



## **Ordinary Meeting of Council Minutes**

**Wednesday, 22 August 2018 at 5:30pm**

**Council Chambers, McGregor Street, Port Hedland**

### **Our Vision:**

**“To be Australia’s leading Port Town embracing community, culture  
and environment”**

David Pentz  
Chief Executive Officer

*Distribution Date: 31 August 2018*

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**Item 1 Opening of Meeting**

The Mayor declared the meeting open at 5:30 pm.

**Item 2 Acknowledgement of Traditional Owners and Dignitaries**

The Mayor acknowledged the traditional custodians, the Kariyarra people, and recognises the contribution of Kariyarra Elders past, present and future, in working together for the future of Port Hedland.

**Item 3 Recording of Attendance**

**3.1 Attendance**

Mayor Camilo Blanco  
 Deputy Mayor Louise Newbery  
 Councillor Julie Arif  
 Councillor Peter Carter – Via telephone at 5:32pm  
 Councillor George Daccache  
 Councillor Tricia Hebbard  
 Councillor Warren McDonogh  
 Councillor Telona Pitt

David Pentz	Chief Executive Officer
Anthea Bird	Director Corporate and Performance
Robert Leeds	Director Development, Sustainability and Lifestyle
Gerard Sherlock	Director Infrastructure and Town Services
Josephine Bianchi	Manager Governance
Tammy Wombwell	Governance Officer/ Minute Taker

Public	4
Media	0
Officers	4

**3.2 Attendance by Telephone / Instantaneous Communications**

**CM201819/012 COUNCIL DECISION**

**MOVED: CR ARIF** **SECONDED: CR DACCACHE**

**That Council approve the attendance of Councillor Peter Carter via telephone at the 22 August 2018 Ordinary Council Meeting, whilst he is in Perth, WA.**

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

5:32pm Councillor Peter Carter entered the meeting via telephone.

**3.3 Apologies**

Councillor Richard Whitwell

**3.4 Approved Leave of Absence**

Nil

**3.5 Disclosure of Interests**

<b>Name</b>	<b>Item no.</b>	<b>Interest</b>	<b>Nature</b>
Councillor Daccache	14.1 Recommendation to Joint Development Assessment Panel on Wodgina Aerodrome	Financial	Councillor Daccache owns shares in Mineral Resources Ltd which are valued over the threshold.
Councillor McDonogh	14.1 Recommendation to Joint Development Assessment Panel on Wodgina Aerodrome	Financial	Councillor McDonogh's employer has current large value transactions with Mineral Resources Ltd.

**Item 4 Applications for Leave of Absence**

**CM201819/013 COUNCIL DECISION**

**MOVED: CR ARIF**

**SECONDED: CR DACCACHE**

**That Council approve the following application for leave of absence:**

- **Councillor Whitwell - 22 August to 3 September 2018;**
- **Councillor Daccache - 30 August 2018; and**
- **Councillor McDonogh - 27 and 28 August 2018.**

***CARRIED 8/0***

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**Item 5 Response to Previous Questions**

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**5.1 Response to Questions taken on notice from Public at the Ordinary Council Meeting held on Wednesday 27 June 2018****5.1.1 Ms Julie Walker**

*I have been asked to raise this question on behalf of concerned community members and in doing so, I make reference to the ORIC (Office of the Application for Registration), the Julyardi Rule Book and to email correspondence from Trina Stoddard who is the CEO of Julyardi Aboriginal Corporation and the Coordinator of the Hedland Aboriginal Strong Leaders Group (HASLG).*

*What are the terms of the contract of the CEO and has he has made a declaration that he is a Director of the Julyardi Aboriginal Corporation? I consider that there is a profound conflict of interest as the corporation only permits five directors, which includes the CEO and Trina Stoddard. The other three Directors of the corporation are all Indigenous Directors of the HASLG.*

*Given that there is no financial record of where the \$50,000 from the Town for the HASLG went, can Council confirm who the payment was made to, and if the payment actually went to the Julyardi Corporation given that there is a requirement that Government funds can only be paid into an incorporated body?*

*Can Council confirm if there is a requirement for the CEO to declare an interest for being a Director of the corporation and because two Directors of the corporation are being paid as private consultants by the Town?*

*In the Julyardi Rule Book it states that the corporation shall maintain the 'Julyardi Corporation Gift Fund'. It could be perceived that the CEO could channel funds into a corporation in which he has an exclusive membership to.*

*No other community member can join the corporation as there is a restricted and exclusive membership. No one can ask questions or raise issues in regard to how funds are managed. If the public and Government funds for the HASLG is being channelled into this corporation, then I would ask Council to enquire and ask the CEO to declare a material interest for all dealings with Julyardi Aboriginal Corporation and the HASLG and request that there be a transparent process as to how the HASLG was given the \$50,000 grant and what it was spent on.*

The Chief Executive Officer has provided the following statement:

In March 2018 I was invited to become a Director of the newly forming Julyardi Aboriginal Corporation (Julyardi), which was originally set up with the sole purpose of coordinating wrap around services for at-risk youth in Hedland. I joined in a personal capacity, as an unpaid board member and remain as such. I understand that since its inception all other directors of Julyardi have also been sitting on a number of other organisations, some which have not been formally incorporated, such as the Hedland Aboriginal Strong Leaders Group (HASLG), and some that have.

Town of Port Hedland officers have engaged with both Julyardi and the HASLG, as well as many other Indigenous organisations, as part of its regular operations. HASLG has never received any direct payments as it is not an incorporated body, and the group has therefore only been assisted by the Town in covering their forum and working groups meeting requirements, which have included room hire, chair hire and catering. The Town has also provided to HASLG in kind support in the form of administrative duties, such as minute taking. A breakdown of Purchase Orders raised in 17/18FY has been listed below, and can also be found reported in the Town’s monthly financial statements.

*HASLG Forums*

Month	PO Number	Detail	Cost
July 2017	149579	20-21 July Catering	\$ 1,800.00
	149580	Room Hire 2 days	\$ 455.00
August 2017	149755	Room Hire	\$ 455.00
	149896	24-25 August Catering	\$ 2,100.00
December 2017	151420	Room Hire	\$ 171.50
	151454	Catering	\$ 1,050.00
April 2018	152849	Chair Hire	\$ 70.00
	152641	Catering	\$ 1,800.00
	152855	Room Hire	\$ 546.00
	-	Morning Tea (Woolworths)	\$ 25.90
<b>Forum Total Cost</b>			<b>\$ 8,473.40</b>

*HASLG Working Groups*

Month	PO Number	Detail	Cost
November 2017	150867	Room Hire	\$ 130.00
	-	Catering Donated by Aboriginal Corporation	\$ -
June 2018	153549	Catering and meeting room facilities for June 2018	\$ 180.00
<b>Working Group Total Cost</b>			<b>\$ 310.00</b>

The above information shows that HASLG has never been given \$50,000 by the Town of Port Hedland as incorrectly claimed by Ms Walker.

In relation to Julyardi, the Town has so far raised two purchase orders to cover the cost of two Julyardi Directors’ sitting fee at 2 community forums. Details are as follows but can also be found in the Town’s monthly financials.

Purchase Order	Paid to	Reference		Total
153592	Julyardi Aboriginal Corporation	Maureen Kelly, Alfred Barker	Elders sitting fee 11 June 2017	\$ 885.50
153233	Julyardi Aboriginal Corporation	Alfred Barker	Elders sitting fee 30 April 2018 Hedland Community Safety Advisory	\$ 506.00



In view of the above, I do not believe to have had a direct conflict of interest between the duties I exercise in my unpaid capacity of Director on the Julyardi Aboriginal Corporation and my role of CEO of the Town of Port Hedland at the time that Julyardi was established. However I understand that in view of the two recent payments listed above, there might be a perception of conflict. I have therefore managed this situation by declaring my position on the Corporation on a Related Party Disclosure form, which all Key Management Personnel at the Town of Port Hedland are required to compile in accordance with Australian Accounting Standards. I also declared my interest on the 17/18 Annual Return form, which all Town of Port Hedland employees with delegated authority are required to compile in accordance with the *Local Government Act 1995*.

My understanding of my role as Director of Julyardi is that of considering how this Corporation can work in the Hedland community to establish a coordinated approach to wrap around services, which in turn can assist at risk youth. At no point did I envisage a material conflict of interest arising between this role and that of CEO of the Town of Port Hedland. It is my intention to discuss this at the next Julyardi board meeting to be held on 31 August 2018, and should my role no longer align with the purpose that Julyardi was originally established for, and/or should it emerge that material conflicts will potentially arise in future, I will consider tendering my resignation as board member of Julyardi to ensure that both organisations are protected by negative public perceptions, factual or otherwise.

## **5.2 Response to Questions taken on notice from Public at the Ordinary Council Meeting held on Wednesday 25 July 2018**

### **5.2.1 Mr Jim Henneberry**

*I am here on behalf of the Port Hedland Community Progress Association. Who represents the Town of Port Hedland on the Dust Task Force?*

The Director Development, Sustainability and Lifestyle advises that the Dust Task Force is run by the State Government and whilst the Town provides regular input, it does not have a formal role on Dust Task Force.

*This question relates to the recommendations from the Dust Task Force; item five suggests that the special control area is going to be expanded down to McGregor Street. Would Council place this item on their next agenda to reconfirm or withdraw from supporting item five's recommendation of the Dust Task Force to expand the Special Control Area to McGregor Street?*

The Director Development, Sustainability and Lifestyle advises that the Town will await the final release and will consider a response to the whole finalised report.

### **5.2.2 Ms Jan Gillingham**

*Residents in need of rehabilitation require the use of pool therapy for approximately 15 minutes each day. Could Council arrange with YMCA to consider a reduction in the pool entry fee for such residents to \$1 per visit? Presently for seniors needing therapy, the visit to the pool costs over \$35 per week out of their \$444 weekly pension.*

The Manager Facilities advises that the 2018/19 Schedule of Fees and Charges offers the following discounted aquatic entry for senior concession card holders:

- Casual (Concession): \$5.00
- 10 Visit Pass (Concession): \$45.00
- Aquatic DD Membership (Concession) \$26.00 per fortnight – this can also be purchased as a term in 3, 6 or 12 month increments

The Manager Facilities further advises that YMCA WA will investigate tailored senior aquatic programming at a significantly reduced fee to accommodate for the community demand. The Manager Facilities advises that it is recommended to leave the 2018/19 Fees and Charges as currently adopted and for Officers to work closely with the YMCA WA in offering a reduced fee senior aquatic program.

### 5.2.3 Mr Dean Davis

*Mr Alistair Pinto, Acting Director of Population Health Pilbara revealed that no contact from the Town has been made regarding the Needle Syringe Exchange Program. As there is no movement, I am standing in front of you again to request that statistical data be collected at the landfill as no government department are able to produce or make available any credible data.*

The Community Safety Advisor advises that the Town has been working closely with the Population Health team at Hedland Campus to assist with the community consultation phase of the scope of work and that there is no reporting merit to collecting data from syringes at the Landfill. The Community Safety Advisor advises that the Town will continue our focus on syringes been disposed of in public spaces.

*I am asking the Councillors again to do what is right by creating an agenda item about safety and best practices of general waste and recycling containing needle syringe program waste, and making changes to the [draft] Town of Port Hedland Waste Local Law 2018 by including needle syringe waste in the meaning of 'non-collectable waste'.*

The Manager Environmental Health and Community Safety advises that the Town has previously responded to this question and that at this stage it is determined that no modification to the draft Waste Local Law 2018 is required.

### 5.2.4 Mr John Petersen

*What are you doing with the pile of dirt on Bell Street and when will the dirt be removed?*

The Director Infrastructure and Town Services advises that the pile of dirt is an earth bund that was constructed by Main Roads when they were undertaking the works associated with the new truck breakdown area and that the area of the road reserve where this diversion was constructed is on land managed by Main Roads. The Director Infrastructure and Town Services suggests Mr. Petersen direct his queries directly to Main Roads.

*My next question is from members of Ratepayers Association who want to know if Council can extend the cycle pathway to Port Hedland, which presently is only in South Hedland and comes as far as Redbank?*

The Director Infrastructure and Town Services advises that the Town is currently in the processing of finalising its Dual Use Footpath Masterplan which looks to address the connection issues between the cycle-ways from Port to South. The Director Infrastructure and Town Services also advises that in order to connect both cycle-ways there will need to be considerable work done to Redbank Bridge and that once the Masterplan has been completed and adopted by Council, the Town can then start to address the issues with Main Roads.

## **5.2 Response to Questions taken on notice from Elected Members at the Ordinary Council Meeting held on Wednesday 25 July 2018**

### **5.2.1 Councillor George Daccache**

*In relation to meeting the Mayor had with Regional Development Manager of WA Football Commission, the details of the meeting stated "Follow on from meeting with WAFC CEO on 17/05/2018 re review of football and regional governance review", what does this mean?*

The Mayor advises that the WA football commission presented to multiple organisations including all the local football clubs on the direction of WA football into the future with a focus on the development of youth and the emerging female competition that is increasing at a rapid rate, WA football is very interested in the offer of working with the Town on the development of our sporting fields to insure facilities are fit for purpose.

*In relation to the meeting the Mayor had with RUOK ambassadors, can you explain who RUOK are?*

The Mayor advised RUOK ambassador attended chambers to supply the Town with handouts with information on RUOK. Information on this can also be found at [www.ruok.org.au](http://www.ruok.org.au) The Town advertised RUOK on the Town's Facebook page.

RUOK's vision is a world where we're all connected and are protected from suicide. Their mission is to inspire and empower everyone to meaningfully connect with people around them and support anyone struggling with life.

Their goals are to:

1. Boost our confidence to meaningfully connect and ask about life's ups and downs
2. Nurture our sense of responsibility to regularly connect and support others
3. Strengthen our sense of belonging because we know people are there for us
4. Be relevant, strong and dynamic

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**Item 6 Public Time**

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*Important note:*

*'This meeting is being recorded on audio tape and streamed live online as an additional record of the meeting and to assist with minute-taking purposes which may be released upon request to third parties. If you do not give permission for recording your participation please indicate this at the meeting. The public is reminded that in accordance with Section 6.16 of the Town of Port Hedland Local Law on Standing Orders nobody shall use any visual or vocal electronic device or instrument to record the proceedings of any meeting unless that person has been given permission by the chairperson to do so. Members of the public are also reminded that in accordance with section 6.17(4) of the Town of Port Hedland Local Law on Standing Orders mobile telephones must be switched off and not used during the meeting.'*

*In accordance with section 6.7(3) of the Town of Port Hedland Local Law on Standing Orders, members of the public are required to complete a question form and place the completed form in the tray provided.*

The Mayor opened Public Question Time at 5:38pm

**6.1 Public Question Time****6.1.1 Mr John Petersen**

The Mayor asked Mr Petersen to confirm his surname on the basis that on previous occasions at Council meetings, Mr Petersen has stated his surname was 'Peters'.

Mr Petersen confirmed that his correct legal surname is Petersen.

*On 26 July 2017 at the Port Hedland Chamber of Commerce Business Breakfast meeting with the Honourable Melissa Price, you mentioned that you have \$250M from BHP to develop Port Hedland. Have you got this money from BHP?*

The Mayor advised that he did not state that the Town has received \$250M from BHP.

*Do you deny saying that?*

The Mayor advised that the speech which he gave during that meeting can be viewed on his Facebook page.

*At the last Council meeting, I asked six questions, three as the President of the Ratepayers Association and three as an individual. Why are only two questions shown in the minutes?*

The Mayor asked Mr Petersen to clarify if he meant this agenda, and not the minutes [of the last meeting].

Mr Petersen advised in the affirmative.

The Mayor advised that when a member of the public asks a question and it is answered [during a Council meeting], an answer is provided in the minutes [of the meeting]. The Mayor further advised that when a question is not answered and taken on notice, the answer to a question which is taken on notice is added to the agenda for the following month.

*\*Explanatory Note: Mr Petersen attended the 25 July 2018 Ordinary Council Meeting and asked ten questions in total which are listed in the minutes of the [25 July 2018 Ordinary Council Meeting Minutes](#). Two of Mr Petersen's questions which were asked at the 25 July 2018 Ordinary Council Meeting were taken on notice by the Mayor and added to the agenda of the 22 August 2018 Ordinary Council Meeting under item 5.2, inclusive of a response from the Town.*

*A member of the Ratepayers Association has complained that tenement number E47/384 has been given to the Mayor as a hunting and gold mining lease in the Yandeyarra Community in exchange for nominating one of the five board members in the Julyardi Aboriginal Corporation. Is this true?*

The Mayor stated that he did not know anything about this claim, and advised Mr Petersen that he would be happy to receive any information in support of this allegation.

Mr Petersen advised in the affirmative.

The Mayor asked Mr Petersen when he could expect to receive this information.

Mr Petersen advised that he would confer with the member [of the Ratepayers Association].

The Mayor advised Mr Petersen that if the alleged information is available, the member has the option to submit a complaint to the Department of Local Government and the Corruption and Crime Commission.

*Why were some Traditional Owners not invited to the formation of the Julyardi Aboriginal Corporation?*

The Mayor advised that he could not answer this question, and that Mr Petersen should direct his question to those Traditional Owners.

*The Chief Executive Officer (CEO) is one of the Directors [of the Julyardi Aboriginal Corporation], so the CEO can answer the question.*

The Mayor advised that if Mr Petersen needs the question answered, he could ask the Corporation itself and that it is not a question that he can answer.

*The CEO is sitting here, he is a Director [of the Corporation], and so he can answer it.*

The Mayor stated that the CEO will not answer the question, and that an answer has been given.

*Can you give an explanation as to why \$8,000 was spent on Julyardi Aboriginal Corporation out of ratepayer's money?*

The Mayor advised that a cost breakdown is provided in the agenda on page nine.

The Chief Executive Officer clarified that on page nine of the agenda, it states that there was \$8,473 spent for Hedland Strong Leaders Forums, and further clarified that money did not go to the Strong Leaders Group, it was used for catering, room hire and morning tea in support of the Forum.

*Who did you make the payments to?*

The Chief Executive Officer advised that the breakdown on page nine shows the morning tea was provided by Woolworths and that the venue hire and catering companies would have received the funds for their services.

*So ratepayer's money was spent on Julyardi Aboriginal Corporation meetings. Is this true?*

The Chief Executive Officer advised in the negative.

*On page ten of the agenda, it says that two of the Directors [of the Julyardi Aboriginal Corporation] were paid \$885.50, and at another meeting \$506 was paid. How did you pay this money and how are these figures estimated?*

The Chief Executive Officer advised that the Town would have received an invoice for those amounts for the attendance of both Maureen Kelly and Alfred Barker.

The Mayor advised again that these questions have been asked previously and that the agenda shows that they have been answered.

*In the North West Telegraph dated 25 April 2018, you have said that canine patrols will begin at Hedland Senior High School and you have been petitioning for random drug dogs through schools with the local police dog. The South Hedland Police Officer in Charge, Senior Sargent Allan Jane, said that they had not received a request for canine patrols at the school. Can you please clarify?*

The Mayor advised that the question would be taken on notice and advised that Mr Petersen may ask one more question.

*In the North West Telegraph dated 31 May 2017, the headline states that Council voted for a new pool. What is happening about that?*

The Mayor advised Mr Petersen that he would need to direct his question to the newspaper.

*Are you saying that this [newspaper article] is wrong?*

The Mayor advised in the affirmative and stated that Council did not vote for a new pool. The Mayor thanked Mr Petersen for his questions.

The Mayor closed Public Question Time at 5:50pm



The Mayor opened Public Statement Time at 5:50pm

## **6.2 Public Statement Time**

### **6.2.1 Mr Chris Connors**

My statement is in regards to the accommodation for the Hedland Riders Association (HRA) on Schillaman Street in Wedgefield [item 11.2.1].

We would like to get across to the community that the accommodation will not be charged whatsoever and that it is for guests that come along to our functions who travel from great distances.

Currently, there are a number of other associations in the North West that have accommodation to help with fatigue management for their visitor's journeys, but we just have our visitors roll out a swag. A lot of the visitors have retired from work, and aren't particularly financially able to book a hotel room for the night. The accommodation will be used purely for HRA functions, and only for short term stays. They will be used for fatigue management, and for encouraging visitors to stay and recover safely before they hit the road again.

If it will in any way affect our lease, the HRA are happy to ditch the accommodation request in the application, it is just a courtesy that we would like to pass on to our visitors.

The Mayor asked Mr Connors if he would like to answer questions from Council in relation to his statement.

Mr Connors advised in the affirmative.

Councillor Daccache stated that he was glad that Mr Connors has provided clarification as he would have asked which option the HRA would have preferred.

Councillor McDonogh asked Mr Connors how many nights per year that the accommodation would be utilised.

Mr Connors advised that it would be around four to six nights per year, purely for events such as the bike show days, poker run and the toy run at Christmas.

Councillor McDonogh also asked Mr Connors, for the benefit of the community, to clarify if the Hedland Riders Association is in any way affiliated with any bike gangs.

Mr Connors advised in the negative.

The Mayor closed Public Statement Time at 5:54pm

## **6.3 Petitions/Deputations/Presentations/Submissions**

Nil

**Item 7 Questions from Members without Notice**

**7.1 Councillor George Daccache**

*Have Council staff asked local police to interview a long standing member of the community because he was taking pictures of CCTV cameras in Wedgefield, and submitting Snap Send Solve requests to Council?*

The Mayor advised that the question is unable to be answered as it is subject to an ongoing police investigation.

*Has Council received a police report on the matter?*

The Mayor stated that he was sure that Council would be informed about the outcome when the investigation is over.

*Have Council staff threatened local contractors, stating that they would not be considered for Council contract works if they continue to question Council’s contract works, tenders and other contract related matters involving Council?*

The Mayor requested further information regarding this allegation and asked Councillor Daccache if he had any evidence to support his question.

Councillor Daccache stated that he can supply evidence if it is true.

The Mayor stated that he would like to know if Councillor Daccache has any evidence.

Councillor Daccache advised that he has evidence.

The Mayor advised that the correct process would be for Councillor Daccache to submit the complaint to either the CEO or himself, the Department of Local Government, the police or the CCC [Corruption and Crime Commission]. The Mayor advised that [the correct process] is not to ask questions here [at a Council Meeting] without supplying evidence to the whole of Council to gain an understanding of the situation. The Mayor instructed Councillor Daccache to either supply the information now or submit the complaint and asked Councillor Daccache for his next question.

Councillor Daccache stated that he had no further questions.

**Item 8 Announcements by Presiding Member without Discussion**

Mayor’s Meetings for the month of July 2018:

Date	Meeting	Topic
2/07/2018	Meeting with Deputy Consul-General of Japan	Meet and Greet
3/07/2018	2018 Hedland Economic Forum	Attended conference as speaker
5/07/2018	Meeting with Landcorp CEO	<ul style="list-style-type: none"> <li>• LandCorp / MRA merger update.</li> <li>• Industrial Lands Authority update.</li> <li>• LandCorp existing projects (Port / South Hedland / Boodarie).</li> <li>• Future projects</li> </ul>



5/07/2018	Fortnightly meeting with Snr Sargent Alan Jane	Crime statistics
12/07/2018	Yule River 5th Annual On-Country Bush Meeting	As per meeting program – community meeting
18/07/2018	Fortnightly meeting with Snr Sargent Alan Jane	Crime statistics and direction
19/07/2018	Qube Storage Facility Opening	Attend as guest for opening of Qube Storage Facility in Wedgefield
27/07/2018	Spinifex Spree	Mayor attend to officially open event
	Junior Soccer Town Competition	Mayor attend to welcome out of Town soccer teams
30/07/2018	Fortnightly meeting with Snr Sargent Alan Jane	Police stats and actions
	WALGA Week Mayors and Presidents Forum	As per forum agenda: <ul style="list-style-type: none"> <li>• Andrew Hammond, Commissioner, City of Perth: Observations from CEO to Commissioner</li> <li>• Rachael McIntye, Head of NBN Local WA: To present an update on the NBN</li> </ul>

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**Item 9    Declarations of All Members to Have Given Due Consideration to All Matters Contained in the Business Paper before the Meeting**

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The following Elected Members declared that they had given due consideration to all matters contained in the agenda:

- Mayor Camilo Blanco
- Deputy Mayor Louise Newbery
- Councillor Julie Arif
- Councillor Peter Carter
- Councillor George Daccache
- Councillor Tricia Hebbard
- Councillor Warren McDonogh
- Councillor Telona Pitt

**Item 10 Confirmation of Minutes of Previous Meeting**

**10.1 Confirmation of Minutes of the Ordinary Council Meeting held on Wednesday 27 June 2018**

*\*Note – This item was laid on the table at the Ordinary Council Meeting held on Wednesday 25 July 2018.*

**CM201819/014 OFFICER’S RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR PITT**

**SECONDED: CR DACCACHE**

**That Council confirm that the Minutes of the Ordinary Council Meeting held on Wednesday 27 June 2018 are a true and correct record, inclusive of the following amendments commencing on page 18:**

- 1. Add heading ‘7.4 Mayor Camilo Blanco’ above the sentence “The Mayor stated that he would like to ask Councillor Pitt a question”.**
- 2. Amend the following two sentences as follows:**

**7.4 Mayor Camilo Blanco**

The Mayor stated that he would like to ask Councillor Pitt a question.

~~The Strong Leaders question keeps coming up by yourself [Councillor Pitt] and the interaction from the Town of Port Hedland and Indigenous Elders, is there anything else you [Councillor Pitt] would like to know on that, we have answered your question.~~

~~Councillor Pitt advised in the negative and stated that she did not ask a question on that tonight. The Mayor asked Councillor Pitt if she would like to know any further information or if she has an opinion in regards to the interaction between the Town and the Hedland Aboriginal Strong Leaders Group (HASLG) and Indigenous Elders.~~

Councillor Pitt advised the she had been invited to attend a Hedland Aboriginal Strong Leaders Group (HASLG) meeting and that she would attend the August meeting after NAIDOC week.

