



**Town of Port Hedland**

**MINUTES  
OF THE  
ORDINARY MEETING  
OF THE TOWN OF PORT HEDLAND COUNCIL**

**HELD ON**

**WEDNESDAY 24 FEBRUARY 2010**

**AT 5.33 PM**

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

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*Chris Adams  
Chief Executive Officer*

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**OUR COMMITMENT**

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

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**ITEM 1      OPENING OF MEETING****1.1          Opening**

The Mayor declared the meeting open at 5:33 pm and acknowledged the traditional owners, the Kariyarra people.

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

Mayor Kelly A Howlett  
Councillor Arnold A Carter  
Councillor Stan R Martin  
Councillor George J Daccache  
Councillor Jan M Gillingham  
Councillor Steve J Coates  
Councillor David W Hooper  
Councillor Michael (Bill) Dziombak

Mr Chris Adams	Chief Executive Officer
Mr Matthew Scott	Director Corporate Services
Mr Russell Dyer	Director Engineering Services
Mr Paul Martin	Director Community Development
Mr Russell Dyer	Director Regulatory Services
Ms Gaye Stephens	Executive Assistant

Members of the Public	21
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Members of the Media	1
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**2.2          Apologies**

Nil

**2.3          Approved Leave of Absence**

Nil

**ITEM 3      RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE****3.1            Questions from Public at Ordinary Council Meeting held on  
Wednesday 27 January 2010****3.1.1        *Mr Chris Whalley***

*In relation to the HBI, has Council received any recent information, or been informed recently by BHP Billiton Management, as to when the HBI industrial infrastructure will be demolished?*

Mayor advised that BHP is currently undertaking the demolition of the HBI site. She added that BHP have recently appointed new contractors for the demolition on the HBI infrastructure site; and that Mr Whalley's question will be taken on notice for Council to receive an update from BHP Billiton on how the demolition is progressing.

*[NOTE: Mayor advised that Council has additional information about the demolition of the HBI plant from BHP Billiton Iron Ore. BHP advises that "demolition plant works are non essential and activities at the site have ceased. The site remains in secure care and maintenance. BHP expects to be in a position to review to restart the works at the plant sometime in 2010".]*

**3.1.2        *Mr Shane Sear***

*Why hasn't Wedgefield been dealt with completely under the long awaited Town Planning Scheme Number 6, instead of the proposed amendments?*

The Town Planning Scheme Amendments referred to do not relate to the whole of Wedgefield but are just the amendments necessary to enable the release of additional land, primarily for transport related uses.

*When might the public expect Town Planning Scheme Number 6?*

The review of TPS 5 has already commenced its initial stages, but by the time there is information to present for public consultation and the statutory processes of the state government agencies are completed, it is likely to take at least 18 months. This seems a very long time but much of that is time that must be allowed for statutory processes or for review by other agencies which is beyond Council control.



**3.2 Questions from Elected Members at Ordinary Council Meeting held on Wednesday 27 January 2010**

**3.2.1 Councillor George J Daccache**

*In relation to the Shed on McGregor Street which is used by Brewers Baseball Club, are there any plans to demolish or fix those facilities?*

This building has been deemed to be unsafe and is being demolished. If the Brewers Baseball Club are accessing this building, staff can provide them with another storage space in the new blue shed that has been constructed specifically for this purpose. Staff will contact Brewers Baseball Club to determine need.

**ITEM 4 PUBLIC TIME**

**4.1 Public Questions**

5:34 pm Mayor opened Public Question Time

**4.1.1 Mr Whalley**

*Is Council building a new heavy haulage transport depot along the North West coastal highway? Also, will any new heavy haulage roads be built?*

Chief Executive Officer advised the heavy haulage route that is planned for the back of Wedgefield is near to completion with regard to design. It is expected that construction will commence around September to December 2010.

He added that a large amount of transport lots are planned to be located to the area west of the existing Shell Roadhouse.

*As the Shire of Roebourne has announced that it will build 100 new units for private employees only, such as shop assistants, with cheap rental; are there any similar project for Port Hedland?*

Mayor confirmed yes.

Mayor added that this has been instigated by the Hon Brendon Grylls and we are currently working on it.

**4.1.2 Mr Wayne Parker**

*With regard to my previous communications with the [Chief Executive Officer] which Privacy Act is the CEO referring to? As previously advised that no building permits are required to build on crown land, can further investigation of this matter be undertaken to prevent unsafe buildings being erected? Shouldn't the same Building Code be applied to all constructors and Council be responsible for this?*

*With regard to a certain gentleman that [has] built without a permit, and without a registered builder, I am told that Council has granted him time to rectify the situation; doesn't Council believe that this is creating a precedent in Port Hedland?*

Mayor advised there has been extensive correspondence between Council and Mr Parker. With regard to the practices, and whether the building is on State or Federal [government] land such as the police station and the hospital which are under the same rule, these are deemed safe as Council's Officers have inspected the buildings. With regard to the Privacy act, Council has advised Mr Parker in previous correspondence on how to obtain this information.

5:43 pm Mayor closed Public Question Time

**4.2 Public Statements**

5:43 pm Mayor opened Public Statement Time

**4.2.1 Mr Chris Whalley – Street Lighting Documentation**

Mr Chris Whalley presented further information to Council regarding the upgrading of the street lighting network withing South Hedland for Council to consider.

**4.2.2 Ms Kellie Loverock – Hedland Playgroup Association (Inc.)**

Ms Kellie Loverock read aloud the following letter addressed to Town of Port Hedland Council Members, dated 20 February 2010:

*“We are a non-profit playgroup based at Lotteries House in South Hedland. With only 40 estimated members, we are struggling to continue to operate due to extremely high rental costs at Lotteries House. With an estimated yearly amount of \$22,000 in lease fee's, rent and other related costs we will not be able to contine to operate.*

*Fundraising alone is not going to keep playgroup open for the whole year and we have arranged a meeting with Julie Broad from the Shrie to discuss our optiosn and possible assistance from the Town of Port Hedland. This meeting will be held with Playgroup WA, Mayor Howlett and Lotteries House on the 26<sup>th</sup> of March.*

*Until we sort out a formal arrangement for long term assistance, we are required to fundraise to cover this terms rental fees. We have booked the JD Hardie Centre to use the premises on March 28, 2010 to use the venue to hold a Monster Trash'n'Treasure on the Sunday morning, beginning 9am to 12:30pm with stall holders setting up at 8am, therefore requirring the centre for 5 hours.*

*We would like to use the bouncy castle to attract a variety of families to our day, we will be advertising for stall holders and we plan to have a sausage sizzle, sell drinks including tea/coffee and cake. This will all be held in the designated areas. To increase our profit margin we would be asking for gold coin donation for entry into the centre.*

*After meeting to explain our predicament with Mayor Kelly Howlett on Saturday 20 February we were thrilled to hear that the fee for hiring the JD Hardie Centre will be waived. We are very grateful for this.*

*Our motivation in addressing the Town of Port Hedland Councillors is to make you all aware of our very grim plight. We are in desperate need of assistance and from our meeting with Mayor Howlett we were given a glimmer of hope in the form of a future action plan that involves help with obtaining sponsorships and reassessing our current venue. We would like to work together with the Town of Port Hedland to secure a venue that is suitable for our Playgroup financially and physically. Once we have that stability we can concentrate on growing our membership base and have a thriving playgroup in South Hedland that will be attractive to new families in town.*

*The Town of Port Hedland is creating a positive vibe that big things are in store for South Hedland. With the signs around town (about new things being created for the town centre) and the residential housing being developed, in order to attract more families to move to South Hedland, it's even more important than ever that our doors remain open. Not only that, the existing families in South Hedland need the Playgroup to exist.*

*Most of us do not have families in town, with our partners working long shifts and demanding hours, this Playgroup not only give us somewhere to take our kids but offers an outlet to the mums to make new friendships and this leads on to support given to each other...this kind of support is invaluable when you are trying to raise a family in a very transient town when you do not (generally) have your families to support you.*

*We look forward to future discussions with the Town of Port Hedland and we would appreciate all the help we can get to secure Hedland Playgroup's future.*

*Yours faithfully*

*Kellie Loverock  
Vice-President Hedland Playgroup Inc."*

5:48 pm Mayor closed Public Statement Time

**ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE**

**5.1 Councillor Jan Gillingham**

*When will the new Day Care Centre be opening?*

Chief Executive Officer advised the newly constructed centre is experiencing last minute hold ups, including the finalisation of licensing requirements and building compliance matters. The official opening date has yet to be announced, but should be within two to three weeks.

*[NOTE: Councillor Gillingham read aloud the following letter on behalf of the South hedland Owners and Trainers Association (Inc.):*

*"February 22<sup>nd</sup>, 2010*

*Dear Councillor Gillingham,*

*I have just been reading the Agenda for the ToPH Ordinary Council Meeting to be held on 24 February, 2010. As I may not be able to make the start of the meeting, could you please ask/make the ToPH council aware of SHOATA's concerns for us please.*

- 1. In regards to Attachment 1, Item 11.5.1.3 Rates Exemption Policy, I have interpreted this as Charitable Organisations (as defined by the ATO) will receive a 100% Concession.*
- 2. Our Club is concerned, that even paying 50% of the rateable charge, it would impose too large a burden*

*on its members and people would start to look at alternate recreation and/or a town to live and work in. Our only source of income is our yearly membership costs and our ongoing water and power bills are paid for by the members (each stable facility has their own water meter and those with power also have their own power meter).*

3. *On page 237 of the Agenda, in Section 4, the last box asks for “Copies of the current years audited financial statements for the organisation.” According to the Department of Commerce, there is no requirement for Associations to submit annual returns to the department (attached and highlighted in yellow). The imposition of a further expensive cost to every Not for Profit Association in Port Hedland would create more financial burden on our clubs. While we do not see the relevance of this request, we do not have any objections to copies of our Bank Statements and Monthly Financial Reports being requested.*
4. *Finally, there does not appear to be any Appeals Procedure put in place. An Appeals procedure would seem logical if a fair and equitable process is to take place.*

*Yours sincerely,*

*Philip J.Murray  
SHOATA Committee member (Treasurer)”*

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

The following Members verbally declared to have given due consideration to all matters contained in the Business Paper presented before the meeting.

Cr K A Howlett	Cr J M Gillingham
Cr A A Carter	Cr S J Coates
Cr S R Martin	Cr D W Hooper
Cr G J Daccache	Cr M (Bill) Dziombak

**ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****7.1 Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 27 January 2010****200910/258 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr S R Martin

**That the Minutes of the Ordinary Meeting of Council held on Wednesday 27 January 2010 be confirmed as a true and correct record of proceedings.**

**CARRIED 8/0****ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION**

*[NOTE: Mayor handed a plaque to South Hedland Volunteer Fire and Rescue Representative Mr Ron Thomson, for presenting to the Maryborough (Victoria) Volunteer Fire and Rescue Service, while competing in Mildura (Victoria).]*

Mayor Howlett's Activity Report for the January/February 2010 period to date follows:

*January 2010*

Thursday, 21<sup>st</sup> January

- Participated In Sponsors Photo for Motor Bike Lock Initiative at Pilbara Boats N Bikes

Friday, 22<sup>nd</sup> January

- Meeting with Pundulmurra College to Investigate Possible Artist Space Opportunities on Campus

Saturday, 23<sup>rd</sup> January

- Mayor Coffee Session (Shana's Cafe, Port Hedland)
- Mayor Coffee Session (Muffin Break, South Hedland)

Monday, 25<sup>th</sup> January

- Attended Meeting with North West Telegraph (Mark Hinch) and Executive Assistant to discuss Future Plans for Town Talk,
- Hosted "100 Days in Office" Party

Tuesday, 26<sup>th</sup> January

- Officiated at 2010 Soroptimist International and Town of Port Hedland Australia Day Breakfast
- Presented Under 25yrs Premiers Active Citizenship Award at SHAC
- Opened 2010 Australia Day Family Concert Event at Marrapikurinya Park

Wednesday, 27<sup>th</sup> January

- Attended Airport Emergency Committee Meeting with Manager Airport
- Attended Weekly Catch up Meeting - Chief Executive Officer, Deputy Mayor and Mayor
- Chaired January Ordinary Council Meeting

Thursday, 28<sup>th</sup> January

- Attended Pilbara Regional Council (PRC) Meeting, A/Chief Executive Officer, Cr Martin
- Attended LEMC Meeting

Friday, 29<sup>th</sup> January

- Attended Regional Development Australia (RDA) Chairs and Deputy Chairs Meet and Greet With Hon Maxine McKew and Hon Brendan Grylls (Perth)
- Attended ALGWA WA – Year Women In Local Government Sundowner (City of Joondalup)

February 2010

Wednesday 3<sup>rd</sup> February

- Attended Well Women Centre's February Morning Tea event
- Chaired Informal Briefing Council, Cr Martin, Cr Daccache, Cr Gillingham, Cr Coates, Chief Executive Officer, Director Corporate Services, Director Community Development, Director Engineering Services and Director Regulatory Services
- Attended Weekly Catch up Meeting - Chief Executive Officer, Deputy Mayor and Mayor
- Attended Community Population Modelling and Planning Presentation

Thursday, 4<sup>th</sup> February

- Attended Port Hedland Liquor Accord Meeting with Manager Community Development
- Assisted with manning of TOPH Information Stalls at Shopping Centres for Spoilbank and Pretty Pool Development Consultation (Lunchtime South, Evening Port)
- Meeting and planning for upcoming QLD Coast to Coast Trip, Cr Martin, Cr Daccache, Cr Dziombak, Chief Executive Officer and Manager Economic and Land Development
- Attended farewell function for Bill and Jocelyn Ross at Port Hedland Seafarers Centre

Friday, 5<sup>th</sup> February

- Meeting with YIC Manager Kerri MacGregor and Director Community Development

- TOPH Strategic Planning Workshop, Cr Carter, Cr Daccache, Cr Coates, Cr Gillingham, Cr Hooper, Chief Executive Officer and Directors

Saturday, 6<sup>th</sup> February

- TOPH Strategic Planning Workshop, Cr Carter, Cr Daccache, Cr Coates, Cr Gillingham, Cr Hooper, Chief Executive Officer and Directors

Monday, 8<sup>th</sup> February –

- Coast To Coast Economic Development Conference Tour – Tour around Gladstone Township, Cr Martin, Cr Daccache, Cr Dziombak and Manager Economic and Land Development.

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

- Coast To Coast Economic Development Conference Tour – Meeting With Gladstone Economic Industry Development Board (GEIDB), Meeting With Gladstone Area Promotion and Development Limited (GAPDL), Meeting with Gladstone Regional Council, Cr Martin, Cr Daccache, Cr Dziombak and Manager Economic and Land Development
- Town Tour and Meeting With QLD 2009 Tidy Towns Winner Rockhampton (including Rockhampton Council's Deputy Mayor and Manager Community Development) with Cr Daccache

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

- Attended QLD Local Government Association Economic and Regional Development Conference with Cr Martin, Cr Daccache, Cr Dziombak and Manager Economic and Land Development

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

- Breakfast Meeting With Mayor Paul Paspale (City Ipswich), Cr Daccache, Cr Dziombak and Manager Economic and Land Development
- Attended QLD Local Government Association Economic and Regional Development Conference with Cr Martin, Cr Daccache, Cr Dziombak and Manager Economic and Land Development

Friday, 12<sup>th</sup> February

- Attended Morning Session QLD Local Government Association Economic and Regional Development Conference, Cr Martin, Cr Daccache, Cr Dziombak and Manager Economic and Land Development



**ITEM 9      REPORTS BY ELECTED MEMBERS WITHOUT DISCUSSION****9.1            *Councillor George Daccache***

Councillor Daccache advised he had received an email message from the Mayor of the City of Ipswich, of which he will arrange to distribute to all elected members.

**9.2            *Cr Jan Gillingham***

Councillor Gillingham advised that the Australia Day breakfast event went well and congratulated those involved. Cr Gillingham also reported the Walk It Hedland, and Strategic Planning day

**9.3            *Cr Bill Dziombak***

Councillor Dziombak advised the Coast to Coast Tour helped build positive partnerships. The Town of Port Hedland will develop regular meetings with Chamber of Commerce in relation to economic development – the next one will be held on 10 March 2010.

**ITEM 10      PETITIONS/DEPUTATIONS/PRESENTATIONS/  
SUBMISSIONS**

*[NOTE: Mayor handed a plaque to South Hedland Volunteer Fire and Rescue Representative Mr Ron Thompson, for presenting to the Maryborough (Victoria) Volunteer Fire and Rescue Service, while competing in Mildura (Victoria), during Item 8 on the Agenda – Announcement by Chairman Without Discussion.]*



**ITEM 11      REPORTS OF OFFICERS****11.1          Governance****11.1.1        *Status of Council Decisions (File No.: 13/06/0001)***

<b>Officer</b>	Gaye Stephens Executive Assistant
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<b>Date of Report</b>	15 February 2010
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<b>Disclosure of Interest by Officer</b>	Nil
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**Summary**

Informing Council of actions undertaken in relations to decisions of Council in the past month.

**Background**

This monthly report is presented to Council for information. The report advises Council how decisions are being actioned by staff. Any Council Decision that has not yet been completely implemented will remain on the list until it has been completed.

**Officers Comments**

This report outlines the status of decision from previous Council meetings.

**Statutory Implications**

Section 2.7 of the Local Government Act states how Council is responsible for directing the local government's affairs:

*"2.7. The role of the council*

*(1) The council –*

*(a) directs and controls the local government's affairs;  
and*

*(b) is responsible for the performance of the local government's functions.*

*(2) Without limiting subsection (1), the council is to –*

*(a) oversee the allocation of the local government's finances and resources; and*

*(b) determine the local government's policies."*

<b>Policy Implications</b>	Nil
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**Strategic Planning Implications**

KEY RESULT AREA 6 – Governance

Goal 6 – Systems Development

That the Town's internal operating systems are structured in a manner that assists in providing timely accurate information to the community.

**Budget Implications**

**Nil**

**200910/259 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr M Dziombak

**That the 'Status of Council Resolutions' Report as presented to the Council's Ordinary Meeting held on 24 February 2010 be received.**

***CARRIED 8/0***

Special Council Meeting held 16 October 2007			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
6.1.1.1	Scheme Amend. from "ResR12.5/30 , Other Public Purp- Cem, Parks & Rec. & Local Rd"	200708/037 Council Decision/Amended Officer's Recommendation That Council: 1) requests Koltasz Smith Town Planners to amend the application to reflect the proposed rezoning of Lot 1628 from "Other Public Purposes - Cemetery" to "Community - Community"; ...	MPS	EPA requested more info. Ltr of response sent 04.12.07. Awaiting response from EPA. Pending. Reminder letter sent to EPA Jan 09 Sept OCM – no change. Reminder email sent to EPA July 09. Still no response.	Environmental Review Required – EPA to forward instructions by 29/03/2010.		
Ordinary Council Meeting held 31 October 2007			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
11.2.2.3	Amendment to Delegation Register	200708/049 Council Decision That Council lay Agenda Item 11.2.2.3 'Amendment to Delegation Register' on table until Councillors have received an updated copy of Delegation Register; and following a proposed workshop with Council's management staff.	CEO	Updated. To be presented to Nov Informal Briefing. Sept 09 Revisit after election in October. Revisit after election in October	Reports to OCM Dec 09 for Delegation 40 (Donations) and Food Act.		November 2009
Ordinary Council Meeting held 23 January 2008			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
12.5	Lease of Part Reserve 31462 to the Port Hedland Turf Club	200708/160 Council Decision/Officer's Recommendation That: a) Council agrees to dispose of the property on part reserve 31462 by way of lease to the Port Hedland Turf Club as per section 3.58 (3) (private treaty) with the following conditions: ...	DCS	Survey received. Awaiting valuation. Sept OCM – No change.	Director writing letter to Turf Club		
Ordinary Council Meeting held 28 February 2008			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
12.1.1	Prop. Scheme Amend..No. 17 – "Local Rd Reserve" and "Other Purposes Infrastructure Res." to "Ind"	200708/089 Council Decision/Officer's Recommendation That Council: i) Initiate a Scheme amendment to the Town of Port Hedland Town Planning Scheme No 5 to rezone Lots 6047, 6048 & 6049 Bell Street, Port Hedland, from "Local Road Reserve" and "Other Purposes – Infrastructure Reserve" to "Industry" Zone, as outlined in the application received 4 February 2008. ...	MPS	Processing. Waiting on information from Applicant. Applicant preparing additional information May 2009. Sept OCM – Appl. Has been forwarded to EPA, awaiting comments. EPA decision 'not assessed' 21/09/09. Have requested payment of initiation fee from applicant 08/10/09 and preparations for advertising commenced.	Advertising stage – submissions close 24/02/2010		December 2009
Ordinary Council Meeting held 24 September 2008			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE

11.4.1.4	Council Chambers : Table Configuration	200809/075 Council Decision That Council: i) authorise the CEO or his nominated officer to source a design of boardroom style Council table, preferably from a locally or regionally based cabinet maker, with the requirement to seat a minimum of 16 people; and a complimentary table being set aside from Council for use by the Hedland Youth Leadership Council and Media representatives; and ...	DCS	ii) quotes sourced and considering most effective/\$ saving mods. Design distributed to Councillors and disc. at Informal Briefing Session Sept. 09. No response from Council. Revisit after LG Election in October	Table ordered with completion due late March 2010	✓	December 2009
12.1.1	Golden Eagle Airlines lease of the Airfreight Hanger at the PHIA	200809/083 Council Decision/Officer's Recommendation That Council enters into a Lease Agreement with Golden Eagle Airlines for the Air Freight Hanger at the Port Hedland International Airport, in accordance with section 3.58(3) of the Local Government Act 1995, with the following terms and conditions in addition to Council's standard lease: ...	DCS	Draft Lease with Golden Eagle Airlines. Amended based on received Council document. Term of release reviewed by Council 2008/2009.	Complete – Lease Agreement altered by Council.	✓	
Ordinary Council Meeting held 10 December 2008			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
11.4.1.1	Port Hedland Golf Club Lease	200809/162 Council Decision That Council agrees to dispose of the property on part reserve 35915 by way of lease to the Port Hedland Golf Club Inc as per section 3.58 (3) (private treaty) with the following conditions: ...	DCS	Sept OCM - Awaiting Valuation – Yes. Director chasing valuation	Reviewing file. Letter to Golf Club to be sent		
14.1.1	Cooke Point Caravan Park Lease	200809/171 Council Decision/Officer's Recommendation That Council ADVISE Aspen Parks that the rent review has been undertaken in accordance with Clause 3.2(c) of their lease, and that Council is not willing to consider any lease fee reduction: ...	DCS	Negotiations continuing. Sept OCM – Legal negotiations continuing with dispute over lease conditions. Final demand for payment to be issued at end of October.	Completed. Aspen Parks now paying revaluation by instalment	✓	
Ordinary Council Meeting held 28 January 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
11.2.1.3	Management of the Port Hedland Retirement Village	200809/179 Council Decision That Council: i) reach agreement with the joint venture partners, (the Port Hedland Retirement Village Inc. and Homeswest) prior to tenders being requested for the management of the Port Hedland Retirement Village; and ...	DCD	Agreement reached, with details of transition process to be negotiated. Report to Council. Further discussions occurred with SCC & DOH.	Still in negotiations with DOH & SCC		30 June 2010
11.2.1.4	Expansion of Reserves - Taylor St - Cooke Point CP	200809/180 Council Decision That Agenda Item 11.2.1.4 'Expansion of Reserves 29044 and 39832 Taylor Street - Cooke Point Caravan Park' lay on the table to enable Council to consider a more detailed map, prior to further consideration of the item.	ME&LD	Additional detail sought from surveyors. Awaiting resolution of WA State land services of issue prior to progressing.	Valuation sought to enable land tenure to be secured		November 2009

Ordinary Council Meeting held 25 February 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
11.2.4.1	Turtle Interpretive Boardwalk – Change of Scope	200809/236 Council Decision That Council: i)                   endorses the construction of the proposed new Turtle Interpretive facility of which the revised scope for the Turtle Interpretive Loop, which includes: ...	MID	Meeting with design consultant 29.05.09 to discuss. Design being finalised for tender. Investigating scope variation to include disabled beach access as per April OCM – CLGF. Disabled beach access not included here as timeframes would not comply with funding conditions. Designs & specs complete pending final check. Expect tender November with construction commencing Mar 10.	Report to Dec OCM – re: Tender Evaluation. Superseded	✓	June 2010
Ordinary Council Meeting held 25 March 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
11.1.2.3	De-vesting of Reserve 46180 (Lot 6042 Masters Wy) & Initiation of TPSAmend - 'Parks & Rec' to 'Res R-30"	200809/271 Council Decision That Council: i)                   delegates to the Chief Executive Officer or his nominated officer the ability to negotiate with the Department of Housing and Work's, South Hedland New Living Project for a land swap for the release of Reserve 46180 (Lot 6042) Masters Way of land of substantially greater size; ...	PO	Applicant to provide further information regarding intersection. Sept OCM – Awaiting info. from SHNL pertaining to land swap. Subject of separate report to Council	Council to request DRDL to cancel reserve – still awaiting documents and payment from applicant regarding amendment		October/November
11.3.1.3	Lease with BHP Billiton to Increase the CMO	200809/279 Council Decision That Council i)                   offers to purchase the land, a potion of Lot 3263 Dempster Street Port Hedland, for one (1) dollar for community use; and	DCS	Negotiations continuing. Awaiting response from BHP regarding Council's proposal. Report considered at OCM Nov 09	Completed and Lease signed	✓	
Ordinary Council Meeting held 27 May 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
11.2.2.1	Prop Amend to TPS5 to Rezone Res. Land in the West End	200809/329 Council Decision/Officer's Recommendation That Council: i)                   Initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ...	MPS	Sept OCM - West End requires preparation of documents for EPA Environmental Review required – EPA to advise of scope in November.	EPA Scope has been provided, quotes are being sourced to prepare a report to EPA		
11.2.2.3	Prop Partial Rd Closure – Abydos Pl, Wedgefield	200809/331 Officer's Recommendation/Council Decision That Council: i)                   Advise the applicant it supports the closure of that part of Abydos Place Road Reserve bounded by Lot 103; and...	PO	Sept OCM - Being advertised. Advertising closed. Meeting to be set up with Engineering, Horizon Power and Applicant	Meeting to be set up with Horizon Power and applicant		
Ordinary Council Meeting held 24 June 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE

11.2.1.3	Yandeyarra Bus Service	200809/377 Council Decision/Officer's Recommendation That Council: i) Proceed with a twelve week trial bus service to Yandeyarra (8 services per week); and ...	DCD	Trial commenced. Reviewed with Yandeyarra – reduce to Thurs/Fri until further notice as Tues/Wed trips not being used. Will return to depot by 2.30pm Friday to be ready for community use on weekends.	Superseded. Report to Dec OCM	✓	December 09
11.3.2.1	West End Greening Project – Scope Variation	200809/382 Council Decision/Officer's Recommendation That Council approves the following scope variation to the West End Greening (stage 2) Project:	MID	Tree and shrub planting complete, tank painting complete. Quotes being sourced for mulch which will complete the project	Project complete	✓	November 2009
11.3.2.2	Turtle Interpretive Loop	200809/383 Council Decision/Officer's Recommendation That Council: i) approves the Turtle Interpretive Loop 'Major Node/Pavilion' to be constructed using a framed design including aluminium and stainless steel components; and	MID	Disabled beach access not included here as timeframes would not comply with funding conditions. Designs and specifications complete pending final check. Expect tender November with construction commencing March 2010	Late Item to Dec OCM. Supersceded.  Tender awarded. Site works commencing 15th March.	✓	June 2010
11.4.1.3	Membership of the PH Community Foundation	200809/391 Council Decision  That Council advises Big Sky Credit Union Ltd that the Town of Port Hedland: ...	DCS	Big Sky has been advised of Council resolution. To be followed up at end of October.	Completed. Big Sky organising Community Foundation.	✓	
12.2.1	Changes to the Prop. Amend to the TPS 5 to Rezone Res. Land in WE	200809/399 Council Decision That Council Initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ...	PO		Preparing response for EPA		
Special Council Meeting held 29 June 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
6.2.2.1	Tender 09/07: Design and Construction of CMO Clubhouse	200809/401 Council Decision/Officer's Recommendation That Council: i) Note the tender submissions for Tender 09/07: Design and Construction of the Colin Matheson Oval Clubhouse;	MRS	Tenders rejected due to change of scope. Will be re-tendered mid Oct.	Superseded. Report presented to August OCM.	✓	February 2010
6.1.1.5	Prop. Creation Road Reserve - Channel Wy to Huxtable Crs SH	200809/405 Council Decision/Officer's Recommendation That Council: a. Subject to the Water Corporation advising in writing that it does not object to the cancelling of the portion of Reserve 31395 required for the proposed road reserve described in the attached Plan 05/087/064a: ...	MPS	Advice from Water Corp rec Aug 09 – advertising to be prepared.	Letter to neighbours and DRDL sent out. Awaiting response from DRDL since December 2009.		
Ordinary Council Meeting held 22 July 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE



11.2.2.1	Proposed Partial Road Closure – Pundul Ave. SH	200910/004 Council Decision/Officer's Recommendation That Council: i) Advise the applicant it supports the closure of that part of Pundul Avenue Road Reserve adjacent to Lot 132 and shown in red on Attachment 2 subject to the land being rezoned and incorporated into Lot 132.	PO	Council's resolution to SLS July 09 – await response.	Still awaiting DRDL (DPI) response		
11.2.2.3	Prop Amend. to TPS 5 – Scheme Amend 21, Lots Rutherford Rd SH from R-20 to R-30	200910/006 Council Decision/Officer's Recommendation That Council: i) adopts Amendment 21, to Town Planning Scheme No. 5 without any modifications; ...	PO	Gazetted 25/09/09 with minor correction 06/10/09 and scheme map updated 30/09/09.	Completed	✓	
Ordinary Council Meeting held 26 August 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
11.2.1.3	Signs, Hoardings and Bill Posting Local Law	200910/039 Council Decision/Officer's Recommendation That Council: Continues to discourage any further proliferation of signage on road reserves. ...	DRCS	Designs of suitable banner structures are under investigation as are potential changes to Local Laws.	Advice sought from Structural Engineer.		April 2010
11.2.2.1	Public land Availability as identified in the Residential Land Rationalisation Plan	200910/041 Council Decision/Officers Recommendation That Council: Requests the Department Regional Development and Lands – State Land services to, in accordance with the provisions of the Land Administration Act 1997:	MPS	Land negotiations progressing report to November Ordinary Council Meeting	Matter has been allocated to the Economic and Land Development unit		
11.3.3.1	Mobil Oil Lease for RFDS Extension	200910/056 Council Decision/Officer's Recommendation That Council authorise the Chief Executive Officer or his delegate to enter into negotiations with Mobil Oil into a lease agreement in accordance with section 3.58(3) of the Local Government Act 1995, with the following terms and conditions: ...	Airport Land Side Dev. Officer	Lease to be signed. Under negotiations.	Lease held up due to RFDS extensions		
11.3.3.2	Funding for Extension of Northern Apron for the RFDS, PHIA	200910/058 Council Decision/Officer's Recommendation That Council approves funding of \$316,000 to be allocated from the Airport Reserves Account for the Northern Apron Extension in order to accommodate the Royal Flying Doctor Services new Hangar.	Airport Land Side Dev. Officer	Construction Commenced. Oct 09	Completed	✓	January 2010

11.3.3.3	Golden Eagle Freight Hangar	200910/057 Council Decision/Officer's Recommendation That Council revokes resolution 200809/083 of Agenda Item 12.1.1 'Golden Eagle Airlines lease of the Airfreight Hanger at the Port Hedland International Airport' of its Ordinary Meeting held on Wednesday 24 September 2008, and recorded on page 196 of those Minutes, as follows: ...  200910/060 Council Decision/Officer's Recommendation That Council authorises the Chief Executive Officer or his delegate to enter into negotiations with Golden Eagle Airlines into a lease agreement in accordance with section 3.58(3) of the Local Government Act 1995, with the following terms and conditions: ...	Airport Land Side Dev. Officer	Lease to be signed	Ongoing		
11.3.4.1	Regional Aquatic Centre Management Contract	200910/061 Council Decision/Officer's Recommendation That Council endorses the attaching of the Common Seal of the Town of Port Hedland in accordance with its articles of association, in the presence of the Mayor and Acting Chief Executive Officer, to the Management Agreement for the Management and Operation of the Gratwick and South Hedland Aquatic Centres. Operational matters will be forwarded to Council for Council information following agreement between both parties.	MRS	Contracts signed	Completed	✓	
11.3.4.2	Tender 09/07: Design and Construction of Colin Matheson Oval Clubhouse	200910/062 Council Decision/Officer's Recommendation That Council: i) reject all tenders submitted for Tender 09/07: Design and Construction of the Colin Matheson Oval Clubhouse due to change in scope; ...	MRS	Tender to be readvertised in November 2009.	Tender to be readvertised Feb 2010 based on outcome of clubroom policy (presented to Feb OCM)		March 2010
11.3.4.3	Overhead Lighting at the Aquatic Facilities	200910/063 Council Decision/Officer's Recommendation That Council: i) undertakes the following in relation to the overhead lights at the South Hedland Aquatic Centre (SHAC): ...	MRS	Temporary overhead lighting at SHAC completed. Grant submission for overhead lighting at GAC submitted. Awaiting decision.	Completed	✓	
11.4.1.1	Polar Aviation Northern Hanger– Tender to Demolish and Remove	200910/065 Council Decision/Officer's Recommendation That Council: i) approve the disposal of the Northern Hanger, at the Port Hedland International Airport by way of Public Tender in accordance with Section 3.58(2)(b) of the Local Government Act 1995); ...	DCS	Airport Lands Officer arranging tender document through WALGA. To be advertised in November 09. Polar Aviation is being kept up to date on progress of tender.	Complete. Tenders accepted by Council	✓	
12.2.1	Staff Housing at the PHIA	200910/069 Council Decision/Officer's Recommendation That Council Selects Area 2 (as per the attached map) as the preferred site for Airport Staff housing.	ALDO	Housing submission plans being undertaken	Ongoing		

Ordinary Council Meeting held 23 September 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMP-LETED ?	EST. COMP. DATE
11.2.2.1	Prop. Local Planning Policy 11 – Regional R Code Variations	200910/078 Council Decision/Officers Recommendation That Council: i) Prepare a new Local Planning Policy to be known as Local Planning Policy 11 – Regional R Codes Variations;	PO		Advertising to commence 17/02/2010 – submissions close 24/03/2010		
11.2.2.2	Change of Use – Entertainm't Venue (Gentleman's Club),	That Council: APPROVES the Planning Application for a CHANGE OF USE – Entertainment Venue (Gentleman's Club) at Lot 1003, 9 Trig Street, Wedgefield, as shown on the attached plans and subject to the following conditions:...	PO		Completed	✓	
11.2.2.3	App. to relocate the existing TWA Kitchen Facility from Port Haven to Pundulmurra Village Kennedy St, SH	200910/080 Council Decision Agenda Item 11.2.2.3- Application to relocate the existing Transient Workforce Accommodation Kitchen Facility (Safe Haven) from Port Haven Accommodation Village to Pundulmurra Village being Lot 5954 Kennedy Street, South Hedland. Was deferred	PO		Completed	✓	
11.2.2.4	Automatic Vesting of Reserves	200910/081 Council Decision That Council advise State Land Services that it is willing to accept automatic management of Public Recreation and Drainage reserves created under Section 152 of the Planning and Development Act 2005 subject to the reserve being designed and constructed to the specifications approved by the Town prior to our acceptance.	PO		Completed	✓	
11.2.2.5	Prop SINGLE HOUSE – R Code Variation shed & carport Lot 9 Manilinha Dv, Turner River	200910/082 Council Decision APPROVES the planning application submitted by Bradley William McCagh and Lee-ann Marie Gibbs, for a SINGLE HOUSE – R Code variation shed addition 12m x 7m x 3.5m(amended height) and attached carport 12m x 5m x 3.2m on Lot 9 Manilinha Drive, Turner River Rural Estates, subject to the following conditions:	PO		Completed	✓	
11.3.2.1	Restricted Access Vehicle approval for Hillside-Woodstock Rd	That Council:  Approve the inclusion of Hillside-Woodstock road (road number 396) on the Restricted Access Vehicle network (Category 10), subject to the following conditions: ...	MID		Complete – MRWA have added road to RAV network	✓	

11.3.3.1	Airport Bar & Café operations	200910/085 Council Decision/Officers Recommendation That Council: Approve the disposal of the Airport Bar and Café by way of Public Tender (as per section 3.58(2)(b) of the Local Government Act 1995); and	ALDO		Superseded. Item to Dec OCM	✓	
11.3.3.2	Passenger Screening – PHIA	200910/086 Council Decision That 1. Council supports the concept of the Town becoming the Screening Authority at the Port Hedland International Airport ...	MA	Augmentation to be implemented. Timeframe to be adhered to roll out this year	Ongoing		
11.4.1.2	Debtor Write-Off Pilbara Logistics	200910/088 Council Decision That Council: Does write off the difference between the 2008/09 and 2009/10 Tip Fees invoiced to Pilbara Logistics, totalling \$430.33 for the month of July from account 1004328.	SFO		Completed	✓	
11.4.1.3	Local Government Reform Submission	200910/089 Council Decision That Council: 1) Reaffirms its 22 July 2009 decision regarding Local Government reform, with the following amendments:...	DCS		Completed – submission sent	✓	
11.4.2.1	Prop Major Land Transaction at PHIA. Initiation of Business Plan	200910/090 Council Decision/Officers Recommendation That Council: Notes the contents of the attached Business Plan for the Proposed Leasing of Land at Port Hedland International Airport to Auzcorp Pty. Ltd and seeks public comment on the proposed major land transaction for a minimum of six (6) weeks in accordance with Section 3.59 of the Local Government Act 1995.	CEO		Advertised. Report to Nov OCM.	✓	
11.4.2.1	Vehicle Number Plates: PH 1	200910/091 Council Decision That Council: Advises Ms Pam Gangell-Harding that the Town is willing to purchase the Town of Port Hedland Centenary (1897-1997) vehicle number plate 01 - PH for the price of \$15000 (inc GST). Allocate funds for this purchase as a component of the October Budget review.	CEO		Superseded. Report to Dec OCM Qtly (Oct) Budget Review also presented to Dec OCM.	✓	
12.1.1	Tender 09/21: Supply and Installation of Turf at CMO	200910/092 Council Decision/Officers Recommendation That Council: i) reject all tenders submitted for Tender 09/21: Supply and Installation of Turf for Colin Matheson Oval; ...	S&RO		Superseded – presented to Oct OCM		
Special Council Meeting held 19 October 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE

6.1.1	Potential Extraordinary Election for Position of Councillor	200910/094 Officer's Recommendation/ Council Decision That Council write to Electoral Commissioner requesting that the Commissioner utilise powers granted their office under Section 4.17(3) of the Local Government Act to allow the Town of Port Hedland to operate with eight Councillors (as opposed to the current nine) until the next ordinary local government elections.	CEO		At Council special meeting it was decided that there wouldn't be an Extraordinary Election for Position of Councillor. Advised DLG.	✓	Oct 2009
Ordinary Council Meeting held 28 October 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMP-LETED ?	EST. COMP. DATE
11.2.1.3	PH Yacht Club – Increase in Self Support Loan	200910/103 Council Decision/Officer's Recommendation That Council: i) Approve an increase in the Self Supporting Loan to the Port Hedland Yacht Club (Inc), from \$350,000 to \$500,000. ...	DRS		Advertising undertaken December 2009. Loan documents now being prepared after details from PHYC were received		Mar – April 2010
11.2.1.4	Proposed Development Assessment Panel	200910/104 Council Decision/Officer's Recommendation That Council: i) Expresses its extreme disappointment at the absence of meaningful data and generally poor quality of the discussion paper, "Implementing Development Assessment Panels in Western Australia"; which fails to account in any meaningful way for the specific requirements of a DAP in a remote area. ...	DRS		Completed	✓	
11.2.1.5	Courthouse Arts Centre and Gallery & Port Hedland Visitors Centre Tender 09/23	200910/105 Council Decision That Council: 1. Reject all tenders that have been received for Tender 09/23 Management of the Courthouse Arts Centre and Gallery and the Port Hedland Visitor Centre; ...	MCD		CAG tendered out -& PHVC tendered and awarded to GM services		
11.2.2.1	Prop Grouped Dwellings x 14 & Survey Strata Subdiv of Lot 250 Rutherford Rd SH	200910/106 Council Decision/Officer's Recommendation i) That Council APPROVES the planning application submitted by Kevcor Pty Ltd, for GROUPED DWELLINGS – construction of 14 grouped dwellings, on Lot 250 DP61447, 11 Rutherford Road, South Hedland, subject to the following conditions: ...	PO		Completed	✓	

11.2.2.2	Public Art Gravity - Cnr McKay & Kingsmill Sts, & replace Robert Juniper Art piece in Bert Madigan Park with Tear Drop	200910/107 Council Decision/Officer's Recommendation That Council: i) approves the installation of the public art piece "Gravity" in the road verge on the corner of McKay Street and Kingsmill Street, and ...	PO		Completed	✓	
11.2.2.3	Prop Amend 13 to TPS 5 – Home Occupation	200910/108 Council Decision That Council lay item 11.2.2.3 'Proposed Amendment No. 13 to the Town of Port Hedland Town Planning Scheme No. 5 – Home Occupation' on the table pending further discussion.	PO		Completed	✓	
11.3.1.2	Regional and Local Community Infrastructure Program	200910/110 Council Decision/Officer's Recommendation That Council: 1. Notes that the total project budget to deliver the proposed Stairway to the Moon project is \$439,144. ...	Project Dev. Officer		Completed	✓	
11.3.2.1	Request for Use of the JD Hardie Centre by Hakarac Boxing	200910/111 Council Decision/Officer's Recommendation That Council allows the use of the JD Hardie Centre for Hakarac Boxing as per standard booking conditions, at the current rate within the Schedule of Fees and Charges. ...	MRS		Completed	✓	
11.3.2.2	DSR – Community Sport and Recreation Facilities Fund Application	200910/112 Council Decision/Officer's Recommendation That Council endorses two applications to the Department of Sport and Recreation for the Community Sport and Recreation Facilities Fund, with the SHAC Redevelopment ranked as the highest priority, and the South Hedland Bowls and Tennis Club ranked as the second highest priority.	MRS		Presented to Dec OCM		
11.3.2.3	Recreation Reserve Redev.: McGregor St Reserve Master Plan	200910/113 Council Decision That Council lay item '11.3.2.3 Recreation Reserve Redevelopment: McGregor Street Reserve Master Plan' on the table pending further information.	MRS		Completed	✓	
11.3.2.4	Waiver of Fees for the Hedland Tee ball Association	200910/114 Council Decision/Officer's Recommendation That Council advises the Hedland Tee ball Association i) their request for waiver of the overhead lighting fees is denied; and ...	S&RO		Completed	✓	

11.3.2.5	Tender 09/25 Supply and Installation of Irrigation	200910/115 Council Decision/Officer's Recommendation That Council: 1. Award Tender 09/25: Supply and Installation of Irrigation to Total Eden for the value of \$376,189 + GST; and	MRS		Completed	✓	
11.4.1.2	PAX Growth Incentive Scheme Proposal – Qantas	200910/117 Council Decision/Officer's Recommendation That Council: i) Reject the proposed passenger growth incentive scheme from Qantas; and	DCS		Completed. Qantas advised of Council decision	✓	
11.4.1.3	Request to Connect & Upgrade Power Supply to Hedland Riders Club House	200910/118 Council Decision/Officer's Recommendation That Council: i) Approve a transfer from the Airport Reserve to the Municipal fund, not exceeding \$15,000, to connect three phase power the Hedland Riders "the Shed" located at the Port Hedland International Airport; and ..	DCS		Completed	✓	
11.4.1.4	Request to Waive Rates for A803135; Lot 270 Great Northern Hwy, PH	200910/119 Council Decision/Officer's Recommendation That Council: 1. Decline Mr. Paddington's request to reduce the outstanding rates on assessment A803135; and	SRO		Completed	✓	
11.4.1.5	Request to Waive Late Penalty Fee Rates for A130078; 13 Greene Pl, SH	200910/120 Council Decision That Council approves Ms Healey's request to waive the late penalty fee of \$57.00 on Assessment A130078, 13 Greene Place, South Hedland taking into account delay of mail delivery.	SRO		Completed	✓	
11.4.1.6	Request for Debtor Write-Off for Pilbara Waste	200910/121 Council Decision That Council approves the write off the difference between the 2008/09 and 2009/10 Tip Fees invoiced to Pilbara Waste, totalling \$1,024.22 for the month of July and August 2009 from Account Number 1004328.	SFO		Completed	✓	
11.4.2.1	Cash for Trash – Request for Further Financial Support to Continue the Program	200910/124 Council Decision That: i) Council will not support cash for trash past the end of July (the time authorised by resolution of Council);	CEO		Report to Dec. OCM.	✓	2010

11.4.2.2	Feasibility and Design of an Aboriginal Arts Centre	200910/125 Council Decision/Officer's Recommendation That Council: i) Provides the \$80,000 (plus GST) that is allocated within the 2009/10 budget from the BHP Billiton Iron Ore/Town of Port Hedland Sustainability Partnership to Wangka Maya Pilbara Aboriginal Language Centre to be used by them to manage the delivery of the feasibility study, business plan concept designs for the proposed new Aboriginal Arts Centre; and ...	CEO		Ongoing - Report to March 2010 OCM		
11.4.2.3	Port Haven – Allocation of Rooms for Community Use	200910/126 Council Decision/Officer's Recommendation That Council: i) Advise the Compass Group that:	CEO	80 rooms have been allocated for community use	Completed	✓	
11.4.2.4	Council Meeting Dates	200910/127 Council Decision/Officer's Recommendation That the Ordinary Council Meeting be held at 5:30 pm in Council Chambers on the following dates: ...	EA		Dates advertised and updated on www.porthedland.wa.gov.au	✓	
11.4.2.5	Elected Member Rep on Council's Committees & WG; & Ext. Orgs.	200910/130 Council Decision That Council: i) nominates Council Representative(s) on its Audit and Finance Committee, in accordance with Section 5.8 and 5.9 of the Local Government Act 1995 and Regulations, as follows: ...	EA		Council's Committee's Booklet Updated and Distributed to Elected Members. External Organisations advise.	✓	
12.1	Prop.Closure of Portions of Smith St, Huxtable Crs & Baler Cl	200910/132 Council Decision/Officer's Recommendation That Council: i) Initiates the proposed permanent road closures and advertises the proposed permanent road closures of portions of : ...	PO		Final report to Council to be prepared		
Ordinary Council Meeting held 25 November 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMP-LETED ?	EST. COMP. DATE
11.1.2.1	Prop Mixed Use Dev – Lot 14 (8) Wedge St PH	200910/142 Council Decision/Officer's Recommendation That Council approves the application submitted by Whelans (WA) Pty Ltd on behalf of Dogmelon Pty Ltd for a "Mixed use development" as a "USE NOT LISTED" comprising of 7 single bedroom units, shop and take away food outlet at Lot 14 (8) Wedge Street, Port Hedland, as indicated on the approved plans, subject to the following: ...	PO		Completed	✓	



11.1.2.2	Prop Section 70A Notice for Lot 35 (10) Edgar St, PH	200910/143 Council Decision/Officer's Recommendation That Council: i) Approves the use of the Town's common seal for the purposes associated with the registering of a section 70A notification on Lot 35 (10) Edgar Street, Port Hedland, and ...	PO		Section 70A Form signed and sealed by Mayor and CEO on 30.10.09	✓	
11.1.2.3	Proposed Mixed Use Development – Lot 41 (19) Edgar Street Port Hedland	200910/144 Council Decision/Officer's Recommendation That Council approves the application submitted by Willcox & Associates Pty Ltd of behalf of Xin Yu Pan and Ping Ye, for a "Mixed use development" as a "Use not listed" at Lot 41 (19) Edgar Street, Port Hedland, as indicated on the approved plans, subject to the following: ...	PO		Completed	✓	
11.1.2.4	Prop New Living Project Subdiv. App. 3 Lots into 16 Lots Cottier Dv, Kennedy & Stanley Sts, SH	200910/145 Council Decision/Officer's Recommendation That Council advises the Western Australian Planning Commission that it SUPPORTS the subdivision application for the creation of 16 lots comprising of Lots 6107, 6108 and 6177 – Cottier Drive, Kennedy and Stanley Streets, South Hedland subject to the following conditions and footnotes: ...	PO		Completed	✓	
11.1.2.5	Endorsement of Spoilbank & Pretty Pool Concepts for Public Comment	200910/146 Council Decision/Officer's Recommendation That Council endorses the release of the Spoilbank and Pretty Pool Concept Plans for Public consultation.	MP		Ongoing – open for public comment		
11.1.2.6	Endorsement of the Residential Land Rationalisat'n Plan	200910/147 Council Decision/Officer's Recommendation That Council endorses the release of the Residential Land Rationalisation Plan and authorises its public release.	MP		Ongoing		
11.1.3.1	Unauthorised Refuse Site Adjacent to the Turner River Estate	200910/148 Council Decision/Officer's Recommendation That Council: i) authorise the rehabilitation works of the unauthorised refuse site adjacent to the Turner River Residential estate to be undertaken. ...	MEHS		Completed	✓	Dec 2009
11.1.3.2	Introduction of Weekly Rubbish Collection Service to Turner River Estate	200910/149 Council Decision That Council: i) authorise the introduction of a weekly rubbish collection service to the Turner River Estate as soon as practicable; and ...	MEHS		Completed	✓	Dec 2009

11.2.2.1	PHIA Glidepath Project GL 564, Common User Check In Facility, New Security Door (Qantas Check-In) and GlideView Screen on Site	200910/151 Council Decision/Officer's Recommendation That Council: i) Approve the supply and installation of the new Security Door (Qantas Check-in) as specified and quoted by Glidepath;	AM		Completed and Commissioned - 6 Feb	✓	
11.2.2.2	Common User Check- in Facility Charges - PHIA	200910/152 Council Decision That Agenda Item 11.2.2.2 'Common User Check-in Facility Charges - Port Hedland International Airport' lay on the table pending further discussions; and be presented to Council's Ordinary Meeting to be held on Wednesday 9 December 2009,	ALDO		Superseded item 11.2.2.4		
11.2.1.4	Lease of Office Space by Virgin Blue at the PHIA	200910/153 Council Decision/Officer's Recommendation That Council: i) Authorise the Chief Executive Officer or his delegate to enter into negotiations with Virgin Blue into a lease agreement in accordance with section 3.58(3) of the Local Government Act 1995, with the following terms and conditions: ...	ALDO		Under negotiations		
11.2.3.1	Waiver of Fees Request : The Big Issue's Street Soccer Program at JD Hardie Centre	200910/154 Council Decision That Council advises The Big Issue that their request for the waiver of fees totalling \$620, being for use of the JD Hardie Centre to facilitate their Street Soccer Program on a weekly basis for a trial term, be granted.	Recreation Centre Supervisor		Completed	✓	
11.2.3.2	SH Football Club Outstanding Debt	200910/155 Council Decision That Council: i) Work with the Swans Football Club to develop a payment plan to pay off the outstanding debt prior to the 31st June 2010. ...	SRO		Unable to contact Swans FC regarding payment plan. Swans FC committee currently does not exist.		June 2010
11.2.3.3	Reconsider - Tender 09/21: Supply & Installation of Turf at Colin Matheson Oval	That Council: i) awards Tender 09/21: Supply and Delivery of Turf at Colin Matheson Oval to Turfmaster for the sum of \$302,200, plus GST; ...	MRS		Completed	✓	

11.2.4.1	Prop Coastal Access Adjacent to Munda Station	200910/158 Council Decision/Officer's Recommendation That Council notes the progress of investigations into public coastal access.	MID		Complete – project to be considered in 2010/11 budget process. Funding application submitted to R4R.	✓	
11.3.1.2	Lease with BHP to Increase the CMO	200910/160 Council Decision/Officer's Recommendation That Council: i) Accept the offer from BHP Billiton to lease a portion of Lot 3263 Dempster Street for a five (5) + five (5) year lease for \$1 per annum; and ii) Authorise the Chief Executive Officer (or his delegate) to execute the necessary lease documents with BHP Billiton.	DCS		Completed	✓	
11.3.1.3	Community Rating Policy	200910/161 Council Decision That Council lay Agenda Item 11.3.1.3 'Community Rating Policy' on table pending further discussion by Council.	DCS		Presented to CI/Exec Briefing 030210 – Report to Feb OCM		
11.3.1.4	Outstanding Rates	200910/162 Council Decision/Officer's Recommendation That Council: i) Receive the list of assessments (subject to payments received and/or arrangements entered into) that will be forwarded to Council's debt collector, as per Council Policy; and; ...	SRO		Completed	✓	
11.3.1.5	Request to Write Off Legal Fees at 35A&B Robinson St, PH	200910/163 Council Decision/Officer's Recommendation That Council does not approve Mr Hooks request to write of legal fees totaling \$1,402.25 on his property at 35 A & B Robinson Street, Port Hedland.	SRO		Completed	✓	
11.3.1.6	Requests to Waiver Rates for A804113; Address Lot 185 GNH, PH	200910/164 Council Decision That Council: i) Approves a one-off incident of reducing Mrs Dhu's outstanding rates on Assessment A803135 by 50%, conditional to the remaining 50% balance payable by Mrs Dhu is paid in full by 30 June 2010; and ...	SRO		Completed	✓	
1.3.1.7	Requests to Waiver Penalty Late Fee of \$57.00 & Penalty Interest of \$2.56 for A803944; 10 Pilbara Wy SH	200910/165 Council Decision/Officer's Recommendation That Council declines Mr Sheldrick's request to write off Penalty Late Fee of \$57 and Penalty Interest of \$2.56 for Assessment A803944, for property located at 10 Pilbara Way, South Hedland.	SRO		Completed	✓	

11.3.1.8	Requests to Waiver Bin Charge for Previous Financial Period of 08/2009 17 Haines St SH	200910/166 Council Decision/Officer's Recommendation That Council approves the request for a refund of \$177.00 on the property of 17 Haines Street, South Hedland owned by Mr. Robinson, being for bin charges for the previous financial period.	SRO		Completed	✓	
11.3.1.9	Aboriginal Lands Trust - Bin Write - Off Request	200910/167 Council Decision/Officer's Recommendation That Council; i) approves to write off all unpaid bin related charges to the value of \$27,246.96; and ....	SRO		Completed	✓	
11.3.1.10	Pilbara Meta Maya Reg. Aboriginal Corporation Rates Exemption Request	200910/168 Council Decision That Council lay Agenda Item 11.3.1.10 'Pilbara Meta Maya Regional Aboriginal Corporation Rates Exemption Request' on table pending further consideration of the proposed Community Rating Policy by Council.	SRO		Completed	✓	Council meeting scheduled Feb 2010
11.3.1.11	Wirraka Maya Health Service Aboriginal Corporation Rates Exemption Request	200910/169 Council Decision/Officer's Recommendation That Council; i) Approves a 100% rates exemption on the property of 25 Sutherland Street owned by Wirraka Maya Health Service; and ...	SRO		Completed	✓	
11.3.1.12	Bloodwood Tree Association Inc. Rates Exemption Request	200910/170 Council Decision/Officer's Recommendation That Council; i) approves a 100% rates exemption on the property owned by the Bloodwood Tree Association Inc. for the 2009/2010 financial years or until such time as the Community Rating Policy is endorsed by Council; and ...	SRO		Completed	✓	
11.3.1.13	Cooke Point Recreation Club Inc. Rates Exemption Request	200910/171 Council Decision/Officer's Recommendation That Council does not approve a rates exemption on the property of 13-27 Keesing Street, Port Hedland.	SRO		Completed	✓	
11.3.2.1	Business Plan Consideration – Port Hedland Airport TWA	200910/172 Council Decision/Officer's Recommendation That Council: i) Notes the submission that was received on the Proposed Major Land Transaction regarding leasing of land to Auzcorp at the Port Hedland International Airport. ...	CEO		Lease is signed	✓	Dec 2009

11.3.2.2	Business Royalties for Regions: Pilbara Priority Projects – Status Report	That Council: i) Note the current status of partnership projects that have been approved through the Royalties for Regions Pilbara Priority Scheme ...	CEO		Status report done	✓	Dec 2009
11.3.2.4	Nomination for PDC Board Membership	200910/175 Council Decision That Council advises the Pilbara Development Commission and the Minister for Regional Development, the Honourable Brendon Grylls, MLA, be advised of Council's nominations of Councillors J M Gillingham and A A Carter for membership of the Board of Management for the Pilbara Development Commission.	EA		Ltr sent 01.12.09 to PDC advising of CI's nominees. Application form and request for brief CV forwarded to Crs Carter and Gillingham 01.12.09.		
Ordinary Council Meeting held 9 December 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
11.1.1.3	Pet Sterilisation Scheme	200910/180 Council Decision/ Officer's Recommendation That Council: i) undertakes further publicity initiatives on responsible pet ownership including references to Council's current initiatives and actions; ...	DRS		Ongoing		
11.1.2.1	Proposed Installation Public Art piece "Tear Drop 2" at Cemetery Beach Reserve	200910/181 Council Decision That Council approves the installation of the public artwork "Tear Drop 2" in accordance with plans and specifications submitted to Council.	PO		Completed	✓	
11.1.2.2	Proposed Pylon Sign – Centenary Park, SHTC – Lot 5812 Leake St	200910/182 Council Decision/Officer's Recommendation That Council APPROVES Planning Application 2009/733 being for USE NOT LISTED – Pylon Sign at Lot 5812 Leake Street, South Hedland, subject to the following conditions: ...	PO		Completed	✓	
11.1.2.3	Proposed Mixed Use Development – Lot 1700 (1 - 4) Lawson St SH,	200910/183 Council Decision/Officer's Recommendation That Council approves the application submitted by Koltaz Smith on behalf of Hedland Investments Pty Ltd, for a "Use Not Listed" for a "Mixed Use Development" at Lot 1700 (1 - 4) Lawson Street, South Hedland, consisting of three ground floor office units, one ground floor shop unit and 18 residential units, as indicated on the approved plans, subject to the following: ...	PO		Completed	✓	

11.1.3.1	Authorisation of Dog Registration Officers – Dog Act 1976	200910/184 Council Decision/Officer's Recommendation That Council: 1. Authorize the following staff members as Dog Registration Officers for the Town of Port Hedland pursuant to the Dog Act 1976:- ...	EARS		Completed	✓	
11.1.3.2	Weekly Rubbish Collection Service to Jinparinga, Punju Njamal	200910/185 Council Decision That Council not enter into an agreement with the Australian Government – Department of Families, Housing, Community Services & Indigenous Affairs to supply a rubbish service to the Jinparinga and Punju Njamal communities as this service should be funded by the Federal Government or other external agencies.	MEHS		No Action Req-Letter sent Dec09		
11.1.3.3	Food Act 2008 Implementation	That Council: i) Amend the delegated Authority Register to include delegations specific to the introduction and implementation of the Food Act 2008 to reflect the following:-	Coordinator EHS		Authority cards issued		
11.1.4.1	Hedland Youth Zone Tender	200910/187 Council Decision/Alternate Recommendation That Council: i) call for tenders for the construction of the Hedland Youth Zone, in conjunction with calling tenders for the proposed Multi-Purpose Recreation Centre, and ...	MCD		EOI's to be called on Wednesday 24 <sup>th</sup> of February for these projects.		
11.1.4.2	Yandeyarra Bus Service	200910/188 Council Decision That Council: i) Not continue the service after another 6 weeks to Yandeyarra as the service is not being utilised to its expectancy from the information supplied from the 12 week trial statistics. ...	MCD		Item going to AAWG before being considered by Council.		
11.2.2.1	Electrical Services Specification PHIA	200910/190 Council Decision/Officer's Recommendation That Council engage Aurecon to review Stage 1 scope of works and carry out a site inspection against the original scope at a cost of \$25,000 (GST exclusive), due to the technical nature of the work already carried out by Aurecon on the Electrical Services Upgrade Stages 1 and 2	DES		Aurecon carried out the electrical inspection of stage 1 against the tender scope during the second week in February and engineering are waiting for the report on stage one compliance and stage 2 recommendations.		
11.2.2.2	Polar Aviation Northern Hangar Tender Evaluation	200910/191 Council Decision/Officer's Recommendation That Council: i) advise Goodline Pty Ltd that they are the successful tenderer for Tender 09/29: Demolition and Removal of Airport Hangar for the tendered price of \$141,891 (GST exclusive); and ....	ALDO		Ongoing		
11.2.2.3	Airport Bar & Café Tender Evaluation	200910/192 Council Decision That Council accept the tender that was submitted for Tender 09/28 Lease and Operation of Airport Bar and Café by Bloomoons Pty Ltd;	DES		Bloomoons took over the management of the cafe from 01/01/2010		

11.2.2.4	Common User Check-in Facility Charges- PHIA	200910/193 Council Decision/Officer's Recommendation That Council: i) Approve the following fee be imposed on all airlines utilizing the common user facilities ...	ALDO		Fee to be implemented 1 April 2010		April 2010
11.2.2.5	Hire Car Development - Allocation of Blocks and Leasing Arrangements	200910/194 Council Decision/Officer's Recommendation -Option 1 That Council: i) authorise the Chief Executive Officer or his delegate to relinquish existing leases with Avis, Budget, Hertz and Thrifty car rental companies; ...	Airport Landside Development Officer		Fee to be implemented 1 <sup>st</sup> April 2010		Apr-10
11.2.3.1	Playground Equipment and Shade Structures – Scope of Works	200910/195 Council Decision/Officer's Recommendation That Council: i) Approves the scope for playground installations at the following locations: ...	Project Officer		Ongoing		
11.2.4.1	South Hedland Bowling and Tennis Club Progress	200910/196 Council Decision That Council advises the South Hedland Bowling and Tennis Club that: a) the Town of Port Hedland continues to provide in-kind support to the South Hedland Bowling and Tennis Club regarding the development of their new Club Room facility; b) the Town of Port Hedland will work with the South Hedland Bowling and Tennis Club to obtain funds for the construction phase of the project from various funding sources; and, ...	MRS		Resolution of Council being undertaken. Funding being sourced from various sources whilst SHB&TC complete design phase		Unknown – funding dependant
11.2.4.2	Overhead Lighting at Sporting Reserves	200910/197 Council Decision/Officers Recommendation That Council: i) note the finding from the recent Lighting Audit that was completed at all sports grounds;...	MRS		Items being presented to mid-year budget review as per resolution.		
11.2.4.3	Multi-Purpose Recreation Centre Update	200910/198 Council Decision/Officer's Recommendation That Council: a) approve the calling for tenders for the Multipurpose Recreation Centre project, subject to the final quantitative survey estimate for the construction of the Centre being below the Town of Port Hedland's budget of \$35.6 million; ...	MRS		Detailed designs being completed; QS yet to be received.		April 2010
11.2.4.4	Recreation Reserve Redev.: McGregor Street Reserve Master Plan	200910/199 Council Decision/Officer's Recommendation That Council: a) note the McGregor Street Reserve Redevelopment Master Plan as developed to date; ...	MRS		Completed		

11.3.1.2	First Quarterly Budget Review	200910/201 Council Decision/Alternate Officer's Recommendation That Council: 1) amends the 2009/10 Budget as per the attached list, resulting in new cash surplus of \$1,126,100; and ...	DCS		Completed		
11.3.2.1	Reticulation Upgrade	200910/202 Council Decision/Alternate Officer's Recommendation That Council agrees to pay Water Corporation 50% of the costs incurred to upgrade the reticulation, chlorination and pumping systems for the waste water re-use system (being approximately \$600,000) using \$130,000 that has been budgeted for this purpose in the 2009/10 Budget and \$470,000 that has been identified in the September 2009 Budget review ...	SRO		Tender awarded		
11.3.2.2	Town of Port Hedland Litter Initiatives	200910/203 Council Decision That Council lay Agenda Item 11.3.2.2 'Town of Port Hedland Litter Initiatives' on the table for further consideration.	CEO		Report to Feb OCM	✓	
11.3.2.3	Request to Review Delegation Register – Number 6	200910/204 Council Decision/Officer's Recommendation That Council increases the value of Delegation Number 6 (Donations) from \$500 to \$1,000, and amends the Delegation Register as follows: ...	EA		Completed	✓	
11.3.2.4	Vehicle Number Plates :Registration Number 1PH	200910/205 Council Decision That Council approves the Registration Transfer of Centenary Number Plates 1PH, for the plates to be affixed to the Chief Executive Officer's Council supplied vehicle.	EA		Number Plates and Invoice received 28.01.10 – Request for Payment Raised.		
12.1.1	Tender 09/26 Construction of Turtle Interpretive Loop	200910/206 Council Decision/Officer's Recommendation That Council award Tender 09/26 Construction of Turtle Interpretive Loop to Environmental Industries for the revised calculated lump sum price of \$573,085 plus GST.	MID		Tender awarded. Site works commencing 15th March.		June 2010
Special Council Meeting held 21 December 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
6.1.1.1	Port Hedland Visitors Centre Tender 09/27	200910/211 Council Decision That Council accepts the tender for the management of the Port Hedland Visitors Centre from GM Services, for the lump sum annual fee of: ...	MCD				
6.2.1.1	Airport Bar and Café Tender	200910/212 Council Decision/Officer's Recommendation That Council notes the change in the commencement date of the Lease between the Town of Port Hedland and Bloomoons Pty Ltd from the 1 January 2010, to such date the Liquor Licence can be formally transferred between the parties.	DCS		Completed	✓	



6.2.2.1	Proposed Preliminary Dev. Feasibility Study of the Spoilbank Area	200910/213 Council Decision/Officer's Recommendation That Council approves funding of \$100,000 to be allocated from the Spoilbank Reserve account in order to complete the Spoilbank Preliminary Development Feasibility Study.	MELD		Ongoing		
Ordinary Council Meeting held 27 January 2009			OFFICER	Background Status/Work to Date	THIS MONTH'S UPDATED STATUS	COMPLETED ?	EST. COMP. DATE
7.1.1	OCM 09.12.09: Item 11.2.2.5 'Hire Car Development – Allocation of Blocks and Leasing Arrangements	200910/218 Council Decision That Council: i) authorise the Chief Executive Officer or his delegate to relinquish existing leases with Avis, Budget, Hertz and Thrifty car rental companies; ...	ALDO		Under negotiations		April 2010
11.1.2.1	Prop. Amend. to TPS5 to Rezone Lots 2115, 2116 and 2117 to Tourism and Lots 1693 and 2119 to Urban Development in SH	200910/223 Council Decision/Officer's Recommendation That Council: i) Initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ...	PO		Awaiting amended documents from applicant		
11.1.2.2	Prop Grouped Dwelling and Rectory Development on Lot 1724 (9) Padbury Place, -PH	200910/224 Council Decision/Alternative Recommendation That Council approves the application submitted by Brink Design and Associates on behalf of the Diocese of N.W Australia Port Hedland Anglican Church, to construct 4 double storey group dwellings as well as a Rectory on Lot 1724 (9) Padbury Place, Port Hedland, subject to the following conditions: ...	PO		Completed	✓	

11.1.2.3	Prop. Amend to TPS5 to Facilitate the Creation and Implement'n of the WIESP	200910/225 Council Decision/Officer's Recommendation That Council Initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by:	PO		Documents to be forwarded to the EPA to determine the level of assessment required		
11.1.2.4	Prop Amend No. 28 to TPS5 – Increased Densities in Town Centre Zone)	200910/226 Council Decision/Officer's Recommendation That Council Initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ...	PO		Awaiting payment of initiation fee		
11.1.2.5	Proposed SINGLE HOUSE – R Code Variation – Open Space Reduction, Lot 624 Styles Rd, PP	200910/227 Council Decision That Council approves the planning application by Barry Collins, for a single house – R Code variation at Lot 624, 74 Styles Road, Pretty Pool subject to the following conditions:	PO		Completed	✓	
11.1.2.6	Prop. Amend TPS 5 to Rezone Lot 510 Fairlead Bend, Keel Cl, Banksia St Mooring Lp, Demarchi Rd Kennedy St in SH	200910/228 Council Decision/Officer's Recommendation That Council: i) Initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ...	PO		Awaiting documents from applicant		
11.1.2.7	Proposed Partial Closure of Reserve 45407 – Cone Place, SH	200910/229 Council Decision/Officer's Recommendation That Council advises the Department of Regional Development and Lands that: i) Council does not support the partial closure of Reserve 45407 – Pedestrian Accessway and Public Utilities, for the following reasons: ...	PO		Completed	✓	

11.1.2.8	Prop Amend to TPS5 to Rezone Lot 503 SH from "Community – Education" to "Urban Development"	200910/230 Council Decision/Officer's Recommendation That Council pursuant to Section 75 of the Planning and Development Act 2005 (as amended), initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ...	PO		Documents forwarded to EPA 12/02/2010		
11.1.2.9	Prop Amend TPS5 to Rezone Lot 5867 Wedge St PH from "Industry" to "Town Centre"	200910/231 Council Decision/Officer's Recommendation That Council: 1) Initiate a Town Planning Scheme Amendment to the Town of Port Hedland Town Planning Scheme No. 5 by: ...	PO		Awaiting documents from applicant		
11.1.3.1	Application for Trading in Streets and Public Places – Operation of a Hotdog Van	200910/233 Council Decision That Council approves the Application for Trading in Streets and Public Places from Mr Jeffery Pass for the operation of a hotdog vendor at location B described as Anderson Street side of Hedland First National for a four (4) week trial on nights between the hours of 11:00pm and 1:30am.	Coord EHS			License issued Jan 10	
11.1.3.2	Timed Parking in Port Hedland CBD	200910/234 Council Decision That Council: i) Endorse the installation and enforcement of one (1) hour "time limited" parking on Wedge Street, as indicated on the attached map; ...	Senior Ranger		Completed – notified public	✓	
11.1.4.2	Toilets for Cemetery Beach Park, Port Hedland Boat Ramp, PH Skate Park, Finucane Island Boat Ramp, SH	200910/236 Council Decision/Officer's Recommendation That Council: i) Resolve to set aside the provisions of Policy 2/007 Procurement Policy in the purchase of five automated public toilets	MBS		Quotes being sourced for demolition and reconstruction		May 2010
11.1.2.2.1	Restricted Access Vehicle Approval for Pippingarra Road	200910/239 Council Decision/Officer's Recommendation That Council approve the inclusion of Pippingarra road (road number 301) on the Restricted Access Vehicle network (Category 10), subject to the following conditions: ...	Engineering Technical Officer		Completed	✓	

11.3.1.1	Port Hedland Tennis Club Wall	200910/240 Council Decision That Council: i) demolishes the practice wall at the Port Hedland Tennis Club based on the findings of the report by Robin Salter and Associates, using funds from the Port Hedland Sporting Grounds Maintenance; ...	Sport and Recreation Officer		Quotes being sourced for demolition and reconstruction		May 2010
11.3.1.2	Town Cycle Plan Update)	200910/241 Council Decision/Officer's Recommendation That Council: i) Consider the Road Safety Study as part of the 2010/11 budget process, and delay work on the on-road circuits to allow consideration of the recommendations to be included within this study; ...	Sport and Recreation Officer		Completed	✓	
11.3.2.1	Continuation of Operations of the PFDS)	200910/242 Council Decision/Officer's Recommendation That Council: i) Retain the management of the Pilbara Family Day Care Scheme (PFDCS) within Council for a twelve month period with further review at that time; ...	MCD		Application for Royalties for Regions has been submitted.		
11.4.1.3	Request for Debtor Write-Off Transpacific Industrial Solutions	200910/245 Council Decision/Officer's Recommendation That the request from Transpacific Industrial Solutions to write off the difference between the 2008/09 and 2009/10 Tip Fees invoiced to Transpacific Industrial Solutions, totaling \$325.33 for the month of July 2009, be approved.	SFO		Completed	✓	
11.4.1.4	Request to Refund Rates Paid on Mining Tenements;	200910/246 Council Decision/Officer's Recommendation That Council approves to refund all receipted monies against the five mining tenements P45/02250, G45/00029, M47/00474, M47/00475 and AML45/235SA which amounts to \$23,066.36 ...	SRO		Completed	✓	
11.4.1.5	11.4.1.5 Request to Waiver Late Fee of \$57.00 & Late Interest of \$24.23 for A155380; Address 12 Butler Wy, SH	200910/247 Council Decision/Officer's Recommendation That Ms Russell's request to write off the \$57.00 late penalty and \$24.23 late interest fees on assessment A155380, 12 Butler Way, South Hedland be approved.	SRO		Completed	✓	
11.4.1.6	2008/2009 Audit Management Report	200910/248 Council Decision/Officer's Recommendation That Council: i) Note the Management Report for 2008/2008 from the Town's Auditor, Mr. Greg Goodwin, from UHY Haines Norton; and ...	DCS		Completed	✓	
11.4.1.7	Shire of Roebourne – Coast to Coast Tour	200910/249 Council Decision That Council: i) Agrees to send the following delegation from the Town of Port Hedland to the Shire of Roebourne's 'Coast to Coast Tour': ...	DCS		Completed	✓	

11.4.1.8	Extension of Lease Area – Mia Mia, PHIA Auzcorp	200910/250 Council Decision/Officer's Recommendation That Council: i) Has additional area between the existing Mia Mia (Auzcorp) Transient Workforce Accommodation facility and the road reserve valued by a qualified valuer; ...	DCS		Completed	✓	
11.4.2.1	Expansion of Reserves 29044 and 39832 Taylor Street - Cooke Point Caravan Park	200910/251 Council Decision/Officer's Recommendation That Council: i) pursues the expansion to the Cooke Point Caravan Park site by amalgamating part of Reserve 39832 with the existing Reserve 29044, for the purpose of creating additional space for caravan park/camp grounds; and	MELD		Ongoing		
11.4.3.2	2006 Compliance Audit Return	200910/253 Council Decision/Officer's Recommendation That: i) Council adopt the findings of the 2009 Local Government Compliance Audit; and...	CEO		Completed and sent to the department of Local Govt.	✓	Jan 2010
11.4.3.3	Nomination for Port Hedland Air Quality Reference Group	200910/254 Council Decision That Council advises the Regional Manager (Pilbara Region) of the Department of Environment and Conservation that Mayor Kelly Howlett is the Town of Port Hedland's Council representative, and Councillor George Daccache is the nominated Proxy on the Port Hedland Air Quality Reference Group.	EA		Ongoing		
11.4.3.4	Neighbourhood BBQs: Feedback Received and Proposal for 2010	200910/255 Council Decision/Officer's Recommendation That Council: i) notes the Neighbourhood BBQ's schedule for 2010:	EA		Complete	✓	
12.1.1	Inclusion of Buttsweld Road on the 'Roads of Regional and Local Significance' List	200910/256 Council Decision That Council: i) approve the inclusion of Buttsweld Road on Main Roads WA's 'Roads of Regional and Local Significance' list; and ...	MID		Complete	✓	



**11.2 Regulatory and Community Services****11.2.1 Director Regulatory Services****11.2.1.1 *Monthly Report – Regulatory Services (File No.: 13/04/0001)***

**Officer** Nellie Mackay  
Executive Assistant  
Community and  
Regulatory Services

**Date of Report** 14 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

Report on activities for the month of January 2009 within the Community and Regulatory Services directorate for Council's information.

