



Town of Port Hedland

MINUTES

OF THE

AIRPORT COMMITTEE OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

TUESDAY 01 MARCH 2011

COMMENCING AT 5:30 PM

IN COUNCIL CHAMBERS

McGREGOR STREET, PORT HEDLAND

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*Paul Martin
Chief Executive Officer*

Interests Affecting Impartiality: Disclosing Statement**Airport Committee**

The Committee be constituted as a formal committee of Council under the provision of Section 5.8 of the Local Government Act (1995)

Membership:

The membership of the committee be as follows:

Mayor Kelly A Howlett;
Councillor Arnold A Carter
Councillor W (Bill) Dziombak
Councillor Jan M Gillingham
Councillor Stan R Martin

Community Members:

- a) Michelle Cook (*Community Member appointed by Council at its Ordinary Meeting held on 11 August 2010*);
- b) Serge Doumergue; and
- c) Doug Gould.
(*Community Members appointed by Council at its Ordinary Meeting held 28 April 2010*)

Quorum:

The quorum for the Committee be a minimum of 50% of its membership.

Delegation:

The Town of Port Hedland Airport Committee be given the following delegated authority to make decisions on behalf of Council:

- i) To determine whether a tender is required to be sought or not as specified in LG (F&G) Reg 11 f)
- ii) To choose tenderers for products services on behalf of the local government in accordance with LG (F&G) Reg 18.
- iii) Determine all Town Planning applications pertaining to the Town Planning Scheme No 5 that relate to Port Hedland International Airport without further reference to Council.
- iv) Undertake all Council statutory functions pertaining to Local Planning Schemes under Part 5 of the Planning and Development Act (2005) on Port Hedland International Airport land.
- v) Undertake all Council statutory functions pertaining to subdivision of land under Part 10 of the Planning and Development Act (2005) on Port Hedland International Airport land.
- vi) Provide direction and advice pertaining to the development of a Master Plan for the Port Hedland International Airport and the development of plans for a new airport terminal.

Tenure: Ongoing.

(Adopted by Council at its Special Meeting held 10 March 2010)

Responsible Officer: Chief Executive Officer

The following dates have been set and advertised in accordance with the Local Government Act 1995, for Airport Committee Meetings to be held at 5:30 pm in Council Chambers on the following dates:

- Thursday 16 December 2010
- Thursday 20 January 2011
- Thursday 24 February 2011
- Thursday 24 March 2011
- Thursday 28 April 2011
- Thursday 26 May 2011
- Thursday 23 June 2011
- Thursday 28 July 2011
- Thursday 25 August 2011
- Thursday 22 September 2011
- Thursday 27 October 2011
- Thursday 24 November 2011
- Thursday 15 December 2011

(Meeting dates adopted by Council at its Ordinary Meeting held 10 November 2010 – Jan 2010 Mtg amended at OCM December 2010)

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ITEM 1 OPENING OF MEETING**1.1 Opening**

The Chairman declared the meeting open at 5:31pm and acknowledged the traditional owners, the Kariyarra people.

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

Councillor Arnold A Carter (Chairman)
Mayor Kelly A Howlett
Councillor Stan R Martin
Councillor Jan M Gillingham – Arrived at 5:38pm
Councillor M (Bill) Dziombak
Doug Gould
Serge Doumergue

2.2 Apologies

Michelle Cook

2.3 Approved Leave of Absence

Nil

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS - ON NOTICE

Nil.

ITEM 4 PUBLIC TIME

5:32pm Deputy Mayor opened Public Question time.

4.1 Public Questions

Nil.

5:32pm Deputy Mayor closed Public Question time.

5:33pm Deputy Mayor opened Public Statements time.

4.2 Public Statements

Nil.

5:33pm Deputy Mayor closed Public Statements time.

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

5.1 Mayor Kelly Howlett

Mayor enquired as to whether the letter sent by Mr Rawson which contained a complaint regarding the works being carried out at the airport has been addressed.

Deputy Mayor advised that this question is taken on notice.