**CARRIED 8/0**

**10.2 Confirmation of Minutes of the Ordinary Council Meeting held on Wednesday 25 July 2018**

**CM201819/015 OFFICER’S RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR ARIF**

**SECONDED: CR PITT**

**That Council confirm that the Minutes of the Ordinary Council Meeting held on Wednesday 25 July 2018 are a true and correct record.**

**CARRIED 8/0**

*Disclaimer*

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

**Item 11 Reports of Officers**

**11.1 Corporate and Performance**

**11.1.1 Elected Member Representation with External Organisations  
(File No. 13/01/0022)**

Author	Senior Governance Advisor
Authorising Officer	Director Corporate and Performance
Disclosure of Interest	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

**CM201819/016 OFFICER’S RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR ARIF**

**SECONDED: CR HEBBARD**

**That Council;**

- 1. Adopt amended policy 4/007 ‘Elected Member Representation with External Organisations’ as per attachment 1;**
- 2. Nominate Mayor Blanco as the Town of Port Hedland’s representative on ‘The Port of Port Hedland Community Consultative Committee’; and**
- 3. Nominate Councillor George Daccache as the proxy representative on the ‘Port of Port Hedland Community Consultative Committee’.**

***CARRIED 8/0***

**PURPOSE**

The purpose of this report is for Council to consider the administrative amendments to policy 4/007 ‘Elected Member Representation with External Organisations’; as well as nominating a new representative for ‘The Port of Port Hedland Community Consultative Committee’ (Port Committee).

**DETAIL**

*Background*

The Town of Port Hedland has a vested interest to working in unison with various external organisations and community stakeholders with the aim to foster relationships, promote open communication, develop concepts, address concerns and provide services across the community.

Policy 4/007 'Elected Member Representation with External Organisations' determines Elected Member positions to be endorsed as representatives of the Town of Port Hedland, at various external organisations.

#### *Administrative Amendment*

The suggested amendment to 'Local Emergency Management Committee (LEMC)' is an amendment to a position title. The position title has been changed from 'Coordinator of Emergency Services' to 'Local Emergency Coordinator' as stated in Section 38 (3) of the *Emergency Management Act 2005 (WA)*.

There are no proposed amendments to the purpose or intent of the LEMC, as it is still deemed as current.

#### *New Council Representative*

The policy advises that there be two Councillors as the Town of Port Hedland's representatives on the Port Committee. At the November 2017 Ordinary Council Meeting (OCM), Council approved the following persons as representatives of the Town of Port Hedland on the Port Committee (201718/069):

- Deputy Mayor Newbery
- Councillor Pitt

Deputy Mayor Newbery was awarded a tender with the Pilbara Port as of 1 June 2018. As this could be perceived to be a conflict of interest, contrary to Section 3(d) of the Port Committee's Terms of Reference, Deputy Mayor Newbery informed the Town that she has voluntarily resigned as the Town of Port Hedland's representative on the Port Committee. This has resulted in a vacant position.

The Pilbara Ports Authority has advised the Town that it's agreeable for another Council member to be nominated and replace Deputy Mayor Newbery.

It is recommended that Council nominate a new Council representative to continue to promote and facilitate two-way communication, share information and consult with the community and members of the public who are interested or may be affected by port operations. The nominated representative must:

- have no affiliations with Pilbara Ports Authority; and
- attend meetings approximately every four months.

The nominated Council representative for the Port Committee, is required to complete the 'Application for Appointment to the Pilbara Ports Authority CCC' form (attachment 2). This form is to be returned to the Community Relations Officer at the Pilbara Ports Authority, for the Chair's approval.

#### **LEVEL OF SIGNIFICANCE**

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of low significance, due to potential implications to the Town of Port Hedland and potential community interest.

## CONSULTATION

### *Internal*

- Executive Assistant, CEO & Mayor

### *External Agencies*

- Community Relations Advisor, Pilbara Ports Authority

## LEGISLATION AND POLICY CONSIDERATIONS

Section 14A of the *Port Authorities Act 1999 (WA)* states a port authority must establish a committee for the purpose of promoting and facilitating communication, information sharing and consultation between the port authority and members of the public who are or may be affected by port operations.

Section 3 of the Port Committee's Terms of Reference, states how the community representatives will be selected, membership will be assessed to ensure no conflicts of interest with PPA exists and membership of the CCC will be ratified in writing by the Chairperson.

Policy 4/007 Elected Member Representation with External Organisations – The Port of Port Hedland Community Consultative Committee will be impacted by a change in Council representatives.

There is no legislative implications with the attendance of Elected Members at the meetings of external agencies.

## FINANCIAL AND RESOURCES IMPLICATIONS

All costs associated with attendance at meetings with external agencies are included in the Town of Port Hedland 2018/19 Budget, under the Executive Services Directorate for Members of Council expenditure.

## STRATEGIC AND SUSTAINABILITY IMPLICATIONS

This following section/s of the Council's *Strategic Community Plan 2018-2028* are applicable in the consideration of this item:

### **Our Community**

*We honour our people and our cultural heritage – ensuring wellbeing, diversity, creativity and a strong civic dialogue.*

#### **1.a Hardy Healthy and Safe People**

- 1.a.1 Stakeholders are engaged to develop a whole of town approach to increase accessibility to quality health and wellbeing services
- 1.a.2 Community needs and gaps in health provision are identified and delivered
- 1.a.3 Youth services and facilities are implemented with regular input from youth and providers
- 1.a.5 Agencies and the community are fully engaged to reduce anti-social behaviours and improve community safety

**1.b An Inclusive and Involved Community**

- 1.b.4 Regular opportunities for the broad community to have input into the Town of Port Hedland plans and programs are provided for transparency, accountability and two-way interaction
- 1.b.5 Opportunities to get involved and results of engagement are regularly promoted

**Our Economy**

*We build prosperity for all – enabling sustained economic growth.*

**2.c A thriving, Resilient, Sustainable and Diverse Economy**

- 2.c.1 Business and government agencies and other relevant stakeholders are engaged to:
- Identify strategic employment and economic development priorities
  - Assess and address market failures affecting the cost of living
  - Assess and address cost of doing business challenges
- 2.c.2 Opportunities for social enterprise, innovators, and small and medium sized businesses are identified, and strategies to attract and support them are implemented

There are no significant identifiable environmental, social or economic impacts relating to this item.

**RISK MANAGEMENT CONSIDERATIONS**

As per the risk matrix contained in policy 1/022 'Risk Management', the level of risk is considered to be Low (1) in terms of a new representative being nominated for an external organisation. This rating is determined as an insignificant (1) consequence and a likelihood of rare (1).

**OPTIONS**

*Option 1 - Adopt Officers Recommendation*

*Option 2 – Amended Officers Recommendation*

*Option 3 – Do not adopt Officers Recommendation*

**CONCLUSION**

Representation of the Town of Port Hedland in the community with key businesses and stakeholders is paramount in the business of Council. The Town of Port Hedland has a vested interest to working in unison with various external organisations and community stakeholders with the aim to foster relationships. It is important for the Town to continue to have two representations on the Port Committee to promote open communication, develop concepts, address concerns and provide services across the community.

**ATTACHMENTS**

1. Amended Policy 4/007 Elected Member Representation with External Organisations.
2. Application for Appointment to the Pilbara Ports Authority.
3. Pilbara Ports Authority - Port of Port Hedland Community Consultation Committee – Terms of Reference



## ATTACHMENT 1 TO ITEM 11.1.1



## Policy

**4/007 Elected Member Representation with External Organisations****1. Objective**

This policy determines the elected member positions to be endorsed as representatives of the Town of Port Hedland, at various external organisations of which the Town of Port Hedland is a party to. The Town of Port Hedland has a vested interest to working in unison with various external organisations and community stakeholders with the aim to foster relationships, promote open communication, develop concepts, address concerns and provide services across the community.

**2. Content***2.1 Pilbara Regional Council*

The Pilbara Regional Council (PRC) was established in 2000 through an Establishment Agreement in accordance with Section 3.61 of the *Local Government Act 1995*. The PRC represents the regional local governments at a strategic regional level.

The PRC Establishment Agreement stipulates the appointment, tenure and number of members allocated to the Town of Port Hedland as a participant in the PRC. However the method of nomination of individual membership is not prescribed.

This policy designates the Mayor and Deputy Mayor of the Town of Port Hedland, for their respective terms as elected members, as the Town of Port Hedland representatives on the PRC. Council may allocate proxy status to Councillors in the absence of a designated representative at a meeting of the PRC whereby a vote is required.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

*2.2 Regional Roads Group*

The Regional Road Group (RRG) of the Pilbara was established under the State Road Funds to Local Government Agreement (between the state Government of Australia and the Western Australian Local Government Association). This is overseen by a State Advisory Committee. The RRG comprises of elected member representatives from each Local Government within the Pilbara.

The intention of the RRG is to make recommendations on the allocation of funds available from the State Government sources for local roads according to areas of greatest need and where they will provide maximum benefit to all roads users.





## Policy

This policy designates the Mayor and Deputy Mayor of the Town of Port Hedland, for their respective terms as elected members, as the Town of Port Hedland representatives on the RRG. Council may allocate proxy status to Councillors in the absence of a designated representative at a meeting of the RRG whereby a vote is required.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### 2.3 Local Emergency Management Committee

The Local Emergency Management Committee (LEMC) is established under provision 38 of the *Emergency Management Act 2005 (WA)*. The purpose of the LEMC is prescribed in section 39, to provide advice to Council, liaise with external authorities, complete any mandated emergency management activities and ensure emergency management arrangements are capable and manage their review and testing.

The legislation provides the composition of the LEMC to include a chairman and other members (s 38(3)) and are to be determined by the State Emergency Management Committee.

Given the specifics and demands of the role in the event of an emergency, Council designates the Town of Port Hedland Local Emergency Coordinator ~~of Emergency Services~~ as Chairman of the LEMC. This policy designates the Mayor and Deputy Mayor of the Town of Port Hedland, for their respective terms as elected members, as the Town of Port Hedland representatives on the LEMC. Council may allocate proxy status to Councillors in the absence of a designated representative at a meeting of the LEMC whereby a vote is required.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### 2.4 Pilbara Development Commission

The Pilbara Development Commission (PDC) was established in 2013 under the *Regional Development Commissions Act 1993*. PDC facilitates the planning and development for the Pilbara region to broaden economic base, improve social infrastructure and attract and sustain a rapidly growing residential population. The PDC delivers the Pilbara Cities program to build Pilbara cities into attractive and sustainable communities.

This policy designates two Councillors their respective terms as elected members, as the Town of Port Hedland representative on the PDC. Council may allocate proxy status to Councillors in the absence of a designated representative at a meeting of the PDC whereby a vote is required.



## Policy

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### *2.5 Joint Development Assessment Panel*

The Joint Development Assessment Panel (JDAP) was formed as a key component of planning reform in the state. The intention of JDAP is to improve the balance between technical advice and local knowledge. This is achieved by determining development applications within a threshold type and value, through consistent, accountable and professional decision-making. The Northern JDAP encompasses the Kimberley, Pilbara and Gascoyne region.

This policy designates the Mayor and two Councillors, for their respective terms as elected members, as the Town of Port Hedland representatives on the JDAP. Council may allocate proxy status to Councillors in the absence of a designated representative at a meeting of the JDAP whereby a vote is required. Members of the JDAP will be required to attend a mandatory training workshop before they can attend their first meeting.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### *2.6 Hedland Roadwise Committee*

The Hedland Roadwise Committee (HRC) was founded in 1994 as a joint initiative between state, local and regional government in conjunction with the community to implement the Towards Zero state road safety strategy for 2008-2020. The HRC aims to encourage safe road use, improve roads safety raise community awareness and develop and coordinate road safety strategies.

This policy designates the Mayor for their respective term as elected member, as the Town of Port Hedland representative on the HRC. Council may allocate proxy status to Councillors in the absence of a designated representative at a meeting of the HRC whereby a vote is required.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### *2.7 Western Australia Regional Capitals Alliance*

The Western Australia Regional Capitals Alliance (WARCA) work in unison with both state and federal government to achieve a sustainable development future for Western Australia encompassing social, economic and environmental resources, infrastructure and funding requirements of sub-regional centres and strategies for the state's growing population.



## Policy

This policy designates the Mayor for their respective term as elected member, as the Town of Port Hedland representative on the WARCA. Council may allocate proxy status to Councillors in the absence of a designated representative at a meeting of the WARCA whereby a vote is required.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### *2.8 Port Hedland International Airport Community Liaison Group*

The Port Hedland International Airport Community Liaison Group ('Airport Group') serves as a forum to share information and gain community feedback on the operations of the airport.

This policy designates the Mayor for their respective term as elected member, as the Town of Port Hedland representative on the Airport Group. Council may allocate proxy status to Councillors in the absence of a designated representative at a meeting of the Airport Group whereby a vote is required.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### *2.9 The Port of Port Hedland Community Consultative Committee*

The Port of Port Hedland Community Consultative Committee ('Port Committee') was established in 2015 to promote and facilitate communication between the Pilbara Port Authority and the community in regards to port operations.

This policy designates two Councillors their respective terms as elected members, as the Town of Port Hedland representatives on the Port Committee. Council may allocate proxy status to Councillors in the absence of a designated representatives at a meeting of the Port Committee whereby a vote is required.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### *2.10 East Pilbara District Health Advisory Committee*

The East Pilbara District Health Advisory Committee (EPDHAC) is established by the Western Australian Country Health Service to identify issues and improve health care experiences in regional centres, and promote community health information and services.

This policy designates the Mayor for their respective term as elected member, as the Town of Port Hedland representative on the EPDHAC. Council may allocate proxy status to Councillors in the absence of a designated representative at a meeting of the EPDHAC whereby a vote is required.





## Policy

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### *2.11 Hedland Senior High School Independent Public School Board*

The Hedland Senior High School Independent Public School Board (School Board) was formed in 2013 to integrate the community business and resource sector in conjunction with community stakeholders to provide quality education for students and a future long term vision for the school.

This policy designates the Mayor for their respective term as elected member, as the Town of Port Hedland representative on the School Board. Council may allocate proxy status to Councillors in the absence of a designated representative at a meeting of the School Board whereby a vote is required.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### *2.12 Port Hedland Technical Advisory and Consultative Committee*

The Port Hedland Technical Advisory and Consultative Committee ('Technical Committee') was established in 2006 by the Pilbara Port Authority. The purpose of the Technical Committee is to provide a platform for the discussion of dredging and ocean disposal of dredged material with community stakeholders, including the consideration of environmental matters and long term permitting arrangements.

This policy designates the Mayor for their respective term as elected member, as the Town of Port Hedland representative on the Technical Committee. Council allocates proxy status to the Deputy Mayor in the absence of a designated representative at a meeting of the Technical Committee whereby a vote is required.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

### *2.13 Port Hedland Retirement Village Board of Management*

The Port Hedland Retirement Village Board of Management ('the Board') was established in 1971 as a community group to manage the village for the pensioners in Port Hedland. The village was built in conjunction with the Town of Port Hedland and Homeswest. The purpose of the Board is to manage the retirement village and address issues of maintenance, finance, applications and anything else arising.

This policy designates two Councillors for their respective terms as elected members, as the Town of Port Hedland representatives on the Board.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.



*2.14 BHP Billiton Port Hedland Community Consultative Committee*

The BHP Billiton Port Hedland Community Consultative Committee ('the Committee') was established by the resource company to maintain communication with the community and share information. The Committee aims to identify issues and expectations in relation to resource activity and provide advice and feedback.

This policy designates two Councillors for their respective terms as elected members, as the Town of Port Hedland representatives on the Committee.

A resolution of Council is required at the first Ordinary Meeting of Council following the local government elections to formalise this appointment.

**Definitions**

Nil.

Relevant legislation	Local Government Act 1995 PRC Establishment Agreement State Road Funds to Local Government Agreement Emergency Management Act 2005, <u>Section 38</u> Town of Port Hedland Local Emergency Arrangements
Delegated authority	-
Business unit	Governance
Directorate	Corporate & Performance

<i>Governance to complete this section</i>			
Version Control	Version No.	Resolution No.	Adoption date
	V01	201314/169	27 November 2013
	V02	CM201718/069	1 November 2017
Review frequency	2 Yearly in conjunction with local government elections or as required		

**Document Control Statement** – The electronic reference copy of this Policy is maintained by the Governance Team. Any printed copy may not be up to date and you are advised to check the electronic copy at <http://www.porthedland.wa.gov.au/documents/public-documents/policies> to ensure that you have the current version. Alternatively, you may contact the Governance Team.

ATTACHMENT 2 TO ITEM 11.1.1



**Application for Appointment to the Pilbara Ports Authority  
Community Consultation Committee**

Community appointees to the Pilbara Ports Authority Community Consultation Committees (CCC) need to be able to commit time and effort to attaining the goals set out in the Terms of Reference for the committee. They also need to possess good communication skills and be representative of a broad cross-section of the local community.

**PLEASE PROVIDE PERSONAL DETAILS:**

Full Name .....

Postal Address .....

Contact Phone Number.....

Email Address.....

Occupation.....

Which Community Consultation Committee are you seeking to join?

Port Hedland [ ]

Dampier [ ]

Ashburton [ ]

Do you have any association with the Port? (e.g. employed by a lease holder, board member of a lease holder, spouse/family member works for the Port, service provider to the Port etc.) If yes, please provide details:

[ ] Yes [ ] No

Are you able to commit between 2-3 hours every 4 months minimum to the committee?

[ ] Yes [ ] No

Is there likely to be any restriction on your availability to attend meetings?

[ ] Yes [ ] No If yes, please provide details:





**ATTACHMENT 3 TO ITEM 11.1.1**

**PORT OF PORT HEDLAND  
COMMUNITY CONSULTATION  
COMMITTEE**



**TERMS OF REFERENCE**

**1. Purpose**

To establish Pilbara Ports Authority's (PPA) Port of Port Hedland Community Consultation Committee (PHCCC) in accordance with section 14A of the *Port Authorities Act 1999 (WA)*.

**2. Scope**

The PHCCC scope is to:

- a) Promote and facilitate two-way communication.
- b) Share information and consult with the community and members of the public who are interested or may be affected by port operations.
- c) Include representation from the Town of Port Hedland.

It is important to note, that the PHCCC is not a decision-making committee, and the role of the PHCCC is not to direct or govern the strategic or operational decisions of the PPA Board or Executive. However, the input and feedback of the PHCCC membership will be considered by the PPA's Executive and Board, as appropriate.

Examples of topics that might be covered on a typical PHCCC agenda include marine operations and environmental updates, and updates on PPA community initiatives and sponsorships. Topics of a commercial nature and the business of PPA proponents will not be discussed.

**3. Membership**

Membership will be pursued by an initial courtesy contact to relevant local community, interest and business groups in consultation with the Town of Port Hedland. This will be followed by a public Expression of Interest process (supported by a local press advertisement) to ensure a broad cross-section of the community and interested parties are included.

The committee will have a maximum of 25 members, and will include representatives from PPA, Town of Port Hedland, relevant local community, interest and business groups, local community members and other Government departments as required.

The membership of the PHCCC will include the following PPA representatives:

- General Manager Operations (Chairperson).
- Manager Environment and Heritage .
- Director Corporate and Government Affairs.

To ensure that a cross section of community/organisations participate in the CCC, community representatives will be selected as follows:



**PORT OF PORT HEDLAND  
COMMUNITY CONSULTATION  
COMMITTEE**



- a) A call for nominations for positions will be issued in January of each year.
- b) Existing members wishing to remain on the Committee from one year to the next will be eligible to re-nominate.
- c) New members will be chosen by a selection committee consisting of the PPA representatives on the PHCCC.
- d) Membership candidates will be assessed to ensure no conflicts of interest with PPA exists.
- e) Terms of one year and two years will be allotted initially via a draw on names. Thereafter, committee members will be elected for a two year terms.
- f) Membership of the CCC will be ratified by the PPA Executive; and
- g) A Town of Port Hedland representative and potentially broader local government representation will be invited and encouraged to sit on the CCC.

Conditions of Membership are as follows:

- Members formally agree that they do not have authority to speak, represent, or go on the public record on behalf of the PHCCC and that authority lies entirely with PPA's Board or its delegate (this does not preclude the Members' rights as a citizen or sector they may represent at the PHCCC); and
- Members agree to abide by all relevant PPA policies, procedures and Code of Ethics and Conduct when onsite and/or when in attendance or representing in the capacity as a member of the PHCCC.

The Chairperson may invite other persons to attend meetings as considered appropriate for matters under discussion, e.g. senior PPA subject matter experts, external subject matter experts, project proponents, consultants and representatives from other Government agencies.

**4. Chairperson**

The PPA Executive has appointed the General Manager Operations as Chairperson for a term of one year commencing on 31 January 2015.

**5. Meetings**

Meetings shall be held approximately every four months (i.e. three meetings per annum) and PPA will be responsible for organising the meeting venue and providing secretariat services.

**6. Attendance**

Attendance of a meeting may be in person or via suitable electronic means. Meeting attendance, including apologies, will be noted in the minutes of each meeting. A proxy

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COMMUNITY CONSULTATION  
COMMITTEE**



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member may also be nominated to attend on behalf of a Member to maintain representation.

It is expected that members (not their proxy) should attend at least two of the three meetings per calendar year. Members who fail to attend at least two meetings in a calendar year may have their membership revoked.

**7. Agenda**

The Chairperson of the PHCCC or authorised delegate will nominate a date, time and location for the meeting with at least one month's notice. The Chairperson will also collate agenda items and circulate an agenda one week prior to the meeting. Where (or if) an agenda item cannot be addressed sufficiently in the time leading up to the proposed meeting date, it will be the Chairperson's responsibility to ensure the item is carried over and addressed in either a subsequent meeting or through appropriate correspondence.

**8. Minutes**

Minutes will be taken on behalf of the Chairperson and circulated to all stakeholders within two weeks of a meeting occurrence. PPA will be responsible for retaining meeting minutes and circulating copies of the minutes to PHCCC members and stakeholders along with publishing on PPA's website.

**9. Out of Session Items**

Where an issue of importance arises out of session that cannot be dealt with at a meeting, but does not require calling an additional meeting, the chair may circulate material out of session.

**10. Review of Terms of Reference**

A review of these Terms of Reference will be undertaken one year after inception and then every third year as required. Administrative changes will be made as necessary by PPA.

**11.1.2 Statement of Financial Activity for the Period Ended 30 June 2018 - INTERIM (File No. 12/14/0003)**

<b>Author</b>	Manager Financial Services
<b>Authorising Officer</b>	Director Corporate and Performance
<b>Disclosure of Interest</b>	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

**CM201819/017 OFFICER'S RECOMMENDATION/ COUNCIL DECISION****MOVED: CR ARIF****SECONDED: CR MCDONOGH**

**That Council, pursuant to Section 6.4 of the *Local Government Act 1995*:**

- 1. Receive the Statement of Financial Activity for the period ended 30 June 2018 - INTERIM;**
- 3. Receive the Material Variance Report;**
- 4. Note the Accounts paid under delegated authority for period ended 30 June 2018; and**
- 5. Receive the Credit Card Statements for period ended 30 June 2018.**

**CARRIED 8/0****PURPOSE**

The purpose of this report is to present to Council the abridged Statement of Financial Activity for the period ended 30 June 2018. Supplementary information is also presented to Council to provide further information regarding the Town's activities.

Please note that the figures presented in this report and attachments are interim only and may change pending adjustments made as a result of completion of the Town's Annual Financial Reports ready for audit by RSM Australia Pty Ltd, the Town's external auditors. The audited Annual Financial Statements will be presented to the Council in accordance with Australian Accounting Standards and *Local Government Act 1995*.

**DETAIL**

The information provided in this report is for the period ended 30 June 2018, with financial results included in *Attachment 1. Abridged Monthly Financial Statements June 18 Interim*.

The Town of Port Hedland financial activity reports use a materiality threshold to measure, monitor and report on financial performance and position of the Town.

As part of the (adopted) 2017/18 budget, Council adopted the following thresholds as levels of material variances for financial reporting.

1. With regards to expenditure classified as operating, a variance of 10% or \$10,000, whichever is the greater, of the year to date current budget, with Program as the level that requires explanation;
2. With regards to expenditure classified as capital, a variance of 10% or \$10,000, whichever is the greater, of the 12 month current budget, with individual project as the level that requires explanation;
3. With regards to income, a variance of 10% or \$100,000, whichever is the greater, of the year to date current budget, with Nature and Type as the level that requires explanation;
4. With regards to all other items not specifically identified above, a variance of 10% or \$100,000, whichever is the greater, of the 12 month current budget, with Nature and Type as the level that requires explanation.

Commentary is provided on variances as detailed above in *Attachment 2 NOTE 13. Explanation of Material Variances*.

The interim net current asset position as at 30 June 2018 was \$6.4M. The net Municipal balance (after matured investments and restricted reserves taken into account) as at 30 June 2018 was (\$377K).

	2017/18 Actuals
Current Assets: Cash and Investments	\$232.7M
Restricted Cash – Reserves	\$233.1M
Unrestricted Cash Position as at 30 June 2018	(\$377K)

Unrestricted cash was showing an overdrawn position due to reserve transfers outstanding to unrestrict funds for expenditure incurred. This will be finalised as part of the annual financial statements.

*Previous Decisions*

The Statements of Financial Activity are presented to Council each month for noting.

**LEVEL OF SIGNIFICANCE**

In accordance with Policy 4/009 ‘Significant Decision Making’, this matter is considered to be of low significance, because this report is presented to Council for information purposes only.

**CONSULTATION**

*Internal*

All consultation and engagement is conducted internally.

*External Agencies*

Nil

*Community*

N/A

**LEGISLATION AND POLICY CONSIDERATIONS**

Section 6.4 of the *Local Government Act 1995* and Regulation 34 of the *Local Government (Financial Management) Regulations 1996* detail the form and manner in which a local government is to prepare its statement of financial activity.

**FINANCIAL AND RESOURCES IMPLICATIONS**

The statement of financial activity is to be supported by such information as is considered relevant by the local government 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; and
- b. an explanation of each of the material variances referred to in sub-regulation (1)(d); and
- c. supporting information as is considered relevant by the local government.

**STRATEGIC AND SUSTAINABILITY IMPLICATIONS**

The following section of the Council's *Strategic Community Plan 2018-2028* is applicable in the consideration of this item:

**Our Leadership**

*We are united in our actions to connect, listen, support and advocate thereby leveraging the potential of our people, places and resources.*

**4.b Transparent and accountable governance and financial sustainability**

- 4.b.1 Sound long-term financial planning is implemented
- 4.b.2 Transparent and regular financial reporting and communication to the community is undertaken
- 4.b.3 Transparent and regular governance reporting and communication to the community is undertaken

There are no significant identifiable environmental, social or economic impacts relating to this item.

**RISK MANAGEMENT CONSIDERATIONS**

As per the risk matrix contained in policy 1/022 'Risk Management', the level of risk is considered to be Medium (6) .

