negotiate and resolve the deviations stipulated in the departures table.

### FINANCIAL IMPLICATIONS

Within the 2014/15 adopted budget an amount of \$300,000 has been allocated. This amount has been included in the proposed budget the next 4 years.

### STATUTORY AND POLICY IMPLICATIONS

The Local Government Act (1995) section 3.57 and the Local Government (Functions and General) Regulations 1996 part 4, division 2 provide statutory requirements for the release, assessment and award of tenders. RFT 14-15 was conducted in accordance with these regulations, the Towns Procurement Policy 2/007 and Tender Policy 2/011.

Sections of this report pertaining to the price submission from the tenderers have been deemed confidential in accordance with the Local Government Act (1995) section 5.23 part 2(e)(iii).

The awarding of this contract links back to section 6.4.1 of the Strategic Community Plan 2012-2022 "Deliver high quality corporate governance, accountability and compliance."

### ATTACHMENTS

1. Pricing: T14-15 Supply & Delivery of Clean Fill to Town of Port Hedland Landfill (Confidential – Under Separate Cover)

29 September 2014

**11.3 Community Development****11.3.1 South Hedland Integrated Community Facilities Business Plan**

Graeme Hall, Manager Recreation Services and Facilities  
File No.: 03/08/0005

**DISCLOSURE OF INTEREST BY OFFICER**

Nil

**201415/076 RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR JACOB**

**SECONDED: CR MELVILLE**

**That Council:**

- 1. Endorse the South Hedland Integrated Community Facility Business Plan August 2014 as a guiding document in applying for capital funding grants;**
- 2 Authorise the Chief Executive Officer, or his delegate(s), to explore the option of a staged project;**
- 3 Request the Chief Executive Officer, or his delegate(s), to investigate funding approaches to State Government departments, industry partners and other funding bodies to negotiate and confirm a funding mix as an integrated package with an option for a phased project**

***CARRIED 7/0***

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**EXECUTIVE SUMMARY**

The purpose of this report is to present the Business Plan for the South Hedland Integrated Community Facilities which was commissioned to provide operating forecasts for the construction period and 10 years post practical completion. The report also provides background to inform the consideration of a staged approach to the development of the South Hedland Integrated Community Facilities.

**BACKGROUND**

In 2011 the proposed revitalization of the South Hedland Town Centre as part of the Pilbara's Port City Growth Plan included development on the sites occupied by the Hedland Well Women's Centre and the South Hedland Library. In response, the Town of Port Hedland in partnership with BHP Billiton Iron Ore and State Government commissioned a study into the feasibility of developing a range of community facilities within the South Hedland Town Centre including co-location options. Cox Howlett Bailey Woodland was formally appointed in December 2011 to undertake the study.

In part, the study considered the relocation and development of the Library and the Hedland Well Women's Centre and an upgrade of the existing Lotteries House within the South Hedland Town Centre. A reference group consisting of representatives from Lotteries House, Hedland Well Women's Centre, Town of Port Hedland and Pilbara Development Commission was established to inform the project. An extensive consultation process was undertaken to confirm the functions of each entity and identify realistic accommodation requirements.

The South Hedland Feasibility Report 2012 prepared by Cox Howlett Bailey Woodland was adopted at the OCM on 25<sup>th</sup> July 2012.

To facilitate the release of the lots required by Landcorp and to alleviate the spatial constraints identified by the South Hedland Library and Lotteries Houses through the feasibility study, numerous options were explored by the reference group. This included transitional accommodation of Library and Hedland Well Women's Centre which have previously been presented to and considered by Council.

### *Concept Plan*

In response to the Feasibility Report, in July 2013 the TOPH advertised for architectural services to develop the integrated community facilities within the South Hedland Town Centre. At the OCM on 25<sup>th</sup> September 2013, Christou Design Group Pty Ltd was awarded the tender to prepare part schematic designs. The concept plan developed by Christou comprises a new South Hedland Library, South Hedland Aquatic Centre and Hedland Well Women's Centre and refurbishment and extension of the existing Lotteries House. This stage of the architectural Services included the preparation of a business plan to assist the Town of Port Hedland, Lotteries House and Hedland Well Women's Centre in applying for capital funding and facilitate a decision to progress to the next stage in the development. The development of the concept designs was funded by the Department of Regional Development and Lands through Royalties for Regions.

Based on the concept designs prepared by Christou, Integral Project Creation Pty Ltd has prepared the South Hedland Integrated Community Facility Business Plan which provides operating forecasts for the construction period and 10 years post practical completion. The total capital cost for the delivery of this project is estimated at \$35.8 million comprising the following components:

Facility	Development Cost
South Hedland Library	\$16,995,001
Hedland Well Women's Centre	\$4,015,001
Lotteries House	\$14,820,001
Total	\$35,830,003

In correspondence dated August 26<sup>th</sup> 2014, the Town of Port Hedland received formal notification from Landcorp that there is "no immediate requirement to develop the land that currently accommodates the Well Women's Centre and Library in the South Hedland Town Centre...and does not envisage there would be any requirement to develop the subject land parcel for a minimum of 5 years".

The Acting Director Community Development presented this information to the reference group In September 2014, which facilitated the opportunity to explore a staged development of the project. Upon receiving this information, Hedland Well Women's Centre offered to withdraw from the current project and remain on the present site until the land is required or their facility no longer meets client demand. Whilst amenable to the exploration of a staged development, representatives from both Lotteries House and South Hedland Library reiterated the constraints their current facilities were having on the effective delivery of services to the community.

The project has \$8 million in committed funding from the Pilbara Place Making and Activation Framework Fund. Adopting a staged approach to the project facilitates a timeframe in which to source and secure the funding for each additional stage. The following stages are recommended for consideration:

#### Stage 1

Construct the South Hedland Library on a site north of the existing South Hedland Aquatic Centre and co-located with the Youth Space as nominated at the OCM on 25<sup>th</sup> July 2012;

#### Stage 2

Undertake refurbishment of the old library building to accommodate non-government organizations, community groups and other organizations as a temporary annex of Lotteries House;

#### Stage 3

Undertake the refurbishment and extension to the existing Lotteries House facility;

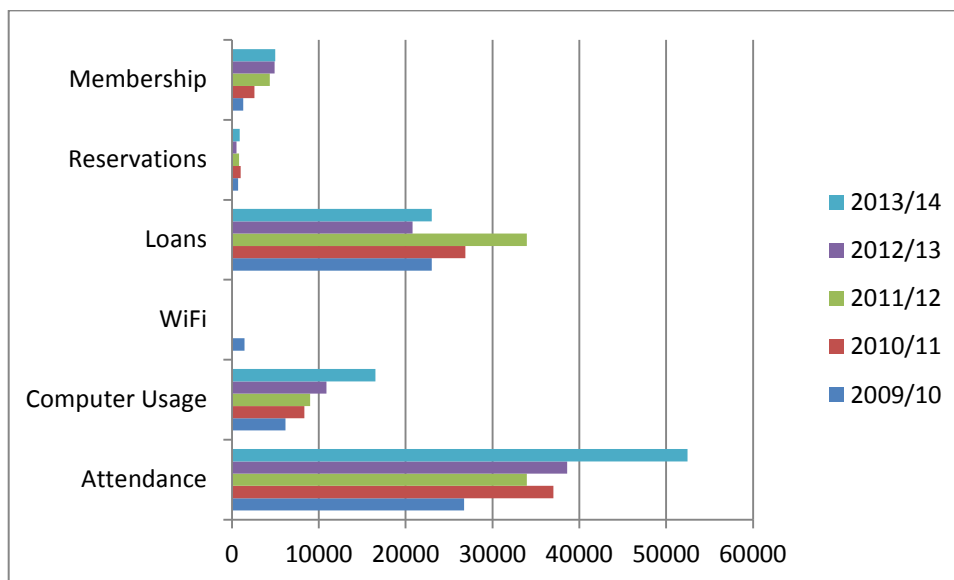
#### Stage 4

Construct the Well Women's Centre.

Although vacancy of the land is no longer a major driver, the increased usage of the South Hedland Library is a contributing factor supporting a staged approach commencing with the construction of the library.

#### *South Hedland Library*

Over the past 12 months, the South Hedland Library has evidenced a sharp increase in the usage of the facility in comparison to previous years. As illustrated, although membership and loans have maintained a consistent level, the attendance figures at the library have increased by approximately 15,000 between 2012/13 and 2013/14.



This increased can be attributed to a number of factors including:

- Increased computer usage;
- The implementation of free Wi-Fi access from September 2013;
- Number of programs offered through the library, for example holiday programs, story time and rhyme time sessions
- Increase in visitor numbers and community members who use the library as a social space or 'third space'

The library is increasingly viewed as a place that offers more than books, it has developed as a space where people can meet, socialize and connect with other people in their community. The library team continues to work with both internal and external stakeholders to develop programs and provide resources to support early literacy development and provide lifelong learning opportunities for the community.

The design of the new Library presents a space in the South Hedland Town Centre to facilitate a number of functions including:

- A space to meet, socialize and connect through shared interests or experiences;
- A civic meeting space for South Hedland;
- A venue in which to conduct meetings;
- A venue for author/illustrator workshops or talks;
- An space for exhibitions – travelling and locally developed, for example SciTech, State of WA Library exhibitions, Local Historical Collection

#### *Port Hedland Library*

The Port Hedland Library situated in Dempster Street, Port Hedland currently functions as an out service of the main branch, being South Hedland Library. Port Hedland Library provides comparable resources and services to the South Hedland Library but on a smaller scale.

The SHICF Business in line with the South Hedland Feasibility Report 2012 also considers the impact the construction of a new library will have on the current Port Hedland Library. This provides the ToPH with the opportunity to consider alternative locations and service delivery models for the Port Hedland Library upon completion of the new library within the South Hedland Town Centre.

#### *Priority Project*

- South Hedland Integrated Community Facilities
- McGregor Street Precinct Redevelopment
- Replacement of Gratwick Hall
- Spoilbank Marina

#### *Consultation*

A reference group consisting of representatives of the Town of Port Hedland, Hedland Well Women's Centre, Lotteries House has overseen the project since its inception. Additional stakeholder consultation has been undertaken with internal and external as noted in the OCM on July 25<sup>th</sup> 2012. The Acting Director Community Development re-engaged a group to review the construction and associated costs, explore funding strategies and consider a staged project option. The group currently consists of:

- Manager Community Development – ToPH
- Coordinator Libraries – ToPH
- Executive Assistant Community Development – ToPH
- Pilbara Development Commission representative
- Lotteries House representative
- Well Women's Centre representative

#### **FINANCIAL IMPLICATIONS**

If the Council resolved to stage the projects in accordance with the Officer's recommendation, the capital cost for stage 1 is estimated to be \$16m. If the Town is successful in obtaining commitment for the \$8 million of PDC funding to be applied wholly to Stage 1, a remaining balance of \$8m funding will need to be sourced. The proposed approach would be to maximise external source funding through further State or Federal Government grants, and Industry Partner funding. To strengthen requests for funding, it is important that the Town is able to demonstrate its financial commitment to the project. The draft Long Term Financial Plan demonstrates that using the Western Australia Treasury Corporation calculator, the Town has sufficient capacity to undertake up to \$4.9 million in additional borrowings across 2016/17 and 2017/18. Being a long-lived, highly utilised community asset, the new Integrated Community Facility would be an appropriate project to utilise borrowings for. For the purposes of modelling the project funding, it is recommended that a \$2.5 million commitment by the Town be made towards the Stage 1 capital costs, noting of course that the Town will bear the remaining whole of life operating and asset management costs associated with the facility.



With respect to recurrent costs, the financial modelling contained within the Business Plan attached to this report indicates annual operating expenditure for the new facility of \$1.35 million excluding depreciation. This figure has been calculated on a 7 day per week service delivery model. This figure is comparable with existing 2014/15 library operational budgets for 5.5 day service delivery, at \$1.06 million. As project planning progresses further, recurrent costs will need to continue to be closely modelled so that the Town does not face significant increases that will need to be funded from general purpose revenue. Central to this will be community expectations around levels of service, balanced against resourcing constraints.

