

Town of Port Hedland

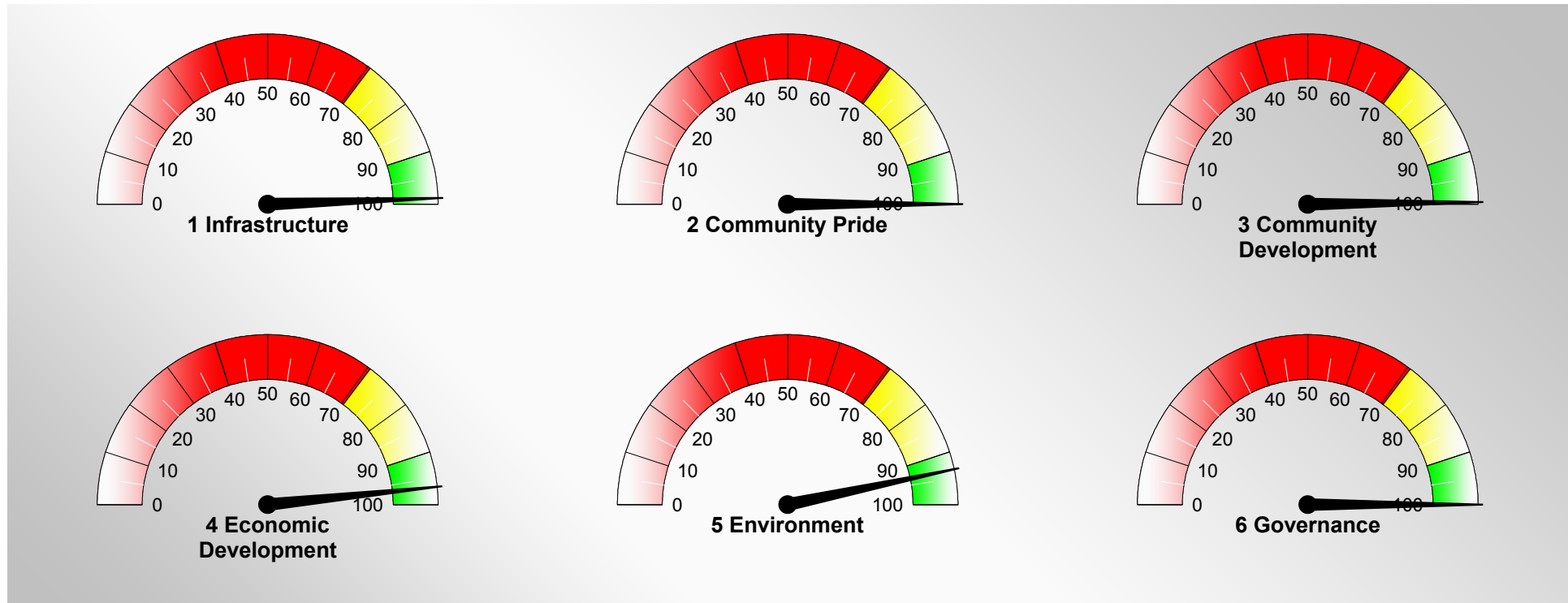


Town of Port Hedland

Council Quarterly Report

July to September 2011

Action Progress Against Goals



GOAL AREA	NO. OF ACTIONS REPORTED ON	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET
1 Infrastructure	49	34	0	1	0	14
2 Community Pride	32	25	0	0	0	7
3 Community Development	81	52	1	0	0	28
4 Economic Development	48	40	0	2	0	6
5 Environment	14	8	0	1	0	5
6 Governance	93	76	0	0	1	17
TOTAL	317	76	1	0	1	77

BUSINESS HIGHLIGHTS

Infrastructure

Construct the Wallwork Road Bridge

A project management tender for design and construction of Wallwork Road Bridge has been awarded to Thinc Projects. Geotechnical investigations and report is complete. GHD is undertaking initial design work in accordance with Main Roads guidelines, geotechnical requirements and BHP rail clearance requirements. Design is 60% complete. Remainder of design will be finalised as part of a design and construction tender, to be advertised prior to Christmas.

The construction of the Wallwork Road Bridge is anticipated to commence in the fourth quarter. Traffic will be detoured around the construction site via a temporary road that has already been constructed.

Community Pride

Implement the Boulevard Tree Planting project

Murdoch, Masters, Captains, Cooke Point, GNH planting complete. Council has approved purchase of water truck for ongoing watering of trees. Due for delivery in December. Currently reviewing opportunities for additional planting along North Circular road after cyclone season.

Construct Marquee Park

Caretakers residence, ablutions and kiosk transportable buildings on site, waterplay splashpad and pumping system complete, shade structures installed, landscaping works commenced. Trees and shrubs have been delivered to site for conditioning to Pilbara climate - this will improve establishment. Commissioning of water play to commence early next quarter.

Progress the upgrade of the Old Port Hedland Cemetery

Stage One nearing completion with draft report provided to TOPH by Consultant in October. Stage 2 being planning beginning with Aboriginal Consultation at Wanka Maya early in next quarter and an open forum to be held at Cemetery Beach Park.

Tender for an events management business to deliver the 'high profile event' as per the feasibility study

Feasibility Study into "high profile event" in Port Hedland presented to Council in June.

Community Development

BUSINESS HIGHLIGHTS**Transition JD Hardie Youth Center**

Interim Management Plan endorsed by Council. Youth currently have access to JD Hardie Centre to participate in program of events.

Develop an engagement strategy to facilitate the detailed design ready for calling of construction tenders for the South Hedland Skate Park

International skatepark design team, Convic have been appointed to undertake community engagement strategy and concept design in collaboration with TOPH staff. Development of Facebook page in an innovative consultation strategy.

Construct MPRC civil works and oval

Construction of oval, lighting, fencing and goal posts complete. Oval now operational. Playground shade structures relocated. Designs underway for roads and drainage around oval and MPRC. Oval lighting suitable for cricket facilities. Cricket pitch currently being installed.

Complete the construction of the Multi Purpose Recreation Centre on budget and on time

All the internal design layouts now finalised including provisions for 24 hour gym access. Internal sports court line marking finalised to include basketball, netball, volleyball, badminton, futsal and mini basketball. External design 80% complete, including carpark, road access, stormwater drainage, landscaping and entrance from Hamilton Road.

The practical completion date for the construction of the MPRC is scheduled for 10 May 2012. All structural work is complete. External cladding commenced, including stakeholder event to hang the first panels. Internal squash courts and fitness room complete. Tiling to ablutions and changerooms complete. All cabling for CCTV and PA systems complete. Internal wall claddings complete. Stage 1 external paving complete. external court construction commenced. Internal main court flooring installation commenced. All external glazing and doors complete- building is watertight.

Management and operation of the Multi Purpose Recreation Centre

Draft scope of works complete and conditions of contract is in draft form seeking legal guidance. Informed Council in September on selection criteria and desired KPI's.

Construct Stage 1 of South Hedland Aquatic Centre redevelopment

A design and construct contract has been awarded to AVP. Contract clarification and site meeting have been completed. AVP is preparing concept designs incorporating all elements approved by Council for first review. Site construction is to commence February 2012. Wave machine selection in progress - all potential suppliers have provided information to project team.

Review Town of Port Hedland Records Keeping Plan

Existing Records Keeping Plan is valid until 2013. A review is currently being conducted as a number of actions outlined in the existing plan have been completed or commenced. The Records Keeping Plan will be updated within the next 9 months.





BUSINESS HIGHLIGHTS

Upgrade network servers

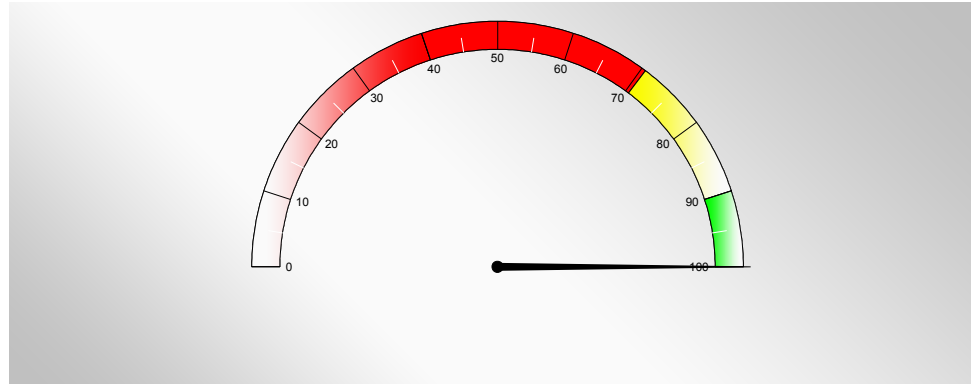
Brief has been developed for network strategy as first stage of 5 Year ICT Strategy. Project will be awarded in November if within agreed budget.

Major Projects

- ✔ At least 90% of action target achieved Target
- ⚠ Between 70 and 90% of action target achieved % Complete
- ✘ Less than 70% of action target achieved

Action	Start Date	End Date		Annual Budget	YTD Budget	Actual Expenditure	% Variance
3.1.3.2 Develop an engagement strategy to facilitate the detailed design ready for calling of construction tenders for the South Hedland Skate Park	01/07/11	30/06/12	 0% 20% 40% 60% 80% 100%	\$3,000,000.00	\$0.00	\$0.00	0.00%
3.2.1.1 Construct MPRC civil works and oval	01/07/10	30/06/12	 0% 20% 40% 60% 80% 100%	\$9,894,000.00	\$1,972,226.00	\$1,972,226.00	0.00%
1.1.3.1 Construct the Wallwork Road Bridge	01/07/11	30/06/12	 0% 20% 40% 60% 80% 100%	\$23,129,438.00	\$3,708.00	\$3,708.00	0.00%
2.1.3.2 Construct expansion of Cemetery Beach Community Park	01/09/11	30/06/12	 0% 20% 40% 60% 80% 100%	\$2,880,000.00	\$0.00	\$0.00	0.00%
3.2.2.1 Construct Stage 1 of South Hedland Aquatic Centre redevelopment	01/07/11	30/06/12	 0% 20% 40% 60% 80% 100%	\$9,770,606.00	\$3,000.00	\$3,000.00	0.00%
2.1.2.1 Construct Marquee Park	01/07/10	30/12/11	 0% 20% 40% 60% 80% 100%	\$4,411,268.00	\$1,927,739.00	\$1,927,739.00	0.00%
3.2.1.1 Complete the construction of the Multi Purpose Recreation Centre on budget and on time	01/07/11	31/05/12	 0% 20% 40% 60% 80% 100%	\$9,894,000.00	\$1,972,226.00	\$1,972,226.00	0.00%
1.2.3.1 Investigate needs and prepare concept design for the upgrade of PHIA Terminal building	01/08/10	30/11/11	 0% 20% 40% 60% 80% 100%	\$2,000,000.00	\$0.00	\$0.00	0.00%

Corporate Plan Actions



Total actions and projects	246
Total operating actions	191
Projects without targets	0
Projects greater than 90% of target	0
Projects greater than 70% of target	0
Projects less than 70% of target	55

CORPORATE ACTION PROGRESS



At least 90% of action target achieved



Between 70 and 90% of action target achieved



Less than 70% of action target achieved

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Infrastructure

1.1.1 Undertake road works in South Hedland to improve road permeability (particularly in the CBD)

Prepare strategy for the improvement of road permeability in South Hedland

Technical Services

In Progress



PROGRESS COMMENTS

This is pending outcomes of traffic study.

Updated By:

Jenella Voitkevich - Manager Infrastructure Development

1.1.2 Implement Council's 5 year infrastructure maintenance and development plans across each infrastructure asset type

Prepare detailed designs for dual lanes and improved intersection design of Pinga

Infrastructure Development

Completed



PROGRESS COMMENTS

No Comments

Implement Council's 5 year Reseals program

Engineering Services

In Progress



PROGRESS COMMENTS

Programme to commence post airport upgrade. Programme adjusted to maximise contractor availability.

Updated By:

Steve Campbell - Manager Engineering Services




Development of Asset Management Framework with associated policies

Technical Services



Not Started

Targets Not Yet Determined






CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
PROGRESS COMMENTS			
<i>A Request for Tender was unsuccessful in attracting a suitable consortia to develop the required Plan. A new procurement process will be undertaken in October to source this expertise.</i>			
		<i>Updated By:</i>	<i>Jenella Voitkevich - Manager Infrastructure Development</i>
Assist with development and implementation of the Asset Management Plan	Financial Services	In Progress	
PROGRESS COMMENTS			
<i>A Request for Tender was unsuccessful in attracting a suitable consortia to development the required Plan. A new procurement process will be undertaken in October to source this expertise.</i>			
		<i>Updated By:</i>	<i>Suma George - Manager Financial Services</i>
Implement Roads to Recovery Program	Engineering Services	In Progress	
PROGRESS COMMENTS			
<i>Tenders have been awarded for spray seal and asphalt. Upgrade to Butwell Road will commence next quarter.</i>			
		<i>Updated By:</i>	<i>Steve Campbell - Manager Engineering Services</i>
Provide contract management for cleaning services for all Council owned and operated buildings and facilities	Technical Services	In Progress	Targets Not Yet Determined
PROGRESS COMMENTS			
<i>Scheduled cleaning tasks have been undertaken this quarter.</i>			
		<i>Updated By:</i>	<i>Russell Dyer - Director Engineering Services</i>
Undertake resheeting and drainage improvements on Yandeyarra road	Engineering Services	In Progress	
PROGRESS COMMENTS			
<i>10 kilometres of Yandeyarra road will be improved this financial year. Resheeting commenced in last quarter. Drainage improvements to commence post cyclone season.</i>			
		<i>Updated By:</i>	<i>Steve Campbell - Manager Engineering Services</i>



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Manage and undertake all building and garden maintenance on Council owned staff housing</p> <p>PROGRESS COMMENTS</p> <p><i>Scheduled maintenance tasks undertaken this quarter.</i></p>	Technical Services	In Progress	Targets Not Yet Determined
		Updated By:	Russell Dyer - Director Engineering Services
<p>Undertake resheeting and drainage improvements on Hillside-Woodstock road</p> <p>PROGRESS COMMENTS</p> <p><i>10 Kilometres of road will be improved this financial year. Re sheeting commenced in last quarter and continued into this financial years first quarter. Drainage improvements to commence post cyclone season.</i></p>	Engineering Services	In Progress	
		Updated By:	Steve Campbell - Manager Engineering Services
<p>Construct dual lanes and roundabout to MPRC on Hamilton road</p> <p>PROGRESS COMMENTS</p> <p><i>Tender package being prepared, pending final assessment of budget. Roundabout controlled entrance to MPRC will provide the opportunity for public art or entry statement.</i></p>	Infrastructure Development	In Progress	
		Updated By:	Jenella Voitkevich - Manager Infrastructure Development
<p>Manage and undertake building maintenance on Council owned commercial and community facilities</p> <p>PROGRESS COMMENTS</p> <p><i>Scheduled maintenance tasks undertaken this quarter.</i></p>	Technical Services	In Progress	Targets Not Yet Determined
		Updated By:	Russell Dyer - Director Engineering Services




