



Town of Port Hedland

MINUTES

OF THE

ORDINARY MEETING  
OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

WEDNESDAY 28 APRIL 2010

AT 5.32 PM

IN COUNCIL CHAMBERS  
McGREGOR STREET, PORT HEDLAND

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*Chris Adams  
Chief Executive Officer*

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**ITEM 1 OPENING OF MEETING**

## 1.1 OPENING

The Mayor declared the meeting open at 5:32 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
Ms Natalie Octoman	Manager Finance
Mr Russell Dyer	Director Engineering Services
Mr Paul Martin	Director Community Development
Ms Gaye Stephens	Executive Assistant
Ms Josephine Bianchi	Administration Officer

Members of the Public	20
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Members of the Media	2
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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 24 MARCH 2010

*3.1.1 Mr Whalley*

*Does Council have any plans to fill in the ditches on either side of all roads around the Wedgefield area?*

The Town's Engineering Services Manager advised that Council has recently upgraded some ditches along Schillaman Street and is planning on progressively going through Wedgefield and improving on its streets; this is based on an ongoing plan.

*I have been picking up litter such as sheets of plastic, insulation, roof insulation and cardboard from a building site by Captains and Masters Way and Collier Drive; I don't know who is responsible for this, but can Council ensure that all full industrial skip bins on this construction site are emptied promptly?*

Mayor advised yes. The rangers department has been visiting a number of local building sites. Council will also make sure they will have a look in the area specified this evening.

3.2 QUESTIONS FROM ELECTED MEMBERS AT ORDINARY  
COUNCIL MEETING HELD ON WEDNESDAY 24 MARCH 2010

3.2.1 *Councillor George Daccache*

*Do we need a paper copy of all minutes as it is a waste of paper?*

Chief Executive Officer advised that if Councillors wish so, staff can email the minutes rather than print out a hard copy for elected members. Staff will circulate a notice to all Councillors to ascertain who wants emailed copies, and who wants a hard copy; however we do need to produce a hard copy statutorily.

3.2.2 *Councillor J M Gillingham*

*Residents of 8 Butler Way advise that the laneway by their property has been filled with sand since cyclone George, can Council look into this?*

Mayor advised that Council will look into this.

3.2.3 *Councillor M Dziombak*

*In relation to the accident last week on the Great Northern Highway, what is happening with the new link road?*

The Chief Executive Officer advised that a tender was advertised in the North West Telegraph a few weeks ago. The design for the new bypass behind Wedgefield is well progressed. Construction is due to start in September 2010 with a 2 year construction program. It is a \$200M project, with \$160M coming from the Federal Government and \$40M from the State Government. It is well progressed, but it will be three years before the project is fully completed.



**ITEM 4 PUBLIC TIME**

## 4.1 PUBLIC QUESTIONS

5:34 pm Mayor opened Public Question time.

*4.1.1 Mr Chris Whalley*

*Given the future projected increase in population within the Town of Port Hedland does Council have any ideas of plans regarding the upgrading and expansion of Port Hedland International Airport?*

Mayor advised that consultation is taking place for the Port Hedland Airport upgrade and expansion and all members of the public are encouraged to share their views and comments with Council.

*Do Council and the Boulevard Shopping Centre management have any plans to extend the existing shopping centre parking lot so that it encompasses the dustbowl directly in front of the Christian Church?*

Council has contacted the management of the Boulevard Shopping Centre and is waiting for a response.

*4.1.2 Mr Frank Parker*

*In relation to the office extensions to the building at 36 Roberts Street, South Hedland and the ort Hedland Sobering Up Centre located on Forrest Street, South Hedland: were the correct licenses and permits issued prior to the commencement of construction?*

Chief Executive Officer advised that no permits were required in this instance.

*Who was the builder contracted to complete these projects?*

Mayor advised this question will be taken on notice.

*Where the builder's credentials checked thoroughly before signing the contract?*

Mayor advised this question will be taken on notice.

*Have Council and/or Government fundings been used towards these projects?*

Mayor advised that no Council funding has been used for these projects.

*Who signed off on these two projects contractually?*

Mayor advised this question will be taken on notice.

*What has Council done in relation to the occupancy of these buildings? What orders have been issued pertaining to this?*

Mayor advised this question will be taken on notice.

*Have the materials used in the construction of these buildings been checked as being of a correct standard and if so by whom?*

Mayor advised that Council has already provided him with a comprehensive response in relation to this question in the past.

*What "Privacy Act" is the CEO referring to when stating that he cannot answer any questions relating to these projects?*

Mayor advised this question will be taken on notice.

*What terms and agreements were issued to the Principal for these projects if Government or Council funding was issued to these projects?*

Mayor advised this question will be taken on notice.

*What penalties will or can be incurred into if any breaches of terms and agreements have occurred? Who owns the building at the PHSUC and who approves the structural integrity of the building?*

Mayor advised this question will be taken on notice.

5:44 pm Mayor closed Public Statement time.

#### 4.2 PUBLIC STATEMENTS

5:35 pm Mayor opened Public Statement time.

##### *4.2.1 Sister Joan Foley*

Sister Joan Foley asked for the Town of Port Hedland to change its building codes so to encourage or make it compulsory for all new houses to be built with a graded entry to AS1428 and an accessible bathroom to AS1428. This will facilitate access for people in wheelchairs. Sister Joan also sought an estimate from builders and architects for the design and construction of these additional works. The estimated cost of doing so is \$2,688.30.

4.2.2 *Mr Frank Parker*

The Cash for Trash Initiative was a very good program, particularly for involving young aboriginal children. It is disappointing that Council cannot continue to fund the program.

4.2.3 *Ms Michelle Young – St John Ambulance WA*

Ms Young read aloud a letter she addressed to the Town of Port Hedland on 18 March 2010 which relates to Item 11.3.5 and was not included as an attachment in the Agenda.

*“18<sup>th</sup> March, 2010*

*To Whom It May Concern:*

*I am writing to you on behalf of the St John Ambulance volunteers in Port Hedland.*

*You would be aware that the ambulance service in this town is reliant on volunteers, not only for sporting or special events, but also for the general ambulance service of Port and South Hedland, Wedgefield and the greater surrounds. Hedland Ambulance covers the region up to, and including Whim Creek, Sandfire, Munjina/Auski Roadhouse and Marble Bar.*

*Today I am appealing to council to help fund some of our Volunteers to participate in the annual St John Sub-Centre Conference in Perth. The number of volunteers that can attend will depend on our fundraising efforts.*

*You may have seen the ad “ordinary people doing extraordinary things”. We are just ordinary people who give up our own time and money to be trained as ambulance officers to serve our community, and we love doing our bit. Most of us are employed locally, in other jobs, in a full time paid capacity.*

*The knowledge and skills that are gained from the sub centre conference will benefit our community. Others who have attended in the past have found this conference inspiring and it has strengthened their commitment to volunteering for our St John Ambulance sub-centre in Hedland. Specifically, some of the outcomes from this conference include:*

*A stronger team spirit which means a better response to community needs as well as more efficient treatment of patients in emergency situations.*

*Connection with volunteers from other sub-centres which means improved communication and operations across jurisdiction boundaries.*

*Becoming familiar with new technologies: this makes sure that we are in touch with important and more efficient technologies and skills for treating the patients in our community.*

*Learning about other sub-centres' experiences: enables us to learn from others' mistakes and successes and do it better here in Hedland.*

*Connection with other health professionals: lets us learn about how to work as an efficient team with hospitals, the Royal Flying Doctor Service, nursing homes, forensics specialists*

*We have had many new volunteers sign up with St John already for 2010. Their attendance at this conference together with our weekly internal training will ensure that they are signed off to a level that they can be a crew member for our town ambulance.*

*Currently we face issues of shift coverage due to lack of funding which leads to lack of training. This is the only opportunity for our fully trained Grade 2 Ambulance Volunteers to further their knowledge and skills.*

*We have limited funds to send volunteers to this conference, which is crucial in ensuring our community is in safe hands. Without the training volunteers will miss out on the skills and knowledge being taught and will not be able to expand their skill base.*

*No training is scheduled to be delivered from Perth for the Pilbara this year which means we have to travel to Perth.*

*Without volunteers, community events such as:*

*Welcome to Hedland Night*

*Australia Day Festival*

*The Speedway*

*The Races*

*Spinifex Spree etc*

*Would not be able to operate as they require an ambulance crew in attendance. This is the sole responsibility of the volunteers as the paramedics must be covering the regular shifts at all times.*

*We are seeking a monetary donation to cover costs of airfares and accommodation for as many volunteers as possible to attend this event.*

*Should you wish to discuss the above you can contact me on 0400 150 135. My email address is [shellz76@hotmail.com](mailto:shellz76@hotmail.com) and postal address is*

*Michelle Young  
St John Ambulance  
PO Box 2466*

*South Hedland WA 6722*

*I thank you for your consideration to what I'm sure you will agree is a very important cause.*

*Kind Regards,*

*Michelle Young*

*AO 165658*

*St John Ambulance WA"*

5:52 pm Mayor closed Public Statement Time.

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

### *5.1 Councillor J M Gillingham*

*Does Council have any information in relation to the street clean up Dorrigo Loop?*

Mayor advised that Council will follow up on this matter.

## **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 M (Bill) Dziombak
Cr G J Daccache	Cr D W Hooper

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

### **7.1 CONFIRMATION OF MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 24 MARCH 2010**

#### **200910/355 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 24 March 2010 be confirmed as a true and correct record of proceedings.

**CARRIED 8/0**

**ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION**

Mayor Howlett's Activity Report for the March 2010 period to date follows:

*March 2010*

Sunday, 21<sup>st</sup> March

- Facilitated & Participated In Judging Visit For 2010 WA Clean Beach Challenge Cemetery Beach & Pretty Pool Beach + Deputy Mayor

Monday, 22<sup>nd</sup> March

- Attended Hedland Playgroup Inc Open Day, Lotteries House
- Meeting With Mammoet Australia Re: Future Accommodation Needs + DREG

Tuesday, 23<sup>rd</sup> March

- Participated In Interviews For PRC CEO

Wednesday, 24<sup>th</sup> March

- Weekly Catchup CEO, Deputy Mayor & Mayor Meeting
- Weekly Media Meeting + Deputy Mayor
- Weekly Catchup Deputy Mayor & Mayor Meeting
- Chair March OCM

Thursday, 25<sup>th</sup> March

- Participated PRC Tourism Phone Link Up Meeting
- Meeting With Representatives Hedland First National Re: Carparking Hunt St, South Hedland + Cr Dziombak + DREG + MPS
- Attended Depot BBQ + Cr Daccache + Cr Hooper
- Attended LEMC Meeting At SES
- Attended HYLIC & YIC Skate Park Event

Friday, 26<sup>th</sup> March

- Meeting With Arup Group Representatives + Deputy Mayor + CEO
- Meeting Many Rivers Opportunities (CEO Leigh Coleman)
- Meeting & Presentation To Hedland Real Estate Agents – Land, Housing & Community Infrastructure Update + Cr Dziombak + CEO

Saturday, 27<sup>th</sup> March

- Participated In Bike Week Family Bike Ride
- Award Presentations 2010 "Walk It Hedland" Program

Monday, 29<sup>th</sup> March

- Ordinary PRC Meeting (Perth) + Cr Martin + Cr Coates + CEO
- Meeting Tourism WA (CEO & Chairperson)
- Attended PRC Sundowner Event

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

- Meeting Water Corporation (Future Projects) + CEO
- Meeting FMG + CEO
- Attended Pilbara-Kimberley Joint Local Government Forum + Deputy Mayor + Cr Martin + Cr Daccache + CEO
- Meeting Mirvac (CEO) + CEO
- Attended Pilbara-Kimberley Joint Local Government Forum Dinner + Deputy Mayor + Cr Martin + Cr Daccache + CEO

Wednesday, 31<sup>st</sup> March

- Attended Breakfast Meeting Pilbara-Kimberley Joint Local Government Forum With Hon Vince Catania MLA & Hon Wendy Duncan MLC WA Parliament House + CEO
- Attended Pilbara-Kimberley Joint Local Government Forum + Deputy Mayor + Cr Martin + Cr Daccache + CEO
- Attended WA Pilbara Regional Planning Committee Meeting + Cr Martin + Cr Daccache + CEO

*April 2010*

Thursday, 1<sup>st</sup> April

- Meeting Hedland BMX +DCS
- Weekly Media Meeting + Deputy Mayor
- Presentations Outstanding Effort @ YIC
- Attended Depot BBQ + Cr Hooper

Wednesday, 7<sup>th</sup> April

- Meeting CEO, Deputy Mayor, Cr Martin & Mayor Re: "Pilbara To Parliament" Initiative Meeting
- Weekly Media Meeting + Deputy Mayor
- Weekly Catchup Deputy Mayor & Mayor Meeting
- Chair Informal Briefing Council + Deputy Mayor + Cr Daccache + Cr Gillingham + Cr Coates + Cr Dziombak + CEO + DCS+ DCD+A/DENG+DREG
- Meeting Strategic Airlines + Deputy Mayor + CEO

Thursday, 8<sup>th</sup> April

- Meeting TOPH Library Services + DCD + MLS
- Meeting Catchup CEO & Mayor Meeting

Friday, 9<sup>th</sup> April

- Weekly Catchup CEO & Mayor Meeting

Saturday, 10<sup>th</sup> April

- Attended Cancelled (Due To Lack Of Quorum) Port Hedland Seafarers Centre AGM (To Be Re-Scheduled)

Sunday, 11<sup>th</sup> April

- Internal Strategic Planning Workshop + Deputy Mayor + Cr Martin + Cr Daccache + Cr Coates + Cr Dziombak + CEO

Monday, 12<sup>th</sup> April

- Attended Morning Tea Event Pilbara-Kimberley Care Inc
- Pre-Record Clean Beach Challenge Radio Interview Spirit Radio
- Designed & Set Up Display For National Tidy Towns Awards At South Hedland Shopping Centre

Tuesday, 13<sup>th</sup> April

- Meeting UDC (Ruth Durrack) Concept Designs Cooke Point Water Ponds & Pretty Pool Development Areas + CEO + MELD
- Meeting Auzcorp – Developments & Community Benefit Contributions (\$150,000 Deposit) Multi-Purpose Rec Centre + CEO + MELD
- Attended Hon Brendan Grylls Announcement Successful Submission South Hedland CBD – Humfrey Land Development/IBN Corporation + CEO + MELD
- Meeting Re Current Hospital Site and Marina/Spoilbank Development With Hon Brendan Grylls, LandCorp, Land Services + Dept Health + CEO + MELD

Wednesday, 14<sup>th</sup> April

- Attended 2010 WA Clean Beach Challenge Awards Presentation
- Phone Meeting Issues Development Prior To “Pilbara To Parliament” Initiative – EMC Consulting
- Weekly Media Meeting + Deputy Mayor
- Chair Informal Briefing Council + Deputy Mayor + Cr Daccache + Cr Hooper + Cr Dziombak + CEO + DCS+ DCD+A/DENG+DREG

Saturday, 17<sup>th</sup> April

- Presentation “Women In Local Government” At Soroptimist International South West Pacific 17<sup>th</sup> Conference of Clubs

Wednesday, 21<sup>st</sup> April

- Tour Of City Ipswich & Meeting With Mayor City Ipswich Paul Pisasale

Thursday, 22<sup>nd</sup> April

- Pre-Record National Tidy Towns Awards Ceremony Radio Interview Spirit Radio

Friday, 23<sup>rd</sup> April

- Attended National Tidy Towns/Sustainable Communities Awards Ceremony (Canberra) + DCD

Mayor also advised Council of the following:

- Attended the Tidy Town Awards in Canberra and the Town of Port Hedland did extremely well by winning the Young Leaders Category and was also highly commended for the Environmental Innovation and Protection Award.



- BHP has contributed \$24M towards the Wallwork Road Bridge; earthworks will commence in July 2010 and construction in September 2010. This will be a four lane vehicle bridge potentially over a four way rail line. It will resemble a city bridge and will also include artworks.

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

### *9.1            Councillor G J Daccache*

Councillor G J Daccache attended a Civic Reception at Council Chambers on 22 April 2010 where Professor Sarah Dunlop presented her work and research on spinal cord injury. Councillor Daccache thoroughly enjoyed the reception and believes that the Town of Port Hedland should keep up the good work it has done so far to improve the lifestyle of people with disabilities.

### *9.2            Councillor J M Gillingham*

Councillor J M Gillingham also attended the Civic Reception for Professor Sarah Dunlop on 22 April 2010 and stated that Professor Dunlop's presentation was extremely informative and should be presented to a larger audience.

### *9.3            Councillor M Dziombak*

On 26 March 2010 the Town of Port Hedland's Chief Executive Officer presented the "Land, Housing and Community Infrastructure Update" document to the Port Hedland Chamber of Commerce. Councillor Dziombak attended the presentation which was very instructive and was included in the Chamber's news bulletin. The Chamber's second Economic Development workshop has also taken place and its report will be available shortly.

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

### **10.1            HEDLAND YOUTH LEADERSHIP PROGRAM COLLABORATION, YOUTH DVD PROJECT "GET IN 2 IT"**

Brad Holder and David Sullivan from Hedland Young Leaders Program HYLP presented their Youth DVD Project "Get in 2 it".

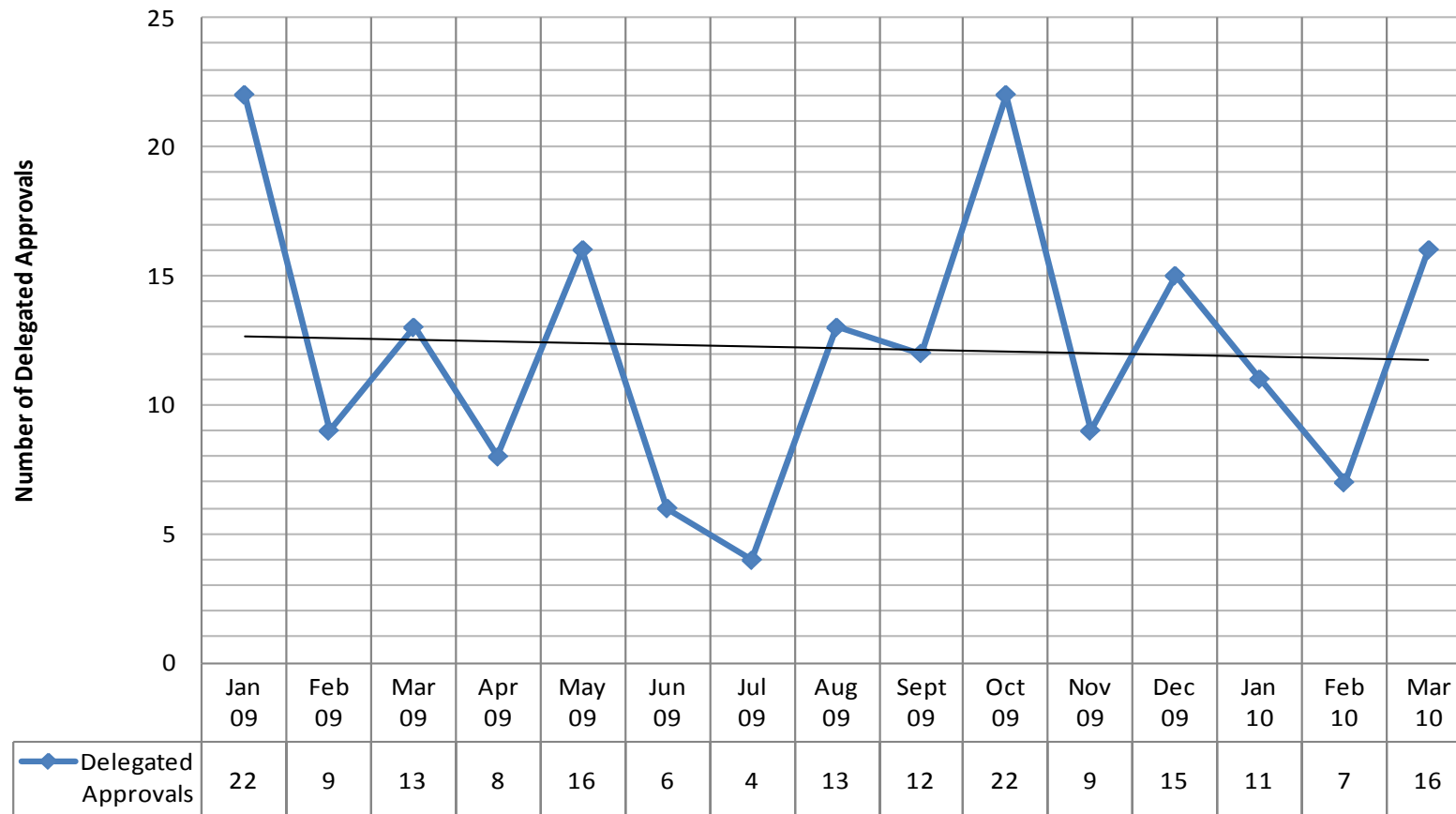


## DELEGATED PLANNING APPROVALS FOR MARCH 2010

PLANNING APPROVALS - DELEGATED AUTHORITY - MARCH 2010								
Applic No	Applic date	Date Determined	Description	Lot	Address	Owners Name	Applicants name	Development Value
2009/253	18/05/2009	08/03/2010	GROUPED DWELLING - 6x Dwellings	95	27 KINGSMILL STREET PORT HEDLAND 6721	MICHAEL DZIOMBAK	Mark Van Den Brink	\$ 4,076,112.00
2009/736	20/11/2009	18/03/2010	GROUPED DWELLING - 2x dwellings	1924	11 LAWSON STREET SOUTH HEDLAND 6722	SCOTT KEITH JOHNS	John McInerney	\$ 500,000.00
2009/751	02/12/2009	18/03/2010	GROUPED DWELLING - 2x 2 storey grouped dwellings	202	16 SOMERSET CRESCENT SOUTH HEDLAND 6722	WELIGAMAGE NICHOLAS JOSEPH DISSANAYAKE	Anthony Williams	\$ 1,000,000.00
2009/758	10/12/2009	18/03/2010	GROUPED DWELLING - 3x 2 storey units	250	70 MORGANS STREET PORT HEDLAND 6721	BUSINESS & SYSTEMS CONSULTING PTY LTD	Cesar Cunha	\$ 1,179,000.00
2009/774	22/12/2009	24/03/2010	MULTIPLE DWELLING - 6x dwellings - 3 storey apartment building	96	UNIT A & B/ 29 KINGSMILL STREET PORT HEDLAND 6721	STANLEY HOLDINGS PTY LTD	STANLEY HOLDINGS PTY LTD	\$ 2,200,000.00
2009/778	24/12/2009	29/03/2010	GROUPED DWELLINGS - 3x 1 bedroom dwellings	43	15 EDGAR STREET PORT HEDLAND 6721	KINGSBEAU PTY LTD	Melinda Marshall	\$ 648,795.00
2010/10	13/01/2010	08/03/2010	SINGLE HOUSE - R CODE VARIATION - primary setback	614	3 NIX AVENUE SOUTH HEDLAND 6721	CLINTON MCMAHON	CLINTON MCMAHON and TONI ARMSTRONG	\$ 425,000.00
2010/13	18/01/2010	09/03/2010	SINGLE HOUSE - R CODE VARIATION - primary setback	633	92 STYLES ROAD PORT HEDLAND 6721	Mudcrab Grab Pty Ltd	Fiona Elton	\$ 419,903.00
2010/20	27/01/2010	12/03/2010	HOTEL/MOTEL - Gymnasium addition (Walkabout Hotel)	944	LOT 944 GREAT NORTHERN HIGHWAY PORT HEDLAND 6721	IRONCREEK CORPORATIONP/L	Neil Diggins	\$ 58,000.00
2010/24	03/02/2010	19/03/2010	SINGLE HOUSE - R CODE VARIATION - shed addition - height 3m	724	13 PILBARA WAY SOUTH HEDLAND 6722	CHRISTOPHER GEORGE LEVEY	CHRISTOPHER GEORGE LEVEY	\$ 12,500.00
2010/29	09/02/2010	19/03/2010	SINGLE HOUSE - R CODE VARIATION - shed addition exceeds maximum height	3	LOT 3 MANILINHA DRIVE PORT HEDLAND 6721	JAMIE THOMAS REUS	JAMIE THOMAS REUS	\$ 20,000.00
2010/30	10/02/2010	23/03/2010	SINGLE HOUSE - R CODE VARIATION - Shed addition - 10m x 7m x 3.7m	700	8 JAKARLI CLOSE PORT HEDLAND 6721	PAUL GORDON AKERMAN	PAUL GORDON AKERMAN	\$ 17,000.00
2010/31	10/02/2010	24/03/2010	HOME OCCUPATION - Beauty therapy	575	26 PANJYA PARADE PORT HEDLAND 6721	MICHAEL PETER JEFFS	KAREN JEFFS	\$ -
2010/46	03/03/2010	03/03/2010	LICENCE ACTIVITIES - Certificate of Local Planning Authority - Section 40 - Pilbara Tafe Training Restaurant	5838	19-45 HAMILTON ROAD SOUTH HEDLAND 6722	Pilbara Tafe	Robert Fry	\$ -
2010/60	19/03/2010	24/03/2010	HOME OCCUPATION - Office	509	26 COUNIHAN CRESCENT PORT HEDLAND 6721	PHILIP BRUCE BUCKLEY	Owen Hightower	\$ -
2010/8	13/01/2010	08/03/2010	GROUPED DWELLING - 8x single storey dwellings	175	27 MORGANS STREET PORT HEDLAND 6721	Kazari Nominees Pty Ltd	Mark Irving	\$ 2,000,000.00

DELEGATED PLANNING APPROVALS FOR MARCH 2010

**Summary & Trendline of  
Town Planning Delegated Approvals**



DELEGATED PLANNING APPROVALS FOR MARCH 2010

Summary & Trendline of  
Town Planning Delegated Approvals  
Estimated Development Costs



Note: April 2009 Estimated Development Cost included \$150,000,000 for Port Haven development and \$25,000,000 for RPG5.

## DELEGATED BUILDING APPROVALS FOR MARCH 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>
80851	03.03.2010	SOUTH HEDLAND	1 x New Patio	13055	21	Class 10a
80852	03.03.2010	SOUTH HEDLAND	1x New Patio	13900		Class 10a
80854	04.03.2010	SOUTH HEDLAND RUR	1 x New Verandah	35000		Class 10a
85076	10.03.2010	PORT HEDLAND	1 x New Below Ground Swimming Pool	28000	17	Class 10a
80861	12.03.2010	SOUTH HEDLAND	1 x New Outbuilding	5000	6	Class 10a
80869	19.03.2010	SOUTH HEDLAND	1 x New Outbuilding	36892	54	Class 10a
80865	19.03.2010	SOUTH HEDLAND	2 x New Patio	19600	47	Class 10a
80863	19.03.2010	SOUTH HEDLAND	2 x New Patio	34900	53	Class 10a
80864	19.03.2010	SOUTH HEDLAND	2 x New Patio	19600	47	Class 10a
80866	19.03.2010	SOUTH HEDLAND	2 x New Patio	34900	53	Class 10a
80870	22.03.2010	SOUTH HEDLAND	1 x New Outbuilding	24000	40	Class 10a
80873	23.03.2010	SOUTH HEDLAND	1 x New Outbuilding	12500	27	Class 10a
80877	26.03.2010	SOUTH HEDLAND	1 x New Patio	11500	162	Class 10a
80879	30.03.2010	SOUTH HEDLAND	1 x New Carport	43500	63	Class 10a
85074	03.03.2010	PORT HEDLAND	1 x New BG Swimming Pool	18000		Class 10b
85075	04.03.2010	PORT HEDLAND	1 x Below Ground Swimming Pool	18125	32	Class 10b
80856	09.03.2010	PORT HEDLAND	Bus Shelter and Shade Structures	95000		Class 10b
82016	15.03.2010	PORT HEDLAND	1 x Existing Retaining Wall	85000		Class 10b
85077	24.03.2010	SOUTH HEDLAND	1 x New Below Ground Swimming Pool	34000	31	Class 10b
85078	24.03.2010	SOUTH HEDLAND	1 x New B.G. Swimming Pool	34000		Class 10b
80853	04.03.2010	SOUTH HEDLAND	1 x New Single Dwelling	313839	183	Class 1a
80859	12.03.2010	SOUTH HEDLAND	1 x New Single Dwelling	450000	149	Class 1a
80860	12.03.2010	SOUTH HEDLAND	1 x New Single Dwelling	450000	149	Class 1a
80867	19.03.2010	PORT HEDLAND	1 x New Single Dwelling	816270	309	Class 1a
80871	22.03.2010	SOUTH HEDLAND	1 x New Single Dwelling	425000	193	Class 1a
80796	25.03.2010	SOUTH HEDLAND	1 X NEW SINGLE DWELLING	317100	121	Class 1a

## DELEGATED BUILDING APPROVALS FOR MARCH 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>
80875	25.03.2010	SOUTH HEDLAND	1 x New Single Dwelling	357068	161	Class 1a
80876	26.03.2010	PORT HEDLAND	Addition to Existing Dwelling	65800		Class 1a
80845	29.03.2010	PORT HEDLAND	Additions to existing Dwelling	60000	58	Class 1a
80880	30.03.2010	SOUTH HEDLAND	1 x New Single Dwelling	481697	156	Class 1a
80868	19.03.2010	WEDGEFIELD	1 x Relocated Office	12000	98	Class 5
80874	24.03.2010	PORT HEDLAND	1 x Shop Refurbishment (Chicken Treat)	200000	160	Class 6
80878	29.03.2010	SOUTH HEDLAND	Alterations & Shop Fitout	200000		Class 6
80858	11.03.2010		New Aircraft Hangar & Office	400000	1000	Class 7a
80857	10.03.2010	VIA PORT HEDLAND	1 x New Warehouse	697000	1000	Class 7b
80850	02.03.2010	WEDGEFIELD	1 x New Workshop	206000	293	Class 8
80855	05.03.2010	WEDGEFIELD	1 x New Workshop	335000	336	Class 8
80862	30.03.2010	PORT HEDLAND	1 x New Gymnasium	57787	60	Class 9b
80872	23.03.2010	SOUTH HEDLAND	1 x Shop Fitout (Thingz T2)	180000		Class 6
<b>39</b>	<b>TOTAL ESTIMATED CONSTRUCTION VALUE</b>			<b>\$6,641,033</b>		

## DELEGATED BUILDING APPROVALS FOR MARCH 2010 Cont'd...

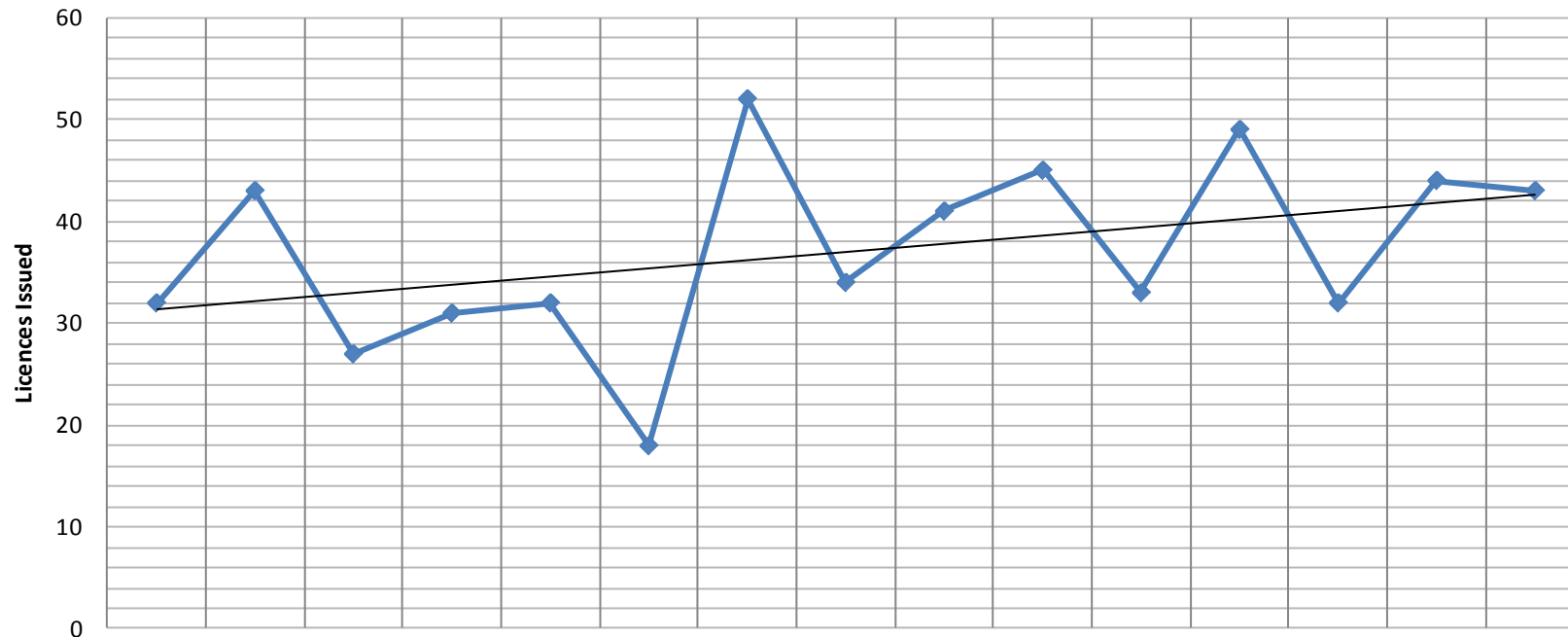
<b>DEMOLITION LICENCES</b>				
<b>Licence Number</b>	<b>Approval Date</b>	<b>Locality</b>	<b>Description of Work</b>	<b>Estimated Construction Value (\$)</b>
83060	11.03.2010	SOUTH HEDLAND	Demolition x 8 Single Dwelling	\$ 132,000.00
83061	23.03.2010	PORT HEDLAND AREA	Demolition of 24 Accommodation Buildings	\$ 341,000.00
83062	30.03.2010		Demolition of Aircraft Hangar (Polar Avi	\$ 156,080.00
83063	30.03.2010	PORT HEDLAND	Demolition of Residence	\$ 29,931.00

<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>
4	Demolitions	\$629,080		
10	Dwellings	\$3,736,774	1,479	\$2,527
14	Class 10a	\$332,347	590	\$563
6	Class 10b	\$284,125		
9	Commercial	\$2,287,787	2,689	\$631
	Other			
<b>43</b>		<b>\$7,270,113</b>		



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

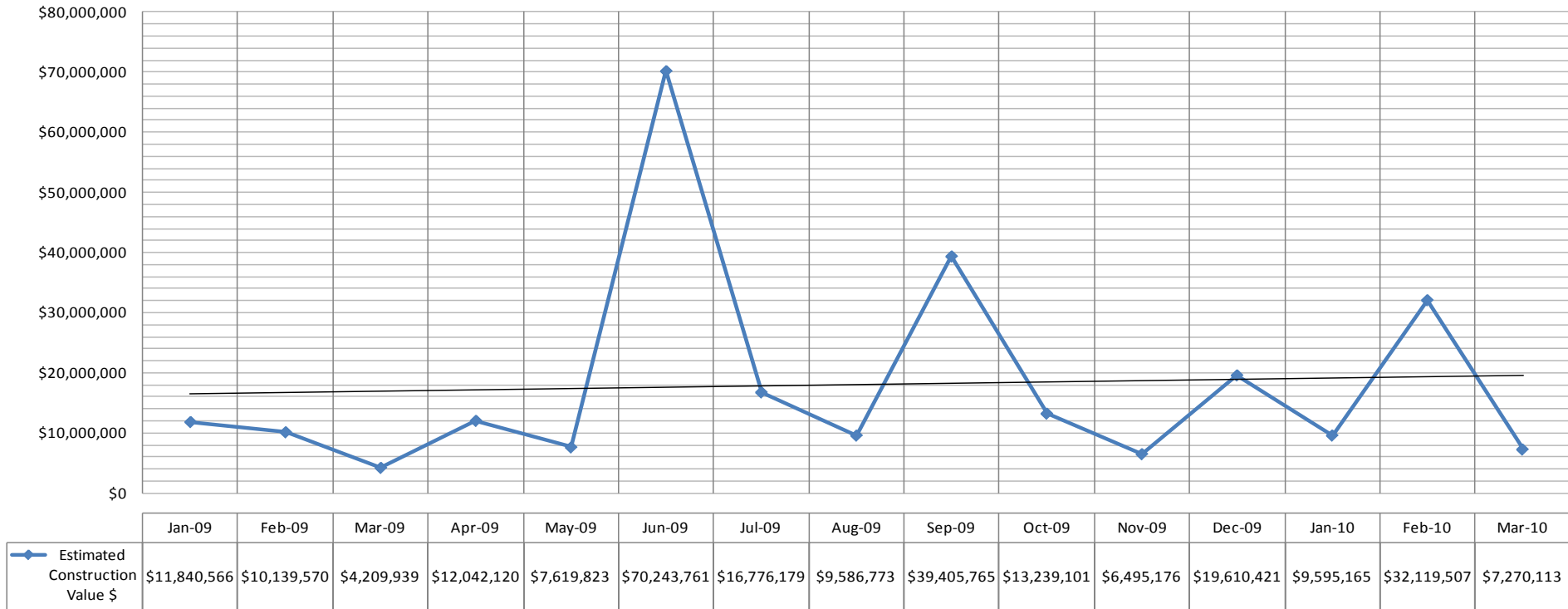
**Summary & Trendline for Building Licence Approvals**



	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	Feb-10	Mar-10
◆ No of Licences Issued	32	43	27	31	32	18	52	34	41	45	33	49	32	44	43

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

**Summary & Trendline of  
Estimated Construction Value of Building Licences Issued**



DELEGATED ENVIRONMENTAL HEALTH ORDERS FOR MARCH 2010

<b>Current Health Orders under Delegated Authority by Environmental Health Services</b>	
<p>30 Weaver Place, South Hedland (Fauntleroy/Mills)</p>	<p><b>Building Unfit for Human Habitation</b></p>
<p>207a &amp; 207b Athol Street, Port Hedland (I Yujnovich)</p>	<ul style="list-style-type: none"> <li>~ SAT hearing occurred 11/8/09. Residences to be restored in accordance with Structural Engineers Report.</li> <li>~ 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.</li> <li>~ Hearing listed for 17/9/09 has been vacated and relisted for 22 October 2009.</li> <li>~ Application to SAT by Yujnovich to defer 22/10. Approved and relisted for SAT hearing 26/11/09.</li> <li>~ SAT gave extension until 4 February 2010.</li> <li>~ Inspection occurred 5/2/10 wherein works not completed as ordered.</li> <li>~ Defendant's lawyers requested further extension. Town advised to maintain SAT trial as scheduled for 24/2/2010.</li> <li>~ <i>Relisted for 14/4/2010.</i></li> </ul>

## CURRENT LEGAL MATTERS BEING UNDERTAKEN AS AT MARCH 2010

CURRENT LEGAL MATTERS					
File No.	Address	Issue	First Return Date	Current Status	Officer
<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. ~ Set for trial allocation in Perth on 16 February 2010. ~ Trial set down for 13 & 14 September 2010 in Perth. ToPH witnesses to attend.	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. ~ Invoiced 9/11/09. Payment not received to date. ~ Unpaid fine lodged with FER.	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. ~ Trial date set for 9/7/2010.	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 MARCH 2010

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. ~ Fine registered with FER by Solicitors as not paid by due date. ~ Fine unpaid to date.	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. ~ Deferred to 8/3/10 for a Mention. ~ Matter adjourned to 3/5/10 for a plea hearing. ~ Adjourned to 3/5/10 for plea hearing.	MEH
19/02/0002	M Tompkins	Parking Infringement Parking in loading zone without permission - Wedge Street, Port Hedland	~ First Return date 22/3/10	~ Listed for mention in court 22/3/10	GRS

**Attachments**

Nil

**200910/356 Council Decision/Officer's Recommendation**

**Moved:** Cr S R Martin

**Seconded:** Cr J Gillingham

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 March 2010 be received.

***CARRIED 8/0***

## 11.1.2 PLANNING SERVICES

*11.1.2.1 Proposed Telecommunications Mast (Replacement of Existing Radio Mast) at Lot 5838 Hamilton Road South Hedland, (South Hedland TAFE) (File No.: 402400G)*

<b>Officer</b>	Leonard Long Manager Planning
<b>Date of Report</b>	30 March 2010
<b>Application No.</b>	2010/21
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

Council has received an application from Aurecon Australia Pty Ltd on behalf of the South Hedland TAFE (property occupiers), the land is currently owned by the Crown, for the replacement of the 45m Radio guy wire mast with a 60m guy wire mast to be shared with both the community radio station and Optus.

The application is referred to Council for consideration, in terms of the Telecommunications Act 1997, the new guy wire mast is considered a High-impact Facility, for which Council approval is required. In addition, an objection has been received from the adjoining property developer who has recently submitted an application for a Scheme Amendment to permit the development of Transient Workforce Accommodation (Area A).

**Background***Locality*

The lot is located on the corner of Hamilton Road and Scadden Road, directly adjoining the Kevin Scott Oval. Attachment 1

The lot has recently been subdivided into three lots one on which the South Hedland TAFE (Lot 500) is located, one known as Area B (Lot 502) and the other for the proposed Area A (Lot 503).

*Existing Zoning*

In terms of the Port Hedland Town Planning Scheme No 5, Lot 500 is zoned "Educational". The lot in addition to the South Hedland TAFE, is used for the purposes of a community radio station, which is considered a "P" use in the Port Hedland Town Planning Scheme No 5.

*Existing Development*

The only existing development on the three lots is the South Hedland TAFE (Lot 500). A local community radio station currently also operates from the existing building; an existing 45m guy wire mast also exists on the lot which is essential for the continued operation of the community radio.

Lot 503 has recently obtained Council's approval for a scheme amendment initiation to "Urban Development". The developers are currently preparing a Development Plan for submission to Council.

Lot 502 has recently obtained Council's approval to construct a Transient Workforce Accommodation camp consisting of 60 dwellings.

*Proposal*

Optus through the South Hedland TAFE has submitted an application to Council for the replacement of the existing 45m Radio guy wire mast with a new 60m guy wire mast which will be shared between the community radio station and Optus to provide an ongoing and improved service to the community.

The new guy wire mast will accommodate three panel antennas (current) and room for six future panel antennas on a mounted triangular head frame, one 600mm parabolic antenna, and one ground level equipment shelter located within a fenced compound immediately adjacent to the proposed tower.

*Alternative Sites*

The applicants have addressed the possibility of relocating to alternative locations, which is summarized as follows:

- Lack of adequate height available on the existing Telstra tower severely limits the coverage objectives.
- The site has an existing guy wire mast, the proposed replacement would result in a minimal disturbance to the environment and amenity.

*Possible Co-location*

The applicant has been requested to consider co-location with the existing Telstra tower located approximately 500m south of the existing guy wire radio mast. In this regard the applicant has indicated that the available height on the Telstra tower will not provide adequate signal coverage of South Hedland proper nor the outlying areas including the airport.

The applicant has provided diagrams indicating the restrictions of a 40m guy wire mast versus a 60m guy wire mast, attached as Attachment 2.



## Consultation

The development of a guy wire mast (high-impact facility) is considered "Infrastructure", an "AA" use in terms of the Port Hedland Town Planning Scheme No. 5, not requiring advertising.

However, the prospective developers of Area A (Lot 503), through their consultants Robertsdays, lodged an objection (Attachment 7) to the proposed replacement of the guy wire mast, and is summarized as follows:

- The proposed relocation of the replacement mast being in close proximity to the objector's boundary.
- The adverse visual impact the proposed guy wire mast would have on future residents.
- The undesirable impact the proposed guy wire mast will have on the amenity of the South Hedland Town Centre.
- The lack of landscaping to minimize the impact around the fencing.
- The proposed tower will impact on the views and visual amenity of the proposed TWA development on the adjoining oval.
- Alternative locations and co-locating on existing sites.
- The proposed guy wire mast will sterilize any future infill development on the TAFE site.

### *Applicants Response*

The applicant Aurecon has provided a response to the objection from Robertsdays (Attachment 8) and is summarized as follows:

- Landscaping options will have to be consulted with TAFE.
- No development options have been approved as yet.
- The location of the guy wire mast has been agreed with the land owner, being the owners of both the subject site and the objectors' site.
- The primary use of the guy wire mast will not change and allows for shared use.
- The location of the replacement guy wire mast allows for decommissioning of the existing structure after completion to minimize down time for the community radio station.
- The existing and replacement guy wire mast will have a similar impact on the views.
- There will be minimal to no difference in visual impact between the existing and replacement structure on the town in general.
- Co-location options have been considered and there are no suitable options available.
- There are no plans to redevelop the TAFE, and is unlikely to be relocated for residential development.

**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.

**Policy Implications**

Western Australian Planning Commission, Statement of Planning Policy No. 52 Telecommunications Infrastructure.

**Strategic Planning Implications**

Nil

**Budget Implications**

An application fee of \$510.00 was paid on lodgment and deposited into account 10063260.

**Officer's Comment**

Generally it is not good and orderly planning to permit telecommunication towers within close proximity to each other. However, each application must be considered on its merits.

*Location*

Optus have been advised by Telstra that the only available space on the tower is located at 40m. As mentioned previously Optus has provided diagrams to illustrate the implications of having their equipment located at 40m rather than the proposed 60m (Attachment 2).

The objector is concerned about the location of the proposed guy wire mast, which is proposed 36m from the boundary in particular one of the guy wire anchors directly adjacent to the objectors' boundary (Attachment 3) and is regarded as a valid concern.

The applicants are unable to locate the proposed guy wire mast in the exact same position as the existing guy wire mast due to the down time that will be experienced by the community radio station. The existing guy wire mast will be decommissioned and removed on completion of the replacement mast

In this regard the applicant has after negotiation with the Planning Department agreed to relocate the mast to such a position that the closest anchor point is approximately 30m from the objectors' boundary, and the proposed guy wire mast within a couple of meters of the existing guy wire mast.  
(Attachment 4)

### *Amenity*

The objector is of the opinion that the guy wire mast will have a negative impact on the South Hedland Town Centre, this opinion is not shared by the Planning Department, since the proposed guy wire mast is a replacement for the existing guy wire mast albeit 15m higher with additional equipment. In this regard the applicant has provided a photograph of what the guy wire mast will look like once complete (Attachment 5) compared to the existing guy wire mast (Attachment 6) the impact on the amenity is negligible. Furthermore, the applicant has indicated that Optus will be willing to landscape the area around the base station which will further improve the amenity.

The objectors concerns about the impact the facility would have on the views and landscaping of the adjoining ovals is not understood. It would appear that the objector wants to be able to take advantage of the view and landscape of the oval from both their property and that of TAFE's. It is considered unreasonable, to expect an adjoining property to remain as it is to ensure that any potential adjoining development has uninterrupted views of adjoining properties. Since the properties have been subdivided Lot 503 (Area A) and Lot 500 (TAFE), it is possible that a 1.8m high solid fence could be constructed along the boundary resulting in the views and landscape of the oval being removed from the objectors property.

### **Attachments**

1. Locality Plan
2. Coverage diagrams
3. Proposed Location of Mast
4. Amended Location of Mast
5. Proposed Guy Wire Mast
6. Existing Guy Wire Mast
7. Objection from Robertsdays
8. Applicants response on objection

### *Council Options*

In regard to the above application Council has the following options:

- Refuse the application,
- Approve the application as submitted, or
- Approve the application in the amended location (Attachment 4).

**200910/357 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr S R Martin

That Council approves the application received from Aurecon Australia Pty Ltd on behalf of the South Hedland TAFE (property occupiers), to replace the existing 45m guy wire mast with a 60m guy wire mast and associated equipment, subject to the following conditions:

1. The subject development must only be used for purposes, which are related to the operation of "*Infrastructure*" use. Under the Town of Port Hedland's Town Planning Scheme No. 5 "*Infrastructure*" is defined as:

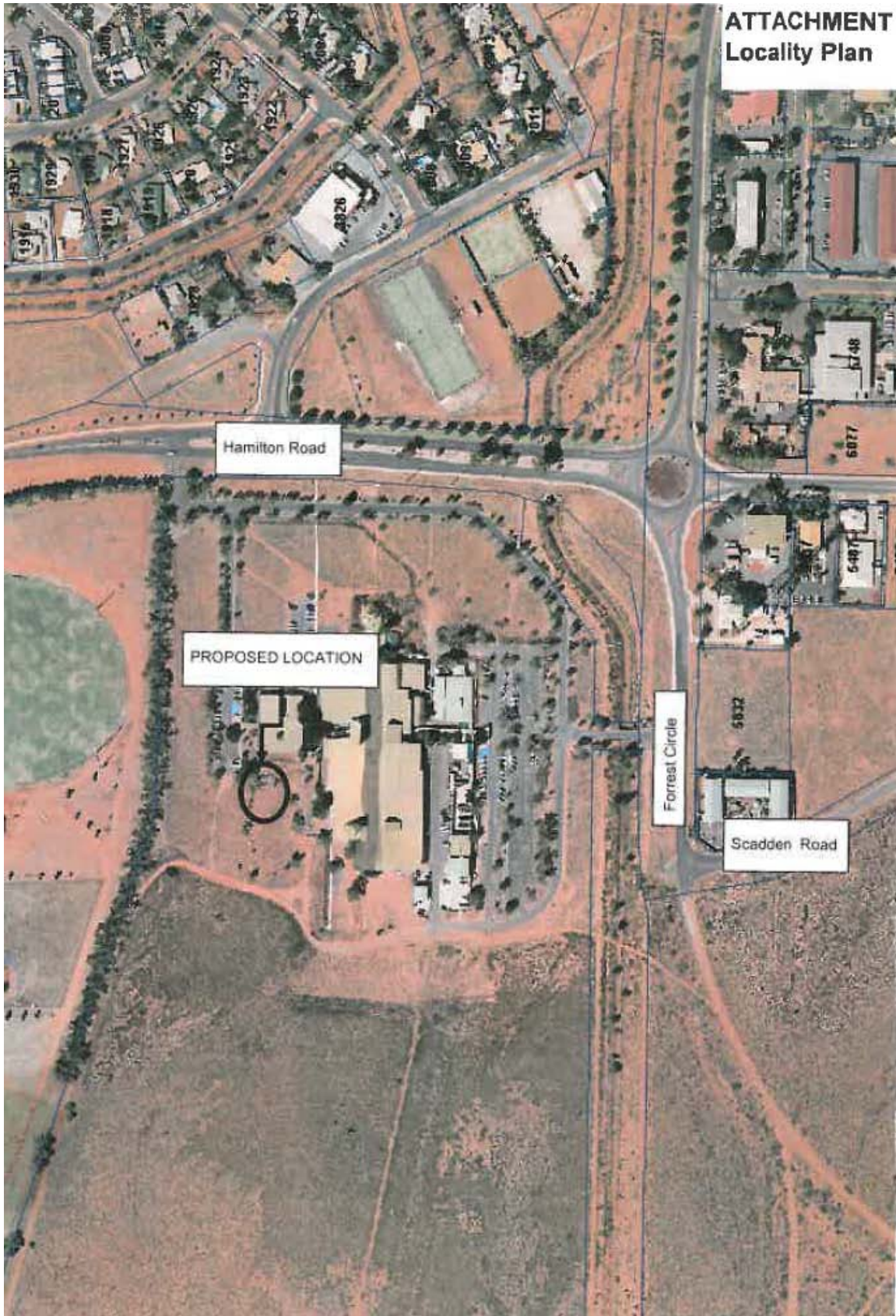
"physical equipment or systems, such as cables, pipelines, roads, railways, conveyors and pumps constructed, operated and maintained by a public authority or private sector body for the purposes of conveying, transmitting, receiving or processing water, sewerage, electricity, gas, drainage, communications, raw materials or other goods and services, but does not include industry."

2. 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.
3. Within 30 days of completion of the replacement 60m guy wire mast, the existing 45m guy wire mast is to be removed.
4. 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.
5. 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.
6. No parking bays shall be obstructed in any way or used for any other purposes.

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 and health requirements.
2. 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.
3. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

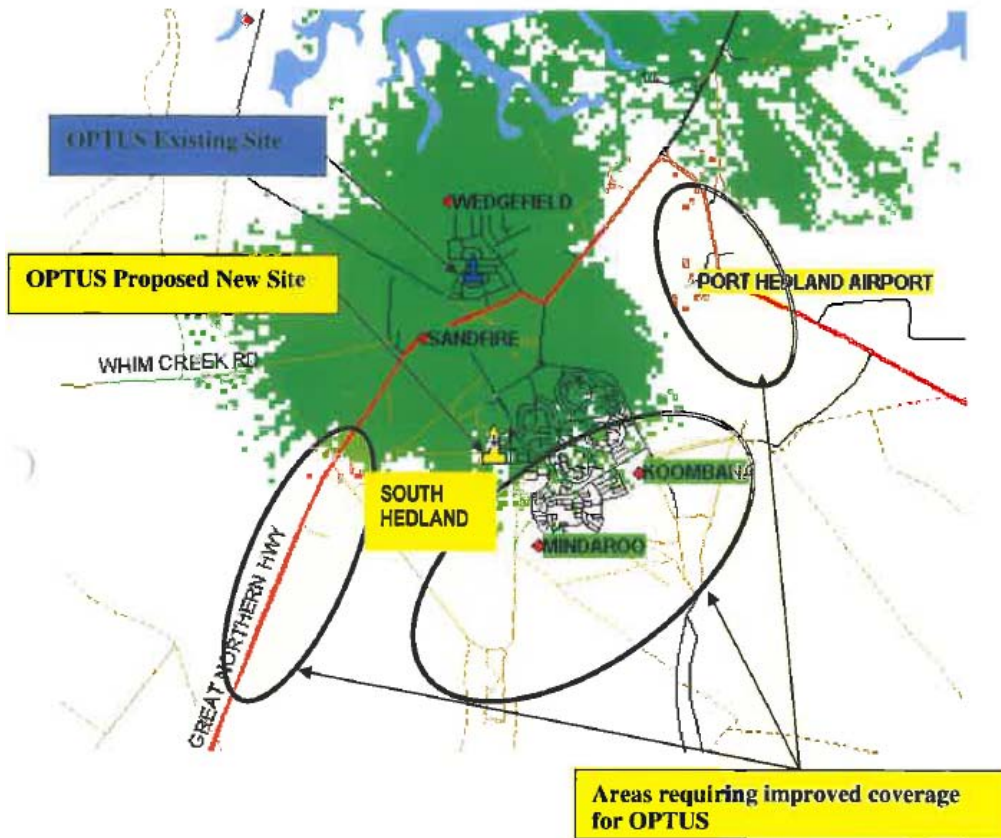
**CARRIED 8/0**



**ATTACHMENT 2 (1of 3)  
Coverage Diagram**

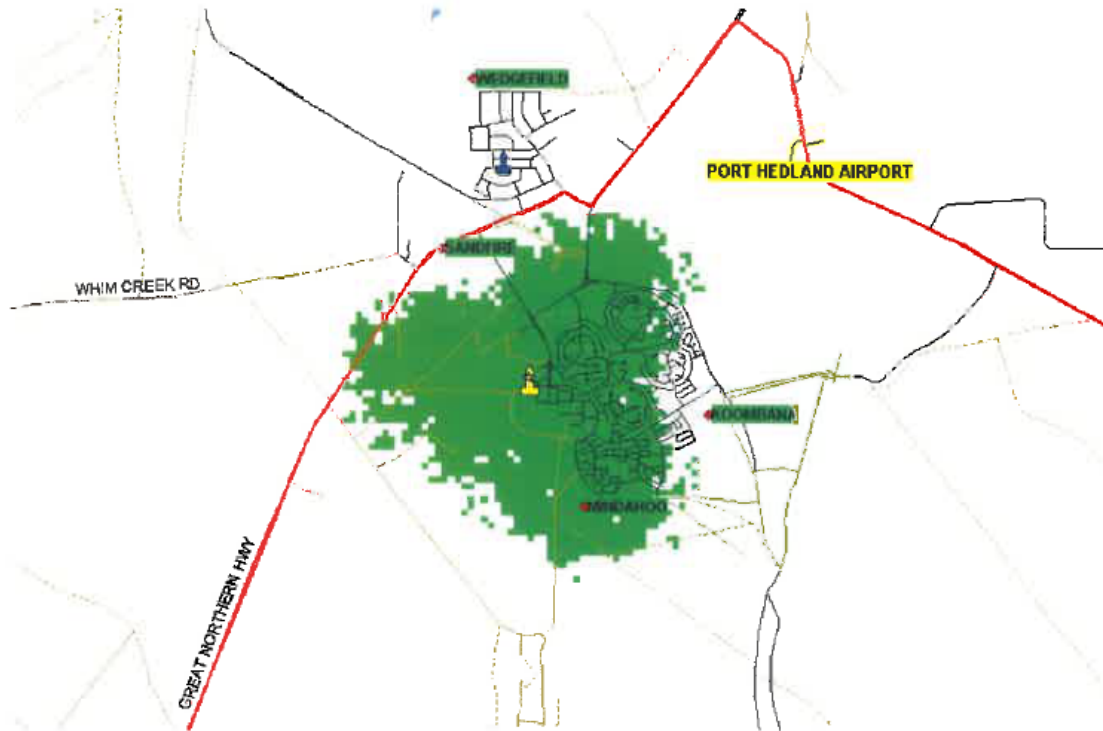
*Appendix A*

The predicted Wireless Broadband coverage from existing OPTUS site at Wedgefield industrial estate north of South Hedland



**ATTACHMENT 2 (2 of 3)  
Coverage Diagram**

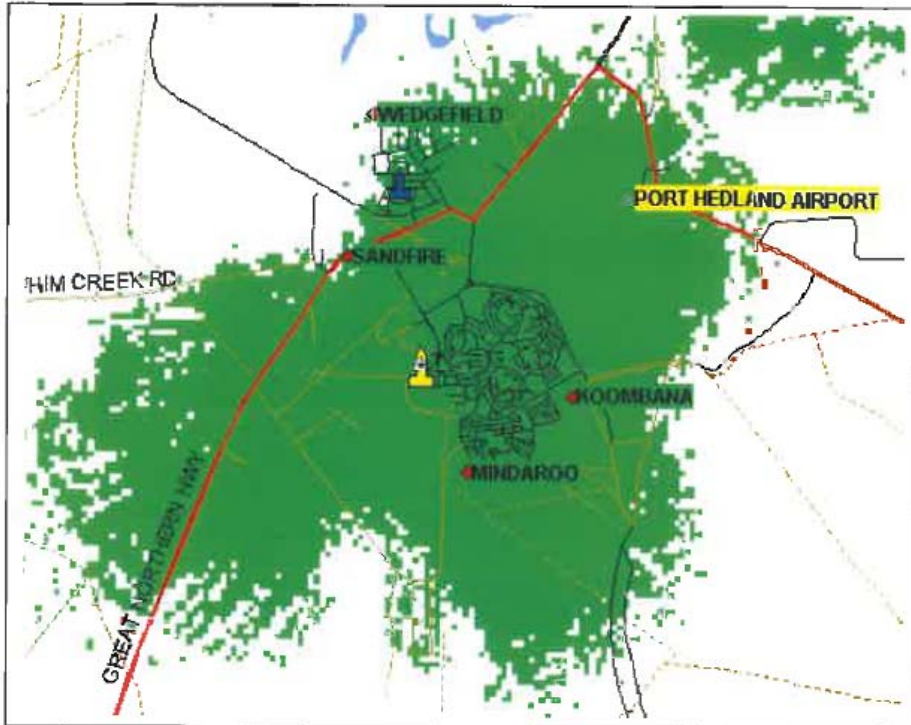
South Hedland WBB predicted coverage at a height of 40m on the Telstra Tower. It indicates no coverage to Port Hedland Airport, Koombana and areas to the South West of South Hedland where there is a golf course and some housing are located. To provide coverage to those areas mentioned would require two additional sites, one located in the Koombana area and another to the South/South West of South Hedland town site.

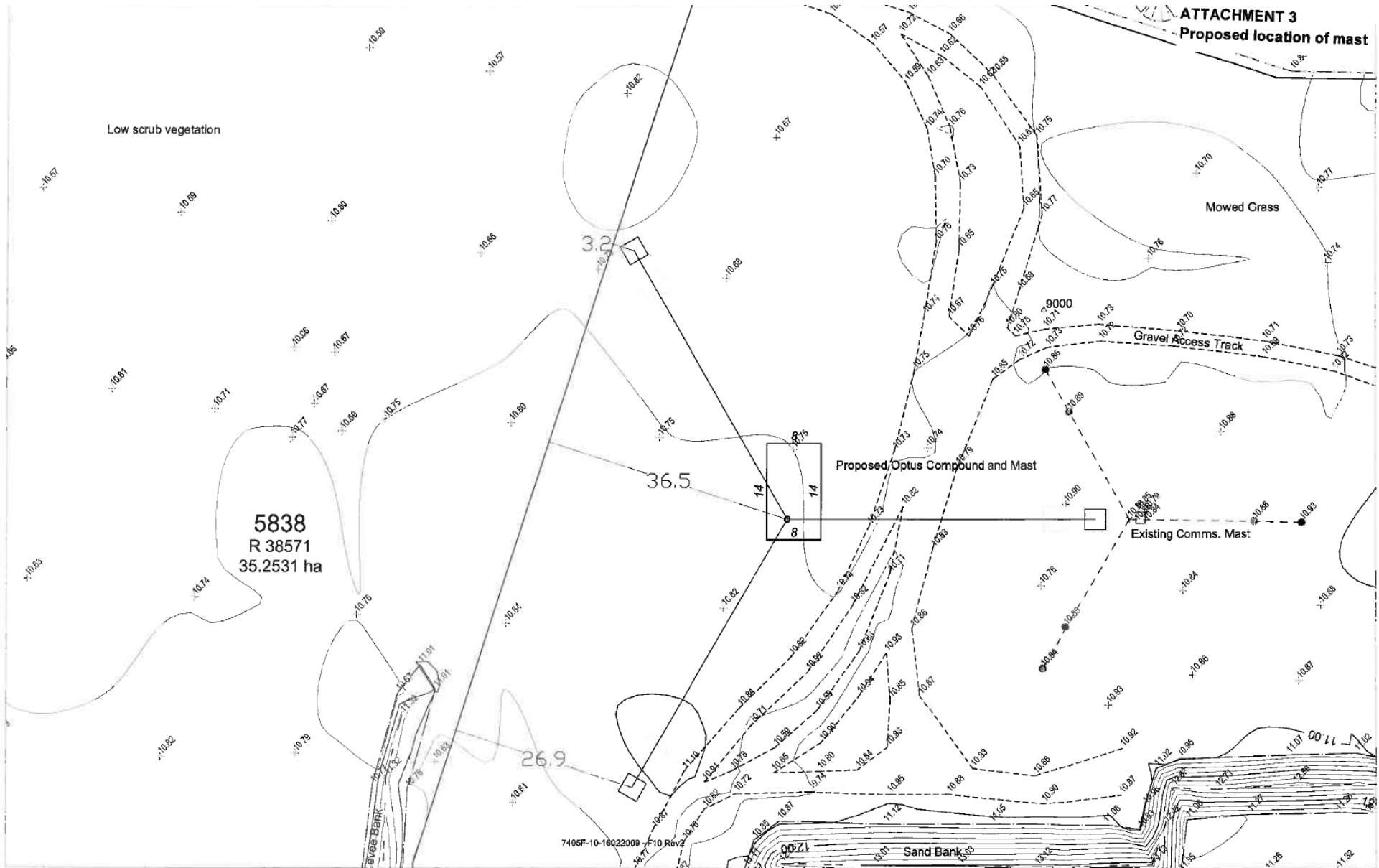




ATTACHMENT 2 (3 of 3)  
Coverage Diagram

South Hedland WBB predicted coverage from 60m proposed mast at TAFE College site.  
Indicates coverage to all areas identified but patchy directly south of the proposed site.





OPTUS SITE P8131 SOUTH HEDLAND TOWN  
 LOC 5838 HAMILTON ROAD  
 SOUTH HEDLAND WA 6722  
 DP 218335 CLR 3021/201

Data Source:  
 JSA Surveys  
 Plan No: 7405F-10-16022009 - F10 Rev 2  
 Date: 23.02.2009

DATE: 23.02.2009  
 SCALE: 1:1000  
 PROJECT: OPTUS SITE P8131  
 DRAWING: P8131-001  
 SHEET: 1 OF 1

robertsday  
 civil & structural  
 113 Royal Road, Glen Forrest  
 Western Australia 6004  
 T: 9471 9999 F: 9471 9999  
 www.robertsday.com.au

A3

NOTE:  
THIS DRAWING IS DIAGRAMMATIC ONLY AND  
SHOULD NOT BE SCALED.

1  
-  
▽ EL. 60.0m  
OPTUS PANEL ANTENNAS AND TOP OF MAST  
(FUTURE PANELS NOT SHOWN FOR CLARITY)

PROPOSED OPTUS 60m  
GUYED MAST

RELOCATED COMMUNITY  
RADIO ANTENNA

3  
-  
▽ EL. 0.0m (GROUND LEVEL)

4.5m (APPROX.)  
TO BE CONFIRMED BY MAST MANUFACTURER

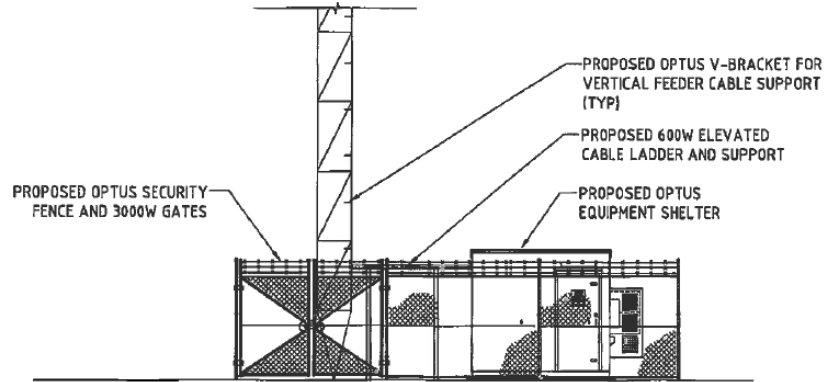
EAST ELEVATION  
N.T.S.

ATTACHMENT 4 (1 of 2)  
Amended location of mast

1  
-  
▽ EL. 60.0m  
OPTUS PANEL ANTENNAS AND TOP OF MAST  
(FUTURE PANELS NOT SHOWN FOR CLARITY)

PROPOSED OPTUS  
HEADFRAME

DETAIL 1  
SCALE 1:100



DETAIL 2  
SCALE 1:100

FOR APPROVAL

Rev	Date	Revision Details	CW	RC	By	Ver.	App
A		ISSUED FOR APPROVAL					

**aurecon**

Aurecon Australia Pty Ltd ABN 64 005 130 873 Telephone: +61 8 9223 1500  
Level 1 Sepinusus Rose Square 256 Adelaide Tce Fax: +61 8 9223 1005  
Perth Western Australia 6000 Australia Email: perth@au.aurecongroup.com

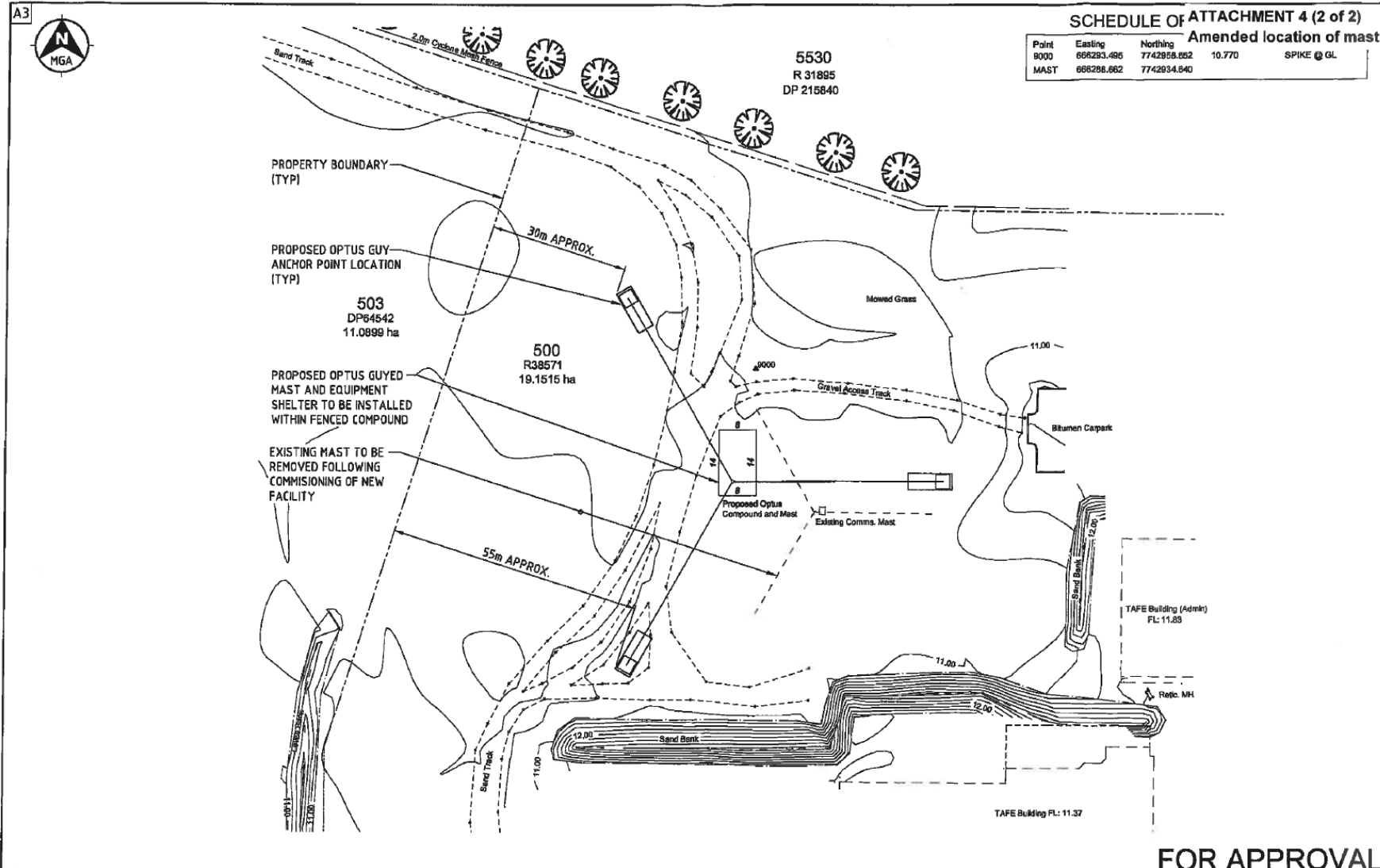
A person who prepares drawings and other data for the site work:  
1. using the drawings and other data is to be satisfied that, without requesting and checking them for accuracy against the original hard copy version;  
2. unless the drawings or other data for the site work are prepared by the Principal Engineer, the contractor shall verify, at their own cost, the accuracy, date of issue, grade, or specification where applicable.