**Background**

Regulatory Services report monthly to Council on services provided and provides updates on the directorates' progress towards the Strategic Plan.

As of 1 January 2010, the previous Community & Regulatory Services Directorate was split into two Directorates:-

- Regulatory Services
- Community Development

Therefore this is the first month that this report will be presented in this format. Community Development directorate will report separately on their division.

**Consultation** Nil

**Statutory Implications** Nil

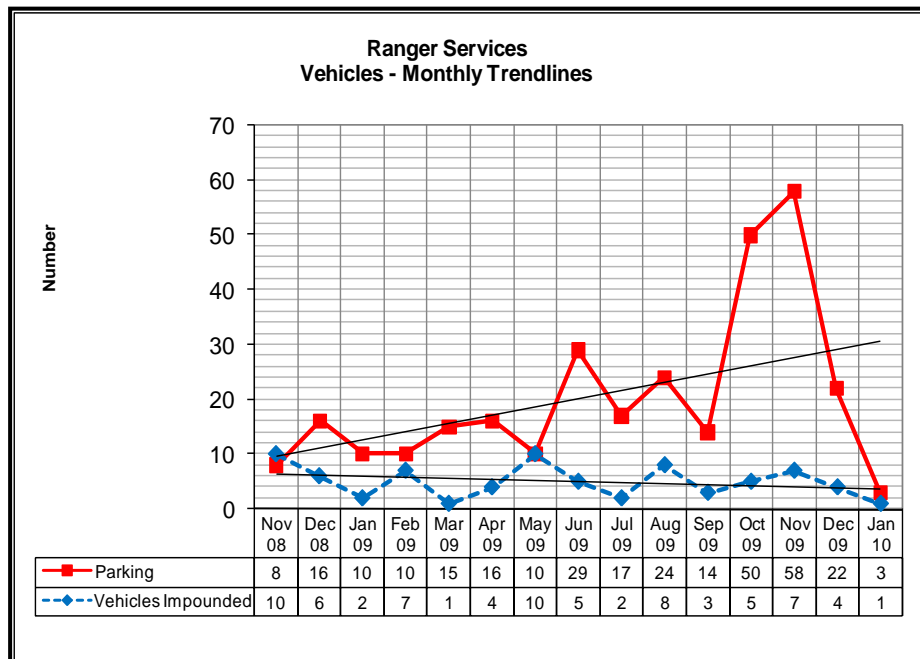
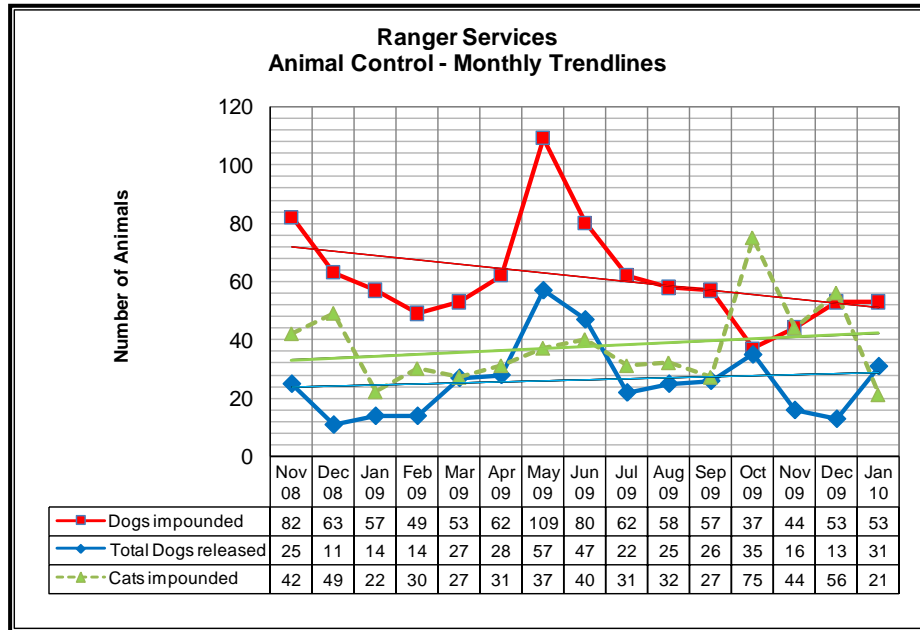
**Policy Implications** Nil

**Strategic Planning Implications** Nil

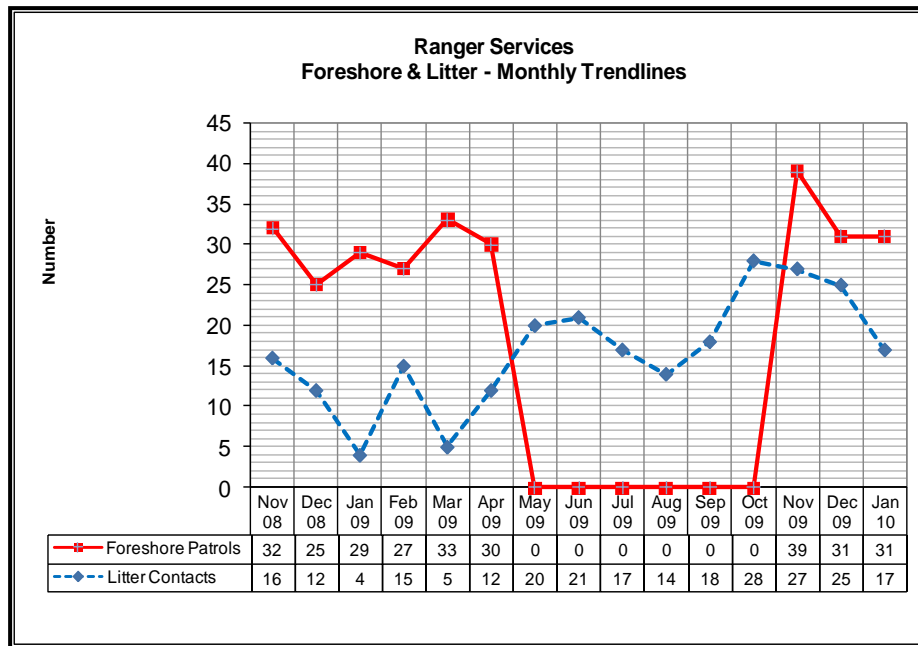
**Budget Implications** Nil

**Officer's Comment** Nil

Environmental Health Services – Ranger Statistics



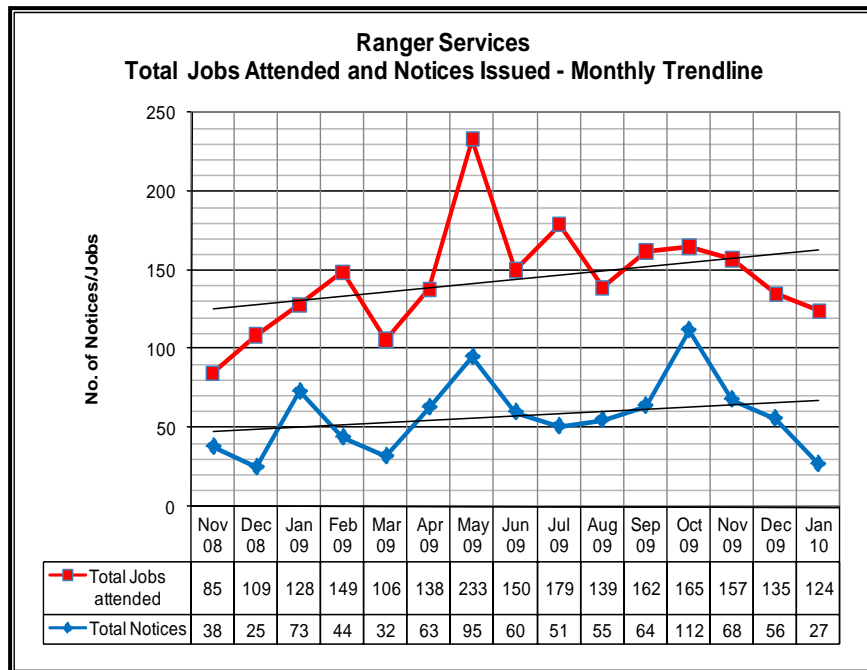




N.B. Dedicated foreshore patrols conducted in Turtle season only.

As an indication of the extent of works which the following table covers, “Total Jobs”, the following ranger related areas are covered:-

- Dogs - complaints, attacks, barking complaints, wandering at large, surrender of dogs
- Feral cat pickups and cat complaints
- Dead dog and cat pickups on roads and roadside
- Applications for a third dog property inspections
- Fox trapping
- Injured wildlife
- Injured or maimed cattle
- Snake calls
- Animal welfare complaints
- Littering complaints including litter on verge
- Drinking and littering in parks and reserves
- Off road vehicle complaints
- Parking complaints
- Abandoned vehicles
- Caravan and camping complaints
- Issue of fire permits
- Firebreak property inspections
- Fire related calls



*Plan for the Future 2008-2013 Progress Report*

Council’s Regulatory Services Directorate has provided an update on the projects that they are currently managing in line with the current Plan for the Future 2008-2013. The attached report provides an update on the progress and status of the strategies within the Regulatory Services Directorate.

**Attachments**

Plan for the Future Works Programme for Regulatory Services for the period 1 July 2009 to 30 June 2010

**200910/260 Council Decision/Officer’s Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr J M Gillingham

**That Council receives the Regulatory Services Report for January 2010.**

***CARRIED 8/0***

PLAN FOR THE FUTURE WORKS PROGRAMME FOR REGULATORY SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010			
Officer	Plan for the Future Key Result Area / Goal / Strategy	Strategy	COMMENTS
<b>ONGOING KRA'S</b>			
MP / CEO	KRA 2 - Community Pride	Work with key stakeholders to commence implementation of the south Hedland CBD Structure Plan to significantly improve the appearance and vitality of this area.	Structure Plan has been forwarded to WAPC for endorsement. Council has support the land activities (vesting, subdivision, amalgamations etc) to facilitate the Town Centre Development. LandCorp and the Administration continue to work with key stakeholders (partners) to implement the recommendations of the structure plan.
	Goal 1 - Litter		
	Strategy 4		
MBS	KRA 2 - Community Pride	Review, update and continue to implement Council's 5 year Civic Buildings Cyclical Maintenance and Captial Development Plan.	Ongoing.
	Goal 3 - Townscape		
	Strategy 2		
MEH	KRA 3 - Community Development	Monitor commercial and industrial activities that have potential negative impacts on the community, and actively seek Department of Environment and Conservation enforcement of regulatory standards.	Working relationship with the DEC in Karratha has been established and is ongoing.
	Goal 3 - Health		
	Strategy 4		
DRS	KRA 3 - Community Development	In conjunction with the Police and other stakeholders, develop initiatives that discourage street drinking, littering, graffiti and other anti-social behaviour in public places and implement appropriate actions.	Litter forms distributed to all Council vehicles and media release advising of initiative and form availability for the public. <b>Program of joint Police and Town of Port Hedland patrols initiated.</b>
	Goal 4 - CSCP		
	Stragegy 2		
MEH	KRA 3 - Community Development	Adopt a community based emergency risk management process for theTown, and co-ordinate the development of response plans to natural disasters through the Local Emergency Management Committee (LEMC)	A new booklet titled "Cyclones & You. Be Aware - Be Prepared" has been published and distributed. <b>Local Govt is only the Hazard Management Agency for Bushfires. The local Emergency recovery plan is currently being reviewed.</b>
	Goal 4 - CSCP		
	Strategy 3		
DRS / CEO	KRA 4 - Economic Development	Review all mining and port development proposals to ensure that any negative impacts on the community due to their construction or operational activities are minimised.	Ongoing.
	Goal 2 - Mining		
	Strategy 2		
CEO / DRS	KRA 4 - Economic Development	Fast track the release and development of commercial, industrial and residential land in a sustainable manner including: Pretty Pool Developments South Hedland New Living development various industrial land release programs Moore St and West end Developments South Hedland CBD Developments Redevelopment of the Port Hedland Telstra/Water Corporation site.	Land Rationalisation Plan (LRP) developed and Council priorities for land release have been communicated to Minister for Lands. South Hedland CBD due for commencement by Landcorp. Council item Nov 09 endorsed Residential LRP. Details forwarded to Minister requesting assistance to fast track release. <b>Consultation report finalised and to be submitted to OCM February 2010. Economic &amp; Land Development Unit are progressing this item further.</b>
	Goal 4 - Land Development Projects		
	Strategy 1		
MP	KRA 4 - Economic Development	Work with key stakeholders to ensure that the Land Use Master Plan is implemented.	<b>Amendment Scheme 22 has been initiated by Council and forwarded to the Environmental Protection Authority (EPA). EPA has requested a report be prepared, quotes are currently being requested to prepare the required report.</b>
	Goal 5 - Town Planning & Building		
	Strategy 1		
MP	KRA 5 - Environment	Actively pursue the relocation of the Wedgefield Tox Free facility to a location that does not have the land use conflicts that the existing facility currently presents.	Ongoing. Will be picked up in Town Planning Scheme No. 6.
	Goal 1 - Waste Management		
	Strategy 4		
MEH	KRA 5 - Environment	Support water re-use initiatives including residential rey water reuse.	Ongoing.
	Goal 1 - Waste Management		
	Strategy 5		
MEH	KRA 6 - Governance	Work with key agencies to review and develop Council policies in relation to fire prevention and fire management.	A close working relationship with the fire services in Hedland has been established. Currently in process of negotiating on purchase of new Ranger vehicle which will double as a fire response unit as was approved in 09/10 budget. <b>This vehicle has been ordered and will be taking delivery soon.</b>
	Goal 5 - Policy & Legislation		
	Strategy 3		

PLAN FOR THE FUTURE WORKS PROGRAMME FOR REGULATORY SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010			
Officer	Plan for the Future Key Result Area / Goal / Strategy	Strategy	COMMENTS
<b>ONGOING KRA'S</b>			
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	Goal 1 - Litter		
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	Goal 4 - CSCP		
	Stragegy 2		
MEH	KRA 3 - Community Development	Adopt a community based emergency risk management process for theTown, and co-ordinate the development of response plans to natural disasters through the Local Emergency Management Committee (LEMC)	A new booklet titled "Cyclones & You. Be Aware - Be Prepared" has been published and distributed. <b>Local Govt is only the Hazard Management Agency for Bushfires. The local Emergency recovery plan is currently being reviewed.</b>
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	Strategy 3		
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	Goal 5 - Policy & Legislation		
	Strategy 3		

REGULATORY SERVICES - Royalties for Regions Projects Schedule																
Legend																
Commenced Project	Project Completed															
Milestones	On-going project															
Officer	Description	A/c Number	R4R	Jan-10	Feb-10	Mar-10	Apr-10	May-10	Jun-10	Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	COMMENTS
<b>2009/10 FUNDING</b>																
DCRS	CCTV Stage I CCTV Stage II	503498 503496	110,000 500,000			Contractor on site										Orders placed for supply and installation of antenna as alternative to use of Telstra tower - WAPol approved pending signing of MOU. Tender for Stage 2 - head-end works at airport now not required as present contractor for stage 1 is preferred WALGA supplier. <b>Contractor on site early March to finalise placement of poles and other preparation works. CCTV Working Group meeting to be scheduled for early March.</b>
MBS	Public Toilets at boat ramps (x2), Cemetery Beach Park (x2) and the Port Hedland Skate Park (x1)	1010311 & 1010410	600,000	Approval granted												Quotes received and item to Council Ordinary meeting for 27 January for approval to commence. <b>Approved through Council 27/1/10 for 5 automated toilets to be procured.</b>



**11.2.1.2 Delegated Planning, Building & Environmental Health Approvals and Orders for January 2010 (File No.: 18/07/0002 & 07/02/0003)**

**Officer** Nellie Mackay  
Executive Assistant  
Regulatory Services

**Date of Report** 12 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

This item relates to the Planning and Building approvals and Environmental Health Orders considered under Delegated Authority for the month of January 2010. A list of current legal actions is also incorporated.

**Background**

A listing of Planning, Building and Environmental Health approvals and Orders issued by Council's Planning, Building and Environmental Health Services under Delegated Authority for the month of January 2010 are attached to this report. Further to Council's request a listing of current legal actions is also attached to this report.

**Consultation** Nil

**Statutory Implications**

Town of Port Hedland Delegation Register 2005 outlines the limitations of delegated authority and requires a list of approvals made under it to be provided to Council. This report is prepared to ensure Council is advised of the details of applications which have been dealt with under delegated authority.

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications** Nil

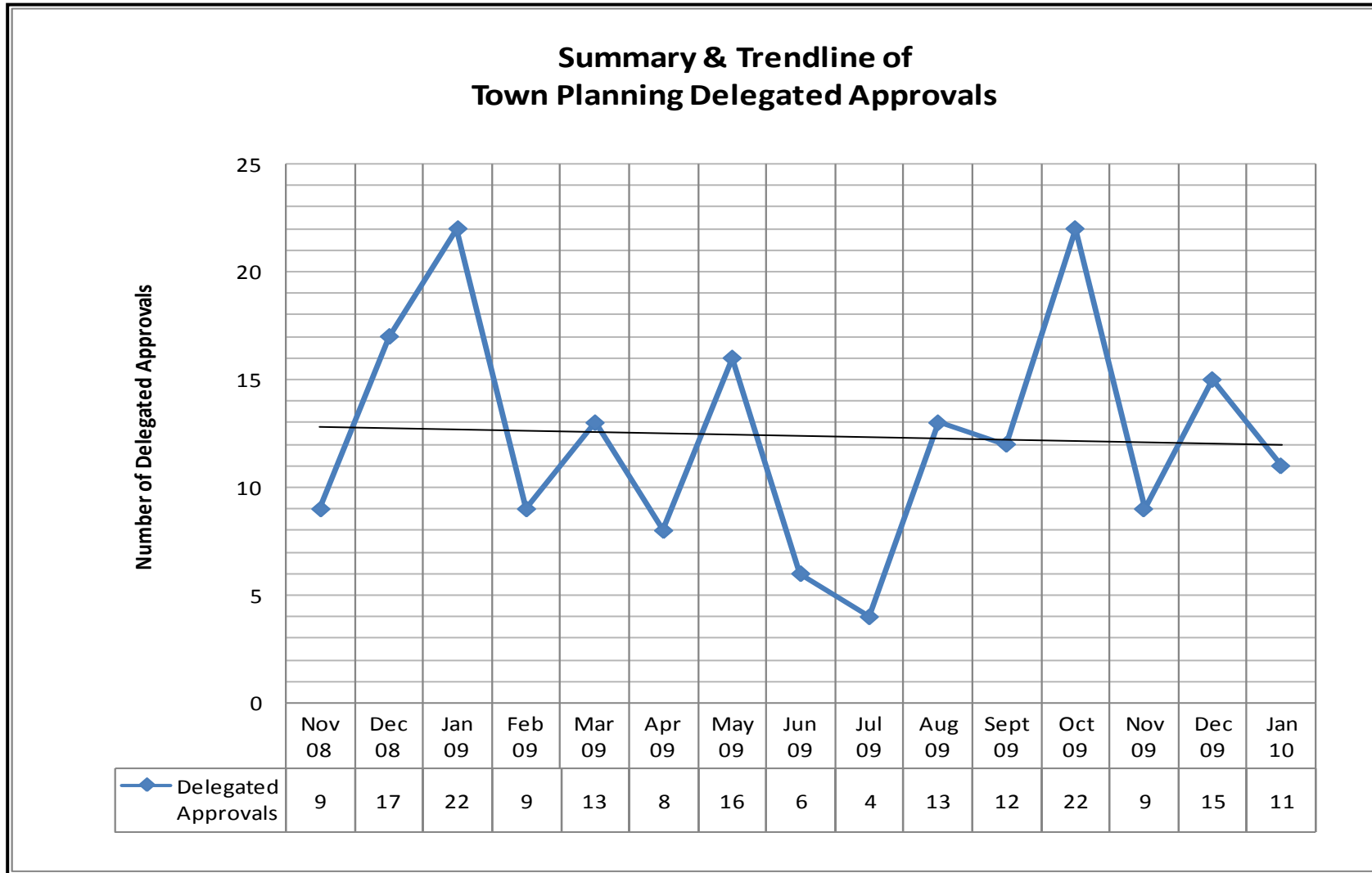
**Officer's Comment** Nil

## DELEGATED PLANNING APPROVALS FOR JANUARY 2010

PLANNING APPROVALS							
Application Number	Application Date	Date Determined	Description	Lot	Address	Applicants Name	Owners Name
2009/607	29/09/2009	19/01/2010	EQUESTRIAN - Storage and shade area	5164	LOT 5164 SHOATA ROAD SOUTH HEDLAND 6722	Gordon Francis	TOWN OF PORT HEDLAND
2009/701	30/10/2009	19/01/2010	SINGLE HOUSE - R CODE VARIATION - Verandah on side boundary (1.2m)	204	77 KINGSMILL STREET PORT HEDLAND 6721	CRAIG MICHAEL BRAMLEY	CRAIG MICHAEL BRAMLEY
2009/711	11/11/2009	20/01/2010	HIRE SERVICE (INDUSTRIAL) - Workshop and office facilities	5880	21 MANGANESE STREET WEDGEFIELD 6721	Richard Broad	WESTERN PLANT HIRE WA PTY LTD
2009/731	16/11/2009	18/01/2010	SINGLE HOUSE - Retaining wall	199	55 MORGANS STREET PORT HEDLAND 6721	Phil Hardcastle	LASSO HOLDINGS PTY LTD
2009/745	30/11/2009	21/01/2010	HOME OCCUPATION - Skin Therapy	642	35 JABIRU LOOP SOUTH HEDLAND 6722	Amanda Williams	Colin Andrew Wilkinson
2009/746	30/11/2009	27/01/2010	SINGLE HOUSE - R CODE VARIATION - front setback	511	30 COUNIHAN CRESCENT PORT HEDLAND 6721	Helen Brody	RYAN GRAY CRAWFORD
2009/749	01/12/2009	20/01/2010	OFFICES - 4x new offices proposed	1	5-7 HARDIE STREET PORT HEDLAND 6721	Paul Cunningham	Vladmir Ejov
2009/750	01/12/2009	27/01/2010	SINGLE HOUSE - R CODE VARIATION - front setback	590	10 DOWDING WAY PORT HEDLAND 6721	Helen Brody	RANDAL PATRICK CANNING
2009/759	10/12/2009	27/01/2010	INDUSTRY - GENERAL - silo, toilet block, additional offices, carpark, relocation of fuel cell and asphalt paving	10	20-22 MOORAMBIANE STREET WEDGEFIELD 6724	Tom Gilbert	BGC (Australia) Pty Ltd
2009/764	12/12/2009	21/01/2010	GROUPED DWELLING - 2x dwellings	208	28 SOMERSET CRESCENT SOUTH HEDLAND 6722	John Kannis	Department Of Housing
2009/770	17/12/2009	22/01/2010	GROUPED DWELLING - 4x dwellings	5453	6 GODRICK PLACE SOUTH HEDLAND 6722	John Kannis	Department Of Housing



DELEGATED PLANNING APPROVALS FOR JANUARY 2010



## DELEGATED BUILDING APPROVALS FOR JANUARY 2010

<b>BUILDING LICENCES</b>						
<b>Licence Number</b>	<b>Decision Date</b>	<b>Locality</b>	<b>Description of Work</b>	<b>Estimated Construction Value (\$)</b>	<b>Floor area square metres</b>	<b>Building Classification</b>
80783	06.01.2010	SOUTH HEDLAND	Carport	19,900	40	Class 10a
80790	08.01.2010	SOUTH HEDLAND	New Patio and Refurbishment	25,000	80	Class 10a
80791	11.01.2010	SOUTH HEDLAND	Carport	25,000	116	Class 10a
80810	27.01.2010	SOUTH HEDLAND	Outbuilding	4,000	6	Class 10a
80789	28.01.2010	SOUTH HEDLAND	2 x Patios	19,460	40	Class 10a
80814	29.01.2010	SOUTH HEDLAND	Refurbishment and 1 x New Patio	25,000	24	Class 10a
80812	29.01.2010	SOUTH HEDLAND	Patio	18,200	42	Class 10a
80784	06.01.2010	SOUTH HEDLAND	Shade Sail	12,000		Class 10b
85065	07.01.2010	SOUTH HEDLAND	Swimming Pool - B/G	25,000		Class 10b
85066	13.01.2010	SOUTH HEDLAND	Swimming Pool - B/G	25,000		Class 10b
80794	14.01.2010	PORT HEDLAND	Retaining Wall	80,000		Class 10b
80808	25.01.2010	SOUTH HEDLAND	Retaining Wall	21,583		Class 10b
85067	28.01.2010	SOUTH HEDLAND	Swimming Pool - B/G	19,450		Class 10b
80785	07.01.2010	SOUTH HEDLAND	Dwelling	333,676	200	Class 1a
80787	08.01.2010	PORT HEDLAND	Dwelling	790,000	252	Class 1a
80788	08.01.2010	SOUTH HEDLAND	Alterations & Additions and 1 x New Patio	30,000	32	Class 1a
80786	08.01.2010	SOUTH HEDLAND	Dwelling	398,341	254	Class 1a
80792	12.01.2010	SOUTH HEDLAND	Dwelling	300,000	195	Class 1a
80793	12.01.2010	SOUTH HEDLAND	Dwelling	550,000	162	Class 1a
80798	15.01.2010	SOUTH HEDLAND	Dwelling	525,000	178	Class 1a
80802	18.01.2010	SOUTH HEDLAND	Dwelling	490,000	178	Class 1a
80805	20.01.2010	SOUTH HEDLAND	Dwelling	359,488	196	Class 1a
80796	20.01.2010	SOUTH HEDLAND	Dwelling	317,100	121	Class 1a
80809	27.01.2010	SOUTH HEDLAND	Dwelling	249,667	183	Class 1a
80811	28.01.2010	SOUTH HEDLAND	Dwelling	422,000	284	Class 1a
80813	29.01.2010	PORT HEDLAND	Dwelling	400,000	216	Class 1a

DELEGATED BUILDING APPROVALS FOR JANUARY 2010 Cont'd...

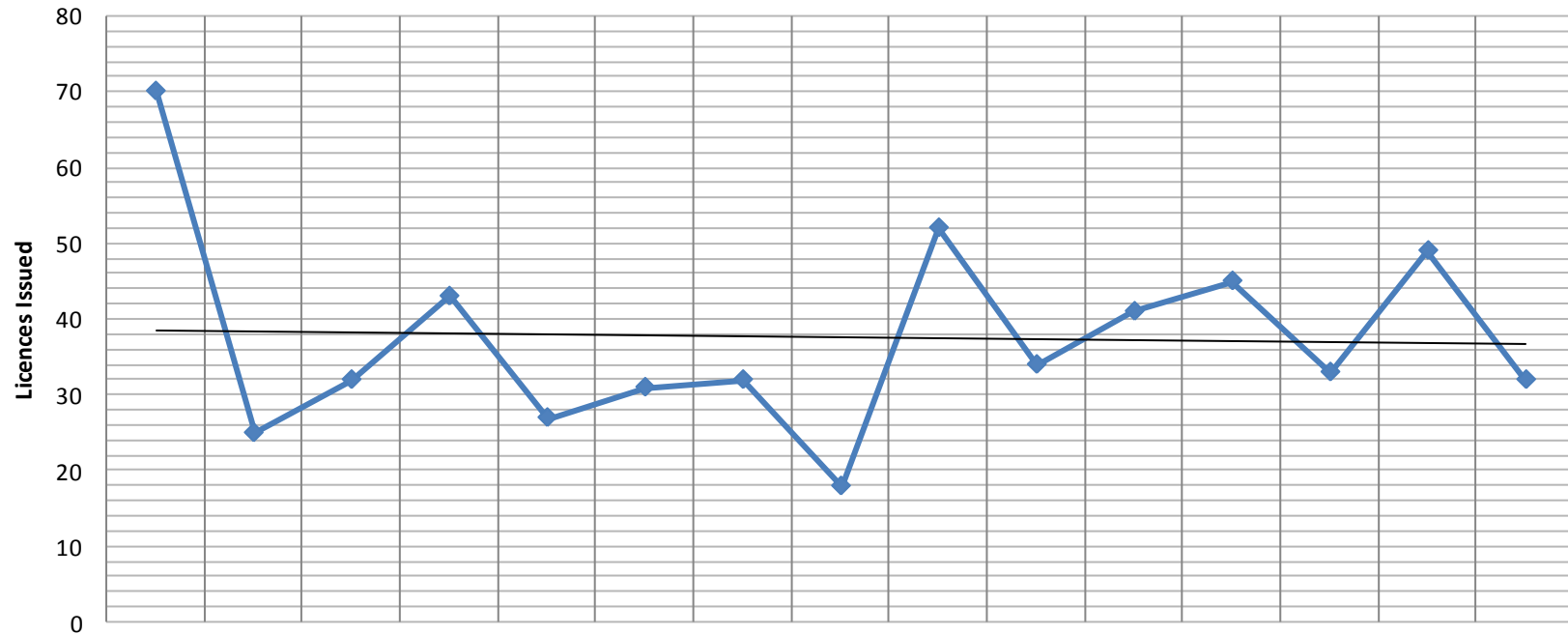
<b>BUILDING LICENCES Cont'd...</b>						
<b>Licence Number</b>	<b>Decision Date</b>	<b>Locality</b>	<b>Description of Work</b>	<b>Estimated Construction Value (\$)</b>	<b>Floor area square metres</b>	<b>Building Classification</b>
80795	14.01.2010	WEDGEFIELD	Offices within Existing Warehouse	22,300	26	Class 5
80807	21.01.2010	WEDGEFIELD	Workshop	522,000	497	Class 5
80806	21.01.2010	PORT HEDLAND	Canopy	115,500		Class 6
80797	15.01.2010	PORT HEDLAND	Heavy Vehicle Wash Bay	460,000		Class 8
82014	28.01.2010	WEDGEFIELD	Warehouse & Office	135,500	564	Class 8
80800	16.01.2010	PORT HEDLAND	Ablutions gym locker room	2,855,000	560	Class 9b
<b>32</b>	<b>TOTAL ESTIMATED CONSTRUCTION VALUE</b>			<b>\$9,595,165</b>		

<b>DEMOLITION LICENCES</b>				
<b>Licence Number</b>	<b>Approval Date</b>	<b>Locality</b>	<b>Description of Work</b>	<b>Estimated Construction Value (\$)</b>
<b>Nil</b>				

<b>SUMMARY</b>				
<b>Number of Licences</b>	<b>Licence Type</b>	<b>Estimated Construction Value</b>	<b>Floor Area in square metres</b>	<b>Average cost per square metre</b>
0	Demolitions	\$0		
13	Dwellings	\$5,165,272	2,451	\$2,107
7	Class 10a	\$136,560	348	\$392
6	Class 10b	\$183,033		
6	Commercial	\$4,110,300	1,647	\$2,146
0	Other	\$0		
<b>32</b>		<b>\$9,595,165</b>		

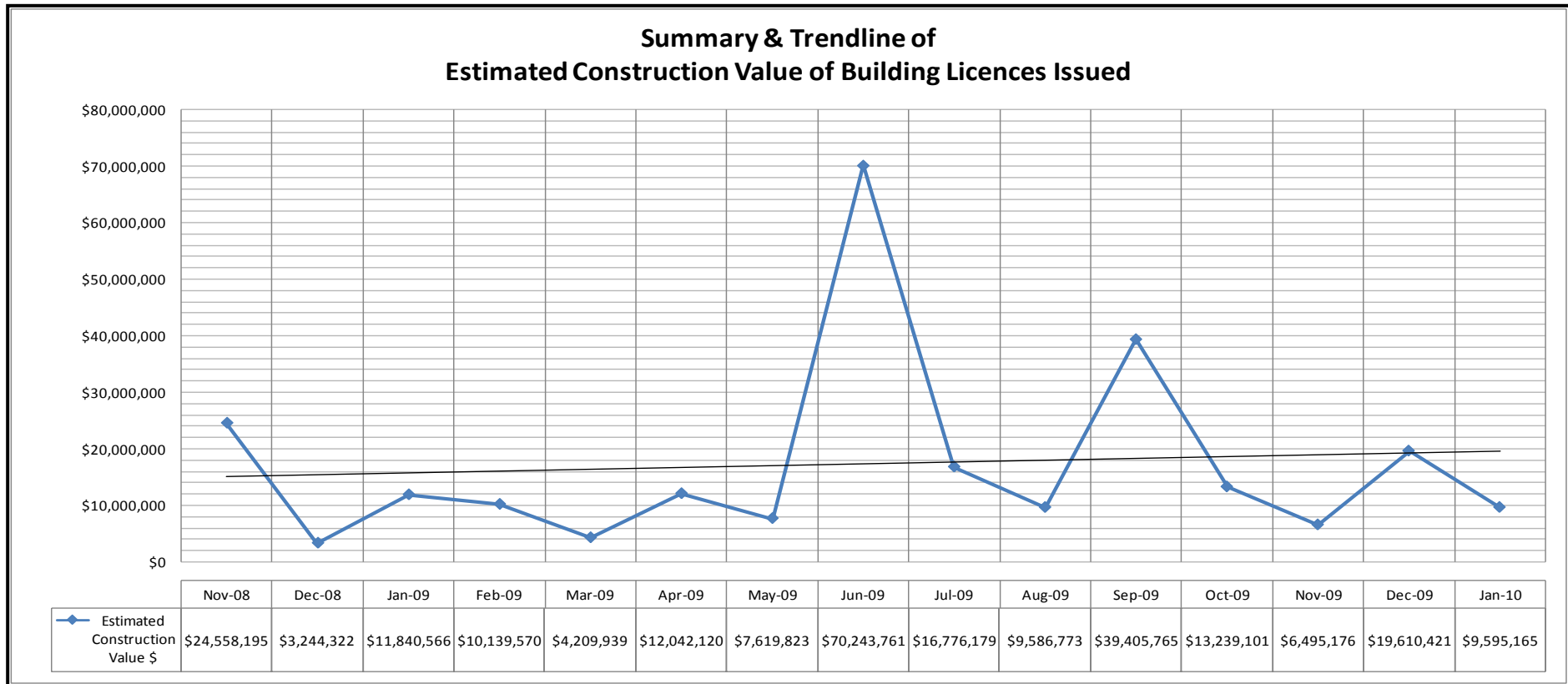
DELEGATED BUILDING APPROVALS FOR JANUARY 2010 Cont'd...

Summary & Trendline for Building Licence Approvals



	Nov-08	Dec-08	Jan-09	Feb-09	Mar-09	Apr-09	May-09	Jun-09	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10
◆ No of Licences Issued	70	25	32	43	27	31	32	18	52	34	41	45	33	49	32

DELEGATED BUILDING APPROVALS FOR JANUARY 2010 Cont'd...



DELEGATED ENVIRONMENTAL HEALTH ORDERS FOR JANUARY 2010

<b>Current Health Orders under Delegated Authority by Environmental Health Services</b>	
<p>30 Weaver Place, South Hedland (Fauntleroy/Mills)</p>	<p>Building Unfit for Human Habitation</p>
<p>207a &amp; 207b Athol Street, Port Hedland (I Yujnovich)</p>	<p>~ SAT hearing occurred 11/8/09. Residences to be restored in accordance with Structural Engineers Report.                      ~ Site meeting on 14/9/09 identified degree of concern that required works outlined in the RSA may not be completed by next scheduled SAT hearing of 17/9/09.                      ~ Hearing listed for 17/9/09 has been vacated and relisted for 22 October 2009.                      ~ Application to SAT by Yujnovich to defer 22/10. Approved and relisted for SAT hearing 26/11/09.                      ~ SAT gave extension until 4 February 2010.                      ~ Inspection occurred 5/2/10 wherein works not completed as ordered.                      ~ <b>Defendant's lawyers requested further extension. Town advised to maintain SAT trial as scheduled for 24/2/2010.</b></p>

**CURRENT LEGAL MATTERS BEING UNDERTAKEN AS AT JANUARY 2010**

<b>CURRENT LEGAL MATTERS</b>					
<b>File No.</b>	<b>Address</b>	<b>Issue</b>	<b>First Return Date</b>	<b>Current Status</b>	<b>Officer</b>
<b>WEDGEFIELD</b>					
121670G	Lot 3 Trig Street (J Yujnovich)	Non-compliance with planning conditions	~ First return date 21/1/09	~ Court hearing date 14/4/09 ~ Adjourned until 25/5/09. ~ Adjourned to 6/7/09 ~ Trial 23/11/09 ~ Due to length of trial, Court adjourned trial on 23/11 for a mention in Perth on 11/12/09 for a trial date to be set in Perth. ~ <b>Set for trial allocation in Perth on 16 February 2010.</b> ~ <b>Outcome being trial date set for 13 &amp; 14 September 2010.</b>	MP
803175G	Lot 1402 (34) Pinnacles Street (National Tyres)	Illegal Residential dongas and office		~ Instruction & Docs sent to Solicitors 15 April 09 ~ Further information required prior to prosecution notice to be filed/served.	MP
124590G	Lot 1029 (4) Ridley Street (Carey Gardner Engineering)	Illegal Residential dongas		~ Instruction & Docs sent to Solicitors 4 September 09	MP
125890G	Lot 3787 (2) Munda Way (Macpherson, Pilbara Earthmoving)	Illegal Residential dongas		~ Instruction & Docs sent to Solicitors 7 September 09	MP
<b>REDBANK</b>					
116770G	Lot 134 Roche Road (Western Desert)	Illegal laydown area	~ First Return date 21/1/09	~ Adjourned to 27/2/09 ~ Hearing on 27/2/09 adjourned to 28/4/09 ~ Adjourned until 29/5/09. ~ Court hearing date 29/5/09 adjourned until 6/7/09 ~ Entered into a plea to be heard 4/8/09 - adjourned ~ Court 31/8/09 - matter adjourned ~ Matter adjourned to 21 September 09 ~ Allocated for Court 12 October 09 ~ Adjourned until 30/10/09. ~ 30/10/09 Found guilty and fined \$15,000 with \$1,000 costs. Arrangements being made for payment of fine. ~ <b>Invoiced 9/11/09. Payment not received to date.</b>	MP
<b>SOUTH HEDLAND RURAL ESTATE</b>					
1554422G	Lot 11 (39-41) Greenfield St Outlook Contracting	Illegal development and storage of heavy vehicles		~ 11/8/09 fined \$20,000 plus court costs \$700 ~ 21/9/09 case reinstated by Outlook Contracting on grounds of not receiving summons for court appearance on 11/8/09. Fines withheld until court resolved. ~ Court date to set a hearing date 25/1/2010. ~ <b>Trial date set for 9/7/2010.</b>	MP
154412G	Lot 2 (5-7) Quartz Quarry Road (Macpherson - Sunsatin P/L t/as Pilbara Earthmoving)	Earth Moving business & repairs being operated from the property	~ First return date 21/1/09	~ Adjourned to 27/2/09 ~ Adjourned to 20/4/09 ~ Adjourned to 15/6/09 ~ Adjourned to 7/7/09 for plea ~ Listed for Trial 16/11/09 ~ Early listing application 30/10/09 to vacate 16/11. ~ Trial of 16/11/09 vacated until 22/4/2010.	MP

CURRENT LEGAL MATTERS BEING UNDERTAKEN AS AT JANUARY 2010 Cont'd...

CURRENT LEGAL MATTERS Cont'd...					
File No.	Address		First Return Date	Current Status	Officer
<b>SOUTH HEDLAND</b>					
	Nil				
<b>PORT HEDLAND</b>					
400330G	83 Athol Street (P Oldenhuis)	Health - Asbestos removal	~ First Return date 25/2/09	~ No appearance by Mr Oldenhuis ~ Court hearing date 28/4/09 adjourned until 29/5/09. ~ Plea hearing date 13/7/09 ~ Trial 16/11/09 heard to 7pm. ~ Decision handed down 23/11 - guilty and issued \$250 in fines and \$4250 in costs. ~ <b>Fine registered with FER by Solicitors as not paid by due date.</b>	MEH
108970G	40 Morgans Street (Pilbara Earthmoving)	Health - Asbestos removal	~ First Return date 14/12/09	~ First Return date 14/12/09 ~ Plea hearing date set for 1/2/2010. ~ <b>Deferred to 8/3/10 for a Mention.</b>	MEH



**Attachments**

**Nil**

**200910/261 Council Decision/Officer's Recommendation**

**Moved:** Cr S R Martin

**Seconded:** Cr A A Carter

**That the Schedule of Planning and Building approvals, Environmental Health Orders issued by Delegated Authority and the listing of current legal actions for the month of January 2010 be received.**

***CARRIED 8/0***

**11.2.1.3 Koombana Neighbourhood Park (File No.: .../...)**

**Officer** Terry Sargent  
Director Regulatory  
Services

**Date of Report** 14<sup>th</sup> February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

At its ordinary meeting on January 27<sup>th</sup> 2010 Council accepted a petition from Mrs Samira Zhogby, who, on behalf of petitioners proposing the construction of a park and playground “along Brolga Street in South Hedland”.

The following report enables Council to consider that submission in light of its Parks improvement plan and the current availability of land in South Hedland.

**Background**

The vacant land along the eastern side of Brolga St. does not belong to Council, but is unallocated crown land (UCL) which is the subject of current discussions between the Dept of Housing, State Land Services and potentially others as the State Government is seeking to enable timely release of residential land in South Hedland. It is anticipated those discussions will be finalized in the very near future, but at the time of writing no conclusion had been reached.

While it is certain the land will ultimately be subdivided for residential development and such a subdivision will include suitable public open space, there are currently no plans before Council to do so.

Because the land is UCL any development of the land will require environmental and heritage clearances to be obtained. Those processes alone could take as long as 2 years.

Council’s Parks improvement Plan, adopted in February 2008, notes an appropriate place for a park in that immediate area is not far from the land identified by Mrs. Zhogby. The specified location is further to the south near the eastern, end of Osprey Drive. This particular location ensures the overwhelming majority of people living south of Murdoch Drive need walk no more than 600m to a neighbourhood park/open space. (See attachment 1)

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As can be noted from the Park Improvement Plan, less than 25% of the catchment area that a park in the Osprey Drive/Brolga Street area would service is currently developed. It is likely that while any developer of the surrounding land will enter into an agreement with Council to reimburse the construction costs, it is likely that Council would need to bear the initial park construction and maintenance costs and wait some years before being reimbursed.

The land further west in Koombana is also without a neighbourhood level park and has a potential catchment which is approximately 60%-70% developed.

**Consultation**

Informal discussions have been held with Dept Housing

**Statutory Implications** Nil

**Policy Implications**

While there are no direct Policy implications to be considered in addressing this matter, the provision of parks and open space was the subject of the Park improvement Plan endorsed by Council in February 2008.

**Strategic Planning Implications** Nil

**Budget Implications** Nil

**Officer's Comment**

Council does not have tenure over any land in the area in which the petitioners have proposed the provision of a park and playground so it is simply not possible for Council to accede to this request in the short term.

It is also felt that priority needs to be given to the current plans to secure access to land within the currently vacant Koombana school site for development of a neighbourhood open space. That does not mean however, that Council could not equally pursue access to a suitable site near the eastern end of Osprey Street to develop as a park.

In the event that Council did choose to pursue access to suitable land in the shortest possible time (and prior to the development of surrounding land) there are some specific issues to take into account including the following.

Heritage and Environmental clearances would likely be required, requiring considerable delay and expense to obtain.

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Land Tenure: – Development would occur on land which Council does not own, or have a vesting or management order over. Access to land would be in the form of a binding agreement (or perhaps a lease) with the party which is granted the right to develop the land. This may not be a simple process and to the best of the writers knowledge is not a normal practice.

Site Security: A playground developed on the edge of an urban area, without surrounding houses on most sides, would have very limited passive surveillance and is therefore likely to be less safe for children using it and potentially subject to a higher rate of vandalism/equipment theft and damage.

That being said, there is no doubt that the residents south of Murdoch drive have been inadequately serviced by parks for many years. To facilitate the earliest possible provision of a playground in the area Council can initiate discussions with the relevant state agencies aimed at securing the earliest possible access to land for the development of a park and playground near the eastern end of Osprey Street, South Hedland. This is recommended.

### **Attachments**

Extract from Park Improvement Plan - 2008

### **200910/262 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

### **That Council:**

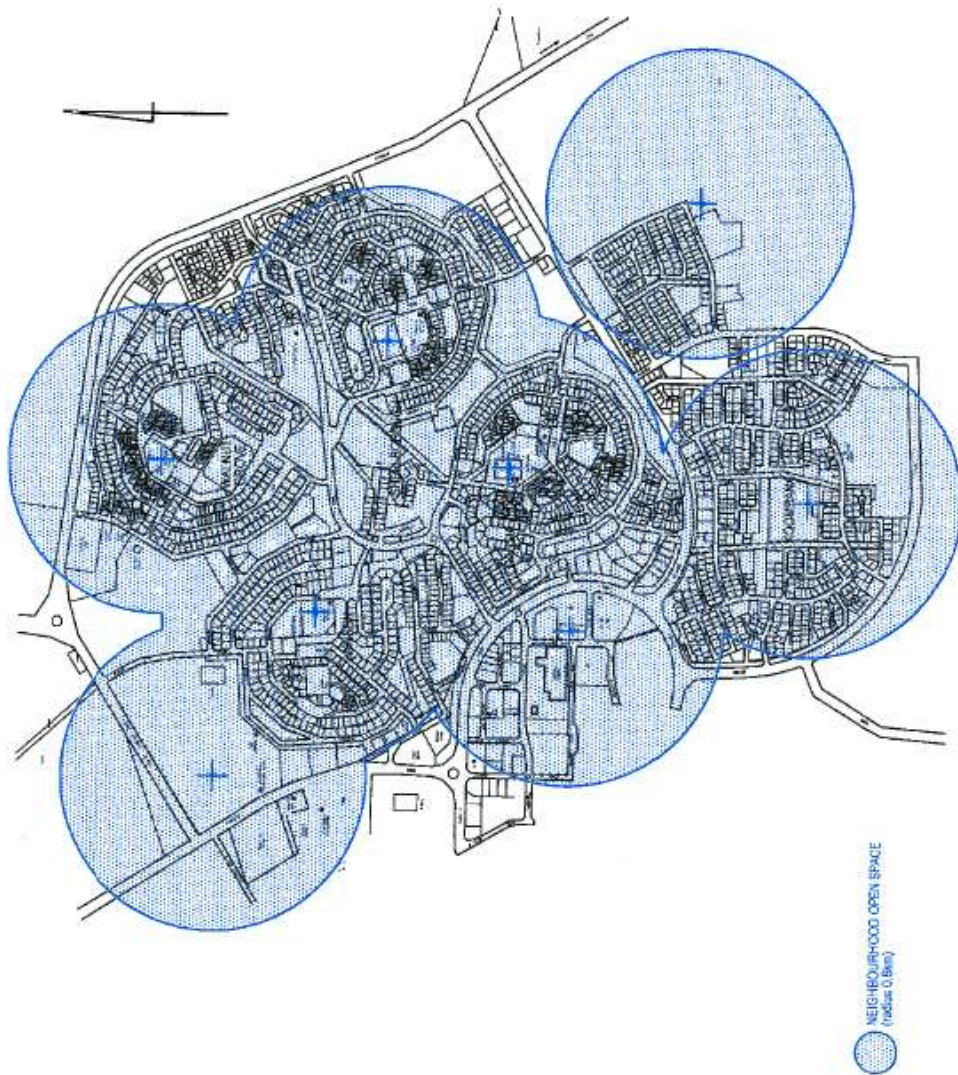
- i) Advise Mrs Zhogby that it does not own or have immediate access to the land along Brolga Street to develop a park and playground as requested, but will make every effort to secure land for that purpose as soon as possible; and**
- ii) Initiate discussions with the relevant state agencies aimed at securing the earliest possible access to land for the development of a park and playground near the eastern end of Osprey Street, South Hedland as identified in Council's Park Improvement Plan.**

***CARRIED 8/0***

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*ATTACHMENT TO AGENDA ITEM 11.2.1.3*

*ATTACHMENT 1*



**11.2.1.4 CCTV Project Progress Report (File No.: .../...)**

<b>Officer</b>	Terry Sargent Director Regulatory Services
<b>Date of Report</b>	16 <sup>th</sup> February 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

The purpose of this report is to provide Council with a status report on this project which has not progressed in accordance with expectations.

**Background**

Council called tenders for the supply and installation of CCTV cameras and associated data storage and monitoring equipment and awarded the contract to Downer EDI in April 2009. A working group was established to help define the scope of the project and worked with the contractor to prioritise preferred locations of the cameras.

The project as originally scoped was to be completed in two stages. Stage 1 included 10 cameras located in South Hedland with recording and data storage equipment (computer servers) being located in the new South Hedland Police station along with a monitor and separate workstation. Stage two included the communications link to the Towns' server room, additional cameras in South Hedland and cameras in Port Hedland.

Tenders were called for the project on the understanding that a variation enabling installation of a communication tower or pole at the Police station would be undertaken as a contract variation if it proved to be unviable to use the Telstra tower across the road from the police station to locate the required antennae.

As the project progressed it did prove necessary to install a new pole on the police station site and while it was manufactured the terms of the builders contract made it impossible for the pole to be installed until he had vacated the site.

During the course of the project, while construction of the Police station was being completed (and after the CCTV project had commenced), a policy statement was drafted by WAPOL limiting their involvement in CCTV schemes and in effect reversing the informal agreement to allow the computer equipment for stage 1 of the Hedland CCTV Project to be housed in the server room of the new police station. This effectively prevented stage one from working as a stand-alone system and required a redesign of the project to allow it to function as originally intended.

In the interim, funding was secured to allow completion of stage two, enabling stage one and two to be packaged as a single project. And also the successful tenderer for stage one, succeeded in the WALGA process and was appointed as a preferred service provider. This negated the need for Council to go out to public tender for a redesigned or extended project.

In order to complete the installation of cameras in South Hedland it has been necessary to first provide the communications link from the South Hedland Polices station, which is now completed, to Council's computer server room. It was decided to use Council's back-up server room at the airport rather than the civic centre as this communication link provides significant advantages to the remainder of Council's communications network with the library recreation and youth centres in South Hedland. This option also allows easy integration of a security system for the airport.

The equipment for this communications link between the Port Hedland International Airport to South Hedland Police Station has been ordered and the contractors will be on-site from 1<sup>st</sup> – 5<sup>th</sup> March 2010 to prepare for the installation of this equipment. They will also quote on airport security cameras, which were not part of the original project scope.

Staff has been advised by the contractor that following the preparatory works in March it is anticipated that the South Hedland cameras should be fully operational in May 2010.

### **Consultation**

Hedland CCTV Project Working Group.  
WA Police  
Office of Crime Prevention

**Statutory Implications** Nil

**Policy Implications** Nil

### **Strategic Planning Implications**

KRA 3 Community Development  
Goal 4 Community Safety Crime Prevention  
Strategy 4.

Install a CCTV and or other appropriate security measures for identified crime and safety "hotspots."

### **Budget Implications**

Revised budget provision for the combined stages of the CCTV project including upgraded wireless communications links now stands at \$945,000.

**Officer's Comment**

Despite the fact that we are using basically proven technology, this has proven to be an exceptionally difficult project to deliver and the obstacles/challenges mentioned above have caused major reconsideration of the project on a number of occasions.

On each occasion the solutions to the problems, while causing delays, have resulted in a better outcome than originally specified. For example, the inability to locate a server in the police station was solved with an upgrade of the wireless communications link between the airport and South Hedland. This was a more expensive and time consuming option, but has allowed Council to "piggy back" its wireless communications to South Hedland onto that link, saving (or at least delaying for several years) a major upgrade that would otherwise be required for the Towns computer network.

It is proposed to reconvene the Hedland CCTV Working Group In March to identify the preferred locations of cameras in Port Hedland that were originally intended as part of project Stage 2.

As mentioned above the revised completion date for the operation of cameras in South Hedland is now May 2010 and subject to the availability of suitable mounting locations a firm date for installation of the Port Hedland and airport cameras will be available following the contractors site visit at the beginning of March.

**Attachments**

Nil

**200910/263 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr S J Coates**That Council:**

- i) acknowledge receipt of the project update report; and**
- ii) reconvene the CCTV working group to meet in mid March to identify CCTV camera locations for Port Hedland.**

***CARRIED 8/0***



**11.2.2 Planning Services****11.2.2.1 Proposed Road Dedication – Marble Bar Road. (File No.: 28/01/0018)**

**Officer** Leonard Long  
Planning Officer

**Date of Report** 8 February 2010

**Application Number** 2010/7

**Disclosure of Interest by Officer** Nil

**Summary**

A request has been received from Whelans (WA) Pty Ltd on behalf of Main Roads WA who wish to formalize and dedicate land contained within the road reserve surveyed between Marble Bar Road and the Marble Bar Town site. (Attachment 1)

As part of the progress Main Roads WA requires a Council resolution for the dedication.

**Background**

The proposed road dedication has come about as part of the State's road development program.

**Consultation**

Comments have been requested from the Town's Engineering Services Department, who have indicated no objection to the proposed dedication.

**Statutory Implications**

The proposed road dedication is done under Section 56 of the Land Administration Act 1997.

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications** Nil

**Officer's Comment**

The Council resolution is an administrative function of the road dedication process. It is recommended that Council endorse the recommendation as proposed. This process has no adverse impact on residents of the Town of Port Hedland.

**Attachments**

- 1 Locality Plan
- 2 Deposit Plan 58182

**200910/264 Council Decision/Officer's Recommendation**

**Moved:** Cr S R Martin

**Seconded:** Cr M Dziombak

**That Council advises Whelans (WA) Pty Ltd, that in relation to Marble Bar Road Council at its Ordinary Meeting held on 24 February 2010, concurred to the taking of the land the subject of Deposit Plan 58182 and to its dedication as road under section 56 of the Land Administration Act 1997.**

***CARRIED 8/0***







**11.2.2.2 Procedure for Resolving Compliance Matters Within the Town of Port Hedland (File No.: 18/02/0002)**

**Officer** Leonard Long  
Acting Manager Planning  
Services

**Date of Report** 14 January 2010

**Disclosure of Interest by Officer** Nil

**Summary**

This report is to provide Council with an outline of what the current approved procedure is in attending to compliance related matters and to how this procedure is proposed to be modified.

The modified procedure is presented to Council for endorsement.

**Background**

At the time that the current procedure was adopted the Town's then Strategic Plan 2007 – 2012 contains a goal that stated:

*“Commence undertaking Town Planning and Building Compliance audits throughout the whole of the Town on a precinct by precinct basis and initiate appropriate actions to ensure that higher levels of compliance are achieved.”*

It is imperative that Council has an endorsed procedure for handling compliance related matters. This provides the Administrative Staff with the confidence in knowing that they have the support of Council to pursue compliance matters until such matters have been resolved albeit ultimately through the legal system.

**Current Compliance Matters**

Currently the Planning Unit has approximately 150 compliance matters, of which the majority have been reported by members of the public, with a number being identified whilst conducting compliance inspections.

Due to the limited resources not all these matters can be dealt with simultaneously, therefore a database has been created and the matters dealt with systematically.

Of these matters there are a number that have progressed to a stage where they are now been handed over to the Councils Solicitors to have them dealt with by the courts.

Whilst it is not the aim to get to this stage the reality is that not all property owners are willing to work with the unit to achieve a suitable outcome.

#### *Current Approved Procedure*

At its Ordinary Meeting on 27 June 2007, Council resolved as follows:

*“That Council:*

- 1. endorses the procedure for dealing with compliance related matters as follows:*

#### *Compliance Matter Resolution Procedure*

##### *Objective*

*To resolve compliance related matters in an efficient, procedurally documented, process.*

##### *What is a compliance matter/complaint?*

*Matters/Complaints are required to be in writing, and/or provide sufficient evidence, for the Council to resolve the matter legally, if required.*

##### *Procedural Steps*

- 1. Site inspection*

*To establish if there is a matter to be dealt with, and the extent of any likely action.*

- 2. Background search*

*To establish any relevant history associated with the compliance matter. This search will include all Council records and other areas where necessary.*

- 3. Councillors advised of compliance matters to be initiated*

*Council advised, in writing, of the compliance matters that will be initiated in the following week. Councillors will be able to seek information, and/or request additional information, on the matters, up to COB on Tuesday, as actions will commence on the Wednesday where appropriate. The one exception would be where an issue/matter is of an importance such that action is required to be taken immediately. Every effort would be taken to advise*

*Councillors of these issues/matters as soon as is practicable.*

**4. Initial contact**

*Initial contact will be made by suitable means depending on the circumstances of the issue/matter, and may include a meeting, but will always be followed up in writing. This contact will cover the following:*

- a. What the issue/matter/breach/non-compliance is.*
- b. The options available for the rectification of the issue/matter/breach/non-compliance.*
- c. The time frame in which the issue/matter/breach/non-compliance should be rectified. The following time frames will generally apply;*
  - i. 7 days - For matters that are considered important and simple to bring in to compliance.*
  - ii. 14 days – The standard response time for an individual/business to respond to compliance related matters.*
  - iii. 30 days – In exceptional circumstances additional time maybe provided.*
  - iv. A number of mile stone dates to achieve the desired outcomes or to allow action to be initiated due to non-compliance.*
- d. Contact details of the officer dealing with the issue/matter/breach/non-compliance.*

**5. Follow-up letter**

*This letter will address the outstanding issues, and highlight the potential further action, should compliance not be achieved, and generally the compliance time is half the time allocated to the initial letter with a minimum of 7 days.*

**6. Commencement of formal statutory process**

*Issue of Directions Notice and/or commencement of suitable action depending on the issue and need.*

**7. Council advised of the outcome of the completed process.**

*The advice to Council is to include any updates and/or relevant information gathered, and will*



*provide adequate time for Councillors to obtain clarification of any concerns.*

*Any decision to initiate legal action must be endorsed by the Chief Executive Officer or by Council.*

8. *Directs the Chief Executive Officer or his nominated officer to resolve any future compliance related matters/issues in accordance with the procedure."*

*Current Practice:*

Compliance is a statutory requirement of the Planning and Development Act (Part 13).

The proposed procedure is basically the same as the previous procedure, that it provides more flexibility allowing greater opportunity to rectify any non-compliance matter. It also provides the owner an opportunity to provide the Town with an action plan outlining the timeframe and method of bringing the non-compliance matter in line with the town planning scheme.

With regard to step 3 of the approved procedure, which relates to advising Councillors

Councillors are advised of compliance matters only once the matter has been forwarded to the Towns solicitors. This maintains an appropriate degree of separation from the operational activities to avoid accusations of bias or interference being made by people receiving notices.

**Consultation**

No consultation is proposed other than that proposed as part of the procedural process.

**Statutory Implications**

There are no statutory implications, as these will be used as part of the procedure.

**Policy Implications**

Nil

**Strategic Planning Implications**

Key Result Area 2: Community Pride

Goal Number 1: Litter

Strategy 3 - Review legislative alternatives that are available to Council to improve the visual appearances of untidy properties within Town.

### **Budget Implications**

Provision is made within the existing budget to cover legal action if required.

### **Officer's Comment**

In order to facilitate good orderly planning it is important to ensure that development takes place in an orderly manner. By ensuring that good and orderly planning is maintained will result in a positive impact from an amenity and streetscape. This concept has been recognized by Council through its strategic plan.

The endorsement of the proposed amended procedure will provide staff, Council and the public with a clear and impartial process by which compliance matters will be dealt with.

#### *Proposed Amended Procedure:*

1. Receive written complaint or identify non-compliance matter,
2. Site Inspection  
  
Establish if there is a matter to be dealt with.
3. Background search  
  
Establish any relevant history. This search will include all Council records and other areas where necessary.
4. Initial contact  
  
Contact the owner by suitable means and arrange a meeting on site, such meeting is to be conducted by two Council Officers. The purpose of the meeting is to discuss the following and the way forward:
  - a) What the issue/matter/breach/non-compliance is.
  - b) The options available to bring the issue/matter/breach/non-compliance, into compliance with the Port Hedland Town Planning Scheme No. 5.
  - c) The procedure that will be followed while the issue/matter/breach/non-compliance is still being conducted.
  - d) Advise the owner that it will be required to take photographs of the issue/matter/breach/non-compliance and extend an invitation to the owner to be present when photographs are taken, if declined advise that owner that photographs will then be taken from outside the property.