The other important financial consideration is whole of life asset management costs. The life cycle cost estimates attached to the back of the Business Plan suggest total renewal expenditure of \$34 million on a \$16 million facility over its projected 40 year life. The nature and timing of the renewal expenditure is broken down into further detail on page 6 of the Life Cycle Cost Estimate attachment. These assumptions are based on maintaining the facility in an as new condition across its estimated useful life. This is not an affordable reality for Town of Port Hedland. As part of our continued work on asset management practices, we seek to maintain new and existing assets in a satisfactory or better condition, that is fit for purpose; aligned with community needs and expectations; and is affordable.

#### STATUTORY AND POLICY IMPLICATIONS

There is not statutory or policy implications at this stage of the project.

The South Hedland Integrated Community Facilities project addresses several elements of Town's *Strategic Community Plan 2012 - 2022*.

The predominant strategies and underlying goals are:

##### Environment - 6.3.2 Community Facilities

Provide safe and accessible community facilities, libraries, services and public open spaces that connect people and neighbours.

##### Community – 6.1.1 Unified

Increase in the number of physical, cultural and social facilities in Port Hedland

##### Community – 6.1.2 Vibrant

Provide access to recreational, cultural, entertainment facilities and opportunities

##### Community – 6.1.3 Rich in Culture

Promote the arts and culture

Design of the South Hedland Library and Community Centre is included in the Town's Corporate Business Plan (CBP) for commencement in FY 2013/14, with construction timeframe to be determined by the availability of future funding. The CBP also identifies a future upgrade (stage 2) to the facilities at South Hedland Aquatic Centre.

The timing of projects identified in the CBP is currently under review, in alignment with the development of the Long Term Financial Plan.

In addition, Council's endorsed Library Services Plan (2010) prescribes as Objective 1: 'The design and construction of a new library and community centre on the South Hedland Aquatic Centre site inclusive of commercial facilities such as a book shop and café.'

#### **ATTACHMENTS**

1. Letter from Landcorp
2. South Hedland Integrated Community Facilities Business Plan (Under Separate Cover)

29 September 2014

## ATTACHMENT 1 TO ITEM 11.3.1



LANDCORP

**Enquiries:** 9173 8406  
**Date:** 26 August 2014

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Eddie Piper  
A/Director Community Development  
Town of Port Hedland  
PO Box 41  
PORT HEDLAND WA 6721

Dear Eddie,

**Well Women's Centre / Library, South Hedland - Requirement for Land Parcel**

Thank you for the meeting last Friday which also included attendees Sharon Groch from the Town of Port Hedland and Matt Read from LandCorp.

This letter is being provided to advise the Town of Port Hedland that LandCorp has no immediate requirement to develop the land that currently accommodates the Well Women's Centre and Library in the South Hedland Town Centre. In the current market LandCorp considers that there is sufficient developable land available in the South Hedland Town Centre to cater for the existing demand. In this regard LandCorp does not envisage there would be any requirement to develop the subject land parcel for a minimum of 5 years.

As discussed, this timeframe will be largely dependent on the market demand for land in the Town Centre. If the market remains soft into the foreseeable future then this timeframe could potentially be greater. Alternatively, if there is an upturn in the market then LandCorp may reopen the discussion regarding the potential options to relocate the Well Women's Centre and Library.

Please do not hesitate to contact me at any time on 9173 8406 if you have any further queries.

Yours sincerely

Brad Pawlenko  
PROGRAM MANAGER - PILBARA

**11.4 Corporate Services****11.4.1 Adoption of Long Term Financial Plan 2014/15 – 2023/24**

Clare Phelan, Director Corporate Services  
File No.: 04/12/0001

**DISCLOSURE OF INTEREST BY OFFICER**

Nil

**201415/077 RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR JACOB**

**SECONDED: CR HOOPER**

**That Council adopt the Town of Port Hedland Long Term Financial Plan 2014/15 – 2023/24.**

***CARRIED 7/0***

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**EXECUTIVE SUMMARY**

The Long Term Financial Plan (LTFP) is a ten year plan outlining the Town's financial capacity to meet the objectives as identified in the Community Strategic Plan while ensuring long term financial sustainability. The LTFP has been developed using the 2014/15 adopted budget as the base year, and extended out on a series of key assumptions through to 2023/24.

**DETAILED REPORT**

The LTFP is one element of the Town's Resourcing Strategy that ensures the community's aspirations for the future are realistically achievable. The other elements forming the Resourcing Strategy are the Workforce Plan and the Asset Management Plan. These interrelated plans give consideration to the capacity of the Town to deliver on the strategies within the Community Plan and underpin the strategies and actions of the Corporate Plan.



The plan demonstrates the Town's long term financial sustainability and allows early identification of financial issues and their longer term impacts. The plan outlines the strategies used to address the major financial challenges and opportunities which will impact on the way we do business over the next ten years.

The LTFP will be reviewed annually as part of the development of the Operational Plan and Annual Budget and will be subject to a major review every four years in line with the review of the Community Plan.

The LTFP includes:

- Projected income and expenditure, balance sheet, cash flow and capital funding statements;
- Key assumptions used in developing the Plan;
- Sensitivity analysis highlighting the factors and assumptions most likely to affect the Plan;
- Financial modelling for our planned scenarios;
- Ratios used to monitor financial performance.

The LTFP will seek to answer the questions:

- Can we afford what the community wants?
- How can we go about achieving those outcomes?
- Can we survive the pressures of the future?
- What are the opportunities for future income and growth?

Accordingly, the Long Term Financial Plan will be used as a decision making and problem solving tool. It is not intended that the Plan is set in concrete – it is a guide for future action and the modelling that occurs as part of the Plan will help Council to decide how it can meet community aspirations. It will also provide an opportunity for Council to identify financial issues at an earlier stage and gauge the effect of those issues in the longer term.

As part of the October OCM, Officers are presenting a reviewed version of the Community Plan to Council for adoption, following an extensive period of community consultation. A review of the Corporate Plan is also currently in progress. With respect to the Resourcing Strategy, the Town continues to work towards developing the full complement of Asset Management Plans for all major classes of Infrastructure, Property, Plant and Equipment; and reviewing the existing Workforce Plan with a view to presenting it to November OCM.

#### **FINANCIAL IMPLICATIONS**

The LTFFP preparation itself has nil budget implications.

#### **STATUTORY AND POLICY IMPLICATIONS**

In accordance with section 5.56 of the *Local Government Act 1995*, and in further detail, Regulation 19DA of the *Local Government (Administration) Regulations 1996*, the Town is required to plan for the future, by way of a Community Plan and a Corporate Plan. The Corporate Plan must integrate matters relating to resourcing, including asset management, workforce planning, and long-term financial planning.

#### **ATTACHMENTS**

1. Draft Resourcing Strategy – Cover Section
2. Draft Long Term Financial Plan 2014/15 – 2023/24 (Under Separate Cover)

29 September 2014

ATTACHMENT 1 TO ITEM 11.4.1



# Resourcing Strategy



## THE RESOURCING STRATEGY

To support the Community Strategic Plan and the Corporate Plan, the Resourcing Strategy outlines the Town's capacity to manage assets and deliver services over the next ten years.

The Resourcing Strategy is comprised of three plans, being:

- The Long Term Financial Plan;
- The Asset Management Plan; and
- The Workforce Plan.

These plans help ensure the Town delivers the appropriate level of service to its community by identifying and allocating available resources in accordance with the priorities established in the Community Plan and Corporate Plan.



## LONG TERM FINANCIAL PLAN

The Long Term Financial Plan is a ten year plan outlining the Town's financial capacity to meet the objectives as identified in the Community Strategic Plan while ensuring long term financial sustainability.

The plan demonstrates the Town's long term financial sustainability and allows early identification of financial issues and their longer term impacts. The plan outlines the strategies used to address the major financial challenges and opportunities which will impact on the way we do business over the next ten years.

The Long Term Financial Plan includes:

- Projected income and expenditure, balance sheet, cash flow and capital funding statements;
- Key assumptions used in developing the Plan;
- Sensitivity analysis highlighting the factors and assumptions most likely to affect the Plan;
- Financial modelling for different scenarios including Planned, Conservative, and Optimistic views;
- Ratios used to monitor financial performance.

The Long Term Financial Plan will seek to answer the questions:

- Can we afford what the community wants?
- How can we go about achieving those outcomes?
- Can we survive the pressures of the future?
- What are the opportunities for future income and growth?

#### ASSET MANAGEMENT PLAN

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The overarching Asset Management Plan describes how the Town's infrastructure assets are used to assist with achieving the priorities established in the Community Plan and sets out a blueprint to ensure they are managed in an effective way consistent with the Town's corporate objectives. While providing an overview of all Town infrastructure assets, the Asset Management Plan will focus on Buildings, Recreation assets, Roads and Transport Infrastructure, Drainage, Airport and Waste Management assets.

The Asset Management Plan sets out key issues and identified gaps in terms of sustainability, sufficiency and performance of the Town's infrastructure asset portfolio. It considers service needs across the Town and assessment of asset conditions and investment needs. Based on these assessments, the Asset Management Plan sets out priorities for corporate actions and investment to ensure the Town is making best use of resources, and assets are fit for purpose.

The aim of the Plan is to:

- Demonstrate responsible stewardship of the Town's infrastructure assets
- Provide a basis for customer consultation on levels of service and price/quality trade-offs
- Manage the social, financial and environmental risks associated with providing infrastructure assets
- Understand and optimise life cycle activities
- Assess key performance indicators for asset management

Asset management at the Town of Port Hedland is a continuous process of improving practices in order to achieve maximum community benefits from assets, balanced with long term financial sustainability.

#### WORKFORCE PLAN

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The Workforce Plan has been developed to ensure the Town has the capacity to deliver our Community Plan objectives now and into the future.

Key elements of the Workforce Plan include:

- Workforce analysis and profile
- Workforce risks

- Workforce growth forecast
- Critical roles and succession plans
- Workforce strategies and action plan
- Workforce sustainability measures and performance

The Town has undertaken a comprehensive workforce analysis and has identified those factors that may impact upon the Town's capacity to deliver services and infrastructure now and into future.

The Town's Workforce Plan has been balanced against financial considerations, to ensure the Town achieves long term sustainability. This will challenge the workforce to be able to meet current and future service demands with limited workforce growth opportunities, and will require the Town to review its workforce and service models.

DRAFT

## 11.4.2 Financial Report to the Council for the Period Ended 31 August 2014

Peter Kocian, Manager Financial Services  
File No. 12/14/0003

### DISCLOSURE OF INTEREST BY OFFICER

Nil

### 201415/078 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR JACOB**

**SECONDED: CR MELVILLE**

**That Council:**

1. **Note the Statement of Financial Activity for the period ended 31 August 2014, including the supporting information; and**
2. **Note the accounts paid during August 2014 under delegated authority.**

**CARRIED 7/0**

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### EXECUTIVE SUMMARY

The objective of this item is to present a summary of the financial activities of the Town of Port Hedland for the period ended 31 August 2014, in comparison to the adopted budget.

Supplementary information has been presented to the Council to provide further information regarding the Town's activities.

### DETAILED REPORT

The Statement of Financial Activity is presented in a similar format to the Rate Setting Statement as included in the 2014/15 Annual Budget. The operating section of the Statement of Financial Activity is shown by program in accordance with Regulation 34 (3) (b) of the *Local Government (Financial Management) Regulations 1996*.

The following comments are provided on the variance analysis between year to date actuals and year to date budget in the Statement of Financial Activity:

<b>Account Description</b>	<b>YTD Variance</b>	<b>Comment</b>
Operating Revenue – General Purpose Income	382%	Rate Revenue totalling \$24.2m has been raised in the period July - August
Operating Revenue – Community Amenities	188%	Rubbish collection fees of \$2.67m has been raised; General tipping fees of \$1.26m has also been raised compared

		to a yearly budget of \$3.5m
Operating Expenditure - Governance	415%	Activity based costing journals have yet to be completed. This will redistribute governance expenditure to other business units
Depreciation	-100%	Depreciation journals have yet to be completed
Grants and Contributions - Capital	-100%	No capital grants have been received/invoiced as at 31 August. This relates predominantly to road funding. A budgeted RADS grant of \$8m appears unlikely and will be addressed in the September QBR
Acquisition of Infrastructure, Property, Plant and Equipment	-89%	Only 1.7% of the full year budget has been expended as at 31 August. Accounts with expenditure over \$100k include Heavy Vehicle and Plant Replacement (\$234k), Airport Bus Parking (\$234k), Airport Security Screening (\$307k).
New Loan Borrowings	-100%	No loan funds have been drawn down. Loan funds relate to capital projects being the Civic Centre Upgrade, Catamore Court Subdivision, Floodwater Pump Refurbishment and JD Hardie Land Acquisition.
Transfers to/from Reserves	-100%	Total Reserves as at 31 August amount to \$67.132m. No reserve transfers have been completed.