There is a risk rating of medium (6) assigned in 2017/18 budget to the risk that a reduction in income or increase in expense throughout the 2017/18 financial year is likely to have an impact on the Town's ability to meet service levels or asset renewal funding requirements. The risk action plan is to manage by building reserve balance to required level to mitigate financial loss.

## OPTIONS

### *Option 1 - Adopt Officers Recommendation*

Note the Interim Statement of Financial Activity and reports for the period ended 30 June 2018 in accordance with *regulation 34(1) of the Local Government (Financial Management) Regulations 1996*.

### *Option 2 - Amend Officers Recommendation*

That Council receive the Statement of Financial Activity for the period ended 30 June 2018 and request further information or clarification.

### *Option 3 – Do not adopt Officers Recommendation*

That Council do not note or receive the Statement of Financial Activity for the period ended 30 June 2018.

## CONCLUSION

The figures presented in this report and attachments are interim only. The opening funding surplus of \$4.1M presented in YTD Actual on the Statement of Financial Activity is as per the Audited Annual Financial Report 2016/17. As at 30 June 2018, the net current asset interim position was \$6.4M compared to the current budgeted closing position for 30 June 2018 of \$1.1M.

Variances in operating revenue and expenditure are addressed in detail in *Attachment 2 NOTE 13. Explanation of Material Variances*. The net current asset position will decrease as operating and capital budgets are expended throughout the year. The net current asset position will change as operating and capital budgets are expended and revenue recognised via year-end accrual journals as part of the preparation of Annual Financial Statements.

## ATTACHMENTS

1. Statement of Financial Activity Notes 1-12
2. Note 13 Material Variance Report
3. Accounts paid under delegated authority listing
4. Credit Card Statements for period ended 30 June 2018

*ATTACHMENT 1 TO ITEM 11.1.2*

**TOWN OF PORT HEDLAND  
MONTHLY FINANCIAL REPORT  
For the Period Ended 30 June 2018 - INTERIM**

LOCAL GOVERNMENT ACT 1995  
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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**TOWN OF PORT HEDLAND**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**By Nature & Type**  
**For the Period Ended 30 June 2018 - INTERIM**

	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var \$ (b)-(a)	Var % (b)-(a)/(a)
	\$	\$	\$	\$	%
Opening Funding Surplus(Deficit)	4,125,132	4,125,132	4,125,132	0	0%
<b>Revenue from operating activities</b>					
Rates	25,003,484	25,003,484	25,570,271	566,787	2%
Operating grants, subsidies and contributions	2,283,702	2,283,702	3,057,455	773,753	34%
Fees and charges	10,719,212	10,719,212	11,028,228	309,015	3%
Interest earnings	6,417,703	6,417,703	5,080,656	(1,337,047)	-21%
Other revenue	2,011,822	2,011,822	1,859,865	(151,957)	-8%
Profit on disposal of assets	255,065	255,065	1,640,417	1,385,352	543%
	<b>46,690,988</b>	<b>46,690,988</b>	<b>48,236,892</b>	<b>1,545,904</b>	
<b>Expenditure from operating activities</b>					
Employee costs	(17,540,382)	(17,540,382)	(17,505,418)	34,965	0%
Materials and contracts	(13,784,510)	(13,784,510)	(13,278,791)	505,719	-4%
Utility charges (electricity, gas, water etc.)	(2,714,186)	(2,714,186)	(2,545,867)	168,319	-6%
Depreciation on non-current assets	(12,914,006)	(12,914,006)	(11,741,086)	1,172,920	-9%
Interest expense	(1,198,001)	(1,198,001)	(913,627)	284,374	-24%
Insurance expense	(837,173)	(837,173)	(707,357)	129,816	-16%
Other expenditure	(2,155,625)	(2,155,625)	(1,956,152)	199,473	-9%
	<b>(51,143,884)</b>	<b>(51,143,884)</b>	<b>(48,648,298)</b>	<b>2,495,586</b>	
<b>Operating activities excluded from budget</b>					
Add back Depreciation	12,914,006	12,914,006	11,741,086	(1,172,920)	-9%
Adjust (Profit)/Loss on Disposal	(255,065)	(255,065)	(1,640,417)	(1,385,352)	543%
Transfer to/(from) Non current	(924,160)	(924,160)	(892,549)	31,611	-3%
Movement in provisions	0	0	(9,711)	(9,711)	
Amount attributable to operating activities	<b>7,281,885</b>	<b>7,281,885</b>	<b>8,787,003</b>	<b>1,505,118</b>	
<b>Investing activities</b>					
Grants, Subsidies and Contributions	3,115,061	3,115,061	1,692,068	(1,422,993)	-46%
Proceeds from Disposal of Assets	1,548,590	1,548,590	1,640,417	91,827	6%
Capital Works	(15,995,000)	(15,995,000)	(15,044,639)	950,361	-6%
Amount attributable to investing activities	<b>(11,331,349)</b>	<b>(11,331,349)</b>	<b>(11,712,155)</b>	<b>(380,806)</b>	
<b>Financing activities</b>					
Proceeds from self supporting loans	95,510	95,510	135,385	39,875	42%
Transfer from Reserves	11,196,253	11,196,253	10,298,143	(898,110)	-8%
Repayment of Debentures	(1,241,157)	(1,241,157)	(1,289,164)	(48,007)	4%
Transfer to Reserves	(9,024,209)	(9,024,209)	(3,901,577)	5,122,631	-57%
Amount attributable to financing activities	<b>1,026,397</b>	<b>1,026,397</b>	<b>5,242,787</b>	<b>4,216,389</b>	
Closing Funding Surplus(Deficit)	<b>1,102,066</b>	<b>1,102,066</b>	<b>6,442,767</b>		



**TOWN OF PORT HEDLAND**  
**STATEMENT OF FINANCIAL ACTIVITY**  
**By Program**  
**For the Period Ended 30 June 2018 - INTERIM**

	Amended Annual Budget	YTD Budget (a)	YTD Actual (b)	Var \$ (b)-(a)	Var % (b)-(a)/(a)
	\$	\$	\$	\$	%
Opening Funding Surplus(Deficit)	4,125,132	4,125,132	4,125,132	0	0%
<b>Revenue from operating activities</b>					
Governance	0	0	80	80	
General Purpose Funding	33,640,417	33,640,417	33,862,940	222,523	1%
Law, Order, Public Safety	399,334	399,334	411,892	12,558	3%
Health	447,714	447,714	437,864	(9,850)	-2%
Education and Welfare	200,995	200,995	209,827	8,832	4%
Housing	258,344	258,344	146,523	(111,822)	-43%
Community amenities	7,838,635	7,838,635	7,692,293	(146,342)	-2%
Recreation and Culture	2,215,352	2,215,352	2,325,534	110,182	5%
Transport	189,374	189,374	128,669	(60,705)	-32%
Economic Services	934,400	934,400	2,427,811	1,493,410	160%
Other Property and Services	566,422	566,422	593,459	27,037	5%
	<b>46,690,988</b>	<b>46,690,988</b>	<b>48,236,891</b>	<b>1,545,903</b>	
<b>Expenditure from operating activities</b>					
Governance	(3,012,257)	(3,012,257)	(3,007,755)	4,501	0%
General Purpose Funding	(664,685)	(664,685)	(337,938)	326,747	-49%
Law, Order, Public Safety	(2,083,190)	(2,083,190)	(1,937,368)	145,822	-7%
Health	(1,338,738)	(1,338,738)	(1,205,387)	133,351	-10%
Education and Welfare	(2,619,255)	(2,619,255)	(2,248,785)	370,471	-14%
Housing	(911,160)	(911,160)	(796,435)	114,724	-13%
Community amenities	(7,720,883)	(7,720,883)	(8,138,212)	(417,329)	5%
Recreation and Culture	(21,002,233)	(21,002,233)	(19,890,638)	1,111,594	-5%
Transport	(11,282,665)	(11,282,665)	(10,069,196)	1,213,470	-11%
Economic Services	(808,177)	(808,177)	(676,333)	131,844	-16%
Other Property and Services	299,359	299,359	(340,250)	(639,609)	-214%
	<b>(51,143,884)</b>	<b>(51,143,884)</b>	<b>(48,648,298)</b>	<b>2,495,586</b>	
<b>Operating activities excluded from budget</b>					
Add back Depreciation	12,914,006	12,914,006	11,741,086	(1,172,920)	-9%
Adjust (Profit)/Loss on Disposal	(255,065)	(255,065)	(1,640,417)	(1,385,352)	543%
Transfer to/(from) Non current	(924,160)	(924,160)	(892,549)	31,611	-3%
Movement in provisions	0	0	(9,711)	(9,711)	
Amount attributable to operating activities	<b>7,281,885</b>	<b>7,281,885</b>	<b>8,787,003</b>	<b>1,505,118</b>	
<b>Investing activities</b>					
Grants, Subsidies and Contributions	3,115,061	3,115,061	1,692,068	(1,422,993)	-46%
Proceeds from Disposal of Assets	1,548,590	1,548,590	1,640,417	91,827	6%
Capital Works	(15,995,000)	(15,995,000)	(15,044,639)	950,361	-6%
Amount attributable to investing activities	<b>(11,331,349)</b>	<b>(11,331,349)</b>	<b>(11,712,155)</b>	<b>(380,806)</b>	
<b>Financing activities</b>					
Proceeds from self supporting loans	95,510	95,510	135,385	39,875	42%
Transfer from Reserves	11,196,253	11,196,253	10,298,143	(898,110)	-8%
Repayment of Debentures	(1,241,157)	(1,241,157)	(1,289,164)	(48,007)	4%
Transfer to Reserves	(9,024,209)	(9,024,209)	(3,901,577)	5,122,631	-57%
Amount attributable to financing activities	<b>1,026,397</b>	<b>1,026,397</b>	<b>5,242,787</b>	<b>4,216,389</b>	
Closing Funding Surplus(Deficit)	<b>1,102,066</b>	<b>1,102,066</b>	<b>6,442,767</b>		

TOWN OF PORT HEDLAND  
STATEMENT OF FINANCIAL ACTIVITY  
For the Period Ended 30 June 2018 - INTERIM

**NOTE 1. NET CURRENT ASSETS**

Net Current Assets	30 June 2017	YTD 30 June 2018
<b>Current Assets</b>		
Municipal	3,587,249	(376,884)
Reserves	239,453,066	233,056,500
Receivables - Rates	2,754,662	4,266,579
Receivables - Other	4,706,149	4,577,294
Inventories	803,360	803,360
Land held for resale	466,842	1,483,526
	251,771,328	243,810,374
<b>Less: Current Liabilities</b>		
Payables	(7,501,551)	(3,236,440)
Loan Liability - Current	(1,241,592)	(1,241,592)
Provisions	(16,995,704)	(16,362,109)
Less: Cash Reserves	(239,453,066)	(233,056,500)
Less: Self supporting loan receivable	(104,294)	(104,294)
Less: Land held for resale	(466,842)	(1,483,526)
Add: Current loan liability	1,241,592	1,241,592
Add: Premium PHIA prepaid	924,160	924,160
Add: Provisions employee cash backed	875,612	875,612
Add: Airport major works	15,075,490	15,075,490
<b>Net Current Funding Position</b>	4,125,133	6,442,767

ATTACHMENT 2 TO ITEM 11.1.2

TOWN OF PORT HEDLAND  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30 June 2018

EXPLANATION OF MATERIAL VARIANCES

Details and explanations of the material variances reflected on the Statement of Financial Activity are provided below as required by Local Government (Financial Management

Regulation 34(1) (d). ▲ ▼  
 Operating expenditure 10% or \$10,000 by Reporting Program  
 Income \$100,000 or 10% by Nature or Type  
 Capital expenditure \$10,000 or 10% by project  
 All other items \$10,000 or 10% by Nature or Type

Reporting Program	Variance \$	Variance %	Var.	Timing/ Permanent	Explanation of Variance
Revenue from operating activities Operating Grants, Subsidies & Contributions	773,753	34%	▲		\$250K Grant from BHP for Community Safety and Crime Prevention recognised in 17/18 to be journalled to 18/19; General Purpose and local Road grants received in advance.
Interest earnings	(1,337,047)	(21)%	▼		Interest recognised upon maturity of investments; Investments have differing maturity dates therefore full amount of interest has not yet been recognised. Accruals will be recognized for investments placed for the purpose of year end reporting
Profit / Loss On Asset Disposal	1,385,352	543%	▲		Profit on disposal overstated as the written down value for the sale of the land have not yet been processed. This will be completed as part of year end transactions.
Expenditure from operating activities General Purpose Funding	326,747	49%	▼		Journal for \$183K invoice from Landgate to be processed, invoice received after June close.
Education & Welfare	370,471	14%	▼		Community donation requests lower than budgeted \$143K, less applications received, partnership applications processed and to be accrued; Reconciliation Plan not fully spent \$30K
Housing	114,734	13%	▼		(-\$89K) allocations - Allocations are allocated on a different basis than this report causing a variation
Economic Services	131,844	16%	▼		Salaries and Wages lower than budget due to vacancies in positions

Other Property & Services	(723,347)	(242)% ▲	Variance due to internal costing allocations and labor overheads. Calculations are based on a different reporting method creating differences.
Add back (Profit)/Loss on Asset Disposal	(1,385,352)	(543)% ▲	
Transfer to/(from) Non-Current	31,611		
Movement provisions	(9,711)	▲	
Investing activities			
Non-operating grants, subsidies and contributions	1,422,993	46% ▼	Grant revenue typically received and recognised on completion of projects.
Proceeds from Disposal of Assets	91,827	6% ▲	More blocks sold from KSBP than budgeted
Land & Buildings			
Council Records Storage	(7,917)	(13)% ▼	Include the relocation of the records team and the changes to their new office space. To be completed by June
Port Hedland Community Facilities (Turf Club)	3,838	62% ▲	RFT closed and currently evaluating. To be awarded late June 2018. Project to commence July 18 and expected to finish June 19.
South Hedland Aquatic Centre: Install Accessibility Toilets And Change Room	25,899	16% ▲	Project Complete
South Hedland Sports Precinct	10,609	30% ▲	Carry forward required to complete project for most likely project scope (pavilion only) which was tendered at \$343,687. Additional budget may be required if Council decide to go with a different project construction scope (pavilion and standalone pool or pavilion, stadium extension and aquatic centre).
Jd Hardie Expansion	3,863	65% ▲	RFT closed and currently evaluating. To be awarded late June 2018. Project to commence July 18 and expected to finish June 19.

TOWN OF PORT HEDLAND  
 NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY  
 For the Period Ended 30 June 2018

**EXPLANATION OF MATERIAL VARIANCES**

Details and explanations of the material variances reflected on the Statement of Financial Activity are provided below as required by Local Government (Financial Management Regulation 34(1) (d). ▲ ▼

Operating expenditure 10% or \$10,000 by Reporting Program

Income \$100,000 or 10% by Nature or Type

Capital expenditure \$10,000 or 10% by project

All other items \$10,000 or 10% by Nature or Type

Reporting Program	Variance	Variance	Var.	Timing/ Permanent	Explanation of Variance
Commercial and Building Renewal and Upgrade program	187,852	33%	▲		Projected to be \$125,000 under the current budget due to the decision made by ELT to not proceed with the roof works at the soccer club toilets.
Ict Hardware Renewal & Upgrades	(30,048)	(60)%	▼		Reduce budget in line with expected expenditure for 2017/18.
Printer Replacement	(12,500)	(18)%	▼		Additional budget required to complete project.
Large Plant and Light Fleet replacement Program	(59,147)	(15)%	▼		Last PO has been raised and the full budget committed ; however, it will take approximately 6 months to build the new truck so the value of the PO needs to be carried forward
Marina Boating Facility Location Options Investigation	(48,512)	(49)%	▼		The State Government has taken control of the Marina project so the Town will not be making any further expenditure in this financial year
South Hedland Skatepark Cpted Design Response	(14,977)	(100)%	▼		Project deferred to 2018/19
Cassia Primary School Footbridge	(2,729)	(27)%	▼		Design and costing component has been completed. Project has been put forward as a new request for 2018- 2019 as the cost of the works are approximately \$250,000.
Intersection - Lukis & McGregor Streets	(32,459)	(21)%	▼		Projected to spend entire budget. Works will be completed by the end of June
North Circular Roundabout Landscape And Intersection Upgrades	149,968	75%	▼		Projected to spend entire budget. Works will be completed by the end of June
Carpark Renewal Program	63,737	21%	▲		Projected to spend entire budget. Works will be completed by the end of June
Drainage Renewal Program	(177,798)	(44)%	▼		Scope changed due to overspend in reticulation projects. Project complete at \$300,000.
Footpath Renewal Program	(156,930)	(45)%	▼		Projected to spend entire budget. Works will be completed by the end of June
Gratwick Aquatic Centre - Remedial Works	(64,813)	(68)%	▼		Works will be ongoing until the end of October; however, all of the budget will be spent and a new budget request included for 2018/19 for additional works.
Irrigation Inground Renewal - Port Hedland	(37,724)	(18)%	▼		Project Complete
Kerbing Renewal Program	(93,004)	(93)%	▼		Project Complete
Playground Renewal Program	(139,739)	(93)%	▼		To be carried forward 18/19
Shade Structures	(104,218)	(42)%	▼		Budget has been reduced to \$250,000 as per discussion recently at ELT. All \$250,000 will be spent.
Unsealed Road Resheeting Program	(102,529)	(16)%	▼		Projected to spend entire budget. Works will be completed by the end of June
Wandarra Project	(214,682)	(16)%	▼		Projected to come in on budget. Works will be completed by the end of June
Yandeyarra Road	(44,673)	(99)%	▼		Project Complete

**ATTACHMENT 4 TO ITEM 11.1.3**

**TOWN OF PORT HEDLAND**

**Summary of Credit Card Statements for the Month of June 2018**

**Attachment 4**

Account Name	Account Number	Debit Balance (\$)
Town of Port Hedland	xxxx-xxxx-xxxx-4300	3,922.01
Town of Port Hedland	xxxx-xxxx-xxxx-8364	10,412.83
Town of Port Hedland	xxxx-xxxx-xxxx-3111	0.00
Town of Port Hedland	xxxx-xxxx-xxxx-6321	232.32
Town of Port Hedland	xxxx-xxxx-xxxx-2287	92.99
Town of Port Hedland	xxxx-xxxx-xxxx-1669	0.00
Town of Port Hedland	xxxx-xxxx-xxxx-9507	1,209.12
<b>TOTAL</b>		<b>\$15,869.27</b>

At the Town of Port Hedland, the Council's Corporate and Performance Directorate and Finance Team have an overriding objective of providing quality corporate governance; accountability; transparency and compliance and welcome any questions or queries on the credit card statements from not just Elected Members, but the public in general.

Transaction History Report (Continued)

Account details

Account balance summary

<b>Account name</b>	<b>Opening balance:</b>	0.00 CR
Credit Card	<b>Total credits:</b>	0.00 CR
<b>Account number</b>	<b>Total debits:</b>	10,412.83 DR
XXXX-XXXX-XXXX-8364	<b>Closing balance:</b>	0.00 CR
<b>Currency</b>		
AUD	<b>Date from:</b>	01 June 2018
	<b>Date to:</b>	30 June 2018

Transaction details

Date	Narrative	Reference	Debit amount	Credit amount	EOD balance
01/06/2018	CREDIT CARD PURCHASE FACEBK *B376QFS5Y2 fb.me/ads		22.52 DR		
01/06/2018	CREDIT CARD PURCHASE FACEBK *9376QFS5Y2 fb.me/ads		554.42 DR		576.94 DR
06/06/2018	CREDIT CARD PURCHASE DROPBOX*577N2QKH62S5 DUBLIN		196.00 DR		196.00 DR
11/06/2018	CREDIT CARD PURCHASE MAILCHIMP *MONTHLY MAILCHIMP.COMGA		66.19 DR		66.19 DR
12/06/2018	CREDIT CARD PURCHASE PAYPAL *WEBJET 4029357733		112.08 DR		
12/06/2018	CREDIT CARD PURCHASE SFMC Manjimup		576.95 DR		689.03 DR
14/06/2018	CREDIT CARD PURCHASE Hilton DT Alice Spring Alice Springs		549.60 DR		
14/06/2018	CREDIT CARD PURCHASE Hilton DT Alice Spring Alice Springs		549.60 DR		
14/06/2018	CREDIT CARD PURCHASE Hilton DT Alice Spring Alice Springs		549.60 DR		1,648.80 DR
15/06/2018	CREDIT CARD PURCHASE VIRGIN AUST 7951501780170SPRING HILL		6.90 DR		
15/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		498.10 DR		
15/06/2018	CREDIT CARD PURCHASE VIRGIN AUST 7952148030289SPRING HILL		531.00 DR		1,036.00 DR
18/06/2018	CREDIT CARD PURCHASE CONFERENCE AND EDUCATI NERANG		70.85 DR		
18/06/2018	CREDIT CARD PURCHASE International On The WaterAscot		150.22 DR		
18/06/2018	CREDIT CARD PURCHASE International On The WaterAscot		150.22 DR		
18/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		354.31 DR		725.60 DR



## Transaction History Report (Continued)

Date	Narrative	Reference	Debit amount	Credit amount	EOD balance
19/06/2018	CREDIT CARD PURCHASE VIRGIN AUST 7951501811198SPRING HILL		5.14 DR		
19/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		355.12 DR		
19/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		355.12 DR		
19/06/2018	CREDIT CARD PURCHASE VIRGIN AUST 7952148082339SPRING HILL		395.00 DR		1,110.38 DR
20/06/2018	CREDIT CARD PURCHASE VIRGIN AUST 7951501848372SPRING HILL		5.97 DR		
20/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		35.00 DR		
20/06/2018	CREDIT CARD PURCHASE Hilton DT Alice Spring Alice Springs		48.00 DR		
20/06/2018	CREDIT CARD PURCHASE VIRGIN AUST 7952148142020SPRING HILL		459.00 DR		
20/06/2018	CREDIT CARD PURCHASE Hilton DT Alice Spring Alice Springs		477.00 DR		1,024.97 DR
22/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		254.99 DR		
22/06/2018	CREDIT CARD PURCHASE UNITIX.COM.AU COLLINGWOOD		750.86 DR		1,005.85 DR
25/06/2018	CREDIT CARD PURCHASE RAIKAS CAFE PTY LTD PORT HEDLAND		150.00 DR		
25/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		786.62 DR		936.62 DR
29/06/2018	CREDIT CARD PURCHASE PULLMAN SYDNEY AIRPRT MASCOT		186.00 DR		
29/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		1,210.45 DR		1,396.45 DR

Transaction History Report (Continued)

Account details

Account balance summary

<b>Account name</b>	<b>Opening balance:</b>	0.00 CR
Credit Card	<b>Total credits:</b>	381.00 CR
<b>Account number</b>	<b>Total debits:</b>	3,922.01 DR
xxxx-xxxx-xxxx-4300	<b>Closing balance:</b>	0.00 CR
<b>Currency</b>		
AUD	<b>Date from:</b>	01 June 2018
	<b>Date to:</b>	30 June 2018

Transaction details

Date	Narrative	Reference	Debit amount	Credit amount	EOD balance
06/06/2018	CREDIT CARD PURCHASE WWW.GETTYIMAGES.COM 61-2-90042209		92.65 DR		92.65 DR
20/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		850.14 DR		850.14 DR
21/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		853.83 DR		853.83 DR
25/06/2018	CREDIT CARD PURCHASE RUOK LIMITED MILLERS POINT		245.99 DR		245.99 DR
26/06/2018	CREDIT CARD PURCHASE TOTAL SFS PTY LTD WEDGEFIELD		57.00 DR		
26/06/2018	CREDIT CARD PURCHASE THE MURRAY HOTEL WEST PERTH		381.00 DR		438.00 DR
27/06/2018	CREDIT CARD REFUND THE MURRAY HOTEL WEST PERTH			381.00 CR	381.00 CR
28/06/2018	CREDIT CARD PURCHASE LINDY AUSTRALIA P/L ALBION		165.95 DR		165.95 DR
29/06/2018	CREDIT CARD PURCHASE QANTAS AIRW MASCOT		1,275.45 DR		1,275.45 DR

Transaction History Report (Continued)

<u>Account details</u>	<u>Account balance summary</u>	
Account name	Opening balance:	0.00 CR
Credit Card	Total credits:	0.00 CR
Account number	Total debits:	92.99 DR
xxxx-xxxx-xxxx-2287	Closing balance:	0.00 CR
Currency		
AUD	Date from:	01 June 2018
	Date to:	30 June 2018

Transaction details

Date	Narrative	Reference	Debit amount	Credit amount	EOD balance
22/06/2018	CREDIT CARD PURCHASE AUSTRALIA POST - SOU SOUTH HEDLAND		16.40 DR		
22/06/2018	CREDIT CARD PURCHASE AUSTRALIA POST - SOU SOUTH HEDLAND		16.90 DR		33.30 DR
29/06/2018	CREDIT CARD PURCHASE COLES 0385 SOUTH HEDLAND		59.69 DR		59.69 DR

Transaction History Report (Continued)

<u>Account details</u>	<u>Account balance summary</u>	
Account name	Opening balance:	0.00 CR
Credit Card	Total credits:	0.00 CR
Account number	Total debits:	1,209.12 DR
xxxx-xxxx-xxxx-9507	Closing balance:	0.00 CR
Currency		
AUD	Date from:	01 June 2018
	Date to:	30 June 2018

Transaction details

Date	Narrative	Reference	Debit amount	Credit amount	EOD balance
11/06/2018	CREDIT CARD PURCHASE RLSSWA MOUNT CLAREMO		380.00 DR		380.00 DR
12/06/2018	CREDIT CARD PURCHASE WEBJET MELBOURNE		829.12 DR		829.12 DR

**Transaction History Report (Continued)**

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<u>Account details</u>	<u>Account balance summary</u>	
<b>Account name</b>	<b>Opening balance:</b>	0.00 CR
Credit Card	<b>Total credits:</b>	0.00 CR
<b>Account number</b>	<b>Total debits:</b>	232.32 DR
XXXX-XXXX-XXXX-6321	<b>Closing balance:</b>	0.00 CR
<b>Currency</b>		
AUD	<b>Date from:</b>	01 June 2018
	<b>Date to:</b>	30 June 2018

Transaction details

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Date	Narrative	Reference	Debit amount	Credit amount	EOD balance
22/06/2018	CREDIT CARD PURCHASE PH INTERNATIONAL AIR PORT HEDLAND		85.00 DR		85.00 DR
25/06/2018	CREDIT CARD PURCHASE MANTRA MACARTHUR CANBERRA		147.32 DR		147.32 DR

**Transaction History Report (Continued)**

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<u>Account details</u>	<u>Account balance summary</u>	
<b>Account name</b>	<b>Opening balance:</b>	unavailable
Credit Card	<b>Total credits:</b>	0.00 CR
<b>Account number</b>	<b>Total debits:</b>	0.00 DR
XXXX-XXXX-XXXX-3111	<b>Closing balance:</b>	unavailable
<b>Currency</b>		
AUD	<b>Date from:</b>	01 June 2018
	<b>Date to:</b>	30 June 2018

Transaction details

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No transactions found.