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Undertake resheeting and drainage improvements on Councils unsealed road network</p> <p>PROGRESS COMMENTS</p> <p><i>Maintenance grading undertaken on Shoata, Landfill access Road, Quartz Quarry Road and 6 Mile Road.</i></p>	Engineering Services	In Progress	 GREEN
<i>Updated By:</i>		<i>Steve Campbell - Manager Engineering Services</i>	
<p>Improve public lighting in Council's POS and walkways</p> <p>PROGRESS COMMENTS</p> <p><i>Reviewing lighting along Murdoch drive exercise trail for 11/12 program in conjunction with feature lighting installed by BHP (not yet commissioned). Quote received for entire walkway lighting in excess of budget allocation.</i></p>	Infrastructure Development	In Progress	 GREEN
<i>Updated By:</i>		<i>Jenella Voitkevich - Manager Infrastructure Development</i>	
<p>Reconstruct Buttweid road</p> <p>PROGRESS COMMENTS</p> <p><i>Tender submissions for reconstruction of Buttweid road to be presented to Council 12th October. All tenders exceeded budget allocation, therefore recommendation is to reconstruct in-house at reduced scope.</i></p>	Infrastructure Development	In Progress	 GREEN
<i>Updated By:</i>		<i>Jenella Voitkevich - Manager Infrastructure Development</i>	
<p>Implement Council's 5 year Light Vehicle Replacement Program</p> <p>PROGRESS COMMENTS</p> <p><i>Quotes requested for 5 of the 22 vehicles in the 2011/12 program. Remaining vehicles pending assessment of criteria.</i></p>	Technical Services	In Progress	 GREEN
<i>Updated By:</i>		<i>Russell Dyer - Director Engineering Services</i>	
<p>Implement Council's 5 year Footpath construction program</p> <p>PROGRESS COMMENTS</p> <p><i>Tenders called and contract awarded. Works to commence in the 3rd and 4th quarter.</i></p>	Engineering Services	In Progress	 RED
<i>Updated By:</i>		<i>Steve Campbell - Manager Engineering Services</i>	




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Review Council's Engineering 5 year programs</p> <p>PROGRESS COMMENTS</p> <p><i>Not yet commenced due to staff shortages.</i></p>	Technical Services	Not Started	Targets Not Yet Determined
		Updated By:	Russell Dyer - Director Engineering Services
<p>Implement Council's 5 Year Kerbing Construction program</p> <p>PROGRESS COMMENTS</p> <p><i>This years program was deferred until the 2012/2013 Financial Year due to budgetary restraints.</i></p>	Engineering Services	Deferred	
		Updated By:	Steve Campbell - Manager Engineering Services
<p>Provide tender and contract management services for Engineering Directorate Period Contracts</p> <p>PROGRESS COMMENTS</p> <p><i>Supply and delivery of asphaltic concrete surfacing awarded to BGC Asphalt. Contract for supply and delivery of spray bitumen surfacing to be awarded at Council meeting on 21st September. Ongoing action.</i></p>	Technical Services	In Progress	
		Updated By:	Russell Dyer - Director Engineering Services
<p>Implement Council's 5 Year Drainage Construction program</p> <p>PROGRESS COMMENTS</p> <p><i>Works have not commenced this quarter.</i></p>	Engineering Services	Not Started	Targets Not Yet Determined
		Updated By:	Steve Campbell - Manager Engineering Services
<p>Implement Council's Regional Road Group Main Roads WA Road Grant Program</p> <p>PROGRESS COMMENTS</p> <p><i>Upgrades to Pipingarra Road have been completed this quarter.</i></p>	Engineering Services	In Progress	
		Updated By:	Steve Campbell - Manager Engineering Services




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Implement Council's 5 year Drainage Construction program</p> <p>PROGRESS COMMENTS</p> <p><i>Adopted budget has allocated funding to upgrades to drainage in Port Hedland LIA. This is under review following outcomes of South Hedland Flood Study as priorities have now changed.</i></p>	Infrastructure Development	Not Started	 GREEN
<i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i>			
<p>Implement Council's Blackspot funding Grant</p> <p>PROGRESS COMMENTS</p> <p><i>Upgrades on Limpet Crescent have been completed this quarter.</i></p>	Engineering Services	In Progress	 GREEN
<i>Updated By: Steve Campbell - Manager Engineering Services</i>			
<p>1.1.3 Construct a bridge on Wallwork Road to improve traffic access between Port and South Hedland</p>			
<p>Construct the Wallwork Road Bridge</p> <p>PROGRESS COMMENTS</p> <p><i>Project management tender for design and construction of Wallwork Road Bridge has been awarded to Thinc Projects. Geotechnical investigations and report is complete. GHD is undertaking initial design work in accordance with Main Roads guidelines, geotechnical requirements and BHP rail clearance requirements. Design is 60% complete. Remainder of design will be finalised as part of a design and construction tender, to be advertised prior to Christmas. Construction of the Wallwork Road Bridge is anticipated to commence in the fourth quarter. Traffic will be detoured around the construction site via a temporary road that has already been constructed.</i></p>	Infrastructure Development	In Progress	 GREEN
<i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i>			
<p>1.1.4 Ensure that the \$200 M Port Hedland Road Project progresses in a timely manner</p>			




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Participate in Project Control Group meetings for the MRWA \$200M Port Hedland road project</p> <p>PROGRESS COMMENTS</p> <p><i>Ongoing. Project progressing well.</i></p>	Technical Services	In Progress	 GREEN
		<i>Updated By:</i>	<i>Paul Martin - Chief Executive Officer</i>
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1.1.5 Review current and future public transport needs within the Town and commence planning for improvements			
<p>Review current and future public transport needs in conjunction with the City Growth Plan</p> <p>PROGRESS COMMENTS</p> <p><i>Works pending outcomes of City Growth Plan. Request sent to Department of Transport for review.</i></p>	Technical Services	In Progress	 GREEN
		<i>Updated By:</i>	<i>Russell Dyer - Director Engineering Services</i>
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1.1.7 Review resources that are required to maintain current and future assets			
<p>Develop comprehensive Asset Management Plans to integrate with (Growth Plan) Council's 10 year Strategic Community Plan</p> <p>PROGRESS COMMENTS</p> <p><i>A Request for Tender was unsuccessful in attracting a suitable consortia to develop the required Plans. A new procurement process will be undertaken in October to source this expertise.</i></p>	Technical Services	In Progress	 GREEN
		<i>Updated By:</i>	<i>Jenella Voitkevich - Manager Infrastructure Development</i>
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1.1.8 Undertake traffic study			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Monitor traffic data throughout the town and identify requirements for traffic management, improvements and calming</p> <p>PROGRESS COMMENTS</p> <p><i>Traffic count program to be prepared and implemented when new staff are available.</i></p>	<p>Technical Services</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>
		<p>Updated By:</p>	<p>Russell Dyer - Director Engineering Services</p>
<p>Undertake a traffic study for Port and South Hedland</p> <p>PROGRESS COMMENTS</p> <p><i>Traffic count data complete, mapping of existing situation complete (road hierarchy, speed zones, etc). Draft proposed mapping data submitted pending supporting documentation for review. Traffic study being co-ordinated in line with Council's City Growth Plan.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
		<p>Updated By:</p>	<p>Jenella Voitkevich - Manager Infrastructure Development</p>
<p>Monitor and provide assessment for the provision of Restricted Access Vehicle networks throughout the town</p> <p>PROGRESS COMMENTS</p> <p><i>No applications for road train access received in this period.</i></p>	<p>Technical Services</p>	<p>In Progress</p>	
		<p>Updated By:</p>	<p>Russell Dyer - Director Engineering Services</p>
<p>1.2.1 Complete the development of the Airport Land Development Plan and commence implementation of the key initiatives that are identified.</p>			
<p>Investigate and design sewerage disposal plan and works for Transit Worker Accommodation located within the Airport</p> <p>PROGRESS COMMENTS</p> <p><i>Initial investigations indicate that connection to Water Corporation sewer line may not be feasible due to costs association with pumping stations and capacity at South Hedland treatment plant, even with proposed upgrades by Water Corp. Alternative to review Airport specific package treatment plant is currently being investigated. Package treatment plant will provide Council with opportunity for revenue with sale of treated water plus sewer rates from developments on airport land.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
		<p>Updated By:</p>	<p>Jenella Voitkevich - Manager Infrastructure Development</p>


CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Development and Implementation of Airport Land Development Plan</p> <p>PROGRESS COMMENTS</p> <p><i>Input has provided to the Planning and Development Directorate into future developments at Airport to facilitate regional economic growth. Agenda items to Council included Freight Hub RFP and Relocation of Hire Car operations.</i></p>	<p>Investment and Business Development</p>	<p>In Progress</p>	 GREEN
<p><i>Updated By: Jasmine Person - Manager Investment and Business Development</i></p>			
<p>Investigate and plan for the relocation of hire car storage/workshop areas</p> <p>PROGRESS COMMENTS</p> <p><i>Required concept plans are prepared. Airport Land Use plan modified to suit hire car arrangement. Environmental investigations underway. Subdivision design contract awarded. Relocation of hire car operations will allow for the future development of the airport carpark, including paid parking.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	 GREEN
<p><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>			
<p>1.2.2 Upgrade runways, taxiways and aprons to facilitate efficient aircraft movement</p>			
<p>Develop and implement a 5 year Airport Maintenance Plan</p> <p>PROGRESS COMMENTS</p> <p><i>First quarter of airport maintenance plan completed.</i></p>	<p>Airport</p>	<p>In Progress</p>	 GREEN
<p><i>Updated By: Bob Couzens - Manager Airport</i></p>			
<p>Strengthen main apron parking bays 1 to 5 to accommodate 230,000kg aircraft</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p>	<p>Airport</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p><i>Updated By: Bob Couzens - Manager Airport</i></p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Extend main apron 20 metres south and reposition taxiway lights and centreline markings</p> <p>PROGRESS COMMENTS</p> <p>No activity this quarter. Project will commence in the third quarter.</p>	<p>Airport</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
		<p>Updated By:</p>	<p>Bob Couzens - Manager Airport</p>
<p>Extend main apron (West) to maximise aircraft parking bays</p> <p>PROGRESS COMMENTS</p> <p>No activity this quarter. Project will commence in the third quarter.</p>	<p>Airport</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
		<p>Updated By:</p>	<p>Bob Couzens - Manager Airport</p>

1.2.3 Progress planning and design for an upgraded and extended terminal building.



<p>Investigate needs and prepare concept design for the upgrade of PHIA Terminal building</p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
<p>PROGRESS COMMENTS</p> <p>Required concept design has been completed to accommodate a 4x737 aircraft peak period, as determined by capacity review investigations and stakeholder consultation. Design is under review pending further information regarding potential increase in international freight and passenger flights. Terminal expansion project to be integrated with various airport development projects, including car park redevelopment, land development for car hire and commercial use, freight facilities etc. The construction time frames and methodology is under review to accommodate other development opportunities surrounding the terminal, including the potential for a freight hub and expanded facilities. the construction of stage 1 of the car park redevelopment has commenced, with paid parking, lighting and CCTV systems being operational before Christmas.</p>			
		<p>Updated By:</p>	<p>Jenella Voitkevich - Manager Infrastructure Development</p>

- 1.2.4 Undertake upgrades to the terminal and surrounds to improve the functionality of the facility including:**
- a. Creating more common-user check in points**
 - b. Improving airport security screening arrangements**
 - c. Review parking options and implement an agreed Airport Parking Plan**

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Install airport paid parking system, including car park modifications</p> <p>PROGRESS COMMENTS</p> <p><i>The paid parking systems configuration complete with Council approved fees entered. Tender for civil works to be awarded at September SCM. Civil contractor has commenced site preparations and procurement.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	 <small>GREEN</small>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Jenella Voitkevich - Manager Infrastructure Development</i></p>	
<p>Undertake works to the new RFDS Hanger</p> <p>PROGRESS COMMENTS</p> <p><i>RFDS hanger is under construction.</i></p>	<p>Airport</p>	<p>In Progress</p>	 <small>GREEN</small>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Bob Couzens - Manager Airport</i></p>	
<p>Upgrade Airport electronic security gates</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter. Project to commence in third quarter.</i></p>	<p>Airport</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Bob Couzens - Manager Airport</i></p>	
<p>Construct airport parking expansion, including lighting, CCTV, shade, expansion of paid parking system into new carpark</p> <p>PROGRESS COMMENTS</p> <p><i>Paid parking systems configuration complete with Council approved fees entered. Tender for civil works to be awarded at September SCM. Civil contractor commenced site preparations and procurement. Solar lighting ordered. Conduit and cabling for CCTV and power expansion around carpark organised.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	 <small>GREEN</small>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Jenella Voitkevich - Manager Infrastructure Development</i></p>	
<p>Replace secondary emergency power generators</p> <p>PROGRESS COMMENTS</p> <p><i>Quotes received. Revisiting the amperage needed to meet terminal upgrade requirements. Project will commence in third quarter.</i></p>	<p>Airport</p>	<p>In Progress</p>	 <small>GREEN</small>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Bob Couzens - Manager Airport</i></p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Upgrade Airport residence 12 - construct and erect carport</p> <p>PROGRESS COMMENTS</p> <p><i>Completed</i></p>	<p>Airport</p>	<p>Completed</p>	 <p>GREEN</p>
		<p><i>Updated By:</i></p>	<p><i>Bob Couzens - Manager Airport</i></p>
<p>Upgrade Airport Terminal PA system</p> <p>PROGRESS COMMENTS</p> <p><i>Sontec authorised to commence works. Project completed next quarter. Quotations are within budget.</i></p>	<p>Airport</p>	<p>In Progress</p>	 <p>GREEN</p>
		<p><i>Updated By:</i></p>	<p><i>Bob Couzens - Manager Airport</i></p>
<p>Manufacture and install weather protection roofing over exposed CBS conveyor system</p> <p>PROGRESS COMMENTS</p> <p><i>Will commence after Taxiway extension is complete. Project completed in third quarter.</i></p>	<p>Airport</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
		<p><i>Updated By:</i></p>	<p><i>Bob Couzens - Manager Airport</i></p>
<p>Create more common use check-in points</p> <p>PROGRESS COMMENTS</p> <p><i>Will be created in terminal upgrade.</i></p>	<p>Airport</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
		<p><i>Updated By:</i></p>	<p><i>Bob Couzens - Manager Airport</i></p>
<p>1.2.5 Develop a Capital Improvement Plan for airport infrastructure that ensures Airport infrastructure can cater for projected growth</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Develop a Capital Improvement Plan for the airport

Airport

In Progress



PROGRESS COMMENTS

Terminal Concept design will be completed next quarter.

Updated By:



Bob Couzens - Manager Airport

CORPORATE ACTION PROGRESS





ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Community Pride




2.1.1 Undertake projects that upgrade the appearance of verges and streetscapes along major thoroughfares within the District

<p>Improve park and suburb entry statement signage</p> <p>PROGRESS COMMENTS</p> <p><i>Concept design for park signage approved by Council. Decision not to upgrade suburb signage as they will become redundant once areas are developed further. Currently finalising quotes for fabrication and installation of signs.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
<p>Updated By: Jenella Voitkevich - Manager Infrastructure Development</p>			
<p>Maintain street verges</p> <p>PROGRESS COMMENTS</p> <p><i>Street verge maintenance in progress. Verges throughout Port and South Hedland have been mowed and wiper snipped, trees are being pruned.</i></p>	<p>Engineering Services</p>	<p>In Progress</p>	
<p>Updated By: Steve Campbell - Manager Engineering Services</p>			
<p>Implement the Boulevard Tree Planting project</p> <p>PROGRESS COMMENTS</p> <p><i>Murdoch, Masters, Captains, Cooke Point, GNH planting complete. Council has approved purchase of water truck for ongoing watering of trees. Currently reviewing opportunities for additional planting along North Circular road after cyclone season.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
<p>Updated By: Jenella Voitkevich - Manager Infrastructure Development</p>			
<p>Implement Royalties for Regions Public Infrastructure Upgrade Programs</p> <p>PROGRESS COMMENTS</p> <p><i>Completed</i></p>	<p>Infrastructure Development</p>	<p>Completed</p>	
<p>Updated By: Jenella Voitkevich - Manager Infrastructure Development</p>			





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
2.1.2 Construct the Marquee Park and ensure that a new park is built in Koombana			
Management and operation of the Marquee Water Park	Recreation	In Progress	
PROGRESS COMMENTS			
<i>A Draft Management Plan has been adopted by Council in June which included in principle agreement with FMG on cafe.</i> <i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i>			
Develop and regularly report on the business plan for Marquee Park	CEO Office	In Progress	
PROGRESS COMMENTS			
<i>A Draft Management Plan has been adopted by Council in June inclusive of in principle agreement with FMG on cafe.</i> <i>Updated By: Paul Martin - Chief Executive Officer</i>			
Construct Marquee Park	Infrastructure Development	In Progress	
PROGRESS COMMENTS			
<i>The Caretakers residence, ablutions and kiosk transportable buildings are on site, waterplay splashpad and pumping system complete, shade structures installed, landscaping works commenced. Trees and shrubs have been delivered to site for conditioning to Pilbara climate - this will improve establishment. Commissioning of water play to commence early next quarter.</i> <i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i>			
Construct a new park in Koombana	Infrastructure Development	In Progress	
PROGRESS COMMENTS			
<i>Park is currently under construction by South Hedland New Living and includes lawn area, landscaping, play equipment, shade and bbq facilities. To be completed mid October.</i> <i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i>			
2.1.3 Develop plans for the upgrades of existing parks (Cemetery Beach, Rock of Ages and Marrapikurinya) plus the development of new parks. Install public art to improve sense of place.			