Client: **MOBILE NETWORK AUSTRALIA**  
Project: **SITE No:- P8131D**  
**SOUTH HEDLAND TOWN**  
PILBARA TAFE, HAMILTON ROAD

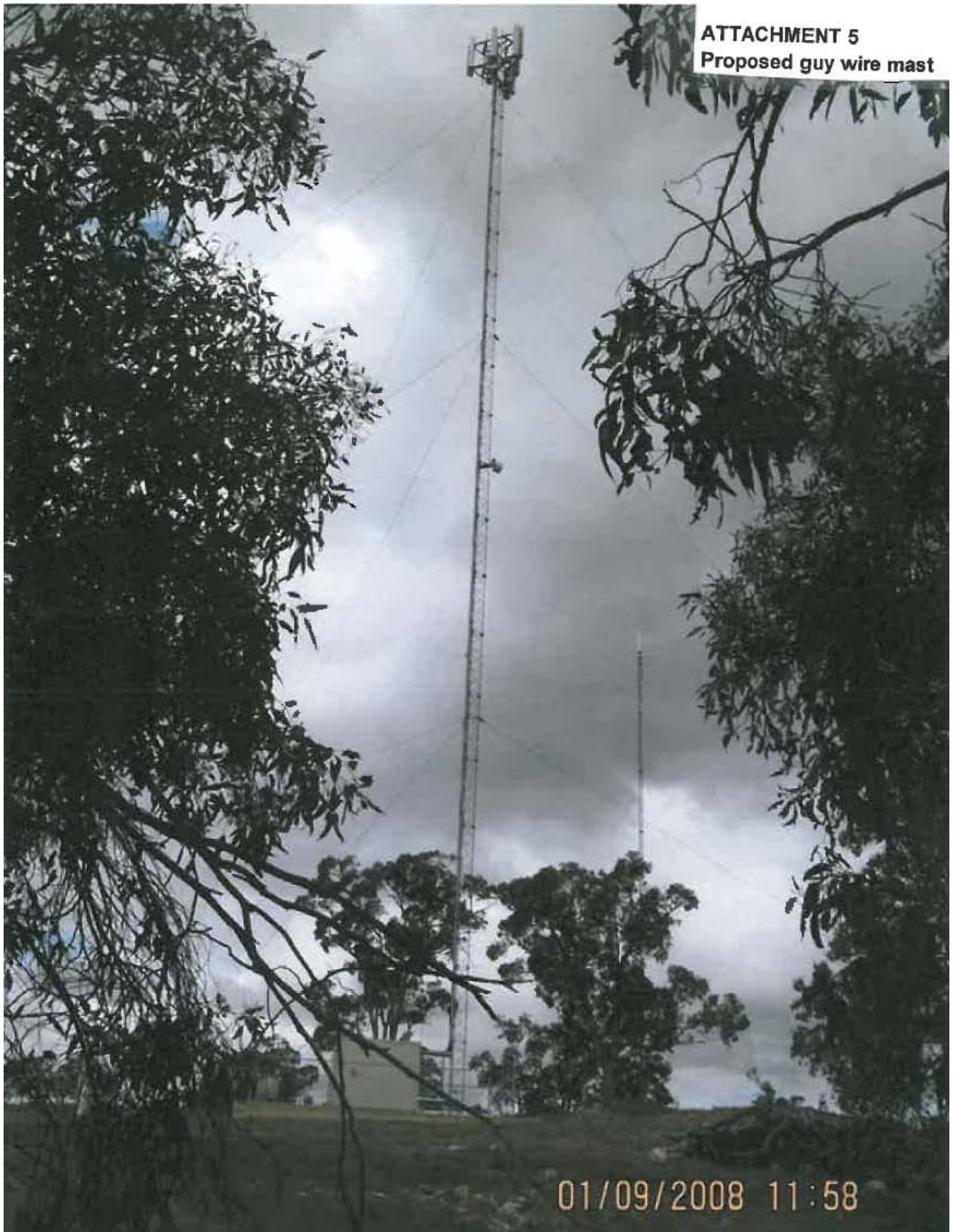
Drawing Title: **DRAFT SITE ELEVATION**

Designed RC	Drawn RC	Date 17.02.09
Verified	Scale AS SHOWN	Project No. 6440
Approved	Drawing No. P8131D- P2	Revision A



FOR APPROVAL

<p>Aurecon Australia Pty Ltd ABN 54 005 139 873 Telephone: +61 8 9293 1500 Level 1 Sepulchus Rise Square 256 Adelaide Tce Perth WA 6000 Australia Fax: +61 8 9223 1605 Email: perth@au.aurecongroup.com</p>		<p>Client: <b>'yes' OPTUS</b></p>	<p>Project: <b>MOBILE NETWORK AUSTRALIA</b> <b>SITE No:- P8131</b> <b>SOUTH HEDLAND TOWN</b> <b>PILBARA TAFE, HAMILTON ROAD</b></p>	<p>Drawing Title: <b>OVERALL SITE PLAN</b></p>	<table border="1"> <tr> <td>Designed</td> <td>RC</td> <td>Drawn</td> <td>RC</td> <td>Date</td> <td>06.04.10</td> </tr> <tr> <td>Verified</td> <td></td> <td>Scale</td> <td colspan="3">AS SHOWN</td> </tr> <tr> <td>Approved</td> <td></td> <td>Project No.</td> <td colspan="3">204472</td> </tr> <tr> <td>Drawing No.</td> <td colspan="2">P8131-G2</td> <td>Revision</td> <td colspan="2">A</td> </tr> </table>	Designed	RC	Drawn	RC	Date	06.04.10	Verified		Scale	AS SHOWN			Approved		Project No.	204472			Drawing No.	P8131-G2		Revision	A	
Designed	RC	Drawn	RC	Date	06.04.10																								
Verified		Scale	AS SHOWN																										
Approved		Project No.	204472																										
Drawing No.	P8131-G2		Revision	A																									
<p><b>ISSUED FOR APPROVAL</b></p>		<p><small>I warrant that the drawings and other data herein were prepared and checked by me or under my direct supervision and that I am a duly qualified and registered professional engineer in Western Australia. I warrant that the drawings and other data herein were prepared and checked by me or under my direct supervision and that I am a duly qualified and registered professional engineer in Western Australia. I warrant that the drawings and other data herein were prepared and checked by me or under my direct supervision and that I am a duly qualified and registered professional engineer in Western Australia.</small></p>																											



**ATTACHMENT 6**  
**Existing guy wire mast**



**ATTACHMENT 7  
Objection**

Hi Leonard,

Thank you for providing the opportunity to make an informal comment on the proposed Optus telecommunications tower on the adjoining TAFE site.

As discussed on the phone this afternoon, my understanding is:

- Optus have provided evidence that they are unable to co-locate with the existing Telstra tower some 100-200 metres away from the proposed location
- The existing community radio mast to the east of the proposed Optus tower is to be dismantled and the radio communications infrastructure co-located with Optus on the proposed new mast

I have attached a plan indicating the location of the proposed Optus mast in relation to Lot 503 which shows that it is located approximately 36 metres from the boundary of Lot 503. As you are aware, the Council have recently initiated an Amendment to the Town Planning Scheme which zones Lot 503 to Urban Development and a Development Plan is currently being prepared to guide future development of a TWA village and some private residential lots. It is likely that additional residential development will be staged over the medium term as the TWA village is phased out. Ultimately the site will become a normalised residential neighbourhood adjacent to the South Hedland TAFE, Town Centre and sporting complex.

As such, we object to the location of the proposed Optus tower for the following reasons:

- The location of the tower within 36.5 metres of the boundary of Lot 503 and the location of guy wire anchors directly adjacent to the boundary of Lot 503 will have an adverse visual impact on the amenity of future residents given the imposing nature of the infrastructure (ie height and supporting 9 panel antenna each 2.63 metres in length) and interruption of views. It is likely that future development within this precinct will be orientated to take advantage of the open space surrounding the TAFE and the sporting facility and as such, will be interrupted by the tower.
  - Given the significance of the structure, we believe the tower will have an undesirable impact on the amenity of the South Hedland town centre in general. While telecommunications are essential pieces of community and business infrastructure, the Council need to carefully consider the impact of tower generally on the South Hedland town centre, especially given the efforts and resources that are being put into revitalisation of the centre. You may also wish to note that the Optus plans make no provision for minimisation of the impact of the infrastructure such as landscaping around the fencing.
  - In the shorter term, we are currently preparing plans for the TWA village that show a mess, café and possibly hospitality training centre in the north-east corner of Lot 503 to take advantage of the landscape amenity provided by the adjoining ovals. The facility will primarily be for use by the TWA residents, but may also be accessible to the public and TAFE student in an effort to meet the Council's requirements for integration of the TWA with the existing community. Again, the proposed Optus tower will impact on the views and visual amenity sought by this facility.
  - All effort should be made by Optus to find opportunities to co-locate the facility with other towers or suitable structures in South Hedland including the existing Telstra tower, Matt Dan Centre, South Hedland indoor centre and the proposed Recreation Centre (if sufficient height and screening can be accommodated) or other undeveloped areas in the south-west of the South Hedland town centre
  - Optus have the opportunity to construct the tower in the same location as the existing tower, meaning there would be no net loss of amenity, but again if both towers can be relocated to a more suitable site away from Lot 503 then that opportunity should be taken up.
-

- State Planning Policy 5.2 states that telecommunications infrastructure should be located within commercial, business and industrial and rural areas. As such, Optus should provide evidence there are no other suitable of this nature in South Hedland or Wedgefield.
- While there are no current plans to redevelop the TAFE site for either community or residential uses, the location of the tower would sterilise any future infill development opportunities, especially those that can take advantage of the amenity of the adjoining sporting ovals.

Again, thank you for the opportunity to provide comment on the proposal and if you require any further clarification, please do not hesitate to contact me or Mark Morton-Smith at Rapley Wilkinson.

Can you please advise me when the agenda item will be available for public viewing.

Many thanks

Tracy McQue

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**ATTACHMENT 8**  
**Response to Objection**

**From:** Gregory Bowering [mailto:BoweringG@ap.aurecongroup.com]  
**Sent:** Tuesday, 16 March 2010 9:06 AM  
**To:** Leonard Long  
**Cc:** jonathan.wallwork@optus.com.au; John Toulson; pzaal@kawconsulting.com.au; Raj Chhana  
**Subject:** Proposed Radio Mast Replacement - South Hedland TAFE Campus

Leonard

In relation to the points raised in the comments below I can offer the following response:

Landscaping options will be subject to the consent of TAFE who has long term carriage of the site. TAFE ought to be consulted in this regard. Optus does not have the authority to respond with respect to landscaping options at this time.

The TWA proposal is still in the initial stages of Scheme Amendment initiation and advertising and no development options have been approved or prepared for consideration.

It is our understanding via TAFE that development of the TWA on the site adjacent to the radio mast is not programmed in the near or medium term (1-5yrs) as sites to the south and south west will comprise earlier stages of the proposed development (subject to successful rezoning and development approvals). However, replacement of the mast would occur within 12 months of approval (perhaps sooner depending on construction programming). Thus the mast replacement would be a part of the landscape by the time the TWA plans have matured.

Replacement of the existing mast and it's location on site has been agreed with the landowner of Lot 500 who is also the landowner of the lot 503 (State of WA) as such the basis for this objection is questioned. That is, on who's behalf has this objection been submitted? The sites are owned by the State of WA, as such whatever agency is now progressing the rezoning of the Lot 503 ought to be fully aware of the negotiations to bring this proposal to lodgement as the TAFE has made this proposal known.

The site is a tertiary education facility which currently accommodates a 45m radio broadcast mast. Our proposal does not change the primary purpose of the structure or use but allows it's replacement, upgrading and extension to accommodate Optus's mobile communications equipment on the structure also.

The proposed 60m structure is a replacement of the existing 45m structure and is located so as to allow decommissioning of the existing structure. Separation of the structures is necessary to ensure that broadcast capability is maintained from the existing structure until the new structure is ready. The radio broadcast antennas are then transferred from the existing structure to the new structure allowing the existing structure to be removed. This minimises the loss of transmission downtime for Hedland Community Radio.

The existing and replacement structures will have a similar impact on views and a minor relocation on site will not substantially alter the existing situation. However rotation of the structure may improve the location of the anchor points and Optus will undertake to examine this matter further and liaise with TAFE Management in this regard.

There will be minimal to no difference in visual impact between the existing and replacement structure on the town in general. We do not agree that the proposal has a substantial impact on the town.

Co-location options have been detailed in the application and subsequent information provided to the Town and there are no suitable options that provide the necessary height for the required coverage of the

town and surrounds.

The mast replacement proposed by Optus and TAFE is considered a superior outcome to the suggestion below that an alternative site should be found by Optus as this would result in a 3rd structure in the South Hedland town area:

1. Telstra 70m square lattice tower,
- 2.. TAFE 45m guyed mast,
3. New 60m guyed mast by Optus somewhere else

There are no plans that we are aware of to redevelop the TAFE. It is most likely that the TAFE site is a long term proposition for the Town and is unlikely to be relocated for residential development as is suggested below.

Regards

Greg Bowering

---

Greg Bowering | **Community Infrastructure** | Aurecon  
Ph: +61 8 6104 2883 | Fax: +61 8 9223 1605  
Email: [BoweringG@aurecongroup.com](mailto:BoweringG@aurecongroup.com)  
Level 1 Septimus Roe Square 256 Adelaide Terrace, Perth | WA 6000 | Australia  
<http://www.aurecongroup.com>  
<http://www.aurecongroup.com/australia/perth/>

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Please consider your environment before printing this e-mail.

*11.1.2.2 Proposed Permanent Closure of Portion of Darlot Street Road Reserve, Port Hedland (File No.: 28/01/0017)*

<b>Officer</b>	Luke Cervi Senior Planning Officer
<b>Date of Report</b>	14 April 2010
<b>Application No.</b>	2010/71
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

Council has received a request from RPS, Town Planners on behalf of the Buckley Property Trust to permanently close a portion of Darlot Street Road Reserve, Port Hedland.

The closed portions of reserve are intended to be amalgamated with the adjoining lots (see attachment 2).

**Background**

The purpose of the proposed road closures is to excise unused portions of the existing road reserves and amalgamate the closed reserve into adjacent residential lots enabling the closed road to be developed for residential purposes.

The proposed road reserve closure will not adversely affect traffic, pedestrian or cycle networks. The applicant proposes that a Public Access Way be created in part of the closed road reserve to maintain a pedestrian link from Darlot Street to the foreshore reserve.

**Consultation**

Section 58(3) of the Land Administration Act 1997 states:

*“A local government must not resolve to make a request under subsection (1) until a period of 35 days has lapsed from the publication in a newspaper circulating in its district of notice of motion for that resolution, and the local government has considered any objections made to it within that period concerning the proposals set out in that notice.”*

Statutory advertising period is designed to allow all interested parties, including public service providers, to comment on the proposals prior to Council considering a request to permanently close the road reserves.

In addition the proposed road closures have been circulated to the Towns Engineering Department. The comments received form part of the recommendation.

### **Statutory Implications**

Section 58 of the *Land Administration Act 1997* and regulation 9 of the *Land Administration Regulations 1998*, establishes the procedure for closing a road.

The subsequent sale of the Crown Land is undertaken by State land Services on behalf of the Minister in accordance with Part 6 of the *Land Administration Act 1997*.

The Town of Port Hedland Delegation 40(12) states:

*“The Director Regulatory Services may forward Road Closure Applications direct to the Department of Land Administration in the event of:*

- i) There being no comment received during the statutory advertising period; and*
- ii) The proposal being of an uncontentious nature”*

**Policy Implications** Nil

**Strategic Planning Implications** Nil

### **Budget Implications**

The application fee of \$230.00 has been received in accordance with Council’s adopted Town Planning Fees and Charges, and deposited into account 0010063260.

### **Officer’s Comment**

The proposed road closure will enable land not required for road purposes to be developed for residential purposes. It is proposed that the land will be split between the owners of the adjoining residential lots being Lots 1 and 190 (refer attachment 2.)

A 4m wide PAW is also proposed, however, it is recommended that this be retained as road reserve. Retaining this portion as road reserve will enable it to be used for pedestrian purposes and save an unnecessary administrative process to have the land reserved as a PAW.

It is imperative that public access to the coast is retained. While the 4 metre wide access way will achieve this, there is an argument that the access way should be wider to make a more inviting open access way. To ensure that the PAW does not become a haven for undesirable activities and is used as a public access way, any development proposed adjacent to the PAW will be required to ensure open style fencing, to promote passive surveillance and enhance the aesthetical aspect of the PAW.

### **Attachments**

1. Locality Plan
2. Proposed Road Reserve Closure Plan.

### **Officer's Recommendation**

That Council:

1. Approves the request from RPS, Town Planners on behalf of the Buckley Property Trust to permanently close a portion of Darlot Street road reserve, Port Hedland, with the following conditions:-
  - a) The proposed Road Closure being advertised for a period of 35 days pursuant to section 58(3) of the Land Administration Act 1997,
  - b) No objections being received during the advertising period,
  - c) The land being amalgamated with Lots 1 & 190 in accordance with attachment 2,
2. Advises the applicant that:
  - a) All costs incurred for the advertising of this proposal shall be the responsibility of the applicant.
  - b) Prior to the land being developed for residential purposes it will need to be rezoned.

### **200910/358 Council Decision**

**Moved:** Cr S J Coates

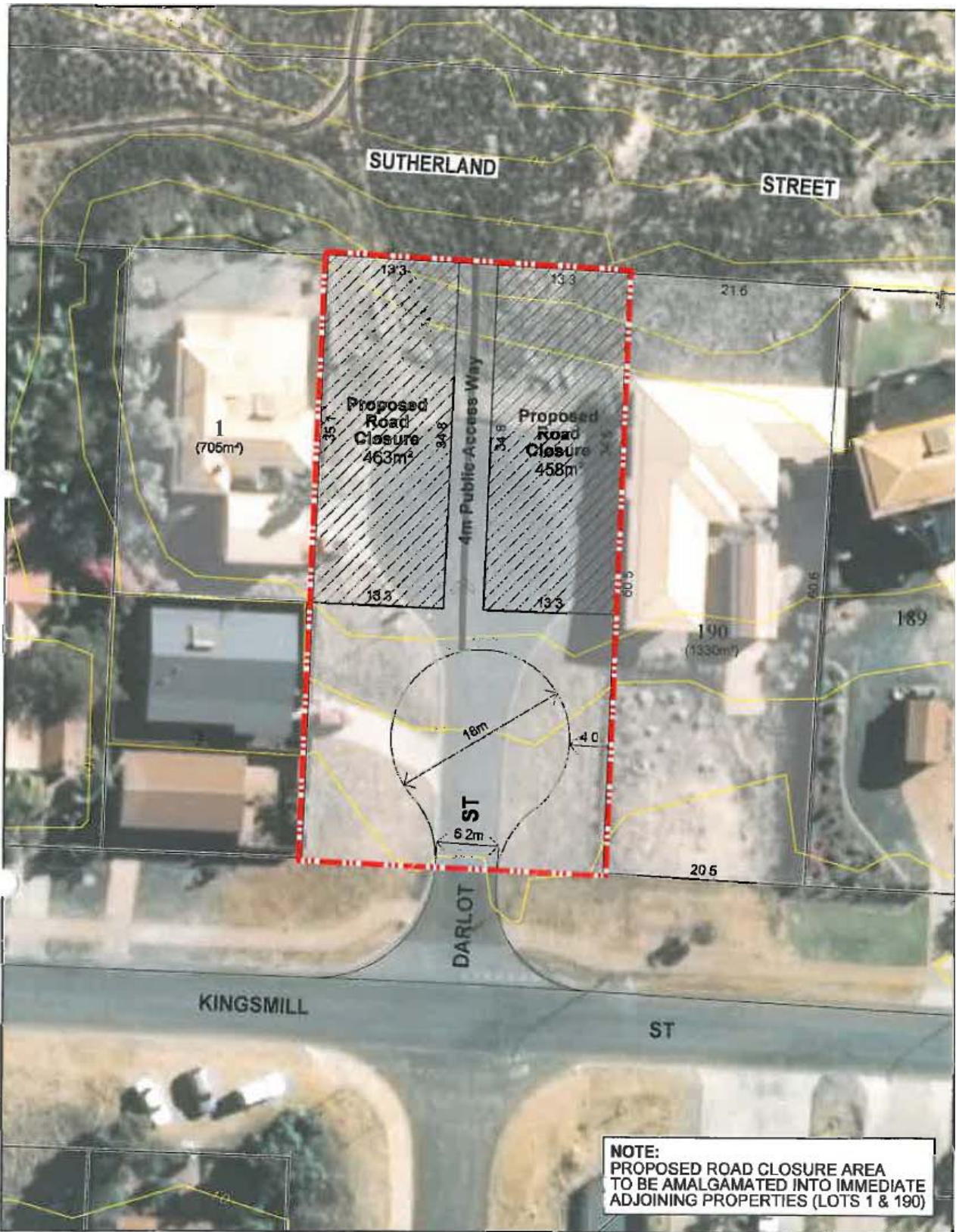
**Seconded:** Cr A A Carter

That Council does not approve the request from RPS, Town Planners on behalf of the Buckley Property Trust to permanently close a portion of Darlot Street road reserve, Port Hedland.

*CARRIED 8/0*

*REASON: Council did not approve the request from RPS Town Planners as it wishes to maintain consistency with Council's vision statement.*

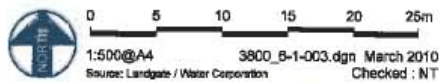




**LEGEND**

- - - Subject Area
- Proposed Road Closure

**PROPOSED ROAD CLOSURE**  
 Portion of Darlot Street,  
 PORT HEDLAND



*11.1.2.3 Update on the Proposed Amendment to the Town of Port Hedland Town Planning Scheme No. 5, Scheme Amendment 22 – Residential Land in the West End (File No.: 18/09/0029)*

<b>Officer</b>	Leonard Long Manager Planning
<b>Date of Report</b>	14 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

The report provides Council with the current status of Scheme Amendment 22, pertaining to the West End Residential Land.

**Background**

Council at its meeting on the 27<sup>th</sup> of May 2009 resolved to initiate Scheme Amendment 22, and subsequently further resolved at its meetings on 24<sup>th</sup> June 2009 and 29<sup>th</sup> June 2009 to approve changes to Scheme Amendment 22.

In September 2009 the Environmental Protection Authority (EPA) notified the Town that the proposed Scheme Amendment should be assessed under Part IV Division 3 of the *Environmental Protection Act 1986* (EP Act) and subsequently in October 2009 provided the Town with instructions concerning the scope and content of the required environmental review report.

In March 2010, the Port Hedland Air Quality and Noise Management Plan was released. This document forms the basis of required environmental review report required by the EPA

*Current Status*

In anticipation of the Port Hedland Air Quality and Noise Management Plan being release, the Planning Department in February 2010, requested quotations to prepare the required environmental review report. As a result a consultant has been appointed (RPS Group) to prepare the environmental review report which will be aimed at completion around June 2010.

*Future Direction*

The completed environmental review report will be forwarded to the EPA to assess and grant the Town with permission to advertise/circulate the proposed Scheme Amendment in terms of Section 83 of the *Planning and Development Act 2005*.



On conclusion of the mandatory 42 day advertising period a report will be presented to Council to adopt Scheme Amendment 22 with or without changes.

The resolution along with the required documentation will then be submitted to the Western Australian Planning Commission for final approval.

**200910/359 Council Decision/Officer's Recommendation**

**Moved:** Cr G Daccache

**Seconded:** Cr S Martin

That Council note the current status of Town Planning Scheme No. 5 Amendment 22.

***CARRIED 8/0***

*11.1.2.4 Proposed Amendment 17 to the Town of Port Hedland Town Planning Scheme No. 5 – Bell Street, Port Hedland (File No.: 18/09/0023)*

<b>Officer</b>	Ryan Djanegara Planning Officer
<b>Date of Report</b>	15 April 2010
<b>Application No.</b>	2007/313
<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 finalize the Scheme Amendment.

### **Background**

The Scheme Amendment 17, proposed to rezone Lots 6047, 6048 and 6049 Bell Street from "Local Road Reserve" and "Other Purposes – Infrastructure Reserve" to "Industry".

The Scheme Amendment would facilitate the development of the land with factory units that may be leased by the IBN Corporation to develop business incubators for assorted indigenous business ventures or for commercial purposes.

IBN Corporation has an option with State Land Services to lease the land. Part of the approval of the lease is subject upon the land to be rezoned for industrial use.

### **Consultation**

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

- North West Telegraph – 10/02/2010 – 24/03/2010
- Written notification to - Water Corporation, Telstra and Horizon Power

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

The Water Corporation advises however that the subject land is located outside the current sewer operating areas and therefore arrangements will be need to be made for collecting, treating and disposing of effluent systems from future factory units. In the absence of effluent systems, only 'dry' operations are to be permitted that do not produce wastewater.

### **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**

KRA 4: Economic Development

Goal 4: Land Development Projects

Strategy 1: Fast-track the release and development of commercial, industrial and residential land in a suitable 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 Corp site.

### **Budget Implications**

The applicant has paid \$1,711.00 for the initiation of the amendment scheme.

Should Council resolve to adopt the amendment, the applicant will be invoiced for an additional \$1,711.00 as per Councils adopted Fees and Charges.

### **Officer's Comment**

The proposed rezoning of the subject lots will result in the availability of additional industrial land within the Town, and would form part of a natural extension of the existing industrial area.

### **Attachments**

Scheme Amendment Documentation

**Officer's Recommendation**

That Council:

1. Adopts Amendment 17, to Town of Port Hedland Town Planning Scheme No. 5.
2. Forward all required documentation to the Western Australia Planning Commission for Ministerial Consent in accordance with the Town Planning Regulations 1967 (as amended).
3. Authorise the Mayor and Chief Executive Officer 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.

**200910/360 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr M Dziombak

That Council:

1. Adopts Amendment 17, to Town of Port Hedland Town Planning Scheme No. 5.
2. Forward all required documentation to the Western Australia Planning Commission for Ministerial Consent in accordance with the Town Planning Regulations 1967 (as amended).
3. Authorise the Mayor and Chief Executive Officer 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.
4. Raises an invoice to the applicant for the additional amount of \$1,711 in accordance with Council's Schedule of Fees and Charges.

*CARRIED 8/0*

TOWN OF PORT HEDLAND  
TOWN PLANNING SCHEME No 5  
AMENDMENT No 17



Prepared By



July 2009

S:\Projects\12\12165\planning\Scheme Amendment\100209 amendment doc.doc

**PLANNING AND DEVELOPMENT ACT 2005**

**RESOLUTION DECIDING TO AMEND A TOWN PLANNING SCHEME**

**TOWN OF PORT HEDLAND**

**TOWN PLANNING SCHEME No. 5**

**AMENDMENT No. 17**

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 local planning scheme by:

1. Reclassifying Lots 6047, 6048 & 6049 Bell Street, Port Hedland from "Local Road" and "Other Purposes – Infrastructure" reserve to "Industry" zone; and
2. Amending the Scheme Maps accordingly.

Dated this 27th Day of February 2008.

\_\_\_\_\_  
Chief Executive Officer

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**APPENDICES**

Appendix 1: Option to lease land

Appendix 2: Certificates of Title

1.0 INTRODUCTION

This scheme amendment seeks to reclassify three lots from "Local Road Reserve" and "Other Purposes Infrastructure Reserve" to the "Industry" zone under the Town of Port Hedland Town Planning Scheme No. 5.

The amendment is intended to facilitate the redevelopment of the land with factory units that may be leased by the IBN Corporation to individuals and groups as business incubators for assorted indigenous business ventures or for commercial purposes.

The key objective of the rezoning for the Corporation is to foster and increase the survival rate for indigenous start up companies by providing the premises where the businesses may be carried out at a subsidised rate and to develop commercial facilities for lease which may include workshops or storage units.

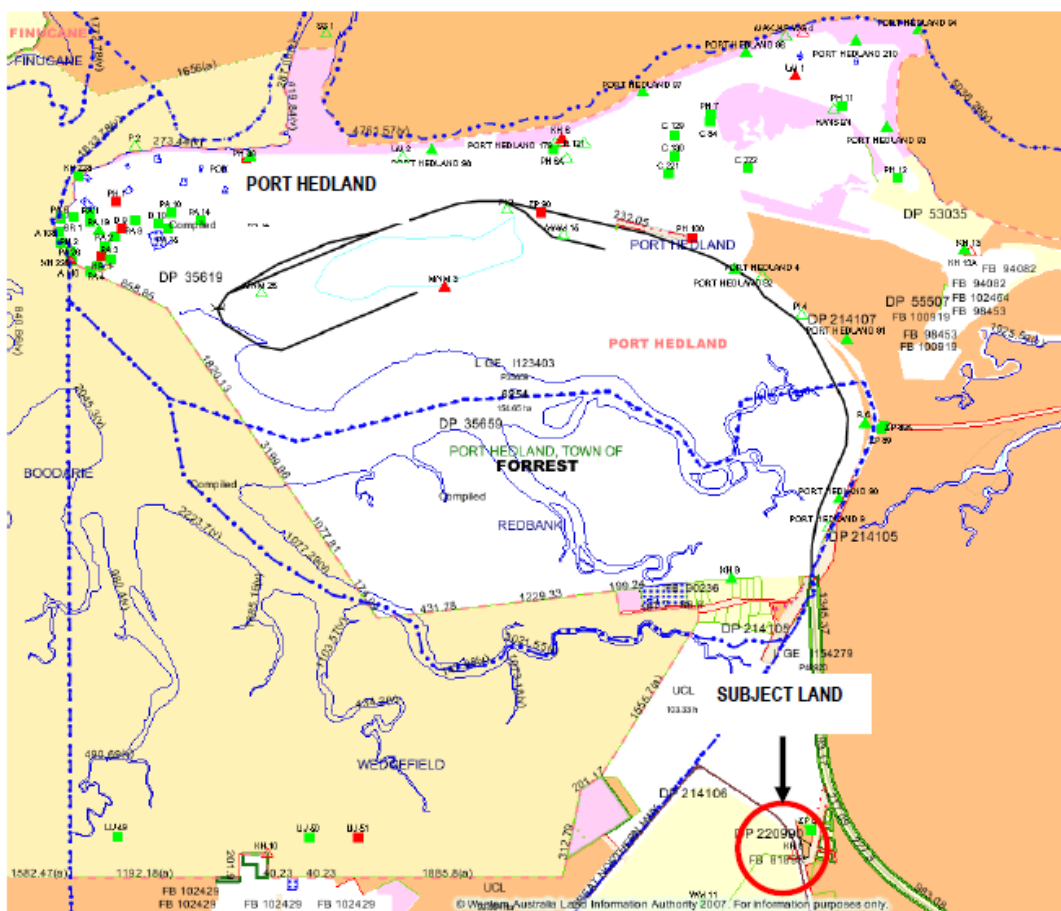


Fig 1: Location Plan (Landgate)



## 2.0 DESCRIPTION OF SUBJECT LAND & SURROUNDS

### 2.1 Location

The subject land is located roughly 3 kilometres north of the Port Hedland airport on the Great Northern Highway or Broome Highway as it is known locally. It is approximately 15 kilometres south east of the Port Hedland town centre (refer fig 1).

The Wedgefield industrial area is approximately 3 to 4 kilometres to the southwest along the Great Northern Highway.

### 2.2 Size & Character

The subject land comprises three lots, 6047, 6048 & 6049 Bell Street, Port Hedland which are 1.2ha, 8874m<sup>2</sup> and 6372m<sup>2</sup> respectively. Together, the lots total 2.95 hectares in size. Two of the lots are adjoining parcels of land north of the intersection of Bell Street and the Highway. The third land parcel is south of the intersection of Bell Street and the Highway (refer fig 2).

The subject land is currently undeveloped. In addition, it is relatively low lying, flat and featureless. The land could be described as Spinifex scrubland typical of the region (refer fig 3).

### 2.3 Ownership

The land is Unallocated Crown Land meaning it is owned by the Crown and is administered by the State but it is not vested in any particular authority for management. The IBN Corporation has an option with State Land Services to lease the land (with a view to eventually purchasing the property). Approval of the lease is contingent upon the land being rezoned for industrial use, any necessary subdivision and development approvals being obtained from the relevant authorities, native title clearance and the approval of Main Roads Western Australia whose primary concern is that development not be accessed from the Highway.

### 2.4 Surrounding Land Use

Surrounding land to the west, north and south is predominantly undeveloped land reserved under the Scheme for "Other Purposes" Infrastructure Reserve.

Land to the west of Bell Street however is zoned "Industry" under the Scheme. This is a small industrial area comprising 7 lots, 5 of which are developed primarily with transport related or light industrial uses including; a boarding kennel and cattery, storage shed, transport depot and machinery storage depot.

### 2.5 Servicing

Power and scheme water are located within the Bell Street road reserve. The land has dual road frontage to Great Northern Highway and Bell Street, both of which are constructed to a bitumen standard.

Reticulated sewerage is not available. Land use on the existing industrial lots is restricted to dry industries that do not generate large volumes of wastewater for disposal. Similar land uses are envisaged for the subject lots.

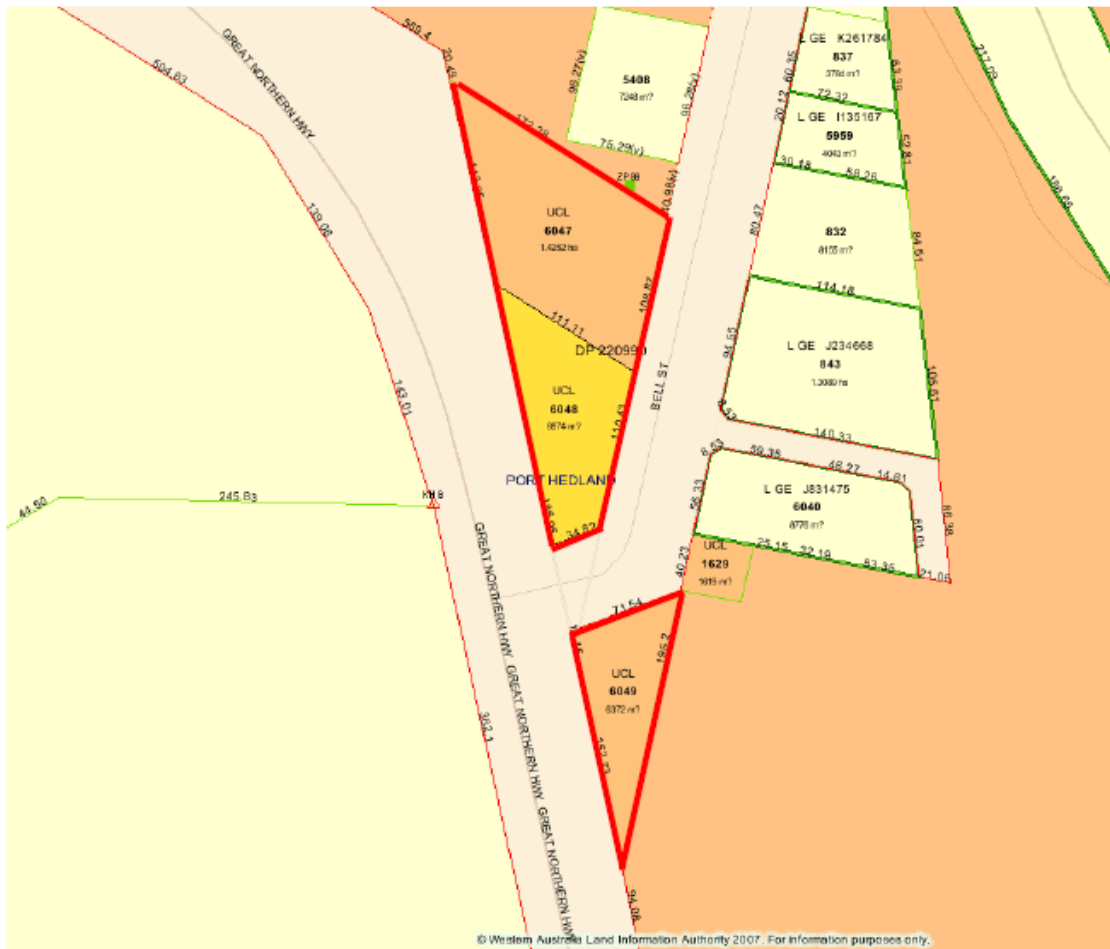


Fig 2: Cadastral Plan (Landgate)



Fig 3: Aerial Photograph

**3.0 PLANNING FRAMEWORK**

*3.1 Strategic Context – Port Hedland Land Use Masterplan (LUMP)*

There is a critical shortage of available industrial land in Port Hedland as evidenced by the adhoc transport related developments that have occurred on land not zoned for the purpose. The Wedgefield Industrial Estate, which is the town’s only dedicated industrial precinct, is fully developed and its growth is constrained by Native Title issues.

The Town of Port Hedland Land Use Master Plan seeks to contain the spread of industrial uses in planned estates that are located to take advantage of existing infrastructure where possible, support existing industrial development and avoid land use conflicts.

The areas identified by the LUMP for light industrial expansion include the area on either side of the Broome Road turn off in the vicinity of Bell Street although this area was eventually eliminated due to the potential for flooding (refer fig 4).

Notwithstanding, the subject lots represent the only land available in the short term for light industrial development. The site is a logical choice for industrial development given its proximity to an existing industrial area and the airport, access to services and location on a major transport route. The potential for flooding has not been a constraint to the development of other land in Port and South Hedland for industrial purposes and can be addressed through appropriate development conditions.

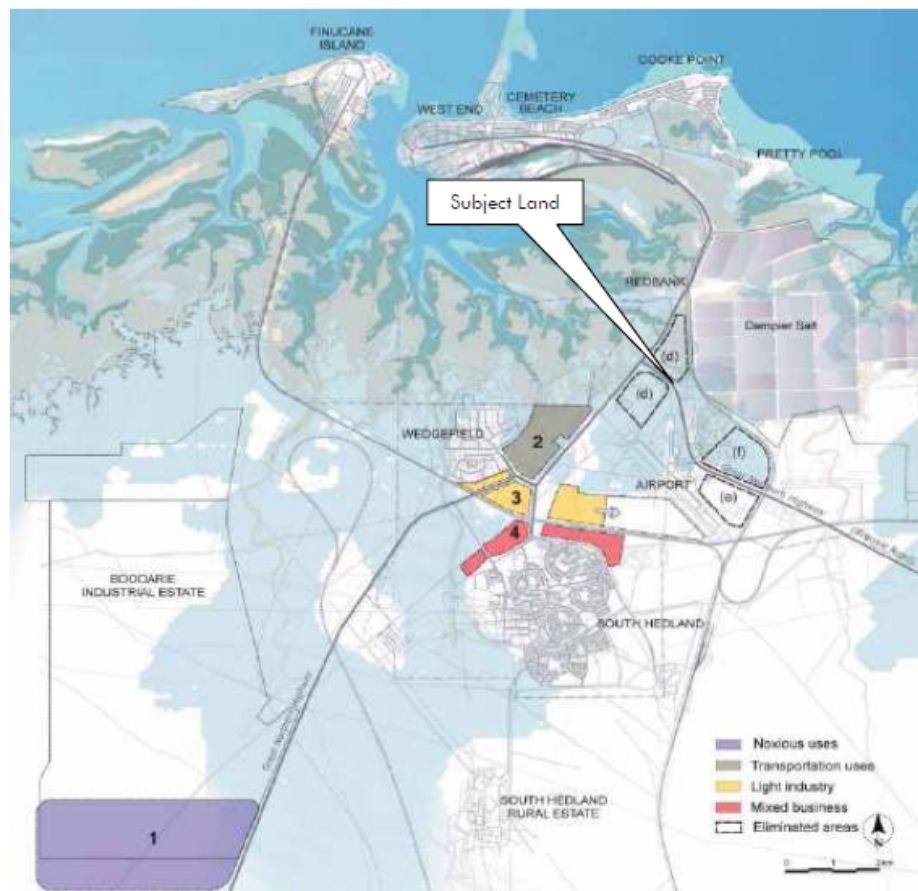


Figure 4: LUMP Industrial Expansion Areas

### 3.2 Town of Port Hedland Town Planning Scheme No. 5

The amendment proposes to rezone the land to 'Industry'. The purpose of the zone is to accommodate the broad range of developments required to support industry and commerce within the Town of Port Hedland.

At this stage, the factory units and service station are only proposed land uses. Other uses which could be considered on the lots (having regard to servicing issues) once it is rezoned to 'Industry' are set out in the zoning table contained within the Scheme, these are:

Land Use	Permissibility
Abattoir	SA
Intensive Agriculture	SA
Harbour Installation	AA
Hire Service	P
Industry – Extractive	AA
Industry – General	AA
Industry – Light	P
Industry – Noxious	SA
Industry – Rural	AA
Industry – Service	P
Infrastructure	AA
Stockyard	SA
Storage Facility / Depot / Laydown Area	AA
P = Permitted	
AA = Not permitted unless Council approves	
SA = Not permitted unless Council approves after advertising	

Further, clause 3.2.6 of the Town Planning Scheme gives Council the powers to consider any land use that may be proposed on the land subject to consideration of whether that use is consistent or otherwise with the objectives and purposes of the zone.

Clause 6.7 of the Town Planning Scheme contains a number of development standards applicable to the 'Industry' zone. The standards address development issues such as setbacks, plot ratio, car parking numbers and location, storage of materials, landscaping and appropriate floor area limits.

The Town Planning Scheme also sets out criteria relating to subdivision and development within the 'Industry' zone and states that Council shall not recommend approval of applications that seek to create battleaxe lots or lots below 2000m<sup>2</sup>. The subject land would therefore have subdivision potential once rezoned however as it is to be leased from State Government at least initially, any application for subdivision would require the consent of the State.

### 3.3 WAPC Development Control Policy 4.1: Industrial Subdivision

This policy relates mainly to a process outside the scope of a scheme amendment however it provides some guidance for the assessment of a rezoning application. The objectives of the policy include the following relevant points:

- Industrial development should be compatible with adjacent development to avoid land use conflicts. It can achieve this by appropriate location, separation, buffers and design including landscaping techniques to minimise impacts.

- Land for industrial development should be appropriately serviced with at least reticulated water and where reticulated sewerage is not available, development on the land should be limited to dry industry.
- Good access to and from industrial land is imperative but direct access from industrial lots to major roads should be limited and local roads should be at least 20 metres wide to accommodate truck movements.

The subject proposal meets all of the above criteria. The Development Guide Plan forming part of this scheme amendment will limit access to the Great Northern Highway, the development approval process can ensure development on the lots is limited to dry industry and the Bell Street road reserve is greater than 20m in width.

#### 3.4 Port Hedland Area Planning Study (2003)

Of relevance to this scheme amendment is the following statement contained on page 34 of the Planning Study:

*“Although the proposed Boodarie Strategic Industrial Estate will provide a site for heavy industry, there is also a need to allocate suitable land for light and general industrial uses, particularly those associated with users of the estate. Land has been allocated in the buffer zone of the Boodarie Strategic Industrial Estate, and the Town of Port Hedland is currently investigating future industrial land options.*

*The majority of this land, like Wedgefield, is subject to peak storm surge inundation and flooding.”*

The passage identifies the need for land for light industrial purposes and states that the sole existing industrial area is subject to storm inundation as is the land the subject of this amendment. The issue therefore should not represent a constraint to approval of this scheme amendment.

#### 4.0 PROPOSED AMENDMENT

##### 4.1 Amendment Proposal

In order to facilitate the development of the land for the intended use it is proposed to rezone it to 'Industry' in accordance with nearby lots. This will round off the zone and maximise the development potential of the subject land.

A 'Light Industrial' zone was originally considered appropriate for the intended development of the land but this was discarded due to the fact that the Scheme does not contain this zone and as such, a scheme amendment to introduce it would have to be more complex than a simple rezoning. Although the "Industry" zone may allow uses not suitable for the land due to its level of servicing, Council has the ability to restrict development on the lots to light industrial uses through the development approval process. Clause 6.7.2 of the Scheme states:

*"In considering planning applications within the Strategic Industry, Industry, or Industrial Development Zones, Public Purpose or other reservations, or the industry buffers identified in the policy manual, Council shall have regard for the:*

- (a) *compatibility of uses,*
- (b) *potential impact of the proposal on the efficient and effective operations of the existing and planned industry, infrastructure or public purpose, and*
- (c) *risks, hazards, health and amenity associated with the proposed use being located in proximity to existing and planned industry, infrastructure or public purpose or any other use."*

It is unknown why Lots 6047 and 6049 have a "Local Road" reservation whilst Lot 6048 remains reserved for "Other Purposes – Infrastructure". However, it is certain that the lots will never be required for road purposes and the current zoning is likely an historic anomaly that has never been corrected.

## 5.0 DEVELOPMENT CONSIDERATIONS

### 5.1 Storm Surge / flooding

The subject land is in an area that has potential for flooding because it is subject to storm surge inundation (refer fig 5). This does not preclude its development for industrial purposes however (as evidenced by the adjacent industrial land and portions of the Wedgefield industrial estate) and development can be considered subject to adequate fill being provided to raise floor levels above the storm surge level and foundations being appropriately engineered.

This is ratified by the Land Use Master Plan, which states that one of the environmental objectives of the LUMP strategy is to:

*"Locate new development wherever possible above the 100 year storm surge elevation, with only uses that would incur limited flood damage, such as certain industrial or outdoor storage activities, permitted within the flood plain"* (pg: 8 cl 2.1(b))

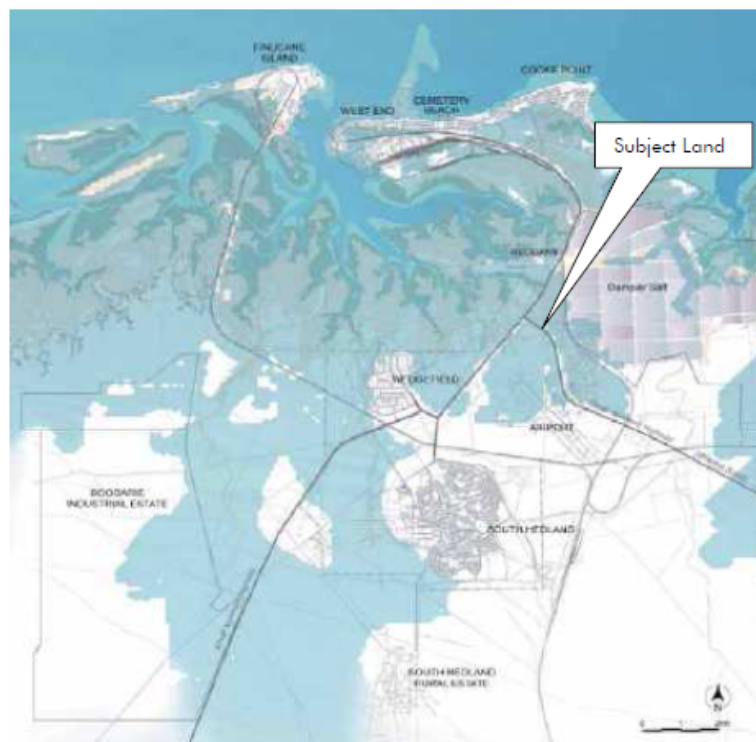


Figure 5: 100 year flood plain and storm surge (LUMP)



5.2 *Development Guide Plan*

This scheme amendment contains a Development Guide Plan (DGP) which articulates the restrictions and standards that apply to the development of the lots. The DGP was a requirement of the initiation of the scheme amendment primarily to provide a mechanism to implement a landscaping strip along the western edge of the lots. The DGP will ensure uniform development across all three lots and will be implemented by council staff at the development application stage.

The purpose of the landscaping strip in part is to soften the landscape, provide a measure of screening of the development from the Great Northern Highway and help meet the landscaping requirements of the Scheme. The purpose of setting the landscaping within a swale is to utilise natural rainfall as far as possible to irrigate and establish the vegetation.

The DGP sets out other issues relating to development of the land including the requirement for fill to set finished floor levels higher than the 1 in 100 storm surge and the applicable highway access restrictions.

5.3 *Native Title*

Almost all of the Town of Port Hedland is under Native Title claims and numerous heritage sites have been identified in and around the development sections of the town. There are no recognised sites within vicinity of the subject land however and native title clearance is expected to be issued. IBN Corporation has been negotiating this issue with the relevant department for a number of months.

## 6.0 JUSTIFICATION / CONCLUSION

The salient points summary and support of this proposed rezoning area are:

- The amendment should be formality giving the level of commitment already made by state government to the proposal through the granting of a lease over the land;
- The scheme amendment has an altruistic intent as it aims to foster and facilitate indigenous start up businesses;
- The proposal a logical rounding off of the industrial zoning in the locality and the land has been identified in strategic planning documentation as a potentially suitable location for industrial development;
- There is a recognised shortage of light industrial zoned land in Port and South Hedland which has resulted in adhoc industrial development in inappropriate locations;
- The land can be serviced adequately for the intended end use or otherwise the land uses approved on the lots can be appropriately restricted to benign uses with little to no impact;
- Whilst it has yet to be secured, Native Title clearance is expected because of the nature of the proposal and its relative insignificance;
- Development controls imposed by the Development Guide Plan can implement the objectives of Council and address the concerns of Main Roads Western Australia; and
- There are no constraints to development of the lots above and beyond the usual local conditions that can't be dealt with through appropriate development controls.

Given the above, it is respectfully requested the Hon. Minister grant final approval to the amendment.

**PLANNING AND DEVELOPMENT ACT 2005**

**RESOLUTION DECIDING TO AMEND A TOWN PLANNING SCHEME**

**TOWN OF PORT HEDLAND**

**TOWN PLANNING SCHEME No. 5**

**AMENDMENT No. 17**

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 local planning scheme by:

1. Reclassifying Lots 6047 & 6049 Bell Street, Port Hedland from "Local Road" reserve to "Industry" zone; and
2. Reclassifying Lot 6048 Bell Street, Port Hedland from "Other Purposes – Infrastructure" reserve to "Industry" zone; and
3. Amending the Scheme Maps accordingly.

ADOPTION

ADOPTED by resolution of the Council of the Town of Port Hedland at the Ordinary Meeting held on the 27th day of February 2008.

\_\_\_\_\_  
President

\_\_\_\_\_  
Chief Executive Officer

**FINAL APPROVAL**

ADOPTED for final approval by resolution of the Town of Port Hedland at the Ordinary Meeting of Council held on the      day of                      2009.

THE COMMON SEAL of the Town of Port Hedland was hereto affixed in the presence of

\_\_\_\_\_  
President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Chief Executive Officer

\_\_\_\_\_  
Date

---

Recommended / Submitted for Final Approval

\_\_\_\_\_  
delegated under S.16 of PD Act 2005

\_\_\_\_\_  
Date

Final Approval granted

\_\_\_\_\_  
Minister for Planning

\_\_\_\_\_  
Date

*11.1.2.5 Proposed Industry Light – 13 Factory Units and Relocation of Existing Caretakers Dwelling, Lot 1015, 9 Murrena Street, Wedgefield (File No.: 126330G)*

<b>Officer</b>	Luke Cervi Senior Planning Officer
<b>Date of Report</b>	14 April 2010
<b>Application No.</b>	2010/35
<b>Disclosure of Interest by Officer</b>	Nil

### **Summary**

Council has received an application from Designtech on behalf of Nicholson Lowe Investment Trust, for Industry Light – 13 Factory Units and relocation of existing Caretakers Dwelling at Lot 1015, 9 Murrena Street, Wedgefield. The proposal includes a variation to the minimum factory unit size.

The application is referred to Council for determination as the proposal does not comply with a provision of the Town of Port Hedland Town Planning Scheme No.5.

### **Background**

#### *The Site*

The site is zoned Industry under the Town of Port Hedland Planning Scheme No. 5 (TPS 5). The site is rectangular in shape and comprises an area of approximately 3977m<sup>2</sup> and contains an existing workshop of approximately 223m<sup>2</sup> and Caretakers Dwelling. The land is also within the Wedgefield Special Control Area.

#### *The Proposal*

The proposal is to develop 13 Factory Units on the site and relocate the Caretakers Dwelling. The proposal includes the conversion of the existing workshop into two of the factory units. Of the 13 units, 11 are proposed to be 84m<sup>2</sup> and 2 will be 111.5m<sup>2</sup>. Under Section 6.7.9 of TPS5, factory units must be at least 100m<sup>2</sup> in size which means 11 of the 13 factory units are below the prescribed size.

### **Consultation**

The application has been forwarded to the Town's Building Services and Environmental Health sections with no objections being raised subject to conditions.

**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.

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications**

An application fee of \$4,051 was paid on lodgement and deposited into account 10063260.

**Officer's Comment**

11 of the proposed 13 Factory Units do not meet with the 100m<sup>2</sup> requirements of Section 6.7.9 of TPS5. The purpose of the minimum size is not specified within TPS5 and it can only be assumed that it was to ensure adequate space was available for subsequent occupiers to enable for a variety of uses. In this regard Section 6.7.6 of TPS5 is relevant:

The purpose of the Industry Zone is to accommodate the broad range of developments required to support industry and commerce within the Town of Port Hedland.

The design of the development is generally appropriate for an Industrial area and consistent with TPS5. However, size of vehicles capable of entering and exiting in a forward direction is limited. This is not considered a major issue as the size of the proposed Factory Units reduces the likelihood of deliveries from large trucks. If Council decides to approve the development, conditions have been recommended that require variation to the car park layout to comply with TPS5 dimensions and provide for oversize vehicle parking bays near Murrena Street.

Although the proposed development does not comply with TPS5, it is anticipated that this requirement will not be carried over to TPS6, in which instance the Director Regulatory Services will have delegations to be able to consider similar applications.

**Options**

Council has the following options for dealing with the matter:

- Approve the application subject to amendments
- Refuse the application

It is recommended that the application be approved subject to amendments, as the size limitation is regarded as too restrictive and will not be recommended for inclusion in TPS6, as it simply provides an arbitrary obstacle to development, without solving any known problem.

### **Attachments**

Locality Plan  
Site Plan  
Elevation Plan & Floor Plan

### **200910/361 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr J M Gillingham

That Council approves the planning application submitted by Designtech on behalf of Nicholson Lowe Investment Trust, for Industry General – 13 Factory Units and relocation of existing Caretakers Dwelling at Lot 1015, 9 Murrena Street, Wedgefield subject to the following conditions:

1. This approval relates only to the proposed INDUSTRY LIGHT – 13 Factory Units and relocation of existing Caretakers Dwelling and other incidental development, as indicated on the approved plans. It does not relate to any other development on this lot.
2. The Factory Units must only be used for purposes, which are related to the operation of an '*Industry – Light*' use. Under the Town of Port Hedland's Town Planning Scheme No. 5 a '*Industry – Light*' is defined as:

***'an industry:***

***in which the processes carried on, the machinery used, and the goods and commodities carried to and from the premises, will not cause any injury to, or will not adversely affect the amenity of the locality by reason of the emission of light, noise, electrical interference, vibration, smell, fumes, smoke, vapor, steam soot, ash, dust, waste water or other waste products; and***

***the establishment of which will not, or the conduct of which does not, impose an undue load on any existing or proposed service for the supply or provision of water, gas, electricity, sewerage facilities, or any other like services.'***



3. 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.
4. An approved effluent disposal system shall be installed 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.
5. Application is to be made for the installation of an approved apparatus for the treatment of effluent to the satisfaction of the Manager of Planning and the specification of the Manager of Environmental Health
6. Prior to the commencement of the proposed use, the driveways and crossover must be designed and constructed in accordance with Council's Crossover Policy 9/005.
7. A minimum of 39 car parking spaces are to be provided in conjunction with the proposed buildings to the satisfaction of the Manager Planning.
8. A minimum of 2 loading bays are to be provided for the development. Of these loading bays at least 1 must be designed to enable trucks up to 12.5m to utilise the bay and enter and exit the site in a forward direction.
9. Any unenclosed area of the site used for storage must be provided with on site car parking bays at a rate of 1 space per 100m<sup>2</sup> or part thereof in addition to the car parking bays required by condition 7, all to the satisfaction of the Manager Planning.
10. Prior to the development first being occupied, the car parking bays and access way must be designed in accordance with the requirements of the Town of Port Hedland Town Planning Scheme No. 5 - Appendix 8. Such areas are to be constructed, sealed, drained, kerbed, marked and signposted and thereafter maintained to the satisfaction of the Manager Planning.
11. Stormwater disposal to be designed in accordance with Council's Engineering Department Guidelines, and all to the satisfaction of the Manager Planning.

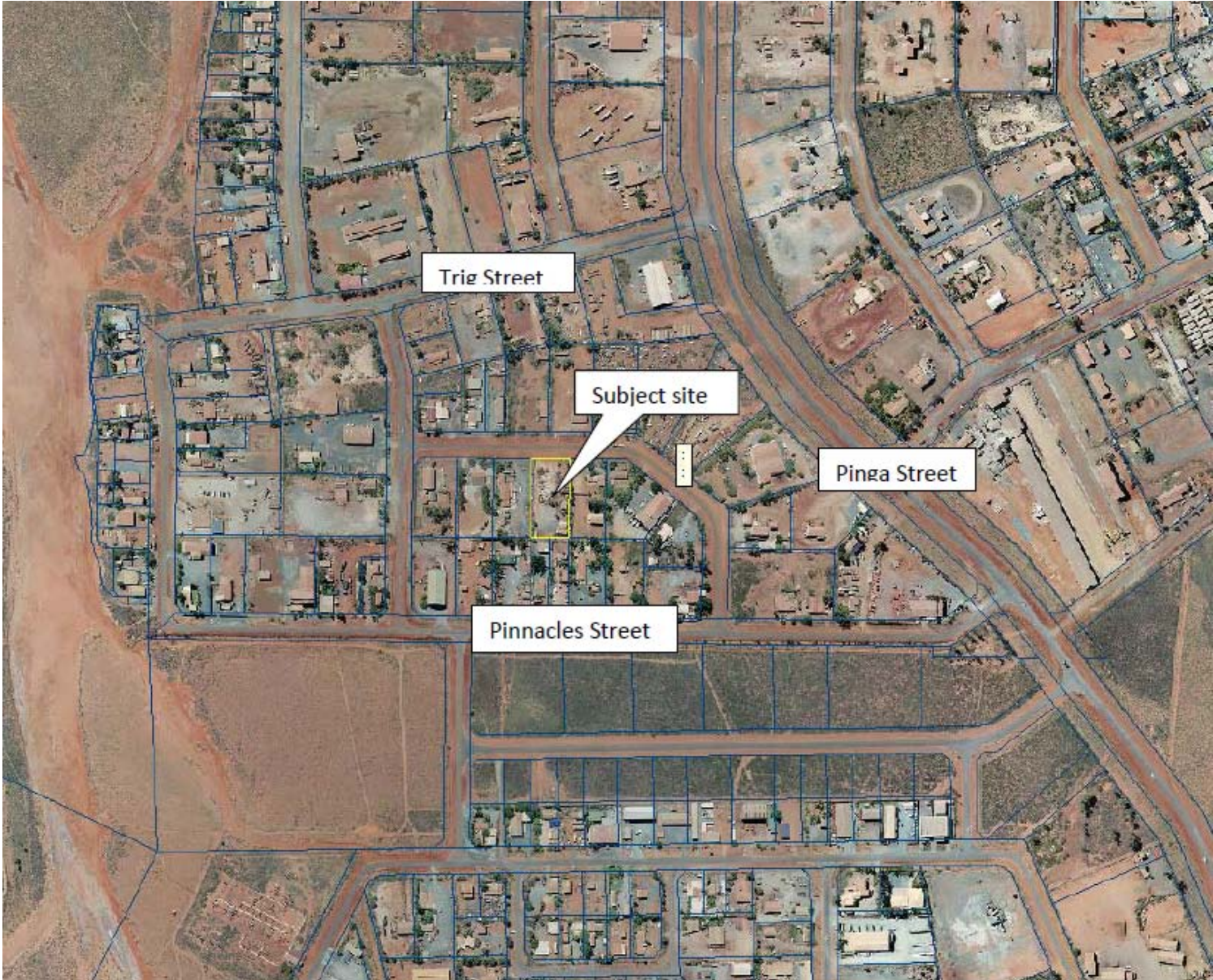
12. Within 30 days of this approval, a detailed landscaping plan for the development site including the first 3m adjacent to the primary street (Murrena Street) and the adjoining road verge, shall be submitted to and approved by the Manager Planning. The plan to include species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001.
13. 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.
14. Appropriate dust suppression measures must be implemented at all times where any operation on the site is likely to generate a dust nuisance to nearby properties and be to the satisfaction of the Manager Planning.
15. No accommodation other than the approved Caretakers Dwelling is permitted on the site.
16. 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.

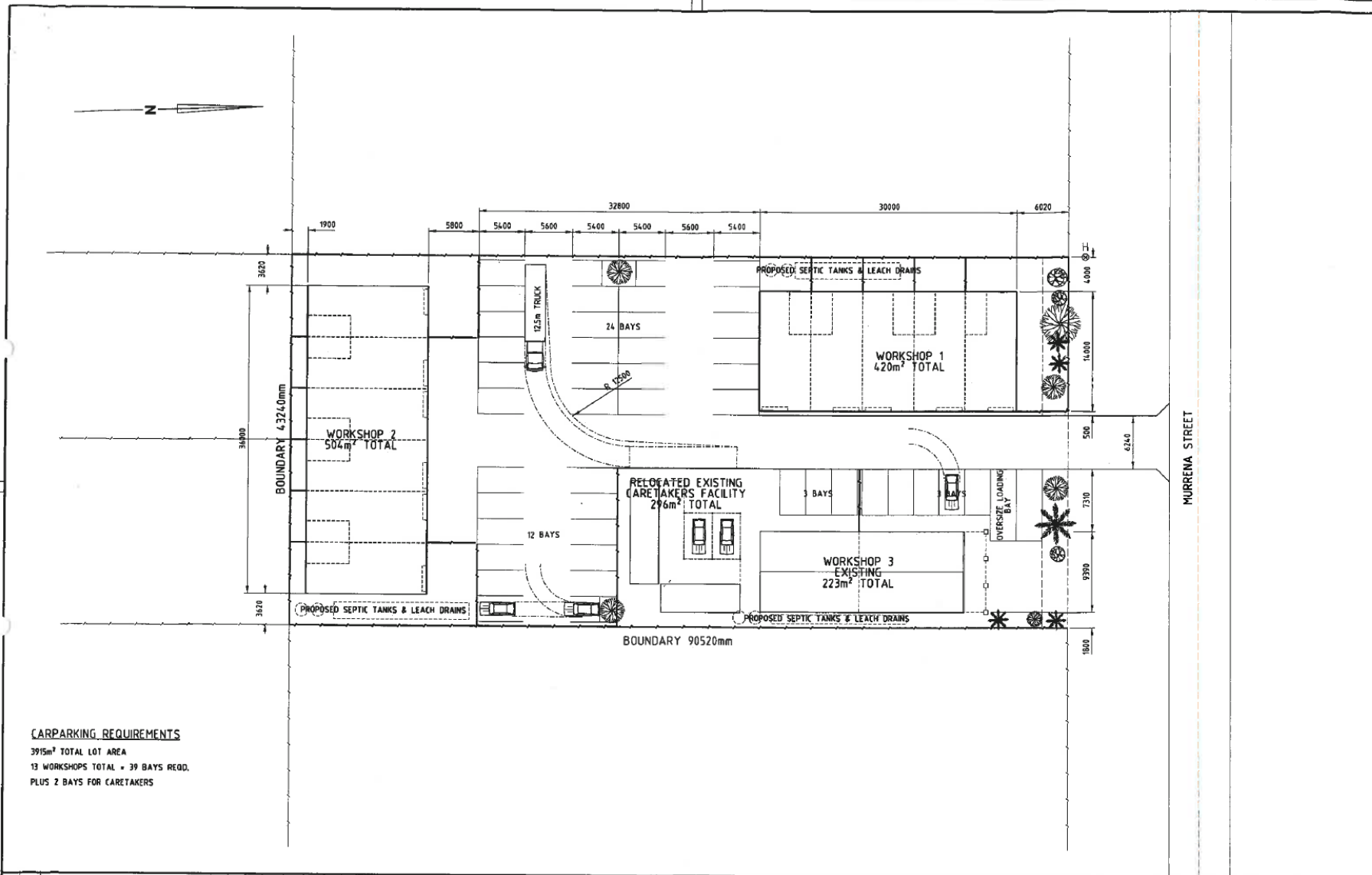
FOOTNOTES:

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. The applicant/owner is required to lodge an application for a Building Licence under the provisions of the Building Regulations and approval from the Town of Port Hedland before commencing any works whatsoever
3. In relation to Conditions 6 & 11 please contact the Manager Infrastructure Development 9158 9350 for further details.
4. During construction and subsequent use, the operation is to comply with the requirements of the Environmental Protection (Noise) Regulations 1997 in respect to noise but, notwithstanding, the operations to have due regard to the health and amenity of any person in the vicinity.

5. 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.
  
6. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

*CARRIED 8/0*

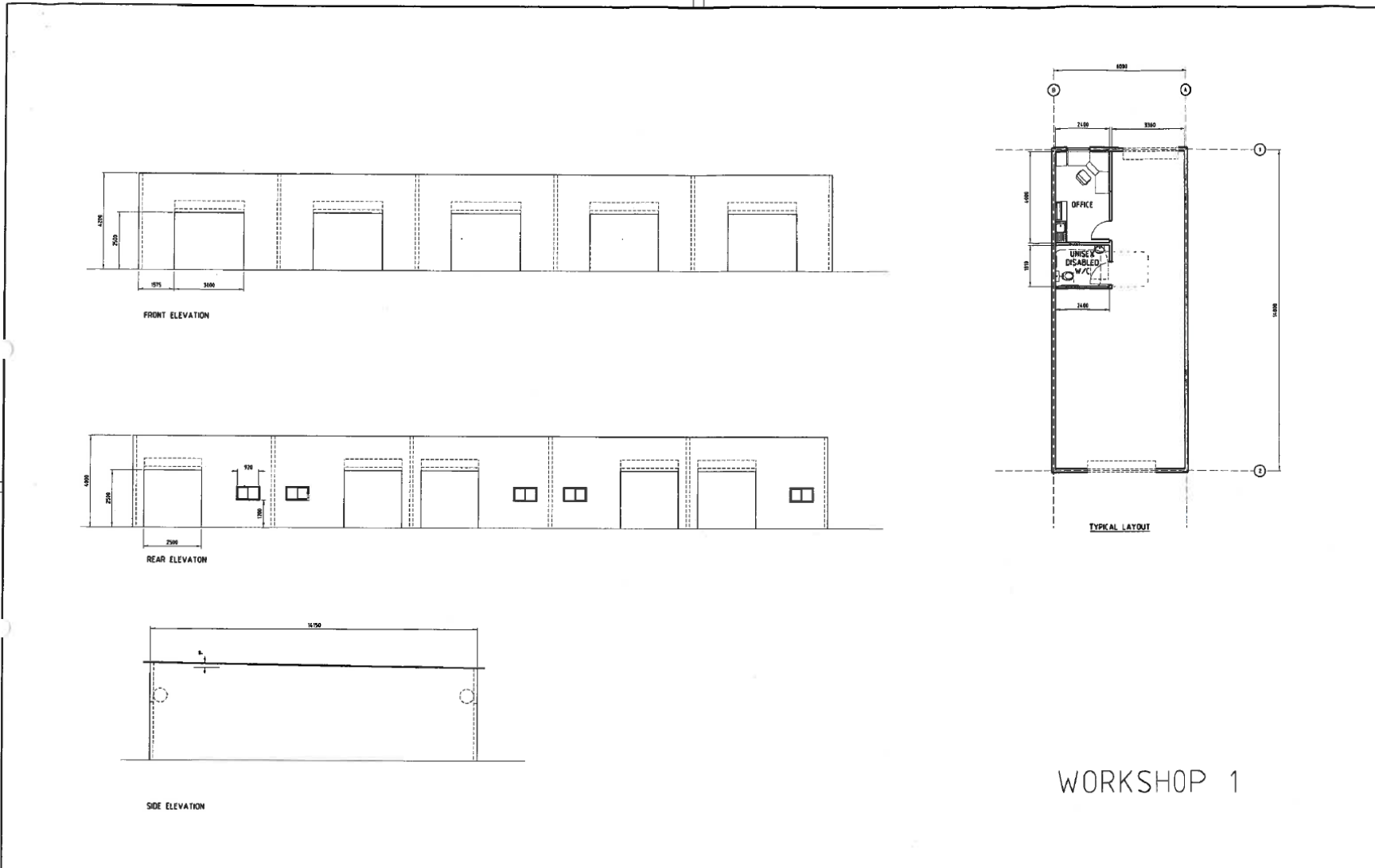




**CARPARKING REQUIREMENTS**  
 3915m² TOTAL LOT AREA  
 13 WORKSHOPS TOTAL = 39 BAYS REQD.  
 PLUS 2 BAYS FOR CARETAKERS

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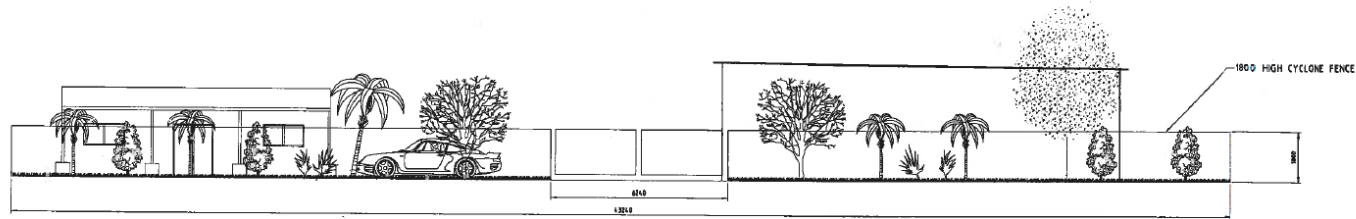


WORKSHOP 1

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STREETSCAPE

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QUOTATION ONLY															
CONSTRUCTION MAY PROCEED															
CONSTRUCTION MAY PROCEED EXCEPT AS NOTED															

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*11.1.2.6 Proposed Final Adoption of the South Hedland Town Centre Development Plan (File No.: 18/12/0010)*

**Officer** Leonard Long  
Manager Planning

**Date of Report** 15 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

In March 2010 Council resolved to approve the amendments to the South Hedland Town Centre Development Plan (SHTCDP), submitted by Koltasz Smith Town Planners.

The advertising period has been completed in accordance with Council's March resolution.

The Development Plan is submitted for final adoption by Council, subject to those changes detailed within the recommendation.

**Background**

Council previously considered the amendments to the South Hedland Development Plan at its Ordinary Meeting on the 24<sup>th</sup> of March 2010, where it resolved:

*"That Council:*

- 1. Endorses the amended South Hedland Town Centre Development Plan as per attachment 5 for advertising in accordance with subclause 5.2.8, 4.3.3 and 4.3.4 of Town Planning Scheme No. 5, the submission period shall be 14 days;*
- 2. Refers the amended South Hedland Town Centre Development Plan and supporting documentation to relevant government agencies for comment with a request that any comments be received within the designated advertising period or it will be considered that the agency has no comment; and*
- 3. Attends to any additional consultation methods that the Chief Executive Officer or his nominated representative may consider relevant to the advertising the amended South Hedland Town Centre Development Plan.*
- 4. At the conclusion of the advertising period the South Hedland Town Centre Development Plan is referred back to Council for final adoption."*

### **Statutory Implications**

Clause 5.2 Development Plans of TPS5 provides Council the opportunity to prepare, or require others to prepare, a development plan prior to considering a subdivision or development proposal. It also outlines the procedure and requirements for development plan submissions.

More specifically, the requirement for a development plan is dealt with by subclause 5.2.1 (a) of TPS5, with the subject land identified in Appendix 5 as the "South Hedland Town Centre"

### **Consultation**

As per Council's resolution the proposed amended South Hedland Town Centre Development Plan was advertised and circulated the relevant organisation and interested parties.

No comments were received, with the exception of the Water Corporation who reiterated their previous pertaining to the approved South Hedland Town Centre Development Plan.

### **Policy Implications**

The South Hedland Town Centre Development Plan, upon endorsement, must be included in the ToPH Local Planning Policy Manual as a policy statement.

### **Strategic Planning Implications**

Key Result Area 4: Economic Development

Goal 5: Town Planning & Building

Strategy 1: Work with the key stakeholders to ensure that the Land Use Master Plan is implemented.

### **Budget Implications**

This report will result in no implications for the budget as all advertising cost is borne by the applicant.

### **Officer's Comment**

The Development Plan is recommended for final adoption as per Council's resolution dated 26 March 2010.

*"That Council:*

- 1. Endorses the amended South Hedland Town Centre Development Plan as per attachment 5 for advertising in accordance with subclause 5.2.8, 4.3.3 and 4.3.4 of Town Planning Scheme No. 5, the submission period shall be 14 days;*
- 2. ...."*

**Attachments**

Attachment No. 1 being Attachment 5, as per Council's Resolution 26 March 2010 (1.)