**11.2 Development, Sustainability and Lifestyle****11.2.1 Proposed Use Not Listed - Club Premises Lot 5873 (17) Schillaman Street, Wedgefield (File No. 2018/103)**

<b>Author</b>	Graduate Planner
<b>Authorising Officer</b>	Director Development, Sustainability and Lifestyle
<b>Disclosure of Interest</b>	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

**CM201819/018 OFFICER'S RECOMMENDATION/ COUNCIL DECISION****MOVED: CR DACCACHE****SECONDED: CR ARIF**

That Council, pursuant to Clause 68 (2) of Schedule 2 of Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* resolves to:

1. Approve the proposed 'Use Not Listed – Club Premises' land use on Lot 5873 (17) Schillaman Street, Wedgefield.
2. Advertise the proposed 'Use Not Listed – Club Premises' in accordance with Clause 64 (1) of Schedule 2 of Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of fourteen (14) days.
3. Following the conclusion of the advertising period, request submissions be presented back to Council to consider the approval of Development Application 2018/103 for the proposed "Use Not Listed – Club Premises and Ancillary Accommodation' on Lot 5873 (17) Schillaman Street, subject to the following conditions and advice notes:
  - a) This approval relates only to the proposed "Use Not Listed – Club Premises and Ancillary Accommodation", as indicated on the approved plans (DWG2018/103/1 – DWG2018/103/4). It does not relate to any other development on this lot.
  - b) If the development referred to in (1) above is not substantially commenced within a period of two (2) years from the date of this approval, the approval shall lapse and be of no further effect.
  - c) A minimum of eleven (11) car parking bays shall be provided as indicated on the approved site plan.
  - d) No car parking bays shall be obstructed in any way or used for any other purpose than car parking.

- e) The proposed accommodation shall be ancillary to the 'Club Premises' land use, and may permit a maximum of one (1) night stay at any given time.
- f) Landscaping is to be provided and maintained to the satisfaction of the Town of Port Hedland.
- g) Prior to the occupation of the development, access way(s), parking area(s), turning area(s) shall be constructed, kerbed, formed, graded, drained linemarked and finished with a sealed or paved surface by the developer to an approved design in accordance with Town Planning Scheme No. 5 and Australian Standards, to the satisfaction of the Town of Port Hedland.
- h) Prior to the occupation of the development, driveway(s) and crossovers shall be designed and constructed in accordance with Council's Crossover Policy 9/005, to the satisfaction of the Town of Port Hedland.
- i) Prior to the occupation of the development, suitable traffic control devices such as wheel stops to be installed to prevent vehicles interfering with pedestrian movements to the specification and satisfaction of the Town of Port Hedland.
- j) All stormwater must be retained onsite. Disposal to be designed in accordance with Council's Engineering Department Guidelines, to the satisfaction of the Town of Port Hedland.
- k) Dust and sand shall be controlled and contained in accordance with an approved dust management plan to the satisfaction of the Town of Port Hedland.
- l) Any alterations or relocation of existing infrastructure within the road reserve shall be carried out and reinstated to the specification and satisfaction of the Town of Port Hedland.

#### Advice Notes

- a) The approved development requires a Building Permit in accordance with the *Building Act 2011*.
- b) The applicant is reminded this a development approval only and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.
- c) All wastewater generated on the lot must be treated and disposed of via an on-site wastewater management system.

- d) The on-site wastewater management system must maintain compliance with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* and the *Environmental Protection (Unauthorised Discharges) Regulations 2004*.
- e) An application to Construct and Install an Apparatus for the Treatment of Sewage is required to be submitted prior to the Town's Environmental Health Department for assessment and approval.
- f) The development must maintain compliance with the *Health (Public Buildings) Regulations 1992*.
- g) An application for the Registration of a Lodging House must be submitted to the Town's Environmental Health Department for assessment and approval.
- i) The Lodging House must maintain compliance with the *Health (Miscellaneous Provisions) Act 1911* and the Town's Health Local Law 2016.
- h) Operation and activities of the development must maintain compliance with the *Environmental Protection (Noise) Regulations 1997*.
- i) Waste disposal and storage is to be carried out in accordance with the Town's Health Local Laws 1999

**CARRIED BY ABSOLUTE MAJORITY 8/0**

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## PURPOSE

The purpose of this report is for Council to determine the approval of the proposed 'use not listed – club premises' located on Lot 5873 (17) Schillaman Street, Wedgefield. An absolute majority vote is required to approve the proposed land use, and progress the application to advertising and to ultimately determine the application for development approval.



## BACKGROUND

The Town of Port Hedland received a development application from the Hedland Riders Association (HRA) on 6 July 2018 for a 'club premises' land use. The Hedland Riders Association are a self-funded community' group which was established in 1992, and have been an active member in the greater Port Hedland community. Following increases in rent charges at the current club location, the HRA sought a new location to continue club operations and expand. The Town of Port Hedland leased Lot 5873 (17) Schillaman Street to HRA on 1 August 2017, zoned transport development under the Town of Port Hedland Local Planning Scheme No. 5 (LPS5), with the permitted purpose listed on the lease stating 'club use and uses reasonably ancillary thereto'.

## DETAIL

The application for a 'Use not listed – Club premises', proposes the development of a clubhouse, ancillary accommodation and ablution facilities to be used by the Hedland Riders Association. The *Planning and Development (Local Planning Schemes) Regulations 2015* defines a 'Club Premises' as a:

*'Premises used by a legally constituted club or association or other body of persons united by a common interest'.*

The proposed development will provide facilities to be used for general purposes by club members, as well as holding functions and events for the greater community. The applicant has stated that the proposed accommodation is to be utilised to accommodate families and singles when functions or events are held by the club, and will also be available to members of similar clubs in the region who may be passing through Port Hedland and require accommodation for the night. There will be a maximum one (1) night stay permitted on the premises at any given time. The applicant was advised that residential development does not meet the transport development zone objectives and is discouraged in the Wedgefield Industrial area, but intends to proceed with the application including the accommodation option.

Under LP5, 'Club Premises' is not a defined land use and therefore is considered as a 'Use Not Listed'. Clause 3.2.6 of LPS5 states:

*If the development of land for a particular purpose is not specifically mentioned in the zoning table and cannot reasonably be included in the definition of one of the development categories the local government may determine:*

- a) *That the development or use is not consistent with the objectives and purposes of the particular zone or precinct and is, therefore, not permitted, or*
- b) *By absolute majority that the proposed development may be consistent with the objectives and purposes of the zone and an application for development approval should be determined in accordance with Part 9 of the deemed provisions, including the advertising procedures under Clause 64 of the deemed provisions.*

The objectives of the transport development zone are defined under Clause 5.6.10 of LPS5:

*The purpose of the Transport Development Zone is to:*

- a) *Accommodate and prioritise the operation of over-sized equipment and services supporting transport industry;*
- b) *Provide a range of industrial development, including manufacturing, servicing, storage and distribution, which by the nature of their operations may need to be separated from residential and other sensitive land uses;*
- c) *Ensure that industry operations do not detract from the amenity of sensitive land uses in adjacent zones and conforms to relevant environmental standards;*
- d) *Recognise the relationship that has emerged in the broader industrial area between caretaker's dwellings and industry and prohibit further introduction of new residential uses, and;*
- e) *Prohibit inappropriate uses within the zone to minimise land use conflicts and address environmental impacts.*

The proposed use not listed – 'Club Premises' can be considered consistent with the transport development zone objectives because:

- The operations and nature of the proposed land use will not negatively impact on the amenity of surrounding land uses, including nearby sensitive land uses;
- Landscaping and soft design features will improve environmental aesthetics and amenity of the site and surroundings;
- Traffic movement and noise generated from the development will have minimal impacts on existing and future surrounding developments;
- The proposed land use is not seen to have the potential to cause land use conflicts with existing and future land uses within the transport development zone;
- The proposed accommodation will permit a maximum one (1) night stay at any time.

The proposed 'Use not listed – Club premises' land use is also consistent with General Scheme Objectives Clause 1.5 (a) of LPS5, which states:

- a) *Encourage an appropriate balance between economic and social development, conservation of the natural environment, and improvements in lifestyle and amenity.*

The proposed 'Use not listed – 'Club premises' is considered consistent with this Scheme Objective because:

- The development of the Hedland Riders Association will improve the lifestyle and social aspects of club members and future potential members

- The club is responsible for events, fundraisers and general community work which positively contribute to the Hedland community
- The development will have minimal environmental impact and will improve the amenity of the surrounding area

The subject land is reserved for 'Club Purposes'. The Town of Port Hedland, the Management Authority of the land, leased the lot (Reserve Number 43881) to the HRA on August 1 2017. The final lease states the permitted purpose is for 'club use and uses reasonably ancillary there to'. The proposal is seen to be consistent with the transport development zone objectives and general scheme objectives. It will support social and lifestyle aspects of Port Hedland residents, and will not impact on surrounding land uses in a negative manner. It is also consistent with the reserve purpose of the land.

### LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of low significance, because the proposed land use is considered to have minimal impact on surrounding land uses and on social, environmental and economic factors.

### CONSULTATION

#### *Internal*

The application was referred internally to the Town's Infrastructure and Town Services and Environmental Health departments. Comments received have been considered and included as conditions and advice notes which form the development approval.

#### *Community*

The application has not been publically advertised. If Council determine to approve the 'Use Not Listed – Club Premises', the application will be advertised in the North West Telegraph and copies of plans will be made available to the public for a period of fourteen (14) days, in accordance with the provisions of *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 –Clause 64.

### LEGISLATION AND POLICY CONSIDERATIONS

The proposed development application has been assessed in accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015* Schedule 2 – Deemed Provisions for Local Planning Schemes and the following clauses of the Town of Port Hedland Town Planning Scheme No. 5:

- Part I – Preliminary
  - Clause 1.5 – Scheme Objectives
- Part III – Zones
  - Clause 3.1 – Categories
  - Clause 3.2 – Zoning Table
- Part V – Development Requirements
  - Clause 5.6 - Industry
  - Clause 5.6.10 – Transport Development Zone
  - Clause 5.8 – Vehicle and Vehicle Areas
  - Clause 5.9 – Landscaping, Screening and Fencing

- Appendix 1 – Definitions

### FINANCIAL AND RESOURCES IMPLICATIONS

The Town received a development application fee of \$1,600.00 from the applicant. There are no other financial implications associated with this proposal.

### STRATEGIC AND SUSTAINABILITY IMPLICATIONS

The following sections of the Council’s *Strategic Community Plan 2018-2028* are applicable in the consideration of this item:

#### **Our Community**

*We honour our people and our cultural heritage – ensuring wellbeing, diversity, creativity and a strong civic dialogue.*

##### **1.a Hardy Healthy and Safe People**

1.a.6 Town-wide health, safety, recreation and sporting activities and services

##### **1.d Well Utilised and Valued Community Facilities and Services**

1.d.1 The present and future facilities and requirements of the Town are planned for and developed in-line with relevant facility standards and community needs

1.d.2 Facilities and community infrastructure are revitalised across the Town

1.d.3 Facilities and community infrastructure are well maintained, managed and fit for purpose to provide a range of lifestyle opportunities

#### **Our Built and Natural Environment**

*We treasure and protect our natural environment and provide sustainable and resilient infrastructure and built form.*

##### **3.b A safe and fit for-purpose built environment**

3.b.1 The present and future needs for serviced land and infrastructure provision are identified, planned and developed

#### **Our Leadership**

*We are united in our actions to connect, listen, support and advocate thereby leveraging the potential of our people, places and resources.*

##### **4.a A global, national, state and local presence and voice**

4.a.3 A positive narrative and unique brand is developed and promoted

##### **4.c Effective delivery of services and infrastructure to meet community needs**

4.c.4 Efficiency strategies across the Town’s infrastructure and amenity assets are implemented

There are no significant identifiable environmental, social or economic impacts relating to this item.

### RISK MANAGEMENT CONSIDERATIONS

As per the risk matrix contained in policy 1/022 ‘Risk Management’, the level of risk is considered to be medium (8). This risk rating is applicable because if not approved the Hedland Riders Association may not have the capability to construct new club facilities and membership within the Hedland community may be negatively impacted.

**OPTIONS**

*Option 1 - Adopt Officers Recommendation*

*Option 2 – Amended Officers Recommendation – Approve ‘Use Not Listed – Club Premises’ subject to the removal of proposed ancillary accommodation:*

**That Council, pursuant to Clause 68 (2) of Schedule 2 of Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* resolves to:**

- 1. Approve the proposed ‘Use Not Listed – Club Premises’ on Lot 5873 (17) Schillaman Street, Wedgefield.**
- 2. Advertise the proposed ‘Use Not Listed – Club Premises’ in accordance with Clause 64 (1) of Schedule 2 of Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* for a period of fourteen (14) days.**
- 3. Following the conclusion of the advertising period, request submissions be presented back to Council to consider the approval of Development Application 2018/103 for the proposed “Use Not Listed – Club Premises’ on Lot 5873 (17) Schillaman Street, subject to the following conditions and advice notes**
  - a) This approval relates only to the proposed “Use Not Listed – Club Premises”, as indicated on the approved plans (DWG2018/103/1 – DWG2018/103/4). It does not relate to any other development on this lot.**
  - b) If the development referred to in (1) above is not substantially commenced within a period of two (2) years from the date of this approval, the approval shall lapse and be of no further effect.**
  - c) A minimum of eleven (11) car parking bays shall be provided as indicated on the approved site plan.**
  - d) No car parking bays shall be obstructed in any way or used for any other purpose than car parking.**
  - e) Landscaping is to be provided and maintained to the satisfaction of the Town of Port Hedland.**
  - f) Prior to the occupation of the development, access way(s), parking area(s), turning area(s) shall be constructed, kerbed, formed, graded, drained linemarked and finished with a sealed or paved surface by the developer to an approved design in accordance with Town Planning Scheme No. 5 and Australian Standards, to the satisfaction of the Town of Port Hedland.**
  - g) Prior to the occupation of the development, driveway(s) and crossovers shall be designed and constructed in accordance with Council’s Crossover Policy 9/005, to the satisfaction of the Town of Port Hedland.**

- h) Prior to the occupation of the development, suitable traffic control devices such as wheel stops to be installed to prevent vehicles interfering with pedestrian movements to the specification and satisfaction of the Town of Port Hedland.
- i) All stormwater must be retained onsite. Disposal to be designed in accordance with Council's Engineering Department Guidelines, to the satisfaction of the Town of Port Hedland.
- j) Dust and sand shall be controlled and contained in accordance with an approved dust management plan to the satisfaction of the Town of Port Hedland.
- k) Any alterations or relocation of existing infrastructure within the road reserve shall be carried out and reinstated to the specification and satisfaction of the Town of Port Hedland.

4. Advise Hedland Riders Association of the following:

- a) The approved development requires a Building Permit in accordance with the *Building Act 2011*.
- b) The applicant is reminded this a development approval only and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.
- c) All wastewater generated on the lot must be treated and disposed of via an on-site wastewater management system.
- d) The on-site wastewater management system must maintain compliance with the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974* and the *Environmental Protection (Unauthorised Discharges) Regulations 2004*.
- e) An application to Construct and Install an Apparatus for the Treatment of Sewage is required to be submitted prior to the Town's Environmental Health Department for assessment and approval.
- f) The development must maintain compliance with the *Health (Public Buildings) Regulations 1992*.
- g) Operation and activities of the development must maintain compliance with the *Environmental Protection (Noise) Regulations 1997*.
- h) Waste disposal and storage is to be carried out in accordance with the Town's Health Local Laws 1999

*Option 3 - Do not adopt Officers Recommendation*

**CONCLUSION**

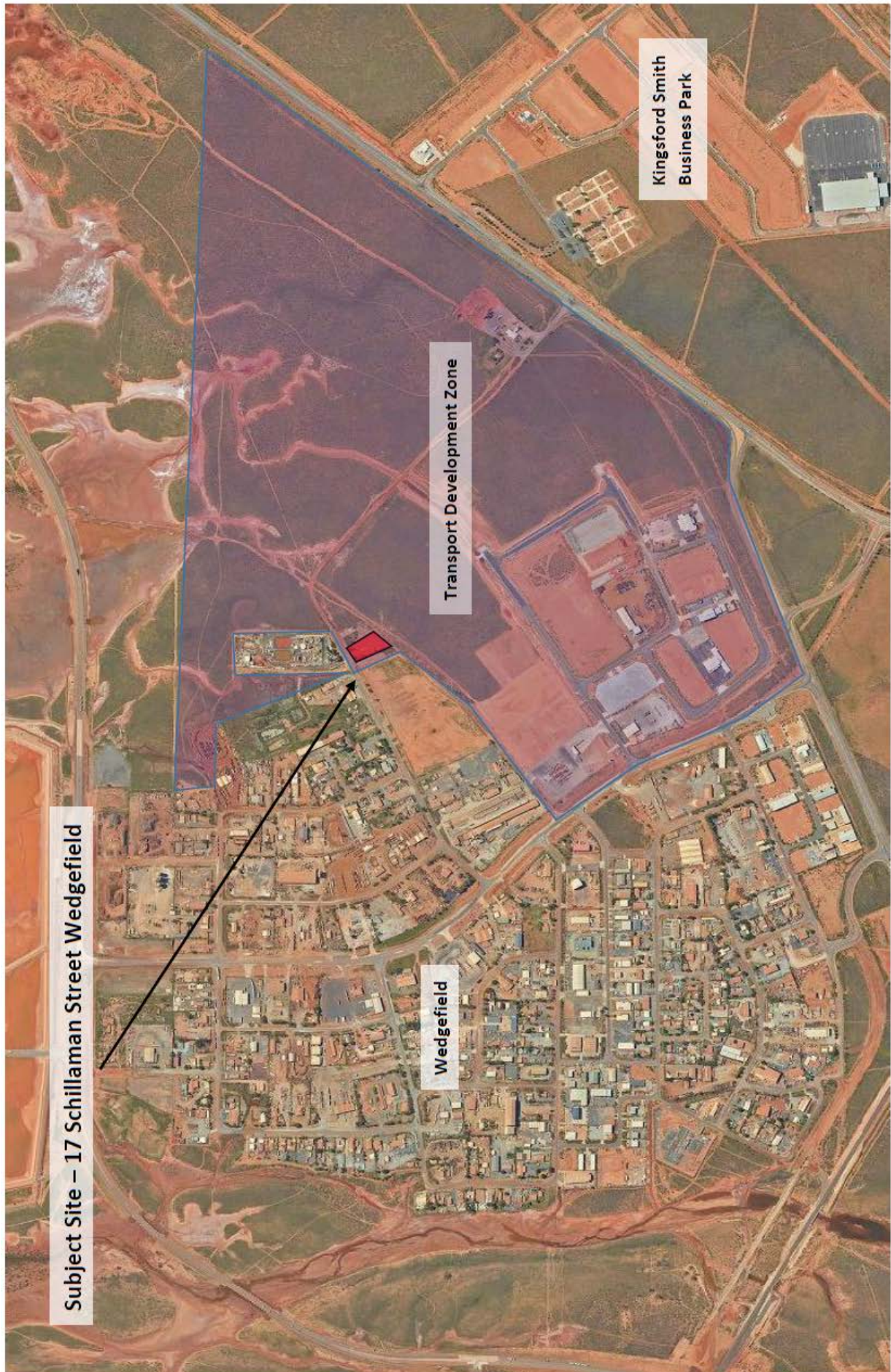
The proposed development of the 'Use not listed – Club premises' land use will allow for the establishment of a new facility for the Hedland Riders Association. The proposed land use is considered to be consistent with the transport development zone objectives and Scheme objectives, and will not cause or enhance any land use conflicts.

**ATTACHMENTS**

1. Site Plan
2. Development Plans
3. Cover Letter

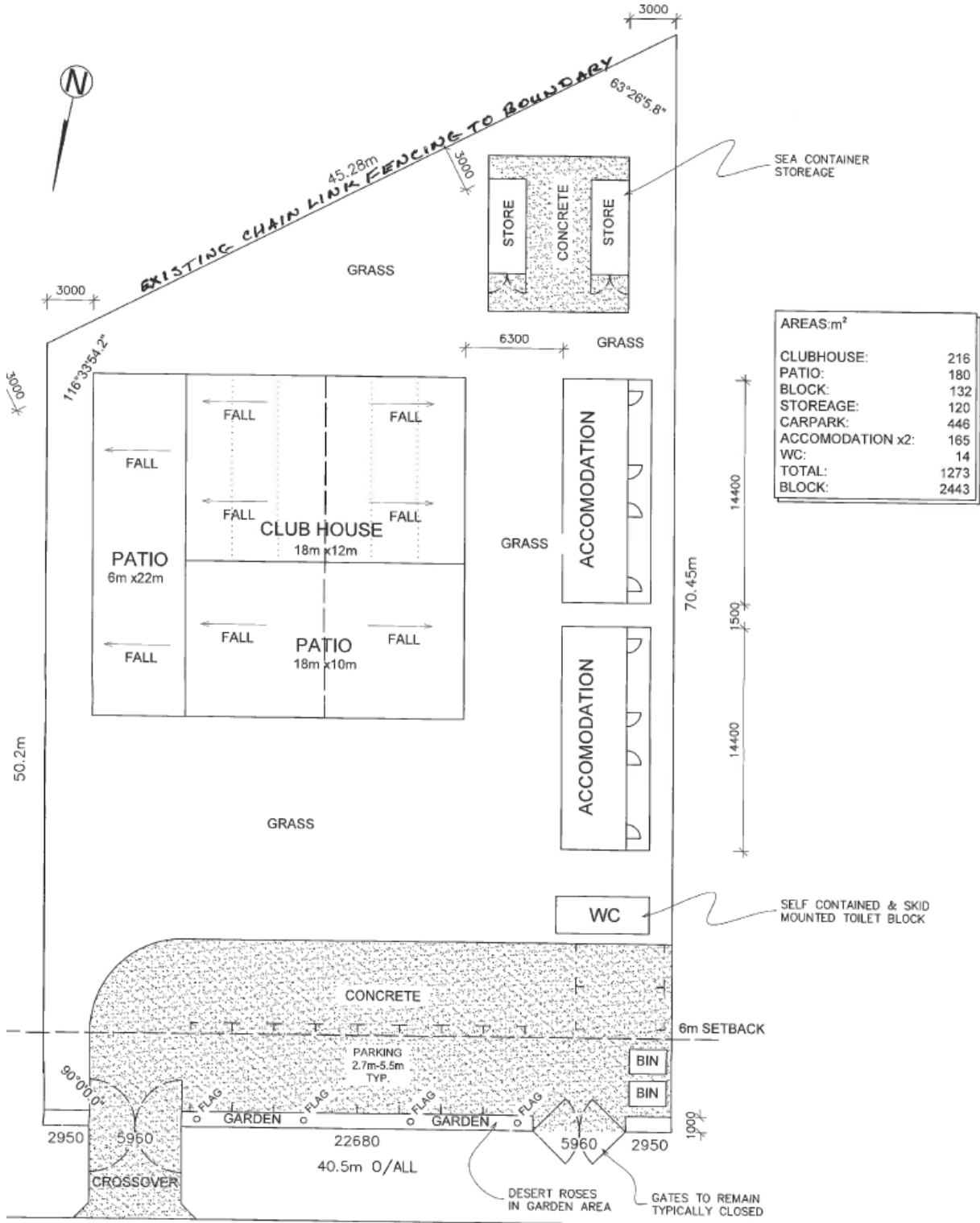


ATTACHMENT 1 TO ITEM 11.2.1





ATTACHMENT 2 TO ITEM 11.2.1



AREAS:m <sup>2</sup>	
CLUBHOUSE:	216
PATIO:	180
BLOCK:	132
STORAGE:	120
CARPARK:	446
ACCOMODATION x2:	165
WC:	14
TOTAL:	1273
BLOCK:	2443

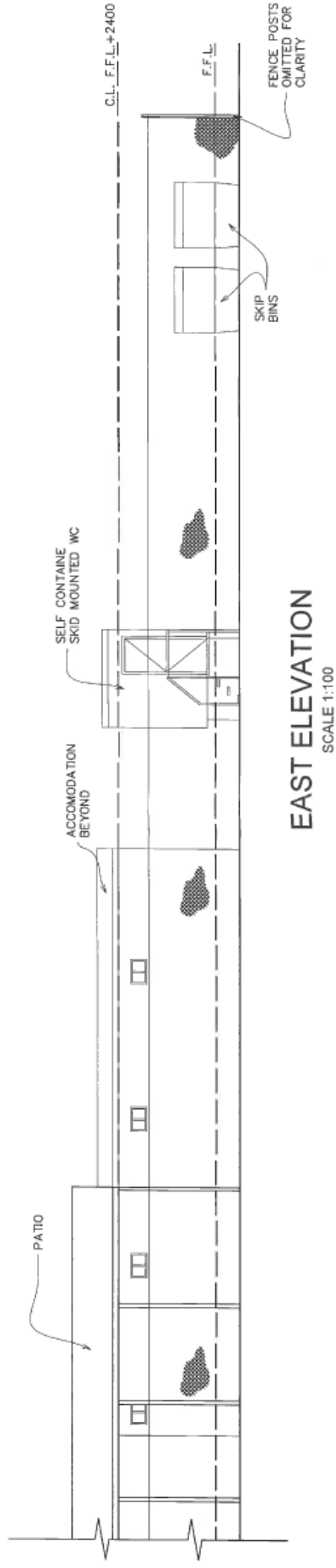
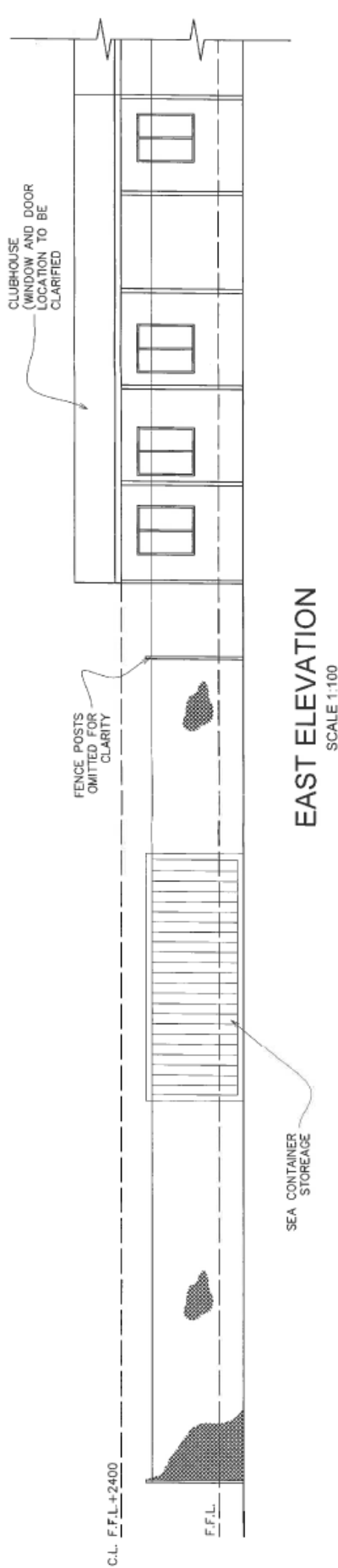
SCHILLIMAN ROAD