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Upgrade Civic Centre Park</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p>	<p>Building Services</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>David Giles - Manager Building Services</i></p>	
<p>Prepare designs for the expansion of Cemetery Beach Community Park</p> <p>PROGRESS COMMENTS</p> <p><i>Completed</i></p>	<p>Infrastructure Development</p>	<p>Completed</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Jenella Voitkevich - Manager Infrastructure Development</i></p>	
<p>Construct expansion of Cemetery Beach Community Park</p> <p>PROGRESS COMMENTS</p> <p><i>Design of Cemetery Beach expansion is complete, with elements including parking, grassed open space, shade structures, BBQ and seating facilities, turtle friendly lighting, viewing platforms and adventure style playground. An EOI for integration of public art into playground area received excellent response. To be awarded at SCM 12th October. Tender for construction of park to be awarded at OCM 19th October.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Jenella Voitkevich - Manager Infrastructure Development</i></p>	
<p>2.1.4 Establish an incentive scheme for residents to develop the verge adjacent to their property.</p>			
<p>Review Engineering Verge Treatment policy to include establishment of an incentive scheme for residents to develop the verge adjacent to their property</p> <p>PROGRESS COMMENTS</p> <p><i>Examples of other local government incentive schemes collected. Works to proceed when new staff commence.</i></p>	<p>Technical Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Russell Dyer - Director Engineering Services</i></p>	
<p>2.1.5 Install more shade in parks and public areas (both trees and shade structures), including shade facilities at skate parks.</p>			




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Construct shade structure at Port Hedland Skate Park</p> <p>PROGRESS COMMENTS</p> <p><i>This project has been completed</i></p>	<p>Infrastructure Development</p>	<p>Completed</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p><i>Jenella Voitkevich - Manager Infrastructure Development</i></p>	
<p>Improve shade and lighting at Civic Centre park</p> <p>PROGRESS COMMENTS</p> <p><i>Project team established, project management plan being prepared.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p><i>Jenella Voitkevich - Manager Infrastructure Development</i></p>	
<p>2.1.6 Implement a whole-of-community anti litter education, information and action campaign, including:</p> <ul style="list-style-type: none"> a. Allocate more Council resources towards the enforcement of the Litter Act. b. Explore additional statutory alternatives to achieve Council’s Local Laws with a focus on Litter Act c. Tidy Towns 			
<p>Introduced 'Litter Report Cards' as a mechanism for council and community to enforce the Litter Act</p> <p>PROGRESS COMMENTS</p> <p><i>The system has been implemented for 18 months and report cards submitted will be actioned. Litter cards provide an opportunity for Council officers and the community to assist with litter control.</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p><i>Darryal Eastwell - Manager Environmental Health</i></p>	
<p>Implement a whole of community anti litter education, information and action campaign to support Council's participation in the Tidy Town Awards</p> <p>PROGRESS COMMENTS</p> <p><i>Tidy Towns submission was recognised nationally</i></p>	<p>Community Development</p>	<p>Completed</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p><i>Lorna Secrett - Manager Community Development</i></p>	





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Proactively investigate illegal dumping with a view to gaining evidence to prosecute the offender</p> <p>PROGRESS COMMENTS</p> <p><i>Reports are being actioned as they come in. This activity occurs as part of normal Ranger patrols of bushland and reserves and has been actioned according as identified. Illegal dumping continues to be actioned when it is reported or discovered during normal ranger surveillance.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	Environmental Health	In Progress	
<p>Undertake a review of the Town of Port Hedland Local Laws</p> <p>PROGRESS COMMENTS</p> <p><i>No activity in this respect in this quarter. Local laws pertaining to Business Unit ready for formal review.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	Environmental Health	In Progress	
<p>2.1.8 Ensure that regular audits of the functionality of streetlights and other public lighting are undertaken, with faulty lights being repaired in a timely manner.</p>			
<p>Liaise with Horizon Power regarding ongoing auditing, reporting and repair of public lighting</p> <p>PROGRESS COMMENTS</p> <p><i>Ongoing project to commence upon employment of new staff.</i></p> <p style="text-align: right;"><i>Updated By: Russell Dyer - Director Engineering Services</i></p>	Technical Services	Not Started	Targets Not Yet Determined
<p>Undertake regular audit of Council's lighting infrastructure and repair faults as required</p> <p>PROGRESS COMMENTS</p> <p><i>Ongoing project to commence upon employment of new staff.</i></p> <p style="text-align: right;"><i>Updated By: Russell Dyer - Director Engineering Services</i></p>	Technical Services	Not Started	Targets Not Yet Determined
<p>2.1.9 Develop attractive, usable rest nodes along cycle and pedestrian links.</p>			





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Construct Stanley/Kennedy greenbelt POS link</p> <p>PROGRESS COMMENTS</p> <p>POS currently under construction by South Hedland New Living. Footpaths complete, landscaping commenced. POS provides greenbelt link from residential area to Marquee Park.</p>	Infrastructure Development	In Progress	 GREEN
Updated By: Jenella Voitkevich - Manager Infrastructure Development			
.....			
2.1.10 Upgrade the appearance of Council's Cemeteries.			
<p>Prepare masterplan for the long term development of the South Hedland Cemetery</p> <p>PROGRESS COMMENTS</p> <p>Project team established. Survey information being obtained. Assessing impact of surrounding land development on expansion of Cemetery - road access, buffer treatments, etc.</p>	Infrastructure Development	In Progress	 GREEN
Updated By: Jenella Voitkevich - Manager Infrastructure Development			
.....			
<p>Progress the upgrade of the Old Port Hedland Cemetery</p> <p>PROGRESS COMMENTS</p> <p>Stage One of this project nearing completion with draft report provided to TOPH by Consultant in October. Stage 2 being planning beginning with Aboriginal Consultation at Wanka Maya early in next quarter and an open forum to be held at Cemetery Beach Park.</p>	Community Development	In Progress	 GREEN
Updated By: Lorna Secrett - Manager Community Development			
.....			
2.2.1 Play an integral role in the coordination, operation and communication of community events by: <ol style="list-style-type: none"> a. Assisting Celebrate Hedland Inc. in the management and operation of major community events per annum. b. Developing and operating series of smaller community events. c. Supporting community groups who are operating community events through training, support, advice and, where appropriate, financial support. d. Operating neighbourhood events and competitions. 			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Prepare and deliver an annual calendar of events presented by the Town of Port Hedland</p> <p>PROGRESS COMMENTS</p> <p><i>Planning underway for 2012/2013 calendar.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
<p><i>Updated By: Lorna Secrett - Manager Community Development</i></p>			
<p>Assisting Celebrate Hedland Inc in the management and operation of major annual community events</p> <p>PROGRESS COMMENTS</p> <p><i>Council committed to support Celebrate Hedland Inc for 12 months. This period has been completed.</i></p>	<p>Community Development</p>	<p>Completed</p>	
<p><i>Updated By: Lorna Secrett - Manager Community Development</i></p>			
<p>Developing and operating a series of smaller community events</p> <p>PROGRESS COMMENTS</p> <p><i>Continuing to operate West End Movies and other smaller community events including the community concept to welcome the Governor General and working on the Cruise Ship projects.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
<p><i>Updated By: Lorna Secrett - Manager Community Development</i></p>			
<p>Support community groups operating community events through training, support and advice</p> <p>PROGRESS COMMENTS</p> <p><i>TOPH continues to provide advice and support to community groups holding events through staff interaction and Community Donations Working Group. Community Concert supported by TOPH during visit by Governor General.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
<p><i>Updated By: Lorna Secrett - Manager Community Development</i></p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Operate neighbourhood events and competitions</p> <p>PROGRESS COMMENTS</p> <p><i>TOPH facilitated the Banners in the Terrace competition. TOPH winner of Primary School category of Banners in the Terrace competition for Local Government Week.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	
<p>Facilitate funding and support to community groups through the implementation of Council's Community Donation Policy</p> <p>PROGRESS COMMENTS</p> <p><i>Donations Working Group meeting held in July. Community response to program encouraging, improved understanding of seasonal nature of requests and financial tracking.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	
<p>2.2.2 Install new signage on thoroughfares that promotes upcoming events</p>			
<p>Install new signage on thoroughfares that promotes upcoming events</p> <p>PROGRESS COMMENTS</p> <p><i>Effective use of variable message board (VMB) for a number of events. Participants of numbers at events remain at high levels.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	
<p>2.2.3 Actively seek to attract 'draw card' entertainers and events to the Town of Port Hedland.</p>			
<p>Actively promote and encourage draw card entertainers and events to the Town of Port Hedland</p> <p>PROGRESS COMMENTS</p> <p><i>Spiderbait performed at Spinifex Spree. Feasibility Study into "high profile event" in Port Hedland presented to the Council in June.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>2.2.4 Actively seek to attract or establish a nationally significant event to Port Hedland.</p> <p>Tender for an events management business to deliver the 'high profile event' as per the feasibility study</p> <p>PROGRESS COMMENTS</p> <p><i>A Feasibility Study into "high profile event" in Port Hedland presented to the Council in June.</i></p>	<p>Community Development</p>	<p>In Progress</p>	

Updated By:

Lorna Secrett - Manager Community Development

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Community Development

3.1.1 Convert the JD Hardie Centre into an integrated Youth Centre

Transition JD Hardie Youth Center	Community Development	In Progress	
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PROGRESS COMMENTS

An Interim Management Plan has been endorsed by Council. Youth currently have access to JD Hardie Centre to participate in program of events.

Updated By: Lorna Secrett - Manager Community Development

Develop and regularly report on business plans for the JD Hardie Centre	CEO Office	In Progress	
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PROGRESS COMMENTS

Draft business plan adopted in June, focus on increasing attendances; progressing tenancy arrangements and planning for Recreation – Youth transition in 2012. Commencement of fitness classes, basketball competitions and response to tenancy EOI in September.

Updated By: Paul Martin - Chief Executive Officer

Implement 12 month program to support the integration of the JD Hardie Centre into a centre for youth	Community Development	Not Started	
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PROGRESS COMMENTS

No activity this quarter.

Updated By: Lorna Secrett - Manager Community Development





Secure appropriate tenancies at the JD Hardie Youth Centre to continue the ongoing operations of the centre as a centre for youth	Community Development	In Progress	
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PROGRESS COMMENTS




EOI process undertaken. Three submissions received and endorsed by Council in September. All submissions received fit criteria and will deliver balanced programs and services for youth.

Updated By: Lorna Secrett - Manager Community Development

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Complete internal fitout of the JD Hardie Youth Centre</p> <p>PROGRESS COMMENTS</p> <p><i>Compiling fit out plan as Transitional Plan. Quotes being sort.</i></p>	Community Development	In Progress	 GREEN
		Updated By:	Lorna Secrett - Manager Community Development
<hr/> <p>3.1.2 Support and operate Youth Leadership and Development programs</p>			
<p>Initiate and develop programs and activities for youth development</p> <p>PROGRESS COMMENTS</p> <p><i>Youth programs and activities continued this quarter. Pro skater working with local youth at Spinifix Spree.</i></p>	Community Development	In Progress	 GREEN
		Updated By:	Lorna Secrett - Manager Community Development
<p>Provide support and advice to youth organisations in the Town of Port Hedland</p> <p>PROGRESS COMMENTS</p> <p><i>Community Development interacts with local youth organisations. Participation of Hedland Youth Stakeholder Action Group (HYSAG) has been a focus this quarter.</i></p>	Community Development	In Progress	 GREEN
		Updated By:	Lorna Secrett - Manager Community Development
<p>Work with community representatives to increase aboriginal and multi cultural participation in youth programs and activities</p> <p>PROGRESS COMMENTS</p> <p><i>Community Development continues to integrate diversity into activity programs. Aboriginal Quarterly Forums has focused in issues related this youth this year.</i></p>	Community Development	In Progress	 GREEN
		Updated By:	Lorna Secrett - Manager Community Development
<hr/> <p>3.1.3 Attract and retain young people in our Town through operating a series of events, information and activities</p>			

CORPORATE ACTION PROGRESS





ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Operate a series of events, provide information and activities that attract and retain young people in our town</p> <p>PROGRESS COMMENTS</p> <p><i>Working with HYSAG to integrate TOPH events to the youth community. Pro skater worked with youth at Spinifex Spree and Spiderbait presented as main act at this event.</i></p> <p>.....</p>	Community Development	In Progress	 GREEN
<i>Updated By:</i>		<i>Lorna Secrett - Manager Community Development</i>	
<p>Participate in the development of an engagement strategy to facilitate the detailed design ready for calling of construction tenders for the South Hedland Skate Park</p> <p>PROGRESS COMMENTS</p> <p><i>The Recreation Officer is identified as part of project team. Input from Recreation will occur, extensive and comprehensive nature of consultation.</i></p> <p>.....</p>	Recreation	In Progress	 GREEN
<i>Updated By:</i>		<i>Graeme Hall - Manager Recreation</i>	
<p>Develop an engagement strategy to facilitate the detailed design ready for calling of construction tenders for the South Hedland Skate Park</p> <p>PROGRESS COMMENTS</p> <p><i>Convic appointed to undertake community engagement strategy and concept design in collaboration with TOPH staff. Development of Facebook page in an innovative consultation strategy.</i></p> <p>.....</p>	Community Development	In Progress	 GREEN
<i>Updated By:</i>		<i>Lorna Secrett - Manager Community Development</i>	
<p>Coordinate Youth Week event</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p> <p>.....</p>	Community Development	Not Started	Targets Not Yet Determined
<i>Updated By:</i>		<i>Lorna Secrett - Manager Community Development</i>	