**200910/362 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

That Council:

1. Endorses the South Hedland Town Centre Development Plan subject to the following modifications:

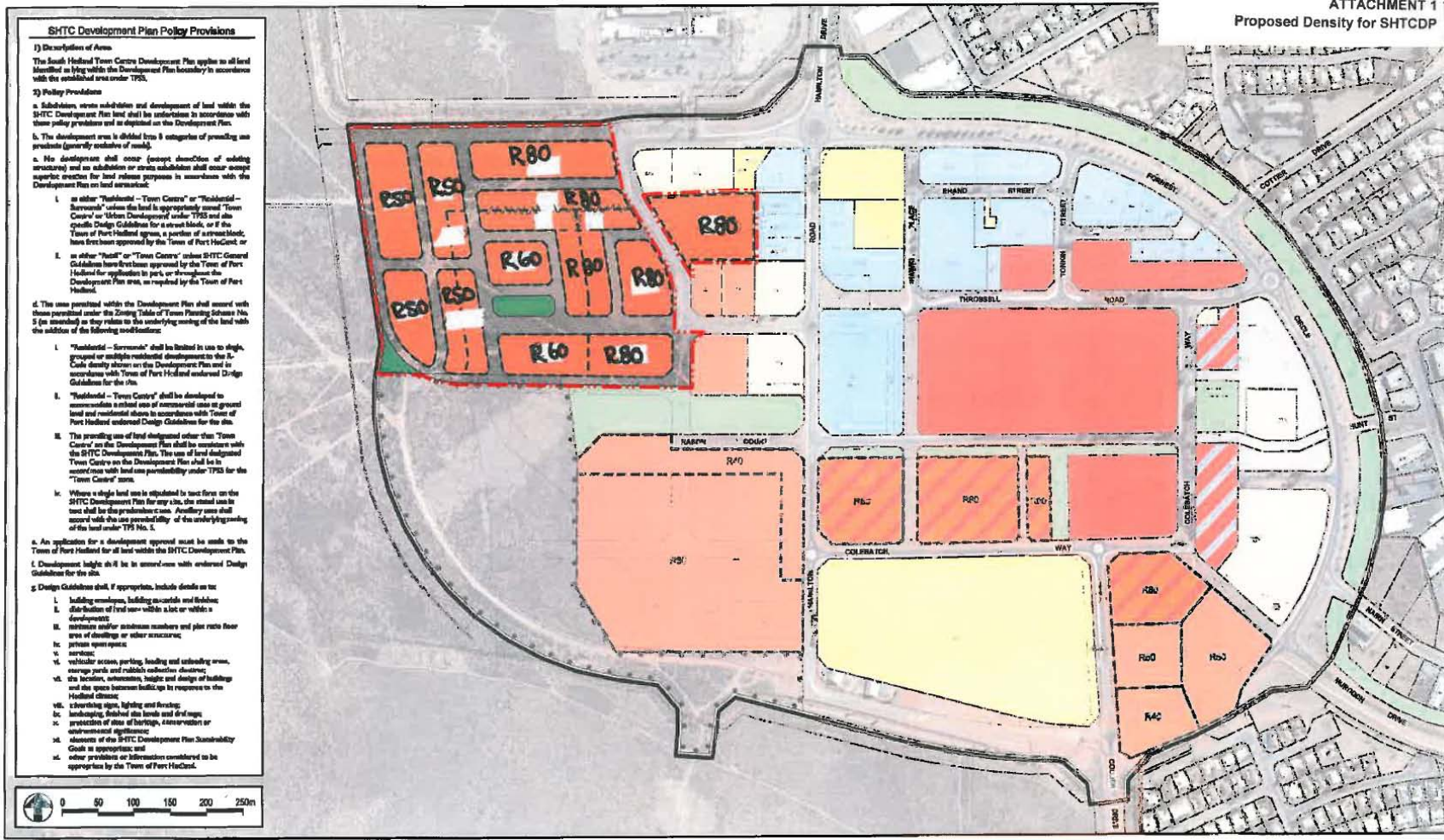
**The proposed South Hedland Town Centre Development Plan be amended to show the densities as per Attachment 1.**

2. Advises Koltasz Smith Town Planners that subject to the revised plan being received and approved by the Chief Executive Officer or his nominated representative that the Development Plan will be:

**Included within the Town of Port Hedland Local Planning Policy Manual in accordance with Clause 5.2.2 of Town Planning Scheme No. 5; and**

**Forwarded to the Western Australian Planning Commission for the adoption in accordance with Clause 5.2.7 of Town Planning Scheme No. 5;**

***CARRIED 8/0***



**AMENDED SOUTH HEDLAND TOWN CENTRE DEVELOPMENT PLAN**  
Lot 502 & Lot 504 Scadden Road, SOUTH HEDLAND

<p>Base data supplied by Landgate</p> <p>Aerial Photography dated January 2009, accuracy +/-4m, Projection PRG84</p> <p>Areas and dimensions shown are subject to final survey calculations. All contours are shown for illustrative purposes only and are subject to detailed engineering design.</p> <p>The concepts presented in this plan remain the © copyright of RPS Koltasz Smith. No copies in whole or in part may be made without RPS Koltasz Smith's permission.</p>	<p><b>LEGEND</b></p> <ul style="list-style-type: none"> <li><span style="display: inline-block; width: 15px; height: 10px; border: 1px solid black; background-color: #f0f0f0; margin-right: 5px;"></span> Development Plan Area</li> <li><span style="display: inline-block; width: 15px; height: 10px; border: 2px dashed black; background-color: #f0f0f0; margin-right: 5px;"></span> Amendment Boundary</li> <li><span style="display: inline-block; width: 15px; height: 10px; border: 1px solid black; background-color: #f0f0f0; margin-right: 5px;"></span> Existing Lot Boundaries</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #e0e0e0; margin-right: 5px;"></span> Town Centre</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #f0f0f0; margin-right: 5px;"></span> Retail</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #ffcccc; margin-right: 5px;"></span> Residential - Town Centre</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #ff9999; margin-right: 5px;"></span> Residential - Surrounds</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #ff6666; margin-right: 5px;"></span> Mixed Use - Retail/Commercial</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #ffff99; margin-right: 5px;"></span> Public Purpose</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #ffffcc; margin-right: 5px;"></span> Community Use</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #90ee90; margin-right: 5px;"></span> Public Open Space</li> <li><span style="display: inline-block; width: 15px; height: 10px; background-color: #e0e0e0; margin-right: 5px;"></span> Parking and Access</li> <li><span style="display: inline-block; width: 15px; height: 10px; border: 1px solid black; margin-right: 5px;"></span> R-Code Boundary and Density Code</li> <li><span style="display: inline-block; width: 15px; height: 10px; border: 1px dashed black; margin-right: 5px;"></span> Area Subject to Further Investigation</li> </ul>	<table border="0"> <tr> <td>ACCEPTED</td> <td>CLIENT</td> </tr> <tr> <td>15,000@AS</td> <td>SCALE</td> </tr> <tr> <td>22 February 2010</td> <td>DATE</td> </tr> <tr> <td>388_L_3-6-005.dgn</td> <td>PLAN No</td> </tr> <tr> <td>R.D.</td> <td>PLANNER</td> </tr> <tr> <td>M.H.</td> <td>DRAWN</td> </tr> <tr> <td>NO</td> <td>CHECKED</td> </tr> </table>	ACCEPTED	CLIENT	15,000@AS	SCALE	22 February 2010	DATE	388_L_3-6-005.dgn	PLAN No	R.D.	PLANNER	M.H.	DRAWN	NO	CHECKED	<p><b>RPS koltasz smith</b></p> <p>TOWN PLANNING PROJECT MANAGEMENT URBAN DESIGN DEVELOPMENT CONSULTING</p> <p>141 Burnwood Road BURNWOOD WA 6100 Tel: (08) 9480 2222 Fax: (08) 9480 2233 PO Box 127 BURNWOOD WA 6100 Email: info@rpsgroup.com.au</p> <p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>FIGURE 4</b></p>
ACCEPTED	CLIENT																
15,000@AS	SCALE																
22 February 2010	DATE																
388_L_3-6-005.dgn	PLAN No																
R.D.	PLANNER																
M.H.	DRAWN																
NO	CHECKED																

*11.1.2.7 Proposed Amendment to the Town of Port Hedland Town Planning Scheme No. 5 to Rezone Lot 126 Great Northern Highway from Rural to Rural Residential (File No.: 129010G)*

<b>Officer</b>	Luke Cervi Senior Planning Officer
<b>Date of Report</b>	12 April 2010
<b>Application Number</b>	2010/34
<b>Disclosure of Interest by Officer</b>	Nil

### **Summary**

Council has received a request from Whelans, Town Planners on behalf of KG & NL Stubbs, to initiate an amendment to the *Town of Port Hedland Town Planning Scheme No. 5* to amend the zoning of Lot 126 Great Northern Highway from "Rural" and "Other Purposes – Infrastructure" to "Rural Residential", "Other Public Purposes – Water and Drainage", "State and Regional Road" and "Local Road". In addition it has been requested that Council adopt a proposed Development Plan for Lot 126.

### **Background**

This area is within the locality generally referred to as Twelve Mile. A report was presented to Council at its Ordinary Meeting of 27 May 2009 identifying a number of proposals in the locality including the current proposal. The report provided the following information to Council:

#### *Lot 126 Great Northern Highway*

The scheme amendment which has been proposed relates to lot 126 Great Northern Highway and is currently incomplete. The scheme amendment proposes to rezone the land from Rural to Rural Residential. The proposal poses a number of issues that have yet to be adequately addressed and as a result a detailed further information letter was sent (see Attachment 3). In summary the major issues are as follows:

- Potential flooding of the site
- Lack of consideration of impacts/interrelation with surrounding lands.
- Lot size and yield (including the demand for the development in relation to the overall market for similar developments).

A Development Plan has been requested in accordance with the Scheme that includes Lot 126 (subject site) to the east, the existing rural residential area (Twelve Mile) to the west, the Goldsworthy Railway to the north and Great Northern Highway to the south. The extent of the area to be covered by the development plan has been increased beyond that of the site so as to consider the impacts on the land that under the current proposal would be 'leap frogged' and how it should be developed in the event of the amendment gaining support. This increases the development plan area from 201.94ha (being the size of Lot 126) to approximately 452ha.

At this point the proposal would, if approved, provide for 121 additional Rural Residential lots which is approximately double the number of existing Rural Residential Zoned lots (South Hedland Rural Estate, Redbank, Turner River and Twelve Mile). The original concept discussed with Council involved 67 lots.

Section 6.8.4 of the Planning Scheme states:

*"Lots connected to reticulated water and located in the Rural Residential zone shall be no less than 1 hectare and lots not connected to reticulated water and located within the Rural Residential zone shall be no less than 2 hectares."*

Based on 6.8.4 and the applicant's advice that they intend to provide reticulated water, a maximum yield of 201 lots is permitted by the scheme for Lot 126.

The potential subdivision of the currently undeveloped Rural Residential land adjoining the South Hedland Rural Estate (approximately 93ha) should also be considered. The owners of this land have also been discussing its subdivision with Council staff.

#### *Site Description*

The subject site (Lot 126 Great Northern Highway) is located approximately 8km east of the Port Hedland Airport and traverses both Beebingarra Creek and the Great Northern Highway. Physical attributes means the land is physically split into three distinct parts. These three parts can be considered as follows:

West – This portion of the land is square in shape and is approximately 28ha in size. It is on the west side of Beebingarra Creek and adjoins the Port Hedland – Goldsworthy Railway to the north and has access to Drovers Rest Road at the south west corner.

East – This portion of the land is irregular in shape and is approximately 123ha in size. It is on the east side of Beebingarra Creek and adjoins the Port Hedland – Goldsworthy Railway to the north and the Great Northern Highway to the south.

South - This portion of the land is irregular in shape and is approximately 9.3ha in size. It is on the east side of Beebingarra Creek and adjoins the Great Northern Highway to the north.

Creek lines account for the remaining 40ha of land.

The land currently has approval for Industry – Extractive (sand mining) and a single dwelling.

#### *Proposal*

It is proposed to rezone the west and east portions of the land from Rural and Other Purposes - Infrastructure to Rural Residential, Other Public Purposes – Water and Drainage, State and Regional Road and Local Road (refer attachment 1 – Option A). The Development Plan identifies a subdivision layout that would result in the creation of 98 lots. These lots would include 92 on the East portion of the land ranging in size from 1ha to 1.9ha and 6 lots on the West portion of land ranging in size from 4.01ha to 5.91ha.

#### *Surrounding Context*

The surrounding land is predominately zoned Rural with an infrastructure reservation covering the Port Hedland – Goldsworthy Railway and state and regional road reservation covering the Great Northern Highway.

Approximately 1km west of the Beebingarra Creek is an existing Rural Residential area which comprises of 125ha of land. The land bound by the existing Rural Residential zone to the west, Port Hedland – Goldsworthy Railway to the north, Beebingarra Creek to the east and Great Northern Highway to the south has been identified as Future Rural Residential (see attachment 3). This land is predominately undeveloped however it does contain a number of buildings. The most significant of which is the cluster of buildings contained in the Rural Settlement occupied by Bullbuck Pty Ltd. This Future Rural Residential area consists of approximately 175ha and contains 6 lots (2 are part lots only including the West portion of the applicant's land which is proposed to be rezoned in this amendment).

#### **Consultation**

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, and 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 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 .....

### **Budget Implications**

The applicant has paid the prescribed application fee of \$1,711 for the initiation request. This fee has been deposited into account 1006326.

### **Officer's Comment**

There are three main issues that were originally identified and Council need to consider. They are:

- Flooding
- Impacts/interrelation with surrounding lands.
- Lot size and yield (including the demand for the development in relation to the overall market for similar developments).

#### *Flooding*

The applicant has provided an updated hydrology report which identifies that almost the entire site is subject to inundation in both the 1 in 100 and 1 in 20 year average recurrence interval (ARI) storm events.

The flood hazard classification varies between low and extreme (see attachment 4). However, the conclusions of the report are:

- Flood depths were found to be up to 1m for the 100 year ARI event hence filling would be required on housing lots to provide adequate freeboard above the 100 year ARI design flood event.



- Flood velocities were determined and found to be up to 1m/s within the proposed development in the 100 year ARI flood event and should be considered in the design of housing lots.
- Duration of inundation at the site was found to be up to 11 hours for a 20 year ARI flood event and 17 hours for a 100 year ARI flood event. The duration of inundation across the site varied based on the position of overland flowpaths.
- Flood hazard ranges between low and high for the 100 year ARI event on the proposed development site. Areas around the proposed development have hazard classification of extreme and this should be considered in flood evacuation planning.
- Some impact may be caused by filling on the flood plain, however it is expected that this may be a small impact due to the small proportion of area being filled and the low conveyance of water through the proposed site.

Furthermore the report made the following recommendations:

- The final design for the proposed development should be assessed to ensure that fill areas remain as a small percentage of the development site. If fill areas are to significantly increase additional modelling may be required to better understand the impacts of filling on the floodplain.
- This study has identified areas where flooding would present a high or extreme risk to the community. It is recommended that emergency planning and evacuation procedures be developed to ensure that recommended practices are in-line with the best available information.
- It is recommended that flood level guidelines be developed for the site based on the water surface levels gained from this study and a freeboard of 300mm.

Although flooding remains a concern, these concerns do not appear insurmountable. The proposal is considered similar to that of the South Hedland Rural Estate (Bosna Park) which is close to finalising the subdivision approval for Stage 2 with WAPC.

#### *Impacts/Interrelation with surrounding lands*

This issue focuses on what would be the impacts of this site on adjoining lands (i.e. what impacts will zoning the land Rural Residential have on the surrounding rural zoned properties?). Rural lands are generally used for agricultural and farming pursuits that can involve activities that have negative impacts on amenity. Common examples are odours associated with livestock and noise associated with use of machinery. Residents in rural residential areas expect a higher level of amenity than those in a rural area.

Generally speaking the more intensive the farming and agriculture activities are, the greater the impact on amenity and less area needed to be financially viable. If the current proposal is approved, it is considered that it would have a significant impact on the functionality and viability of the land between the subject site and existing rural residential area for rural pursuits.

*Lot Size and Yield (including the demand for the development in relation to the overall market for similar developments)*

There is currently approximately 120-130 Rural Residential zoned lots within TOPH the majority of which have been developed at the South Hedland rural estate and Turner River. Demand for all types of housing is strong within the municipality and having regard to the population projections, it is reasonable to expect that proportionate growth of Rural Residential properties is required. While this proposal is considered reasonable, Council needs to note that this proposal effectively opens up a new area of development that will require additional servicing from the town. Given the distance from existing residential areas, costs for items like bin collection and road maintenance will be higher than average on a per lot basis. Council needs to be mindful of this issue when considering future development proposals of this nature.

*Good and orderly planning*

To ensure the continuation of good and orderly planning, a cautious approach must be taken when considering similar applications to ensure that there is not a proliferation of such uses that would result in "Leap Frog" development.

Therefore, to control further such development it would be advisable to develop a policy guiding this type of development.

**Options**

Having considered the main issues, Council needs to consider the proposal which includes two distinct parts:

- Rezoning Lot 126 from "Rural" and "Other Purposes – Infrastructure" to "Rural", "Rural Residential", "Other Public Purposes – Water and Drainage", "State and Regional Road" and "Local Road".

*Options*

Council has the following options for dealing with this aspect of the proposal (Refer to Attachment 1):

- Initiate the rezoning as proposed
- Refuse the rezoning as proposed
- Initiate the rezoning subject to changes

It is recommended that Council initiate the rezoning subject to changes as follows in accordance with Option C:

- Amend those portions of Lot 126 identified as “Other Public Purposes – Water and Drainage”, and “Local Road” to “Rural Residential”.

This change will provide greater flexibility to the ultimate development of the site by allowing the roads and drainage to be moved if necessary, without the need for further Scheme amendments.

- Support the proposed Development Plan

A Development Plan can be requested in considering a development proposal for Rural Residential Zone and in this case was requested to demonstrate how the land might be developed. Given the preliminary status of the proposal there is a good possibility that changes may occur and as such it is considered unnecessary and inappropriate to adopt a Development Plan at this stage.

Should Council resolve to initiate the scheme amendment, the land to the west which is zoned “Rural” would be located between parcels of land zoned “Rural Residential” will effectively ensure that this land is also developed for similar purposes.

#### *Options*

Council has the following options of dealing with this aspect of the proposal (Refer to Attachment 2):

- Support the proposal and request WAPC adopt the Development Plan
- Refuse the Development Plan

It is recommended that Council Refuse the Development Plan. However, it be used for information purposes considering how the land may be ultimately developed.

#### **Attachments**

Scheme Amendment Report  
Development Plan Proposal  
Flood Maps

**Officer's Recommendation**

That Council:

1. Approves the request from Whelans, Town Planners on behalf of KG & NL Stubbs, to initiate an amendment to the *Town of Port Hedland Town Planning Scheme No. 5* to amend the zoning of Part Lot 126 Great Northern Highway from "Rural" and "Other Purposes – Infrastructure" to "Rural Residential", "Other Public Purposes – Water and Drainage", "State and Regional Road" and "Local Road" subject to:
  - a) The area north of the Great Northern Highway being rezoned to "Rural Residential",
  - b) The portion proposed to be reserved for "State and Regional Road" purposes remains as proposed, and
  - c) The area south of the Great Northern Highway to remain as proposed "Rural"
2. Advises the applicant accordingly and request that the applicant prepare the formal amendment documentation to enable referral to the Environmental Protection Authority.
3. Advises the applicant that the Development Plan is not considered to be required at this time.
4. Initiates the development of a policy guiding the future development of "Rural Residential" areas with the Town.

**200910/363 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

That Agenda Item 11.1.2.7 "Proposed Amendment to the Town of Port Hedland Town Planning Scheme No. 5 to Rezone Lot 126 Great Northern Highway from Rural to Rural Residential" be laid on the table for Council to consider further information relating to the matter.

**CARRIED 8/0**

**REASON:** Council sought further information relating to this matter, prior to its consideration.

TOWN OF PORT HEDLAND  
TOWN PLANNING SCHEME No 5  
AMENDMENT No



Prepared By



Revision 02  
23 March 2010

PLANNING AND DEVELOPMENT ACT 2005

RESOLUTION DECIDING TO AMEND A TOWN PLANNING SCHEME

TOWN OF PORT HEDLAND

TOWN PLANNING SCHEME No. 5

AMENDMENT No.

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

1. Rezoning portion of Lot 126 Great Northern Highway from Rural to Rural Residential;
2. Recoding portion of Lot 126 Great Northern Highway from Rural zone to the State and Regional Road reservation;
3. Recoding portion of Lot 126 Great Northern Highway from the Other Purposes - Infrastructure reservation to the Rural Residential zone;
4. Recoding portion of Lot 126 Great Northern Highway from the Rural zone to no code [road reserves]; and
5. Amending the Scheme Maps accordingly.

Dated this          Day of          2010

\_\_\_\_\_  
Chief Executive Officer

FILE NO. \_\_\_\_\_  
PART OF AGENDA \_\_\_\_\_

PROPOSAL TO AMEND A TOWN PLANNING SCHEME.

- |   |   |
|---|---|
| 1) LOCAL AUTHORITY:                     | TOWN OF PORT HEDLAND  |
| 2) DESCRIPTION OF TOWN PLANNING SCHEME: | TOWN PLANNING SCHEME No. - 5  |
| 3) TYPE OF SCHEME:                      | TOWN PLANNING SCHEME  |
| 4) SERIAL NUMBER OF AMENDMENT:          | AMENDMENT No.   |
| 5) PURPOSE:                             | <ol style="list-style-type: none"><li>1. Rezoning portion of Lot 126 Great Northern Highway from Rural to Rural Residential;</li><li>2. Recoding portion of Lot 126 Great Northern Highway from Rural zone to the State and Regional Road reservation;</li><li>3. Recoding portion of Lot 126 Great Northern Highway from the Other Purposes - Infrastructure reservation to the Rural Residential zone;</li><li>4. Recoding portion of Lot 126 Great Northern Highway from the Rural zone to no code [road reserves]; and</li><li>5. Amending the Scheme Maps accordingly.</li></ol> |

TOWN OF PORT HEDLAND

AMENDMENT REPORT:

PROPOSED REZONING  
LOT 126 GREAT NORTHERN HIGHWAY

Prepared For:



TOWN OF PORT HEDLAND

Prepared By:



Revision 1  
11 March 2010





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### FIGURES:

Figure I	Location Plan
Figure II	Precinct Plan
Figure III	Current Zoning Plan
Figure IV	Development Plan

### ATTACHMENTS:

Attachment I	Certificate Of Title
Attachment II	Landowner Consent to Rezoning
Attachment III	Hydrology Assessment
Attachment IV	Demand Assessment Study
Attachment V	Advice from Dept of Regional Development & Lands

## 1. INTRODUCTION

Forrest Location 126 is an under utilised rural landholding of 201.94 hectares located approximately 8km east of the Port Hedland Airport between Great Northern Highway and the Port Hedland to Mount Goldsworthy railway line. The site is mostly flat and covered in Spinifex and some eucalyptus trees, however there is a prominent creek line, Beebingarra, that crosses the site from north to south.

The recent mining boom in the northwest of Western Australia and associated influx of workers has resulted in an increased demand for home sites in Port Hedland and other towns dependent on mining and resources activity.

Previous planning studies and a Demand Assessment Study [DAS] prepared by a local Real Estate business demonstrates that there is clear demand for rural residential land, and the subject site represents an opportunity to cater for this increased demand, as well as provide for a unique rural lifestyle opportunity in Port Hedland.

Current policy initiatives also support diversified land use supplies to provide wider choice and diversity for regional centres, and the Pilbara Cities proposal seeks to grow Port Hedland and other Pilbara towns into functional, viable cities with an enviable lifestyle by providing diverse facilities and improvements to infrastructure.

A report has also been prepared to demonstrate hydrological issues associated with the site, concluding that the land can be subdivided and developed without adverse impacts on the proposed development and adjoining properties.

The subject land can provide for the staged release of rural residential land that will allow for a unique lifestyle opportunity that will achieve policy initiatives and satisfy the significant demand for land in Port Hedland.

The Scheme allows for Council to require the preparation of a Development Plan that addresses all relevant issues. A draft Development Plan has been prepared, and draft provisions have been included on this development plan. Once rezoning has been completed, this draft plan can be finalised and adopted.

## 2. LAND TENURE AND OWNERSHIP

The subject site is legally described as follows:

- Forrest Loc 126 on Deposited Plan 213334 being the whole of the land comprised in Certificate of Title volume 2188 and folio 559.

Forrest Loc 126 is owned in freehold by Kevin George Stubbs. With the exception of two mortgages listed on the land title, there are no other easements, encumbrances or notifications on the land title that may impact the use of the site for Rural Residential development. The site is 201.94 hectares in area. Refer to Appendix 1- Certificate of Title.

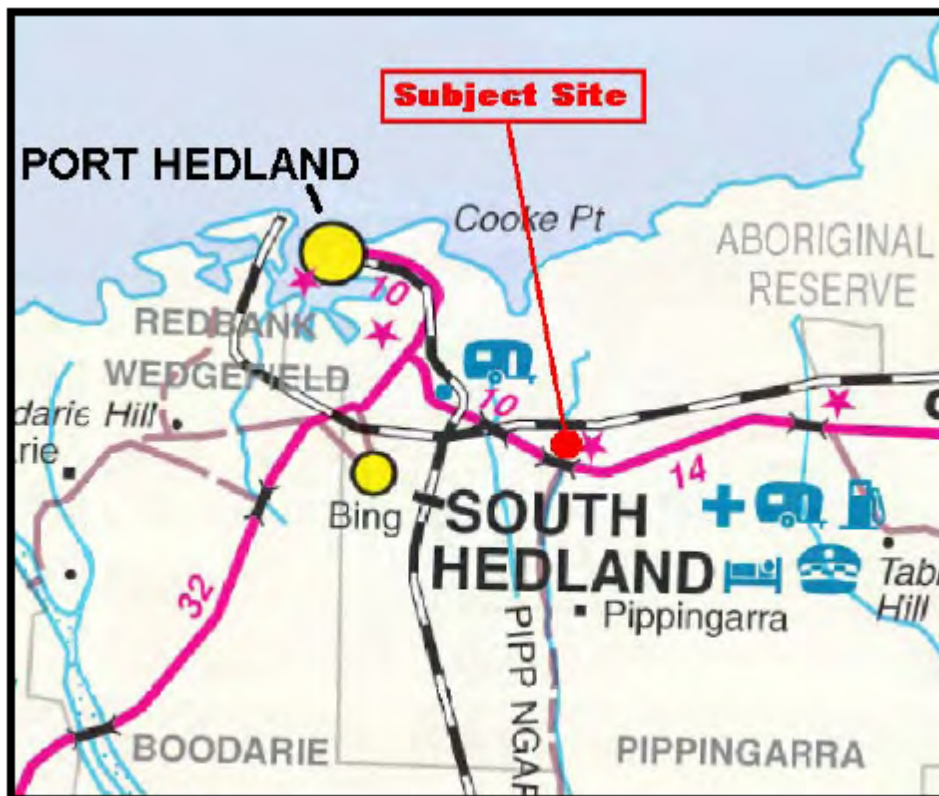


Figure 1 Location Plan

### 3. SITE DESCRIPTION

The site is an irregular shaped land holding with an area of 201.94 hectares, and is physically divided into 3 parts by Great Northern Highway and Beebingarra Creek.

The land area west of Beebingarra Creek is approximately 28 hectares and has separate access from a cul-de-sac. The land area east of Beebingarra Creek is approximately 123 hectares [not including the creek area]. 9.3 hectares of land is located south of the Great Northern Highway. The Highway has an arbitrary reserve width of 100 metres, although this reserve is not gazetted, as the Highway land has yet to be legally removed from the title of Forrest Loc 126. The smaller area is triangular in shape and undeveloped, whilst the northern area is developed with two dwellings and sheds and is being used for the storage and repair of heavy vehicles.

Beebingarra Creek is approximately 100 metres wide and runs in a south to north direction and is mostly dry except in extreme rainfall events. There is a smaller tributary of the Creek which joins another creek line to the east of the site. The creek's tributary's are predominantly dry, and also only flow in extreme rainfall events.

Apart from these creek lines, the site is relatively flat and is covered with Spinifex and low shrubs and eucalyptus trees. Some of the site has been subject to land clearing.

### 4. SURROUNDING CONTEXT

The land holding to the west of the site, Forrest Loc 2, is a freehold lot and is being used for the servicing of trucks and storage of industrial equipment. There are a

number of sheds and other steel fabricated structures on Forrest Loc 2, as well as a number of caretakers dwellings and workers accommodation.

There are two land holdings to the east of the site, one is Reserve 9701 which forms part of the De Grey Stock Route, and the other is vacant rural land. There is a minor creek line that runs in a south to north direction on these two land holdings. The north of the site is bounded by the Port Hedland to Mount Goldsworthy Railway line reservation.

At the south-west corner of the site is a triangular shaped land holding – Reserve 24055 which is the site of an Aboriginal community named Jalku Warra. The community is abandoned and structures and infrastructure have been removed.

To the south of the site is vacant rural land. There are no existing land uses nearby that would raise any specific land use compatibility issues for the proposed Rural Residential development on the site.

## 5. DEMAND FOR RURAL RESIDENTIAL LAND

In accordance with item (xi) in Appendix 6 of the Town of Port Hedland Planning Scheme 5, an assessment has been made of the level of demand for this form of rural residential development.

The Demand Assessment Study [DAS] was prepared by Hedland First National Real Estate. The DAS utilises information from various published planning documents and in addition, completed a market survey capturing demand responses from a localised preliminary marketing program.

The DAS notes that “there is clear recognition of the considerable pressure for the release of land to satisfy demand” in the local Port Hedland market.

The DAS determined that there is significant demand for non-suburban land with registrations of interest documented for over 50% of the total available lots of the proposed 3 staged development. This is significant considering that the assessment was localised.

The demand assessment indicates there are two primary buyer market segments, consisting of those seeking a non-suburban environment to establish their primary residence and secondly, buyers that operate a business who require a property that can accommodate the housing of business equipment in addition to their primary residence.

It is not considered that a composite industry zone providing for a residence and industry is appropriate for this location, and any rezoning should not accommodate the operation of a business from any of the lots proposed to be created, however, the garaging of a business vehicle or running a home occupation from the proposed rural residential subdivision would be appropriate.

Market sentiment also indicates that buyer motivations for this form of real estate include a desire for alternative lifestyle choices and buyers are seeking to escape perceived negative elements associated with inner suburban living consisting of noise, traffic and crime.

The assessment concludes that there will be a sustained demand for quality real estate development of this nature due to the lack of comparative current or future equivalent alternatives in the Port Hedland locality.

While the Bosna Estate located to the south of South Hedland may be granted approval for its second stage, it is considered that due to timing of the release of Bosna and staging of the proposed development there will continue to be significant demand, and the proposed subdivision will not result in oversupply of rural residential land.

Additionally, due to significant constraints [see section 6 of this report] land adjoining the subject site is unlikely to be subdivided in the short to medium term, and again no oversupply will result from the subdivision of the subject land.

Recent State Government intervention and initiatives re-enforces this assessment. The Pilbara Cities initiative recognises significant need for land releases to provide more liveable cities and also meet the need for land and expanded services in the region.

This initiative promotes a mix of housing that is different to the traditional single residential home which has pre-dominated the Port Hedland market, and the proposed subdivision will achieve this objective.

Accordingly, it is considered that there is, indeed, sufficient demand to warrant rezoning and subdivision of the land.

A copy of this assessment is attached as Attachment IV.

## 6. RURAL RESIDENTIAL PRECINCT

As identified in section 5 of this report there is significant demand for Rural Residential land. Lot 126 is ideally suited and situated to satisfy this demand.

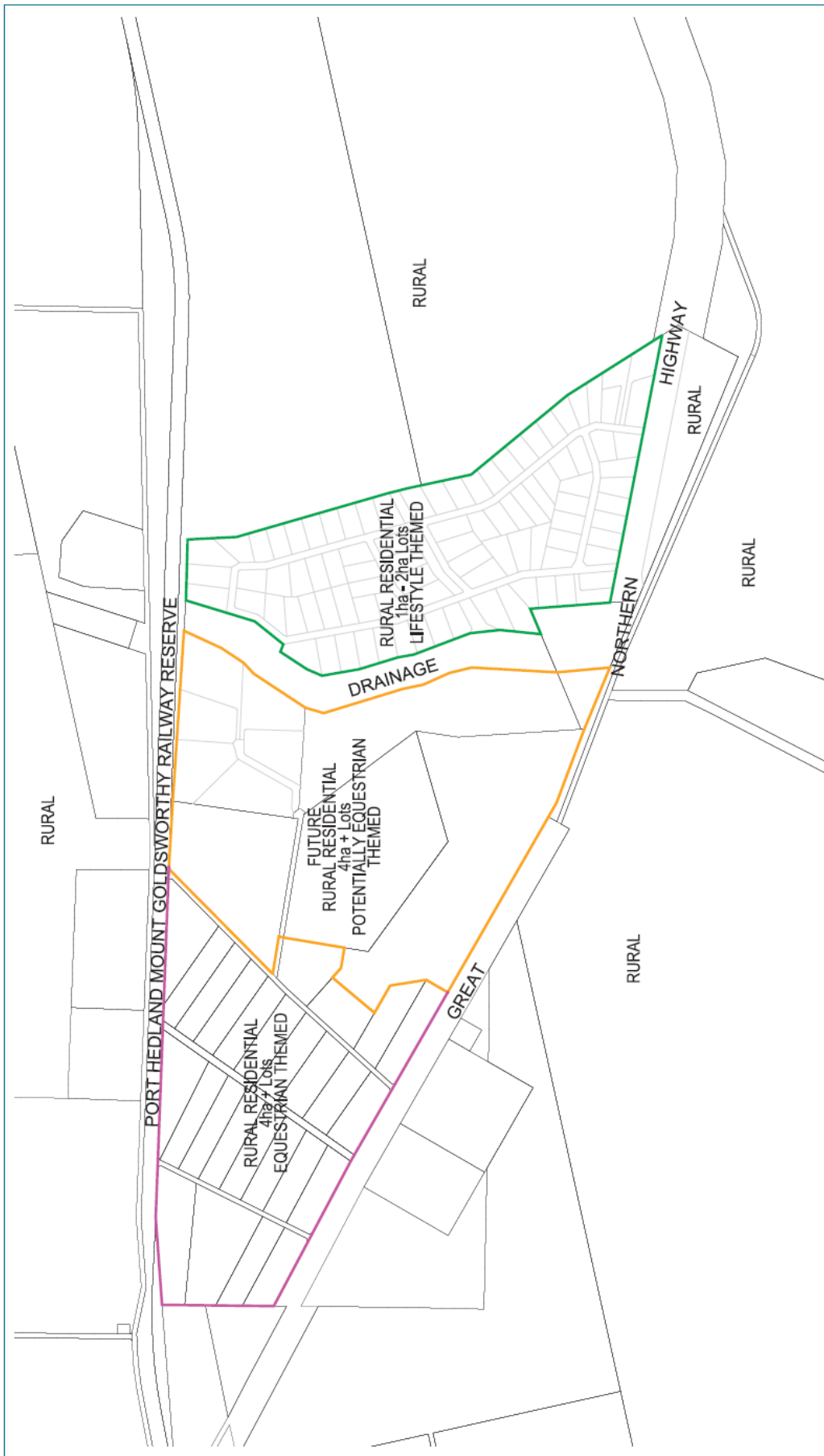
It is located in an area adjacent to land zoned Rural Residential, and forms a logical extension to the existing 'Twelve Mile' rural residential subdivision to the west of the site. Accordingly, it is proposed to develop a precinct to guide subdivision of these landholdings.

Figure II shows the proposed 'precinct plan', as well as surrounding site context. This precinct plan depicts the existing Twelve Mile rural residential area, comprised of 26 lots of approximately 4 hectares, the Crown land between Lot 126 and 'Twelve Mile', the land colloquially known as 'bull buck', and Lot 126 itself.

While it is proposed to develop this area as a precinct, there are some constraints to developing all of the land immediately.

The predominant land owner of land within the Twelve Mile area is the Department of Regional Development and Lands [RDL], which acknowledges that there are significant issues in developing the land to the west.

The Crown land area known as Twelve Mile is all crown land that is privately leased. While there is some demand for free holding of this land, RDL recognises that due to the existing leases, significant negotiations will be required before an agreed land release and subdivision process can be agreed.



**RURAL RESIDENTIAL CONCEPT PLAN  
GREAT NORTHERN HIGHWAY  
PORT HEDLAND**

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TOWN PLANNING

**LEGEND**

- 125.6ha
- 175.24ha
- 123.09ha

Job Number: 11895  
 Sheet Name: 11895a  
 Scale: 1:5,000 @ A3  
 Date: 25 February 2010  
 Drawn By: SJF  
 Checked By: KBW  
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 Chartered Professional Engineer  
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**whelans**  
 TOWN PLANNING

These negotiations will revolve around pricing, structure planning, lot sizes and proposed land uses. Additionally, subdivision of the leased Crown Land will require close consultation with the Town of Port Hedland prior to any action proceeding. RDL recognises that these negotiations are likely to take some time.

While RDL has confirmed that it will undertake structure planning of the area, this process has not been confirmed, and will be undertaken at a later date in conjunction with LandCorp. Structure Planning will require resolution of a number of issues including Native Title .

RDL has confirmed that it has not commenced any processes associated with the release of any of this land, and is not currently in a position to progress any planning.

Additionally, there are significant issues with demand if the entire precinct is released at once, as there are over 400 hectares of land within the precinct. Release of all of the precinct would result in a significant potential oversupply in the availability of Rural Residential land.

The Eastern portion of Lot 126 includes 123 hectares of land that can be released in discrete stages, ensuring that oversupply does not occur.

Lot 126 is essentially development ready, as it is not subject to Native Title, is in single ownership and does not require discussions with other landholders, and structure planning has significantly progressed.

It is logical therefore, to develop this precinct as follows:

- Lot 126, which has no significant constraints
- UCL Lot , which requires structure planning and clearance of Native Title
- Twelve Mile, which requires structure planning, clearance of Native Title, and detailed negotiations

This will ensure a progressive, planned release of Rural Residential land over a period of time within the precinct.

Furthermore, the RDL confirms that the Department of Regional Development (RDL) has no objections to an application for freehold subdivision of Lot 126 great Northern Highway.

The advice of the Department of Regional Development and Land regarding these matters is included as Appendix V.

The precinct plan shows the proposed Brookdale subdivision on the Eastern side of Beebingarra Creek. This subdivision is comprised of smaller lot sizes, ranging from 1 - 2 hectares providing a higher lot yield and meeting demand for lots within this range. This land would form the first stages of the subdivision.

This eastern portion of the site is separated from the remainder of the precinct by Beebingarra Creek. It is more wooded than the western side of the precinct, and forms a discrete precinct with its own character. It is intended that this subdivision would be themed as lifestyle bush blocks.

It is intended that the land on southern side of the highway will remain rural.

This conforms to the stated intention of the Town of Port Hedland to restrict the growth of quasi industrial uses outside of existing industrial areas, and provides for supply of lifestyle lots that will assist with meeting demand for land in Port Hedland.

## 7. UTILITY SERVICES

### *Water*

The site is located within the Port Hedland operating area of Potable Water Supply Service of the Water Corporation licence. The intention is to provide reticulated water to the proposed lots. Existing rural residential lots to the west of the site and the abandoned Community on R 24055 are being serviced with reticulated water mains connecting directly to the De Grey River Supply Main located alongside the railway line to the north. It is intended to upgrade and extend these existing mains to service the proposed Rural Residential lots.

### *Sewer*

There is no reticulated sewer main in the locality. Any future dwelling development on the land will require provision of on-site effluent disposal systems to the satisfaction of the Health Department of WA and the Town of Port Hedland Health Department.

### *Power*

There is above ground power supply located in the Great Northern Highway reserve. This service may need to be upgraded to service a multi-lot subdivision proposal.

### *Telecommunications*

A telecommunications cable is located in the Great Northern Highway reserve.

## 8. ROAD ACCESS

The site has frontage to Great Northern Highway and an unnamed cul-de-sac to the portion of the site west of Beebingarra Creek. Additional access (roads and crossovers) on to Great Northern Highway should be limited as far as possible, as per the Draft Development Plan .

## 9. MINING TENEMENTS

There is a Mining Lease (M45/1119) granted over Forrest Loc 126 to the landowner, Kevin Stubbs, which is valid to 30 January 2027. Should the land be subdivided, the lease would need to be surrendered.

## 10. INDIGENOUS HERITAGE

A search of the Department of Indigenous Affairs on-line database did not identify any sites registered under the Aboriginal Heritage Act 1972 or ethnographic surveys



having been carried out on the site. The adjacent Jalku Warra Aboriginal Community on Reserve 24055 was subject to an investigation of Aboriginal burial sites in 1994.

Due to the freehold status of Lot 126, Native Title is extinguished.

## 11. ENVIRONMENTAL ISSUES

### *Vegetation and Landform*

The vegetation landform on the site comprises shrub steppe which dominates the local surrounding landscape. It is characterised by flat or rolling plains broken by rocky hills with soils of predominantly red sands (pindan) and loams associated with rivers. Beebingarra Creek is usually dry, flowing only after heavy rains.

The principle flora of this landscape is Spinifex. There are some River Gums and other gum trees growing within, and along the fringes, of Beebingarra Creek. A search of the Department of Environment and Water Resources on-line database did not identify any threatened ecological communities on the site.

### *Endangered and Rare Flora and Fauna*

A search of the Department of Environment and Water Resources on-line database revealed that there are two threatened species and 11 migratory bird species whose habitat may occur in the area. The threatened species include the Northern Quoll and the Pilbara Leaf Nosed Bat. The migratory bird species include terrestrial species, wetland species and marine birds. These species are protected under the Environmental Protection Biodiversity Conservation Act 1999. It is noted that habitat modification of Rural Residential development will be minimal.

### *Acid Sulphate Soils*

A review of the Department of Environment and Conservation's database shows the site is designated with no known risk of Acid Sulphate Soils occurring within 3 metres of the natural soil surface or deeper. Accordingly, under the Western Australian Planning Commission's subdivision requirements, the site would not be subject to any detailed Acid Sulphate Soil investigations.

## 12. HYDROLOGY

Modelling carried out by the Department for Planning and Infrastructure indicates that the site is subject to a combination of storm surge and inundation (1 in 100 year return period). Refer to Appendix 2 Flood Map 1:100 ARI. A hydrology assessment was carried out by JDA Consultant Hydrologists in June 1998 in support of a town planning appeal against WA Planning Commission refusal of a 3 lot subdivision for the site (subsequently approved).

One of the conclusions of the report was that the 1 in 100 ARI (average return interval) has a flood level of approximately 0.6 metre depth on the flood plain and that building pad levels of 1 metre for the site would provide sufficient clearance above the 100 year ARI. The report recommended that: buildings be located 100 metres or more from the banks of the creek; flood levels in the 100 year ARI be estimated over the

whole of the property; high ground be used for location of buildings; and, building pads be constructed to prevent scour during major flood events.

The report concludes by confirming that inundation is not a major constraint to development, and it was therefore recommended that further assessment be undertaken to identify a more detailed lot layout that includes appropriate setbacks and building exclusion zones that ensure impacts of the creek are minimised.

The three lot subdivision was accordingly approved by the WAPC, however, the new titles were never created.

Additional assessment has now been undertaken by Sinclair Knight Merz to determine the risk and impact on the land from inundation. The assessment also addresses that the development of the subject site may have on adjoining properties.

The following technical conclusions were drawn from this investigation:

- Flood depths were found to be up to 1m for the 100 year ARI event hence filling would be required on affected housing lots to provide adequate freeboard above the 100 year ARI design flood event.
- Flood velocities were determined and found to be up to 1m/s within the proposed development in the 100year ARI flood event and should be considered in the design of housing lots.
- Duration of inundation at the site was found to be up to 11 hours for a 20 year ARI flood event and 17 hours for a 100 year ARI flood event. The duration of inundation across the site varied based on the position of overland flowpaths.
- Flood hazard ranges between low and high for the 100 year ARI event on the proposed development site. Areas around the proposed development have hazard classification of extreme and this should be considered in flood evacuation planning.
- Some impact may be caused by filling on the flood plain, however it is expected that this may be a small impact due to the small proportion of area being filled and the low conveyance of water through the proposed site.

Maps have been included in the assessment to demonstrate hazard ranges, inundation extent and velocity extents.

This assessment concludes that the site can be developed with specified minimum floor levels for the majority of the site, and with specific mitigation mechanisms for portions of the site identified as high risk, without adversely impacting proposed development or adjoining properties.

This report is attached.

### 13. TOWN PLANNING FRAMEWORK

*Town of Port Hedland Town Planning Scheme No. 5*

The site is predominately zoned Rural under the Town of Port Hedland Town Planning Scheme No. 5. The northern section of the site is reserved Other Purposes -

Infrastructure, but is not being used for such purposes. Under Scheme No. 5, a Rural Residential zone has been used to implement small rural lot subdivisions; a notable example is the Bosna Estate to the south of South Hedland.

To provide for the use and development of Loc 126 for Rural Residential purposes, an amendment to Scheme No. 5 to reclassify and rezone Forrest Loc 126 from Rural and Other Purposes - Infrastructure to Rural Residential is required, along with a proposal to reclassify the Highway land from Rural to State and Regional Roads.

Given that it cannot easily be subdivided due to access issues, it is proposed that land to the south of the proposed highway reserve would remain as Rural.

Scheme No. 5 provisions for Rural Residential development indicates a minimum lot area of 1 hectare for lots with reticulated water and a minimum lot area of 2 hectares for lots without reticulated water. The Council can also require the preparation of a Development Plan and scheme provisions for Rural Residential as part of scheme amendments. This report and Draft Development Plan, as discussed below, address the relevant requirements located in Appendix 6 of Scheme No. 5.



Figure III - Existing Zoning

#### 14. DRAFT DEVELOPMENT PLAN

The Draft Development Plan proposes to subdivide the site into 99 lots ranging in area from 1 to 5 hectares [Lot 99 being an exception at 12.5 hectares]. The following details the main design elements. The Draft Development Plan is included as Figure IV. This plan includes provisions to address matters identified in Appendix 6 of TPS5, and will be required to be adopted by Council.

### *Services*

It is proposed to service the lots with reticulated water from the existing connections to the De Grey River Supply Main, and power from the mains located in Great Northern Highway. Individual land owners will be responsible for installing their own on site effluent disposal systems at housing construction stage.

### *Roads and Access*

The Development Plan 's road reserve widths are 20 metres. Roads will be constructed to the specifications and standards of the local government at subdivision stage. It is recognised that direct access to Great Northern Highway should be discouraged, and is accordingly restricted to two access points on the highway. Both have excellent sight lines and are on straight sections of the Highway.

These access points are required to provide for emergency access in case of flood or fire, and to provide permeability to the subdivision layout.

Access to land on the southern side of the highway is problematic, where due to the depth of the lots no subdivisional road can be provided. Accordingly, this land is being retained under the existing rural zoning.

### *Drainage*

The main tributaries of the Beebingarra Creek are proposed to be ceded to the Town of Port Hedland as a reserve for drainage through the subdivision process. The Creek line cannot be developed and it is considered appropriate to place it under the management of the Town rather than with multiple land owners. Road drainage will likely be into spoon drains either side of the pavement with the use of culverts where appropriate. A detailed drainage design will be prepared by an engineer for the approval of the Town.

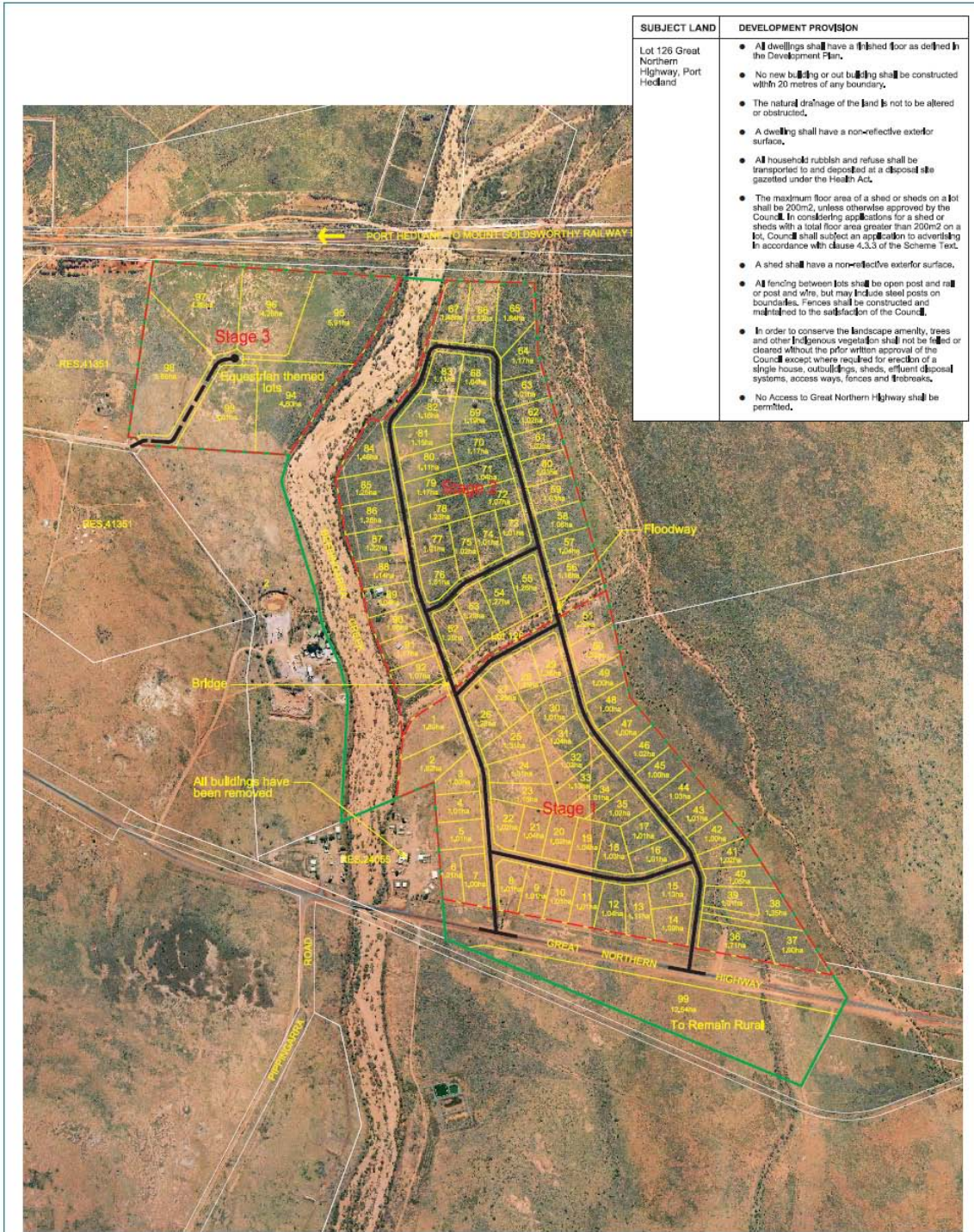
### *Staging*

The Development Plan proposes subdivision in 3 distinct stages. It is anticipated a total of 99 lots will be created. The minor east-west tributary of Beebingarra Creek forms the logical boundary between Stages 1 & 2. Development of the first stage will provide useful market information on demand and price for consideration in release of future stages.

Stage 1 will comprise the lots on the north side of the highway between the Highway and the Beebingarra Creek tributary. This will comprise 51 lots, with sizes ranging from 1 to 1.9 hectares.

Stage 1 contains an essentially circular road network, with two access points to the Great Northern Highway. This road network provides for permeability and effective emergency access.

Stage 2 is proposed on the northern side of the Beebingarra Creek tributary. This stage consists of a further 41 lots, again ranging from 1 to 1.9 hectares, and again exhibiting an essentially circular road layout.



Job Number: 11885  
 Sheet Name: 11885-4  
 Scale: 1:1000 @ A3  
 Date: 26 March 2010  
 Drawn By: SJF  
 Checked by: KBW

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The Google Earth system used for this plan and data has been obtained from Google Earth and is based on satellite imagery as of 2007. The accuracy of detail accompanying this plan and data will vary.



**DEVELOPMENT PLAN - FIGURE 4  
 LOT 126 GREAT EASTERN HIGHWAY  
 PORT HEDLAND**

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 PO Box 95, Mt Hawthorn WA 6016  
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Stage 3 is located on the western side of Beebingarra Creek, and due to this physical separation from the remainder of the site and proximity to similar existing subdivided lots, is proposed as a large lot subdivision. It is intended to provide an equestrian theme to this subdivision consisting of 6 lots with 4 hectare minimum lot size. This will be partly dependant on progress of planning for the remainder of the 'Twelve Mile' precinct.

This will also ensure minimal impact on the existing road network servicing this parcel of land.

#### *Lot sizes and Layout*

The Development Plan is currently in conceptual form, however, has been drawn to scale, and is largely indicative of proposed subdivision.

Lot sizes are all above 1 hectare, and range from 1 to over 5 hectares in size. The predominant lot range is 1.2 - 1.5 hectares, and where possible lots have been designed and oriented to provide consistent lot shapes. The exception is Lot 99, which will remain zoned for rural purposes and is 12.5 hectares in size.

The design also accommodates pedestrian access to Beebingarra Creek and tributaries at appropriate locations.

## 15. SCHEME PROVISIONS

In order to manage land use and development of the lots, the following development provisions are proposed to be included as part of the Development Plan prepared and adopted for the site. This plan will be required to be adopted separately prior to submission of a subdivision plan to ensure all these matters are addressed:

Subject Land	Development Provision
Lot 126 Great Northern Highway, Port Hedland	<ul style="list-style-type: none"> <li>✦ All dwellings shall have a finished floor as defined in the Development Plan.</li> <li>✦ No new building or out building shall be constructed within 20 metres of any boundary.</li> <li>✦ The natural drainage of the land is not to be altered or obstructed.</li> <li>✦ A dwelling shall have a non-reflective exterior surface.</li> <li>✦ All household rubbish and refuse shall be transported to and deposited at a disposal site gazetted under the Health Act.</li> <li>✦ The maximum floor area of a shed or sheds on a lot shall be 200m<sup>2</sup>, unless otherwise approved by the Council. In considering applications for a shed or sheds with a total floor area greater than 200m<sup>2</sup> on a lot, Council shall subject an application to advertising in accordance with clause 4.3.3 of the Scheme Text.</li> <li>✦ A shed shall have a non-reflective exterior surface.</li> </ul>

	<ul style="list-style-type: none"> <li>➤ All fencing between lots shall be open post and rail or post and wire, but may include steel posts on boundaries. Fences shall be constructed and maintained to the satisfaction of the Council.</li> <li>➤ In order to conserve the landscape amenity, trees and other indigenous vegetation shall not be felled or cleared without the prior written approval of the Council except where required for erection of a single house, outbuildings, sheds, effluent disposal systems, access ways, fences and firebreaks.</li> <li>➤ No Access to Great Northern Highway shall be permitted.</li> </ul>
--	---

## 16. CONCLUSION

The mining boom in the northwest of the State has resulted in increased demand for home sites and the proposed Rural Residential development can cater for this demand. The site has relatively good access to the Town centre and in particular the Port Hedland airport.

Detailed investigations into hydrology indicate that flooding of Beebingarra Creek in extreme rain fall events is the main environmental constraint on the site, but that this is infrequent, does not present a significant risk, and with mechanisms to address this issue, infrastructure and dwellings can be protected. It is therefore considered that inundation is not a constraint to development.

A draft Development Plan has been prepared to demonstrate subdivision. This plan will include provisions to address the criteria in Appendix 6 of TPS5.

The lots are proposed to be serviced with reticulated water and power and development provisions would be entered into Scheme No. 5 to provide some additional controls on development. The proposed development is considered an appropriate end use for the site given its relative size, location and need for housing sites within the district.

PLANNING AND DEVELOPMENT ACT 2005  
RESOLUTION DECIDING TO AMEND A TOWN PLANNING SCHEME  
TOWN OF PORT HEDLAND  
TOWN PLANNING SCHEME No. 5  
AMENDMENT No.

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

1. Rezoning portion of Lot 126 Great Northern Highway from Rural to Rural Residential;
2. Recoding portion of Lot 126 Great Northern Highway from Rural zone to the State and Regional Road reservation;
3. Recoding portion of Lot 126 Great Northern Highway from the Other Purposes - Infrastructure reservation to the Rural Residential zone;
4. Recoding portion of Lot 126 Great Northern Highway from the Rural zone to no code [road reserves]; and
5. Amending the Scheme Maps accordingly.

ADOPTION

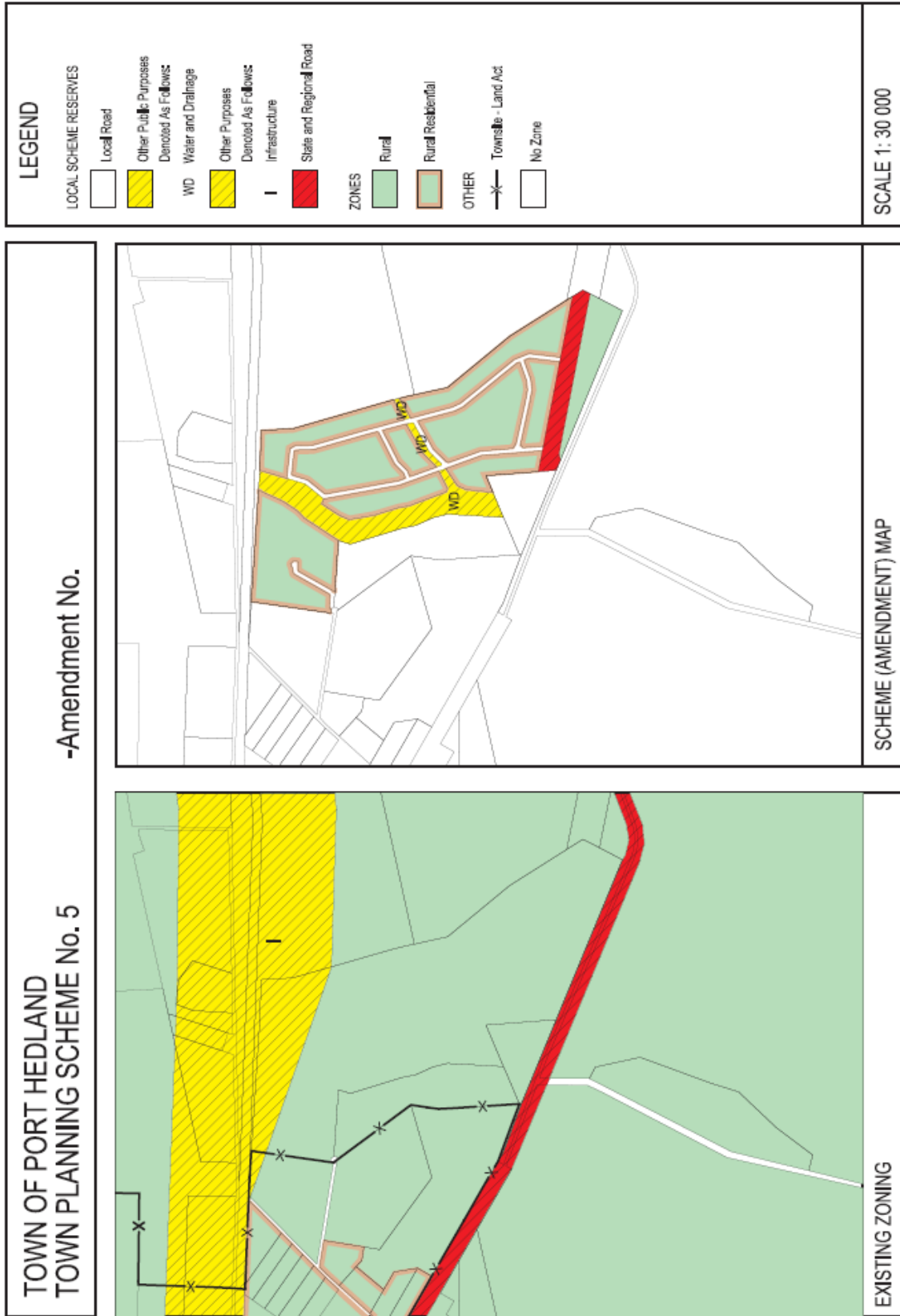
ADOPTED by resolution of the Council of the Town of Port Hedland at the Ordinary Meeting held on the            day of            2010.

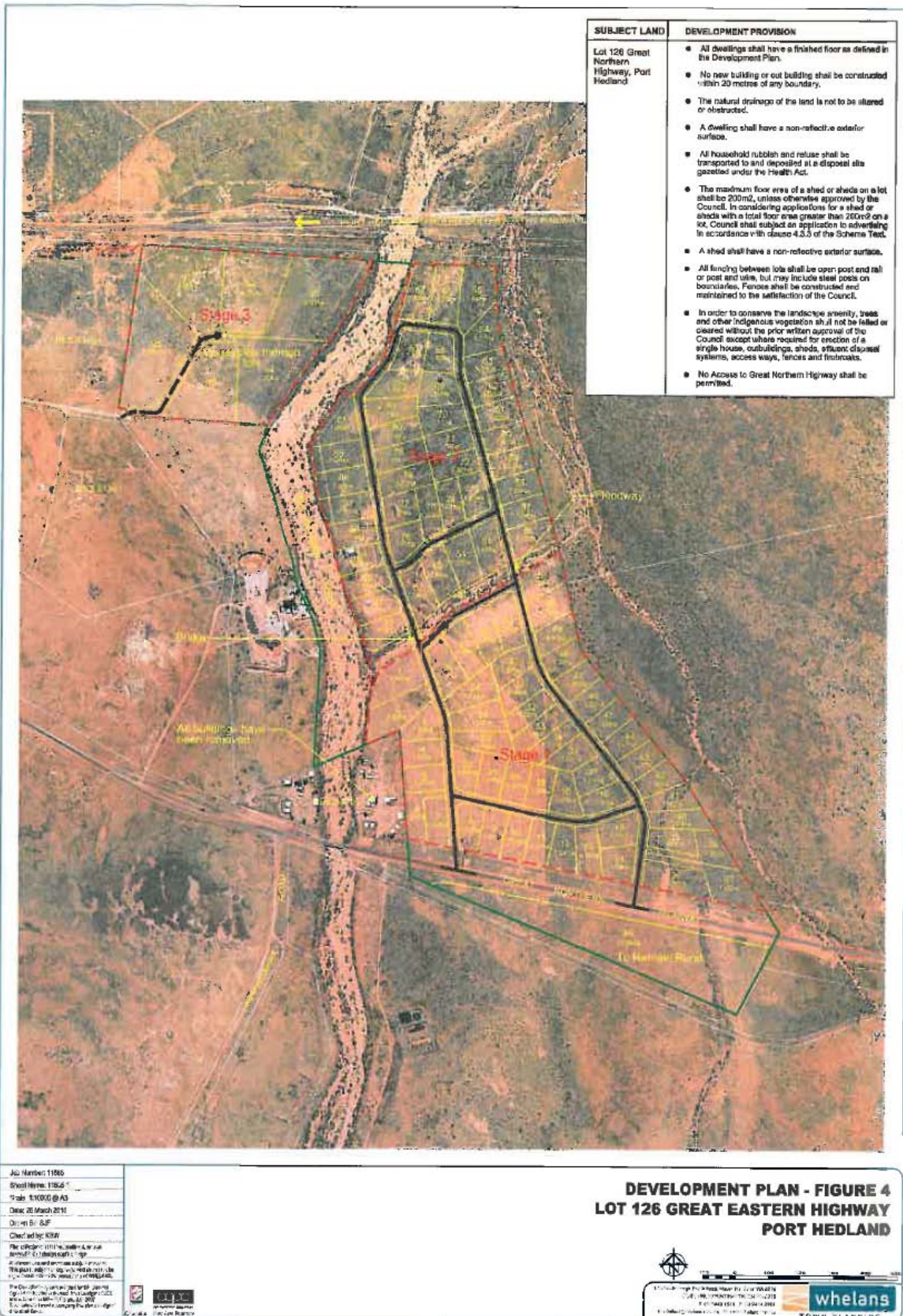
\_\_\_\_\_  
President

\_\_\_\_\_  
Chief Executive Officer





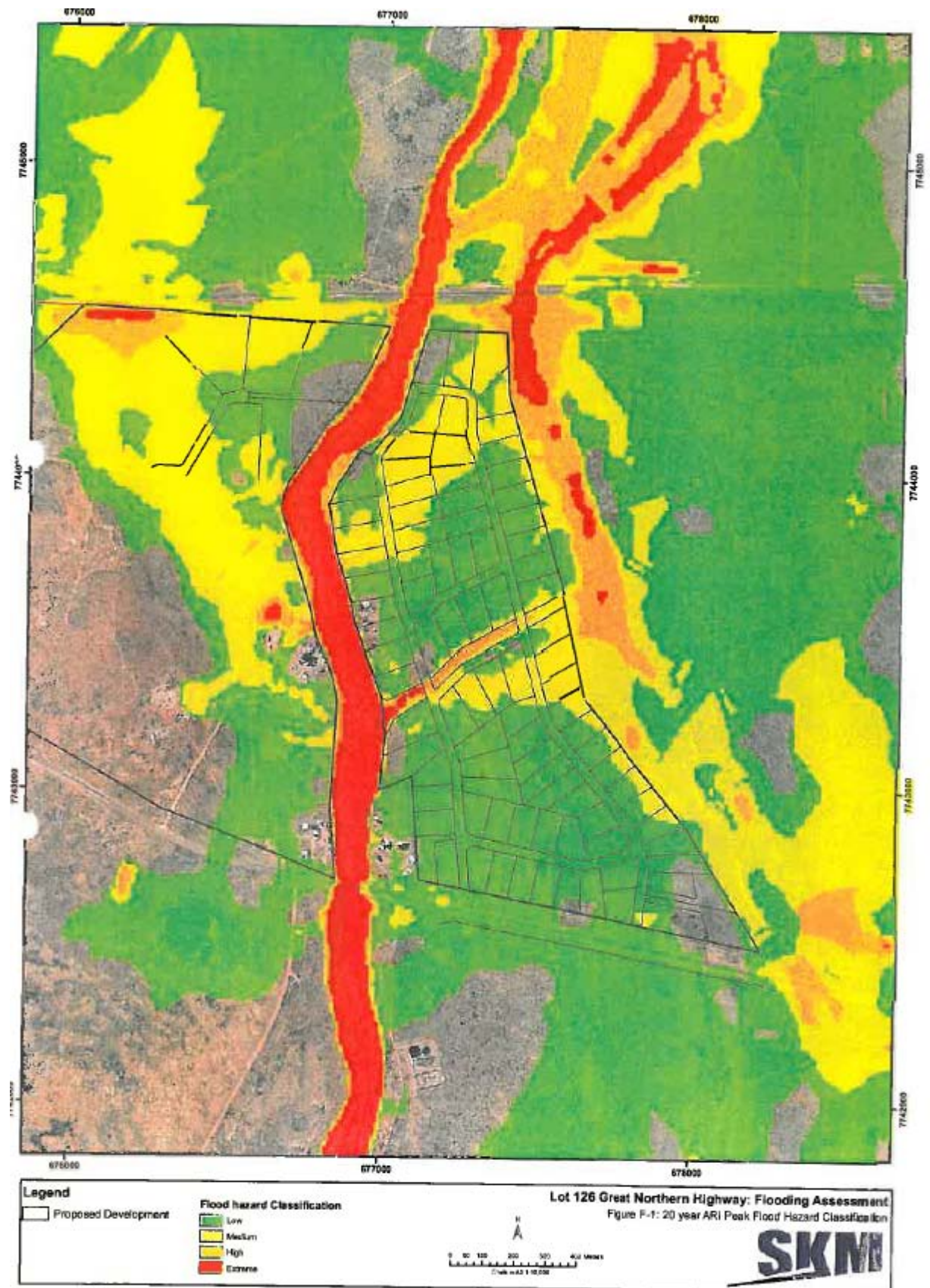


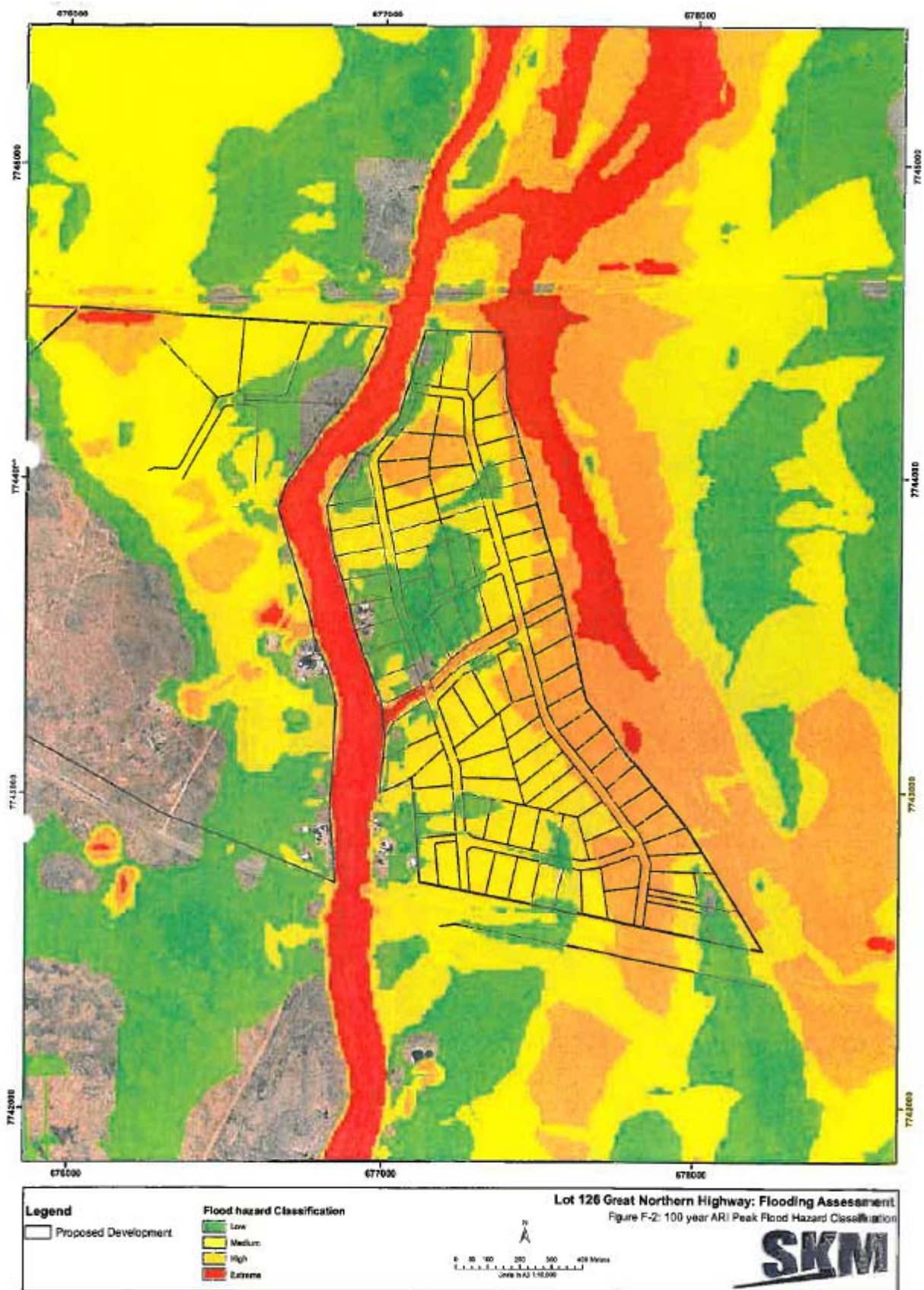


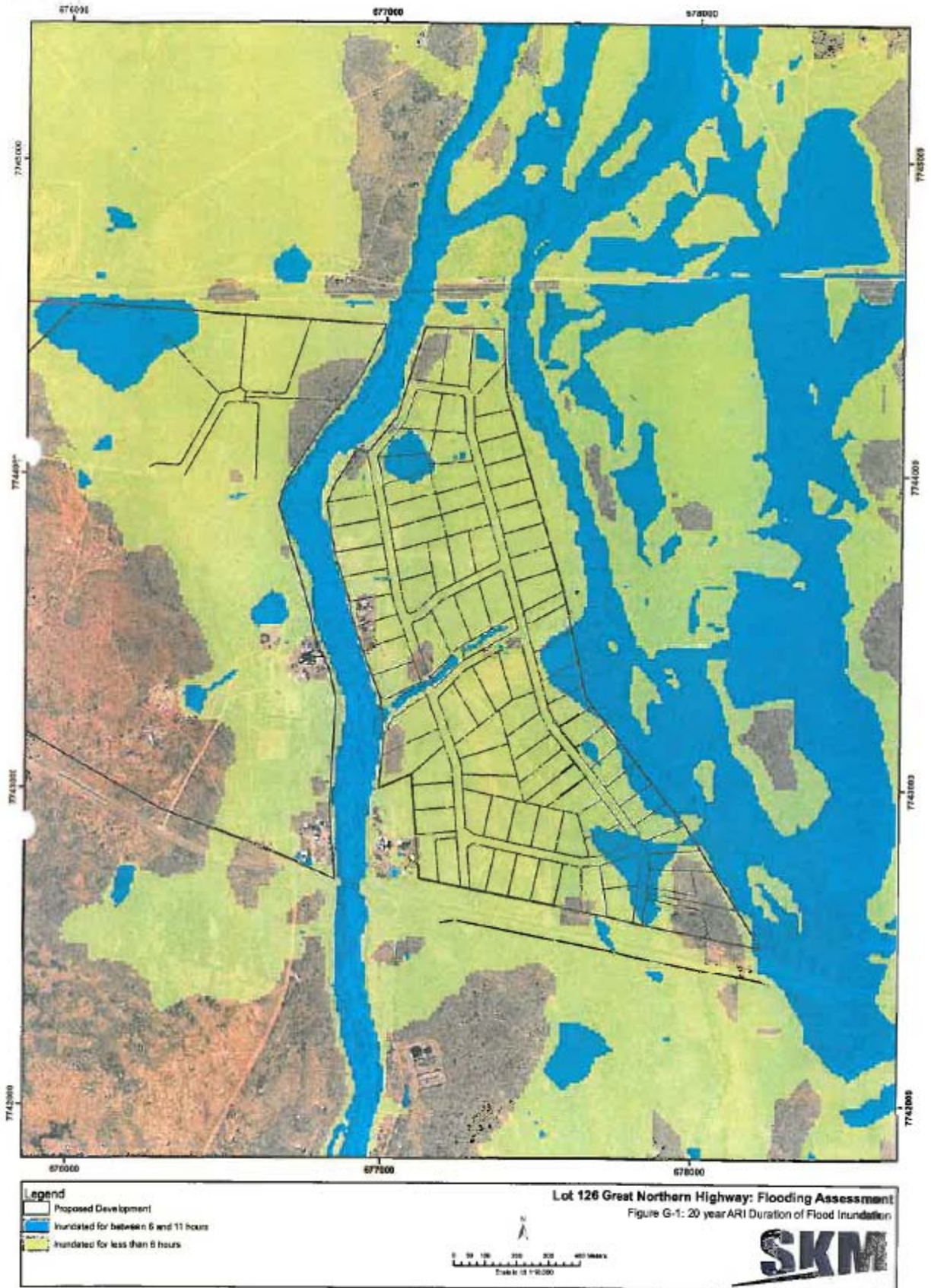
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 Scale: 1:1000 @ A3  
 Date: 20 March 2010  
 Drawn By: SJP  
 Checked by: KSW  
 File: C:\projects\11865\11865-4.dwg  
 Project: 11865-4.dwg  
 Title: 11865-4.dwg  
 Author: SJP  
 Date: 20/03/2010  
 Description: Development Plan for Lot 126 Great Eastern Highway, Port Hedland.

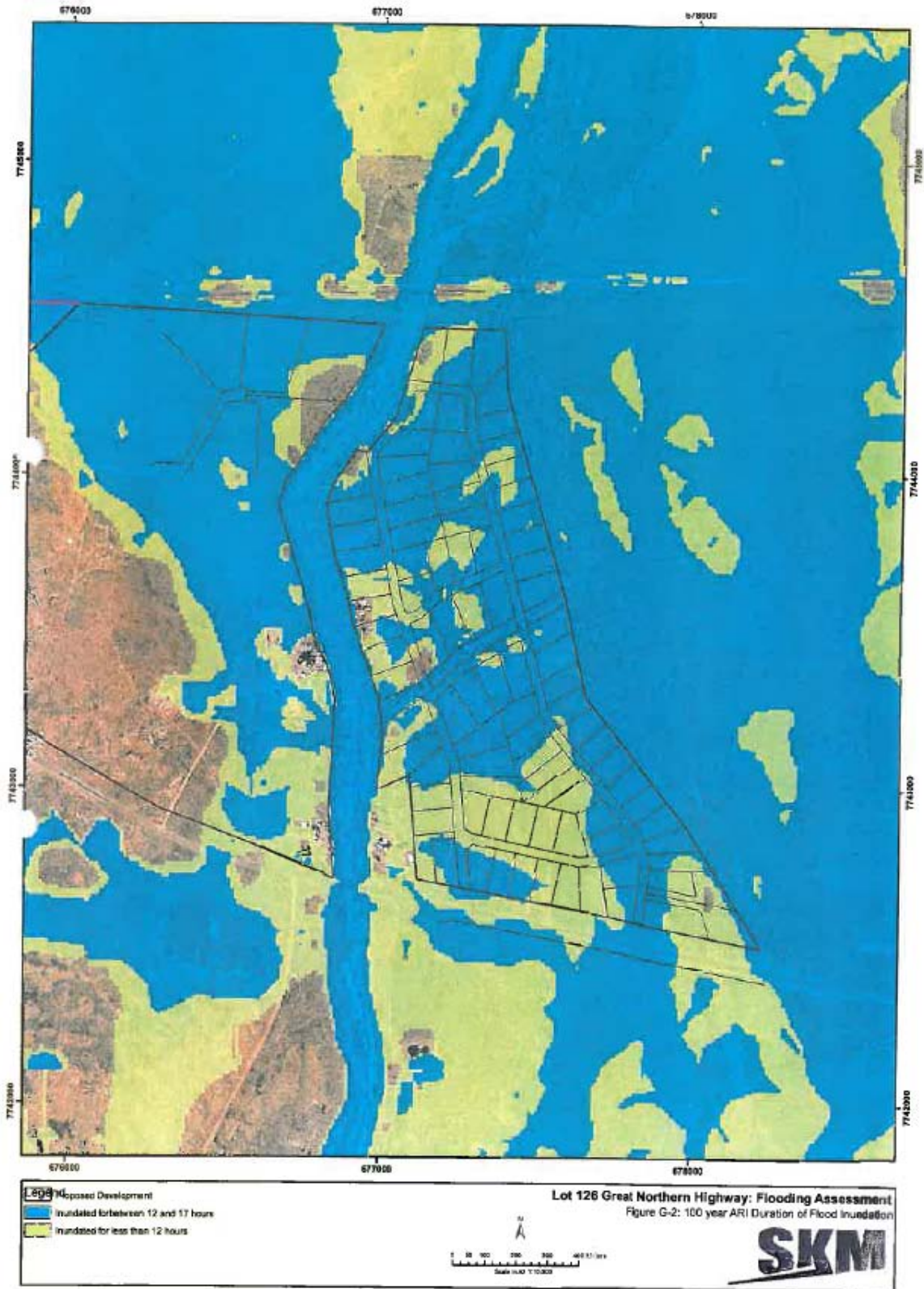
**DEVELOPMENT PLAN - FIGURE 4  
LOT 126 GREAT EASTERN HIGHWAY  
PORT HEDLAND**

whelans  
 TOWN PLANNING









- 6:20 pm Councillors A A Carter and M Dziombak declared a financial interest in Agenda Item 11.1.2.8 "Proposed parking of a railway car diner to be used for the purposes of a Restaurant/Café on Lot 36 (Strata Lot 1 and 2) and portion of Lot 37 Edgar Street, Port Hedland" as they own BHP Billiton Iron Ore shares.
- 6:20 pm Councillor S J Coates declared a financial interest in Agenda Item 11.1.2.8 "Proposed parking of a railway car diner to be used for the purposes of a Restaurant/Café on Lot 36 (Strata Lot 1 and 2) and portion of Lot 37 Edgar Street, Port Hedland" as he is an employee of BHPBIO and he owns BHP Billiton Iron Ore shares.
- 6:20 pm Councillors A A Carter, M Dziombak and S J Coates left the room.
- 6:20 pm Councillor G Daccache declared his impartiality towards Agenda Item 11.1.2.8 "Proposed parking of a railway car diner to be used for the purposes of a Restaurant/Café on Lot 36 (Strata Lot 1 and 2) and portion of Lot 37 Edgar Street, Port Hedland".
- 6:20 pm Councillor G Daccache did not leave the room.