5. Issue 30 day notice

After the initial contact is made, a notice is sent out to the owner describing the issue/matter/breach/non-compliance and requesting that they rectify the matter within 30 days of the date of the letter.

Should the owner at this stage provide the Town with a plan as to how the owner intends to bring the issue/matter/breach/non-compliance into compliance with Port Hedland Town Planning Scheme No. 5. The plan is to be discussed with the Chief Executive Officer, /Director Regulatory Services to ascertain if such a plan will be accepted.

6. Issue 14 day notice

After the expiry of the 30 day notice in stage 5, a site visit is to be conducted to ascertain if the issue/matter/breach/non-compliance is still occurring on the site, and photographs taken.

Again should the owner at this stage provide the Town with a plan as to how the owner intends to bring the issue/matter/breach/non-compliance into compliance with Port Hedland Town Planning Scheme No. 5. The plan is to be discussed with the Chief Executive Officer, /Director Regulatory Services to ascertain if such a plan will be accepted.

7. Issue 7 day notice

After the expiry of the 14 day notice in stage 6, a site visit is to be conducted to ascertain if the issue/matter/breach/non-compliance is still occurring on the site, and photographs taken.

Should the owner at this stage provide the Town with a plan as to how the owner intends to bring the issue/matter/breach/non-compliance into compliance with Port Hedland Town Planning Scheme No. 5. The plan is to be discussed with the Chief Executive Officer, /Director Regulatory Services to ascertain if such a plan will be accepted.

8. Advise Council that the matter will be handed over to the Solicitors for Legal action.

Copies of all notices (30, 14 and 7 day notices) including photographs are forwarded to the Town's Solicitor to proceed with legal action. At this stage photographs are to be taken on a monthly basis.

9. Advise Council of the outcome of the matter.

The procedure has been formulated in such a way that should the owner be prepared to work with the Town in an manner acceptable to the Chief Executive Officer/Director Regulatory Services to resolve the issue/matter/breach/non-compliance, the Chief Executive Officer/Director Regulatory Services has the discretion to extend the time in which the issue/matter/breach/non-compliance can be resolved.

It is important for Council to endorse the amended procedure and to allow the officers to deal with the compliance matters, confidently knowing that they have the Councils support. Council needs to be able to remain at a distance and allow the compliance procedure to be followed. This will ensure that Council cannot be accused of being selective or bias against any one individual. The procedure is recommended to be endorsed by Council.

**Attachments**

Nil

**200910/265 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

**That Council:**

1. **Endorses the following procedure for dealing with compliance related matters:**
  - a) **Receive written complaint or identify non-compliance matter,**
  - b) **Site Inspection**  
**Establish if there is a matter to be dealt with.**
  - c) **Background search**  
**Establish any relevant history. This search will include all Council records and other areas where necessary.**
  - d) **Initial contact**  
**Contact owner by suitable means and arrange a meeting on site, such meeting is to be conducted by two Council Officers. The purpose of the meeting is to discuss the following and the way forward:**
    - i) **What the issue/matter/breach/non-compliance is.**
    - ii) **The options available for the rectification of the issue/matter/breach/non-compliance.**

- iii) The procedure that will be followed while the issue/matter/breach/non-compliance is still being conducted.
- iv) Advise the owner that it will be required to take photographs of the issue/matter/breach/non-compliance and extend an invitation to the owner to be present when photographs are taken, if declined advise that owner that photographs will then be taken from outside the property.

**e) Issue 30 day notice**

After the initial contact is made, a notice is sent out to the owner describing the issue/matter/breach/non-compliance and requesting that they rectify the matter within 30 days of the date of the letter.

Should the owner at this stage provide the Town with a plan as to how the owner intends to bring the issue/matter/breach/non-compliance into compliance with Port Hedland Town Planning Scheme No. 5. The plan is to be discussed with the Chief Executive Officer/Director Regulatory Services to ascertain if such a plan will be accepted.

**f) Issue 14 day notice**

After the expiry of the 30 day notice in stage 5, a site visit is to be conducted to ascertain if the issue/matter/breach/non-compliance is still occurring on the site, and photographs taken.

Again should the owner at this stage provide the Town with a plan as to how the owner intends to bring the issue/matter/breach/non-compliance into compliance with Port Hedland Town Planning Scheme No. 5. The plan is to be discussed with the Chief Executive Officer/Director Regulatory Services to ascertain if such a plan will be accepted.

**g) Issue 7 day notice**

After the expiry of the 14 day notice in stage 6, a site visit is to be conducted to ascertain if the issue/matter/breach/non-compliance is still occurring on the site, and photographs taken.

Should the owner at this stage provide the Town with a plan as to how the owner intends to bring the issue/matter/breach/non-compliance into compliance with Port Hedland Town Planning Scheme No. 5. The plan is to be discussed with the Chief Executive Officer/Director Regulatory Services to ascertain if such a plan will be accepted.

- h) Advise Council that the matter will be handed over to the Solicitors for Legal action.

Copies of all notices (30, 14 and 7 day notices) including photographs are forwarded to the Town's Solicitor to proceed with legal action. At this stage photographs are to be taken on a monthly basis.

2. Advise Council of the outcome of the matter; and
3. Requests the Chief Executive Officer or his nominated officer to resolve any future compliance related issue/matter/breach/ non-compliance in accordance with the above procedures.

*CARRIED 8/0*

**11.2.2.3 Proposed Subdivision of Lot 226, Greenfield Street, South Hedland into 71 Rural Residential Lots (File No: 154410G)**

<b>Officer</b>	Luke Cervi Planning Officer
<b>Date of Report</b>	11 January 2010
<b>Application No.</b>	2009/741
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

WAPC have received an application from Masterplan Consultants WA Pty Ltd on behalf of Simsilk Pty Ltd for the subdivision of Lot 226, Greenfield Street, South Hedland into 71 Rural Residential lots. WAPC have referred the application to TOPH for comment.

**Background**

The site is located approximately 4km south of the South Hedland township and covers an area of 92.8ha and is zoned Rural Residential. It directly adjoins the South Hedland Rural Estate (Bosna Park) and is currently vacant. The proposal is to create 71 Rural Residential lots ranging in size from 1ha to 1.47ha.

Subdivision applications for the site were submitted in 2001 and 2004 and refused predominately on the basis of flooding. Council records indicate a significant flood event occurred in 2001 which damaged roads and isolated the South Hedland Rural Estate (Bosna Park) for a couple of days.

**Consultation**

The application has been referred to Council's Engineering Services and Environmental Health units.

**Statutory Implications**

The Western Australian Planning Commission (WAPC) is required under Part 10 – Subdivision and Development Control, Clause 142 – Objections and Recommendations of the Planning Development Act 2005 (P & D 2005) to refer for comments any applications for subdivision.

Within 42 days of receiving the application from the Western Australian Planning Commission, the Town is required to provide their comments.

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications**

The applications are only referred to the Town for comment and therefore no fees are applicable.

**Officer's Comment**

Council's records indicate that the land is subject to flooding. A significant flood event occurred in 2001 which damaged Greenfields and Yarrie Roads and isolated the South Hedland Rural Estate (Bosna Park) for a couple of days. Given that this is the only access to the proposed subdivision there is concern that similar flooding events will have major impacts on the subject land and if developed, future residents.

The applicant has provided a flood study in support of the proposal however, the complex nature of the report is outside the expertise of Council staff. It is understood that the flooding issue will essentially be addressed by filling the site approximately 1.5m, deepening the existing creeks and drainage channels and creating a bund around the existing South Hedland Rural Residential Estate.

These site works are considered to be a severe alteration to the natural land form and are likely to require approval from State Agencies such as Department of Water and the EPA.

Given the land and housing pressures currently applying within the Town of Port Hedland, and that the zoning of the land supports the subdivision, if these factors can be appropriately addressed the proposal should be supported.

*Options*

Council has the following options to dealing with the matter:

1. Support the proposed subdivision
2. Object to the proposed subdivision

Given the fact Council is not the approval authority; it can only provide comment or recommendations to WAPC. In this regard, it is recommended that Council express concern regarding the potential impacts of the proposed subdivision on flooding and the environment. Assuming the concerns have been appropriately addressed, recommend the application be approved subject to conditions.



**Attachments**

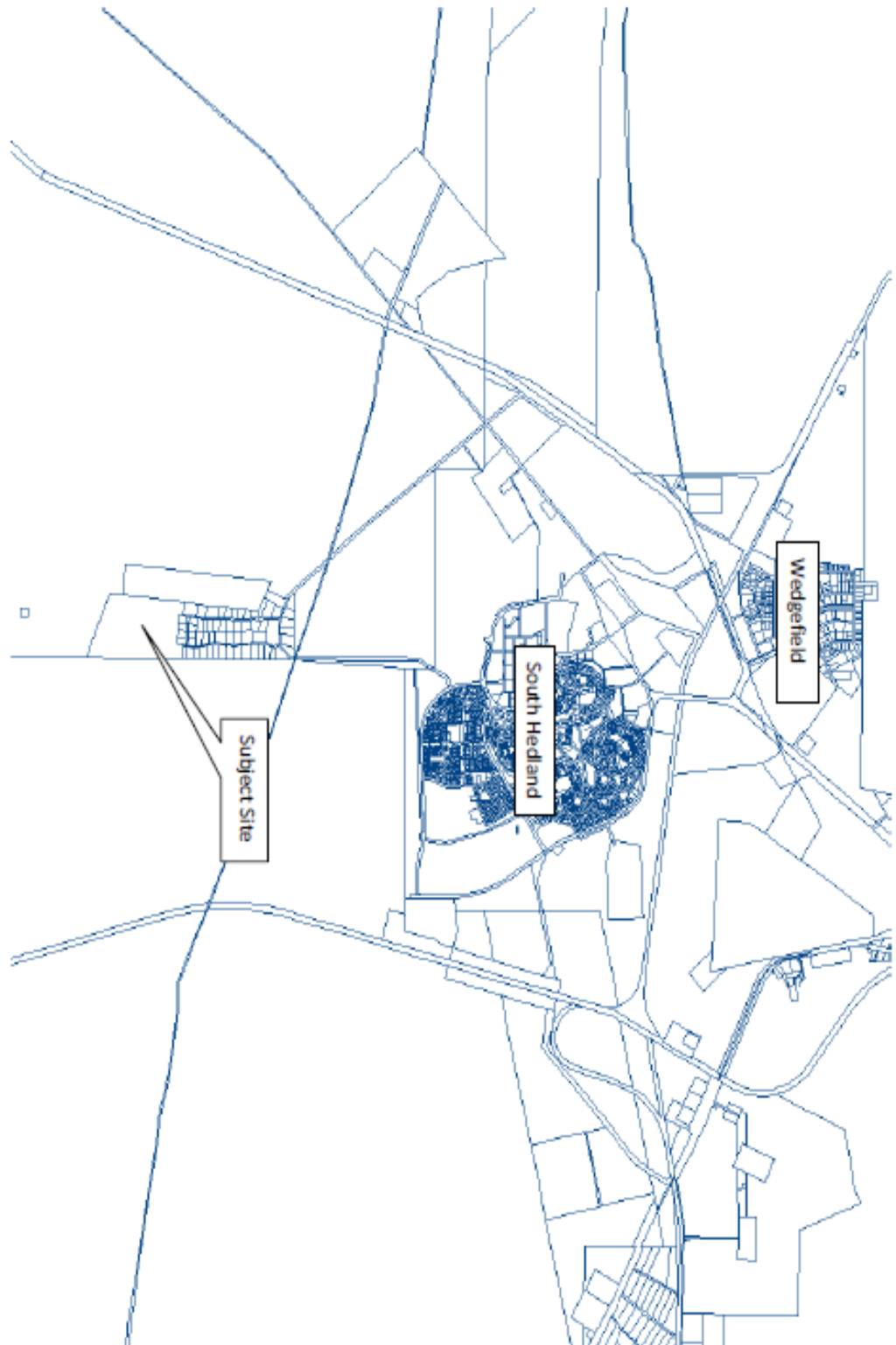
Locality Plan  
Subdivision Plan

**200910/266 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr S R Martin**That Council Advises the Western Australian Planning Commission that:**

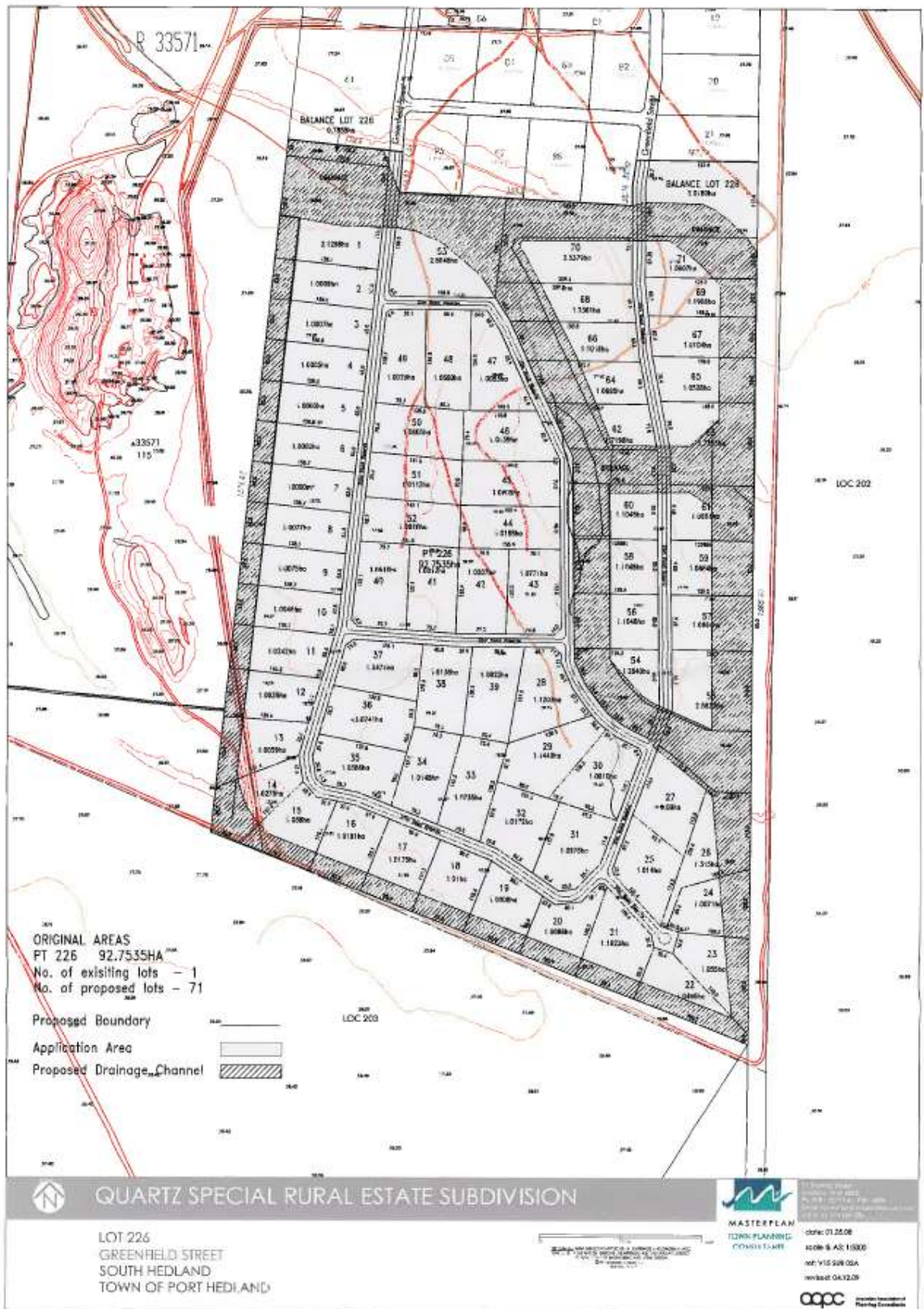
- i) **Council has concerns regarding the impacts of the proposed subdivision on flooding and the environment. Council's concerns are based on anecdotal evidence and are not scientifically based. Council SUPPORTS the proposed subdivision subject to WAPC being satisfied that the submitted documentation has appropriately addresses these concerns; and**
- ii) **In the event, WAPC is satisfied that the impacts on flooding and the environment have been suitably addressed, the following conditions are recommended:**
  - 1. **Prior to a dwelling being approved on any lot, an effluent disposal system must be approved to the specification of the Town's Environmental Health Services and to the satisfaction of the Manager of Planning. Be advised that the effluent disposal system may also require the approval of the Western Australian Department of Health.**
  - 2. **Traffic calming measures must be provided in accordance with Engineering Specifications and all to the satisfaction of the Manager Planning.**
  - 3. **Suitable arrangements being made with the Local Government for the provision of vehicular crossovers to service the lots shown on the approved plan of subdivision.**
  - 4. **All drainage easements are to be contained within the individual lots. No drainage reserves are to be vested to Council without prior written consent.**

***CARRIED 8/0***

*ATTACHMENT 1 TO AGENDA ITEM 11.2.2.3*



ATTACHMENT 2 TO AGENDA ITEM 11.2.2.3



6:05 pm Councillor George Daccache declared a financial interest in Agenda Item 11.2.2.4 'Proposed Transient Workforce Accommodation Located on Portion of Lot 5838 Scadden Road, South Hedland (Area B), as his wife is employed by Auzcorp.

Councillor Daccache left the room.

**11.2.2.4 *Proposed Transient Workforce Accommodation Located on Portion of Lot 5838 Scadden Road, South Hedland (Area B) (File No.: 804484G)***

<b>Officer</b>	Leonard Long Planning Officer
<b>Date of Report</b>	5 February 2010
<b>Application No.</b>	2010/25
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

Council has received an application from Koltasz Smith on behalf of the current land owner State of Western Australia and the developers Auzcorp Housing Pty Ltd, for the development of a transient workforce residential development (TWA) on portion of Lot 5838, South Hedland ( Area B ).

Although initially intended for use as Transient Workforce Accommodation they will eventually be released as permanent housing.

The report is forwarded to Council for determination as the proposed use is a "SA" use requiring Council approval.

**Background**

*Site Description*

The lot is located on the western side of Scadden Road, adjacent to the TAFE complex, and measures approximately 3.26ha. The land on which the development is proposed is currently vacant with common scrub vegetation and informal dirt tracks present.

*Proposal*

The proposed TWA will consist of 40 single storey dwellings and be able to accommodate 160 people.

Each dwelling will consist of 4 bedrooms each with an ensuite, common living areas, kitchenette and common laundry facilities and will also be provided with a double carport. In addition to the units the development will include a temporary main dining and kitchen area and gym/recreational facility.

The State Government has identified the subject portion of land as a key urban development opportunity. As a result the purchase of the portion of land is subject to the TWA development being converted into a permanent residential development.

In order to comply with the developers contractual obligations the developer has submitted the application requesting approval for the TWA development for a period of 6 years, after which the transition will be done to permanent status by the developer. As part of the transition it will be required to amend the zoning of the property, at this stage it is envisaged that the zoning will be "Residential" with a coding of either R 25 or R 30.

As part of the transition the developer will attend to the following works:

- Full construction of roads to the ToPH specifications,
- Individual connection of each lot to essential services including water, power and sewer;
- Uniform fencing along, side and rear boundaries,
- Construction of crossovers to each dwelling,
- Removal of the temporary facilities (main dining and kitchen area and gym/recreational facility and carpark),
- Provision of a 4m<sup>2</sup> storage area for each dwelling.

On completion of the above works the development will be compliant with the Residential Design Codes of Western Australia and the Port Hedland Town Planning Scheme No.5.

### **Consultation**

The application has been circulated internally and the following comments have been received.

Building Services:

1. *Building Licence required,*
2. *Demolition licence will be required when temporary buildings are to be removed.*

Environmental Health Services:

1. *The proposed development shall be connected to reticulated mains sewer.*
2. *Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of Manager Planning Services.*

3. *Waste disposal and storage is to be carried out in accordance with Council's Health Local Laws 1999.*
4. *The development must comply with the Environmental Protection (Noise) Regulations 1997 at all times.*
5. *All dust and sand to be contained on site with the use of suitable dust suppression techniques to the satisfaction of the Manager Planning.*
6. *Be advised that the Town's Environmental Health Services Department has raised the following matters. If any of these matters require clarification please contact the Department on 9158 9325.*
  - a *It is a requirement under the Food Act 2008 that all food premises be registered prior to beginning operations;*
  - b *The applicant is advised that the construction and use of the proposed premises is required to comply with the Food Regulations 2009 and the Food Safety Standards;*
  - c *Prior to the issue of a building licence, a fit out plan of all internal fixtures, finishes and fittings must be provided and approved to the specifications of Town's Environmental Health Services; and*
  - d *Be advised that the food premises may be required to be connected to a grease trap prior to effluent entering the disposal system.*
11. *The proposed gym/recreational facility is to comply with the Health (Public Buildings) Regulations 1992.*
12. *Be advised that at the building licence stage a detailed floor plan of the proposed gym/recreational facility will be required to be submitted in order for Town to assess compliance with the Health (Public Buildings) Regulations 1992.*

Engineering Services:

1. *Road reserve and pavement widths – please see attached plan with recommended changes. The pavement widths need to be designed to accommodate the overall development and likely traffic volumes, hence the changes.*
2. *More information required regarding the end treatments for the proposed roads. They should be designed with a cul-de-sac bulb (which will impact on the adjacent housing design because of space requirements), however if the roads are continued through prior to handover to Council then this is acceptable. Council will not accept handover if the roads do not continue through and a cul-de-sac bulb hasn't been constructed.*
3. *Detailed design drawings shall be provided to Engineering for approval prior to commencement of construction. This includes civil engineering, landscaping and street lighting, etc.*

4. *Street lighting not mentioned. To be designed and installed to Horizon Power requirements, with handover to Horizon Power.*
5. *Crossovers to be constructed as per Council policy on completion of building of TWA.*
6. *Engineering Services to be involved in civil approvals, inspections, practical completion, defects inspections, reports, etc as per normal subdivisions, even though subdivision won't be formalized and handed over for 6 years.*
7. *An inspection shall also be carried out prior to the handover to Council and all defects to be repaired by developer prior to acceptance by Council.*
8. *Road construction and civil infrastructure to be designed and constructed to Council specifications now, not done prior to handover as suggested on page 6.*
9. *Roads/entrances to be clearly identified as private until handover to Council. (Suggest signage). This will ensure that the community and staff are aware that any issues aren't Council responsibility.*
10. *The SHTCD plan (after page 10) shows road layouts that seem to contradict this development proposal.*
11. *2m footpaths to be provided to each road as per Council subdivision guidelines. To be constructed during development, not at handover to Council as suggested. This will improve streetscape plus provide safe pedestrian facilities for residents into town. Paths to connect to existing Council infrastructure where available.*
12. *Detailed investigations required into stormwater drainage/disposal to accommodate the overall development, not just this stage. Need to consider proposed 'ring road', site A and Town Centre development.*
13. *Page 17 – note that stormwater infrastructure shall be handed over to Council, not Water Corporation.*
14. *Sewer pump station site doesn't appear to be accommodated within site plan.*
15. *Require guarantee from Water Corporation that sewer pump station will be constructed within timeframes mentioned. Council will not accept handover until lots are connected to sewer plus can't accommodate large quantities of effluent at the landfill over a prolonged period*

In terms of clause 4.3.1 of the Port Hedland Town Planning Scheme No.5:

*“where an application is made for planning approval to carry out development which involves an “SA” use, the Council shall not grant approval to that application unless notice of the application is first given in accordance with the provisions of subclause 4.3.3 “*

*With due regard to subclause 4.3.3 of the Port Hedland Town Planning Scheme No 5, the application has been circulated to all the adjoining lot owners for comments.*

Should any comments be received it will be tabled as Attachment 5/or alternatively forwarded to Councillors prior to the meeting.

### **Statutory Implications**

In accordance with the Planning and Development Act 2005 the proposed development is subject to the provisions of the TPS5.

Once the TWA is converted into permanent residential dwellings, the residential development is to comply in addition to TPS5 with the Residential Design Codes of Western Australia.

**Policy Implications** Nil

### **Strategic Planning Implications**

Key Result Area 4: Economic Development

Goal Number 4: Land Development Projects

Strategy 1: Fast-track the release and development of commercial, industrial and residential land in a sustainable manner including:

- Pretty Pool developments
- South Hedland New Living developments
- LandCorp's Various Industrial Land release programs
- Moore Street Development and West End Developments
- South Hedland CBD Developments
- Redevelopment of the Port Hedland Telstra/Water Corporation Site.

### **Budget Implications**

An application fee of \$30,600.00 was paid on lodgment and deposited into account 001006326 – Town Planning Fees.

### **Officer's Comment**

In August 2008 Council put out a guidance note to all potential developers of TWA's, advising of the following key principles which will be considered when applications are submitted for potential TWA facilities:

- Town Centre Development Focus
- Community benefit
- Integration
- Quality
- Safety

The proposed development will comply with all these aspects.



*Town Centre Focus:*

The location of the proposed development will be beneficial for the existing Town Centre, as the occupants will be able to access the Town Centre with ease and will result in additional spending which may lead to additional commercial development with the Town Centre.

*Community Benefit:*

Notwithstanding the benefit the community would derive from any additional commercial development, the proposed development will be converted into a permanent residential neighborhood, thereby providing the community with additional residential choices when purchasing a home.

*Integration:*

As mentioned the proposed TWA will after a period of 6 years be converted to permanent residential dwellings available to the public. This would be the ultimate integration of a TWA into the town.

*Quality:*

The proposed development has veered away from the traditional donga style accommodation units. The proposal as mentioned consists of 40 residential dwellings rather than dongas and will be constructed to the Building Code of Australia (BCA) thereby ensuring that the building construction is of a high quality.

*Safety:*

With regard to safety, while the development is being operated as a TWA it will be operated by Auzcorp. However, after the integration of the development into the town the development will comply with all engineering standards and as mentioned the BCA standards. This will ensure that the safety and integration of the dwelling designs are not compromised in any way.

Furthermore, the applicant has through his justification and design demonstrated that the proposed TWA development complies with the key principles, set out by Council.

The development must however also be assessed in its final form being permanent residential dwellings. In this regard due consideration must be given to the following aspects of the development:

*Streetscape*

The proposed development will consist of three architecturally designed "Dwellings" which will present three different elevations to the proposed street and be constructed of a mixture of materials comprising of colorbond, alternative cladding and custom orb sheeting. This will result in nine different styles of dwellings being constructed.

Furthermore, the street setback for the "Dwellings" has been proposed at 3m averaging 6m, with access to the rear of the property for additional vehicles or boats.

As a result of both the variations in design and treatment of "dwellings" as well as the access available to the rear of the "lots", which would encourage vehicles to be parked in the rear of the "lot" rather than on the road verge, will result in an attractive streetscape.

*Density*

The proposed development is proposed at an R Coding of R 25 which restricts development to an average lot size of 350m<sup>2</sup> and a minimum lot size of 320m<sup>2</sup>.

With the location of the proposed development being within the South Hedland Town Centre Development Plan area which promotes higher densities closer to the actual South Hedland Town Centre, the proposed density of R 25 whilst acceptable would be encouraged to go to a higher density of R 30.

This would result in a higher population being located within walking distance to the retail centre, education facilities and recreational facilities, which would result in the better utilization of these facilities.

**Attachments**

- Attachment 1 - Locality Plan
- Attachment 2 - Site/Layout Plan
- Attachment 3 - Elevation Plan
- Attachment 4 - Floor Plan
- Attachment 5 - Adjoining owners comments

**Officer's Recommendation**

That Council:

- a) APPROVES the planning application from Koltasz Smith on behalf of the current land owner State of Western Australia and the developers Auzcorp Housing Pty Ltd, for the development of a transient workforce camp (TWA) on portion

of Lot 5838, South Hedland, subject to the following conditions:

1. This approval to remain valid for a period of twenty-four (24) months if development is commenced within twelve (12) months, otherwise this approval to remain valid for twelve (12) months only.
2. This approval relates only to the proposed 40 dwellings, temporary main dining and kitchen area, gym/recreational facility and other incidental development, as indicated on the approved plans. It does not relate to any other development on this lot.
3. The approval is only valid for a period of 6 years from the date of this approval after which the TWA shall be converted to permanent residential dwellings and the temporary main dining and kitchen area, gym/recreational facility demolished/removed to the satisfaction of the Manager Planning.
4. On expiry of the 6 year approval referred to in condition 3, the owner/developer shall ensure that the proposed permanent residential dwellings comply with the requirements of the relevant Port Hedland Town Planning Scheme and the Building Codes of Western Australia as well as all other relevant laws and legislation.
5. A subdivision application, for the individual dwelling lots shall be submitted and finalized by the Western Australian Planning Commission within 36 months of this approval.
6. During the approval period referred to in condition 3 the development area shall only be used for purposes, which are related to the operation of "Transient Workforce Accommodation". Under the Town of Port Hedland's Town Planning Scheme No. 5 "Transient Workforce Accommodation" is defined as:  
  
"dwellings intended for the temporary accommodation of transient workers and may be designed to allow transition to another use or may be designed as a permanent facility for transient workers and includes a contractors camp and dongas."
7. Prior to the submission of a building licence application the plans are to be amended and/or the following additional information provided and approved:

- a. Road reserve and pavement widths need to be redesigned to accommodate the overall development and likely traffic volumes,
  - b. Additional information is required regarding the end treatments for the proposed roads,
  - c. Additional information is required regarding street lighting,
  - d. The site plan is to be amended to show the location of the proposed sewer pump station, and
8. Road construction and civil infrastructure is to be designed and constructed to the specifications of the Manager Infrastructure Development and to the satisfaction of the Manager Planning.
  9. Roads/entrances are to be clearly identified as private for the duration of the TWA as per condition 3.
  10. Prior to occupation a 2m footpath is to be provided to each road as per Council subdivision guidelines.
  11. Within 60 days, or such further period as may be agreed by the Manager Planning, a detailed stormwater investigation report is required addressing the drainage disposal for the overall site not just stage 1 to the specifications of the Manager Development Infrastructure and to the satisfaction of the Manager Planning.
  12. Within 60 days of this approval the applicant/owner/developer is to provide the Town with a conversion plan indicating the timeframe in which the units will be converted into permanent residential dwellings.
  13. Within 60 days of this approval the applicant/owner is to provide Council with a guarantee from Water Corporation that the sewer pump station will be completed prior to the expiry of the approval referred to in condition 3
  14. The development shall comprise of a maximum of 40 dwellings with a maximum of capacity of 160 residents including support staff on the site at any one time.
  15. The premises to be kept in a neat and tidy condition at all times by the owner/occupier to the satisfaction Manager Planning.

16. At all times, all vehicle parking (both small - cars etc and heavy - trucks etc) associated (resident and visitor) with the Transient Workforce Accommodation shall be contained within the development area (i.e. no verge parking is permitted) and all to the satisfaction of the Manager Planning.
17. Within 30 days of this approval, a detailed landscaping and reticulation plan including the adjoining road verge(s) must be submitted to and approved by the Manager Planning. The plan to include species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001.
18. Within 60 days, or such further period as may be agreed by the Manager Planning, landscaping and reticulation to be established in accordance with the approved detailed plans to the satisfaction of the Manager Planning.
19. Developers and/or contractors of developments which are likely to occur at times when prevailing winds will generate a dust nuisance to nearby properties, to take appropriate dust prevention measures by the damping with water of disturbed surfaces and/or hydromulching when necessary to the satisfaction Manager Planning.
20. A Rubbish Collection Strategy/Management Plan shall be submitted to and approved by the Town prior to the commencement of works. The strategy/plan shall consider service vehicle manoeuvring on the internal roads of the development. Any alterations to the approved plans required as a result of the strategy/plan shall be incorporated into the building licence plans. The approved strategy/plan shall be implemented to the satisfaction Manager Planning.
21. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of the Manager Planning.
22. In regard to condition 21, any garbage storage area shall be screened from public view to the satisfaction Manager Planning.
23. The development must comply with the Environmental Protection (Noise) Regulations 1997 at all times.

24. All dust and sand to be contained on site with use of appropriate dust suppression measures being taken at all times where any operation on the site is likely to generate a dust nuisance to nearby land uses to the specifications of Council's Engineering Services and Environmental Health Services and to the satisfaction Manager Planning.
25. The development must be connected to the reticulated main sewer.
26. Access to the development will be via Forrest Circle and/or Scadden Road and is to be constructed to the specifications of Council's Engineering Services and to the satisfaction Manager Planning.
27. Any roof mounted or freestanding plant or equipment such as air conditioning units to be located and/or screened so as not to be visible from beyond the boundaries of the development site.
28. Prior to the occupation of the buildings the driveways and crossover shall be designed and constructed in accordance with Council's Crossover Policy 9/005 to the satisfaction of the Manager Planning.
29. The submission of a construction management plan at the submission of a Building Licence application stage for the proposal detailing how it is proposed to manage:
  - a. The delivery of materials and equipment to the site;
  - b. The storage of materials and equipment on the site;
  - c. The parking arrangements for the contractors and subcontractors;
  - d. Impact on traffic movement;
  - e. Operation times including delivery of materials; and
  - f. Other matters likely to impact on the surrounding residents;to the satisfaction Manager Planning.

**FOOTNOTES:**

1. You are reminded that this is a Planning Approval only and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.
2. A Building Licence to be issued prior to the commencement of any on site works.

3. A demolition licence will be required when temporary buildings are to be removed.
4. Waste disposal and storage is to be carried out in accordance with Council's Health Local Laws 1999.
5. The proposed gym/recreational facility is to comply with the Health (Public Buildings) Regulations 1992.
6. Be advised that at the building licence stage a detailed floor plan will be required for the gym/recreational facility to be submitted in order for Town to assess compliance with the Health (Public Buildings) Regulations 1992.
7. Be advised that the Town's Environmental Health Services Department has raised the following matters. If any of these matters require clarification please contact the Department on 9158 9325:
  - a. It is a requirement under the Food Act 2008 that all food premises be registered prior to beginning operations.
  - b. The applicant is advised that the construction and use of the proposed premises is required to comply with the Food Regulations 2009 and the Food Safety Standards,
  - c. Prior to the issue of a building licence, a fit out plan of all internal fixtures, finishes and fittings must be provided and approved to the specifications of the Environmental Health Services,
  - d. Be advised that the food premises may be required to be connected to a grease trap prior to effluent entering the disposal system.
  - e. The gym/recreational facility is to comply with the Health (Public Buildings) Regulations 1992, and
  - f. Be advised that at the building licence stage a detailed floor plan of the gym/recreational facility will be required to be submitted in order for the Town to assess compliance with the Health (Public Buildings) regulations 1992.

- b) The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year Annual Recurrence Interval cycle of flooding could affect any property below the ten (10)-metre level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building Licence is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.
- c) Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

### **Alternative Recommendation**

That Council:

- A. APPROVES the planning application from Koltasz Smith on behalf of the current land owner State of Western Australia and the developers Auzcorp Housing Pty Ltd, for the development of a transient workforce camp (TWA) on portion of Lot 5838, South Hedland, subject to the following conditions:
  - 1. This approval to remain valid for a period of twenty-four (24) months if development is commenced within twelve (12) months, otherwise this approval to remain valid for twelve (12) months only.
  - 2. This approval relates only to the proposed 40 dwellings, temporary main dining and kitchen area, and other incidental development, and excludes the proposed gym/recreational facility as indicated on the approved plans. It does not relate to any other development on this lot.
  - 3. The approval is only valid for a period of 6 years from the date of this approval after which the TWA shall be converted to permanent residential dwellings and the temporary main dining and kitchen area, demolished/ removed to the satisfaction of the Manager Planning.
  - 4. On expiry of the 6 year approval referred to in condition 3, the owner/developer shall ensure that the proposed permanent residential dwellings comply with the requirements of the relevant Port Hedland Town Planning Scheme and the Building Codes of Western Australia as well as all other relevant laws and legislation.



5. A subdivision application, for the individual dwelling lots shall be submitted and finalized by the Western Australian Planning Commission within 36 months of this approval.
6. During the approval period referred to in condition 3 the development area shall only be used for purposes, which are related to the operation of "Transient Workforce Accommodation". Under the Town of Port Hedland's Town Planning Scheme No. 5 "Transient Workforce Accommodation" is defined as:  
  
"dwellings intended for the temporary accommodation of transient workers and may be designed to allow transition to another use or may be designed as a permanent facility for transient workers and includes a contractors camp and dongas."
7. Prior to the submission of a building licence application the plans are to be amended and/or the following additional information provided and approved:
  - a. Road reserve and pavement widths need to be redesigned to accommodate the overall development and likely traffic volumes,
  - b. Additional information is required regarding the end treatments for the proposed roads,
  - c. Additional information is required regarding street lighting,
  - d. The site plan is to be amended to show the location of the proposed sewer pump station, and
8. Road construction and civil infrastructure is to be designed and constructed to the specifications of the Manager Infrastructure Development and to the satisfaction of the Manager Planning.
9. Roads/entrances are to be clearly identified as private for the duration of the TWA as per condition 3.
10. Prior to occupation a 2m footpath is to be provided to each road as per Council subdivision guidelines.
11. Within 60 days, or such further period as may be agreed by the Manager Planning, a detailed stormwater investigation report is required addressing the drainage disposal for the overall site not just stage 1 to the specifications of the Manager Development Infrastructure and to the satisfaction of the Manager Planning.

12. Within 60 days of this approval the applicant/owner/developer is to provide the Town with a conversion plan indicating the timeframe in which the units will be converted into permanent residential dwellings.
13. Within 60 days of this approval the applicant/owner is to provide Council with a guarantee from Water Corporation that the sewer pump station will be completed prior to the expiry of the approval referred to in condition 3
14. The development shall comprise of a maximum of 40 dwellings with a maximum of capacity of 160 residents including support staff on the site at any one time.
15. The premises to be kept in a neat and tidy condition at all times by the owner/occupier to the satisfaction Manager Planning.
16. At all times, all vehicle parking (both small - cars etc and heavy - trucks etc) associated (resident and visitor) with the Transient Workforce Accommodation shall be contained within the development area (i.e. no verge parking is permitted) and all to the satisfaction of the Manager Planning.
17. Within 30 days of this approval, a detailed landscaping and reticulation plan including the adjoining road verge(s) must be submitted to and approved by the Manager Planning. The plan to include species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001.
18. Within 60 days, or such further period as may be agreed by the Manager Planning, landscaping and reticulation to be established in accordance with the approved detailed plans to the satisfaction of the Manager Planning.
19. Developers and/or contractors of developments which are likely to occur at times when prevailing winds will generate a dust nuisance to nearby properties, to take appropriate dust prevention measures by the damping with water of disturbed surfaces and/or hydromulching when necessary to the satisfaction Manager Planning.

20. A Rubbish Collection Strategy/Management Plan shall be submitted to and approved by the Town prior to the commencement of works. The strategy/plan shall consider service vehicle manoeuvring on the internal roads of the development. Any alterations to the approved plans required as a result of the strategy/plan shall be incorporated into the building licence plans. The approved strategy/plan shall be implemented to the satisfaction Manager Planning.
21. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of the Manager Planning.
22. In regard to condition 21, any garbage storage area shall be screened from public view to the satisfaction Manager Planning.
23. The development must comply with the Environmental Protection (Noise) Regulations 1997 at all times.
24. All dust and sand to be contained on site with use of appropriate dust suppression measures being taken at all times where any operation on the site is likely to generate a dust nuisance to nearby land uses to the specifications of Council's Engineering Services and Environmental Health Services and to the satisfaction Manager Planning.
25. The development must be connected to the reticulated main sewer.
26. Access to the development will be via Forrest Circle and/or Scadden Road and is to be constructed to the specifications of Council's Engineering Services and to the satisfaction Manager Planning.
27. Any roof mounted or freestanding plant or equipment such as air conditioning units to be located and/or screened so as not to be visible from beyond the boundaries of the development site.
28. Prior to the occupation of the buildings the driveways and crossover shall be designed and constructed in accordance with Council's Crossover Policy 9/005 to the satisfaction of the Manager Planning.
29. The submission of a construction management plan at the submission of a Building Licence application stage for the proposal detailing how it is proposed to manage:

- a. The delivery of materials and equipment to the site;
  - b. The storage of materials and equipment on the site;
  - c. The parking arrangements for the contractors and subcontractors;
  - d. Impact on traffic movement;
  - e. Operation times including delivery of materials; and
  - f. Other matters likely to impact on the surrounding residents;
- to the satisfaction Manager Planning.

**FOOTNOTES:**

1. You are reminded that this is a Planning Approval only and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.
2. A Building Licence to be issued prior to the commencement of any on site works.
3. A demolition licence will be required when temporary buildings are to be removed.
4. Waste disposal and storage is to be carried out in accordance with Council's Health Local Laws 1999.
5. Be advised that the Town's Environmental Health Services Department has raised the following matters. If any of these matters require clarification please contact the Department on 9158 9325:
  - a. It is a requirement under the Food Act 2008 that all food premises be registered prior to beginning operations.
  - b. The applicant is advised that the construction and use of the proposed premises is required to comply with the Food Regulations 2009 and the Food Safety Standards,
  - c. Prior to the issue of a building licence, a fit out plan of all internal fixtures, finishes and fittings must be provided and approved to the specifications of the Environmental Health Services, and
  - d. Be advised that the food premises may be required to be connected to a grease trap prior to effluent entering the disposal system.

- B. The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year Annual Recurrence Interval cycle of flooding could affect any property below the ten (10)-metre level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building Licence is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.
- C. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

**200910/267 Council Decision****Moved:** Cr A A Carter**Seconded:** Cr S R Martin**That Council:**

- A. **APPROVES** the planning application from Koltasz Smith on behalf of the current land owner State of Western Australia and the developers Auzcorp Housing Pty Ltd, for the development of a transient workforce camp (TWA) on portion of Lot 5838, South Hedland, subject to the following conditions:
1. This approval to remain valid for a period of twenty-four (24) months if development is commenced within twelve (12) months, otherwise this approval to remain valid for twelve (12) months only.
  2. This approval relates only to the proposed 40 dwellings, and other incidental development, and excludes the proposed gym/recreational facility as indicated on the approved plans. It does not relate to any other development on this lot.
  3. The approval is only valid for a period of 6 years from the date of this approval after which the TWA shall be converted to permanent residential dwellings to the satisfaction of the Manager Planning.

4. On expiry of the 6 year approval referred to in condition 3, the owner/developer shall ensure that the proposed permanent residential dwellings comply with the requirements of the relevant Port Hedland Town Planning Scheme and the Building Codes of Western Australia as well as all other relevant laws and legislation.
5. A subdivision application, for the individual dwelling lots shall be submitted and finalized by the Western Australian Planning Commission within 36 months of this approval.
6. During the approval period referred to in condition 3 the development area shall only be used for purposes, which are related to the operation of "Transient Workforce Accommodation". Under the Town of Port Hedland's Town Planning Scheme No. 5 "Transient Workforce Accommodation" is defined as:

"dwellings intended for the temporary accommodation of transient workers and may be designed to allow transition to another use or may be designed as a permanent facility for transient workers and includes a contractors camp and dongas."
7. Prior to the submission of a building licence application the plans are to be amended and/or the following additional information provided and approved:
  - a. Road reserve and pavement widths need to be redesigned to accommodate the overall development and likely traffic volumes,
  - b. Additional information is required regarding the end treatments for the proposed roads,
  - c. Additional information is required regarding street lighting,
  - d. The site plan is to be amended to show the location of the proposed sewer pump station, and
8. Road construction and civil infrastructure is to be designed and constructed to the specifications of the Manager Infrastructure Development and to the satisfaction of the Manager Planning.

9. Roads/entrances are to be clearly identified as private for the duration of the TWA as per condition 3.
10. Prior to occupation a 2m footpath is to be provided to each road as per Council subdivision guidelines.
11. Within 60 days, or such further period as may be agreed by the Manager Planning, a detailed stormwater investigation report is required addressing the drainage disposal for the overall site not just stage 1 to the specifications of the Manager Development Infrastructure and to the satisfaction of the Manager Planning.
12. Within 60 days of this approval the applicant/owner/developer is to provide the Town with a conversion plan indicating the timeframe in which the units will be converted into permanent residential dwellings.
13. Within 60 days of this approval the applicant/owner is to provide Council with a guarantee from Water Corporation that the sewer pump station will be completed prior to the expiry of the approval referred to in condition 3
14. The development shall comprise of a maximum of 40 dwellings with a maximum of capacity of 160 residents including support staff on the site at any one time.
15. The premises to be kept in a neat and tidy condition at all times by the owner/occupier to the satisfaction Manager Planning.
16. At all times, all vehicle parking (both small - cars etc and heavy - trucks etc) associated (resident and visitor) with the Transient Workforce Accommodation shall be contained within the development area (i.e. no verge parking is permitted) and all to the satisfaction of the Manager Planning.
17. Within 30 days of this approval, a detailed landscaping and reticulation plan including the adjoining road verge(s) must be submitted to and approved by the Manager Planning. The plan to include species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001.

- 18. Within 60 days, or such further period as may be agreed by the Manager Planning, landscaping and reticulation to be established in accordance with the approved detailed plans to the satisfaction of the Manager Planning.**
- 19. Developers and/or contractors of developments which are likely to occur at times when prevailing winds will generate a dust nuisance to nearby properties, to take appropriate dust prevention measures by the damping with water of disturbed surfaces and/or hydromulching when necessary to the satisfaction Manager Planning.**
- 20. A Rubbish Collection Strategy/Management Plan shall be submitted to and approved by the Town prior to the commencement of works. The strategy/plan shall consider service vehicle manoeuvring on the internal roads of the development. Any alterations to the approved plans required as a result of the strategy/plan shall be incorporated into the building licence plans. The approved strategy/plan shall be implemented to the satisfaction Manager Planning.**
- 21. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of the Manager Planning.**
- 22. In regard to condition 21, any garbage storage area shall be screened from public view to the satisfaction Manager Planning.**
- 23. The development must comply with the Environmental Protection (Noise) Regulations 1997 at all times.**
- 24. All dust and sand to be contained on site with use of appropriate dust suppression measures being taken at all times where any operation on the site is likely to generate a dust nuisance to nearby land uses to the specifications of Council's Engineering Services and Environmental Health Services and to the satisfaction Manager Planning.**
- 25. The development must be connected to the reticulated main sewer.**
- 26. Access to the development will be via Forrest Circle and/or Scadden Road and is to be constructed to the specifications of Council's Engineering Services and to the satisfaction Manager Planning.**



27. Any roof mounted or freestanding plant or equipment such as air conditioning units to be located and/or screened so as not to be visible from beyond the boundaries of the development site.
28. Prior to the occupation of the buildings the driveways and crossover shall be designed and constructed in accordance with Council's Crossover Policy 9/005 to the satisfaction of the Manager Planning.
29. The submission of a construction management plan at the submission of a Building Licence application stage for the proposal detailing how it is proposed to manage:
  - a. The delivery of materials and equipment to the site;
  - b. The storage of materials and equipment on the site;
  - c. The parking arrangements for the contractors and subcontractors;
  - d. Impact on traffic movement;
  - e. Operation times including delivery of materials; and
  - f. Other matters likely to impact on the surrounding residents;to the satisfaction Manager Planning.

**FOOTNOTES:**

1. You are reminded that this is a Planning Approval only and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.
2. A Building Licence to be issued prior to the commencement of any on site works.
3. A demolition licence will be required when temporary buildings are to be removed.
4. Waste disposal and storage is to be carried out in accordance with Council's Health Local Laws 1999.

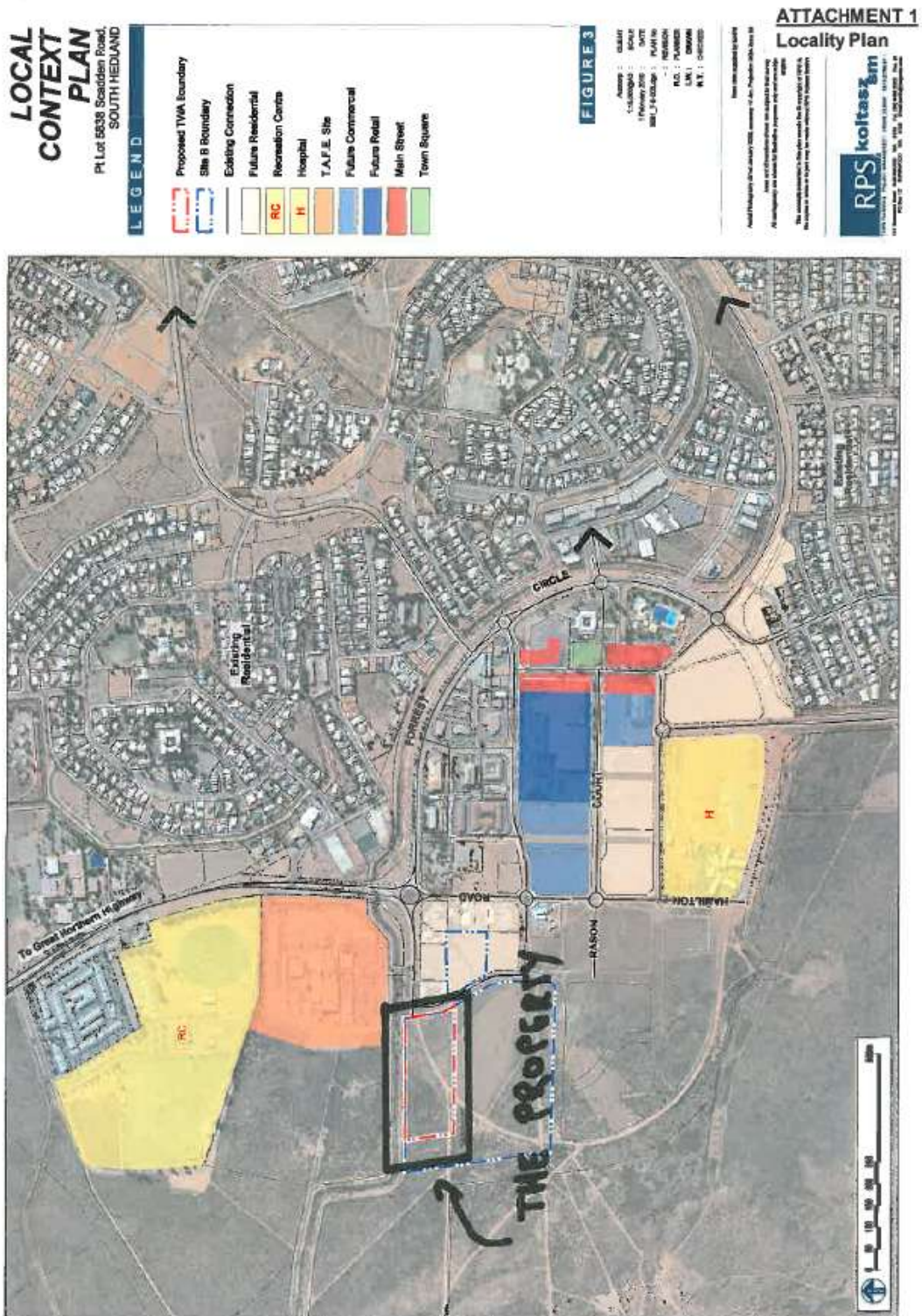
- B. The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year Annual Recurrence Interval cycle of flooding could affect any property below the ten (10)-metre level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building Licence is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.**
- C. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.**

***CARRIED 7/0***

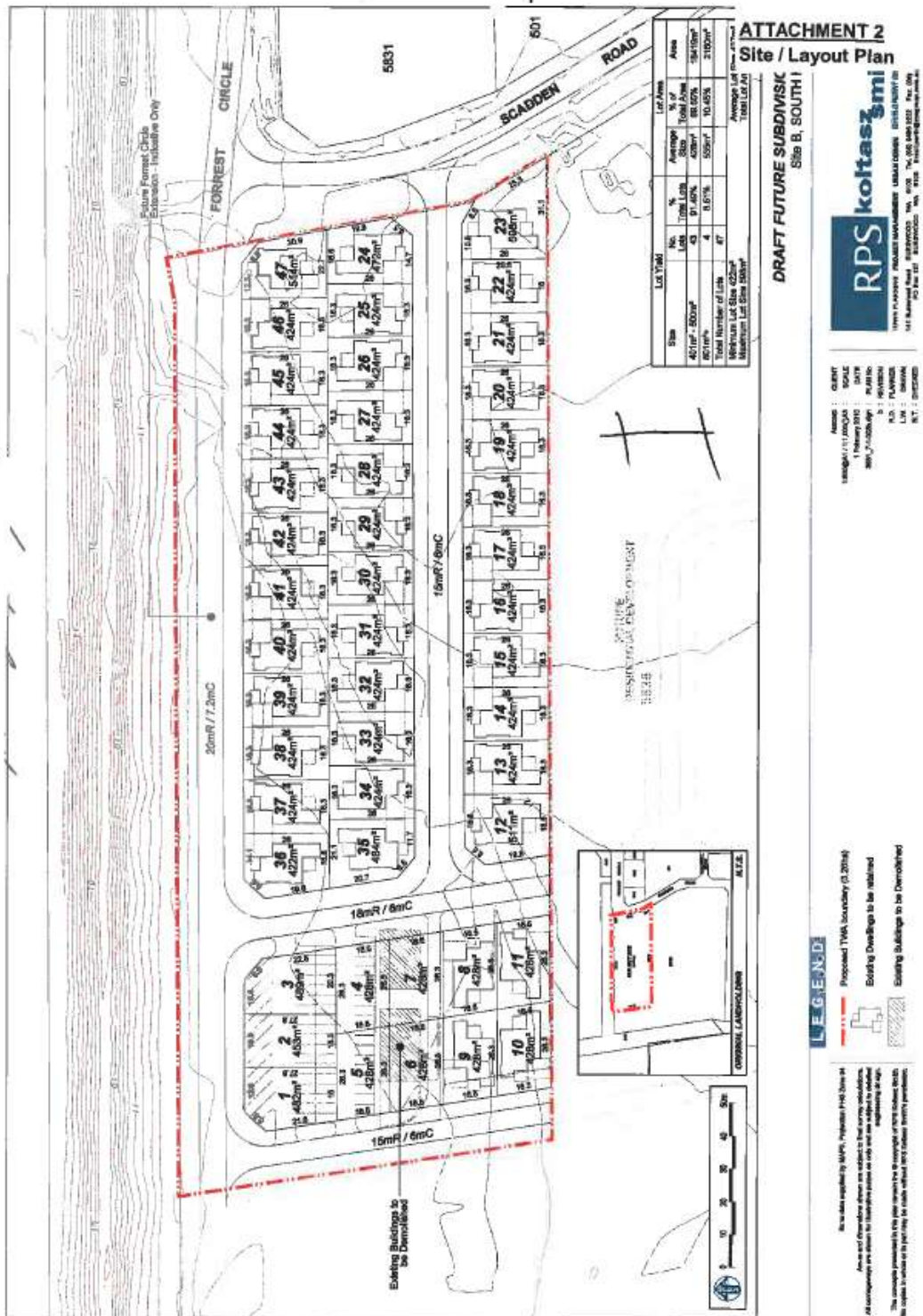
*REASON: Council indicated its preference for the proposed TWA not to include a temporary main dining and kitchen area, or gym/recreational facility; which reinforces the temporary nature of the development proposal. Accordingly, Council amended Clauses A. 2. and 3 to reflect the deletion of these services in its approval of the TWA; and deleted the respective Footnotes (5., 6. and 7 entirely).*

6.12 pm Councillor Daccache re-entered the room and assumed his chair. Mayor advised Councillor Daccache of Council's Decision.

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.4



ATTACHMENT 2 TO AGENDA ITEM 11.2.2.4



**ATTACHMENT 2**  
**Site / Layout Plan**

**DRAFT FUTURE SUBDIVISIONS**  
**888 B, SOUTH**

**RPS koltasz simi**

1111 Main Road, Christchurch, New Zealand  
 Phone: +64 (0)3 333 3333  
 Fax: +64 (0)3 333 3333  
 Email: info@rpskoltasz.com

**CLIENT**  
 Mr. & Mrs. J. & K. Smith

**SCALE**  
 1:1000

**DATE**  
 15/02/2010

**PROJECT**  
 888 B, SOUTH

**NO. OF SHEETS**  
 1 OF 1

**DATE**  
 15/02/2010

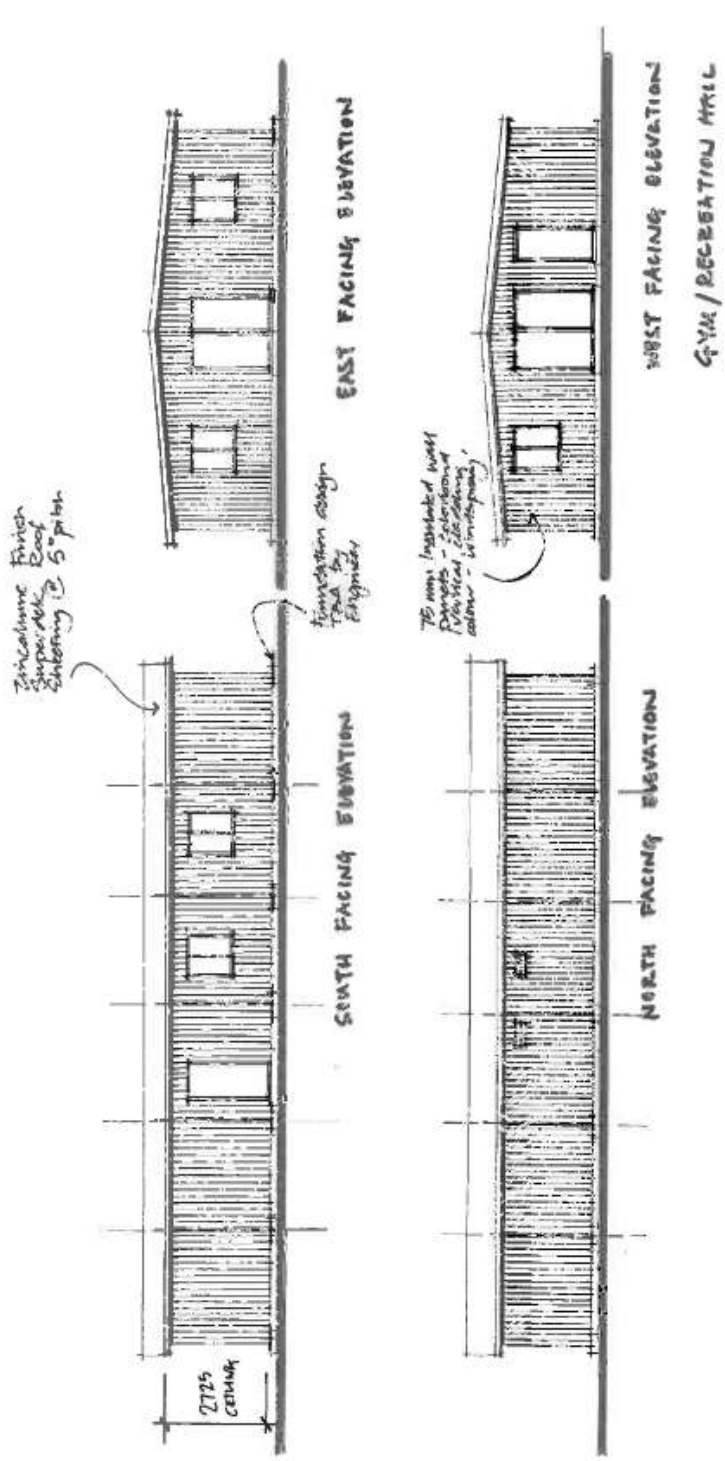
**BY**  
 J. Koltasz

**LEGEND**

- Proposed TMA boundary (2014)
- Existing Dwellings to be retained
- Existing Subdivisions to be Overlaid

All data supplied by MRP, Project File 888 B  
 Areas not shown are subject to the survey conditions  
 All measurements are to the centre of the lot and are not to be  
 relied upon for legal purposes  
 The copyright in this plan shall be reserved by RPS Koltasz Simi  
 No copies to be made or to be used without RPS Koltasz Simi permission

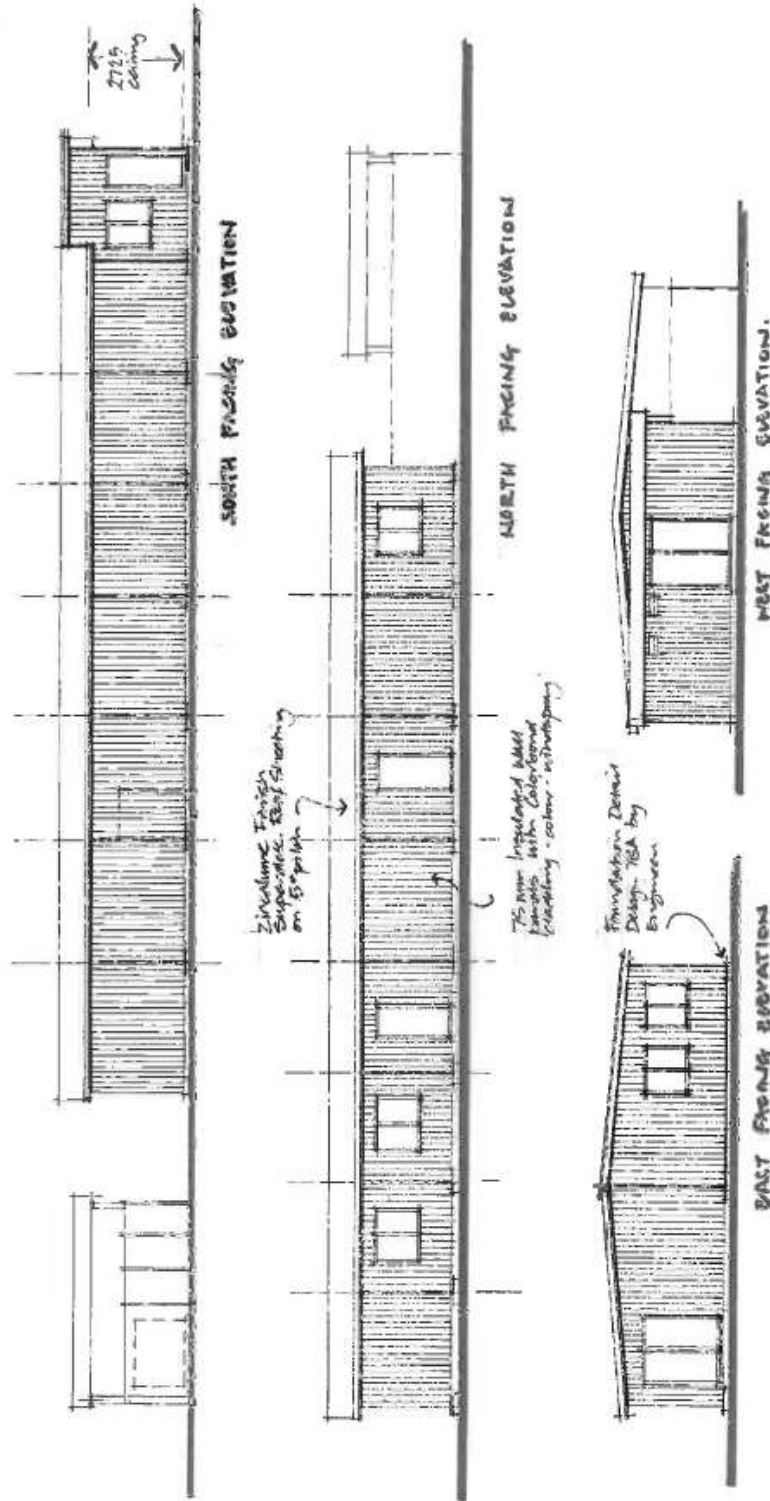
ATTACHMENT 3 TO AGENDA ITEM 11.2.2.4



ATTACHMENT 3  
Elevation Plan  
(1/6)

R.P.S. KOLASZ SMI  
Scale 1:100  
Date 26.01.10

PROPOSED TWA HANGAR + FACILITIES FOR SITE B  
SOUTH HEDLAND, WA.  
CHUBB AIRCORP.



ATTACHMENT 3  
Elevation Plan  
(2/6)

RPS. KOLTAZ SAM  
Scale 1:100  
Date 26.01.10

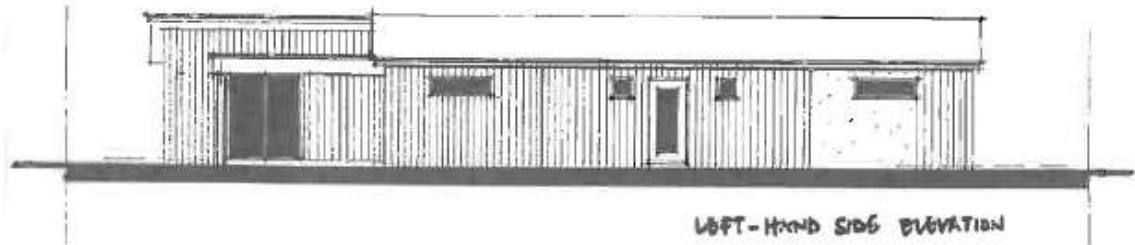
PROPOSED TWA HOMES + FACILITIES FOR SITE B  
SMITH HEDLAND, WA.  
CLIENT ANTICORP.