3.1.4 Develop and implement a Town of Port Hedland Child Care Plan




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
Develop and implement Stage 2 of the Town of Port Hedland Child Care Plan	Community Development	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<i>No activity this quarter.</i>			
		<i>Updated By:</i>	<i>Lorna Secrett - Manager Community Development</i>
.....			
3.1.5 Plan for the development of a new library and community centre in South Hedland			
Undertake detailed design and costings for the proposed construction of the South Hedland Community Centre and Library to be tender ready by July 2012	Community Development	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<i>No activity this quarter.</i>			
		<i>Updated By:</i>	<i>Lorna Secrett - Manager Community Development</i>
.....			
3.1.6 Pursue improved education facilities and additional education choice within the Town			
Lobby state government to improve educational facilities and choices within the Town	Community Development	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<i>No activity this quarter.</i>			
		<i>Updated By:</i>	<i>Lorna Secrett - Manager Community Development</i>
.....			
3.2.1 Build the Multi Purpose Recreation Centre			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Construct MPRC civil works and oval</p> <p>PROGRESS COMMENTS</p> <p><i>The Construction of oval, lighting, fencing and goal posts complete. Oval now operational. Playground shade structures relocated. Designs underway for roads and drainage around oval and MPRC. Oval lighting suitable for cricket facilities. Cricket pitch currently being installed.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
<p>Updated By: Jenella Voitkevich - Manager Infrastructure Development</p>			
<p>Complete the construction of the Multi Purpose Recreation Centre on budget and on time</p> <p>PROGRESS COMMENTS</p> <p><i>All internal design layouts now finalised including provisions for 24 hour gym access. Internal sports court line marking finalised to include basketball, netball, volleyball, badminton, futsal and mini basketball. External design 80% complete, including carpark, road access, stormwater drainage, landscaping and entrance from Hamilton Road.</i></p> <p><i>Practical completion date for the construction of the MPRC is scheduled for 10 May 2012. All structural work is complete. External cladding commenced, including stakeholder event to hang the first panels. Internal squash courts and fitness room complete. Tiling to ablutions and changerooms complete. All cabling for CCTV and PA systems complete. Internal wall claddings complete. Stage 1 external paving complete. external court construction commenced. Internal main court flooring installation commenced. All external glazing and doors complete- building is watertight.</i></p>	<p>Recreation</p>	<p>In Progress</p>	
<p>Updated By: Jenella Voitkevich - Manager Infrastructure Development</p>			
<p>Develop and regularly report on the business plan for the Multipurpose Recreation Centre</p> <p>PROGRESS COMMENTS</p> <p><i>Draft business plan adopted in June, focus on construction and management contract / sharing arrangements with sporting groups. Installation of first enamel panels.</i></p>	<p>CEO Office</p>	<p>In Progress</p>	
<p>Updated By: Paul Martin - Chief Executive Officer</p>			
<p>Develop a Management Plan including operational budget for the commencement of operations at the Multi Purpose Recreation Centre</p> <p>PROGRESS COMMENTS</p> <p><i>Development of a draft Management Plan is completed. Stakeholder meeting held to determine requirements of user groups.</i></p>	<p>Recreation</p>	<p>In Progress</p>	
<p>Updated By: Graeme Hall - Manager Recreation</p>			

CORPORATE ACTION PROGRESS




ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Management and operation of the Multi Purpose Recreation Centre</p> <p>PROGRESS COMMENTS</p> <p><i>A draft scope of works complete and conditions of contract is in draft form seeking legal guidance. Informed Council in September on selection criteria and desired KPI's.</i></p> <p style="text-align: right;"><i>Updated By: Graeme Hall - Manager Recreation</i></p>	Recreation	In Progress	
.....			
<p>3.2.2 Undertake sports facility developments including:</p> <ul style="list-style-type: none"> • Construction of the Colin Matheson Oval Clubhouse. • Construction of a new Tennis/Bowling Club in South Hedland. • Stage I of the South Hedland Aquatic Centre re-development. • Upgrading of lighting at sports facilities. 			
<p>Construct Stage 1 of South Hedland Aquatic Centre redevelopment</p> <p>PROGRESS COMMENTS</p> <p><i>A Design and construct contract awarded to AVP. Contract clarification and site meeting complete. AVP preparing concept designs incorporating all elements approved by Council for first review. Site construction to commence February 2012. Wave machine selection in progress - all potential suppliers have provided information to project team.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	In Progress	
.....			
<p>Upgrade to the exterior of the existing change room facility at the CMO</p> <p>PROGRESS COMMENTS</p> <p><i>A draft scope of works has been developed and is due to be handed to Engineering Services for project management purposes. Existing clubhouse will be improved.</i></p> <p style="text-align: right;"><i>Updated By: Graeme Hall - Manager Recreation</i></p>	Recreation	In Progress	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Undertake a feasibility study for the co-location of the Port Hedland Turf Club, the Port Hedland Golf Club with a Caravan Park</p> <p>PROGRESS COMMENTS</p> <p><i>A scope of works have been developed and will be advertised in appropriate media early in the next quarter. Scope of works will explore wide variety of options.</i></p> <p style="text-align: right;"><i>Updated By: Graeme Hall - Manager Recreation</i></p>	Recreation	In Progress	
<p>Upgrade of lighting at sports facilities</p> <p>PROGRESS COMMENTS</p> <p><i>Project deferred until funding is obtained. Currently responsibility of Recreation Services.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	Not Started	
<p>Complete internal fitout of the CMO clubhouse</p> <p>PROGRESS COMMENTS</p> <p><i>Construction element has reached practical completion. Furniture, fitout and equipment will commence with the award of the management agreement. Practical completion achieved. Highly successful opening event.</i></p> <p style="text-align: right;"><i>Updated By: Graeme Hall - Manager Recreation</i></p>	Recreation	In Progress	
<p>Construct parking along Tinder street (Colin Matheson Oval)</p> <p>PROGRESS COMMENTS</p> <p><i>Preliminary site investigations complete. Currently obtaining survey information for street and reserve. Disabled parking provision for Colin Matheson Oval clubhouse complete.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	In Progress	

3.2.3 Plan for the development of fishing wharfs/jetties within the Town and expand costal recreational opportunities

CORPORATE ACTION PROGRESS




ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop a plan to provide additional opportunities for coastal recreation inclusive of fishing wharfs and jetties</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
		<i>Updated By:</i>	<i>Eber Butron - Director Planning and Development</i>
<hr/>			
<p>3.2.4 Operate a range of programs and initiatives that promote an active, integrated community</p>			
<p>Operate a range of programs and initiatives that promote an active, integrated community</p> <p>PROGRESS COMMENTS</p> <p><i>All programs and initiatives have been implemented or are proceeding according to planned timeframes. Highly successful Paws Walk, well attended Hip Hop workshop and excellent attendances at programs at the JD Hardie Centre.</i></p>	<p>Recreation</p>	<p>In Progress</p>	
		<i>Updated By:</i>	<i>Graeme Hall - Manager Recreation</i>
<hr/>			
<p>Work with the Community Committee to establish a Men's Shed</p> <p>PROGRESS COMMENTS</p> <p><i>Due to less than optimal take up of project by appointed community committee, Council has deferred this project until the new calendar year.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
		<i>Updated By:</i>	<i>Lorna Secrett - Manager Community Development</i>
<hr/>			
<p>Work with the community committee to progress plans for a community garden</p> <p>PROGRESS COMMENTS</p> <p><i>Sites currently being assessed for suitability. Community support for this project continues to be high.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
		<i>Updated By:</i>	<i>Lorna Secrett - Manager Community Development</i>

3.2.5 Establish plans for the managed public access to key coastal areas


CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Prepare plans for improved coastal access and managed camping</p> <p>PROGRESS COMMENTS</p> <p><i>Project scope to be reviewed since completion of Pilbara rest stop and coastal access plan (PRC).</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	 <p>GREEN</p>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Jenella Voitkevich - Manager Infrastructure Development</i></p>	
<p>3.2.6 Develop plans for future recreation and leisure facility upgrades to accommodate population growth</p>			
<p>Complete maintenance associated with the implementation of the recommendations from the Sports Facilities Audit</p> <p>PROGRESS COMMENTS</p> <p><i>Maintenance undertaken as requested.</i></p>	<p>Technical Services</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Steve Campbell - Manager Engineering Services</i></p>	
<p>Plan for the redevelopment of McGregor Street Reserve</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter. Awaiting finalisation of City Growth Plan and Active Open Space Strategy.</i></p>	<p>Recreation</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Graeme Hall - Manager Recreation</i></p>	
<p>Manage the implementation of the recommendations from the Sports Facilities Audit</p> <p>PROGRESS COMMENTS</p> <p><i>Project undertaken as per maintenance schedule for identified facilities.</i></p>	<p>Recreation</p>	<p>In Progress</p>	 <p>GREEN</p>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Graeme Hall - Manager Recreation</i></p>	
<p>3.2.7 Actively seek funding for implementing Stages 2 and 3 of Redevelopment Plan for South Hedland Aquatic Centre.</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Actively seek funding for implementing Stages 2 and 3 of Redevelopment Plan for South Hedland Aquatic Centre</p> <p>PROGRESS COMMENTS</p> <p><i>No activity, focus on stage 1 development.</i></p>	<p>Recreation</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p> <p style="text-align: right;"><i>Updated By: Graeme Hall - Manager Recreation</i></p>
<p>3.3.1 Work with stakeholders to develop an Aboriginal Arts and Culture Centre</p>			
<p>Develop a masterplan for an Aboriginal Arts Centre in consultation with stakeholders</p> <p>PROGRESS COMMENTS</p> <p><i>Aboriginal Art Centre Working Group communicated with regarding approval sponsorship proposal. Manager Community Development to undertake study tour with Aboriginal arts and cultural groups to gain greater understanding of scope of works.</i></p>	<p>Community Development</p>	<p>In Progress</p>	<p> GREEN</p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>
<p>Participate on the Aboriginal Cultural Centre Working Group</p> <p>PROGRESS COMMENTS</p> <p><i>Continuing to attend meetings and provide input into Working Group. Participating on study tour with Wanka Maya in November.</i></p>	<p>Community Development</p>	<p>In Progress</p>	<p> GREEN</p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>
<p>3.3.2 Undertake a feasibility study on the potential development of an entertainment complex/cinema in South Hedland</p>			
<p>Undertake a feasibility study into entertainment facilities in Port and South Hedland</p> <p>PROGRESS COMMENTS</p> <p><i>Consultant appointed and project planning complete. Consultation to occur early in next quarter.</i></p>	<p>Community Development</p>	<p>In Progress</p>	<p> GREEN</p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
3.3.3 Implement the recommendations of the Library Services Plan			
Actively pursue opportunities for the Town of Port Hedland to continue as a regional library for the East Pilbara Region	Community Development	In Progress	
PROGRESS COMMENTS			
<i>Negotiations continue towards a structural reform of public library operation in a local government context. Staff actively involved in consultation with State Library and smaller regional libraries.</i>			
<i>Updated By:</i>		<i>Lorna Secrett - Manager Community Development</i>	
.....			
Development of targeted programs to increase library usage by currently under-represented demographics	Community Development	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<i>Negotiation of temporary relocation of South Hedland Library underway has impacted on activity this quarter.</i>			
<i>Updated By:</i>		<i>Lorna Secrett - Manager Community Development</i>	
.....			
Pursue opportunities to share resources between Town of Port Hedland Library Services and Wangka Maya Pilbara Language Centre	Community Development	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<i>Negotiation of temporary relocation of South Hedland Library underway has impacted on activity this quarter.</i>			
<i>Updated By:</i>		<i>Lorna Secrett - Manager Community Development</i>	
.....			
Continue to develop the Local History Collection of the Town of Port Hedland and the East Pilbara Shire	Community Development	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<i>Negotiation of temporary relocation of South Hedland Library underway has impacted on activity this quarter.</i>			
<i>Updated By:</i>		<i>Lorna Secrett - Manager Community Development</i>	
.....			





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
Develop programs and services that contribute to the local character and cultural history of Port Hedland PROGRESS COMMENTS	Community Development	Not Started	Targets Not Yet Determined
<i>Negotiation of temporary relocation of South Hedland Library underway has impacted on activity this quarter.</i>			
		Updated By:	Lorna Secrett - Manager Community Development
Develop an integrated marketing and communication strategy PROGRESS COMMENTS	Community Development	Not Started	Targets Not Yet Determined
<i>Negotiation of temporary relocation of South Hedland Library underway has impacted on activity this quarter.</i>			
		Updated By:	Lorna Secrett - Manager Community Development
Ensure provision of Library Services to the community in line with agreed operating hours PROGRESS COMMENTS	Community Development	Not Started	Targets Not Yet Determined
<i>Negotiation of temporary relocation of South Hedland Library underway has impacted on activity this quarter.</i>			
		Updated By:	Lorna Secrett - Manager Community Development
Investigate options for relocation of Port Hedland Library PROGRESS COMMENTS	Community Development	Not Started	Targets Not Yet Determined
<i>This project has been deferred pending resolution of the long term location of the main branch library.</i>			
		Updated By:	Lorna Secrett - Manager Community Development
Develop a business case for staged implementation of RFID self check facilities PROGRESS COMMENTS	Community Development	Not Started	Targets Not Yet Determined
<i>Negotiation of temporary relocation of South Hedland Library underway has impacted on activity this quarter.</i>			
		Updated By:	Lorna Secrett - Manager Community Development

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Establish a small business support service within the new South Hedland facility</p> <p>PROGRESS COMMENTS</p> <p><i>This project deferred and will be considered in development of new library facility.</i></p>	<p>Community Development</p>	<p>Deferred</p>	<p></p>
<p>Updated By:</p>		<p>Lorna Secrett - Manager Community Development</p>	
<p>Continue to develop online resources and databases</p> <p>PROGRESS COMMENTS</p> <p><i>Negotiation of temporary relocation of South Hedland Library underway has impacted on activity this quarter.</i></p>	<p>Community Development</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p>Updated By:</p>		<p>Lorna Secrett - Manager Community Development</p>	
<p>Develop an independent website for the Town of Port Hedland Library</p> <p>PROGRESS COMMENTS</p> <p><i>Planning for content of website underway. Building on success of Matt Dann and JD Hardie independent websites.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
<p>Updated By:</p>		<p>Lorna Secrett - Manager Community Development</p>	
<p>Undertake annual client satisfaction surveys for Library Services</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p>	<p>Community Development</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p>Updated By:</p>		<p>Lorna Secrett - Manager Community Development</p>	
<p>Implement, monitor and review Library policies</p> <p>PROGRESS COMMENTS</p> <p><i>Library policies reviewed with recommended changes to go to Council for its endorsement early in the next quarter.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
<p>Updated By:</p>		<p>Lorna Secrett - Manager Community Development</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
3.3.4 Work with the Port Hedland Authority to develop the Marrapikurinya Tower project			
Negotiate the development of the Marrapikurinya Tower project	Investment and Business Development	In Progress	
PROGRESS COMMENTS			
<i>Funding has been provided to the Port Hedland Port Authority by the state government to undertake the jetty aspect of this project. Further funding from the state is dependent of Council contributing \$15 million towards the development.</i> <i>Updated By: Paul Martin - Chief Executive Officer</i>			
.....			
3.4.1 Implement plans for the development of subsidised housing for General Practitioners			
Stage 1 - Construct six houses for health professionals	Community Development	In Progress	
PROGRESS COMMENTS			
<i>Council considering development application. Land rezoning and coastal setback requirement being finalised.</i> <i>Updated By: Gordon MacMile - Director Community Development</i>			
.....			
Negotiate funding to undertake Stage 2 - General Practitioner subsidised housing	Community Development	In Progress	
PROGRESS COMMENTS			
<i>Regional Development Australia Funding (Round 1) unsuccessful. Application for Round 2 being prepared for submission in December 2011.</i> <i>Updated By: Gordon MacMile - Director Community Development</i>			
.....			
3.4.2 Establish a program for control of unwanted dogs in disadvantaged communities			
Implement the Dog Health program for the control of unwanted dogs in disadvantaged communities	Environmental Health	In Progress	
PROGRESS COMMENTS			
<i>Program has been implemented and is continuing with each community being visited once a quarter.</i> <i>Updated By: Darryal Eastwell - Manager Environmental Health</i>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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3.4.3 Implement the Public Health Plan, including the Town's mosquito Management Plan

Monitor food safety	Environmental Health	In Progress	
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PROGRESS COMMENTS

Regular food inspection have been undertaken this quarter. Implementation of the requirement for food safety programs by high risk food services. Food recall notices have been forwarded to relevant businesses. Implementing and reviewing changes to Trading In Public Places permits.

Updated By: Darryal Eastwell - Manager Environmental Health

Monitor waste disposal activities	Environmental Health	In Progress	
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PROGRESS COMMENTS

Twice yearly bore sampling of ground water is to be undertaken. Regular advice provided to contractors in regards to safe handling of asbestos.

Updated By: Darryal Eastwell - Manager Environmental Health

Process waste water disposal applications	Environmental Health	In Progress	
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PROGRESS COMMENTS

Continue to assess and inspect waste water proposals on application.

Updated By: Darryal Eastwell - Manager Environmental Health

Monitor water quality	Environmental Health	In Progress	
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PROGRESS COMMENTS



Ongoing regulatory assessment of aquatic facilities and reuse water quality undertaken this quarter.