*11.1.2.8 Proposed Parking of a Railway Car Diner to be Used for The Purposes of a Restaurant/Café on Lot 36 (Strata Lot 1 And 2) And Portion Of Lot 37 Edgar Street, Port Hedland (File No.406820G)*

<b>Officer</b>	Leonard Long Manager Planning
<b>Date of Report</b>	12 April 2010
<b>Application No.</b>	2010/80
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

Council has received an application from FORM on Lot 36 (Strata Lot 1 and 2 on Strata Plan 40449) owned by BHP Billiton Iron Ore and Lot 37 Edgar Street owned by the Town of Port Hedland.

FORM, currently operates the Court House Gallery on behalf of the Town of Port Hedland and the adjacent Banger's Bungalow, and in addition wants to operate a restaurant/café, from a 1930's railway dining car to be parked between the Court House Gallery and Bangers Bungalow. The bungalow will also be renovated into a small business centre.

The application is referred to Council for determination as the Town of Port Hedland is the owners of the one of the lots, and Bangers Bungalow is listed as a heritage building in the Municipal Inventory of Heritage Places.

**Background**

*The Site*

The lots are located within the Port Hedland Town Centre, Lot 37 has been landscaped and has the original manse located at the rear. Lot 36 is developed with Bangers Bungalow, both the manse and Bangers Bungalow are heritage listed buildings.

The combined size of the two lots is 2022m<sup>2</sup>, both gain access from Edgar Street and the Right-of-Way – Glass Lane at the rear. (Attachment 1)

*Proposal*

FORM, which currently operates the Court House Gallery and Bangers Bungalow, is proposing to operate a restaurant/café from a railway dining car to be parked across the back of the Courthouse Gallery and Bangers Bungalow Gardens (Lot 37 and portion of Lot 36) which will be known as the “Sundowner”, a 1930’s railway dining car. FORM has already after negotiations with the Town and BHP Billiton Iron Ore obtained permission to park the railway car on Lot 36 and portion of Lot 37.

The “Sundowner” will be fitted out and external decking installed so that it can function as a café by day and a bar/casual restaurant by night. It is anticipated that the new development would be able to cater for approximately 80 patrons.

In addition Bangers Bungalow will be fully renovated to establish a small business centre, as part of the development landscaping, signage, public seating and external lighting will be installed. (Attachment 2)

### **Consultation**

The applicant has been in contact with the Manager Environmental Health regarding the requirements for the proposed restaurant/café to ensure compliance with any health related legislation.

### **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.

Policy Implications Nil

### **Strategic Planning Implications**

Key Result Area 4:Economic Development

Goal Number 1:Tourism

Strategy 1:Work with stakeholders to transform the look and feel of the historical heart of Port Hedland to make it more attractive and informative for visitors.

### **Budget Implications**

An application fee of \$3060.00 is application.

### **Officer’s Comment**

#### *Proposed Use*

In terms of the Port Hedland Town Planning Scheme No. 5, both Lot 36 and Lot 37 are zoned “Town Centre”. The use of the parked railway dining car for restaurant/café purposes is considered a “P” use within this zone.

The railway dining car will mostly be parked on Lot 36 (BHP) with only a small portion of the railway car protruding onto Lot 37 (ToPH). As mentioned it is intended to enhance the area further by the inclusion of additional landscaping, signage, public seating and external lighting.

In addition it is proposed to use Bangers Bungalow as a small business centre. This can be considered as an "Office" being a "P" use and "Reception Centre" being an "AA" use, both uses are permitted within the "Town Centre" zone.

#### *Parking Requirement*

From a planning perspective the only contentious issue regarding the use and redevelopment of Bangers Bungalow is parking. In terms of clause 6.13.1, of the Port Hedland Town Planning Scheme No 5 (TPS No. 5), which reads as follows:

*"Unless otherwise provided by the Scheme, no development is permitted without providing concrete or bitumen sealed, drained, kerbed and marked onsite car parking in accordance with the requirements in Appendices 7 and 8."*

In this regard the applicant has provided a detailed breakdown of the individual areas and their proposed uses, in accordance with TPS No. 5, the proposed uses require 47 car parking bays.

However, due to the layout of the proposal the applicant is unable to provide the required 47 car parking bays, and has proposed only 11 car parking bays, which are to be located on Lot 36, with parallel parking proposed along Glass Lane adjacent to Lot 3816 (developed as a park).

Taking into consideration the existing 14 bays located in the Edgar Street road reserve adjacent to the Court House Gallery and Bangers Bungalow the proposed uses will have 25 car parking bays, resulting in a shortfall of 22 car parking bays. (Attachment 3)

It is acknowledged that due to the location within the Town Centre, there will be a degree of reciprocal parking. However, as Council does not yet have a clear parking strategy the opinion is held that only 20% (4 bays) in Edgar Street and the Wedge Street parking lot (between ANZ and the Visitors Centre) could be considered reciprocal parking bays, further reducing the shortfall in parking bays to 18.

#### Existing Parking

The applicant has further alluded to the fact that BHPB already supplies a number of parking bays within the Town Centre and these bays should be included when calculating the parking requirement.

However, what the applicant seems to have missed is that the existing parking within the Town Centre, including those supplied by BHPB much to the appreciation of both the community and the Town has become inadequate to cope with the current parking demands, let alone the additional parking needs that will result from the proposed use.

The requirements for alternate hours of operation are addressed below.

#### Hours of Operation

Through the further justification the applicant has indicated that they would like to operate the proposed uses throughout the day to capitalize on the breakfast and lunchtime crowd. From a business perspective this is fully understood, however, Council has the responsibility to ensure that not only individual business thrive but that other business are not affected negatively due to their decisions.

In this regard it is acknowledged that it would be impossible for the proposed uses to provide the amount of parking required by the Town's town planning scheme, and whilst the proposed uses are considered a catalyst for further similar developments within the Town Centre, providing a much needed social amenity for the community of Port Hedland, the shortfall in parking is of concern.

It is anticipated that the parking demand will peak during the day when the "Sundowner" operates as a café and Bangers Bungalow as a small business centre ("Office" and "Reception Centre"), resulting in a negative impact on the existing businesses.

However, should the proposed operation of the restaurant/café initially be restricted there would be a diminished demand on parking, ensuring a minimal impact on the surrounding businesses.

This would allow the development to go ahead immediately with the opportunity of extending its operating times on conclusion of the West End Parking Strategy or by providing alternative information to justify the extended operating hours.

The importance of the parking strategy is acknowledged by the applicant in his following statement:

*"... our preference would be to rely on existing parking only (and not create new parking at all for the development) but to deal with the area as a whole through council's parking strategy and not restrict hours of operation."*

Should Council resolve to approve the application without any restriction on the operating hours, before obtaining the final outcome of the Parking strategy could result in the exasperation of the current parking problem in the Town Centre.

### Activation of the Town Centre

The applicant has indicated that in order to create a vibrant city it is important to create as much pedestrian traffic as possible rather than increasing the traffic. Whilst this concept is understood and largely agreed with, it is the officer's opinion that Port Hedland is a unique area and cannot be related to any other city in the world. The climate applicable to the area is not conducive to promote pedestrian traffic and whilst this could possibly be overcome by additional shade structures being constructed along the existing footpaths it would still be highly questionable if this would be attractive to pedestrians during the summer months which is effectively 9 months of the year.

It is also noted that the applicant justification suggests that the supply of "*parking in Glass Lane would encourage increased traffic rather than increased pedestrian movement.*" This assumption is correct, however to activate a town centre pedestrian movement should be directed to meander along front orientation of business where pedestrian traffic can be capitalized on not directed between the rear of buildings.

In addition it would be against all CPTED (Crime Prevention through Environmental Design) principles and good planning to create pedestrian movement down alleyways and lanes that do not have active passive surveillance, as would be the case with Glass Lane, and as mentioned would have the opposite impact of trying to create a vibrant city.

### Attachments

Locality Plan  
Proposed Development  
Parking Layout  
Site Plan

### *Council Options*

When considering the application Council has a range of options, including the following:

1. Refuse the application due to the lack of parking,
2. Approve the application was submitted without the provision of any parking bays, (Attachment 4),
3. Approve the application requiring the proposed 11 car parking bays to be provided by the applicant, (Attachment 3),
4. Approve the application requiring the 11 parking bays to be provided by the applicant with the proposed restaurant/café initially having limited operating hours.

Due to the positive impact the proposed use and redevelopment of Bangers Bungalow may have on the Town Centre, but acknowledging the very real need to manage the parking requirements in the West End Town Centre, option 4 is recommended. However, it must be noted that until West End Parking Strategy has been completed extreme caution needs to be shown in considering any development that cannot provide for its required parking needs on-site.

### **Officer's Recommendation**

That Council approves the application submitted by FORM on Lot 36 (Strata Lot 1 and 2 on Strata Plan 40449) owned by BHP Billiton Iron Ore and portion of Lot 37 Edgar Street owned by the Town of Port Hedland, to operate a restaurant/café, from a 1930's railway dining car to be parked between the Court House Gallery and Bangers Bungalow and the renovation of Bangers Bungalow into a small business centre, consisting of an "Office" and "Reception Centre", subject to the following conditions:

1. This approval relates only to the proposed operation of a restaurant/café "Sundowner" from a park 1930's railway dining car and the renovation of Bangers Bungalow into "Offices" and "Reception Centre", and other incidental development, as indicated on the approved plans. It does not relate to any other development on this lot.
2. 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

The following conditions pertain to the proposed Restaurant/Café "Sundowner".

3. The park railway car "Sundowner" shall only be used for the purpose, which is related to the operation of a "Restaurant". Under the Town of Port Hedland's Town Planning Scheme No. 5 a "Restaurant" is defined as:

*"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."*

4. Without the express permission of the Town of Port Hedland the restaurant/café shall not operate between 9:00am and 2:30pm Monday to Friday inclusive, unless operating solely for the clients of the reception centre.
5. A maximum of 80 patrons are permitted on the site at any one time.

6. 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 maneuvering and the location of waste management bins (both wet and dry) within a suitable enclosure. Any alterations to the approved plans required as a result of the strategy/plan shall be incorporated into the building license plans. The approved strategy/plan shall be implemented to the satisfaction Manager Planning.
7. 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.
8. Signs must be approved and licensed by the Town prior to being erected to the satisfaction of the Manager Planning

The following condition pertain to the proposed "Office" and "Reception Centre" (Small Business Centre)

9. The existing Bangers Bungalow shall only be used for purposes, which are related to the operation of an "Office" and or "Reception Centre". Under the Town of Port Hedland's Town Planning Scheme No. 5 an "Office" and "Reception Centre" is defined as:

*"Office,*

*a building or part of a building used for the conduct of administration, the practice of a profession, the carrying on of agencies, a post office, bank, building society, insurance office, estate agency, typist and secretarial services, or services of a similar nature, and where not conducted on the site thereof, the administration of or the accounting in connection with a commercial or industrial undertaking."*

*"Reception Centre,*

*land or buildings used by parties for functions on formal, business, social or ceremonial occasions, but not for un-hosted use or general entertainment purposes."*

10. Prior to the submission of a building license application the applicant is required to submit a renovation plan for the existing "Bangers Bungalow" to be approved by the Manager Planning.

The following conditions are general conditions pertaining to both the "Restaurant/Café", "Offices" and "Reception Centre".

11. A minimum of 11 car parking spaces 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.

12. Car parking bays to be a minimum of 5.4m x 3.0m; constructed, to the satisfaction of 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.
14. Within 30 days of the date of this approval, a detailed landscaping plan (including the road verge) must be submitted to and approved by the Manager Planning.
15. Within 60 days, or such further period as may be agreed by the Manager Planning, landscaping and reticulation must be established in accordance with the approved detailed landscaping plans to the satisfaction of the Manager Planning.
16. The proposed development shall be connected to reticulated mains sewer
17. The driveways and crossover shall be designed and constructed in accordance with Council's Crossover Policy 9/005, prior to the occupation of the building(s)/structure(s).
18. Storm water disposal to be designed in accordance with Council's Engineering Department Guidelines, 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 4, the use is limited to the operating hours due to the lack of parking in the area. The limited times allow for reciprocal parking between uses. These conditions may be re-visited on adoption of the West End Parking Strategy by Council or upon proof of the actual car parking usage, to the satisfaction of the Manager Planning.
3. In regard to condition 10, the owner is advised to liaise with the Town's Heritage and Conservation Consultant (Laura Gray JP, PO Box 2, TWO ROCKS, WA 6037).
4. In relation to Condition 17 and 18 please contact the Manager Infrastructure Development 9158 9350 for further details.



5. 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.
6. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

### **200910/364 Council Decision**

**Moved:** Cr S R Martin

**Seconded:** Cr J M Gillingham

That Council approves the application submitted by FORM on Lot 36 (Strata Lot 1 and 2 on Strata Plan 40449) owned by BHP Billiton Iron Ore and portion of Lot 37 Edgar Street owned by the Town of Port Hedland, to operate a restaurant/café, from a 1930's railway dining car to be parked between the Court House Gallery and Bangers Bungalow and the renovation of Bangers Bungalow into a small business centre, consisting of an "Office" and "Reception Centre", subject to the following conditions:

1. This approval relates only to the proposed operation of a restaurant/café "Sundowner" from a park 1930's railway dining car and the renovation of Bangers Bungalow into "Offices" and "Reception Centre", and other incidental development, as indicated on the approved plans. It does not relate to any other development on this lot.
2. 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

The following conditions pertain to the proposed Restaurant/Café "Sundowner".

3. The park railway car "Sundowner" shall only be used for the purpose, which is related to the operation of a "Restaurant". Under the Town of Port Hedland's Town Planning Scheme No. 5 a "Restaurant" is defined as:

“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.”

4. A maximum of 80 patrons are permitted on the site at any one time.
5. 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 maneuvering and the location of waste management bins (both wet and dry) within a suitable enclosure. Any alterations to the approved plans required as a result of the strategy/plan shall be incorporated into the building license plans. The approved strategy/plan shall be implemented to the satisfaction Manager Planning.
6. 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.
7. Signs must be approved and licensed by the Town prior to being erected to the satisfaction of the Manager Planning
8. The following condition pertain to the proposed “Office” and “Reception Centre” (Small Business Centre)
9. The existing Bangers Bungalow shall only be used for purposes, which are related to the operation of an “Office” and or “Reception Centre”. Under the Town of Port Hedland’s Town Planning Scheme No. 5 an “Office” and “Reception Centre” is defined as:

“Office,

a building or part of a building used for the conduct of administration, the practice of a profession, the carrying on of agencies, a post office, bank, building society, insurance office, estate agency, typist and secretarial services, or services of a similar nature, and where not conducted on the site thereof, the administration of or the accounting in connection with a commercial or industrial undertaking.”

“Reception Centre,

land or buildings used by parties for functions on formal, business, social or ceremonial occasions, but not for un-hosted use or general entertainment purposes.”

10. Prior to the submission of a building license application the applicant is required to submit a renovation plan for the existing “Bangers Bungalow” to be approved by the Manager Planning.
11. The following conditions are general conditions pertaining to both the “Restaurant/Café”, “Offices” and “Reception Centre”.
12. A minimum of 11 car parking spaces 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.
13. Car parking bays to be a minimum of 5.4m x 3.0m; constructed, to the satisfaction of 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.
15. Within 30 days of the date of this approval, a detailed landscaping plan (including the road verge) must be submitted to and approved by the Manager Planning.
16. Within 60 days, or such further period as may be agreed by the Manager Planning, landscaping and reticulation must be established in accordance with the approved detailed landscaping plans to the satisfaction of the Manager Planning.
17. The proposed development shall be connected to reticulated mains sewer
18. The driveways and crossover shall be designed and constructed in accordance with Council's Crossover Policy 9/005, prior to the occupation of the building(s)/structure(s).
19. Storm water disposal to be designed in accordance with Council's Engineering Department Guidelines, 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 4, the use is limited to the operating hours due to the lack of parking in the area. The limited times allow for reciprocal parking between uses. These conditions may be re-visited on adoption of the West End Parking Strategy by Council or upon proof of the actual car parking usage, to the satisfaction of the Manager Planning.
3. In regard to condition 10, the owner is advised to liaise with the Town of Port Hedland Historical Society.
4. In relation to Condition 17 and 18 please contact the Manager Infrastructure Development 9158 9350 for further details.
5. 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.
6. Applicant is to comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval.

**CARRIED 5/0**

*REASON: Council indicated it does not want to restrict the hours of operation of the business; and deleted the following Clause 4 of the Officer's Recommendation:*

*"4. Without the express permission of the Town of Port Hedland the restaurant/café shall not operate between 9:00am and 2:30pm Monday to Friday inclusive, unless operating solely for the clients of the reception centre."*

*Council also believes that the Port Hedland Historical Society is in a better position to oversee, rather than an organisation from out of Town, and amended Clause 3 of the Footnotes accordingly*

6:25 pm Councillors A A Carter, M Dziombak and S Coates re-entered the room and resumed their chairs.

Mayor advised Councillors A A Carter, M Dziombak and S Coates of Council's decision.

**ATTACHMENT 1  
Locality Plan**



ARTIST IMPRESSION



VIEW FROM GLASS LANE



VIEW FROM EDGAR STREET

ATTACHMENT 2  
Proposed Development Plan (1/3)



# WEST END CULTURAL PRECINCT DESIGN APPROACH

## Design Intent

The overarching theme of the precinct is to capture a sense of arrival. That this location has embedded within it a sense of having arrived at a destination. The bustling nature of a train station; a place where people feel they can arrive from or be taken on a journey unlike anything else in Port Hedland. This destination will be rich in social engagement, shared with family and friends or with new acquaintances they meet along the way. In one destination they can sample great food and wine and an evolving program of events, exhibitions, festivals and performances.

## Landscaping

The landscaping has been carefully designed to seamlessly flow into the existing Courthouse Gallery through the careful selection of scented and flowering plant species, materials and design elements.

A natural green canopy will be created through the planting of *Delonix regia* (poorwillow) around the train to provide shade, soften hard surfaces and to provide a welcoming energy that encourages pedestrian flow from Wedge Street and Glass Lane.

The gardens themselves will be a destination, a place that people can use and enjoy at any time of the day, even outside of the gallery and café opening hours.

## Accessibility

Careful positioning of the Sundowner within close proximity of Banger's Bungalow, Courthouse Gallery and Visitors Centre will consolidate a multi-use cultural precinct in the heart of Port Hedland.

The Carnage will be easily visible from Edgar Street, Wedge Street and Glass Lane.

Raised decking will provide at grade access to the Sundowner and extensive alfresco area. This area may also be used for functions and provide direct access to Banger's Bungalow.

Universal access via ramps from both Edgar Street and Glass Lane will be designed to compliment the existing ramp access at the Courthouse Gallery creating a railway siding appearance.

New paths and ramps create vistas to celebrate artworks within the landscaped grounds whilst defining pedestrian links to each of the facilities within the cultural precinct.

## Lighting

Lighting will be provided for all public spaces to deter crime, improve functionality and enhance the prestige of the precinct.

Public areas that require lighting are Glass Lane, footpaths, steps and ramps, lawn and garden areas, and alfresco spaces.

For most part, lighting will be used quite extensively to ensure vandalism is discouraged. Some strategically placed fixtures will be themed to compliment the architectural detailing of the Sundowner and Banger's Bungalow.

Specific lighting is proposed in the following locations:

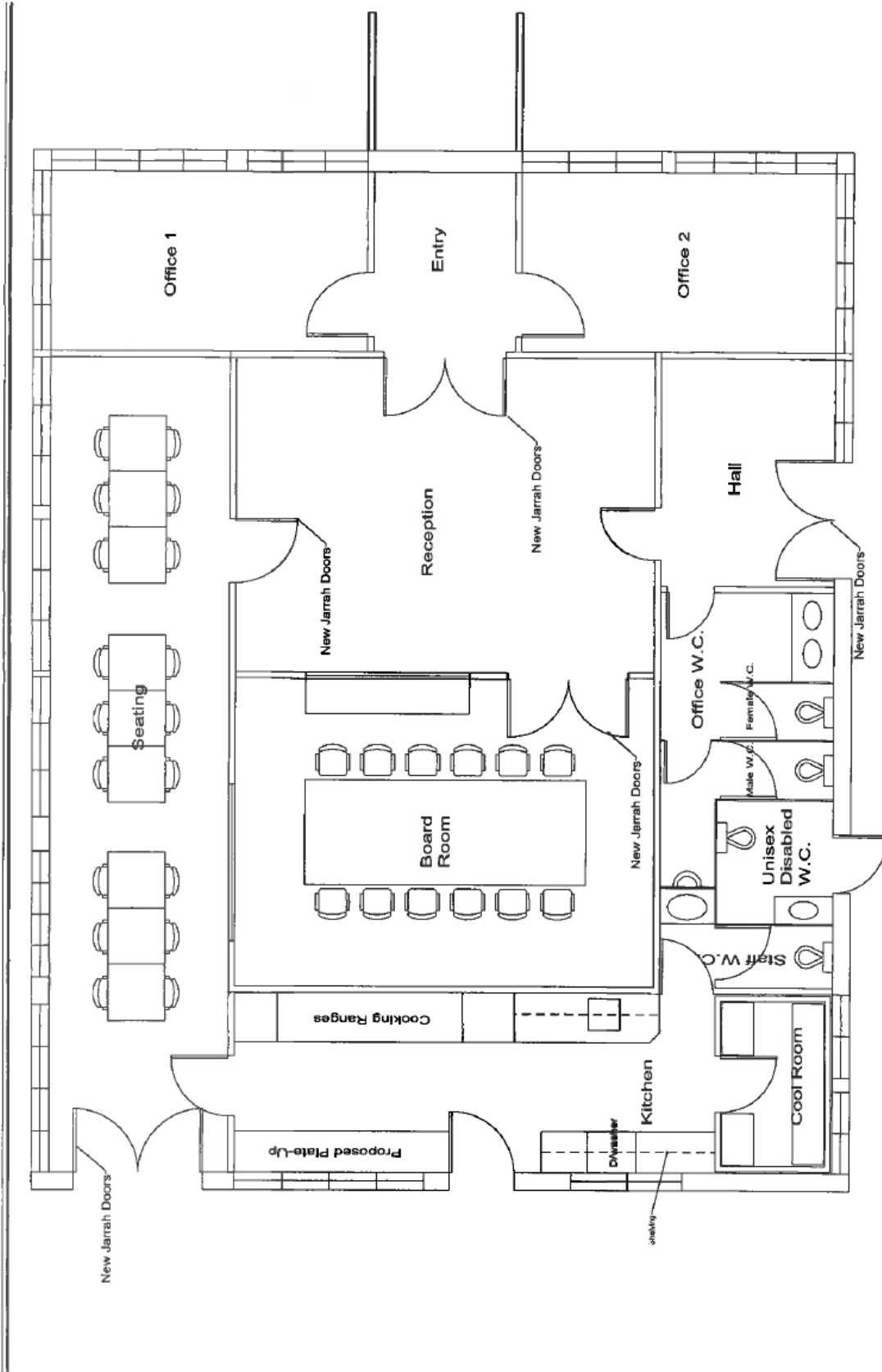
- The Sundowner will be flood lit to dramatically illuminate its silver exterior;
- Up-lighting will illuminate the canopies of newly planted shade trees and gardens, providing a subtle backdrop to the dramatic exterior of the carriage;
- All access paths, ramps and alfresco areas will be sensitively lit to provide safe access and allow night time use whilst not detracting from the illuminated exterior of the carriage;
- Lighting will play a central role in the visibility and legibility of sign locations and public information and will be purpose-lit rather than relying on inadequate ambient lighting.

## Signage

Signage elements will be important in the 'place-making' of the West End Cultural Precinct. Signage has the potential to incorporate design features and symbols, reinforcing the character established by the railway tracks and carriage. The naming, signage, wayfinding, and branding for the precinct will address the functional issues associated with informing and navigating the precinct. A consistent identity or 'brand' for the precinct will acknowledge the significance of the heritage buildings. It will also project an image of accessibility, openness and transparency and will assist visitor orientation, circulation and wayfinding.

**form.**  
building a state of creativity

**ATTACHMENT 2**  
**Proposed Development Plan (3/3)**

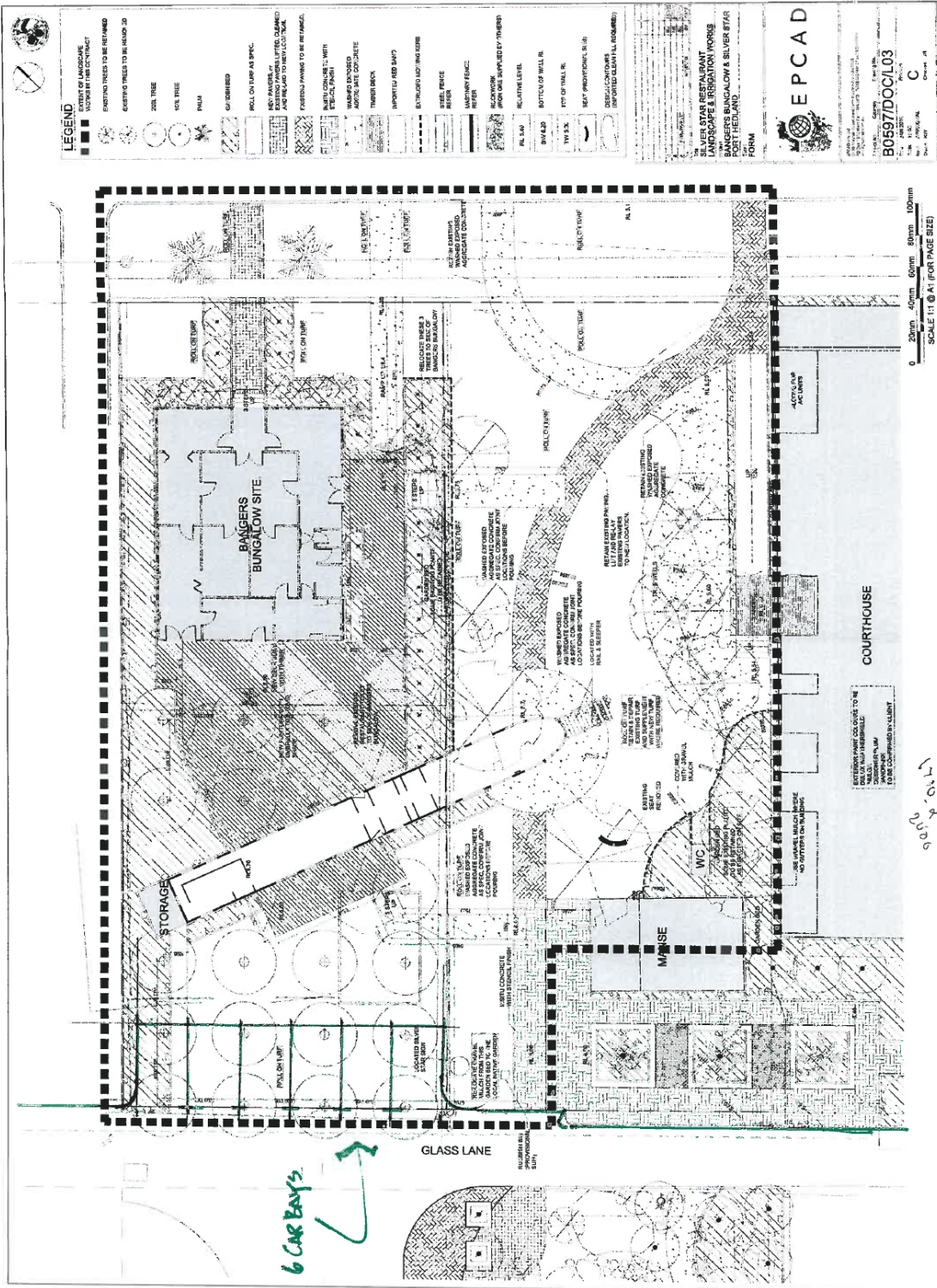


CLIENT APPROVAL: This is to acknowledge that the drawings have been read, understood and approved for construction.		CLIENT SIGNATURE: _____		DATE: _____
PROJECT: <b>Port Hedland Business Centre</b>	TITLE: <b>Floor layout</b>	DATE: <b>9.3.10</b>	SCALE: <b>1:50</b>	DRG. NO. <b>09-</b>
REVISION: _____	DATE: _____	APPROVED: _____	DATE: _____	DRG. 1

**FERGUSON CORPORATION PTY LTD**  
 2 Corporation Street, OCEAN VIEW, WA 6147. T: 081 8514 4000 F: 081 851 8888



ATTACHMENT 3  
Proposed Parking Layout (1/2)





## 11.2 ENGINEERING SERVICES

11.2.1 *Tender 10/12 Construction of Insitu Concrete Paths  
(File No.: 28/03/0006)*

**Officer** Anna Mazurkiewicz  
Engineering Technical  
Officer

**Date of Report** 13 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

The purpose of this report is to provide a summary and assessment of the tenders received for Tender 10/12 – Construction of Insitu Concrete Paths to enable Council to award the Tender.

**Background**

The contract for the construction of insitu concrete paths expired on 31<sup>st</sup> December 2009. New tenders were recently called for the construction of insitu concrete paths for the Town of Port Hedland for the period 1<sup>st</sup> July 2010 to 31<sup>st</sup> June 2013.

**Consultation**

Council's Engineering staff has reviewed all the tender submissions prior to recommending Council's resolution. This item is an integral part of Council's path construction and maintenance program.

**Statutory Implications**

This tender was called in accordance to the Local Government Act (1995).

*3.57. Tenders for providing goods or services*

*(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*

*(2) Regulations may make provision about tenders.*

**Policy Implications**

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

**Strategic Planning Implications**

Key Result Area 1 – Infrastructure

Goal 1 – Roads, Footpaths and Drainage (to have a developed network of road, footpaths and verges that are well maintained.)

Strategy 1 – Implement projects that are listed in the following Council five year programs:

- Footpath development program

### Budget Implications

The proposed 2010/11 path construction program is valued at \$500,000 and has been submitted to Council for budget approval.

The submitted tendered rates are consistent with the previous contract rates, therefore there will be no impact on the proposed 2010/11 program.

### Officer's Comment

Tenders closed on 7<sup>th</sup> of April 2010 with 3 tenders submitted. Submissions were received from Australian Civils, ANG WA Bobcat Hire and P & S Reibel Concrete Contractors. Tender submissions are detailed in table 1 below.

Table 1 (prices ex gst). Note: prices do not include the cost of concrete:

Item	Description	Australian Civils	ANG WA Bobcat Hire	P&S Reibel
1	In-Situ concrete paving – inc 100mm boxing out	\$38.50sq/m	\$38.60 sq/m	\$44.00 sq/m
2	In-Situ concrete paving (stenciled concrete) – inc 100mm boxing out	\$73.00 sq/m	\$76.75 sq/m	\$83.00 sq/m
3	Remove existing in-situ concrete path and replace with 100mm minimum depth in-situ path	\$47 sq/m	\$47.95 sq/m	\$55.00 sq/m
4	Backfilling of path with clean sand fill	\$4.00 sq/m	\$3.60 sq/m	\$6.00 sq/m
5	Earthworks – excavation additional	\$153.00 c/m	\$2.90 c/m	\$170.00 c/m
6	Earthworks – fill additional	\$110.00 c/m	\$10.80 c/m	\$130.00 c/m
7	Remove existing precast concrete slab path and replace with 30mm of clean sand fill	\$10.00 sq/m	\$6.95 sq/m	\$15.00 sq/m
8	In-situ concrete ramps at 1 in 10 grade to concrete pavements	\$487.00 each	\$495.00 each	\$495.00 each

9	Mechanical saw cut existing kerbing	\$7.00 each	\$15.00 each	\$10.00 each
10	Mechanical saw cutting existing bitumen paving	\$6.00 l/m	\$9.00 l/m	\$10.00 l/m
11	Mechanical saw cutting existing concrete paving	\$7.00 l/m	\$21.50 l/m	\$15.00 l/m
12	Option additional cost to upgrade in-situ concrete path contraction joints to 'lock joint'	\$2.00 sq/m	\$6.10 sq/m	\$4.00 sq/m
13	In-situ concrete crossovers residential	\$54.00 sq/m	\$49.50 sq/m	\$60.00 sq/m
14	In-situ concrete crossovers commercial and industrial	\$58.00 sq/m	\$56.80 sq/m	\$65.00 sq/m
15	Mob/demob costs (including accommodation and ancillaries)	Nil	Nil	Nil

Table 2 below was produced as a means of comparison of the tendered rates and does not necessarily reflect the actual footpath construction program or the quantities that may be required. Please note that the item number in column 1 relates to the items described in table 1 above.

Table 2 (ex. gst):

Item	Qty	Australian Civils	ANG WA Bobcat Hire	P & S Reibel
1	5000m <sup>2</sup>	\$192,500	\$193,000	\$220,000
3	500m <sup>2</sup>	\$23,500	\$23,975	\$27,500
4	2750m <sup>2</sup>	\$5,500	\$9,900	\$16,500
8	20 ramps	\$9,740	\$9,900	\$9,900
9	40 off	\$280	\$600	\$400
13	300m <sup>2</sup>	\$16,200	\$14,850	\$18,000
	TOTAL:	\$247,720	\$252,225	\$292,300

Table 3 below indicates the evaluation criteria as per tender documentation:

Price	35%
Experience	20%
Methodology	15%
Resources (e.g. Plant & Equipment)	15%
Occupational Health and Safety	5%
Local Industry Development	10%
Total	100%

Table 4 below indicates the scores applied to Tenderers as per tender evaluation criteria:

Evaluation Criteria	Australian Civils	ANG WA Bobcat Hire	P&S Reibel
Price (35%)	35	34.3	28.7
Experience (20%)	13	10.2	18
Methodology (15%)	12	12	1
Resources (15%)	11.5	10	9
OHS (5%)	4	4	4
Local Industry (10%)	7	9	9
TOTAL	82.5	79.5	69.7

### *Price*

The lowest price Tender (T<sub>lp</sub>) shall be awarded a score of 35 for the Price criterion. The second-lowest price Tender (T<sub>slp</sub>) shall be awarded a score determined in the following manner:

$$\text{Tslp Score} = 35 - \frac{(\$T_{slp} - \$T_{lp}) \times 35}{\$T_{lp}}$$

### *Experience*

P&S Reibel Concrete Contractors have scored the highest due to the amount of work undertaken in the past on footpath construction for the Town of Port Hedland. Australian Civils experience in concrete works generally. ANG WA Bobcat Hire provided information on their experience in civil construction but not specification concrete footpath construction

### *Methodology*

P&S Reibel Concrete Contractors did not provide a methodology and stated this would not be available as a specific program wasn't provided within the contract. This tender is for a period contract with the scope of works determined by Council's annual adopted budget. The expectation of tenderers in this criterion was to provide a statement of how they would undertake footpath construction works in general.

This was provided by Australian Civils and ANG WA Bobcat Hire.

#### *Resources*

All companies demonstrated appropriate resources to undertake the contract. Australian Civils scored the highest as they provided details of the experience and availability of a range of staff (supervisors, leading hands, etc) that demonstrated back-up resources.

#### *Occupational Health and Safety*

All Tenders have safety procedures put in place and use safe systems in the workplace.

#### *Local Industry Development*

Australian Civils advised that 85% of their workforce would be sourced locally. P&S Reibel Concrete Contractors and ANG WA Bobcat Hire scored highly as they are local companies that have been established in Port Hedland for several years.

In summary, it is recommended to award Tender 10/12 to Australian Civils due to the overall score received in accordance with the evaluation criteria.

### **200910/365 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr J M Gillingham

That Council awards Tender 10/12 Construction of Insitu Concrete Paths to Australian Civils Pty Ltd, as per the following schedule of rates, for the period 1/7/10 to 30/06/13:

Item	Description	Rate
1	In-Situ concrete paving – including 100mm boxing out	\$38.50 sq/m
2	In-Situ concrete paving (stenciled concrete) – inc. 100mm boxing out	\$73.00 sq/m
3	Remove existing in-situ concrete path and replace with 100mm minimum depth in-situ path	\$47.00 sq/m
4	Backfilling of path with clean sand fill	\$2.00 sq/m
5	Earthworks – excavation additional	\$153.00 c/m
6	Earthworks – fill additional	\$110.00 c/m
7	Remove existing precast concrete slab path and replace with 30mm of clean sand fill	\$10.00 sq/m
8	In-situ concrete ramps at 1 in 10 grade to concrete pavements	\$487.00 each
9	Mechanical saw cut existing kerbing	\$7.00 each
10	Mechanical saw cutting existing bitumen paving	\$6.00 l/m

11	Mechanical saw cutting existing concrete paving	\$7.00 l/m
12	Option additional cost to upgrade in-situ concrete path contraction joints to 'lock joint'	\$2.00 sq/m
13	In-situ concrete crossovers residential	\$54.00 sq/m
14	In-situ concrete crossovers commercial and industrial	\$58.00 sq/m
15	Mob/demob costs (including accommodation and ancillaries	nil

**CARRIED 8/0**



*11.2.2 Tender 10-13 Sale of Light Vehicles (File number 23/08/0059)*

<b>Officer</b>	Anna Mazurkiewicz Engineering Technical Officer
<b>Date of Report</b>	9 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

### **Summary**

The purpose of this report is for Council to consider the Tenders received for the sale of light vehicles.

### **Background**

In accordance with Council's Light Vehicle Replacement program several vehicles have been replaced and are ready to be disposed. In line with this program, Tenders were recently called for the Sale of the Light Vehicles (Tender 10-13), which closed on the 7<sup>th</sup> April 2010. Previously Council has sold vehicles via auction. While this system has resulted in disposal of the vehicles at a reasonable cost, the Chief Executive Officer requested that a tender process for the sale of vehicles be trialed for comparative purposes.

The vehicles included for sale in this Tender is as follows:

- 2006 4 x 2 Toyota Hilux Dual Cab Manual PH9689
- 2006 4 x 4 Toyota Hilux Dual Cab Manual PH9782
- 2006 4 x 4 Toyota Prado Wagon Automatic PH9582
- 2007 4 x 4 Toyota Hilux Dual Cab Manual PH9912
- 2006 4 x 2 Toyota Hilux Single Cab Manual PH9639

A summary of the remainder of the light vehicle program is as follows:

- PH9083 – replaced, vehicle reallocated to new position (Manager of Land and Economic Development). Scheduled again for replacement 2010/2011
- PH9383 – new vehicle has been ordered and due May
- PH10018 – new vehicle has been ordered and due May
- PH9681 – replaced, sold at auction in Perth when new vehicle was picked up from dealership

### **Consultation**

Engineering Services

### **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. The 09/10 budgeted income for these vehicles is \$98,000. The tendered income is \$106,090.91 plus gst.

**Officer's Comment**

Submissions were received from four (4) tenderers for the vehicles that were offered for sale. A summary of the Tenders received is included in the table below (all figures shown are inclusive of GST):

Vehicle	09/10 Budget Revenue	Pilbara Motor Group	Chris Voitkevich	Dodd & Dodd	Nigel Pianta
PH9782	\$21,000	\$26,350	\$23,000	\$24,000	\$21,050
PH9582	\$26,000	\$27,000		\$31,100	
PH9912	\$21,000	\$26,500		\$29,600	
PH9639	\$15,000	\$11,200		\$13,600	
PH9689	\$15,000	\$11,000		\$15,100	\$16,050

The highest price offered for PH9639 is lower than the budgeted revenue, however this vehicle was incorrectly identified as a dual cab during the budget process. The tender submitted for PH9639 single cab hilux is acceptable. It is therefore recommended to accept the following tender submissions:

- PH9782 – Pilbara Motor Group for \$26,350
- PH9582 – Dodd and Dodd Pty for \$31,100
- PH9912 – Dodd and Dodd Pty for \$29,600
- PH9639 – Dodd and Dodd Pty for \$13,600
- PH9689 – Nigel Pianta for \$16,050

Attachments

Nil

**200910/366 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr S R Martin

That Council award Tender 10/13 to the following:

**PH9782 – Pilbara Motor Group for \$26,350****PH9582 – Dodd and Dodd Pty for \$31,100****PH9912 – Dodd and Dodd Pty for \$29,600****PH9639 – Dodd and Dodd Pty for \$13,600****PH9689 – Nigel Pianta for \$16,050****CARRIED BY ABSOLUTE MAJORITY 8/0**

*11.2.3 Tender 10/08 Waste Services Technical Consultancy  
(File No.: 31/13/0001)*

<b>Officer</b>	Anna Mazurkiewicz Engineering Technical Officer
<b>Date of Report</b>	16 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

The purpose of this report is to provide a summary and assessment of submissions received for Tender 10/08 Waste Services Technical Consultancy to enable Council to award the Tender.

**Background**

Council has engaged a consultant to commence the initial review of the management and operations of the South Hedland Waste Management Facility. This engagement is based on hourly rates as is compliant with purchasing procedures. To ensure ongoing compliance with Council's procurement policy and to maintain consistency of information, a tender has been called for Waste Services Technical Consultation. The general scope of works includes, but not limited to:

- Liaising with government authorities regarding waste management requirements, South Hedland Landfill licence requirements, compliance audits, etc
- Preparation of reports regarding waste management practices (current, proposed, best practice, etc)
- Preparation of reports/making recommendations regarding waste minimization, landfill expansion, landfill closure, compliance with licence conditions, etc
- Preparation of Landfill Closure Plan
- Ongoing review of Landfill Management Plan.
- Formulate/facilitate options for expansion of the current Landfill facility in South Hedland or development of a new landfill facility
- Investigate recycling options and opportunities

The Contract will be for the period 1<sup>st</sup> July 2010 to 31<sup>st</sup> June 2013.

**Consultation**

Council's Engineering staff has reviewed all the tender submissions prior to recommending Council's resolution. Other departments within Council were consulted during the compilation of the scope of works for these services.

### **Statutory Implications**

This tender was called in accordance to the Local Government Act (1995).

*3.57. Tenders for providing goods or services*

*(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*

*(2) Regulations may make provision about tenders.*

### **Policy Implications**

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

### **Strategic Planning Implications**

Key Result Area 5 – Environment

Goal 1 – Waste Management: That the Town of Port Hedland is recognised as a regional leader in Waste Management

- Strategy 1 – Progressively develop the South Hedland Landfill Facility in accordance with the Landfill Strategic Plan.
- Strategy 2 – In conjunction with other Pilbara Regional Council, implement the Pilbara Regional Waste Management Strategy with a particular focus on opportunities for the development of sustainable reuse and/or recycling of waste materials.
- Strategy 3 – Implement a green waste/mulching program that aims to service both Council and the community's need for mulch.

### **Budget Implications**

The budget allocation for resources is included in the relevant capital and operational budget specific to each task required. The development of the South Hedland Waste Management Facility and associated consultancy costs has been identified in the 5 year plan presented to Council for budget consideration.

Although hourly rates have been submitted for the purpose of this tender Council staff will still liaise with the preferred consultant to determine the amount of time required for each task, therefore the total budget allocation.

### **Officer's Comment**

Tender 10/08 closed at 2.30pm on Wednesday 7<sup>th</sup> of April 2010. Tenders were opened and recorded by Councilor Arnold Carter and Council staff members.

Tender packages were sent to 12 companies and submissions were received from 4 companies as listed below:

- GHD
- Dingle & Bird Environmental
- Rowcon Pty Ltd
- Bowman & Associates Pty Ltd

Table 1 below indicates the rates (excluding gst) submitted by the above tenderers.

Table 1:

Tenderer	Position	Tendered Hourly Rate
GHD	Project Director	\$306
	Principal Technical Advisor	\$306
	Principal Sustainability Consultant	\$255
	Senior Environmental Engineer	\$217
	Senior Environmental Consultant	\$217
	Senior Landfill Engineer	\$183
	Environmental Scientist	\$132
	Geotechnical Engineer	\$132
Dingle & Bird Environmental	Director	\$86
	Senior Environmental Scientist	\$86
	Senior Environmental Scientist	\$86
	Environmental Scientist	\$70
	Environmental Scientist	\$70
Rowcon Pty Ltd	Project Director and Environmental Engineer	\$100
	Principal Civil Engineer	\$100
	CAD drafting	\$75
Bowman & Associates	Director, Principal Consultant	\$130
	Environmental Engineer	\$100
	Environmental Consultant	\$100

Each of the tender submissions included a separate schedule of rates for additional costs such as support staff, administration, travel and accommodation should the need arise.

Table 2 below was produced as a means of comparison of the tendered rates and does not necessarily reflect the actual program or quantities of work that may be required. Purely for comparison purposes the tendered rates have been averaged based on Director/Principal level, senior and general staff. The 'program' is based on a 100hour project.

Table 2:

Tenderer/Staff hours	GHD	Dingle & Bird Environmental	Rowcon Pty Ltd	Bowman & Associates
Director 10%	\$2,890	\$860	\$1,000	\$1,300
Senior 50%	\$10,283.50	\$4,300	\$5,000	\$6,500
General 40%	\$5,280	\$2,800	\$3,000	\$4,000
Total Cost	\$18,453.50	\$7,960.00	\$9,000.00	\$11,800.00

Table 3 below indicates the evaluation criteria as described in the tender documentation:

Table 3:

Price	50%
Knowledge & Experience	45%
Local Industry Development	5%
Total	100%

Table 4 below indicates the scores given to tenderers after assessment of each submission:

Evaluation Criteria	GHD	Dingle & Bird Environmenta l	Rowcon Pty Ltd	Bowman & Associates
Price (50%)	21.5	50.0	44.0	33.5
Knowledge & Experience (45%)	34.0	8.0	36.0	32.0
Local Industry (5%)	3.0	0.0	2.5	1.5
TOTAL (100%)	58.5	58.0	82.5	67.0

#### *Price*

Considering this tender is not for a specific project and is simply to award a preferred contractor, the price component has been assessed using the average of the rates submitted by each company and table 2 above. The total value of works and the distribution of these works within the company is not known at this time, therefore averaging the rates is the fair way to assess.

The lowest price from table 2 shall be awarded a score of 50 for the Price criterion. The remaining rates shall be awarded a proportional score based on their relevance to the lowest score.

#### *Knowledge and Experience*

This section was assessed based on 6 key fields described in the tender documentation:

- Extensive knowledge and experience in the management of Waste Services/Landfill operations
- A proven knowledge of issues affecting waste and landfill in the Pilbara
- Proven evidence of similar works undertaken in the Pilbara region of WA
- Proven knowledge of DEC requirements
- Experience and knowledge of Local Government process and procedures in regards to landfill and waste management
- Developed knowledge of recycling initiatives

Most companies have demonstrated excellent knowledge and experience within the relevant field, including within the North West. Rowcon Pty Ltd is currently reviewing Council's Waste Management plan and has extensive experience with the Shire of East Pilbara. Dingle and Bird Environmental did not score well in this criterion as their demonstrated expertise relates mainly to groundwater monitoring and contamination.

*Local Industry Development*

All companies are based in Perth however GHD have stated they have an office in Karratha and have scored the highest in this field. Dingle Bird failed to specify any information and have scored zero as a result. Both Rowcon and Bowman indicated the use of local facilities and support when available, plus Rowcon indicated that training would be provided to Council staff in waste minimization, landfill operations and compliance issues.

Based on the assessed scores and experience in the Pilbara, it is recommended to award this Contract to Rowcon Pty Ltd.

**Attachments**

Nil

**200910/367 Council Decision/Officer's Recommendation**

**Moved:** Cr G Daccache

**Seconded:** Cr A A Carter

That Council award Tender 10/08 Waste Services Technical Consultancy for the period 1<sup>st</sup> July 2010 to 31<sup>st</sup> June 2013 to Rowcon Pty Ltd as per submitted schedule of rates below, ancillary rates and conditions of contract:

Tenderer	Position	Tendered Hourly Rate
Rowcon Pty Ltd	Project Director and Environmental Engineer	\$100
	Principal Civil Engineer	\$100
	CAD drafting	\$75

**CARRIED 8/0**

*NOTE: Mayor advised that a copy of the schedule for additional costs will be provided to Councillor A A Carter as per his request.*



*11.2.4 Tender 10/10 Provision of Traffic Management Services (File No.: 30/12/0001)*

<b>Officer</b>	Lynne Nanini Operations Technical/ Safety Officer
<b>Date of Report</b>	19 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

The purpose of this report is to provide a summary and assessment of the tenders received for Tender 10/10 – Provision of Traffic Management Services.

**Background**

The Town of Port Hedland currently undertakes a range of engineering works annually including, but not limited to, road shoulder repairs, kerbing repair, re-sheeting, re-sealing, drainage & culvert repair.

All of these works are undertaken on road and in the road reserve and require appropriate traffic management. In the past, the Engineering Department has undertaken its own traffic management during works.

However due to the nature of works currently being undertaken, the change in current standards and the lack of capacity to provide these services in-house, it was decided to engage a suitably qualified and experienced contractor to provide these services on behalf of the Town of Port Hedland.

The Town of Port Hedland is bound to ensure compliance with Main Roads WA's "Traffic Management for Works on Roads & Events Code of Practice" and the Instrument of Authorisation and therefore traffic management must comply with these standards.

**Consultation**

Council's Engineering staff has reviewed all the tender submissions prior to recommending Council's resolution. Furthermore, Ross Moody from RVM Management was engaged to independently review and sit on the panel assist with the scoring of the tender submissions received.

**Statutory Implications**

This tender was called in accordance to the Local Government Act (1995).

*3.57. Tenders for providing goods or services*

- (1) *A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) *Regulations may make provision about tenders.*

**Policy Implications**

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

**Strategic Planning Implications**

Key Result Area 1 – Infrastructure

Goal 1 – Roads, Footpaths and Drainage (to have a developed network of roads, footpaths and verges that are well maintained.)

Strategy 1 – Implement projects that are listed in the following Council five year programs:

- Footpath development program
- Resealing program
- Kerb development/ replacement program
- Drainage upgrade program

**Budget Implications**

The allocation of funding for the provision of traffic management services will need to be factored in to both operational and project budgets which will require such services. The amount of traffic management services required will vary from year to year depending on the works program.

**Officer's Comment**

Tenders closed on 7<sup>th</sup> of April 2010 with 2 tenders submitted. Submissions were received from A1 Labour Management Pty Ltd and Goodline. Tender submissions are detailed in table 1 below.

Table 1 (prices ex gst).

Price Schedule –

Item	Description	Goodline	A1 Labour Management
A	Prepare Traffic Management Plan	\$122.04	\$80
B	Minimum Call-out Charge	\$110.53	\$640
C	Site Visit	\$122.04	\$80
D	General rate for officer with Basic Worksite Traffic Management	\$104.77	\$65

	accreditation		
E	General rate for officer with Worksite Traffic Management Accreditation	\$104.77	\$70
F	General rate for officer with Advanced Worksite Traffic Management accreditation	\$110.53	\$80
G	General rate for officer with Roadworks Traffic Manager Accreditation	\$104.77	n/a

## Traffic Management – Normal Hours of Work

Item	Description	Goodline	A1 Labour Management
A	Crew of one traffic controller, one vehicle and all standard signs & devices	\$104.77	\$65
B	Crew of two traffic controllers, one vehicle and all standard signs & devices	\$209.54	\$130
C	Additional traffic controller	\$104.77	\$65

## Additional Items – Short Term Rate Less Than Four (4) Weeks (per day)

Item	Description	Goodline	A1 Labour Management
A	Trailer mounted flashing arrow sign	\$25.50	\$60
B	Crash Barrier	\$6.00	\$5.00
C	Traffic cones & highway bollards	\$6.50	\$1.00 & \$2.00
D	Signs, barrier board, flashing yellow lamps	\$11.50	\$4.00
E	Variable notification boards	\$266.42	\$150.00

In order to undertake a comparison of the tendered rates, an estimation of what engineering works were undertaken during 2009/10 and what type and duration of traffic management services was required was provided by the Engineering Works Co-ordinator.

It was estimated that the Town of Port Hedland has a 4 month works programme which requires traffic management services. This equates to approximately 576 hours of traffic management.

Of this, 576 hours it is estimated that 90% of the work would require a crew of two traffic controllers, one vehicle and all standard signs and devices. 5% of the work would require a crew of one traffic controller, one vehicle and all standard signs and devices. 5% of work would require only signs, barrier boards and flashing yellow lamps.

Furthermore, it was estimated that the Town of Port Hedland would require approximately 60 hours for the preparation of Traffic Management Plans required for roadworks. This must be undertaken by an officer with Advanced Worksite Traffic Management.

Table 2 below was produced as a means of comparison of the tendered rates and does not necessarily reflect the actual requirements for traffic management services program or the quantities that may be required. Please note that the item number in column 1 relates to the items described in table 1 above.

Table 2 (ex. gst):

Item	Qty	Goodline	A1 Labour Management
F	60 hours for officer with Advanced Worksite Traffic Management to prepare TMP	\$6631.80	\$4800
A	28.8 hours for Crew of 1 traffic controller, one vehicle, & all standard signs & devices	\$3017.37	\$1872.00
B	518.4 hours for Crew of 2 traffic controllers, one vehicle & all standard signs & devices	\$108,625.53	\$67,392
D	4 days for hire of signs, barrier boards, flashing yellow lamps	\$46.00	\$16.00
	TOTAL:	\$118,320.70	\$74,080.00

Table 3 below indicates the evaluation criteria as per tender documentation:

Price	30%
Experience	20%
Methodology	20%
Resources (e.g. Plant & Equipment)	15%
Occupational Health and Safety	5%
Local Industry Development	10%
Total	100%

Table 4 below indicates the scores applied to Tenderers as per tender evaluation criteria:

Evaluation Criteria	Goodline	A1 Labour Management
Price (30%)	11.58	30
Experience (20%)	10	14
Methodology (20%)	14	14
Resources (15%)	6	10.5
OHS (5%)	4	3.5
Local Industry (10%)	7	8
TOTAL	52.58	80

### *Price*

The lowest price Tender (T<sub>lp</sub>) shall be awarded a score of 30 for the Price criterion. The second-lowest price Tender (T<sub>slp</sub>) shall be awarded a score determined in the following manner:

$$\text{Tslp Score} = 30 - \frac{(\$T_{slp} - \$T_{lp}) \times 30}{\$T_{lp}}$$

### *Experience*

Goodline is a large multi-disciplinary company that offers a range of services in the civil construction industry. Although they demonstrated experience in a large range of projects, they have limited experience in a local government context and an urban road environment.

A1 Labour Management were also able to demonstrate significant industry experience and as they specialize only in the provision of traffic management services they were able to demonstrate wide ranging experience in a local urban road environment. Previous customers include BGC Contracting and Main Roads WA.

*Methodology*

Both companies offered a clear and concise method of undertaking works as specified. Both highlighted the need to obtain the scope of works, have task meetings with the Principal, undertake site visits and obtain the necessary resources to undertake the scope of works.

*Resources*

All companies demonstrated appropriate resources to undertake the contract. A1 Labour Management scored the highest as they provided details of the experience and availability of a range of staff that demonstrated resources. Furthermore, they supplied copies of qualifications of their staff as required by Main Roads WA to undertake traffic management services on roads.

*Occupational Health and Safety*

All Tenders have safety procedures put in place and use safe systems in the workplace. Goodline provided a comprehensive OH&S Management Plan and scored higher.

*Local Industry Development*

A1 Labour Management provided proof of ownership of 3 properties in Port Hedland. Strong industry development is evident in that all employees live in South Hedland and local employees with Traffic Controller qualifications are used when available. A1 Labour Management also advised that they have contributed to the community over the years through sponsorship of various community events – through the provision of traffic management services associated with events such as the ANZAC Day parade and the Black Rocks Stakes Event

Goodline stated that they have a premises/ Depot located in Wedgefield although no proof was submitted.

In summary, it is recommended to award Tender 10/10 Provision of Traffic Management Services to A1 Labour Management to the overall score received in accordance with the evaluation criteria.

**200910/368 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr M Dziombak

That Council awards Tender 10/10 Provision of Traffic Management Services to A1 Labour Management, as per the following schedule of rates, for the period 1/7/10 to 30/06/13:

Item	Description	A1 Labour Management
A	Prepare Traffic Management Plan	\$80
B	Minimum Call-out Charge	\$640
C	Site Visit	\$80
D	General rate for officer with Basic Worksite Traffic Management accreditation	\$65
E	General rate for officer with Worksite Traffic Management Accreditation	\$70
F	General rate for officer with Advanced Worksite Traffic Management accreditation	\$80
G	General rate for officer with Roadworks Traffic Manager Accreditation	n/a

## Traffic Management – Normal Hours of Work

Item	Description	A1 Labour Management
A	Crew of one traffic controller, one vehicle and all standard signs & devices	\$65
B	Crew of two traffic controllers, one vehicle and all standard signs & devices	\$130
C	Additional traffic controller	\$65

## Traffic Management – Weekend/Public Holidays

Item	Description	A1 Labour Management
A	Crew of one traffic controller, one vehicle and all standard signs & devices	\$75
B	Crew of two traffic controllers, one vehicle and all standard signs & devices	\$150
C	Additional traffic controller	\$75

Additional Items – Short Term Rate Less Than Four (4) Weeks  
(per day)

Item	Description	A1 Labour Management
A	Trailer mounted flashing arrow sign	\$60
B	Crash Barrier	\$5.00
C	Traffic cones & highway bollards	\$1.00 & \$2.00
D	Signs, barrier board, flashing yellow lamps	\$4.00
E	Variable notification boards	\$150.00

Value Added Services

Item	Description	A1 Labour Management
A	Sign installation – 1 person – excluding the cost of materials or signs	\$65

**CARRIED 8/0**



### 11.2.5 *Polar Aviation Site Works (File No.: 30/09/0030)*

<b>Officer</b>	Russell Dyer Director Engineering Services
<b>Date of Report</b>	19 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

#### **Summary**

The purpose of this report is to resolve a request from Polar Aviation for the site works of the Polar Aviation lease site at the Port Hedland International Airport to accommodate the construction of a new hanger.

#### **Background**

Polar Aviation is a local business operating on leased land within the Port Hedland International Airport. Planning and building approval have been granted to Polar Aviation for a new Aircraft Hanger on the lease site. The demolition of the existing hanger was paid for by Council and has been completed as approved at the Ordinary Council Meeting on 9<sup>th</sup> December 2009 where Council resolved:

*“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*
- ii) utilise funds from within Council’s Airport Reserve Fund to pay for these works.”*

The scope of works for the demolition of the hanger was specifically for the building itself. The scope did not include other works necessary to commence the construction of the new hanger.

#### **Consultation**

- Manager Airport
- Deputy Mayor Arnold Carter
- Clark Butson – Manager Polar Aviation

The general scope of works required for the construction of the new hanger (demolition of existing hanger and associated site works) have been discussed with Council staff in the past but were not reflected in the demolition tender documentation. The Manager of Polar Aviation had the opportunity to review the demolition tender.

**Statutory Implications** Nil

**Policy Implications**

**Procurement Policy** 2/015.

**Strategic Planning Implications**

Key Result Area1 - Infrastructure

Goal 3 - Airport

Strategy 2 - Actively pursue the generation of income from a variety of sources at the airport including through leases, rentals, advertising and any other means

**Budget Implications**

A specific budget has not been allocated for these works as the approval for the demolition tender was for the building only. Quotes have been received from a local contractor and the builder of the new hanger, Custom Construction WA, with the cheapest quote being \$28,520 + gst.

**Officer's Comment**

Discussions with various Council staff, some of which are no longer employed with the Town of Port Hedland, has resulted in an expectation that Polar Aviation will have a cleared building pad at a level ready for construction. The demolition of the old hanger building left the site significantly below the required ground level due to the unexpected depth of the slab and footings.

The following is a summary of works requested by Polar Aviation to be undertaken by Council:

- Import approximately 250m<sup>3</sup> clean fill, level and compact
- Removal of concrete footpaths
- Removal of bitumen
- Removal of 2 trees closest to Airport Administration building carpark
- Removal of median island to ground level, including 5 trees

Staff has received quotes for these works in accordance with Council's Procurement Policy, with the preferred quote totaling \$28,520 + gst.

Council is not responsible for ensuring that the lease area is in a 'construction ready' condition, however discussions with Council staff has resulted in this expectation from Polar Aviation. Polar Aviation has designed and budgeted the construction of the new hanger with these expectations in mind, hence requested these additional works to be carried out by Council.

**Attachments** Nil

**Officer's Recommendation**

That Council rejects the request from Polar Aviation for Council to undertake additional site works on the Polar Aviation lease site at the Port Hedland International Airport

**200910/369 Council Decision**

**Moved:** Cr S R Martin

**Seconded:** Cr S J Coates

That Council accepts the request from Polar Aviation for Council to undertake additional site works on the Polar Aviation lease site at the Port Hedland International Airport for a total value of \$28,520 including gst from the Airport Reserve funds.

**CARRIED 8/0**

*REASON: Council considered that as the asset (valued \$1M) will eventually be the Town's asset, the request for these additional earth works is considered minor in the short term.*

*11.2.6 Tender 10/06 Specialised Turf Care & Vegetation Management Services (File No.: 21/07/0009)*

<b>Officer</b>	Lynne Nanini Operations Technical/ Safety Officer
<b>Date of Report</b>	19 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

This document is a summary of the tenders received for Council consideration for Tender 10/06 Specialised Turf Care and Vegetation Management Services.

**Background**

The Town of Port Hedland recently sought detailed submissions from companies who can consistently provide a high quality service delivery of turf industry related services including diverse herbicide & pesticide applications works.

Also included was the capacity to provide the following services such as renovation, fertilising, turf replacement, field top dressing and mowing to nominated areas throughout the Town of Port Hedland.

It must be noted that mowing services are to supplement Council's regular mowing services only (as required).

Pesticide and herbicide applications for turf, hardstand areas, conservation zones, main open drains, roadside drains and verges will be required on a periodic basis.

**Consultation**

Council's Engineering staff has reviewed all the tender submissions prior to recommending Council's resolution. Furthermore, Ross Moody from RVM Management was engaged to independently review and sit on the panel assist with the scoring of the tender submissions received.

**Statutory Implications**

This tender was called in accordance to the Local Government Act (1995).

*3.57. Tenders for providing goods or services*

*(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*

(2) Regulations may make provision about tenders.

### Policy Implications

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

### Strategic Planning Implications

Key Result Area 1 – Infrastructure

Goal 2 – Parks & Gardens.

That Council's parks are recognized by the community as being well maintained, well utilized, safe and accessible.

Strategy 4. Review existing maintenance levels at all parks and reserves and present costed options for alternate maintenance regimes.

### Budget Implications

The allocation of funding for the provision specialized turf care and vegetation management services will be allocated for in current operational budgets. The requirement for specialized turf care and vegetation management services will vary from year to year depending on the works program.

### Officer's Comment

Tenders closed on 7<sup>th</sup> of April 2010 with 2 tenders submitted. Submissions were received from Environmental Industries and Turfmaster. Tender submissions are detailed in table 1 below.

Table 1 (prices ex gst).

SERVICE		
Tenderer	Environmental Industries	Turfmaster
Verti-Mowing and sweep	\$1720/ha	\$975/ha
Verti-Draining (hollow tines) and sweep	\$1720/ha	\$1350/ha
Verti-draining (solid tines)	\$1210/ha	\$990/ha
Sweeping Only	\$520/ha	\$350/ha
Debris transported to locations as selected within the Town of Port Hedland's boundary. The Contractor is to load and transport the debris. The Contractor shall bear all costs associated with disposal except tipping fees.	\$34/m3 banked	\$35/m3 banked

Debris transported and disposed of by the Contractor. All costs of loading, transport and disposal of debris to be borne by the Contractor. Contractor to ensure that no debris can leave the truck whilst transporting, ie cover required, or use of compactor truck.	\$34/m3 banked	\$55/m3 banked
Field Top Making	\$92/m3	\$100/m3
INSTANT TURF		
	Environmental Industries	Turfmaster
Supply and installation of jumbo Kikuyu turf rolls	Not submitted	\$29.90m2
Supply and installation of regular Kikuyu turf rolls	Not submitted	\$19.70m2
<b>FERTILISER – SUPPLY AND APPLICATION</b>		
Nutrient Analysis	Rate/HA	Supply & Apply \$ /ha (Excl. GST)
Fully Granulated		
N17%	250kg	\$750
P 2.4%	300kg	\$900
K 6%	350kg	\$1050
Fe 0.41%	400kg	\$1200
Mn 0.64%		
Slow Release		
N 26%	400kg	\$2900
K10%	450kg	\$3265
Fe 0.5%	500kg	\$3625
Mn 0.25%		
Foliar		
FeSo47H20	25kg	\$180
MnSo47H20	25kg	\$250
<b>MOWING/RETICULATION (as required)</b>		
Service	Cost Per Ha (Excl. Gst)	
Broadacre Cylinder Mowing Playing Fields	\$160	\$150
Broadacre Rotary Mowing Playing Fields (e.g. Pegasus)	\$155	\$150
Outfront Mowing of Surrounds (Active Reserves)	\$155	\$180
Total Mowing Services Active Reserves (i.e.Kerb – Kerb, inclusive of cylinder mowing surrounds, verges and brush cutting)	\$280	\$330

Total Mowing Services Passive Reserves (i.e. Kerb – Kerb, inclusive of cylinder mowing, surrounds, verges and brush cutting)	\$280	\$750
Sweeping Removal of Mowing Debris	\$520	\$350
<b>PESTICIDE AND GROWTH SUPPRESSION APPLICATIONS</b>		

Task	Ants	Application Rate	Supply and Apply Price \$ (Excl. GST)	
			Environmental Industries	Turfmaster
			Hand Spray/m2 & (Boom Spray/m2)	
Broadleaf/Fl at weeds inclusive of Onehunga, Capeweed, Clover etc	15 g/l Diflufenican 20 g/l Clopyralid 300 g/l Mcpa	5 l/ha	\$2.85 (\$2.20)	\$0.095 (\$0.055)
Crab Grass	120g/l Dithiopyr	7 l/ha	\$2.98 (\$2.35)	\$0.099 (\$0.087)
Nut Grass	750g/kg Trifloxysulfuron sodium	40g/ha	\$3.20 (\$2.30)	\$0.075 (\$0.055)
Nematodes	400g/l Fenamiphos	11 l/ha	\$3.20 (\$2.85)	\$1.50 (\$0.095)
Black Beetle Bill Bug	200g/l Imidacloprid	2.5 l/ha	\$4.20 (\$3.20)	\$0.075 (\$0.055)
Growth Suppression	120g/l Trinexapac- Ethyl	8 l/ha	\$4.95 (\$3.95)	\$0.095 (\$0.070)
Pre-Emergent	67.5g/kg Dichlobenil	100kg/ha	\$4.95	\$0.0350
Footpaths	Glyphosate 3240g/ha Metsulfuron150g/l  Applied as a tank mix to items 8 – 13		\$2.85 (\$2.20)	\$0.09
Kerbs			\$2.85 (n/a)	\$0.06/m
Traffic Island			\$2.85 (\$2.20)	Free of charge
ROW's			\$2.85 (\$2.20)	\$0.15 (n/a)
Main Open Drains			\$2.85 (\$2.20)	\$0.50 (n/a)
Roadside Drains/ Verges			\$2.85 (\$2.20)	\$0.45 (\$0.25)
Crab Grass (Post emergent in Couch)			750g/kg Quinclorac	1.1kg/ha

Pre-emergent	330g/l Pendimethalin	5 l/h	\$4.95 (\$3.95)	\$0.080 (\$0.050)
Conservation Zones	150g/l Fluaziflop	6.6 l/ha	\$4.95 (n/a)	\$0.0295 (n/a)
Conservation Zones	120g/l Quizalofloptefuryl	4 l/ha	\$4.95 (n/a)	\$0.215 (n/a)
Wetting Agent	100% Proprietary Surfactants	25 l/ha	\$2.85	\$0.095 (\$0.075)

In order to undertake a comparison of the tendered rates, an estimation of what works would be needed mainly throughout the year was provided by the Parks & Gardens Department. This enabled a benchmark to be set and prices submitted by the tenderers analysed.

It was estimated that the Town of Port Hedland has 50ha of parkland – comprising both passive and active reserves.

Table 2 below was produced as a means of comparison of the tendered rates and does not necessarily reflect the actual requirements for the parks and gardens operational program or the quantities that may be required. Please note that the item number in column 1 relates to the items described in table 1 above.

Table 2 (ex. gst):

Item	Qty (ha)	Environmental Industries	Turfmaster
Verti-Mowing and sweep (ha)	35 ha	\$60,200	\$34,125
Verti-Draining (hollow tines) and sweep	2	\$3,440	\$2,700
Verti-draining (solid tines)	2	\$2,420	\$1,980
Sweeping Only	10	\$5,200	\$3,500
Debris transported to locations as selected within the Town of Port Hedland's boundary. All costs except tipping fees	1000	\$34,000	\$35,000
Debris transported and disposed of by the Contractor. All costs of loading, transport and disposal of debris to be borne by the Contractor.	1000	\$60,200	\$34,125



Fertiliser – Fully granulated – 250kg	4 applications, 30ha	\$90,000	\$46,800
Fertiliser – Fully granulated – 350kg	2 applications, 20ha	\$42,000	\$19,600
Pesticide/Herbicide – broadleaf/ flat weeds – inclusive of Onehunga, Capeweed, Clover etc	50ha	\$1,100,000	\$27,500
Pesticide/Herbicide – crab grass	50ha	\$117,500	\$43,500
TOTAL		\$1,514,960	\$248,830

Table 3 below indicates the evaluation criteria as per tender documentation:

Price	30%
Experience	20%
Methodology	20%
Resources (e.g. Plant & Equipment)	15%
Occupational Health and Safety	5%
Local Industry Development	10%
Total	100%

Table 4 below indicates the scores applied to Tenderers as per tender evaluation criteria:

Evaluation Criteria	Environmenta l Industries	Turfmaster
Price (30%)	3.18	30
Experience (20%)	16	16
Methodology (20%)	8	16
Resources (15%)	12	12
OHS (5%)	2.5	4
Local Industry (10%)	8	7
TOTAL	49.680	85

#### *Price*

The lowest price Tender (T<sub>lp</sub>) shall be awarded a score of 30 for the Price criterion. The second-lowest price Tender (T<sub>slp</sub>) shall be awarded a score determined in the following manner:

$$\text{Tslp Score} = 30 - \left[ \frac{(\$T_{slp} - \$T_{lp}) \times 30}{\$T_{lp}} \right]$$

*Experience*

Both companies are very experienced and have undertaken work of a similar nature for local government as well as private industry. Both submitted examples of work undertaken in the past as well as current contracts. Upon contacting referees for both companies, both received glowing recommendations.

*Methodology*

Turfmaster scored higher than Environmental Industries in this area. They recognize that there are timeframes to undertake certain tasks and outlined this generally. Environmental Industries stated that they will provide a timeline, methodology statement upon instruction from the Town of Port Hedland should they be successful in winning the tender.

*Resources*

All companies demonstrated appropriate resources to undertake the contract. Both have skilled, trained personnel and provided a list of plant available at their disposal to adequately carry out the tasks required under the contract.

*Occupational Health and Safety*

Both companies have clearly demonstrated excellent OH&S management systems. Both companies provided details of their insurances and their OH&S records over the last 3 years. Environmental Industries stated that they would provide a more detailed OH&S Plan should they be the successful tenderer.

*Local Industry Development*

Environmental Industries stated that they purchased a property in South Hedland over 3 years ago, although proof of ownership was not submitted. Furthermore, they stated that all labour servicing the contract will be sourced locally. They further have access to an extensive list of sub-contractors that they can call upon to supplement their workforce.

Turfmaster have stated they are in the process of purchasing a property in Wedgefield although no proof was submitted. Turfmaster stated that they will source up to 4 full time staff from within the local area to fulfil their contractual obligations.

Turfmaster scored slightly lower than Environmental Industries in this category due to Environmental Industries already being established in the North West.

In summary, it is recommended to award Tender 10/06 Specialised Turf Care & Vegetation Management Services to Turfmaster in accordance with the overall score received in accordance with the evaluation criteria.