ATTACHMENT 3

Elevation Plan

(3/6)

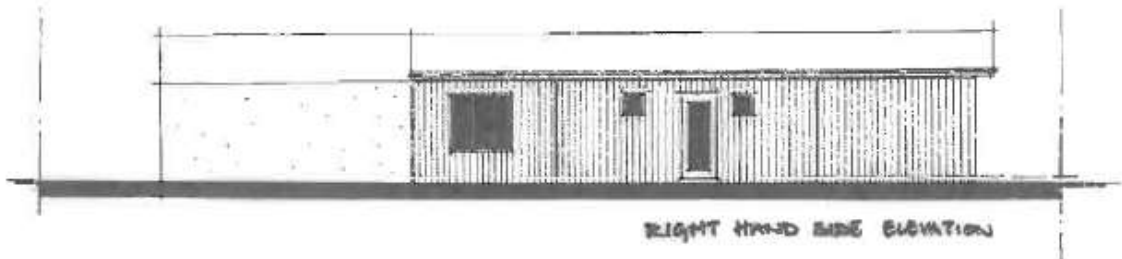
HOUSE TYPE



LEFT-HAND SIDE ELEVATION



REAR ELEVATION



RIGHT HAND SIDE ELEVATION

PROPOSED TWA HOMES FOR SITE B  
SOUTH HEDLAND, WA

CLIENT . ARECORD

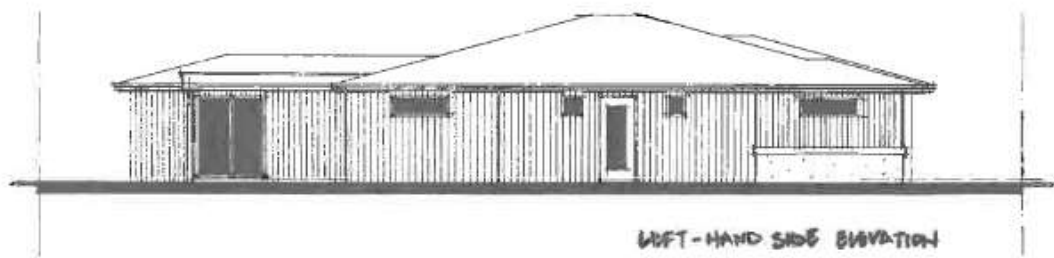
DATE . 26-01-10

DENN . RPS HOUGHTON  
SAITH

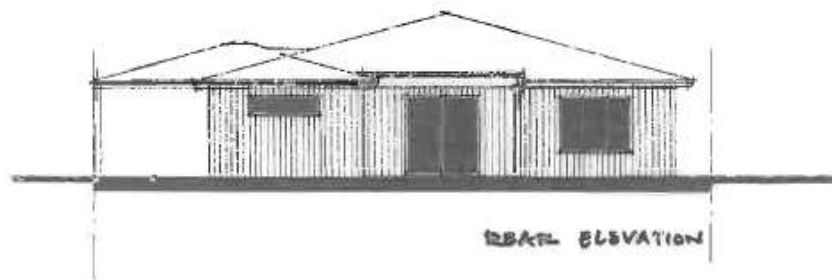
SCALE . 1:100

ATTACHMENT 3  
Elevation Plan

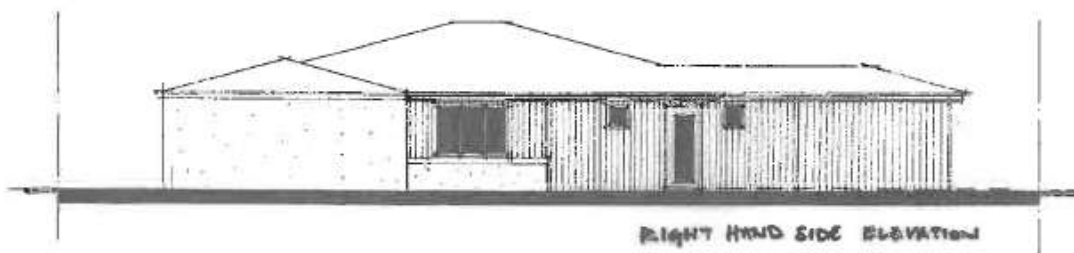
HOUSE TYPE (4/6)



LEFT-HAND SIDE ELEVATION



REAR ELEVATION



RIGHT HAND SIDE ELEVATION

PROPOSED TWA HOMES FOR SITE B  
SOUTH MEDLAND, WA

CLIENT . KVELORD

DATE . 26.01.10

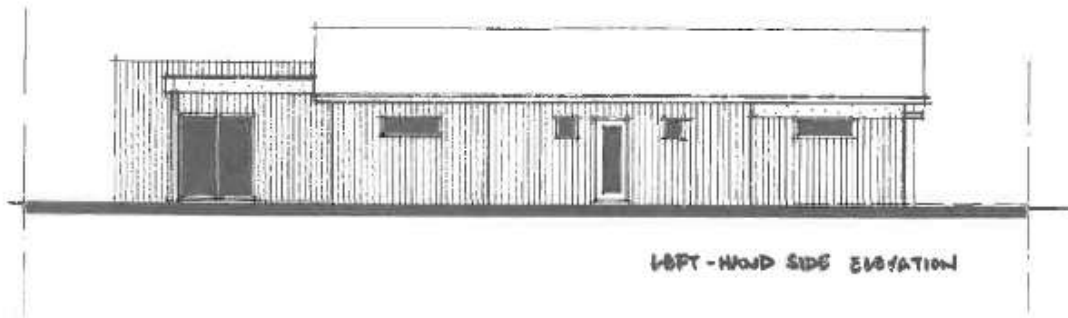
DRAWN . RPS KOLMIST  
SAITH

SCALE . 1:100

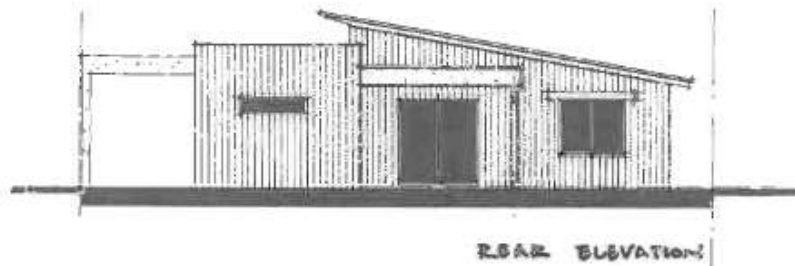


Elevation Plan  
(5/6)

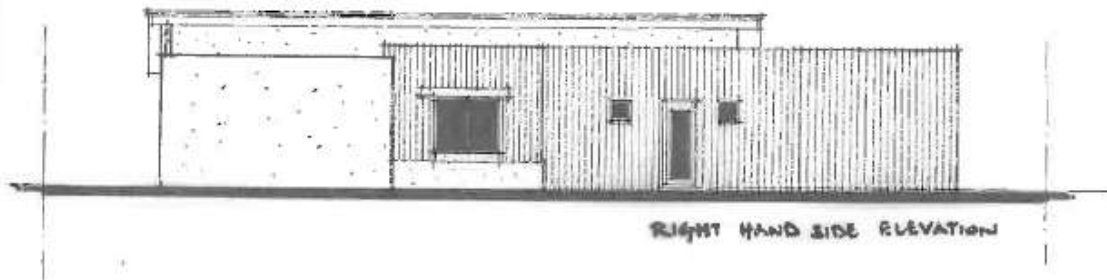
HOUSE TYPE A .



LEFT-HAND SIDE ELEVATION



REAR ELEVATION



RIGHT HAND SIDE ELEVATION

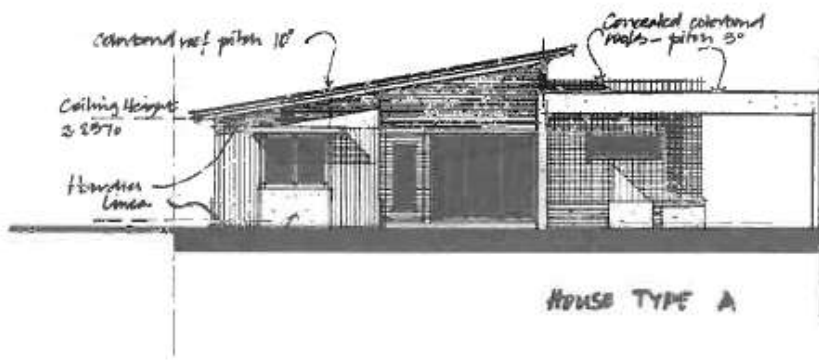
PROPOSED TWA HOMES FOR SITE B  
SOUTH MIDLAND, WA

CLIENT . KAYLORP

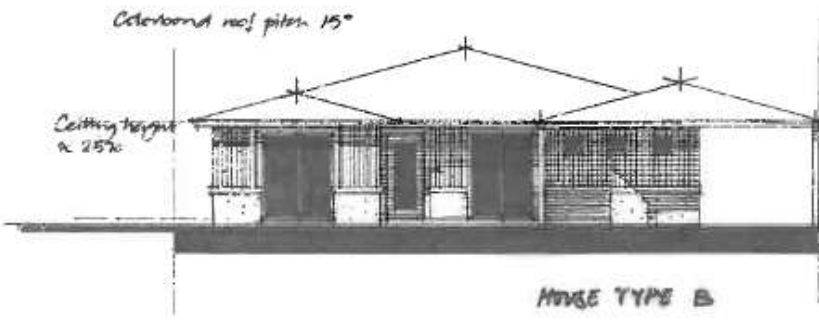
DATE 25.01.10

DRAWN J. EVERITT  
FOR RPS KOLTAGG SMITH  
SCALE 1:100

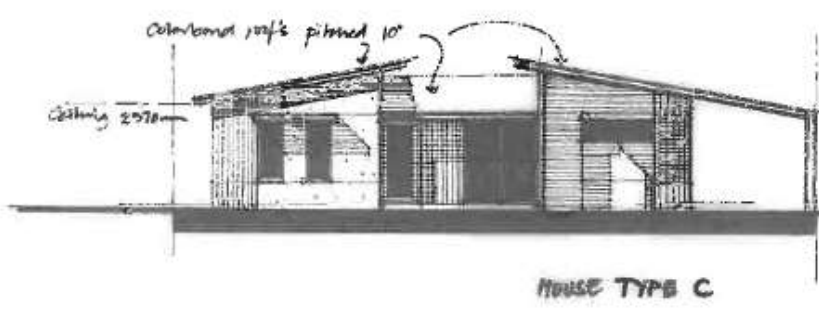
**ATTACHMENT 3**  
**Elevation Plan**  
**(6/6)**



Vertically laid colorbond to front = 'windospay' colour.  
 Colorbond roof colour = 'shink grey'  
 Fascia & Gutter = white  
 Window Frames = white  
 Limes 'Horizontal' board to front elevation only = white  
 Finishing - powder coated aluminium = colour white.



**MATERIAL COLOURS**  
 Roof: Colorbond - Shink grey  
 Fascia + Gutter: white  
 Limes 'Horizontal' panels colour 'Dulux' - 'Korling'  
 Horizontal planking 'Eco' colour = white  
 Colorbond 'vertically laid' - colour 'windospay'



**MATERIAL COLOURS**  
 Roof: Colorbond colour 'Shink Grey'  
 Window Frames: white  
 Horizontal 'Limes' Boards colour 'Dulux' - 'Defiant'  
 Colorbond 'vertically laid' - colour - 'Ironstone'.

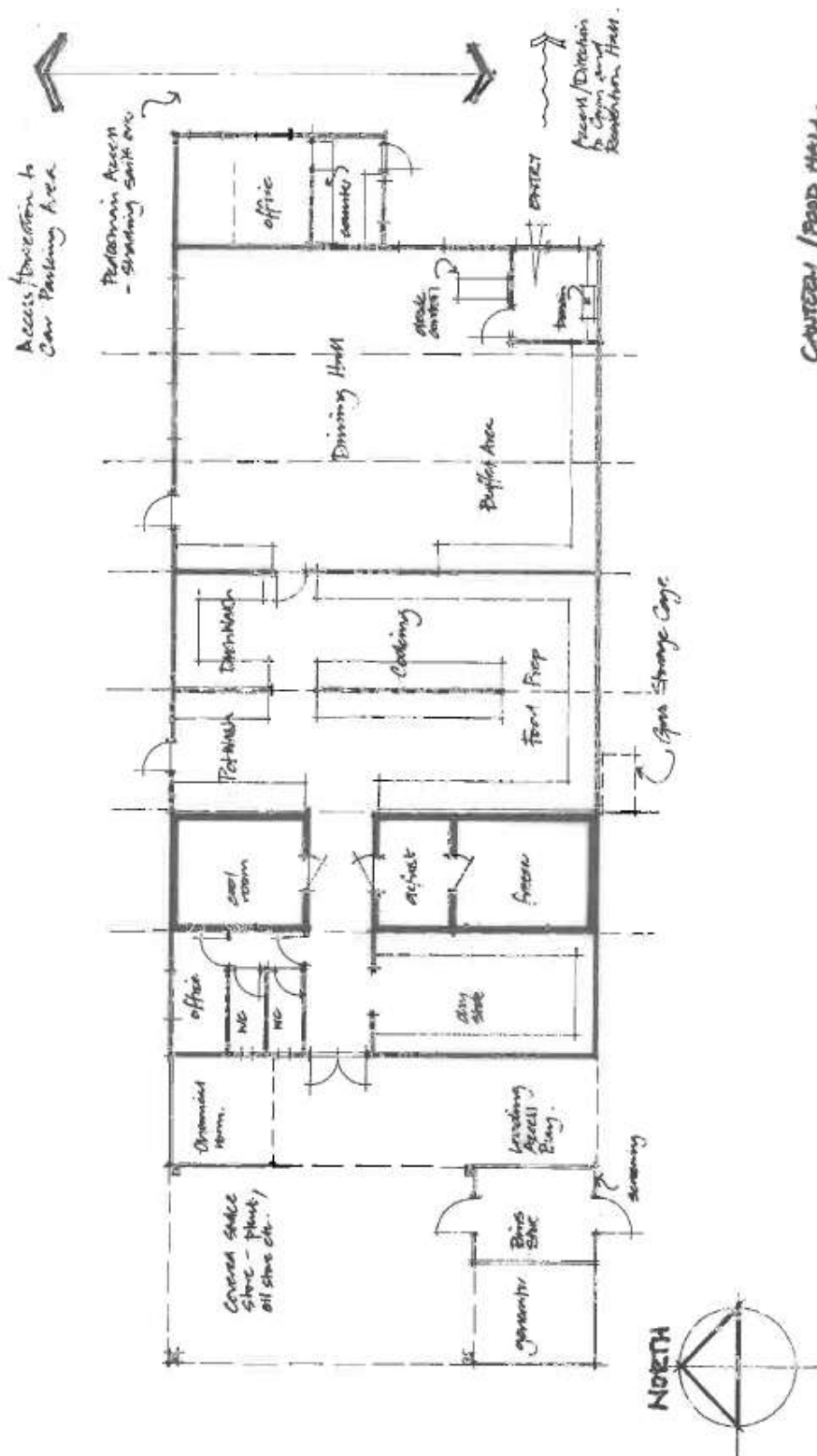
Note:  
 Colour Range 2 - 'Limes' colour  
 Colour Range 3 - 'Outdoor' colour

\* With the choice of 3 house types each with 3 colour options gives 9 variations to which substitution of 4c units.

ROW B : 25.01.10  
 ROW C : 19.01.10  
 JPB KOUTASS BUILTBY  
 Scale : 1/100  
 Date : Jan 10

PROPOSED TWO HOUSES FOR SITE B  
 SOUTH HEDLAND, WA.  
 CLIENT : ABL CORP.

ATTACHMENT 4 TO AGENDA ITEM 11.2.2.4



ATTACHMENT 4  
Floor Plan  
(1/3)

CANTEEN / FOOD HALL

RPS. KOLTAJAL SAHM  
Scale 1:100  
Date 26.01.10

PROPOSED TMA HALLS + FACILITIES FOR SITE B  
SOUTH REDWALL, WA.  
CUNENT ARCHITECTS

ATTACHMENT 4

Floor Plan  
(2/3)

R.P.S. COURTESY SMIT

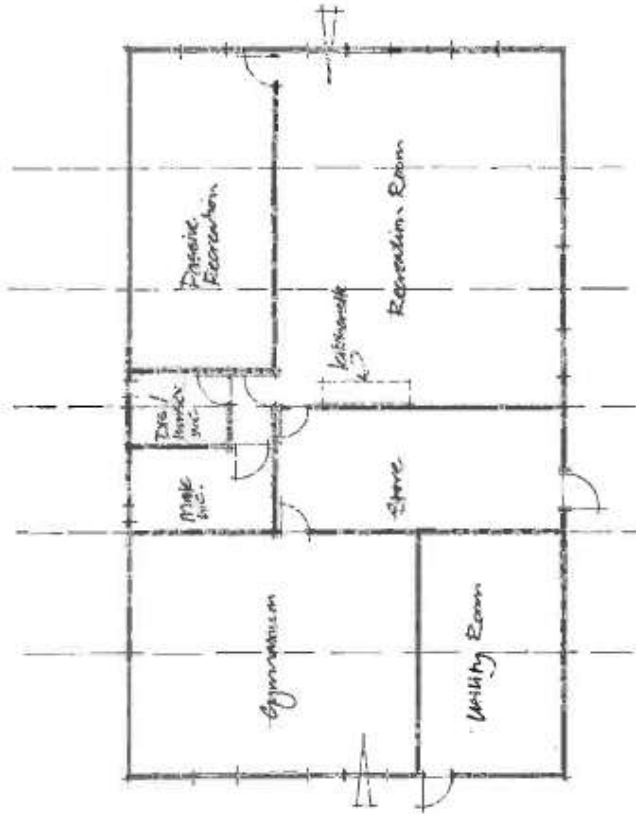
Scale 1:100

Date 26.01.10

GYM / RECREATION HALL



Access / Direction to  
Car Parking Area



Access / Direction to  
Front Hall / Kanteen.



PROPOSED TWA HOMES + FACILITIES FOR SITE B  
SOUTH HEDLAND, WA.  
CLIENT MULLER.P.



**CONSULTATION**

In terms of clause 4.3.1 of the Port Hedland Town Planning Scheme No.5:

*“where an application is made for planning approval to carry out development which involves an “SA” use, the Council shall not grant approval to that application unless notice of the application is first given in accordance with the provisions of subclause 4.3.3 “*

With due regard to subclause 4.3.3 of the Port Hedland Town Planning Scheme No 5, the application has been circulated to all the adjoining lot owners for comments. Should any comments be received it will be tabled as Attachment 5 / or alternatively forwarded to Councillors prior to the meeting.

As a result of the circulation, the following objection has been received from Mrs. R. Pages owners of a unit on Lot 5831 Scadden Road.

*“Robin Pages Mrs  
79 Beeyup Road  
Byford. WA 6122  
14.2.2010*

*Dear Madam*

*I do not agree with the Planning Proposal – to change existing use of property  
Lot 502 Scadden Rd, South Hedland 6722,  
To allow a Transient Workforce Accommodation temporary situation  
As per your reference A804484 – Application Number 2010/25.  
I reject the above application proposal.*

*Whilst I accept Port Hedland town may need to consider options for transient workforce accommodation,  
I do not agree with such being located at any point of Scadden Rd, South Hedland.*

*Much new development is occurring in South Hedland which is a positive thing.  
I feel however that any such temporary accommodation as referred to in this instance would better serve the South Hedland community if such were built way out on the periphery of all new and any current residential type areas and the town itself.*

*I would suggest that temporary type accommodation settlements to be considered in a caravan park style accommodation including units for temporary accommodation,  
Similar to that we have in Newman Caravan Parks,  
With controlled security systems in place.*

*Both these said caravan parks in Newman are established well away from the immediate residential areas.*

*I ask council to please consider these factors*

*Yours truly*

*Mrs. Robin Pages*

*I am definitely against a TWA in Hedland, this type of accommodation doesn't add to the progress of the Town of Pt Hedland. People in TWA do not have the attachment to progress and pride in the town as residents and families.*

*TWA in a few short year, I feel would become a problem to the Town of Pt Hedland with the residents of such accommodation not caring for surroundings or community. Contemplating this type of accommodation is short sighted.*

*The Town of Pt Hedland needs to promote proper residential accommodation for families.*

*Families will take pride in the Town of Pt Hedland encourage the provision of facilities and promote the growth of Pt Hedland.*

*I do not envisage a transient work force taking part in the growth of Pt Hedland,*

*TWA in a caravan park type zoning would be a good alternative.*

*Yours Sincerely*

*Mrs. Robin Pages*

#### **Town Planning Comments.**

The opinion is held that the objector does not fully understand the proposed concept, and compares the proposed development with the complex in which he owns a unit. From the return address it is noted that the objector resides in Byford, and therefore may not be familiar with the existing TWA sites which are maintained at a high standard and do not detract from its surrounds.

The suggestion by the objector to rather locate TWA's on the periphery in the form of caravan parks is not in line with the Council's vision of integrating the TWA's into the community. The location of the proposed TWA will in the short and long term have a positive impact on the Town, as the increase in residents albeit fly in fly out within close proximity to the South Hedland Town Centre will increase spending power within the South Hedland Town Centre which may lead to additional retail opportunities being attracted to Town, benefitting all residents in Port Hedland.

In the longer term once the development has been transitioned into permanent residential dwellings, it would be possible to sell the individual dwellings on the open market, thereby providing more choice to the community.

**11.2.2.5 Proposed Amendment to the Town of Port Hedland Town Planning Scheme No. 5 to Rezone all the lots in Redbank from “Rural Residential”, “Mixed Business” and “Community” to “Tourism” (File No.: 18/09/36)**

<b>Officer</b>	Leonard Long Planning Officer
<b>Date of Report</b>	9 February 2010
<b>Application Number</b>	2009/677
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

Council has received a request from Taylor Burrell Barnett, Town Planners on behalf of the Tim Purcell Property Trust to initiate an amendment to the *Town of Port Hedland Town Planning Scheme No. 5* to amend the zoning of all the lots located within the Redbank area of which all are zoned “Rural Residential” with exception of Lots 6039 and 6252 which are zoned “Mixed Business” and Lot 134 which is zoned “Community”. (Attachment 1)

**Background**

The Land Use Master Plan (LUMP) defines the Redbank area as an area for possible tourism uses, due to its location, environment and Aboriginal heritage and notes that the area forms something of a gateway to Port Hedland, with “Rural Residential” or “Light Industry” being the “fall back” position should the tourist opportunities prove economically infeasible.

**Consultation**

Due to the magnitude of the proposed rezoning a public meeting on the future land uses of Redbank was convened. The meeting was attended by approximately 20 residents who had mixed ideas on what should be allowed at Redbank, although the indication was that the majority would consider “Tourism” and “Mixed Business”.

In addition to the public meeting the Planning Department sent out letters requesting the residents of Redbank to provide written comments/suggestions, unfortunately this resulted in a very poor response. Subsequently the Planning Department again sent out letters to the residents requesting comments/suggestions and although the response was better than previous, not all the residents provided comments.



The comments received can be summarised as follows:

A majority of the comments received supported the possibility of rezoning Redbank to "Tourism" and "Mixed Business" although there were residents that do not want to see caravan parks or backpackers accommodation provided. A minority of the residents requested that the area remain "Rural Residential".

From the responses received however, it does seem that some of the respondents supporting a "Mixed Business" zoning are intending to develop their land in ways that would not be permitted within that zoning.

All the comments received are attached as Attachment 2.

Should Council resolve to initiate this amendment to TPS 5 as recommended, the documentation is to be submitted to the Environmental Protection Authority (EPA) for consideration pursuant to section 81 of the Planning and Development Act 2005 (PDA).

Following approval from the EPA to advertise the amendment, Council is then required pursuant to section 83 of the PDA to consult persons likely to be affected by the amendment which in this instance would be all the residents within Redbank, and also advertise the amendment for a minimum of 42 days pursuant to section 84 of the PDA.

At the completion of this consultation, Council is to consider all submissions and determine whether to adopt the amendment, adopt the amendment with modifications, or not adopt the amendment.

### **Statutory Implications**

The *Planning and Development Act 2005* and the *Town Planning Regulations 1967* provide Council the authority to amend its Local Planning Scheme and establish the procedure required to make this amendment.

### **Policy Implications**

Nil

### **Strategic Planning Implications**

Key Result Area 3: Community Development  
Goal 4: Arts & Culture  
Strategy 3: Develop a unique entry statement to the Town.

Key Result Area 4: Economic Development  
Goal 1: Tourism

Strategy 4: Identify sites for the development of a new caravan park/eco tourism facilities (both permanent and temporary). Implement key priority projects.

### **Budget Implications**

The applicant has paid the prescribed application fee of \$1,711 for the initiation request.

### **Officer's Comment**

As mentioned above the residents of Redbank have mixed ideas on what the best land use for the area would be, with most supporting a rezoning to "Tourism" and "Mixed Business".

However, from a planning perspective "Mixed Business" would not be suited to the area for either "Rural Residential" or "Tourism" zoning as most of the allowable uses in this zone would not be compatible with the existing zoning or proposed zoning.

In addition, due to the mixed ideas received from the residents as well as the possibility that the use of the area solely for "Tourism" purposes has not been proven to be economically feasible, a concern that has been recognized in the LUMP, it may be more realistic to take a staged approach to rezoning the area to "Tourism".

Due to the uncertainty of the feasibility of tourist related uses in Redbank and the mixed ideas received from the residents, it would, from a planning perspective be more appropriate to provide the residents and potential developers with the flexibility of choice by retaining the existing zoning and amending the Port Hedland Town Planning Scheme No. 5, Text to include Redbank as a special control area.

From a planning perspective it is far more desirable to create a special control area, as this ensures that the existing zoning is retained. The special control area will also depict additional zoning/uses which may be permitted and in certain instance prescribe conditions that would be imposed on any development within such an area.

By creating a special control area the Council will be promoting tourism uses in the area whilst still retaining the lifestyle of rural residential living should tourism development prove to be uneconomical.

Therefore with due regard to the above the Council has a number of options, three of which have been considered below.

*Option 1*

- (a) Refuse the request from Taylor Burrell Barnett, Town Planners on behalf of the Tim Purcell Property Trust to initiate an amendment to the *Town of Port Hedland Town Planning Scheme No. 5* to amend the zoning of all the lots located within the Redbank area of which all are zoned "Rural Residential" with exception of Lots 6039 and 6252 which are zoned "Mixed Business" and Lot 134 which is zoned "Community" to "Tourism",
- (b) initiate a scheme amendment to amend the text of the Port Hedland Town Planning Scheme No. 5, by removing the proposed Redbank special control area from the Airport development plan, and amending Part VII – Special Control Areas, by including the following :

**7.6 REDBANK SPECIAL CONTROL AREA**

7.6.1 The purpose of this special control area is to promote the development of tourist related uses within Redbank.

7.6.2 Notwithstanding that a use may be depicted as (~) within the zoning table for the zoning of the land within the Redbank special control area, Council may consider any use permissible within the zoning table under the "Tourism" zone as a (SA) use.

7.6.3 When considering applications for planning approval within the Redbank Special Control Area, Council shall have regard to the:

- (a) Intent of the proposed use,
- (b) The compatibility of uses, and,
- (c) Potential traffic impact,

*Option 2*

Initiate the scheme as requested by rezoning all the lots within Redbank that are zoned "Rural Residential" to "Tourism", or

*Option 3*

Request the applicant to amend his request by including all the lots within Redbank to be rezoned to "Tourism"

**Attachments**

Attachment 1 - Town of Port Hedland Town Planning – Scheme No. 5, Amendment No. 29, Map (to be amended)

Attachment 2 - Comments from residents

**Officer's Recommendation**

That Council:

- (a) Refuse the request from Taylor Burrell Barnett, Town Planners on behalf of the Tim Purcell Property Trust to initiate an amendment to the Town of Port Hedland Town Planning Scheme No. 5 to amend the zoning of all the lots located within the Redbank area of which all are zoned "Rural Residential" with exception of Lots 6039 and 6252 which are zoned "Mixed Business" and Lot 134 which is zoned "Community" to "Tourism", and;
- (b) initiate a scheme amendment to amend the text of the Port Hedland Town Planning Scheme No. 5, by removing the proposed Redbank special control area from the Airport development plan, and amending Part VII – Special Control Areas, by including the following :

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7.6.3 When considering applications for planning approval within the Redbank Special Control Area, Council shall have regard to the:

- (a) Intent of the proposed use,
  - (b) The compatibility of uses, and
  - (c) Potential traffic impact,
- (c) Advise the applicant accordingly and request that the applicant prepare the formal amendment documentation to enable referral to the Environmental Protection Authority.

**200910/268 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

**That the present zonings for lots with the the Redbank area remain in accordance with those gazetted.**

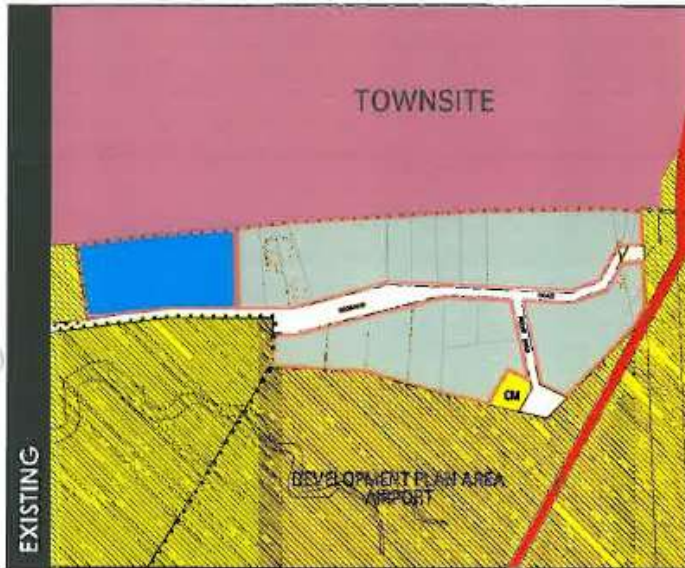
***CARRIED 8/0***

*REASON: Council considered the support for existing zoning in the Redbank area was sufficient.*

ATTACHMENT 1 TO AGENDA ITEM 11.2.2.5

ATTACHMENT 1  
Amendment No. 29, Map

TOWN OF PORT HEDLAND  
Town Planning Scheme No.5  
Amendment No.XX





**Cassandra Woodruff**

**From:** Leonard Long  
**Sent:** Thursday, 28 January 2010 12:  
**To:** Records  
**Subject:** FW: Attention Leonard Long

Document #: ICR2634 ✓  
 Date: 29.01.2010  
 Officer: LEONARD LONG  
 File: 18/12/0017

**ATTACHMENT 2**  
 Resident comments  
 (2/10)

*NLR*

**Leonard Long**

Planning Officer - Town of Port Hedland - PO Box 41 Port Hedland WA 6721  
 Ph: (08) 9158 9326 - Fax: (08) 9158 9399 - Mob: 042 9102 117  
 Email: [po@porthedland.wa.gov.au](mailto:po@porthedland.wa.gov.au)  
 Web: [www.porthedland.wa.gov.au](http://www.porthedland.wa.gov.au)

**From:** Scott M [mailto:scottmalcolm69@bigpond.com]  
**Sent:** Thursday, 28 January 2010 12:12 PM  
**To:** Leonard Long  
**Subject:** Attention Leonard Long

Dear Mr. Long,

**Re: Proposed future land use of Redbank**

We are writing in regards to the proposed future land use of Redbank. We would like to inform you that we would like to keep the zoning as it currently is, being "Rural Residential".

We bought at Redbank as we wanted to provide our family with the lifestyle that Redbank can offer under the Rural Residential zoning. We are long term residents of Hedland and plan to raise our family here. If the zoning is changed, where do we move to next to get this lifestyle and then will that be also changed? Everyone currently out at Redbank was aware of the Rural Residential zoning when they bought their blocks.

We feel that those residents of Redbank that want the rezoning **are** actually thinking of selling and leaving town. They only want the rezoning so they can make a profit and hope to make it easier to sell, and believe they have no interest in the future of Redbank. No-one has actually stated the businesses they are interested in starting which only highlights the abovementioned fact. We also feel that most of the current Redbank property owners have trouble applying with shire regulations as is (e.g. Fire Breaks and keeping their property clean and presentable ) so how would they cope with added business on their property?

We definitely would be against Caravan Parks / Back Packers at Redbank as there are more suitable areas closer to shops, transport etc and are also worried about the added chance that such businesses would attract crime to the area . We would be happy for B&B's at Redbank as they are designed for short term residence and will help promote tourism in the Hedland area.

We understand the Shire has already taken a couple of Redbank properties to court due to incompilance of regulations and are worried if the zoning is changed to allow mixed businesses on individual properties that it will be too hard to police and the residents of Redbank would have to live with the consequences.

We support the statement made in your letter regarding the upgrade to the Wedgefield area for Transport Zone and "Industry Light" uses to be more suitable than Redbank.



We understand that the Shire would like to attract possible tourism to the area and we would like to support you in doing so but we live here 24/7 and would like to promote Redbank as a safe and friendly place to live.

Thank you,

Yours faithfully,

**Scott Malcolm**  
Lot 102  
48 Redbank Road  
REDBANK WA 6721  
Mob: 0419903502

**David Malcolm**  
Lot 101  
Redbank Road  
REDBANK WA 6721  
Mob: 0429689266

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Leonard Long  
Town of Port Hedland  
PO Box 41  
Port Hedland

Document #: ICR2565 ✓  
Date: 27.01.2010  
Officer: LEONARD LONG  
File: 18/12/0017

**ATTACHMENT 2**  
Resident comments  
(3/10)

*nr*

**Lot 103 (42 ) Redbank Road Redbank**

Dear Leonard

It is with interest we have read the proposal of future land use of Redbank your reference no, 18-12-0017 116750G...

We are including copies of our previous correspondence in order to save time and to state that we are almost 2 years down the track of making our dream a reality. The architectural drawings are also most ready for submitting for further discussions.

We are of the opinion that a genuine bed and breakfast type business would not only benefit Redbank but in indeed all of Port Hedland by encouraging genuine tourism. However we would oppose a development of a Caravan Park (3 already exist) or a backpackers as we believe this would change the character of the secure feel of the Redbank area as it is at the moment.

We believe we are at a crucial stage of development of Redbank and it would be a pity to stuff it up now. We are in favour of the present direction of the Council and support the tourism theme 100%.

Should you wish to discuss this with us please do not hesitate to contact us on 9172 1799 or by mail PO Box 235 Port Hedland.

Yours faithfully



Bruno and Anne D'Onofrio.

*KC* **ATTACHMENT 2**  
Resident comments  
(4/10)

HC TILLING SERVICE 0400227309

The mayor  
TOPH

Attention Kelly Howiett

  
Document #: ICR2515 ✓  
Date: 22.01.2010  
Officer: LEONARD LONG  
File: 18/12/0017 *NPA*

We are Infavour of Supporing the rezoning of redbank from rural residential to small business / tourism.  
We already have heavy industrial lay down areas in our street which run 24/7 and other industrys being rio tinto salt,BHP train line.  
We fully support these companys and believe the rezoning of redbank would be beneficial for port hedland and those involved.

Yours sinserely



HEATH AND TRACY COOK  
80 REDBANK RD REDBANK PORT HEDLAND

18/12/0017

IPA2405

ATTACHMENT 2  
Resident comments  
(5/10)

18-1-2

TO THE TOWN PLANNER  
OF PORT HEDLAND.

FROM: TODD HEALEY  
OF LOT 39 REDBANK RD  
REDBANK.

IN RESPONSE TO THE PROPOSED ZONING  
CHANGE TO OUR AREA FROM RURAL  
RESIDENTIAL TO MIXED BUSINESS-TOURISM.  
I FEEL THIS WOULD BE BENEFICIAL  
FOR THE AREA AND I WOULD BE IN  
AGREEMENT TO THIS CHANGE

LANDOWNER *T Healey*



Document #: IPA2405 ✓  
Date: 19.01.2010  
Officer: LEONARD LONG  
File: 18/12/0017

**Rachel Machado**

**From:** Leonard Long  
**Sent:** Friday, 18 December 2009 10:4  
**To:** Records  
**Subject:** FW: Proposed Future Land Use of Redbank.  
**Importance:** High

Document #: IPA1857  
 Date: 18.12.2009  
 Officer: LEONARD LONG  
 File: 18/12/0017

**ATTACHMENT 2**  
 Resident comments  
 (6/10)

**Leonard Long**

Planning Officer | Town of Port Hedland | PO Box 41 Port Hedland WA 6721  
 Ph: (08) 9158 9326 Fax: (08) 9158 9399 Mob: 0429 102 117  
 Email : [po@porthedland.wa.gov.au](mailto:po@porthedland.wa.gov.au)  
 Web: [www.porthedland.wa.gov.au](http://www.porthedland.wa.gov.au)

**From:** Mark [<mailto:trickster5@bigpond.com>]  
**Sent:** Friday, 18 December 2009 10:42 AM  
**To:** Leonard Long  
**Subject:** RE: Proposed Future Land Use of Redbank.  
**Importance:** High

Hi Leonard, could it please be noted that our preferred zoning will be mixed business for lot 303 Redbank Road, thanks  
 Lisa

Merry Xmas and Happy new year


**From:** Leonard Long [<mailto:po@porthedland.wa.gov.au>]  
**Sent:** Monday, December 14, 2009 3:29 PM  
**To:** 'anna@fitmech.com.au'; 'trickster5@bigpond.com.au'; 'scottmalcolm@bigpond.com'; 'haydenbruce@bigpond.com';  
 'jasonkerry@gmail.com'; 'looby@westnet.com.au'; 'picksc@brouadspectrum.com.au'; 'erniefould@gmail.com';  
 'tim@gravitycranes.com.au'; 'scottmalcolm69@bigpond.com'; 'blackdogphil@hotmail.com'; 'heath.tracey@bigpond.com';  
 'heath+tracey@bigpond.com'; 'insideco@git.com.au'; 'insideco@cit.com.au'  
**Cc:** Terry Sargent; Chris Adams  
**Subject:** Proposed Future Land Use of Redbank.

Attached please find an overview of the meeting held at the Civic Centre on 30<sup>th</sup> November 2009, regarding the future  
 use of Redbank.

**Leonard Long**

Planning Officer | Town of Port Hedland | PO Box 41 Port Hedland WA 6721  
 Ph: (08) 9158 9326 Fax: (08) 9158 9399 Mob: 0429 102 117  
 Email : [po@porthedland.wa.gov.au](mailto:po@porthedland.wa.gov.au)  
 Web: [www.porthedland.wa.gov.au](http://www.porthedland.wa.gov.au)

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18/12/0017  
ICR1778


Document #: ICR1778  
Date: 16.12.2009  
Officer: LEONARD LONG  
File: 18/12/0017

ATTACHMENT 2  
Resident comments  
(7/10)

NL

Comments Sheet - Workshop on Red Civic Centre, Monday 30 November 2009	
Name:	MR SHANE DAVID STARLING MRS LOUISE NEWBERRY STARLING
	<ul style="list-style-type: none"> <li>• MY HUSBAND AND I BOUGHT AT REDBANK FOR THE ZONING IN WHICH IT IS AND UNDER NO CIRCUMSTANCES WANT ANY OTHER RE-ZONING</li> <li>• WE DONT WANT IN ANY WAY, ZONING NEXT STORE TO US THAT WILL IMPACT OUR RURAL-RESIDENTIAL LIFESTYLE.</li> <li>• WE DONT WANT ANY FORM OF ACCOMMODATION AROUND US OR MULTI DWELLING.</li> <li>• WE DEFINITELY WANT THE SHIRE TO UNDERSTAND THAT WE BOUGHT AT REDBANK UNDER RURAL-RESIDENTIAL FOR THE LIFESTYLE NOT TO CAPITALIZE ON MAKING MONEY OUT OF THE BLOCK WE WILL BE RUNNING A NURSERY AND INTEND TO START AQUACULTURE IN THE FUTURE.</li> <li>• WE WOULD ALSO LIKE TO EXPRESS THAT IF ANY CHANGE IS TO OCCUR WE WILL SOUGHT COMPENSATION.</li> </ul>

*Shane* 15 DEC 2009








**ATTACHMENT 2**  
 Resident comments  
 (10/10)

Document #: ICR1653  
 Date: 10.12.2009  
 Officer: LEONARD LONG  
 File: 18/12/0017

Comments Sheet - Workshop on Re-zoning Civic Centre, Monday 30 November 2009	
Name:	HAYDEN McEWEAL 75 REDBANK RD 0417943766
<p>I WOULD LIKE TO HAVE MY BLOCK &amp; AREA                      REZONED MIXED BUSINESS/TOURISM, I HAVE                      3.3 ACRES OF LAND AND FEEL THIS RE ZONING                      WOULD <del>BE</del> BE GREATLY BENEFICIAL. SMALL ONE OR TWO                      MAIN BUSINESS FABRICATION &amp; FINISHING <sup>WHICH BE SUBMITTED</sup> THAT CANNOT                      BE SEEN FROM ROAD IF ALLOWED, <sup>NOT RECOMMENDED</sup> MAYBE SPACE                      CONTAINERS, BED AND BREAKFAST FOR THE INCREASING                      AMOUNT OF TOURISTS COMING TO TOWN &amp; SPENDING                      CONSIDERABLE TIME HERE, I FEEL THAT ANY OF                      THESE BUSINESS PROPOSITION WILL NOT IMPACT ON                      ANY OF MY NEIGHBOURING PROPERTIES, YOUR                      CONSIDERATION OF THIS WOULD BE GREATLY                      APPRECIATED, HAYDEN McEWEAL - RESIDENT OF RED                      BANK LAST SIX YEARS</p>	
PORT HEDLAND TOWN COUNCIL	
REZONING APPLICATION	



**11.2.2.6 Proposed Amendment 18 to the Town of Port Hedland Town Planning Scheme No. 5 – Catamore Court, South Hedland (File No.: 18/09/0025)**

<b>Officer</b>	Luke Cervi Planning Officer
<b>Date of Report</b>	5 February 2010
<b>Application No.</b>	2008/27
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

Council at its Ordinary Meeting held on 27 February 2008, resolved to initiate an amendment to the Town of Port Hedland Town Planning Scheme No. 5. The application was subsequently forwarded to the Environmental Protection Authority (EPA) and advertised in accordance with the relevant legislation.

This report seeks Council's approval to finalise the Scheme Amendment and as Council is the landowner also provides detail of a proposed subdivision layout.

**Background**

The Amendment (18) proposed to rezone Lots 2354, 2355 and 5573 Catamore Court, Lot 1 Trainee Crescent and part of the Catamore Court Road Reserve to Residential R30. The existing zonings were "Residential R20", "Local Road" and "Parks and Recreation".

The Scheme Amendment would facilitate the residential development of the underdeveloped land adjacent to Shay Gap Park. The subject land contains a number of lots and unallocated Crown land and was originally identified as a joint venture development site between South Hedland New Living (SHNL) and the Town of Port Hedland (TOPH). TOPH has since negotiated the purchase of the Unallocated Crown Land (awaiting settlement) and is the sole landowner.

**Consultation**

In accordance with the Town Planning Regulations 1967, the proposed scheme amendment has been advertised and circulated as follows:

North West Telegraph – 16/12/2009 – 20/1/2010

Written notification to –

- Water Corporation
- Telstra
- Horizon Power
- Main Roads

Two submissions were received (Telstra and Water Corporation) advising they had no objection.

### **Statutory Implications**

- Council is able to amend the Town Planning Scheme pursuant to part 5 of the Planning and Development Act 2005 (as amended)
- The Town Planning Regulations 1967 establish the procedure required to amend a Town Planning Scheme. The proposal is consistent with that procedure.

### **Policy Implications**

Nil

### **Strategic Planning Implications**

Key Result Area 4 – Economic Development

Goal 4 – Land Development Projects

Strategy 1 – Fast-track the release and development of commercial, industrial and residential land in a sustainable manner including:

- Pretty Pool Developments
- South Hedland New Living developments
- LandCorp's Various Industrial Land release programs.
- Moore St Development and West end Developments
- South Hedland CBD Developments
- Redevelopment of the Port Hedland Telstra/Water Corporation Site.

### **Budget Implications**

The applicant has paid \$1,711 for the initiation of the amendment scheme.

Should Council resolve to adopt the amendment, the applicant will be invoiced for an additional \$1,711 as per Councils adopted Fees and Charges.

### **Officer's Comment**

The proposed recoding from R 20 to R 30 is partially supported by the Planning Unit. The Code R20 is identified as a 'Low Density Code' whereas R30 is identified as a 'Medium Density Code'.

In order to facilitate proper and orderly planning it is important to ensure that densification is done in an orderly manner. In this regard the Planning unit has identified criteria that should be met before supporting increased densification. This 'criteria' is based on the accessibility to infrastructure and facilities (e.g. Transportation infrastructure, Park and Recreation facilities, education and health facilities and commercial facilities such as supermarkets).

When considering the current proposal, the Planning Unit has had regard to the 'criteria' and recent initiation of Scheme Amendment 23 – Demarchi subdivision Recoding (Council's Ordinary Meeting 27 January 2010).

Based on these principles of orderly planning it has been assessed that the most appropriate Coding for the land is R30 adjoining/adjacent to Shay Gap Park (lots 7-16 on attachment 5) and R20 Coding on the remaining land (lots 1-6 and 17-23). However, difficulties arise by the fact that some of this land is already Coded R30 (lots 1-6). This historical Coding provides greater development opportunities than considered appropriate by the Planning Unit. Development at a higher density puts pressure on infrastructure and services such as roads, drainage, open space, education and health services. Although the impacts would be relatively minor when considering the subject land only, the greater concern relates to the cumulative impacts on infrastructure and services when inappropriate densification is provided for.

Given the land is in Council ownership, an opportunity exist for Council to make a strong public statement in favour of orderly planning by reducing the coding to R20.

Given the demand for land and housing in general, a maximum yield should be encouraged. However, this should not be done at the expense of orderly planning. Densification should only be supported in appropriate locations.

#### *Options*

Council has the following options of dealing with the matter:

1. Continue with Scheme Amendment 18 as proposed (all land to be Coded R30).
2. Modify Scheme Amendment 18 (a combination of R20 and R30 codings applied)
3. Abandon Scheme Amendment 18

Option	Approx Max Dwelling Yield	Current Dwelling Yield	Approx mix of lots to achieve yield
1	40	28	28 x 300m <sup>2</sup> 2 x 1800m <sup>2</sup> (GD)
2	32	n/a	13 x 300m <sup>2</sup> 12 x 500m <sup>2</sup> 1 x 2100m <sup>2</sup> (GD)
3	24	n/a	7 x 300m <sup>2</sup> 3 x 450m <sup>2</sup> 2 x 1200m <sup>2</sup> (GD) 1 x 1800m <sup>2</sup> (GD)

(GD) Grouped Dwellings

Option 2 is recommended as it promotes orderly planning and densification in appropriate locations only. It will also provide for a mixture of housing choices.

All options require lot sizes of 300m<sup>2</sup> to achieve maximum yields. However, option 2 would provide for a number of larger single dwelling lots (approx 12 x 500m<sup>2</sup>).

Regardless of the option preferred by Council, it is recommended that Council seek the maximum dwelling yield to assist address the demand for land and housing. Assuming the amendment is continued with, it is recommended that the entire land (being future lots and roads) be zoned Residential. This will provided flexibility for changes to the subdivision plan to occur without the need for further scheme amendment.

### Attachments

1. Scheme Amendment Documentation
2. Option 1 Zoning Map
3. Option 2 Zoning Map
4. Original Subdivision Proposal
5. Current Subdivision Proposal

### 200910/269 Council Decision/Officer's Recommendation

**Moved:** Cr A A Carter

**Seconded:** Cr M Dziombak

**That:**

- i) **Amendment 18, to Town of Port Hedland Town Planning Scheme No. 5 be adopted with the following changes:**
  - a. **All lands identified as 'Local Road' amended to Residential.**

- b. The Coding of land adjoining Catamore Court be amended from R30 to R20.**
  
- ii) All required documentation be forwarded to the Western Australia Planning Commission for Ministerial Consent in accordance with the Town Planning Regulations 1967 (as amended).**
  
- iii) The Mayor and Chief Executive Officer be authorized to execute three (3) copies of the amendment documents in accordance with the Town Planning Regulations 1967 (as amended), including the fixing of the Council's seal in the event that the Minister for Planning and Infrastructure approves the Amendment.**
  
- iv) Delegation be given to the Chief Executive Officer to obtain amended subdivision plans that provided for a variety of housing options whilst maximizing the dwelling yield of the land.**
  
- v) Delegation be given to the Director of Regulatory Services to provide comment to the Western Australia Planning Commission on any subdivision proposals on the land affected by Scheme Amendment 18.**

***CARRIED 8/0***

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**TOWN OF PORT HEDLAND  
TOWN PLANNING SCHEME NO. 5  
AMENDMENT NO. 18**

---

DRAFT

File No: .....

Part of Agenda: .....

**MINISTER FOR PLANNING****Proposal to amend a Local Planning Scheme**

1. Local Authority: **Town of Port Hedland**
2. Description of Local Planning Scheme: **Town Planning Scheme No. 5**
3. Type of Scheme: **Local Planning Scheme**
4. Serial No. of Amendment: **18**
5. Proposal:  
Amend the *Town of Port Hedland Town Planning Scheme No. 5* by:
  - a) Rezoning Lot 2354 Catamore Court, South Hedland from "Local Road" to "Residential R 30" as depicted on the Scheme Amendment Map;
  - b) Rezoning Lot 2355 Catamore Court, South Hedland from "Residential R 20" to "Residential R 30" as depicted on the Scheme Amendment Map;
  - c) Rezoning the closed portion of the Catamore Court Road Reserve from "Local Road" to "Residential R 30" as depicted on the Scheme Amendment Map;
  - d) Rezoning Lot 5573, Catamore Court, South Hedland from "Residential R 20" to "Residential R 30" as depicted on the Scheme Amendment Map;
  - e) Rezoning portion of Lot 1 Traine Crescent, South Hedland from "Parks and Recreation" to "Residential R 30" as depicted on the Scheme Amendment Map; and
  - f) Amending the Scheme Map accordingly.



**PLANNING AND DEVELOPMENT ACT 2005  
RESOLUTION DECIDING TO AMEND A LOCAL PLANNING SCHEME**

**Town of Port Hedland  
Local Planning Scheme No. 5  
Amendment No. 18**

**RESOLVED** that the Council, in pursuance of Section 75 of the Planning and Development Act 2005, amend the above Town Planning Scheme by:

- a) Rezoning lot 2354 from "Local Road" to "Residential R 30" as depicted on the Scheme Amendment Map;
- b) Rezoning lot 2355 from "Residential R 20" to "Residential R 30" as depicted on the Scheme Amendment Map;
- c) Rezoning the Catamore Court Road Reserve from "Local Road" to "Residential R 30" as depicted on the Scheme Amendment Map;
- d) Rezoning lot 5573 from "Residential R 20" to "Residential R 30" as depicted on the Scheme Amendment Map;
- e) Rezoning lot 1 Traine Crescent from "Parks and Recreation" to "Residential R 30" as depicted on the Scheme Amendment Map; and
- f) Amending the Scheme Map accordingly.

Dated this ..... day of ..... 20.....

.....  
Chief Executive Officer

## 1.0 INTRODUCTION

This report is prepared by Taylor Burrell Barnett Town Planners on behalf of the Town of Port Hedland and in conjunction with the South Hedland New Living Project (SHNL) conducted by the Department of Housing (DoH).

The goal of the South Hedland New Living Project (SHNL) is to build social capital in South Hedland through the partnership of local and state government with industry and the local community. This partnership is intended to improve the quality of the built environment, increase movement legibility throughout South Hedland and provide new opportunities for the development of appropriately located public open space.

At its Ordinary Meeting on 27 February 2008, the Town of Port Hedland Council initiated an amendment to the *Town of Port Hedland Town Planning Scheme No. 5 (TPS 5)* to rezone a number of lots and a portion of closed road reserve to enable subsequent residential subdivision and development of this land.

The land subject to this amendment comprises:

Land ID	Area	Ownership	Current Zoning	Proposed Zoning
Portion Catamore Court road reserve (now closed)		Crown – being purchased by ToPH	Local Road	R30
Portion of Lot 2354 Catamore Court	2090 m <sup>2</sup>	Crown – being purchased by ToPH	Local Road	R30 and Local Road
Portion of Lot 2355 Catamore Court	2363 m <sup>2</sup>	ToPH	R20	R30 and Local Road
Lot 5573	1860 m <sup>2</sup>	Crown – to be purchased by ToPH	R20	R30 and Local Road
Portion of Lot 1 Trainee Crescent <sup>1</sup>		ToPH	Parks and Recreation	R30

<sup>1</sup> This title is encumbered with a caveat (G510852) in favour of the State Housing Commission as the holder of an option to purchase.

## 2.0 SITE LOCATION AND DESCRIPTION

The Subject land is located within the South Hedland Precinct of Walnut Grove and is the most northern of the four cells of the original South Hedland town design. As with most early residential development in South Hedland, this area is characterised by a predominantly Radburn subdivision pattern, featuring the extensive use of curved local roads often terminating in cul-de-sacs and internalised public open space.

This land is located at the head of a large cul-de-sac head, originally designed to accommodate a public carpark servicing a now demolished kindergarten and nearby dwellings. This parking facility is not unusual in South Hedland although these facilities tend to remain unused and the Town generally supports their closure where possible.



Picture 1. Catamore Court road reserve and carpark

TPS 5 zones most of the surrounding land "Residential" with density codings ranging from R20 to R50, with R30 being the predominant density. Adjoining the Subject Land to the north and east is a stormwater drain (Reserve 34193) that is zoned "Other Public Purposes – Water and Drainage", and a public park (Shay Gap Park) that is zoned "Parks and Recreation," and owned freehold by the Town of Port Hedland.

### 3.0 LAND USE

The subject land is vacant and undeveloped except for the sealed road surface of the closed road reserve and disused car park located at Lot 2354. This land is currently used in a limited capacity as an informal pedestrian thoroughfare to Shay Gap Park.

Lot 2354 comprises 2090 m<sup>2</sup> and is developed as a sealed carpark that is surrounded entirely by the Catamore Court road reserve that is in the final stages of formal closure. This carpark originally serviced the now demolished kindergarten and therefore currently serves no legitimate, useful purpose. The site is rarely used for car parking due both to the lack of demand following the closure of the kindergarten and the lack of active or passive surveillance for this area. This site is also a sufficient distance from the developed section of Shay Gap Park as to make it unsuitable for use by patrons who generally use the park's internal car park or street parking. This amendment and associated development process presents the best opportunity for disposing of this land in a useful and efficient manner.

In anticipation of this amendment and subsequent subdivision, the Town of Port Hedland demolished a derelict building on Lot 2355 and removed all associated development (see picture 1). The land is generally flat and contains some remnant vegetation, including several significant trees on the lot periphery.



Picture 2. Cleared Lot 2355 showing trees to be preserved

Lot 5573 surrounds Lot 2355 on all but its road frontage and is currently undeveloped. This lot is a closed road reserve that previously served as a pedestrian accessway to the kindergarten. The lot comprises 1860 m<sup>2</sup> and contains several significant established trees. This land is maintained by the Town of Port Hedland to the extent of slashing and litter control.

The part of Lot 1 Traine Crescent subject to this proposed amendment comprises 1892 m<sup>2</sup> that is visually and functionally separated from Shay Gap Park by a line of mature trees. The land is undeveloped, generally flat and contains a number of significant established trees. This part of Lot 1 Traine Crescent is not landscaped and is managed by the Town of Port Hedland to the extent of slashing and litter control.

The Town of Port Hedland has completed a partial road closure of a large portion of the Catamore Court cul-de-sac head and reducing the reserve from a width of 55 metres to 16 metres. The Department of Regional Development and Lands (State Land Services) is in the process of formally closing this road and preparing the necessary documentation for the Town to purchase the resultant unallocated Crown land.

#### 4.0 SURROUNDING LAND USE

Adjoining the Subject Land to the north and east are Shay Gap Park and a stormwater drainage reserve.

Shay Gap Park (Lot 1 Traine Crescent) is owned freehold by the Town of Port Hedland, developed as a local park and identified in the *Port Hedland Park Development Plan* as "Neighbourhood Open Space". This park is developed with shade structures and playground equipment, with these facilities concentrated to the north of the Park. Despite road interface on two sides of this park, surrounding dwelling orientation and the construction of visually impermeable fencing facing this space has resulted in minimal passive surveillance opportunities, leading to a relatively high prevalence of vandalism and antisocial behaviour.

The stormwater drain north and east of the Subject Land (Reserve 34193) is a Crown Reserve with a management order in favour of the Town of Port Hedland. Beyond its drainage function, this Reserve is undeveloped and maintained by the Town to the extent of slashing and litter control. Reserve 34193 is identified in the *Port Hedland Park Development Plan* as "Local Drain - Local Open Space" and it is therefore likely that this reserve shall ultimately be developed into more useable space that is integrated with Shay Gap Park through landscaping and/or earthworks.

Aside from these two non-residential uses, the surrounding land is developed for residential purposes with the range of density codes creating a mix of single and grouped dwellings. As noted earlier, density codes range from R20 to R50.

The Western Australian Planning Commission (WAPC) has recently approved three nearby residential subdivisions at Traine Crescent (WAPC 132729), Traine Crescent/Catamore Court (WAPC 132974) and Brodie Crescent (WAPC 135975). These subdivisions create a total of 78 lots that are zoned "Residential" and have a density code of R30. The maximum development potential of these three subdivisions will result in 93 dwellings, assuming all group sites are developed to their full potential. The Traine Crescent subdivision is complete, with most lots now developed or under construction with single dwellings. The Traine/Catamore subdivision that will provide the road extension is not yet underway and is unlikely to commence prior to determination of this amendment process to inform the development potential of the north side of the Catamore Court road extension. The Brodie Crescent subdivision is currently under construction with site works expected to be complete by late 2009. When constructed, these subdivisions will complete the urbanisation of the surrounding area, leaving only the Subject Land available for development.

## 5.0 TRAFFIC PERMEABILITY

The road network in most of South Hedland is largely illegible and difficult to navigate, due largely to lack of connectivity and the frequent use of lengthy cul-de-sacs. One of the goals of the SHNL in general, and this project in particular is to improve the local legibility and function of the road network through the extension of the Catamore Court cul-de-sac to Traine Crescent, creating a four-way intersection with Hawkins Street. TPS 5 anticipates this connection with the road connection identified in the zoning map. Despite the bollards installed at the end of Catamore Court (see Picture 1) specifically to prevent such action, desire lines and site visits confirm that this connection is already used as a local access route.



Picture 3. Desire lines indicating traffic movement through Subject Land

While this amendment is not required to create the new road connection, the strip of Lot 1 Traine Crescent (Shay Gap Park) that is proposed to be rezoned from "Parks and Recreation" to "Residential R30" is proposed so as to enable the creation of appropriately dimensioned lots on the north side of this new connection.

While the plan of subdivision is not yet finalised, it is anticipated that another new road shall be constructed originating from Catamore Court and passing through the existing Lots 2355 and 5573. This road shall provide access to new residential lots and act as a direct road interface with Shay Gap Park, thereby increasing the level of passive surveillance available to this public open space.

This rezoning, combined with the subdivision and development of the Subject Land will make a significant contribution to improved pedestrian and traffic movement through the formalising of existing desire lines into road connections. These new road connections will provide direct access from Catamore Court through to the Traine/Hawkins Intersection and will provide improved access to Shay Gap Park via a new local access road and potentially to Pundul Avenue through another proposed new intersection identified on the approved Traine Crescent subdivision (WAPC 132729).

## 6.0 LAND USE MASTER PLAN

The *Port Hedland Land Use Master Plan (LUMP)* notes that housing in the Town of Port Hedland is generally in short supply, due largely to the economic cycles of the mining industry. South Hedland is also noted as suffering from poor image due to a perception of high levels of crime, poverty and social dysfunction.

This proposal addresses these concerns by providing the opportunity to develop appropriately located and oriented housing on land that is currently undeveloped and of little community value. This new residential subdivision shall be designed to provide visual surveillance of a significant local park that currently experiences episodes of antisocial behaviour that discourages legitimate use by local residents.

The LUMP further identifies the "confusing and inefficient street layout" as one of the most significant planning problems in South Hedland, and the SHNL as the best opportunity to resolve this permeability issue. The road connections made possible by this amendment and subsequent residential subdivision shall contribute to the increased traffic legibility by providing the context for, and funding the creation of new formal road connections.

## 7.0 PURPOSE OF THE AMENDMENT

This amendment will create a residential zoning over the Subject Land that is consistent with surrounding densities and uses that will allow for the development of land in a manner that integrates with the existing urban fabric.

Specifically, this amendment will allow for residential development that contributes to the passive and active surveillance over Shay Gap Park and the adjoining drainage reserve. As noted earlier in this report, both the park and drainage reserve are currently shielded from view by visually impermeable fencing and excessive distance from other dwellings and road interface. This lack of overlooking is considered a significant contributor to recent acts of vandalism to the new playground equipment installed at the park.

This comprehensive proposal is also in accordance with the agreed goals for the South Hedland New Living Project and provides the opportunity to develop underutilised land in a manner that will make a positive contribution to the built environment and legibility of the local area.

**PLANNING AND DEVELOPMENT ACT 2005****Town of Port Hedland  
Town Planning Scheme No. 5  
Amendment No. 18**

The Town of Port Hedland under and by virtue of the powers conferred upon it in that behalf by the Planning and Development Act 2005, hereby amends the above Town Planning Scheme by:

- a) Rezoning Lot 2354 Catamore Court, South Hedland from "Local Road" to "Residential R 30" as depicted on the Scheme Amendment Map;
- b) Rezoning Lot 2355 Catamore Court, South Hedland from "Residential R 20" to "Residential R 30" as depicted on the Scheme Amendment Map;
- c) Rezoning the closed portion of Catamore Court Road Reserve depicted on the Scheme Amendment Map from "Local Road" to "Residential R 30";
- d) Rezoning Lot 5573 from "Residential R 20" to "Residential R 30" as depicted on the Scheme Amendment Map;
- e) Rezoning the portion of Lot 1 Traine Crescent depicted on the Scheme Amendment Map from "Parks and Recreation" to "Residential R 30"; and
- f) Amending the Scheme Map accordingly.

Dated this ..... day of ..... 20.....

.....  
Chief Executive Officer



**ADOPTION**

Adopted by resolution of the Council of the Town of Port Hedland at the Ordinary Meeting of the Council held on the 27<sup>th</sup> day of February 2008.

.....  
Mayor/Shire President

.....  
Chief Executive Officer

DRAFT

**FINAL APPROVAL**

Adopted for final approval by resolution of the Council of the Town of Port Hedland at the ..... Meeting of the Council held on the ..... day of ..... 20... and the Common Seal of the Town was hereunto affixed by the authority of a resolution of the Council in the presence of:

.....  
Mayor

.....  
Chief Executive Officer

**Recommended/Submitted for Final Approval**

.....  
Delegated under S.16 of PD Act 2005

.....  
Date

**Final Approval Granted**

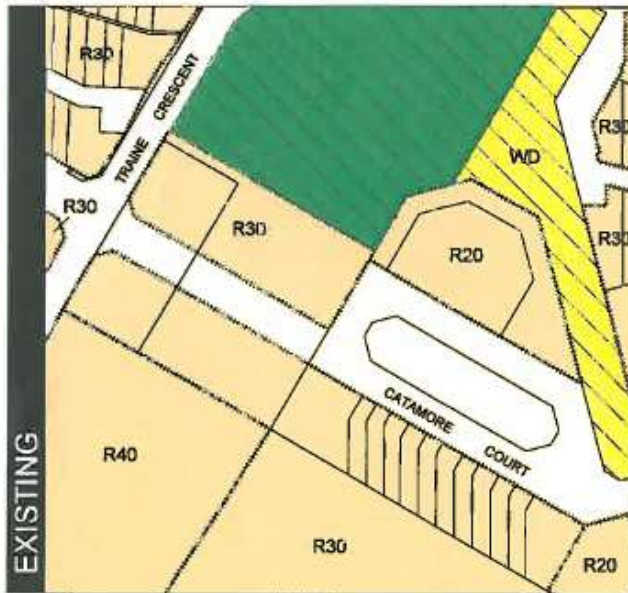
.....  
Minister for Planning

.....  
Date

DRAFT

ATTACHMENT 2 TO AGENDA ITEM 11.2.2.6

TOWN OF PORT HEDLAND

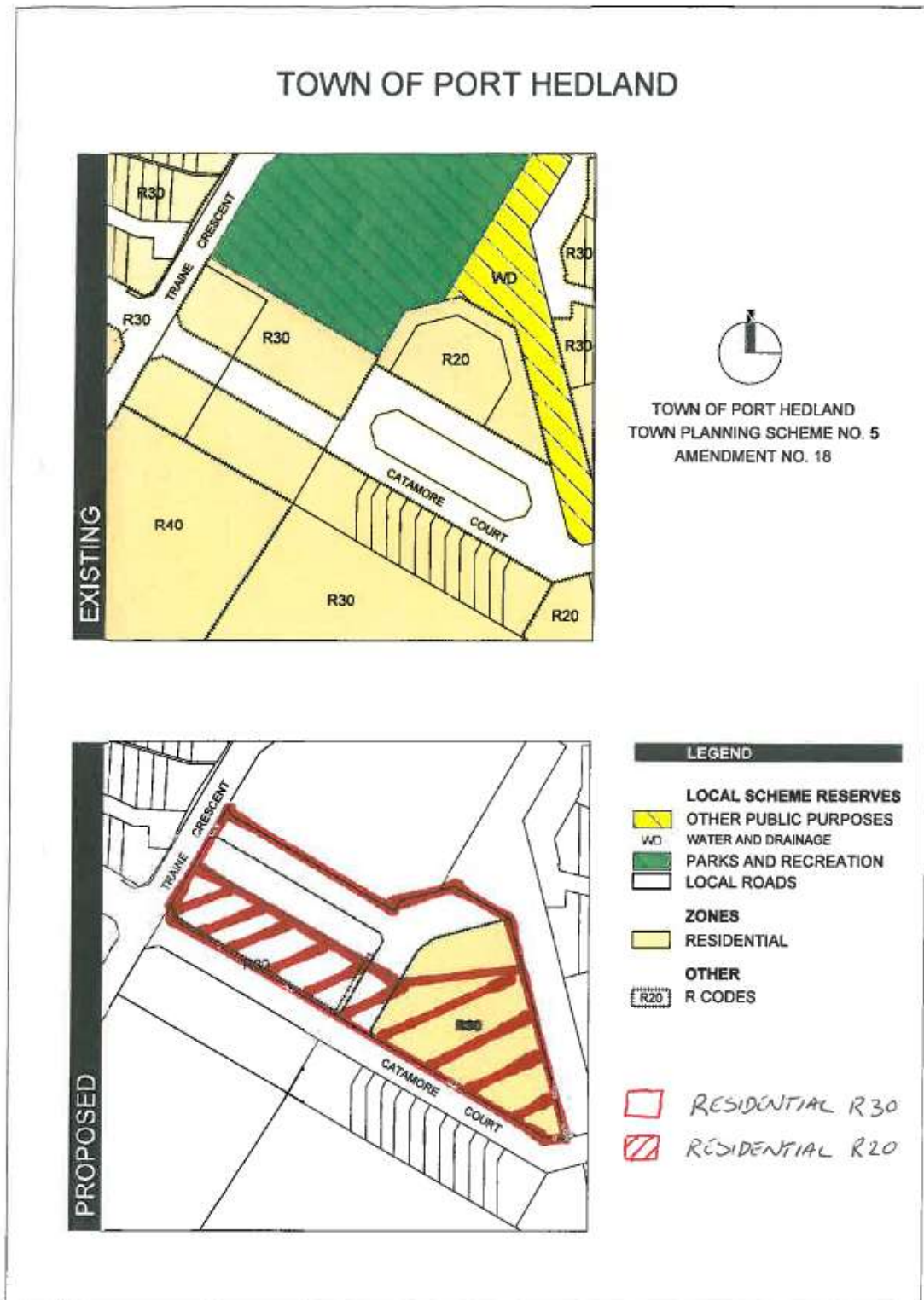


TOWN OF PORT HEDLAND  
TOWN PLANNING SCHEME NO. 5  
AMENDMENT NO. 18

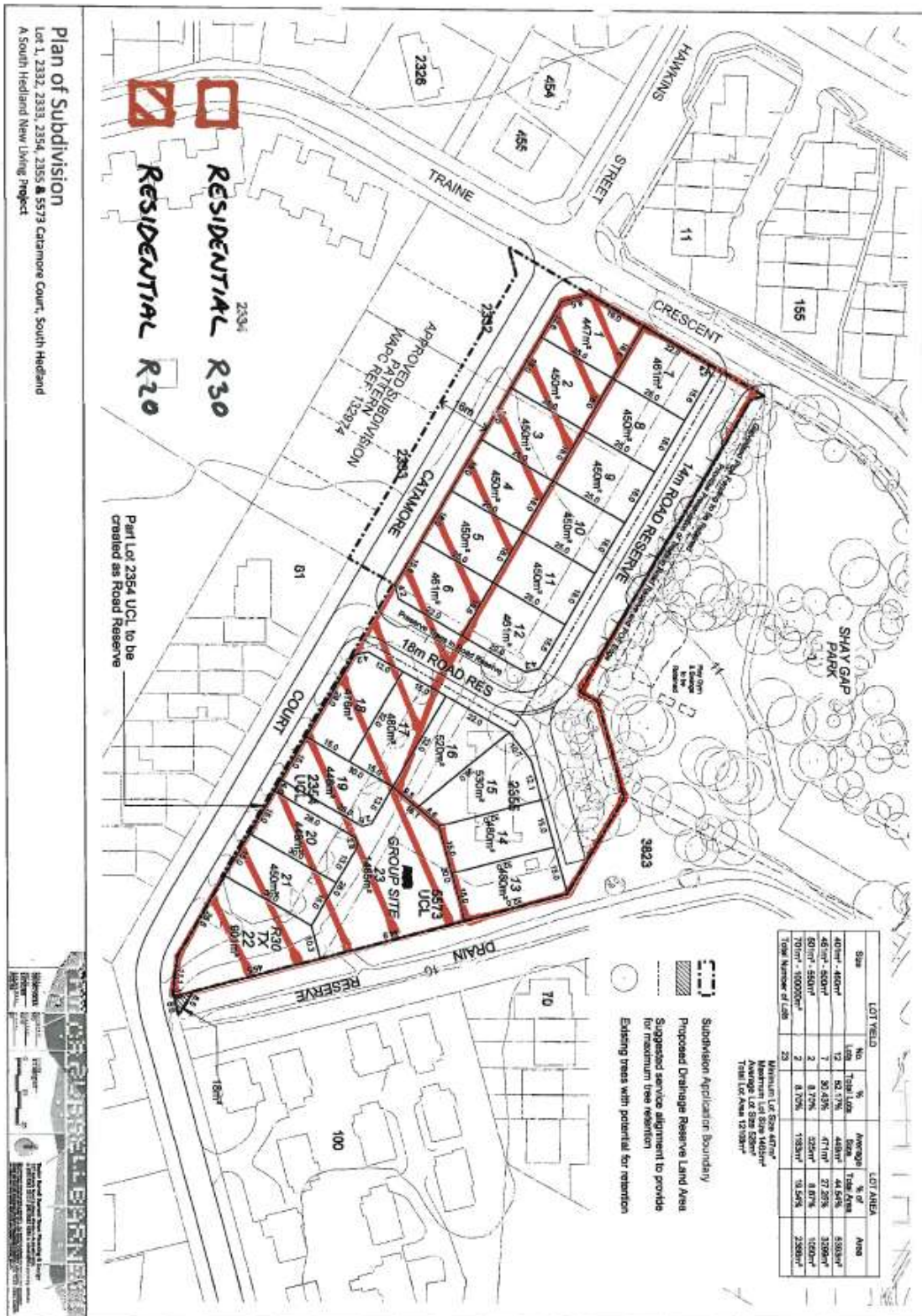


LEGEND	
<b>LOCAL SCHEME RESERVES</b>	
WD	OTHER PUBLIC PURPOSES
[Green Box]	WATER AND DRAINAGE
[Green Box]	PARKS AND RECREATION
[White Box]	LOCAL ROADS
<b>ZONES</b>	
[Yellow Box]	RESIDENTIAL
<b>OTHER</b>	
[Dashed Box]	R CODES

ATTACHMENT 3.1 TO AGENDA ITEM 11.2.2.6



ATTACHMENT 3.2 TO AGENDA ITEM 11.2.2.6

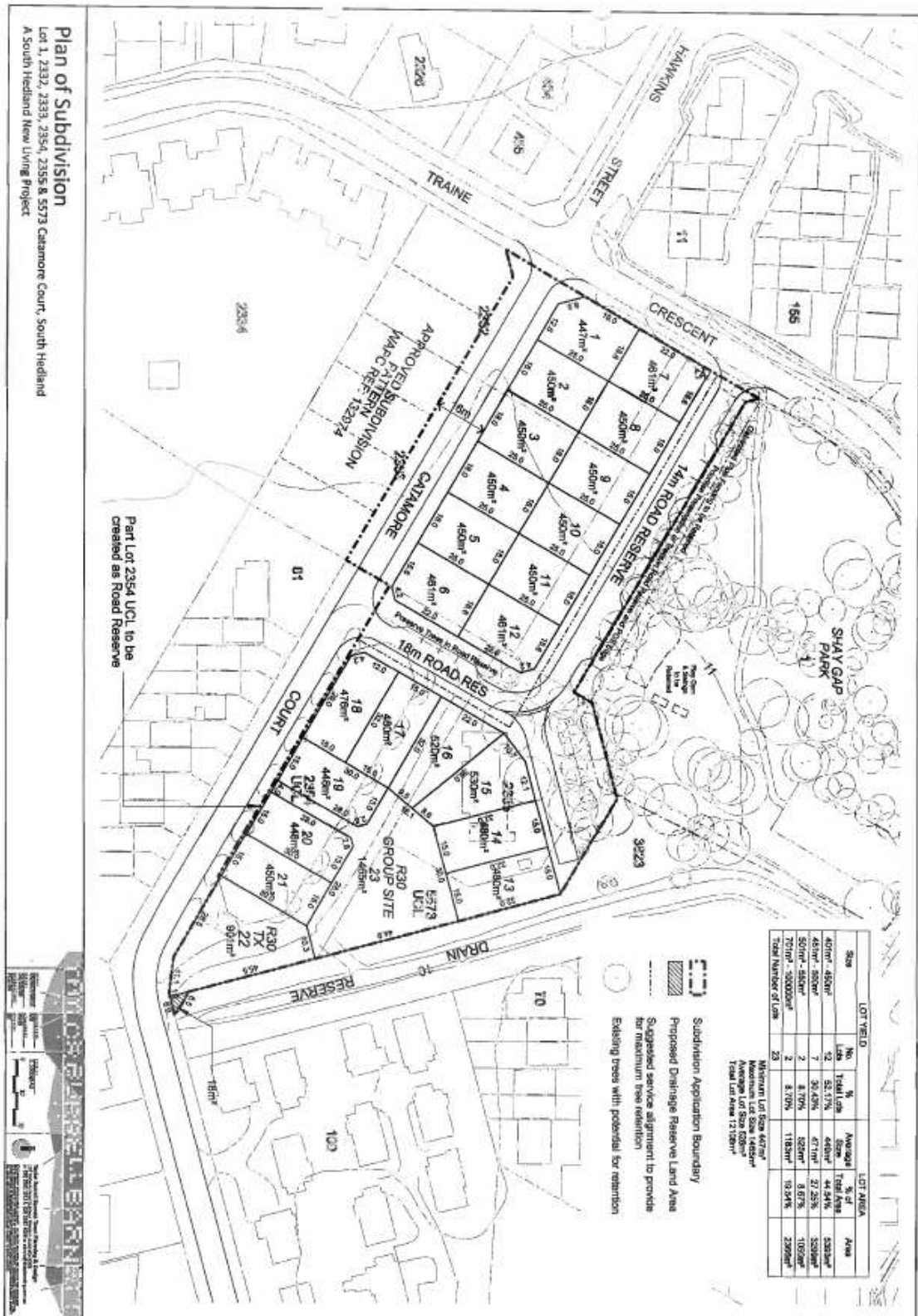


ATTACHMENT 4 TO AGENDA ITEM 11.2.2.6

PAGE 37



ATTACHMENT 5 TO AGENDA ITEM 11.2.2.6



**11.2.2.7 Proposed Mixed Use Development – Lot 676 (44)  
Counihan Crescent, Pretty Pool (File No: 804303G)**

<b>Officer</b>	Luke Cervi Planning Officer
<b>Date of Report</b>	2 February 2010
<b>Application No.</b>	2009/660
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

Council has received an application from Doepel Marsh Architects on behalf of Port Hedland Development Fund No.8 Pty Ltd, to construct a Mixed Use Development at Lot 676 Counihan Crescent, Pretty Pool. The proposal includes 3 commercial tenancies ranging in size from 95-153m<sup>2</sup> and a total floor area of 343m<sup>2</sup> and 60 multiple dwellings comprising 30 two bedroom dwellings and 30 three bedroom dwellings.