### FINANCIAL IMPLICATIONS

The Statement of Financial Activity includes an actual municipal surplus brought forward of \$817k. The surplus is attributable to a number of capital projects that have been carried-over from the 13/14 financial year. These projects were considered by Council at the September 2014 Ordinary Meeting, with a funding requirement of \$731k from the municipal surplus brought forward.

The municipal surplus (often referred to as the net current asset position) as at 31 August 2014 totals \$27.202m. This is comprised of \$16.258m in unrestricted cash, \$14.145m in unrestricted receivables, less payables and provisions of \$3.212m.

As at the date of writing this report, the Town is still awaiting final 13/14 audit sign-off however no further changes are anticipated.

The 2014/15 Budget projects net current assets of \$1.8m as at 30 June 2015, which is mainly comprised of unrestricted cash of \$1.7m.

### STATUTORY AND POLICY IMPLICATIONS

Local Government Act 1995 – Section 6.4  
Financial Management Regulations 1996 – Regulation 34

The Statement of Financial Activity will be prepared each month, compiled on an accrual basis and set out in a similar format to the Rate Setting Statement. It includes a comparison of actual results with budget estimates and a summary of the net assets at the end of the month to which the statement relates. There is an explanation of the composition of the net current assets at the end of the month to which the statement relates less committed and restricted assets.

Material variances between the actual revenue and expenditure and the comparable year to date budget estimates are reviewed.

At the Ordinary Meeting held on 25 June 2014 Council adopted the 2014/15 Budget which included adopting the following percentage or dollar value for determining and reporting material variances in 2014/15 as follows:

- 10% of the Function amended budget; or
- \$100,000 of the Function amended budget;

whichever is the lesser, for operating and non-operating revenue and expenditure.

The monthly Statement of Financial Activity is to be presented to the Council at an ordinary meeting of the council within 2 months after the end of the month to which the statement relates.

2012-2022 Town of Port Hedland Strategic Community Plan  
6.4 Local Leadership

The monthly financial reports provided to the Council on a monthly basis are of high quality, meeting legislative and organisational requirements.

These reports display the Town's transparent management of financial resources and the optimisation of investment opportunities.

2/003 Financial Statements – Copies for Councillors

This policy states that the following reports will be presented to the Council:

Monthly:

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

Quarterly:

- Quarterly Budget Review
- Report on all Budgeted Grants of \$50,000 or more
- Irregular financial reports will be presented to the Council as deemed necessary by the Director of Corporate Services, the Manager of Financial Services or requested by the Council by resolution.

The Rate Summary Trial Balance and the Report on all Budgeted Grants of \$50,000 or more is currently not provided to the Council. These documents will be incorporated into the monthly financial report in future months.

#### **ATTACHMENTS**

1. Monthly Statement of Financial Activity and Supplementary Information (Under Separate Cover)
2. Accounts paid under delegated authority detailing the total payment from the Municipal Fund for the month (Under Separate Cover)

02 September 2014



### 11.4.3 Execution of the Local Government Master Lending Agreement – Western Australian Treasury Corporation

Peter Kocian, Manager Financial Services  
File No. 12/02/0001

#### DISCLOSURE OF INTEREST BY OFFICER

Nil

#### 201415/079 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR JACOB**

**SECONDED: CR HOOPER**

**That Council:**

- 1. Enter into a Master Lending Agreement with the Western Australian Treasury Corporation as per the tabled document;**
- 2. Approve the affixation of the Common Seal of the Town of Port Hedland to the said Master Lending Agreement in the presence of the Mayor and the Chief Executive Officer; and**
- 3. Authorise the Chief Executive Officer, or his delegate(s), to sign schedule documents under the Master Lending Agreement and or to give instructions thereunder on behalf of the Town of Port Hedland.**

**CARRIED 7/0**

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#### EXECUTIVE SUMMARY

The Town of Port Hedland uses the lending facilities of the Western Australian Treasury Corporation (WATC). The WATC has developed and is implementing a Master Lending Agreement for local governments (LGMLA). For the LGMA to be effective, the WATC requires the Town to execute the Agreement by a resolution of Council.

#### DETAILED REPORT

The WATC is the Town's primary lender of funds. The Master Lending Agreement incorporates all existing and future loans together under a single agreement therefore removing the need for individual loan agreements to be executed under seal each time loan funds are advanced by WATC.

As a local government is only permitted to provide security in the way of a charge over its General Funds pursuant to section 6.21 of the *Local Government Act 1995*, WATC was advised of the requirement to register these charges under the Commonwealth Government's *Personal Property Security Act 2009* and include reference to this requirement within the new Master Lending Agreement.

Council will still be required to approve all loan borrowings pursuant to section 6.20 of the *Local Government Act 1995*. This is usually provided as part of the Annual Budget process.

Any borrowing under the LGMLA will be subject to WATC's credit approval policy as per current practice, and the release of funds is subject to the issuance of a firm rate quote by WATC and its acceptance by an authorised signatory of the Town of Port Hedland.

The LGMLA requires the affixation of the Common Seal of the Town of Port Hedland as authorised by a resolution of the Town of Port Hedland.

#### **FINANCIAL IMPLICATIONS**

There are no financial implications relative to this report.

#### **STATUTORY AND POLICY IMPLICATIONS**

Once executed, the Master Lending Agreement becomes a legally binding document.

Goal 4.1 of the Strategic Community Plan – Strategic and best practice local government administration is relevant to this item.

Council Policy 1/014 Execution of Documents and Application of the Common Seal applies. Details of all documents where the common seal has been affixed shall be recorded in a Register.

#### **ATTACHMENTS**

1. Master Lending Agreement between Western Australian Treasury Corporation and Town of Port Hedland – dated as of 15 October 2014 (Under Separate Cover)
2. Loan Summary 14/15 Budget

29 September 2014

ATTACHMENT 2 TO ITEM 11.4.3

Attachment 2 - Summary of Borrowings Portfolio (extract from 2014/15 Budget document)

Loan Purpose	Loan #	Original Amount	Rate	Draw Down Date	Term	Maturity Date	2014/15		2014/15		2014/15		2014/15		2014/15		2013/14		2013/14	
							Estimated Opening Balance	2014/15 Budget New Loans	2014/15 Budget Principal Repay	2014/15 Budget Closing Balance	2014/15 Budget Interest Payments	2013/14 Opening Balance	2013/14 Principal Repay	2013/14 Budget Closing Balance	2013/14 Budget Interest Payments					
Governance																				
Civic Centre Upgrade		500	4.88%	30/05/2014	20	30/05/2034	500		15	485	24	-	-	-	-	-	-	-	-	
Civic Centre Upgrade	NEW							5,500	77	5,423	154									
Law, Order & Public Safety																				
State Emergency Services Shed*	123	420	6.36%	13/02/2004	15	13/02/2019	185		33	152	11									
Education & Welfare																				
HACC House Upgrade	122	500	6.36%	13/02/2004	15	13/02/2019	221		39	182	13									
Housing																				
Staff Housing	106	1,250	6.92%	16/06/1999	15	16/06/2014	-		-	-	-									
Staff Housing	107	630	5.58%	1/12/1999	15	1/06/2014	-		-	-	-									
Staff Housing - Morgans Street	125	1,500	6.75%	29/06/2009	20	29/06/2029	1,287		51	1,236	86									
Staff Housing - Morgans Street	127	2,203	6.78%	16/04/2010	20	30/12/2029	1,890		72	1,818	127									
Staff Housing - Catamore Court	139	1,618	5.21%	26/02/2014	20	26/02/2034	1,618		47	1,571	84									
Staff Housing - Catamore Court	NEW							522	7	515	14									
Community Amenities																				
Pilbara Underground Power Project	134	654	3.67%	24/04/2013	5	24/04/2018	533		126	407	18									
GP Housing Project	135	1,500	4.73%	24/04/2013	20	24/04/2033	1,454		49	1,405	68									
Recreation & Culture																				
Acquatic Centres	112	870	6.71%	21/06/2002	15	30/06/2017	249		77	172	15									
Swimming Pool Extensions	114	500	5.79%	28/01/2003	15	31/12/2017	157		42	115	9									
Port Hedland Yacht Club*	126	500	6.48%	26/03/2010	20	26/03/2025	403		27	376	25									
Port Hedland Yacht Club*	128	250	6.02%	25/05/2011	15	26/05/2026	215		13	202	13									
J D Hardie Upgrade	129	1,550	6.05%	16/06/2011	20	16/06/2031	1,418		50	1,368	88									
Wanangkura Stadium	133	7,819	5.22%	3/02/2012	20	3/02/2032	7,348		254	7,094	380									
Marquee Park	130	830	6.05%	16/06/2011	20	16/06/2031	759		26	733	45									
Marquee Park	132	4,438	5.22%	3/02/2012	20	3/02/2032	4,171		144	4,027	216									
J D Hardie Upgrade	136	1,446	4.63%	24/04/2013	20	24/04/2033	1,401		47	1,354	64									
Wanangkura Stadium	137	2,500	4.82%	21/06/2013	20	21/06/2033	2,423		80	2,343	116									
South Hedland Bowling Club	138	500	5.21%	26/02/2014	20	26/02/2034	500		15	485	26									
J D Hardie Upgrade - Roof and Security	140	280	5.21%	26/02/2014	20	26/02/2034	280		8	272	14									
Transport																				
Wallwork Road Bridge	141	484	4.96%	15/05/2014	20	15/05/2034	484		15	469	24									
Airport Staff Housing	131	1,300	6.04%	30/06/2011	20	30/06/2031	1,189		42	1,147	71									
Floodwater Pump Refurbishment	NEW							300	5	295	8									
Economic Services																				
Port Hedland Visitors Centre	116	100	5.79%	6/02/2003	15	31/12/2022	56		5	51	3									
J D Hardie Land Acquisition	NEW							150	2	148	5									
Total							28,741	6,472	1,368	33,845	1,721	26,663	1,303	25,359	1,437					

\*Self Supporting Loan

#### 11.4.4 North West Rentals

Jessica Melia, Leasing Officer  
File No.: 05/05/0079

#### **DISCLOSURE OF INTEREST BY OFFICER**

Nil

#### **201415/080 RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR JACOB**

**SECONDED: CR MELVILLE**

**That Council approve the mutual termination of the Lease of a Portion of Port Hedland International Airport and Licence of Car Parking Bays located at Port Hedland International Airport between North West Rentals (WA) Pty Ltd and the Town of Port Hedland.**

***CARRIED 7/0***

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#### **EXECUTIVE SUMMARY**

North West Rentals have requested the Town of Port Hedland (Town) to consider a mutual termination of the contractual agreements for the occupation of a portion of the terminal building (terminal booth) and three car parking bays located at Port Hedland International Airport due to North West Rentals discontinuing their operations in Port Hedland.

#### **DETAILED REPORT**

North West Rentals have occupied a portion of the terminal building (terminal booth) and three car parking bays located in the hire car parking area by way of agreement since September 2012.

The initial term of the agreements was for a period of 5 years, with two additional options to extend for a further 2 years. The initial lease and licence period is not due to expire formally until 20 September 2017. North West Rentals have made contact with the Town to express their desire to terminate their contractual obligations and relinquish the leased areas back to the Town.

Over the last twelve months, North West Rentals have attempted to grow their business by partnering with another local operator. Unfortunately this process was unsuccessful and subsequent to this North West Rentals had to make the decision to put their business on the market for sale, or to close.

North West Rentals have not been able to secure a vendor for the business and have made the decision to close their Port Hedland operations.

It is prudent to note that during this time, North West Rentals have not been operating out of either of the premises.



At the time of writing this report, North West Rentals have an outstanding amount on their debtor's account of \$4507.24 which includes occupation charges dating back to July 2014. They have made a recent payment of \$3000 and have indicated that the remainder will be paid in full by the 20 October 2014.

There is an expectation that all Town of Port Hedland lessees adhere to the terms and conditions of their contractual arrangements with the Town. Officers would not typically support early termination of a lease agreement, however in this instance it is recommended that the agreements be mutually terminated as of 20 October 2014. Termination of the agreement at this point in time provides scope to the Town to consider alternative uses for the site. This is opportune, given the airport redevelopment program currently underway. Officers have received a number of enquiries from other hire car companies in relation to the potential occupation of the terminal booth and car parking spaces. This presents an opportunity for the Town to potentially access a greater return on its leased assets. Should Council resolve to proceed with the Officer's Recommendation of this item, a further report will be presented to consider future usage options.