### **Officer's Recommendation**

That Council awards Tender 10/06 Specialised Turf Care & Vegetation Management Services to Turfmaster, as per the submitted schedule of rates, for the period 1/7/10 to 30/06/13 subject to Turfmaster providing proof of ownership/ lease of property in Port Hedland.

### **200910/370 Council Decision**

**Moved:** Cr S Martin

**Seconded:** Cr S J Coates

That Agenda Item 11.2.6 "Tender 10/06 Specialised Turf Care & Vegetation Management Services" be laid on the table for Council to consider further information relating to the matter.

**CARRIED 5/3**

*REASON: Council laid the item on the table to enable further information relating to the matter to be considered also.*

*NOTE: Councillor G J Daccache requested the votes be recorded.*

Record of Vote:

FOR	AGAINST
Cr S R Martin	Cr G J Daccache
Cr A A Carter	Mayor Kelly Howlett
Cr S J Coates	Cr D W Hooper
Cr J M Gillingham	
Cr M Dziombak	

*11.2.7 Tender 10/11 Electrical Services – Automated Reticulation and Pumps ((File No.: 21/07/0011))*

<b>Officer</b>	Lynne Nanini Operations Technical/ Safety Officer
<b>Date of Report</b>	19 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

### **Summary**

The purpose of this report is to provide a summary and assessment of the tenders received for Tender 10/11 Electrical Services – Automated Reticulation & Pumps.

### **Background**

The Town of Port Hedland recently sought detailed submissions from companies who can consistently provide a high quality electrical service for automated reticulation and pumps.

This includes the supply, installation, inspection, maintenance, repair and modification of electrical cubicles, control switchboards, field cabling and wiring serving irrigation equipment to various sites within the Town of Port Hedland.

This is to be carried out in a cost effective manner in order to maintain continuous and efficient operation of irrigation services.

Other services provided under the tender include:

- Connection to Horizon Power supply;
- Supply and installation of consumer mains, point of attachment and conduit access to pump control switchboards;
- Supply and installation of new pump control switchboards;
- Supply and installation of cable pit adjacent to pump control switchboards;
- Conduit access from switchboard to adjacent cable pits;
- Defects liability;
- Testing and commissioning;
- Programmed inspection and maintenance services; and,
- Repairs and modifications as required.

### **Consultation**

Council's Engineering staff has reviewed all the tender submissions prior to recommending Council's resolution. Furthermore, Ross Moody from RVM Management was engaged to independently review and sit on the panel assist with the scoring of the tender submissions received.

### Statutory Implications

This tender was called in accordance to the Local Government Act (1995).

#### *3.57. Tenders for providing goods or services*

*(1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*

*(2) Regulations may make provision about tenders.*

### Policy Implications

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

### Strategic Planning Implications

Key Result Area 1 – Infrastructure

Goal 2 – That Council's parks are recognised by the community as being well maintained, well utilized, safe and accessible.

Strategy 4: Review existing maintenance levels at all parks and reserves and present costed options for alternate maintenance regimes.

### Budget Implications

The allocation of funding for the provision of electrical services – automated reticulation and pumps will be provided from current operational budgets. The requirement for electrical services – automated reticulation and pumps will vary from year to year depending on the need.

### Officer's Comment

Tenders closed on 7<sup>th</sup> of April 2010 with 2 tenders submitted. Submissions were received from StayKool Airconditioning & Electrical and O'Donnell Griffin. Tender submissions are detailed in table 1 below.

Table 1 (prices including gst).

Item	Description	StayKool Electrical	O'Donnell Griffin
	Work Time	Rate per hr	
A	Qualified electrician – normal working hours	\$145.00	\$128.00
B	Qualified electrician – after hours including weekends/ public holiday	\$218.00 (plus callout fee \$200.00)	\$153.00
C	Labourer/ Apprentice	\$120.00	\$107.50

	Item	Rate per hr			
E	Cherry Picker – 12m extension	\$250.00		\$71.50	
F	Mechanical trenching machinery	\$210.00		\$49.50	
G	Bobcat	\$210.00		\$48.00	
H	Mini-excavator	\$210.00		\$29.50	
	Cubicle Removal				
I	Cost to remove and dispose of an existing cubicle and point of attachment pole, including site clean up	\$1200.00		\$3477.00	
	Supply & Installation of Electrical cable & conduit – cost per metre to supply & install including conduit	Cost per metre (\$)	Cost per 50m (\$)	Cost per metre (\$)	Cost per 50m (\$)
J	2.5mm/32HD	13.50	675	27.30	1365
K	4mm/32HD	15.50	775	28.70	1435
L	6mm/32HD	17.50	875	33.40	1670
M	10mm/40HD	25.50	1275	41.20	2060
N	16mm/40HD	39.00	1950	52.95	2600
O	25mm/50HD	50.00	2500	59.65	2982.50

In order to undertake a comparison of the tendered rates, an estimation of what works would be needed mainly throughout the year was provided by the Parks & Gardens Department. This enabled a benchmark to be set and prices submitted by the tenderers analysed.

It was estimated that the Town of Port Hedland would require approximately 220 hours of electrical work per year to be undertaken on its automated reticulation and pumps located at various locations. Of the 220 hours, approximately 200 hours would be carried out in normal business hours and approximately 20 hours would be required after hours.

It was further estimated that the Town of Port Hedland would have a requirement to remove and dispose of one existing cubicle per year.

A requirement for 50metres for the supply and installation of each size of electrical cabling was also taken into consideration for a price comparison. The hire of each item such as a cherry picker and mechanical trenching machinery was not considered as it was considered a minor item in the terms of the contract.

Table 2 below was produced as a means of comparison of the tendered rates and does not necessarily reflect the actual requirements for the parks and gardens operational program or the quantities that may be required. Please note that the item number in column 1 relates to the items described in table 1 above.

Table 2 (including gst):

Item	Qty	StayKool Electrical	O'Donnell Griffin
A	200 hrs x Qualified electrician – normal working hours	\$29,000	\$25,600
B	20.0 hours for qualified electrician after hours including public holidays	\$4,360	\$3,060
I	Cost to remove and dispose of an existing cubicle and point of attachment pole, including site clean up (estimate 1 per year)	\$1200	\$3477
J	SAI Cabling 2.5mm/32HD – 50m	\$675	\$1365
K	SAI Cabling 4mm/32HD – 50m	\$775	\$1435
L	SAI Cabling 6mm/32HD – 50m	\$875	\$1670
M	SAI Cabling 10mm/40HD – 50m	\$1275	\$2060
N	SAI Cabling 16mm/40HD - 50m	\$1950	\$2600
O	SAI Cabling 25mm/50HD- 50m	\$2500	\$2982.50
	TOTAL:	\$42,610	\$44,249.50

Table 3 below indicates the evaluation criteria as per tender documentation:

Price	30%
Experience	20%
Methodology	20%
Resources (e.g. Plant & Equipment)	15%
Occupational Health and Safety	5%
Local Industry Development	10%
Total	100%

Table 4 below indicates the scores applied to Tenderers as per tender evaluation criteria:

Evaluation Criteria	StayKool Electrical	O'Donnell Griffin
Price (30%)	30	29
Experience (20%)	14	14
Methodology (20%)	14	8
Resources (15%)	10.5	10.5
OHS (5%)	3.5	3.5
Local Industry (10%)	7	7
TOTAL	79	72

#### *Price*

The lowest price Tender (T<sub>lp</sub>) shall be awarded a score of 30 for the Price criterion. The second-lowest price Tender (T<sub>slp</sub>) shall be awarded a score determined in the following manner:

$$\text{Tslp Score} = 30 - \frac{(\$T_{slp} - \$T_{lp}) \times 30}{\$T_{lp}}$$

#### *Experience*

Both companies demonstrated that they are experienced and have the capacity to undertake and fulfill the requirements of the contract. Both StayKool Electrical and O'Donnell Griffin have been involved in previous contracts of a similar nature in Port Hedland.

#### *Methodology*

O'Donnell Griffin did not provide a methodology and stated that they did not complete this section as they did not believe that it was applicable to the scope of works. The expectation of tenderers in this criterion was to provide a statement of how they would undertake electrical works associated with the automated reticulation and pumps in general. This was provided by StayKool Electrical.

#### *Resources*

All companies demonstrated appropriate resources to undertake the contract. Both companies scored highly as they both provided details of the experience and availability of a range of staff (supervisors, leading hands, etc) that demonstrated back-up resources.

#### *Occupational Health and Safety*

All Tenders have safety procedures put in place and use safe systems in the workplace.



*Local Industry Development*

Both companies demonstrated that they have a long working relationship with Port Hedland. Both source their workforces locally and employ a number of apprentices. Both scored highly on this criterion.

In summary, it is recommended to award Tender 10/11 Electrical Services – Automated Reticulation & Pumps to StayKool Electrical in accordance with the overall score received with the evaluation criteria.

**Officer's Recommendation**

That Council awards Tender 10/11 Electrical Services – Automated Reticulation and Pumps, as per the submitted schedule of rates, for the period 1 June 2010 to 30 June 2013.

**200910/371 Council Decision/**

**Moved:** Cr A A Carter

**Seconded:** Cr S J Coates

That Council awards Tender 10/11 Electrical Services – Automated Reticulation and Pumps to StayKool Electrical, as per the submitted schedule of rates, for the period 1 July 2010 to 30 June 2013.

*CARRIED 8/0*

**11.3 COMMUNITY DEVELOPMENT****11.3.1 Hawks Rugby League Clubrooms (File No.: 26/02/0047)**

**Officer** Nicole Roukens  
Sport and Recreation  
Officer

**Date of Report** 15 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

The shed previously utilised by the Hawks Rugby League Club has been deemed unsafe for public use and therefore cannot currently be used. Carrick and Wills Architects were engaged by the Town of Port Hedland in February 2010 to carry out an assessment of the historical significance of the Hawks Rugby Clubrooms to assist in determining the future of the shed.

**Background**

In August 2006, the Recreation Facilities Audit was completed, which detailed a 5-year plan for the recreational facilities within the Town. The recommendations scheduled for the 2006/07 financial year were presented to Council at the Ordinary Council Meeting on the 13<sup>th</sup> December 2006, where Council resolved for all recommended upgrades to occur, excluding the demolition of the Hawks Rugby League Clubrooms (due to the need for an assessment of its historical value).

As the historical value of this shed was unknown, South Hedland Library staff researched the history of the building to determine if it was part of the original airport (historical records are located at the South Hedland Library). On the 12<sup>th</sup> September 2007, the response from Town of Port Hedland staff with regards to this building stated:

*"The shed is not on the Town of Port Hedland Heritage Inventory. There was some suggestion that it might have been part of the original airport, which was on the site until the 1940s, but there is no evidence of this. It appears it was erected in the 1960s, and was used as the clubhouse for the first golf club (the course was in the center of the racetrack). Its historical significance is therefore only that it has been associated with the golf club, and later the Hawks Rugby Club."*

At the Ordinary Council Meeting on the 28<sup>th</sup> May 2008, Council considered the future of the shed at McGregor Street based on the information provided from the research undertaken at the South Hedland Library. It was resolved (in part) that Council:

*“...undertakes a final assessment of the existing shed at the McGregor Street Reserve from a historical viewpoint to determine if the shed can be demolished or removed, and present this information to Council for a decision.”*

After being absent from the local rugby league competition for several years the Hawks Rugby League Club rejoined the Pilbara Rugby League. When rejoining the competition they requested that the Club have use of the clubrooms.

As the structural integrity of the building was unknown, the Town of Port Hedland’s Manager Building Services and previous Sports and Recreation Officer conducted a site inspection. The outcome of this inspection was as follows:

*“Further to our site inspection of the above today I advise the following:*

- 1. The building is in need of sheet refixing in places, particularly the roof.*
- 2. At present it is unable to be used due to the ablution facilities being out of commission.*
- 3. If the building is not going to be relocated or demolished I recommend that item one be attended to.*
- 4. Should the building be relocated minor remedial works would be undertaken at the time.”*

The report also indicated that it would be more economical to build new clubrooms rather than repair the existing building.

Following this internal report, an independent opinion was sought from an engineering perspective, and Robin Salter and Associates were commissioned to undertake an assessment (refer to attachment 1 for the full report). The main recommendations from the received report were as follows:

- “1. The building is not fit for use and poses a significant hazard to the surrounding area in the form of windblown debris.*
- 2. The main structure does not meet Australian Standards.*
- 3. Robin Salter and Associates cannot certify any part of this building for a cyclonic area.*
- 4. In our opinion there is no cost effective way to bring this building up to a standard where it can be certified.”*

Although the shed at the McGregor Street Reserve was deemed unsafe for use, the Hawks Rugby League Club still required a clubroom facility suitable for their purposes at the reserve. Staff from the Town of Port Hedland met with members from the Hawks Rugby League Club in May 2008, and an option for temporary clubrooms was raised. It was therefore resolved at an Ordinary Council Meeting on the 28<sup>th</sup> January 2009 that Council:

- “...i) Provide alternative temporary clubroom facilities for the users of the McGregor Street Sporting Reserves;
- ii) hire or purchase a 6 x 3 transportable building for use by sporting groups at McGregor Street Reserve; and,
- iii) hire this building to users of McGregor Street Reserve sports seasonal hire agreement.”

As per this resolution above, temporary clubroom facilities have been provided at the McGregor Street Sporting Reserves, meaning that the use of the shed is no longer required by the Hawks Rugby League Club.

The Town of Port Hedland contracted Carrick and Wills Architects in February 2010 to carry out an assessment on the historical significance of the Hawks Rugby League Clubrooms and to explore future options for the shed.

The historical significance assessment conducted by Carrick and Wills Architects indicated that the Hawks Rugby League Clubrooms have some historical significance, primarily for its social and historic values.

The report presents four options for the future of the Hawks Rugby League Club Shed:

- Option 1 – Retain the building in situ
- Option 2 – Relocate the building to another location on the same site
- Option 3 – Relocate the building off site
- Option 4 - Demolition

#### **Consultation**

- Russell Dyer, Director Engineering Services
- Paul Martin, Director Community Development
- Bec Pianta, Manager Recreation Services
- Nicole Roukens, Sport and Recreation Officer
- Sarah Cunningham, Club Project and Development Officer
- Trevor Foote, President, Hawks Rugby League Club
- Carrick and Wills Architects.
- Port Hedland Historical Society
- Robin Salter and Associates

**Statutory Implications** Nil

**Policy Implications** Nil

#### **Strategic Planning Implications**

Key Result Area 3: Community Development  
Goal 2: Sports and Leisure

Strategy 1: Progressively implement the recommendations of the Sports Facility Audit...

### Budget Implications

No budget has been allocated for this item.

### Officer's Comment

Discussions surrounding the future of the shed first began in early 2007. The structural engineers report deemed the shed unsafe for public use and also indicated that there would be no cost effective way to bring the building up to a standard where it could be certified.

It is anticipated that redevelopments to this reserve will occur in the near future; therefore a decision as to the future of this shed is required. Council therefore has a number of options to be considered with regards to the future of this shed as presented in the Carrick and Wills Architects report:

	Carrick and Wills Architects Recommendation	Officer's Recommendation
Option 1 – Retain the building in situ	This option is preferred from a conservation outcome.	This is the least preferred option as it is likely that redevelopments will occur at this reserve in the near future and the shed is not currently located in an ideal location. The structural engineers report deemed the shed unsafe for public use and indicated that there would be no cost effective way to bring the building up to an appropriate standard.
Option 2 – Relocate the building to another location on the same site	Relocation of the building within the reserve is a preferred option compared to demolition of the entire structure.	The shed has been deemed unsafe for public use by structural engineers. It is anticipated that damage to the shed would occur if it was relocated to another location.
Option 3 – Relocate the building off site	If this option is preferred then it is recommended that the new site has some relevance to the buildings history and heritage values.	The shed has been deemed unsafe for public use by structural engineers. It is anticipated that damage to the shed would occur if it was relocated to another location. It could be possible to investigate relocating the building to the airport as part of a airport history display.

Option 4 - Demolition	Demolition is the least preferred option from a conservation viewpoint.	Demolishing the shed and working with the historical society to develop interpretive signage, containing information on the historical significance of the shed is the most preferred option.
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The report from Carrick and Wills Architects states that “If demolition is unavoidable then the Shed should be recorded through measured drawings and a referenced photographic record. This record should be provided to the Local History Section of the Port Hedland Library and the Port Hedland Historical Society and made available for public reference”.

### Attachments

1. Heritage Assessment ,Carrick and Wills Architects
2. Structural Engineers Report

### Officer’s Recommendation

That Council:

- a) Note the report from Carrick and Wills Architects;
- b) Demolish the existing shed, working with the Historical Society to determine items to retain;
- c) Work with the Historical Society to determine a method to best capture and interpret the historical significance of the shed and display at a suitable location; and,
- d) Advise the Historical Society and community of the outcome.
- e) Prohibit all use by the community of the shed located at McGregor Street Reserve due to its current condition.

### 200910/372 Council Decision

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

That Council:

- a) Note the report from Carrick and Wills Architects;
- b) Demolish the existing shed, working with the Historical Society to determine items to retain;
- c) Work with the Port Hedland Historical Society and Hawkes Rugby Club to determine a method to best capture and interpret the historical significance of the shed and display at a suitable location; and,

- d) Advise the Historical Society and community of the outcome.
- e) Prohibit all use by the community of the shed located at McGregor Street Reserve due to its current condition.

*CARRIED 8/0*

*REASON: Council sought to work with the Port Hedland Historical Society in addition to the Hawkes Rugby Club, in determining the best method the capture and interpret the historical significant of the shed and display at a suitable location; and amended Clause c) of the Officer's Recommendation accordingly.*

**HERITAGE ASSESSMENT**

**MCGREGOR STREET SHED, PORT HEDLAND  
WEST AUSTRALIA**



**PREPARED FOR THE TOWN OF PORT HEDLAND**

**BY**

**CARRICK + WILLS ARCHITECTS  
&  
EDDIE MARCUS HISTORIAN**

*Date: April 2010*



Heritage Assessment – McGregor Street Shed, Port Hedland

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## 1.0 Executive Summary

In February 2010, the Town of Port Hedland commissioned Carrick + Wills Architects to carry out an assessment of the heritage significance of the McGregor Street Shed and to explore possible future use options for the place. The assessment is also to identify any possible funding sources for the recommendations, if required.

The McGregor Street Shed is a simple, single storey, single room corrugated iron building with a gabled roof. The Shed is located within a recreation facilities area on McGregor Street, Port Hedland. This recreation facilities area comprises the Port Hedland Horse Racing Track and associated equestrian structures, the Tennis Club and Courts, the Canine Club and training area, a skateboard park and ablution block, associated green spaces with rugby and soccer goals and cricket pitches.

The study area comprises the McGregor Street Shed within the surrounding recreation area.

Funding opportunities are discussed and identified in the Opportunities and Constraints section of the report.

The recommendations for the McGregor Street Shed have been identified as four options. The Options are prepared for the consideration of the Town of Port Hedland and key factors within each option are identified. The options are:

Option 1 – Retain the building in situ

Option 2 – Relocate the building to another location on the same site

Option 3 – Relocate the building off site

Option 4 – Demolition.

Interpretation is also discussed within the recommendations section.

## 2.0 Introduction

The Town of Port Hedland commissioned Carrick + Wills Architects in February 2010 to undertake an assessment of the historical significance of a Shed on McGregor Street in Port Hedland.

The Town also requested investigation, consideration and recommendations on possible future uses if the Shed is determined to be cultural heritage significance. Funding opportunities were also to be identified. (Appendix A – Consultant Brief)

In 2006 the Town considered the demolition of the Shed as part of a five year plan to upgrade recreational services. When the demolition was considered by Council questions about the cultural heritage significance of the shed were raised. From Council investigations it appeared that the Shed was constructed in the 1960's and used as a Club House for the first Golf Club. There was a suggestion that the Shed may have been part of the original airport for Port Hedland and therefore dating from pre 1940's.

The Hawks Rugby League Club has used the Shed as their Clubrooms since 1979.

The Town inspected the Shed in 2007 and determined that the building needed maintenance to the roof sheeting, it could not be used due to ablution facilities being out of commission and if the building was to be relocated then minor remedial works would need to be undertaken.

Structural Engineer Robin Salter of Robin Salter & Associates provided an independent opinion on the structural integrity of the building in April 2008. The report found that the building was not fit for use and posed a significant potential hazard in the form of windblown debris, the structure did not meet Australian Standards, the building could not be certified for a cyclonic area and that there is no cost effective way to bring the building up to a standard to enable certification. (Appendix B – Robin Salter & Associates Correspondence)

The Brief for this report required Carrick + Wills Architects to conduct a site inspection, consult with interested groups and stakeholders, conduct historical research determine cultural heritage significance and provide recommendations to the Town on the future use options for the Shed.

Consultation, research and a site inspection were undertaken on Thursday 11 and Friday 12 February 2010.

For the purposes of this report the building has been referred to as the McGregor Street Shed. This terminology is consistent with the Consultant Brief.

## 2.1 Previous Listings

The McGregor Street Shed is not itself included in any heritage lists, however the Racecourse is included in the Town of Port Hedland's Municipal Inventory of Heritage Places. Place No. 19. (Appendix C – Municipal Listing Form)

## 2.2 Project Brief

The format for this report follows the Town of Port Hedland's McGregor Street Shed – Consultants Brief.

## 2.3 Method

The methodology used for this project was as follows:

- Battye Library research
- Consultation meetings
- Site visit
- South Hedland library research
- Collation of documentary and physical evidence
- Assessment of Cultural Heritage Significance
- Review of previous reports
- Identify opportunities and constraints
- Recommendations

## 2.4 Definitions

The preparation of a heritage assessment involves the use of terms and procedures which are defined in the **Burra Charter** (Australia ICOMOS) to have specific meaning. The following provides a guide to the terminology used in this report:

- 1.1 Place means site, area, land, landscape, building or other work, group of buildings or other works, and may include components, contents, spaces and views.
- 1.2 Cultural Significance means aesthetic, historic, scientific, social or spiritual value for past, present or future generations.
- 1.3 Fabric means all the physical material of a place including components, fixtures, contents and objects.
- 1.4 Conservation means all the processes of looking after a place so as to retain its cultural significance.
- 1.5 Maintenance means the continuous protective care of the fabric, contents and setting of a place, and is to be distinguished from repair. Repair involves restoration or reconstruction.

- 1.6 Preservation means maintaining the fabric of a place in its existing state and retarding deterioration.
- 1.7 Restoration means returning the existing fabric of a place to a known earlier state by removing accretions or by reassembling existing components without the introduction of new material.
- 1.8 Reconstruction means returning a place to a known earlier state and is distinguished from restoration by the introduction of new material into the fabric.
- 1.9 Adaptation means modifying a place to suit the existing use or a proposed use.
- 1.10 Use means the functions of a place, as well as the activities and practices that may occur at the place.
- 1.11 Compatible use means a use which respects the cultural significance of a place. Such a use involves no, or minimal, impact on cultural significance.
- 1.12 Setting means the area around the place, which may include the visual catchment.
- 1.13 Related place means a place that contributes to the cultural significance of another place.
- 1.14 Related object means an object that contributes to the cultural significance of a place but is not at the place.
- 1.15 Associations mean the special connections that exist between people and a place.
- 1.16 Meanings denote what a place signifies, indicates, evokes or expresses.
- 1.17 Interpretation means all the ways of presenting the cultural significance of a place.

## **2.5 Consultant Team**

Architects and Project Co-ordinators Carrick + Wills Architects.

Stephen Carrick and Annabel Wills.

Historian - Eddie Marcus

## **2.6 Acknowledgements**

The consultants would like to acknowledge the assistance and co-operation of the following individuals and organisations in the preparation of this document:

Heritage Assessment – McGregor Street Shed, Port Hedland

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Paul Martin – Director Community Development, Town of Port Hedland

Bec Pianta – Manager Recreation Services, Town of Port Hedland

Nicole Roukens – Sport and Recreation Officer, Town of Port Hedland

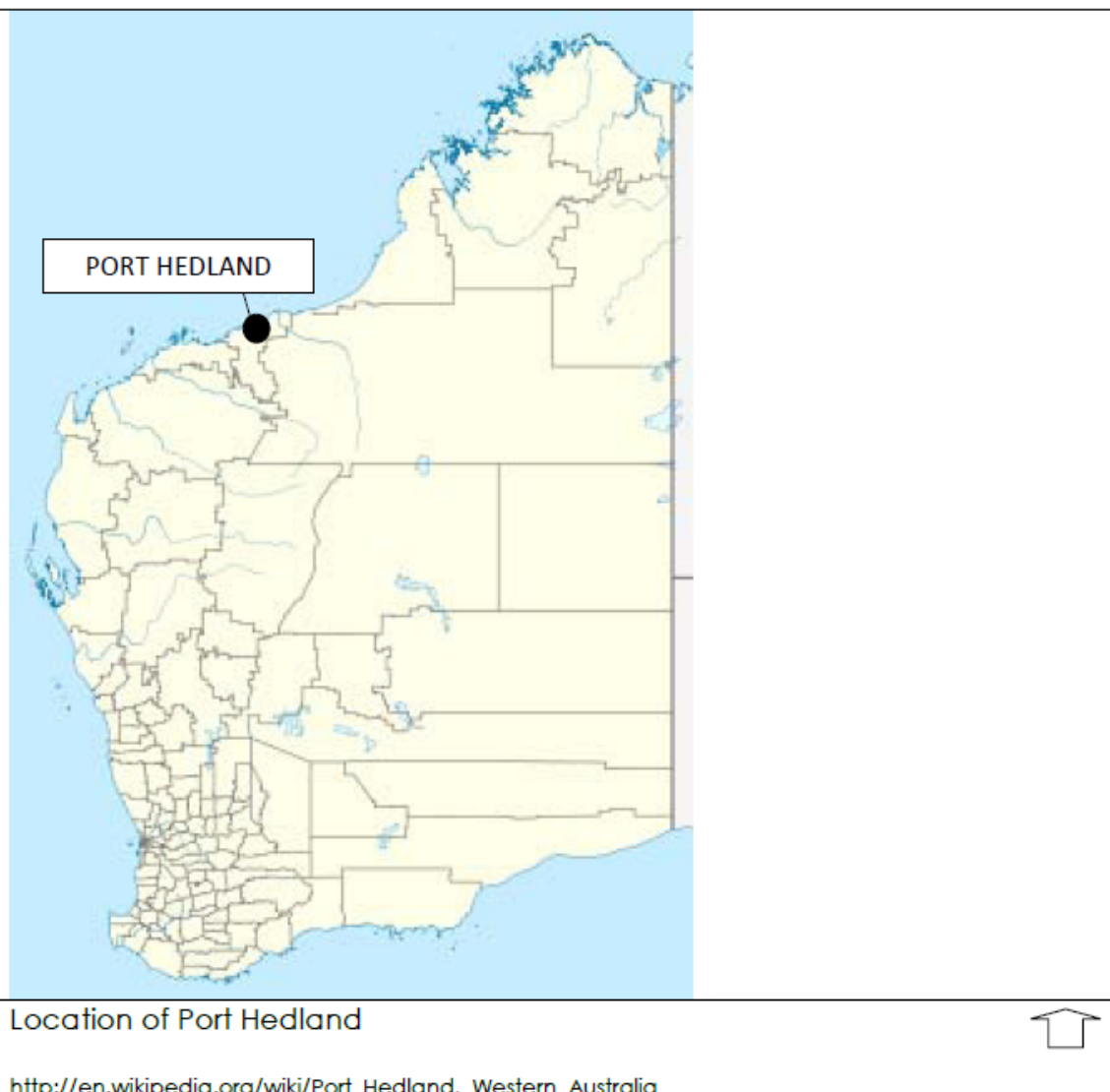
Arnold Carter – Deputy Mayor - Town of Port Hedland / President Historical Society / Involvement with Turf Club

Trevor and Ady Foote – Hawks Rugby League Club

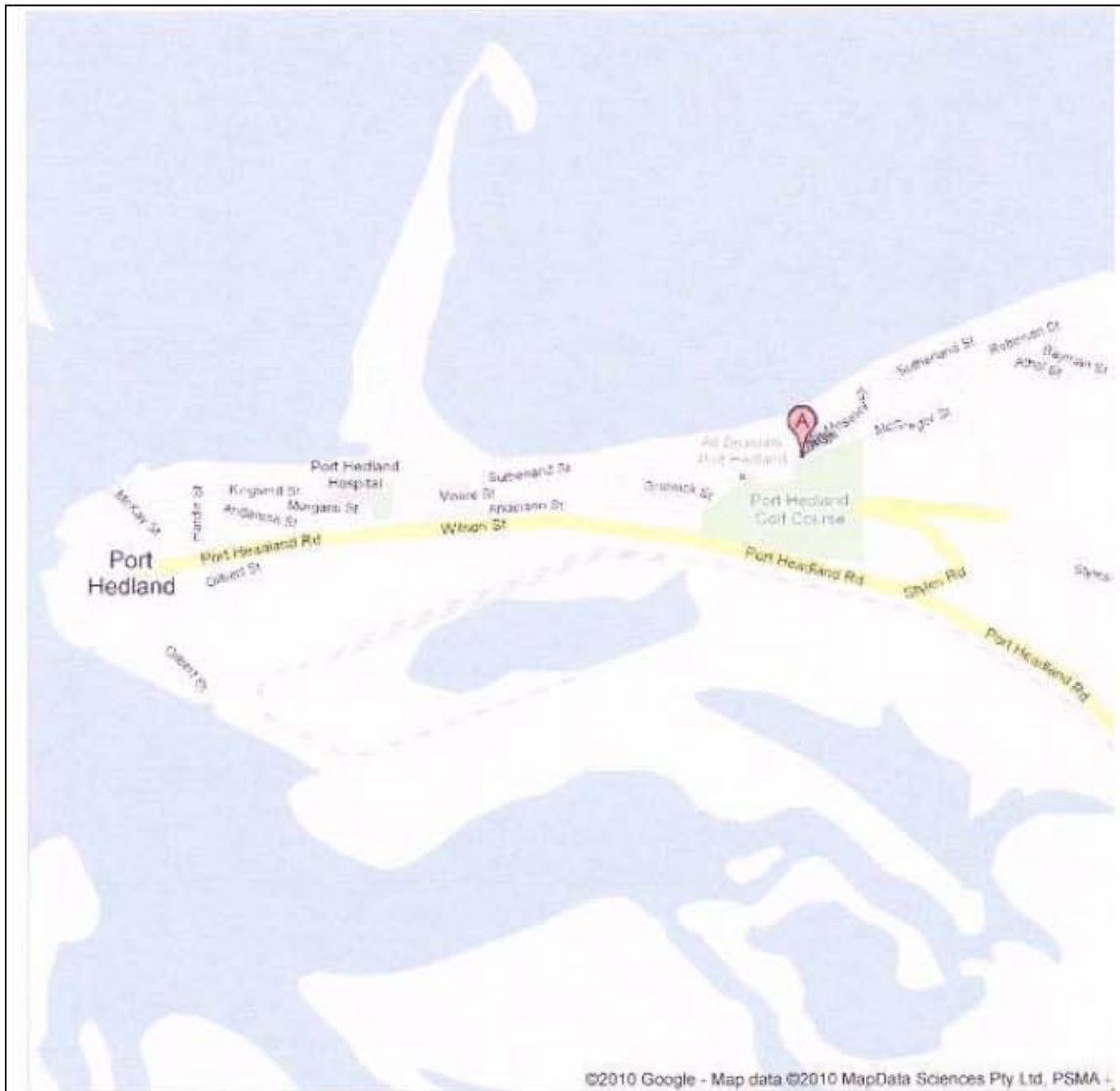
Paul Kennedy - Hawks Rugby League Club

Maxine George – South Hedland Library, Town of Port Hedland

John and June Vanuden – Town of Port Hedland Residents



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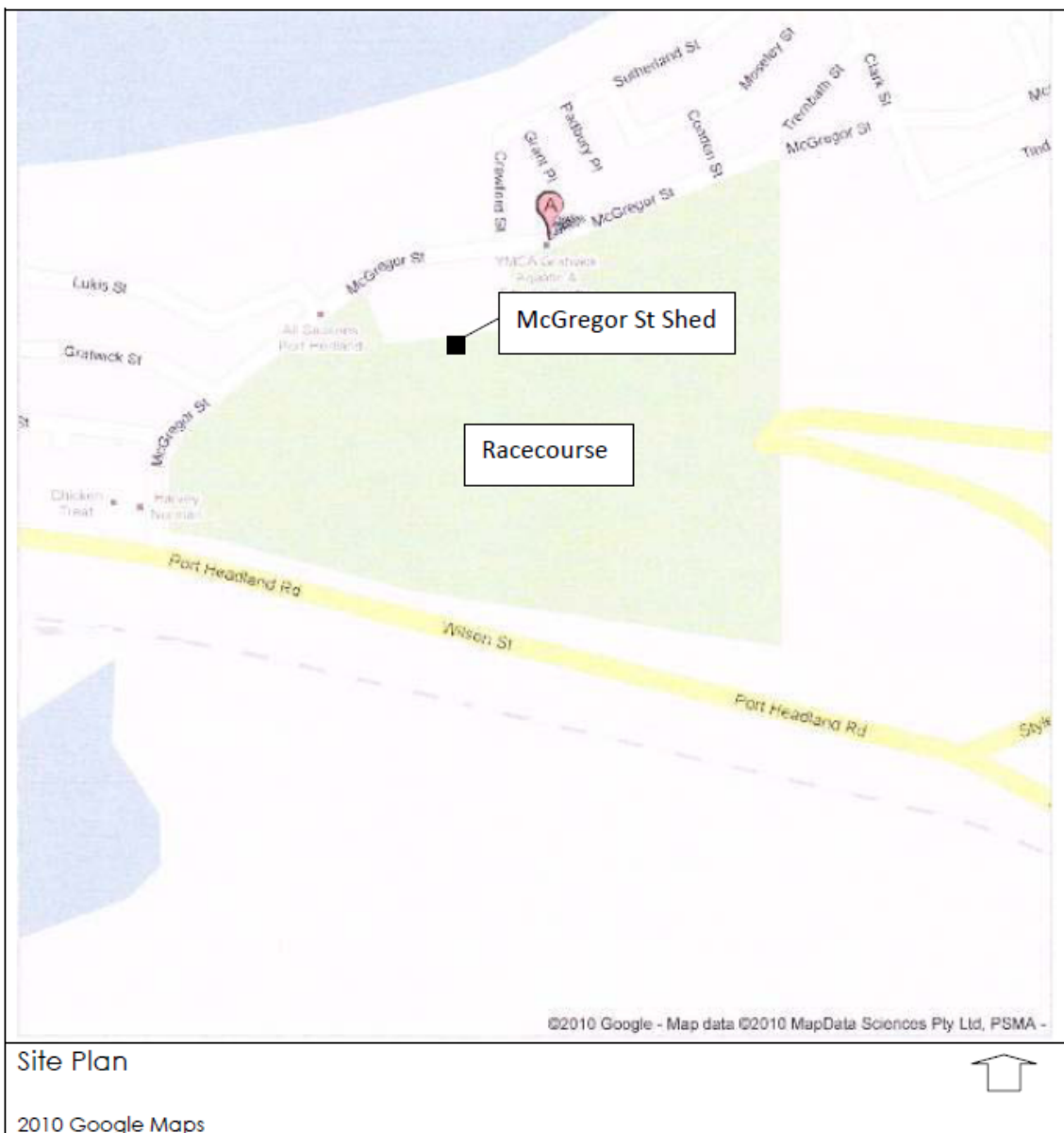


Site Location Plan



2010 Google Maps

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### **3.0 Consultation**

Paul Martin – Director Community Development, Town of Port Hedland

Nicole Roukens – Sport and Recreation Officer, Town of Port Hedland

Arnold Carter – Deputy Mayor - Town of Port Hedland / President Historical Society /  
Involvement with Turf Club

Trevor and Ady Foote – Hawks Rugby League

Paul Kennedy - Hawks Rugby League

Maxine George – South Hedland Library

John and June Vanuden – Town of Port Hedland Residents

#### Consultation Process

The consultation process undertaken included face to face meetings and telephone discussions with the above mentioned people.

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**4.0 Reference Documents**

1. Town of Port Hedland Municipal Heritage Inventory – Review 2007, Laura Gray Heritage & Conservation Consultant
2. Sports Facility Audit – Draft Final Report 24 July 2006, CCS Strategic Management, Community Development and Leisure Consultants
3. Draft Master Plan 2009– McGregor Street, Ross Planning & Integral Consultants
4. Public Land Rationalisation Plan- Port Hedland Review Area, RPS Koltasz Smith Consultants
5. Port Hedland Land Use Masterplan – Prepared for the Town of Port Hedland by Port Hedland Land Use Master Plan Steering Committee, assisted by Urban Design Centre of Western Australia, Sustainable Consulting & EPCAD Consultants (Australia) P/L. Endorsed by WA Planning Commission 23 September 2008
6. Town of Port Hedland Minutes - Item No. 11.3.3.5 Hawks Rugby Club Rooms 28 May 2008 & Item No. 11.3.3.3 Hawks Rugby Club Rooms 28 January 2009
7. Hardie, Jenny, *Nor-Westers of the Pilbara Breed* (Shire of Port Hedland, 1981)
8. Bloemen, Anne, & Trish Parker, *Hedland Voices* (Town of Port Hedland, 1997)

## 5.0 Documentary Evidence

In 1863, Captain Peter Hedland discovered and named an inlet Mangrove Harbour, although it had become known as Port Hedland by 1865-66. In 1866, Charles Wedge was asked to report on possible townsite locations in the North West. He thought Port Hedland was unpromising, so no development occurred at this time.<sup>1</sup>

In 1887, gold was discovered at Mallina, and the Pilbara goldfield was declared in October 1888.<sup>2</sup> In 1891, Tom Traine, John Edward Wedge and Syd Hedley explored the area around Port Hedland, describing the harbour as 'pretty as well as safe'.<sup>3</sup>

The goldfields needed a port closer than Cossack, and it was believed that a road could be constructed to Port Hedland. In September 1895, the District Surveyor at Cossack requested a survey of Port Hedland to establish a town, and also asked for a jetty.<sup>4</sup>

In 1896, the town site of Port Hedland was surveyed by E. W. Geyer, who named the grid of streets after the local pastoral pioneers,<sup>5</sup> and in October, the town site was gazetted.<sup>6</sup> An admiralty chart of the same year shows that the area now occupied by the race course was unsurveyed at this time.<sup>7</sup>

After 1899 Port Hedland developed as people relocated to the new town, including several storekeepers. A Progress Association was formed, along with a Roads Board. By 1900, the harbour had become the focal point of the town. In 1900-03, the Adelaide Steamship Company, the Union Bank, and Dalgety & Co. established businesses in the town.<sup>8</sup>

Although only established for a short time, Port Hedland put on its first race meeting in 1902. Early race meetings included cart horses, buggy horses and ponies. In later years, thoroughbreds were raced, especially from Mundabullangara and De Grey stations, and both Aboriginal and non-Aboriginal jockeys took part.<sup>9</sup> A local resident, Wampi Ball, recalled:

The Blackfellas used to ride in the races then, not just the Whitefellas. All the bloody buck-jumping horse they used to put the Blackfellas on to quiet'm down. They start off with the Blackfella jockeys, and some of them was pretty good. Some of the horses was trained by Blackfella.<sup>10</sup>

The Port Hedland races were a significant part of the social calendar of the town:

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<sup>1</sup> Hardie, Jenny, *Nor-Westers of the Pilbara Breed* (Shire of Port Hedland, 1981) pp. 9-19

<sup>2</sup> Hardie (1981) pp. 9-19

<sup>3</sup> Hardie (1981), p. 81

<sup>4</sup> Hardie (1981), pp. 81-82

<sup>5</sup> Hardie (1981), p. 82

<sup>6</sup> Hardie (1981), p. 82; *Government Gazette*, 23 October 1896, p. 1832

<sup>7</sup> Figure 1 in Hardie (1981)

<sup>8</sup> Hardie (1981), pp. 19-21, 83-99

<sup>9</sup> Gray, Laura, 'Town of Port Hedland: Municipal Inventory of Heritage Places' (2007)

<sup>10</sup> Bloemen, Anne, & Trish Parker, *Hedland Voices* (Town of Port Hedland, 1997), p. 51

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Port Hedland race meeting was a great excuse for everyone to be in town, with most station women and their families enjoying the luxury of hotel meals, race balls and afternoon tea parties with their town-based friends...

Race meetings were an excuse for new dresses and hats that had either been painstakingly made in spare moments at home, or had been ordered by some enterprising soul in the town who had sent for suitcases of clothes 'on spec' to be sold to local womenfolk. For the men there was business, last-minute training of their horses, yarning in the town's bars and some incredible practical jokes played upon each other during those race meetings.<sup>11</sup>

The Port Hedland Cup retains its prominence in the community, with the date of the event (first Monday in August) being a local public holiday.<sup>12</sup>

By 1905, Port Hedland had a population of 120. A visitor described the town as 'a dreary place', in which 'the houses or bungalows are miserable little shanties with no pretence of comfort about them'.<sup>13</sup> However, W. H. Barker, editor of *The Hedland Advocate*, disagreed, drawing attention to the Esplanade Hotel (1904), built at a cost of £5,000.<sup>14</sup>

In 1909, the location of the racecourse, Forrest Location 1, comprising 147 acres (59.5 ha), was transferred to the Port Hedland Amateur Race Club on a 99-year lease. The original trustees of the Club were Alexander Edward Hardie, Robert Farquhar Crowe and Arthur Henry Wilson. The lease stated that the Lot was to be used 'solely for the purpose of a race course'.<sup>15</sup>

A railway line was constructed from Port Hedland to Marble Bar, which officially opened on 15 July 1911. In the 40 years that the 'Spinifex Express' travelled the line, it developed a reputation as 'the friendliest train in Australia'.<sup>16</sup>

By 1913, with a population of about 350, in addition to its public buildings, the town had four hotels, a branch of the Union Bank, and several stores.<sup>17</sup> With the exceptions of the Post Office (1910-12), the Esplanade Hotel, and a few homesteads, the buildings were timber and iron.<sup>18</sup>

In 1921, the Federal Government sought tenders for the establishment of a mail and passenger air service between Perth and the North West. In August of that year, Major Norman Brearley secured the contract, making Port Hedland part of the Geraldton-to-Derby airmail service.<sup>19</sup>

Brearley's first visit to Port Hedland, in a Bristol Tourer biplane, had Charles Kingsford Smith as one of the passengers. They flew the Bristol to a site which had been selected for an air strip, about 11 km out of town. However, the rough ground at this

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<sup>11</sup> Hardie (1981), p. 54

<sup>12</sup> [http://www.health.wa.gov.au/circularsnew/circular.cfm?Circ\\_ID=12279](http://www.health.wa.gov.au/circularsnew/circular.cfm?Circ_ID=12279) [accessed 18 February 2010]

<sup>13</sup> Letter to *The Western Mail*, in Hardie (1981), pp. 99-100

<sup>14</sup> Hardie (1981), p. 100

<sup>15</sup> Certificate of title

<sup>16</sup> Hardie (1981), pp. 104-06

<sup>17</sup> Battye, J. S., *The Cyclopaedia of Western Australia* (Perth, 1912-13) p. 1014

<sup>18</sup> O'Brien Planning Consultants 'Municipal Heritage Inventory for the Town of Port Hedland' (October 1996), p. 9

<sup>19</sup> Hardie (1981), p. 138

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site meant that their attention was drawn to the racecourse, then only 3 km out of town, which was flat and suitable for landing purposes.<sup>20</sup>

A hanger was constructed, and the racecourse remained the town's landing strip until the aerodrome was relocated in 1940.<sup>21</sup> An image is available of Kingsford Smith's plane, *Southern Cross*, at the aerodrome. Other images show a corrugated iron hangar in the mid 1930s.<sup>22</sup> Also of interest is an image of a small timber and corrugated iron shelter, described as part of the Port Hedland air terminal, but which also appears to have been used by race goers.<sup>23</sup>

It is believed that a corrugated iron shed, later used by Port Hedland's Rugby League team as a clubhouse, was constructed in the early 1920s for use by the aerodrome from materials left over from the building of the railway. A photograph, in the possession of John and Jane Vanuden, shows Charles Kingsford Smith and Mrs Vanuden's mother standing in front of the shed in the early 1930s.<sup>24</sup>

A late-1920s image of jockeys at Port Hedland shows them in front of another corrugated iron shed, presumably used as changing rooms.<sup>25</sup>

In 1931, the trusteeship of Port Hedland Amateur Race Club was transferred to Alexander Edwin Richardson, Ross Alexander Keesing and Geoffrey Paul Stocker.<sup>26</sup> One significant winner of the Port Hedland Cup in the 1930s was Tommy Gray, the well-known Aboriginal poet, soldier and horse trainer. His horse, Bobby Dazzler, won the cup, with Billy Kain riding, even though the horse had arrived only just in time to start the race.<sup>27</sup>

In 1935, the Flying Doctor Service was extended into Western Australia, with bases established at Port Hedland and Wyndham.<sup>28</sup> At Port Hedland, it was established on Richardson Street. Photographs (c.1936 & 1937) show two radio huts, and the foundations for the pilot's residence.<sup>29</sup>

In 1940, the airport was moved from the racetrack. This was in response to the threat of aerial attack from Japanese planes. The local Volunteer Defense Corps were mostly engaged on aerodrome defense, and the airport moved to Pipingarra Sands, 11 km from Port Hedland, where three runways were constructed.<sup>30</sup> On 30 July 1942,

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<sup>20</sup> Hardie (1981), pp. 138-39

<sup>21</sup> Hardie (1981), p. 139

<sup>22</sup> Bloemen & Parker (1997), pp. 76-77

<sup>23</sup> Bloeman & Parker (1997), p. 78; see Image 111 in Hardie (1981)

<sup>24</sup> Conversation between Annabel Wills and John and June Vanuden, 19 February 2010. The photograph has not been sited at the time of writing this report.

<sup>25</sup> Bloeman & Parker (1997), p. 52

<sup>26</sup> Certificate of title

<sup>27</sup> Read, Jolly, & Peter Coppin, *Kangkushot: The life of Nyamal lawman Peter Coppin* (Aboriginal Studies Press, 1999), p. 89; Image 114 in Hardie (1981)

<sup>28</sup> Crowley, F. K., *Australia's Western Third: A History of Western Australia from the first settlements to modern times* (Macmillan & Co. Ltd., 1960), p. 258

<sup>29</sup> Photographs 228 and 229 in Hardie (1981)

<sup>30</sup> Hardie (1981), p. 168

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and again on 17 August, Port Hedland was bombed. The only casualty was Private J. Adams, who was killed by shrapnel at the new aerodrome.<sup>31</sup>

In 1947, the trusteeship of Port Hedland Amateur Race Club was transferred to Alexander Edwin Richardson, Leslie Lewis Miller and Geoffrey Alexander Wyndham.<sup>32</sup>

In the 1940s and 1950s, a sought-after invitation during Port Hedland's race meeting was to Kathleen Moseley's garden party. 'Anyone who was anyone' came for the tea and cakes in her garden.<sup>33</sup>

In 1963, Forrest Location 1 was transferred to the Crown, with a management order to the Town of Port Hedland.<sup>34</sup>

The corrugated iron shed, later used as the Rugby League clubhouse, is believed to have been used as a scout hall until the present scout hall was constructed around 1965.<sup>35</sup>

From the mid-1960s until the mid-1970s, the Port Hedland Golf Club was located adjacent to the racecourse. It has not been established how many holes were developed, but the course used sand greens. The remains of a few tee boxes, constructed with sleepers, can still be found in the area.<sup>36</sup> It is believed that the later Rugby League clubhouse may have been used as a golf clubhouse at this time.<sup>37</sup>

The current Golf Club was established in 1986, and remains a key social activity in the region. It has around 157 members, has an 18-hole sand green course and a club house.<sup>38</sup>

Development of iron ore deposits resulted in significant changes to Port Hedland. In 1965, the small town of 1,200 expanded rapidly. The satellite community of South Hedland was established at this time, and now accounts for half of Port Hedland's population.<sup>39</sup>

The South Hedland Rugby League Club (the Cougars) was formed in 1978, about the same time as Port Hedland Animals (later renamed the Port Hedland Hawks). In the early years the competition included teams from Karratha and Dampier, requiring travel by small aircraft to Tom Price and Paraburdoo.<sup>40</sup> In the first year of the competition, the Cougars reached the grand final, playing Tom Price at Dampier. The latter team carried the day.<sup>41</sup>

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<sup>31</sup> Hardie (1981), pp. 168-69

<sup>32</sup> Certificate of title

<sup>33</sup> Hardie (1981), p. 55

<sup>34</sup> Certificate of title

<sup>35</sup> Conversation between Annabel Wills and John and June Vanuden, 19 February 2010

<sup>36</sup> Conversation between Eddie Marcus and Barry Wright, member of Port Hedland Golf Club, 17 February 2010

<sup>37</sup> Conversation between Annabel Wills and John and June Vanuden, 19 February 2010

<sup>38</sup> <http://www.phgc.pilbara.net/> [accessed 17 February 2010]

<sup>39</sup> <http://www.porthedland.wa.gov.au/town/history.html> [accessed 17 February 2010]

<sup>40</sup> Keating, Steven, 'South Hedland Cougars Rugby League Club, 1978-' (2008)

<sup>41</sup> Keating (2008)

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Although the exact date of construction remains to be established, but may be early 1920s, the 'shed' referred to above was the centre of the social life of the Port Hedland Hawks. This corrugated iron building is located to the north of the racetrack and was used as a clubhouse. A 1998 photograph shows the entire Hawks team in front of the 'shed'.<sup>42</sup>

After an absence from the Pilbara Rugby League competition for several years, the Hawks rejoined and requested use of the shed again. The Town of Port Hedland undertook a site inspection in 2008, and identified a number of issues. The report also indicated that it would be more economical to build new clubrooms rather than repair the existing building.<sup>43</sup>

Following this report, an independent structural survey was undertaken. This found that the building did not meet the safety standards for a cyclonic area. Consequently, a temporary clubroom is being used by the club, and the future of the shed is currently uncertain.<sup>44</sup> In mid-2009, the Port Hedland Historical Society passed a resolution supporting retention of the shed.<sup>45</sup>

In the 2009 season, there were five teams in the Pilbara Rugby League: Karratha Roosters, Karratha Broncos, Wickham Wasps, Port Hedland Hawks and South Hedland Cougars.<sup>46</sup> Becoming premiers, Port Hedland Hawks defeated Wickham Wasps 26-24 in the grand final.<sup>47</sup>



Hawks Rugby Club outside the 'infamous' shed (c.1998. Permission to reproduce this image is in the process of being obtained. It is used here for information purposes only.)

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<sup>42</sup> Referred to as the 'infamous shed' in a caption on the Hawks' Facebook page

<sup>43</sup> Information provided by Town of Port Hedland

<sup>44</sup> Information provided by Town of Port Hedland

<sup>45</sup> Conversation between Annabel Wills and John and June Vanuden, 19 February 2010

<sup>46</sup> *Pilbara Echo*, 1 May 2009

<sup>47</sup> *Rugby League Review*, October 2009

**Chronology**

- 1896 Port Hedland Townsite gazette
- 1902 First race meeting in Port Hedland.
- 1909 Forrest Location 1 - 147 acres transferred to the Port Hedland Amateur Race Club. Solely for the purposes of a race course
- 1911 Railway line constructed between Port Hedland and Marble Bar
- 1921 and Federal government sought tenders for the establishment of a mail passenger air service between Perth and the North West. August of the same year an airmail service to Port Hedland was included in the Geraldton to Derby service
- 1920's First visit of service. Charles Kingsford Smith was one of passengers. Kingsford Smith's plane, Southern Cross, at the aerodrome
- 1920's McGregor Street Shed constructed from materials left over from the building of the railway line. Photograph showing Mrs V's mother with Charles Kingsford Smith in front of the McGregor Street Shed
- 1935 Flying Doctor Service was extended into Western Australia, bases at Port Hedland and Wyndham
- 1940 Airport moved from the racetrack in response to the threat of aerial attack from Japanese planes
- 1942 Port Hedland was bombed on 30 July and 17 August
- 1963 Forrest Location 1 was transferred to the Crown with a Management Order to the Town of Port Hedland
- 1960's McGregor Street Shed used as a Scout Hall prior to construction of c1965 Scout Hall. From mid 1960's to mid 1970's Port Hedland Golf Club located adjacent to the racetrack. McGregor Street Shed may have been used as a clubhouse
- 1971 Pilbara Rugby League was formed
- 1978 South Hedland Rugby League Club (Cougars) was formed. About the same time the Port Hedland Animals (later named the Port Hedland Hawks) was formed
- 1979 McGregor Street Shed used by the Port Hedland Hawks as their clubrooms
- 2008 Inspection of the McGregor Street Shed by the Town of Port Hedland and the commissioning of an independent structural report.
- 2009 Port Hedland Historical Society passed a resolution supporting retention of the McGregor Street Shed



## 6.0 Physical Evidence

The McGregor Street Shed is a simple, single storey, single room corrugated iron building with a gabled roof.

### THE SITE

The Shed is located within a recreation facilities area on McGregor Street, Port Hedland. This recreation facilities area comprises the Port Hedland Horse Racing Track and associated equestrian structures, the Tennis Club and Courts, the Canine Club and training area, a skateboard park, ablution block, associated green spaces with rugby and soccer goals and cricket pitches.

Until recently the Shed has been utilized as the Hawks Rugby League Clubrooms and is located some 300 metres from the grassed rugby field.

### THE SHED

The single room shed building is 8 metres x 4.5 metres in size with an attached steel framed patio structure being 11.5 metres x 4 metres in size. The Shed is orientated in a north – south direction with the door opening to the east. Its orientation is at right angles to the adjacent racetrack.

Immediately to the east of the patio structure is a fenced playground area of approximately 30 metres x 15 metres. The Shire has advised that this playground is non-compliant to current Australian Standards for playgrounds.

### EXTERNAL FABRIC

The roof and walls to the shed are steel framed and clad with painted corrugated iron. The walls have been patched with small sections of corrugated iron sheeting. It has a concrete slab floor and therefore no under floor area. The walls are painted white with the maroon and blue stripes of the Hawks Rugby League Club.

The Building is 2.4 metres in height to the eaves line and 3.1 metres to the ridge line.

The east elevation contains a steel framed flat iron door with a steel mesh panel to the top section and a covered padlock. There is also a pair of steel framed flat iron window shutters to this elevation.

The patio has a concrete floor, concrete posts, steel framed roof structure and is clad with trim deck metal roof sheeting. There is a brick barbecue to the southern end of the patio area.

The north elevation contains a former window opening that has been covered over with a flat steel sheet, an electrical metre box and surface mounted conduits.

The south and west elevations are simply corrugated iron clad with patched areas.

Heritage Assessment – McGregor Street Shed, Port Hedland

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INTERNAL FABRIC

Internally the Shed has a concrete floor, steel framed walls lined with steel mesh (to prevent vandalism and unlawful entry to the building. There is a steel mesh cage, two sinks and a fridge. The steel roof trusses are visible internally.

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Heritage Assessment – McGregor Street Shed, Port Hedland

## 7.0 Statement of Significance

### McGregor Street Shed.

McGregor Street Shed, a single storey, single room corrugated iron building designed in a simple utilitarian style, has cultural heritage significance for the following reasons:

- the place has a close association with the establishment of the mail and passenger air service between Perth and Port Hedland in 1921
- the place has a close association with the establishment and development of community, social and sporting groups, such as scouts, golf and rugby league in Port Hedland since the 1960's
- the place is highly valued by the Port Hedland Hawks Rugby League Club being their clubrooms since 1979 to 2010
- the place has a close association with the adjacent former use of the first Port Hedland Aerodrome from 1921 to 1940
- the place illustrates the use of available materials, between the war, in building construction in the North West of Western Australia
- the community debate to which the place has been subject, from 2008 to 2010, on the proposed demolition and relative heritage values of the building, demonstrates the communities concern and signals a strong awareness of their history.

## 8.0 Opportunities and Constraints

### Opportunities:

The following opportunities arise considering the cultural heritage significance of the McGregor Street Shed and the broader precinct, and the relevant reference documents. These opportunities are:

- to celebrate and interpret significant aspects of Port Hedland's history
- to acknowledge the significance that the McGregor Street Shed has to a local sporting group for over 30 years
- to incorporate the McGregor Street Shed within an amended Concept Plan for the recreational reserve
- to celebrate the historical themes of:
  - opening up the North West
  - building settlements, towns and cities
  - establishing communities
  - aviation in the North West
  - moving goods and people
  - developing Australia's cultural life
  - organising recreation
  - role of recreation in communities / role of sport in local communities
  - establishment and expansion of mining in Port Hedland
  - utilising natural resources
  - developing local, regional and national economies
- there are funding opportunities available for community groups and local governments through Lotterywest for works to a heritage place and for the interpretation of a heritage place. The relevant funding programmes are the Conservation of Cultural Heritage Programme, the Interpretation of Cultural Heritage Programme and the Heritage Projects Programme(General).

**Funding Opportunities - Lotterywest****Conservation of Cultural Heritage Grants Programme.**

This programme helps community groups to conserve part of the State's cultural heritage. Applications are assessed through an annual funding round with a closing date in November each year.

Grants are available for urgent conservation work on places or objects of significant heritage value, as well as for the preparation of Conservation or Treatment Plans.

**Interpretation of Cultural Heritage Grants Programme.**

This programme aims to help communities to develop an understanding of the significance of their cultural heritage places and objects, as a way of maintaining their sense of identity and heritage. Applications are assessed through an annual funding round with a closing date in July each year.

The total budget available for this grant area is limited. \$15,000 is usually the maximum amount that can be granted to any one project.

**Heritage Projects Programme (General Including Museums and Historical Society's)**

Lotterywest may consider proposals for capital works, equipment, planning or project costs for heritage-related activities where these fall outside what might be supported under the Conservation, Interpretation or Community Histories Grants Programmes.

Applicants will need to demonstrate that:

- They are adhering to good historical/heritage/museum practice.
- They are seeking appropriate professional advice to shape their proposal.
- The local government authority or other partners, where appropriate, are supportive and/or providing assistance with the proposal.

**Constraints:**

The following constraints arise considering the cultural heritage significance of the McGregor Street Shed and the broader precinct, and the relevant reference documents. These constraints are:

- the McGregor Street Shed is not what people perceive as heritage
- the McGregor Street Shed has been deemed to not satisfy requirements for certification for a structure in a cyclonic location
- the McGregor Street Shed would require the expenditure of funds to ensure that it complies with current structural standards
- the services need to be reconnected and upgraded
- the current concept plan removes the McGregor Street Shed

- the McGregor Street Shed is currently in poor condition
- the current location of the Rugby League playing field
- the lack of amenities associated with the McGregor Street Shed including toilets and shower facilities.

## 9.0 Recommendations

### MCGREGOR STREET SHED

As outlined in Section 7.0 the McGregor Street Shed has some cultural heritage significance. The Shed's heritage values are primarily historic and social. The recommendations for the McGregor Street Shed are presented as options for the Town of Port Hedland's consideration.

#### Option1 - Retain the building in situ

##### Key Factors

The McGregor Street Shed is considered to have cultural heritage significance, primarily for its historic and social values. It is unlikely to be used as Clubrooms for a sporting club; however, it could be integrated within the proposed uses of the McGregor Street draft Master Plan, 2009.

If structural and conservation works are undertaken to the place it is then considered that the facility could be usable.

Several avenues for possible funding for the conservation of the building are available and should be further considered.

Despite being a modest, utilitarian building, the retention of the McGregor Street Shed will contribute to the community's sense of place as a tangible reminder of the former uses of the site, in particular the aviation use. It has in more recent years become an important part of the sporting life of Port Hedland.

The McGregor Street Shed is also a tangible reminder of the place that Port Hedland played in the "opening up" of the North West of Western Australia.

Develop a simple Conservation Plan and Interpretation Strategy for the McGregor Street Shed.

The building would require some conservation works and structural works to comply with cyclone area requirements. Develop a scope of works and cost estimate to enable compliance with structural requirements for a cyclonic area as well as appropriate servicing. The scope of works would need to be in line with cultural heritage values. The buildings construction materials are modest, therefore, the cost of building materials can be minimised.

This option is the preferred conservation outcome.

**Option 2 - Relocate the McGregor Street Shed to another location on the same site**

## Key Factors

For places of cultural heritage significance it is widely accepted that the original location of a building forms an integral part of its history and significance.

When places are moved to another location their reason for existing maybe obscured. Sometimes in the relocation process buildings or structures are damaged.

There are instances where buildings were constructed as transportable buildings with the intention that they would be relocated to suit operational needs. This was and still is common in the mining industry.

The McGregor Street Shed's former uses and history is related to the broader precinct and its heritage values would still be evident if the building was relocated within the precinct.

Relocation within the precinct is a preferred option compared to demolition of the entire structure. Since 1979 the Shed has been associated with a particular sporting group so relocation to a site in the broader recreation precinct, in association with that sporting group, would maintain social and historical links and values.

Grant funding is generally not available for the relocation of heritage buildings or structures.

If relocation is considered the preferred option, then a simple conservation plan should be prepared that includes recommendations on methods to be used for moving the building and advice on the likely impact on the building of the move. The conservation plan would also need to cover required conservation works and structural works to comply with cyclone area requirements and to respect heritage values.

Appropriate and relevant interpretation of the buildings history, within the broader precincts history, should be developed.

**Option 3 - Relocate the McGregor Street Shed off site**

## Key Factors

The key factors for relocation of buildings or structures with cultural heritage significance are similar to Option 2.

The tangible links of the McGregor Street Shed to its site and the broader precinct are compromised by the relocation of the Shed to another site outside of the broader precinct.

If this option is preferred then it is recommended that the new site has some relevance to the buildings history and heritage values. As with options 1 and 2 it is recommended that a simple conservation plan is prepared addressing relocation issues and appropriate and relevant interpretation is developed.

**Option 4 – Demolition**

## Key Factors

The McGregor Street Shed has been assessed as having some cultural heritage significance. Once a building or structure has been demolished it is difficult to meaningfully display or interpret its cultural heritage values.

Historic and social values are more easily understood through a building or structures form, materials, scale and finishes. Viewing these aspects of the Shed are of greater value than the recording and displaying of information about the shed's history.

Demolition is the least preferred option from a conservation viewpoint.

If demolition is unavoidable then the Shed should be recorded through measured drawings and a referenced photographic record. This record should be provided to the Local History Section of the Port Hedland Library and the Port Hedland Historical Society and made available for public reference.

**Interpretation**

As part of all 4 options the Town of Port Hedland should consider the interpretation of the McGregor Street Shed and the broader precinct.

Interpretation is a means of communicating ideas and feelings which help people enrich their understanding and appreciation of their world, and their role in it. (Interpretation Australia Association)

The Booklet, Sharing our Stories, Guidelines for Heritage Interpretation states:

“Heritage interpretation is about sharing memories and experiences. It respects the connections between people and place whether a place is natural landscape or one modified by use, for example: the development of farms and gardens or the construction of buildings. It involves partnerships between interpreters and a range of different stakeholders, including Indigenous and other communities, scientists, historians and artists.

## Interpretation:

- is based on sound information, thematically organized, but it is much more than simple information
- is communication, a three way connection between interpreter, audience and the heritage resource
- builds on the experiences, knowledge and interests of expected audiences to engage their active participation
- is an interactive learning experience that invites audiences to share the excitement of thinking about the past, the present and the future
- celebrates the significance of heritage by promoting the exploration of knowledge and ideas and by encouraging reflection and debate
- is not absolute - there is no single right way to interpret anything. It depends on the different perspectives, different people, both interpreters and audiences, and approaches will change over time



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Heritage Assessment – McGregor Street Shed, Port Hedland

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- may, at times, be controversial. This should not be seen as a bad thing. Indeed controversy may be a way to engage audiences by provoking thought and debate."

Interpretation of the uses, history and stories of both the McGregor Street Shed and the wider recreation area site is considered to be a key element of retaining and understanding the cultural heritage significance of the place.

This significance can be understood and interpreted at a local, regional, state and national level and should be conveyed in an appropriate manner.

The site encompasses many aspects of the history and development of Port Hedland and would provide an ideal location to give these stories a voice. A well presented interpretation strategy would significantly assist in the creation of the sense of place for Port Hedland.

Key themes to be considered within an interpretation strategy include:

Turf Club - Early grant of land

Turf Club – history

Turf Club - social impact on the Town and Region

Turf Club – Port Hedland Race Day

Mining / Industry – Marble Bar Railway

Mining / Industry – Importance of sport in mining town

Aviation – opening up of North West

Aviation – Sir Charles Kingsford Smith and Len Taplin

Aviation – Royal Flying Doctor Service

War – bombing of airfield

War – Evacuation of Broome

Recreation and Community

Recreation and Community – Golf Club

Recreation and Community – Rugby League

**Further Research**

Photographic Evidence.

John and Jane Vanuden kindly spoke to Annabel Wills during the compilation of this report. The Vanuden's were overseas at the time of the report. They have advised that they are in the possession of a photograph showing Charles Kingsford Smith and Mrs Vanuden's mother standing in front of the shed in the early 1930s.

A respectful approach to John and Jane Vanuden should be made to request a copy of that photograph to form an appendix to this report.

**10.0 References**

Apperly, R, e t a l. A Pictorial Guide to Identifying Australian Architecture Styles and terms from 1788 to the Present. (Sydney: Angus & Robertson, 1989)

The National Trust of Australia (WA) & Museums Australia (WA) in partnership with Lotterywest, Sharing our Stories, Guidelines for Heritage Interpretation. (Published by National Trust of Australia (WA) & Museums Australia (WA) 2007)

Lotterywest Website - Grants

<http://www.lotterywest.wa.gov.au/grants/about-lotterywest-grants>

[maps.google.com](http://maps.google.com)

[en.wikipedia.org/wiki/Port\\_Hedland,\\_Western\\_Australia](http://en.wikipedia.org/wiki/Port_Hedland,_Western_Australia)

**11.0 Photographs**



Photograph 1 North & East Elevation  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010



Photograph 2 East Elevation  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010

Heritage Assessment – McGregor Street Shed, Port Hedland

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Photograph 3 West & South Elevation  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010



Photograph 4 North Elevation with Racecourse in background  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010



Photograph 5 View from the north showing recreational facilities & Racecourse in background  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010



Photograph 6 East Elevation with playground in foreground  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010



Photograph 7 North-East Elevation  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010



Photograph 8 East Elevation showing flat roof verandah  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010

Heritage Assessment – McGregor Street Shed, Port Hedland

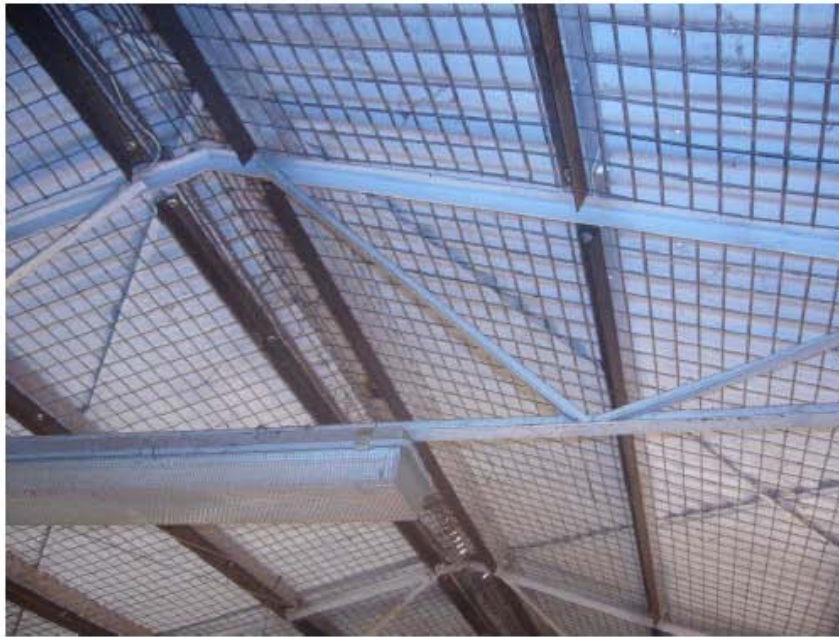
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Photograph 9 East Elevation showing entry door  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010



Photograph 10 Interior of Shed  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010



Photograph 11 Detail of steel truss  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010



Photograph 12 Interior of Shed  
McGregor Street Shed, Port Hedland  
Carrick + Wills Architects February 2010



# ROBIN SALTER & ASSOCIATES

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## Structural Engineering Report on Hawks Rugby Club Port Hedland

Ref: 2008-064/01

Robin Salter & Associates (RSA), at the request of the Town of Port Hedland (ToPH) conducted an inspection of the Hawks Rugby Club building on 20<sup>th</sup> February 2008. It is RSA's opinion that the building in question is not fit for use, and, poses a significant potential hazard to the surrounding area in the form of wind-blown debris in the event of part of the building breaking apart during an event.

The main structure is not up to Australian Standards. While the general fixity seen around the building is quite good, the size of most structural members is significantly below what we can certify for a cyclonic area. It is this high intensity of fixings that is the main factor in why this building has survived as it is thus far. While this building might survive another event, RSA obviously can't certify a building on the basis it **might** survive a cyclone.

The roof trusses are made from particularly small angle for this application. Even with the steel mesh fixed through equal angles into the underside of the roof sheeting, this roof structure is very vulnerable to failure during another cyclonic event, in part due to ongoing degradation over time as the building has aged.

Checking the roof sheeting from outside the building, there is a large area at one corner of the roof, behind the verandah, where the roof sheeting is curling back from the roof. Now that this process has started, it is extremely unlikely this sheeting will survive intact during another event.

Verandah column sizes are more than adequate, but there are not enough of them. The verandah is fixed into the already over loaded main structure. The verandah framework is made from structural members too small to be certified for use in a cyclonic area.

Most of the various flashings around the buildings are not adequately fixed, mostly due to failure of fixings due to corrosion and/or wind loads sustained in previous events.

There is no way RSA can certify any part of this building for a cyclonic area. To bring this building up to standard requires most of the structural members be replaced. In our opinion there is no cost effective way to bring this building up to a standard where it can be certified.

Sincerely,



Robin Salter B.E. (HONS.) M.I.E. (AUST.), C.P. Eng

17<sup>th</sup> April 2008

### 11.3.2 *Provision of Security Training (File No.: ...)*

<b>Officer</b>	Bec Pianta Manager Recreation and Youth Services
<b>Date of Report</b>	6 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

#### **Summary**

As part of the 2009/10 budget process, the Town of Port Hedland allocated \$35,000 towards security training, which has now been included within the Community Development Directorate. To ensure provision of service is per Council's requirement, Council endorsement of the developed scope of this project is required.

#### **Background**

Prior to 2009/10, the Town of Port Hedland provided Responsible Service of Alcohol (RSA) training to community groups to ensure compliancy of the liquor act on Council reserves. With the implementation of online RSA courses, it was no longer considered necessary for the Town of Port Hedland to supply this training. As part of the 2009/10 budget process it was therefore proposed that the RSA training be replaced with security training, to ensure safety and availability of suitably qualified crowd controllers where necessary.

As there has been no scope approved for the type of training or the delivery methods implemented, Council endorsement of the scope is required.

#### **Consultation**

Town of Port Hedland staff, including:

- Manager Recreation and Youth Services
- Sports and Recreation Officer
- Club and Project Development Officer
- Youth Development Coordinator
- JD Hardie Centre Supervisor
- CEO
- Director Community Development
- Events Coordinator

Research into the delivery methods and Australian Standards has also been undertaken.

<b>Statutory Implications</b>	Nil
<b>Policy Implications</b>	Nil

**Strategic Planning Implications** Nil**Budget Implications**

The Town of Port Hedland has allocated \$35,000 in its 2009/10 budget for security training. It is not anticipated that training for this financial year will exceed this amount.

**Officer's Comment**

While a relative simple concept, the provision of security training for community purposes does present a range of issues that need to be addressed including the following:

- To whom the training is offered (commercial vs. community)
- Services the newly trained officer must provide to the community (via a licensed organisation)
- Rates the trained officer must provide their services to the community for (through a licensed organisation)
- Subsidy offered by the Town of Port Hedland
- Individual responsibility to obtain required certification/qualifications:
  - Police Clearance
  - First Aid Qualification
  - Renewal fee
- Level of training offered:
  - Security Officer
  - Crowd Controller
- Subsidy offered if qualification is not achieved, or prerequisites not met

Within Western Australia, licensing management is regulated by the Security & Related Activities (Control) Act 1996 & Security & Related Activities (Control) Regulations 1997. Certification is received when this course is undertaken by a licensed training organisation, and all pre-requisite certification/terms and conditions are met. Any person working as a licensed crowd controller/security officer must be employed by a licensed organisation, which therefore creates difficulty in ensuring it is the community who benefits from this training.

The Town of Port Hedland must determine the level of training offered to the community. To ensure understanding of each level of certification, definitions and authority levels are listed below:

**Security Officer**

A Security Officer is a licensed person employed by a Security Agent who is authorised to provide the following:

- maintaining the security of premises and property
- controlling access and exit on premises
- maintaining the safety of the premises and personnel
- provision of protection and escort of valuables.

### Crowd Controller

A Crowd Controller is a licensed person employed by a Crowd Control Agent to work on behalf of a licensee, owner, lease holder or authorised manager to maintain a peaceful environment in any licensed premises, place of entertainment, public or private event or function, and can:

- control or monitor the behaviour of persons
- screen persons seeking entry;
- remove persons because of their behaviour

Crowd controllers are usually utilised for the following:

- Hotels & Night Clubs
- Concerts
- Special Events
- Private Functions
- Function Supervision

According to the Department of Racing Gaming and Liquor, the Policy regarding security at licensed premises (as amended on 28<sup>th</sup> July 2009) states that:

*“Crowd controllers, licensed under the Securities and Related Activities (Control) Act 1996, are to be employed at a ratio of two (2) crowd controllers for the first 100 patrons, and one crowd controller for each additional 100 patrons or part thereof.*

*Security personnel and Crowd controllers (licensed under the Securities and Related Activities (Control) Act 1996), are to be present to monitor the licensed premises and the behaviour of patrons arriving and departing the premises from 8 pm (or the time of opening the premises if after 8 pm), until one (1) hour after trading ceases. While these personnel have no authority over the patrons when they are away from the licensed premises, their presence may assist in the orderly dissipation of patrons once they leave the premises.”*

Many events that are offered within Port Hedland must meet these requirements as stipulated by the Department of Racing, Gaming and Liquor for their liquor license to be approved. As there is a lack of qualified security personnel within Port Hedland (either of a crowd controller or security guard nature), ensuring these requirements are met is sometimes a challenge for community groups. As the Town of Port Hedland often facilitates events that require crowd controllers or security guards, it is also recommended that a selection of staff be provided with this training (as per all terms and conditions as outlined in the Town of Port Hedland Training Policy/EBA).