The proposal is being referred to Council for determination as the development is deemed a "Use not listed". A use for which the Director Community and Regulatory Services does not have delegation to consider.

Council has previously been briefed on a similar proposal on this site and this type of development has been forecast and supported under the Pretty Pool Development Plan.

**Background***Site Description*

The lot is generally rectangular in shape and covers an area of 7482m<sup>2</sup>. The lot has three road frontages being Counihan Crescent, Dowding Way and Cooper Place and adjoins a park on the remaining boundary. The lot is currently vacant and is identified as part Residential R60/80 and part Town Centre under the Pretty Pool Development Plan.

*Proposal*

The applicant is proposing to construct 3 commercial tenancies and 60 multiple dwellings including common facilities such as a 'gym'. The proposal includes 8 free standing buildings that range in height from 2-4 storey. The 2 storey buildings will be located adjacent to the park and lower density housing in Cooper Place. 4 Storey buildings will be located along Counihan Crescent and Dowding Way.



Car parking will be provided by way of 2 basement car parks. One containing 78 'residential' car spaces as well as 60 store rooms for the dwellings and the other containing 30 'commercial' spaces intended to also be used by residents on a reciprocal basis. An additional 12 car spaces are provided at ground level for 'visitor parking'. Access to the basement car parks are proposed from Dowding Way with the 'visitor' carpark at ground level accessed from Cooper Place.

#### *Town Planning Scheme 5*

In terms of the Port Hedland Town Planning Scheme No. 5, the land is identified as Town Centre and Residential R60/R80 under the Pretty Pool Development Plan. Under the zoning table the proposed land uses are specified as follows:

Restaurant (includes Café)	"P" (the development is permitted by the scheme)
Shop	"P" (the development is permitted by the scheme)
Multiple Dwellings:	"SA" (the development is not permitted unless the Council has granted planning approval after giving notice in accordance with clause 4.3)

The Residential Design Codes allow for mixed use developments where dwellings can be combined with non-residential uses, provided that such development is compatible with "Multiple Dwelling" standards. The development complies with the definition of a "Mixed Use Development" as defined.

However, the Town of Port Hedland Town Planning Scheme No. 5, does not make provision for "Mixed Use Developments", so the development needs to be considered as a "Use Not Listed".

The application has been assessed in accordance with both the Residential Design Codes and the Port Hedland Town Planning Scheme No. 5, and the assessment is further discussed under the officer's comments.

#### **Consultation**

Consultation has occurred internally and also with LandCorp and JCY Architects who act on behalf of LandCorp to ensure compliance with the Pretty Pool Design Guidelines. No objections have been raised.

### **Statutory Implications**

In accordance with the Planning and Development Act 2005, the proposed development is subject to the provisions of the Port Hedland Town Planning Scheme No. 5 and subsequently the Residential Design Codes of Western Australia (R Codes).

A draft amendment to the R Codes, Multi Unit Housing Code, is currently out for Public Comment and although not currently in force, has some relevance to the proposal.

### **Policy Implications**

Nil

### **Strategic Planning Implications**

Key Result Area 4 – Economic Development  
Goal Number 5 – Town Planning and Building  
Strategy 1 – Work with key stakeholders to ensure that the Land Use Master Plan is implemented.

### **Budget Implications**

An application fee of \$30,600 was paid on lodgement and deposited into account 10063260.

### **Officer's Comment**

#### *Commercial Component*

A 'Town Centre' has been identified within the Pretty Pool Development Plan approved by Council. The 'Town Centre' is identified as being part of lots 675 and 676 and is essentially either side of the intersection of Counihan Crescent and Dowding Way. The Development Plan does not identify dimensions of the 'Town Centre' and in this regard direction was sought from the 'Retail and Café Strategy' which was a consideration in supporting the development plan and particularly the 'town centre' component.

The 'Retail and Café Strategy' considered a café/restaurant of typically 250m<sup>2</sup> and between one and five shops containing up to 500m<sup>2</sup> (maximum floor area including café and shops would be 750m<sup>2</sup>). The report states:

*"The commercial activity planned for Pretty Pool is conducive to serving the day to day convenience needs of the local community. The amount of space is not excessive and is consistent with the nature of the centre and the needs of the catchment."*

To achieve the desired vitality of the 'Town Centre' it is considered imperative to have a proportionate distribution of commercial space on each side of Counihan Crescent. Therefore if Council support the development of the proposed 3 tenancies with 343m<sup>2</sup> floor area on this site, it should require between 300-350m<sup>2</sup> floor area on lot 675. This would result in approximately 650-700m<sup>2</sup> in total commercial area for the 'Town Centre' which according to the 'Retail and Café Strategy' is viable and sustainable.

#### *Residential Component*

The residential component of the proposal includes 60 multiple dwellings contained within 7 residential buildings and one mixed use building (Commercial ground floor, residential up to three storey above). The proposal includes common facilities by way of gym, pool and BBQ areas and a mixture of 2 and 3 bedroom dwellings.

The applicant has taken advantage of Section 6.1.2 – Additional site area requirements/concessions, of the R Codes to increase the effective lot area for density calculation purposes. This results in an effective lot area of 7502m<sup>2</sup> (actual area 7482m<sup>2</sup>) which enables an extra dwelling (60 in total) to be constructed. The residential component is consistent with the provision of the R Codes and TPS5.

#### *Building height*

The individual buildings (which contain a number of dwellings) have been designed with regard to the topography and density of the site and surrounds. The development is stepped and increases in height from Cooper Place (the opposite side of Cooper Place is Coded R20 for Low Density Development) and adjacent to the park from two storey to four storeys along Counihan Crescent and Dowding Way where the same densities or land currently not zoned for residential development are located opposite. This provides a gradual increase and limits the bulk of the development from nearby low density development. The Pretty Pool Development Plan specified a 13m height limit. The development site has an average survey level of 9m AHD and the highest nominated point being 24m AHD resulting in a building height of 15m.

A taller building needs to be carefully considered in regard to the impact on Flatback Turtles. Subsequently, the increase height was assessed against the approved Turtle Management Plan which confirmed that the building height will remain below the 'Turtles line of sight from the Nesting Area'.

In addition, a condition has been included that external lighting be controlled in accordance with the Turtle Management Plan and Design Guidelines. Considering that the increase height will not impact on Turtle site lines and that the stepped design of the development will limit building bulk impacts on lower density coded land, the variation is considered to achieve a good design outcome.

### *Carparking*

The applicant's assessment of carparking requirements vary from those of the Town. The applicant contends that the proposal requires 150 spaces (120 residential and 30 commercial) with the commercial spaces capable of being provided on a reciprocal basis. Therefore it is contended that the 122 spaces provided on site exceed the parking needs.

The planning unit contends that 162 car spaces are required (132 residential and 30 commercial). It is considered imperative all residential car bays be provided on site and are not suitable for reciprocal use. TOPH has many instances of vehicles being parked in front yards and in road verges due to share housing, prevalence of company vehicles and high recreational vehicle ownership (boats, caravans, etc) resulting in a higher demand for parking than in many cases is actually provided for. Similar pressures on parking are envisaged for this development and therefore residential car spaces should remain available for such purposes.

The commercial component of the development is focused on Counihan Crescent. Given that similar commercial development will ultimately be developed on the other side of Counihan Crescent in accordance with the Pretty Pool Development Plan, it is envisaged that a requirement of approximately 60 car bays will apply to the total 'town centre' precinct. In this regard, it is probable that differing peak parking demands would exist and therefore Section 6.13.7 of TPS5 could be relevant:

*'Where there are two separate and different developments with different hours of peak operation, but being located on the same or adjoining lots, the Council may permit some discounting of the required number of car parking bays on either or both lots, provided it is satisfied there would be no resultant lowering of safety standards and there is agreement to the reciprocal use of all car parking bays.'*

A reduction of 1/3 is considered appropriate for reciprocal use in this instance given that the commercial component will be catering predominately for local residents. This results in a requirement for 20 commercial bays for the development. It would be difficult to provide these bays on site without significant redesign.

However, there may be a possibility of a public car park being constructed on land located on the south east side of Dowding Way opposite Counihan Crescent and some on street parking. It is recommended that a cash in lieu contribution for the spaces be obtained and the commercial carparking developed by Council.

The provision of some of the carparking on-site does not comply with Appendix 8 of TPS5. The applicant has requested that Council consider a variation to some of the car bays from a minimum 3m width to 2.7m. Council is able to consider such a variation under Section 6.13.1 of TPS5. The applicant's information in support of a variation is summarised as follows:

- The R-Codes require that "spaces in accordance with AS2890.1". That is the Australian Standard Parking facilities, Part 1; Off-street Car Parking. AS2890.1 requires a minimum width of 2.4m plus 0.3m if any or all door opening is obstructed. Well below the requirements of TPS5.
- All spaces will still be a minimum of 2.7m being the average width of AS2890.1 and TPS5.
- The variation would only apply to the 'residential' bays with the 'commercial' bays all complying with TPS5.
- Lower vehicle movements associated with 'residential' use as opposed to 'commercial' use. (i.e a commercial bay is likely to be utilised by a number of people for short stays whereas residential spaces are generally utilised by a regular user for extended periods).
- A survey of 4WD vehicles on sale in Australia show the maximum width being 1970mm for a Toyota Landcruiser. Therefore a 2.7m bay width still provides over 350mm within the actual car bay for door opening without considering any adjoining bay (where a further 350mm would be available as long as both parties were not opening the doors at the same time).

The applicant has some very valid points, however, Council has been consistent in applying the 3m width and any variation can only be approved by Council. This would set a precedent and is likely to lead to more requests for Council to reduce parking widths.

#### *Options*

Council has the following options of dealing with the application:

1. Approve the application as submitted.
2. Approve the application subject to changes.
3. Refuse the application.

It is recommended that Council approve the application subject to changes including:

- a) All car bays being increased to 3m width in accordance with TPS5
- b) 132 'residential' car bays being provided on site.

It is also recommended that Council allow some reciprocal use of 'commercial' bays and require cash in lieu of parking for all 'commercial bays' not provided on site. The cash in lieu contribution be used to develop public parking on the South Eastern side of Dowding Way and/or on street parking along Counihan Crescent.

### **Attachments**

- 1 Locality Plan
- 2 Site and floor plans
- 3 Elevations

### **Officer's Recommendation**

That Council:

- i) APPROVES the application submitted by Doepel Marsh on behalf of 20\*20 Pty Ltd, to develop a "Mixed use development" as a "Use not listed", on Lot 676 (44) Counihan Crescent, Pretty Pool, subject to the following conditions:

1. This approval relates only to a MIXED USE DEVELOPMENT incorporating 343m<sup>2</sup> of commercial space (Restaurant and/or Shop) and 60 multiple dwellings and other incidental development, as shown on the approved plans. It does not relate to any other development on this lot.

2. Under the Town of Port Hedland Town Planning Scheme No. 5, the above approved uses are defined as follows:

"Shop:

any building and associated land where goods are displayed or offered for sale by retail or hire of non-industrial goods or where services or a personal nature are provided, including a betting agency but excluding a showroom, take away food outlet and garage sale."

"Restaurant (includes café):

A building and any associated outbuildings and grounds where food is prepared for sale and consumption on the premises and may be licensed to sell liquor"

"Multiple dwelling:

A dwelling in a group of more than one where any part of a dwelling is vertically above part of another.

3. Any change to the approved commercial uses will be subject to further planning approval.
4. This approval to remain valid for a period of twenty four (24) months if development is commenced within twelve (12) months, otherwise this approval to remain valid for twelve (12) months only.
5. Prior to the submission of a Building Licence, amended plans being submitted to and approved by the Town incorporating the following amendments:
  - a) Car bays increased to 3m in width as prescribed in Appendix 8 of Town Planning Scheme No.5.

all to the satisfaction of the Manager Planning.

6. All external lighting must be designed, installed and maintained in accordance with the Pretty Pool Design Guidelines and Turtle Management Plan to the satisfaction of the Manager Planning.
7. The restaurant 'seating area' shall be limited to 100m<sup>2</sup>.
8. The shop floor area shall be limited to 190m<sup>2</sup>.
9. A minimum of 132 'residential' parking bays including 12 for the exclusive use of visitors, are to be provided in accordance with Appendix 7, of Council's Town Planning Scheme No. 5, and to the satisfaction of the Manager Planning.
10. Cash in lieu of parking is to be provided for 20 'commercial' car bays.
11. The driveways and crossovers shall be designed and constructed to specifications of the Manager Infrastructure Development, and to the satisfaction of the Manager Planning, prior to the occupation of the building.
12. The parking areas and/or associated accessways shall not be used for storage (temporary or permanent) without the prior approval of the Town.
13. All storage/service areas shall be suitably screened and access doors/gates closed other than when in use, to the satisfaction of the Manager Planning.

14. Any roof mounted or freestanding plant or equipment, such as air conditioning units, to be located and/or screened so as not to be visible from beyond the boundaries of the development site, to the satisfaction of the Manager Planning.
15. Within 30 days of this approval, a detailed landscaping and reticulation plan including the Dowding Way, Cooper Place and Counihan Crescent verges, must be submitted to and approved by the Manager Planning. The plan to include species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001.
16. Within 60 days, or such further period as may be agreed by the Manager Planning, landscaping and reticulation to be established in accordance with the approved detailed plans to the satisfaction of the Manager Planning.
17. Stormwater disposal to be designed in accordance with Council's Engineering Department Guidelines, and all to the satisfaction of the Manager Planning.
18. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of Manager Planning.
19. The development must comply with the Environmental Protection (Noise) Regulations 1997 at all times.
20. All dust and sand to be contained on site with the use of suitable dust suppression techniques to the specification of the Manager Environmental Health Services and to the satisfaction of the Manager Planning.
21. The submission of a construction management plan at the submission of a Building Licence application stage for the proposal detailing how it is proposed to manage:
  - a) The delivery of material and equipment to the site;
  - b) The storage of material and equipment on the site;
  - c) The parking arrangements for the contractors and subcontractors;
  - d) Impact on traffic movement;
  - e) Operation times including delivery of material;
  - f) Other matter likely to impact on the surrounding uses;
  - g) Building waste management control;



- h) Point of contact of personnel for control of enquiries and any complaints; and

all to the satisfaction of the Manager Planning.

**FOOTNOTES:**

1. You are reminded that this is a Planning Approval only, and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.
  2. In regard to Condition 9, Council has had preliminary discussions with State Land Services to obtain land on the South Eastern side of Dowding Way for the purpose of providing public parking. Negotiations in regard to the cash in lieu contribution and/or in kind works are at the discretion of the Director Regulatory Services having regard to Section 6.13 Vehicle and vehicle areas, of Town Planning Scheme No.5.
  3. The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year average recurrence interval (A.R.I) cycle of flooding could affect any property below the ten (10) meter level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building Licence is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.
  4. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval; and
- ii) write to State Land Services and request land on the South Eastern side of Dowding Way be vested to Council for the purpose of Public Carpark.

**200910/270 Council Decision****Moved:** Cr A A Carter**Seconded:** Cr G J Daccache**That Council:**

i) **APPROVES** the application submitted by Doepel Marsh on behalf of 20\*20 Pty Ltd, to develop a “Mixed use development” as a “Use not listed”, on Lot 676 (44) Counihan Crescent, Pretty Pool, subject to the following conditions:

1. This approval relates only to a **MIXED USE DEVELOPMENT** incorporating 343m<sup>2</sup> of commercial space (Restaurant and/or Shop) and 60 multiple dwellings and other incidental development, as shown on the approved plans. It does not relate to any other development on this lot.
2. Under the Town of Port Hedland Town Planning Scheme No. 5, the above approved uses are defined as follows:

**“Shop:**

any building and associated land where goods are displayed or offered for sale by retail or hire of non-industrial goods or where services or a personal nature are provided, including a betting agency but excluding a showroom, take away food outlet and garage sale.”

**“Restaurant (includes café):**

A building and any associated outbuildings and grounds where food is prepared for sale and consumption on the premises and may be licensed to sell liquor”

**“Multiple dwelling:**

A dwelling in a group of more than one where any part of a dwelling is vertically above part of another.

3. Any change to the approved commercial uses will be subject to further planning approval.
4. This approval to remain valid for a period of twenty four (24) months if development is commenced within twelve (12) months, otherwise this approval to remain valid for twelve (12) months only.

- 5. All external lighting must be designed, installed and maintained in accordance with the Pretty Pool Design Guidelines and Turtle Management Plan to the satisfaction of the Manager Planning.**
- 6. The restaurant 'seating area' shall be limited to 100m<sup>2</sup>.**
- 7. The shop floor area shall be limited to 190m<sup>2</sup>.**
- 8. A minimum of 132 'residential' parking bays including 12 for the exclusive use of visitors, are to be provided in accordance with Appendix 7, of Council's Town Planning Scheme No. 5, and to the satisfaction of the Manager Planning.**
- 9. Cash in lieu of parking is to be provided for 20 'commercial' car bays.**
- 10. The driveways and crossovers shall be designed and constructed to specifications of the Manager Infrastructure Development, and to the satisfaction of the Manager Planning, prior to the occupation of the building.**
- 11. The parking areas and/or associated accessways shall not be used for storage (temporary or permanent) without the prior approval of the Town.**
- 12. All storage/service areas shall be suitably screened and access doors/gates closed other than when in use, to the satisfaction of the Manager Planning.**
- 13. Any roof mounted or freestanding plant or equipment, such as air conditioning units, to be located and/or screened so as not to be visible from beyond the boundaries of the development site, to the satisfaction of the Manager Planning.**
- 14. Within 30 days of this approval, a detailed landscaping and reticulation plan including the Dowding Way, Cooper Place and Counihan Crescent verges, must be submitted to and approved by the Manager Planning. The plan to include species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001.**

15. Within 60 days, or such further period as may be agreed by the Manager Planning, landscaping and reticulation to be established in accordance with the approved detailed plans to the satisfaction of the Manager Planning.
16. Stormwater disposal to be designed in accordance with Council's Engineering Department Guidelines, and all to the satisfaction of the Manager Planning.
17. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of Manager Planning.
18. The development must comply with the Environmental Protection (Noise) Regulations 1997 at all times.
19. All dust and sand to be contained on site with the use of suitable dust suppression techniques to the specification of the Manager Environmental Health Services and to the satisfaction of the Manager Planning.
20. The submission of a construction management plan at the submission of a Building Licence application stage for the proposal detailing how it is proposed to manage:
  - a) The delivery of material and equipment to the site;
  - b) The storage of material and equipment on the site;
  - c) The parking arrangements for the contractors and subcontractors;
  - d) Impact on traffic movement;
  - e) Operation times including delivery of material;
  - f) Other matter likely to impact on the surrounding uses;
  - g) Building waste management control;
  - h) Point of contact of personnel for control of enquiries and any complaints; and

all to the satisfaction of the Manager Planning.

**FOOTNOTES:**

1. You are reminded that this is a Planning Approval only, and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.

2. In regard to Condition 9, Council has had preliminary discussions with State Land Services to obtain land on the South Eastern side of Dowding Way for the purpose of providing public parking. Negotiations in regard to the cash in lieu contribution and/or in kind works are at the discretion of the Director Regulatory Services having regard to Section 6.13 Vehicle and vehicle areas, of Town Planning Scheme No.5.
  3. The developer to take note that the area of this application may be subject to rising sea levels, tidal storm surges and flooding. Council has been informed by the State Emergency Services that the one hundred (100) year average recurrence interval (A.R.I) cycle of flooding could affect any property below the ten (10) meter level AHD. Developers shall obtain their own competent advice to ensure that measures adopted to avoid that risk will be adequate. The issuing of a Planning Consent and/or Building Licence is not intended as, and must not be understood as, confirmation that the development or buildings as proposed will not be subject to damage from tidal storm surges and flooding.
  4. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval; and
- ii) write to State Land Services and request land on the South Eastern side of Dowding Way be vested to Council for the purpose of Public Carpark.

***CARRIED 8/0***

*REASON: Council removed the following condition relating to the requirement for car bays to be increased to 3m in width from its Decision:*

- “5. Prior to the submission of a Building Licence, amended plans being submitted to and approved by the Town incorporating the following amendments:*
- a) Car bays increased to 3m in width as prescribed in Appendix 8 of Town Planning Scheme No.5.*

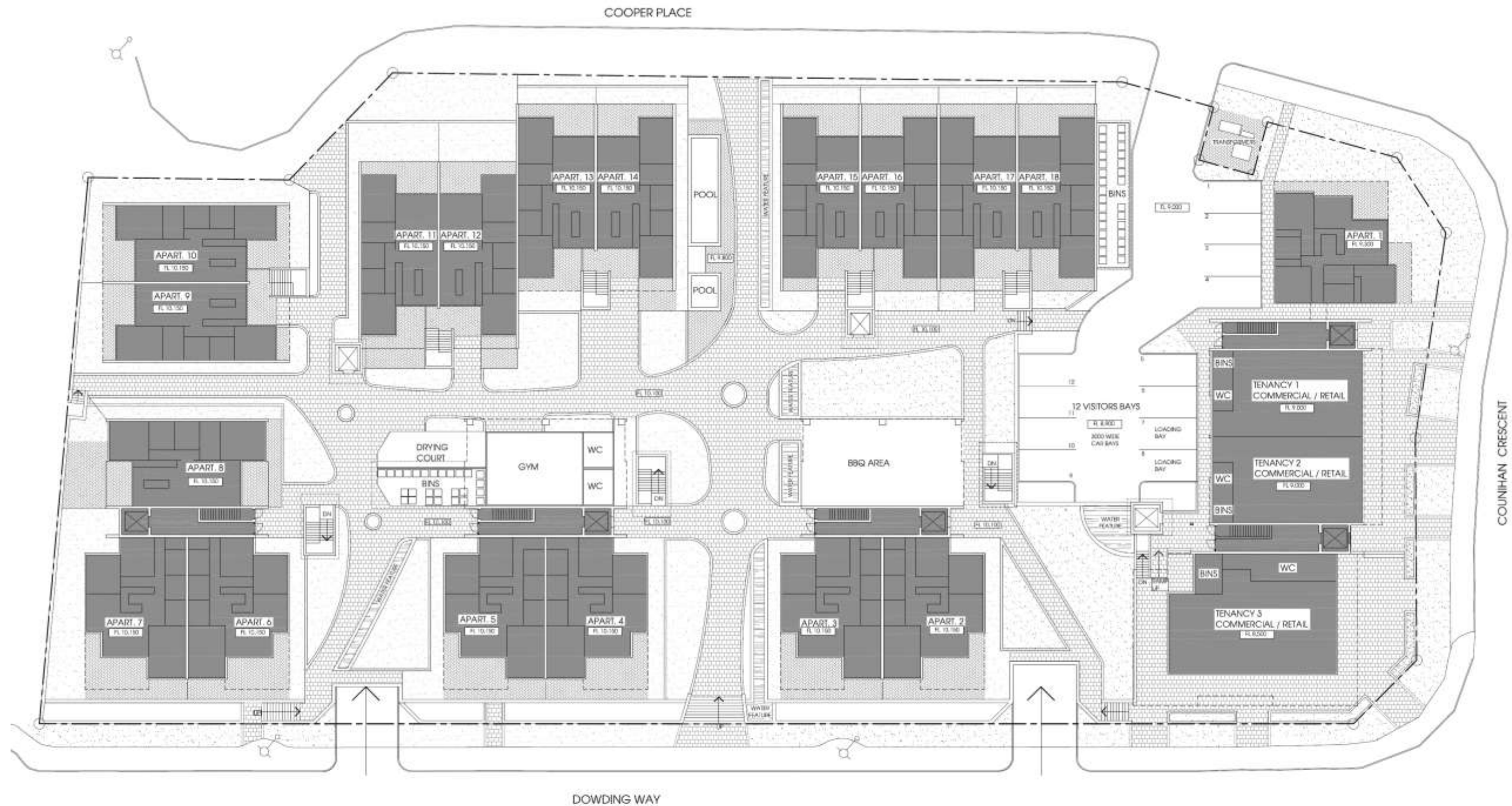
*all to the satisfaction of the Manager Planning.”*











GROUND FLOOR PLAN  
SCALE 1:200

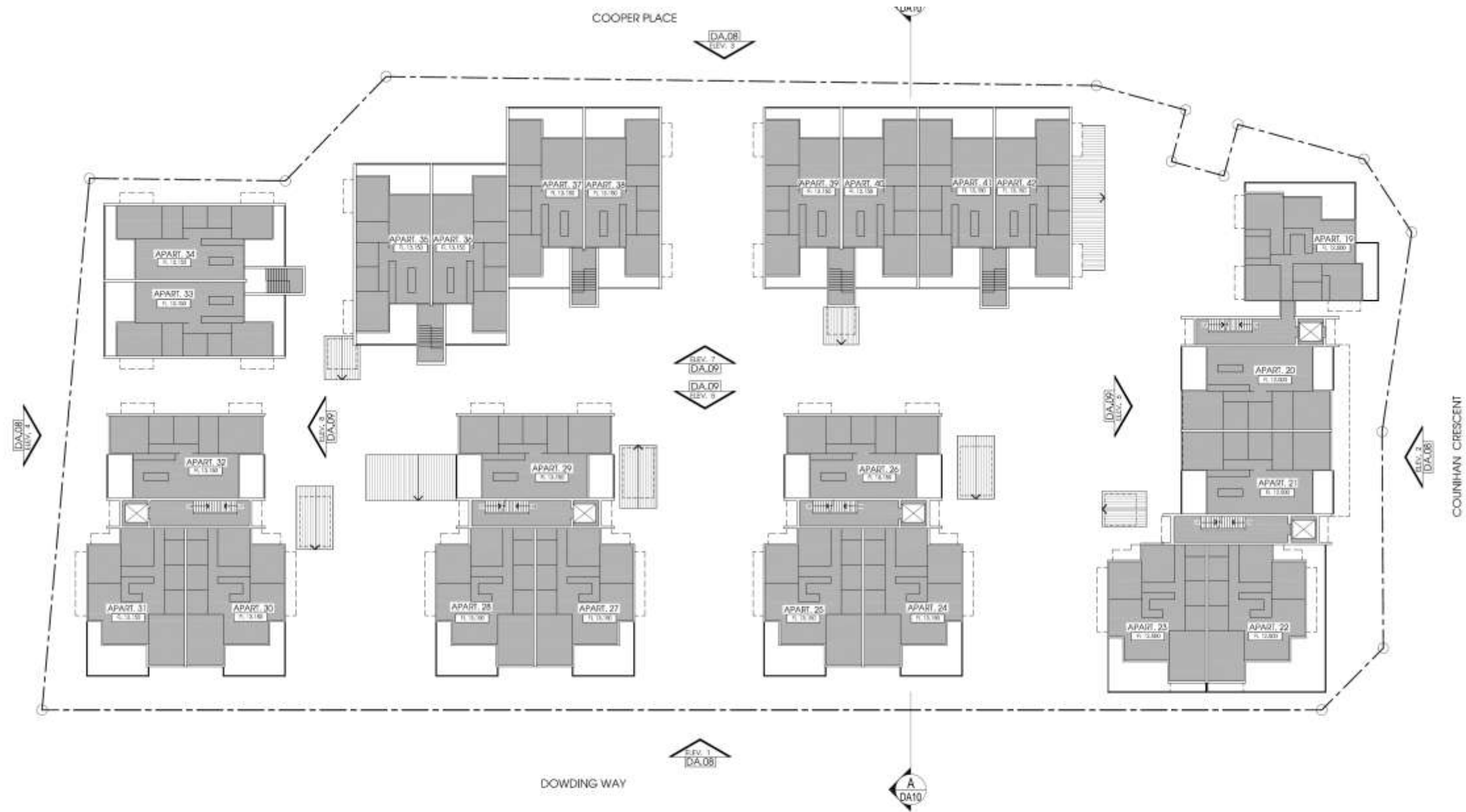


ICON - APARTMENT DEVELOPMENT : GROUND FLOOR PLAN



LOT 676, NO. 44 COUNIHAN CRES  
PRETTY POOL  
PORT HEDLAND WA

JOB NO. 29.64  
DATE: JAN10  
DA 03  
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FIRST FLOOR PLAN  
SCALE 1:200

DEVELOPMENT APPROVAL APPLICATION

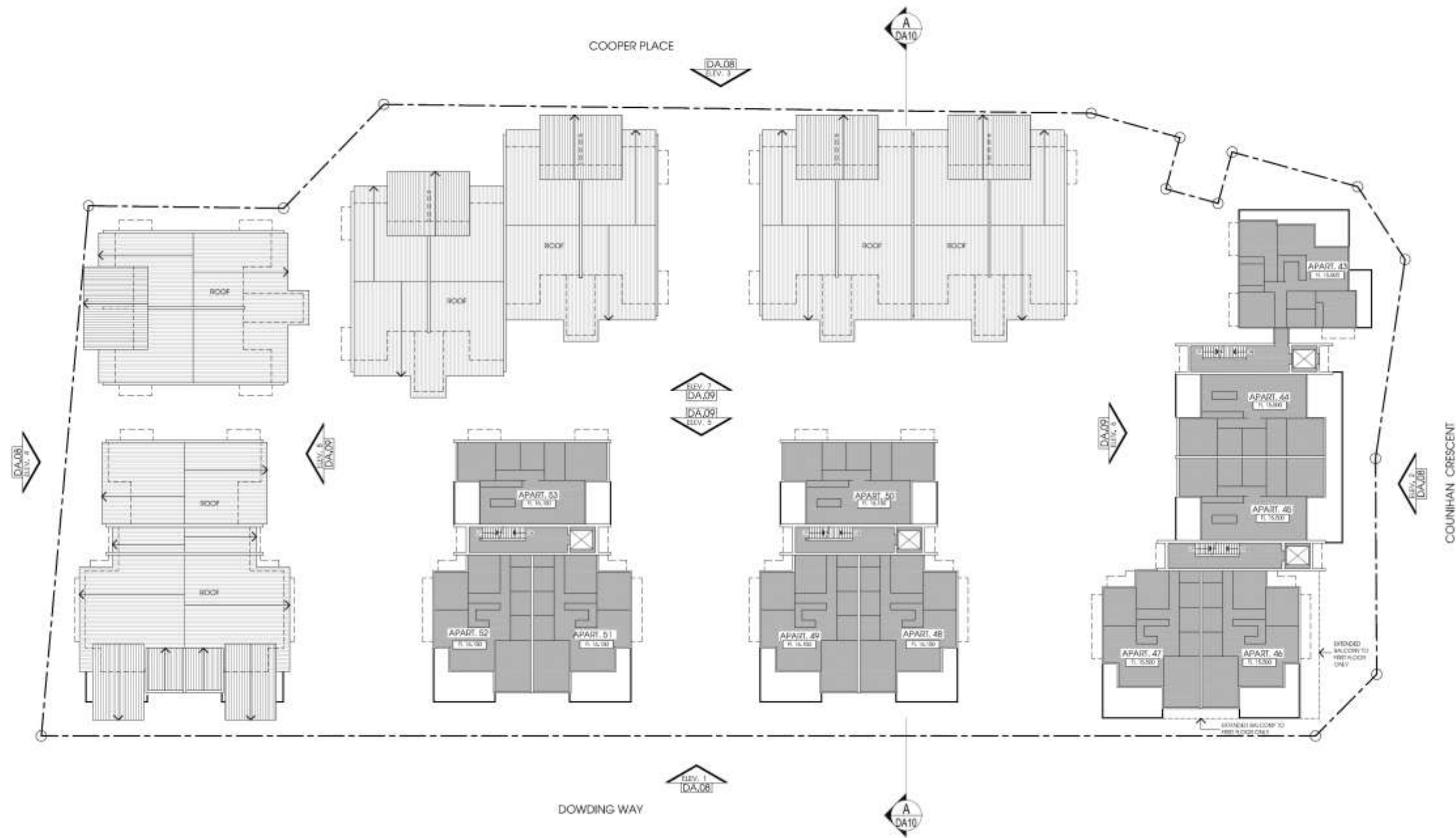


ICON - APARTMENT DEVELOPMENT : FIRST FLOOR PLAN



LOT 676, NO. 44 COUNIHAN CRES  
PRETTY POOL  
PORT HEDLAND WA

JOB NO. 29.64  
DATE: JAN 10  
DA 04  
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DEVELOPMENT APPROVAL APPLICATION

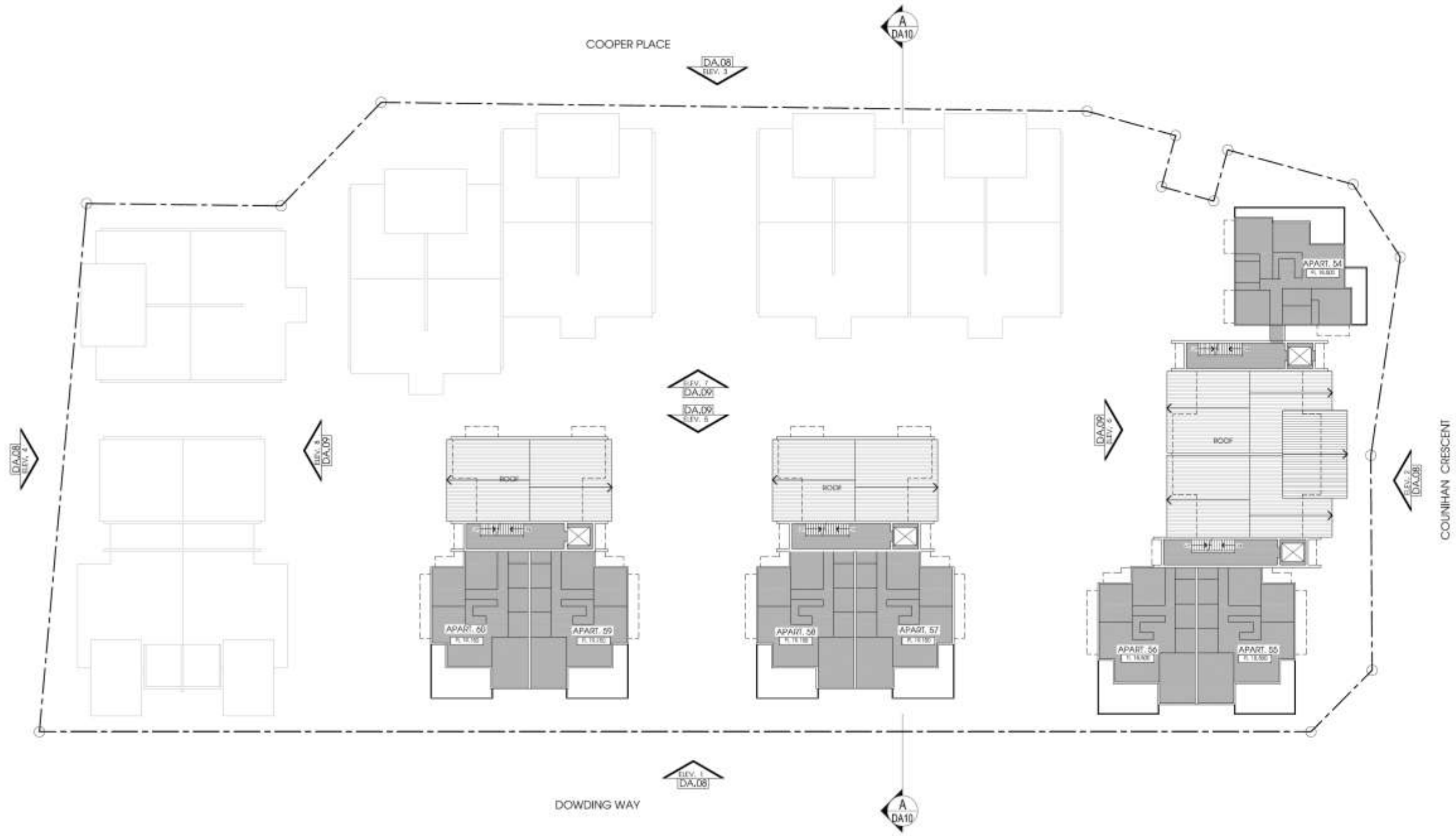
**DOEPEL MARSH architects**

ICON - APARTMENT DEVELOPMENT : SECOND FLOOR PLAN



LOT 676, NO. 44 COUNIHAN CRES  
 PRETTY POOL  
 PORT HEDLAND WA

JOB NO. 29.64  
 DATE: JAN 10  
 DA 05  
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DEVELOPMENT APPROVAL APPLICATION

**DOEPEL**  
**MARSH**

architects

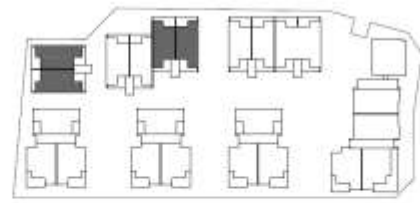
ICON - APARTMENT DEVELOPMENT : THIRD FLOOR PLAN



LOT 676, NO. 44 COUNIHAN CRES  
PRETTY POOL  
PORT HEDLAND WA

JOB NO. 29.64  
DATE: JAN 10  
DA 06  
14/1/2010 10:10

ATTACHMENT 2.6 TO AGENDA ITEM 11.2.2.7



DEVELOPMENT APPROVAL APPLICATION



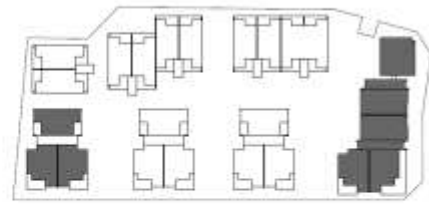
ICON - APARTMENT DEVELOPMENT : GROUND FLOOR PLANS



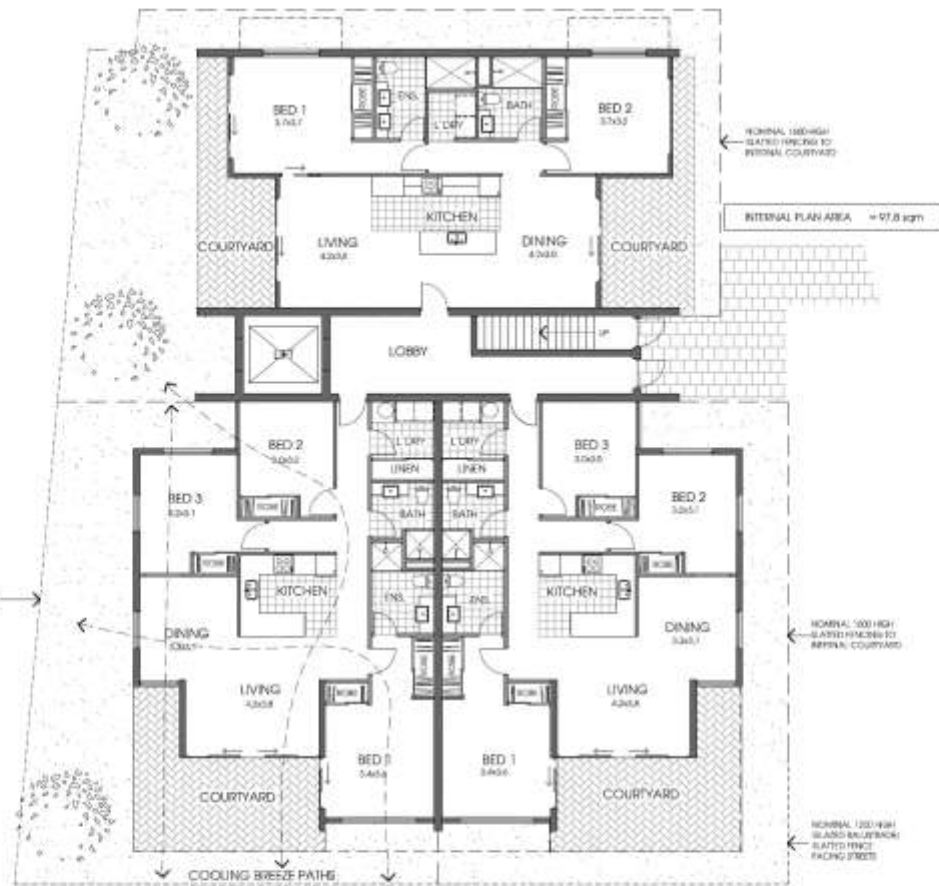
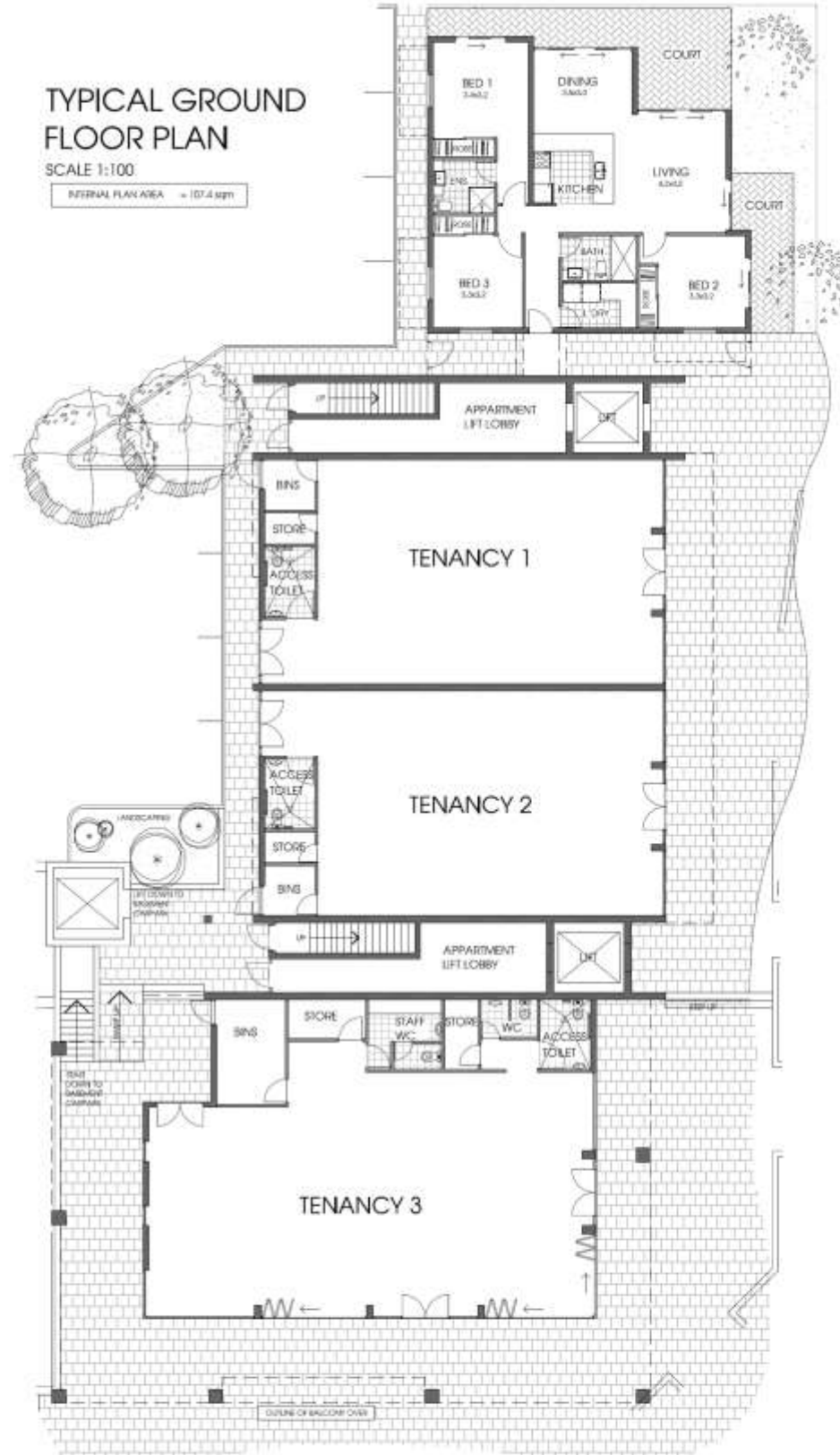
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PRETTY POOL  
PORT HEDLAND WA

JOB NO. 2964  
DATE: JAN 10  
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ATTACHMENT 2.7 TO AGENDA ITEM



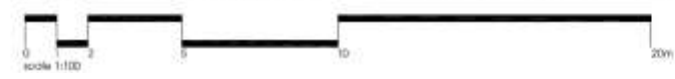
TYPICAL GROUND FLOOR PLAN  
SCALE 1:100  
INTERNAL PLAN AREA = 107.4 sqm



TYPICAL GROUND FLOOR PLAN  
SCALE 1:100  
INTERNAL PLAN AREA = 108.7 sqm



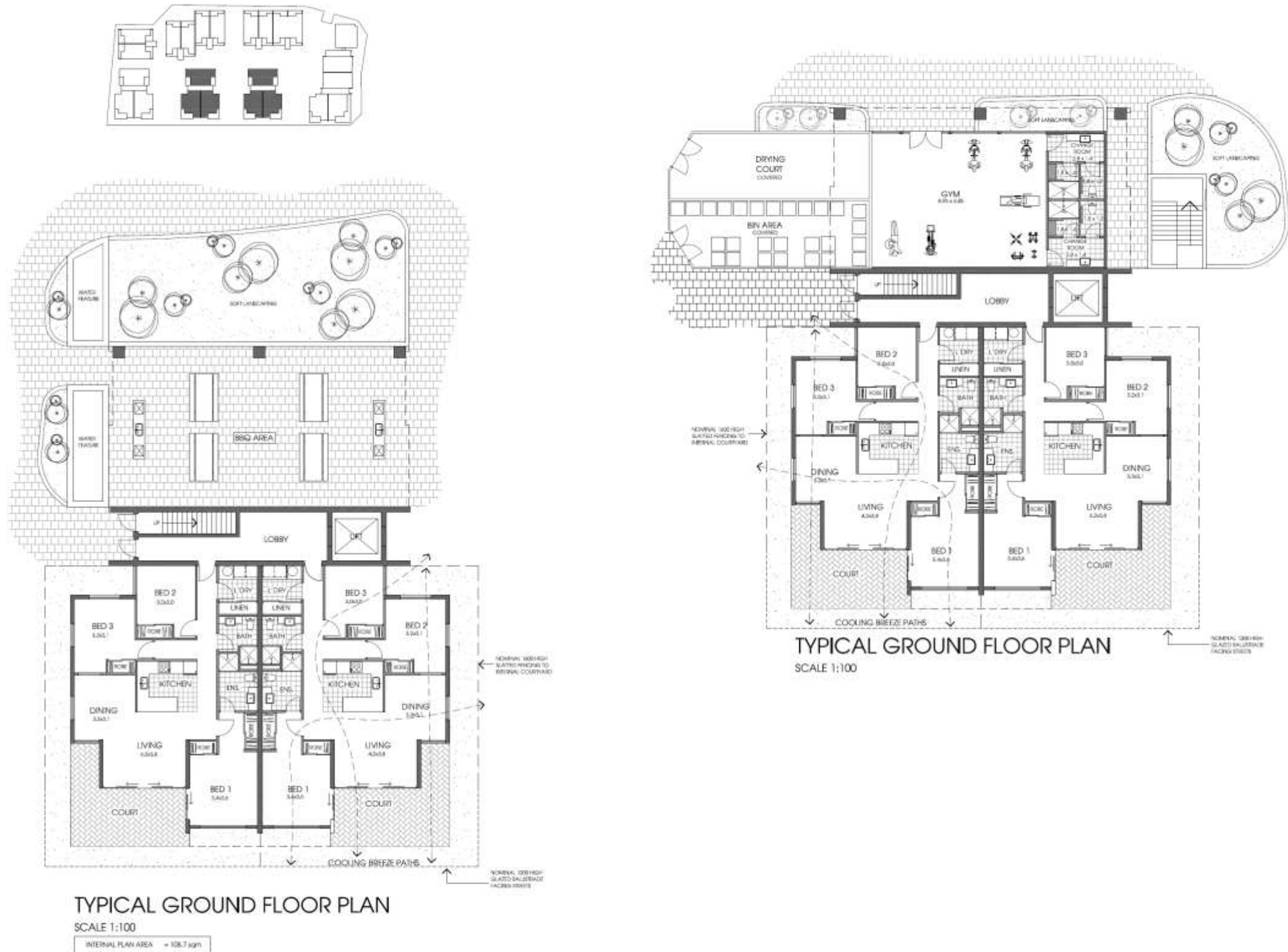
ICON - APARTMENT DEVELOPMENT : GROUND FLOOR PLANS



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PRETTY POOL  
PORT HEDLAND WA

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ATTACHMENT 2.8 TO AGENDA ITEM 11.2.2.7



DEVELOPMENT APPROVAL APPLICATION



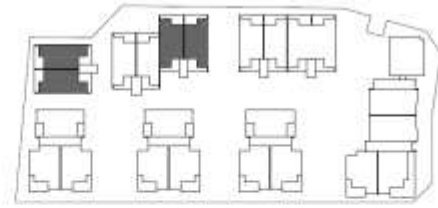
ICON - APARTMENT DEVELOPMENT : GROUND FLOOR PLANS



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ATTACHMENT 2.9 TO AGENDA ITEM 11.2.2.7



TYPICAL UPPER FLOOR PLAN

SCALE 1:100

INTERNAL FLOOR AREA	= 92.5 sqm
BALCONY AREA	= 30 sqm



TYPICAL UPPER FLOOR PLAN

SCALE 1:100

INTERNAL FLOOR AREA	= 92.5 sqm
BALCONY AREA	= 30 sqm



ICON - APARTMENT DEVELOPMENT : TYPICAL UPPER FLOOR PLANS



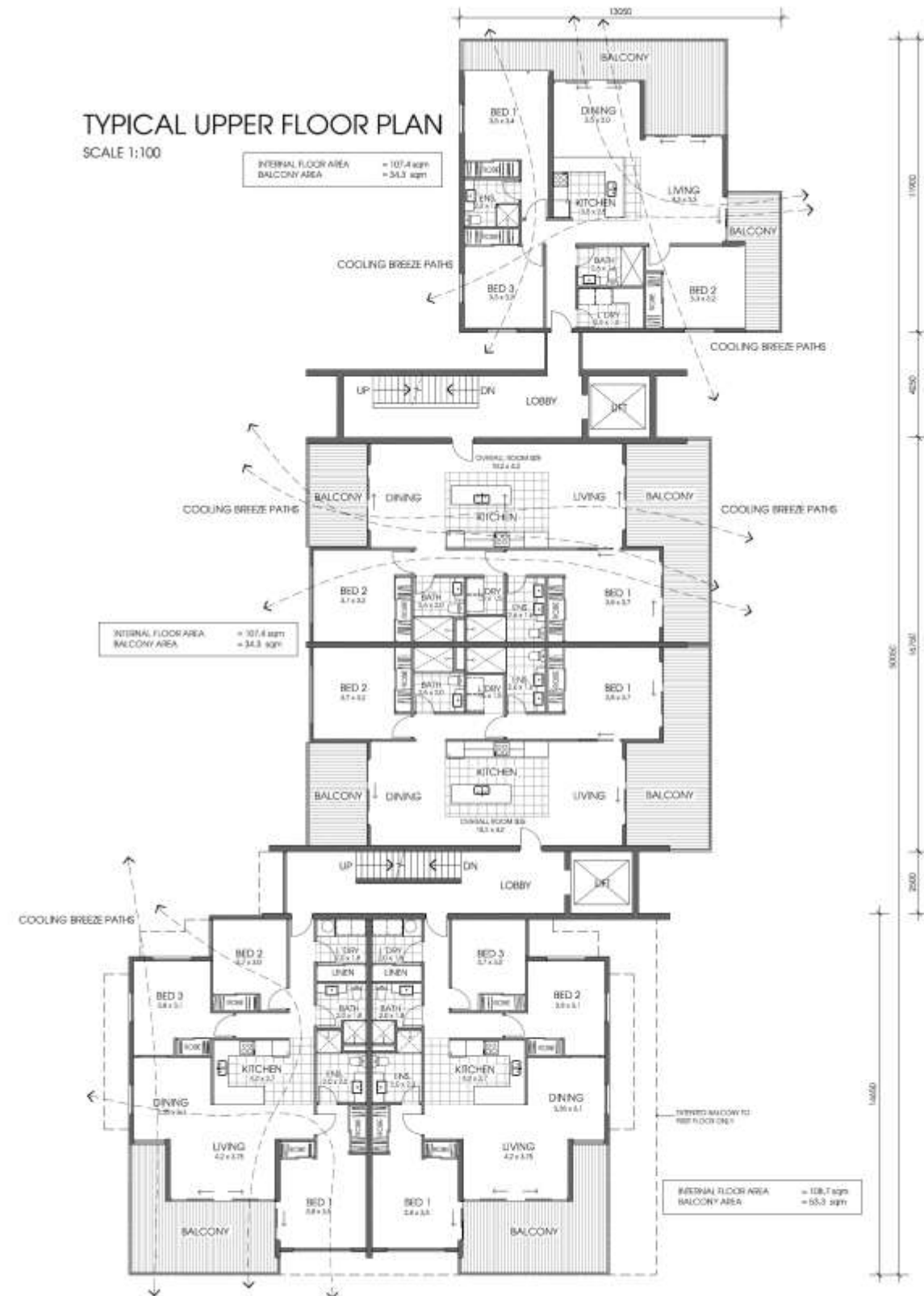
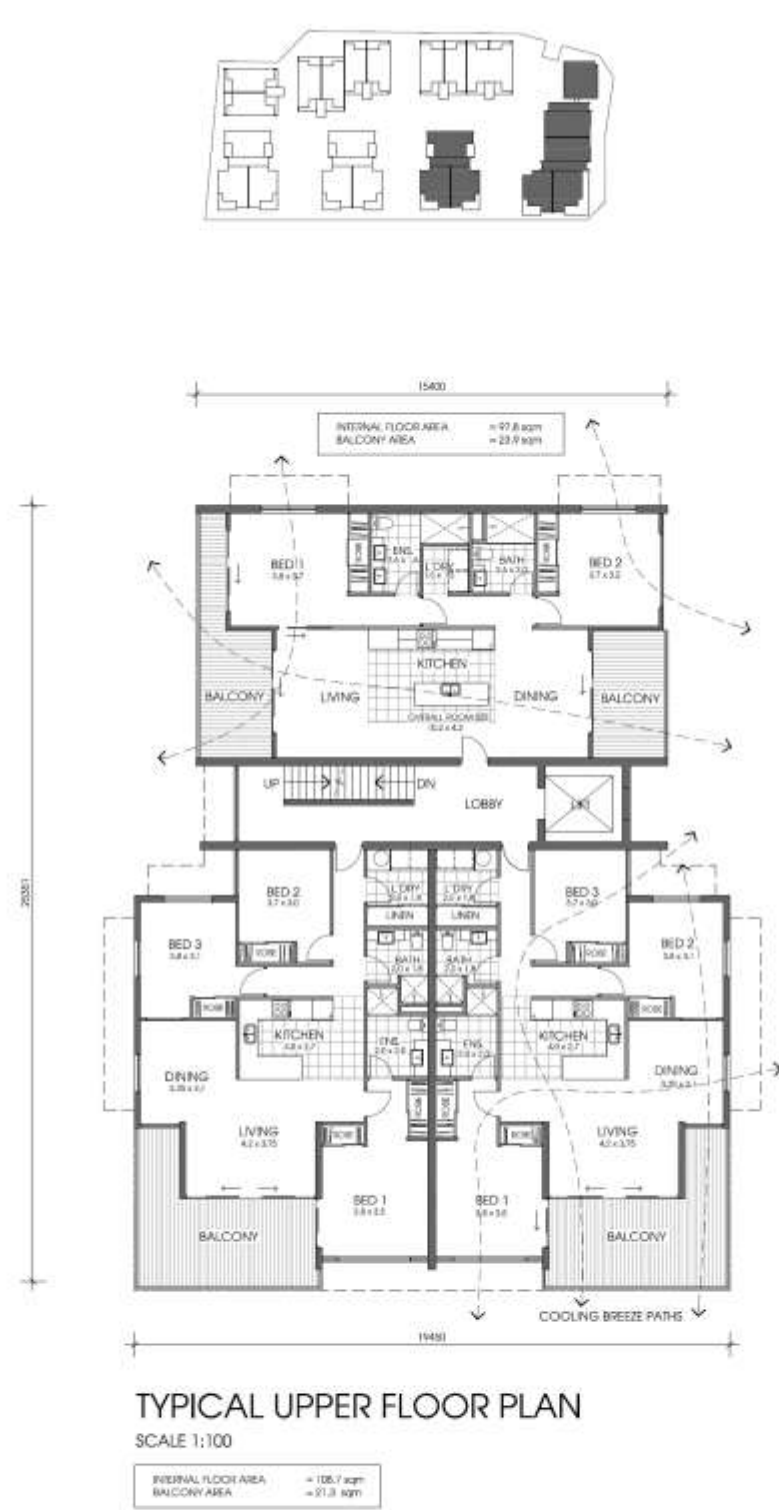
LOT 676, NO. 44 COUNIHAN CRES  
PRETTY POOL  
PORT HEDLAND WA

JOB NO. 29.64  
DATE: JAN 10  
DA 14  
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PLOT PLAN AND ELEVATION APPROVAL 14.1.10 (10/10/10)



ATTACHMENT 2.10 TO AGENDA ITEM 11.2.2.7



ICON - APARTMENT DEVELOPMENT : TYPICAL UPPER FLOOR PLANS



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DEVELOPMENT APPROVAL APPLICATION

ATTACHMENT 3.1 TO AGENDA



DOWDING WAY ELEVATION 1  
SCALE 1:200



COUNIHAN CRES ELEVATION 2  
SCALE 1:200



COOPER PLACE ELEVATION 3  
SCALE 1:200



PUBLIC OPEN SPACE ELEVATION 4  
SCALE 1:200



ICON - APARTMENT DEVELOPMENT : ELEVATIONS



LOT 676, NO. 44 COUNIHAN ST  
PRETTY POOL  
PORT HEDLAND WA

JOB NO. 29.64  
DATE: JAN 10  
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DEVELOPMENT APPROVAL APPLICATION

ATTACHMENT 3.2 TO AGENDA ITEM 11.2.2.7



**ELEVATION 5**  
SCALE 1:200



**ELEVATION 6**  
SCALE 1:200



**ELEVATION 7**  
SCALE 1:200



**ELEVATION 8**  
SCALE 1:200



ICON - APARTMENT DEVELOPMENT : ELEVATIONS



LOT 676, NO. 44 COUNIHAN ST  
PRETTY POOL  
PORT HEDLAND WA

JOB NO. 29.64  
DATE: JAN 10  
DA 09  
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DEVELOPMENT APPROVAL APPLICATION



**11.2.3 Environmental Health Services****11.2.3.1 *Cyclone George Relief Fund - Consideration to Allocate Funds to Provide a Permanent Water Supply Service to the State Emergency Service (SES) Building – Lot 2444 Great Northern Highway (File No: 09/02/0005)***

**Officer** Darryal Eastwell  
Manager Environmental  
Health Services

**Date of Report** 11 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

To consider a request from the State Emergency Service to allocate funding from the Cyclone George Relief Fund to provide a permanent mains water service to the State Emergency Service (SES) building on Lot 2444 Great Northern Highway, Port Hedland which does not currently have a permanent service.

**Background**

As Council is aware, a new SES building has been erected on Lot 2444 Great Northern Highway to provide support for the activities of the Town's SES volunteers.

At the time of construction a permanent service to Lot 2444 was not available and a trickle service from an adjoining lot was installed to service the building until a permanent service could be provided. A permanent service would need to be installed under Great Northern Highway as the feeder main to Lot 2444 is located on the opposite side of Great Northern Highway approximately 30 metres from the subject lot.

One of the objectives of the Cyclone George Relief Fund is to support community groups to be better prepared themselves in order to assist the community in times of emergency. Having a fully equipped and operational headquarters is part of the SES preparedness to respond to emergency situations, such as cyclones.

The balance of the Cyclone George Relief Fund as at 31<sup>st</sup> January 2010 currently stands at \$142,960.00.

**Consultation**

Consultation has been undertaken with the Water Corporation and the SES.

**Statutory Implications** Nil

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications**

An approximate quote of \$21,446.00 to install a metered service to the property boundary of Lot 2444 has been provided by the Water Corporation which includes standard headwork charges.

The Water Corporation installation will only bring the service to a water meter just inside the property boundary and a registered plumber will need to install a new service line to the building and connect it to the existing plumbing. Therefore, a figure of approximately \$8,554.00 has been allowed which brings the total allocation request to \$30,000.00.