## FINANCIAL IMPLICATIONS

### *Lease fees*

The current annual rental for the airport car hire booth is \$4,764.76 excluding GST. This would see a reduction to the Airport Lease revenue account by \$3,176.50 excluding GST for the remainder of the 2014/15 financial year.

### *Licence fees*

The current annual rental for the three car parking bays located in the hire car parking area is \$6,321.92 excluding GST. This would see a reduction to the Airport Licence revenue account by \$4,214.61 excluding GST remainder of the 2014/15 financial year.

## STATUTORY AND POLICY IMPLICATIONS

Should Council approve to terminate the contractual arrangements, this process will be formalised with a letter of termination, signed by both parties for completeness.

Sections of this report have been deemed confidential in accordance with the *Local Government Act 1995* section 5.23 part 2(e)(iii).

## ATTACHMENTS

1. Request to terminate agreements - 29 September 2014 (Confidential – Under Separate Cover)

1 October 2014

### 11.4.5 Award of Request for Proposal 14-10 Kingsford Smith Business Park – Marketing and Sales of Land Parcels

Sara Bryan, Manager Investment and Business Development  
File No. 01/04/0010

#### DISCLOSURE OF INTEREST BY OFFICER

Nil

#### 201415/081 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR HOOPER**

**SECONDED: CR BUTSON**

**That Council:**

1. **Endorse Hedland First National Real Estate as the preferred respondent of Request for Proposal 14/10 Kingsford Business Park – marketing and sales of land parcels; and**
2. **Authorise the Chief Executive Officer, or his delegate(s), to enter in to discussions with Hedland First National Real Estate to negotiate the specifics of the contract.**

***CARRIED 5/2***

Record of votes

For	Against
Mayor Howlett	Councillor Jacob
Councillor Gillingham	Councillor Daccache
Councillor Hooper	
Councillor Butson	
Councillor Melville	

#### EXECUTIVE SUMMARY

The purpose of this report is to provide a summary of the assessment of submissions received for Request for Proposal 14-10 Kingsford Business Park – marketing and sales of land parcels (RFP) and to request endorsement of the preferred respondent to initiate further, contract specific negotiations.

#### DETAILED REPORT

In March 2012 Council supported a Private Treaty with BHP Billiton Iron Ore (BHPBIO) to undertake a 39 lot subdivision of Airport land, now formally named Kingsford Smith Business Park. Upon completion of the subdivision, all of the lots (excluding Lot 34) would remain in the ownership of the Town of Port Hedland (Town) and become subject to sale or lease.

Over the last twelve months, the Town's Economic Development and Investment teams have actively worked on achieving sales and lease arrangements for a number of the lots created within the subdivision.

Lot No	Purchaser/Lessee
401	Roger Higgins
402	Jupps Carpets
403	Des Maloney
404	Des Maloney
405	Gus Princi (Tradesman Homes)
412 (portion of)	Bunnings Properties Pty Ltd
412 (portion of)	Pilbara Boats and Bikes
436 (portion of)	Stayover by Ausco Pty Ltd

At the Ordinary Council Meeting held 28 May 2014, Council resolved the following (part) resolution:

*“That Council:*

1. *Note the progress report for the development of the Kingsford Smith Business Park;*
- ...
3. *Note that a further report will be presented to Council following the advertisement of a Request for Proposals to engage a suitably qualified real estate agent or marketing company to manage the disposal process for the sales and/or lease of the remaining Industrial Lots.”*

Request for Proposal (RFP) 14-10 was released for advertising on 30 June 2014 for a period of 6 weeks. An optional proposal pre-briefing and site inspection was held Thursday 24 July and was attended by two (2) potential proponents. The RFP 14-10 submission deadline was 14 August 2014, with three submissions received from the following companies, two of which attended the site inspection:

- LJ Hooker Commercial Perth (did not attend pre-briefing)
- Jan Ford Real Estate
- Hedland First National Real Estate

A fourth submission was received from CBRE Australia Pty Ltd on 15 August 2014. This submission was not assessed due to non-conformance with the specified deadline.

All submissions received by 14 August 2014 were deemed compliant and assessed against the advertised evaluation criteria (relevant experience, respondent’s resources, demonstrated understanding/methodology and price) by the assessment panel, consisting of Manager Economic Development, Manager Financial Services and Manager Investment and Business Development.



Respondent Assessment Criteria	Relevant experience (25%)	Respondent's resources (15%)	Demonstrated understanding/methodology (30%)	Price (30%)	Total Score (100%)
LJ Hooker Commercial Perth	18	7.4	12	20	56
Jan Ford Real Estate	12	6.6	13	19	51
Hedland First National	19	13	26	24	82

#### *Relevant Experience Assessment*

All respondents demonstrated some level of relevant experience in managing large scale industrial real estate projects. LJ Hooker displayed extensive experience in the Metro market, where Jan Ford Real Estate and Hedland First National displayed local knowledge and experience in their example project list. Hedland First National provided extensive details on their role and involvement in similar projects.

#### *Respondent's Resources Assessment*

Hedland First National provided extensive detail on their proposed project team and provided professional opinion on the proposed method of sale with detailed justifications. LJ Hooker provided details of their proposed project team and demonstrated success of the proposed personnel in general real estate terms. Jan Ford Real Estate provided details of their proposed project team, indicating a joint partnership with Knight Frank.

#### *Demonstrated Understanding/Methodology*

LJ Hooker provided limited experience and understanding of the local market and did not identify any key issues. Jan Ford Real Estate provided a detailed timeline for delivery and identified key issues facing real estate locally. Hedland First National provided a highly detailed project plan and schedule, including a SWOT analysis with proposed methods of understanding and overcoming anticipated challenges. An overview of proposed marketing strategy and activities was also detailed.

#### *Price*

Confidential attachment 1 shows the price schedules submitted by all respondents.

### *Summary*

Hedland First National achieved the highest scores for the qualitative criteria based on demonstrating an excellent methodology on how the project will be delivered and providing extensive local knowledge, experience and a proactive approach to current challenges facing the real estate sector.

It is recommended that Hedland First National be endorsed as the preferred respondent in order to initiate negotiations on specific terms of agreement.

### **FINANCIAL IMPLICATIONS**

Should Council resolve to proceed with the Officer's Recommendation of this item, a further report will need to be presented to Council following negotiations with the preferred respondent to request a specific budget allocation for the marketing plan associated with any resulting contract.

The preferred respondent has indicated a commission structure for any successful sales and/or lease arrangements with fees to be paid on completion of said arrangement. Subsequent to the formalisation of any contract, it is proposed that an expenditure account be created to correspond with the current *Sales from Kingsford Smith Business Park* account reflecting an amount equal to the agreed commission percentage.

### **STATUTORY AND POLICY IMPLICATIONS**

The Local Government Act (1995) section 3.57 and the Local Government (Functions and General) Regulations 1996 part 4, division 2 provide statutory requirements for the release, assessment and award of tenders. RFP 14-10 was conducted in accordance with these regulations, the Town's Procurement Policy 2/007, Tender Policy 2/011 and Regional Price Preference Policy 2/016.

Sections of this report pertaining to the price submission from the tenderer has been deemed confidential in accordance with the Local Government Act (1995) section 5.23 part 2(e)(iii).

This item is broadly addressed in the 2012-2022 Strategic Community Plan in section 6.2 Diverse Economy in the areas of facilitating commercial, industry and town growth.

### **ATTACHMENTS**

1. Price submission schedules for RFP 14-10 Kingsford Business Park – marketing and sales of land parcels (Confidential – Under Separate Cover)

2 October 2014

**11.4.6 Airport Committee Membership – Community Member**

Josephine Bianchi, Governance Coordinator  
File No. 30/09/0037

**DISCLOSURE OF INTEREST BY OFFICER**

Nil

**MOTION**

**MOVED: CR GILLINGHAM**

**SECONDED: CR BUTSON**

**That Council:**

1. **Thank all applicants for their interest in the Port Hedland International Airport Committee Community Member in writing;**
2. **Amend the Port Hedland International Airport Terms of Reference to include an additional community member, changing the total number of community members from the current three to five; and**
3. **Appoint Mr Arnold Carter, Mr Brad Pawlenko and Mr Jason Green as members of the Port Hedland International Airport Committee.**

***LOST ON AN ABSOLUTE MAJORITY VOTE 4/3***

**RECOMMENDATION/ MOTION**

**MOVED: CR JACOB**

**SECONDED: CR HOOPER**

**That Council:**

1. **Thank all applicants for their interest in the Port Hedland International Airport Committee Community Member in writing;**
2. **Amend the Port Hedland International Airport Terms of Reference to include an additional community member, changing the total number of community members from the current three to four; and**
3. **Appoint Mr Brad Pawlenko and Mr Jason Green as members of the Port Hedland International Airport Committee.**

***LOST ON AN ABSOLUTE MAJORITY VOTE 3/4***

Record of votes

For	Against
Mayor Howlett	Councillor Daccache
Councillor Jacob	Councillor Gillingham
Councillor Hooper	Councillor Butson
	Councillor Melville

**MOTION****MOVED: MAYOR HOWLETT****SECONDED: CR JACOB****That Council:**

1. Thank all applicants for their interest in the Port Hedland International Airport Committee Community Member in writing; and
2. Appoint Mr Brad Pawlenko as a member of the Port Hedland International Airport Committee.

***LOST BY ABSOLUTE MAJORITY 5/2***

Record of votes

For	Against
Mayor Howlett	Councillor Gillingham
Councillor Jacob	Councillor Butson
Councillor Daccache	
Councillor Hooper	
Councillor Melville	

**201415/082 COUNCIL DECISION****MOVED: MAYOR HOWLETT****SECONDED: CR HOOPER**

**That Council lay the item on the table to be presented to a future Council meeting with the full Council in attendance.**

***CARRIED 7/0*****EXECUTIVE SUMMARY**

A vacant community member position on the Port Hedland International Airport Committee became available following Mr Serge Doumergue's resignation in June 2014.

The Airport Committee requested officers to issue expressions of interest to seek a replacement for this position of community member.

This item seeks Council's approval to change the terms of reference to expand its membership and appoint two community members – Mr Brad Pawlenko and Mr Jason Green.

**DETAILED REPORT**

The Airport Committee was 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.

The committee currently consists of five elected members and three community members.

Serge Doumergue tendered his resignation from the committee in June 2014; this left a vacant position that required filling.

An expression of interest process to recruit a new member to the Airport Committee was initially undertaken in July 2014. This included a public notice being placed in the North West Telegraph and a community notice release. During this process one application from a local community member was received.

The Town decided to re-advertise the expression of interest to ensure more community members had the opportunity to submit an application, considering the first round of advertising was undertaken during school holidays, and also to ensure that a diverse group of applicants could be attracted.

After the second round of advertising the Town received a total of six applications from the following community members:

- Mr Arnold Carter
- Mr Anoop Malaviya
- Mr Brad Pawlenko
- Mr Chris McMahan
- Mr Jason Green
- Mr Shah Nagamuttu

Applicants were asked to submit their resume and cover letter stating why they should be considered for the committee. A copy of the resumes and cover letters are attached under separate confidential cover.

The applicants were assessed by an internal review panel consisting of the Chief Executive Officer, Program Director Airport Redevelopment and Manager Corporate Information. The criteria utilised was based on experience:

- As a strategic thinker and business leader
- As a committee or board member
- In aviation, infrastructure and commercial projects
- In senior and executive positions

Because of the great level of interest received from community members, the panel recommended that two additional committee members, Mr Brad Pawlenko and Mr Jason Green, be considered.

Appointing more than one committee member will require an amendment to the committee's Terms of Reference (TOR) which are also being assessed as part of the airport redevelopment program review. Changing the number of committee members from the current total of eight (five elected members and three community members) to nine (five elected members and four community members) will mean that the quorum for the committee will increase to five, instead of the original four. Having nine members on the committee will also ensure that no tied votes will occur.

Mr Brad Pawlenko is the Program Manager for the Pilbara at LandCorp and is based in Port Hedland. Mr Pawlenko has a background in urban and regional planning for commercial and industrial developments. Mr Pawlenko's solid experience at executive level would assist the committee in the airport redevelopment planning.