Indicative costs for this training to occur locally, providing there are a minimum of five (5) people enrolled are:

Crowd controller	\$650 per participant
Security Guard	\$550 per participant

Courses are conducted over a 5 – 6 day period, so any attendees would be required to undertake during standard working hours.

To ensure that provision of this service to the community is sound, it is therefore recommended that with regards to security training, the following scope be approved:

#### *Scope*

To provide qualified crowd control training to community members and relevant Town of Port Hedland staff at a fully subsidised rate, payable six (6) months following the completion of the course and attainment of certification. Full payment will be made providing the following conditions are met:

1. Participants are a member of a not-for-profit community organisation;
2. Participants are employed by a local security provider who offers their services at a reduced rate (minimum 15%); and,
3. Participants are employed to work at least one (1) community event as per their qualification within the six month period.

It will be the responsibility of the individual to ensure that all qualifications and certifications remain current following the completion of the course, and any related recurrent or ongoing costs will be borne by the individual.

Should Council endorse this recommendation, training will commence immediately to ensure availability of trained crowd controllers at the majority of the events to occur in Port Hedland.

#### **Officer's Recommendation**

That Council provide qualified crowd control training to community members and relevant Town of Port Hedland staff at a fully subsidised rate, payable six (6) months following the completion of the course, and attainment of certification. Full payment will be made providing the following conditions are met:

1. Participants are a member of a not-for-profit community organisation;
2. Participants are employed by a local security provider who offers their services at a reduced rate (minimum 15%); and,
3. Participants are employed to work at least one (1) community event as per their qualification within the six month period.

It will be the responsibility of the individual to ensure that all qualifications and certifications remain current following the completion of the course, and any related recurrent or ongoing costs will be borne by the individual.”

**200910/373 Council Decision**

**Moved:** Cr S R Martin

**Seconded:** Cr G Daccache

That Agenda Item 11.3.2 'Provision of Security Training' be laid on the table for Council to consider further information relating to the matter.

*CARRIED 8/0*

*REASON: Council laid the item on the table pening the consideration of further information pertaining to the matter.*

11.3.3 *South Hedland Aquatic Centre Redevelopment (File No.: 26/02/0037)*

<b>Officer</b>	Nicole Roukens Sport and Recreation Officer
<b>Date of Report</b>	15 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

In August 2009, Creating Communities was contracted to undertake an audit of the South Hedland Aquatic Centre, and subsequently develop concept designs for a staged upgrade. The purpose of this report is to seek endorsement of the final concept designs from Council.

**Background**

South Hedland Aquatic Centre (SHAC) is a 30 year old facility that now reflects the era in which it was built. Whilst it was compliant with health and safety standards that existed at the time of construction, it is now evident that a refurbishment is necessary to comply with the recently adopted *Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities* (May 2007).

During its existence, the SHAC has seen minor upgrades, developments and maintenance occur. Due to the age of the facility, regular and mostly costly maintenance is now required to ensure the pool can remain operational. In the past 12 months alone, two leaks have been identified in the pipe work which have required repair. During this time, the potential for new leaks due to the age of the pipework became evident.

The Town of Port Hedland engaged Creating Communities in August 2009 to conduct an audit of the facility, and to develop designs based on the existing structure, community demand and compliancy requirements. To ensure feasibility of the potential upgrade from a financial perspective, a staged approach was deemed the most appropriate.

As per the audit requirements, all existing water treatment facilities were reviewed and found to be inadequate for the current Australian Codes of Practice. The report indicates that if the current lap pool (50 metre Olympic pool) is to be retained then the design and construction of a new water treatment plant will be required.

The report also detailed a number of other items at the SHAC that currently do not meeting Australian Standards or are in need of an upgrade. These include:

- Disabled pool access
- Overhead lighting
- External fencing
- Development of a designated alcohol/licensed area

It was anticipated that at the conclusion of the concept development process, Council would receive the following:

- A report detailing areas of the facility that do not comply with regulations, and a table of recommended upgrades listed in order of priority;
- Concept designs for a staged upgrade of the South Hedland Aquatic Centre;
- Water Treatment Services Report; and,
- A costed report for a staged upgrade of the facility

As part of the project the Town of Port Hedland has also extended Creating Communities the contract to develop a Master Plan for the wider area to include the Community Library and Family Centre.

A copy of the final concept designs were presented to the Council Briefing session on the 14<sup>th</sup> April 2010. The final concept designs for the staged upgrade of the South Hedland Aquatic Centre can be seen in Attachment 2.

### **Consultation**

Consultants, including:

- Creating Communities
- James Christou and Partners Architects
- Oceanis International

Sporting Associations, including:

- Hedland Water Polo Association
- Hedland Amateur Swimming Club

Town of Port Hedland Staff including:

- CEO
- Director Community Development
- Director Engineering Services
- Manager Recreation Services
- Manager Planning Services
- Manager Environment Health Services
- Manager Building Services
- Sport and Recreation Officer
- Club Project and Development Officer

Community consultation was also undertaken in the following manner to ensure the broader community had an opportunity to comment on the proposed designs:

- Newspaper
- Website
- Media Releases



**Statutory Implications** Nil

**Policy Implications** Nil

### **Strategic Planning Implications**

Key Result Area 3: Community Development

Goal 2: Sports and Leisure

Strategy 1: Progressively implement the recommendations of the Sports Facility Audit with a particular focus on upgrading all existing facilities to an appropriate standard.

Strategy 3: Identify and implement opportunities to sustainably upgrade programs and services at the Town Aquatic facilities.

Goal 3: Health

Strategy 5: Review the Town's Disability Service Plan and undertake actions to improve access to services and all facilities.

### **Budget Implications**

\$100,000 was allocated as part of the 2009/2010 budget process to undertake concept designs for a potential upgrade of the South Hedland Aquatic Centre. The concept development stage of the project (at completion) will cost \$53,000, and a Purchase Order has been raised for this amount. Sufficient funds have therefore been allocated to allow completion of the conceptual stage of this project.

Income sources to complete Stage 1 of this project (Year 1) include:

Income	Amount	Status
Department of Sport and Recreation	\$600,000	Confirmed
BHP Billiton Iron Ore	\$600,000	Pending
Tow of Port Hedland	\$600,000	Pending
<b>TOTAL</b>	<b>\$1,800,000</b>	

An Expression of Interest for \$2,100,000 has also been submitted for the commencement of Stage 2 in 2011/12 to the Pilbara Development Commission for Royalties for Regions monies.

### **Officer's Comment**

An audit of the water treatment facilities at South Hedland Aquatic Centre was undertaken as part of this project. The audit indicated that the facility currently does not meet a number of the *Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities* (May 2007) including:

- Water treatment plant capacity which is only approximately 1/3 to 1/4 of that required
- Lack of automated chlorine control

- Lack of automated pH control
- Inadequate water distribution in the main lap pool (centre channel only)
- A hydraulics retrofit to the teaching pool return line which does not perform properly thus regularly stopping flow through this pool, leading to water quality control issues.

Extensive consultation has been undertaken by Creating Communities in the development of the concept designs. Initial concept designs were developed and put out for feedback from Councillors, staff and community, and all feedback was considered in the final draft designs.

To ensure continuity with the South Hedland CBD development, feedback and comment has been sourced from Landcorp and their consultancy team. The final draft designs have been reviewed and noted by Landcorp, with no impact to the future of the CBD development occurring should stage 1 be approved.

At the conclusion of this project, the Town of Port Hedland anticipates it will be in a position to commence the detailed design and refurbishment phase for Stage 1 of the South Hedland Aquatic Centre Upgrade Project which is likely to include:

- Detailed design of the new plant and filtration system
- Installation of new a plant and filtration system
- Design and installation of overhead lighting
- 

It is likely Stage 2 will be broken into Part A and B which is likely to include:

#### Stage 2A

- Upgrade of 50m pool
- New leisure and water program pool
- Upgrade to change rooms and addition of family change room

#### Stage 2B

- New administration/staff facilities/café-kiosk
- Installation of covered decks/walkways/shade sails

#### Stage 3

- Installation water rides
- Construction of clubroom facilities

The Community Library and Family Centre has been included as part of the concept design, however construction of this facility is likely to occur separately to the South Hedland Aquatic Centre upgrade.

#### **Attachments**

1. Creating Communities Report
2. Concept Designs

3. Quantity Surveyor Report for the Full Upgrade

**Officer's Recommendation**

That Council:

- i. Endorse the concept design for a staged upgrade of the South Hedland Aquatic Centre based on the final draft designs; and,
- ii. Consider Stage 1 of the redevelopment phase as part of the 2010/11 budget process, with the Town of Port Hedland to contribute \$600,000 towards the \$1,800,000 project budget.

**200910/374 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr D W Hooper

That Council:

- i. Accept the concept design for a staged upgrade of the South Hedland Aquatic Centre based on the final draft designs, for public consultation, after which the matter be returned to Council for consideration with full costings; and
- ii. Consider Stage 1 of the redevelopment phase as part of the 2010/11 budget process, with the Town of Port Hedland to contribute \$600,000 towards the \$1,800,000 project budget.

**CARRIED 8/0**

*REASON: Council indicated its desire for public consultation; and that the matter be reconsidered by Council following the consultation period, along with full costings associated with the proposed works.*

South Hedland Aquatic Centre - Concept  
Design Brief  
Town of Port Hedland  
October 2009



## Project Details

<b>Prepared for:</b>	<b>Client</b>	Town of Port Hedland
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## Introduction

The Town of Port Hedland's *Plan for the Future (2008-2013)* document identifies sporting facilities as being of significant importance to the long-term future of the town. The outcome desired from this project by the Town of Port Hedland is that the community will have access to sporting and leisure facilities that are of an equivalent standard to those in the metropolitan area, and that those facility elements that do not conform to current standards will be addressed as a matter of priority.

The specific strategy relating to the South Hedland Aquatic Centre within the town's '*Plan for the Future*' document is: ***to identify and implement opportunities to sustainably upgrade programmes and services at the Town of Port Hedland's aquatic facilities.***

The impetus to complete a master plan process for the South Hedland Aquatic Centre is being driven by:

- The desire of the Town of Port Hedland, key industry partners and the State and Federal governments to upgrade the amenity of Port Hedland and thus make it a more attractive place to live.
- The need to ensure that the quality of recreation facilities within the Town of Port Hedland meets expectations in an efficient manner.
- The obligation for the South Hedland Aquatic Centre to comply with the relevant codes of practice regarding the operation of aquatic centres.
- The understanding that the facility has reached its 'use by date' and requires refurbishment.
- The requirement that the facility is operationally efficient and safe whilst also encouraging use.
- The prerequisite that it responds to the master plan for the South Hedland Town Centre.

Whilst the South Hedland Aquatic Centre was compliant with the health and safety standards relevant at the time of its construction, the facility is now over thirty years old and is in need of renewal. There is a need to ensure that the facility is able to fully comply with the recently adopted Health Department of Western Australia, Code of Practice for the Design, Construction, Operation, Management and Maintenance of Aquatic Facilities (May 2007).

Since it was first opened the facility has seen a number of minor upgrades, which along with its ongoing maintenance have helped retain its relevance. It is now considered time to provide some major capital investment and return the facility to a more satisfactory condition.

The South Hedland Aquatic Centre has been managed by the YMCA since 2001, in accordance with the terms and conditions outlined in the management agreement. The YMCA is responsible for the programming of the facilities, the maintenance of the capital asset and the financial and administrative management of the centre as outlined within the agreement.

At the completion of the master planning process the Town of Port Hedland wishes to have a clear understanding of the recommended upgrades needed, as well as indicative costing that will enable it to proceed to a detailed design and a staged refurbishment phase.

## Purpose

The purpose of the draft concept design brief is to inform the master planning phase of the potential redevelopment of the South Hedland Aquatic Centre. The concept design brief initially considers the areas of the facility that do not conform to the current regulations or standards established for public aquatic centres.

Further to this the master plan document assesses potential usage, required facility components and other design features to inform the preparation of concept plans for the redevelopment of the facility. The intent is to provide an initial step in the planning and design phase of the possible redevelopment of the South Hedland Aquatic Centre.

The master plan document will identify mandatory enhancements based on ensuring that the facility is able to conform with all of the current standards relevant to the operation of aquatic facilities. The master plan will also be a key element in future capital funding submissions, as well as the development of the South Hedland Town Centre redevelopment.

This draft concept paper provides an initial mechanism for capturing stakeholder input into the concept planning process. It is assumed that the concept will continue to evolve throughout the planning process.

## Methodology

The methodology for the development of the concept design brief is based on a multi-dimensional consultation process that collates the views of user groups, stakeholders and the community.

User groups and stakeholders were consulted via face-to-face meetings. The user groups consulted included the YMCA, Port Hedland Water Polo Association, Port Hedland Swimming Club, Port Hedland Triathlon Club, the Australian Sports Commission (Active After School Program), all primary schools and the Hedland Senior High School. The stakeholders identified for consultation included state sporting associations, representatives of the Indigenous community, and Town of Port Hedland staff and elected members.

Engagement of the community included an online survey that was hosted on the town's website, as of Monday, 17 September. An intercept survey was undertaken at the South Hedland Shopping Centre on Thursday, 17 September and Friday, 18 September 2009. The questions used for the intercept survey were the same as the online survey.

The findings of the consultation have been collated and form the supporting documentation to the concept design brief, which is the key document that informs the development of the master planning process.



## Concept Design Brief

### Priority 1: Mandatory Enhancements

Priority	Facility Area	Design Elements	Reasons
1	Water treatment facilities	<ul style="list-style-type: none"> <li>Installation of new water treatment facilities adding automated water management systems to replace current manual processes.</li> <li>Install independent water treatment facilities for both the main pool and secondary pools (the children's and 'learn to swim' pool) within the facility.</li> <li>Construct a new plant room to accommodate the required water treatment equipment, storage and compliance.</li> <li>Address chlorine gas delivery methods that currently contravene required practice.</li> </ul>	<ul style="list-style-type: none"> <li>Water treatment must meet Health Department of Western Australia requirements.</li> <li>Address key occupational health and safety issues regarding the current delivery of chlorine gas.</li> <li>Location and design of a new plant room could be discrete and allow for the master plan to maximise the use of the site.</li> <li>Plant room location and design could be complimentary with the South Hedland Town Centre Master Plan.</li> </ul>

*NB: The mechanical audit report with specific recommendations in the pool filtration is attached separately.*

2	50m lap and dive pool area	<ul style="list-style-type: none"> <li>Retain current water body configuration.</li> <li>Make the maximum pool depth 2.2m.</li> <li>Incorporate disability access to main pool to ensure that the facility conforms to the Disability Discrimination Act and the Building Code of Australia.</li> <li>Replace pool finish; existing tiles have surpassed their anticipated life expectancy.</li> <li>Upgrade existing pool deck as current pool surrounds are in poor condition and are</li> </ul>	<ul style="list-style-type: none"> <li>Current 8 lane pool with 2.5m lanes should be retained as it is structurally sound and meets community requirements.</li> <li>Disability Discrimination Act requires that people with a disability are able to enter the water in a dignified manner.</li> <li>Facility will need to conform to Australian Standard 1428.1 'Design for Access and</li> </ul>
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		not conducive to being moved/ temporarily relocated when repairs are required to underground pipe work.	<p>Mobility’.</p> <ul style="list-style-type: none"> <li>• Dive pool provides suitable water polo pool; retention of 2.2m depth is a minimum requirement.</li> <li>• Retain existing up-stand detail as this design of pool surrounds is helpful to maintain pool cleanliness (restricts rubbish from blowing into water).</li> </ul>
3	<b>Illumination of the pool area and facility surrounds</b>	<ul style="list-style-type: none"> <li>• The pool illumination levels do not currently conform to Australian Standard 2560.2.5 Lighting Criteria for swimming pools (Recreation and Training Purposes).</li> </ul>	<ul style="list-style-type: none"> <li>• Lighting inadequacies are identified in Light Plan Report 2009.</li> <li>• Current hours of operation for the facility are restricted to daylight hours. Upgraded lighting will enable greater usage of the facility.</li> </ul>
4	<p><b>‘Learn to Swim’ water space</b></p> <p><b>Baby /toddler water space</b></p>	<ul style="list-style-type: none"> <li>• Retain space that is suitable for ‘learn to swim’.</li> <li>• Replace pool finish (existing tiles have passed their anticipated life expectancy).</li> <li>• Incorporate walking lanes into the pool design.</li> <li>• Provide identified toddlers’ play area to 70sqm of water surface area.</li> <li>• Incorporate beach entry into pool design.</li> <li>• Maximum depth of 0.5m.</li> <li>• Incorporate 1 play feature.</li> <li>• Include interactive water bubbling features.</li> <li>• Provide shade over pool and area immediately surrounding it.</li> <li>• Provide spectator seating for the toddlers’ pool.</li> </ul>	<ul style="list-style-type: none"> <li>• Retention of current depth of between 0.75 m to 0.85m as it is ideal for teaching purposes.</li> <li>• Current ‘baby pool’ facility is poorly designed for its intended purpose.</li> <li>• Safety risks associated with the design/ configuration of the centre drain.</li> </ul>
<p><b><i>NB: Existing ‘learn to swim’ and toddlers’ pools could be merged as a water body as long as there is some separation or delineation of the different activity areas.</i></b></p>			

## Priority 2: Discretionary Enhancements

Priority	Facility Area	Design Elements	Reasons
1	Enhanced shade strategy	<ul style="list-style-type: none"> <li>• Enhanced level of shade throughout site. Specific focus on achieving the following outcomes:               <ul style="list-style-type: none"> <li>▶ Bringing shade as close as possible to the pool sides;</li> <li>▶ Shade at both ends of the 50m pool to provide protection to swimmers and officials;</li> <li>▶ Shade along the side of the 50m pool where competition spectators are located;</li> <li>▶ At periphery of site so groups can congregate;</li> <li>▶ Incorporated with services such a BBQ and spectator seating; and</li> <li>▶ Provide shade for non aquatic facility options (i.e. half court basketball court).</li> </ul> </li> <li>• Shade strategy created to form linkages between different facility areas.</li> </ul>	<ul style="list-style-type: none"> <li>• Current shade does not meet the needs of all users. A shade strategy is essential to the overall development of the South Hedland aquatic facility.</li> <li>• Explore options for easy and timely removal of shade in event of adverse climatic conditions (cyclones).</li> </ul>
2	Administration building	<p>Office centre manager</p> <ul style="list-style-type: none"> <li>• Area suitable to accommodate two work stations (14sqm).</li> <li>• Telephone and computer access for both work stations.</li> <li>• Space available for two-person meeting table.</li> <li>• Vision of the front office area and the pool area.</li> <li>• Secure document.</li> </ul> <p>Main operations area</p> <ul style="list-style-type: none"> <li>• (12sqm) located within administration building (access to</li> </ul>	<ul style="list-style-type: none"> <li>• Currently the facility manager is without a designated office space.</li> <li>• Creation of a separate work space for the centre manager will provide an enhanced workspace and appropriate level of confidentiality and security.</li> <li>• No dedicated space exists for operational staff within the current</li> </ul>

	<p>operational areas, kiosk, cashier etc).</p> <ul style="list-style-type: none"> <li>• Excellent vision of all water bodies.</li> <li>• Work station (1) for pool staff.</li> <li>• Computer and telephone access to work station.</li> <li>• Staff meeting area.</li> <li>• Control point for PA system.</li> </ul>	<p>office format.</p> <ul style="list-style-type: none"> <li>• Provides a central point for duty staff.</li> </ul>
	<p>Cashier</p> <ul style="list-style-type: none"> <li>• Secure cashier area incorporated at the facility entry point (8sqm).</li> <li>• Single focus - prompt handling of pool entry transactions.</li> <li>• Separation from kiosk operation.</li> <li>• Easy access to centre manager's office and on-site safe.</li> <li>• Screened area for cash handling.</li> </ul>	<ul style="list-style-type: none"> <li>• Current cashier space is incorporated with the kiosk.</li> <li>• Provides secure clearly defined area for the handling of money.</li> <li>• Provides clear delineation between cashier and kiosk operations.</li> <li>• Area separated from kiosk service to avoid congestion, particularly for patrons waiting to enter the pool.</li> </ul>
	<p>Staff room</p> <ul style="list-style-type: none"> <li>• 15sqm area.</li> <li>• Includes fridge, sink, 6 person table and 8 personal lockers.</li> <li>• One clear wall for staff notice board.</li> </ul>	<ul style="list-style-type: none"> <li>• There is no existing dedicated area for staff in the current administration area.</li> <li>• Provides private area away from public view for duty staff.</li> </ul>
	<p>First aid room</p> <ul style="list-style-type: none"> <li>• 8sqm area.</li> <li>• Access to both pool deck and external ambulance entry.</li> <li>• Meets all statutory requirements.</li> <li>• Exclusive space.</li> <li>• Sink with running water.</li> </ul>	<ul style="list-style-type: none"> <li>• Current first aid treatment area is part of a storage/ circulation space.</li> <li>• Key risk management strategy for centre.</li> <li>• Replaces currently inadequate arrangement.</li> </ul>

3	<b>Change room and toilet facilities</b>	<ul style="list-style-type: none"> <li>• 2 x 30sqm of change room area for male/ female users.</li> <li>• Clear delineation between toilet and change room areas.</li> <li>• Toilet facilities to meet health department requirements for 500 patrons on site.</li> <li>• Provide 2 family/ disabled change rooms (10sqm) with direct access to the pool area.</li> <li>• Family/ disabled change areas to include baby change table, disabled assistance bars and an emergency assist button.</li> </ul>	<ul style="list-style-type: none"> <li>• Current change rooms and toilets are oversized and poorly designed.</li> <li>• Observance of Health Department regulations regarding public building provisions is integral to what is provided overall.</li> <li>• Understanding of extended stay usage by patrons.</li> <li>• Focuses on the creation of a resort quality, family friendly environment.</li> </ul>
4	<b>Non aquatic facilities</b>	<ul style="list-style-type: none"> <li>• Retain /relocate half court basketball court.</li> <li>• Retain/relocate playground equipment.</li> <li>• Develop beach volleyball court.</li> </ul>	<ul style="list-style-type: none"> <li>• Provision of complimentary developments to interface with the South Hedland Town Centre Master Plan.</li> </ul>
5	<b>Car parking</b>	<ul style="list-style-type: none"> <li>• Review and optimise car parking provision in conjunction with the South Hedland Town Centre Review.</li> </ul>	<ul style="list-style-type: none"> <li>• Existing car parking is adequate, but may require revision based on the building design and the South Hedland Master Plan.</li> <li>• Minimise the duplication of car parking space.</li> <li>• Ensure car parking is located within easy access of main entry.</li> <li>• Explores opportunities to share car parking areas with other community amenities.</li> </ul>

### Priority 3: Optional Enhancements

Priority	Facility Area	Design Elements	Reasons
1	Kiosk /cafe	<ul style="list-style-type: none"> <li>• Development of a pool kiosk that is able to provide an enhanced standard of food and beverages.</li> <li>▶ Included as part of the main administration building.</li> <li>▶ Separated from the cashier.</li> <li>▶ Conforming to all health regulations pertaining to safe food handling procedures.</li> <li>▶ Sale of pre packaged food.</li> </ul>	<ul style="list-style-type: none"> <li>• A kiosk is currently part of the amenities provided at the centre.</li> <li>• A cafe has not been specifically identified as a result of the consultation process.</li> <li>• Look at opportunities for cafe-style furniture to be accessible to users.</li> <li>• Explore complimentary co-located 'tenancy/ cafe' opportunities in conjunction with the South Hedland Town Centre Master Plan.</li> </ul>
2	BBQs	<ul style="list-style-type: none"> <li>• Relocate BBQ area to create family/group areas.</li> </ul>	<ul style="list-style-type: none"> <li>• Current location of BBQ has no links with areas that are likely to be used by groups or families using the facility.</li> </ul>
3	Spectator furniture	<ul style="list-style-type: none"> <li>• Development of a pool furniture strategy that provides a combination of fixed and removable furniture.</li> </ul> <p>Fixed pool furniture to be located:</p> <ul style="list-style-type: none"> <li>▶ Around the periphery of the site in alignment with the on-site BBQs; and</li> <li>▶ In close proximity to the toddlers and 'learn to swim' pools for supervision of groups using these facilities.</li> </ul>	<ul style="list-style-type: none"> <li>• A combination of fixed and removable furniture is required to accommodate the needs of different user groups.</li> <li>• Create a social/recreation space between the leisure water and the 50m pool (shaded deck area in lieu of existing grass mound).</li> </ul>

4	<b>Public address system</b>	<ul style="list-style-type: none"> <li>• Install public address system. <ul style="list-style-type: none"> <li>▶ Controlled from main administration area.</li> <li>▶ Wireless microphone.</li> <li>▶ Division of centre into zones for the PA system.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• PA system can currently be operated only from the main office.</li> <li>• Enhance communication throughout the facility.</li> <li>• PA system can be used by hirers of the facility.</li> </ul>
5	<b>Spectator viewing 50m pool</b>	<ul style="list-style-type: none"> <li>• Maximise spectator viewing area for the 50m competition pool.</li> <li>• Utilise grass bank in conjunction with a complimentary shade strategy to maximise the capacity to utilise the area closest to the competition pool.</li> </ul>	<ul style="list-style-type: none"> <li>• Formalised grandstands are not viewed as a priority.</li> <li>• Number of carnivals conducted at the facility does not warrant any significant investment.</li> </ul>
6	<b>Major attractors</b>	<ul style="list-style-type: none"> <li>• Install aquatic attractors to the facility.</li> <li>• Options to be considered as attractors include, but are not limited to, the following: <ul style="list-style-type: none"> <li>▶ Flow rider;</li> <li>▶ Water slides;</li> <li>▶ Water playground;</li> <li>▶ 'Lazy River';</li> <li>▶ Waterfall;</li> <li>▶ Spa; and</li> <li>▶ Walking lanes.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Provide programmable attractions that prolong user visits and attract return usage.</li> <li>• Flexibility to constantly review the activities that are offered to patrons.</li> <li>• Create a range of activity options that do not currently exist at the facility.</li> </ul>
7	<b>Multipurpose community/ club room facility</b>	<ul style="list-style-type: none"> <li>• Construct a 140sqm multipurpose community/club room, incorporating: <ul style="list-style-type: none"> <li>▶ Kitchen (10sqm);</li> <li>▶ Cool room (servicing bar and kitchen);</li> <li>▶ Bar servery (5sqm);</li> <li>▶ Community storage areas (4 x 5sqm); and</li> <li>▶ Office areas for swimming club and Water Polo</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• No club amenities currently exist at the facility.</li> <li>• Integral strategy to remove the consumption of alcohol from the pool deck in accordance with the safe practices and duty of care conditions outlined in the Health Department regulations.</li> </ul>

		<p>Association (2x 15sqm).</p> <ul style="list-style-type: none"> <li>• Air-conditioned.</li> <li>• Good viewing of the main 50m pool, in particular the area of the pool used for water polo and competition swimming.</li> <li>• Access to the room can be gained from either an internal or external entrance.</li> <li>• Create licensed area away from pool area in accordance with Health Department of Western Australia regulations.</li> </ul>	<ul style="list-style-type: none"> <li>• Multipurpose/club room facility could meet the needs of the two major aquatic-based sporting clubs in Port Hedland.</li> <li>• Provide a space that is useable as a crèche.</li> <li>• Offers resident clubs an area in which they are able to display memorabilia.</li> <li>• The facility would be designed so that it can be incorporated within or segregated from the activities in the aquatic centre.</li> <li>• The space could provide an ideal training space for a variety of users, such as the YMCA, sporting clubs, Auswim, Red Cross etc.</li> <li>• Meet identified need for community facility that could be accessed by a number of South Hedland groups.</li> </ul>
8	<b>Solar heating of pool water</b>	<ul style="list-style-type: none"> <li>• Heat the pool water using solar heating.</li> </ul>	<ul style="list-style-type: none"> <li>• The pool is currently unheated and therefore operates on a seasonal basis only.</li> <li>• Would extend the length of the season that the facility can be accessed by the community.</li> </ul>
9	<b>Re-align perimeter fencing</b>	<ul style="list-style-type: none"> <li>• Change the perimeter fencing in order to provide enhanced capacity to monitor.</li> <li>• Perimeter fencing will comply with Australian Standard 1926.1 and shall be no less than 2.4m in height.</li> </ul>	<ul style="list-style-type: none"> <li>• Amendments to perimeter fencing will be dependent on overall facility changes.</li> </ul>



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10	Equipment storage	<ul style="list-style-type: none"><li>• Swimming club require a storage area of 20sqm for equipment (Currently exists but needs to be retained).</li><li>• Water polo club requires equipment storage areas of 20sqm (Arrangements in place but need to be formalised).</li></ul>	<ul style="list-style-type: none"><li>• The clubs currently have access to storage on the site.</li><li>• Enhanced storage could be provided in the event of amendments being made to the facility.</li></ul>
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## Appendix 1

### 1.1 Consultation Meetings

N/O	Representative	Organisation	Date
1	David Toll Executive Director	WA Swimming	2 September
2	Hayley Lethlean Executive Officer	Triathlon Western Australia	9 September
3	Tony Head – Executive Officer	LIWA Aquatics	2 September
4	Simon Trevardis	WA Water Polo	
5	Les Lazarakis - Manager	Department Education and Training	2 September
6	Chris Retallack – Centre Manager	YMCA	7 September
7	Ben Holland- Area Manager	YMCA	7 September
8	Kelly Fuhman- Active After Schools Coordinator	Australian Sports Commission	7 September
9	Carmel Fitzgerald – PE Coordinator	Port Hedland Senior High School	7 September
10	Steven Smirke – (former President )	Port Hedland Water Polo Association	7 September
11	Kylie Armstrong - PE Teacher	Cassia Primary School	7 September
12	Sue Smith - PE Teacher	Cassia Primary School	7 September
13	David Howell – PE Teacher	South Hedland Primary School	7 September
14	Jackie Rychers - President	Port Hedland Triathlon Club	7 September
15	<ul style="list-style-type: none"> <li>• Bec Pjanta- Manager Recreation Services</li> <li>• Nicole Roukens – Recreation Officer</li> <li>• Richard Bairstow –Manager Planning</li> <li>• Josophine Bunny- Administration Officer Airport.</li> <li>• Sarah Cunningham – JD Hardie Centre Supervisor.</li> <li>• Jess Will – Environmental Health Assistant</li> </ul>	Town of Port Hedland	8 September
16	Sue Murphy	Representative of Indigenous community	9 September
17	Sharon Bell – President	Port Hedland Swimming Club	9 September
18	Amanda Ramshaw – Deputy Principal	Saint Cecilia's Primary School	9 September
19	Gina Engleke – Physical Education Teacher	Port Hedland Primary School	9 September
20	Aaron Grant – Project Manager	LandCorp	14 September
21	Rod Dixon - Director	RPS Koltasz Smith	14 September

## Appendix 2

### 2.1 Findings - Stakeholder Consultation

Active After Schools Program Cassia Primary School (Australian Sports Commission)			
Members	Usage	Facilities used	Satisfaction
30 participants	<ul style="list-style-type: none"> <li>Tuesday and Thursday 2.45 pm to 3.45 pm.</li> <li>One lane of 50m pool, plus half of the learners' pool.</li> </ul>		Not applicable

#### Comments

- Currently available space is meeting the needs of the program.
- Active afterschool programs would like to have more schools participating.

Port Hedland Water Polo Association			
Members	Usage	Facilities used	Comments
<ul style="list-style-type: none"> <li>70 senior</li> <li>20 junior</li> </ul>	Monday to Thursday-training, 5.00pm to 7.00pm.  Competition Friday nights 6.00pm to 10.00pm.	Two lanes - 50m pool.  Full water polo pool.	Association rates the facilities at both Gratwick and South Hedland Aquatic Centre as being satisfactory.

#### Comments

- Water Polo Association uses both Gratwick and South Hedland pools – with Gratwick being a training only facility.
- Access to the pool facility meets the clubs requirements.
- No anticipated growth: 2012 – 100 and 2014 – 100.
- Would ideally like to replace current facility with indoor pool facility.
- Seasonal opening of the facility in early September would be the association's preference.
- Relocation of bar facility for greater integration with pool area.
- Would like to have access to a club room area where club memorabilia can be displayed and for there to be documentation of the association's history.
- Association has the capacity to contribute to some of the costs of upgrading of the facilities.

Port Hedland Swimming Club			
Members	Usage	Facilities used	Satisfaction
<ul style="list-style-type: none"> <li>70 members</li> </ul>	<ul style="list-style-type: none"> <li>3 to 4 afternoons per week training – at both Gratwick and South Hedland.</li> <li>Training sessions are two hours in duration.</li> <li>One club night per week (Monday night).</li> </ul>	<ul style="list-style-type: none"> <li>Preferably 3 lanes.</li> </ul>	TBA.
<ul style="list-style-type: none"> <li>Membership is limited by availability of coaches.</li> <li>Club hosts one intra club event each year in mid-November (Wickham, Karratha and Pannawonica).</li> <li>Club currently has a shed at the facility primarily for storage. There is an ongoing need for storage by the club.</li> <li>50m water space is considered essential by the club, more importantly they would not want to lose the South Hedland Aquatic Centre as it is 8 lanes as opposed to the 6 lanes at Gratwick. Provision of a short-course option at South Hedland is not a preferred option if it is at the expense of the 50m pool.</li> <li>Club would use multi-purpose space if it was available as a club room space. (Club has been approached by the YMCA to be able to access the existing storage area as a training room).</li> <li>Shade at the pool needs to be reviewed; swimmers and timekeepers are exposed to the sun at either end of the pool.</li> <li>Kiosk and cashier areas should be separated; entry into pool can be hindered by people making purchases at the kiosk.</li> <li>A space (office) for club administration would be beneficial to the operation of the club.</li> <li>External access to a P/A system.</li> </ul>			

YMCA			
Members	Usage	Facilities used	Satisfaction
Aqua aerobics (234p/a)	3 lanes Wednesday night.	Capacity for the programs to grow.	Not currently experiencing usage restrictions.
Swimming Lessons (2073 entries)	Tuesday and Thursday 3.30pm to 6.00pm.  One lane Thursday 8.30am to 1.00pm (infants).		

#### Comments

- The YMCA has recently had a change of management in Port Hedland and all programming of the aquatic facilities is under review.
- List of facility projects has been collated by the YMCA.

Port Hedland High School			
Members	Usage	Facilities used	Satisfaction
Not applicable	No specific.	Water polo - school pool is not adequate.	Satisfied with the facility.
<u>Comments</u>			
<ul style="list-style-type: none"> <li>Booked on and as needs basis.</li> <li>School pool meets a majority of the needs.</li> </ul>			

Port Hedland Triathlon Club.			
Members	Usage	Facilities used	Satisfaction
TBA	No specified or allocated training time.	No specific comment provided on the pool.	No comment.
<u>Comments</u>			
<ul style="list-style-type: none"> <li>Club does not conduct any triathlons in South Hedland - club officials are based in Port and the surroundings in Port are more conducive to events.</li> <li>Triathlons are conducted approximately every two weeks.</li> <li>Events are hard to run in South Hedland with the weekend opening times for the facility (not open early morning).</li> <li>Club sees potential in focusing some of their growth on attracting the FIFO market as they are a sport that can meet the needs of people who are not settled in one location.</li> <li>Club is currently rebuilding its membership.</li> </ul>			

Department for Education and Training (Primary Schools-various)			
Members	Usage	Facilities used	Satisfaction
No usage since 2006	Primary schools have minimal use of the South Hedland Aquatic Centre.  Annual carnivals and inter-school carnivals are booked on an as needs basis.	Use all elements of the pool for carnivals.	No specific comments provided.
<u>Comments</u>			
<ul style="list-style-type: none"> <li>The inclusion of swimming as part of all school curriculum is minimal due to a lack of teachers and the cost of transport.</li> <li>Swimming carnivals that are conducted are based primarily on a tabloid games format, as opposed to formal swimming competition format, due to the generally low skill level of the students.</li> </ul>			

## Appendix 3

### 1.1 Consultation with Peak Bodies

Person /Position /Organisation	Comments
David Toll Executive Officer  WA Swimming	<ul style="list-style-type: none"> <li>• WA Swimming does not currently have a strategic facilities plan.</li> <li>• Have greatest interest in ensuring an even spread of facilities and minimising duplication of facilities.</li> <li>• Advocate for a variety water body options (i.e. would like to see short course water space as an option).</li> <li>• Port Hedland club is not strong at the current time.</li> </ul>
Tony Head CEO  LIWA Aquatics	<ul style="list-style-type: none"> <li>• LIWA is supportive of regional local authorities prepared to investigate options to retain and upgrade their aquatic facilities.</li> <li>• Port Hedland pool is well known to LIWA Aquatics – well maintained facility, despite its harsh climatic environment, offers excellent teaching pool.</li> <li>• LIWA are very aware that there is a need for certain sized facilities to meet the needs of specific communities.</li> <li>• Would emphasise that it is imperative for the mechanical fit out to be of the highest quality, will have long-term benefits.</li> </ul>
Les Lazarakis Manager  Department for Education and Training (Water Safety and Education)	<p>General</p> <ul style="list-style-type: none"> <li>• School children Years 1 to 7 are entitled to a series of 10 free swimming lessons per year as part of the in-term swimming program (includes private schools).</li> <li>• Department of Education and Training are responsible for meeting the costs of teachers at the aquatic facilities, the school are responsible for pool entry and transport to the facility.</li> <li>• Ideal depth for aquatic centres for teaching is 0.9 to 1.5 – variations of this are possible but there must be at least some part of the pool that is 0.9.</li> </ul> <p>S.H.A.C specific</p> <ul style="list-style-type: none"> <li>• Requirement for disabled access to the pool.</li> <li>• Pool surrounds need to be a wet deck.</li> <li>• Need for more cover in the outside area (near the ablutions block for the participants bags etc).</li> <li>• The return drain in the toddlers' pool is in the centre and slightly raised, this is a hazard for young children (children also push rubbish through the grate.</li> <li>• Toddlers' pool needs to be redesigned.</li> </ul>
Simon Tiverios Chief Executive Officer  WA Water Polo	<ul style="list-style-type: none"> <li>• Response from WA Water Polo is attached (see attachment 1)</li> </ul>

<p>Hayley Lethlean Executive Officer</p> <p>Triathlon WA</p>	<ul style="list-style-type: none"> <li>• Triathlon WA is the state sporting association recognised as the peak body for the sports of triathlon, duathlon and aquathlon in Western Australia.</li> <li>• Triathlon WA acknowledges the efforts of the Hedland Tri-Sports Club in developing the sport in Port Hedland with a lack of open water for training and competition purposes.</li> <li>• Triathlon WA has no key strategic position on the development of maintenance of facilities. However, the association is supportive of the development and maintenance of facilities that are integral to the progression of the sport in a regional area such as Port Hedland.</li> <li>• Triathlon WA anticipates that all of its members will have access to the following. <ul style="list-style-type: none"> <li>• Quality safe aquatic facilities for training.</li> <li>• Quality aquatic facilities for events where access to open water may not be available.</li> <li>• Access to safe public open space for training and organised competition.</li> <li>• Access to safe roads and tracks for training and organised competition.</li> </ul> </li> <li>• Triathlon WA welcomes the opportunity for future consultation regarding the development and management of the South Hedland Aquatic Centre.</li> </ul>
<p>Aaron Grant Project Manager</p> <p>LandCorp</p> <p>and</p> <p>Rod Dixon Director</p> <p>RPS Koltasz Smith</p>	<ul style="list-style-type: none"> <li>• The meeting included a presentation of the LandCorp South Hedland Town Centre Master Plan by RPS Koltasz Smith &amp; LandCorp. <ul style="list-style-type: none"> <li>➢ Potential development interface with the SHAC site.</li> <li>➢ Review of overall town centre development objectives.</li> <li>➢ Proposed traffic objectives.</li> <li>➢ Structure planning, opportunities.</li> <li>➢ Integrated public parking.</li> <li>➢ Overview of the redevelopment options for the SHAC facilities.</li> </ul> </li> </ul>

## Appendix 4

### 1.2 Community Consultation

A small survey sample provided clear feedback with regards to the usage of the facility by patrons and their opinions on the quality of the facilities provided at the South Hedland Aquatic Centre.

Users of the facility have a tendency to use it on a consistent basis, with 31% attending the centre either four to six times per week or two to three times per week, and 12.5% of users attending on a daily basis. There is a strong tendency towards sport as the major reason for their attendance, with 61.9% attending to swim, while 33% have identified water polo as the major reason for visiting the facility. Less than 5% indicated they attended primarily for social or casual reasons.

The feedback on patrons' usage and level of satisfaction with the facilities at the South Hedland Aquatic Centre provides a clear understanding as to the facilities that people use and how they feel they could be enhanced. The following points are noted.

- ▶ 66% of users of the 50m pool attend more than weekly, with 13% attending on a weekly basis.
- ▶ 66% of patrons to the facility never use the 'learn to swim' or toddlers' pools.
- ▶ 36.3% of patrons who use the change room facilities do so on a greater than weekly basis.
- ▶ 66% of facility patrons utilise the basketball and playground facilities.
- ▶ 73% of users of the 50m pool rate the quality of the facility as good.
- ▶ 54% of users consider the quality of the change rooms as satisfactory, while 45% consider them as good.
- ▶ 18% of users feel that the quality of the half court basketball facility and the BBQ are poor.

Following are areas of the facility that users would like to see improve.

- ▶ Of the users of the 50m pool 28.5% would like to see an extension to the hours of operation; 21% feel the cleanliness of the pool could be enhanced; and 21% feel there should be an improvement to the quality of the programs provided.
- ▶ 29% would like to see the quality of the kiosk building enhanced.
- ▶ 29% would like to see the half court basket ball facility and BBQ enhanced.
- ▶ The cleanliness and condition of the change room facilities are not identified as being a concern to users, with only 14% identifying these as issues.

Following is a breakdown of respondents to the survey.

- ▶ 43.7% of respondents are in the 45-59 age group and 37.5% are in the 15-19 age group.
- ▶ 87% of respondents are residents of South Hedland.



- ▶ The length of time respondents have been residents of Port Hedland is as follows: 43.7% have lived in Port Hedland for 10 years or more; 25% have been residents for between two to five years; and 18.7% of residents for less than two years.
- ▶ 25% live alone, while couples without children and couple with pre-school children both represent 18.7% of respondents.

The following comments are provided as part of the overall community consultation process.

- ▶ Increase the hours of operation - provide access during the dry season.
- ▶ Open the facility earlier each day.
- ▶ Improve the quality and increase the size of the basketball court.
- ▶ Increase the hours of operation so that the facility can be used at night
- ▶ Secure the playground area by putting a fence around it.
- ▶ Cleanliness of the pool facilities needs to be enhanced.

DRAFT



Town of Port Hedland Priorities:

Stage 1:

- Upgrade of 50m competition pool
- New plant room and filtration system
- New spectator stand
- Upgrade to existing change rooms

Stage 2:

- New leisure water and programmes pool
- New administrator/staff facilities/café-kiosk
- Covered decks, covered walkways and shade structures

Stage 3:

- Water rides
- Clubrooms
- Creche
- Additional shade structures

Stage 4

- Community Library
- Function Centre





4 November 2009

James Christou + Partners  
24 Kings Park Road  
West Perth WA 6005

**Attention: Mr. Murray Johns**

Dear Sir

**SOUTH HEDLAND AQUATIC CENTRE**

Please find attached our estimate of current construction cost at completion for this project totalling \$17,435,000 exclusive of GST.

An area loading of 70% has been included. This could change quite quickly depending on the amount of construction work in the area and the consequent pressure on local labour and accommodation availability.

Please note the exclusions.

Yours faithfully  
**Ralph Beattie Bosworth**

A handwritten signature in black ink, appearing to be 'M Collins', written over a light blue grid background.

**Martin Collins**  
Director

**Ralph Beattie Bosworth Pty Ltd**

ABN 58 260 502 981

**Construction Cost Consultants**

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12 Kings Park Road West Perth Western Australia 6005  
PO Box 456 West Perth Western Australia 6872  
Telephone 08 9321 2777 Facsimile 08 9481 1783  
Email info@rbb.com.au www.rbb.com.au

## SOUTH HEDLAND AQUATIC CENTRE

4 NOVEMBER 2009

**SUMMARY**

As estimate	\$ 8,480,000
Contingency - 10%	850,000
Site loading - 70%	<u>6,520,000</u>
	15,850,000
GST	<u>\$ 1,585,000</u>
<b>Total Estimated Current Construction Cost incl. of GST</b>	<b><u>\$ 17,435,000</u></b>

**SUMMARY**

(Including Contingency and Site Loading)

Main pool	\$ 3,590,000
Pool plant and store	800,000
Terraced seating	550,000
Pool concourse	1,200,000
Existing walkways	260,000
Perimeter fencing	190,000
Minor pools	2,340,000
New leisure walkway	210,000
BBQ and undercover area	290,000
Changerooms and stores	550,000
Central facility	1,420,000
Community recreation	2,080,000
Future development site	420,000
Common Siteworks	<u>1,950,000</u>
	15,850,000
GST	<u>1,585,000</u>
<b>Total Estimated Current Construction Cost incl. of GST</b>	<b><u>\$ 17,435,000</u></b>

**EXCLUSIONS**

The following are excluded from the estimate:

- Consultants' fees
- Fitout, office equipment, loose furniture
- Fire tanks and pumps
- Items as noted in the estimate
- Specific council requirements
- Abnormal subsoil conditions
- Cost escalation allow 4% pa

EST		EST-1		ESTIMATE 03/11/09			
ZONE		B		BUILDING WORKS			
TRADES		GE		GENERAL			
14446-EST PORT HEDLAND AQUATIC							
<u>Main Pool</u>							
1	Remove and replace filtration equipment	Item					1,300,000.00
2	Replace part of the pipework	Item					100,000.00
3	Remove central part of pool base and replace including waterstops	m	50	600.00			30,000.00
4	Replace pool tiling including perimeter upstand	Item					450,000.00
5	New disabled persons ramp in side of pool	Item					40,000.00
6	Alterations to pool gutters - EXCLUDED	Note					0.00
						Main Pool	1,920,000.00
<u>Pool Plant and Stores</u>							
7	New plant areas and stores	m2	416	1,000.00			416,000.00
8	Demolish existing plant area	m2	165	65.00			10,725.00
						Pool Plant and Stores	426,725.00
<u>Terraced seating</u>							
9	Terraced seating comprising concrete upstands faced with Urbanstone, Urbanstone paving, handrails, etc.	m2	450	300.00			135,000.00
10	Filling and earthworks	m2	450	35.00			15,750.00
11	Retaining wall and footing	m	69	650.00			44,850.00
12	Sailshades to terracing	m2	450	210.00			94,500.00
						Terraced seating	290,100.00
<u>Pool Concourse</u>							
13	Remove and replace paving with Urbanstone paving	m2	2479	180.00			446,220.00
14	Sailshades	m2	950	210.00			199,500.00

RBB 11:08:52 04 NOV 2009 Page 2				
14446-EST PORT HEDLAND AQUATIC				
15	Alterations to drainage - EXCLUDED	Note		0.00
			Pool Concourse	645,720.00
	<u>Existing Walkways</u>			
16	Upgrade pergola type walkways	m2	401 350.00	140,350.00
			Existing Walkways	140,350.00
	<u>Perimeter Fencing</u>			
17	2500 high fence	m	389 250.00	97,250.00
18	Miscellaneous gates	Item		5,000.00
			Perimeter Fencing	102,250.00
	<u>Minor Pools</u>			
19	Earthworks	Item		15,000.00
20	Rock excavation	Item		10,000.00
21	Leisure and programme pools	Item		550,000.00
22	Water playground pool including all features	Item		200,000.00
23	Filtration equipment	Item		475,000.00
			Minor Pools	1,250,000.00
	<u>New Leisure Walkway</u>			
24	Leisure walkway excluding paving	m2	150 750.00	112,500.00
			New Leisure Walkway	112,500.00
	<u>BBQ and Undercover Area</u>			
25	Sailshades	m2	540 210.00	113,400.00
26	BBQ facilities, seating, tables, etc.	Item		40,000.00
			BBQ and Undercover Area	153,400.00
	<u>Changerooms and Stores</u>			
27	Changerooms and toilets	m2	100 2,650.00	265,000.00



RBB		11:08:52 04 NOV 2009		Page 3	
14446-EST PORT HEDLAND AQUATIC					
28	Stores	m2	20	1,550.00	31,000.00
				Changerooms and Stores	296,000.00
	<u>Central Facility</u>				
29	Administration, kiosk, entry, reception	m2	280	2,050.00	574,000.00
30	Toilets and changerrooms	m2	40	2,650.00	106,000.00
31	Kiosk fitout	Item			35,000.00
32	Entry security system	Item			30,000.00
33	Demolish existing office	m2	219	65.00	14,235.00
				Central Facility	759,235.00
	<u>Community Recreation</u>				
34	Community recreation facility including minor toilets	m2	480	1,900.00	912,000.00
35	Beach volleyball facility including sailshades	m2	500	400.00	200,000.00
				Community Recreation	1,112,000.00
	<u>Future Development Site</u>				
	<u>Infrastructure Works</u>				
36	Site clearance and earthworks - EXCLUDED	Note			0.00
37	WAWA headworks - EXCLUDED	Note			0.00
38	Hydraulics connections	Item			25,000.00
39	Upgrade power supply	Item			100,000.00
40	Western Power headworks	Item			100,000.00
41	Managers residence - EXCLUDED	Note			0.00
				Future Development Site	225,000.00
				Total for GENERAL	7,433,280.00
				Total for BUILDING WORKS	7,433,280.00

RBB		11:08:52 04 NOV 2009		Page 4	
14446-EST PORT HEDLAND AQUATIC					
EST	EST-1	ESTIMATE 03/11/09			
ZONE	S	SITWORKS			
TRADES	GE	GENERAL			
<u>Demolition and Site Clearance</u>					
42	Site clearance for truck access route	m2	500	35.00	17,500.00
43	Minor demolition and site clearance	Item			15,000.00
Demolition and Site Clearance					32,500.00
<u>Earthworks</u>					
44	Bulk excavation	m3	600	35.00	21,000.00
45	General earthworks	m2	3800	10.00	38,000.00
46	Rock excavation	Item			20,000.00
Earthworks					79,000.00
<u>Paving</u>					
47	Truck access route and parking including lighting and drainage	m2	500	80.00	40,000.00
48	Crossover	No.	2	4,000.00	8,000.00
49	Leake Street carparking including drainage and lighting	m2	1185	80.00	94,800.00
50	Crossover	No.	2	4,000.00	8,000.00
51	Extend southern carparking including drainage and lighting	m2	540	80.00	43,200.00
Paving					194,000.00
<u>Site Services</u>					
52	Lighting to open areas around pools	m2	4550	25.00	113,750.00
53	Replace submains and site main switchboard	Item			75,000.00
54	Replace/upgrade hydraulic services and connections	Item			200,000.00
55	Rock excavation	Item			20,000.00
56	Western Power headworks	Item			100,000.00

RBB		11:08:52 04 NOV 2009	Page 5
14446-EST FORT HEDLAND AQUATIC			
57	WAWA headworks	Item	75,000.00
		Site Services	583,750.00
	<u>Landscaping</u>		
58	Buffer landscaping along Forrest Circle	Item	20,000.00
59	Landscaping to other site boundaries	Item	10,000.00
60	Landscaping within pool enclosure	Item	40,000.00
		Landscaping	70,000.00
	<u>Miscellaneous</u>		
61	Miscellaneous outbuildings and enclosures	Item	20,000.00
62	Seating, bins, planters, signage, etc.	Item	50,000.00
63	Main signage to centre	Item	15,000.00
		Miscellaneous	85,000.00
		Total for GENERAL	1,044,250.00
		Total for SITEWORKS	1,044,250.00
		Total for ESTIMATE 03/11/09	8,477,530.00
		TOTAL \$	8,477,530.00
*** END OF REPORT ***			

6:55 pm Councillor G Daccache declared an impartiality interest with regard to Agenda Item 11.3.4 "Tender 10/05: Design and Construction of Colin Matheson Oval Clubhouse " as he is affiliated with the Rovers Football Club.

Councillor G Daccache did not leave the room.

11.3.4 *Tender 10/05: Design and Construction of Colin Matheson Oval Clubhouse (File No.: Tender 10/05)*

<b>Officer</b>	Nicole Roukens Sport and Recreation Officer
<b>Date of Report</b>	19 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

This report provides a summary of the tenders received for Tender 10/05: Design and Construction of the Colin Matheson Oval Clubhouse for the purpose of informing Council and to seek endorsement in awarding the tender to the most suitable Contractor.

**Background**

At the Ordinary Council Meeting on the 28<sup>th</sup> May 2008 Council endorsed the Design and Construction of the Colin Matheson Oval Clubhouse, and funds were allocated as part of the standard budget process through the BHP Billiton Sustainability Partnership and the Department of Sport and Recreation's Community Sport and Recreation Facilities Fund.

Tenders were called for the Design and Construction of the Colin Matheson Oval Clubhouse in May 2009, and closed on the 10<sup>th</sup> June 2009. Two (2) tender bids were received (both conforming) from Georgiou Building and Pilbara Constructions.

At the Special Council Meeting on the 29<sup>th</sup> June 2009, the evaluation of each tender was presented. It was resolved at this meeting (in part) that Council defer the decision as to the outcome of the tender in order to consult with all stakeholders and to consider the required inclusions within the clubhouse.

At the Ordinary Council Meeting on the 26<sup>th</sup> August 2009 it was ultimately decided 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;*
- ii. Consult with all stakeholders with regards to the required elements of the Colin Matheson Oval Clubhouse;*
- iii. Re-tender for the Design and Construction of the Colin Matheson Oval Clubhouse with the amended scope; and,*

*iv. Advise all tenderers of the outcome.”*

In line with this resolution, tenders were called for the Design and Construction of the Colin Matheson Oval Clubhouse on the 27<sup>th</sup> February 2010.

Tender 10/05: Design and Construction of the Colin Matheson Oval Clubhouse closed on 14<sup>th</sup> April 2010, and two (2) bids were received. Tenders were received from:

- Pilbara Constructions Pty Ltd
- Mitie Construction Pty Ltd

Mitie Construction Pty Ltd was considered non-conforming as the Lump Sum Price submitted exceeded the \$1.7million dollar budget for this project, which was a pass/fail component of the tender.

### **Consultation**

The following stakeholders have been involved in the discussions with regards to the Colin Matheson Oval Clubhouse project:

- Manager Recreation Services
- Director Engineering Services
- Director Community Development
- Chief Executive Officer
- Director Corporate Services
- Sport and Recreation Officer
- Rovers Football Club
- BHP Billiton Iron Ore
- Department of Sport and Recreation

### **Statutory Implications**

This tender was called in accordance to the Local Government Act (1995).

*“3.57. Tenders for providing goods or services*

- (1) A local government is required to invite tenders before it enters into a contract of a prescribed kind under which another person is to supply goods or services.*
- (2) Regulations may make provision about tenders.”*

### **Policy Implications**

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

### **Strategic Planning Implications**

Key Result Area 3: Community Development

Goal 2: Sports and Leisure

Strategy 1: Progressively implement the recommendations of the Sports Facility Audit with a particular focus on:

- Upgrading all existing facilities to an appropriate standard
- The development of additional quality facilities at Colin Matheson Oval

### Budget Implications

The total budget allocation for the Recreation Reserve Redevelopment is \$1,750,000. \$1,300,000 has been allocated from the BHP Billiton Iron Ore Sustainability Partnership Fund for 2008/09, with an additional \$450,000 obtained from the Department of Sport and Recreation's Community Sport and Recreation Facilities Fund. Sufficient funds are therefore available to support this project.

### Officer's Comment

Tender information was forwarded to 13 organisations, with two (2) tenders submitted. Of these two tenders, one (1) has been considered conforming. There was no site meeting held for this tender. Tenders were received from:

- Pilbara Constructions Pty Ltd
- Mitie Constructions Pty Ltd (non-conforming)

The table below lists the evaluation criteria used to assess the tenders as per the tender documentation:

Item	Assessment Criteria	Loading Factor	Max Score	Max Loaded Score
1	Technical Capacity (Design)	4	5	20
2	Organisation and Experience	2	5	10
3	Quality	4	5	20
4	Price (maximum of \$1,700,000)		30	30
5	Design and Construction Program	2	5	10
6	Local Industry Development	2	5	10
	Max Loaded Score			100

### Price (30)

Contractor	Price	Score
Pilbara Constructions Pty Ltd	\$1,689,950	30
Mitie Constructions Pty Ltd	\$2,225,000	FAIL

Mitie Construction Pty Ltd was considered non-conforming as the Lump Sum Price submitted exceeded the \$1.7million dollar budget for this project, which was a pass/fail component of the tender. The tender documentation was explicit in the budget could not exceed \$1.7 million for the project.

As Pilbara Constructions was the only remaining tender that passed the price assessment criteria, conformance to all other criteria were considered. After evaluation, it has been deemed that Pilbara Constructions Pty Ltd have successfully met all of the remaining evaluation criteria including:

- Technical Capacity (Design)
- Organisation and Experience
- Quality
- Design and Construction Program
- Local Industry Development

Therefore based on the tender submission it is recommended that Pilbara Construction be awarded Tender 10/05 for the Design and Construction of the Colin Matheson Oval Clubhouse.

**200910/375 Council Decision/Officer's Recommendation**

**Moved:** Cr S R Martin

**Seconded:** Cr A A Carter

That Council:

- i) Award Tender for 10/05: Design and Construction of the Colin Matheson Oval Clubhouse to Pilbara Constructions for \$1,698,950.00 plus GST; and
- ii) Advise all tenderers of the outcome.

**CARRIED 8/0**



*11.3.5 Financial support for St John Ambulance Volunteers attending conference/training in the 2010/11 financial year (File No.: 15/01/0010)*

**Officer** Paul Martin  
Director Community  
Development

**Date of Report** 20 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

This report considers a request from St John Ambulance Port Hedland for the Town of Port Hedland to assist with training of volunteers in Perth in August 2010.

Officers are recommending the Council consider a contribution to this request as part of the 2010/11 financial year budget.

**Background**

On 18<sup>th</sup> March St John Ambulance Port Hedland wrote to Councillors seeking a contribution towards training of volunteers. A copy of this correspondence is attached for reference.

**Consultation** Nil

**Statutory Implications** Nil

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications**

The request from St John Ambulance is for \$12,300 to send 10 volunteers to the conference/training in Perth in August. This includes the costs of accommodation, conference and flights for the 10 volunteers.

**Officer's Comment**

There is no doubt the service provided by St John Ambulance is invaluable to the Port Hedland community. This service relies upon the time and commitment of volunteers for its success.

Council has three options in respect to this request, being:

1. Decline the application for financial support.
2. Refer the application for \$12,300 financial support to the 2010/11 budget process for consideration.

3. Refer an amount of \$6,000 financial support to the 2010/11 budget process with the requirement for the St John Ambulance Port Hedland to match this contribution via fundraising.

Officers consider this request a sound one. The conference will undoubtedly provide training, networking and peer support to volunteers from Port Hedland.

However Officers consider contributing part of the request (ie \$6,000) will provide an incentive for the local St John Ambulance centre to fundraise for the remaining costs.

### **Attachments**

Correspondence from St John Ambulance Port Hedland

### **Officer's Recommendation**

The Council consider as part of the 2010/11 budget deliberations a contribution of \$6,000 to the St John Ambulance Port Hedland towards the costs of 10 volunteers attending the St John Ambulance Sub Centre Conference in Perth in August 2010.

If approved in the budget, St John Ambulance Port Hedland provide the Council with a report on the outcomes of the conference.

### **200910/376 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr M Dziombak

That Council:

- i) consider as part of the 2010/11 budget deliberations a contribution of \$10,000 to the St John Ambulance Port Hedland towards the costs of 10 volunteers attending the St John Ambulance Sub Centre Conference in Perth in August 2010; and
- ii) if approved in the budget, St John Ambulance Port Hedland provide the Council with a report on the outcomes of the conference.

**CARRIED 8/0**

*REASON: Council indicated its support for a worthy community service, and willingness to consider a \$10,000 contribution to the St John Ambulance Port Hedland as part of its 2010/11 budget deliberations.*

**11.3.6** *Proposed Event In South Hedland (File No.: 03/01/00)*

**Officer** Paul Martin  
Director Community  
Development

**Date of Report** 20 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

As part of considering the second quarter budget review in March, Council allocated \$10,000 for an event in South Hedland.

This report proposes a format and purpose for this event for Council's consideration.

**Background**

The Council at its meeting of 10<sup>th</sup> March 2010 resolved (in part):

*"That Council:*

- i) Amend the 2009/10 budget, as per the attached list, resulting in an amended budget cash surplus of \$287,022; and*
- ii) Allocate the amended cash surplus on the following projects:*
  - ...g) Host a community event in South Hedland, in addition to events already planned - \$10,000; and..."*

**Consultation**

In preparation of this item consultation has been undertaken with Creating Communities and Landcorp.

**Statutory Implications**

Any event held would be required to obtain the necessary approvals.

Policy Implications Nil

**Strategic Planning Implications**

Key Result Area 2 – Community Pride

Goal 2 - Events

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.

- Supporting community groups who are operating community events through training, support advice and, where appropriate, financial support.
- Coordination and wide-scale communication of the community events calendar

### **Budget Implications**

An allocation of \$10,000 for a community event in South Hedland has been made by the Council. This needs to be expended by 30<sup>th</sup> June 2010.

### **Officer's Comment**

In considering options for what the format, objectives, partners and components of this event Officers explored many options.

Two options have been developed for the Council's consideration, which are considered feasible given the time and resources available:

1. Partner with South Hedland New Living for a family fun afternoon and movie night at Shay Gap Park in South Hedland.
2. Partner with Landcorp for a family fun afternoon and movie night, together with information on developments occurring in South Hedland Centenary Park.

Officers favour the fun event and movie night in the South Hedland CBD as a preferred option because it would enable the Council, LandCorp and other developers to showcase major projects and initiatives occurring in South Hedland. This would help explain these projects and representatives could be available to answer questions from members of the community. Projects which Council could display include the Multipurpose Recreation Centre, Library and Community Centre, Youth Centre, Skate Park and Marquee Park.

The other key benefit for hosting the event at Centenary Park is it can celebrate the redevelopment of the town centre with the community and start to activate the space.

The Centenary Park location also provides opportunities for artists to be engaged to work with community members to create community art which can be incorporated into the town centre redevelopment (i.e. tiles which can be inserted into footpaths, stake park art, banners etc).

Although the displays outlined above could also form part of an event in Shay Gap, Officers consider there is more benefit in the event being at Centenary Park in South Hedland for the reasons outlined above.

The Council can choose either of these two options (or suggest another) and Officers will deliver it prior to 30<sup>th</sup> June.

**Attachments**

Nil

**200910/377 Council Decision/Officer's Recommendation**

**Moved:** Cr S J Coates

**Seconded:** Cr D Hooper

That Council partner with LandCorp and other relevant stakeholders to hold a family fun afternoon and movie night, (together with information on major developments occurring in South Hedland) at Centenary Park in South Hedland prior to the 30<sup>th</sup> June 2010.

***CARRIED 8/0***

*11.3.7 Identification of Early Trends and Issues in Development of Library Services Plan (File No.: 03/04/0003)*

**Officer** Debra Summers  
Acting Manager: Libraries  
and Cultural Development

**Date of Report** 19 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

Over the past four months staff have been developing the Library Services Plan, a number of key issues and trends have been emerging. These issues have been listed along with Officers recommendations on how to capitalise on the suggestions to ensure the most beneficial library and information service is provided to the current and future residents of and visitors to the Town of Port Hedland.

**Background**

Consultation with community members and other identified key stakeholders has been integral to the development of the Library Services Plan. A key objective of this Plan is to assist the Council's decision making to ensure the most beneficial library service provision for its current and future community.

A variety of consultation methods will be and have been undertaken to date from which some key trends and issues are emerging.

The current usage and location of the Port Hedland Library is also to be considered within the Library Services Plan and as such is obviously part of the consultation process. Considerations of library clients as to the optimal service provision from this Branch library mirror those of the clients of the South Hedland Library, in respect to these emerging issues and trends.

Over 100 surveys have been returned to date. An initial summary of the preliminary results of the survey are attached at Appendix 1. As further surveys are returned, these results will be added and comprise the final Library Services Plan.

The survey results and preliminary discussions with key primary stakeholders indicate strong support for an expanded library facility in South Hedland, located close to shopping and business opportunities and other community facilities, providing a "destination" for community activity. The Port Hedland Library, in its current location, is somewhat removed from this type of activity in the Port Hedland Townsite and may benefit from being included into the West End revitalisation currently being undertaken.

*“The TOPH Library Service provides vital services to the Hedland community. The South Library is easily accessible, close to the shops and pool. This will be even more important with the opening of the new hospital.” quote from survey response.*

Other trends receiving strong support are for an expanded facility in South Hedland to include other community facilities such as playgroups, meeting space for community groups such as the Local History Group, plus commercial services such as a coffee shop and a book shop.

“Would love a coffee shop in the library. Open Sat/Sun with cafe?” quote from survey response

Longer hours, focused on evenings and weekends, plus more access to technology and more variety and volume of traditional library resources are enhancements current clients are requesting.

*“I don't have an electronic book/pad yet, but if I was able to access ebooks from the library I would. I look forward to/hope to use ebooks from the local library soon.” quote from survey response.*

Pleasing trends from these early returns is that the quality of staff service is highly praised and valued by users.

“The library offers a fantastic service to children and adults. If they don't have a book in stock they are always willing to get it in for me. Staff are always friendly and helpful.” quote from survey response.

Preliminary discussions with the Hedland Playgroup Association Inc. have indicated a strong appetite to explore further opportunities for collocation with a new library facility in South Hedland. Other potential partners could be explored further as the development of the Plan continues. These services and groups would further enhance a new facility as a “community and business destination” for community members and visitors. These themes compliment the Council's actions in the draft Strategic Plan to progress a Community Centre and Library in South Hedland and also justifies recent discussions in regard to support for this initiative expressed in a recent Partnership meeting of the BHPBIO. Best practice in the provision of library service also supports this vision and was presented to the Council in a series of Strategic Focus papers at a Council Briefing session earlier this year (Attachment 2).

The next stage in the consultation is to consult with potential library clients through a Non User Survey and discussion with other stakeholders to develop the identified themes into actions and strategies. This survey is intended to “test” these emerging issues and trends as possible draws cards to engage this section of the community to ensure their inclusion in and usage of services and facilities provided in any new or enhanced library service. Particular focus will be centered on integration of the FIFO workforce, young adults and indigenous community members plus community groups whose first language is other than English. Recent research identified that public libraries play an important role in the lives of people from culturally and linguistically diverse backgrounds.

### **Statutory Implications**

Library Board Act of Western Australia (1951) and associated Regulations

As a “participating body” the local government has various roles and responsibilities in respect to the provision of and the participation in the state wide public library service to its residents and ratepayers and to visiting members of the wider Western Australia community.

The Siting and Design of Public library Buildings, 1980;

The document outlines the requirement in respect to space and amenity that must be provided by the local government to secure library resources from the State Government via the State Library of Western Australia.



Public Library Framework Agreement;

This is the current guiding document endorsed by WALGA on behalf of local government that outlines the roles and responsibility in respect to public library service provision of both local and state government.

**Policy Implications**

Nil

**Strategic Planning Implications**

Key Result Area 3- Community Development

Goal 2- Sports and Leisure

5. Review the library operations and locations develop a plan for future operations of libraries in the Town.

**Budget Implications**

Council funding has been provided to develop the Library Services Plan.

It is proposed to make allocation as part of the 2010/11 financial year budget for commencing concept development and detail design of a potential library and community/family centre in South Hedland.

**Officer's Comment**

The key themes Officers have identified to date which are proposed to become focuses of the Library Services Plan are:

1. The construction of a new Library in South Hedland.

This facility should be collocated with community organisations/functions including playgroups and meeting rooms and potentially commercial activities including café and bookshop. The next stage of consultation will determine the composition of services collocated.

Consideration has been given to the location of such a facility (including Marquee Park and the South Hedland CBD) however, based upon feedback received from the users it is proposed this facility be located in the South Hedland CBD. Users are suggesting a location close to commercial hubs.

To capitalise on both the community and Council aspirations, supported by industry partners, the progression of plans to detailed design stage for a state of the art library and community facility as part of the South Hedland Town Centre revitalisation Scheme seems opportune.

Given the strong user support for a central location it is also recommended that Council authorise negotiations to commence with the relevant authorities to secure a site that maximises patronage though ensuring proximity to other community and commercial facilities existing or being considered as part of the South Hedland Town Centre revitalisation scheme.

2. Review of the location operational aspects of the Port Hedland Library.

Officers are not suggesting the Port Hedland Library be closed but are proposing to investigate alternative locations including potentially the West End. This option may be longer term, however it is considered that the current location is not ideal in the long term for this facility.

3. Examine opening hours of both Libraries to better meet the needs of the community, including opening Sundays.

This has been an issue raised by a number of current users. Non users will be surveyed to determine their interest in longer opening hours. The financial implications of this will also be reviewed for Council's consideration.

4. Increase access to technology and other non traditional library services at both Libraries.

The types of uses and access to technology will be a topic of consultation with community members and stakeholders. These findings will be reported to the Council for consideration as part of the Library Services Plan.

5. Development of targeted programs and resources to increase libraries usage by currently under represented demographics within the Library cliental (ie young adults, indigenous people, FIFO workers, people from culturally and linguistically diverse backgrounds)

Recent discussions with FIFO camp operators have identified an opportunity to service the FIFO camps by the Town of Port Hedland Library and Information Service.

Research indicates that Libraries that offer youth specific areas within the Library have considerable success in engaging with young adults within their community.

Findings from the non user survey will inform what these programs and resources should be.

By having an overall Library Services Plan, including detailed concept designs and indicative costings, plus identifying or securing ideal parcels of land to support and enhance “community and commercial hubs” in both townsites, will deliver an excellent social and capital infrastructure planning tool. This will allow Council to stage its delivery of these services and facilities to fit in with other initiatives and allow budgetary considerations over more than one financial year. This will also ensure documentation is project ready to facilitate further partnership opportunities or to secure further possible grant funding if the opportunity arises.

### **Attachments**

Preliminary results of Library users survey.  
Library Strategic Services Focus Papers

### **Officer’s Recommendation**

That Council:

1. Notes the key themes emerging of the Library Services Plan outlined as follows:
  - a. Development of a new Library in South Hedland collated with other uses
  - b. Review of the location and operations of the Port Hedland Library in particular the opportunities for relocation into the West End.
  - c. Consider longer opening hours including weekends  
Increase access to technology and other non traditional library services.
  - d. Development of targeted programs and resources to increase libraries usage by currently under represented demographics within the Library cliental.
2. Undertakes further consultation with the community and stakeholders to develop the above themes into actions and strategies which will form the Library Services Plan.
3. Considers allocating funds for the concept development and detail design of the Library and potential community centre in South Hedland CBD as a component of the 2010/11 budget process.
4. Commences negotiations with LandCorp to secure a site for a Library and community centre in the South Hedland CBD.

**200910/378 Council Decision/Officer's Recommendation****Moved:** Cr A A Carter**Seconded:** Cr J M Gillingham

That Council:

1. Notes the key themes emerging of the Library Services Plan outlined as follows:
  - a. **Development of a new Library in South Hedland collated with other uses**
  - b. **Review of the location and operations of the Port Hedland Library in particular the opportunities for relocation into the West End including mobile services.**
  - c. **Consider longer opening hours including weekends Increase access to technology and other non traditional library services.**
  - d. **Development of targeted programs and resources to increase libraries usage by currently under represented demographics within the Library cliental.**
2. Undertakes further consultation with the community and stakeholders to develop the above themes into actions and strategies which will form the Library Services Plan.
3. Considers allocating funds for the concept development and detail design of the Library and potential community centre in South Hedland CBD as a component of the 2010/11 budget process.
4. Commences negotiations with Landcorp to secure a site for a Library and community centre in the South Hedland CBD.

**CARRIED 8/0**

## **Preliminary results of Library users survey (100 responses to date)**

### **Emerging trend to develop new library facilities**

#### **Initial findings from Survey:**

*95% of respondents liked the location of the existing South Hedland Library as it was close to where they used other facilities such as shops.*

#### **Supporting comments from surveys completed by library clients**

The library is in a great location for me and the staff provide a good level of service .. My only comment is the library could be a larger building to allow some room to sit and relax, but not at the expense of the location

I am very happy with the library, location and accessible parking, don't have to walk far and my daughter loves the children's corner. Staff are friendly and helpful also. Usually pick up books then go to the shops and do shopping.

### **Emerging trend to provide more accessible library operation hours**

#### **Initial findings from Survey:**

*80% of respondents would use the library more often if it was open more hours and 75% would like to see the library open on Sunday.*

#### **Supporting comments from surveys completed by library clients**

I love the local library, all the staff are friendly and helpful. I am a distance education student (CSU) and often require a place to study and study material, if it can be sourced the library will always oblige.

Maybe activities on the week end s for kids, so parents could have more opportunity to visit the library and interact with their kids.

To me reading is a joy. I would otherwise be very lonely without a good book. I spend many hours on my own and it is also nice to go to the local library as the staff are friendly and ready to have a chat.

**Emerging trend to provide remote access to library services via technology****Initial findings from Survey:**

*80% of respondents have a computer and internet access and these people wanted to be able to access online library services. 75% of respondents wanted more computer stations in the library*

**Supporting comments from surveys completed by library clients**

Web access to allow you to renew books and see what books are available and online ordering so you don't have to waste time looking on the shelves.