The SES has received a verbal commitment from a horizontal drilling company to drill under the Great Northern Highway for free as a donation to the SES. This donation will significantly reduce the cost of installing the service (\$9,000.00) and is greatly appreciated, however the funding to complete the project needs to be in place in order to ensure the project can be completed if donated services are not delivered.

**Officer's Comment**

It will be recommended to Council that this project be supported and an allocation of up to \$30,000.00 be approved by the Council to support the SES by ensuring their headquarters are properly serviced with a permanent water supply.

**Attachments** Nil

**200910/271 Council Decision/Officer's Recommendation**

**Moved:** Cr S R Martin

**Seconded:** Cr A A Carter

**That Council allocates funding to a maximum of \$30,000.00 from the Cyclone George Relief Fund to support the State Emergency Service to install a permanent mains water supply to their headquarters situated at Lot 2444 Great Northern Highway Port Hedland .**

***CARRIED BY ABSOLUTE MAJORITY 8/0***

**11.2.3.2 Consideration of Standby Power to Designated Welfare Centre's following a Review and Emergency Power Trial (File No: 9/02/0002)**

**Officer** Darryal Eastwell  
Manager Environmental  
Health Services

**Date of Report** 11 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

To consider the results of a review of welfare centre's and trial of emergency power infrastructure at the centres.

**Background**

Recently, the Town's Environmental Health Section in conjunction with the Department of Child Protection (DCP) and the Local Emergency Management Committee (LEMC) conducted a review of welfare centre's in Hedland to assess the suitability of the centre's should they be required in an emergency. A typical example of when these centre's would be utilized in Hedland is during a cyclonic event should low lying areas need to be evacuated or transient travelers/workers need to take shelter.

In an emergency, members of the public may be required to evacuate to a welfare centre which will be manned by Department of Child Protection staff who assist the evacuees by providing food, shelter and general support. The two centre's currently designated for use in the Town of Port Hedland are the Andrew McLaughlin Centre in Port Hedland and part of the Pilbara TAFE building in South Hedland.

The review identified that the Andrew McLaughlin Centre was adequate for the intended use as a welfare centre however the room to be utilized in the Pilbara TAFE was quite small and only has access to exterior toilets which is not ideal in a cyclonic event.

It was recommended that the possibility of utilizing the J D Hardie Centre be explored as a designated welfare centre as opposed to using TAFE as the facility has larger rooms and contains internal showers and toilets.

One of the major considerations when considering the suitability of a welfare centre is to determine if the building can be connected to an emergency power supply in the form of a diesel generator.

To simulate an emergency situation it was decided to test both the Andrew McLaughlin centre and the JD Hardie Centre’s emergency power infrastructure facilities to confirm that they actually work, can be connected to a portable generator and to determine the correct size generator to operate the centre’s in the event of a power failure. An electrician was commissioned to assess the standby power infrastructure and determine the approximate size of a diesel generator needed to run the centre’s in the event of an emergency and mains power supplies have failed.

A 100 Kva (Kilo Volts) was trialed at the Andrew McLaughlin Centre and an 185Kva generator was trialed at the JD Hardie Centre. The trial was successful and the generators described above proved to be suitable.

**Consultation**

Consultation was undertaken with the Department of Child Protection, LEMC Committee, hire companies and a local electrical contractor.

**Statutory Implications**

Regulation 41 of the Emergency Management Act identifies the minimum requirements for Local Emergency Management Arrangements. Emergency Management planning at all levels are to consider the principles of evacuation outlined in the Emergency Management Procedures Manual.

It is not the intention for Local Government to be responsible for developing an evacuation plan for each hazard however; it is Local Government’s responsibility in partnership with the Hazard Management Agency (HMA) to ensure adequate arrangements are in place to support evacuation. This includes the identification (in conjunction with the Department of Child Protection) of evacuation centers and applicable support functions.

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications**

The cost of providing generators on site for emergency power is significant and quotes have been received to either purchase or hire diesel generators. and these are listed below:-

Purchase of suitable generators including freight	\$140,000
Cost of holding suitable generators on standby for cyclone season	\$21,000
Additional charges per week when above in use	Up to \$2,300/week



**Officer's Comment**

The provision of stand by generators is effectively an insurance that ensures that welfare centres will be able to provide air conditioning and other comforts to people who will be in great need.

There are four options for Council to consider:-

1. Do nothing and hope that the mains power remains functional in welfare centre's in times of emergency. – this option is not recommended.
2. Try to hire a generator as needed when an emergency is declared. Generators are very quickly hired by companies in times of emergency and the likelihood of obtaining them is very slim. This option is not recommended.
3. Purchase two generators and have them available for use.

This option offers a permanent solution but is a very expensive option. The units could be quite easily vandalised, stolen and would need ongoing maintenance to keep them operating correctly. The purchase and delivery of suitable generators is in the order of \$140,000 and while depreciation and maintenance costs have not been calculated this will be in excess of \$10,000 per annum. This option is not recommended either.

4. Hire generators on a standby basis. This means the units are paid for weekly during the cyclone season and if an emergency situation arises the hirer will deliver the generators to the sites on request.

This provides certainty that generators will be available. Maintenance will be undertaken by the hire company, so there is less chance of the units being interfered with and they can be picked up when the emergency is over.

Option four is recommended to Council for funding in the 2010/2011 budget. The figure entered into the budget will also include a sum to install hard stands for the generators to be placed on as the trial showed it was difficult to place generators onto soft ground.

**200910/272 Council Decision/Officer's Recommendation**

**Moved:** Cr D W Hooper

**Seconded:** Cr J M Gillingham

**That Council consider making provision for the seasonal hire of portable generators for the towns welfare centres during the cyclone season (Andrew McLaughlin and JD Hardie Centre) on a standby basis during the 2010/2011 budget deliberations.**

***CARRIED 8/0***

**11.3 ENGINEERING SERVICES****11.3.1 Director Engineering Services****11.3.1.1 *Engineering Services Monthly Report (File No.: 13/04/0001)***

**Officer** Russell Dyer  
Director Engineering  
Services

**Date of Report** 12 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

Council's Engineering Directorate has provided an update on the projects that they are currently managing.

**Background**

The Engineering Department is currently managing over 60 projects. The attached report is project management focused.

**Consultation**

Engineering Services officers.

**Statutory Implications** Nil

**Policy Implications** Nil

**Strategic Planning Implications**

The projects within the monthly report reflect the priorities of the Town's Plan for the Future 2008-2013.

**Budget Implications**

The projects listed in the Engineering Monthly report have been included in Council's 2009/10 budget.

**Officer's Comment** Nil

**Attachments**

Works Schedule

**200910/273 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

That Council receives the Engineering Services monthly report for January 2010.

***CARRIED 8/0***

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

ALL CONTRACT WORK IS TO BE SUPERVISED BY THE MES

Legend - Current Project Phase

	Concept
	Development
	Implementation
	Finalisation
	Project completed and acquitted

Cyclone Watch/Season



A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
1111437	Recreation Reserve Redevelopment Scope: Upgrade of oval and irrigation at Colin Matheson Oval	COUNCIL/CONTRACTORS		Water meter has been installed, reticulation system now operational however effluent water yet to be introduced, will probably look at introducing effluent over the next few weeks. Grassing of the Oval was completed Saturday 13 February, surrounding grass areas will be sprayed for weeds and watered to allow return of existing turf. Active sports will still not be able to be played until turf is established. Football club has been advised.												
1011410	Waste Water Re-Use System Scope: Included in Colin Matheson Oval upgrade															
1009480	Old Port Hedland Cemetery Scope: Landscaping and verge treatment along Sutherland street adjacent to Old PH Cemetery	COMPLETE		Complete												
1201487, 1201422 & 1201421 (R4R)	Street Lighting Upgrades Scope: 0809 stage 2 - Captains, Dongara, Dulverton, Koolama, Scadden, plus 0910	HORIZON POWER		Staff met with Horizon Power to discuss progress of the project. New light poles have been delivered to site, with installations expected to be completed in the next 4 weeks. Horizon Power have received quote requests for additional upgrades and will provide quotes within a week.												
1105410	Finucane Island Boat Ramp shade Scope: Installation of 1 shade structure	CONTRACTOR		Complete												
1105410	Finucane Island Boat Ramp Scope: parking, solar lighting	CONTRACTOR		Quotes for solar lighting are due 19th February. Reseal												

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

ALL CONTRACT WORK IS TO BE SUPERVISED BY THE MES

Legend - Current Project Phase

	Concept
	Development
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	Finalisation
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Cyclone Watch/Season

A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
				has been scheduled approx. April when contractors are next available.												
1105410	Finucane Island Boat Ramp Scope: Completion of ramp reconstruction	COMPLETE		Acquittal documentation has been forwarded to Dept of Transport for approval prior to raising invoice for funding.												
1111446	Playground Shade Scope: Installation of shade at Daylesford and Marapikurrinya parks	CONTRACTOR		Complete												
1111446 & 1111403 (R4R)	Playground Equipment Scope: Marie Marland Reserve, Gratwick Aquatic Centre, PH Skate Park as per Dec OCM	CONTRACTOR		Playground designs have been resent due to files at airport being inaccessible. Slight delays experienced. Playgrounds to be ordered end Feb after consultation with staff and stakeholders. Expect installation after April as rubber surfacing can't be installed in hot temperatures.												
1105424	Port Hedland Boat Ramp Scope: Asphalt seal to top of ramp	CONTRACTOR		Contractor breakdown has resulted in the delay of the completion of this project. Pending further advice from contractor regarding availability. Likely that this will now be completed approx. April.												
1009481	Cemetery Upgrade Scope: Main Cemetery, concrete lintels, replace plot markers, fencing, landscaping, to be reviewed	CONTRACTOR		Clean up, new rear fencing and replacement of side fencing is complete. Remainder of project scope delayed due to staffing vacancies. Project expected to recommence March.												
1201481 & 1201418	Walkway/Park Lighting Scope: Baler car park, Lions park,	CONTRACTOR		Quotes are being sourced for lighting installations as												

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

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Legend - Current Project Phase

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Cyclone Watch/Season

A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
(R4R)	Koombana Lookout, Greene place and Civic Centre walkway			Horizon Power are not able to undertake the works.												
1201439 & 1201412 (RFR)	Public Infrastructure Scope: Bins, seating, shade, water fountains, etc. Inc shade as per AAWG	CONTRACTOR		Slight project delays due to staff vacancy. New bus shelters and bbq are currently being installed. Expect project to get back on track when staff commence in March.												
1201450 & 1201415 (R4R)	Boulevard Tree Planting Scope: Planting of street trees to Murdoch drive	CONTRACTOR		Additional trees have been ordered to accommodate early planting in future programs. 2009/10 project scheduled to commence April.												
1201475 & 1201416 (R4R)	PH Footpath Construction Scope: Harper, Butler, Kingsmill, Anderson	CONTRACTOR		Complete. 5 year plan being reviewed in order to reschedule footpaths to this financial year due to budget surplus.												
1201476 & 1201417 (R4R)	SH Footpath Construction Scope: Clam, Cone, Dorrigo, Kwinana, Lovell and Mauger	CONTRACTOR		Complete. 5 year plan being reviewed in order to reschedule footpaths to this financial year due to budget surplus.												
1111436	Bore Installations Scope: Investigation and installation of bores at McGregor street and KSO re-use tanks	CONTRACTOR		Quotes being sourced from suitably qualified drilling contractors to undertake further pump tests to ascertain that the quantity and quality of water initially found at Kevin Scott Oval is sufficient to invest in a production bore. Quotes due 12th February.												
1201458	Throssell Street Streetscape Scope: median planting, street trees, turf, banner poles, garden planting	COUNCIL		Tree planting towards Hamilton road to be completed to finalise project. Scheduled for February.												
1111448	Kevin Scott Oval Reservoir Flushing System	CONTRACTOR		Complete. Funding acquittal pending payment of invoices												

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

ALL CONTRACT WORK IS TO BE SUPERVISED BY THE MES

Legend - Current Project Phase

	Concept
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Cyclone Watch/Season



A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
	Scope: Installation of flushing system to re-use water tanks (Tender 09/01)			from contractor.												
1203440	Floodwater Pump Upgrade Scope: Design and installation of new electrical cabinet at West End Flood Pumps	CONTRACTOR		Design contract has been awarded. Commencement delayed due to files being inaccessible at the airport. Expect designs to be completed and installation contract awarded by April.												
1201411	Richardson street Parking Scope: Design and installation of street parking on Richardson street (kerbing, linemarking, tree planting)	COUNCIL/ CONTRACTORS		MRWA and design consultants have raised concerns regarding the safety aspects of the parking design central in the road. Design to be completed early March.												
1111435	Stairway to the Moon Scope: Viewing platform construction near Taylor street, dune rehab, interpretive signage, car park	CONTRACTOR		Tender has been advertised and will close on 10th March to enable awarding at the March OCM.												
1201461	Town Entry Statement Scope: Landscaping component at GNH information bay sculpture	COUNCIL/ CONTRATOR		Complete.												
1201435	Limpet crescent (Blackspot) Scope: RSA, design and cost estimate for construction	DESIGN ONLY 09/10		Design consultant to be engaged pending commencement of staff, approximately March.												
1201486	Wedgefield Upgrades Scope: Pinga street/Cajarina intersection upgrades, turning lane and reconstruction	DESIGN ONLY 09/10		Design consultant to be engaged pending commencement of staff, approximately March.												
1201457	Yandeyarra road Scope: Resheeting and formation improvements	COUNCIL		Staff with consult with Yandeyarra Community prior to finalising works scope. Scheduled to commence after cyclone season. Some minor maintenance to the road												



FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

ALL CONTRACT WORK IS TO BE SUPERVISED BY THE MES

Legend - Current Project Phase

	Concept
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	Finalisation
	Project completed and acquitted

Cyclone Watch/Season



A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
				surface was undertaken early February to make it safe for vehicle use after some washouts.												
1201473	Drainage Construction Scope: Survey, design and cost estimates for 5 year plan of PH LIA drainage improvements	DESIGN ONLY 09/10		Scope of work for Port Hedland LIA Drainage will not be finalised until February 2010. RFQ will be issued to appropriate contractors in Feb 2010												
1201452	North Circular road West Scope: Forming and sealing of shoulders - 1m wide each side	COUNCIL/ CONTRATOR		As per budget review - project identified and funded through unallocated R2R funding. Scheduled for April/May when sealing contractors are available for 2nd visit Shoulder preparation has commenced.												
1201453	Hamilton road Scope: Forming and sealing of shoulders - 1m wide each side (Nth Circular to GNH)	COUNCIL/ CONTRATOR		As per budget review - project identified and funded through unallocated R2R funding. Scheduled for April/May when sealing contractors are available for 2nd visit												
1201new3	Murdoch drive Scope: Forming and sealing of shoulders - 1m wide each side	COUNCIL/ CONTRATOR		As per budget review - project identified and funded through unallocated R2R funding. Scheduled for April/May when sealing contractors are available for 2nd visit												
1201new1	North Circular road East Scope: Form and sealing of shoulders. 2 projects - roundabout to Buttweid, Buttweid to Landfill	COUNCIL/ CONTRATOR		As per budget review - project identified and funded through unallocated Regional Road Group funding. Scheduled for April/May when sealing contractors are available for 2nd visit. LG contribution required which was reallocated from Reseals												

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

ALL CONTRACT WORK IS TO BE SUPERVISED BY THE MES

Legend - Current Project Phase

	Concept
	Development
	Implementation
	Finalisation
	Project completed and acquitted

Cyclone Watch/Season



A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
				budget. Section from Buttweid to Landfill complete												
1201new2	Athol street RRG Scope: Asphalt reseal - Thompson to Keesing	CONTRACTOR		Asphalt works completed. RRG funding acquittal to be completed on receipt of invoices. Minor line marking to be undertaken when line markers in Town.												
1201473	Drainage Construction Scope: Spot improvements	COUNCIL		Spot improvements to be assessed during wet season. Works scheduled - Cooke Point road (under path), McGregor street opposite Boulevard Shopping Centre.												
1201401	Manhilinha drive Reconstruction Scope: Repair potholes and apply Sam seal	CONTRACTOR		Works completed.												
1201478	Reseals Scope: To be reviewed	CONTRACTOR		First stage of reseals scheduled for 1 December Both stage 1 projects, asphalt and spray seals, have experience delays due to contractor breakdowns. Asphalt due back April/May												
1208443	Light Vehicle Replacement Scope: PH9639, PH9681, PH10018, PH9083, PH9689, PH9782, PH9383, PH9582, PH9912 plus new staff (director, compliance, youth co-ord)	PURCHASE		80% of the vehicles have been delivered. The first vehicle auction has been delayed as the spare keys and paperwork is at the airport office.												
1201480	Kerbing Construction Scope: To be reviewed	CONTRACTOR		Program 09/10 set, removal of existing kerbing to be replaced has commenced.												
1105421	Disabled Beach Access Scope: installation of disabled access	CONTRACTOR		Complete.												

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

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Legend - Current Project Phase

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	Development
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	Finalisation
	Project completed and acquitted

Cyclone Watch/Season

A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
	to Finucane Island boat ramp shelters/beach															
1201438	West End Greening Stage 2 Scope: Shrub, tree planting and retic - Frewer to Short street	COUNCIL		Complete.												
1105426	Turtle Interpretive Loop Scope: Pavillion & nodes from Cemetery beach/GAC/All Seasons loop, interpretive signage	CONTRACTOR		Construction contract has been awarded to Environmental Industries. The tender specified that site works couldn't commence prior to March 2010 to minimise impact on turtle nesting as instructed by Care for Hedland. Preliminary works progressing (ordering of materials, contract signing, handover, etc). Site works commencing 15th March.												
1111439 & 1111402 (R4R)	Marquee Park Development Scope: Development of an iconic park on Cottier drive, South Hedland. Water play, playgrounds, kiosk, cctv, caretaker, landscaping, etc	CONTRACTOR		Quantity survey report under review to ensure accuracy. DA plans have been provided however not yet submitted until confirmation that QS is within budget. Review ongoing.												
1201483	Nth Circular Rd East Culverts Scope: Widen culverts to A.S., install new headwall	CONTRACTOR		Construction of headwalls has been awarded. Project to be completed in April/May once risk of cyclone or heavy rain is minimised to ensure that works arent compromised during construction.												
1201423 & 1201424 (R4R)	Shade Structures Scope: permanent shade structures at SH skate park and GAC	CONTRACTOR		Landcorp has recommended that this project is put on hold until they have confirmed the potential modifications to the skate park, therefore the												

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

ALL CONTRACT WORK IS TO BE SUPERVISED BY THE MES

Legend - Current Project Phase

	Concept
	Development
	Implementation
	Finalisation
	Project completed and acquitted

Cyclone Watch/Season



A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
				scope of shade required. Shade sails at GAC will progress once playground design has been selected.												
1201437	Hedditch - Forrest Circle Rd Scope: Design and construction of road link from Hedditch to Forrest circle	COUNCIL/ CONTRACTOR		Consultation period with utility providers for road dedication location will be complete by 15th February. Council item will then be presented to Council (Feb) for formal approval of the road dedication process.												
1201413 & 1201414 (R4R)	Murdoch drive Nodes Scope: Construction of 2 'nodes' along pathway similar to Sutherland street	COUNCIL/ CONTRACTOR		Initial concept designs have been received and are being reviewed by staff.												
1201420 (R4R)	Recycling Project Scope: Crushing concrete for re-use in footpaths	CAPITAL PURCHASE		Suggested revised scope is the purchase of equipment for mulching of greenwaste and timber pallets at the Landfill, although budget will not be adequate. This would be more suitably dealt with as a Pilbara regional purchase so that the equipment can be shared. Investigations ongoing.												
1201447	Buttweld road Scope: Survey and design of road reconstruction	DESIGN ONLY 0910		Design consultant to be engaged pending commencement of staff, approximately March.												
1204294	Flood Study Scope: Investigate and prepare management plan for South Hedland stormwater drainage	DESIGN ONLY 0910		Project recently handed over to Engineering from Planning department. Consultants brief has been prepared. Project to commence upon employment of project officer (March)												
1201489	Hillside-Woodstock road Scope: Resheeting and formation	COUNCIL		Scheduled after cyclone season.												

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

ALL CONTRACT WORK IS TO BE SUPERVISED BY THE MES

Legend - Current Project Phase

	Concept
	Development
	Implementation
	Finalisation
	Project completed and acquitted

Cyclone Watch/Season



A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
	improvements															
1201419	Parks Upgrades Scope: Upgrade of existing parks (fencing, planting, seats, retic, etc) as per audit. Includes drainage swale	COUNCIL/ CONTRACTOR		Shay Gap - Bollards have been installed. Footpath to ablution block completed. New signs ordered. Basketball hoop and backboard ordered. Streetscapes - Trees ordered, species are Pink Tabebuia, Yellow Tabebuia and Frangipani. Turf renovation program for all parks is to commence early March 2010. All effluent tank watering automatic systems to be upgraded and connected to council Central control System currently being investigated for quote. maxicom compatible reticulation controllers to be installed to all existing and future systems, current tender being developed to												
1202401	Depot Flammable Storage Cpb Scope: For workshop	Complete		Complete												
1111401	Replace Effluent Line Scope: SH Oval main reticulation line to be replaced with polypipe	CONTRACTOR		Works commenced in September utilising approved Panel contractor. Project will include as constructed plans for distribution on 'Dial Before You Dig' searches, project due to be complete by end of February 2010, 75% complete budget was under estimated to complete works budget												

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

ALL CONTRACT WORK IS TO BE SUPERVISED BY THE MES

Legend - Current Project Phase

	Concept
	Development
	Implementation
	Finalisation
	Project completed and acquitted

Cyclone Watch/Season



A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
				review to source extra funding to complete project. Have already seen a massive reduction n lines breaks.												
1102415	Civic Centre Verge Landscaping Scope: Retaining & native planting of steep embankment	COUNCIL		Plant species have been finalised and ordered, job implemented in the new year, works to commence end of March.												
1210410	Terminal Extensions	COUNCIL/DESIGN		Transferred to Economic Development department.												
1210403	Depot Development	COUNCIL/DESIGN		Transferred to Economic Development department.												
1210402	Parking/ Hire car development	COUNCIL		Construction works complete. Leasing arrangements to be carried out by Corporate Services/Economic Development.												
1210453	Northern Apron Extension	COUNCIL		Complete.												
1213420	Café Modifications	CONTRACTOR		Scope of works transferred to Lessee of Café.												
1210407	Common user Check-in Facilities	CONTRACTOR		Installation commenced 12/01/2010. Completion of installation and commissioning 22/01/2010												
1210405	Flight Information Display screens	CONTRACTOR		Quotes received from the only two system suppliers -												

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

ALL CONTRACT WORK IS TO BE SUPERVISED BY THE MES

Legend - Current Project Phase

	Concept
	Development
	Implementation
	Finalisation
	Project completed and acquitted

Cyclone Watch/Season



A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
				Evaluation in progress - Installation to be instituted after the cafe walls have been resited and new conveyor systems installed.												
1210406	International Carousel	CONTRACTOR		Installation commenced 12/01/2010. Completion of installation and commissioning 22/01/2010												
1210271	Solar Lights-Landside	COUNCIL/CONTRACTOR		External pole fitted battery boxes manufactured and installed. Luminaires being manufactured to fit into existed light head covers with Australian designed lense to amplify LUX output with no additional heat generation. All goods should be delivered by the end of February.												
1210401	Taxiway and runway 18/36 Lighting.	CONTRACTOR		Minister approved amended scope of works to install reticulated lighting and to upgrade centre line lighting on twy Alpha. Parts & equipment ordered. Completion date by 31/05/2010												
1210440	Automated Weather information Broadcast	COUNCIL/CONTRACTOR		AWIB received and radio type required for constant broadcast have been received. Conflict between BOM and Telstra appears resolved. Installation will be completed end January. Frequency allocation 133.2mhz												
1210440	PA & CCTV	CONTRACTOR/DESIGN		Existing PA system repaired but is only temporary due to age. Quotes being sourced for												

FINANCIAL PROGRAMME FOR ENGINEERING SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010

ALL CONTRACT WORK IS TO BE SUPERVISED BY THE MES

Legend - Current Project Phase

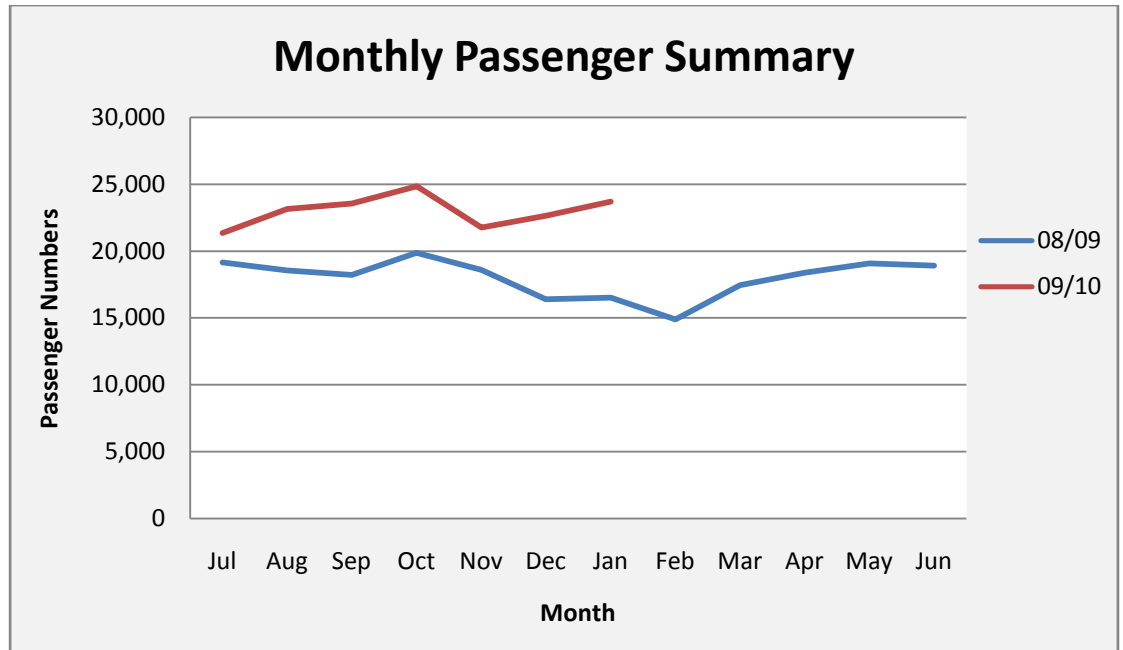
	Concept
	Development
	Implementation
	Finalisation
	Project completed and acquitted

Cyclone Watch/Season



A/c Number	Scope	Construction Responsibility	Current Project Phase	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
				new system - Terminal CCTV may well link in with FIDS application and New radio/fibre optic connection - This possibility being investigated with a view to reduced costs.												
1210473	Electrical Upgrades	CONTRACTOR		Dec OMC recommendation for Aurecon to review scope of works stage 1 , and review stage 2 and provide report for the way forward late Jan 2010. Report here mid Feb												
901424	Airport Housing	COUNCIL/DESIGN		Transferred to Economic Development department.												





**11.3.1.2 Hedditch Street Link Road Construction – Road Dedication (File No.: 28/01/0021)**

<b>Officer</b>	Helen Taylor Project Officer
<b>Date of Report</b>	19 January 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

This item seeks approval for the road dedication for the Hedditch Street Link Road Construction project.

**Background**

The Hedditch Street Link Road project has been identified in the 2009/10 budget with the approval of \$400,000 for the civil design and construction for the extension of Hedditch street through to Forrest circle. This will improve the connectivity of roads in South Hedland.

**Consultation**

- Councils Engineering department
- Water Corporation (no objection)
- Horizon Power (no objection)
- Main Roads WA (no objection)
- Telstra (no objection)

**Statutory Implications**

Section 56 (Part 5, Division 1) Land Administration Act 1997.

**Policy Implications** Nil

**Strategic Planning Implications**

Key Result Area 1 – Infrastructure  
Goal 1 – Roads, Footpaths and Drainage  
Strategy 3 – Undertake road works in South Hedland to improve road permeability

**Budget Implications**

Any costs associated with the road dedication has been accommodated within the existing project budget.

**Officer's Comment**

Civil engineering drawings have been completed. The alignment of the proposed road is situated within a drainage reserve. This portion of land must be dedicated as a road reserve to formalize the road construction process. Road dedications are administered by State Land Services upon receiving a request from Council. A surveyor is currently preparing the drawings for submissions to State Land Services for the road dedication, however formal Council resolution is required to allow this to proceed.

The Council resolution is an administrative function of the road dedication process. It is recommended that Council endorse the recommendation as proposed.

**Attachments**

Hedditch St Link Road layout plan

**200910/274 Council Decision/Officer's Recommendation**

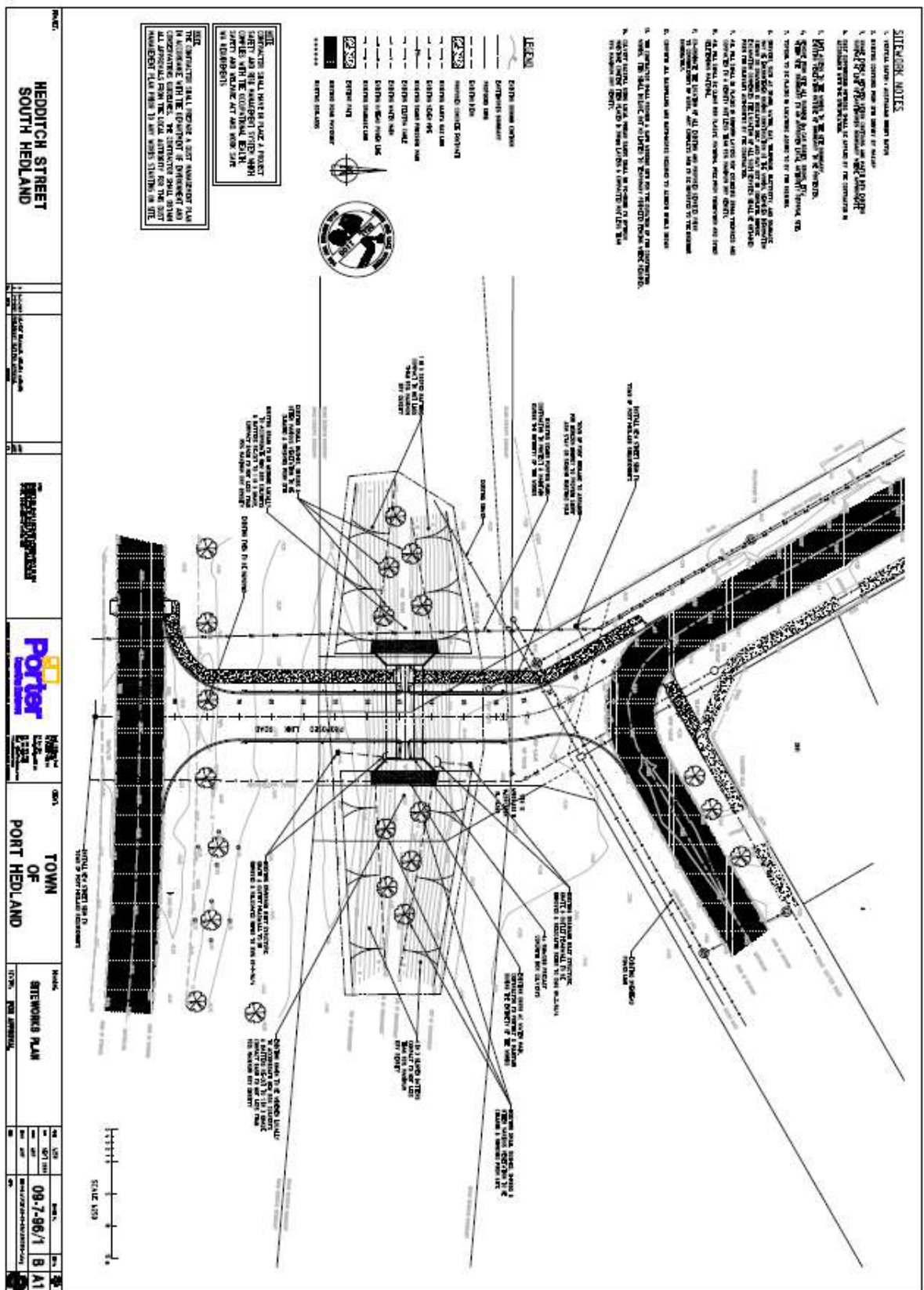
**Moved:** Cr S J Coates

**Seconded:** Cr J M Gillingham

**That Council approves the request to State Land Services for the road dedication of Hedditch Street link in accordance with plans provided.**

***CARRIED 8/0***

ATTACHMENT 1 TO AGENDA ITEM 11.3.1.2



**11.3.1.3 Shade Structures – Scope of Works Approval (File No.: 21/05/....)**

**Officer** Helen Taylor  
Project Officer

**Date of Report** 16 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

This item seeks approval for the scope of works for the Shade Structures project to be changed from South Hedland Skate Park to the Port Hedland Skate Park.

**Background**

At the December ordinary meeting of Council, item 11.2.3.1 Playground equipment and Shade Structures Scope of Works was put to council for the approval of the playground equipment and shade structures project.

*“200910/195 Council Decision/Officer’s Recommendation  
Moved: Cr A A Carter Seconded: Cr J M Gillingham  
That Council:*

- i) Approves the scope for playground installations at the following locations:
  - a) Marie Marland Reserve*
  - b) Gratwick Aquatic Centre*
  - c) Port Hedland Skate Park**
  
- ii) Approves the scope for shade installations at the following locations:
  - a) South Hedland Skate Park*
  - b) Gratwick Aquatic Centre playground*
  - c) Marie Marland Reserve playground”**

The South Hedland CBD project is proposing extensive modifications to Colebatch Way and these works may impact on the South Hedland skate park. Given this it is considered premature to be constructing a significant shade at this site.

**Consultation**

- Councils Engineering department
- Councils Recreation department

**Statutory Implications** Nil

**Policy Implications** Nil

### **Strategic Planning Implications**

Key Result Area 2 – Community Pride

Goal 3 – Townscape

Strategy 3 – Provide additional shade through the installation of trees and formal shade structures in strategic locations.

### **Budget Implications**

Shade Structures - \$500,000, GL Account: 1201423 - \$100,000 and 1201424 - \$400,000

It is anticipated that approximately \$470,000 of this budget will be allocated to providing shade at Port Hedland Skate Park, with the remaining \$30,000 used to install shade sails over the proposed playground equipment at Gratwick Aquatic Centre.

### **Officer's Comment**

Shade over the South Hedland skate park is likely to be impacted by the proposed CBD works which will involve the realignment of Colebatch Way and potentially changes to the size and design of Skate park.

Due to the proposed CBD works it is proposed to reallocate the funds to put shade up over the Port Hedland Skate park.

South Hedland Skate Park shade will be considered in next budget.

**Attachments** Nil

### **200910/275 Council Decision/Officer's Recommendation**

**Moved:** Cr S R Martin

**Seconded:** Cr A A Carter

### **That Council:**

- i) **Approves the allocation of funds for shade installation over Port Hedland Skate Park in lieu of constructing shade over the South Hedland Skate park in 2009/2010, due to works associated with the South Hedland CBD project; and**
- ii) **Considers allocating funds for shade at the South Hedland skate park as a component of the 2010/2011 budget.**

***CARRIED 8/0***

**11.3.2 Infrastructure Development****11.3.2.1 Tender 10-03 Sale of Water Truck (File No.: 23/08/0057)**

**Officer** Anna Mazurkiewicz  
Engineering Technical  
Officer

**Date of Report** 12 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

The purpose of this report is for Council to consider the Tenders received for the sale of a Water Truck.

**Background**

In accordance with Council's Heavy Plant Replacement Program the International Acco Water Truck has been replaced as is scheduled for sale.

In line with this program, Tenders were recently called for the Sale of the Water Truck (Tender 10-03), which closed on the 10<sup>th</sup> February 2010.

The equipment that was included for sale in this Tender is as follows:

- International AACOF-2350G-480M-ACCO Water Truck

**Consultation**

- Director Engineering Services
- Manager Engineering Services
- Senior Mechanic

**Statutory Implications**

Section 3.58 – Disposing of Property in accordance with the Local Government Act 1995 (as amended)

*“3.58. Disposing of property*

*(1) In this section —*

*“dispose” includes to sell, lease, or otherwise dispose of, whether absolutely or not;*

- “property” includes the whole or any part of the interest of a local government in property, but does not include money.*
- (2) *Except as stated in this section, a local government can only dispose of property to —*
- (a) *the highest bidder at public auction; or*
  - (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property —*
- (a) *it gives local public notice of the proposed disposition -*
    - (i) *describing the property concerned;*
    - (ii) *giving details of the proposed disposition; and*
    - (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given; and*
  - (b) *it considers any submissions made to it before the date specified in the notice and, if its decision is made by the council or a committee, the decision and the reasons for it are recorded in the minutes of the meeting at which the decision was made.*
- (4) *The details of a proposed disposition that are required by subsection (3)(a)(ii) include —*
- (a) *the names of all other parties concerned;*
  - (b) *the consideration to be received by the local government for the disposition; and*
  - (c) *the market value of the disposition as ascertained by a valuation carried out not more than 6 months before the proposed disposition.*
- (5) *This section does not apply to —*
- (a) *a disposition of land under section 29 or 29B of the Public Works Act 1902;*
  - (b) *a disposition of property in the course of carrying on a trading undertaking as defined in section 3.59;*
  - (c) *anything that the local government provides to a particular person, for a fee or otherwise, in the performance of a function that it has under any written law; or*
  - (d) *any other disposition that is excluded by regulations from the application of this section.*

*[Section 3.58 amended by No. 49 of 2004 s. 27.]”*



**Policy Implications**

This tender was called in accordance with Council's Procurement Policy 2/015.

**Strategic Planning Implications** Nil

**Budget Implications**

Non Operating Revenue Account 1208396 will be credited with this sale. Estimated income was \$25,000.

**Officer's Comment**

Tenders were received from a total of three (3) companies for the water truck that was offered for sale. A summary of the Tenders received is included in the table below (all figures shown below are inclusive of GST):

Tenderer	Price
Allied Plant Pty Ltd	\$32,500
Randall Miller Equipment Services	\$13,000
Northhaul (WA) Pty Ltd	\$21,950

After consultation with Council's Manager Engineering Services and Senior Mechanic, and in consideration of the age and condition of the truck it is recommended that the highest tendered price of \$32,500 from Allied Plant Pty Ltd is accepted.

**Attachments** Nil

**200910/276 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter                      **Seconded:** Cr J M Gillingham

**That Council awards Tender 10/03 'Sale of Water Truck' to Allied Plant Pty Ltd for the price of \$32,500 inclusive of gst.**

***CARRIED BY ABSOLUTE MAJORITY 8/0***

**11.4 COMMUNITY DEVELOPMENT****11.4.1 Community Development Services****11.4.1.1 *Monthly Report – Community Development  
(File No.: 13/04/0001)***

**Officer** Sonya Stewart  
Administration Officer  
Community Development  
Services

**Date of Report** 12 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

Report on activities for the month of January 2010 within the Community Development directorate for Council's information.

**Background**

Community Development report monthly to Council on services provided and provides updates on the directorates progress towards the Strategic Plan.

As at 1 January 2010 recreation services was to be included in the Community Development Monthly Report.

For the following council report in February there will be a restructure of reporting to capture the change of directorates.

**Consultation** Nil

**Statutory Implications** Nil

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications** Nil

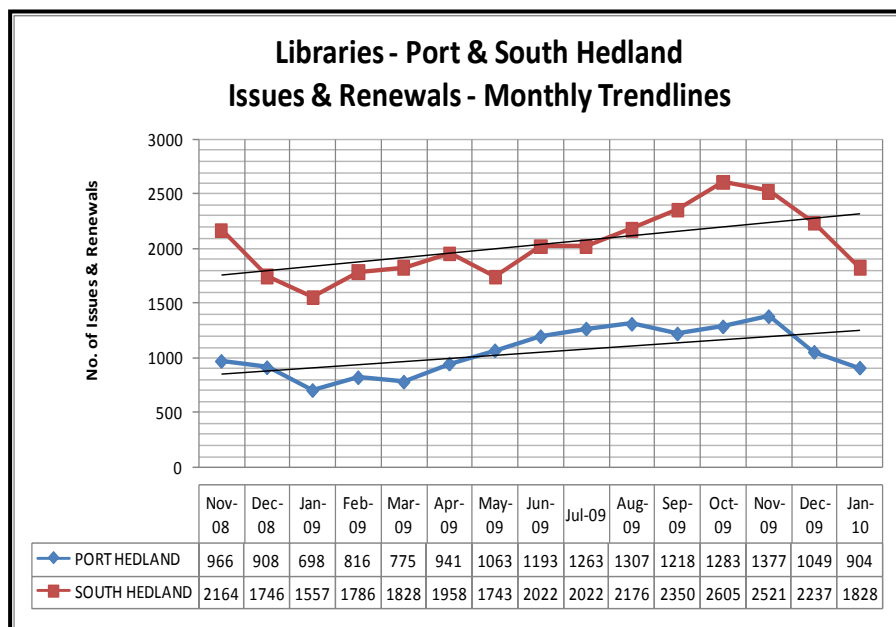
**Officer's Comment** Nil

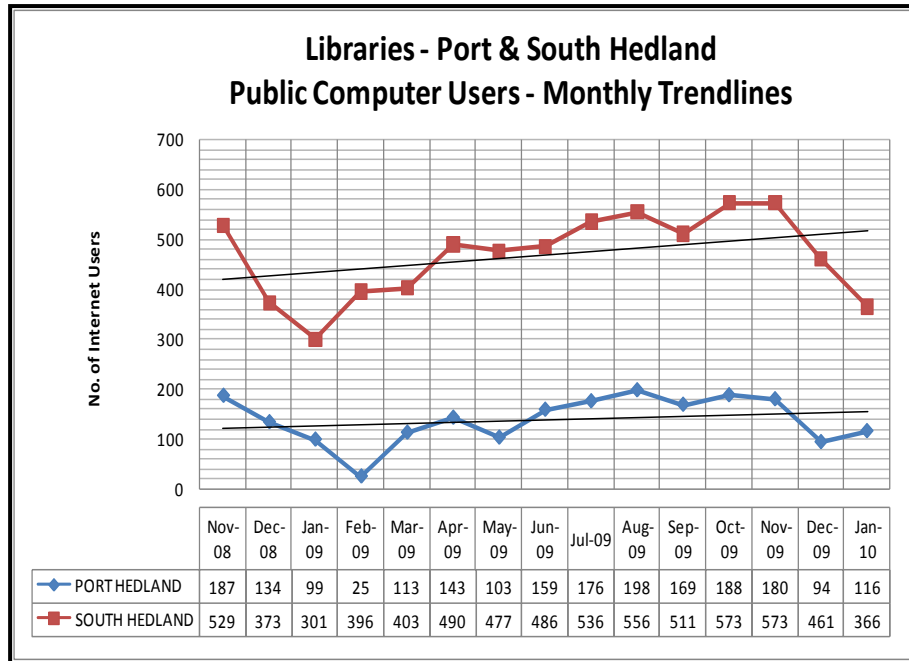
*Library and Information Services*

<b>PORT HEDLAND LIBRARY</b>	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Jan-10
Issues & Renewals	1307	1218	1283	1377	1049	904	1038
Reservations	47	50	65	105	52	50	70
New Borrowers	20	17	28	33	14	10	17
Public Computer Users	198	169	188	180	94	116	114
Door Count	969	994	1098	946	759	579	724
Reference Enquiries	95	56	91	61	46	65	67
General Enquiries	57	32	38	9	33	17	32
Technical/Computer	13	7	19	8	3	6	18
<b>SOUTH HEDLAND LIBRARY</b>	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	Dec-09
Issues & Renewals	2176	2350	2605	2521	2237	1828	2224
Reservations	44	39	39	110	91	51	53
New Borrowers	43	70	62	69	34	39	62
Public Computer Users	556	511	573	573	461	366	435
Door Count	2085	2267	2444	2447	2002	1669	2106
Reference Enquiries	146	138	152	140	123	111	185
General Enquiries	121	99	94	69	91	98	105
Technical/Computer	41	59	60	43	44	43	75
Local History Enquiries	Commenced Sept 09		8	7	7	9	0

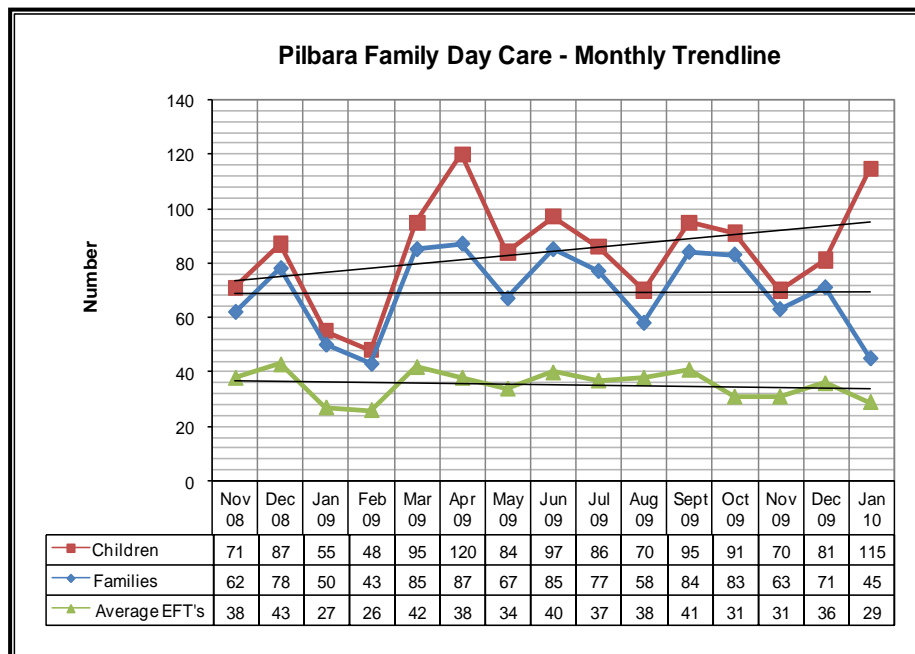
Holiday Activities were held for 2 weeks with a total attendance of 58 participants at South Hedland and 41 participants at Port Hedland. Premiers Summer Reading Challenge has proved popular with children regularly visiting the Library to submit their reading records and collect their incentive rewards. Perth based illustrator, Tracy Gibbs entertained 15 children and 7 adults including Mayor, Kelly Howlett and Michelle Hammond from NW Telegraph. The reading challenge finished on February 8th.

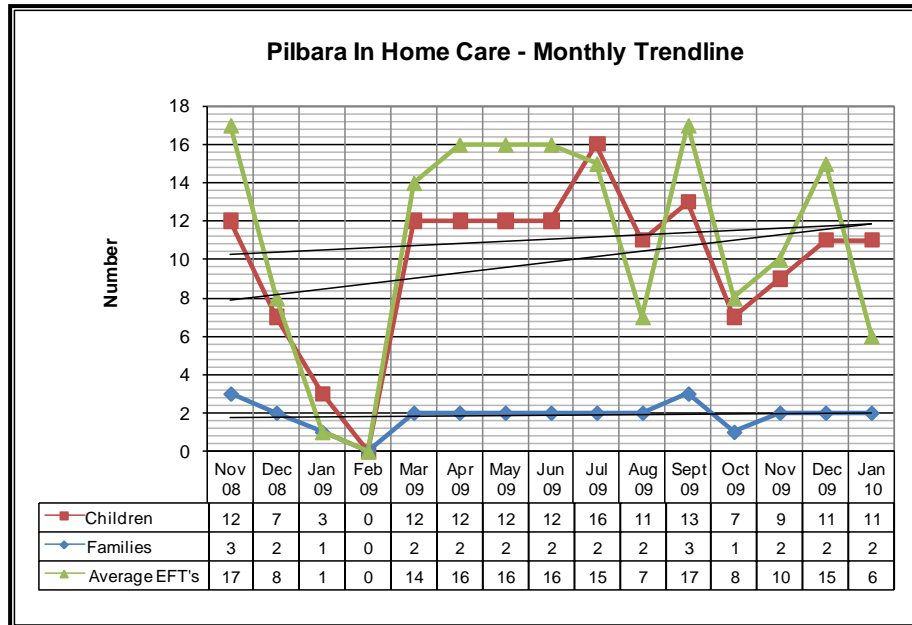
Leighah Carney commenced as the new Full Time Library Officer on January 20th.





*Pilbara Family Day Care (PFDC)*

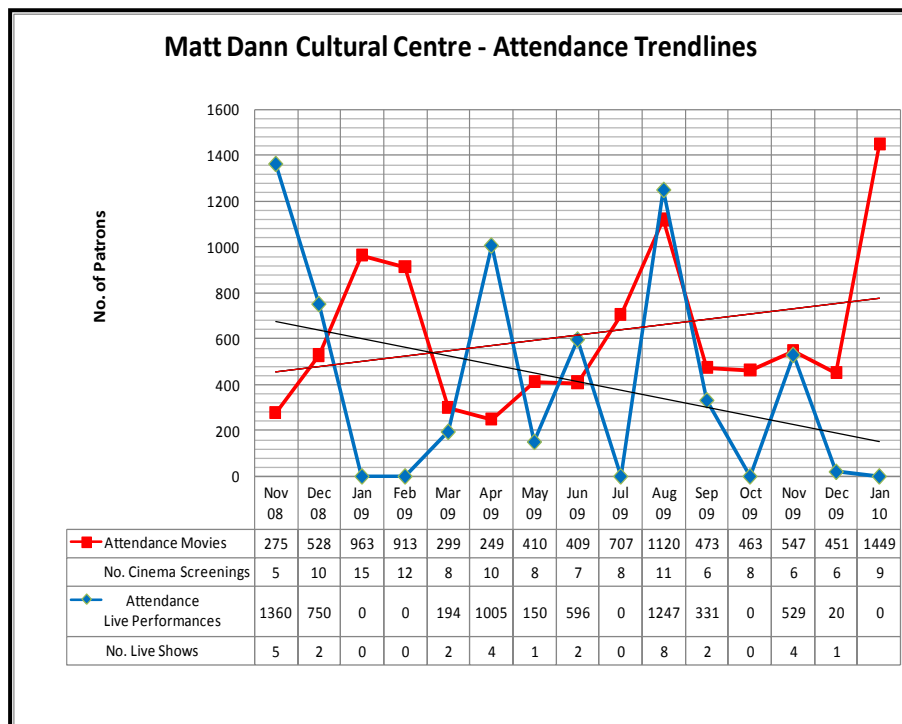




*Events and Matt Dann Cultural Centre (MDCC)*

During January, other than the movies shown, which are depicted in the table below, a special event was held for Australia Day. This event attracted over 3,000 people.

The average movie attendance for January was 161 people, with New Moon attracting the most.



*Courthouse Gallery*

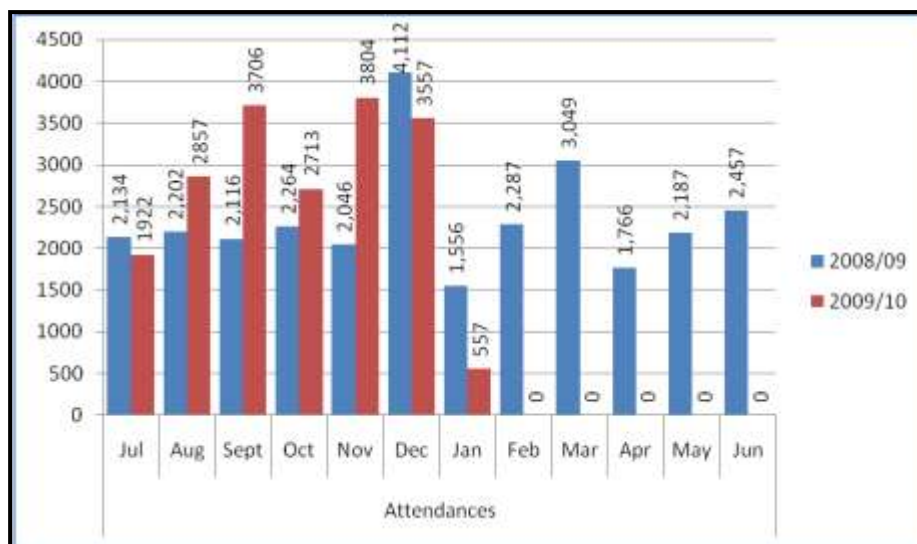
The Courthouse Gallery was closed for the month of January 2010.

*Recreation Services*

*JD Hardie Centre*

**Attendances – 2009/10**

Year	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	TOTAL
2007/08	1721	2228	2544	2273	2046	4087	0	1803	1751	1436	2140	1927	23,956
2008/09	2134	2202	2116	2264	2046	4112	1556	2287	3049	1766	2187	2457	28,176
2009/2010	1922	2857	3706	2713	3804	3557	557	0	0	0	0	0	18,559



*Programming*

**Programming - General**

- Term 1
  - Term Programs (After school)
  - Sports Programs
  - Classes
- Gym and Fitness
- External Hire

**Events**

- North West Basketball Cup
- Dodgeball Tournament – senior
- Dodgeball Tournament – junior
- Disco

*Aquatic Centres*

The monthly reports in full from the YMCA can be obtained by contacting the Manager Recreation Services, however a summary is detailed below.

*South Hedland Aquatic Centre*

Financials

Month to date:

	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>Income</b>	22625	21397	(1,228)
<b>Expenditure</b>	66155	71544	(5,389)
<b>Net</b>	43530	50147	(6,617)

Year to Date:

	<b>Budget</b>	<b>Actual</b>	<b>Variance</b>
<b>Income</b>	97,326	118,934	21,608
<b>Expenditure</b>	402,099	427,189	(25,090)
<b>Net</b>	<b>(304,773)</b>	<b>(308,255)</b>	<b>(3,482)</b>

Attendances

	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Nov</b>	<b>Dec</b>	<b>Jan</b>	<b>TOTAL</b>
ADULT			15	1,258	1,189	907	1,173	<b>4,542</b>
CHILD			45	1,696	1,008	804	912	<b>4,465</b>
UNDER 2'S			1	170	141	77	109	<b>498</b>
OFF PEAK				261	304	253	0	<b>818</b>
CONCESSION				100	61	102	89	<b>352</b>
COUNCIL				32	20	14	23	<b>89</b>
SPECTATOR				222	191	65	42	<b>520</b>
USER GROUPS			2	975	946	398	570	<b>2,891</b>
COACHES				14	31	7	0	<b>52</b>
FUNCTIONS					903	1,581	505	<b>2,989</b>
SWIM LESSONS				245	412	219	0	<b>876</b>
SCHOOL ATTEND.				10	221	59	0	<b>290</b>
AQUA AEROBICS							0	<b>0</b>
PROGRAMS				334	12	46	7	<b>399</b>
VAC. SWIMMING							685	<b>685</b>
FAMILY			10	467	248	255	413	<b>1,393</b>
Total Family Visits			40	1,868	992	1,020	1,652	<b>5,572</b>
Non Paying Spect.				287	412	252	105	<b>1,056</b>
<b>TOTAL</b>			<b>103</b>	<b>7,472</b>	<b>6,843</b>	<b>5,804</b>	<b>5,872</b>	<b>26,094</b>

*Gratwick Aquatic Centre*

## Financials

Month to Date:

	Budget	Actual	Variance
<b>Income</b>	31,416	30,905	(511)
<b>Expenditure</b>	73,045	63,208	9,837
<b>Net</b>	41,629	32,303	9,326

Year to Date:

	Budget	Actual	Variance
<b>Income</b>	165,840	160,082	(5,758)
<b>Expenditure</b>	429,852	422,669	7,183
<b>Net</b>	<b>264,011</b>	<b>262,586</b>	<b>1,425</b>

## Attendances

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	TOTAL
ADULT	82	255	703	1,622	1,513	1,130	1,522	<b>6,827</b>
AQUA AEROBICS	0	0	0	77	92	48	22	<b>239</b>
CHILD	32	42	181	912	714	755	616	<b>3,252</b>
COACHES	1	17	22	28	23	13	2	<b>106</b>
CONCESSION	7	7	24	86	108	89	97	<b>418</b>
COUNCIL	7	12	36	79	85	43	28	<b>290</b>
HEALTH CLUB	505	393	788	691	663	503	664	<b>4,207</b>
OFF PEAK	0	0	0	337	307	273	0	<b>917</b>
PROGRAMS	0	0	186	617	112	107	287	<b>1,309</b>
SCHOOL ATTEND.	0	0	0	29	63	203	870	<b>1,165</b>
SPECTATOR	9	53	194	306	177	86	93	<b>918</b>
UNDER 2'S	2	5	54	256	252	110	170	<b>849</b>
USER GROUPS	32	134	432	719	648	595	0	<b>2,560</b>
YMCA LESSONS	0	0	0	309	432	286	0	<b>1,027</b>
FAMILY	4	11	96	328	267	224	470	<b>1,400</b>
Total Family Visits	16	44	384	1,312	1,068	896	1,880	<b>5,600</b>
Non Paying Spect.	0	0	0	309	432	286	0	<b>1,027</b>
<b>TOTAL</b>	<b>693</b>	<b>962</b>	<b>3,004</b>	<b>7,689</b>	<b>6,689</b>	<b>5,423</b>	<b>6,251</b>	<b>30,711</b>



*Sports and Recreation – Operational*

## Community Recreation

## Events:

- Walk it Hedland  
Corporate and Community Challenge – Feb - March 2010
- Bike Week – March 2010
- Hip Hop Workshops – April 2010
- Physical Activity Week – May 2010
- Have a Try Night – March 2010
- Workplace Physical Activity Initiatives – weekly

## Community Facilities

- Aquatic Centres
- Skateparks

## Other

- Hawks Clubrooms
- Tennis Club Wall

*Club and Project Development - Operational*

## Review of existing policies and procedures

## Marketing and Management

## Stakeholder collaboration and strengthening:

- Events:
  - Clubs Conference – March 2010
  - Disability Inclusion
  - Evolving with the Times
  - Association Management (Funding, grants, sponsorship)
  - Volunteer Retention
  - Health Legislation
  - Strapping Course – May 2010
  - President's Dinner – May 2010
  - Have a Try Night – March 2010
  - Sports Awards – June 2010
- Seminars:
  - Assoc. and Incorp. evening – May 2010
- Association development
  - Facility Management



PLAN FOR THE FUTURE WORKS PROGRAMME FOR COMMUNITY DEVELOPMENT FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010																
Officer	Plan for the Future Key Result Area / Goal / Strategy	Strategy	Cyclone Watch/Season												COMMENTS	
			July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June		
MCD	KRA 1 - Infrastructure Goal 2 - P&G Strategy 7	Investigate the development of a Community Vegetable Garden.	Start June 2009													Exploring community garden options with Care for Hedland.
MCD	KRA 2 - Community Pride Goal 1 - Litter Strategy 1	Work with community groups to develop community programs and initiatives that reduce litter and improving the appearance of Port and South Hedland.	Start Jan 2009													Clean up Australia Day on 7th March with a BBQ at Pretty Pool.
MCD / MRYS	KRA 3 - Community Development Goal 1 - Youth & Children Strategy 2	Convert the JD Hardie Centre into a more youth focused facility.	Start July 2008						to call tenders							Reworking design to meet budget. Expressions of interest to be called in February. Tenders are expected to be called in March.
MCD	KRA 3 - Community Development Goal 1 - Youth & Children Strategy 6	Work with Stakeholders on initiatives that improve both the perception and the quality of education within the Town.														Ongoing. Via Education Forum and strong HSHS involvement in HYSAG. Next Forum to be held on 10th March
MLIS	KRA 3 - Community Development Goal 2 - Sports & Leisure Strategy 5	Review library operations and locations develop a plan for the future operations of libraries in the Town.		Report OCM												Methodology for producing Library Service Plan has been developed. Councillor Briefing session/workshop to be held 4 February to discuss methodology and issues.
MCD	KRA 3 - Community Development Goal 3 - Health Strategy 5	Review the Town's Disability Service Plan and undertake actions to improve access to services and all facilities.	DAIP Plan Completed 2009					Annual Report Sent to DCS								DAIP Community Consultation group meets on Tuesday 16th February.
MCED / MRYS	KRA 3 - Community Development Goal 4 - CSCP Strategy 5	Work in partnership with government and other stakeholders to develop additional "pro-social" diversionary activities for young people.	Start Jan 2009													Young Leaders program successfully completed with presentation dinner. Planning underway for National Youth week in April.
DCD	KRA 3 - Community Development Goal 5 - Arts & Culture Strategy 1	Initiate the development of Board of Management to manage and operate Council funded facilities within the Courthouse Art Centre and Gallery precinct.	Start 2007				Tender closes Oct									Contract for PHVC executed. Negotiations being finalised with FORM for Court House Gallery.
MCD	KRA 3 - Community Development Goal 5 - Arts & Culture Strategy 2	Develop a public art policy/strategy and install public art in key locations within the Town.	Start July 2007				Plan appln being developed									Liaising ongoing with FORM on other similar strategies in place in other locations.
MCD / MIS / MES	KRA 3 - Community Development Goal 5 - Arts & Culture Strategy 3	Develop a unique entry statement to the Town. MIS developing landscaping for this project	Start Aug 2008				Install Due									Completed.
MCD	KRA 3 - Community Development Goal 5 - Arts & Culture Strategy 4	Undertake initiatives that both increase patronage levels and improve the financial performance of the Matt Dann Theatre.	Start July 2008	Complete Mar 2009												Co-ordinator of MDCC and Events Co-ordinator role split to create additional capacity. Co-ordinator to be advertised. Review of business unit to commence on co-ordinator's appointment.
DCD	KRA 3 - Community Development Goal 5 - Arts & Culture Strategy 5	Actively pursue the development of additional arts and cultural facilities within the Town including a new commercial cinema and an aboriginal arts facility.	Start Aug 2008	Complete June 2009												Working with Wangka Maya on the feasibility of an Aboriginal Arts Centre.
DCD	KRA 4 - Economic Development Goal 1 - Tourism Strategy 3	Redevelop the visitor entry bays on the northern and southern roads entrances to the Town.	Start Oct 2008	Complete May 2009												Redevelopment of Southern entry commencing. Signage to be finalised to ensure consistency.

PLAN FOR THE FUTURE WORKS PROGRAMME FOR COMMUNITY DEVELOPMENT FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010															
Legend		Cyclone Watch/Season													
Commenced Project		Project Completed													
Milestones		On-going project													
Officer	Plan for the Future Key Result Area / Goal / Strategy	Strategy	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	COMMENTS
DCD	KRA 6 - Governance Goal 2 - Traditional Owners & Aboriginal people Strategy 1	Work with the State and Federal Government to sustainably progress the implementation of the 2006 Bilateral Agreement on Services to Indigenous Community.	Start July 2008												Currently awaiting outcomes of service level review by State & Federal Government Agencies.
DCS	KRA 6 - Governance Goal 2 - Traditional Owners & Aboriginal people Strategy 2	Work with relevant agencies to implement an appropriate action plan to address community visitors including the development of a managed campground.	Start Aug 2008	Complete June 2009											Advice has been sought from AAWG as to site needs and design requirements. Access to land to be secured through DPI.
MCD	KRA 6 - Governance Goal 3 - Communication Strategy 3	Install community noticeboards that advertise local services and events.	Start Dec 2009	Complete June 2009											Community noticeboards installed and functioning well. Project completed. <i>Ongoing</i>
<b>ONGOING KRA'S</b>															
MP / CEO	KRA 2 - Community Pride Goal 1 - Litter Strategy 4	Work with key stakeholders to commence implementation of the south Hedland CBD Structure Plan to significantly improve the appearance and vitality of this area.						earthworks commence							Structure Plan has been forwarded to WAPC for endorsement. Council has support the land activities (vesting, subdivision, amalgamations etc) to facilitate the Town Centre Development. LandCorp and the Administration continue to work with key stakeholders (partners) to implement the recommendations of the
MCD	KRA 2 - Community Pride Goal 2 - Events Strategy 1	Play an integral role in the coordination, operation and communication of community events via a range of strategies including:- Managing and operating at least six major community events per annum													<i>Australian Day was highly successful with approximately 3,000 people in attendance. Next event is Welcome to Hedland on the 14th May. Celebrate Hedland! Inc established and held first committee meeting.</i>
MCD	KRA 2 - Community Pride Goal 2 - Events Strategy 2	Work with community groups to implement neighbourhood competitions and events (eg Tidy Towns, Best Maintained Business, Best Gardens, Street Parties, Xmas Lights etc)		Judging											
MCD	KRA 2 - Community Pride Goal 2 - Events Strategy 3	Develop a well known, all inclusive calendar of community events.													Draft Community Pride calendar has been developed. <i>Events calendar will be discussed with Celebrate Hedland! Inc.</i>
MCD	KRA 2 - Community Pride Goal 2 - Events Strategy 4	Explore and actively seek to attract "draw card" events to the Town of Port Hedland.													<i>FORM have joined Celebrate Hedland! Inc as treasurer and will assist in attracting sponsorship.</i>
MCD	KRA 3 - Community Development Goal 1 - Youth & Children Strategy 1	Work with stakeholders to develop a consolidated plan to improve the availability of Child Care (both centre based and Family Day Care) places available with the Town. Implement													<i>Grant submitted for review of childcare and plan for the expansion of PFDCS.</i>
MCD	KRA 3 - Community Development Goal 1 - Youth & Children Strategy 3	Establish regular formalised consultation mechanisms between Council and Young People.													<i>HLYC now meeting weekly for 2010. Input given to HYSAG on Youth priorities in 2010.</i>
MCD	KRA 3 - Community Development Goal 1 - Youth & Children Strategy 4	Ensure that the community has an opportunity to become involved in Council infrastructure projects such as park developments, tree planting, event planning etc.													<i>Ongoing.</i>
MCD	KRA 3 - Community Development Goal 1 - Youth & Children Strategy 5	Work with key youth stakeholders to ensure that a range of events/functions are available for local youth including recreation, leisure, adventure and art/craft activities.													<i>Gaduates from Young Leaders program active in planning young activities gave input ot HYSAG for 2010 Youth priorities including Youth Week.</i>
MCD	KRA 6 - Governance Goal 1 - Leadership Strategy 2	Investigate options to develop new and emergent leaders in our community.													<i>HLYP identified as HYSAG priority for 2010. Young Leaders Program being enhanced for 2010. YLP projects to be presented to Briefing on 18th of February and 10th of March (DVD)(Urban art). Planning.</i>

C&RS - Royalties for Regions Projects Schedule																
Legend																
Commenced Project		Project Completed														
Milestones		On-going project														
Officer	Description	A/c Number	R4R	Jan-09	Feb-09	Mar-09	Apr-09	May-09	Jun-09	Jul-09	Aug-09	Sep-09	Oct-09	Nov-09	Dec-09	COMMENTS
<b>2009/10 FUNDING</b>																
MCD	J D Hardie Centre Undertake Stage 1 & Stage II development of project. Preliminary QS estimate for project is \$6.5M excluding external works	1104411 & 1104413	2,600,000													Project VM underway with Thinc to bring project in to budget range so tender can be called.