**PROPOSED NEW CLUB PROPERTY DEVELOPMENT**

PLANNING DRAWINGS ONLY  
NOT ISSUED FOR CONSTRUCTION

Drawn: G.WATERS  
Date: 21/06/18  
Dwg: 18-001 HRA (SHEET 1/4)  
Scale: 1:200  
DO NOT SCALE FROM DRAWING

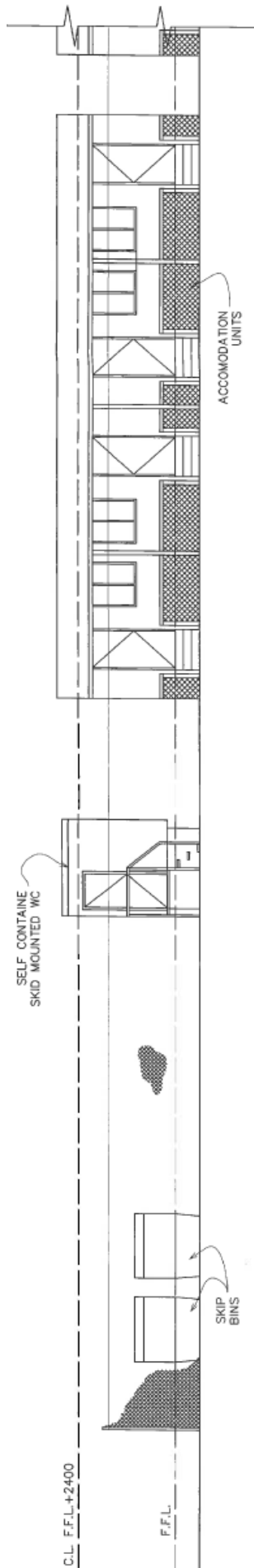
HEDLAND RIDERS ASSOC.  
@ 17 SCHILLIMAN DRIVE  
WEDGEFIELD, W.A.6721



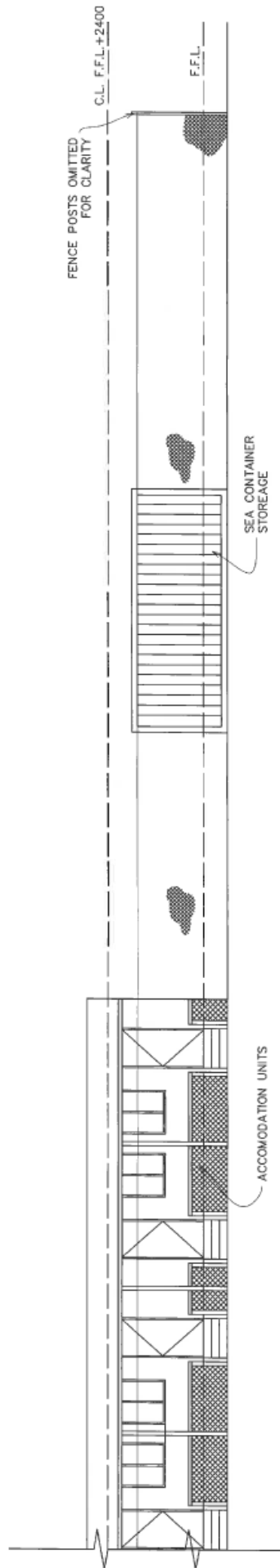
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Date: 21/06/18  
Dwg: 18-001 HRA (SHEET 3/4)  
Scale: 1:100  
DO NOT SCALE FROM DRAWING

PROPOSED NEW CLUB PROPERTY DEVELOPMENT  
HEDLAND RIDERS ASSOC.  
@ 17 SCHILLIMAN DRIVE  
WEDGEFIELD, W.A.6721

PLANNING DRAWINGS ONLY  
NOT ISSUED FOR CONSTRUCTION



WEST ELEVATION  
SCALE 1:100



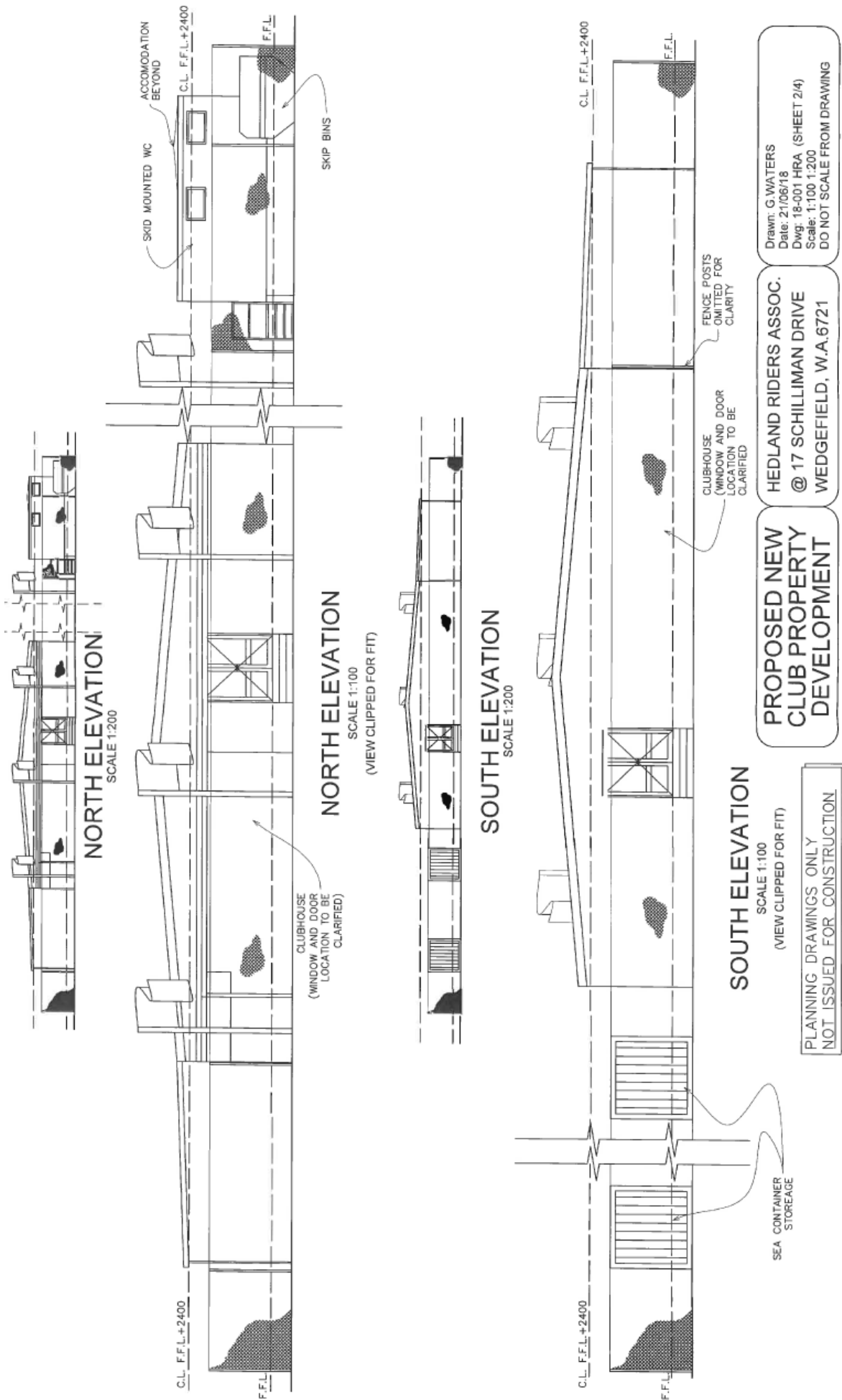
WEST ELEVATION  
SCALE 1:100

Drawn: G.WATERS  
Date: 21/06/18  
Dwg: 18-001 HRA (SHEET 4/4)  
Scale: 1:100  
DO NOT SCALE FROM DRAWING

HEDLAND RIDERS ASSOC.  
@ 17 SCHILLIMAN DRIVE  
WEDGEFIELD, W.A.6721

PROPOSED NEW  
CLUB PROPERTY  
DEVELOPMENT

PLANNING DRAWINGS ONLY  
NOT ISSUED FOR CONSTRUCTION



**ATTACHMENT 3 TO ITEM 11.2.1**



Hedland Riders Association  
 Hedland Motorcycle Riders Association  
 Registration: A1002583W  
 Hedland.Riders@hotmail.com

Re: property Development at 17 Schilliman Way, Wedgefield

Dear Sir/Madam,

The **Hedland Riders Association (HRA)** is a focused interest group that has been a part of the Hedland community for twenty-six years.

The club was formed for members who love riding and owning motor cycles primarily, however, the HRA has a strong focus on the greater community and to that end the organization puts a great deal of effort into raising funds to support a variety of community groups that, require funds to themselves, grow.

With that in mind the HRA wishes to develop a new property at 17 Schilliman Way in Wedgefield to further support the community and develop and grow as a very functional part of the greater Hedland area.

It is envisioned that the new property will have a larger club house for meetings and social and fund-raising events. As a responsible organisation the HRA also wish to be able to offer accommodation for single night use to accommodate visitors visiting from other Pilbara communities, the use of visitors who become unsafe for road use and to allow a place for young children to retire to when they become tired.

It is envisioned to connect the accommodation units, which each have full ensuites, to septic systems and leach drains designed and constructed to council regulations.

The toilet block shown on the drawings attached is currently fully self-contained with its own waste storage. In the future this may change and be connected to the septic system installed.

As the HRA is very much a family-oriented organisation It is intended to maintain large grassed areas. An advantage of doing so is the grounds ability to absorb water from rain run off and this method is how the HRA organization desires to keep the rain water run off within the property boundaries. Additionally, the HRA intend to stock a front boundary garden with predominantly, Dessert Roses which are currently being nurtured for that purpose.

The HRA on occasion, are asked to host other social group activities, birthday parties and group celebrations. To be able to accommodate some of theses events the HRA intend to install bar facilities and obtain restricted liquor licenses when a group require it. Predominantly, a bar type atmosphere is for the pleasure and comfort of members as this type of environment is conducive to pleasant social interaction.





Hedland Riders Association  
Hedland Motorcycle Riders Association  
Registration: A1002583W  
Hedland.Riders@hotmail.com

As a long-standing member of the Hedland community, significantly supporting Hedland community groups and schools, the Hedland Riders Association are self-funded by it's members who work tirelessly to develop and grow a supportive and safe environment that they and their families can enjoy. With that in mind it is hoped that the members and staff of the Hedland council will look favourably upon this proposal to develop new club premises to be located at 17 Schilliman Way, Wedgefield.

Sincerely yours,

A handwritten signature in black ink, appearing to read 'Gary Waters', written over a horizontal line.

Gary Waters,

For and on the behalf of The Hedland Riders Association.

0457 263 182

geveuu@gmail.com

**11.3 Infrastructure and Town Services**

**11.3.1 Adoption of Policy 13/015 ‘Waste Collection Service Charges’  
(File No. 04/03/0001)**

Author	Manager Waste Operations
Authorising Officer	Director Infrastructure and Town Services
Disclosure of Interest	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

**CM201819/019 OFFICER’S RECOMMENDATION/ COUNCIL DECISION**

**MOVED: CR ARIF**

**SECONDED: CR MCDONOGH**

**That Council adopt Policy 13/015 ‘Waste Collection Service Charges’ as per attachment 1.**

**CARRIED 8/0**

**PURPOSE**

The purpose of this report is for Council to consider the adoption of proposed Policy 13/015 ‘Waste Collection Service Charges’.

**DETAIL**

The Town imposes a receptacle charge for the proper disposal of waste in respect of premises provided with a waste service pursuant to section 67 of the *Waste Avoidance and Resource Recovery Act 2007*.

The Town’s Fees and Charges Schedule provides for charging of the collection services, categorised as classic and premium collection.

The attached proposed policy defines these services and details the criteria that determines the categorisation of a premises collection service.

The Waste Operations business unit has categorised each of the available collection services based on operational and safety requirements involved in delivering a collection service to a premises.

The fees and charges for each type of collection service is calculated solely on a cost recovery model. The discrepancy between the charges requires a formalised policy to mitigate any negative perceptions in regards to the application of services to a premises.

This Policy replaces the previous Waste Collection Policy 13/007 from the Town of Port Hedland’s Policy Manual (2004), which was rescinded in October 2014.

## LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is not considered significant as it does not meet any criteria under the policy.

## CONSULTATION

### *Internal*

The Town's Planning Department have been consulted and requested to factor in this policy during the development applications approval process.

The Legal Advisor has also been consulted to provide guidance in relation to the application of fees and charges for Waste Management Services through the *Local Government Act 1995*.

## LEGISLATION AND POLICY CONSIDERATIONS

The *Waste Avoidance and Resource Recovery Act 2007* confers Council with the powers to adopt specific laws and policies for governing waste within its jurisdiction.

The *Local Government Act 1995* confers on Council the powers to charge for waste management services.

## FINANCIAL AND RESOURCES IMPLICATIONS

The current fees and charges submitted in the 2018/19 Budget for kerbside waste collections are as follows:

- Premium Collection charge \$700 per year; and
- Classic Collection charge \$292.50 per year.

## STRATEGIC AND SUSTAINABILITY IMPLICATIONS

There are no significant identifiable environmental, social or economic impacts relating to the adoption of this policy.

## RISK MANAGEMENT CONSIDERATIONS

As per the risk matrix contained in policy 1/022 'Risk Management', the level of risk is considered insignificant.

There is a risk of rate payers to be confused about what determines the type of refuse collection is provided for their premises if this policy is not adopted.

## OPTIONS

*Option 1 - Adopt Officer's Recommendation*

*Option 2 – Do not adopt Officer's Recommendation*

## CONCLUSION

The Town imposes a receptacle charge for the proper disposal of waste in respect of premises provided with a waste service pursuant to section 67 of the *Waste Avoidance and Resource Recovery Act 2007*.

The Town's Fees and Charges Schedule separates that charge into a classic collection service and a premium collection service. This proposed policy details the criteria by which that categorisation of collection service is determined and is required to formalise guidance on the application of the refuse collection charge.

## ATTACHMENTS

1. Proposed Policy 13/015 'Waste Collection Service Charges'



13/015 Waste Collection Service Charges

1. Objective

The Town imposes a receptacle charge for the proper disposal of waste in respect of premises provided with a waste service pursuant to see 67 of the *Waste Avoidance and Resource Recovery Act 2007*.

The Fees and Charges Schedule separates that charge into a classic collection service and a premium collection service. This policy details the criteria by which that categorisation of collection service is determined.

2. Content

**Premium Collection**

A premium bin collection is applied for one, or more, of the following reasons:

- Those residences or commercial properties requiring a number of mobile garbage bins to be collected and emptied from within the property. For example a unit or complex with multiple residences;
- Residences or commercial properties with insufficient verge space for bins to be safely collected by a refuse vehicle;
- Residences or commercial properties whose bin compound(s) is inaccessible to a refuse vehicle and requires the refuse vehicle operator to remove the bins from the compound and empty them individually; or
- A resident qualifies for this service under the Towns Disability Access and Inclusion Plan (DAIP).

**Classic Collection**

A classic bin collection is the standard collection service applied provided that a residence or commercial property does not have more than one collection per week and:

- Bins are placed on the kerb/verge for collection on a set day once per week; and
- The resident or property does not have multiple occupancies.

**Definitions**

'Nil.'

Relevant legislation	<i>Waste Avoidance and Resource Recovery Act 2007, Local Government Act 1995</i>
Delegated authority	Not applicable
Business unit	Waste Operations
Directorate	Infrastructure & Town Services



**Policy**

<i>Governance to complete this section</i>			
Version Control	Version No.	Resolution No.	Adoption date
	Draft		
Review frequency	Annually		

**Document Control Statement** – The electronic reference copy of this Policy is maintained by the Governance Team. Any printed copy may not be up to date and you are advised to check the electronic copy at <http://www.porthedland.wa.gov.au/documents/public-documents/policies> to ensure that you have the current version. Alternatively, you may contact the Governance Team.

DRAFT



**Item 12 Reports of Committees**

Nil

**Item 13 Motions of Which Previous Notice Has Been Given**

Nil

**Item 14 New Business of an Urgent Nature**

6:14pm Councillor McDonogh declared a financial interest in item 14.1 'Recommendation to Joint Development Assessment Panel on Wodgina Aerodrome', as his employer has large value transactions with Mineral Resources Limited. Councillor McDonogh left the room.

6:15pm Councillor Daccache declared a financial interest in item 14.1 'Recommendation to Joint Development Assessment Panel on Wodgina Aerodrome', as he owns shares in Mineral Resources Ltd which are valued over the threshold. Councillor Daccache left the room.

**CM201819/020 COUNCIL DECISION**

**MOVED: CR PITT**

**SECONDED: CR ARIF**

**That Council consider late item 14.1 'Recommendation to Joint Development Assessment Panel on Wodgina Aerodrome'.**

***CARRIED 6/0***

**14.1 Recommendation to Joint Development Assessment Panel on Wodgina Aerodrome (File No. 2018/080)**

Author	Graduate Planner
Authorising Officer	Director Development, Sustainability and Lifestyle
Disclosure of Interest	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

**OFFICER'S RECOMMENDATION**

That Council recommends the Kimberley/Pilbara/Gascoyne Joint Development Assessment Panel:

1. Approve DAP Application reference DAP/18/01447 and accompanying plans in accordance with Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the Town of Port Hedland Local Planning Scheme No. 5 subject to the following conditions and advice notes:

## Conditions

1. This approval relates only to the proposed “Aerodrome” and “Associated Infrastructure”, as indicated on the approved plans (DRG2018/080/1 – DRG2018/080/7).
2. This decision constitutes development approval only and is valid for a period of two (2) years from the date of approval. If the subject development is not substantially commenced within the two (2) year period, the approval shall lapse and be of no further effect.
3. The development referred to in Condition (2) is only valid for a period of ten (10) years from the date of this approval. Upon expiring, the applicant/tenure holder shall return the land to its original state, to the satisfaction of the Town of Port Hedland.
4. The development referred to in Condition (2) is only valid should Mineral Resources Limited develop downstream processing at Wodgina. If a downstream processing plant is not developed, the approval shall lapse and be of no further effect.
5. This approval is applicable only to Mineral Resources Limited. The “Aerodrome” and “Associated Infrastructure” shall not be offered for use to any other party.
6. A Site Rehabilitation Plan (SRP) shall be submitted to the Town for endorsement three (3) months prior to the lapse of this approval, as outlined in (c) above. The endorsed Site Rehabilitation Plan shall be completed to the Town’s satisfaction in accordance with works specified in the endorsed Site Rehabilitation Plan.
7. Access to the site from Great Northern Highway shall be constructed to the Town’s satisfaction prior to occupation of the development.
8. No earthworks (including batters), construction work, plant or materials shall intrude onto adjacent land without the prior approval of the Town.
9. All landscaping areas shall be maintained to the satisfaction of the Town.
10. Compaction and stabilisation must be carried out to the satisfaction of the Town.
11. A Bushfire Attack Level assessment is required to be undertaken by a “Level 1 BAL Assessor” or accredited “Bushfire Planning Practitioner” as per clause 6.5 of *State Planning Policy 3.7 – Planning in Bushfire Prone Areas* and recommendations implemented to the satisfaction of the Town of Port Hedland.
12. Prior to the occupation of the development, access way(s), parking area(s), turning area(s) shall be constructed, kerbed, formed, graded, drained, linemarked and finished with a sealed or paved surface by the developer to an approved design in accordance with Local Planning Scheme No. 5 and Australian Standards, to the satisfaction of the Town of Port Hedland.
13. Prior to occupation of the development, lighting shall be installed along all driveway(s), access way(s), parking area(s), turning area(s) and pedestrian

- pathways by the developer. Design and Construction standards shall be in accordance with relevant Australian Standards and to the satisfaction of the Town.
14. Prior to the issuing of an Occupancy Permit, the applicant shall provide a stormwater management plan developed in accordance with the Town's Works and Services Guidelines to the satisfaction of the Town.
  15. Prior to the issuing of an Occupancy Permit, a Rubbish Collection Strategy/Management Plan shall be submitted for approval by the Town.
  16. A traffic assessment statement to be provided to address the risk of possible adverse impacts to traffic movement along the Great Northern Highway.
  17. The developer shall be responsible for all internal road maintenance during and after haulage campaigns to the satisfaction of the Town.
  18. Car and bus parking and manoeuvring areas shall be provided wholly within the boundaries of L45/93 and L45/437.
  19. No parking bays shall be obstructed in any way or used for any other purpose than parking.
  20. Dust and sand shall be controlled and contained in accordance with an approved dust management plan to the satisfaction of the Town.

#### Advice Notes

- a. The approved development requires a Building Permit in accordance with the *Building Act 2011*.
- b. The applicant is reminded that this a development approval only and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.
- c. Prior to the commencement of any works, all levels of the sites shall be in accordance with a 1:100 year flood event to be determined by a suitably qualified engineer at the applicants cost.
- d. This land is located in an area likely to be subject to inundation and flooding over the next 100 years.
- e. The development must comply with all legislation, regulations and guidance material that forms the aviation framework as outlined by the Civil Aviation Safety Authority and all aerodrome operations rules and regulations as outlined by Department of Transport and Regional Services.
- f. In relation to suitable construction of access from Great Northern Highway as stated in Condition (7), prior to the submission of a Building Permit application, written advice is to be submitted to the Town demonstrating that the developer has liaised with Main Roads WA with regard to the construction and location of the crossover from Great Northern Highway, and Main Roads WA are satisfied with the access configuration and specification.

- g. All wastewater generated on-site must be treated and disposed of via an apparatus that is approved by the Town under the *Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974*.
- h. Waste disposal and storage is to be carried out in accordance with The Town's *Health Local Laws 1999* and *Environmental Protection Act 1986*.
- i. All public buildings must be compliant and approved by the Town under the *Health (Public Building) Regulations 1992* and *Health (Miscellaneous Provisions) Act 1911*.
- j. The development must be compliant with the *Airports (Environment Protection) Regulations 1997*.
- k. Ensure that the aerodrome and all aircrafts are certified with the Civil Aviation Safety Authority and that the development is compliant with the *Civil Aviation Safety Act 1988*.
- l. The development must be compliant with the *Building Regulations 2012*
- m. The jet fuel storage facility must be compliant and approved under the *Dangerous Goods Safety Act 2004* and *Environmental Protection Act 1986*.
- n. All food premises within the development must be licensed under the *Food Act 2008*.
- o. Potable water must be made available in compliance with the Australian Drinking Water Guidelines 2011.
- p. Emergency Management Plan details shall be provided to the Town's Environmental Health and Community Safety team which details measures to be implemented and safety procedures including but not limited to:
  - i. Monitoring weather patterns and the response procedures to favourable and unfavourable weather conditions
  - ii. Monitoring procedures for animals such as birds in liaison with the Australian Aviation Wildlife Hazard Group

**AMENDED OFFICER'S RECOMMENDATION/ MOTION**

MOVED: DEPUTY MAYOR NEWBERY

SECONDED: MAYOR BLANCO

That Council recommends the Kimberley/Pilbara/Gascoyne Joint Development Assessment Panel:

1. Approve DAP Application reference DAP/18/01447 and accompanying plans in accordance with Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of the Town of Port Hedland Local Planning Scheme No. 5 subject to the following conditions and advice notes:

Conditions

1. This approval relates only to the proposed "Aerodrome" and "Associated Infrastructure", as indicated on the approved plans (DRG2018/080/1 – DRG2018/080/7).
2. This decision constitutes development approval only and is valid for a period of two (2) years from the date of approval. If the subject development is not substantially commenced within the two (2) year period, the approval shall lapse and be of no further effect.
3. The development referred to in Condition (1) is only valid should downstream processing be developed at Wodgina mine. If substantial development of downstream processing has not commenced within the two (2) year period referred to in condition (2) above, the approval shall lapse and be of no further effect.
4. The "Aerodrome" and "Associated Infrastructure" shall not be offered for use to or by any other party that is not the holder of miscellaneous licenses L45/437 and L45/93.
5. A Site Rehabilitation Plan (SRP) shall be submitted to the Town for endorsement one (1) year prior to the expiry of miscellaneous licenses L45/437 and L45/93. The endorsed Site Rehabilitation Plan shall be completed to the Town's satisfaction in accordance with works specified in the endorsed Site Rehabilitation Plan.
6. Access to the site from Great Northern Highway shall be constructed to the specification of Main Roads Western Australia and to the satisfaction of the Town of Port Hedland.
7. A traffic impact assessment is to be provided to the specification of Main Roads Western Australia to address the risk of possible adverse impacts to traffic movement along the Great Northern Highway.
8. No earthworks (including batters), construction work, plant or materials shall intrude onto adjacent land without the prior approval of the Town of Port Hedland.
9. Compaction and stabilisation must be carried out to the satisfaction of the Town of Port Hedland.