Updated By: Darryal Eastwell - Manager Environmental Health

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Minimise mosquitoes</p> <p>PROGRESS COMMENTS</p> <p><i>Continue to monitor primary breeding sites and take required action. Presentation to Water Corporation on dangers of mosquito borne disease and overview given on Town activity to Department of Health Seminar. Update to Council given this quarter.</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>			
<p>Undertake public health promotions</p> <p>PROGRESS COMMENTS</p> <p><i>Presentation made to Water Corporation on dangers of mosquito borne disease and overview given on Town activity to Department of Health Seminar. Update to Council given this quarter. Press release issued when risk is heightened.</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>			
<p>Provide support for aboriginal public health initiatives</p> <p>PROGRESS COMMENTS</p> <p><i>Support and advice provided to Pilbara Population Health as required with respect to Environmental Health matters. Quarterly meetings have now been implemented.</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>			
<p>Ensure community is informed about the dangers of Cyclones and other emergency arrangements</p> <p>PROGRESS COMMENTS</p> <p><i>A public presentation on Cyclone Awareness and Preparedness to be held 17 October.</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>			
<p>Develop an Environmental Health Plan for the Yandeyarra Community</p> <p>PROGRESS COMMENTS</p> <p><i>Draft Plan has been prepared for review by the Department of Health. Final changes are currently occurring.</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>			



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
3.4.5 Explore opportunities for the development of a lifestyle/retirement village within the Town			
Undertake feasibility study into the development of a lifestyle/retirement village within the Town	Investment and Business Development	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<i>No activity this quarter.</i>			
		<i>Updated By: Jasmine Person - Manager Investment and Business Development</i>	
3.5.1 Work with State Government and Federal Government's to develop and implement a sustainable model for the delivery of municipal services to Aboriginal Communities			
Work with State Government and Federal Government to develop and implement a sustainable model for the delivery of municipal services to Aboriginal Communities	CEO Office	In Progress	
PROGRESS COMMENTS			
<i>Pilbara Regional Council has been representing the TOPH along with other Pilbara Councils on a working group between state and local government organisations to scope out the issues and costs of services to aboriginal communities. Pilbara CEOs have received a briefing from the Department of Local Government with a report being presented to Council outlining obligations in the next Quarter.</i>			
		<i>Updated By: Paul Martin - Chief Executive Officer</i>	
3.5.2 Develop and implement new mechanisms for the engagement and involvement of traditional owners and Aboriginal people in the Town of Port Hedland related activities			
Develop and implement engagement strategies to increase the involvement of aboriginal people in Town of Port Hedland related activities	Community Development	In Progress	
PROGRESS COMMENTS			
<i>Improved relationships with aboriginal service agencies and NGO's.</i>			
		<i>Updated By: Lorna Secrett - Manager Community Development</i>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop and implement engagement strategies to increase the involvement of aboriginal people in sport and recreation activities</p> <p>PROGRESS COMMENTS</p> <p><i>Sports programs always plan for inclusion of aboriginal people.</i></p>	<p>Recreation</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>
		<i>Updated By:</i>	<i>Graeme Hall - Manager Recreation</i>
<hr/>			
<p>3.5.3 Engage in forums that seek to develop tangible strategies relating to reducing the gap between Indigenous and non-Indigenous Australians</p>			
<p>Facilitate quarterly forums to discuss issues of importance identified by aboriginal people</p> <p>PROGRESS COMMENTS</p> <p><i>Two quarterly forums held, topics include Health, Education and Employment. Increasing level of broad participation from agencies.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
		<i>Updated By:</i>	<i>Lorna Secrett - Manager Community Development</i>
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<p>3.6.1 Ensure that CCTV network is working at its optimum and identify further CCTV growth opportunities</p>			
<p>Monitor and action activities covered by CCTV cameras</p> <p>PROGRESS COMMENTS</p> <p><i>Coordinator Rangers is primary monitoring station for CCTV operations for the TOPH. Random monitoring is undertaken focusing on areas of identified concern.</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
		<i>Updated By:</i>	<i>Darryal Eastwell - Manager Environmental Health</i>
<hr/>			
<p>Continue to identify further opportunities for the use of CCTV to improve community safety</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p>	<p>Environmental Health</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
		<i>Updated By:</i>	<i>Darryal Eastwell - Manager Environmental Health</i>

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>3.6.2 Develop and implement a new Community Safety Crime Prevention Plan which supports achievable grass roots outcomes to benefit members of the community</p>			
<p>Implement the Community Safety Crime Prevention Plan</p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p>PROGRESS COMMENTS</p>			
<p><i>Implemented the strategies identified by the Committee in the Community Safety Crime Prevention Plan. Preparing a Alcohol Management Plan, revised the Young Offender Graffiti Removal Program, introduced the CCTV Program and the Flash Back House Numbering program. Introduced a Community Safety website and provided Graffiti Packs to Community members. Bike Lock program has been completed plus in the process of completing the Burglar Beware Program.</i></p>			
<p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>			
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<p>3.6.3 Investigate community security alternatives and implement agreed action plan</p>			
<p>Upgrade street lighting</p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
<p>PROGRESS COMMENTS</p>			
<p><i>All previous financial programs complete. No budget allocated for 2011/12 in consideration of implementation of South Hedland underground power project which will upgrade lighting. Will review expenditure account for potential carry forward.</i></p>			
<p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>			
<hr/>			
<p>Seek funding to undertake community safety initiatives</p>	<p>Environmental Health</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p>PROGRESS COMMENTS</p>			
<p><i>No activity this quarter.</i></p>			
<p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>			
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<p>3.6.4 Continue working with the police and the courts to provide avenues to ensure that offenders help fix the damage they cause</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Implement the Young Offenders Graffiti Removal Program

Environmental Health

In Progress



PROGRESS COMMENTS

A partnership has been formed with Department of Corrective Services to involve young people in graffiti removal as a first stage on the implementation of the program.

Updated By:

Darryal Eastwell - Manager Environmental Health

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Economic Development

4.1.1 Ensure that new caravan park/backpacker facilities are developed within the Town

Undertake a feasibility study into the creation of a backpackers facility on the Gratwick Aquatic Centre grounds

Economic Development and Strategic Planning

In Progress



PROGRESS COMMENTS

Project brief to be prepared.

Updated By:

Eber Butron - Director Planning and Development

4.1.2 Progress the development of the Spoilbank Marina Precinct

Establish and support the Spoilbank Marina Stakeholder Committee.

CEO Office

In Progress



PROGRESS COMMENTS

Spoilbank Marina Committee has been established comprising representatives of key project stakeholders. Committee has met once this quarter and endorsed a final draft concept design. This concept design was the subject of a forum on the 28th of August and public consultation during this quarter.

Updated By:

Paul Martin - Chief Executive Officer

Identify and develop long term customer relationships with all stakeholders

CEO Office

In Progress



PROGRESS COMMENTS



A new partnership framework for the BHPB partnership is being reviewed and will be a template for subsequent partnership agreements. Regular meetings have been established with FMA and Atlas Iron Ore this quarter.

First quarterly meetings with Hancock and Mineral Resources will be established early in the next quarter.

Updated By:

Paul Martin - Chief Executive Officer

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
4.1.3 Construct the Turtle Boardwalk project and the Stairway to the Moon project and work with stakeholders to identify other tourism product development initiatives			
Construct the Turtle Interpretive Loop (additional scope)	Infrastructure Development	In Progress	
<p>PROGRESS COMMENTS</p> <p><i>Project team established, project management plan being prepared. Sourcing quotes for design.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>			
Work with stakeholders to identify additional tourism initiatives	Economic Development and Strategic Planning	Not Started	Targets Not Yet Determined
<p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>			
Construct the Stairway to the Moon Viewing Platform	Infrastructure Development	Completed	
<p>PROGRESS COMMENTS</p> <p><i>Completed</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>			
4.1.4 Develop additional tourist information at Town entry points and other focal points within the Town			
Improve tourist information at entry points and other areas within the Town	Economic Development and Strategic Planning	Not Started	Targets Not Yet Determined
<p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>			
4.1.5 Develop camping facilities at popular coastal and river bed recreation areas			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Plan for additional camping facilities at popular coastal and river bed areas

Economic Development and Strategic Planning

Not Started

Targets Not Yet Determined

PROGRESS COMMENTS

No activity this quarter.

Updated By:

Eber Butron - Director Planning and Development

4.1.6 Develop a Tourism Plan that focuses on the tourism strengths that exist within the Town such as industrial/port tourism, ecology/biology and indigenous culture

Develop a Tourism Plan that focuses on existing and newly identified tourist opportunities

Economic Development and Strategic Planning

Not Started

Targets Not Yet Determined

PROGRESS COMMENTS

No activity this quarter.

Updated By:

Eber Butron - Director Planning and Development

4.2.1 Actively seek funding partnerships with mining companies and contractors on the development of services and facilities within the community

Continue to seek funding partnerships with industry partners for the development of future services and facilities within the community

Community Development

In Progress



PROGRESS COMMENTS





Continued liaison with Compass Group (Port Haven) and Lifestyle coordinators (FMG). Community benefit contributions achieved with Area A.

Updated By:

Lorna Secrett - Manager Community Development

4.2.2 Actively pursue integration of FIFO workers into the local community

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Facilitate the PHIA TWA Integration Working Group</p> <p>PROGRESS COMMENTS</p> <p>Group meetings held in accordance with agreed frequency/terms of reference. Re-negotiated access to Port Haven rooms/accommodation.</p> <p>Updated By: Lorna Secrett - Manager Community Development</p>	Community Development	In Progress	 GREEN
.....			
<p>4.2.3 Ensure that integrated accommodation options are available for resource related projects that do not artificially inflate the local real estate market</p>			
<p>Negotiate additional Transit Workers Accommodation in South Hedland</p> <p>PROGRESS COMMENTS</p> <p>EOI developed and advertised for Temporary TWA on South Hedland recreation reserve. 10 submissions received and assessment panel has been convened with assessment to be completed early next quarter.</p> <p>Updated By: Jasmine Person - Manager Investment and Business Development</p>	Investment and Business Development	In Progress	 GREEN
.....			
<p>Negotiate additional Transit Workers Accommodation in precinct 2 and precinct 3 on Airport land</p> <p>PROGRESS COMMENTS</p> <p>Precinct 2: Discussions held with BHP and Compass group with regards to expansion of Port Haven. Discussions and proposals received by Auzcorp for an extension of their lease term. Negotiation, Business Plans and agenda items to Council on Mineral Resources proposal resulting in fresh negotiations currently on foot. RFP documentation completed for Non resource sector accommodation on vacant land.</p> <p>Precinct 3: This project reallocated to Economic Development and Strategy Business Unit on 20/09/11.</p> <p>Updated By: Jasmine Person - Manager Investment and Business Development</p>	Investment and Business Development	In Progress	 GREEN
.....			
<p>Finalise negotiations and contractual arrangements with Mineral Resources Limited for lease of land at the Airport</p> <p>PROGRESS COMMENTS</p> <p>First proposal actioned pursuant to S3.59 of the Local Government Act. Council resolved not to proceed with major land transaction. Negotiations on foot to achieve Council's objectives.</p> <p>Updated By: Jasmine Person - Manager Investment and Business Development</p>	Investment and Business Development	In Progress	 GREEN
.....			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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4.3.1 Participate in the development of a Port Hedland Economic Development Strategy

Develop a Port Hedland Economic Development Strategy Economic Development and Strategic Planning In Progress



PROGRESS COMMENTS

The City Growth Plan provides a strong basis for the development of the Economic Development Strategy. The City Growth Plan is completed and being publicly advertised.

Updated By: Eber Butron - Director Planning and Development

4.3.2 Review the alternatives for additional business opportunities at the PHIA including air freight, aircraft maintenance, tourism and industrial uses

Implementation of the Airport Development Masterplan Airport In Progress



PROGRESS COMMENTS

Masterplan is complete. Regional Airport Development Funding application for \$25million for construction of the new Terminal will be submitted next quarter.

Updated By: Bob Couzens - Manager Airport

Negotiate the relocation of the hire car operations at the PHIA Investment and Business Development In Progress







PROGRESS COMMENTS





Negotiations with Hire car companies completed. Bays nominated and land area nominated within depot area. Booths ordered for terminal upon arrival valuation will be completed and agenda item go to Council to dispose of various parcels of land . 11 legal agreements to be finalised and physical relocation to take place in the next quarter.

Updated By: Jasmine Person - Manager Investment and Business Development

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Seek expressions of interest for the development of a hotel on Airport land</p> <p>PROGRESS COMMENTS</p> <p>Ten Expressions of Interest for the development of a hotel on Airport land were assessed and presented to Council in September. All respondents were invited to Tender.</p> <p style="text-align: right;">Updated By: Jasmine Person - Manager Investment and Business Development</p>	<p>Investment and Business Development</p>	<p>Completed</p>	
<p>4.3.3 Actively seek extension of air services with a focus on additional interstate and international services</p>			
<p>Pursue extension of additional interstate and international air services</p> <p>PROGRESS COMMENTS</p> <p>Working with Airport Manager to create a Port Hedland Singapore Direct flight to work in conjunction with an international freight service.</p> <p style="text-align: right;">Updated By: Jasmine Person - Manager Investment and Business Development</p>	<p>Investment and Business Development</p>	<p>In Progress</p>	
<p>4.3.4 Investigate new business/revenue streams for the Town</p>			
<p>Seek expressions of interest for the operations of a commercial restaurant/coffee shop in 'the Greenhouse'</p> <p>PROGRESS COMMENTS</p> <p>Expressions of Interest were assessed in July and Dome has been asked to respond to a Request for Proposal.</p> <p style="text-align: right;">Updated By: Jasmine Person - Manager Investment and Business Development</p>	<p>Investment and Business Development</p>	<p>Completed</p>	
<p>Develop a Developer Contribution Policy</p> <p>PROGRESS COMMENTS</p> <p>Preliminary policy has been commenced. AEC have been engaged to undertake the project. Preliminary data being collected. Economic modelling being undertaken as part of the City Growth Plan.</p> <p style="text-align: right;">Updated By: Eber Butron - Director Planning and Development</p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Investigate the opportunities of a Solar Farm</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter as awaiting Airport Hotel concept through a RFP as the building will create shading on the long term carpark and the extent of which is unknown at this stage. Interested parties have carpark concept plans.</i></p>	<p>Investment and Business Development</p>	<p>In Progress</p>	 <p>RED</p>
<p>Updated By: Jasmine Person - Manager Investment and Business Development</p>			
<p>Actively pursue new business opportunities and increased revenue streams for the town</p> <p>PROGRESS COMMENTS</p> <p><i>Leasing Policy, Six major land transactions, Audit of existing leases, progression of 13 new leases, working with Planning and Community Development on new and existing revenue streams, advocate of community contributions on new TWAs. Invoiced \$300K in arrears revenue, opportunities currently being pursued on 6 major land transactions which will gross in excess of \$63 million (not including CPI or market reviews) and potentially community contributions in excess of \$63 Million</i></p>	<p>Investment and Business Development</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>Updated By: Jasmine Person - Manager Investment and Business Development</p>			
<p>Conduct ongoing audit and review of property leases</p> <p>PROGRESS COMMENTS</p> <p><i>Presentation to Council on status of all leases. Recruiting process undertaken for permanent officer. Invoiced \$300,000 in retrospective lease payments. All issues regarding financial aspects of leases completed and up to date, ongoing project instigated to ensure all leases are current and in line with Council objectives.</i></p>	<p>Investment and Business Development</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>Updated By: Jasmine Person - Manager Investment and Business Development</p>			
<p>Provide internal stakeholder advice and support in identifying new business and revenue streams for the Town</p> <p>PROGRESS COMMENTS</p> <p><i>Internal workshop held with all Managers to identify where the organisation is not capturing revenue through it commercial operations resulting in inefficiency and loss revenue. All managers attended workshop and pro actively identified their areas of concern.</i></p>	<p>Investment and Business Development</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>Updated By: Jasmine Person - Manager Investment and Business Development</p>			

4.3.5 Identify land areas for the development of market gardens, aquaculture and agriculture development

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Incorporate opportunities for the development of market gardens, aquaculture and agriculture development in the Town's Strategic Land Use Plan

Economic Development and Strategic Planning

In Progress



PROGRESS COMMENTS

Some of these elements examined through City Growth Plan.