CAPITAL PROGRAMME FOR RECREATION SERVICES FOR THE PERIOD 1 JULY 2009 TO 30 JUNE 2010															
Legend - Current Project Phase			Cyclone Watch/Season												
	Concept														
	Development														
	Implementation														
	Finalisation														
	Project completed and acquitted														
A/c Number	Scope	Construction Responsibility	Month Update	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
1108420	Hawks Clubrooms Scope: Installation of temporary clubhouse at McGregor Street Reserve	COMPLETE	Complete	Development	Finalisation	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted
	Diamond 1 Backnet Scope: Replacement of backnet at Diamond 1 following Cyclone George	COMPLETE	Complete	Development	Finalisation	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted
1107430	SHAC Upgrade Scope: Design, purchase and installation of 7 x shade sails at SHAC	COMPLETE	Complete	Development	Finalisation	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted
	SHAC Upgrade Scope: Replacement of filters, installation of lockers and changetables.	COMPLETE	Complete	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted
1106430	GAC Upgrade Scope: Replacement of filters and installation of shade structures	COMPLETE	Complete	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted
1106413	GAC P & E Scope: Purchase of P & E at GAC	COUNCIL	Complete	Development	Development	Development	Development	Development	Development	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted
1109451	McGregor Street Oval Upgrade Scope: Completion of Master Plan for McGregor St	CONTRACTOR	Complete	Finalisation	Finalisation	Finalisation	Finalisation	Finalisation	Finalisation	Finalisation	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted	Project completed and acquitted
1111437	Recreation Reserve Redevelopment Scope: Upgrade of oval and irrigation at Colin Matheson	COUNCIL / CONTRACTORS	Concept and development completed. Project forwarded to Engineering Dept for completion.	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
1108269	Multi-Purpose Rec. Centre - Architectural Design Scope: Completion of Architectural Designs	CONTRACTOR	C/F Project. All schematics completed. Architects now finalising detailed designs, which will be completed within the next 6 weeks. Contract Manager currently being investigated to oversee construction. Business plan to be developed following completion of internal schematics.	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
1108420 1108421	Multi Purpose Recreation Centre - construction Scope: Construction of MPRC - Stage 1		Project due to commence following completion of architectural designs. Project anticipated to be jointly tendered with the JD Hardie Centre redevelopment. Tender scheduled to be advertised mid Jan 2010.												
1109455	Colin Matheson Clubrooms Scope: Design and Construction of Colin Matheson Clubrooms	COUNCIL	C/F Project. D&C tender presented to OCM August, with all tenders rejected due to major changes in scope. Scope altered to exclude commercial kitchen and individual association components - final result expected to be a community based facility. Tender scheduled for advertisement in Feb.	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
1201440	Town Cycle Plan: Bicycle Parking Scope: Year 1 component of the Town Cycle Plan	COUNCIL	C/F Project. Orders for racks placed, with all stakeholders consulted re: locations. Estimated arrival date Feb 10. Quotes for installation sourced. Bike sheds to be purchased for certain areas.	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
	Town Cycle Plan: On-road Circuits Scope: Year 1 component of the Town Cycle Plan	COUNCIL	Jan OCM Resolution to halt on-road circuits, and complete following completion of road study	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
	Town Cycle Plan: Shared Paths Scope: Year 1 component of the Town Cycle Plan	COUNCIL	Shared path completed along Styles Road and Counihan Road. Crawford St being investigated, with quotes being requested (contract for concrete expired).	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
	Town Cycle Plan: Port to South Hedland Path Scope: Year 1 component of the Town Cycle Plan	COUNCIL	Contract for design awarded to Porter Engineering, with estimated completion date March 10. First draft received, with plan out for comment.	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
	Town Cycle Plan: Spot Improvements Scope: Year 1 component of the Town Cycle Plan	COUNCIL	All spot improvements being considered. Items to be undertaken where possible within the following 12 weeks. All items unable to be completed are being considered at Jan OCM.	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
1107239	SHAC Design Scope: Detailed designs for complete upgrade at SHAC	CONTRACTOR	Final draft has been received and forwarded for staff and community consultation, and meeting in Perth scheduled for 25th Feb to discuss options with Landcorp. Detailed QS and completion of recommendations to occur following this endorsement. Application submitted to CSRFF for forward planning grant.	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
1109454	McGregor St Reserve Rehab Scope: Upgrading surfaces of sports fields	COUNCIL	Works to be undertaken over the following 6 months, along with all other rehabilitation works of reserves and parks. All works are being determined based on need. Renovation program to be commenced of all active areas early in February	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
1104420	JD Hardie Centre P&E Scope: Updating of P&E at JDHC	COUNCIL	Orders placed, awaiting arrival of all P&E	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
1109456	Cricket Net Upgrades Scope: Upgrade to existing cricket nets in Port and South Hedland	COUNCIL	Artificial Turf received week of 30th Nov. CPDO working with Engineering Dept to determine possible net extensions and maintenance for existing facilities. Quotes being sourced for completion.	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development
NEW	Overhead Lighting Plan Scope: Commencement of recommendations as per OCM endorsement	COUNCIL	Tender advertised 15th Jan with closure 17th Feb. Item to be presented to Feb OCM for endorsement or otherwise.	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development	Development

*Plan for the Future 2008-2013 Progress Report*

Council's Community Development Directorate has provided an update on the projects that they are currently managing (48 of the 110 strategies defined) in line with the current Plan for the Future 2008-2013. The attached report provides an update on the progress and status of the strategies within the CD Directorate.

**Attachments**

1. Plan for the Future Works Programme for Community & Regulatory Services for the period 1 July 2000 to 30 June 2010
2. Capital Programme for Recreation Services for the period 1 July 2009 to 30 June 2010.

**200910/277 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr S R Martin

**That Council receives the Community Development Report for January 2010.**

***CARRIED 8/0***

**11.4.1.2 Authorisation of Dog Registration Officers – Dog Act 1976 (File No. :19/09/001)**

**Officer** Sharon Groch  
Coordinator Library  
Services

**Date of Report** 12 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to consider the appointment of Dog Registration Officers for the Town of Port Hedland.

**Background**

Council allows for the registration of dogs at both the Town of Port Hedland's Civic Centre, South Hedland Library and at the Rangers Office at the Works Depot in Wedgefield. The Dog Act 1976 requires that all persons that register dogs be authorised under the said Act to carry out this function.

**Consultation** Nil

**Statutory Implications**

Dog Act 1976 (as amended)

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications**

Authorisation of officers will need to be advertised in the Government Gazette.

**Officer's Comment**

It is a legal requirement that any officer that effects the registration of dogs be authorised. Authorisation of officers also gives the Council and staff legal protection while carrying out this function and "acting in good faith".

The following staff members are required to be authorised as Dog Registration Officers:

Leighah Carney



**Attachments**

Nil

**200910/278 Council Decision/Officer's Recommendation**

**Moved:** Cr S R Martin

**Seconded:** Cr A A Carter

**That Council:**

**i) Authorise the following staff members as Dog Registration Officers for the Town of Port Hedland pursuant to the Dog Act 1976:**

**a) Leighah Carney**

**ii) Advertise the officers as listed in points i) above in the Government Gazette under appointments.**

***CARRIED 8/0***

## 11.4.2 Recreation Services

**11.4.2.1 Policy Development – Regional Championships Support (File No.: 26/03/0001)**

**Officer** Sarah Cunningham  
Club and Project  
Development Officer

**Date of Report** 4<sup>th</sup> February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

It is proposed that a policy be developed to support local associations host Regional Championships within Port Hedland. This policy will detail the level of support provided by the Town of Port Hedland to encourage and promote local associations to host their regional championships within the town.

**Background**

The Town of Port Hedland does not currently have a formal policy on the level of support provided by Council, and each request is dealt with on an individual basis. Any support requested must be presented to Council for endorsement (or otherwise), however the development of a standard policy will negate this requirement.

In this circumstance, Regional Championships are defined as a one-off event (usually once per annum/season) attended by four (4) or more regional towns in an organised competition, where the host town is the primary organising body.

As part of the 2007/08 budget process, Council endorsed that the following would apply with regards to discounts for community facilities:

<i>“...Community Facilities</i>	
<i>Discounts – Hire fees – All facilities</i>	
<i>Community Groups</i>	<i>25%</i>
<i>Junior Community Groups</i>	<i>50%</i>
<i>Not for Profit, no Alcohol, and Open to Public</i>	
<i>no charge</i>	<i>100%”</i>

The resolution from this budget process has been continued each year, however Regional Championships do not fall into this category (the event is not open to the public at nil charge, and alcohol is often consumed at the senior championships).

### Consultation

The inclusion of this policy has been discussed with various internal staff, including:

- Chief Executive Officer
- Director Community Development
- Manager Recreation Services
- Sports and Recreation Officer
- Club and Project Development Officer

Consultation and research with relevant bodies has also occurred, including:

- Department of Sport and Recreation
- Club/Sports Development Officer Scheme members
- Other regional shires

### Statutory Implications

The adoption of appropriate policies is in accordance with Council's obligations under Section 3.1(1) of the Local Government Act, which obliges Council to provide for "...the good government of persons in its district."

Section 6.16 (1) states that:

*"A local government may impose and recover a fee or charge for any goods or services it provides or proposes to provide..."*

Section 6.17 (4) states that:

*"Regulations may –*  
(a) *Prohibit the imposition of a fee or charge in prescribed circumstances; or*  
(b) *Limit the amount of a fee or charge in prescribed circumstances."*

### Policy Implications

This report recommends that an additional Policy be created titled 'Regional Championship Support' within Council's Policy document.

**Strategic Planning Implications** Nil

### Budget Implications

Should the Officer's recommendation be endorsed, it is not expected that any additional expenditure will be accrued.

As the recommendation is for in-kind support, it is likely that a loss of income equating to approximately \$600 per request will be incurred.

Based on the 2009 calendar year, Port Hedland hosted four (4) Regional Championships. It is therefore reasonable to assume that Council will forego approximately \$2,400 per annum should this policy be endorsed.

### **Officer's Comment**

The Town of Port Hedland does not currently have a formal policy on the level of support provided by Council, and each request is dealt with on an individual basis as received. Implementing a standard policy will allow Town of Port Hedland support, without requiring continued Council endorsement.

Providing Town of Port Hedland support for Regional Championships within Port Hedland has many positive benefits: Council is viewed as a supportive Council, whilst sporting associations within the Town will be encouraged to develop their talents locally, and bring other towns and regions to the area.

The Officer's Recommendation states that the Town of Port Hedland supports any Regional Championship within Port Hedland by providing facilities, human resources and amenities at a nil cost (representing in-kind support). As there is nil impact on the operational/capital budget by providing this level of support, it is viewed as beneficial for both parties.

### **Attachment**

Nil

### **Officer's Recommendation**

That Council adopt the following Regional Championships Support Policy:

*Any Affiliated Association hosting Regional Championships in the Town of Port Hedland is annually entitled to:*

- . *Use of two (2) Recreation Reserves for duration of the Championships at nil cost;*
- . *Use of up to ten (10) additional rubbish bins; and,*
- . *In-kind Council support in all promotion, advertising and logistical needs.*

*The association is expected to recognise the Town of Port Hedland during all promotion surrounding the Regional Championships."*

**200910/279 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr G J Daccache

**That Council adopt the following Regional Championships Support Policy:**

**“Any Affiliated Association hosting Regional Championships in the Town of Port Hedland is annually entitled to:**

- . Use of two (2) Recreation Reserves for duration of the Championships at nil cost;**
- . Use of additional rubbish bins as required; and**
- . In-kind Council support in all promotion, advertising and logistical needs.**

**The association is expected to recognise the Town of Port Hedland during all promotion surrounding the Regional Championships.”**

***CARRIED BY ABSOLUTE MAJORITY 8/0***

**11.4.2.2 Development of Community Clubrooms Standard  
(File No.: 26/03/0001)**

**Officer** Sarah Cunningham  
Club and Project  
Development Officer

**Date of Report** 10<sup>th</sup> February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

It is proposed that a guideline be developed to detail the minimum standard of provision for all recreation clubroom facilities, at their development stage.

**Background**

The Town of Port Hedland does not currently have any formal guiding principle in place stating Council provision at each recreation reserve when developing new (or upgrading existing) facilities. Currently, clubrooms are built dependant on budget, and whilst this is necessary, having a minimum standard will provide all members of the public, sporting associations and Council staff an understanding of the minimum facility inclusions to meet requirements.

**Consultation**

The development of this guideline has been discussed with various internal staff, including:

- Chief Executive Officer
- Director Community Development
- Manager Recreation Services
- Sports and Recreation Officer
- Club and Project Development Officer
- Manager Planning

Consultation and research with relevant bodies has also occurred, including:

- Department of Sport and Recreation
- Club/Sports Development Officer Scheme members
- Other regional shires

Research into existing policies at other locations has also been undertaken.

**Statutory Implications** Nil

**Policy Implications** Nil

**Strategic Planning Implications** Nil

#### **Budget Implications**

It is not anticipated this proposed standard will have any budgetary implications at this time. All future projects will be considered as part of the standard budget process.

#### **Officer's Comment**

It will be valuable to both recreation and building staff to have a predetermined minimum standard for the development or upgrade of clubroom facilities, to provide a basic understanding of requirements. There is currently no guideline in place at the Town of Port Hedland for Community Clubroom Standards, and the implementation of one will allow for the same understanding of the Town's provision.

It is important to note that this guideline will not necessarily oblige Council to provide this level of facility at each reserve in town; Council currently supports the idea of dual use facilities, and will consider each request on its own merits. Council staff will also have the option to discuss whether each of the components are necessary for each request.

**Attachment** Nil

#### **Officer's Recommendation**

That Council adopt the following Community Clubroom Standard guideline:

*"Where possible and required, the Town of Port Hedland will allow for the following elements as a minimum when constructing new clubroom facilities:*

- *Public amenities including Male, Female and Disabled;*
- *Home and away unisex change rooms with disability access;*
- *Umpires change room and First Aid facilities;*
- *Kiosk Facility; Storage room; Meeting space relevant to uses and needs of clubs; and, where possible, a covered viewing area from the kiosk to the playing field/court.*

*All amenities and facilities will be built in accordance with the Building Code Australia (BCA), Environmental Health Requirements and the Town of Port Hedland Town Planning Scheme.*

*Should stakeholders request additional space, the Town of Port Hedland will consider each request on its merits, however may require a contribution from the stakeholder.*

*The Town of Port Hedland will consider each request on its own merits, but will actively encourage multi use facilities over single user group facilities where practicable.”*

**200910/280 Council Decision****Moved:** Cr A A Carter**Seconded:** Cr S R Martin

That Council adopt the following Community Clubroom Standard guideline:

*“Where possible and required, the Town of Port Hedland will allow for the following elements as a minimum when constructing new clubroom facilities:*

- *Public amenities including Male, Female and Disabled;*
- *Home and away unisex change rooms with disability access;*
- *Umpires change room and First Aid facilities;*
- *Kiosk Facility; Storage room; Meeting space relevant to uses and needs of clubs; and, where possible, a covered viewing area from the kiosk to the playing field/court.*

*All amenities and facilities (including parking) will be built in accordance with the Building Code Australia (BCA), Environmental Health Requirements and the Town of Port Hedland Town Planning Scheme.*

*Should stakeholders request additional space, the Town of Port Hedland will consider each request on its merits, however may require a contribution from the stakeholder.*

*The Town of Port Hedland will consider each request on its own merits, but will actively encourage multi use facilities over single user group facilities where practicable.”*

CARRIED 8/0



*REASON: Council amended the second paragraph of the Community Clubroom Standard Guideline to ensure car parking will also be built/constructed in accordance with the Town Planning Scheme.*

**11.4.2.3 Reduction of Fees Request (File No.: 26/05/0005)**

<b>Officer</b>	David Bolan Recreation Centre Supervisor
<b>Date of Report</b>	16 <sup>th</sup> February 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

Council has received a request from Hedland Senior High School to reduce fees associated with their proposed use of the JD Hardie Centre to facilitate their Physical Education Program in Term 1 and 4, 2010.

**Background**

Carmel Fitzgerald, Head of the Physical Education Department at Hedland Senior High School has written to Council seeking support for their use of the JD Hardie Centre as an extension of the school's physical education program (refer attachment 1).

As included within the letter, Ms Fitzgerald has indicated that in 2010, the school's preference is to utilise the JD Hardie Centre during Term 1 and 4 (approximately 20 weeks total), at a reduced rate from the Town of Port Hedland's 2009/10 Schedule of Fees and Charges. The current charge for Hedland Senior High School is \$31 per hour for the stadium hall, equating to \$155 per week. The proposed charge as requested by Ms Fitzgerald is \$10 per hour, equating to a Town of Port Hedland subsidy of \$21 per hour.

Council has adopted a checklist to allow staff to determine if use of a Council facility is free to the users, thus negating the need to present every case to Council for a decision to be made. However as this request does not meet the set criteria as it is not open to the entire community, Council consideration is therefore required.

**Consultation**

Manager Recreation Services  
JD Hardie Centre Supervisor  
Sports and Recreation Officer  
Club and Project Development Officer

**Statutory Implications**

Section 6.16 (3) of the Local Government Act 1995 (Imposition of fees and charges) states:

*“Fees and charges are to be imposed when adopting the annual budget but may be –*

*(a) Imposed during a financial year*

*(b) Amended from time to time during a financial year.”*

*Note: Absolute Majority Required*

**Policy Implications**

The Town of Port Hedland Schedule of Fees and Charges 2009/10 dictates that free use of community reserves apply if the following conditions are met:

- Not-for-profit organisation
- No alcohol
- Free to all community members at nil cost.

**Strategic Planning Implications** Nil

**Budget Implications**

Should the request from Hedland Senior High School be approved, a loss of income of approximately \$2,100 will be incurred for 2010 (based on the 2009/10 Schedule of Fees and Charges). As the Term 4 request cannot be considered until the adoption of the 2010/11 Schedule of Fees and Charges, the estimated loss of income is therefore \$1,050 for 2009/10.

If the request from Ms Fitzgerald was approved, income of approximately \$500 for the period of Term 1 2010 would be received.

**Officer’s Comment**

The Town of Port Hedland has set criteria for use of Council facilities at a nil charge however this case does not fit the criteria. There is currently no Fee and Charge developed for other government departments, including the education department, therefore standard fees and charges apply.

It is likely that allowing the school access to the facility during these off peak hours will increase exposure of the centre to some of the local youth who otherwise may not normally attend the facility for sporting or other pursuits. On average, each physical education class has approximately 20 children, which is based on attendance numbers from the previous years.

This will be the third year Hedland Senior High School will have accessed the JD Hardie Centre for their physical education program, however this is the first request for reduction in fees.

The 2009/10 Schedule of Fees and Charges states that the following discounts apply to not-for-profit community groups for sporting reserves:

<i>Community Groups</i>	<i>25%</i>
<i>Junior Community Groups</i>	<i>50%</i>
<i>Junior Sporting Groups</i>	<i>100%</i>
<i>Schools during school hours</i>	<i>100%</i>

Council facilities (JD Hardie Centre, Aquatic Centres, Matt Dann Cultural Centre etc), do not currently adopt the figures above, as they have their own discounts applicable directly to each facility. In this instance, offering a 100% discount seems unfavourable; costs are still associated with the hire of the JD Hardie Centre (utilities, staff costs etc), whereas use of an oval is a nil cost to Council. Hedland Senior High School has also not requested a fee reduction of this level.

It is therefore recommended that Council offer a 50% reduction to Hedland Senior High School in fees for the use of the JD Hardie Centre, in line with the current reduction offered to junior community groups at sporting reserves.

Council therefore has five (5) options:

1. Deny the request for the reduction of fees for Hedland Senior High School physical education program, and base charges on the 2009/10 Schedule of Fees and Charges;
2. Approve the request for the \$21 reduction per hour for the stadium hall at the JD Hardie Centre for the HSHS for 2010;
3. Approve a 50% subsidy for Hedland Senior High School to utilise the JD Hardie Centre;
4. Approve a subsidy for Hedland Senior High School to utilise the JD Hardie Centre, with the subsidy rate to be determined by Council; or,
5. Consider the development of Education Department Fees and Charges as part of the 2010/11 budget process.

**Attachments**

Letter from Carmel Fitzgerald Head of Physical Education Hedland Senior High School, dated 5<sup>th</sup> February 2010.

**Officer's Recommendation**

That Council:

- a) advises Hedland Senior High School that their request for a \$21 subsidy per hour is denied, however the Town of Port Hedland will provide a 50% subsidy for Term 1 2010, based on the 2009/10 Schedule of Fees and Charges; and
- b) will consider the adoption of Education Department Fees and Charges as part of the 2010/11 budget process.

**200910/281 Council Decision**

**Moved:** Cr S J Coates

**Seconded:** Cr A A Carter

**That Council:**

- a) **advises Hedland Senior High School that their request for a \$21 subsidy per hour for the stadium hall at the JD Hardie Centre for 2010 is approved;**
- b) **advise the Hon. Dr Elizabeth Constable MLA Minister for Education and the Director General of the Department of Education and Training; the Hon. John Castrilli MLA Minister for Local Government; and the Hon. Brendon Grylls, MLA Minister for Regional Development, that the Town of Port Hedland has done so; and**
- c) **consider a negotiated adoption of Education Department Fees and Charges as part of the 2010/11 budget process.**

***CARREID BY ABSOLUTE MAJORTY 8/0***

*REASON: [Council and Department of Education are] here all together [and] are not living in ordinary times. HSHS has made huge strides forward in recent years under the leadership of the remarkable WA Principal of the Year Carolyn Cook. Carolyn is the first to acknowledge the contribution of her staff, students and community to our HSHS's progress. Partnerships between local, state and federal governments, together with industry, business and others, will increasingly feature in education here.*

*This proposed TOPH subsidy to our HSHS will demonstrate our town's support and commitment to those partnerships at modest cost.*

*As [the Town's] Officer reports "It is likely that allowing the school access to the facility during these off peak hours will increase exposure of the centre to some of the local youth who otherwise may not normally attend the facility for sporting or other pursuits."*

*[This decision is aimed to:]*

- Encourage & support valued & essential frontline Hedland educators.*
- Expose the existing and planned JD Hardie Centre to our Hedland youth especially to encourage future engagement.*
- Give Hedland kids (especially those without boarding school options) maximum opportunities in summer to engage in active team sports in air conditioning.*
- Encourage WA Dept of Education and Training to extend further current plans and options regarding education in Hedland.*

## ATTACHMENT 1 TO AGENDA ITEM 11.4.2.3

**HEDLAND SENIOR HIGH SCHOOL**

Roberts Street SOUTH HEDLAND 6722 Telephone (08)9172 1244 Facsimile (08) 9172 3797

**Health and Physical Education**  
**Learning Area**

Town of Port Hedland Council  
PO BOX 41  
Port Hedland WA 6721

To Whom It May Concern,

RE: TOWN OF PORT HEDLAND  
JD HARDIE RECREATION CENTRE

This letter is in relation to hire rates at the JD Hardie Recreation Centre. For numerous years Hedland Senior High School has used the recreation facility as an extension of our school Physical Education program. This year, we need to use the facilities particularly in Term 1 and Term 4 due to the heat. The other reason we use the JD Hardie Centre is for the larger size. For example; the school gym can only accommodate three badminton courts therefore only catering for 12 students in a doubles competition. With a class of 32 this can cause problems with students having to sit and wait their turn.

Therefore the purpose of this letter is for the Town Council to discuss a cheaper rate for school groups. Currently we pay \$31.00/hr plus we have to pay for transport which is \$2.00/km, totaling \$41.00/session.

This year we require the use of the JD Hardie Recreation Centre for 5 sessions per week. The total cost for the year equals to \$7995.00. For each student we are given \$32/student for Health and Physical Education; which is spent on:

- health resources
- health equipment
- PE equipment
- maintenance

This therefore equates to over half our budget being spent on hiring of the JD Hardie Recreation Centre.

Our proposal is we pay \$10/hr as we supply our own consumable equipment (i.e. badminton racquets, balls etc) except for the soccer goals, badminton and volleyball nets and we supply our own PE school staff to supervise the students. We also utilise the facility in an off-peak times and we work around the schedule that the facility has.

Should you wish to discuss further my proposal please contact me on 9172 8041.

Yours sincerely

Carmel Fitzgerald  
Head of Department  
Ph: (08) 9172 8041  
Email: carmel.fitzgerald2@det.wa.edu.au

**11.5 GOVERNANCE AND ADMINISTRATION****11.5.1 Corporate Services****11.5.1.1 *Financial Reports to Council for Period Ended 31 January 2010 (File Nos: FIN-008, FIN-014 and RAT-009)***

**Officer** Lee Crombie  
Senior Finance Officer

**Date of Report** 12 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

The objective of this item is to present a summary of the financial activities of the Town to 31 January 2010, and to compare this with that budgeted for the period. With regard to the Town's Utility and Fuel Costs, a comparison is made with 2008/09.

**Background****1. *Financial Statements***

Presented (see attachments) in this report for the financial period ended 31 January 2010, are the:

- Statements of Financial Activity – see Schedules 2 to 14;
- Notes (1 to 10) to and forming part of the Statements of Financial Activity for the period ending 31 January 2010;
- Review of Transaction Activity.

Note: Interest Rates for investments are selected from those provided from the following financial institutions: National Australia Bank, BankWest, Commonwealth Bank, AMP, Westpac Bank, Big Sky, Citigroup and the Australian and New Zealand Bank.

**2. *Utility and Fuel Costs***

Presented in graph form (see attached), is the 2009/10 monthly water, power and fuel costs compared with 2008/09.

**3. *Schedule of Accounts Paid***



The Schedule of Accounts paid (see attachment) under delegated authority as summarised below, and which is submitted to Council on 24 February 2010 for receipt, has been checked and is fully supported by vouchers and invoices which have been duly certified as to the receipt of goods and rendition of services, and verification of prices, computations and costs.

Voucher No's		Value \$	Pages		Fund No.	Fund Name	Description
From	To		From	To			
CHQ19402	CHQ19402				1	Municipal Fund	Cheques cancelled
CHQ19402	CHQ1940		1	9	1	Municipal Fund	
CHQ19402	CHQ1940				1	Municipal Fund	Cheques cancelled
CHQ19402	CHQ1940	\$95,047.10	9	9	1	Municipal Fund	
EFT24803	EFT28720	\$3,414,618.58	9	58	1	Municipal Fund	
CMS070110	CMS070110	\$192.39	59	59	1	Municipal Fund	Photocopier lease – Engineering Dept
PAY120110	PAY120110	\$267,172.69	59	59	1	Municipal Fund	
PAY280110	PAY280110	\$278,894.69	59	59		Municipal Fund	
BOQ270110	BOQ270110	\$891.10	59	59	1	Municipal Fund	Finance Equipment
NMF011209	NMF011209	\$1,244.32	1	1	1	Municipal Fund	Photocopier lease x2 – Civic centre
NMF040110	NMF040110	\$1,244.32	59	59		Municipal Fund	Photocopier lease x2 – Civic centre
	Municipal Total	\$4,059,305.19					
3001775	3001790					Trust Fund	Cheques cancelled
3001791	3001805		59	61			
3001806	3001810						Cheques cancelled
3001811	3001812	\$73,617.09	61	61	3	Trust Fund	
	Trust Total	\$73,617.09					
	Sub-Total	\$4,132,922.28					
LESS: one-off pays	-						
	Total	\$4,132,922.28					

**Consultation**

**Nil**

### Statutory Implications

Regulation 34 of the Local Government (Financial Management Regulations), states as follows:

*“34. Financial activity statement report - s. 6.4*

- (1) A local government is to prepare each month a statement of financial activity reporting on the sources and applications of funds, as set out in the annual budget under regulation 22(1)(d), for that month in the following detail:*
  - (a) annual budget estimates, taking into account any expenditure incurred for an additional purpose under section 6.8(1)(b) or (c);*
  - (b) budget estimates to the end of the month to which the statement relates;*
  - (c) actual amounts of expenditure, revenue and income to the end of the month to which the statement relates;*
  - (d) material variances between the comparable amounts referred to in paragraphs (b) and (c); and*
  - (e) the net current assets at the end of the month to which the statement relates.*
- (2) Each statement of financial activity is to be accompanied by documents containing:*
  - (a) an explanation of the composition of the net current assets of the month to which the statement relates, less committed assets and restricted assets;*
  - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and*
  - (c) such other supporting information as is considered relevant by the local government.*
- (3) The information in a statement of financial activity may be shown:*
  - (a) according to nature and type classification;*
  - (b) by program; or*
  - (c) by business unit.*
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be:*
  - (a) presented to the council:*
    - (i) at the next ordinary meeting of the council following the end of the month to which the statement relates; or*
    - (ii) if the statement is not prepared in time to present it to the meeting referred to in subparagraph (i), to the next ordinary meeting of the council after that meeting;*  
*and*
  - (b) recorded in the minutes of the meeting at which it is presented.*

- (5) *Each financial year, a local government is to adopt a percentage or value, calculated in accordance with AAS 5, to be used in statements of financial activity for reporting material variances.*

*In this regulation:*

*“committed assets” means revenue unspent but set aside under the annual budget for a specific purpose;*

*“restricted assets” has the same meaning as in AAS 27.*

Section 6.12 of the Local Government Act 1995 (Power to defer, grant discounts, waive or write off debts) states:

*“(1) Subject to subsection (2) and any other written law, a local government may –*

*(a) when adopting the annual budget, grant\* a discount or other incentive for the early payment of any amount of money;*

*(b) waive or grant concessions in relation to any amount of money; or*

*(c) write off any amount of money, which is owed to the local government.*

*(2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.”*

### **Policy Implications**

#### **2/003 Financial Statements – Copies for Councillors**

*“Apart from the financial reports that are required to be presented to Council by way of legislation, the following reports will be presented to Council:*

*Monthly      Bank Reconciliation of the Municipal, Reserve and Trust Fund  
                  +90 day outstanding Sundry Debtors report  
                  List of Accounts paid under Delegated Authority  
                  Register of Investments  
                  Rates Summary Trail Balance  
                  Reserve Account Balances*

*Quarterly     Quarterly Budget Review  
                  Report on all Budgeted Grants of \$50,000 or more.*

*Irregular Financial reports will be presented to Council as deemed necessary by the Director, Corporate Services or Manager, Financial Services or requested by Council by resolution.”*

### **Strategic Planning Implications**

Key Results Area 5 Environment

Goal 2 Natural Resources

Strategy 1. Continue to monitor and report on the level of Council's energy, fuel and water use.

### **Budget Implications**

At the Special Meeting held on 29 July 2009, Council resolved to adopt item 6.1.1.1 '2009/2010 Budget Adoption' en block, which included Recommendation 12 as follows:

#### *"Recommendation 12*

*That Council adopts the following percentage or dollar value for determining and reporting material variances as follows:*

- 1. 10% of the Function amended budget; or*
- 2. \$100,000 of the Function amended budget*  
*whichever is the lesser, for the following categories of revenue and expenditure:*
  - a. Operating Revenue*
  - b. Operating Expenditure*
  - c. Non-Operating Revenue*
  - d. Non-Operating Expenditure"*

### **Officer's Comment**

For the purpose of explaining Material Variance (Expense/Revenue Up or Down, and see attachment Schedule 2) a three-part approach was taken:

#### *Period Variation*

Relates specifically to the value of Variance between the Budget and Actual figures for the period of the report.

#### *Primary Reason*

Identifies the primary reasons for the period Variance. As the report is aimed at the higher level analysis, minor contributing factors are not reported.

#### *Budget Impact*

Forecasts the likely \$ impact on the Amended Annual Budget position. It is important to note that figures in this part are 'indicative only' at the time of reporting, and that circumstances may subsequently change.

**Attachments**

- Page 1–3 of 12. Schedule 2 being a Statement of Financial Activity
- Pages 4 to 12. Notes 3 to 12 which form part of the Statements of Financial Activity. Also Note 10 – January 2010 Bank Reconciliations.
- Pages 1 to 49. Detailed Financial Activity by Program.
- January 2010 Accounts for Payment
- Comparison Between 2008/09:2009/10 Utility and Fuel Costs

**200910/282 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr S R Martin**That**

- i) **the:**
  - a) **Statements of Financial Activity (represented by Schedules 2 to 14);**
  - b) **Notes (1 to 10) to and forming part of the Statements of Financial Activity for the period ending 31 January 2010; and**
  - c) **Review of Transaction Activity, as attached and/or presented be received;**
- ii) **graphic representation of the Town's energy, water and fuel use as attached be received; and**
- iii) **list of Accounts paid during January 2010 under Delegated Authority, as presented and/or attached be received.**

***CARRIED 8/0***

**11.5.1.2 2010/11 Budget Timetable and Broad Assumptions**

**Officer** Matthew Scott  
Director Corporate Services

**Date of Report** 11 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to adopt the proposed Budget timetable and broad budget assumptions for the 2010/11 Budget process.

**Background**

Each year Council must develop a new municipal budget for the following year. Given the Council's desire to adopt the new budget prior to the commencement of the next financial year, Council must now commit to a timetable.

Given the complexity of a municipal budget, Council must give some direction to the administration with regard permissible increases (and decreases) in revenue and expenditure streams. With this direction the administration can develop (over various stages) a draft budget, which Council must review, and subject to changes, ultimately adopt.

At the February Briefing session, Councillors were presented with a draft timetable and suggestions regarding some broad budget assumptions and principals.

Should Council formally adopt the timetable and budget principals, Staff will have a clear direction in what and when budgetary information is required.

The proposed process is similar to previous year's budget process, where the budget is developed in stages, with the final result defining the amount of funds Council will have for new items and initiatives.

**Consultation**

A draft budget timetable was presented to Councillors at the February Briefing session.

**Statutory Implications**

Local Government Act 1995

*2.7. The role of the council*

*(1) The council:*

- (a) directs and controls the local government's affairs; and*
- (b) is responsible for the performance of the local government's functions.*

*(2) Without limiting subsection (1), the council is to:*

- (a) oversee the allocation of the local government's finances and resources; and*
- (b) determine the local government's policies.*

*6.2. Local government to prepare annual budget*

*During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt\*, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August.*

*\* Absolute majority required.*

**Policy Implications**

Nil

**Strategic Planning Implications**

The 09/10 Budget will be developed based on the direction provided in the Town's Strategic Plan and Plan for the Future. All project should feed back into these plans, the budget will provide the resources to achieve the plans goals.

**Budget Implications**

Though adopting the proposed timetable and budget assumptions will not the affect the Council's current municipal budget and Cash surplus, Council should not underestimate the importance of the budgetary process. As per Section 2.7 of the LG Act, allocating Council resources (through the budget) is a primary role of Council.

**Officer's Comment**

Nil

**Attachments**

Nil

**200910/283 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr M Dziombak

**That Council:**

- i) Adopt the following timetable to develop the 2010/11 Annual Budget;**

<b>Proposed 10/11 Budget Timetable</b>		
<b>Date</b>	<b>Meeting/ Responsibility</b>	<b>Item</b>
<b>3 Feb</b>	<b>Briefing</b>	<b>Budget Assumptions and Timetable</b>
<b>25 Feb</b>	<b>Managers</b>	<b>Issue Budget Packs</b>
<b>24 Feb</b>	<b>Ordinary Council Meeting</b>	<b>Council Adopt Budget Review/Budget Timetable/Budget Assumptions</b>
<b>10 Mar</b>	<b>Briefing</b>	<b>Advertise Community Budget Requests</b>
<b>10 Mar</b>	<b>Workshop</b>	<b>Loans/Reserves/Five Years Plan Reviews</b>
<b>5 April</b>	<b>Managers</b>	<b>Return Budget Pack Info</b>
<b>7 April</b>	<b>Workshop</b>	<b>Staffing/Rates/Fees and Charges/Council Allowances</b>
<b>9 April</b>	<b>Finance</b>	<b>Issue 3rd Budget Review Reports</b>
<b>19 April</b>	<b>Managers</b>	<b>3rd Quarter Budget Reviews/Operating Budget and Forecast (1 week)</b>
<b>5 May</b>	<b>Audit and Finance Committee</b>	<b>3rd Quarter Budget Review</b>
<b>12 May</b>	<b>Workshop</b>	<b>New Items</b>
<b>14 May</b>	<b>Finance</b>	<b>Finalise Draft Operating Budget/Surplus Position</b>
<b>19 May</b>	<b>Workshop</b>	<b>Finalise New Items/finalised budget</b>
<b>26 May</b>	<b>Ordinary Council Meeting</b>	<b>Council Adopt Budget Review and Rates in the \$</b>
<b>2 June</b>	<b>Briefing</b>	<b>Advise Council of any last minute changes</b>
<b>18 June</b>	<b>Finance</b>	<b>Final Statutory Budget available for agenda</b>
<b>23 June</b>	<b>Ordinary Council Meeting</b>	<b>Adopt Council Budget</b>



and

- ii) Adopts the following broad budget assumptions in developing the draft operating budget for Council's consideration.

<b>2010/11 Budget Assumptions</b>	
<b>Revenue</b>	
<b>Rates</b>	<b>Net Rate increase capped to CPI</b>
<b>Contributions</b>	<b>Based on known contribution agreements</b>
<b>Investment Interest</b>	<b>CPI and 4%</b>
<b>Operating Grants</b>	<b>CPI except for known service transfers</b>
<b>User Fees</b>	<b>Capped to CPI</b>
<b>Expenditure</b>	
<b>Employee Costs</b>	<b>1.5% and \$1,500 for EBA staff</b>
	<b>5% for contract Staff</b>
	<b>No increase in staff, subject to new items</b>
<b>Contracts and Materials</b>	<b>CPI capped where possible</b>
<b>Insurance</b>	<b>CPI capped, dependent on annual insurance review</b>
<b>Loans and Interest</b>	<b>Repayment based on current schedules</b>
	<b>No new loans</b>
<b>Utilities</b>	<b>Water 8% and quantity increase</b>
	<b>Power 10% subject to State Government confirmation</b>
	<b>Telephone CPI</b>
<b>Other</b>	
<b>5 Year Plans</b>	<b>Continue with current 5 year plans, subject to cost review</b>
<b>Services</b>	<b>No reduction in current service provision, unless already planned</b>

*CARRIED 8/0*

### 11.5.1.3 *Community Rating Policy*

**Officer** Brie Holland  
Senior Rates Officer

**Date of Report** 11 February 2010

**Disclosure of Interest by Officer** Nil

#### **Summary**

For Council to consider adopting the proposed Rates Exemption Policy and accompanying Application form.

#### **Background**

A number of recent rate exemption requests have prompted a need to finalise a Rates Exemption policy to provide both the Community and Administration direction in how Council is to handle these particular requests. Currently, the former proposed policy, presented at the 2009 November Council meeting has been chosen to be put 'on hold'.

Since this time the Rates section has designed a Rates Exemption Policy and Rates Exemption application form, (please see attachments one and two), for Council to consider adopting.

**Consultation** Nil

#### **Statutory Implications**

Local Government Act 1995

*“2.7. The role of the council*

- (1) The council —*
- (a) directs and controls the local government's affairs;*
  - and*
  - (b) is responsible for the performance of the local government's functions.*
- (2) Without limiting subsection (1), the council is to —*
- (a) oversee the allocation of the local government's finances and resources; and*
  - (b) determine the local government's policies.”*

*“6.26. Rateable land*

- (1) Except as provided in this section all land within a district is rateable land.*
- (2) The following land is not rateable land -*

- (a) *land which is the property of the Crown and -*
  - (i) *is being used or held for a public purpose; or*
  - (ii) *is unoccupied, except -*
    - (I) *where any person is, under paragraph (e) of the definition of }owner~ in section 1.4, the owner of the land other than by reason of that person being the holder of a prospecting licence held under the Mining Act 1978 in respect of land the area of which does not exceed 10 hectares or a miscellaneous licence held under that Act; or*
    - (II) *where and to the extent and manner in which a person mentioned in paragraph (f) of the definition of }owner~ in section 1.4 occupies or makes use of the land;*
- (b) *land in the district of a local government while it is owned by the local government and is used for the purposes of that local government other than for purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the local government;*
- (c) *land in a district while it is owned by a regional local government and is used for the purposes of that regional local government other than for the purposes of a trading undertaking (as that term is defined in and for the purpose of section 3.59) of the regional local government;*
- (d) *land used or held exclusively by a religious body as a place of public worship or in relation to that worship, a place of residence of a minister of religion, a convent, nunnery or monastery, or occupied exclusively by a religious brotherhood or sisterhood;*
- (e) *land used exclusively by a religious body as a school for the religious instruction of children;*
- (f) *land used exclusively as a non-government school within the meaning of the School Education Act 1999;*
- (g) *land used exclusively for charitable purposes;*
- (h) *land vested in trustees for agricultural or horticultural show purposes;*
- (i) *land owned by Co-operative Bulk Handling Limited or leased from the Crown or a statutory authority (within the meaning of that term in the Financial Administration and Audit Act 1985) by that company and used solely for the storage of grain where that company has agreed in writing to make a contribution to the local government;*
- (j) *land which is exempt from rates under any other written law; and*

- (k) *land which is declared by the Minister to be exempt from rates.*
- (3) *If Co-operative Bulk Handling Limited and the relevant local government cannot reach an agreement under subsection (2)(i) either that company or the local government may refer the matter to the Minister for determination of the terms of the agreement and the decision of the Minister is final.*
- (4) *The Minister may from time to time, under subsection (2)(k), declare that any land or part of any land is exempt from rates and by subsequent declaration cancel or vary the declaration.*
- (5) *Notice of any declaration made under subsection (4) is to be published in the Gazette.*
- (6) *Land does not cease to be used exclusively for a purpose mentioned in subsection (2) merely because it is used occasionally for another purpose which is of a charitable, benevolent, religious or public nature.”*

**Policy Implications** Nil

**Strategic Planning Implications** Nil

### **Budget Implications**

In the 09/10 Annual Budget, Council approved \$103,150 (page 33, Budget Document) in Rates Concessions. There are currently requests for an additional \$23,067 worth of rates exemptions for Community Groups with other requests likely dependant on Councils policy decision.

Council should note that rates are Council's primary means of raising income to cover operational costs. Currently all other (non exempt) ratepayers need to contribute an additional 1% (on average), in their rates, to offset these exemptions.

### **Officer's Comment**

Council currently has no policy regarding rates exemption, and therefore considers each request on an ad hoc basis. The draft policy for consideration is based on supported criteria in past consultations;

- Incorporated not for profit organisations
- Owning or having the vesting of the land on which rates are levied
- Residential properties not used in the primary service delivery of the Community group will not be eligible for concession

- A bi-yearly review to be conducted to ensure ongoing eligibility prior to rates billing.

The implementation of a written policy on rates exemptions by Council would assist in granting exemptions within set guidelines ensuring parity and equity throughout the process for all applicants. In turn Administration would present a clearer case for Council to make the final judgment to whether an applicant adheres to the exemption criteria.

**Attachments**

Nil

**200910/284 Council Decision/Officer's Recommendation****Moved:** Cr S J Coates**Seconded:** Cr A A Carter**That Council:**

1. **adopts the following Community Rating Policy (please refer attachment one):**

**“Town of Port Hedland  
Community Group Rating Policy**

**It is the policy of the Town of Port Hedland that any concession of rates in respect of any rateable land in the Council area will be available only when the applicant satisfies the requirements under the *Local Government Act 1995* and, where appropriate, the requirements of this Policy.**

**Rates concessions will only be provided to community groups or associations that operate as a body corporate or an Incorporated Association and not to an individual person.**

**The Town of Port Hedland will provide a 100% concession with respect to any organisation that has acquired “Charitable Status” or equivalent from the Australian Taxation Office.**

**Rates concessions for residential properties not used in the primary service delivery of the community group or association’s activities or service will not be eligible for a concession.**

**Community groups or association, that in the opinion of Council, provide activities, which are not core activities, and in direct competition to established private operators within the district, will not be eligible for a rates concession.”**

**Council will consider each request on its merits and may offer a concession of between 50% to 100%; and**

- 2. adopts the Rates Exemption Application form.**

***CARRIED 8/0***

## ATTACHMENT 1 TO AGENDA ITEM 11.5.1.3



## RATES EXEMPTION POLICY

### 1. Introduction

This policy will provide an administrative framework for assessing applications for the exemption of general Rates from not for profit community based organisations.

### 2. Purpose and Application of the Policy

#### 2.1 Purpose

In accordance with Section 6.26 Rateable Land, Part 2 (g) of the Local Government Act 1995,

*"The following land is not rateable land –  
(g) land used exclusively for charitable purposes."*

The purpose of the Policy is to implement a clear standard to which those who are classified as a charity or not for profit community based organisation are exempt from paying Rates to the Town of Port Hedland.

### 3. Provisions

- All applications for exemption must be in writing on the prescribed form and contain a declaration as to the accuracy of the information contained therein.
- An application will be required to be lodged every two years and is to be assessed in accordance with this policy.
- Council may request information from an organisation on a yearly basis if, Council considers this appropriate.
- Applications must be submitted by 1 of June of any year to be considered for the next two financial years. Applications lodged after this date may be considered for the second financial period only.

### 4. Policy

It is the policy of the Town of Port Hedland that any concession of rates in respect of any rateable land in the Council area will be available only when the applicant satisfies the requirements under the *Local Government Act 1995* and, where appropriate, the requirements of this Policy.

Rates concessions will only be provided to community groups or associations that operate as a body corporate or an Incorporated Association and not to an individual person.

The Town of Port Hedland will provide a 100% concession with respect to any organisation that has acquired "Charitable Status" or equivalent from the Australian Taxation Office.

Rates concessions for residential properties not used in the primary service delivery of the community group or association's activities or service will not be eligible for a concession.

Community groups or association, that in the opinion of Council, provide activities, which are not core activities, and in direct competition to established private operators within the district, will not be eligible for a rates concession."

Council's concessional percentage ranges from 50% to 100% on an ad hoc basis.

TOWN OF PORT HEDLAND Civic Centre, McGregor Street, Port Hedland  
Telephone: (08) 9158 9300 Fax: (08) 9158 9399  
PO Box 41, PORT HEDLAND WA 6721 Email: council@porthedland.wa.gov.au

*ATTACHMENT 2 TO AGENDA ITEM 11.5.1.3*



**APPLICATION FOR RATES EXEMPTION**

Section 6.26 of the Local Government Act 1995

**Privacy**

The personal information collected on this form will only be used by the Town of Port Hedland for the sole purpose of providing requested and related services. Information will be stored securely by the Town and will not be disclosed to any third parties without your express written consent.

**Instructions:** Please print clearly in the spaces provided and fill out the attached checklist.

This application form is to be used by organisations seeking a rates exemption, pursuant to Section 6.26 of the Local Government Act 1995. The provision of this exemption will result in a decision to be prepared, and you will be advised of the outcome in due course. Please attach any additional documents requested, as failure to do so may result in the application being refused.

**1. PROPERTY OWNER DETAILS**

Organisation:			
Property Owner:			
Postal Address:			
Telephone:		Postcode:	
Mobile:		Facsimile:	
Email:			

**2. APPLICANT DETAILS**

Contact Person:			
Position Title:			
Postal Address:			
Telephone:		Postcode:	
Mobile:		Facsimile:	
Email:			

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**3. PLEASE ANSWER THE FOLLOWING QUESTIONS BY TICKING THE APPROPRIATE BOX**

YES	NO	
<input type="checkbox"/>	<input type="checkbox"/>	Are you the owner of lessee and occupier of the land with the rate notice being issued in the organisation's name?
<input type="checkbox"/>	<input type="checkbox"/>	Is your organisation an Incorporated body? If so, please provide the certificate of incorporation.
<input type="checkbox"/>	<input type="checkbox"/>	Is your organisation considered Not for profit?
<input type="checkbox"/>	<input type="checkbox"/>	Are you a Not for profit organisation that undertake particular sporting, community or recreational activities for the benefit of juniors and rely on player fees and community fundraising only?
<input type="checkbox"/>	<input type="checkbox"/>	Are you a Not for profit organisation that undertake particular sporting, community or recreational activities and charge entrance fees for viewing or participating?
<input type="checkbox"/>	<input type="checkbox"/>	Are you a Not for profit organization that undertake particular sporting, community or recreational activities and hold a liquor license?
<input type="checkbox"/>	<input type="checkbox"/>	Is the organisation considered a Public Benevolent Institution for taxation purposes? If so, please provide the relevant Taxation information.
<input type="checkbox"/>	<input type="checkbox"/>	Does the organisation own or lease the rateable land? (If leased is the lessee responsible for rates under the lease agreement) If so, please provide a certificate of the lease.
<input type="checkbox"/>	<input type="checkbox"/>	Is the organisation exempt from the payment of rates under Legislation other than the Local Government Act? If so, please provide details of the specific Legislation.
<input type="checkbox"/>	<input type="checkbox"/>	Is your organization applying for a 50% rates exemption? Or
<input type="checkbox"/>	<input type="checkbox"/>	Is your organization applying for a 100% rates exemption?

**4. DOCUMENT REQUIREMENTS**

Please provide a copy of (in addition to those specified in Section 3):

- Organisations Constitution
- Written statement, outlining the nature of the organisations operations. It should include the following details:
  - Use and occupancy of the property
  - Type of service provided (e.g. food, accommodation etc)
  - Frequency of service provision (e.g. full-time, daily, weekly etc)
  - Whether payment is received for the service
- Floor plan of the leased property area, if only part of the property is to be exempt
- Copies of the current years audited financial statements for the organisation

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**5. AUTHORISATION**

- By signing this application, I hereby certify that the information provided is true and correct to the best of my knowledge.
- I understand that Applications must be submitted by 1 June of any year to be considered for the next two financial years. Applications lodged after this date may be considered for the second financial year only.
- Organisations who are granted a rates exemption by Council will be asked to reapply every two financial years, or on a yearly basis, if Council considers this appropriate.
- I have read and understand the Town's *Rates Exemption Policy*.

Name:			
Position:			
Organisation:			
Signed:		Date:	

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**11.5.2 Economic and Land Development****11.5.2.1 *Airport Development Plan Tender Evaluation (File No.30:21/0001)***

**Officer** Laura Jackson  
Economic and Land  
Development Officer

**Date of Report** 11 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to consider submissions for tender 10-02: Port Hedland International Airport Development Plan.

**Background**

The Port Hedland International Airport (PHIA) sits on approximately 900Ha of freehold land that is largely undeveloped.

In March 2008, Council called for tender for the development of a strategic master plan for the Airport. Airport Master Planning Consultants (AMPC) were the successful tenderer and provided a draft strategic plan that focuses on the airport terminal and the immediate area surrounding the airport. The consultants segregated the land into 4 precincts and identified broad uses for these areas:

1. Terminal precinct and business
2. TWA, Air Park, General Aviation (rotor and fixed wing) and Freight
3. Industrial
4. Low impact (semi-restricted access, OLS)

The Airport Working Group recommended to call for tenders for the compilation of a detailed development plan in accordance with the Town's Planning Scheme of the four precincts.

A detailed development plan is required to determine the feasibility of the proposed land uses and determine the road access, environmental impacts, and other such factors as required under the Town Planning Scheme.

### *Tender Process*

Tender 10-02 was advertised seeking proposals for a development plan for the Port Hedland International Airport, closing 10th February 2010.

Council received 47 requests for tender documents. On the 10th of February 2010 Council formally received 3 tenders and 1 non-compliant tender:

- RPS Koltasz Smith
- Urbis
- Whelans

Non-compliant:

- Greg Rowe & Associates

The Tender is non-compliant as it did not include a price for engineering, market analysis, and environmental studies.

### **Consultation**

Executive team  
Manager of Economic and Land Development  
Airport Working Group  
Airport Master Plan Consultants  
Manager of Airport Operations

### **Statutory Implications**

*“3.57. Tenders for providing goods or services*

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) Regulations may make provision about tenders.*

*3.58. Disposing of property*

- (1) In this section —  
“dispose” includes to sell, lease, or otherwise dispose of, whether absolutely or not;  
“property” includes the whole or any part of the interest of a local government in property, but does not include money.*
- (2) Except as stated in this section, a local government can only dispose of property to —  
(a) the highest bidder at public auction; or  
(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.”*

**Policy Implications**

This Tender was called in accordance with Council's Procurement Policy 2/015.

**Strategic Planning Implications**

Key Result area1 Infrastructure,  
Goal 3 Airport: Strategy - Actively pursue the generation of income from a variety of sources at the airport including through leases, rentals, advertising and any other means.

There is currently no budget for this project, it is proposed that money will be taken out of the Airport fund and BHPB have contributed \$85,000 towards the project.

**Officer's Comment**

Tender Appraisal

The tenders were evaluated using the following criteria as shown in the tender document:

*Price (50%)*

Conforming Tenders are assessed using a point scoring system with scores being awarded for five (5) assessment criteria.

The lowest price Tender (Tlp) shall be awarded a score of 50 for the Price criterion. The second-lowest price Tender (Tslp) shall be awarded a score determined in the following manner:

$$\frac{\text{Tslp Score} = 50 - [(\$Tslp - \$Tlp) \times 50]}{\$Tlp}$$

Whelans submitted the lowest price tender of \$142,230. Engineering, traffic and environmental analysis are included in the tendered price, however, it does not include a report on the economic feasibility of proposed developments.

RPS Koltasz submitted the second lowest tendered price at \$163,598.60. The tendered price includes engineering, environmental, traffic and transport analysis, and an economic feasibility study of the proposed development.

Urbis's tendered price is \$215,825.50 and includes engineering, environmental, traffic planning and market analysis.

*Experience (20%)*

The Tenderers are to provide details of similar projects their organisations have completed in the last 10 years.

All three Tenderers have a depth of experience in planning and the preparation of development plans.

RPS Koltasz Smith has attained the highest score as they have undertaken the planning for Wedgefield industrial precinct, South Hedland Town Centre and Pretty Pool in Port Hedland. They have also provided strategic and statutory planning for Oakajee industrial estate and Forrestdale Business Park.

Whelans have undertaken master-planning, subdivision and development planning for the East Kimberley regional airport in Kununurra. They have also undertaken planning work on Kalgoorlie and Broome Airports.

Urbis compiled the Brisbane airport international terminal precinct plan, Darwin international airport commercial precinct plan and Byford Town Centre local structure plan.

*Timeliness (20%)*

Tenderers are to provide a timeline outlining expected completion of project milestones

Whelans and RPS Koltasz have obtained the highest scores for timeliness. Reports are expected to be presented to Council within four months from commencement.

*Local Content (10%)*

Tenderers to provide information on the local content to be utilised in preparing the development plan.

All three firms have offices in Western Australia. RPS Koltasz Smith's project team comprises of eight people, the project manager and town planner are located in Port Hedland.

Whelans has a local office in Karratha, from which it services Port Hedland and the greater Pilbara Region.

*Summary*

RPS Koltasz Smith are to be awarded the contract based on the evaluation as attached.

**Attachments**

Tender evaluation

**Officer's Recommendation**

That Council:

- i) Advise RPS Koltasz Smith that they are the successful tenderer for Tender 10-02: Port Hedland International Airport Development Plan;
- ii) Allocate \$163,599 (inc GST) from Airport Reserves for the preparation of the development plans

**200910/285 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr M Dziombak

**That Council:**

- i) **Advise Whelan's that they are the successful tenderer for Tender 10-02: Port Hedland International Airport Development Plan for \$142,230 (including GST) for the preparation of the development plans; and**
- ii) **Allocates \$80,000 from the Port Hedland International Airport Reserve Fund; and seek \$85,000 from BHP Billiton Iron Ore.**

***CARRIED 8/0***

*REASON: Council awarded the tender for the Port Hedland International Airport Development Plan to Whelans, as it was felt that the experience criterion of Whelan's was understated through the tender evaluation process.*

Tender Evaluation

Price

	Description	RPS Koltasz Smith	Urbis	Whelans
	Development plans	55,500	121,975	129,300
	Engineering	46,226	74,230	
	Traffic	25,000		
	Economic Study	22,000	33,000	
	Total	148,726	229,205	129,300
	Total Inc GST	163,599	252,126	142,230

Exp. completion date

Feb-11    May-11    Jun-10

Item	Assessment Criteria	Loading Factor	Max Score	Max Loaded Score	RPS Koltasz Smith		Urbis		Whelans	
					Awarded Score	Loaded Score	Awarded Score	Loaded Score	Awarded Score	Loaded Score
1	Price		50	50	42	42	11	11	50	50
2	Experience	4	5	20	5	20	3	12	3	12
3	Timeliness	4	5	20	5	20	2	8	5	20
4	Local content	2	5	10	5	10	2	4	3	6
	Max Loaded Score			100	57	92	18	35	61	88



6:30 pm Councillor David Hooper declared an impartiality interest in Agenda Item 11.5.2.2 'School of the Air Bus Shed at the Port Hedland International Airport' as the Principal is a C3 Church member. Councillor Hooper advised that he has an association with the School's Principal, who is employed by the applicant. As a consequence, there may be a perception that his impartiality on the matter may be affected. Councillor Hooper declared that he will consider this matter on its merits and vote accordingly.

Councillor David Hooper did not leave the room.

6:30 pm Councillor Jan Gillingham declared a financial interest in Agenda Item 11.5.2.2 'School of the Air Bus Shed at the Port Hedland International Airport' as she teaches at the School of the Air.

Councillor Jan Gillingham left the room.

**11.5.2.2 School of the Air Bus Shed at the Port Hedland International Airport (File No.: .../...)**

**Officer** Laura Jackson  
Economic and Land  
Development Officer

**Date of Report** 4 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to consider a new lease for School of the Air at the Port Hedland International Airport. The school of the Air are proposing to build a bus shed on the proposed leased area to house their school bus.

**Background**

Port Hedland School of the Air (SOTA) have been located at the Port Hedland International Airport since 1998. They currently sub-let part of the RFDS building. They have purchased a bus to improve their distance education program as it enables students and teachers to come together and provides children living in remote areas access to ancillary health services.

The bus is currently parked in the Town of Port Hedland airport depot yard and is exposed to all of the elements, including cyclones. The bus is a \$250,000 resource. SOTA have requested to lease a portion of land at the Port Hedland Airport to construct a bus shed. SOTA have received federal government funding to build a bus shed and require a Council decision to lease them land at the Airport to secure the funding.

**Consultation**

Manager of Airport Operations  
Manager of Economic and Land Development  
Toni Tonkin- Department of Education and Training

**Statutory Implications**

*“3.57. Tenders for providing goods or services*

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) Regulations may make provision about tenders.*

*3.58. Disposing of property*

- (1) In this section —*

- “dispose” includes to sell, lease, or otherwise dispose of, whether absolutely or not;*
- “property” includes the whole or any part of the interest of a local government in property, but does not include money.*
- (2) *Except as stated in this section, a local government can only dispose of property to —*
- (a) *the highest bidder at public auction; or*
- (b) *the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.”*
- (3) *A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property-*
- (a) *it gives local public notice of the proposed disposition -*
- (i) *describing the property concerned;*
- (ii) *giving details of the proposed disposition; and*
- (iii) *inviting submissions to be made to the local government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;... ”*

**Policy Implications**

Nil

**Strategic Planning Implications**

KRA1- Infrastructure

Goal 3- Airport:

Strategy 1: Developing and implementing an Airport Master Plan

Strategy 2: Actively pursue the generation of income from a variety of sources at the Airport including through leases, rentals, advertising, freight and any other means.

**Budget Implications**

Increase to account number 1210326- Leases and rentals

Market value for land at the airport is estimated at \$16.50 (ex GST) per square metre. Leased area required is approximately 230sqm. This equates to approximately 3,795p.a.

**Officer's Comment**

Federal government funding has been granted to SOTA to build a bus shed but is conditional on the project being completed by the end of next year. They require a council decision to lease land to secure the funding for next financial year. At present, the master plan for the Airport is being completed. Until such time as the plan has been completed, it is difficult to identify a suitable location for a bus shed.

Substantial planning around the terminal precinct is first required to ensure that a suitable location is selected that will not impede future development.

SOTA have stated that they require the bus to be housed at the airport to enable regular access and ensure that all school resources are within close proximity.

It is possible that by providing SOTA with land for a bus shed, other stakeholders around the airport may request land for this purpose.

**Attachments**

Nil

**200910/286 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

**That Council:**

- i) **Authorise the Chief Executive Officer or his delegate to enter into negotiations with School of the Air into a lease agreement in accordance with section 3.58(3) of the Local Government Act 1995, with the following terms and conditions:**
  - a) **The lease term being for 15 year plus 15 year option**
  - b) **The lease rental being based on the current market value, increased annually by CPI**
  - c) **The lease rental being revalued to market value every 5 years.**
- ii) **The lease area to be identified as part of the Airport Master planning process.**

**subject to any submissions being received by Council.**

***CARRIED BY ABSOLUT MAJORITY 7/0***

6:32pm

Councillor Jan Gillingham re-entered the room and assumed her chair. Mayor advised Councillor Gillingham of Council's decision.

**11.5.3 Governance****11.5.3.1 Local Government Reform (File No.: ...)**

**Officer** Chris Adams  
Chief Executive Officer

**Date of Report** 15 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

Report seeks Council's position in relation to potentially being involved in a 'Regional Collaborative Group' as proposed by the Minister for Local Government, John Castrilli.

**Background**

Over the past 12 months the State Government has been leading a voluntary Local Government reform process. The primary aim of this reform process has been to improve the efficiency and effectiveness of local government authorities. The key mechanism proposed by the State Government to deliver this result is the amalgamation of several of Western Australia's 139 Local Government authorities. The Premier has indicated that his view is that there should be no more than 100 LGA's in Western Australia after reform has taken place.

The process involved with the reform so far has included:

- **Local Government Checklist:** Each local government was asked to submit a self assessment checklist that 'checked' how effective the organization was/is operating.
- **Rating:** Each Local Government Authority was given a rating based on the outcome of their checklist. The ratings were meant to illustrate the sustainability of each Local Government Authority but were roundly criticised due to the lack of rigour demonstrated in the rating process.
- **Reform Submissions:** Each Council was requested/required to submit a Local Government Reform Submission that identified the Council's position in relation to local government reform and amalgamations.
- **Transition Groups and Collaborative Groupings:** These groups are the latest mechanisms/processes proposed. The Minister has indicated that he believes that the results of the reform process thus far have demonstrated an understanding and willingness for reform and/or amalgamation but believes that timelines have been such that formal amalgamation agreements have been unable to be finalized in many cases. To address this, the Minister has recommended that Councils form Regional Transition Groups (RTGs) or Regional Collaborative Groups (RCGs). The role of these new groups is to develop Regional Business Plans.

The development of these business plans will be funded by the State Government. The difference between the RTG's and the RCG's is that the expectation is that RTG's will explore amalgamation alternatives whereas RCG's will focus on regional service delivery models. The Town of Port Hedland has been asked by the Minister whether it is willing to participate in a RCG – not a RTG. The Minister has requested that each Council advise him whether they are interested in being involved with this process by 26/3/10. Involvement in the process is completely voluntary.

The Town's previous decisions relating to this matter have been listed below:

*July 2009:*

*That Council advise the Minister of Local Government, with regard to the current Local Government Structural Reform strategy and process, the following:*

- a) the Town of Port Hedland currently has nine (9) elected members, and currently has no plan to further reduce this number; and*
- b) the Town of Port Hedland will continue to work with the Pilbara Regional Council and member Councils to efficiently deliver services, through resource sharing opportunities as they materialise; and*
- c) due to nature, characteristics and distance between major Pilbara town sites, The Town of Port Hedland acknowledges little value in pursuing voluntary amalgamations with any of our current neighboring Council's.*

*September 2009*

Council:

- a) Reaffirms its July 2009 decision
- b) Lists strategies that it will undertake to deliver a more regionally focused service delivery model in the future
- c) Adopts the Town of Port Hedland Local Government

### **Consultation**

Cr David Hooper and the Chief Executive Officer attended a WALGA briefing on this issue in early February. During this briefing the Minister detailed the rationale and proposed processes for Local Government reform.

To date the Town has undertaken limited consultation with the public regarding this issue as there would seem to be little impetus or interest in local government amalgamations or reform locally.

Through the Pilbara Regional Council, there has been some discussions regarding the regionalisation of service provision. The Town has been an active supporter of regional service deliver (particularly on items such as payroll, finance, IT, HR, etc.) but to date little has come from these discussions.

### **Statutory Implications**

The proposed Regional Collaborative Groupings have no statutory roles or responsibilities under the Local Government Act. At this stage it is not clear what formal structure or legal authority (if any) they will have and/or how they will manage decision making, finances, etc. A draft establishment agreement is due to be forwarded shortly that addresses these issues.

Conversely, the Pilbara Regional Council is recognized under the Local Government Act and has legal decision making powers, is structured and has the ability to manage funds.

### **Policy Implications**

Nil

### **Strategic Planning Implications**

Council's Plan for the Future indicates support for the Pilbara Regional Council to deliver measurable benefits to the Port Hedland community through the achievement of the agreed actions.

### **Budget Implications**

The Minister for Local Government has indicated that he requires feedback from all Councils prior to 26/3/10 to enable him to put a budget bid in for funds from the State Government's 2010/11 for resources to support the reform process. At this point in time there has been no formal indication of what funds will be made available to RTG's or RCG's for business planning and/or implementation of business plans.

### **Officer's Comment**

The Local Government Reform process has been somewhat long-winded and, to date, has not achieved the results that it set out to. Till now the Local Government sector has largely been compliant yet belligerent in relation to the approach taken by the Minister in relation to LG reform. This is illustrated by the fact that all West Australian Council's have undertaken the voluntary processes recommended by the Minister, yet only 9 of the 139 West Australian Council's have agreed to amalgamate. Council's are now being asked whether they are willing to continue to be involved in this process by committing to being involved in a RTG or RCG.

The Town of Port Hedland essentially has two options in relation to this matter. It can either agree to be involved in the proposed RCG

or decline to be involved. Given the Town's previous decisions on this matter it is recommended that Council indicate that it is willing to be involved.

While not specifically requested by the Minister, it is suggested that Council should be indicating that the establishment of an additional committee in the Pilbara (ie the proposed RCG) is not warranted – particularly given that the Pilbara Regional Council is already established and is working on doing very similar roles to what the RCG is proposing.

**Attachments**

1. Letter from the Minister
2. Ministers Speech

**200910/287 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr S J Coates

**That Council advise the Minister for Local Government that the Town of Port Hedland:**

- a) **is willing to be involved with a Regional Collaborative Grouping.**
- b) **believes that, in the Pilbara, using the Pilbara Regional Council is the most effective manner of delivering the outcomes proposed by the Regional Collaborative Grouping as the legal structure exists, decision making processes are clear, the PRC has the ability to enter into contracts, and financial processes and controls to manage funds are in place.**

***CARRIED 8/0***



## ATTACHMENT 1 TO AGENDA ITEM 11.5.3.1



Document #: ICR2784  
 Date: 04.02.2010  
 Officer: KELLY HOWLETT  
 File: 13/01/0013

+000 +DLS

RE  
 Council  
 Liaison

Minister for Local Government; Heritage;  
 Citizenship and Multicultural Interests

Our Ref: M1002015

Council Report

Cr Kelly Howlett  
 Mayor  
 Town of Port Hedland  
 PO Box 41  
 PORT HEDLAND WA 6721

Dear Cr Howlett

I write to confirm my commitment to achieving the best reform outcomes for the sector and to clarify the way forward.

The proposed options provide like minded local governments with a staged path to voluntary reform through a series of defined milestones.

Briefing sessions to explain these options, the Regional Transition Group (RTG) model and the Regional Collaborative Group (RCG), have commenced and will continue through February focusing initially on regional areas and the Western suburbs. Briefings will then be extended into the remainder of the metropolitan area.

In your case, I am asking that you consider participating in a Regional Collaborative Group.

The intent of an RCG is to enable participating local governments to take a regional approach to strategic and community planning and the social, economic and environmental development of their communities. In an RCG model there is no commitment to amalgamate.

I would also like to clarify my position on key aspects of these proposals. They are:

- The process remains voluntary. The decision to participate is a matter for each local government.
- The ultimate membership of each group is also up to the local governments to determine.
- Due to factors of remoteness and distance, I have invited certain local governments in the Kimberley, the Pilbara, the Murchison and the northern Goldfields to consider participating in an RCG.