10. Prior to the issuing of an Occupancy Permit, a noise modelling assessment which addresses noise impacts of the proposed development on Yandeyarra Community must be completed to the satisfaction of the Town of Port Hedland.
11. Prior to the issuing of an Occupancy Permit, a Bushfire Attack Level Assessment is required to be undertaken by a "Level 1 BAL Assessor" or accredited "Bushfire Planning Practitioner" as per clause 6.5 of State Planning Policy 3.7 – Planning in Bushfire Prone Areas and recommendations implemented to the satisfaction of the Town of Port Hedland.
12. Prior to the occupation of the development, access way(s), parking area(s), turning area(s) shall be constructed, kerbed, formed, graded, drained, linemarked and finished with a sealed or paved surface by the developer to an approved design in accordance with Local Planning Scheme No. 5 and Australian Standards, to the satisfaction of the Town of Port Hedland.
13. Prior to occupation of the development, lighting shall be installed along all driveway(s), access way(s), parking area(s), turning area(s) and pedestrian pathways by the developer. Design and Construction standards shall be in accordance with relevant Australian Standards and to the satisfaction of the Town of Port Hedland.
14. Prior to the issuing of an Occupancy Permit, the applicant shall provide a stormwater management plan developed in accordance with the Town's Works and Services Guidelines to the satisfaction of the Town of Port Hedland.
15. Prior to the issuing of an Occupancy Permit, a Rubbish Collection Strategy/Management Plan shall be submitted for approval by the Town of Port Hedland.
16. The developer shall be responsible for all internal road maintenance during and after haulage campaigns to the satisfaction of the Town of Port Hedland.
17. Car and bus parking and manoeuvring areas shall be provided wholly within the boundaries of L45/93 and L45/437.
18. No parking bays shall be obstructed in any way or used for any other purpose than parking.
19. Dust and sand shall be controlled and contained in accordance with an approved dust management plan to the satisfaction of the Town of Port Hedland.

#### Advice Notes

- a. The approved development requires a Building Permit in accordance with the Building Act 2011.
- b. The applicant is reminded that this a development approval only and does not obviate the responsibility of the developer to comply with all relevant building, health and engineering requirements.
- c. Prior to the commencement of any works, all levels of the sites shall be in accordance with a 1:100 year flood event to be determined by a suitably qualified engineer at the applicants cost.



- d. This land is located in an area likely to be subject to inundation and flooding over the next 100 years.
- e. The development must comply with all legislation, regulations and guidance material that forms the aviation framework as outlined by the Civil Aviation Safety Authority and all aerodrome operations rules and regulations as outlined by Department of Transport and Regional Services.
- f. In relation to suitable construction of access from Great Northern Highway as stated in Condition (6), prior to the submission of a Building Permit application, written advice is to be submitted to the Town demonstrating that the developer has liaised with Main Roads WA with regard to the construction and location of the crossover from Great Northern Highway, and Main Roads WA are satisfied with the access configuration and specification.
- g. All wastewater generated on-site must be treated and disposed of via an apparatus that is approved by the Town under the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974.
- h. Waste disposal and storage is to be carried out in accordance with The Town's Health Local Laws 1999 and Environmental Protection Act 1986.
- i. All public buildings must be compliant and approved by the Town under the Health (Public Building) Regulations 1992 and Health (Miscellaneous Provisions) Act 1911.
- j. The development must be compliant with the Airports (Environment Protection) Regulations 1997.
- k. Ensure that the aerodrome and all aircrafts are certified with the Civil Aviation Safety Authority and that the development is compliant with the Civil Aviation Safety Act 1988.
- l. The development must be compliant with the Building Regulations 2012
- m. The jet fuel storage facility must be compliant and approved under the Dangerous Goods Safety Act 2004 and Environmental Protection Act 1986.
- n. All food premises within the development must be licensed under the Food Act 2008.
- o. Potable water must be made available in compliance with the Australian Drinking Water Guidelines 2011.
- p. Emergency Management Plan details shall be provided to the Town's Environmental Health and Community Safety team which details measures to be implemented and safety procedures including but not limited to:
  - i. Monitoring weather patterns and the response procedures to favourable and unfavourable weather conditions
  - ii. Monitoring procedures for animals such as birds in liaison with the Australian Aviation Wildlife Hazard Group

**MOTION LOST 2/4**

For: Deputy Mayor Newbery, Cr Pitt

Against: Mayor Blanco, Cr Arif, Cr Carter, Cr Hebbard

6:40pm Director Infrastructure and Town Services left the room.

6:44pm Director Infrastructure and Town Services re-entered the room.

#### **CM201819/021 COUNCIL DECISION**

**MOVED: MAYOR BLANCO**

**SECONDED: CR ARIF**

**That Council recommends the Kimberley/Pilbara/Gascoyne Joint Development Assessment Panel:**

**1. Refuse DAP Application reference DAP/18/01447 and accompanying plans in accordance with Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of Town of Port Hedland Local Planning Scheme No. 5 for the following reasons:**

- a) The development does not comply with Clause 1.5(a) of Town of Port Hedland Local Planning Scheme No. 5 as it does not encourage an appropriate balance between economic and social development, conservation of the natural environment, and improvements in lifestyle and amenity.**
- b) The development does not comply with Clause 1.5(b) of Town of Port Hedland Local Planning Scheme No. 5 as it does not contribute to implementing the following strategic plans for the municipality:**
  - State Planning Strategy 2050 (2014)**
  - Pilbara Planning and Infrastructure Framework (2012)**
  - Western Australian State Aviation Strategy (2015)**
  - Port City Growth Plan (2012)**
- c) The development does not comply with the following State Planning Policies:**
  - State Planning Policy No.1 : State Planning Framework (2017)**
  - State Planning Policy No.3: Urban Growth and Settlement (2006)**
- d) The development does not comply with Clause 67 (Matters to be considered) of Schedule 2 – Deemed Provisions for Local Planning Schemes contained within the *Planning and Development (Local Planning Schemes) Regulations 2015* as:**
  - The development is not consistent with orderly and proper planning;**
  - The development does not generate any meaningful social or economic benefits for the local community; and**
  - There is a potential loss of community service and benefit in relation to regular affordable community airfares to and from Port Hedland.**

**CARRIED 4/3 ON THE MAYORAL CASTING VOTE**

For: Mayor Blanco, Cr Arif, Cr Hebbard  
Against: Deputy Mayor Newbery, Cr Carter, Cr Pitt

6:46pm Councillors McDonogh and Daccache re-entered the room and resumed their chairs. The Mayor advised them of Council's decision.

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## PURPOSE

The purpose of this report is for Council to make a recommendation to the Kimberley/Pilbara/Gascoyne Joint Development Assessment Panel (JDAP) to determine JDAP application DAP/18/01447 by Mineral Resources Limited (MRL) for an Aerodrome located 120km south of Port Hedland.

## DETAIL

Mineral Resources Limited (MRL) proposes to construct an aerodrome to facilitate alternative fly-in, fly-out (FIFO) access to the Wodgina mine site rather than the current usage of Port Hedland International Airport (PHIA) for its FIFO workforce in order to reduce mobilisation/demobilisation time for project employees. Furthermore, the proposed aerodrome may present MRL with an opportunity to develop a downstream processing plant at the Wodgina Mine site, which would represent a significant accomplishment within the resource sector of Western Australia. The proposed aerodrome is located approximately 120km south of Port Hedland, is proposed to be accessed from Great Northern Highway, and is situated 11km north of the Wodgina mine site. The aerodrome is proposed to be developed on Miscellaneous Licence mining tenements L45/437 and L45/93.

The aerodrome is proposed to comprise the following works:

- Clearing of native vegetation and earthworks to level the site;
- A Code 4C (Civil Aviation Safety Authority) (CASA) runway capable of landing an Airbus A320 or Boeing 737;
- Apron for aeroplane parking;
- A vehicle access road from Great Northern Highway
- Terminal facilities including check-in area, baggage conveyor, meeting room and office;
- Passenger facilities, lounge and ablutions; and
- Jet fuel storage facility.

The airstrip associated with the aerodrome is proposed to consist of:

- 2.6km of runway to CASA Code 4 specification, with 45m Runway End Safety Area (RESA) each end;
- 45m wide bitumen sealed runway;
- 150m of graded clearance either side of runway centreline; and
- 300m of vegetation clearance either side of the runway centreline.

The aerodrome is proposed to support the Wodgina Lithium Project which is owned by a subsidiary company of MRL. The applicant has stated that Wodgina Lithium Project is the world's largest hard rock lithium operation with a resource of 233.9 million tonnes at 1.21% Lithium Oxide and a mine life in excess of 30 years.

### *Wodgina Mine*

The Wodgina mine was established over 100 years ago with tantalum production commencing in 1905. A major expansion of the processing facilities occurred in the 1980s and was progressively expanded in the 1990's. In June 2016 following identification of a direct shipping ore lithium resource within the existing Cassiterite Pit at the Wodgina mine site, MRL through its subsidiary company entered into an agreement with Global Advanced Minerals (GAM) to purchase GAM's mine assets at Wodgina, with the transfer of sale being completed in September 2016. In January 2017 the Department of Mines Industry Regulation and Safety (DMIRS) Registration ID's 14813, 16948, 17758 and 18722 were recommenced and the project was pulled out of 'Care and Maintenance'. The GAM operations and works were subsequently inherited and transferred to MRL and issued by DMIRS under the *Mining Act 1978*.

### *Supporting Infrastructure*

An existing nearby 600 room Transient Workforce Accommodation (TWA) facility accommodates workers of the Wodgina mine, which MRL have stated is currently operating at near capacity. The Town recently granted retrospective approval for an expansion of the existing camp and a new fly camp to service the Wodgina mine as follows:

- Retrospective development application 2018/082 by MRL to expand the existing TWA facility by an additional 104 rooms at the 27 June 2018 Ordinary Council Meeting. This development was granted a temporary five (5) year approval due to the nature of the development being a TWA facility.
- Retrospective development application 2018/081 by MRL to construct a temporary 256 person fly camp at a Special Council Meeting held on 5 July 2018. This development was granted a temporary two (2) year approval due to the nature of the development being a fly camp TWA facility.

Fly-in, fly-out (FIFO) workers that stay at the Wodgina TWA facilities and work at the mine site have historically used, and currently use the Port Hedland International Airport to access the Pilbara Region to work their roster. This currently includes 600 FIFO workers which fly from Perth to Port Hedland International Airport on a twice weekly basis before being bussed 120km south on Great Northern Highway to the project site. The purpose for the proposed aerodrome the subject of this report, as stated by MRL, is to facilitate safer FIFO access to the mine site and reduce mobilisation/de-mobilisation time for project employees. It has also been acknowledged that the aerodrome will provide the infrastructure required to ensure a downstream lithium processing plant is a realistic and viable project for Wodgina.

### **LEVEL OF SIGNIFICANCE**

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of high significance, because the proposed aerodrome, if refused, may impact on:

- The operations of Wodgina in respect to employee safety, travel times and logistics;
- The viability of a downstream processing plant being developed by MRL at Wodgina;
- Benefits to local, state and national economies associated with a downstream processing plant in the region; and
- Future working relationships and development between the Town of Port Hedland and the resource sector

If approved, the proposed aerodrome may impact on:

- Social and economic benefits for the Port and South Hedland community related to the construction and operational phases of Wodgina Lithium development;
- Sustainable long term growth of Port and South Hedland in accordance with the Port City Growth Plan (2012) and other regional planning strategies; and
- The frequency of service and cost of community airfares at the Port Hedland International Airport which services the broader community.

## CONSULTATION

### *Internal*

The proposal was referred internally to Works and Services and Environmental Health. Standard Conditions and Advice Notes were advised as part of the referral process which have been included in an alternative recommendation to approve the application. The Responsible Authority Report (RAR) is required to provide an alternative recommendation to the JDAP as part of the reporting process. These comments have been included in the 'Options' section of this report.

### *External Agencies*

The proposal was referred to the following agencies:

- Main Roads WA
- Pilbara Development Commission

Main Roads WA were requested to provide comments due to proposed access to the aerodrome being from Great Northern Highway. A submission was received outlining the following comments:

- Main Roads WA are unable to offer any specific information regarding the proposed access point until such time as more detailed information is provided;
- There are opportunities to consolidate access points along this stretch of Great Northern Highway; and
- Information is required regarding location and composition of access, and volume/frequency of vehicles utilising these access points.

If the JDAP resolves to approve the application, Condition 5 and Advice Note (f) are recommended to ensure suitable access is developed from Great Northern Highway.

The Pilbara Development Commission (PDC) were requested to provide comments due to the social and economic aspects of the proposal and potential impacts on the community. A submission was received which outlined the PDC required additional information, such as:

- Have other options such as drive-in drive-out (DIDO) been considered;
- Breakdown of flight and shift arrangements, as well modelling of flight paths and completion of a noise impact assessment in respect to the Yandeyarra Aboriginal Community;
- The potential to service other mines and uses in the area;
- Have economic and social impact assessments been completed on the impact and benefits to the Town of Port Hedland and local communities; and
- Has the applicant demonstrated the proposal is consistent with the Local Planning Scheme and State Planning Legislation

*Community*

The proposed development was advertised for a period of fourteen (14) days from 11 July 2018 to 25 July 2018 in the following manner:

- Notification in the North West Telegraph;
- Letters to potentially affected stakeholders;
- Public notice on the Town's website; and
- Social media

Six (6) submissions were received which outline the following concerns:

- Have options such as drive-in drive-out (DIDO) been considered to promote a residential based workforce;
- The economic impact on Port Hedland International Airport, and the possibility of flow-on effects to residents in the form of reduced seat availability and increased airfares;
- Loss of passenger numbers will result in lower revenue which will impact the viability of upgrades and investments planned for PHIA;
- The aerodrome may be utilised by neighbouring companies which may result in a further loss of flights and passenger numbers to PHIA;
- Environmental impacts of clearing and operating the aerodrome will be significant
- The proposed aerodrome will not benefit social and economic aspects of the town of Port Hedland

**LEGISLATION AND POLICY CONSIDERATIONS***Legislation*

- *Planning & Development Act 2005*
- *Planning & Development (Development Assessment Panels) Regulations 2011*
- *Planning & Development (Local Planning Schemes) Regulations 2015*
- *Town of Port Hedland Local Planning Scheme No. 5*

*State Government Strategies*

- State Planning Strategy 2050 (2014)
- Pilbara Planning & Infrastructure Framework (2012)
- Port City Growth Plan (2012)

*State Planning Policies*

- State Planning Policy No.1: State Planning Framework (2017)
- State Planning Policy No.3: Urban Growth & Settlement (2006)

*Local Planning Policies*

Nil



*Planning Assessment in accordance with Legislation and Policy*

As the development is located on 'No Zone' land under LPS5, the statutory planning framework guiding assessment of the development is limited to the general objectives outlined in Clause 1.5 of LPS5, and matters to be considered under Clause 67 of the Deemed Provisions included in the *Planning and Development (Local Planning Schemes) Regulations 2015*. The resultant wide degree of statutory discretion available for the JDAP to consider this proposal necessitates the consideration of relevant planning strategies in assessment of the development, to determine whether the development complies with scheme objectives and matters to be considered. The planning assessment therefore considers how this proposal fits within the context of the State Planning Strategy, State Planning Policies, Regional Strategies and the Local Planning Strategy to arrive at the conclusion whether the proposed aerodrome should be granted approval. These considerations are set out in the 'Strategic and Sustainability Implications' section of this report.

*Local Planning Scheme*

As previously stated, the proposed development is located on 'No Zone' land under the Town of Port Hedland Local Planning Scheme No. 5 (LPS5). The zoning table and scheme reservation provisions are therefore not relevant to assessment of the development, and the development is to be assessed under Clause 1.5 – Scheme Objectives. Scheme objective (a) is relevant to the assessment of an aerodrome development which states:

*a) Encourage an appropriate balance between economic and social development, conservation of the natural environment, and improvements in lifestyle and amenity.*

The proposed development of an aerodrome at the Wodgina site is viewed to be consistent with Clause 1.5(a) of LPS5 for the following reasons:

- The proposed aerodrome will improve the lifestyle and amenity of Mineral Resources Limited employees by reducing travel times to and from Wodgina;
- The aerodrome will reduce the need for workforce to be bussed in and out of Wodgina, which will improve the safety of the workforce and other road users;
- Although the development of an aerodrome would result in Mineral Resources Limited employees not utilising PHIA, social aspects are seen to be limited as employees are directly bussed to and from the remote Wodgina site and do not directly associate with the Port and South Hedland communities;
- The development of an aerodrome by Mineral Resources Limited will present an opportunity to expand Wodgina operations into downstream processing, which would be a significant boost to all levels of the economy; and
- A clearing permit for the subject area has been issued by the State Government. Clearing of the land to allow development of the airstrip is viewed to be the most impactful on the natural environment, whereas the subsequent operations of the operations will be the least impactful.

*State Planning Policies**State Planning Policy No.1: State Planning Framework (2017) (SPP1)*

SPP1 applies to all land within Western Australia and brings together references to the State Planning Strategy and other important, key strategic documents for use in decision making. Several principles from Section 5 of SPP1 are applicable, including economy, infrastructure and regional development. The 'Economy' principle of the strategy states *'Facilitate trade, investment, innovation, employment and community betterment. Planning should contribute to the economic well-being of the State, regions and local communities by supporting economic development through the provision of land, facilitating decisions and resolving land use conflicts'*. The 'Infrastructure' principle aims to *'ensure infrastructure supports development'*, and 'Regional Development' states *'build the competitive and collaborate advantages of the regions'*. The proposed aerodrome is considered to be consistent with these principles for the following reasons:

- The aerodrome will benefit the operations and economic capacity of Wodgina mine;
- It will encourage further development of infrastructure at Wodgina resulting in future employment and benefits to the local, regional, state and federal level economies;
- Due to the remote location of the aerodrome potential land use conflicts will be avoided, subject to consultation regarding proposed flight paths with the Yandeyarra Aboriginal Community; and
- The aerodrome will further establish the Pilbara as a region open to economic and industrial diversification and expansion.

*State Planning Policy No.3: Urban Growth & Settlement (2006) (SPP3)*

SPP3 states *'There are concerns that fly-in fly-out working arrangements do little to contribute to the local economy and the viability of regional towns and communities. The resources sector, however regards fly-in fly-out as critical for remote mining operations and in attracting skilled workers. There is a need to promote investment in regional communities whilst recognising that fly-in fly-out arrangements will often be necessary due to remoteness and to attract skilled workers'*. FIFO workforces are generally discouraged, yet remain a formality in regional areas in order to attain the large numbers of skilled workers required to meet production and operation requirements within the resource sector. The proposed aerodrome will facilitate the current development of Wodgina mine and provide additional resources which will encourage investment in future infrastructure and development opportunities. Thus, it is consistent with the following principles from SPP3:

- Coordinate new development with the efficient, economic and timely provision of infrastructure and services; and
- To build on existing communities with established local and regional economies, concentrate investment in the improvement of services and infrastructure and enhance quality of life in those communities.

### Summary

The cumulative statutory and strategic assessment of the development draws the conclusion that the development does meet the requirements of Clause 67 (Matters to be considered) of Schedule 2 – Deemed Provisions for Local Planning Schemes contained within the *Planning and Development (Local Planning Schemes) Regulations 2015* as:

- The development is consistent with orderly and proper planning;
- Impacts of the aerodrome including a predominant FIFO workforce and the loss of passenger numbers are not seen to have significant long-term impacts on the economic, social and environmental aspects of the Town of Port Hedland;
- The proposed development will benefit the local, regional, state and national economies; and
- The aerodrome will encourage further development and investment within the Town of Port Hedland

Considering these matters in balance, it is considered appropriate to approve the development in accordance with the relevant planning framework subject to condition 4.

### FINANCIAL AND RESOURCES IMPLICATIONS

The Town has invoiced the applicant statutory fees for processing the application in accordance with the *Planning and Development Regulations 2009* and *Planning and Development (Development Assessment Panels) Regulations 2011*. From a rating perspective, the mining tenement will continue to be rated as is with an updated valuation to be requested from Landgate. The Town will also investigate the option to GRV spot rate the mining tenement.

In the context of local, regional, state and federal levels of the economy and employment, there are significant implications. The development of an aerodrome could see MRL continue to implement planning and development of a potential lithium carbonate or hydroxide plant at Wodgina, which would integrate upstream and downstream operations. Lithium mining has been in a 'boom' period for several years, and Australia is the premier global producer of lithium mine concentrate. According to an article by the Australian Mining Review (2017), Australia is responsible for the production of 60% of the world's lithium, dominating the production end of the value chain but failing to profit on the value associated with downstream processing, where countries such as China and Chile are the biggest refining and processing markets. Australia is in the 'very early' stages of lithium downstream processing, but has recently seen the announcement and funding of several downstream resource projects, which will have significant benefits on the economy and employment. Such projects include:

#### Tianqi Lithium Australia – Kwinana Processing Hub

- Construction of lithium hydroxide plant began in 2016;
- Approved \$300 million expansion in 2017 to increase production of battery-grade; lithium hydroxide to 48,000 tonnes per annum;
- Total cost of processing plant expected to reach \$700 million; and
- Increase in permanent workforce from 55 to 170 when the project is due to be completed in 2020.

## Kidman Resources / SQM – Kwinana

- Announced Kwinana as site for processing operations in 2018, expected to be completed in 2021;
- Will create up to 44,000 tonnes of battery-grade lithium per annum; and
- Approximately 300 jobs during construction and 150 during operational phase.

## Neometals – Kalgoorlie Lithium Hydroxide Facility

- Announced plans for lithium hydroxide processing plant near to Kalgoorlie (final investment decision due 2019);
- Will utilise spodumene (lithium concentrate) from nearby Mt Marion mine;
- Expected to process 10,000 tonnes of lithium per annum; and
- Potential for up to 100 jobs.

Mineral Resources Limited have previously announced intentions to construct two 28,000 tonne lithium hydroxide processing plants at Wodgina. An ASX announcement from 28 May 2018 states that the estimated capital cost of this project would be US \$300 million per module. If this project comes to fruition, it could see the creation of up to 500 new jobs, which would take the total operational workforce to approximately 1,000. The project would be the first of its type in the Pilbara, further establishing the Pilbara as a resource sector powerhouse and demonstrating that downstream processing is economically viable in the region. Currently, the operation of spodumene processing plants (currently being constructed) alone are expected to produce 750,000 tonnes of spodumene product per annum, and annual earnings from the Wodgina site are expected to be AU \$600 million (before tax, interest and depreciation) once fully operational in late 2019. Ultimately, lithium is at the forefront of the global market, and with large economies such as China driving demand for product there is an extensive opportunity within the Pilbara, and Western Australia to encourage and develop downstream processing to support and diversify the resource industry and economy as a whole.

**STRATEGIC AND SUSTAINABILITY IMPLICATIONS**

This following State Government planning strategies are applicable in the consideration of this item:

*Pilbara Planning and Infrastructure Framework (2012)*

The *Pilbara Planning and Infrastructure Framework (2012)* sets out a range of strategic planning goals, objectives and actions to address opportunities and challenges for the Pilbara region. The framework identifies an economic development vision whereby the Pilbara will have a robust, diverse and sustainable regional economy to effectively service the needs of its industry and commerce. The 'Economy' section of the *Pilbara Planning & Infrastructure Framework (2012)* states *'the region's economy will be diversified on the basis of resource industry supply chain completion in the first phase, widening in the later phases to encompass more knowledge-based industries, with an increasing capacity to export goods and services'*. The proposed aerodrome presents an opportunity for the lithium industry in the Pilbara to expand and pursue new innovation, as well as additional supply chain benefits from the development and co-location of upstream and downstream processing. Supply chain benefits will extend to a number of local and regional businesses who are involved with transport, logistics and manufacturing. While direct social and economic benefits to the town of Port Hedland will be limited if the aerodrome is approved, such benefits will remain through general MRL operations, possible community investment and regional supply chain logistics.

*State Planning Strategy 2050 (2014)*

The *State Planning Strategy 2050 (2014)* sets out a vision for sustained growth and prosperity through key principles and strategic goals. The following are applicable to the proposed aerodrome development:

## Principles

- Economy - Facilitate trade, investment, innovation, employment and community betterment
- Infrastructure – Ensure infrastructure supports development
- Regional Development - Build the competitive and collaborative advantages of the regions

## Strategic Goals

- Global Competitiveness
- Strong and resilient regions
- Infrastructure planning and coordination

The proposed aerodrome is considered to be consistent with the above principles and goals set out in *State Planning Strategy 2050* for the following reasons:

- The development of the proposed aerodrome will encourage further investment and production for Wodgina mine, which would therefore facilitate further trade from the Port Hedland region;
- Approving the aerodrome ensures that Wodgina is being supported through appropriate infrastructure allocation for current and future projects; and
- The potential development of downstream processing at Wodgina would build on the competitive advantages of the Pilbara in respect to the resource industry, diversify the economy through innovation and employment and showcase Port Hedland and the Pilbara as a region where diverse and innovative industries such as downstream processing are encouraged and required.

*Port City Growth Plan (2012)*

The *Port City Growth Plan (2012)* was adopted by Council in 2011 and the Western Australian Planning Commission in 2012 as the Town of Port Hedland's local planning strategy. The strategy identifies the aspiration for Port Hedland to become a Pilbara City with a population of 50,000 people. In the challenges and opportunities for growth section, the strategy states *"the Port Hedland International Airport, one of the largest regional airports in terms of passenger movements, is a critical asset that can be leveraged against to create economic activity and investment"*. Future development of the Port Hedland International Airport is supported by the current Airport Master Plan (2011) and draft Initial Lessee Masterplan (2018) that has been prepared to guide capital works expenditure and growth of the regional airport over the next 20 years. The proposed aerodrome will not support economic growth and redevelopment of PHIA as passenger numbers and revenue will decline. In turn, fewer available seats and costlier airfares will be relayed to the public which does not meet the objectives of reducing travel costs to the region. In addition to the impact of the proposed MRL aerodrome on Port Hedland International Airport, the broader impact of removing Port Hedland from MRL's FIFO operations at Wodgina has the effect of hindering local social and economic development and infrastructure consolidation in the region which is required in order to support population growth in accordance with the *Port City Growth Plan (2012)*.