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

Cr A A Carter	Mr Doug Gould
Mayor Kelly Howlett	Mr Serge Doumergue
Cr S R Martin	
Cr M Dziombak	

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Confirmation of Minutes of the Airport Committee Meeting held on Thursday 20 January 2011

AC201011/050 Airport Committee Decision/Officer's Recommendation

Moved: Mayor Kelly Howlett **Seconded:** D. Gould

That the Minutes of the Airport Committee Meeting held on Thursday 20 January 2011 be confirmed as a true and correct record of proceedings.

CARRIED 6/0

ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION

Nil.

ITEM 9 PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS

Nil.

Precinct 1 is essentially part of the airport operational area and the Draft Airport Master Plan (DAMP), identifies uses that would be complementary to the airport.

Precinct 2 includes a portion of land that is currently occupied by a number of transient workers accommodation (TWA) developments. The DAMP encourages similar short stay TWA developments in this precinct.

Precinct 3 located to the south of the runways has been identified primarily for industrial related uses.

The lots in this precinct vary in size, providing for the needs of both small and large industrial developments.

Precinct 4 is affected by possible flooding and the uses recommended for this area are passive low key uses.

Consultation

The Airport Committee has endorsed the DAMP for Public Consultation. The DAMP was advertised in accordance with clause 4.3 of the Port Hedland Town Planning Scheme No. 5.

A comment box was also made available for passengers and visitors to the airport terminal; they are summarized as follows;

- Additional parking required for busses.
- Runway extensions should be considered.
- Not ideal to develop around an airport for emergency purposes.
- Additional parking

Planning Comment

The comments received in the comment box that was made available at the airport terminal does not relate to the DAMP. The comments pertain to the requirement of additional large vehicle bays, as well as additional light vehicle bays being provided. These comments would rather relate to the terminal building and the associated upgrades.

In addition to the above advertising the DAMP was circulated to all stakeholders. Comments received have been summarised as follows:

Department of Transport

- Protecting the future operational aspects of the airport,
- DAMP should consider requirements to the 2025 timeframe, and
- Accommodate the increasing demand for air cargo services.

Planning Comment

Master Plans are generally applicable for a period of 10 years after which reviews are often required. It must also be noted that the comments

pertain more to the operational side of the airport rather than the surrounding land uses.

Greg Rowe & Associates

- Existing shortage of accommodation options.
- Ideal location and complementary land uses.
- Lack of clarity in the definition of “commercial” uses.
- Proposed use of land to the entrance of the Airport as short stay accommodation.

Planning Comment

Whelans has responded to the comment provided by Greg Rowe & Associates, on page 56 and 57 of the DAMP.

From a planning perspective the majority of the comments provided by Whelans are supported. The proposal from Greg Rowe & Associates to have short stay accommodation within Precinct one is not totally opposed. However, any short stay development should be in the form of a hotel type development and not a transient workforce accommodation style village. In addition hereto, the existing hire car services must be accommodated within close proximity to the airport terminal.

Australian Customs & Border Protection Services

- Terminal and associated facilities will have to be upgraded to cope with the predicted increase in passengers.

Planning Comment

Comment pertains more to the operational side of the airport rather than the surrounding land uses

Main Roads Western Australia (MRWA)

- Impacts of proposed uses in Precincts 1 – 3 will be significant. A traffic study is required.
- Re-alignment of Great Northern Highway (GNH) north of Precinct 2 should be considered.
- Flood assessments required.
- Access on Northern side of GNH requires review
- Creation of Commercial lots abutting GNH not supported.
- Pedestrian access across GNH to be review.
- No drainage basins to be located within the GNH road reserve.
- No service roads to be located within the GNH road reserve.
- No road train access permitted within Precinct 3.
- Development area of Precinct 3 dependent on realignment of GNH.

Planning Comment

The concerns raised by Main Roads have either been addressed by the DAMP or can only be addressed at the time of rezoning and /or subdivision, when further studies/investigations will be required.

Pilbara Association of Non Government Organisations

- Lack of affordable housing.
- Priority on the development of Transient Workforce Accommodation.