Level 12, Dumas House, 2 Havelock Street, West Perth Western Australia 6005  
 Telephone: +61 8 9213 6800 Facsimile: +61 8 9213 6801 Email: Minister.Castrilli@dpc.wa.gov.au

-2-

- A model agreement to establish the RCG will be circulated in one to two weeks. The core elements of the agreement will be:
  - The State will provide funding to assist each group develop a regional business plan. The amount to be provided will be advised following Cabinet consideration of my funding proposal.
  - The content of the regional business plan will be outlined in the schedule to the agreement. A detailed template will be developed by the Department of Local Government to assist you with the preparation of your plan.
  - Any participant can withdraw from the group once the business plan is finalised. I believe this is reasonable as development of the plan requires input from all participants in each group. I anticipate up to nine months would be required to prepare the plan.
  - Even after this, any group can be terminated if the majority of the group decides that this is the best course of action. I anticipate efforts will be made to resolve concerns before such a decision is made.
- I have lodged my funding request to assist local government reform for inclusion in the 2010/11 State budget.

I ask that you indicate to me in writing by 26 March 2010 your local government's willingness to proceed to an RCG on the basis outlined above and as will be detailed in the draft model agreement and flow chart that will be circulated to you in the next one to two weeks.

I encourage all local governments to be represented at the briefings and to make contact with one of the following officers to assist with enquiries:

Wendy Murray	<a href="mailto:wendy.murray@dlg.wa.gov.au">wendy.murray@dlg.wa.gov.au</a>	tel: 9217 1440
Tim Fowler	<a href="mailto:tim.fowler@dlg.wa.gov.au">tim.fowler@dlg.wa.gov.au</a>	tel: 9217 1439
Chris Berry	<a href="mailto:chris.berry@dlg.wa.gov.au">chris.berry@dlg.wa.gov.au</a>	tel: 9217 1417

More information on the RCG model and how it will work will be available from the Department of Local Government's website [www.dlg.wa.gov.au](http://www.dlg.wa.gov.au).

Yours sincerely



G M (John) Castrilli MLA  
**MINISTER FOR LOCAL GOVERNMENT; HERITAGE;  
CITIZENSHIP AND MULTICULTURAL INTERESTS**

2 February 2010

## ATTACHMENT 2 TO AGENDA ITEM 11.5.3.1

Media Statements - Current Ministers Search

Page 1 of 1



## Ministerial Media Statements



**John Castrilli**  
**Minister for Local Government; Heritage; Citizenship and Multicultural Interests**

*Tue 09 February, 2010*

**Local government reform on track****Portfolio: Local Government**

Local Government Minister John Castrilli today re-affirmed the State Government's resolve to introduce local government reform in Western Australia.

Addressing more than 400 local government representatives in Perth, Mr Castrilli said the process of reform was on course and progressing well.

The Minister congratulated those local governments that had embraced the concept of amalgamation and encouraged other councils to further consider the benefits of reform.

Mr Castrilli said the State Government remained committed to reducing the number of local councils from 139 to less than 100 in five years.

"Local government reform will generate stronger and more efficient delivery of services throughout the State," he said.

"It will also assist in reducing unnecessary governance and bureaucracy within the local government sector.

"And, importantly, it will provide improved focus on regional priorities and attracting funding and economic development, thus improving the outcomes for community."

Up to \$2.5million would be made available this year and in 2010-11 from the Country Local Government Fund to help those local government groups which had formalised their position and wanted to proceed to amalgamation.

The Minister re-iterated that participation in a regional transition group was voluntary.

He said that if local governments did not want not to engage in the process, they were free to decide. They were also free to choose their partners.

"For those local governments which have not reached agreement but wish to amalgamate, the Government is offering a staged process to assist in progressing reform at a considered pace, with options for review and negotiation," he said.

"The first stage is for local governments to get together and discuss how the Regional Transition Group (RTG) or Regional Collaborative Group (RCG) process might apply to them."

Mr Castrilli said the RTG and the RTC models provided local governments with a clear direction to reform, with the initial focus on the production of a regional business plan.

Local governments have been asked to advise the Minister of their intention to join a regional group by March 26.

Minister's office - 9213 6800

Page last revised: 4 Nov 2008

<http://www.mediastatements.wa.gov.au/Pages/WACabinetMinistersSearch.aspx?Item...> 17/02/2010

6:34 pm Mayor Kelly Howlett declared a financial interest in Agenda Item 11.5.3.2 'Town of Port Hedland Litter Initiatives' as she is the Chair of the Care for Hedland Environmental Association Inc. Mayor Howlett left the room.

Deputy Mayor Arnold Carter assumed the Chair.

**11.5.3.2 Town of Port Hedland Litter Initiatives (File No.: ...)**

**Officer** Chris Adams  
Chief Executive Officer

**Date of Report** 15 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

To confirm Council's support for various litter initiatives within the Town.

**Background**

At its October 2009 meeting Council considered a report on the Cash for Trash initiative that was operated by the Care for Hedland Environmental Association. At this meeting Council resolved:

*"That:*

- i) Council will not support cash for trash past the end of July 2009 (the time authorised by resolution of Council);*
- ii) the officers assessed cost of project from October 2009 to June 2010 of \$120,000 be used to employ an additional litter crew to supplement Council crews engaged in cleaning roads, footpaths and public areas;*
- iii) Council lobby State Government to introduce a container deposit scheme similar to that operating in South Australia;*
- iv) Council continues to pursue options for the potential introduction of a kerb side recycling service through a sub regional model; and*
- v) Council considers a report at its November meeting regarding enhancement and improvement of its own litter reimbursement program."*

An item was presented on this issue to the December 2009 meeting. At that meeting Council resolved to 'lay the item on the table.' The reason provided for laying the matter on the table was that Council felt that it needed further financial information prior to making a decision on this matter. Further financial information has recently been forwarded by Care for Hedland hence this item is being represented for consideration by Council.

**Current Status**

The Town of Port Hedland currently undertakes numerous initiatives to keep the Town clean. These initiatives include;

- Street sweeping
- Litter collection crews
- Footpath sweeping
- Community clean up events

- Litter enforcement programs and infringements
- Supporting community litter reduction initiatives (such as Keep Australian Beautiful and previously the Cash for Trash initiative)

In addition to the above, for at least the last six (6) years the Town has offered sponsorships/contributions to incorporated community groups who collect rubbish on behalf of the Town of Port Hedland. There is no specific Council policy or delegation regarding this but the matter has previously been discussed and approved by Council. The contribution to community groups was \$3 per bag for several years but was lifted to \$5 per bag in 2008.

The Town of Port Hedland operated program has had sporadic periods of success when promotions have been undertaken and/or individuals within specific organisations have seen benefit in the program and 'championed' the cause for the program. While the program has had periods of success, the level of involvement from the community and/or community in collecting street litter has never been greater than over the period when the program was promoted as 'Cash for Trash' by the Care for Hedland Environmental Association.

The litter and can components of the Care for Hedland, Cash for Trash program was largely the Town's pre-existing program under a different banner. During the Cash for Trash Program, the Care for Hedland Environmental Association got volunteers to collect rubbish and paid the volunteers cash directly from their own funds. The Association (being an Incorporated body) sought reimbursement for the bags of litter and bags of cans from the Town of Port Hedland in accordance with the Council's resolution and previous practice.

While the program was successful, there were some issues that occurred including:

- **Accountability:** There has been some issues with verifying the quantum of litter collected with the payments that have been made by Care for Hedland to volunteers. The Town has only paid for bags that have been appropriately accounted for/verified. This is less than the Care for Hedland Association advises that they have paid out to volunteers. The payment of verified bags is consistent with the previous practices undertaken by the Town and is good accounting practice.
- **Litter Source:** Anecdotal evidence suggests that components of the litter and can collection for which the Town paid for through the Cash for Trash scheme came from domestic or commercial premises – not from the street as is the aim of the program. From comments made at the previous Council meeting by Councillors, it would seem that this was a major contributing factor behind the Town resolving not to financially support Care for Hedland's Cash for Trash initiative into the future.

- **Mixed Messages** – The payment of additional cash for bottles and aluminum cans confused the purpose/aim of the program from a Town of Port Hedland perspective. While the Town's aim was to improve street cleanliness, the community perception was that this was a recycling program. While the Town has indicated a desire to pursue recycling, the Town's street litter collection efforts were not meant to be the vehicle to achieve this.

While the Town of Port Hedland is no longer a financial supporter of the Cash for Trash Scheme, Care for Hedland has continued to operate a revised version of the program without Town of Port Hedland financial support. The revised Cash for Trash program pays 10c for glass bottles and \$2 per bag for aluminium cans.

### **Consultation**

In December 2009 Care for Hedland Environmental Association has written to Council advising of the continuation of the Cash for Trash program. The letter sought Council's support in the form of:

- Use of road reserves and parks by the Association as collection points.
- Storage space at the South Hedland land fill facility.
- Assistance to source funding to establish a sustainable glass recycling or re-use system in Port Hedland.
- Assistance with promotion of the revised Cash for Trash scheme.
- Payment for verified litter and aluminium cans that were collected during August and September 2009 as a component of the Association previous Cash for Trash initiative.

**Statutory Implications** Nil

**Policy Implications** Nil

### **Strategic Planning Implications**

Litter reduction strategies and community pride is a key focus area in Council's Plan for the Future 2008-2013, and is reflected by the following Critical Success Strategy under Key Result Area 2 of the Plan:

*"The implementation of initiatives that reduce the prevalence of litter within the Township."*

Key Result Area 2 – Community Pride

Goal 1 – Litter: That the Town of Port Hedland is seen by residents and visitors as a clean and tidy place.

Strategies:

1. Work with community groups to develop community programs and initiatives that reduce litter and improving the appearance of Port and South Hedland.

5. Regularly report on the litter collection and waste minimisation activities that are being undertaken and regular report on the amount of litter and broken glass that is being collected.

**Budget Implications**

*General*

The Town spends well in excess of \$1Million on litter collection initiatives with the following items being budgeted in the 2009/10 financial year:

Item	\$
Waste Management & Recycling	100,000
Street Cleaning	275,000
Footpath Sweeping	100,000
Litter Collection Crews	460,000
Cyclone and Whitegoods Collections	180,000
<b>TOTAL</b>	<b>\$1,115,000</b>

In addition to the above, a portion of the Town’s Ranger Service time is spend on litter matters and the Town’s Community Services staff also spend some time and resources coordinating litter initiatives. Capital resources are also used to upgrade litter equipment and install additional bins.

*Care for Hedland/Cash for Trash*

The financial support requested by Care for Hedland for the revised Cash for Trash Scheme is minimal with the vast majority of items being in-kind. The table below indicates the costs associated with the various requests:

Item	Cost to Council
Use of road reserves and parks by the Association as collection points.	Nil.
Storage space at the South Hedland land fill facility.	Nil
Assistance to source funding to establish a sustainable glass recycling or re-use system in Port Hedland.	Unknown at this time.
Assistance with promotion of the revised Cash for Trash scheme.	Negligible. Promotion can be undertaken via Council’s existing publicity mechanisms.
Payment for verified litter and aluminium cans that were collected during August and September 2009 as a component of the Association previous Cash for Trash initiative.	See below.



The Associated has requested payment for bags of litter and cans that were collected in August and September through the previous scheme. Council committed its support for the program up until the end of July 2009 only. The Town’s pre-August 2009 support covered payments of \$6/bag of aluminium cans and \$5/bag of street litter.

In early February 2010 the Care for Hedland submitted copies of all receipt books and payments that have been made by the organization to individuals and groups during the June – September 2009 period. These have been checked and cross-referenced by Town of Port Hedland Finance staff. The following table illustrates the claims and payments that have been made:

Period	Care for Hedland Claim (\$)	Total Paid by TOPH	Comment
Mar – May 2009	20,799.26	17,080.46	Paid amount that could be verified.
Jun – Jul 2009	13,536.48	13,536.48	Paid verified amounts
Aug – Sept 2009	14,236.78	0	No payment as Council authorized till end of Jul 09 only. Verified payments total 14,236
Yandeyarra Service (Jun 09)	532.00	532.00	Paid verified amounts
Yandeyarra Services (Aug/Sept 09)	1,606.00	0	No payment as Council authorized till end of Jul 09 only. Verified payments total \$1,606.
<b>TOTAL</b>	<b>\$50,710.52</b>	<b>\$31,148.94</b>	

*Impact on Budget*

It should be noted that funding for the Cash for Trash Program and other litter initiatives has no impact whatsoever on the Town’s Municipal budget. All waste and litter related costs are allocated against the waste reserve. Despite Council’s increasing litter and waste related expenditure costs, Council’s litter reserve is increasing as volumes of waste being delivered to the South Hedland Landfill (and hence litter related income) is increasing at a higher rate than Council’s expenditure.

**Officer’s Comment**

The Town has worked hard on addressing litter within the community and has invested a considerable amount of funds to address the matter.

This investment has yielded results with the Town being noticeably cleaner than it previously was and the Town winning several regional and statewide awards for initiatives that it has undertaken.

While improvements have undoubtedly been made, the Town is still not clean. The Town's community survey results reveal that litter and street appearance remain a significant source of concern for Town residents.

For the Town to become a truly tidy town, a multi-faceted approach is required. This must include:

Education;  
Enforcement;  
Community assistance and community programs; AND  
Town commitment and financial resources to address the issues.

While the Town has rightly committed significant resources to enforcement and its own litter collection efforts, it will never be truly successful in maintaining a clean and tidy environment if the expectation is that the Council is solely responsible for picking up rubbish within the community.

Ideally the Town would not have to pay community groups and individuals to undertake this task but recent history demonstrates that this method is successful in generating community action on the issue.

**Attachments**

Nil

**Officer's Recommendation**

That Council :

- i) continue to support the cleaning of the Town through the following initiatives:
  1. Continuing to sweep footpaths throughout the Town with the aim of sweeping each footpath at least once per month.
  2. Continuing to employ a litter collection crew (minimum of 6 FTE staff) to collect litter throughout the Town of Port Hedland during both weekdays and weekends.
  3. Continuing to operate a street sweeping service for a minimum of 38 hours per week.
  4. Installing additional bins throughout the Town in accordance with pre-approved budget allocations.
  5. Taking a greater role in litter enforcement by operating 'blitzes' on specific litter related issues if/when they arise (i.e. litter blowing off commercial vehicles, building site rubbish, etc.)
  6. Supporting and being an active member of the Port Hedland Tidy Towns Committee.

7. Supporting the Care for Hedland Environmental Association's Clean Up efforts by:
  - Providing free access to the Council's road reserves and parks as locations for collection points for the revised Cash for Trash program.
  - Allocating space at the South Hedland Landfill facility for the storage of glass that is collected through the association proposed glass collection program.
  - Assisting the Association in its attempts to access funding to operate a sustainable glass recycling/re-use initiative within the Town of Port Hedland.
  - Promoting the association's proposed glass bottle aluminium can collection program.
8. Continuing to offer \$5 per bag of street litter that is collected by incorporated associations who wish to raise funds for their group. To access these funds groups must:
  - Pre-register with the Town, identifying which area/s they intend on cleaning.
  - Use only bags supplied by the Town of Port Hedland.
  - Be able to verify the total number of bags that have been collected with Council staff.
  - Demonstrate that the association has appropriate Public Liability insurance and personal injury insurance coverage.
9. Coordinating a 'Community Cleanup Campaign' that operates in the following manner:
  - Volunteers register their involvement in Town clean up days that are held four (4) times per year.
  - Registration points to be located at various locations throughout the Town. Registration points are to be manned by Council staff.
  - Volunteers collect bags from registration points and indicate which area/s of Town that they intend on cleaning. Bags are marked/coded to link the bag with the registered volunteer.
  - At close of the four 'Clean Up Days' community members return to registration place to advise how many bags of rubbish they have collected and where the full bags of rubbish are.
  - Council staff collect bags from locations and verify that collected bags equals the claimed amounts from the individual volunteers.
  - Volunteers are forwarded a cheque within seven (7) days of the collection that equates to \$5 per bag of street litter that is collected.

and

- ii) APPROVES/DOES NOT APPROVE making payment of \$14,236.78 (GST Inclusive) to the Care for Hedland Environmental Association for verified litter and aluminium can bags that were collected in August and September 2009 through the previous Cash for Trash scheme.

**200910/288 Council Decision****Moved:** Cr S R Martin**Seconded:** Cr M Dziombak**That Council :**

- i) **continue to support the cleaning of the Town through the following initiatives:**
1. **Continuing to sweep footpaths throughout the Town with the aim of sweeping each footpath at least once per month.**
  2. **Continuing to employ a litter collection crew (minimum of 6 FTE staff) to collect litter throughout the Town of Port Hedland during both weekdays and weekends.**
  3. **Continuing to operate a street sweeping service for a minimum of 38 hours per week.**
  4. **Installing additional bins throughout the Town in accordance with pre-approved budget allocations.**
  5. **Taking a greater role in litter enforcement by operating 'blitzes' on specific litter related issues if/when they arise (i.e. litter blowing off commercial vehicles, building site rubbish, etc.)**
  6. **Supporting and being an active member of the Port Hedland Tidy Towns Committee.**
  7. **Supporting the Care for Hedland Environmental Association's Clean Up efforts by:**
    - **Providing free access to the Council's road reserves and parks as locations for collection points for the revised Cash for Trash program.**
    - **Allocating space at the South Hedland Landfill facility for the storage of glass that is collected through the association proposed glass collection program.**
    - **Assisting the Association in its attempts to access funding to operate a sustainable glass recycling/re-use initiative within the Town of Port Hedland.**
    - **Promoting the association's proposed glass bottle aluminium can collection program.**
  8. **Continuing to offer \$5 per bag of street litter that is collected by incorporated associations who wish to raise funds for their group. To access these funds groups must:**
    - **Pre-register with the Town, identifying which area/s they intend on cleaning.**

- Use only bags supplied by the Town of Port Hedland.
  - Be able to verify the total number of bags that have been collected with Council staff.
  - Demonstrate that the association has appropriate Public Liability insurance and personal injury insurance coverage.
9. Coordinating a 'Community Cleanup Campaign' that operates in the following manner:
- Volunteers register their involvement in Town clean up days that are held four (4) times per year.
  - Registration points to be located at various locations throughout the Town. Registration points are to be manned by Council staff.
  - Volunteers collect bags from registration points and indicate which area/s of Town that they intend on cleaning. Bags are marked/coded to link the bag with the registered volunteer.
  - At close of the four 'Clean Up Days' community members return to registration place to advise how many bags of rubbish they have collected and where the full bags of rubbish are.
  - Council staff collect bags from locations and verify that collected bags equals the claimed amounts from the individual volunteers.
  - Volunteers are forwarded a cheque within seven (7) days of the collection that equates to \$5 per bag of street litter that is collected.

and

- ii) **DOES NOT APPROVE** making payment of \$14,236.78 (GST Inclusive) to the Care for Hedland Environmental Association for verified litter and aluminium can bags that were collected in August and September 2009 through the previous Cash for Trash scheme.

***CARRIED BY ABSOLUT MAJORITY 5/2***

6:37 pm Mayor Kelly Howlett re-entered the room and assumed the Chair. Deputy Mayor advised Mayor Howlett of Council's decision.

Deputy Mayor resumed his chair.

*REASON: Council did not approve the payment of \$14,236.78 to the Care for Hedland Environmental Association for verified litter and aluminium can bags that were collected in August and September 2009.*

**11.5.3.3 Request for Fee Waiver of Gratwick Hall – The Rotary Club of Port Hedland Inc. Annual Charity Ball (File No.: 02/05/0001)**

**Officer** Gaye Stephens  
Executive Assistant

**Date of Report** 4 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

Council has received a request from the Rotary Club of Port Hedland to waive fees associated with holding the Annual Rotary Charity Ball 2010, to be held on the evening of Saturday 27 March 2010 in Gratwick Hall. The Club is requesting Council to consider waiving fees to assist the event.

**Background**

The Rotary Club of Port Hedland has written to the Council requesting the waiver of fees Gratwick Hall, access to the front foyer and the use of the Council's Upstairs Meeting Room (which is generally not available in the evenings) for the event.

The Club is requesting Council to consider the following for the event:

- waiving Gratwick Hall hire fees for the Thursday 25 (from 5pm onwards) Friday 26 and Saturday 27 March 2010, prior to the event, to enable delivery of equipment, function set up, decorating and sound checks for entertainment, prior to the Ball;
- waiving Gratwick Hall hire fees on Sunday 28 March 2010 to enable the collection of equipment and once over clean of the facility;
- permission to use the Meeting Room for catering purposes on the evening of the Ball; and
- permission to use the front entrance for guests of the ball.

Mr Brad Anderson, Ball Chairman for the Rotary Club of Port Hedland advises:

*“This is a charity event held by the Rotary Club of Port Hedland (as a nonprofit organisation) for the benefit of the community. We organise this event to raise money to put back into our community. This year’s funds will go to the Hedland Well Women’s Centre and the Stanley Street Youth Accommodation Program.  
In return for your assistance, the Town of Port Hedland will be acknowledged as a major sponsor of the event.”*

At its Ordinary Meeting held on 25 February 2009, Council resolved as follows:

*“That Council:*

- i) permits The Rotary Club of Port Hedland to utilise the Upstairs Meeting Room and the Civic Centre’s front entrance on the evening of the Annual Rotary Charity Ball being held on Saturday 19 April 2008; and*
- ii) advises the Club that its request of Council to waive its Schedule of Fees and Charges totalling \$1,188.75 as follows:*

<i>Gratwick Hall Hire Fees</i>	
<i>Friday 20 March (all day)</i>	<i>\$427.50</i>
<i>Saturday 21 March (all day)</i>	<i>\$427.50</i>
<i>Sunday 22 March (daily rate)</i>	<i>\$236.25; and</i>
<i>Upstairs Training Room Hire Fees</i>	<i>\$97.50</i>

*be approved.”*

Council reviewed its Schedule of Fees and Charges as part of the 2009/10 budget process and adopted the following facility hire charges (GST inclusive):

*“...Community Facilities*

*Discounts – Hire fees – All facilities*

<i>Community Groups</i>	<i>25%</i>
<i>Junior Community Groups</i>	<i>50%</i>
<i>Not for Profit, no Alcohol, and Open to</i>	
<i>Public no charge</i>	<i>100%</i>

*Bond – All Events/All Facilities (unless stated otherwise)*

<i>...Non Commercial – Alcohol</i>	<i>\$1,000</i>
------------------------------------	----------------

*...Gratwick Hall*

<i>Hourly Rate (Minimum 2 hours)</i>	<i>\$41.50</i>
<i>Daily rate with air-conditioning</i>	<i>\$326.70</i>
<i>Nightly rate with air-conditioning</i>	<i>\$394.10</i>
<i>All Day</i>	<i>\$591.10</i>

*...Upstairs Training Room*

<i>Hourly Rate (Minimum 2 hours)</i>	<i>\$20.7</i>
<i>Daily (8am – 5pm Weekdays only)</i>	<i>\$134.80”</i>

The Rotary Annual Charity Ball is well attended by the local community and is an opportunity for Rotary to highlight its community-based activities. Tickets cost patrons \$150 per person to attend.

**Consultation**

Nil

**Statutory Implications** Nil

**Policy Implications**

The Rotary Club of Port Hedland’s Annual Ball is not specifically listed in Council’s Community Recreation Celebrations and Events policy.

**Strategic Planning Implications** Nil

**Budget Implications**

If the request is supported. Council will forego revenue of up to \$1,528.35 in hire fees. The bond equates to a further \$1,000. Should there be no damage to Council facilities or follow-up clean up required, the bond amount would be fully refundable.

As The Rotary Club of Port Hedland’s Annual Ball is not an alcohol free event, and there is an entry/ticket charge (\$150.00) for 170 patrons to attend, the Club is seeking exemption of the following hire fees:

Gratwick Hall	
Thursday 25 March (from 5pm onwards)	\$394.10
less 25%	
Friday 26 March (all day)	\$591.10
less 25%	
Saturday 21 March (all day)	\$591.10
less 25%	
Sunday 22 March (daily rate)	\$326.70
less 25%	

Upstairs Training Room  
 Daily (8am – 5pm Weekdays only)  
 \$134.80\*less 25%

*NOTE: Due to the video equipment set up in the Upstairs Meeting Room, it is normally only available for hire during office hours.*

Bond – Non Commercial – Alcohol \$1,000

**Officer’s Comment**

Council’s standard fee hires are charged to all organisations in an endeavour to recoup the marginal costs of maintenance of the hire venue. In order for the fee structure of the Town of Port Hedland to be maintained and respected, a consistent approach is taken towards all groups who wish to hire Council facilities.

Council did review its schedule of fees and charges as part of the 2009/10 budget process, setting the hire charges for these facilities, and discounts for the following groups/events:



- Community Groups – 25% discount;
- Junior Community Groups – 50% discount; and
- Not for Profit, no Alcohol, and Open to Public no charge – 100% discount.

Waiving these fees may set a precedent for other community groups and not for profit organisations to seek exemption of hire fees, and therefore will materially reduce the amount of income Council will be able to generate for the maintenance expenses associated with its fixed assets such as community halls and gardens.

It is deemed the Club will be able to absorb costs related to venue hire of \$1,528.35 (plus \$1,000 refundable bond), as they are not overly onerous.

Council has two (2) options:

1. Waive the hire fees as requested resulting in a reduction of income to Council of \$1,528.35.
2. Not waive the hire fees as requested by The Rotary Club of Port Hedland.

### **Attachments**

Letter from the Rotary Club Port Hedland, dated 1 February 2010.

### **Officer's Recommendation**

That Council:

- i) permits The Rotary Club of Port Hedland to utilise the Upstairs Meeting Room and the Civic Centre's front entrance on the evening of the Annual Rotary Charity Ball being held on Saturday 27 March 2010; and
- ii) advises the Club that its request of Council to waive its Schedule of Fees and Charges totalling \$1,528.35 as follows:

Gratwick Hall Hire Fees	
Thursday 25 March (from 5pm onwards)	\$295.58
Friday 26 March (all day)	\$443.33
Saturday 27 March (all day)	\$443.33
Sunday 28 March (daily rate)	\$245.03; and
Upstairs Training Room Hire Fees	\$101.10

be declined.

OR

That Council:

- i) permits The Rotary Club of Port Hedland to utilise the Upstairs Meeting Room and the Civic Centre's front entrance on the evening of the Annual Rotary Charity Ball being held on Saturday 27 March 2010; and
- ii) advises the Club that its request of Council to waive its Schedule of Fees and Charges totalling \$1,528.35 as follows:

Gratwick Hall Hire Fees	
Thursday 25 March (from 5pm onwards)	\$295.58
Friday 26 March (all day)	\$443.33
Saturday 27 March (all day)	\$443.33
Sunday 28 March (daily rate)	\$245.03; and
Upstairs Training Room Hire Fees	\$101.10

be approved.

**200910/289 Council Decision/Officer's Recommendation**

**Moved:** Cr G J Daccache

**Seconded:** Cr D W Hooper

That Council:

- i) **permits The Rotary Club of Port Hedland to utilise the Upstairs Meeting Room and the Civic Centre's front entrance on the evening of the Annual Rotary Charity Ball being held on Saturday 27 March 2010; and**
- ii) **advises the Club that its request of Council to waive its Schedule of Fees and Charges totalling \$1,528.35 as follows:**

<b>Gratwick Hall Hire Fees</b>	
<b>Thursday 25 March (from 5pm onwards)</b>	<b>\$295.58</b>
<b>Friday 26 March (all day)</b>	<b>\$443.33</b>
<b>Saturday 27 March (all day)</b>	<b>\$443.33</b>
<b>Sunday 28 March (daily rate)</b>	<b>\$245.03; and</b>
<b>Upstairs Training Room Hire Fees</b>	<b>\$101.10</b>

be approved.

***CARRIED BY ABSOLUTE MAJORITY 8/0***

*ATTACHMENT 1 TO AGENDA ITEM 11.5.3.3*

**THE ROTARY CLUB OF PORT HEDLAND Inc.**  
Rotary District 9450 - Club 17554  
ABN 83 277 038 563 Incorporated 7 January 1985 Reg  
A0821411X  
PO Box 430 PORT HEDLAND WA 6721  
President 2009/10: Howard Clancy



**SERVICE Above Self**

1 February 2010



Document #: ICR2721  
Date: 03.02.2010  
Officer: ~~TERRY SARGENT~~  
File: 02/05/0001

*CR15*  
*CEO JUL*  
*ADAM*

Town of Port Hedland  
McGregor Street  
PORT HEDLAND WA 6721

Attention: Terry Sargent

Dear Terry

The Rotary Club of Port Hedland would like to make application to the Town of Port Hedland for the waiving of certain fees associated with the hire of the Gratwick Hall on **Thursday evening 25<sup>th</sup> (after 5pm), Friday 26<sup>th</sup>, Saturday 27<sup>th</sup> and Sunday 28<sup>th</sup> March 2010** for the annual Rotary Club of Port Hedland Charity Ball and for the use of the training room and front entrance for the building for the duration of the event. The fees we request to have waived refer to the use of the room the day prior to and after the event

**Gratwick Hall Fees**

We have currently booked the Hall from 6.00pm to 1.00am as we have in previous years

As I am sure you would agree, setting up for a function catering for 170 people including decorating the hall and sound checks for entertainment all takes time. With the event happening on Saturday, it is difficult to get deliveries on the day and they often require delivery the day prior. Along with this, the ability to set up the room the day before allows for any unforeseen circumstances to be addressed.

The use of the hall on the Sunday in the past has usually been until 10.00am. Generally the Sunday is to collect equipment and clean.

**Front Foyer Access**

As with previous years, we wish to have guests arrive through the front entrance having been greeted by the Naval and Army Cadets on the red carpet. As they enter the foyer they will see Rotary and Sponsor paraphernalia.

**Training Room**

We have used the video room in past years for food service, as the foyer is too small to allow setup of food service and the display of the silent auction items. We would request that this room be made available for use on the evening.

**Summary**

To recap, The Rotary Club of Port Hedland would request the Town of Port Hedland assist us in the following ways as they have in the past:

- Waive the Gratwick Hall fees for the Friday 26<sup>th</sup> and Saturday 27<sup>th</sup> prior to the event commencing;
- Waive the Gratwick Hall fees for the Sunday 28<sup>th</sup> morning;
- Allow use of the Video Room for catering purposes;
- Allow use of front entrance (provided security in place);
- Allow access on Thursday 25<sup>th</sup> evening to allow ease of set by our volunteers.

This is a charity event held by the Rotary Club of Port Hedland (as a non profit organization) for the benefit of the community. We organize this event to raise money to put back into our community. This year's funds will go to the **Hedland Well Women's Centre and the Stanley Street Youth Accommodation Program.**

In return for your assistance, the Town of Port Hedland will be acknowledged as a major sponsor of the event.

In closing, I would like to thank the Town of Port Hedland for their consideration of this matter.

Yours sincerely

*K. English (Secretary)*

*for*  
Brad Anderson  
Ball Chairman  
Rotary Club of Port Hedland

**11.5.3.4 Civic Centre Options for Additional Office Space (File No.: 05/11/0002)**

**Officer** Chris Adams  
Chief Executive Officer

**Date of Report** 14 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

This matter was considered by Council at its ordinary meeting in January 2010 but laid on the table to allow further discussion amongst Councillors.

This report allows reconsideration of the options available to address an immediate office accommodation problem facing the Town's administration.

**Background**

The need to provide office space for staff to carry out their duties at the Civic Centre has become a pressing issue with increased staff numbers exhausting all current office accommodation and requiring the installation of additional workstations, and additional space.

Staff that should properly be operating from the Civic Centre to gain maximum efficiency and most effective customer contact, are currently deployed from temporary offices at the Wedgefield Depot (6 non-depot related staff) and the Airport (14 non-airport related staff). This arrangement reduces efficiency and is taxing the communications system to its limits which, in turn, is beginning to impact on the standards of customer service that can be provided. With the growth that is expected within the Town this issue is expected to compound with additional staff being highly likely in the near future.

It was initially anticipated that additional office space would be required as part of a longer term plan but that is proving to be overly optimistic and temporary measures will need to be put in place before any finalization of plans for redevelopment of the Civic Centre, or development of new offices.

Staff have recommended that Council address the issue of staff accommodation in three phases:

*Phase 1: Immediate Actions (Already complete)* – Refurbishment and relocations actions have been undertaken to accommodate staff in various TOPH buildings.

*Phase 2: Short Term Solutions (0-3 years)* – A plan is needed to develop appropriate office accommodation for the next few years.

*Phase 3: Long Term Office Plan (3 years +)* – Community consultation is scheduled to occur over the coming weeks regarding the future development of civic buildings/office space within the Town of Port Hedland.

This report focuses specifically on Phase 2 of the proposed office accommodation solution.

A number of options were considered and investigated for the creation of temporary office space. These are summarised below:-

*Option 1: Develop Office Space at Rear of Gratwick Hall*

This option was considered but discounted for the following reasons:

- The cost of constructing a separating wall and access doors between the hall and the proposed office area.
- Staff access from the existing office via the rear stairs is problematic.
- The location of the return air grille to the main air-conditioning system, any wall constructed would impede the air conditioning operation to Gratwick Hall.
- The reduction of usable rear stage area for the operation of Gratwick Hall was seen as an issue.
- The installed lift system would not be able to be used.
- The intrusion of noise and music to the proposed office area when the hall was being used.

*Option 2: Construct External Temporary Office Accommodation Abutting the Civic Centre*

This option was considered and appeared initially to have merit, but for the following reasons is not recommended:

- Creating quality customer service is likely to be difficult.
- While quality transportable office accommodation is available, it likely to be a less desirable office environment than the Civic Centre, effectively creating 'haves' and a 'have-nots' within the staffing structure. This is clearly undesirable.
- The first floor balcony overhang prevents the donga from being located against the Civic Centre to permit internal access.
- The location of existing services is seen as an issue if a donga was located over.
- The costs involved with this option are likely to be the highest.
- Impact upon amenity. The locating of dongas around the Civic Centre would detract from the overall appearance.
- Restriction of access. This area is used for rear access to the Civic Centre and the Civic Centre gardens by vehicles servicing functions, catering and set up, weddings etc.

- Public Access. With the installation of the BBQ and automated WC access is required by the public through this area.

*Option 3 – Modify Council Chambers to become Office Space.*

As per the attached plan, the existing Chambers could be divided into an area by a partition wall, for use as office space with the remaining area used as a meeting/dining room.

This would then leave Council with the following options in relation to Council meeting spaces:

- Utilising Gratwick Hall for meetings,
- Locate one or two temporary buildings between the Civic Centre and Gratwick Swimming Pool in the car park for Council use/meetings.
- Utilising an alternative venue for Council meetings (such as the All Season's Ocean Room or the Esplanade Hotel's Meeting facilities.)

After considering the options discussed above, it is recommended that consideration be given to the temporary conversion of the Council Chambers to office space and meeting room, with Council meetings to be held in Gratwick Hall or an external venue.

The benefits of this option are seen as:

- The most cost effective option for the short term creation of office space.
- Existing Civic Centre, kitchen and bar facilities are still being used.
- Most meeting dates are known well in advance enabling long term "booking"
- Regardless of meeting size and attendance by the public Gratwick Hall is able to accommodate.

The disadvantages of this option include:

- Short Term loss of access to the Richardson Hall/Council Chambers.
- Reduced access to Gratwick Hall as it will need to be used for public meetings; or,
- Potential costs associated with booking an external venue.
- Some historical links to the Richardson Hall may be potentially lost.

These disadvantages could possibly be overcome by installing a temporary external meeting space, although this option would temporarily reduce access to the rear of the building and the public BBQ area, etc.

*Option 4 – Do Nothing*

Staff are currently appropriately accommodated and the existing arrangements could continue in the interim. This is not recommended as:

- The separation of staff does not support the development of a united ‘team feel’ within the Town’s staff.
- Customer service is currently problematic with staff in a variety of buildings.
- Staffing numbers will inevitably grow meaning that this solution is unlikely to be sufficient in the near future.
- Customer and staff parking at the airport is inadequate.
- The separation of staff means that ‘pool use’ vehicles are no longer readily available, meaning that more vehicles are required.

**Consultation**

Internal consultation taken following review of Consultant’s Report from Australian Institute of Management in 2009

<b>Statutory Implications</b>	Nil
<b>Policy Implications</b>	Nil
<b>Strategic Planning Implications</b>	Nil

**Budget Implications**

Council’s Budget includes an allocation of \$160,000 for this project.

*Recommended Option*

Should the Council agree to the temporary use of the Chambers as office space the following costs are likely to be incurred:

Item	Cost
Partitioning	\$15,000
Furniture and Equipment	\$10,000
IT & Telecommunications	\$20,000
<b>Total</b>	<b>\$45,000</b>

In addition to these costs, there are the costs associated with finding appropriate space for future Council meetings. These costs vary depending on the option selected by Council. These are briefly summarised below:

- Use Gratwick Hall for Council meetings – No extra costs
- Hire External venue for Council meetings - \$400/meeting x 30meetings = \$12,000



- Hire and install a temporary building to be used as meetings space for Council meetings - estimated cost of \$40,000 plus \$1,800/month.

#### *Alternate Options*

Estimated costs of the alternate options are listed below:

- Office Space at rear of Gratwick Hall – Not costed as option proved infeasible.
- Develop temporary donga office space adjacent to Gratwick Hall: e Cost = \$140,000
- Do Nothing = \$60,000 to purchase at least two extra vehicles.

#### **Officer's Comment**

For the Town to achieve its plans and projects it is vitally important that the organisation has an appropriate number of staff who are appropriately accommodated. This is not currently the case with staff operating from sub-optimal locations. While a long-term office accommodation plan is being developed, it is important that we address the immediate issue that is facing Council's staff accommodation. The solution that the Executive staff believe is the cheapest and most effective is to convert the existing Council chambers into office space.

Staff are acutely aware that it is important for Council retain a 'sense of place' and that the existing Chambers has a history ideally should to be retained. The staff are also aware that many other Local Government authorities operate from Chamber environments that are far more salubrious than the existing Town of Port Hedland facilities and that relocating Council meeting to Gratwick Hall, an external venue or leasing/buying a temporary Council meeting building is not ideal.

While understanding the need for appropriate Council Chamber facilities, the Executive staff are also conscious of the fact that the existing Council chambers is currently only used for about 2.5 hours per week and that other facilities are potentially available for Council meetings (Gratwick Hall and/or hiring of external meeting spaces). Using the existing chambers as office space is considered to be a better use of the Council and community's assets than spending ratepayer's money on temporary office accommodation facilities.

#### **Attachments**

Floor Plan – Council Chambers  
Site Plan external offices

**Officer's Recommendation**

That:

- i) Council approve the transformation of the current Council Chambers into staff office space using resources currently provided for within the Town's 2009/10 Budget.
- ii) Upon the completion of the transformation, Council meetings be held in the Gratwick Hall or an appropriate, externally hired facility.

**200910/290 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr J M Gillingham

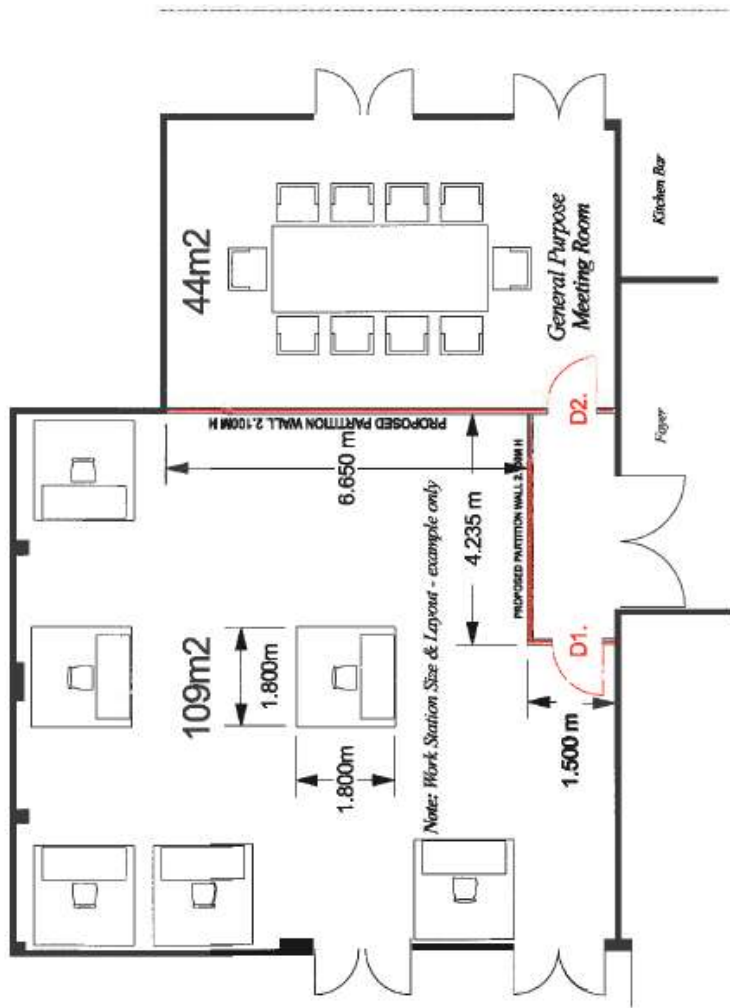
**That Council:**

- i) **does not approve the transformation of the current Council Chambers into staff office space using resources currently provided for within the Town's 2009/10 Budget; and that they be retained for use by Council; and**
- ii) **approves the sourcing of an appropriate externally hired facility for use by staff.**

***CARRIED 8/0***

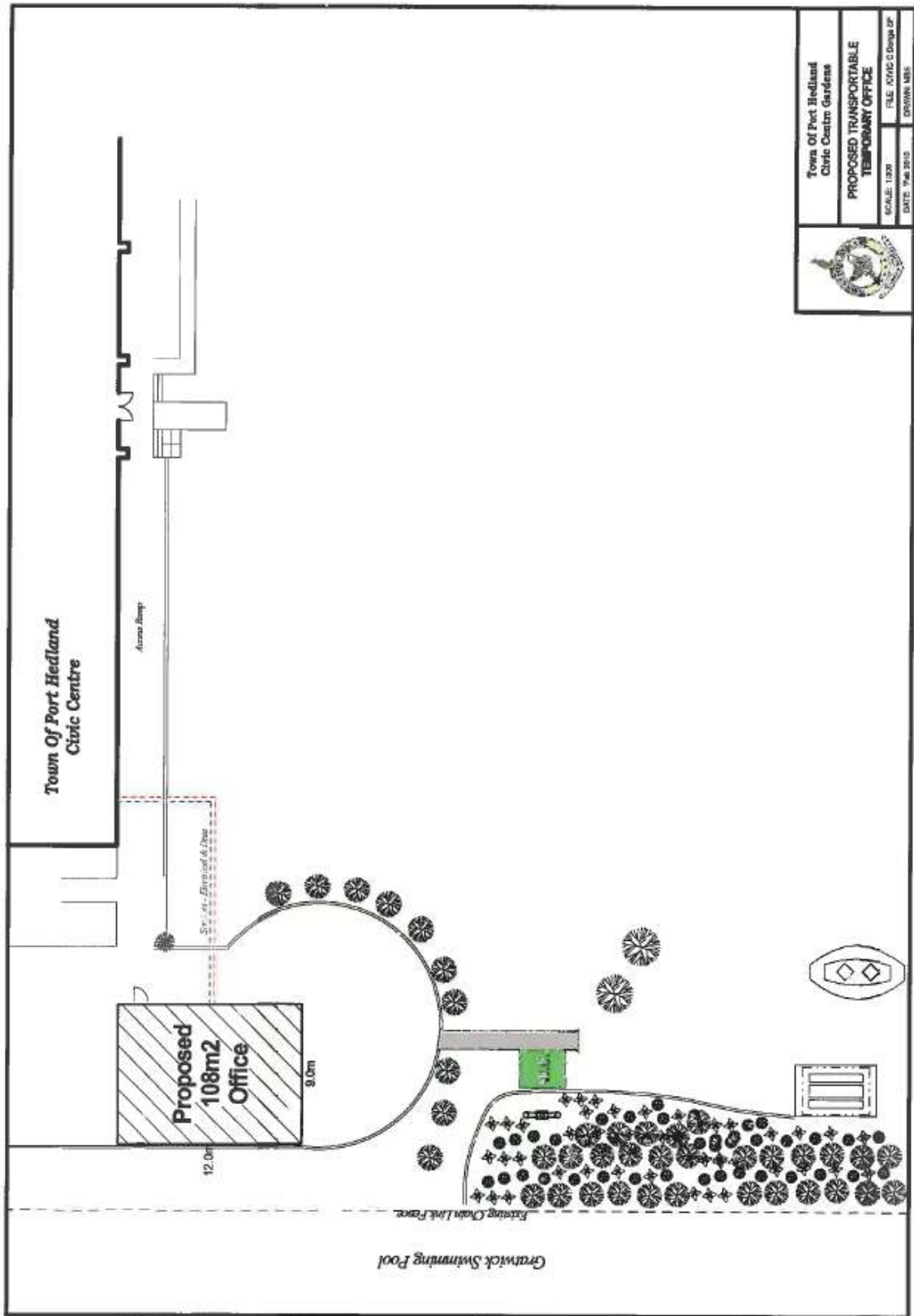
*REASON: Council preferred by Chambers to be continued to be used by Council, and for the temporary location of staff to be in an appropriate externally hire facility.*

ATTACHMENT 1 TO AGENDA ITEM 11.5.3.4



Proposed Council Chamber  
Alterations  
January 2010

ATTACHMENT 2 TO AGENDA ITEM 11.5.3.4



**11.5.3.5 Hire Car Development and On-site Fuel Facilities...  
(File No.: .../...)**

**Officer** Chris Adams  
Chief Executive Officer

**Date of Report** 17 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to decide whether the hire car operators at the airport will be permitted to have individual fuel facilities on-site.

**Background**

At the January 2010 council meeting, it was resolved (200910/218)>

*“That Council:*

- i) authorise the Chief Executive Officer or his delegate to relinquish existing leases with Avis, Budget, Hertz and Thrifty car rental companies; and*
- ii) authorise the Chief Executive Officer or his delegate to enter into negotiations with Avis, Budget, Thrifty and Hertz, into lease agreements by private treaty in accordance with section 3.58(3) of the Local Government Act 1995, with the following terms and conditions:*
  - a) the lease term being for ten years plus ten year option;*
  - b) the lease rental being based on the current market value and increased annually by CPI;*
  - c) the lease being re-valued every five (5) years to market value; and*
- iii) extend the development of the hire car area for additional hire car operators within six (6) months”.*

When discussing this matter, the Council's Airport Working Group indicated that they would prefer that the hire car operators did not store fuel on-site. This information has been conveyed to the hire care companies. The hire car operators (Avis, Budget, Hertz and Thrifty) have subsequently written to Council requesting fuel facilities be permitted on their own sites.

They have indicated that they need to have ready access to fuel facilities in order to operate their businesses. The operators have requested that two tanks on each block be permitted (one for unleaded and one diesel). The desired tanks would be above ground, fully bunded and likely to be no larger than 5,000 litre tanks (3m x 2m x 1.2m). Appendix 1 shows an illustration of the likely size of the tanks.

Avis' representative has stated:

*“As part of the efficient operation of an on airport service facility we require the ability to refuel our vehicles on site. The increase in our costs and as well the impact on the airport road traffic would be adversely impacted should we not have fuel facilities as we do currently.”*

There are three possible options for Council to consider:

1. Permit hire car operators to have their own fuel facilities on-site
2. Provide a shared fuel facility at the airport for hire car operators only
3. Do not permit operators to have their own fuel facility on-site

*Option 1: Permit hire car operators to have their own fuel facilities on-site*

Currently the hire car operators already located at the airport have their own fuel facilities on-site.

*Option 2: Council to Provide shared fuel facility*

Council could develop (and possibly operate) a single refueling facility that could/would be used by all operators. While this would potentially be a more visually attractive option and may generate significant incomes to the Town, there are a number of issues that need to be addressed such as:

- Location – No site has been identified for a shared facility.
- Traffic impacts – A shared facility is likely to create traffic issues with several companies trying to refuel at the same time.
- Convenience – The hire car companies can currently refuel conveniently when they want. This convenience is potentially lost with a common-user refueling facility.
- Timeliness – Given design, planning and construction timeframes, the development of a single refueling facility is not likely to occur in a timely manner.

- Management - The management of the shared fuel facility, on-charging fuel costs and administration is not currently a core business of Council.

*Option 3 - No fuel permitted or provided on site*

A BP fuel service station is located a short distance away on the other side of the Great Northern Highway. While companies could refuel at this site, it is clearly not as convenient or economically attractive to the hire car companies. As all cars require refueling at roughly the same time (i.e. after flights arrive/depart) traffic management is also potentially an issue.

### Consultation

Port Hedland International Airport Working Group  
Manager of Airport Operations  
Executive committee  
Manager Engineering Services  
Manager of Planning  
Avis  
Budget  
Hertz  
Thrifty

### Statutory Implications

*“3.58. Disposing of property*

- (1) In this section -  
dispose~ includes to sell, lease, or otherwise dispose of, whether absolutely or not;  
property~ includes the whole or any part of the interest of a local government in property, but does not include money.*
- (2) Except as stated in this section, a local government can only dispose of property to -  
(a) the highest bidder at public auction; or  
(b) the person who at public tender called by the local government makes what is, in the opinion of the local government, the most acceptable tender, whether or not it is the highest tender.*
- (3) A local government can dispose of property other than under subsection (2) if, before agreeing to dispose of the property-  
(a) it gives local public notice of the proposed disposition -  
(i) describing the property concerned;  
(ii) giving details of the proposed disposition; and  
(iii) inviting submissions to be made to the local*

*government before a date to be specified in the notice, being a date not less than 2 weeks after the notice is first given;...”*

**Policy Implications**

Nil

**Strategic Planning Implications**

KRA1- Infrastructure

Goal 3- Airport

Strategy 1: Developing and implementing an Airport Master Plan

Strategy 2: Actively pursue the generation of income from a variety of sources at the Airport including through leases, rentals, advertising, freight and any other means.

**Budget Implications**

Council is proposing to lease the newly developed car park out at a rate of \$16.50/m<sup>2</sup> and anticipates receiving a revenue of \$264,000pa from the newly developed facility.

Currently Council receives no revenue (other than lease income) from the sale of fuel at the Port Hedland International Airport.

**Officer's Comment**

From a Town of Port Hedland perspective there are several issues that need to be considered when determining whether the requested tanks should be permitted:

Timeliness: The Hire car facility has now been constructed for several months and there is a string desire to see the facility being operation in the near future. The issue of fuel provision on site is currently stalling lease negotiations.

Environment: The use of the latest above ground self bounded tanks has also removed the environmental issues that have been associated with underground storage tanks. The modern refuel facilities are designed to prevent spillage and any seepage into the earth and as a consequence, minimize adverse environmental impact. Avis has advised that, in recent times, they have installed similar facilities at airports in Cairns, Rockhampton, Paraburdoo, Launceston and Hobart.

Revenue Streams: Council currently receives no revenue from hire car fuel facilities (other than general lease rental). Council could potentially generate significant revenue through the 'banning' of fuel facilities on hire car lease sites and the operation of a single, common user fuel facility at the airport.



While this is possible, it is clearly not supported by the hire car companies and is likely to take a significant time to develop.

Visual Amenity: The hire car blocks are located at the entrance to the Airport and are therefore the first thing patrons to the airport see. If permitted, the fuel tanks would need be located at the back of these blocks and or visually screened. This could be managed through the Town Planning application process.

Traffic Impacts: Avis have advised that the refueling of these tanks would be required every 3-4 weeks. Appropriate traffic management of refueling trucks would need to be addressed by the hire car companies when seeking planning approval for the installation of the tanks.

### **Attachments**

1. Example fuel facility

### **200910/291 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

**That Council permit the hire car operators at the Port Hedland International Airport to store fuel on their leased sites subject to them applying for, and receiving, appropriate planning and/or building approvals from Council along with any other external approvals that may be required.**

***CARRIED 8/0***

*ATTACHMENT 1 TO AGENDA ITEM 11.5.3.5*



**11.5.3.6 Attendance to National Tidy Towns Awards (File No.: ...)**

**Officer** Tricia Hebbard  
Governance Administration

**Date of Report** 17 February 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to consider who is going to represent the Town of Port Hedland at the Keep Australia Beautiful Tidy Towns National Awards Ceremony in Canberra on 23 April 2010.

**Background**

The Port Hedland Tidy Towns committee formed approximately 5 years ago and has every year actively nominated Hedland in the WA State competition with the support of Council and other community groups and businesses. This committee helped develop litter initiatives to reduce the amount of litter on the streets and enhance the appearance of the Town.

In 2009 Hedland was announced as a finalist in the WA Tidy Towns Awards which was held on Monday 23 September 2009. The Town assisted financially in sending the following representatives from Council and the community to attend the Awards in Perth:

- Mayor Kelly Howlett
- Deputy Mayor Arnold Carter
- 2 Council employees
- Renee Coles
- Jasmine Coles

That night Hedland was announced as the 2009 Tidy Towns State Winner for WA in the following categories:

- Community Action: Hedland (Port and South Hedland)
- Recycling and Waste Management: Hedland (Port and South Hedland)
- Enhancing Cultural Identity: Hedland (Port and South Hedland)

Winning in these categories has meant Hedland was named as the overall winner award for WA and announced as a National finalist.

Minister noted that Hedland won in these categories because of their successful community engagement and youth development efforts made by the community in supporting the Cash for Trash initiative; the Turtle monitoring program; establishment of a Native plant nursery and the 'Hedlights' project that brings art into industrial areas of the town.

Keep Australia Beautiful has invited Hedland to select a list of ten finalist representatives including Federal and State MP's to attend the Awards at the Governor Generals house on 23 April 2010.

### **Consultation**

Chairperson of Hedland Tidy Towns committee

**Statutory Implications** Nil

**Policy Implications** Nil

**Strategic Planning Implications** Nil

### **Budget Implications**

Should Council send a delegation to Canberra for the Keep Australia Beautiful National Tidy Towns Awards, the estimated cost per person to attend is as follows:

Flights	\$1,273
Vehicle Hire/taxis	\$ 200
Accommodation (3 Nights 22, 23, 24 April)	\$ 600
Daily incidentals	\$ 325
Total per delegate	\$2,398

The costs of 10 delegates attending is \$23,980 assuming representatives consisting of Members of Parliament and employees of BHP Billiton employees would attend at no cost to council. The Town of Port Hedland would bear a cost of \$14,388 for the delegation at attend the Award ceremony.

This can be partly offset by a subsidy of \$900 which is payable to Councillor Howlett and while not yet confirmed it is understood that \$1,300 of local Tidy Towns Committee funding may be available, reducing the net cost to \$12,188

The costs would need to be charged to the General Ledger Account Number 401275 Public Relations, which currently has a balance of only \$6,900.

**Officer's Comment**

Council has been invited to select a delegation to attend the National Tidy Towns Awards event on Friday 23 and Saturday 24 April 2010 that represents those that have been involved with the Tidy Towns committee and community litter initiatives.

A Suggested list of delegates to represent Port Hedland and attend the Award ceremony are:

- Mayor Kelly Howlett
- Deputy Mayor Arnold Carter
- Mr Andre Veder
- Mr Carl Binning
- Ms Kim Wiltshire
- Father Tom Kessy

and two members of staff nominated by the Chief Executive Officer.

**Attachments**

1. Australian Tidy Towns 2009/2010 Awards Program
2. Keep Australia Beautiful Media releases

**Officer's Recommendation**

That Council

- i) Agrees to send the following delegation from the Town of Port Hedland to the Keep Australia Beautiful's Tidy Towns Awards event in Canberra to be held from 23 - 24 April 2010:
  - a) Mayor Kelly Howlett;
  - b) Deputy Mayor Arnold Carter;
  - c) \_\_\_\_\_
  - d) \_\_\_\_\_
  - e) \_\_\_\_\_
  - f) \_\_\_\_\_

and two members of staff nominated by the Chief Executive Officer.

- ii) the estimated expenditure of \$2,398 per delegate be charged to Account Number 401275 'Public Relations' after other subsidy amounts have been used.

**200910/292 Council Decision/Officer's Recommendation****Moved:** Cr S J Coates**Seconded:** Cr A A Carter**That Council**

i) **Agrees to send the following delegation from the Town of Port Hedland to the Keep Australia Beautiful's Tidy Towns Awards Event in Canberra to be held from 23 - 24 April 2010:**

- a) **Mayor Kelly Howlett;**
- b) **Deputy Mayor Arnold Carter;**
- c) **Mr Andre Veder**
- d) **Mr Carl Binning**
- e) **Ms Kim Wiltshire; and**
- f) **Father Tom Kessy**

**and two members of staff nominated by the Chief Executive Officer.**

ii) **the estimated expenditure of \$2,398 per delegate be charged to Account Number 401275 'Public Relations' after other subsidy amounts have been used.**

***CARRIED 8/0***

*REASON: Council appointed members of the delegation to attend the Keep Australia Beautiful's National Tidy Towns Awards event in Canberra (April 2010).*

*ATTACHMENT 1 TO AGENDA ITEM 11.5.3.6***Australian Tidy Towns 2009/2010 Awards**

**Friday 23 April, Canberra, ACT  
Program**

**Friday 23 April**

**1.00pm**

**Presentation of Category Awards**

**Olims Hotel Canberra**

- Commences with a tour of finalists posters led by the Australian Tidy Towns Judge Dick Olesinski.
- Posters will be prepared in consultation with finalists and set up by KABNA
- Finalists can arrive at the event at 1pm to take part in the tour and discussion
- Followed by presentation of Category Awards.
- Includes light afternoon tea
- Note: we encourage finalists and other interested parties to attend the category awards presentation but registration for the category awards does not guarantee an invitation to the reception.

**4.00pm**

**Presentation of overall winner**

**Overall winner announced at reception hosted by the Governor General at Yarralumla**

- By invitation only. Enquiries regarding the guest list should go to Keep Australia Beautiful State and Territory offices or to 02 9698 8773
- Please gather at the hotel reception for a 4pm sharp departure the Governor Generals residents. Boarding of the coach and entry to the Governor General's residents can be gained by carrying your entrée card which will be issued to you prior to the day. There will be a return coach to the hotel at the conclusion of the Awards announcement.
- This is an invite only event; guests must have their entree card in order to board the coach.
- Drinks and light refreshments will be served.
- The coach will return guests to the hotel.
- Dress standards will apply.

**7.00pm**

**Informal Dinner**

**Olims Hotel Canberra**

- Those who have attended either or both of the events above and would like dinner and a chance to continue mingling with tidy towners from across the country can book via the registration page
- Keep Australia Beautiful Board and Staff from around the country will be encouraged to join their finalist for dinner and diners from the same state or territory can be seated together
- Dinner does not fall as an official part of the program and is not funded by KABNA
- Each table will be responsible for settling their account with the hotel
- Dinner is full buffet at the Restaurant, Olims Hotel Canberra \$48.00 per person and cash bar for beverages

**Saturday 24 April****9.00am – 12noon - Board Meeting**

- Members of the KABNA Board are invited to attend a board meeting the next morning after breakfast
- Includes morning tea
- 10 Board members plus one staff

**9.00am – 12noon – KAB Staff Meeting**

- KAB Staff are invited to attend a Tidy Towns workshop the next morning after breakfast
- The meeting will be facilitated by the Australian Tidy Towns Judge, Dick Olesinski, and focus on information sharing between offices and steps to improve consistency and effectiveness of state, territory and national awards
- Includes morning tea
- Tidy Towns Program Managers, CEO's and other interested staff are invited to attend. Estimated number 10-15.



## ATTACHMENT 2 TO AGENDA ITEM 11.5.3.6

**MEDIA RELEASE**

7 December 2009

**National Tidy Towns Judge visits Port Hedland today**

The Australian Tidy Towns Awards Judge, Dick Olesinski, is in Port Hedland today as part of his judging tour for the Keep Australia Beautiful, Australian Tidy Towns Awards.

The Judge is in town for two days to assess the merits of Port Hedland, recently announced the WA Tidy Towns winner and national finalist.

Port Hedland will now compete against the other state and territory finalists for the title of Australia's Tidiest Town in 2010, following Tamworth's success in 2009, which will be announced in Canberra in April next year.

Whilst in town, the National Judge will be assessing notable projects such as the Cash for Trash program, which started as a pilot project where residents and community groups are reimbursed with cash upon returning certain recyclable items to nominated collection points throughout the Town of Port Hedland. The program was the first of its kind in WA and following the success of the pilot program, it was continued as a regular program till December 2009.

Visits will also be made to Pretty Pool beach and Cemetery Beach, where he will find out about the turtle monitoring that runs from October to March and sees volunteers walking the beach each morning to monitor the turtles and also collect litter and any other debris that washes ashore. He will also meet stakeholders and community members at the Port Hedland Courthouse and Gallery before embarking on a cultural tour of the area.

According to the National Judge, Dick Olesinski, "the Australian Tidy Towns Awards provide a forum to demonstrate the efforts that many local communities are making to reduce their environmental impact. All the state finalists have demonstrated excellent environmental outcomes with their activities and I am certainly looking forward to seeing how Port Hedland is working towards a sustainable future."

The Australian Tidy Towns Awards are proudly sponsored by the Packaging Stewardship Forum 'Do the Right Thing' program, Grundfos Pumps and Navman.

Other state finalists include Richmond TAS; Beechworth VIC, Rockhampton QLD, Barunga NT, Lockhart NSW. The SA winner will be announced in mid December.

**PHOTO OPPORTUNITY: MONDAY 7 DECEMBER 2009**

<b>Who:</b>	National Judge, Dick Olesinski with Mayor, Kelly Howlett
<b>Where:</b>	Courthouse Art Centre & Gallery, Edgar St, Port Hedland
<b>Time:</b>	2:15pm

**For further information about the judge's visit, or photo opportunities, please contact:**

<u>National Judge:</u>	Dick Olesinski on 0413 750 681 or <a href="mailto:ecomarketing@senet.com.au">ecomarketing@senet.com.au</a>
<u>KABNA PR:</u>	Lara Shannon on 0415 076 015 or <a href="mailto:laras@kab.org.au">laras@kab.org.au</a>
<u>Port Hedland:</u>	Véronique Thomas-Smith, Publicity Officer on 0409 880 149

**EDITOR'S NOTES:****About the Judge – Dick Olesinski:**

Dick is a passionate and committed individual who runs an environmental management support consultancy in South Australia for business, industry, community groups and government agencies.

He consults to the retail industry to initiate environment improvement policies, as well as to KESAB (Keep South Australia Beautiful) and natural resource management boards in Adelaide. Projects include implementing environmental initiatives for the construction industry together with coordinating business, industry and community environmental education programs.

Dick is the Keep Australia Beautiful National Association's longest serving Judge, working for 14 years as the Australian Tidy Towns Judge.

He is passionate about our environment and is currently a member of the:

- Adelaide & Mount Lofty Ranges Natural Resources Management Board's Coast Estuarine & Marine Advisory Committee.
- City of Onkaparinga's Environmental Consultative Group.
- Surf Life Saving Australia's ECOSurf program National Working Group.
- Waste Management Assn of Australia (SA) Commercial & Industrial Waste Working Group.

**About the Australian Sustainable Communities Awards**

Keep Australia Beautiful seeks to lead, challenge and inspire all Australians to strive for a sustainable and litter free environment. It does this through research, communications programs and awards programs.

Its national awards are known as the Australian Sustainable Communities Awards which consist of the Tidy Towns, Sustainable Cities and Clean Beaches Awards. Each awards program commences with state and territory awards and culminates in a national grand final.

The Tidy Towns Awards are open to rural and regional communities across Australia, covering the 20% of the population who care for 80% of the country.

The Australian Tidy Towns Awards are sponsored by:

**Packaging Stewardship Forum 'Do the Right Thing' program**

The Packaging Stewardship Forum (PSF) of the Australian Food and Grocery Council works with partners to deliver industry recycling, litter reduction and education programs on behalf of its members, who consist of Australia's major beverage companies and their packaging suppliers. The Forum's highly successful *Do the Right Thing* anti-litter campaign has proven to be a strong litter prevention message, with more than 80% of people recognising that *Do the Right Thing* means 'put your waste in the bin' and more than 300 towns and cities around Australia taking the *Do the Right Thing* message to their communities.

**Grundfos Pumps**

As a world leading pump and pumping systems manufacturer, Grundfos Pumps has joined with Keep Australia Beautiful to help all Australians achieve improvements in water conservation.

**Navman**

Driven by innovation and expertise, Navman has grown from its humble beginnings in an Auckland garage to become a global pioneer in navigation technology. People wishing to visit and stay at past or present Tidy Towns can search them out at the [TakeABreak.com.au](http://TakeABreak.com.au) website and find details of local accommodation, using a Navman to easily find their way there.

## ATTACHMENT 3 TO AGENDA ITEM 11.5.3.6

*"Leadership helps Hedland pick up State Tidy Town  
Monday 23 November 2009*

*The Pilbara town of Hedland (Port and South Hedland) has claimed the State title in the 2009 Tidy Towns - Sustainable Communities awards at a ceremony held in Perth today. Environment Minister Donna Faragher said Hedland was committed to not only improving the town's infrastructure and environment but also to developing its people and relationships.*

*"The community engagement and youth development efforts are exemplary and the successful 'Cash for Trash' initiative and associated activities showed real leadership," Mrs Faragher said.*

*"Other initiatives that contributed to Hedland's success included the significant community effort in monitoring and protecting the flatback turtle, a native plant nursery and the 'Hedlights' project which brings art into the industrial area."*

*The 2009 State category award winners were:*

- Community Action: Hedland (Port and South Hedland)*
- General Appearance: Westonia*
- Recycling and Waste Management: Hedland (Port and South Hedland)*
- Natural Heritage Conservation: Greenbushes*
- Enhancing Cultural Identity: Hedland (Port and South Hedland)*
- Water Conservation: Walpole*

*The Minister said the State awards were a chance to recognise and reward communities for the contributions they had made to improve the appearance and environment of their towns, and to ensure their communities could look forward to a sustainable future.*

*"These communities have put in a significant amount of work on projects that support and encourage sustainable living and aim to protect our environment for the benefit of current and future generations," she said.*

*"They've demonstrated how we can all make a difference through our individual efforts and more importantly, come together as a community to make positive changes."*

*Hedland is now in the running for the national Tidy Towns - Sustainable Communities awards to be announced next year. A total of 41 towns entered this year's Tidy Towns - Sustainable Communities awards program. Hedland takes over the State title from the previous winner, Kambalda, which went on to win the Environmental Innovation award at the national ceremony held in Canberra last May.*

**ITEM 12 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL**

Nil

**ITEM 13 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN**

Nil

**ITEM 14 CONFIDENTIAL ITEMS**

Nil

**ITEM 15 APPLICATIONS FOR LEAVE OF ABSENCE**

**200910/293 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

**That the following Applications for Leave of Absence:**

- i) **Councillor Stan R Martin from 27 February to 12 March 2010, inclusive;**
- ii) **Councillor George J Daccache from 11 to 15 March 2010, inclusive;**
- iii) **Councillor Jan M Gillingham from 13 to 22 March 2010, inclusive; and**
- iv) **Mayor Kelly A Howlett from 16 to 23 March 2010, inclusive**

**be approved.**

***CARRIED 8/0***

**ITEM 16 CLOSURE****16.1 Date of Next Meeting**

The next Ordinary Meeting of Council will be held on Wednesday 24 March 2010, commencing at 5.30 pm.

**16.2 Closure**

There being no further business, the Chairman declared the meeting closed at 6:44 pm.

**Declaration of Confirmation of Minutes**

I certify that these Minutes were confirmed by the Council at its Ordinary Meeting of 24 March 2010.

CONFIRMATION:

\_\_\_\_\_

MAYOR

\_\_\_\_\_

DATE