The Port City Growth Plan does however establish an emphasis on economic diversity and building on existing infrastructure and industries. City Growth Theme 2.2 (2) – Sustained and Diversified Economic Growth states *‘providing opportunities for regional and local employment generation to address the gaps in employment outcomes within the community and providing the right conditions for robust economic growth to occur across a range of industries’*. ‘Responsible Growth’ is listed as an overarching objective for all themes across the strategy, which aims to *‘ensure that growth is delivered within a framework of limited land use conflict and human health risk, avoiding the dangers of short term gain coupled with long-term expense’*. In conjunction with these objectives, the aerodrome can be considered to be consistent with the *Port City Growth Plan* because:

- The aerodrome will be supporting regional development through production of goods and employment;
- The aerodrome is situated on a mining tenement designated for the purpose of an aerodrome, thus is not seen to be creating or having the potential to create land use conflicts;
- The possibility of downstream processing will be a key contributor to economic diversification and expansion within the Town of Port Hedland and Pilbara region, whilst creating jobs locally and regionally; and
- Downstream processing is a land use not compatible near residential or sensitive land uses, thus the aerodrome would support development in an appropriate location negating land use conflicts and human health risk.

It is considered appropriate to recommend approval of the proposed aerodrome as it is consistent with economic and regional development objectives from the *Port City Growth Plan*.

*Strategic Community Plan 2018 - 2028*

The following sections of the Council’s Strategic Community Plan 2018-2028 are applicable in the consideration of this item:

**Our Community**

*We honour our people and our cultural heritage – ensuring wellbeing, diversity, creativity and a strong civic dialogue*

*1.c A Unique, Vibrant and Diverse Community Lifestyle*

- 1.c.3** Partnerships with industry and government to support events and activities are enhanced

**Our Economy**

*We build prosperity for all – enabling sustained economic growth*

*2.a Enhanced Participation in the Workforce*

- 2.a.2** Partnerships with private enterprises and government to fund projects and create jobs are pursued
- 2.a.3** Innovation is encouraged to enhance the diversity of employment opportunities

*2.b An Enabling, Attractive Business Environment*

- 2.b.5** Business opportunities and major projects are promoted online and at relevant national and international forums and events

*2.d The development and expansion of key industries*

- 2.d.1** Investment in key infrastructure development such as the port and logistics is pursued
- 2.d.2** The development of industry specific value chains are encouraged and supported



**Our Built and Natural Environment**

*We treasure and protect our natural environment and provide sustainable and resilient infrastructure and built form*

**3.b A safe and fit for-purpose built environment**

**3.b.1** The present and future needs for serviced land and infrastructure provision are identified, planned and developed

**3.c An accessible and sustainable urban environment**

**3.c.1** Urban and spatial planning is implemented to enhance human interaction with nature and industry

**Our Leadership**

*We are united in our actions to connect, listen, support and advocate thereby leveraging the potential of our people, places and resources*

**4.a A global, national, state and local presence and voice**

**4.a.2** Town of Port Hedland is marketed and promoted locally, state-wide, nationally and internationally to tourists and investors

**4.a.3** A positive narrative and unique brand is developed and promoted

*Environmental*

Environmental impacts will largely occur in the initial stages of the proposed development. The construction of an aerodrome will require the clearing of native land, which will result in the loss of flora and fauna. Following clearing of vegetation, minor environmental impacts are expected from general aerodrome operations.

*Economic*

The proposed aerodrome will impact directly on Port Hedland International Airport (PHIA). PHIA has advised that if the aerodrome is approved, this would result in a loss of approximately 8% of annual passenger numbers. This loss of income will impact the capability of PHIA to pursue terminal upgrades and other projects. The flow-on effect from the loss of two weekly flights to PHIA will mean less seats are available to other businesses and residents, having a direct impact on the cost of airfares to the community.

*Social*

The proposed aerodrome development will impact on social aspects of the town, as a 100% FIFO model does not benefit the local community. The proposed development will not generate social or economic benefits to the local community directly, as the Wodgina workforce will be entirely FIFO and will bypass Port Hedland altogether. The loss of weekly flights to PHIA may have flow-effects to local residents, as airfares are likely to increase while the number of available seats decline, adding additional strains to the affordability and viability of community members. Further assessment is required to determine the impact of the aerodrome on the Yandeyarra Aboriginal Community. Several Aboriginal Heritage sites exist surrounding the proposed aerodrome location, and concerns have been raised regarding the possibility of flights passing over the community, lore grounds and significant sacred sites elsewhere on the reserve.

## RISK MANAGEMENT CONSIDERATIONS

As per the risk matrix contained in policy 1/022 'Risk Management', the level of risk is considered to be medium as:

- Council is not the ultimate decision maker on the development application;
- The proposed aerodrome will provide timely and supporting infrastructure for the expansion of operations at Wodgina; and
- Refusal of the application may impact on current and future investments in downstream processing within the Town of Port Hedland and the Pilbara region.

## OPTIONS

*Option 1 – Adopt officer's recommendation*

*Option 2 – Amend officer's recommendation*

That Council recommends the Kimberley/Pilbara/Gascoyne Joint Development Assessment Panel:

2. **Refuse** DAP Application reference DAP/18/01447 and accompanying plans in accordance with Clause 68 of the *Planning and Development (Local Planning Schemes) Regulations 2015* and the provisions of Town of Port Hedland Local Planning Scheme No. 5 for the following reasons:

- e) The development does not comply with Clause 1.5(a) of Town of Port Hedland Local Planning Scheme No. 5 as it does not encourage an appropriate balance between economic and social development, conservation of the natural environment, and improvements in lifestyle and amenity.
- f) The development does not comply with Clause 1.5(b) of Town of Port Hedland Local Planning Scheme No. 5 as it does not contribute to implementing the following strategic plans for the municipality:
  - State Planning Strategy 2050 (2014)
  - Pilbara Planning and Infrastructure Framework (2012)
  - Western Australian State Aviation Strategy (2015)
  - Port City Growth Plan (2012)
- g) The development does not comply with the following State Planning Policies:
  - State Planning Policy No.1 : State Planning Framework (2017)
  - State Planning Policy No.3: Urban Growth and Settlement (2006)
- h) The development does not comply with Clause 67 (Matters to be considered) of Schedule 2 – Deemed Provisions for Local Planning Schemes contained within the *Planning and Development (Local Planning Schemes) Regulations 2015* as:
  - The development is not consistent with orderly and proper planning;
  - The development does not generate any meaningful social or economic benefits for the local community; and
  - There is a potential loss of community service and benefit in relation to regular affordable community airfares to and from Port Hedland.

*Option 3 – Defer Item*

That Council recommends the Kimberley/Pilbara/Gascoyne Joint Development Assessment Panel:

1. Defer DAP Application reference DAP/18/01447 and accompanying plans for the following reasons:
  - a) The applicant has provided insufficient information on the matters to be considered by local government in making an informed decision on the development application.
  - b) The applicant has not responded to the Town's requests for further information in relation to social, economic, environmental and noise impact assessments of the proposed development.
  - c) The applicant has provided insufficient information to address submissions and objections by members of the public and public agencies in regards to the proposed development.

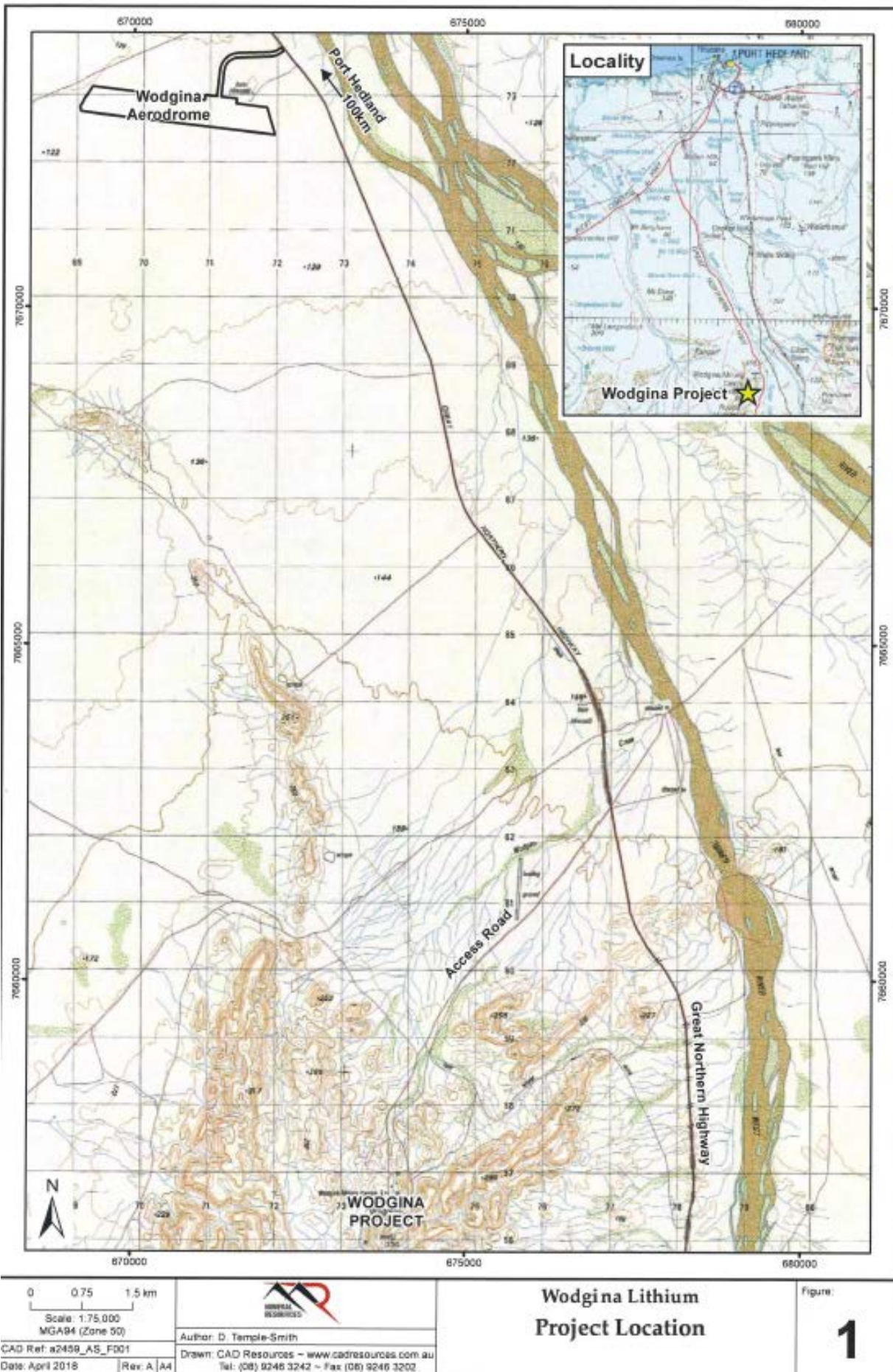
**CONCLUSION**

This report has detailed the planning issues and considerations surrounding the proposal to develop an aerodrome approximately 120km south of Port Hedland. The key issues in determining the application involve whether such a proposal is consistent with planning objectives for the region, the impacts on Port Hedland International Airport and flow-on effects to residents, and if the proposal will promote sustainable economic and social growth of the Town of Port Hedland. Following assessment of the issues and the benefits of the proposal, it is considered appropriate to approve the application.