Mr Jason Green is the General Manager of the Ibis Styles Hotel Port Hedland. He has extensive experience in the hospitality industry. Mr Green has a background in travel, tourism and marketing and would be an asset to the committee.

This recommendation was presented to the Airport Committee at its 1 October 2014 meeting, however due to voting discrepancies a vote for the item was not recorded. The Committee resolved that the community membership was to be considered at the next Ordinary meeting of Council.

### **FINANCIAL IMPLICATIONS**

Expenditure for the public notice is included in the current 2014/15 budget.

Committee members are not remunerated for their time.

### **STATUTORY AND POLICY IMPLICATIONS**

The applications are confidential in accordance with section 5.23(2)(b) and (e) of the Local Government Act 1995 as the applications disclose personal information.

The decision of appointing members to a committee of the Council requires an absolute majority in accordance with section 5.10(1)(a) of the Local Government Act 1995.

Section 6.2.2 "Gateway City & an attractive destination" of the Strategic Community Plan applies as the Town develops the Port Hedland International Airport as a leading regional airport in the area of passenger and freight movements and customer satisfaction.

### **ATTACHMENTS**

1. Application Mr Arnold Carter (Confidential – Under Separate Cover)
2. Application Mr Anoop Malaviya (Confidential – Under Separate Cover)
3. Application Mr Brad Pawlenko (Confidential – Under Separate Cover)
4. Application Mr Chris McMahon (Confidential – Under Separate Cover)
5. Application Mr Jason Green (Confidential – Under Separate Cover)
6. Application Mr Shah Nagamuttu (Confidential – Under Separate Cover)

3 October 2014

### 11.4.7 Rescindment of Policies

Grace Waugh, Governance Officer  
File No. 12/11/0002

#### DISCLOSURE OF INTEREST BY OFFICER

Nil

#### RECOMMENDATION

That Council rescind the following policies:

- 1/007 Travel and Accommodation
- 2/001 Significant Accounting Policies
- 2/002 Budget Strategy
- 2/003 Financial Statements – Copies for Councillors
- 2/009 Salary Sacrifice
- 3/004 Conferences – Study Tours
- 4/001 Elections – Promotions
- 4/004 Photograph of Councillors
- 9/003 Dwellings Facing Roadway
- 13/001 Appointment of Council's Medical Officer of Health
- 13/002 Pesticides
- 13/003 First Aid Kits
- 13/004 HIV/AIDS and Hepatitis
- 13/005 Smoking – in the Workplace
- 13/007 Waste Collection Services
- 13/012 Licensing of Funeral Directors

#### 201415/083 AMENDED RECOMMENDATION/ COUNCIL DECISION

MOVED: CR DACCACHE

SECONDED: CR JACOB

That Council rescind the following policies:

- 1/007 Travel and Accommodation
- 2/001 Significant Accounting Policies
- 2/002 Budget Strategy
- 2/003 Financial Statements – Copies for Councillors
- 2/009 Salary Sacrifice
- 3/004 Conferences – Study Tours
- 4/004 Photograph of Councillors
- 9/003 Dwellings Facing Roadway
- 13/001 Appointment of Council's Medical Officer of Health
- 13/002 Pesticides
- 13/003 First Aid Kits
- 13/004 HIV/AIDS and Hepatitis
- 13/005 Smoking – in the Workplace
- 13/007 Waste Collection Services

*CARRIED 7/0*



## EXECUTIVE SUMMARY

The Town of Port Hedland policy manual is being reviewed to ensure that policies are relevant and up to date. The policies will be reviewed in a staged approach and presented to Council for endorsement in due course. The first stage is to rescind policies that are no longer required.

This item seeks endorsement for a range of policies to be rescinded.

## DETAILED REPORT

A recent audit of the Town's policy manual has identified a number of policies that need to be rescinded or amended as they no longer reflect current Town practices or are better suited to be an internal operating procedure (IOP). Some of the policies are also already dealt with under legislation and therefore not required.

Policies are adopted by Council and establish guidelines or provide direction for the Town's activities and actions. Policies are defined as the principles and intent behind the programs that a local government implements. A policy can also be a general plan or approach to a specific need, problem or issue.

An IOP outlines operational day-to-day processes and can be stand alone or found in conjunction with policies. Council is not required to adopt IOPs as these deal with operational matters only and not with the strategic direction of the local government, which is a policy function.

The Town is recommending that the policies outlined in the below table be rescinded.

Policy	Last Reviewed	Comment	Officer consulted
1/007 Travel and Accommodation	January 2006	Elected Member's travel and accommodation is now included in policy 4/008 <i>EM Entitlements</i> and employees entitlements are addressed in an internal operating procedure.	Governance Coordinator
2/001 Significant Accounting Policies	April 2006	Financial reports have to be prepared in accordance with Australian Accounting Standards which require disclosure of significant accounting policies in notes to financial statements. Therefore this policy is not required.	Manager Finance
2/002 Budget Strategy	April 2006	The Town's budget is now prepared in accordance with principles set out in the Integrated Planning and Reporting Framework, making this policy outdated and no longer required.	Manager Finance
2/003 Financial Statements – Copies for Councillors	April 2006	Providing copies of financial statements is covered in legislation. There is no need to simply replicate legislation into a policy.	Manager Finance
2/009 Salary Sacrifice	April 2006	The laws and regulations for salary sacrifice change in line with changes to the Australian Taxation Office (ATO). As such this area of responsibility is to be managed by the Manager People and Culture and Manager Finance. The Manager People and Culture has developed an Internal Operating Procedure in liaison with the Manager Finance which will be approved by the CEO. This will allow the organisation to manage the content of this policy as an employee benefit in line with ATO guidelines. It is recommended that the policy be rescinded as this process will be managed as an internal operating procedure.	Manager People & Culture and Manager Finance
3/004 Conferences – Study Tours	November 2004	Elected Member conference entitlements are now included in the policy 4/008 <i>EM Entitlements</i> and employees entitlements addressed in an internal operating procedure.	Governance Coordinator
4/004 Photograph of Councillors	November 2004	It is the Town's current practice to take a group photograph of all elected members after each Ordinary election. This is an operational matter and is not required to be a policy.	Governance Coordinator
9/003 Dwellings Facing Roadway	November 2004	Development within the Town is controlled through the Town planning Scheme, r-codes and the soon to be finalised residential design guidelines therefore this policy is not warranted.	Manager Development Services

13/001 Appointment of Council's Medical Officer of Health	November 2004	<p>The information listed in the policy is already covered by legislation and is therefore not required. Section 27(1) of the Health Act 1911 which states that "every Local Government may, and when required by the Executive Director of Public Health shall, appoint a medical practitioner as medical officer of health". This appointment is therefore discretionary under the Health Act. It is Environmental Health's practise to establish strong working relationships with the Public Health Physician at the Pilbara Population Health unit in South Hedland.</p> <p>In recent times both the Public Health Physician and the Town's Environmental Health unit have worked together on a range of infectious disease issues and there is a strong association between the agencies.</p>	Manager Environmental Health
13/002 Pesticides	November 2004	<p>This policy is no longer current and should be rescinded. The responsibility for pesticide management lies with the responsible officer/manager of those pesticides used in accordance with the Occupational Health &amp; Safety Act, Pesticide Regulations and Manufacturers Specifications.</p>	Manager Environmental Health
13/003 First Aid Kits	November 2004	<p>This is an operational matter and will be covered in relevant OHS IOPs.</p> <p>All work vehicles are now fitted with first aid kits as standard practise in accordance with our Occupational Health &amp; Safety responsibilities.</p>	Manager Environmental Health

13/004 HIV/AIDS and Hepatitis	November 2004	<p>This policy is not required as its content falls within the current scope of Equal Employment Opportunity and the OHS Policy. This policy reflects what is covered by workplace law under various Acts including:-</p> <ul style="list-style-type: none"> <li>• <i>Occupational, Health, Safety and Welfare Act 1986</i></li> <li>• <i>Racial Discrimination Act 1975</i></li> <li>• <i>Sex Discrimination Act 1984</i></li> <li>• <i>Disability Discrimination Act 1992</i></li> <li>• <i>Human Rights and Equal Opportunity Commission Act 1986</i></li> <li>• <i>Trade Practices Act 1974</i></li> <li>• <i>Age Discrimination Act 2004</i></li> <li>• <i>Fair Work Act 2009</i></li> <li>• <i>Anti-Discrimination Act</i></li> <li>• <i>Local Government Industrial Award 2011</i></li> <li>• <i>The WA Equal Opportunity Act 1984</i></li> <li>• Town of Port Hedland EBA</li> <li>• Town of Port Hedland Code of Conduct</li> </ul>	Manager Environmental Health
13/005 Smoking – in the Workplace	November 2004	<p>This policy is no longer required as smoking in Council properties is not permitted. This is enforceable under the <i>Tobacco Products Control Act 2006</i>. Smoking in an enclosed space on a worksite is enforceable under the <i>Occupational Safety &amp; Health Regulations 1996</i>.</p>	Manager Environmental Health
13/007 Waste Collection Services	November 2004	<p>The waste collection service is already included in the fees and charges, which are presented to the Council as part of the annual budget adoption, so a policy is not warranted. Information on procedures related to bin collection can be found on the Town's website.</p>	Manager Engineering Operations

**FINANCIAL IMPLICATIONS**

Rescinding these policies will have no impact on the 2014/15 budget.

**STATUTORY AND POLICY IMPLICATIONS**

Rescinding these policies does not have any statutory implications.

**ATTACHMENTS****1. Town of Port Hedland policies for rescindment: (Under Separate Cover)**

- 1/007 Travel and Accommodation
- 2/001 Significant Accounting Policies
- 2/002 Budget Strategy
- 2/003 Financial Statements – Copies for Councillors
- 2/009 Salary Sacrifice
- 3/004 Conferences – Study Tours
- 4/004 Photograph of Councillors
- 9/003 Dwellings Facing Roadway
- 13/001 Appointment of Council's Medical Officer of Health
- 13/002 Pesticides
- 13/003 First Aid Kits
- 13/004 HIV/AIDS and Hepatitis
- 13/005 Smoking – in the Workplace
- 13/007 Waste Collection Services

29 September 2014

### 11.4.8 Strategic Community Plan – Two-yearly Desktop Review

Anna Duffield, Manager Corporate Information  
File No.: 04/01/0001

#### DISCLOSURE OF INTEREST BY OFFICER

Nil

#### 201415/084 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR JACOB**

**SECONDED: CR DACCACHE**

**That Council:**

- 1. Note that the revised Strategic Community Plan was released for public exhibition and no comments were received; and**
- 2. Adopt the Strategic Community Plan 2014 - 2024 for final adoption.**

***CARRIED BY ABSOLUTE MAJORITY 7/0***

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#### EXECUTIVE SUMMARY

The Town of Port Hedland's Strategic Community Plan (the plan) is the overarching document that sets out the vision, aspirations and objectives of our community. The development of the plan is a requirement under the *Local Government Act* to 'plan for the future'.

The original plan was adopted by Council at its July 2012 meeting and a revised version was endorsed at Council's August 2014 meeting for public exhibition.

This report seeks Council's adoption of the final plan.

#### DETAILED REPORT

##### *Review process*

The Strategic Community Plan was first adopted by Council at its July 2012 meeting and as per regulations it is required to undergo desktop review every two years. The review is an opportunity to make sure the goals and strategies are still relevant and to refine these to better reflect our community's aspirations.

A series of internal workshops were held with key staff, executive and elected members. Community feedback was obtained through the annual community survey, a community information stall, online survey and feedback at the Civic Centre. Throughout the process more than 1300 people were engaged.

The revised plan was endorsed at the August 2014 Ordinary Council Meeting for public exhibition. The community was notified via media release, advertisements and the Town of Port Hedland's website and Facebook page. Community members were invited to provide feedback. No submissions were received.

The draft plan has been referred to the Department of Local Government and Communities for comment. Any advice received will be tabled at the agenda briefing session or Council meeting.

### *Strategic Community Plan*

The plan sets out our community's aspirations for the next ten years and articulates strategies as to how we are going to achieve these. Our vision is to be a nationally significant friendly city where people are proud to call home.