Good library, need more computers. Would like to see more use of modern and multimedia information forms. More services for youth, including dedicated youth area computers, X boxes etc. Conference facilities and laptops available would be good.

It would need a kids corner with TV/ music/books on tape for the little ones so the mums can sit down and have a coffee knowing the kids are safe.

The inability to access the library catalogue either in the home or at the library is the most limiting factor in library services. I would regularly request or hold items.

The inability to access the library catalogue either in the home or at the library is the most limiting factor in library services. I would regularly request or hold items.  
Web access to allow you to renew books and see what books are available and online ordering so you don't have to waste time looking on the shelves.

**Emerging trend that targeted programs and resources would increase usage by existing library clientele and potentially attract currently under represented demographics within the Library cliental (ie young adults, indigenous people, FIFO workers, people from culturally and linguistically diverse backgrounds)**

**Initial findings from Survey:**

*95% of respondents wanted more library resources, both print and multimedia*

**Supporting comments from surveys completed by library clients**

Magazines for teenagers. A book club for teenagers.

Good library, need more computers. Would like to see more use of modern and multimedia information forms. More services for youth, including dedicated youth area computers, X boxes etc. Conference facilities and laptops available would be good.

It would need a kids corner with TV/ music/books on tape for the little ones so the mums can sit down and have a coffee knowing the kids are safe.

More events/programs for adults: small business owners; jobseekers; learning to access government info; gardening in the Pilbara; outback travel etc. Promote to adults- they are the majority of the community

I find the talking book section a godsend as I drive for a living. It's the best distraction from the boredom and the isolated feeling one gets on the big trips.

We have always traveled extensively and libraries have always been useful. We like reading and cannot always afford to buy books so borrowing them has been vital.



**TOWN OF PORT HEDLAND**

**FOCUS/ISSUE PAPERS**  
**FOR LIBRARY SERVICES PLAN REVIEW**

**JANUARY 2010**

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## **FOCUS PAPER No. 1**

### **Town of Port Hedland Current Library Service Provision Benchmarking Exercise**

#### **Background**

The provision of public library services in Western Australia is a joint venture between state government and local government under the terms of the *Library Board of Western Australia Act 1951*. The state government provides shelf ready resources, advice, the statewide catalogue and overall strategic direction through the Library Board of Western Australia. Local governments provide the library buildings, staff, infrastructure and operating costs. Each local government has discretion within these broad parameters to make choices about services and service standards they deliver to their communities through their libraries. Consequently there is a great variety of services, service delivery models and staffing structures to deliver public library service throughout the state. As a benchmarking exercise, the library services offered by the Town of Port Hedland are compared with libraries providing services to similar sized populations in both the country and the metropolitan area.

#### **Town of Port Hedland Community and Library Profiles**

The Town of Port Hedland currently delivers services and programs through a multi-branch system with the main branch located in South Hedland. A smaller branch operates in Port Hedland to serve the residents of "Port" Hedland. The South Hedland Library is located in Leake Street, which is centrally located within walking distance of the main shopping complex in South Hedland, adjacent to the Well Women's Centre and opposite the South Hedland Aquatic Centre. It was constructed in 1978/79.

The Port Hedland Library is located in the former Cooke Point Preschool in Dempster Street and adjoins the Len Taplin Memorial Child Care Centre. This location is not central to other services in the "Port" and hence not considered as assessable.

The library service is delivered through these two branches by 3 FTE equivalents comprising full time and part time employees. This staffing structure is supported by casual staff as required. Current membership indicates that only 18% of the TOPH populations are active members of the library. Given that population figures for the Town of Port Hedland, like most FIFO towns, do not reflect actual resident numbers coupled with one of the aims of the wider Pilbara revitalization project being to "normalize" as far as possible the demographic mix to reflect more closely those of the metropolitan area, provides a great opportunity for expansion of membership and utilisation of the library service. This would require the right mix of services, resources provided through an innovative service delivery model.

With a recent change in management responsible for community service, including library service, opportunities and developments are planned in the near future targeted at expanding library clientele and increasing usage. Some of these initiatives include:

- establishing a Book Club
- introducing an outreach service for storytime sessions to Child Care Centres
- expanding holiday programs
- establishing/expanding on collaborative partnerships with internal stakeholders to hold events.eg Matt Dann Centre, Youth Officer



- establishing/expanding on collaborative partnerships with external stakeholders to provide services or hold events e.g. local historical society, schools, preschools, child care centers and playgroups, Wangka Maya Pilbara Aboriginal Language Centre and
- Hartz Hedland – Local Arts Organisation.

### Benchmarking exercise

The Table below outlines aspects of library services delivered by comparable LG's(SLWA )

Local Government	Population (ABS 06)	FTE	Hours	Services	Resource State LGA Total	Model	Membership Resident Visitor Total	Issues
Port Hedland (Regional Library)	12,300	4.6	88	Internet access, storytime, youth activities, coping/fax, council services, local studies, homebound, events, word processing	18,143 4,837 22,980	Multi	3,496	33,9387
Esperance	11,728	4.6	42	Internet access, aboriginal studies and resource collection, adaptive technology/audio visual equipment, binding, adults and childrens book clubs, bulk loans, CD Rom workstations, class visits, fax, laminating, Friends of the Library Group, events, homebound, language learning centre, literacy program, local studies, meeting rooms, photocopying, Reader Ed program, rental collections, youth activities, seniors programs, storytimes, toy library, vending machine, YA program, family history,	14,981 9,919 24,900	Single	5,523	135,990
Broome (Regional Library)	14,254	5.1	42	Internet access, storytime, youth activities, photocopying, Word-processing, homebound, Events ,aboriginal collection, language learning centre, local studies	18,167 4,003 22,170	Single	6,147 1,633 7,780	66,1091
Cambridge	7,025	12.61	56	Internet access, technology lab and training, youth activities, homebound, business centre, bulk loans to institutions, book clubs, local studies, events, meeting rooms, council services, literacy program, coffee shop, toy library, seniors programs, Language learning centre, multi language resources, rental collections	31,947 21,590 53,537	Single	9,144 7,465 16,609	300,602
Cottesloe (inc Mosman Park and Peppermint Grove)	C-7,256 P-1,570 M8,215 T17,071	8.1	52.5	Internet access, storytime, youth activities, homebound, adaptive technology/audio visual access and training, business centre, meeting rooms, senior programs, toy library, vending machine, language learning centre. Local studies, literacy program, book clubs, rental collections, Indigenous collection and study centre, events	24,550 14,698 39,248	Single	4,106 1,168 5,274	202,962

**Comment and initial observations**

Regional libraries with similar resident populations were chosen as benchmarking partners to allow equitable comparison with expected work load. However finding relevant metropolitan benchmarking partners was not so easy given far larger population catchment areas, something which needs to be born in mind when reviewing usage figures.

Despite providing extensive hours of service from two service points, the current usage statistics for the Town of Port Hedland are considerably lower than other benchmarking partners. Library staff however, are to be commended for maintaining such a comprehensive library service with such a low FTE equivalent. On top of servicing local residents, the Town of Port Hedland library service is providing regional library service and support to libraries within the East Pilbara region.

Obviously a snapshot study such as in this paper needs to be regarded with caution, as many other reasons for higher or lower usage needs investigating before conclusive observations could be made. However, this exercise suggests that the library service of the Town of Port Hedland requires an in depth review leading to the drafting of a Library Services Plan. Such a plan would identify the optimal service delivery model, including opportunities to be capitalized on in developing strategic partnerships to assist with the provision of infrastructure requirements and staffing levels to provide a comprehensive range of services and resources that meet the needs of all members of the community, and achieves government social, economic and educational outcomes, now and into the future.

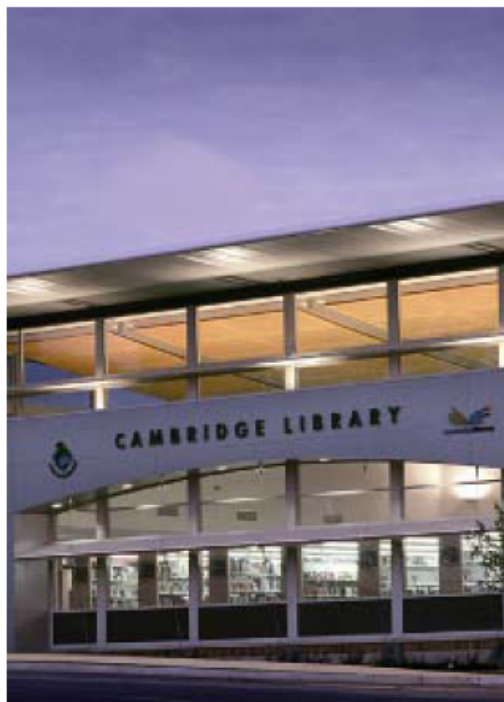
## FOCUS PAPER No. 2

### Case Studies: Innovative Public Library Buildings and Service Delivery Models.

#### Background

Many local governments have recently grappled with what their public library service should look like and what type of services it should deliver. All local governments want the best for their community and yet all grapple with conflicting priorities for their limited financial and human resources. When embarking on a decision making process in this regard, it is sometimes helpful to look at what other local governments have done and what their public library buildings look like and what type of service they deliver to their communities from them. In this paper, four case studies are presented which are considered "best practice" and serve populations comparable to Port Hedland.

#### *Case Study One- Cambridge Library, Floreat, Western Australia.*



Cambridge Library is a single branch library and serves a resident population of 7,025 (ABS 2006). As the library is located adjacent to a large and popular shopping centre it is likely to attract patronage from outside the Town of Cambridge. The library is open Monday, Tuesday, Wednesday, and Thursday: 9am to 7pm and Friday and Saturday: 9am to 5pm. It provides a large range of services; some free and traditionally found in public libraries and others that are commercial in nature and quite unusual. Traditional library services provided include:

- Multi language collection
- Australian Bureau of Statistics Collection
- Seniors activities and events
- Homebound delivery service
- Twice weekly story times
- School holiday activities for older primary school age children
- Cambridge Library has two book clubs for adults: during the day and the evening
- Adult Literacy collection
- Ebscohost's Student Research Centre
- Online Database and catalogue
- Online Reference
- Digital books
- Internet access

More innovative services provided include:

- Meeting rooms over two floors
- Separate local studies area
- Networked computer training room
- Coffee shop
- Council Customer Centre on the ground floor of the library building.
- Function rooms (fee for hire)
- Separate spaces called 'zones' cater for youth, children and quiet study areas, all well resourced and spacious.

The library is connected to the Floreat Forum Shopping Centre and a medical centre by an open area containing children's play equipments and seating and shares parking with the shopping facility.



### *Case Study Two: Bunbury Regional Public Library W.A.*



The City of Bunbury Library service is a multi branch system, with the main library in Bunbury providing regional library service provision to the libraries within the South West Region. A smaller branch library serves the outlying community of Withers. This library service serves a resident population of 29,702 (ABS 2006), with a library membership of 7,065 and like Cambridge, as Bunbury is considered a regional centre, likely serves people who live outside the City. The library is open Monday and Thursday 9.30 am to 8pm, Wednesday and Friday 9.30 am to 5.30 pm and Saturday 9am to 12 noon. However as the major focus of this new library was to facilitate on line and virtual access to a wide variety of library services, virtual visits to this library are accessible 24/7.

The state government contributed \$5million towards the construction of this library as it was to spearhead an initiative around creating a 'smart community' with a focus on providing remote electronic access to a range of services and facilities available easily to members of the population living within the metropolitan area. Interestingly for Port Hedland, the target demographic to receive the benefit of this funding were residents residing within the South West region, so arguably a similar funding source should be available to the Town of Port Hedland for future library capital projects.

The library has 48,306 resources available to its members, with 12,763 of those being contributed by the City. This library provides a wide range of more traditional library services being:

- Access to Online database and catalogue
- 16 Public internet access free to Library members
- Public email access is available for \$2 per 15 minutes
- Black and white printing is available at 20c per page
- Better Beginnings workshops
- Regular story reading and creative play sessions for preschoolers
- Monthly Rhyme Time sessions
- Withers Library's Bookworm Club
- Children's Book Week
- Visiting authors
- School holiday programs
- Harmony Week
- Cultural and arts development programs

- Library tours
- Basic computer skills training sessions for seniors
- Home delivery service
- Space – JUMP (Bunbury Library's performance arts program)
- Numerous poetry and performance evenings

Although this new library has only been open one year, visits to the library have increased by 96%, with loans rising by over 50%, membership rising by a staggering 292% and bookings to use the new technology increasing by 3,893% over previous levels. The old library was built in the 70's and looked its age. Usage of the library was under what was expected for a community of its size, and also considering it was a regional library. The location of the library drew comment as it was close to the CBD and parking and access were often sited as barriers to the library's patronage. After a long ranging debate, it was decided to build the new facility on the existing site, and considering the dramatic increase in patronage, puts to bed the argument about access to the old library being a barrier to usage. The smaller branch at Withers is experiencing a downturn in visits and loans, so there may be an interesting decision the City of Bunbury will need to make on the future of this service point, should this trend continue.

### ***Case Study Three- Palmerston Library Darwin Northern Territory***

Palmerston Library is a single branch library and serves a resident population of 27,185 (ABS 2006). The library is open Monday, Tuesday, Wednesday, and Thursday: 10am to 6pm and Friday noon to 8pm, Saturday: 10am to 4pm and Sunday 1pm to 4pm. The age demographics of Palmerston mirror those of Port Hedland, with over 30% of the population under 15 and only 7.9% being over the age of 55. The climate also is comparable to Port Hedland so the opening hours across the weekend may provide relief for community members without access to parks and gardens during extreme climatic conditions. It provides a large range of services; some free and traditionally found in public libraries and others that are commercial in nature and quite unusual. The focus of these services reflects their population mix and include:

- Access to Internet and computer applications including wireless
- Fee for service Business Centre
- Children's literacy programs
- Play and Move Sessions are held Monday mornings 9.30-11:00am
- The Frillies Club is for Transition and Year One students.
- YAP(Young Adults Program)
- Computer Classes Home delivery service

The library is reasonably new and as with Bunbury, library patronage has increased significantly since opening. Interestingly this increase, unlike Bunbury, has centered around use of facilities such as community rooms (42% increase) and the training room (64% increase) rather than borrowing of resources (3% increase) and visits (2% increase). However membership has increased significantly (19% increase) and probably reflects the requirement to become a member before accessing the other technology based facilities provided by the library. The library is extremely well utilized in a traditional fashion however, registering a total of over 200,000 library resources being borrowed last year.



### ***Case Study Four – Wanneroo Public Library, Kwinana Public Library and Busselton Public Library Service Western Australia***

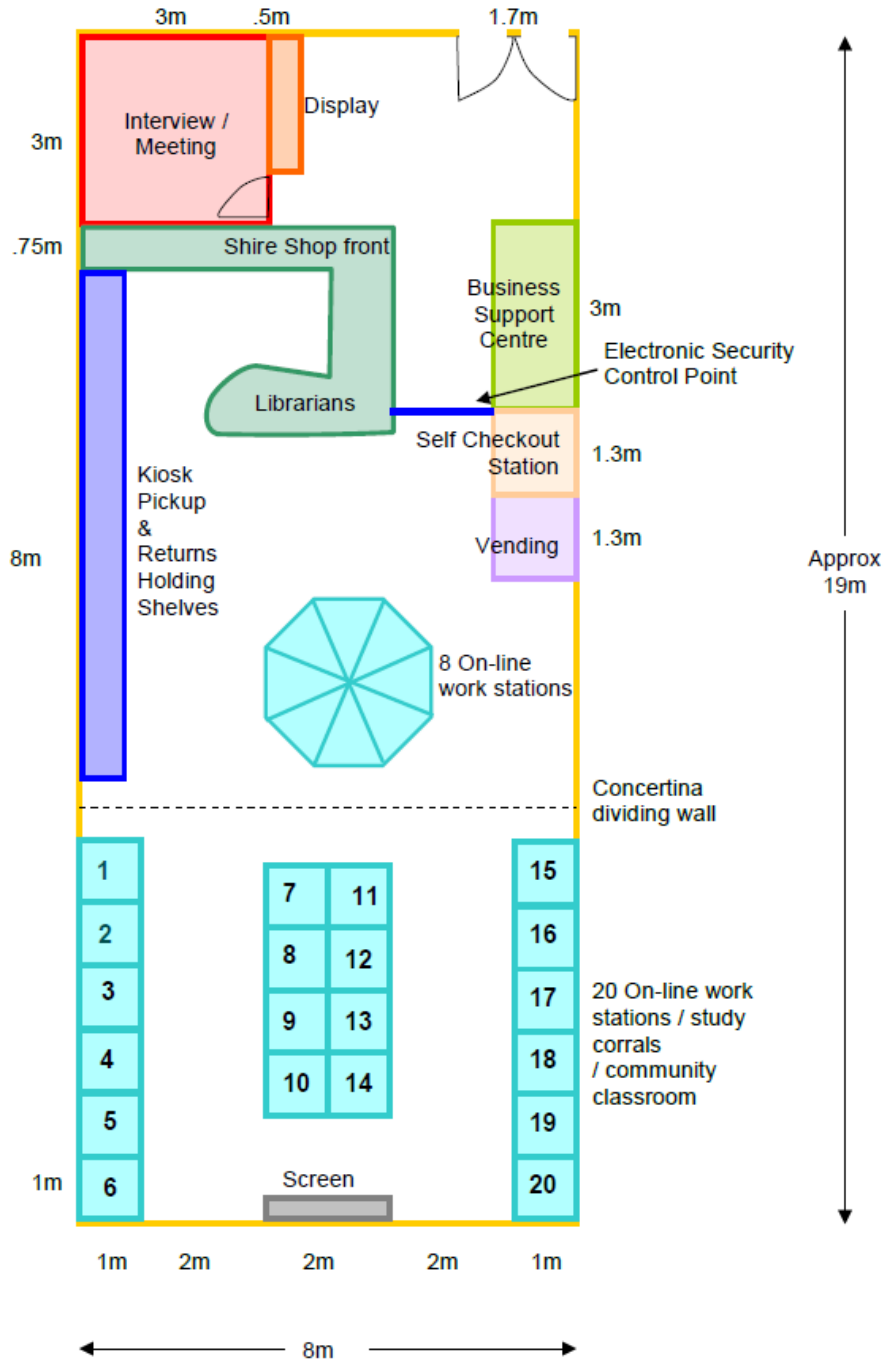
All three of these local governments have recently engaged in a decision making process around the future provision of library service to their communities resulting in new and innovative ways of service delivery and mix.

In the case of the Wanneroo Library, a funding allocation of \$16million dollars was received from the state government to include in their new library facility, a museum and local studies facility that houses the ephemeral collection celebrating the history of the previous Shire of Wanneroo before it was split between the City of Joondalup and the City of Wanneroo. As the librarian responsible for this new facility was responsible for the Town of Cambridge's new facility, similarities in design and service mix are replicated in the Wanneroo library. The location of the new facility is in the business area of Wanneroo rather than the shopping area in a deliberate attempt to bring vitality to this area after traditional office hours.

The Town of Kwinana has received significant funding from the commonwealth (\$6million) towards its new library facility. The focus of this facility, which will include a Lotterywest \$13million Community Resource Centre as well as a Library, will be on education and employment readiness. This focus reflects that population's demographic mix and low rate of current employment.

The Shire of Busselton has recently undertaken a full review of its library service and developed a Library Services Plan which will lead the Shire away from the traditional branch model to a central library approach with provision to outlying areas using an alternative/innovative approach they are calling a Teleplace. They discovered through a cost/benefit analysis that as learning and information service requirements become more popular and related to technology and social connection, the needs of their clients were becoming more sophisticated. Subsequently, the capacity to roll out fully functional traditional branch services in all locations will become increasingly difficult if not unsustainable. They believe that one means of ensuring a state-of-the-art learning and information service is to commit sufficient resources to ensure that at least one central location is constantly updated and enhanced to take advantage of new services and service delivery methods that new technology will bring. Other localities will be catered to by providing on-line access to the broader range of central information sources and tailoring a specialised and localised service outlet. A timeline for the rollout of this capital infrastructure is included in the Plan, driven by demographic predications and current usage levels.

The following graphic illustrates what these Teleplaces will look like.





**FOCUS PAPER No. 3****Current Public Library Structural Reform Agenda and Opportunities for the Town of Port Hedland in respect to Regional Library Service Provision****Opportunities for the Town of Port Hedland**

The review of the provision of regional library services is seen as a positive and exciting opportunity for both those libraries that provide the regional services and those who receive them. The synergy between this review and the Local Government Structural Reform Agenda in which local governments have been required to address their financial, social and environmental sustainability and to consider voluntary amalgamations or regional resource sharing initiatives seems opportune. These two reform initiatives provide the Town of Port Hedland with an opportunity to reconfirm its leading role in establishing and expanding partnerships and co operative activity within the East Pilbara region in respect to the delivery of library services to residents, both those who permanently reside in and those who work in the region.

Whilst the proposed review of the current service delivery model will be undertaken in the coming months, it is apparent that the State Library will be looking for an invigorated and expanded framework for a new model. This model will need to ensure the equitable access for West Australians living outside the metropolitan area to the benefits in the provision of public library service expected through the achievement of the outcomes of the 14 recommendations for structural reform. Accordingly, this model will need to be resourced adequately both in respect to funding for infrastructure and resources including staffing.

There is no argument that the current benefits to the Town of Port Hedland as a provider of regional library services in respect to increased book stock, staffing, travel subsidies and enhanced training opportunities have been eroded over time, however now would not be the time to relinquish this status. The state government utilises a regional framework for many of its service delivery models across the gambit of complimentary government services. As such, Port Hedland is the regional centre for health and education, and this coupled with being responsible for regional public library services positions the Town well to ensure a high standard of community facilities and access to quality and professional staff for all of its residents and visitors, both permanent and temporary .

As a regional library, the Town of Port Hedland could expect, and should negotiate:

- A different funding model to a non regional library in respect to provision of resources
- Funding toward capital infrastructure (buildings and equipment) required to process resources required for the region and the individual libraries within it
- Funding towards operating expenditure such as staff and materials required to process resources and provide professional expertise required for the region and the individual libraries within it.
- Funding to provide outreach programmes such as early literacy programmes, cultural activities and events widely available to those West Australians who reside a commutable distance to access these services provided at the State Library.

- Funding to provide access to online resources readily available to those West Australians who reside a commutable distance to access these resources provided at the State Library.

To ensure the most advantageous outcome for the residents of the Town of Port Hedland and indeed the wider East Pilbara region, active and indeed, leading participation in the coming discussions and activities associated with the review of regional library service provision needs to be a priority for responsible staff.

## FOCUS PAPER No. 4

### Best Practice

#### Aspects of public library service provision considered current 'Best Practice'.

Current best practice in library service provision advocates a library service design to ensure it reflects the way the library is being used by patrons and staff, rather than adhering to any notion of how they *should* be (or were) used. As with any public facility, it should be designed to meet the needs of the community it serves now but also be built in such a way that spaces can respond to changes in patterns of usage over time.

This change reflects the multiple role of the library client as both a consumer of services and a producer of community activity (through book clubs, historical societies, genealogy organisations and similar community groups).

Globally there is a growing interest in personal and local community history. The local history and genealogy groups are emerging as well organised and well connected organisations demonstrating a demand for access to infrastructure and services. These and other community groups are seeking greater use of the internet for access to specialised databases and other information formats and to services such as video conferencing, webinars and podcasting. They are also influencing the physical and organisational layout and integration of libraries with centres of community activity and arts and cultural hubs.

With free public space at a premium, libraries are a key site for community meeting spaces, places for reading and reflection and the pursuit of learning and hobbies. So, in addition to their information repository and dissemination role, it is assumed that libraries:

- Should not be designed to be inflexible spaces merely for the storage of collections;
- Are a resource for community capacity building and branded in a way that creates a sense of place;
- Are a lifelong learning facility not just for students, but for all residents and visitors;
- Are a valuable contribution to GRP;
- Are a mechanism for equalising access to information; and
- Are essential to encouraging broader public participation.

It has been reported that the lack of diversity of available material and restrictive opening hours are the two most important issues for the public. If it is indeed the case that people are looking for longer opening times, then libraries require safe and secure design that makes them more accessible after daylight hours.

In regional centres, councils are developing multipurpose facilities, not least to streamline service delivery. Libraries offer a friendly point of contact between the community and the local Council and, as such they are used as Council service centres and even tourist bureaux. If these functions are to be incorporated, planning and design must reflect the Council's identity and the community's expectations of accessibility. At the same time, libraries must retain their unique identity within any hub.

The 10 key trends that impact on decisions that have to be made in determining the right service delivery model for any local government are:

*1. Each library will develop its own bespoke programme and service priorities*

Rather than designing a library and its service provision to a traditional standardised framework (to house the 'collection'), the facility should respond to the requirements of its particular community, with respect to demographic and sociographic data, and the immediate local environment.

*2. Future libraries will be developed in partnership with other services*

Once a decision is made on the range of services to be provided then it can be determined which other public facilities can be combined with libraries such as educational facilities, galleries, civic and civil functions, community centers or shopping centers. This co-location can spread the cost of capital and operating costs, and can increase relevance and assess for the local community. Libraries should not be stand alone developments but integrally linked with other service outlets.

*3. Adaptability of internal design, circulation, access and hours of services will be a key factor in building layout and design*

As service and programme provision is determined, this will guide the physical layout of the facility. Layout considerations could include (and are not limited to) a variety of functions including book lending, computer use and/or training, meeting or seminar spaces, entertainment and 'hang out' spaces and so on. The matching or pairing of library facilities with other service outlets will determine the right mix of flexible spaces.

*4. Reading development and literacy are likely to become even more central to what libraries offer communities*

With the increase in electronic and media communications, there is a consequent increase in requirement for greater reading and communication skills, therefore libraries should be engaged in the literary and literacy process. This should include delivery and encouragement of these skills to community members, and perhaps hosting groups that foster literary appreciation. Public libraries have historically been champions of the argument that literacy makes good citizens and that this process needs to start and birth and continue throughout life.

Story time is not just something that keeps toddlers happy. Similarly appropriate reading material, access to interactive and on-line information and an attractive setting will be critical for engagement with youth. Literacy in terms of new technology will also be critical in the future and programs that up-skill the community in how to access information using new technology will be essential. The library is likely to be the most effective delivery point for many of these programs.

*5. Libraries will become key communications centres for mobile populations*

Not only will communications provision serve the resident population, it will also serve business travelers, tourists, and those without computers of their own. This may include provision of hardware, or simply wireless connectivity and work space for patrons with their own equipment. This is a key issue for the North West and presents an economic stimulus opportunity.

*6. Long stay use of libraries for study purposes requires friendly and efficient support services such as toilets, catering and recreational quiet zones*

Public libraries have always been used for study purposes; however, the trend is for longer term and for group as well as individual use. Therefore appropriate spaces, environments and amenities are required for those spending many hours at a time in the facility – in fact, to encourage patrons to linger. Training and meeting rooms will become an integral part of library design so that people can talk, debate and share ideas as part of a learning experience.

*7. Electronic links between homes and libraries will increase*

Libraries and other information and learning centres will potentially make service provision available on line for patrons to access from their home computer – such as catalogues, reservation, information networks and newsletters, online subscription services for music, film and video, and portals for community group websites. This service coupled with a home delivery or depot delivery service could well address many access issues.

*8. Children's services will grow in importance as the library becomes a secure, electronic safe haven in the city*

The public library is one of the top three 'safe havens' (the other two being home and work/school), and is increasingly concerned with the needs of children. The book market for children and young people attracts some of the best writers, and enlightening children to the rewards of reading is of paramount importance (reading being the gateway to their digital world). Consequently, the library must provide a 'safe haven' in both the physical and electronic public domain.

*9. Virtual library services will be provided 24 hours a day*

Libraries' physical opening hours are trending towards more flexibility and availability, with some on-line services expected to be provided around the clock, even when the building itself is closed. Community members are requesting access to information on demand, and libraries have an invaluable role to play in ensuring that information is accurate and substantive.

*10. Librarians will change their role from custodians of culture to knowledge navigators*

As community demand and local requirements guide library service provision, so will the skills and approaches needed by library staff be different to the traditional model. Staff will need to be computer literate, stay in step with technological progress, and be able to transfer these skills to library users. With the library as a key institution in a culture of lifelong learning, staff will be expected to advise and facilitate users' navigation through various forms of information.

Librarians will play a much more significant role in locating information and guiding users to information as search engines and on-line data bases become more sophisticated and diverse. The librarian of the future will be the skilled navigator through a minefield of opportunities and traps in information access. As information becomes available from an increasing range of sources, such as iPods, internet browsing, chat rooms, 'webinars' (online seminars), the capacity of the general public to understand each of the various sources and pathways will diminish. Our libraries need to keep apace with the technological shift in our community environment, as will our library staff. These demands will require a new breed of library staff member. They will be archivists, technical facilitators and indeed at times technicians, learning facilitators, programme managers and programme and service providers.

## **FOCUS PAPER No. 5**

### **Role of Public Libraries in Building Strong Communities and Supporting Learning Communities**

#### **Background to Revitalisation Project**

Given the importance of the mining industry to the economic wellbeing of the state of Western Australian and indeed that of the wider nation, it is not surprising that all spheres of government are now focusing on the need to enhance and maintain the stability of communities in the Pilbara in which the majority of these industries are based. Research undertaken by the resources sector and the government agencies charged with supporting them suggests that a critical success factor to the output of this industry is a stable and qualified population base in the region, not only to work in the mining sector but to provide for the supporting services and facilities viewed by these employees as enhancing their quality of life. There is also the ongoing debate about the relative economic and social benefits of maintaining a resident workforce or a FIFO workforce, or a healthy balance between the two. However, there is unanimous agreement across all decision making sectors that the diversity of cultural activities and variety and quality of lifestyle choices available to those who live and work in the Pilbara needs to be enhanced. This paper will outline how the public library and the current and potential services and facilities it provides can contribute to this goal.

#### **How public libraries can contribute to the quality and diversity of life in the Pilbara.**

For many years now, public libraries around the world have been viewed as more than just places that hold books. The role that access to a free and equitable public library service plays in an individual's life is now being viewed as a relationship with a service that can last from the "cradle to the grave." Where previously use of a public library required a certain level of literacy and a love of books and learning, we are now seeing evidence that a public library can provide not only recreational reading, but vital information and access to services essential to all aspects of an individual's employment, physical health and emotional wellbeing. It can also play a large role in providing all sorts of people with something to do and somewhere to go.

Many people require information about life's challenges and decisions. In the metropolitan area there are many agencies and referral points where this type of "life information" is available or is provided by family or friends. In many cases, residents in Port Hedland or workers commuting to the area are removed from these support networks, increasing a feeling of isolation or disadvantage. A library can take the place of these information touch points and contribute to the goals of social inclusion such as:

- securing a job;
- accessing services
- connecting with family, friends, work, personal interests and the local community
- dealing with personal crises

When a public library provides a welcoming and warm environment that is appropriate to the types of people who live in their community, in respect to age and cultural mix, people will visit and in most cases, feel better when they leave. Such a public library is viewed by

its community as a civic gathering place and a stimulus for neighborhood and community revival. If the home is first and workplace second, libraries are the third place – community spaces on neutral ground, where people can gather and interact.

These kinds of libraries are being designed as part of larger public spaces making the library space more open to opportunities for real-life social networking. We are also now seeing evidence that communities that are provided with access to such an excellent library service are experiencing less social issues such as vandalism, unemployment, depression, loneliness and isolation.

Community members who are provided with libraries that foster a learning culture seem to develop skills and competencies that they want to share to add to the diversity of cultural and social activities provided within the wider community as well as supporting workforce development. This leads to exactly what is required to ensure that the lifestyle choices and cultural experiences in the Pilbara are expanded and enhanced. Volunteers and talented community members can be called upon to facilitate a range of cultural activities for all to experience and enjoy, some of which could even be hosted in the library. Examples of these types of activities include:

- Themed film nights for all ages
- Cooking classes representative of the cultures reflected in the community.
- Music concerts of all genres performed by local community members
- Informal learning sessions facilitated by community members ranging from gardening and crafts, through to meditation and political and social debates.
- Living book sessions where community members share their life, travel or professional experiences with “readers”
- Support provided to groups of community members who wish to come together and share/practice skills and knowledge ie. Book clubs, craft clubs, hobby groups and internet gaming cohorts.
- Hosting markets and fairs where community members can sell or exhibit the outputs of their activities or hobbies.

#### **Resources and strategies required**

What do these types of libraries look like and what resources and facilities do they provide? They have:

- good and clear signposting both in and out of the library
- generous parking, particularly as people stay longer in better libraries
- spacious and attractive areas identified for all ages
- space and time zones for different cohorts of clients
- generous display/gallery areas
- multiple free internet access points, including access to word processing, photocopying and wireless capacity allowing use of their own technology
- local studies areas
- lounge areas, meeting rooms, learning centres, homework centres, JP rooms, Friends of the Library room, and parenting rooms
- good refreshment facilities
- graphic novels, music, Xboxes, playstations and even arcade games to attract the young
- collections of resources appropriate to all cultural groups represented in their communities.



## **FOCUS PAPER No. 6**

### **Role of Public Libraries in Supporting Business and Education.**

#### **Role of the public library in supporting community members gain new skills and knowledge**

Research indicates the limited access to professional development opportunities, along with high cost of living and quality of life issues relating to lack of services, infrastructure and activities is why people don't remain in the region. The cyclical nature of employment availability, coupled with the recent global financial downturn, has resulted in a raft of government policies and initiatives being focused on up skilling and re-skilling workers of all ages and abilities. Hence, many Hedland community members are currently or will soon be enrolled and engaged in additional study courses aimed at increasing their employability. Given the distance from their institutions, most of these students will be studying remotely and probably part time. To encourage people to remain in the region we need to ensure these study options as perceived as equal to studying in the metropolitan area.

Public libraries can provide support and actively promote life long educational opportunities for these community members by:

- ensuring excellent provision of information and access to technology required to undertake their studies
- providing assistance and training in accessing these resources
- undertaking, on a fee for service basis, research required by some of these students
- providing collaborative learning spaces for group discussions or supportive learning environments
- providing quiet and comfortable study spaces; something not available in most Pilbara forms of accommodation.

#### **Role of the public library in providing support to school students**

Recent social research undertaken by the resources sector indicates that there is a perception that secondary and tertiary (TAFE) education in the Pilbara is inferior to that of the metropolitan area. The number of high school students in the Pilbara is much less than would be expected given the number of primary school students enrolled in local primary schools. This is because some residents send their children to boarding school and others leave town as children enter year 11/12 as there is not a wide enough range of curriculum subjects coupled with a perception of inexperienced teachers. This same body of research identifies a disappointing number of indigenous people at TAFE, coupled with a less than capacity take up at TAFE in general. Disappointingly, traditionally young people leave the Pilbara to undertake most forms of further tertiary education. From an economic point of view, parents often leave with these children, resulting in loss of skilled workers and high turnover of staff. There is much work to be done across all spheres of government if these trends are to be reversed or minimized through the provision of improved and innovative methods of education.

The public library can play a leading role in supporting this service delivery model and enhancing educational outcomes for students currently gaining their education in the Pilbara through:

- encouraging students to use the public library to assist with their school work
- embracing this reliance and work with schools, institutions, lecturers and teachers to encourage and foster this relationship through hosting homework classes, study groups and providing collaborative learning spaces

- creating a positive connection between each student and their public library which hopefully continues past their school years
- providing equitable access to appropriate learning opportunities and resources to young people of all ages and cultural backgrounds.
- supporting or becoming the school/TAFE/ library
- providing access and support in using on-line resources and other learning technologies

### **Role of public Libraries in supporting the business community**

Research indicates that there is a great need for governments to support and encourage economic diversity within the Pilbara. Challenges exist for business outside the government or resources sector in sustainability and the public library can play a role in supporting the business community through:

- providing business information and access to technology
- providing spaces such as meetings rooms, a lecture theatre and technology training labs that are able to be hired by groups or for exclusive use
- providing access to a business service centre including machines for printing, scanning, copying, binding etc.
- providing wireless connectivity to allow use of laptops and connection devices

### **Partnership Opportunities**

The Town of Port Hedland cannot provide services and support to its community members as outlined in this paper without significant financial and in kind support from a range of strategic partners. Responsible staff need to investigate and pursue innovative ways to identify and negotiate with industry, government and community organizations to secure their contribution and assistance in supporting the educational aspirations of residents through:

- negotiating with developers and industry to ensure contributions are secured towards provision of the library building and everything in it.
- negotiating financial support from other educational institutions in the area for joint facilities which are owned and operated by the Town.
- Negotiating partnerships with tertiary intuitions outside the area to provide services and facilities to students residing in the Town and hence studying remotely.

## 11.4 GOVERNANCE AND ADMINISTRATION

## 11.4.1 CORPORATE SERVICES

*11.4.1.1 Financial Reports to Council for Period Ended 31 March 2010 (File Nos: FIN-008, FIN-014 and RAT-009)*

Officer Lee Crombie  
Senior Finance Officer

**Date of Report** 15 March 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 March 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 March 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 March 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*

Voucher No's		Value \$	Pages		Fund No.	Fund Name	Description
From	To		From	To			
CHQ19523	CHQ19576	\$44,985.32	1	7	1	Municipal Fund	
EFT28940	EFT29277	\$2,856,349.38	7	60	1	Municipal Fund	
CMS080310	CMS080310	\$192.39	60	60	1	Municipal Fund	Photocopier lease – Engineering Dept
PAY090310	PAY090310	\$276,358.65	60	60	1	Municipal Fund	
PAY230310	PAY230310	\$273,883.82	60	60	1	Municipal Fund	
BOQ290310	BOQ290310	\$891.10	60	60	1	Municipal Fund	Finance Equipment
NMF010310	NMF010310	\$1,244.32	1	1	1	Municipal Fund	Photocopier lease x2 – Civic centre
	Municipal Total	\$3,453,904.98					
3001825	3001843	\$107,596.93	60	62	3	Trust Fund	
	Trust Total	\$107,596.93					
	Sub-Total	\$3,561,904.98					
LESS: one-off pays		-					
Total		\$3,561,501.91					

The Schedule of Accounts paid (see attachment) under delegated authority as summarised below, and which is submitted to Council on 28 April 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.

**Consultation**

Nil

**Statutory Implications***Financial Statements*

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 presented to Council as required 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
  - Rate Summary Trial Balance
  - Reserve Account Balances
- Quarterly
  - Quarterly Budget Review
  - Report on all Budgeted Grants of \$50,000 or more.

Irregular Financial reports will be presented to Council on request.

### **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 9 July 2008, Council resolved to adopt item ... Budget Adoption, 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 – March 2010 Bank Reconciliations.
- Pages 1 to 49. Detailed Financial Activity by Program.
- March 2010 Accounts for Payment
- Comparison Between 2008/09:2009/10 Utility & Fuel Costs

**200910/379 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 11) to and forming part of the Statements of Financial Activity for the period ending 31 March 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) the list of Accounts paid during March 2010 under Delegated Authority, as presented and/or attached be received.

**CARRIED 8/0**



*11.4.1.2 Debtor Write-Off Ribshire Pty Ltd T/A Goodline (File No.: .../...)*

**Officer** Lee Crombie  
Senior Finance Officer

**Date of Report** 13 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to consider writing off \$1,256.90 of tip fees charged to Goodline.

**Background**

On 29 July 2009, Council adopted its 2009/10 Budget, which included changes in commercial landfill fees:

	2008/09	2009/10	% difference
Domestic/Industrial Waste	38.22	39.60	3.7%
Washdown Facility	16.00	16.60	3.7%
Hazardous Waste	54.29	56.30	3.7%
Medical Waste	38.22	39.60	3.7%

Given the slight delay in adopting the Budget (29/7/09) the majority of Landfill customers were issued with a letter dated 30 July 2009, advising them that all landfill fees had increased by 3.7% as of 1 July 2009. This letter stated that when the invoices were received, a table would be provided demonstrating the changes (letter attached).

On 4 November 2009, Council received a letter from Goodline, objecting to the new fees being applied as of 1 July 2009 (letter attached).

Goodline is the fourth company to dispute the increase in fees as of 1 July 2009. Other debts relating to Pilbara Logistics, Pilbara Waste and Transpacific were written off when put to Council on 23 September 2009, 28 October 2009 and 20 January 2010 respectively.

**Consultation** Nil

**Statutory Implications**

*6.12. Power to defer, grant discounts, waive or write off debts*

*(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.*

*\* Absolute majority required.*

*(2) Subsection*

*(1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*

*(3) The grant of a concession under subsection*

*(1)(b) may be subject to any conditions determined by the local government.*

*(4) Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications**

Should Council agree to write off these tip fees, Council income from the Tip will be reduced by \$1,256.90. The current budget for Tip fees (A/c 1004328) is \$1,500,000.

**Officer's Comment**

Council has essentially two options with regards to this item, choosing to either:

- Not write off the difference; or
- Write off the difference

To date, Goodline is the fourth business to formally complain regarding the CPI increase in fees at the South Hedland Landfill. As previously stated, the majority of Landfill customers were advised of the increase in fees when receiving their invoices after the adoption of the 2009/10 Fees. Goodline has not advised of receipt or non receipt of this letter. It is also noted that weighbridge receipts (produced every time the weighbridge is used) were not updated with the new fees until mid August, which could have added to their confusion.

The amount of the write off is not significant, being only \$1,256.90, and Council has already set a precedent by writing off the previously disputed accounts for Pilbara Logistics, Pilbara Waste and Transpacific. General Landfill charges for July 09, was \$92,774.73. If however other customers were to complain, it would be expected that they (like Goodline) would have contacted Council by now.

Both options have been included in the Officers recommendation for Council to consider.

**Attachments**

1. Letter from Council to majority of Landfill customers, dated 30 July 2009;
2. Letter from Goodline.

**Officer's Recommendation**

That Council:

1. does not write off the difference between the 2008/09 and 2009/10 Tip Fees invoiced to Ribshire Pty Ltd T/A Goodline, totalling \$1,256.90 for the month of July.

OR

2. does write off the difference between the 2008/09 and 2009/10 Tip Fees invoiced to Ribshire Pty Ltd T/A Goodline, totalling \$1,256.90 for the month of July from account 1004328.

**200910/380 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr G Daccache

That Council does write off the difference between the 2008/09 and 2009/10 Tip Fees invoiced to Ribshire Pty Ltd T/A Goodline, totaling \$1,256.90 for the month of July from account 1004328.

***CARRIED 8/0***

**TOWN OF  
PORT HEDLAND**

**RECEIVED**  
24 AUG 2009



BY:.....

30 July 2009

Our Ref:

Your Ref:

Enquiries:

Direct Line:

Dear Customer

I write to inform you that the South Hedland Landfill fees and charges have increased by 3.7% and take effect from 01 July 2009, as approved by Council.

Please find attached an outline of all the new fees and charges for the 2009/2010 financial year relating to the landfill, for your information.

Attached to your invoice is a comparison that details the old rates that will appear on the weighbridge dockets you may have already received, along with the new rates that have been charged as they are applicable from 01 July 2009.

If you have any queries, please contact debtors on 9158 9300.

Regards

Natalie Octoman  
Manager Financial Services

Encl.

IVIC CENTRE, MCGREGOR STREET, PORT HEDLAND  
TELEPHONE: (08) 9158 9300 FACSIMILE: (08) 9158 9399

PO Box 41, PORT HEDLAND 6721  
EMAIL:council@porthedland.wa.gov.au

7122

**GOODLINE**

Ribshire Pty Ltd  
 ABN 47 085 847 892  
 trading as Goodline

BOILERMAKING

CONCRETE

CRANES

ELECTRICAL

FITTING

PLUMBING

SHUTDOWN

11111111111111111111  
 11111111111111111111  
 11111111111111111111  
 11111111111111111111

PO Box 215,  
 Weipa QLD 4874

30 Inac Avenue,  
 Weipa QLD 4874

T: (07) 4090 8500  
 F: (07) 4069 7688  
[goodline@goodline.com.au](mailto:goodline@goodline.com.au)

NOSA GOLD SEAL



Certificate No: AJA050554

Goodline - Weipa  
 PO Box 215  
 Weipa  
 QLD  
 4874

Attention: Town of Port Hedland Committee

**Back dated increase of charges**

This letter is in regards to the increase of charges which have been back dated from the 01 July 2009. Goodline is applying for the committee to waive these charges for the invoices which have been backdated.

Goodline is applying for these charges to be waived due to the following reasons:

Tipping fees which were applied during the month of July and August were only invoiced in September. Goodline was advised that this was due to the new tipping fees being back dated. However, when the invoices were received the total amount of the invoice was taken and the new tipping fees added to the entire total, not to individual tipping fees. When Goodline applies these fees, each individual fee is charged differently depending on what was being off loaded. Each individual tipping fee was still priced at the previous fee price and Goodline therefore has paid the invoice at this value. Most of these charges relate to jobs where Goodline has already invoiced clients. Goodline is unable to invoice clients for these extra charges if they do not relate to each individual docket. It is beyond Goodline's understanding as to why the individual tipping fees were not backdated, when the Town of Port Hedland were holding on to invoices in order to back date them.

Goodline have been advised that the new tipping fees were passed by council on 01 July 2009. However, it has taken 2 months for these charges to be changed at the individual weighbridges. Goodline can not be expected to cover these costs 2 months after it has been passed my council.

In conclusion, due to the fact that the Town of Port Hedland had more than ample time to apply these charges at the individual weighbridges, Goodline is applying for these extra charges to be waived for the invoices which were back dated. The invoices received, after these back dated invoices, are correct and up to date with the new charges and will be paid correctly.

Please advise if this application is accepted or denied.

Regards,  
 Catherine Kennedy  
 Executive Manager

**Goodline - Weipa**  
 Phone: (07) 4090 8500  
 Fax: (07) 4069 7688  
 Email: [catherine@goodline.com.au](mailto:catherine@goodline.com.au)

*11.4.1.3 Request to Write Off Debtor (File No.: Fin-005/Fin-100)*

<b>Officer</b>	Lee Crombie Senior Finance Officer
<b>Date of Report</b>	14 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

Summary

Requesting for Council to write off debtors over 90 days that are deemed to be unrecoverable.

Background

The following outstanding debt is an account that has now been outstanding for several months and is deemed uneconomical to pursue in both cases. This debt was meant to be part of the Excel Group write off that was submitted to Council on 24 March 2010 but was identified after the initial item was submitted to Council. The total debt for Excel Group is \$995.95 with \$340.20 being written off and the remaining \$655.75 being the amount of this write off request.

Excel Group:

This debt dates back to January 2009 and relates to Landfill tipping fees. The debt was initially referred to Dun & Bradstreet in 25 June 2009. Correspondence was then received from Dun & Bradstreet on 25 June 2009 advising that their collection efforts were unsuccessful and they recommended that due to the size of the debt, it would be uneconomical to pursue legally.

**Consultation** Nil

**Statutory Implications**

*6.12. Power to defer, grant discounts, waive or write off debts*

*(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.*

*\* Absolute majority required.*

*(2) Subsection (1)(a) and (b) do not apply to an amount of money owing in respect of rates and service charges.*

- (3) *The grant of a concession under subsection (1)(b) may be subject to any conditions determined by the local government.*
- (4) *Regulations may prescribe circumstances in which a local government is not to exercise a power under subsection (1) or regulate the exercise of that power.*

### **Policy Implications**

2/012 Sundry Debt Collections

**Strategic Planning Implications** Nil

### **Budget Implications**

The proposed write off equate to:

1. Excel Group	\$655.75
Total	\$655.75

This write off should be applied to the Provision of Doubtful Debts. This is a balance sheet account and therefore does not directly affect the Municipal Budget.

The Provision is reviewed annually, and net adjustment is applied to the Municipal budget at that stage.

### **Officer's Comment**

In any organisation or business it is not preferable to write off debt. Essentially this write off is a loss of income, which any organisation requires to remain viable. In particular circumstances the cost of collecting the debt can exceed the debt itself and a decision must be made to either pursue or extinguish the debt.

The Debt included in this report is reasonably minor, and any further attempts to simply locate the debtor, let alone collect the money will exceed any benefit to the Council.

It is therefore recommended that Council proceed to write off this minor debt. If the Council knows the debtor after this occurs, Council can still attempt to recover the debt, if appropriate.

**200910/381 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr M Dziombak

That Council writes off the following debts and applies the write off to the Provision of Doubtful Debts :

i) Excel Group

Debtor No	Invoice No	Amount
635	25650	\$409.45
635	25657	\$246.30

TOTAL

\$655.75

*CARRIED 8/0*



*11.4.1.4 Request to Write off Legal Fees at 23 Etrema Loop, South Hedland (File No: A401440)*

**Officer** Brie Holland  
Senior Rates Officer

**Date of Report** 12 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to consider writing off legal fees totaling \$240.70 on the property of; 23 Etrema Loop, South Hedland.

**Background**

A 2009/2010 rates notice was issued to Mrs Elphick, owner of 23 Etrema Loop, South Hedland on the 7 August 2009. By 20 January 2010 the ratepayer failed to enter into a formal payment plan. The Senior Rates Officer followed the debt collection policy and referred the outstanding account to the Town of Port Hedland's debt collector Dun and Bradstreet, in an effort to recoup the outstanding monies. On 23 February 2010 the Rates section received a request from the ratepayer for an alternative arrangement application as they had received a court issued summons for outstanding rates. By the following day, the 24 February 2010 the alternative arrangement was approved and legal action was discontinued at the request of the Senior Rates Officer.

On that same day, Council received a letter from the ratepayer indicating that they would not be taking responsibility for the fact that their outstanding rates were taken to the debt collection agency, as they alleged that they wrote a letter to the Town stating that it was their intention to pay her rates off in lump sums, at their own discretion (attachment one). The Town has no record of this letter being received, as Rates Officers would have contacted the ratepayer at that stage to offer an alternative arrangement payment plan. Within the letter the ratepayer has requested that the legal fees, totaling \$240.70, pertaining to the debt collection proceedings be written off as they have been making payments.

**Consultation** Nil

**Statutory Implications**

Section 3.58 – Disposing of Property in accordance with the Local Government Act 1995 (as amended) specifically in reference to giving State Wide public notice of the proposed disposition for a period of fourteen (14) days.

*“6.12 Power to defer, grant discounts, waive or write off debts*

- (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.*
- \* Absolute majority required.*

**Policy Implications**

2/004 Rating

Rates remaining unpaid shall be recovered by Council's debt collection agency by issuing of 'Notice of Intent to Issue a Court Summons'.

The debt collection agency will proceed on behalf of Council to recover the outstanding rate or service charges as well as the recovery costs, by way of a Claim issued in a court of competent jurisdiction if the Notice of Intent to issue a Court Summons remains outstanding.

**Strategic Planning Implications** Nil

**Budget Implications**

If Council chooses to approve the ratepayer's request to write off the legal fees, Council's income will be directly reduced by \$240.70 as Council will liable for the legal fees.

**Officer's Comment**

Before a ratepayer's outstanding rates account is sent to Dun and Bradstreet, rates officers follow Council's policy in relation to debt collection. The rates collection process is outlined below:

- Rates issued 7 August 2009
- Final notice issued 24 Sept 2009
- List of outstanding debtors sent to Council 10 Nov 2009
- Legal letter of intent by Council sent 26 Nov 2009
- Owner checked on Certificate of title Late Nov 2009
- Postal address checked with Water Corp Late Nov 2009
- If possible call owner; offer alternative arrangement Late Nov 2009
- Outstanding debt sent to Debt collectors 15 Jan 2010
- Notice of Intention to Claim (14 days to pay) 20 Jan 2010

As shown above many checks are made by the rates officers to ensure all avenues of contacting the ratepayer are attempted, within reason before referral to the Debt Collector as the final option.

While the ratepayer indicated they wrote back to the Town indicating they would make payments, the Town has no record of the letter and rates officers would have contacted the ratepayer at that stage to offer an alternative payment option. It is also clearly stated on the back of all rates notices (attachment two) under the heading of Arrears, section two, '*Should a ratepayer be experiencing difficulty in paying their rates, contact Council's Rates section (9158 9300) before the DUE DATE to discuss alternative arrangements*'. The Rates section never received a phone call from the ratepayer prior to their account being referred to Dun and Bradstreet.

Each ratepayer is provided with three options to pay their rates with the Town of Port Hedland, being to pay their rates in full; by four instalments, with the first payment due 35 days after the date of the initial rates notice. If a ratepayer is unable to commit to the first two payment options, they are strongly encouraged to contact the Rates section to organise an alternative arrangement payment plan. As no formal arrangement was made by the ratepayer to pay her rates with the Town prior to the debt collection proceedings, Council should not be liable for the legal fees which resulted from the Rates section following the debt collection policy.

#### **Attachments**

Letter received 24 February 2010 from the ratepayer  
Copy of the Town's 2009/2010 Rates notice.

#### **200910/382 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr M Dziombak

That Council does not approve the ratepayer's request to write off legal fees totaling \$240.70 on their property at 23 Etrema Loop, South Hedland – Assessment Number A401440.

**CARRIED 8/0**

Beryl Elphick  
PO Box 2999  
South Hedland  
WA 6722

Town of Port Hedland

To Whom It May Concern

Dear Sir/Madam,

When I received my rate notice in the mail, I could not afford to pay them, so rather than take the option of instalments, as I did not have any money then, I sent them back to you with a letter attached to say that I will pay them off in lump sums as I go, assuring you that they would be paid in full by June 2010. I paid 3 payments so far 1 in October for \$300, and 1 in January for \$300, and another in February for \$400. Today I received a summons to say that I have not paid anything off my rates bill. I have spoken with Brie at you council office and she said that she can see that I have been paying off the bill and that she will set up an alternative arrangement for the balance of the money owed. I am happy to do this and have signed and attached the document to this email. My main concern is that you are charging me court filing fee's etc that I should not be charged for as I have been paying my bill. No one from the council got in touch with me before to say I could not pay my rates off as I have been doing and you's have been taking my payments, so I am asking you to please remove these costs from my account.

Thanking you in anticipation that all will be resolved,

Beryl Elphick

Assessment No A401440

NOTICES

**PAYMENT BY DUE DATE**

- Rates and services are payable within 35 days (referred to as the DUE DATE on this notice) of the DATE OF ISSUE of the original rate notice.
- PLEASE NOTE THAT ALL ACCOUNTS PAID AFTER THE DUE DATE AND WHICH NO ALTERNATIVE ARRANGEMENTS HAVE BEEN MADE WILL INCUR A LATE PAYMENT PENALTY FEE OF \$57.00.
- Pay this notice by BPay quoting the Council's Biller Code 42010 and your reference number or pay online with BPoint at www.porthedland.wa.gov.au with MasterCard or Visa quoting the Biller code and reference number shown on the front page.

**ARREARS**

- Any rates outstanding after the DUE DATE may be recoverable by legal action. The cost of legal action will be applied to the ratepayers account and will be due and payable within 35 days.
- Should a ratepayer be experiencing difficulty in paying their rates, contact Council's Rates Section (9158 9300) before the DUE DATE to discuss alternative arrangements.
- Where payment has been allowed to fall into arrears for a period of three years or more the Council may:
  - Take the land and let it on lease.
  - Sell the land.
  - Have the land vested in the Local Government.
  - Have the land vested in the Crown.

**INTEREST ON OVERDUE RATES**

As provided by Section 6.51 of the Local Government Act 1995, Council has imposed penalty interest (see Late Payment Interest rate overleaf) which is payable and accruing daily on rates accounts that remain unpaid after the DUE DATE. Eligible Pensioners and Seniors are exempt.

**STATEMENT OF RATING OBJECTS, AND OBJECTIONS AND APPEAL PROVISIONS**

- The formulation of a rating system is about achieving a means by which Council can raise sufficient revenue to fund the services it provides. Throughout Australia the basis of using property valuations has proven to be the most appropriate means of achieving rating equity.
- The Valuation of Land Act 1978 (as amended please see Sections 32 and 33) sets out the manner in which objections and appeals may be instituted regarding valuations.
  - An objection against the valuation must be made in writing and received by the Valuer General's Office, 18 Mount Street, PERTH 6000 within 60 days of the issue of the rate notice.
  - A person who is dissatisfied with the decision of the Valuer General in respect of the objection may, within 60 days of service of notice of that decision, serve notice on the Valuer General requiring the objection to be treated as an appeal and referred to the Land Valuation Tribunal.
- Section 6.76 of the Local Government Act 1995 provides the grounds, time and manner in which, individual objections and appeals to the Rate Book may be instituted. An objection to the Rate Book shall be made in writing to the Council within 42 days of the date of issue of this rate notice.

**NOTE: The Local Government Act 1995 provides that rates must be paid as assessed irrespective of an objection being lodged**

**PENSIONER RATES REBATE/DEFERMENT (Applies to RATES and ESL only, all other charges to be paid in full)**

- Pensioners who meet the eligibility criteria below, are entitled to claim a rebate of up to 50% off the current year's rates, or may defer payment of those rates. Persons who hold a Seniors Card Issued by the Office of Seniors Interests and also hold a Commonwealth Seniors Health Card are entitled to the same level of concession as a Pensioner.
- Seniors who meet the following eligibility criteria are entitled to claim a rebate of up to 25%, where the rebate is limited to a maximum amount set by the Office of State Revenue each year.
- Eligibility Criteria - to be eligible for concessions under the Rates and Charges (Rebates and Deferments) Act 1992, an applicant must:
  - Be the owner and reside in the property on 1 July of the rating year;
  - If a pensioner, either:
    - Be in receipt of a pension and hold a Pensioner Concession Card or State Concession Card; or
    - Hold both a Seniors Card issued by the Office of Seniors Interests and a Commonwealth Seniors Health Card;
  - If a Senior, hold a Seniors Card issued by the Office of Seniors Interests;
  - Register your entitlement with Rates section at the Town of Port Hedland 9158 9300 or the Water Corporation 1800 063 508 (concessions only apply once your applications are received and registered).
- Please contact Council where you have rate arrears outstanding on the property and you meet the eligibility criteria. You may be able to enter into an arrangement that entitles you to a rebate or deferment.
- Please notify the Council or the Water Corporation if your circumstances change; particularly with respect to your ownership or occupation of the property, or your eligibility as a Senior or Pensioner. Your registration will be cancelled or amended, as appropriate.

**RUBBISH CHARGES**

The Health Act 1911 (as amended) provides that all rateable properties having dwellings or buildings in the town site of the Town of Port Hedland shall be provided with a rubbish service. A minimum of one rubbish service will be levied per eligible assessment.

**SWIMMING POOL INSPECTION LEVY**

Section 245A of the Local Government (Miscellaneous Provisions) Act 1960 and Regulation 38 of the Building Regulations 1989 provide that every four years Council may inspect and charge ratepayers (\$12.50 per year) for inspecting private swimming pools. Once a pool has been removed, please arrange with Council's Building Services for a site inspection.

**EMERGENCY SERVICES LEVY**

Council forwards this levy to the Fire and Emergency Services Authority (FESA) who fund the Career Fire and Rescue Service, Volunteer Fire and Rescue Service, Bush Fire Brigades, SES Units and FESA Units throughout Western Australia. For more information on your ESL please contact FESA on 08 9323 9300.

**SERVICE CHARGES - Underground Power**

If an underground power charge appears on your account, you have chosen to pay the underground power portion over five (5) years. Please pay, along with your rates, the next instalment of underground power by the due date on this notice. Please note: On sale of your property, ALL underground power charges must be paid off.

**CHANGE OF OWNERSHIP/ ADDRESS**

- Under the provisions of Section 9.68 of the Local Government Act 1995, notice must be given in writing to the Council within 21 days whenever any person sells or otherwise disposes of any rateable land. Details of the description of the land and the name and address of the purchaser must be stated.
- Please advise Council in writing of any change of address to which notices are to be sent. The assessment number should be quoted on all such correspondence.

**DOG REGISTRATIONS**

Dog registrations are due on 31 October each year. All dogs three months old and over must be registered. Council will actively pursue the owners of unregistered dogs.

CHANGE OF OWNERSHIP OR ADDRESS  
PLEASE SHOW CURRENT DETAILS BELOW

Please tick, Change of Address  Change of Ownership

PHONE No. .... ASSESSMENT No. ....

NAME(S) IN FULL .....

ADDRESS .....

POST CODE .....

DATE OF SALE .....

SIGNED ..... DATE .....  
ALL OWNERS TO SIGN

*11.4.1.5 Increasing the Frequency of Ordinary Meetings of Council (File No.:*

<b>Officer</b>	Matthew Scott Director Corporate Services
<b>Date of Report</b>	8 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

For Council to consider increasing the number of Ordinary Meetings of Council from once per month to twice per month.

**Background**

The Town of Port Hedland Council has traditionally held its Ordinary Meeting of Council, once per month, on the fourth Wednesday of the month. Though Council has currently managed to continue this tradition, it is becoming increasingly difficult for the Town of Port Hedland to operate under the current arrangement.

As Council is aware, there are many significant developments occurring now and being proposed for the district, as private developers, local industry and Government agencies try to prepare for the now expected exponential increase in bulk exports. This growing pace in development will be hampered by delays caused by the inability of Council to make timely decisions. Like many other Councils, the Town of Port Hedland must start considering to increase the frequency of Council meetings, to enable this exponential growth to occur.

Under the Local Government Act and associated regulations, Council can decide when it meets. Within Local Government in Western Australia, there are some 27 Councils that meet more than once per month, including Councils experiencing significant growth, such as:

- City of Armadale;
- Shire of Augusta–Margaret River;
- Shire of Busselton;
- City of Bunbury;
- Shire of Dardanup; and
- City of Kalgoorlie-Boulder.

Given that Council already meets informally on the 2<sup>nd</sup> Wednesday of the month, it is proposed to convert this into a formal meeting of Council. To reduce the impact of these meeting on Councillors private time, especially at night, it is also proposed to start the meeting during the day at 12:00pm, rather than the traditional 5:30pm start. It is understood this would be a more suitable time for most Councillors and would provide presenters the ability to fly in and out of town during the day, rather than the need to find accommodation overnight.

Should Council agree to this new meeting structure, the meetings will need to be advertised to meet the requirements of the regulation 12, Local Government (Administration) Regulations 1996.

**Consultation** Nil

### **Statutory Implications**

Local Government (Administration) Regulations 1996

*12. Public notice of council or committee meetings (s. 5.25(g))*

*(1) At least once each year a local government is to give local public notice of the dates on which and the time and place at which*

- 
- (a) the ordinary council meetings; and*
  - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.*

*(2) A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).*

**Policy Implications** Nil

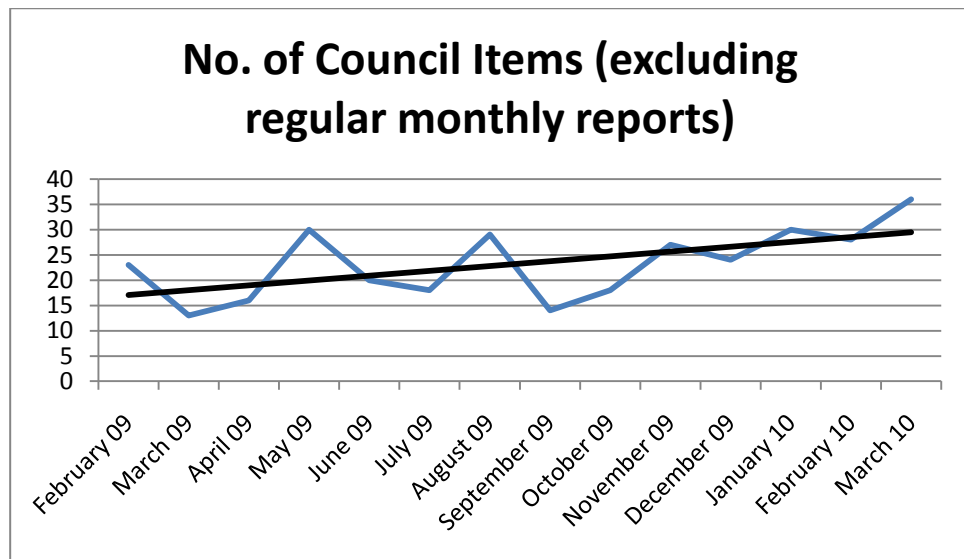
**Strategic Planning Implications** Nil

### **Budget Implications**

Increasing the frequency of Council meetings would have little to no impact on the overall budget. There would no change in Councillors allowances, as these are based on annual basis, rather than per meeting.

### **Officer's Comment**

Increasing the frequency of Council meetings has been discussed informally over the last several months. Applications to Council have steadily increased over the last twelve months, resulting in larger agendas (see below graph) and more special meetings being called.



Though this may not seem significant, in 2009 the average number of agenda items was 21, in 2010 this has already increased to 31, a 50% increase. Likewise the actual size of the agenda is growing. In 2009 the average agenda was 221 pages long, however in the first three months of 2010, the average size of the agenda has grown to 314 pages (41% increase). Further more, in 2009 5 special meetings of Council were held, to date in 2010 Council has already held 3 special meetings.

Discussions within the Executive Team suggest these trends are likely to continue, especially as industry construction and related programs commence. Council needs to consider the advantages/disadvantages of increasing the frequency of Ordinary meetings to address this increase.

#### Advantages:

- Applications requiring a Council decision (especially planning and building) could be resolved sooner, rather than applicants waiting up to four weeks for a Council decision;
- More frequent ordinary meetings would reduce the need for special meetings;
- Reduced number of items per Agenda should enable Councillors greater focus on individual issues and reports;
- Quicker decision making ability could assist Council in attracting developers, compared to neighbouring Councils (competitive advantage).
- Smaller Agendas would reduce the time involved in each meeting, while providing opportunities to discuss other issues with Council informally after the meeting;
- Council seen as taking a proactive step to help resolve perceived "slowness" in government decision making process.

#### Disadvantages

- The Public may find it difficult to attend Council meetings that start at 12:00pm;



- Additional staff time (especially in Governance) involved in preparing and issuing two agendas per month.
- More agendas (though reduced in size) for Council to read and consider.

As the district grows there will greater expectation of Council. Increasing the number of ordinary meetings may assist Council to manage this growing demand for Council decisions. If council does decide to meet twice a month, the need for informal meetings may also reduce, as there is ability to discuss ongoing issues and receive presentation either during or after the formal meeting of Council.

Should Council decide to hold bi-monthly meetings, there is a requirement for these meetings to be advertised, and therefore it is strongly suggested that the new structure commence as of the 2010/11 financial year. This would allow time for advertising, to ensure the general public is fully aware of the change in meeting times.

#### **Attachments**

Nil

#### **Officer's Recommendation**

That Council:

1. Increase the frequency of Ordinary Council Meetings from once per month (fourth Wednesday of the month) to twice per month (second and fourth Wednesday of the month), except for the Months of December and January; and
2. Adopt and advertise the following Ordinary Meeting of Council dates and times for the 2010/11 Financial Year:

Wednesday, 14 July 2010, 12:00pm
Wednesday, 28 July 2010, 5:30pm
Wednesday, 11 August 2010, 12:00pm
Wednesday, 25 August 2010, 5:30pm
Wednesday, 8 September 2010, 12:00pm
Wednesday, 22 September 2010, 5:00pm
Wednesday, 13 October 2010, 12:00pm
Wednesday, 27 October 2010, 5:30pm
Wednesday, 10 November 2010, 12:00pm
Wednesday, 24 November 2010, 5:30pm
Wednesday, 8 December 2010, 12:00pm
Wednesday, 26 January 2011, 5:30pm
Wednesday, 9 February 2011, 12:00pm
Wednesday, 23 February 2011, 5:30pm
Wednesday, 9 March 2011, 12:00pm
Wednesday, 23 March 2011, 5:30pm
Wednesday, 13 April 2011, 12:00pm
Wednesday, 27 April 2011, 5:30pm

Wednesday, 11 May 2011, 12:00pm
Wednesday, 25 May 2011, 5:30pm
Wednesday, 8 June 2011, 12:00pm
Wednesday, 22 June 2011, 5:30pm

**200910/383 Council Decision**

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

That Council suspend Standing Orders.

*CARRIED 8//0*

6:47 pm Mayor advise that Standing Orders are suspended.

**200910/384 Council Decision**

**Moved:** Cr A A Carter                              **Seconded:** Cr S R Martin

That Council resumes Standing Orders.

*CARRIED 8//0*

6:52 pm Mayor advise that Standing Orders are resumed.

**200910/385 Council Decision**

**Moved:** Cr S R Martin                              **Seconded:** Cr A A Carter

That Council:

1. Increase the frequency of Ordinary Council Meetings from once per month (fourth Wednesday of the month) to twice per month (second and fourth Wednesday of the month), except for the Months of December and January; and
2. Adopt and advertise the following Ordinary Meeting of Council dates and times for the 2010/11 Financial Year:

Wednesday, 12 May 2010, 5:30 pm
Wednesday, 26 May 2010, 5:30 pm
Wednesday 9 June 2010, 5:30 pm
Wednesday, 23 June 2010, 5:30 pm
Wednesday, 14 July 2010, 5:30pm
Wednesday, 28 July 2010, 5:30pm
Wednesday, 11 August 2010, 5:30pm
Wednesday, 25 August 2010, 5:30pm
Wednesday, 8 September 2010, 5:30pm
Wednesday, 22 September 2010, 5:00pm
Wednesday, 13 October 2010, 5:30pm
Wednesday, 27 October 2010, 5:30pm
Wednesday, 10 November 2010, 5:30pm

Wednesday, 24 November 2010, 5:30pm
Wednesday, 8 December 2010, 5:30pm
Thursday, 26 January 2011, 5:30pm
Wednesday, 9 February 2011, 5:30pm
Wednesday, 23 February 2011, 5:30pm
Wednesday, 9 March 2011, 5:30pm
Wednesday, 23 March 2011, 5:30pm
Wednesday, 13 April 2011, 5:30pm
Wednesday, 27 April 2011, 5:30pm
Wednesday, 11 May 2011, 5:30pm
Wednesday, 25 May 2011, 5:30pm
Wednesday, 8 June 2011, 5:30pm
Wednesday, 22 June 2011, 5:30pm

**CARRIED 8/0**

*REASON: Council preferred Ordinary Meetings to be held at 5:30pm and altered the Officer's Recommendation accordingly. Council also set the January 2011 Ordinary Council Meeting to be held the day after Australia Day.*

7:02 pm Councillor G J Daccache declared a financial interest in Agenda Item 11.4.1.6 "Increase in the number of Units at the Mia Mia TWA" as he is employed by Auzcorp.

Councillor G Daccache left the room

*11.4.1.6 Increase in the Number of Units at the Mia Mia Transient Workforce Accommodation (TWA) Facility (File No.: ...)*

<b>Officer</b>	Matthew Scott Director Corporate Services
<b>Date of Report</b>	8 April 2010
<b>Disclosure of Interest by Officer</b>	Nil

**Summary**

For Council to consider permitting Auzcorp to increase the number of units at Mia Mia Port Hedland International Airport.

**Background**

In 2009, Council accepted the tender from Auzcorp to take over the existing FMG Transient Workforce Accommodation (TWA) at the Port Hedland International Airport. In Auzcorp's tender document, which is now incorporated as part of their lease they indicated they would develop 199 units on the site:

48 Contemporary Interconnecting Family Units;  
51 Contemporary queen size deluxe rooms; and  
100 En-suite single Person quarters.

On the 17 March 2010 Auzcorp wrote to Council based on discussions the previous day with Council staff, regarding an opportunity in May 2009 to complete phase 2 of their overall Mia Mia development. According to Auzcorp, as a result of this construction phase there is an opportunity to temporarily increase the number of units, as of 1 June 2010, to 255 until August 2011, and then reduce the overall facility to 207 for the remainder of the lease.

In developing this proposal, Auzcorp has offered Council the following community benefits:

1. 1 extra complimentary room for the RFDS;
2. An additional 65 hours at the Training Centre for TOPH; and
3. 2 additional complimentary rooms for apprentices.

Given the increase in the overall number of units, legal advice was sourced to ensure this did not compromise the statutory integrity of the lease. Legal advice received indicates that Council can permit the additional units without amending the lease, or require any additional advertising or changing the adopted business plan.

**Consultation**

Legal advice was sourced from Council's lawyers, McLeods.

**Statutory Implications** Nil

**Policy Implications** Nil

**Strategic Planning Implications** Nil

### **Budget Implications**

The current rental of the Mia Mia TWA is fixed based on the original tender of the lease. This proposal will not provide any additional direct financial contribution from Auzcorp to the Town of Port Hedland. As raised in the background to this item, Auzcorp has committed to providing additional community benefits, to that originally included in their tender.

### **Officer's Comment**

The Mia Mia tender was based on set area rental for the land, and evaluated on the community benefit provided by Auzcorp. This community benefit included:

- 2 complimentary rooms for the RFDS;
- 200 Hours pa complimentary use of training facility to TOPH;
- 4 complimentary rooms for apprentices;
- Public toilet for the district (\$150k); and
- Shuttle Bus service

Under this proposal, Auzcorp would be permitted to temporarily increase rooms to 255 (28% increase), with the ultimate increase reducing back to 207 (4% overall increase). To compensate the community for this increase, Auzcorp is prepared to increase the following community benefits:

- 2 to 3 complimentary rooms for the RFDS (50% increase);
- 200 hours to 265 hours use fo the Training Centre by TOPH (32.5% increase); and
- 4 to 6 complimentary rooms for apprentices (50% increase).

Though some of these benefits are not currently being utilised, it is believed that all community benefits (including the proposed increases) will be during the term of the lease (five years). Therefore, the proposed additional increase is viewed as reasonable compensation for increasing the allowable rooms at Mia Mia Port Hedland.

**Attachments** Nil

### **Officer's Recommendation**

That Council permits the temporary increase of Units at Mia Mia Port Hedland International Airport from 199 to 255, until 1<sup>st</sup> August 2011, and overall increase to 207 for the remainder of the lease term, subject Auzcorp providing the following additional community benefit:

- a. 1 extra complimentary room for the RFDS;
- b. An additional 65 hours at the Training Centre for TOPH; and
- c. 2 additional complimentary rooms for apprentices; and
- d. That Auzcorp meet all required planning and building requirements of the Town of Port Hedland during the remaining lease term.