Updated By:

Eber Butron - Director Planning and Development

4.3.6 Provide support and incentives for entrepreneurs who are interested in establishing tourism related within the Town

Identify strategies to support and provide incentives to encourage establishment of tourism based businesses within the Town

Economic Development and Strategic Planning

Not Started

Targets Not Yet Determined

PROGRESS COMMENTS

No activity this quarter.

Updated By:

Eber Butron - Director Planning and Development

4.4.1 Fast-track the release and development of commercial, industrial and residential land

Provide timely support to internal and external stakeholders on the proposed use and development of commercial, industrial and residential land

Planning Services

In Progress




PROGRESS COMMENTS

Counter telephone and written services remain effective. Consultation with Jaxon/South Hedland new living regarding Trumpet and Koombana School site developments.

Updated By:

Leonard Long - Manager Planning Services

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Negotiate with relevant stakeholders to facilitate timely release of land for commercial, industrial and residential development</p> <p>PROGRESS COMMENTS</p> <p><i>Discussions have occurred with Pilbara Cities, Landcorp, Department of Housing and private developers.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By:</i></p>		<p><i>Eber Butron - Director Planning and Development</i></p>	
<p>Promote Stage 2 South Hedland CBD with Developers</p> <p>PROGRESS COMMENTS</p> <p><i>Discussions have occurred with Landcorp and Charter Hall. The South Hedland CBD Committee has been established.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By:</i></p>		<p><i>Eber Butron - Director Planning and Development</i></p>	
<p>4.4.2 Develop and maintain a register of development sites and project opportunities within the municipality. Promote this register widely.</p>			
<p>Develop maintain and promote a register of development sites and development opportunities</p> <p>PROGRESS COMMENTS</p> <p><i>Data on development sites is being maintained through being registered and mapped. Data is being updated.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By:</i></p>		<p><i>Eber Butron - Director Planning and Development</i></p>	
<p>4.4.3 Undertake Council operated land and building projects including:</p> <ul style="list-style-type: none"> a. Catamore Court housing development b. Airport Housing c. Land Rationalisation Land Projects d. Relocation of the Wedgefield Depot to the Airport e. Civic Centre Redevelopment Project 			



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Undertake housing development at Catamore Court</p> <p>PROGRESS COMMENTS</p> <p><i>Continued discussions with Department of Housing. Options are currently being reviewed and a Business Plan will need to be developed.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Eber Butron - Director Planning and Development</i></p>	
<p>Construct Airport Staff Housing</p> <p>PROGRESS COMMENTS</p> <p><i>All 3 homes on site. Service connection to be finalised. Ancillary items such as fencing, landscaping, clothesline, etc commenced.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Jenella Voitkevich - Manager Infrastructure Development</i></p>	
<p>Implement land rationalisation projects</p> <p>PROGRESS COMMENTS</p> <p><i>Land rationalisation project being implemented.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Eber Butron - Director Planning and Development</i></p>	
<p>4.4.4 Regularly update the community on the status of key land development projects</p>			
<p>Implement a communication strategy to regularly inform the community on the status of key land development projects</p> <p>PROGRESS COMMENTS</p> <p><i>Key land developments projects are identified on Council website</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Eber Butron - Director Planning and Development</i></p>	




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>4.4.5</p> <p>Work with the State Government to enact civil infrastructure projects that will enable additional land developments to occur including:</p> <p>a. Port Hedland Infill Sewerage</p> <p>b. Relocation of the Port Hedland Sewerage Treatment Ponds</p> <p>c. Upgrading water pressure in the West End</p>			
<p>Work with Watercorp to facilitate the completion of the Port Hedland Infill Sewerage Project</p> <p>PROGRESS COMMENTS</p> <p><i>Regularly communicating with Watercorp. Announcement of Port Hedland Infill sewerage project was made.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	 <p>GREEN</p>
		<p><i>Updated By:</i></p>	<p><i>Eber Butron - Director Planning and Development</i></p>
<p>Work with Watercorp to facilitate the relocation of the Port Hedland Sewerage Treatment Ponds</p> <p>PROGRESS COMMENTS</p> <p><i>Regularly communicating with Watercorp.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	 <p>GREEN</p>
		<p><i>Updated By:</i></p>	<p><i>Eber Butron - Director Planning and Development</i></p>
<p>Work with Watercorp to facilitate the upgrade to waterpressure in the West End</p> <p>PROGRESS COMMENTS</p> <p><i>Regularly communicating with Watercorp.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	 <p>GREEN</p>
		<p><i>Updated By:</i></p>	<p><i>Eber Butron - Director Planning and Development</i></p>
<p>Work with key state government agencies to enact civil infrastructure projects that will enable additional land developments</p> <p>PROGRESS COMMENTS</p> <p><i>Regularly communicating with Watercorp, Horizon Power, Main Roads and State Development.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	 <p>GREEN</p>
		<p><i>Updated By:</i></p>	<p><i>Eber Butron - Director Planning and Development</i></p>




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>4.4.6 Ensure that the South Hedland Underground Power Project proceeds in a timely manner</p> <p>Work with Horizon Power to ensure the timely implementation of the South Hedland Underground Power Project</p> <p>PROGRESS COMMENTS</p> <p><i>Project delayed until next year. Consultation with Horizon Power ongoing.</i></p>	Economic Development and Strategic Planning	In Progress	
<i>Updated By: Eber Butron - Director Planning and Development</i>			
<p>4.5.1 Develop a Town Plan that identifies opportunities for the following initiatives:</p> <ul style="list-style-type: none"> a. Identification of new areas for future growth (urban and industrial) b. Bulky goods retail area development along Port Hedland Rd c. New entry ways into South Hedland d. Water related developments in South Hedland e. The re-zoning of Wedgefield in accordance with the Land Use Master Plan f. Location of community and government facilities g. Ensure that provision is made for industrial and transport corridors within the District. <p>Develop a Town Plan to transition the Town of Port Hedland into a regional city</p> <p>PROGRESS COMMENTS</p> <p><i>Draft City Growth Plan publicly advertised. Envisaged to have Growth Plan adopted by Council by December 2011. Planning Scheme Amendment to be commenced upon adoption of Growth Plan.</i></p>	Economic Development and Strategic Planning	In Progress	
<i>Updated By: Eber Butron - Director Planning and Development</i>			
<p>4.5.2 Develop Structure Plans for key precinct areas with a particular focus on the Spoilbank Precinct, Airport and Pretty Pool</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop Structure Plans for key precinct areas</p> <p>PROGRESS COMMENTS</p> <p><i>PH International Airport Land Use Masterplan is complete. Development Plans progressed for Area A and Telstra Site. Development Plan progressed for Hamilton Road Precinct/ Subdivision. Development Plan being progressed for Osprey Subdivision Precinct.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	Economic Development and Strategic Planning	In Progress	 GREEN
<p>4.5.3 Review building and planning resources and ensure that turn-around times for applications are at or above industry best practice</p> <p>Provide an timely and effective building approval service</p> <p>PROGRESS COMMENTS</p> <p><i>Application processing times have been reduced significantly.</i></p> <p style="text-align: right;"><i>Updated By: David Giles - Manager Building Services</i></p>	Building Services	In Progress	 GREEN
<p>Provide an timely and effective planning approval service</p> <p>PROGRESS COMMENTS</p> <p><i>49 Development applications have been received this quarter. 22 development applications were determined with an average turnaround time of 43 days. To determine a best practice approach the unit has undertaken a process review. This has resulted in a change in internal processes with the greater promotion of pre application meetings with applicants that may address issues and hence streamline the overall processing time.</i></p> <p style="text-align: right;"><i>Updated By: Leonard Long - Manager Planning Services</i></p>	Planning Services	In Progress	 GREEN
<p>Conduct statutory swimming pool inspection program</p> <p>PROGRESS COMMENTS</p> <p><i>Development of procedures and guidelines for a more systematic and effective inspection regime to coincide with new legislation has commenced.</i></p> <p style="text-align: right;"><i>Updated By: David Giles - Manager Building Services</i></p>	Building Services	In Progress	 GREEN

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Conduct inspections on newly constructed class 2 - 9 buildings</p> <p>PROGRESS COMMENTS</p> <p><i>Inspections of this class of building continues to be hampered by reluctance of builders and property owners complying with these requirements.</i></p>	<p>Building Services</p>	<p>In Progress</p>	
<p>Updated By: <i>David Giles - Manager Building Services</i></p>			
<p>Provide appropriate support and advice to the private sector to ensure building developments proceed in a timely manner</p> <p>PROGRESS COMMENTS</p> <p><i>Building Unit being close to full staff has resulted in backlogs being cleared and time frames for applications improved. Staff availability has improved customer service and advice.</i></p>	<p>Building Services</p>	<p>In Progress</p>	
<p>Updated By: <i>David Giles - Manager Building Services</i></p>			
<p>4.5.4 Play a leadership role in good design by building Council facilities that are aesthetically pleasing, environmentally sustainable and promote new technology within the District</p>			
<p>Participate on and provide support and advice to internal project teams responsible for the design and construction of Council facilities</p> <p>PROGRESS COMMENTS</p> <p><i>Organisational focus on project management should ensure inclusion of Building Services staff on project teams for new capital infrastructure projects next quarter in regards to the Building Code of Australia and all relevant legislation. Colin Mathieson Clubhouse and JD Hardie Youth Centre have been completed on time and are now compliant with all required legislation.</i></p>	<p>Building Services</p>	<p>In Progress</p>	
<p>Updated By: <i>David Giles - Manager Building Services</i></p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Environment

5.1.1 Progressively re-develop the South Hedland Landfill Facility in accordance with the Landfill Strategic Plan

Redevelop the South Hedland Landfill Facility in accordance with the Landfill Strategic Plan

Engineering Services

Not Started

Targets Not Yet Determined

PROGRESS COMMENTS

No activity this quarter.

Updated By:

Steve Campbell - Manager Engineering Services

5.1.2 Develop strategies that encourage separation of waste by ratepayers to promote more effective and efficient landfill management and additional reuse/recycling opportunities

Develop strategies that encourage more effective landfill management inclusive of reuse/recycling opportunities

Engineering Services

In Progress



PROGRESS COMMENTS

Following attendance at Waste Management Conference in September, investigation has commenced to secure funding to develop required strategy.

Updated By:

Steve Campbell - Manager Engineering Services

5.1.3 In conjunction with other Pilbara Regional Council's review the feasibility of establishing a domestic recycling service

Undertake a feasibility study into the establishment of a regional domestic recycling service

Engineering Services

Not Started

Targets Not Yet Determined



PROGRESS COMMENTS

Project not commenced this quarter.



Updated By:

Steve Campbell - Manager Engineering Services




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
5.1.4 Install improved waste water re-use facilities to Baler Primary School, Cassia Primary School, Hedland Senior High School and South Hedland Primary School			
Install improved waste water reuse facilities - Baler Primary School	Engineering Services	In Progress	
PROGRESS COMMENTS			
<i>At present water treatment via Biothis method on a trial basis. Sprinklers have been changed out to low angle nozzles to avoid over spray on new buildings. Odour has been reduced dramatically.</i>			
<i>Updated By:</i>		<i>Steve Campbell - Manager Engineering Services</i>	
.....			
Install improved waste water reuse facilities - Cassia Primary School	Engineering Services	In Progress	
PROGRESS COMMENTS			
<i>All sprinkler nozzles changed to hi flow low angle to reduce misting and over spray. New electrical control cabinet installed for installation of maxi com system. Reconfigure irrigation system to conform with new building layout. Works to date competed on schedule and improvement has been acknowledged.</i>			
<i>Updated By:</i>		<i>Steve Campbell - Manager Engineering Services</i>	
.....			
Install improved waste water reuse facilities - Hedland Senior High School	Engineering Services	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<i>Project not commenced this quarter.</i>			
<i>Updated By:</i>		<i>Steve Campbell - Manager Engineering Services</i>	
.....			
Install improved waste water reuse facilities - South Hedland Primary School	Engineering Services	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<i>Project not commenced this quarter.</i>			
<i>Updated By:</i>		<i>Steve Campbell - Manager Engineering Services</i>	
.....			
5.1.5 Explore opportunities for the expansion of the Town's waste water re-use scheme			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Expand the Town's waste water re-use scheme</p> <p>PROGRESS COMMENTS</p> <p><i>Significant upgrade in the quality of reuse water to Colin Mathieson Oval, Kevin Scott Oval and McGregor Street has been achieved this quarter through working in partnership with Water Corp to improve facility infrastructure.</i></p> <p style="text-align: right;"><i>Updated By: Steve Campbell - Manager Engineering Services</i></p>	<p>Engineering Services</p>	<p>In Progress</p>	
<p>.....</p>			
<p>5.2.1 Implement reticulation projects where bore water is used as an alternative to mains water</p>			
<p>Implement bore water based reticulation projects</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Steve Campbell - Manager Engineering Services</i></p>	<p>Engineering Services</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p>.....</p>			
<p>5.2.2 Actively protect dune, creek and wetland eco-systems from degradation by off-road vehicles and other inappropriate uses</p>			
<p>Undertake beach and foreshore upgrade and maintenance</p> <p>PROGRESS COMMENTS</p> <p><i>On going maintenance account for up keep of foreshore facilities maintained by TOPH parks and garden crew. Parks and foreshore equipment are in good condition for public use.</i></p> <p style="text-align: right;"><i>Updated By: Steve Campbell - Manager Engineering Services</i></p>	<p>Engineering Services</p>	<p>In Progress</p>	
<p>.....</p>			
<p>Continue to protect foreshore areas through the ongoing implementation of fencing programs to restrict the entry of offroad vehicle</p> <p>PROGRESS COMMENTS</p> <p><i>Fencing has been installed at target locations with ongoing monitoring of integrity of fencing to occur.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
5.2.3 Explore opportunities for the installation of additional solar lighting			
Investigate additional use of solar lighting	Technical Services	In Progress	 GREEN
PROGRESS COMMENTS			
<i>Solar lighting technologies and opportunities to be investigated upon employment of new staff. Currently installing solar lighting at the Airport Carpark.</i>			
<i>Updated By: Russell Dyer - Director Engineering Services</i>			
.....			
5.2.4 Partner with other agencies on foreshore rehabilitation/protection projects			
Implement the Dune Rehabilitation Program in partnership with BHP Billiton	Environmental Health	In Progress	 GREEN
PROGRESS COMMENTS			
<i>Material have been ordered. Installation to occur next quarter.</i>			
<i>Updated By: Darryal Eastwell - Manager Environmental Health</i>			
.....			
5.2.5 Water Planning - partner with SG to implement water initiatives to support the growing community and industry based in Town			
Work with Water Corp to implement water initiatives to support the growing needs of community and industry	Economic Development and Strategic Planning	In Progress	 GREEN
PROGRESS COMMENTS			
<i>Regular communication with Watercorp.</i>			
<i>Updated By: Eber Butron - Director Planning and Development</i>			
.....			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Governance

6.1.1 Actively market the achievements that the Town has made and the plans that are in place for the future

Actively market the achievements of the Town of Port Hedland

CEO Office

In Progress



PROGRESS COMMENTS

The ToPH actively promotes its achievements and milestones through regular media releases and newsletters, to a database of over 800 people continue to maximise media and publicity opportunities for milestones for all projects. The Town is also working towards regular contributions in both intrastate and interstate publications.