This vision is supported by four key themes:

- Building a unified and vibrant community – We are a friendly and exciting city of diverse neighbours which is alive with recreational, cultural and entertainment activities that enrich residents' and visitors' quality of life. Generations of residents are proud to call Port Hedland home
- Supporting a diverse economy – Our economy is resilient and provides choice and opportunities. As the economic powerhouse of Australia we will be a domestic and international gateway to the North West.
- Balancing our built and natural environment – We are a safe, modern and attractive city that is sustainably balanced with our natural surroundings and cultural heritage.
- Leading our community – We provide strong leadership and are focused on strengthening our community. Our organisation is governed in an ethically responsible manner and meets all of its legislative and community obligations in accordance with defined service levels

The Strategic Community Plan is included at Appendix 1.

### **FINANCIAL IMPLICATIONS**

The plan is reflective of the Town's long-term financial position.

### **STATUTORY AND POLICY IMPLICATIONS**

The *Local Government Act* (section 5.56) outlines the requirement for local governments to plan for the future. The adoption and implementation of strategic community and corporate business plans facilitates this requirement.

The final Strategic Community Plan adoption requires an absolute majority vote.

### **ATTACHMENTS**

1. Town of Port Hedland revised Strategic Community Plan 2014 - 2024.

3 October 2014



### **11.4.9 Local Government Planning Committee on Municipal Service Implementation**

Grace Waugh, Governance Officer  
File No. 13/05/001

#### **DISCLOSURE OF INTEREST BY OFFICER**

Nil

#### **RECOMMENDATION**

**That Council appoint the Chief Executive Officer, or his delegate, as a Town of Port Hedland representative on the Local Government Planning Committee on Municipal Service Implementation.**

#### **AMENDED RECOMMENDATION**

**That Council appoint the Chief Executive Officer, or his delegate, as a Town of Port Hedland representative and seek approval for Mayor Kelly Howlett to be an additional Town of Port Hedland representative on the Local Government Planning Committee on Municipal Service Implementation.**

#### **201415/085 COUNCIL DECISION**

**MOVED: CR DACCACHE**

**SECONDED: CR JACOB**

**That Council appoint the Chief Executive Officer, or his delegate, as a Town of Port Hedland representative and seek approval for Mayor Kelly Howlett, or her delegate, to be an additional Town of Port Hedland representative on the Local Government Planning Committee on Municipal Service Implementation.**

***CARRIED 7/0***

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#### **EXECUTIVE SUMMARY**

This report seeks Council endorsement to appoint a Town of Port Hedland representative to the Local Government Planning Committee on Municipal Service Implementation.

#### **DETAILED REPORT**

Delivery of municipal services to discrete Aboriginal communities is currently the responsibility of the Federal Government.

The Federal Government has indicated its intent to transfer this responsibility to local governments from 1 July 2015. This was initially signaled in 2007, yet there has been no indication of available funding to assist with the changeover.

The Western Australia Department of Local Government and Communities has been charged with the role of implementing the changeover and has been liaising with affected local governments for some time.

The Department is establishing a Planning Committee and has sought nominations from affected local governments. Feedback is also being sought on the committee's terms of reference listed under attachment 2.

It is noted that workshops will be held with the regional Western Australia Local Government Authority zones in first instance. The Planning Committee will then convene to discuss identified concerns in the development of implementation options for the transfer of municipal services.

It is recommended that the Town of Port Hedland participate on the committee given its impending responsibility to deliver municipal services to discrete Aboriginal communities.

#### **FINANCIAL IMPLICATIONS**

Electing a representative to this committee will have no impact on the 2014/15 Budget.

#### **STATUTORY AND POLICY IMPLICATIONS**

Sections 2.7(2) and 3.1 of the Local Government Act 1995 apply as they outline the roles and responsibilities of a local government.

#### **ATTACHMENTS**

1. Email from the Department of Local Government and Communities
2. Draft Local Government Planning Committee on Municipal Service Implementation Terms of Reference

6 October 2014

**ATTACHMENT 1 TO ITEM 11.4.9**

Dear CEOs

In my previous message, I proposed to provide a mechanism for the sector to engage with the State and be involved in the development of the implementation approach for the delivery of municipal services, post 30 June 2015.

I have reviewed the terms of reference of the original Planning Committee established in September 2010, and note that the Committee achieved the objectives that were set, particularly those around the scoping and costing of services, developing options for funding and delivery, and the principles for reform.

Given its success, I would now like to convene a group that will focus on the next phase of the project, provide a mechanism for the sector to discuss and share concerns, and develop options towards implementation.

I therefore propose to convene the **Local Government Planning Committee on Municipal Service Implementation**. I have prepared draft Terms of Reference for your review and endorsement and would like to call for a nomination from each local government.

Firstly, I propose to hold workshops with the regional WALGA zones of the Kimberley, Pilbara, Goldfields and Gascoyne/Murchison areas to identify the concerns of each region. Given the diversity across these regions, this will assist to clarify the specific implementation issues for municipal services in your districts.

I ask that you provide my Department with confirmation if there is an opportunity to coordinate these regional sessions with the next round of WALGA Zone meetings.

Following these regional sessions, the Planning Committee will be convened to bring together the identified concerns to support the development of implementation options for the transfer of municipal service delivery through:

- Facilitating technical advice and identifying key activities to prepare for potential service delivery functions;
- Investigating options for a governing model for future service delivery arrangements and funding e.g. a statutory body; and
- Coordination of an agreed sector position on the identified options.

The first round of funding attached to the Commonwealth Government's Indigenous Advancement Strategy opened on 8 September and will close on 17 October 2014. The round provides funding for activities that focus on the priority areas of getting children to school, adults to work and making communities safer.

The State Government is continuing its negotiations with the Commonwealth to ensure municipal service delivery is supported through future funding arrangements.

Can I please ask you now to:

- provide details of your October Zone meeting dates and availability so I can schedule the regional sessions;
- nominate your representative for the Planning Committee, and
- provide any feedback on the attached draft Terms of Reference

to me by Friday 26 September 2014.

I shall then be in contact with representatives on the Committee to finalise the arrangements for the first meeting.

Thank you for your ongoing support and participation.

Jennifer Mathews

**Jennifer Mathews**

Director General

Department of Local Government and Communities

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Web: [www.dlgc.wa.gov.au](http://www.dlgc.wa.gov.au)

## ATTACHMENT 2 TO ITEM 11.4.9

## Local Government Planning Committee on Municipal Service Implementation

### Terms of Reference Draft – September 2014

**Background:**

Under the National Partnership Agreement on Remote Indigenous Housing the Commonwealth and State Governments agreed to work towards reporting to COAG on a proposal for:

- Clearer roles, responsibilities and funding for municipal and essential services and maintenance of infrastructure in remote areas; and
- A timeframe for implementation of new arrangements.

From September 2010 to October 2011, the *Local Government Services in Aboriginal Communities Planning Committee* was the mechanism used to support the high level planning and direction setting towards the development of the proposal between Local, State and Commonwealth governments.

In 2012 the *National Working Group on Indigenous Infrastructure, Municipal and Essential Services* was convened to develop the new arrangements across jurisdictions. WA was represented by the Departments of Housing and the former Local Government; and was instrumental in developing the National Principles for Reform of municipal and essential services.

The WA Government established the *State Advisory Group on Municipal and Essential Services* to drive development of the proposal for new arrangements for the Commonwealth. Representation included WALGA and was informed by issues and principles identified by the Local Government Services in Aboriginal Communities Planning Committee.

**Purpose:**

The Committee will support the development of implementation options for the transfer of Municipal Service delivery through:

- Facilitating local government provision of policy and technical advice;
- The coordination of an agreed sector position on the identified options;
- Identifying key activities to prepare for potential service delivery functions.
- Investigate the options for a governing model for future service delivery arrangements and funding e.g. a statutory body.

**Key Outputs:**

The Committee will be responsible for:

- Determining sector responsibility for services, levels and standards.
- Resolving concerns with relevant local government legislative responsibilities.
- Developing implementation options for the transfer of municipal service delivery, including proposed roles and responsibilities of local governments, funding implications and proposed timeframes.

**Governance and Reporting:**

The Committee will:

1. develop implementation options for the transfer of municipal service delivery, with consideration to:
  - State investment priorities and policy directions
  - Commonwealth Indigenous Advancement Strategy priorities and outputs.
2. have the power to establish working groups to focus on specific issues and develop best practice models and guiding policies.
3. select representatives to join the *State Advisory Group on Municipal and Essential Services* to facilitate resolution of issues; and liaise with the AACC on specific areas of concern.

**Membership:**

The Committee will have regular attendance from the following participants to provide advice and relevant input:

<b>Member Local Governments</b>	<b>Aboriginal Communities</b>	<b>Represented by</b>
<b>Kimberley Region</b>		<Names>
- Shire of Broome	9	
- Shire of Derby West Kimberley	23	
- Shire of Halls Creek	13	
- Shire of Wyndham East Kimberley	10	
<b>Pilbara Region</b>		
- Shire of Ashburton	4	
- Shire of East Pilbara	8	
- City of Karratha	1	
- Town of Port Hedland	2	
<b>Goldfields Region</b>		
- Shire of Coolgardie	1	
- City of Kalgoorlie- Boulder	2	
- Shire of Laverton	4	
- Shire of Leonora	1	
- Shire of Menzies	2	
- Shire of Ngaanyatjarraku	9	
- Shire of Wiluna	1	
<b>Midwest / Gascoyne Region</b>		
- Shire of Carnarvon	1	
- Shire of Meekatharra	2	
- Shire of Murchison	1	
- Shire of Upper Gascoyne	2	
<b>WA Local Government Association</b>		
<b>Local Government Managers Australia (WA)</b>		
<b>Chair:</b>	Jennifer Mathews, Department of Local Government and Communities	
<b>Executive Officer:</b>	Department of Local Government and Communities	



### 11.4.10 Elected Member Resignation

Josephine Bianchi, Governance Coordinator  
File No. 13/07/0016

#### DISCLOSURE OF INTEREST BY OFFICER

Nil

#### RECOMMENDATION 1/ MOTION

**MOVED: CR DACCACHE**

**SECONDED: CR HOOPER**

That Council agrees to reconsider Officer's Recommendation 4 presented at the Ordinary Council meeting of 24 September 2014 and unresolved, pursuant to Standing Order Local Law section 18.2 'Negotiated Motions'.

*LOST ON AN ABSOLUTE MAJORITY VOTE 5/2*

#### RECOMMENDATION 2

That Council:

1. Request the Chief Executive Officer, or his delegate(s), to submit a proposal to the Local Government Advisory Board for the making of an order to change the number of offices of Councillor from nine to eight and that this be treated as a minor matter in accordance with Schedule 2.2 (5)(b)(i) of the Local Government Act 1995. The changes to take effect the day after the date the order is published in the Government Gazette; and
2. Request the Chief Executive Officer, or his delegate(s), to request the revocation of the Governor's Order published in the Government Gazette on 18 February 2014.

#### RECOMMENDATION 3

That Council, in accordance with the approval received from the Electoral Commissioner, allow the vacancy created by Councillor Penny Taylor's resignation to remain unfilled as per section 4.17(3) of the Local Government Act 1995.

#### 201415/086 COUNCIL DECISION

**MOVED: CR JACOB**

**SECONDED: CR DACCACHE**

That Council in accordance with s.4.17(3) of the Local Government Act 1995 allow the elected member vacancy created by Cr Taylor's resignation to remain unfilled until the October 2015 ordinary election.

*CARRIED BY ABSOLUTE MAJORITY 7/0*

## EXECUTIVE SUMMARY

The Council is requested to reconsider submitting a proposal to the Local Government Advisory Board for the making of an order to change the number of offices of councillor from nine to eight effective immediately. It is considered that this reduction in councillors' numbers, which is currently set to take effect from October 2015, will assist the Town of Port Hedland in managing more effectively its decision making processes.

## DETAILED REPORT

At the Ordinary Council meeting of 24 September 2014 the Council was presented with an item in relation to Cr Taylor's resignation from 28 August 2014.

The Council was presented with two recommendations. The first one was included in the agenda for the meeting circulated on 10 September 2014 and requested the Council to acknowledge Cr Taylor's resignation, thank her for her efforts whilst in office and request the Electoral Commissioner to consider leaving the vacancy unfilled until the October 2015 election.

The alternative recommendation was presented to the Council on 23 September 2014 subsequent to discussions held at a Confidential Concept Forum on 17 September 2014. At this meeting elected members in attendance agreed for the administration to investigate further the possibility of reducing the number of councillors from nine to eight effective immediately rather than waiting until October 2015, as per the Governor's Order gazetted on 18 February 2014.