**200910/386 Council Decision****Moved:** Cr A A Carter**Seconded:** Cr M Dziombak

That Council permits the temporary increase of Units at Mia Mia Port Hedland International Airport from 199 to 255, until 1<sup>st</sup> August 2011, and overall increase to 207 for the remainder of the lease term, subject Auzcorp providing the following additional community benefit:

- a. 1 extra complimentary room for the RFDS/medical/health services;
- b. An additional 65 hours at the Training Centre for TOPH; and
- c. 2 additional complimentary rooms for apprentices; and  
That Auzcorp meet all required planning and building requirements of the Town of Port Hedland during the remaining lease term.

**NOTE: SIMPLE MAJORITY VOTE REQUIRED**

*REASON: Council indicated that people working in the medical field will also require accommodation, and amended Clause a. of the Officer's Recommendation accordingly.*

7:04 pm Councillor G Daccache re-entered the room and resumed his chair. Mayor advised Councillor Daccache of Council's decision.

*11.4.1.7 Possible Airport Concessions to Attract Regular Passenger Service to/from the Eastern States (File No.: ...)*

**Officer** Matthew Scott  
Director Corporate Services

**Date of Report** 19 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to provide the Chief Executive Officer direction on possible concessions Council is willing to consider, assisting negotiations in attracting regular passenger flights to destinations within the Eastern States.

**Background**

As Council is aware, services to the Port Hedland International Airport have grown considerably over the last 2 years. The Port Hedland Community now enjoys the services of both Qantas and Virgin Blue, with up to seven flights a day to and from Perth. Recently Airnorth, with the assistance of Council, has announced a new bi weekly service connecting Port Hedland to Darwin, via Broome. In attracting this new service, Council has provided significant concessions in landing fees, to help establish the services for the initial 12 months.

Council is also aware of ongoing discussion with several airlines in establishing Eastern State based flights, similar to those enjoyed in Karratha. As the mining industry grows in the district, capital cities such as Brisbane, Sydney and Melbourne will provide a lot of the additional labour required to make this growth occur. As industry needs grow, and additional man power is drawn from these capital cities, there will be growing preference for direct flights, rather than indirect flights through Perth, resulting in additional time and cost to industry.

Industry is however not the only benefit of these potential flights. Port Hedland already has existing population, who have migrated from the eastern states over the last +30 years. Direct access to the East Coast would assist many residents in accessing family and friends on the eastern seaboard, as well as provide opportunities for residents to attend many social and recreational events (AFL football in Melbourne, Rugby league in Sydney and Melbourne), without necessary enduring a +12 hour flight.

Council has previously provided concessions for new air services, such as:

Virgin Blue

- \$40,000 fit out on new service desk
- \$2,000 contribution to a first flight function
- 50% discount on landing fees

Airnorth

- 100% discount on landing fees
- \$20,000 contribution toward Marketing

However each time these concessions have had to be authorised by Council prior to being formally offered during the negotiation process. Seeking Council approval causes some delay, which can potentially put new flights at risk, as carriers have limited time to agree to a new service, due to limitations on Aircraft availability. Officers are advised by airlines that there are a limited number of planes in Australia and a multitude of destinations that they can fly to. Locations that can provide timely business cases to airlines are “in the box seat” when it comes to attracting new services.

To assist future negotiations, it is requested Council provide direction to the Chief Executive Officer on what type and or amount of possible Council is likely to provide in response to establishing a new regular air service to the Eastern States. Due to legislative limitations, the Council cannot provide formal delegated authority to the Chief Executive Officer (issues involving an absolute majority cannot be delegated). Some direction would greater assistance to negotiating with major airlines. Any proposed concession would need to be formally agreed by Council. This being said having a formal position of airport concession would remove to need to potential refer any discussions back to Council in the initial phases of the negotiation process.

### **Consultation**

In preparing this item, information on the concession available at the Karratha Airport and Kalgoorlie Airport have be sourced.

### **Statutory Implications**

#### Local Government Act 1995

*6.12. Power to defer, grant discounts, waive or write off debts*

*(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.*  
 \* *Absolute majority required.*

*5.43. Limits on delegations to CEO's*

*A local government cannot delegate to a CEO any of the following powers or duties —*

- (a) *any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;*

**Policy Implications** Nil

**Strategic Planning Implications** Nil

**Budget Implications**

Without knowing the extent of the individual concessions offered, it is difficult to estimate the cost to Council. Previous concessions in landing fees have resulted in a short term reduction in potential revenue. This revenue loss is more than compensated through passenger fees and future revenue growth through increased air services and should be considered a business/marketing cost. This lost revenue, reduces the net amount able to be transferred to the Airport Reserve, and does not impact on overall Municipal Budget Surplus.

**Officer's Comment**

As discussed in the report background, Council has provided significant concessions in recent history for the commencement of new air services to the Town. Likewise Council is aware that there are ongoing confidential discussions with several airlines regarding establishing a direct east coast air service. Though these negotiations can continue, the lack of a clear direction on possible concessions for airlines, potentially impacts on the attractiveness of the ... as a destination. Without clear direction, Council may find available aircrafts be rerouted on more financially secure, attractive routes. Though all current local services have actually grown since being introduced into Port Hedland, there are still a lot of financial risks associated in establishing a service to any airport.

Other Airports, similar to Port Hedland, have tackled this situation in various ways. The City of Kalgoorlie Boulder recently provided a three (3) year waiver of landing and passenger service charges, in order to establish a new eastern seaboard based flight. Alternatively it is understood in Karratha, a major mining company is underwriting the minimum revenue required per flight for undisclosed period to reduce risks to the airline operator. It is also understood that to date, there has not be call on these underwritten funds due to the success of the flights.

In considering any possible direction, Council should consider both the risks (either financial or community) and possible benefits of providing a service. Some could argue that any concession amount is simply a form of commercial subsidisation. The obvious counter argument to this logic is that local government often subsidises commercial operations to bring additional or much needed services to the district. These subsidies includes providing rating concession to private medical practitioners, developing marina's for commercial operators, identifying land development opportunities for commercial developers. Likewise without the initial injection of public funds many other commercial operations may never have been established.

Given that a direct east coast flight would have a significant benefit to the Town, compared to simply increasing the flights to and from Perth, it is believed that Council should consider providing greater concessions that what has been offered in the past.

To assist the Chief Executive Officer in negotiating possible new flights, it is suggested that Council provide formal direction on possible concessions it is likely to consider. Given the commercial sensitivities and possible pace of these types of negotiations, it can be difficult to involve Council directly in the negotiation process. Therefore rather than Council being directly involved, it is recommended that Council authorise the CEO to be able to offer the following concession to attract a new east coast service:

Waiver of Landing Fees;  
Ability to partially underwrite the service (with limitations); and  
Contribute to the marketing of the new service.

*Waiver of Landing Fees:*

Currently Council has provided 100% concession on landing fees for both Airnorth and Virgin Blue to commence their new services. Landing fees are relatively insignificant compared to Passenger Fees, and therefore does not significantly reduce overall airport income. By permitting this concession, Council is also being consistent with previous decisions to attract new air services.

*Underwriting the Service:*

This is a relatively new concept for Council. Under this scenario, Council, with or without other partners would guarantee the minimum revenue required for a Flight to break even. Eastern State Flights to Karratha were achieved by this process. There is obviously some risk to Council; however Council could cap this risk by involving other partners who could benefit from these types of flights, reducing Council's overall risk.

In considering this form of concession, Council needs to be confident that the demand for these flights would create the minimum revenue required to fly the plane. For example, if a return flight from Port Hedland to Sydney requires \$80,000 to break even the underwriter of the service agrees to “pick up” any shortfall in the revenue should the breakeven point not be reached. This underwriting is for a limited time period. A risk mitigation strategy for the underwriter is averaging the revenue/flight over a monthly period so that the underwriting provision is not enacted simply through a single patronage flight.

*Marketing Assistance:*

In order to also minimise possible calls of Council underwriting of Flights, and to be consistent with previous concession agreements, Council may also provide direct assistance in marketing these new flights locally. Though probably not significant, \$20,000 would provide some say by Council on how these flights are advertised and marketed (to the local community).

Council should note that the CEO cannot directly authorise any concessions and all potential concession would need to be ratified by Council. The proposed recommendation is simply to provide options for the CEO in negotiation these new services.

**Attachments**

Nil

**Officer’s Recommendation**

That Council

1. Authorises the Chief Executive Officer (or his delegate) to offer the following concessions at the Port Hedland International Airport when negotiating with any airline the provision of a direct passenger service to any capital city on the East Coast of Australia or an additional international destination:
  - a. Free landing fees for the maximum of 12 months;
  - b. Commitment to underwrite the net revenue of a service per flight to a maximum of \$25,000 (individually or shared) for period of 12 months; and
  - c. Contribution towards the initial marketing of the service to a maximum value of \$20,000
2. That prior to any agreement being entered into a report detailing a direct East Coast air service be presented to Council for ratification.

**200910/387 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr S R Martin

That Agenda Item 11.4.1.7 'Possible Airport Concessions to Attract Regular Passenger Service to/from the Eastern States' be laid on the table for further consultation.

***CARRIED 8/0***

REASON: Council sought to have further consultation prior to considering Agenda Item 11.4.1.7 'Possible Airport Concessions to Attract Regular Passenger Service to/from the Eastern States'.

## 11.4.2 GOVERNANCE

*11.4.2.1 Appointment of Community Members to Town of Port Hedland Airport Committee (File No.: 30/09/0037)*

**Officer** Chris Adams  
Chief Executive Officer

**Date of Report** 14 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

Report seeks Council's appointment of two (2) community representatives to formalise the establishment of its Airport Committee.

**Background**

At its Special Meeting held on 10 March 2010, Council resolved the establishment of its Airport Committee in accordance with Section 5 of the Local Government Act 1995, following the appointment of two (2) community representatives as follows:

*"That Council:*

- i) ... and establishes the Town of Port Hedland Airport Committee and that:*
  - a) The Committee be constituted as a formal committee of Council under the provision of Section 5.8 of the Local Government Act (1995)*
  - b) The membership of the committee be as follows:*

*Mayor Kelly A Howlett;*

*Councillor Arnold A Carter*  
*Councillor W (Bill) Dziombak*  
*Councillor Jan M Gillingham*  
*Councillor Stan R Martin*
  - c) Call on applications through advertisement for two (2) community representatives.*
  - d) The quorum for the Committee be a minimum of 50% of its membership.*
  - e) The Town of Port Hedland Airport Committee be given the following delegated authority to make decisions on behalf of Council:..."*

### **Consultation**

Expressions of Interest were called through the Public Notices section (classifieds) of:

- the North West Telegraph circulated on Wednesday(s) 24<sup>th</sup> and 31<sup>st</sup> March 2010; and
- the Pilbara Echo circulated on Sunday(s) 20<sup>th</sup> and 27<sup>st</sup> March 2010.

Applications were requested to include a brief CV and a letter stating why the applicant wants to be on the Committee. Applications closed on Friday 9 April 2010.

### **Statutory Implications**

Division 2 of Section 5 of the Local Government Act (1995) specifically relates to the establishment and operations of committees of Council. In summary the legislation:

- Requires committees to have at least three members if they are established.
- Outlines the prescribed method of appointment of committee members
- Details the tenure of committee representatives.
- Details quorum requirements of committees.

### **Policy Implications**

Nil

### **Strategic Planning Implications**

Council's current Plan for the Future includes the following statements that are relevant to this matter:

#### **Goal 3 – Airport**

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

#### **Strategies**

1. Develop a comprehensive Airport Master Plan and commence implementation of key initiatives that are identified.
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.
3. Upgrade terminal facilities including baggage screening and departure lounges.
4. Develop a Transient Workforce Accommodation Camp on Airport Land.

### **Budget Implications**

Nil

**Officer's Comment**

Five (5) applications were received for the two (2) vacant positions from the following members of the public:

- Janice Tucker
- Damien Newbold
- Serge Doumergue
- Carmen Hanisch
- Doug Gould

A summary the applicant's reason for interest in being a member is provided below:

Applicant:	Summary of Reason Wants to be a Community Representative on Council's Airport Committee:
Janice Tucker	Experience around airports – Flight Attendant, patron, experience as Police Officer alongside customs and aviation security. Occupational Health and Safety Co-ordinator for City of Kalgoorlie-Boulder involved work at City's Airport. Opportunity to be part of growth/positive benefit for community.
Damien Newbold	Able to provide dynamic and positive approach towards the development of the airport and its surrounds. 6 Yrs experience working at Perth Airport as Australian Federal Police as a Counter Terrorism First Response officer. Active interested in growing business and real estate demand in PH, aware of need for growth of Town and community. Understanding of businesses operations and business development.
Serge Doumergue	15 Yrs experience working at airports as site supervisor for aviation pax security – hands on leading the security team, staff training, liaising with airport owners. Real estate experience in commercial and strata property management, commercial sales and residential and commercial developments. Agent for developers to construct new residential and commercial developments.
Carmen Hanisch	Experience in real estate industry providing interface with residents and businesses – understanding of needs for the Town. Airport is a significant asset that has potential to generate economic activity, and employment towards delivery of Pilbara City vision. Enthusiastic/motivated team member.
Doug Gould	Business and development experience and eager to participate in change through community involvement.

Full applications and CVs (providing personal details) have been distributed to elected members under separate cover.

Council is required to appoint two (2) community representatives to enable the formal establishment of members of the Airport Committee in accordance with the provision of Section 5.8 of the Local Government Act 1995.

**Attachments**

Nil

**Officer's Recommendation**

That Council appoints the following community representatives to the newly established Town of Port Hedland Airport Committee in accordance with Section 5.8 of the Local Government Act:

- a) \_\_\_\_\_; and
- b) \_\_\_\_\_.

**200910/388 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr S J Coates

That Council appoints the following community representatives to the newly established Town of Port Hedland Airport Committee in accordance with Section 5.8 of the Local Government Act:

- a) Janice Tucker;
- b) Serge Doumergue; and
- c) Doug Gould.

**CARRIED 8/0**

*REASON: Council appointed three (3) community representatives on its Airport Committee.*



*11.4.2.2 Neighbourhood BBQs: Schedule of Dates for 2010  
(File No.:...)*

**Officer** Gaye Stephens  
Executive Assistant

**Date of Report** 15 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to confirm dates for various community BBQs for 2010.

**Background**

At its Ordinary Meeting held on 27 January 2010, Council noted the following schedule for it to host Neighbourhood/Community BBQs.

The Town of Port Hedland Plan for the Future 2008 - 2013 specifically states that the Town:

*“Host a series of Council funded ‘Neighbourhood Barbeques’ as a mechanism of hearing issues and concerns from local areas.”*

Neighbourhood Barbeques were adopted as a key component to improving communication with the residents of the Town.

**Consultation**

Mayor Kelly Howlett  
Chief Executive Officer

The focus of the BBQs is to encourage residents to liaise directly with Councillors, in particular to discuss ways in which Council and residents can work together to improve the liveability of their local neighbourhood.

The following calendars have been consulted:

- Town of Port Hedland Events calendar
- Monthly Make Hedland Home – Welcome BBQ schedule

**Statutory Implications** Nil

**Policy Implications** Nil

**Strategic Planning Implications**

Plan for the Future 2008-2013 includes the following strategy:  
KRA 6 – Governance, Goal 3 – Communication

That Town of Port Hedland is recognised by residents and ratepayers as being open, informative, accountable local government that listens to community views and keeps stakeholders informed.

Strategy 4. Host a series of Council funded 'Neighbourhood Barbeques' as a mechanism of hearing issues and concerns from local areas.

### **Budget Implications**

Council may consider continuation and promotion of community events such as the Neighbourhood Barbeques and consider the continuation of funding future community events that engage the residents as part of its 2010/11 budget development process.

### **Officer's Comment**

The following dates are proposed for Council's Community/ Neighbourhood BBQs to be held from 5:30pm:

- Monday 31 May
- Monday 14 June
- Monday 28 June
- Monday 12 July
- Monday 26 July
- Monday 9 August

### **Attachments**

Nil

### **Officer's Recommendation**

That Council adopts the following dates for Neighbourhood/ Community BBQs for 2010:

Date	Location for BBQ	Localities to be invited
Monday 31 May	Daylesford Park	Koombana and South Hedland Rural Estate
Monday 14 June	Shay Gap Memorial Park	Lawson and Walnut Grove
Monday 28 June	Civic Centre Gardens	West End, Spinifex Hill and Cooke Point
Monday 12 July	Centenary Park	Cassia and Baler
Monday 26 July	Large Wheelbarrow	Wedgefield
Monday 9 August	Pretty Pool Park	Pretty Pool

**200910/389 Council Decision****Moved:** Cr A A Carter**Seconded:** Cr S R Martin

That Council adopts the following dates for Neighbourhood/Community BBQs for 2010, to be held at 5:30pm:

Date	Location for BBQ	Localities to be invited
Monday 31 May	Daylesford Park	Koombana and South Hedland Rural Estate
Monday 14 June	Shay Gap Memorial Park	Laws on and Walnut Grove
Monday 28 June	Civic Centre Gardens	West End, Spinifex Hill and Cooke Point
Monday 12 July	Centenary Park	Cassia and Baler
Monday 26 July	Large Wheelbarrow	Wedgefield
Monday 9 August	Pretty Pool Park	Pretty Pool

**CARRIED 8/0**

*REASON: Council set the time of each Community BBQ to commence at 5:30pm.*

*11.4.2.3 In-Kind Support for Royal Flying Doctor Service's Proposal to Bring the Lions Cancer Institute Skin Screening to the Pilbara (File No.: ...)*

**Officer** Chris Adams  
Chief Executive Officer

**Date of Report** 19 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

Report seeks Council's in-kind support for Royal Flying Doctor Service's (RFDS) proposal to assist with bringing the Lions Cancer Institute Skin Screening to the Pilbara.

**Background**

The Program Manager of the 'RFDS on the road' program, Tricia Slee, has emailed all Local Government Authorities throughout the Pilbara Region (attached), seeking in-principle support from each LGA, and an indication of the level of commitment for the proposed visit to the region of skin screening volunteers from the Lions Cancer Institute.

Tricia Slee's email advises:

*"...the 'RFDS on the road' Primary Health Care Program, supported by the Pilbara Development Commission and our partner BHP Billiton Iron Ore, facilitated a circuit of free community skin cancer screenings across 13 Pilbara communities in 2008. ...24% of people screened were referred for follow up of suspicious skin lesions by the Lions Cancer Institute skin screeners. This high referral rate highlighted the need across the region for cultural changes in preventative behaviours, along with ongoing skin cancer awareness and prevention education; and access to skin cancer screening.*

*Based on this outcome, 'RFDS on the road' in partnership with BHP Billiton Iron Ore, proposed to bring the Lions Cancer Institute skin screening volunteers back to the Pilbara this year. Prior to confirming any partnership arrangements, I'm seeking an in-principal notification of support from each Shire, and an indication of your level of commitment to this important health education and screening initiative. ..."*

The RFDS have indicated the type of in-kind support being sought from the Town of Port Hedland and other Pilbara LGA, being in the context of:

- Local Accommodation of the screening team;

- Flights to and from Perth to key regional centres for the professional volunteer screeners (nurses, plastic surgeons, dermatologist, Lions Cancer Institute members);
- Free central community screening venues – with easy public access, toilets, parking, rubbish bins, shelter;
- Local promotion of the screening service;
- A guided tour of our local town highlights for the volunteer screeners.

### **Consultation**

Tricia Slee, Program Manager 'RFDS on the road'

**Statutory Implications** Nil

**Policy Implications** Nil

### **Strategic Planning Implications**

Council's current Plan for the Future includes the following statements that are relevant to this matter:

#### **KRA 3 – COMMUNITY DEVELOPMENT**

The development of a more vibrant, sustainable community is a key responsibility of the Town of Port Hedland. Community Development areas that Council has identified as being critical to achieving this goal are ...

- Healthy Community; ...

Although the Plan does not list a specific strategy, the following Goal is documented:

Goal 3 – Health: That the community has access to high quality health services and facilities and the Town is taking appropriate preventative measures to ensure a healthy environment.

### **Budget Implications**

Budget implications depend on the level of in-kind support committed to by the Town. Indicative costs associated with each type of commitment as suggested by the RFDS is summarised overleaf.

Context of In-kind Support Being Sought	Possible Alternative(s)	Indicative Cost \$
Local Accommodation of the screening team	Pay for accommodation at Hotel/Motel	\$250 per night per person
	Council approach TWAs for sponsorship of accommodation on behalf of RFDS	Minimal administration cost involved.
	Utilise 'Community Rooms' at TWA	\$100 per night per person
	Billeting with Community Members	Nil
Flights to and from Perth to key regional centres for the professional volunteer screeners	Qantas or Virgin Flights (dependent upon availability)	Approx. \$500-\$700 Pth to PHed return flight per person (booked in advance).
	Council approach Airlines for sponsored flights on behalf of RFDS	Minimal administration cost involved.
Free central community screening venues	Use of Council facilities during the day (dependent on availability)	Nil cost involved upon Council endorsement to waive hire fees - \$326.70 daily rate with air-conditioning.
Local promotion of the screening service	Promotion included in Council's e-news leading up to the event.	Minimal administration cost involved.
	Advertising in North West Telegraph and Pilbara Echo	Approx. \$390 for full colour (200mm x 148 mm) advertisement in both publications.
A guided tour of our local town highlights for the volunteer screeners.	Arrange Tour including local beaches, Town development, Port Hedland Regional Centre (hospital) and industry, in conjunction with Visitor Centre, Department of Health, and industry	Minimal administration costs involved; Nil cost for use of Community Bus upon Council endorsement to waive hire fees - \$50 per day up to 100km free (.30 per km thereafter)

Clarification is being sought from the RFDS Program Manager in relation to when and how long such a visit is likely to take place.

**Officer's Comment**

Council may consider the following options:

1. Providing all of the in-kind support to the 'RFDS on the road' program (as requested), indicating its level of commitment for the proposed visit to the region of skin screening volunteers from the Lions Cancer Institute as follows:
  - Local Accommodation of the screening team;
  - Flights to and from Perth to key regional centres for the professional volunteer screeners (nurses, plastic surgeons, dermatologist, Lions Cancer Institute members);
  - Free central community screening venues – with easy public access, toilets, parking, rubbish bins, shelter;
  - Local promotion of the screening service;
  - A guided tour of our local town highlights for the volunteer screeners.
  
2. Providing in-kind support to the 'RFDS on the road' program, indicating some level of commitment for the proposed visit to the region of skin screening volunteers from the Lions Cancer Institute is as follows:
  - Local Accommodation of the screening team in the 'Community Rooms' provided at the TWA, subject to availability through the Port Hedland Chamber of Commerce and Industry (Community Room co-ordinators);
  - Flights to and from Perth to Port Hedland for a set number of professional volunteer screeners (nurses, plastic surgeons, dermatologist, Lions Cancer Institute members);
  - Free central community screening venue at Gratwick Hall, subject to availability (with easy public access, toilets, parking, rubbish bins, shelter);
  - Local promotion of the screening service through Council's weekly e-news 'Council News @ Your Fingertips'; and one 200mm x 148 mm advertisement to be placed in the North West Telegraph and Pilbara Echo newspapers; and
  - A guided tour of our local town highlights for the volunteer screeners.
  
3. Not providing in-kind support to the 'RFDS on the road' program, for the proposed visit to the region of skin screening volunteers from the Lions Cancer Institute.

**Attachments**

Email from 'RFDS on the road' Program Manager, dated 16 April 2010.

**Officer's Recommendation**

That Council advises the 'RFDS on the road' program that it will provide in-kind support for the proposed visit to Port Hedland of skin screening volunteers from the Lions Cancer Institute is as follows:

1. Accommodation of the screening team in the 'Community Rooms' provided at the TWA, subject to availability through the Port Hedland Chamber of Commerce and Industry (Community Room co-ordinators);
2. Flights to and from Perth to Port Hedland for \_\_\_\_\_ professional volunteer screeners (nurses, plastic surgeons, dermatologist, Lions Cancer Institute members);
3. Free use of Gratwick Hall as the screening venue, subject to availability (with easy public access, toilets, parking, rubbish bins, shelter);
4. Local promotion of the screening service through Council's weekly e-news 'Council News @ Your Fingertips; and one 200mm x 148 mm advertisement to be placed in the North West Telegraph and Pilbara Echo newspapers; and
5. A guided tour of our local town highlights for the volunteer screeners.

**200910/390 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr J M Gillingham

That Council advises the 'RFDS on the road' program that it will provide in-kind support for the proposed visit to Port Hedland of skin screening volunteers from the Lions Cancer Institute is as follows:

1. Accommodation of the screening team in the 'Community Rooms' provided at the TWA, subject to availability through the Port Hedland Chamber of Commerce and Industry (Community Room co-ordinators);
2. Flights to and from Perth to Port Hedland for a maximum of \$2,500.00 for professional volunteer screeners (nurses, plastic surgeons, dermatologist, Lions Cancer Institute members);
3. Free use of Gratwick Hall as the screening venue, subject to availability (with easy public access, toilets, parking, rubbish bins, shelter);



4. Local promotion of the screening service through Council's weekly e-news 'Council News @ Your Fingertips'; and one 200mm x 148 mm advertisement to be placed in the North West Telegraph and Pilbara Echo newspapers; and
5. A guided tour of our local town highlights for the volunteer screeners.

**CARRIED 8/0**

*REASON: Council set a maximum amount of \$2,500 to be spent on flights to and from Perth to Port Hedland for the volunteers, and amended Clause 2. of the Officer's Recommendation accordingly.*

**ATTACHMENT TO AGENDA ITEM 11.4.2.3**

---

**From:** Tricia Slee [mailto:Tricia.Slee@rfdswa.com.au]  
**Sent:** Friday, 16 April 2010 3:13 PM  
**To:** sudan@norcom.net.au; imsbranch@bigpond.com; linton.rumble@bigpond.com;  
kportland@optusnet.com.au; shire.president@roebourne.wa.gov.au;  
david.hipworth@ljhooker.karratha.com; kellyhowlett35@hotmail.com;  
Lorraine.thomas@ashburton.wa.gov.au; keith.pearson@ashburton.wa.gov.au;  
ceo@eastpilbara.wa.gov.au; collene.longmore@roebourne.wa.gov.au; Chris Adams  
**Cc:** Truman, Belinda; andrew.waters@health.wa.gov.au; ceo@phn.org.au; Gabrielle West  
**Subject:** Proposal to Provide Free Community Skin Cancer Screenings in the Pilbara

Good afternoon Shire Presidents and CEOs

You will recall that the 'RFDS on the road' Primary Health Care Program, supported by the Pilbara Development Commission and our partner BHP Billiton Iron Ore, facilitated a circuit of free community skin cancer screenings across 13 Pilbara communities in 2008. A staggering 24% of people screened were referred for follow up of suspicious skin lesions by the Lions Cancer Institute skin screeners. This high referral rate highlighted the need across the region for cultural changes in preventative behaviours, along with ongoing skin cancer awareness and prevention education; and access to skin cancer screening.

***Based on this outcome, 'RFDS on the road' in partnership with BHP Billiton Iron Ore, proposes to bring the Lions Cancer Institute skin screening volunteers back to the Pilbara this year. Prior to confirming any partnership arrangements, I'm seeking an in-principle notification of support from each Shire, and an indication of your level of commitment to this important health education and screening initiative. (I'm appreciative of the offer already received from the Pilbara Health Network to again coordinate bookings for people from Onslow, Dampier, Karratha, Roebourne, Wickham and Point Sampson – thank you).***

We'd greatly appreciate any 'In-kind' support your Shire can provide, in the context of:

- Local accommodation for the screening team
- Flights to and from Perth to key regional centres for the professional volunteer screeners (nurses, plastic surgeons, dermatologist, Lions Cancer Institute members)
- Free central community screening venues - with easy public access, toilets, parking, rubbish bins, shelter.
- Local promotion of the screening service
- A guided tour of your local town highlights for the volunteer screeners

I look forward to the opportunity to work with you and your Shire to provide this free service to the Pilbara community.

Please provide me with a confirmation of your Shire's commitment to support this project and details of your nominated contact person at your earliest convenience.

With thanks and kind regards

Trish Slee  
**Tricia Slee**  
**Program Manager**  
**'RFDS on the road'**  
**RFDS Western Operations**  
**3 Eagle Drive, JANDAKOT WA 6164**

*11.4.2.4 Draft 2010-2015 Strategic Plan (Plan for the Future)  
(File No.: ...)*

**Officer** Chris Adams  
Chief Executive Officer

**Date of Report** 22 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

Over the past few months Council has been reviewing its Plan for the Future. Based on the feedback that has been gained to date, a draft plan has been developed. This report seeks feedback on the plan and authorisation to commence community consultation on the draft document.

**Background**

Council is statutorily required to prepare and adopt a 'Plan for the Future'. Over the past five years the Town of Port Hedland has fulfilled this requirement through the development and subsequent adoption of the Town's Strategic Plan and/or Plan for the Future.

Council current Plan for the Future was adopted in August 2008. Under legislation, the Town must review this document prior to August 2010. Many of the strategies listed within the current plan have been completed a review and update was necessary irrespective of legislative requirements. Additionally, the size of the Town of Port Hedland organisation and the growth expectations/projections for the municipality have significantly modified since this time necessitating a comprehensively re-write of the Council's plan.

The process for undertaking the review included:

- Undertaking the Town's 5th Annual Community survey to ascertain community feedback on Council performance and key issues.
- Hosting a series of workshops Councillors to discuss the vision for the Town and the strategies that need to be done to achieve this vision.
- Seeking feedback from the Town's management team on issues and actions that they see as being important for the future.

To progress, it is recommended that the document be widely distributed with community feedback being requested on the plan prior to Council formally adopting the document. The proposed consultation includes:

- Press releases, public advertisements and radio coverage/interviews.

- Electronic promotions through the Council's e-newsletter and the Town's website.
- Shopping Centre displays.

### Consultation

To date there has been limited public consultation on the Plan, with the exception of the community survey. Wide scale community consultation is proposed as the next step in the plan development process.

### Statutory Implications

The Local Government Act 1995 states that:

*5.56. Planning for the future*

- (1) *A local government is to plan for the future of the district.*
- (2) *A local government is to ensure that plans made under subsection (1) are in accordance with any regulations made about planning for the future of the district.*

The Local Government (Administration) Regulations 1996 state that:

*19C. Planning for the future — s. 5.56*

- (1) *In this regulation and regulation 19D — **plan for the future** means a plan made under section 5.56.*
- (2) *A local government is to make a plan for the future of its district in respect of the period specified in the plan (being at least 2 financial years).*
- (3) *A plan for the future of a district is to set out the broad objectives of the local government for the period specified in the plan.*
- (4) *A local government is to review its current plan for the future of its district every 2 years and may modify the plan, including extending the period the plan is made in respect of.*
- (5) *A council is to consider a plan, or modifications, submitted to it and is to determine\* whether or not to adopt the plan, or the modifications, as is relevant.*  
*\*Absolute majority required.*
- (6) *If a plan, or modified plan, is adopted by the council then the plan or modified plan is to apply to the district for the period of time specified in the plan.*
- (7) *A local government is to ensure that the electors and ratepayers of its district are consulted during the development of a plan for the future of the district, and when preparing any modifications of a plan.*
- (8) *A plan for the future of a district is to contain a description of the involvement by the electors and ratepayers in the development of the plan, and any modifications of the plan.*
- (9) *A local government is to ensure that a plan for the future made in accordance with this regulation applies in respect of each financial year after the financial year ending 30 June 2006.*

*19D. Notice of plan to be given*

(1) *After a plan for the future, or modifications to a plan, are adopted under regulation 19C the local government is to give local public notice in accordance with subsection (2).*

(2) *The local public notice is to contain —*

(a) *notification that —*

(i) *a plan for the future of the district has been adopted by the council and is to apply to the district for the period specified in the plan; and*

(ii) *details of where and when the plan may be inspected;*

*Or*

(b) *where a plan for the future of the district has been modified —*

(i) *notification that the modifications to the plan have been adopted by the council and the plan as modified is to apply to the district for a the period specified in the plan; and*

(ii) *details of where and when the modified plan may be inspected.*

**Policy Implications**

Nil

**Strategic Planning Implications**

The Plan for the Future is the key planning document for the Town of Port Hedland. It sets out the vision for the Town along with actions that the Town is planning to undertake over the coming financial year to move towards delivery of this vision.

**Budget Implications**

As the graph below illustrates, the Town's Total Expenditure has grown exponentially over the past few years.

*TOPH: Total Expenditure*

It is anticipated expenditure growth will continue to occur over the coming years.

The Strategic Plan sets the priorities for the future spending of the Town. Staff intend on using the Draft 2010 -2015 Strategic Plan as the key planning document for the preparation of the 2010/11 Budget.

**Officer's Comment**

The Town's Strategic Plan is one of the most important documents that the Council develops. It sets the vision and priorities for the Town.

This current version of the document is the first time that the Town has specifically indicated its Vision for the Town in 15 years time. This is a significant change as the Vision clearly articulates the type of Town that the Council sees being developed. Importantly, the Strategic Plan also identifies the actions that the Council will take to help deliver this vision.

Given the significance of the Plan, it is recommended that it be widely circulated for community comment/input so that Council is sure that the final plan accurately represents the views and priorities of the local community.

**Attachments**

Draft 2010-2015 Strategic Plan

**200910/391 Council Decision/Officer's Recommendation**

**Moved:** Cr A A Carter

**Seconded:** Cr J M Gillingham

That Council:

- i) Actively seeks community feedback on the Draft 2010-2015 Strategic Plan.
- ii) Considers all comments/feedback that is received and makes any necessary amendments to the plan prior to its adoption.

**CARRIED 8/0**

DRAFT

**Town of Port Hedland**  
***STRATEGIC PLAN: 2010 -2015***

April 2010

[Pick the date]



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## **Introduction**

The 2010-2015 Town of Port Hedland Strategic Plan has been developed to provide strategic guidance to Council, Council staff and the community. The plan articulates the Vision for the Town in 2025 and outlines the key roles and functions that the Town of Port Hedland will be undertaking to help make the Town's Vision a reality.

This Strategic Plan, along with the Council Five Year Financial Plan and Annual Plan and Budget are the key resource planning documents for the Council and collectively make the Town's Plan for the Future. The Town Council will allocate resources for the delivery of strategies and actions specifically listed in this Plan.

## **The Plan Development Process**

The plan has been developed based upon feedback that has been obtained from the community from a variety of sources. An extensive consultation process was undertaken which included:

**Community Survey:** Since 2005, the Town has undertaken an Annual community survey of its residents and ratepayers. The survey determines both the level of importance and level of satisfaction of residents and ratepayers with services and facilities that are provided by the Town. Survey respondents are also asked to provide feedback on what they think the Town should be focussing on over the coming 12 months. Comparative analysis of results from previous years is undertaken to determine trend analysis. This Strategic Plan attempts to address many of the initiatives and issues that were identified in the 2009 Community Survey.

**Council Workshops:** Councillors and Executive level have participated in two separate weekend workshops. Workshop 1 focussed on the Council's Vision for the Town in 2025. At this workshop each Councillor presented their 'dream' of what the Town would look like in fifteen years time. The key themes of these dreams were collated to become the Town's Vision Statement

Between Workshop 1 and Workshop II Councillor and the Town's Management team provided lists of the actions that they believe the Town needed to take in the short, medium and longer term to help deliver Vision. In total nearly 300 actions were identified. Council considered and prioritised each of these actions at Workshop II.

**Community Input:** In addition to community feedback through the Community Survey, the Draft Plan was widely circulated in the public with comments and suggestions being encouraged. The Town Council considered each comment that was received individually and made changes to the document where the Council felt it was necessary.

**Town of Port Hedland Staff Input:** Managers and staff at the Town were given the opportunity to provide their input the key strategies that they believe should occur.

### **Plan Structure**

The Structure of the plan is as follows:

**Vision Statement** – Encapsulates the Council's vision for what the Town of Port Hedland should be like in the future for all residents.

**Key Result Areas (KRA)** – Six Key areas indicate the areas that the Council believes are the most critical roles and functions of the Town.

**Goals** – 22 Goal Statements have been identified. The goals are definitive statements outlining where Council would like to be at the conclusion of the Strategic Plan in 2013.

**Immediate Priorities:** 75 Immediate Priorities have been listed. These priorities are the specific actions that Council intends on undertaking in the July 2010 to June 2012 period. Each strategy aims to progress towards the achievement of the stated goal and the delivery of the.

**Other Actions:** In each Goal area a list of other actions have been identified. These actions are important and will be undertaken but are not specifically the Town's focus for the 2010 -2012 period.

## **Town Vision**

***The Town of Port Hedland: A nationally significant, friendly, City, where people want to live and are proud to call home.***

In 2025 .....

- The population of the City will be at least 40,000 people. We will be a safe city with a distinct, friendly, relaxed, 'Port Hedland' feel.
- 2/3rds of the population will live in South Hedland with 1/3<sup>rd</sup> living in Port Hedland with one or two smaller satellite communities.
- The Town of Port Hedland's demography will be more closely aligned with the State average.
- There will be an abundance of intergenerational and extended families living in the Town.
- The architecture of buildings will be innovative, functional, energy efficient and capture the spirit of the Pilbara.
- There will be a diversity of housing styles with moderate high rise located in strategic nodes in both Port and South Hedland. Housing will be affordable.
- Visual and physical access to the coast by the general public will be maintained and extended.
- Port and South Hedland will be integrated functionally, physically and culturally.
- All major thoroughfares will be developed, open, inviting and well maintained.
- Port Hedland will be a major distribution and transport hub for sea, air and road freight that will service the State and the Nation.
- Our district will have:
  - deep sewer connection to all urban properties.
  - State of the art communication systems.
  - Interconnected power system.
  - reticulated town gas system
- We will have had influence, and will continue to have, influence on government and industry decisions that impact on the district.
- People will have access to the recreational, cultural, entertainment facilities and opportunities that they desire.
- Residents will have choices in relation education, health, child care and aged care facilities.
- The Town's pro-development stance will have facilitated industry and town growth whilst preserving and celebrating the unique environmental assets that we have.
- Specialized services will be available to marginalized groups within the community.
- People will prefer to live in Port Hedland than Fly-In-Fly-Out.
- Tourism will be a significant industry within the Town.

### Achieving the Vision

Council's Vision will be achieved by delivering outcomes in six key result areas – Infrastructure, Community Pride, Community Development, Economic Development, Environment and Governance. The table below illustrates the linkages between the vision statements and these key result areas

Vision	Infrastructure	Community Pride	Community Development	Economic Development	Environment	Governance
The population of the City will be at least 40,000 people. We will be a safe city with a distinct, friendly, relaxed, 'Port Hedland' feel.						
2/3rds of the population will live in South Hedland with 1/3 <sup>rd</sup> living in Port Hedland with one or two smaller satellite communities.						
The Town of Port Hedland's demography will be more closely aligned with the State average.						
There will be an abundance of intergenerational and extended families living in the Town.						
The architecture of buildings will be innovative, functional, energy efficient and capture the spirit of the Pilbara.						
There will be a diversity of housing styles with moderate high rise located in strategic nodes in both Port and South Hedland. Housing will be affordable.						
Visual and physical access to the coast by the general public will be maintained and extended.						
Port and South Hedland will be integrated functionally, physically and culturally.						
All major thoroughfares will be developed, open, inviting and well maintained.						
Port Hedland will be a major distribution and transport hub for sea, air and road freight that will service the State and the Nation.						
Our district will have: deep sewer connection to all properties. State of the art communication systems. Interconnected power system. reticulated town gas system						
We will have had influence, and will continue to have, influence on government and industry decisions that impact on the district.						
People will have access to the recreational, cultural, entertainment facilities and opportunities that they desire.						
Residents will have choices in relation education, health, child care and aged care facilities.						
The Town's pro-development stance will have facilitated industry and town growth whilst preserving and celebrating the unique environmental assets that we have.						
Specialized services will be available to marginalized groups within the community.						
People will prefer to live in Port Hedland than Fly-In-Fly-Out.						
Tourism will be a significant industry within the Town.						

**Some Statistics About the Town**

**Where WE WERE in 2005,  
Where WE ARE in 2010,  
Where WE'LL BE in 2015.**

## Town Budget (Total Expenditure)

	2005	2010	2015
Operating Expenditure	18,231,799	28,486,670	45,000,000
Asset Purchases	2,060,361	63,494,562	100,000,000
Loan Payments	467,230	727,157	3,000,000
Transfers to Reserve	874,801	29,088,396	15,000,000
<b>TOTAL</b>	<b>21,634,191</b>	<b>121,796,785</b>	<b>163,000,000</b>

## Number of People resident in the Town on any given day \*

- 2005: Approximately 15,000
- 2010: Approximately 19,000
- 2015: Approximately 27,000

\* Based on Council estimates – not Australian Bureau of Statistics

## Rateable Properties

- 2004/05: 5,170
- 2009/10: 6,156
- 2014/15: 9,000

## Building Approvals (Total Value)

- 2005: \$ 10M
- 2010: \$241M
- 2015: > \$800M

## New Residential Dwelling Approvals (Total Number):

- 2005: 80
- 2010: 230
- 2015: >700

## Airport: Total Passenger Numbers

- 2005: 111,549
- 2010: 315,000
- 2015: 450,000

## Quality of Life

- 2005: 27% of surveyed residents rated the TOPH as an Excellent or Good place to live with 36% rating it as a Poor or Terrible place to live.

- 2010: 46% of surveyed residents rated the TOPH as an Excellent or Good place to live with 13% of Population rating it as a Poor or Terrible place to live.
- 2015: More than 60% of surveyed residents will rate the TOPH as an Excellent or Good place to live with no more that 5% rating it as a Poor or Terrible place to live.

#### Community Buildings

- 2005: Aging community infrastructure that was in poor state of repair.
- 2010: Existing buildings refurbished, new buildings and facilities being planned
- 2015: New buildings constructed and operational.

Number of young people completing TEE in Port Hedland:

	Number of people doing TEE at Hedland Senior High School	% of people doing TEE as a percentage of total number of students in that year.
2005	13	24%
2009	6	15%
2015	40	33%

## **Key Result Area 1 - Infrastructure**

A Town that is growing into a City needs improved civil and civic infrastructure. The Council is committed to maintaining, upgrading and expanding its infrastructure network.

### **Goal 1 - Roads, Footpaths and Drainage**

*To have developed network of road, footpaths and verges that are well maintained.*

#### **Immediate Priorities**

1. Undertake road works in South Hedland to improve road permeability (particularly in the CBD).
2. Implement Council's 5yr infrastructure maintenance and development plans across a each infrastructure asset type (ie roads, footpaths, drainage, etc.)

#### **Other Actions**

1. Ensure that the Port Hedland Road Project progresses in a timely manner.
2. Review current and future public transport needs within the Town and commence planning for improvements.
3. Develop the Port to South Hedland cycle path.
4. Review resources that are required to maintain current and future assets.

### **Goal 2 - Townscape**

*That Council's parks are recognised by the community as being well maintained, well utilised, safe and accessible.*

#### **Immediate Priorities**

1. Undertake projects that upgrade the appearance of verges and streetscapes along major thoroughfares within the District.
2. Construct the Marquee Park and ensure that a new park is built in Koombana.
3. Install improved waste water re-use facilities to Baler primary School, Cassia Primary School, Hedland Senior High School and South Hedland Primary School.
4. Establish an incentive scheme for residents who develop the verge adjacent to their property.
5. Develop plans for the upgrades of existing parks and the development of new parks.
6. Install more shade in parks and public areas (both trees and shade structures)

#### **Other Actions**

1. Develop attractive, usable rest nodes along cycle and pedestrian links.
2. Upgrade the appearance of Council's Cemeteries.
3. Review resources that are required to maintain current and future assets.

**Goal 3 – Airport**

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

**Immediate Priorities**

1. Complete the development of the Airport Land Development Plan and commence implementation of the key initiatives that are identified.
2. Undertake upgrades to the terminal and surrounds to improve the appearance of the facility including:
  - a. Modifications to the cafe and departure lounges.
  - b. Installation of a new airport entry feature
  - c. Creating more common-user check in points
  - d. Improving airport security screening arrangements
3. Upgrade runways, taxiways and aprons to facilitate efficient aircraft movement.
4. Review parking options and implement an agreed Airport Parking Plan.
5. Actively seek extension of air services with a focus on additional interstate and international services.

**Other Actions**

1. Progress planning and design for an upgraded and extended terminal building.
2. Review alternatives for additional business opportunities at the PHIA including air freight, aircraft maintenance, tourism and industrial uses

**Goal 4 – Lighting**

*To have a well lit community that people feel safe to walk around during the evening hours.*

**Immediate Priorities**

1. Explore opportunities for the installation of additional solar lighting.
2. Ensure that regular audits of the functionality of streetlights and other public lighting are undertaken, with faulty lights being repaired in a timely manner.

**Other Actions**

1. Ensure that the South Hedland Underground Power Project proceeds in a timely manner.



## **Key Result Area 2 – Community Pride**

A key component of the Towns Vision for the future is developing a City where people are 'proud to call home.' Council will improve community pride through developing a cleaner and more connected community.

### **Goal 1 – Litter**

*That residents and visitors acknowledge that the Town of Port Hedland is a clean and tidy place.*

#### **Immediate Priorities**

1. Implement a whole-of-community anti litter education, information and action campaign.
2. Allocate more Council resources towards the enforcement of the Litter Act.
3. Review and modify Council's Local Laws with a focus on litter reduction initiatives.
4. Review the viability of establishing regular neighbourhood collections of bulky items

#### **Other Actions**

1. Lobby for the increase of penalties for littering under the Litter Act.

### **Goal 2 – Events**

*That the Town annually hosts a series of well attended community events.*

#### **Immediate Priorities**

1. Play an integral role in the coordination, operation and communication of community events by:
  - a. Assisting Celebrate Hedland Inc. in the management and operation of at least six major community events per annum.
  - b. Developing and operating series of smaller community events.
  - c. Supporting community groups who are operating community events through training, support, advice and, where appropriate, financial support.
  - d. Operating neighbourhood events and competitions.
2. Install new signage on thoroughfares that promotes upcoming events.

#### **Other Actions**

1. Actively seek to attract 'draw card' entertainers and events to the Town of Port Hedland.

### **Key Result Area 3 – Community Development**

One of the Town's biggest positives is the strong sense of community that exists. The Town Council plans on building on this positive by providing a more extensive range of facilities, services and opportunities for community interaction.

#### **Goal 1 - Youth & Children**

*That parents and young people in the Town have access to a range of facilities and services that is comparable to a metropolitan area.*

##### **Immediate Priorities**

1. Convert the JD Hardie Centre into an integrated Youth Centre.
2. Continue to support the Hedland Youth Leadership Program
3. Operate a series of youth events within the Town and implement strategies that attract and retain young people in our Town
4. Develop and implement a Town of Port Hedland Child Care Plan

##### **Other Actions**

1. Plan for the development of a new community centre in South Hedland
2. Actively lobby for improved education facilities and additional education choice within the Town.

#### **Goal 2 - Sports & Leisure**

*That the community has access to sports and leisure facilities at or above the quality that they would be able to access in the metropolitan area.*

##### **Immediate Priorities**

1. Build the Multi Purpose Recreation Centre
2. Undertake sports facility developments including:
  - Construction of the Colin Matheson Oval Clubhouse
  - Construction of a new Tennis/Bowling Club in South Hedland.
  - Stage I of the South Hedland Aquatic Centre re-development.
  - Upgrading of lighting at sports facilities.
3. Explore opportunities for the development of fishing wharfs/jetties within the Town.
4. Operate a range of programs and initiatives that promote an active, integrated community.
5. Undertake planning for the development of a safe swimming beach
6. Construct shade over the Town's skate parks

##### **Other Actions**

1. Establish plans for the managed public access to key coastal areas.
2. Develop plans for future recreation and leisure facility upgrades.

**Goal 3 - Arts & Culture**

*That the Town is recognised as a location where arts and culture is promoted and quality art work is produced.*

**Immediate Priorities**

1. Work with stakeholders to develop an Aboriginal Arts and Culture Centre.
2. Undertake a feasibility study on the potential development of an entertainment complex/cinema in South Hedland.
3. Implement the recommendations of the Library Services Plan.

**Other Actions**

1. Work with the Port Hedland Port Authority to develop the Murrapikarinya Tower project.
2. Plan and implement local arts and cultural development programs
3. Actively promote local arts and cultural achievements.

**Goal 4 – Healthy Community**

*That the community has access to high quality health services and facilities and the Town is taking appropriate preventative measures to ensure a healthy environment.*

**Immediate Strategies**

1. Support plans for the development of subsidised housing for General Practitioners within the Town.
2. Establish a program for control of unwanted dogs in disadvantaged communities.
3. Implement the Town's Mosquito Management Plan.
4. Implement the Town's Public Health Plan

**Other Actions**

1. Ensure that future planning for public health services adequately covers both Port and South Hedland's growth plans.
2. Explore opportunities for the development of a lifestyle/retirement village within the Town.

**Goal 5 - Community Safety & Crime Prevention**

*That Town of Port Hedland is recognised as a safe place to live*

***Immediate Priorities***

1. Ensure that the CCTV network is working at its optimum and identify further CCTV growth opportunities.
2. Develop and implement a new Community Safety Crime Prevention Plan which supports achievable grass roots outcomes to benefit members of the community
3. Develop a TOPH Community Safety website to increase reporting ability on a range of safety issues.
4. Review community security patrol alternatives and implement agreed action plan.

***Other Actions***

1. Continue working with the police and the courts to provide avenues to ensure that offenders help fix the damage they cause.
2. Develop a Town of Port Hedland Alcohol Management Plan

DRAFT

## **Key Result Area 4 – Economic Development**

A key element in the transformation from a regional Town to a regional City is the development of diverse, sustainable economic base. To achieve this support is required for other industries including tourism, agriculture, light industrial and small business operators.

### **Goal 1 – Tourism**

*That Tourism is a significant industry within the Town.*

#### **Immediate Priorities**

1. Ensure that new caravan park facilities are developed within the Town.
2. Progress the development of the Spoilbank Marina Precinct.
3. Construct the Turtle Boardwalk project and the Stairway to the Moon project and work with stakeholders to identify other tourism product development initiatives.
4. Develop additional tourist information at Town entry points and other focal points within the Town.

#### **Other Actions**

1. Provide support and incentives for entrepreneurs who are interested in establishing tourism related businesses within the Town.
2. Develop camping facilities at popular coastal recreation areas.
3. Develop a Tourism Plan that focuses on the tourism strengths that exist within the Town such as industrial/port tourism, ecology/biology and indigenous culture.

### **Goal 2 – Mining**

*That the Town has developed strong working relationships with the mining industry that are achieving sustainable outcomes for the local community.*

#### **Immediate Priorities**

1. Actively seek funding partnerships with mining companies and contractors on the development of services and facilities within the community.
2. Review all mining and port development proposals to ensure that any negative impacts on the community due to either construction or operational activities are minimised.
3. Actively pursue integration (rather than segregation) of FIFO workers into the local community

#### **Other Actions**

1. Ensure that integrated accommodation options are available for resource related projects that do not artificially inflate the local real estate market.

**Goal 3 - Business Development**

*That the Town of Port Hedland is recognised as local government authority that works closely with businesses to achieve sustainable economic growth and a broad economic base.*

**Immediate Priorities**

1. Promote business development opportunities that exist within the Town and develop Council policies and/or incentives that assist in attracting and retaining businesses within the Town of Port Hedland.
2. Participate in the development of a Port Hedland Economic Development Strategy

**Other Actions**

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

**Goal 4 - Land Development Projects**

*That land is being released and developed to meet the needs of a growing community.*

**Immediate Priorities**

1. Fast-track the release and development of commercial, industrial and residential land.
2. Develop and maintain a register of development sites and project opportunities within the municipality. Promote this register widely.
3. Undertake Council operated land development projects including:
  - a. Catamore Court housing development
  - b. Airport Housing
  - c. Land Rationalisation Land Projects
  - d. Relocation of the Wedgefield Depot to the Airport
  - e. Civic Centre Redevelopment Project

**Other Actions**

1. Lobby for the State Government action on civil infrastructure projects that will enable additional land developments to occur including:
  - a. Port Hedland Infill Sewerage
  - b. Relocation of the Port Hedland Sewerage Treatment Ponds
  - c. Upgrading water pressure in the West End
2. Ensure that all proposed land development projects proceed in a timely manner
3. Regularly update the community on the status of key land development projects

**Goal 5 - Town Planning & Building**

*That Town Planning and Building control policy and practices within the Town are facilitating the rapid development of a sustainable community.*

**Immediate Priorities**

1. Develop Local Planning Scheme No 6 ensuring that opportunities for the following initiatives are considered:
  - a. Identification of new areas for future growth (urban and industrial).
  - b. Bulky goods retail area development along Port Hedland Rd
  - c. New entry ways into South Hedland
  - d. Water related developments in South Hedland.
  - e. The re-zoning of Wedgefield in accordance with the Land Use Master Plan
2. Develop Structure Plans for key precinct areas with a particular focus on the Spoilbank Precinct, Airport and Pretty Pool.
3. Review building and planning resources and procedures to ensure that turn-around times for applications are at or above industry best practice.

**Other Actions**

1. Play a leadership role in good design by building Council facilities that are aesthetically pleasing, environmentally sustainable and promote new technology within the District.
2. Ensure that provision is made for industrial and transport corridors within the District.

## **Key Result Area 5 – Environment**

The Town of Port Hedland needs and wants to part of the global response to climate change. The Council recognises that by acting locally it can assist globally

### **Goal 1 – Waste Management**

*That the Town of Port Hedland is recognised as a regional leader in Waste Management.*

#### **Immediate Priorities**

1. Progressively re-develop the South Hedland Landfill Facility in accordance with the Landfill Strategic Plan.
2. Develop strategies that encourage separation of waste by ratepayers to promote more effective and efficient landfill management and additional reuse/recycling opportunities.
3. In conjunction with other Pilbara Regional Council's review the feasibility of establishing a domestic recycling service.

#### **Other Actions**

1. Explore opportunities for the expansion of the Town's waste water re-use scheme
2. Commence planning for the construction of a new or expanded Landfill site.

### **Goal 2 - Natural Resources**

*That the Town of Port Hedland is managing its unique environment and using its resources sustainably.*

#### **Immediate Priorities**

1. Implement reticulation projects where bore water is used as an alternative to mains water.
2. Promote the unique environmental assets that exist within the Town.
3. Actively protect dune, creek and wetland eco-systems from degradation by off-road vehicles and other inappropriate uses.

#### **Other Actions**

1. Partner with other agencies on foreshore rehabilitation/protection projects



## **Key Result Area 6 – Governance**

The Town of Port Hedland has developed to become a medium/large sized West Australian Local Government Authority. Council recognises that, as a significant business, it must have the governance structures, systems and procedures in place to lead this community to a bigger, better, brighter and more sustainable future.

### **Goal 1 – Leadership**

*That the community acknowledges that the Town is leading the future development and management of the municipality in an effective and accountable manner.*

#### **Immediate Priorities**

1. Actively market the achievements that the Town has made and the plans that are in place for the future.
2. In conjunction with other stakeholders, develop and implement a coordinated, lobby campaign for additional resources from the State and Federal Governments for infrastructure and community projects that are needed to transform the Town into a City.
3. Ensure that the Pilbara Regional Council grows and develops into an organization that clearly delivers value for money for Pilbara residents
4. Establish a Town Donations Committee with the aim of supporting local groups and individuals who are developing and/or promoting local community achievements or initiatives.

#### **Other Actions**

1. Advocate for infrastructure developments within our Town including developments in education, health, aged care, child care, power, water, sewer and telecommunications.

### **Goal 2 - Traditional Owners and Aboriginal People**

*That traditional owners and aboriginal are informed about, and involved with, the provision of Council services and facilities*

#### **Immediate Priorities**

1. Work with the State Government and Federal Government's to develop and implement a sustainable model for the delivery of municipal services to Aboriginal communities.
2. Develop new mechanisms for the engagement and involvement of traditional owners and aboriginal people in Town of Port Hedland related activities.

#### **Other Actions**

1. Engage in forums that seek to develop tangible strategies relating to reducing the gap between indigenous and non-indigenous Australians.

**Goal 3 – Communication**

*That Town of Port Hedland is recognised by residents and ratepayers as being an open, informative, accountable local government that listens to community views and keeps stakeholders informed.*

**Immediate Strategies**

1. Undertake a comprehensive local, intrastate and interstate marketing campaign that details both the importance of the Port Hedland community and the positive achievements and attributes of the community.
2. Town of Port Hedland corporate style guidelines that ensure a consistent clear image of the Town is being delivered.
3. Redevelop and regularly update the Town of Port Hedland website, ensuring that it is both interactive and contemporary.
4. Continue to conduct neighbourhood events that promote both interaction and information exchange between Town residents and the Council.

**Other Actions**

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

**Goal 4 - Systems Development**

*That the Towns internal operating systems are structured in a manner that assists in providing timely accurate information to the community.*

**Immediate Priorities**

1. Work with other Pilbara LGA's to develop a standard Information Technology platform as the precursor to potentially regionalisation of some local government service delivery.
2. Expand opportunities for community the community to interact with Council via the internet including electronic lodgement of applications, expanded payment alternatives and customer comments/complaints.

**Other Actions**

1. Redesign the financial system to allow for more effective and efficient financial management
2. Review Council's Standing Orders Local Law.

**Reviewing the Plan**

The strategies within the Strategic Plan will be reviewed on a quarterly basis with a report being presented to Council on the status of the implementation of the Plan.

The community survey process will continue to be undertaken annually to determine whether the actions and strategies that Council has undertaken over the proceeding 12 months have changed community perception of Council service levels and facility standards.

Residents who have any suggestions or comments regarding the future of the Town are encouraged to contact Council by:

Phone: 9158 9300

Email: [council@porthedland.wa.gov.au](mailto:council@porthedland.wa.gov.au)

Fax: 9158 9399

Mail: PO Box 41, Port Hedland. 6721

DRAFT

*11.4.2.5 Western Australian Local Government Convention and Exhibition 2010 (File No: 13/01/0009)*

**Officer** Gaye Stephens  
Executive Assistant

**Date of Report** 22 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

To determine attendees to Local Government Convention and Exhibition 2010.

**Background**

The Local Government Convention and Exhibition is held annually in Perth and comprises formal presentations, seminars and workshops relevant to the business of local governments, and social events providing an opportunity to network with other Councillors and local government professional officers.

The event is promoted by the Western Australian Local Government Association (WALGA), as the premier local government event held each year. WALGA also offers the opportunity for Elected Members to attend Professional Development usually in the days before and/or after the Convention.

**Officer's Comment**

This year's event is being held at the Perth Convention and Exhibition Centre from Thursday 5 to Saturday 7 August.

Events at the Convention will include Annual General Meetings, including that of the Western Australian Local Government Association (WALGA) on Saturday 7 August, at 1:00 pm, of which the Mayor plus one other attendee is a voting delegate.

There will also be a meeting of the Pilbara Regional Council, of which Mayor Kelly A Howlett and Councillor Stan R Martin and are delegates; and Councillors G J Daccache and Arnold A Carter are proxies.

It is recommended that Town of Port Hedland delegates stay at the Somerset St Georges (formally Chifleys on the Terrace), which is in walking distance from the Convention and Exhibition Centre and offered to delegates at a reasonable charge of \$175 - \$200 per night.

**Statutory Implications** Nil

## Policy Implications

Council adopted Policy 4/005 'Members Professional Development and Associated Travel and Accommodation at its Ordinary Meeting held on 28 May 2008, as follows:

### *"4/005 MEMBERS PROFESSIONAL DEVELOPMENT AND ASSOCIATED TRAVEL AND ACCOMMODATION*

#### *Objective*

*To ensure members receive appropriate opportunities for professional development, and are provided with adequate travel and accommodation expenses, as part of their obligation and duty to fulfill their role as a Councillor.*

#### *Entitlement*

##### *Professional Development*

*At the beginning of each financial year, members will be advised on an equal amount available to be used individually for professional development (Conferences, Study Tours, seminars, conventions, etc.), as allocated in the Annual Budget. This amount will be referred to as the member's professional development allocation.*

*Excluded from this allocation will be the costs associated to attend the Annual Local Government Week, Joint Pilbara and Kimberley Zone Regional Council Meeting or travel required for specific Council business (statutory committee meetings, etc.).*

*Members have the ability to use their member's professional development allocation, on any form of professional development they deem appropriate in their role as a Councillor, without having to make a formal request of Council.*

*Members are to submit a six monthly report to Council (April and October), listing how their members professional development allocation has been utilised and benefits they and the town have derived from it utilisation.*

*At the end of each financial year any unused portion of the Members professional development allocation will be forfeited.*

*Members Professional Development Allocation costs include:*

- 1. Conference, study tour, seminars, conventions, etc. registration fees;*
- 2. Travel to and from conference, study, seminars, conventions, etc;*
- 3. Accommodation;*
- 4. Meals and incidentals as per policy;*

5. *All Travel and Accommodation daily allowances;*
6. *Any other costs approved by Council.*
7. *Laundry after three (3) days away from the Town of Port Hedland district.*

*Once a member's annual allocation has been expended, any additional professional development requires the prior approval of Council.*

#### *Travel and Accommodation*

*All travel and accommodation on Council business and or members' professional development is to be arranged by an Officer nominated by the Chief Executive Officer, who will endeavour to seek any discount possible to minimise the cost to Council, whilst ensuring that an appropriate standard is obtained.*

*All travel will be booked at economy rates, and any upgrade will be made at the member's expense.*

*All travel while away from Port Hedland will be by Taxi, through the use of "cab charges" provided prior to departure from Port Hedland.*

*Accommodation is to be arranged at an appropriate standard in reasonable proximity to the where the majority of purpose for the visit is to occur (i.e. hotel where conference is being presented). Should a member choose not to stay at the relevant hotel, an allowance of \$100 per day will be paid in lieu of accommodation.*

*Depending on meal arrangements provided at the member's accommodation, an allowance of up to \$108.65 (\$93.70 meals and \$14.95 incidentals) or as allowed by the tax office will be paid in advance, without the need to provide receipts. This allowance will also apply to staff while on Council associated business travel.*

*Amounts specified in this policy will be revised annually as part of the Budget process.*

*Any claims under this policy must be approved by Council resolution."*

**Strategic Planning Implications** Nil

#### **Budget Implications**

On the assumption that members will attend all days of the Local Government Convention (from Thursday 5 August to Saturday 7 August inclusive), the estimated cost per person to attend the convention is \$3,396.60 per person, which includes:

Local Government Convention Registration	\$1,075*
Breakfast with David Wirrpanda	\$77
ALGWA Breakfast/AGM	\$55
Convention Gala Dinner	\$175"
Accommodation at Somerset St Georges (4 nights)	\$780
Daily Meals and Incidental Allowances (4 nights)	\$434.60
Economy Flight (estimated)	\$800
(*advance discount for Registrations by 14 June)	

This estimate does not include associated costs of Councillors who wish to attend the WALGA Professional Development Modules which are yet to be scheduled before and after the convention. Council has a Professional Development budget allocation for individual Councillors to attend those.

**Attachments** Nil

### **Officer's Recommendation**

That:

- i) Mayor Kelly A Howlett, and Councillors \_\_\_\_\_ attend the WALGA Local Government convention and Exhibition 2010;
- ii) Mayor Kelly A Howlett and Councillor Coates represent Council as voting delegates at the Western Australian Local Government Association's Annual General Meeting, being held on Saturday 8 August 2009 during the Convention; and
- iii) Mayor Kelly A Howlett and Councillor(s) \_\_\_\_\_ attend the Pilbara Regional Council Meeting being held during the Convention.

### **200910/392 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr J M Gillingham

That:

- i) Mayor Kelly A Howlett and Councillors Arnold A Carter, Stan R Martin, George J Daccache, Jan M Gillingham, Steve J Coates, David W Hooper and Michael (Bill) Dziombak attend the WALGA Local Government Convention and Exhibition 2010;
- ii) Mayor Kelly A Howlett and Councillor S J Coates represent Council as voting delegates at the Western Australian Local Government Association's Annual General Meeting, being held on Saturday 8 August 2010 during the Convention; and

- iii) Mayor Kelly A Howlett and Councillor S Martin attend the Pilbara Regional Council Meeting being held during the Convention.

**CARRIED 8/0**

*REASON: Council appointed those Councillors who will be attending the WALGA Local Government Convention and Exhibition in 2010; and appointed various delegations for the meetings to be held during the Convention.*



*11.4.2.6 Port Hedland Speedway Club Inc. – Request for Sponsorship of the Club’s Pilbara Sprintcar Speedweek – June 2010 (File No.: .....)*

**Officer** Chris Adams  
Chief Executive Officer

**Date of Report** 22 April 2010

**Disclosure of Interest by Officer** Nil

**Summary**

For Council to consider sponsoring the Port Hedland Speedway Club Inc. to host the Sprintcar Speedweek in early June 2010.

**Background**

The Port Hedland Speedway Club Inc. has formally requested the Town to consider being a corporate Sponsor of the Pilbara Sprintcar Speedweek, being hosted by the Club on Friday 4<sup>th</sup> and Saturday 5<sup>th</sup> June 2010. (Copy of letter attached).

In the letter of request, the Club’s Secretary has advised the Club’s Sponsorship package for this event is \$10,000 includes:

- the Town’s name and logo in all advertising (radio, TV and newspaper),
- Trophy named after the Town of Port Hedland
- 10 free tickets to each night of racing, including access to the VIP Area with complimentary drinks and eats.

The Town will also have signage at the track and will also be named in the Club’s program and mentioned during the night by the commentator.

**Consultation** Nil

**Statutory Implications** Nil

**Policy Implications**

Council’s Policy 3/003 ‘Community Recreation Celebrations and Events : Although the above policy does not specifically list the Port Hedland Speedway Club Inc.’s Annual Pro-Am event, it does state the following:

*“Recreation is an aspect of a community’s way of life. Council will work in collaboration with the community to support the delivery of recreational events and celebrations for all which reflect the unique recreational identity of the town of Port Hedland. Council will encourage excellence and innovation, and inclusive community participation.*

*Council has delegated authority to the Chief Executive Officer to determine the level of assistance provided to community organisations and events within the constraints of annual budgets and staff resources.”*

### **Strategic Planning Implications**

Key Result Area 3 – Community Development

Goal 2 – Sports & Leisure

That the community has access to sports and leisure facilities at or above the quality that they would be able to access in the metropolitan area.

### **Budget Implications**

There is no allocation in the 2009/10 Budget for a donation to the Port Hedland Speedway Club for this event. If Council opts to sponsor the event, expenditure can be made from General Ledger Account 401275 ‘Public Relations’.

In December 2009, Council amended its Delegation Register by increasing the level of delegated authority to Chief Executive Officer from \$500 to \$1,000.

*“The Chief Executive Officer is delegated authority to determine requests for donation of monies up to the value of \$1,000 when a group or individual can demonstrate:*

- 1. Significant direct benefit to the local community.*
- 2. The group is a community group or non profit making organisation or running a non profit activity.*
- 3. The group’s financial status is such as to justify a donation from Council.*
- 4. Special circumstances or needs exist in the opinion of the Chief Executive Officer to warrant a donation, e.g. support of needy groups and individuals who bring credit to the municipality by achieving state or national representation or awards, which sees them requiring financial assistance for travelling, accommodation or other incidental expenses.”*

Expenditure for the purpose of donations to a group or individual made under Delegation No 6 (Donations) is made from General Ledger Account 401275 ‘Public Relations’

**Officer's Comment**

Council does support other similar events, such as the Boodarie Bowls Carnival/Competition to the value of \$21,000; Port Hedland Golf Club Inc.'s Annual Pro-Am event by sponsoring \$5,000 and also Regional Championships by waiving fees and providing in kind support.

The Port Hedland Speedway Club's secretary advises that hosting of the Pilbara Sprintcar Speedweek will attract some of the biggest names in Sprintcar Racing in Western Australia and other states, and the weekend will also include the running of the NW Junior Championships (12-16 year olds) giving them the opportunity to get involved with some of the best drivers in Australia.

The Club has sought Gold Sponsors this year from small to medium businesses throughout Port Hedland, and is now seeking the assistance of larger corporate businesses for this event which will cost the club approximately \$40,000 to host.

Four (4) options Council may consider include:

- i) sponsorship this unique sporting event, which attracts visiting and local Sprintcar Racing drivers to the Port Hedland Speedway Club and Town;
- ii) considering ongoing support in future years to the Port Hedland Speedway Club Inc.'s by reviewing Policy 3/003 'Community Recreation Celebrations and Events';
- iii) considering ongoing financial support for the Port Hedland Speedway Club Inc.'s through the development of Council's 2010/11 budget process;
- iii) not supporting or sponsoring the event;

**Attachments**

Letter from Port Hedland Speedway Club Inc., dated 14 April 2010.

**Officer's Recommendation**

That Council:

- i) advises the Port Hedland Speedway Club Inc. that it will sponsor an amount of \$\_\_\_\_\_ to assist the Club to host the Pilbara Sprintcar Speedweek event to be held on Friday 4<sup>th</sup> and Saturday 5<sup>th</sup> June 2010, from General Ledger Account Number 401275;

- ii) reviews Council Policy 3/003 'Community Recreation Celebrations and Events' to consider including ongoing support in future years to the Port Hedland Speedway Club Inc.;
- iii) considers ongoing financial support for the Port Hedland Speedway Club Inc. in future years through its 2010/11 budget process.

OR

That Council advises the Port Hedland Speedway Club Inc. that it will not be sponsoring the Club to host the Pilbara Sprintcar Speedweek being held in June 2010; and that Council may:

- i) review Council Policy 3/003 'Community Recreation Celebrations and Events' to consider including ongoing support in future years to the Port Hedland Speedway Club Inc.; and
- ii) consider ongoing financial support for the Port Hedland Speedway Club Inc. in future years through its 2010/11 budget process.

#### **200910/393 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr G Daccache

That Council:

- i) advises the Port Hedland Speedway Club Inc. that it will sponsor an amount of \$10,000 (inc. Gst) to assist the Club to host the Pilbara Sprintcar Speedweek event to be held on Friday 4<sup>th</sup> and Saturday 5<sup>th</sup> June 2010, from General Ledger Account Number 401275;
- ii) reviews Council Policy 3/003 'Community Recreation Celebrations and Events' to consider including ongoing support in future years to the Port Hedland Speedway Club Inc.;
- iii) considers ongoing financial support for the Port Hedland Speedway Club Inc. in future years through its 2010/11 budget process.

**CARRIED 8/0**

*REASON: Council determine the amount of \$10,000 to assist the Club to host the Pilbara Sprintcar Speedweek event to be held in June 2010.*



**PORT HEDLAND SPEEDWAY CLUB Inc.**

**P.O. Box 3091**

**South Hedland WA 6722**

**Ph: 0429 375 750**

**Email: [porthedlandspeedway@hotmail.com](mailto:porthedlandspeedway@hotmail.com)**

14/04/2010



Document #: ICR4797  
 Date: 21.04.2010  
 Officer: ~~CR KELLY HOWLETT~~  
 File: 02/05/0002

*GATE*

*cc Kopans*

To whom it may concern,

Port Hedland Speedway Club are hosting the Pilbara Sprintcar Speedweek on the 4<sup>th</sup> and 5<sup>th</sup> of June. This event will attract some of the biggest names in Sprintcar Racing in WA and from all over Australia and could also be hosting the New Australian Champion as these teams will be on their way home from Darwin after contesting the Australian Championship in May, with them they will bring millions of dollars of race cars, transporters and equipment.

The week-end will also include the running of the NW Junior Championship which will be a great event for the junior class with children from age 12 to 16 competing in this event. It will also be a great opportunity for the juniors to get involved with some of the best drivers in Australia.

As the Port Hedland Speedway Club is a non for profit organisation we are seeking sponsorship for this event, it will cost the club approximately \$40,000 to host this event. As the clubs Gold Sponsors this year are small to medium business in Port Hedland we are seeking the help of some of the larger corporate businesses for this event.

We will also be inviting other non for profit clubs and associations to join us at this event and make it a fund raising event for all. Other club's will be able to run sausage sizzles, sell cool drinks; Cassia P & C will be manning the gate for a percentage of gate takings. We will be inviting SES to join us for traffic control. We see an opportunity for many small group to take advantage of the many people we expect through the gate to benefit their clubs.

Your sponsorship money will be spent on Advertising (Radio, TV, and Newspaper) Trophies, Drivers Appearance Money, Trophies, Prize Money and Tow Money.

Our Sponsorship package for this event is \$10,000 and will include your company name and logo in all advertising (Radio, TV and Newspaper) Trophy named after your company, 10 Free Tickets to each nights racing, access to the VIP Area with complimentary Drinks and Eats. Your company will also have signage at the track and will also be named in our programme and mentioned during the night by the commentator.

I hope you find this sponsorship package appealing, please do not hesitate to contact me if you require more information.

*Erin Wilcock*

*Erin Wilcock*

Club Secretary  
Port Hedland Speedway Club Inc.

P.O. Box 3091  
South Hedland 6722  
P: 0429 375 750  
F: 08 9173 1132  
E: [portheadlandspeedwav@hotmail.com](mailto:portheadlandspeedwav@hotmail.com)

**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****200910/394 Council Decision**

**Moved:** Cr A A Carter

**Seconded:** Cr S J Coates

That the following Applications for Leave of Absence:

- i) Councillor G Daccache 03 May 2010
- ii) Councillor J Gillingham from 21 May to 23 June 2010
- iii) Councillor D Hooper 26 May 2010

be approved.

**CARRIED 8/0**

**ITEM 16 CLOSURE**

*(NOTE: Mr Whalley asked Council whether it can change the format of the Ordinary Council Meetings so that members of the public can express their views and comments on each Agenda Item as they are brought up for Council's decision. Mayor advised that his question was taken on notice. Mr Whalley also indicated that he is against the BHP rail extension project and the Wallwork Road Bridge. Mr Whalley as he believes the location is not suitable for the rail extension, which should extend to the back of Finucane Island. Mayor advised Mr Whalley that his comments were taken on notice).*

**16.1 DATE OF NEXT MEETING**

The next Ordinary Meeting of Council will be held on 12 May 2010, commencing at 5.30 pm.

16.2 CLOSURE

There being no further business, the Chairman declared the meeting closed at 7:15 pm.

**Declaration of Confirmation of Minutes**

I certify that these Minutes were confirmed by the Council at its Ordinary Meeting held Wednesday 26 May 2010.

CONFIRMATION:

\_\_\_\_\_

MAYOR

\_\_\_\_\_

DATE