Updated By:

Paul Martin - Chief Executive Officer

6.1.2 In conjunction with other stakeholders, develop and implement a coordinated, lobby campaign for additional resources from the State and Federal Governments for infrastructure and community projects that are needed to transform the Town into a City

Develop and maintain effective channels of communications and networks with various government bodies

CEO Office

In Progress






PROGRESS COMMENTS

Established Port Hedland Steering Group including Landcorp, Pilbara Citites and Department of Housing. Landcorp Board has visited twice in this quarter seeking feedback from Council on effectiveness of partnership. Meeting of Northern Regional Ministerial Taskforce was held in Port Hedland. The Governor General visited the Town this quarter. State Government committed additional \$55 million towards South Hedland CBD and \$106 million to relocation of sewerage ponds. Landcorp committed \$1million towards planining for East End and \$200,000 towards the planning and feasibility for Spoilbank Marina. \$1.5million provided by State Government for development of growth plan. Model of partnership with Landcorp has been established for major projects.

Updated By:

Paul Martin - Chief Executive Officer





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop a Town of Port Hedland local, intrastate and interstate marketing campaign</p> <p>PROGRESS COMMENTS</p> <p><i>The ToPH is working closely with partners such as Pilbara Cities, to ensure constant communication is happening and we are aligning our marketing objectives and activities. Upcoming Pilbara Cities Second Birthday, and completion of Stage One of South Hedland Town Centre.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	
<p>6.1.3 Ensure that the Pilbara Regional Council grows and develops into an organisation that clearly delivers value for money for Pilbara residents</p> <p>Contribution of best practice input into PRC initiatives</p> <p>PROGRESS COMMENTS</p> <p><i>Town of Port Hedland has participated in the IT Governance survey instigated by the Pilbara Regional Council. The project to be undertaken by the Pilbara Regional Council in relation to workforce planning has been included in the brief for consultancy to progress the key documents required to implement the Integrated Strategic Planning and Reporting Framework.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	
<p>Identify and agree upon one action for coordinated implementation by more than one local government authority in the Pilbara.</p> <p>PROGRESS COMMENTS</p> <p><i>CEO has progressed the Country Local Government Fund's initiative of Roadside Stops. CEO exploring an affordable housing project across the regional.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	
<p>6.1.4 Ensure that the Town of Port Hedland continues to grow and develop into an organisation that supports the changing demands of its community</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide people leadership and management services in accordance with management KPIs - Community Development</p> <p>PROGRESS COMMENTS</p> <p><i>Performing in accordance with all Generic Management Key Performance Indicators. Successful recruitment of Coordinator Community Cultural Development has resulted in key positions being filled.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
<p>Updated By:</p>		<p>Lorna Secrett - Manager Community Development</p>	
<p>Provide people leadership and management services in accordance with management KPIs - Airport</p> <p>PROGRESS COMMENTS</p> <p><i>Normal activity has occurred this quarter.</i></p>	<p>Airport</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>
<p>Updated By:</p>		<p>Bob Couzens - Manager Airport</p>	
<p>Provide people leadership and management services in accordance with management KPIs - Engineering Services</p> <p>PROGRESS COMMENTS</p> <p><i>Work closely with the Engineering Coordinators and senior administration staff to ensure key works are carried out in a safe manner and within budget. Working towards a recycling programme for ToPH landfill.</i></p>	<p>Engineering Services</p>	<p>In Progress</p>	
<p>Updated By:</p>		<p>Steve Campbell - Manager Engineering Services</p>	
<p>Provide people leadership and management services in accordance with management KPIs - Investment and Business Development</p> <p>PROGRESS COMMENTS</p> <p><i>Provision of people leadership in communciations across organisation to ensure consistency in approach and position for the organisation as a whole. Provision of management services both within and beyond Business Plan, providing assistance, information, guidance and sharing knowledge to educate the organisation on business development objectives.</i></p>	<p>Investment and Business Development</p>	<p>In Progress</p>	
<p>Updated By:</p>		<p>Jasmine Person - Manager Investment and Business Development</p>	





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Manage corporate records</p> <p>PROGRESS COMMENTS</p> <p><i>Approval given from State Records Office to destroy records by burying at Landfill. Retention and Disposal continuing as planned.</i></p>	<p>Information Services</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: Kate Reid - Manager Information Services</i></p>			
<p>Review and implement the Town of Port Hedland Code of Conduct</p> <p>PROGRESS COMMENTS</p> <p><i>A first step in reviewing the Code of Conduct for Elected Representatives has been undertaken by sourcing best practice examples from other local government authorities. The review of the Code of Conduct for Employees has commenced with identification of additional Internal Operating Policies to be included or developed.</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: Debra Summers - Manager Organisational Development</i></p>			
<p>Provide people leadership and management services in accordance with management KPIs - Building Services</p> <p>PROGRESS COMMENTS</p> <p><i>New Manager Building Services appointed. Senior Building Surveyor position currently being filled by external consultant on a trail basis.</i></p>	<p>Building Services</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: David Giles - Manager Building Services</i></p>			
<p>Provide people leadership and management services in accordance with management KPIs - Environmental Health Services</p> <p>PROGRESS COMMENTS</p> <p><i>Community Safety Facilitator has reduced hours and working off site due maternity leave. Trainee Ranger position experiencing moderate turnover. Core activities continue to be undertaken despite resources issues and increasing workload.</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Development of a 10 year Strategic Community Plan</p> <p>PROGRESS COMMENTS</p> <p><i>A Request for Tender was unsuccessful in attracting a suitable consortia to develop the Plan. A new procurement process will be undertaken in October to source this expertise.</i></p>	<p>CEO Office</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: Paul Martin - Chief Executive Officer</i></p>			
<p>Update the Towns Engineering Civil and POS standard drawings and developer guidelines</p> <p>PROGRESS COMMENTS</p> <p><i>Ongoing project to commence upon employment of new staff.</i></p>	<p>Technical Services</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p><i>Updated By: Russell Dyer - Director Engineering Services</i></p>			
<p>Provide payroll service</p> <p>PROGRESS COMMENTS</p> <p><i>Payroll service provided this quarter. Back payments processed associated with new EBA in accordance with agreed time frame.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: Suma George - Manager Financial Services</i></p>			
<p>Provide people leadership and management services in accordance with management KPIs - Economic Development and Strategic Planning</p> <p>PROGRESS COMMENTS</p> <p><i>KPI's being progressed. Airport Land Development progressing. Business Plans to be finalised.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: Eber Butron - Director Planning and Development</i></p>			
<p>Provide people leadership and management services in accordance with management KPIs - Corporate Executive Leadership</p> <p>PROGRESS COMMENTS</p> <p><i>Performance in accordance with all Generic Director KPIS and achievement of first Specific Director KPI.</i></p>	<p>Corporate Executive Leadership</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>
<p><i>Updated By: Debra Summers - Manager Organisational Development</i></p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide people leadership and management services in accordance with management KPIs - Recreation</p> <p>PROGRESS COMMENTS</p> <p><i>Performing in accordance with all Generic Management Key Performance Indicators. Reinforcement of Performance Review for all staff has been well received by Staff. Concerted effort to respond to all correspondence in accordance with Council guidelines. Positive publicity surrounding events provided to the community.</i></p> <p style="text-align: right;"><i>Updated By: Graeme Hall - Manager Recreation</i></p>	Recreation	In Progress	
<p>Design and implement a backup plan for all sites so that the system can be restored to these locations with minimal disruption</p> <p>PROGRESS COMMENTS</p> <p><i>Interim mitigation strategy has been recognised. A generator will be purchased solely for the IT room to ensure that power and air conditioning units are available in the event of power loss or disruption. Quotes currently being sourced.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	Information Services	In Progress	
<p>Introduce best practice process and procedures for Recruitment through the implementation of revised forms and workflows</p> <p>PROGRESS COMMENTS</p> <p><i>Existing forms have been re branded and updated. A draft online recruitment section of the TOPH website has been developed and is currently being reviewed before being passed to Executive for comment. This will provide a more positive and professional image of the organisation to be promoted to perspective employees.</i></p> <p style="text-align: right;"><i>Updated By: Debra Summers - Manager Organisational Development</i></p>	Organisational Development	In Progress	
<p>Provide general financial operations services</p> <p>PROGRESS COMMENTS</p> <p><i>Normal activities for BAS and FBT returns undertaken. Fuel Tax Credit review undertaken.</i></p> <p style="text-align: right;"><i>Updated By: Suma George - Manager Financial Services</i></p>	Financial Services	In Progress	



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Implement the Service Management software through the intranet that will record and prioritise the number of requests for assistance by the ICT staff.</p> <p>PROGRESS COMMENTS</p> <p><i>Project yet to commence.</i></p>	<p>Information Services</p>	<p>Deferred</p>	<p><i>Updated By: Kate Reid - Manager Information Services</i></p>
<p>Development of a Corporate Business Planning Framework that support the 10 year Strategic Community Plan</p> <p>PROGRESS COMMENTS</p> <p><i>The Corporate Business Framework was completed last quarter with the endorsement of the Annual Corporate Plan by Council supported by the development of Annual Business Plans for all Business Units and Directorates.</i></p>	<p>Organisational Development</p>	<p>Completed</p>	<p> GREEN</p> <p><i>Updated By: Debra Summers - Manager Organisational Development</i></p>
<p>Provide people leadership and management services in accordance with management KPIs - Financial Services</p> <p>PROGRESS COMMENTS</p> <p><i>Manager Financial Services has completed probationary period with Town. Business Unit has developed well, however staff turnover has been a continuous issue.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	<p> GREEN</p> <p><i>Updated By: Suma George - Manager Financial Services</i></p>
<p>Implement a new standard operating environment upgrade to Windows 7 and Office 2010</p> <p>PROGRESS COMMENTS</p> <p><i>Brief has been developed for network strategy as first stage of 5 Year ICT Strategy. Project will be awarded in November if within project budget.</i></p>	<p>Information Services</p>	<p>In Progress</p>	<p> GREEN</p> <p><i>Updated By: Kate Reid - Manager Information Services</i></p>



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop aligning policies and processes to support the organisation and each business unit</p> <p>PROGRESS COMMENTS</p> <p><i>Best practice examples of other local government manuals have been sourced. Priority policies and procedures requiring development or review have been identified.</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: Debra Summers - Manager Organisational Development</i></p>			
<p>Provide rating service</p> <p>PROGRESS COMMENTS</p> <p><i>Rates notices for 2011/2012 issued. Rates Incentive Program completed successfully.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: Suma George - Manager Financial Services</i></p>			
<p>Investigate the implementation of an on-line leave application process</p> <p>PROGRESS COMMENTS</p> <p><i>Project deferred until next financial year.</i></p>	<p>Financial Services</p>	<p>Deferred</p>	
<p><i>Updated By: Suma George - Manager Financial Services</i></p>			
<p>Develop a performance management framework</p> <p>PROGRESS COMMENTS</p> <p><i>Draft Performance management procedure being reviewed.</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: Debra Summers - Manager Organisational Development</i></p>			
<p>Undertake ongoing staff training in Records Management</p> <p>PROGRESS COMMENTS</p> <p><i>FOI training completed in April 2011. Ongoing Retention & Disposal training to continue throughout this project.</i></p>	<p>Information Services</p>	<p>In Progress</p>	 <p>GREEN</p>
<p><i>Updated By: Kate Reid - Manager Information Services</i></p>			


CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Investigate the Implementation of an on-line purchase requisition process</p> <p>PROGRESS COMMENTS</p> <p><i>Project deferred until next financial year.</i></p>	<p>Financial Services</p>	<p>Deferred</p>	<p>Updated By: Suma George - Manager Financial Services</p>
<p>Develop a Retention and Destruction of Records Plan</p> <p>PROGRESS COMMENTS</p> <p><i>The Retention and Destruction Plan has been developed and will be reviewed as part of the ICT Strategy.</i></p>	<p>Information Services</p>	<p>Completed</p>	<p></p> <p>Updated By: Kate Reid - Manager Information Services</p>
<p>Implement a project performance review process</p> <p>PROGRESS COMMENTS</p> <p><i>Project deferred until next financial year.</i></p>	<p>Financial Services</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p> <p>Updated By: Suma George - Manager Financial Services</p>
<p>Review Town of Port Hedland Records Keeping Plan</p> <p>PROGRESS COMMENTS</p> <p><i>The existing Records Keeping Plan is valid until 2013. A review is currently being conducted as a number of actions outlined in the existing plan have been completed or commenced. The Records Keeping Plan will be updated within the next 9 months.</i></p>	<p>Information Services</p>	<p>In Progress</p>	<p></p> <p>Updated By: Kate Reid - Manager Information Services</p>
<p>Review Customer Service Charter and associated internal operating procedures</p> <p>PROGRESS COMMENTS</p> <p><i>A Customer Service Plan and Stakeholder Engagement Strategy is included in the scope of work for the 5 Year ICT Strategy. Brief will be awarded in November.</i></p>	<p>Information Services</p>	<p>In Progress</p>	<p></p> <p>Updated By: Kate Reid - Manager Information Services</p>




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Undertake a financial risk and efficiency assessment</p> <p>PROGRESS COMMENTS</p> <p><i>Project deferred until next financial year.</i></p>	<p>Financial Services</p>	<p>Deferred</p>	<p>Updated By: Suma George - Manager Financial Services</p>
<p>Develop an ICT Strategy</p> <p>PROGRESS COMMENTS</p> <p><i>Integrated Strategic Planning and Reporting Framework Request for Proposal will be advertised for Tender and awarded in November . Brief for Network Upgrade as first stage in the Strategy will be advertised and awarded in November.</i></p>	<p>Information Services</p>	<p>In Progress</p>	<p> GREEN</p> <p>Updated By: Kate Reid - Manager Information Services</p>
<p>Establish and maintain financial procedures</p> <p>PROGRESS COMMENTS</p> <p><i>Action ongoing.</i></p>	<p>Financial Services</p>	<p>Ongoing</p>	<p>Updated By: Suma George - Manager Financial Services</p>
<p>Manage the organisations balance sheet</p> <p>PROGRESS COMMENTS</p> <p><i>Normal activities undertaken this quarter. New reporting process to be developed to ensure all reconciliations and compliance requirements are being undertaken accordingly.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	<p> GREEN</p> <p>Updated By: Suma George - Manager Financial Services</p>
<p>Provide people leadership and coordination services - Library</p> <p>PROGRESS COMMENTS</p> <p><i>Recruitment process for Senior Library officer has been the focus this quarter.</i></p>	<p>Community Development</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p> <p>Updated By: Lorna Secrett - Manager Community Development</p>






CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Review and implement an Induction Program to ensure new employees have the skills and knowledge to support organisational practices and procedures</p> <p>PROGRESS COMMENTS</p> <p><i>Blue sky workshop has identified a three day induction process. A working group of those areas involved in the process has been established to ensure buy in.</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	
<p><i>Updated By: Debra Summers - Manager Organisational Development</i></p>			
<p>Assessment of the efficiency and effectiveness of our services</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p>	<p>CEO Office</p>	<p>Not Started</p>	
<p><i>Updated By: Paul Martin - Chief Executive Officer</i></p>			
<p>Review records policy and procedure documents</p> <p>PROGRESS COMMENTS</p> <p><i>Existing Record Keeping Plan currently in review stage. Existing actions have been completed before 2013 review date.</i></p>	<p>Information Services</p>	<p>In Progress</p>	
<p><i>Updated By: Kate Reid - Manager Information Services</i></p>			
<p>Provide people leadership and management services in accordance with management KPIs - Technical Services</p> <p>PROGRESS COMMENTS</p> <p><i>Action ongoing.</i></p>	<p>Technical Services</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>
<p><i>Updated By: Russell Dyer - Director Engineering Services</i></p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide corporate governance service - Organisation Development</p> <p>PROGRESS COMMENTS</p> <p><i>The Business Unit has completed its first quarter since its creation. To ensure the organisation adheres to its statutory compliance commitments, the development of a compliance check-list has commenced.</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	
<p><i>Updated By:</i></p>		<p><i>Debra Summers - Manager Organisational Development</i></p>	
<p>Provide investment and loan management service</p> <p>PROGRESS COMMENTS</p> <p><i>No activity this quarter.</i></p>	<p>Financial Services</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p><i>Updated By:</i></p>		<p><i>Suma George - Manager Financial Services</i></p>	
<p>Conduct regular staff meetings</p> <p>PROGRESS COMMENTS</p> <p><i>Weekly Executive meetings held this quarter. An organisational sundowner/meeting was held staff this quarter.</i></p>	<p>CEO Office</p>	<p>In Progress</p>	
<p><i>Updated By:</i></p>		<p><i>Paul Martin - Chief Executive Officer</i></p>	
<p>Provide people leadership and coordination services - Youth</p> <p>PROGRESS COMMENTS</p> <p><i>Position has been vacant this quarter. Recruitment process commenced.</i></p>	<p>Community Development</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>
<p><i>Updated By:</i></p>		<p><i>Lorna Secrett - Manager Community Development</i></p>	
<p>Provide people leadership and management services in accordance with management KPIs - Infrastructure Development</p> <p>PROGRESS COMMENTS</p> <p><i>Fortnightly team meetings ongoing. Technical Services role undertaken by Infrastructure Development until new staff are available. Currently recruiting for Manager and Engineering Technical staff. Structure and position descriptions of Technical Services Department have been established.</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
<p><i>Updated By:</i></p>		<p><i>Jenella Voitkevich - Manager Infrastructure Development</i></p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Review and update Council's Engineering Directorate policies</p> <p>PROGRESS COMMENTS</p> <p><i>Council's Engineering policies have been reviewed to incorporate styleguide and are available on Council's intranet. Review of policies will commence on employment of new staff.</i></p>	<p>Technical Services</p>	<p>In Progress</p>	
<p>Updated By: <i>Russell Dyer - Director Engineering Services</i></p>			
<p>Provide information technology support</p> <p>PROGRESS COMMENTS</p> <p><i>Support of organisation is provided on a daily basis. Current system is being maintained and effectively managed by IT staff.</i></p>	<p>Information Services</p>	<p>In Progress</p>	
<p>Updated By: <i>Kate Reid - Manager Information Services</i></p>			
<p>Implement the recommendations of the ICT Strategy</p> <p>PROGRESS COMMENTS</p> <p><i>This project is yet to commence.</i></p>	<p>Information Services</p>	<p>Not Started</p>	
<p>Updated By: <i>Kate Reid - Manager Information Services</i></p>			
<p>Assess and monitor developments for compliance with Engineering Directorate policies, standard drawings and guidelines</p> <p>PROGRESS COMMENTS</p> <p><i>Works ongoing - subdivision and development applications assessed. Liaised with Planning Department for improvements to referral process. Currently reviewing IPWEA proposal for changes to subdivision guidelines.</i></p>	<p>Technical Services</p>	<p>In Progress</p>	
<p>Updated By: <i>Russell Dyer - Director Engineering Services</i></p>			
<p>Provide grant management service</p> <p>PROGRESS COMMENTS</p> <p><i>Financial acquittal reporting to various departments has been undertaken within the required time frames</i></p>	<p>Financial Services</p>	<p>In Progress</p>	
<p>Updated By: <i>Suma George - Manager Financial Services</i></p>			





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Encourage continuous improvement in project management processes and outcomes</p> <p>PROGRESS COMMENTS</p> <p><i>Project management templates revised to include lessons learned. New project handover process developed. New variation template and process implemented to formalise approvals and budget implications. Improvements ongoing. Cross-organisation meeting held to review project lifecycle, responsibilities and involvement of all staff. Project teams and leads established for all new projects.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	In Progress	
<p>Provide people leadership and coordination services - Community and Cultural Development</p> <p>PROGRESS COMMENTS</p> <p><i>Team almost full compliment. Recruiting process for Youth Development Officer commenced.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	
<p>Develop and implement a Housing Strategy to provide affordable accommodation to support the Workforce Plan</p> <p>PROGRESS COMMENTS</p> <p><i>A Request for Tender was unsuccessful in attracting a suitable consortia to development the required Strategy. A new procurement process will be undertaken in October to source this expertise.</i></p> <p style="text-align: right;"><i>Updated By: Debra Summers - Manager Organisational Development</i></p>	Organisational Development	In Progress	
<p>Provide accurate & timely advice to Council</p> <p>PROGRESS COMMENTS</p> <p><i>Accurate and timely advice provided to Council as requested.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide people leadership and management services in accordance with management KPIs - Organisation Development</p> <p>PROGRESS COMMENTS</p> <p><i>The new team has developed well and has delivered on many projects and initiatives despite conflicting priorities and challenging timelines. Next quarter will see the delivery on major policy and procedure development important for both the team and the wider organisation. A restructure of the HR team will secure needed expertise in Occupational Health and Safety</i></p> <p style="text-align: right;"><i>Updated By: Debra Summers - Manager Organisational Development</i></p>	Organisational Development	In Progress	
<p>Provide general financial management service</p> <p>PROGRESS COMMENTS</p> <p><i>Draft Annual Financial statement completed. Monthly Council financial reporting completed.</i></p> <p style="text-align: right;"><i>Updated By: Suma George - Manager Financial Services</i></p>	Financial Services	In Progress	
<p>Ensure Directors acknowledge budget requirements</p> <p>PROGRESS COMMENTS</p> <p><i>CEO has ensured preparation for first quarterly budget review.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	
<p>Ensure Engineering queries, complaints and minor works requests are actioned in accordance with Council's Customer Service policy and relevant asset management plans</p> <p>PROGRESS COMMENTS</p> <p><i>Processes to be reviewed upon employment of new staff.</i></p> <p style="text-align: right;"><i>Updated By: Russell Dyer - Director Engineering Services</i></p>	Technical Services	In Progress	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide budget development and monitoring service</p> <p>PROGRESS COMMENTS</p> <p><i>Budget review meetings scheduled. Business unit financial statement ready for dissemination to organisation.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	
		<p>Updated By: Suma George - Manager Financial Services</p>	
<p>Develop and implement an Organisational Wellness Program</p> <p>PROGRESS COMMENTS</p> <p><i>Draft Organisational Wellness Program developed. This will be handed over to Staff Consultative Committee when formed for the Committee to manage within budget parameters.</i></p>	<p>Organisational Development</p>	<p>Completed</p>	
		<p>Updated By: Debra Summers - Manager Organisational Development</p>	
<p>Process FOI requests</p> <p>PROGRESS COMMENTS</p> <p><i>Procedures and guidelines compliant with the FOI Act are now in place.FOI applications are completed within the allocated guidelines at all times.</i></p>	<p>Information Services</p>	<p>In Progress</p>	
		<p>Updated By: Kate Reid - Manager Information Services</p>	
<p>Ensure that the Executive Management team has the skills to implement effective management</p> <p>PROGRESS COMMENTS</p> <p><i>KPIs allocated to Directors, inclusive of a bonus system. Six monthly performance reviews completed with Directors. Monthly meetings held with individual Directors.</i></p>	<p>CEO Office</p>	<p>In Progress</p>	
		<p>Updated By: Paul Martin - Chief Executive Officer</p>	
<p>Prepare a Business Continuity Plan</p> <p>PROGRESS COMMENTS</p> <p><i>Integrated Strategic Planning and Reporting framework refers to BCP as second stage . Work will be undertaken in the new financial year. Organisational workload precludes this project from being undertaken this year as planned</i></p>	<p>Information Services</p>	<p>Deferred</p>	
		<p>Updated By: Kate Reid - Manager Information Services</p>	




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide asset management service</p> <p>PROGRESS COMMENTS</p> <p><i>Normal ongoing activity this quarter.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	 <p>GREEN</p>
		<p>Updated By:</p>	<p>Suma George - Manager Financial Services</p>
<p>Develop and commence implementation of a Workforce Plan that ensures the organisational resource capacity to meet the services and programs required by the Community.</p> <p>PROGRESS COMMENTS</p> <p><i>A Request for Tender was unsuccessful in attracting a suitable consortia to develop the required Plan. A new procurement process will be undertaken in October to source this expertise.</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	 <p>GREEN</p>
		<p>Updated By:</p>	<p>Debra Summers - Manager Organisational Development</p>
<p>Progress and implement Councils top 10 priority projects</p> <p>PROGRESS COMMENTS</p> <p><i>Council's top 10 priority projects have been reported on quarterly, including efforts to pursue funding opportunities in this quarterly report as Business Highlights.</i></p>	<p>CEO Office</p>	<p>In Progress</p>	 <p>GREEN</p>
		<p>Updated By:</p>	<p>Paul Martin - Chief Executive Officer</p>
<p>Develop and implement a Corporate Travel Policy that represents a balance between best practice and supporting local industry</p> <p>PROGRESS COMMENTS</p> <p><i>A cross organisation team has been formed to develop this policy. A first meeting has been held and best practice examples of policies from similar local governments, state government agencies and the private sector has been sourced and distributed.</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	 <p>GREEN</p>
		<p>Updated By:</p>	<p>Debra Summers - Manager Organisational Development</p>

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Implement desktop computer replacement program in line with Council's current ICT Strategy</p> <p>PROGRESS COMMENTS</p> <p><i>Computers that are due for replacement have been identified and computers ordered.</i></p>	<p>Information Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p><i>Kate Reid - Manager Information Services</i></p>	
<p>Provide accounts payable service (creditors)</p> <p>PROGRESS COMMENTS</p> <p><i>Normal ongoing activity this quarter.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p><i>Suma George - Manager Financial Services</i></p>	
<p>Manage the day to day operations of the CEO's Office</p> <p>PROGRESS COMMENTS</p> <p><i>Business Unit established. Day to day management of the CEO's office, including CEO, Mayor and Councilors has continued effectively this quarter.</i></p>	<p>CEO Office</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p><i>Paul Martin - Chief Executive Officer</i></p>	
<p>Provide accounts receivable service (debtors)</p> <p>PROGRESS COMMENTS</p> <p><i>Normal ongoing activity this quarter.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p><i>Suma George - Manager Financial Services</i></p>	
<p>Develop and implement a leadership program</p> <p>PROGRESS COMMENTS</p> <p><i>Commenced collecting examples of leadership programs from identified best practice local government. Generic management and leadership KPIs have now been allocated to Directors and Managers. Definition of the roles and expectation's of Directors, Managers and Coordinators is in the process of being identified through a series of workshops with staff.</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p><i>Debra Summers - Manager Organisational Development</i></p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Implement a photocopier and printer replacement program in line with Council's current ICT Strategy</p> <p>PROGRESS COMMENTS</p> <p><i>All of the 10 existing photocopiers have contracted agreements spanning from 2012 until 2015. They will form part of the ICT Strategy to be developed as part of the Integrated Strategic Planning and Reporting Framework.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	Information Services	In Progress	 GREEN
<p>6.2.1 Undertake a comprehensive local, intrastate and interstate marketing campaign that details both the importance of the Port Hedland community and the positive achievements and attributes of the community</p> <p>Establish a community consultation strategy which also deals with social media and online communication.</p> <p>PROGRESS COMMENTS</p> <p><i>A draft Community Engagement Strategy has been developed and presented to Council this quarter. Council has resolved to seek public feedback on the strategy before formally endorsing it. This feedback will be provided to the Council in the next quarter.</i></p> <p><i>A draft Social Media policy has also been developed and will be reviewed by Executive in the next quarter before being put to Council for its consideration.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	 GREEN
<p>6.2.2 Town of Port Hedland corporate style guidelines that ensure a consistent clear image of the Town is being delivered</p> <p>Ensure organisational compliance with the Town of Port Hedland Style Guide</p> <p>PROGRESS COMMENTS</p> <p><i>A style guide has been developed and distributed to the organisation in May. Branding activity undertaken by Publicity Officer to ensure the branding devices are applied correctly and consistently. The new branding has been applied in all advertising and marketing activities (including signage); and a majority of documents have been rebounded according to the style guide.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	 GREEN

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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6.2.3 Redevelop and regularly update the Town of Port Hedland website and other social networking mechanisms, ensuring that it is both interactive and contemporary

Improve internal web presence through upgrading current website

Information Services

Not Started



PROGRESS COMMENTS

Project not yet commenced.

Updated By:

Kate Reid - Manager Information Services

Develop and Implement a Social Media Policy

CEO Office

In Progress



PROGRESS COMMENTS

Draft social media policy developed and reviewed by Executive. Scope broadened to encompass Elected representative. Revised draft to be completed early next quarter.

Updated By:

Paul Martin - Chief Executive Officer

Improve external web presence through upgrading current website

Information Services

In Progress



PROGRESS COMMENTS

Request for content has been provided to the Organisation to commence upgrading current website.

Updated By:

Kate Reid - Manager Information Services

6.2.4 Continue to inform and consult with the community regarding local events, issues and decisions through a variety of communication mechanisms

Develop and implement a Communication and Consultation Strategy to ensure the community is informed and engaged on local events, issues and decisions

CEO Office

In Progress






PROGRESS COMMENTS

A draft Community Engagement Strategy has been developed and presented to Council this quarter. Council has resolved to seek public feedback on the strategy before formally endorsing it. This feedback will be provided to the Council in the next quarter.





Updated By:

Paul Martin - Chief Executive Officer

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Generate regular media opportunities to inform and engage with the community</p> <p>PROGRESS COMMENTS</p> <p><i>Information is regularly distributed through publications including Council News @ Your Fingertips (weekly e-newsletter), Town Talk (monthly double page spread), articles and photos in WALGA's monthly newsletter and media releases uploaded to the website and sent through Mail Manager. The newspaper is often invited to milestone events such as the panel installation at the MPRC building, CMO Clubhouse Opening and light installation at KSO.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	
<p>6.3.1 Work with other Pilbara LGA's to develop a standard Information Technology platform as the precursor to potentially regionalisation of some local government service delivery</p> <p>Work with other Pilbara LGA's to develop a standard information technology platform that supports the potential for future shared service delivery</p> <p>PROGRESS COMMENTS</p> <p><i>PRC IT Governance Audit has been completed. Regional focus has been initiated.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	Information Services	In Progress	
<p>6.3.2 Expand opportunities for community to interact with Council via the internet including electronic lodgement of applications, GIS expanded payment alternatives and customer comments/complaints</p> <p>Upgrade network servers</p> <p>PROGRESS COMMENTS</p> <p><i>A Brief has been developed for network strategy as first stage of 5 Year ICT Strategy. Project will be awarded in November if within agreed project budget.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	Information Services	In Progress	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Upgrade network communications infrastructure</p> <p>PROGRESS COMMENTS</p> <p><i>Brief has been developed for network strategy as first stage of 5 Year ICT Strategy. Project will be awarded in November if within aged budget.</i></p>	<p>Information Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Kate Reid - Manager Information Services</i></p>	
<p>Investigate eCouncil opportunities to increase community interaction with Council via the internet</p> <p>PROGRESS COMMENTS</p> <p><i>A Customer Service Plan, External Communications Strategy and audit of organisation's usage of Synergy Modules is included in the scope of work for the 5 Year ICT Strategy.</i></p>	<p>Information Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Kate Reid - Manager Information Services</i></p>	
<p>6.3.3 Redesign the financial system to allow for more effective and efficient financial management</p>			
<p>Develop a 5 year financial plan for the organisation</p> <p>PROGRESS COMMENTS</p> <p><i>A Request for Tender was unsuccessful in attracting a suitable consortia to development the required Plan. A new procurement process will be undertaken in October to source this expertise.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Suma George - Manager Financial Services</i></p>	
<p>Evaluate Councils economic values</p> <p>PROGRESS COMMENTS</p> <p><i>CEO has instigated an organisational wide focus on new revenue streams.</i></p>	<p>CEO Office</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Paul Martin - Chief Executive Officer</i></p>	
<p>6.3.4 Review Council's Standing Orders Local Law</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
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Review Council's Standing Orders and Local Laws

Organisational Development

In Progress



PROGRESS COMMENTS

Endorsed Standing Orders identified. Best practice approach to Local Law review has been commenced. Priority allocated to laws requiring review. Draft Town of Port Hedland Committee, Working Group and Forum Policy has been produced for Executive review.

Updated By:

Debra Summers - Manager Organisational Development