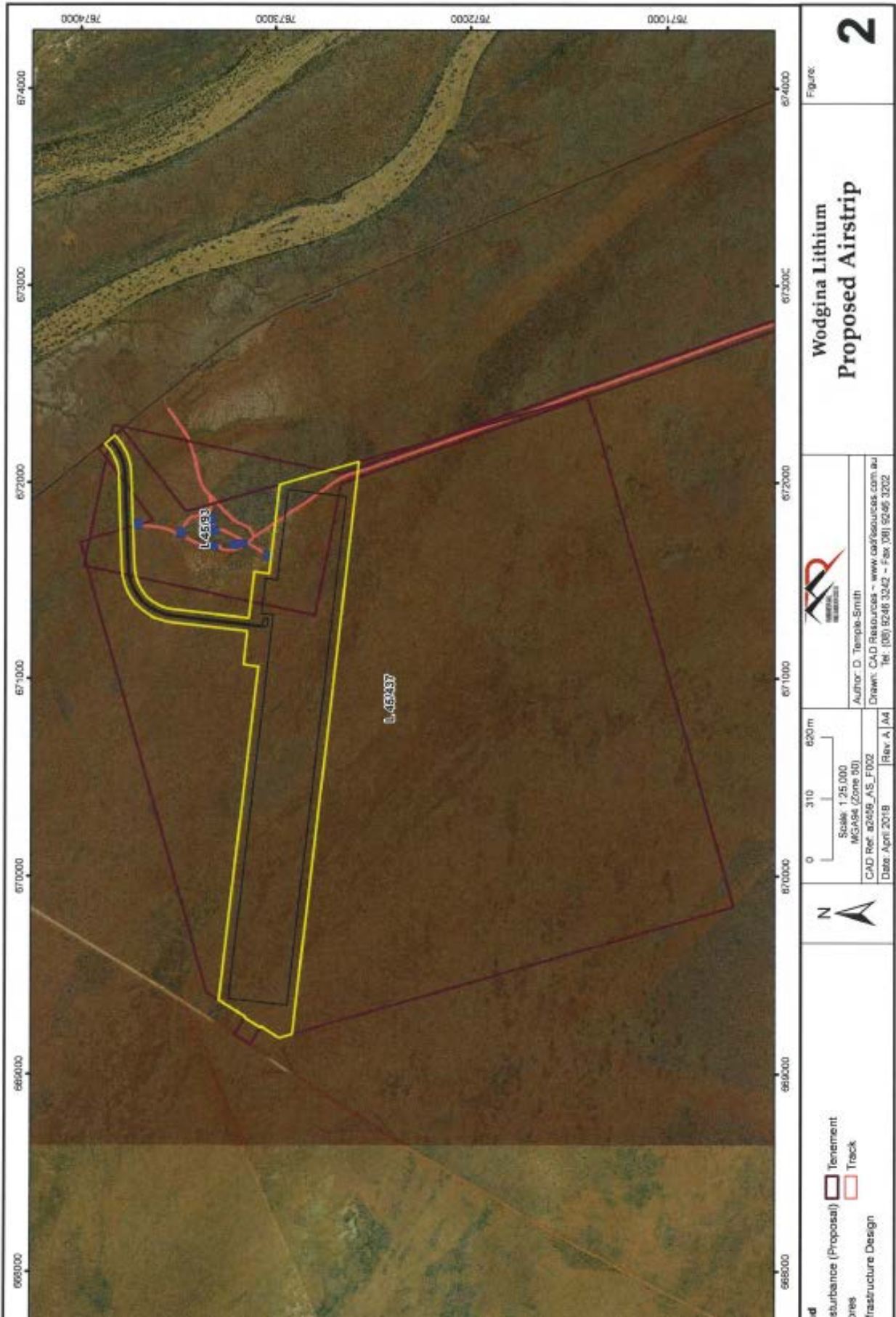
**ATTACHMENTS**

1. Location
2. Regional Context
3. Development Plans
4. Mineral Resources Limited Cover Letter
5. Submissions

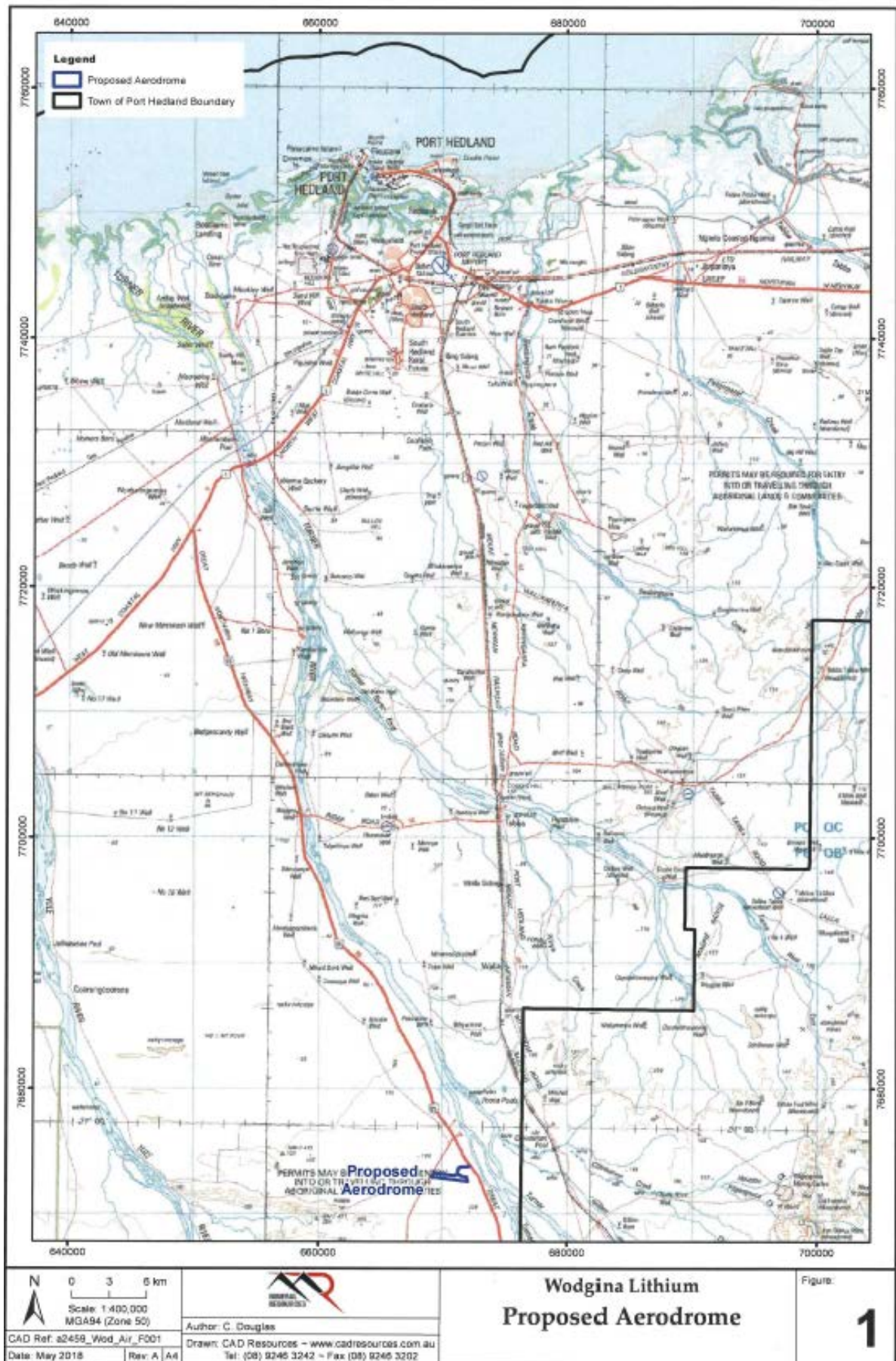
ATTACHMENT 1 TO ITEM 14.1





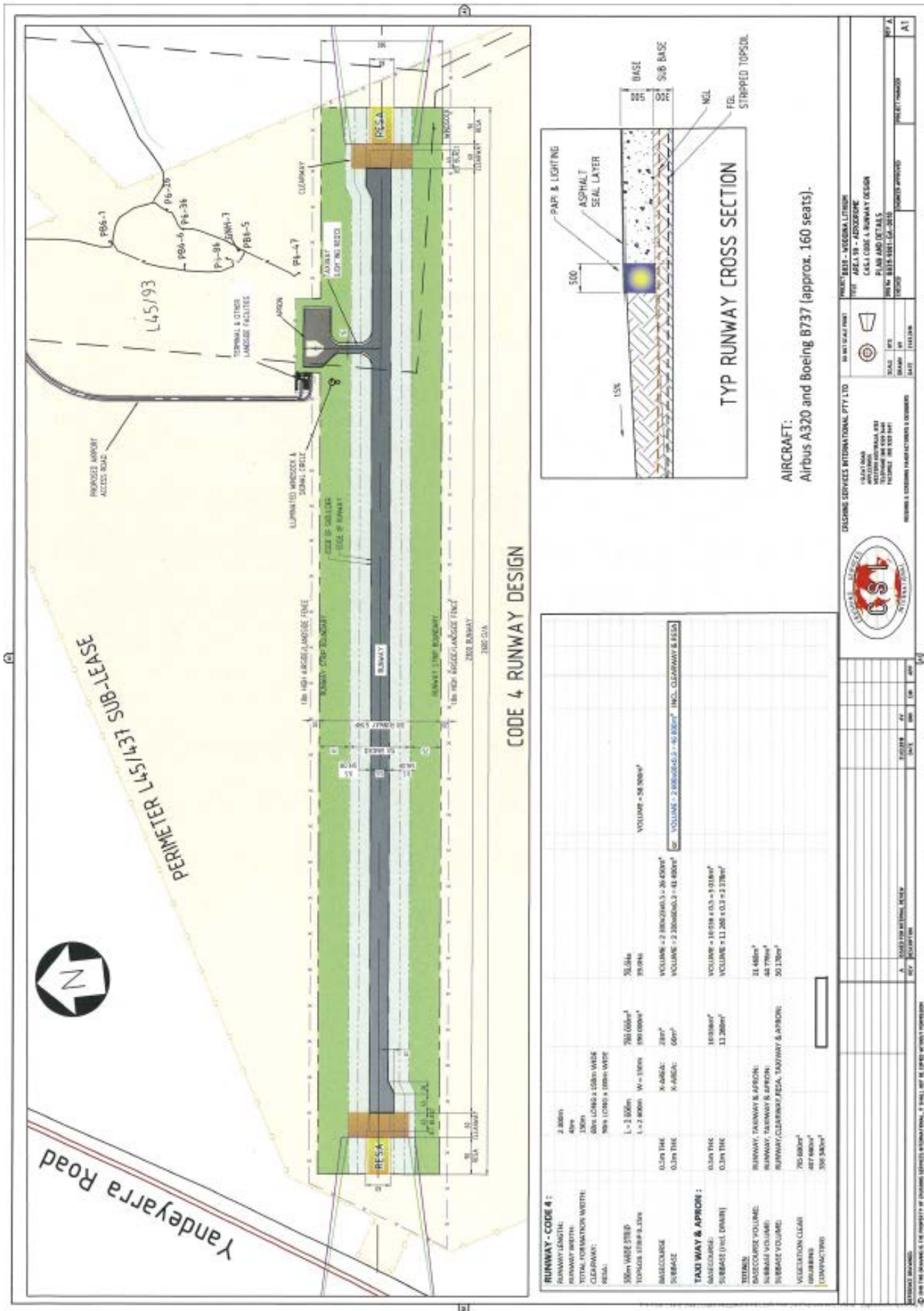


ATTACHMENT 2 TO ITEM 14.1

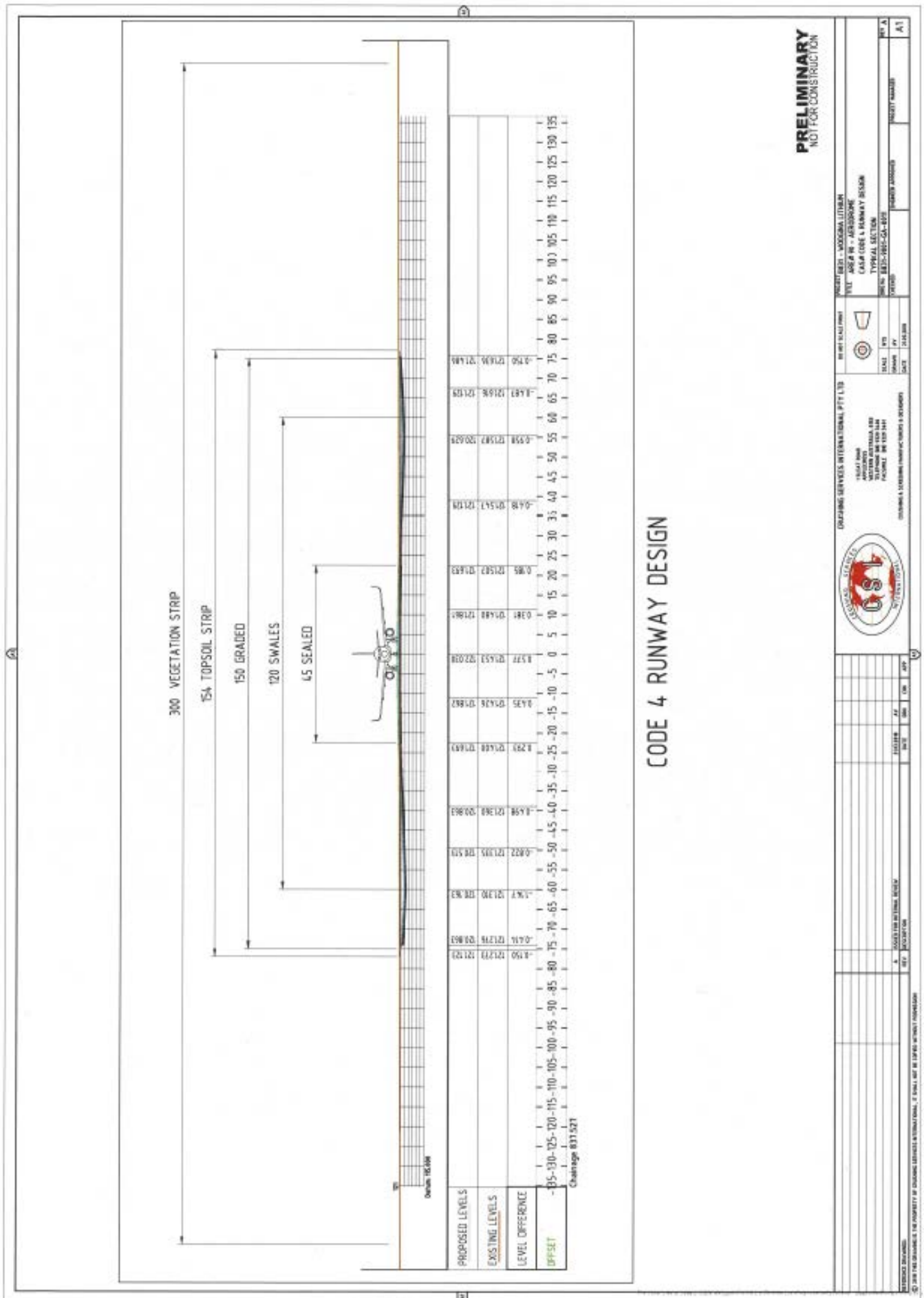




ATTACHMENT 3 TO ITEM 14.1

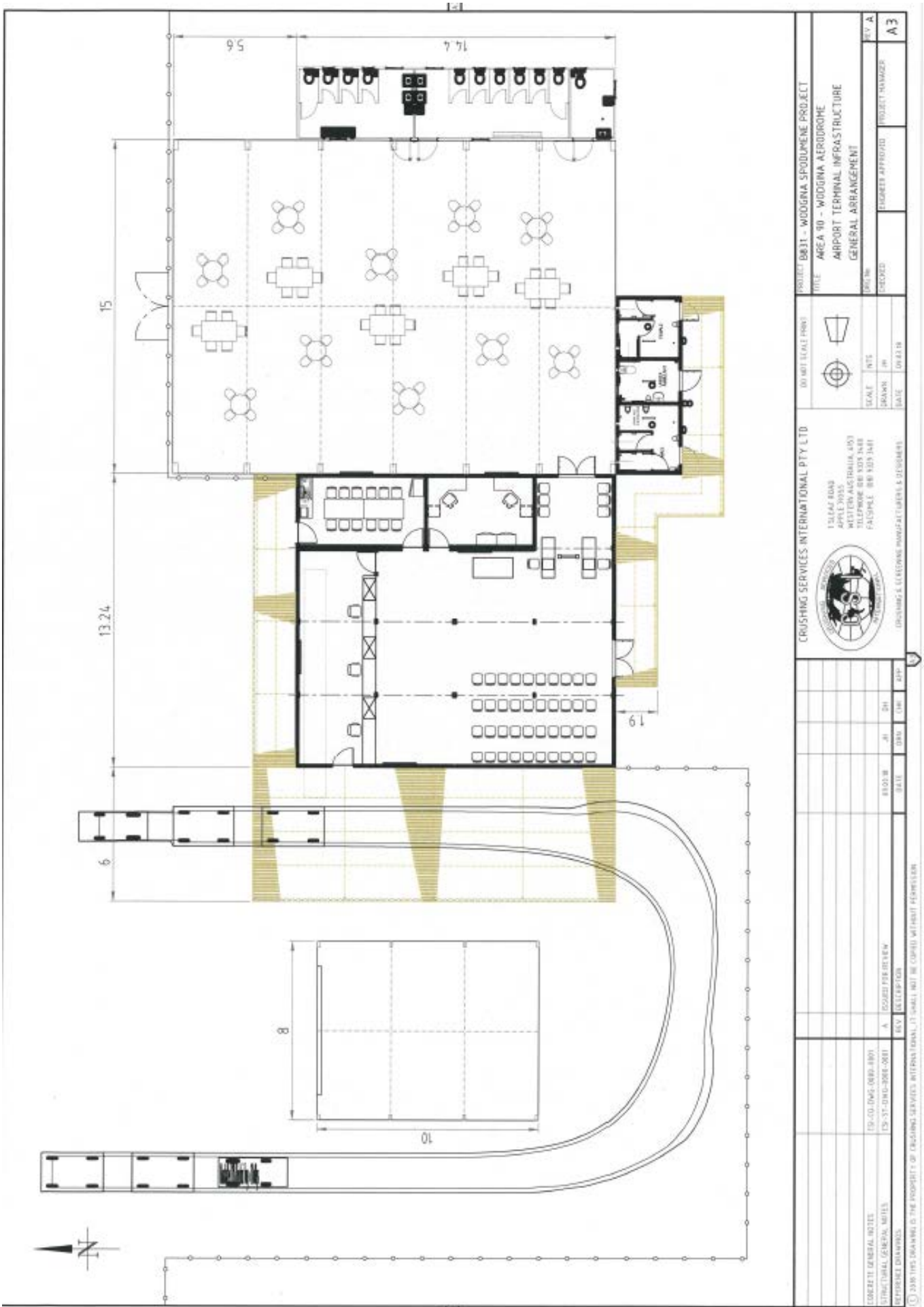


DESCRIPTION	WIDTH (M)	LENGTH (M)	VOLUME (m³)
RESA	300	100	30,000
Runway	60	1,000	6,000
Taxiway	30	100	3,000
Apron	10	100	1,000
100 HIGH LARGE-LARGE TIRE RUNWAY STRIP SURFACE	60	1,000	6,000
100 HIGH LARGE-LARGE TIRE	60	1,000	6,000
TOTAL			32,000

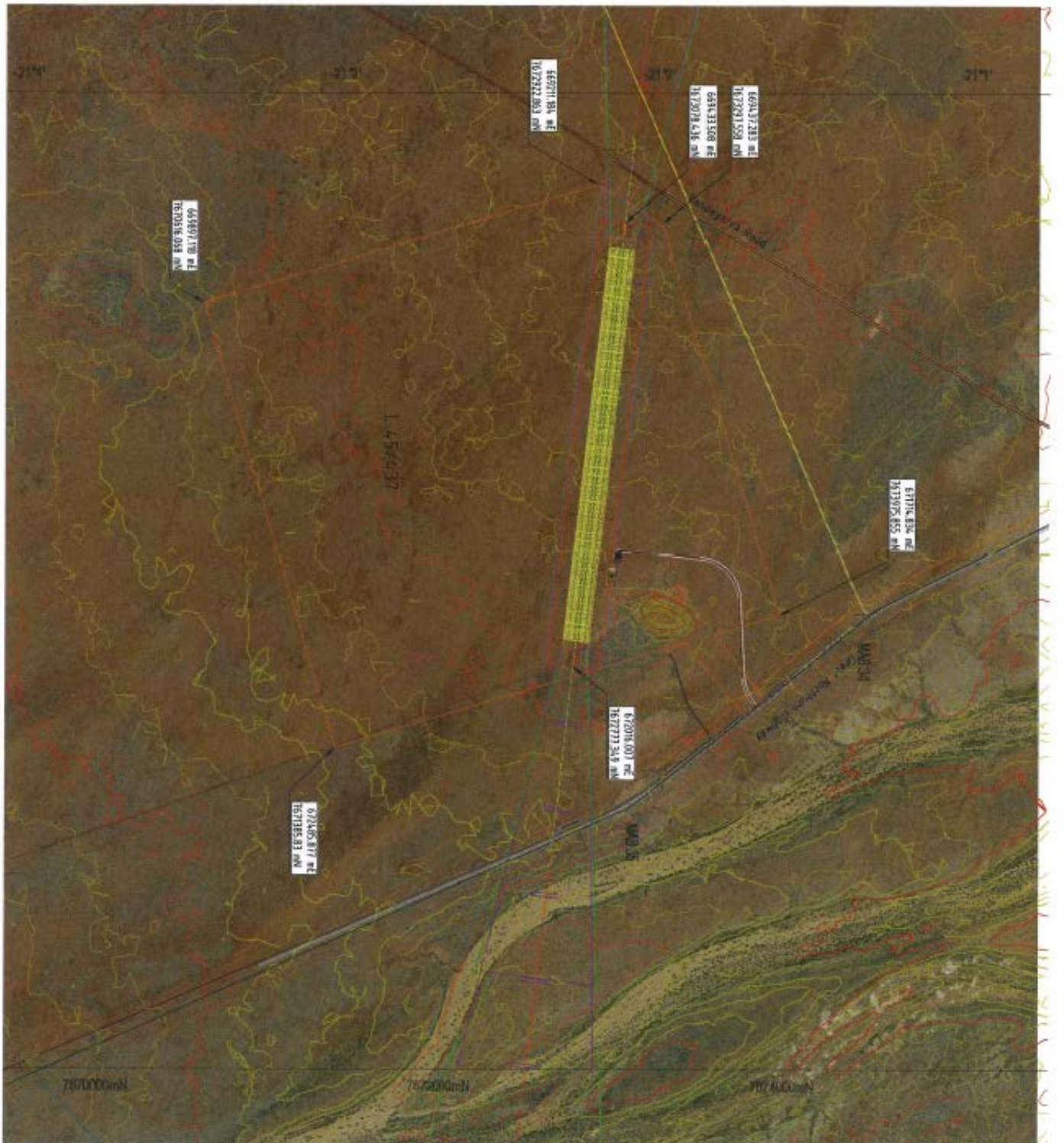


**PRELIMINARY**  
NOT FOR CONSTRUCTION

<p>PROJECT: WOODGANG LITTERBIN                  TITLE: CODE 4 RUNWAY DESIGN                  CLIENT: CASM CODE 4 RUNWAY DESIGN                  TYPICAL SECTION                  DATE: 28/08/2018                  DRAWN BY: [Name]                  CHECKED BY: [Name]</p>		<p>SCALE: 1:50                  SHEET: 1 OF 1                  DATE: 28/08/2018</p>
<p>DRAWING SERVICES INTERNATIONAL PTY LTD                  1/100 WOODGANG LITTERBIN                  WOODGANG LITTERBIN                  WOODGANG LITTERBIN                  WOODGANG LITTERBIN                  WOODGANG LITTERBIN</p>		<p>PROJECT NO: [Number]                  SHEET NO: [Number]                  DATE: [Date]</p>
<p>DESIGNED &amp; DRAWN BY: [Name]</p>		<p>PROJECT NO: [Number]                  SHEET NO: [Number]                  DATE: [Date]</p>







**ATTACHMENT 4 TO ITEM 14.1**



Attention: **The Chief Executive Officer**  
Town of Port Hedland  
PO Box 41  
Port Hedland, WA, 6721

01 June 2018

**RE: Development Approval for Wodgina Aerodrome**

All correspondence and costings for the Wodgina Aerodrome are strictly confidential and are supplied to Town of Port Hedland specifically for assessment of development approval and are not to be provided to any third party.

Background

The Wodgina Lithium Project is owned and operated by Wodgina Lithium Pty Ltd. (WLPL) a wholly owned subsidiary of Mineral Resources Limited (MRL). The Project is located 100 km south of Port Hedland. MRL's operation at Wodgina is the world's largest hard rock lithium operation with a resource of 233.9 million tonnes at 1.21% Lithium Oxide and a mine life in excess of 30 years.

In June 2016 following identification of a Direct Shipping Ore (DSO) Lithium resource within the existing footprint of Cassiterite Pit, Mineral Resources Limited (MRL), through the controlled entity WLPL, entered into an agreement with GAMW for the purchase of GAMW's mine assets. The sale of the Project to MRL was completed on 9 September 2016.

In January 2017 the Department of Mines Industry Regulation and Safety (DMIRS) Mining Proposal (MP) REG ID's 14813, 16948, 17758, and 18722 were recommenced and the project pulled out of 'Care & Maintenance'. These operations and works were subsequently inherited and transferred from GAMW to WLPL, and issued in accordance with the Mining Act 1978.

Aerodrome Proposal

Currently the Project employs approximately 600 Fly-In/Fly-Out workers which currently fly from Perth to Port Hedland International Airport on a twice weekly basis before being bussed 100km south on Great Northern Highway to the Project site.

MRL proposes to construct an aerodrome to facilitate Fly-In/Fly-Out access to the Wodgina mine site and reduce mobilisation/de-mobilisation time for Project employees.

The proposed aerodrome is situated about 11km north of the Wodgina mine on tenements L45/437 and L45/93.

The Wodgina aerodrome will comprises the following:

- a Code 4C (Civil Aviation Safety Authority) runway capable of landing an Airbus A320 or Boeing 737
- apron for aeroplane parking
- access road off Great Northern Highway
- terminal facilities including check-in area, baggage conveyor, meeting room and office
- passenger facilities, lounge and ablutions
- jet fuel storage facility.

The airstrip will consist of:

- 2.6 km runway to CASA Code 4 specification, with 45 m Runway End Safety Area (RESA) each end.
- 45 m wide bitumen sealed runway
- 150 m of graded clearance either side of the runway centreline
- 300 m vegetation clearance either side of the runway centreline

All necessary approvals from other regulatory agencies have been or are being sought.

If you have any questions regarding anything contained in this application, please contact Craig Douglas on 0459 255 554.

Kind Regards



Timothy Berryman  
General Manager, Technical Services  
Mineral Resources Limited



**ATTACHMENT 5 TO ITEM 14.1**



PO Box 294, KARRATHA  
Western Australia 6714

Enquiries: richard.bairstow@pdc.wa.gov.au

Chaz Roberts  
Principal Town Planner  
Town of Port Hedland  
P O Box 41  
Port Hedland WA 6721

Dear Mr Roberts

**JOINT DEVELOPMENT ASSESSMENT PANEL DEVELOPMENT APPLICATION FROM MINERAL RESOURCES FOR A PROPOSED AERODROME, LOCATED ON MISCELLANEOUS LICENCES L45/437 AND L45/93, 120KM SOUTH OF PORT HEDLAND**

Thank you for the opportunity to comment on the abovementioned proposal.

The Commission has considered the proposal, given the information provided by the Town of Port Hedland, and is currently unable to provide informed comment as the information provided is insufficient. Given the proposal's potential impacts on the region, the Commission would appreciate if the following information could be provided by the applicant:

1. What other options were considered in the proposal process? e.g. Drive in Drive out.
2. Can break down of the flight and shift arrangements be provided?
3. Has the potential to use the aerodrome to service other mines and uses in the area been considered? If so, can the information please be provided?
4. Have Economic and Social Impact assessments been completed on the proposal's impact on, and benefit to, the Town of Port Hedland and local communities? If so, can the information please be provided? If not, the Commission recommends that this be completed prior to the consideration of the application.
5. Has the modelling of flight paths and the associated noise impact assessment been completed? How does it impact existing uses, including, but not limited to, the Yandeyarra Community? If it has been completed, can the information please be provided. If not, the Commission recommends that this be completed prior to the consideration of the application.
6. How will the aerodrome affect the frequency and cost of flights for the broader public from the Port Hedland International Airport?
7. Has the applicant demonstrated how the proposal is consistent with:
  - a. Local planning scheme 5 (which includes social and economic objectives)
  - b. Pilbara Regional Investment Blueprint (2015)
  - c. State Planning Strategy 2050 (2014)
  - d. Pilbara Planning & Infrastructure Framework (2012)

Cont. 2

- 2 -

- e. Western Australian State Aviation Strategy (2015)
  - f. Port City Growth Plan (2012)
  - g. State Planning Policy No.1: State Planning Framework (2017)
  - h. State Planning Policy No.3: Urban Growth & Settlement (2006)
8. Any other details that may assist the Commission in understanding the proposal.

The Commission would appreciate the opportunity to review and comment on the proposal following the receipt of the above information.

Should you require any further information regarding this matter, please contact the Commission through Mr Richard Bairstow, Manager Land and Infrastructure, on (08) 6551 7545 or via email at [richard.bairstow@pdc.wa.gov.au](mailto:richard.bairstow@pdc.wa.gov.au)

Yours sincerely



**Terry Hill**  
Chief Executive Officer

26 July 2018



PHIA Operating Company Pty Ltd  
 c/o Port Hedland International Airport  
 PO Box 356  
 Port Hedland WA 6721

Our Ref: Wodgina Airport  
 Your Ref: 2018/080 / 83237G  
 Enquiries: Rod Evans  
 Phone:

Mr David Pentz  
 Chief Executive Officer  
 Town of Port Hedland  
 PO Box 41  
 PORT HEDLAND WA 6721

DAVID  
 Dear Mr Pentz

**PUBLIC NOTIFICATION – JOINT DEVELOPMENT ASSESSMENT PANEL DEVELOPMENT APPLICATION 2018/080 FOR AERODROME AND SUPPORTING INFRASTRUCTURE ON MISCELLANEOUS LICENCES L45/437 AND L45/93 IN KANGAN LOCALITY PORT HEDLAND.**

We thank the Town of Port Hedland for the opportunity to make a submission on the Application #2018/080 before the JDAP and the Town.

As the operator of Port Hedland International Airport (PHIA) we have considered our position in relation to this development and see this application as having a significant detrimental economic and social impact for not only PHIA, which is an important community asset, but also a significant effect on the Town of Port Hedland, its local businesses and residents and we are opposed to the proposed Wodgina Lithium Aerodrome.

The proposed aerodrome, if approved, will divert a significant number of passengers away from PHIA reducing airport passenger and retail revenue but also negatively impacting other businesses that support PHIA and Port Hedland’s economy.

We outline some of the detrimental effects this proposed development will have on the Town’s economy:

- PHIA calculates the development (if approved) to have a direct impact on passenger numbers by at least an 8% reduction, based on current levels. This will have a significant and corresponding financial impact for PHIA, for years to come.
- Loss of planned revenue will impact the viability of a range of upgrades and investments PHIA has planned for the Airport.
- The proposed Wodgina aerodrome will be capable of landing A320 and B737 aircraft types and this will have a significant impact on PHIA, for example;
  - o a reduction in PHIA’s passenger numbers ex Perth will result in the airlines using smaller aircraft more frequently i.e. the Fokker 100 instead of B737 and A320.
  - o The downstream impact of smaller aircraft PER to PHE is this will reduce the availability of seats to other businesses and residents; compounding the long term woes of expensive air travel for Port Hedland.
  - o The number of available seats into a port such as PHIA has a direct bearing on cost of airfares to the community due to airline yield management.
- The proposed Wodgina Lithium Aerodrome is not a small airport by any measure, its equivalent in size to Karratha Airport.
- Airport Infrastructure requires significant upfront investment, with long payback timeframes on those investments. The ability to pay back vital safety and security infrastructure costs is crucial to ensuring the viability of community airports.
- A reduction in the number of passengers to spread these important developments, results in higher costs and longer timeframes to pay for critical safety and security upgrades.



PHIA Operating Company Pty Ltd  
c/o Port Hedland International Airport  
PO Box 356  
Port Hedland WA 6721

- The legislative requirements for the level of safety and security on the proposed Wodgina airport is less than for PHIA. For example, they are not required to screen their passengers, but community airports such as Port Hedland, Karratha and Newman are burdened with these increasing costs.
- It's interesting to note the same aircraft that are to operate to Wodgina are the same as those operating to PHIA, but they have different rules.
- These types of anomalies do not provide a level playing field.
- PHIA anticipates a flow on effect in a reduction in the number of airline services to PHE, to further impact on the availability of seats in the market, thus driving up airfares.
- There are recent examples of these types of impacts after a similar Airport development west of Karratha, where the airport was developed without any consideration of the impacts on Karratha Airport (KTA);
  - o This resulted in the loss of at least 8 airline services a week and approx 50,000 passenger per annum at KTA. Feedback is that they continue to feel the loss of these services
- There has been a proliferation of these types of airports in the East Pilbara in the last 10-15 years, within close reach of Newman Airport. This has had a significant impact on Newman Airport, also being burdened with higher costs of meeting legislative outcomes that the mine's airports do not have to meet.
- From a security and safety perspective, these legislative requirements are manifested whenever an aircraft comes from one of the mine airports in the Pilbara, like the proposed airport at Wodgina, where established airports such as Newman, Karratha and PHIA have to make other arrangements to ensure these flights, (described as dirty) have to be treated and managed differently so we continue to meet the safety and security outcomes of our PHE destination flights.

The development of competing Airports within the Town of Port Hedland district, will have ongoing detrimental impacts on the people and businesses operating out of PHIA, who live and work in Port Hedland and support and contribute to the ongoing viability of the Port Hedland economy.

PHIA has no concerns if this submission letter, opposing this development, is made public as we are focused on and committed to ensuring the ongoing viability of PHIA for the Town and the community and the airline services that are vital links for this community.

Should you require any further information regarding this matter please contact Mr Rod Evans, General Manager, Port Hedland International Airport, at [gm@phia.com.au](mailto:gm@phia.com.au) or directly on 08 9160 0501.

Yours sincerely

A handwritten signature in black ink, appearing to read "Rod Evans", is written over a light blue horizontal line.

**Rod Evans**  
**General Manager**  
**PHIA Operating Company Pty Ltd**

24 July 2018

Cc: Mr Chaz Roberts  
Principal Town Planner  
Town of Port Hedland



**From:** C EO  
**Sent:** Friday, 27 July 2018 11:15 AM  
**To:** Chaz Roberts eplanning

**Subject:** Re: Public Notification - JDAP Application - Proposed Aerodrome 120km south of Port Hedland

**G'day Chaz,**

I apologise for Yandeyarra Community being 48-hours late in submitting the following, but there have been some quite serious issues on-country here at Yandeyarra. Issues that have taken most of the Community's leaders off-country across the last 7-10 days. The letter you forwarded was tabled at the MCA Board Meeting on 17 July 2018, however the absence of the aforementioned leaders prevented the Community's response being finalised and made by 25 July 2018

That said, I wonder if the following matters might be taken into consideration with regard to planning around the Wodgina Aerodrome.

Yandeyarra Community's biggest concern orbits the flight path(s) of aircraft making their approach to the Wodgina Aerodrome.

1. Specifically, The Community doesn't want aircraft passing over the Community and the Yandeyarra lore grounds, en route to the Aerodrome.
2. There's also a degree of concern regarding aircraft passing over significant sacred sites elsewhere on the Reserve. Obviously, without knowledge of the proposed flight paths, the Community can't make an informed decision about this latter concern.

Thanks for your time and we look forward to your response(s).

Regards,  
**Mal Wark**  
CEO/MCA Inc.  
Yandeyarra Community  
Tel:

**From:** Jacqui Chamia  
**Sent:** Tuesday, 17 July 2018 4:45 PM  
**To:** Chaz Roberts  
**Cc:** Brendan Bow  
**Subject:** RE: Public Notification - JDAP Application - Proposed Aerodrome 120km south of Port Hedland

Good afternoon Chaz

I refer to your correspondence below providing notification of the Joint Development Assessment Panel application for the construction of an Aerodrome to support the Wodgina Mine.

I advise that Atlas Iron Limited has no objections to the proposed development.

Please do not hesitate to contact me should you have any queries.

Kind regards



**Jacqui Chamia**  
 Senior Land Access Advisor  
 E:  
 D:  
 M:

**Atlas Iron Limited**  
 Level 18, 300 Murray Street, Perth WA 6000  
 PO Box 7071, Cloisters Square PO, WA 6850  
 T: F:  
 W: [www.atlasiron.com.au](http://www.atlasiron.com.au)

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**From:** Chaz Roberts  
**Sent:** Wednesday, 11 July 2018 9:04 AM  
**To:** Jacqui Chamia <[jacqui.chamia@atlasiron.com.au](mailto:jacqui.chamia@atlasiron.com.au)>  
**Subject:** Public Notification - JDAP Application - Proposed Aerodrome 120km south of Port Hedland

Hi Jacqui

Please find attached a letter from the Town of Port Hedland inviting comment on a proposed development application.

If you have any questions, please do not hesitate to contact me.

Kind regards



**Chaz Roberts**  
 Principal Town Planner  
 PO Box 41 Port Hedland WA 6721  
 Mobile:  
[www.porthedland.wa.gov.au](http://www.porthedland.wa.gov.au)  
[www.facebook.com/townofporthedland](https://www.facebook.com/townofporthedland)



**From:** natalie middleton  
**Sent:** Thursday, 12 July 2018 7:42 PM  
**To:** eplanning  
**Subject:** Aerodrome objection

I wish to lodge my objection to the application from MRL to construct an aerodrome 100 kms south of Port Hedland, in the Town of Port Hedland Local Government area.

I disagree that the 120 km or so drive to and from Port Hedland is a safety issue. Councillor Arif commented that the workforce would be driving in, and driving out everyday, thus making the aerodrome a necessity for safety reasons. I challenge this statement, as I do not see why workers utilising Port Hedland as point of hire would drive in, and drive out day as opposed to being rostered on the 8 and 6, 2 and 1, 3 and 1, or 4 and 1 roster utilised at this camp for fifo employees. If anything, this proposal would make it more difficult for residents to obtain employment on this project.

The aerodrome only 100 kms south of Hedland will no doubt be utilised for neighbouring companies in the Wodgina district, further reducing the economic benefit of the project to the people of the Town of Port Hedland. This may also drive up airfares due to lower revenues, further adding to much publicised (locally and nationally) issue of prohibitively high airfares in our region.

The environmental impact of such an aerodrome would be significant. A runway that can support an A320 will consume enormous amounts of resources to build and maintain. This is land that does not need to be cleared, further displacing our local flora and fauna. Given the quality of the road between the Port Hedland international airport and Wodgina it would appear that this proposal is a simple way for MinRes to avoid any obligations to support the local community (including the potential for transport/bus contractors to service transport from Hedland to site) and avoid local hire.

Regards,

Nat Middleton

**From:** Rhys Newman  
**Sent:** Thursday, 12 July 2018 4:26 PM  
**To:** eplanning  
**Subject:** Wodgina Aerodrome

Hi there,

I wish to strongly object to the application from MRL to construct an aerodrome 100 kms south of Port Hedland, in the Town of Port Hedland Local Government area.

I do not believe that MRL can justify that the 120 km or so drive to and from Port Hedland is a safety issue. I make reference to the most recent special council meeting discussing this issue, where Councillor Arif commented that the workforce would be driving in, and driving out everyday, thus making the aerodrome a necessity for safety reasons.

I challenge this belief, as I do not think residential workers from Port Hedland will drive in, and drive out EVERY day.

There will no doubt be an 8 and 6, 2 and 1, 3 and 1, or 4 and 1 roster utilised at this camp during the construction phase of Wodgina's new lithium mine. I myself have worked at Pilgangoora, where they utilise a daily bus service in and out of Port Hedland, with near to zero safety incidents.

The aerodrome only 100 kms south of Hedland will no doubt be utilised for neighbouring companies in the Wodgina district, further reducing the economic benefit to the people of the Town of Port Hedland. This will drive up airfares due to lower revenues, further adding to the financial strains we face living up here.

I haven't touched on the environmental impact just yet, but it speaks for itself. A runway that can support an A320 will consume enormous amounts of resources to build and maintain. This is land that does not need to be cleared, further displacing our local flora and fauna.

Kind Regards,

Rhys Newman  
Black Rock Communications

**From:** Mel Hatwell  
**Sent:** Thursday, 12 July 2018 4:10 PM  
**To:** eplanning  
**Subject:** Aerodrome

To whom it may concern

I am writing with regards to the proposed aerodrome outside of port hedland. Port hedland already has an airport that is suitable for mining companies to use with facilities inside. We do not require a new one and should be encouraging all mining companies to use facilities inside the town, that use local employees. This proposal should be rejected.

Regards

Melissa hatwell

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### **Item 15 Matters for Which Meeting May Be Closed (Confidential Matters)**

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Nil

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### **Item 16 Closure**

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#### **16.1 Date of Next Meeting**

The next Ordinary Meeting of Council will be held on Wednesday 26 September 2018, commencing at 5:30pm, with the Public Agenda Briefing being held on Wednesday 19 September 2018, commencing at 5:30pm.

#### **16.2 Closure**

There being no further business, the Mayor declared the meeting closed at 6:47pm.