This discussion was raised in view of the increased difficulty the Council had been experiencing in achieving a sufficient number of elected members to expediently deal with matters contained in the monthly business papers. The recent resignation of councillors Van Vugt and Taylor coupled with approved leave of absences, last minute apologies and declarations of financial interest have in fact resulted in the Town having to repeatedly request reductions of quorum and absolute majorities to the Department of Local Government and Communities (DLGC). This is not considered to be a best practice approach to decision making in local government and as such it was proposed for review.

Elected members in attendance at the concept forum were advised that the Town's administration would have to seek advice from the DLGC on how to proceed with this matter and that the information would be put through to them in due course. The Town received final advice on the matter from the DLGC on 23 September 2014 and presented it to all Elected Members and published it on the Town's website in the form of an alternative recommendation on the same day. This recommendation was the only one that was considered at the Ordinary meeting on 24 September 2014. The recommendation read as follows:

*"That Council:*

1. *Acknowledge Cr Taylor's resignation as of 28 August 2014;*



2. *Thank Cr Taylor for her contribution as an Elected Member at the Town of Port Hedland since December 2012;*
3. *In accordance with s4.17(3) of the Local Government Act 1995 request the Electoral Commissioner to approve the elected member vacancy created by Cr Taylor's resignation to remain unfilled pending a decision by the Local Government Advisory Board; and*
4. *Request the Chief Executive Officer, or his delegate(s), to submit a proposal to the Local Government Advisory Board for the making of an order to change the number of offices of councillor from nine to eight and that this be treated as a minor matter in accordance with Schedule 2.2 (5)(b)(i) of the Local Government Act 1995. The changes to take effect the day after the date the order is published in the Government Gazette."*

On the night three elected members voted for the motion and two voted against. As an absolute majority vote had been attached to the alternative recommendation as a whole, the minutes for the meeting recorded the vote as being LOST 3/2.

Legal advice sought after the meeting (attached under separate cover) has indicated that the first three points required a simple majority and only the fourth point required an absolute majority vote. The first three points can therefore be considered separately and listed as "CARRIED 3/2" in the minutes for the meeting. This process has been recommended to be undertaken as part of section 7 of this agenda that deals with the confirmation of the minutes of previous meetings.

As an absolute majority vote however was not achieved on the fourth point it is now being re-proposed for Council's consideration. This is in view of informal discussions held at the confidential concept forum of 1 October 2014 where elected members in attendance indicated they wished to reconsider the matter.

The third recommendation in this report is being proposed pending advice from the Electoral Commissioner. Following the legal advice received on 7 October 2014, the administration wrote to the Electoral Commissioner to request he considers leaving the vacancy unfilled. In view of the deadlines associated with the publication of this agenda the Electoral Commissioner's reply would not be received in time to be inserted in this document. As such it has been listed as pending. Should the advice not be received by 22 October, or not be granted, then the Council will not be requested to consider the third officer's recommendation.

In the eventuality that the Council does not achieve an absolute majority vote on the first two officer's recommendation there are only two further options that can be considered.

One is to request the Electoral Commissioner that the vacancy remain unfilled until the October 2015 ordinary election. In this case the wording of the motion should be as such:

*“That Council in accordance with s.4.17(3) of the Local Government Act 1995 request the Electoral Commissioner to approve the elected member vacancy created by Cr Taylor’s resignation to remain unfilled until the October 2015 ordinary election, and that the third resolution in item 11.4.2 passed at the 24 September 2014 meeting be not acted upon.”*

This motion will require a simple majority vote in first instance and if the Electoral Commissioner was to give his approval before the 22 October then the third officer’s recommendation should also be considered to finalise this process.

The other option is to call for an Extraordinary Election to fill the vacancy. Because one month has already elapsed since Cr Taylor put through her resignation the Electoral Commissioner will have to fix a date for the holding of an election, however the Council could suggest a suitable date. The date of the election cannot be set for more than four months after the resignation has taken place, this will mean it will have to occur before the end of 2014.

Additionally, because the 2013/14 budget has no provision for sustaining the costs of an extraordinary election, if one is held funds will need to be allocated through the first quarter budget review, pursuant to s6.8 of the Act.

Following the legal advice the administration will now monitor any recommendation that includes multiple points that require both simple and absolute majority votes to ensure they are recorded accordingly in the minutes for the meeting.

## FINANCIAL IMPLICATIONS

The vacancy will result in a 2014/15 budget saving, due to councillor Taylor’s fees being paid up until 28 August 2014 only. Should the Council resolve to allow this vacancy to be carried until the October 2015 election then the 2015/16 budget for Elected Members fees will reflect the change in numbers.

Should the Council decide to hold an extraordinary election, based on the budget allocation for the 2012 extraordinary election it is recommended that \$24,000 be considered as part of the first quarter budget review.

## STATUTORY AND POLICY IMPLICATIONS

Local Government Act 1995

- S2.31 Resignation
- S4.17 Cases in which vacant offices can remain unfilled
- S.4.9 Election day for extraordinary election
- S 5.23 (2)(d) Meetings generally open to public

The Local Leadership section of the Town’s Strategic Community Plan also applies, as the purpose of this report is to ensure that the Council delivers high quality corporate governance, accountability and compliance to the district.

**ATTACHMENTS**

1. Legal advice from McLeod (Confidential – Under Separate Cover)

8 October 2014

**11.5 Office of the CEO**

Nil

**ITEM 12 LATE ITEMS AS PERMITTED BY PRESIDING MEMBER/  
COUNCIL****201415/087 COUNCIL DECISION****CARRIED: CR BUTSON****MOVED: CR JACOB****That Council consider the following late items:****12.1 2013/14 Town of Port Hedland Annual Report****12.2 Award of Management Services for the North West Festival 2015 -  
2017*****CARRIED 7/0*****12.1 2013/14 Town of Port Hedland Annual Report**

Anna Duffield, Manager Corporate Information  
File No. 14/06/0001

**DISCLOSURE OF INTEREST BY OFFICER**

Nil

**201415/088 RECOMMENDATION/ COUNCIL DECISION****MOVED: CR JACOB****SECONDED: CR HOOPER****That Council:**

- 1. Adopt the 2013/14 Annual Report as presented;**
- 2. Advertise the 2013/14 Annual Report and Annual General Meeting of Electors giving at least 14 days local public notice in accordance with section 5.29 of the Local Government Act 1995; and**
- 3. Hold the Annual General Meeting of Electors on the Wednesday 19 November 2014 commencing at 5.30pm, at the Town of Port Hedland Civic Centre.**

***CARRIED BY ABSOLUTE MAJORITY 7/0***

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**EXECUTIVE SUMMARY**

The 2013/14 Annual Report outlines financial performance for the Town of Port Hedland and notes key projects for the coming financial year. This item seeks Council to adopt the 2013/14 Annual Report and set a date for the Annual General Meeting of Electors.

**DETAILED REPORT**

On 9 October 2014 the Town received the 2013/14 financial report and audit report from auditors Grant Thornton. Council is now required to consider the adoption of the Annual Report for 2013/14, and convene the Annual General Meeting of Electors.

The Annual Report is the final report of the 2013/14 financial year and effectively is the Council's report card to the community. The contents of the Annual Report are prescribed by the Local Government Act 1995.

The 2013/14 Annual Report highlights achievements against the existing Strategic Community Plan themes – Community, Economic, Environment and Local Leadership. It also notes key activities for the 2014/15 financial year.

**FINANCIAL IMPLICATIONS**

A number of hard copy Annual Reports will be provided and the cost has been incorporated into the 2014/15 budget.

**STATUTORY AND POLICY IMPLICATIONS**

Section 5.53 of the Local Government Act 1995 (the Act) outlines the requirements of an annual report. Section 5.54 of the Act states that a local government must accept an annual report by 31 December of each year by absolute majority.

Sections 5.27 and 5.29 of the Act outline the procedure for convening an electors' meeting, including holding the meeting no more than 56 days from when the Annual Report was adopted.

**ATTACHMENTS**

1. 2013/14 Annual Report (Under Separate Cover)

14 October 2014

## 12.2 Award of Management Services for the North West Festival 2015 - 2017

Paul Howrie, Manager Community Development  
File No. 16/10/2014

### DISCLOSURE OF INTEREST BY OFFICER

Nil

### 201415/089 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR GILLINGHAM**

**SECONDED: CR BUTSON**

**That Council:**

- 1. Award Request For Proposal 14/12 – Event Management Services North West Festival 2015 – 2017 to Sunset Events for the period 2015 to 2017 for an event management fee of \$250,000 per annum (GST exclusive) with an option for a further three years subject to performance criteria being met;**
- 2. Request the Chief Executive Officer, or his delegate(s), to negotiate the final contractual agreements; and**
- 3. Note that an application for funding of the North West Festival has been submitted to Eventscorp.**

***CARRIED 7/0***

---

### EXECUTIVE SUMMARY

The purpose of this report is to provide a summary and assessment of the submissions received for RFP 14/12 Events Management Service North West Festival 2015 -2017, which also has a further three year option to extend the events management service to 2020.

The North West Festival is the Town of Port Hedland's leading arts, cultural and music festival and have been held annually since 2012. The events management contract concludes in 2014 and a Request For Proposal was issued to appoint a contractor for future years.

This item seeks Council endorsement to appoint Sunset Events as the preferred event management contractor for 2015-17 with a further three year option subject to performance criteria being met.

It should be noted that the Town has applied for additional funding from Eventscorp through the State Government's Royalty for Regions Program to assist with funding the North West Festival.



## DETAILED REPORT

The North West Festival has been held annually since 2012. At its March 2012 Ordinary Council Meeting, Council resolved (decision 201112/390) to appoint Sunset Events to deliver the 2012 event with two one year extension options. The current contract expires in 2014.

The Town issued a Request For Proposal to seek a suitably qualified events management contractor to manage the North West Festival for the period 2015 to 2017 with a three year extension option. The submission period closed on the 17<sup>th</sup> September 2014 at 2.30pm.

The submissions were assessed on set criteria. The assessment panel members were Manager Community Development, Manager Financial Services and the Manager Infrastructure Development.

The comparison of each of the assessment criteria of the RFP submissions received is summarized in Table 1 below

Table 1 Assessment Criteria of RFPs

Assessment Criteria Areas	Weighting	Sunset Events	Incognitus
Relevant Experience	30%	3.9	2.85
Key Personnel Skills and Experience	15%	1.725	1.725
Business Development Model	15%	1.5	1.125
Demonstrated Understanding /Methodology	30%	3.75	2.4
Price inclusive of application of Regional Price Preference Policy	10%	1.15	0.9
Overall Score		12.025	9

Sunset Events scored higher in the qualitative criteria and is therefore the preferred contractor.

The following details provide a comparison of the submissions against these criteria and further details of key elements of the event project.

*Assessment Criteria - Key Personnel Skills and Experience*

Both submissions detailed a good level of experience in event management. Sunset Events provided additional information outlining their experience in providing events in Western Australia, along with relevant knowledge of presenting events in Port Hedland, and specifically with the North West Festival.

Both Submissions rated positively with key personnel experience across a variety of event management areas, Sunset Events personnel demonstrated previous experience with events in Western Australia and specific experience in Port Hedland.

*Assessment Criteria – Business Model*

Sunset Events provided a more detailed business model, including information on taking full risk of the festival, if a loss is recorded. If this occurs then the event management fee is reduced by the loss amount, and carried forward to subsequent years, being deducted if a profit is made.

*Assessment Criteria - Demonstrated Understanding / Methodology*

Incognitus provided a good understanding of the event at the macro level, but not as strong understanding of the event at a regional and local level. Sunset Events' proposal has a strong understanding of the event, as well as good local knowledge of Port Hedland.

Both submissions provided indicative budgets and both relied on sponsorship and grant monies for the event to be financially viable. Sunset Events acknowledged that if these amounts were not realized, that the event may need to be modified accordingly to meet the reduced budget. Sunset Events provided a more detailed budget, including anticipated figures for elements of income and expenditure (attached under separate cover).

Both submissions provided a high level of experience in managing logistical issues at events, with Sunset Events demonstrating experience of managing logistical requirements for an event in Port Hedland. Both submissions had experience in managing onsite camping and catering for large crowds. Sunset Events provided a more detailed and inclusive approach to the overall three days event in regards to cultural, economic, environmental and social benefits. They outlined stronger links with regards to embracing the event's three day community engagement model, which was introduced in 2014. This is an important element in the overall weekend, and adds significant value to the North West Festival through not only attracting and engaging the broader community, but also from an economic impact assessment perspective for the Town and local businesses.

*Summary*

Sunset Events scored higher in accordance with the selection criteria at the conclusion of the assessment of submission for RFP 14/12 – Event Management Services – North West Festival 2015-2017.

Accordingly, it is recommended that Council support the officer's recommendation in the awarding of RFP 14/12 Event Management Services – North West Festival 2015 -2107 to Sunset Events for a management fee of \$250,000 per year GST exclusive.

*Proposed terms*

1. That after the event is held in 2015 a review will be undertaken and reported to Council, to seek approval as to whether the event should continue in 2016. This same review process will be undertaken at the end of each of the years the event is held, seeking Council approval as to whether the event should be held for the next year.
2. That Council endorsement is required prior to evoking the three year Event Management option for years 2018 to 2020 (inclusive) for Sunset Events to be the Event Manager, noting that mutual agreement by both the event Management Company and the Town of Port Hedland will also be required.
3. That a payment of up to \$250,000 (GST exclusive) will be provided to Sunset Events as an event management fee. This will be deducted from ticket sales, sponsorship and other income streams such as merchandise and bar sales, and determined at the end of each year of the event. There is no payment of management fees until after the event.
4. That if the event records less than the prescribed management fee of \$250,000 GST exclusive in ticket sales, sponsorship and income, after all event expenses have been met, then the shortfall will be allocated from the following year's surplus (if a surplus is achieved). This accrued shortfall will be in addition to the management fee payable in relation to that year. If there is an accrued shortfall at the end of the contract period, whenever that may be, there will be no liability to the Town of Port Hedland.
5. That points 3 and 4 above are subject to a satisfactory review of the 2015 event and subsequent delivery of events in each year of the contract thereafter, as detailed in Part 1 of the Officer's Recommendation.
6. That the Event Manager Sunset Events assumes all financial risk and therefore liability associated with a shortfall of the event in any year.
7. That in the event of ticket sales, additional sponsorship and other income streams being in excess of the management fee of \$250,000 (GST exclusive), after all event expenses have been met (and assuming any shortfall in management fees has also been paid) then the surplus profit will be shared by way of 50% to the Event Manager and 50% to the Town of Port Hedland
8. That the Town of Port Hedland will auspice the event in all relationships with corporate partners, suppliers and Government agencies and will have full audit rights of the accounts of the event.
9. That expenditure incurred by Sunset Events as the Event Manager will be reimbursed on a monthly basis on receipt of detailed financial statements with audited financial statements being supplied within a timely manner by the 30<sup>th</sup> November of each applicable financial year after the event is held.

10. That Sunset Events agrees to meet milestones and payment targets as specified by all sponsors of the event.

### FINANCIAL IMPLICATIONS

Council indicated in the RFP that it would contribute an amount of \$400,000 to the 2015 event. Sponsorship monies of a further \$400,000 have been confirmed through corporate sponsors for the 2105 event. An application has been submitted to Eventscorp for sponsorship of the event for 2015-2017, however the outcome of this submission is not expected to be known until the 1<sup>st</sup> or 2<sup>nd</sup> quarter of the 2015 calendar year.

If the anticipated sponsor and grant amount are not realized, the Event Manager will not be expected to meet this shortfall. In the event of any shortfall in funding, the Town reserves the right to reconsider the scope, contents and requirements of the North West Festival event. If the sponsorship and grant monies are less than budgeted, but it is agreed by both parties that the event will proceed with a modified budget to that presented in the confidential Attachment 1, the Event Manager will assume all financial risk and therefore liability of the event in any year against the agreed modified budget. Similarly, if the budgeted amount for income and sponsorship is obtained in line with the proposed budget submitted as attachment 1, the Event Manager will assume all financial risk and therefore liability of the event in any year.

It should be noted that the current pre-audited figures for the 2014 North West Festival (which are subject to change) are showing that the event has a carry forward loss which will be deducted from the management fees. Should Sunset Events be endorsed as the successful Tenderer for 2015 and beyond, then this figure would carry over into next year (and potentially beyond) and be deducted from any profit that the event makes.

### STATUTORY AND POLICY IMPLICATIONS

Budget details from both applicants have been provided as confidential attachments in accordance with section 5.23 subsection 2c of the Local Government Act 1995.

The North West Festival supports the Town's Strategic Community Plan goal to develop a series of well-attended community events (6.1.2).

### ATTACHMENTS

1. Assessment Criteria (Confidential – Under Separate Cover)
2. Budget submission for Sunset Events (Confidential – Under Separate Cover)
3. Budget submission for Incognitus (Confidential – Under Separate Cover)

20 October 2014

**ITEM 13 REPORTS OF COMMITTEES**

*Note: The Minutes of this Committee meeting are enclosed under separate cover.*

7:22pm Councillor Daccache declared an impartiality interest in item 13.1 'Audit & Finance Committee Minutes – 17 September 2014' as he is a member of the Port Hedland Rovers Football Club.

Councillor Daccache did not leave the room.

**13.1 Audit & Finance Committee Minutes – 17 September 2014****201415/090 RECOMMENDATION/ COUNCIL DECISION****MOVED: CR JACOB****SECONDED: CR BUTSON**

**That Council receive the Minutes of the Audit & Finance Committee Meeting held on 17 September 2014 at 12:00pm inclusive of the following decisions:**

**10.1.1 Port Hedland Visitor Centre: Financial Quarterly Review of Fourth Quarter being April to June 2014**

**10.2.1 Colin Matheson Clubhouse Financial Report – Port Hedland Rovers Football Club**

**10.2.2 Town of Port Hedland Leisure Facilities Management Contract Fourth quarter Report 2013/14**

**10.2.3 GP Housing Quarterly Review: Quarter 4 April – June 2014**

**10.2.7 Courthouse Gallery Quarterly Review: April – June 2014**

**CARRIED 7/0****13.2 Airport Committee Minutes – 1 October 2014****13.2.1 En-bloc Decision****201415/091 RECOMMENDATION/ COUNCIL DECISION****MOVED: CR GILLINGAHM****SECONDED: CR HOOPER**

**That Council receive the Minutes of the Ordinary Meeting of the Airport Committee held on 1 October 2014 at 12:30pm inclusive of the following decision:**

**10.2.1 Port Hedland International Airport – Projects Update September 2014**

**CARRIED 7/0**

### 13.2.2 Port Hedland International Airport Committee Meeting Dates and Times

#### 201415/09 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR JACOB**

**SECONDED: CR BUTSON**

**That Council:**

1. **Adopt decision AC201415/005 from the Airport Committee meeting held on Wednesday 1 October 2014 and listed on page 18 of those Minutes; and**
2. **Adopt and advertise the following Port Hedland International Airport Committee meeting dates, times and venue for the year ahead:**

<b>DATE</b>	<b>TIME</b>	<b>Venue</b>
<b>Wednesday, 3 December 2014</b>	<b>12:30pm</b>	<b>Council Chambers</b>
<b>Wednesday, 4 February 2015</b>	<b>12:30pm</b>	<b>Council Chambers</b>
<b>Wednesday, 1 April 2015</b>	<b>12:30pm</b>	<b>Council Chambers</b>
<b>Wednesday, 3 June 2015</b>	<b>12:30pm</b>	<b>Council Chambers</b>
<b>Wednesday, 12 August 2015</b>	<b>12:30pm</b>	<b>Council Chambers</b>
<b>Wednesday, 7 October 2015</b>	<b>12:30pm</b>	<b>Council Chambers</b>
<b>Wednesday, 2 December 2015</b>	<b>12:30pm</b>	<b>Council Chambers</b>

***CARRIED 7/0***

### 13.2.3 Port Hedland International Airport Conditions of use Document

#### 201415/093 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR JACOB**

**SECONDED: CR GILLINGHAM**

**That Council:**

1. **Adopt decision AC201415/010 from the Airport Committee meeting held on Wednesday 1 October 2014 and listed on page 29 of those Minutes;**
2. **Note the proposed Port Hedland International Airport Conditions of Use document; and**
3. **Note that airport users will be engaged prior to the Conditions of Use document's implementation.**

***CARRIED 7/0***

#### ITEM 14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

**ITEM 15 CONFIDENTIAL ITEMS****201415/094 COUNCIL DECISION****MOVED: CR DACCACHE****SECONDED: CR MELVILLE**

That Council close the meeting to members of the public as prescribed in section 5.23(2) of the Local Government Act 1995, to enable Council to consider the following items:

**15.1 Proposed Solar Farm: Equity Proposal for the Town of Port Hedland****15.2 Acceptance of Offer from Reece Pty Ltd Trading as Reece for the Purchase of Low 413 within the Kingsford Smith Business Park via a Private Treaty*****CARRIED 7/0***

7:28pm Mayor advised that the meeting is closed to members of the public.

**15.1 Proposed Solar Farm: Equity Proposal for the Town of Port Hedland****201415/095 AMENDED RECOMMENDATION/ COUNCIL DECISION****MOVED: CR JACOB****SECONDED: CR HOOPER****That Council:**

- 1. Approve the preparation and advertisement of a business plan for six weeks in accordance with the provisions of sections 3.58 and 3.59 of the Local Government Act 1995 outlining the Town of Port Hedland's intention to enter into a major trading transaction as an equity investor under a limited partnership agreement (the limited partner) with BeauSol (the general partner) in an entity coined a Special Purpose Vehicle for the construction and management of a solar farm at the Kingsford Smith Business Park for a leased period of 20 years (including two options of 5 year extensions), whilst acknowledging:
  - a) That the current lease for Compass Group at Port Haven expires in March 2019;**
  - b) That the information contained in the solar farm project report inclusive of financial and risk assessment will be released to the public in conjunction with the business plan;**
  - c) That the Town might also be required to invest additional capacity from the Horizon Power Network in the future.****



2. Request the Chief Executive Officer, or his delegate(s), to report back to Council on the public submissions received as a result of that business plan and recommend a course of action in relation to the proposed major trading transaction between the Town of Port Hedland and BeauSol.

*CARRIED 7/0*

## 15.2 Acceptance of Offer from Reece Pty Ltd Trading as Reece for the Purchase of Lot 413 within the Kingsford Smith Business Park via a Private Treaty

### 201415/096 RECOMMENDATION/ COUNCIL DECISION

**MOVED: CR JACOB**

**SECONDED: CR DACCACHE**

**That Council:**

1. Accept the offer to purchase Lot 413 received from Reece Pty Ltd within the Kingsford Smith Business Park for the amount of \$250m<sup>2</sup> + GST in accordance with Section 3.58 of the Local Government Act 1995 subject to final survey; and
2. Request the Chief Executive Officer, or his delegate(s), to finalise the legal documentation to formalise the disposition of lot 413 within the Kingsford Smith Business Park in accordance of the Local Government Act 1995.

*CARRIED 7/0*

### 201415/097 COUNCIL DECISION

**MOVED: CR GILLINGHAM**

**SECONDED: CR MELVILLE**

**That Council open the meeting to members of the public.**

*CARRIED 7/0*

7:30pm Mayor advised that the meeting is open to the public. Presiding Member advised the public of Council's decision whilst behind closed doors.

**ITEM 16 APPLICATIONS FOR LEAVE OF ABSENCE****201415/098 COUNCIL DECISION****MOVED: CR HOOPER****SECONDED: CR BUTSON**

That Council approve the following applications for leave of absence:

- Councillor Jacob from 31 October to 5 November 2014;
- Councillor Gillingham from 14 November to 18 November 2014;
- Councillor Melville from 12 November to 25 November 2014; and
- Mayor Howlett on 5 November 2014.

**CARRIED 7/0**

**ITEM 17 CLOSURE****17.1 Date of Next Meeting**

The next Ordinary Meeting of Council will be held on Wednesday 26 November 2014, commencing at 5:30pm, with the Public Agenda Briefing being held on Wednesday 19 November 2014, commencing at 3:30pm.

**17.2 Closure**

There being no further business, the Mayor declared the meeting closed at 7:34pm.

**DECLARATION OF CONFIRMATION OF MINUTES**

I certify that these Minutes were confirmed by the Council at its Ordinary Meeting of \_\_\_\_\_ 2014.

CONFIRMATION:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
DATE