Planning Comment

From a planning perspective, any permanent residential development within any of the airport precincts cannot be supported. Residential development, so far removed from the South Hedland Town Centre, would not contribute to the redevelopment thereof, and would result in urban sprawl.

Airservices Australia

- Potential re-introduction of an Air Traffic Control (ATC) service subject to activity growth at Port Hedland;
- Anticipated re-introduction of Aviation Rescue and Fire Fighting (ARFF) services subject to activity growth at Port Hedland;
- Potential impacts for Airservices facilities at the airport including re-location and site lease requirements;
- Airservices environmental contamination assessments associated with past ARFF activities;
- Impact on siting criteria for NavAids/Communications located at the airport (including protection of restricted areas);
- Access roads to Airservices facilities;
- Requirements to assess future developments that may impact on PANS-OPS (Procedures for Air Navigation Services - Aircraft Operations), airside ATC line-of-sight (LOS) or Airservices operational equipment; and
- Indigenous heritage with native title issues (if applicable).

The following additional information has been received from Airservices Australia:

Airservices Australia are an Australian government-owned corporation. They work closely with other government organisations concerned with aviation safety, [regulation](#) and search and rescue, such as the Department of Infrastructure, Transport, Regional Development and Local Government, the [Civil Aviation Safety Authority](#), the [Australian Transport Safety Bureau](#) and the [Australian Maritime Safety Authority](#). They also work with the [International Civil Aviation Organization](#) to share information and advances in aviation technology and to maintain global aviation safety standards.

Airservices Australia are responsible for:

- [Airspace management](#)

- Aeronautical information
- Communications
- Radio navigation aids
- [Airport rescue and fire fighting services](#),

During the consultation period, Airservices Australia advised that they were unable to provide a submission by the 31 December 2010 deadline as they were, at that time, compiling reports from various business units in reply. They indicated that their submission would not be sent to the Town until late January 2011. They did however provide a list of items which they proposed to cover in their submission:

- Anticipated re-introduction of Aviation Rescue and Fire Fighting (ARFF) services subject to activity growth at Port Hedland;
- Potential impacts for Airservices facilities at the airport including re-location and site lease requirements;
- Airservices environmental contamination assessments associated with past ARFF activities;
- Impact on siting criteria for NavAids/Communications located at the airport (including protection of restricted areas);
- Access roads to Airservices facilities;
- Requirements to assess future developments that may impact on *PANS-OPS* (Procedures for Air Navigation Services - Aircraft Operations), airside ATC line-of-sight (LOS) or Airservices operational equipment; and
- Indigenous heritage with native title issues (if applicable).

Given the large designated area of land that surrounds the existing aerodrome functions, which currently protects their existing infrastructure, it is unlikely that their detailed submission will have a significant adverse impact on the land use. However, Airservices Australia has advised that the passenger numbers at Port Hedland Airport are a point where re-introduction of their presence at the airport is anticipated in the second half of this year. This will require the erection of a fire station and training ground. During recent conversations with Airservices Australia, 'cable runs' and 'environmental concerns' were raised as additional factors being considered within their submission.

Finally, advances in technology may require the erection of additional infrastructure, larger and more cumbersome than that which is already in place.

Consequently it is recommended that their submission is carefully considered upon receipt and any necessary changes be made to accommodate those needs.

Planning Comment

The comments received from Airservices Australia reflect their operational requirement. As mentioned due to the increased passenger numbers and Airservices Australia's statutory requirement, some amendments to the DAMP may be required during the rezoning and / or subdivision.

Additional studies can be undertaken at these stages to address some of Airservices Australia's concerns.

Renaming of the Airport Master Plan

It is evident from the comments received that the current name of the plan "Airport Master Plan" has caused confusion. Most of the comments received, from both the public and larger stakeholders, pertain to the operational area of the airport and not the proposed land uses.

To ensure there is no confusion in the future when either updating the plan or the redevelopment of the airport operational area is done, it is recommended that the current name of the plan "Airport Master Plan" be amended to "Airport Land Use Plan" which more accurately reflects the plans intentions.

Statutory Implications

Town Planning Scheme No. 5 requires that Development Plans be advertised in accordance with the requirements of sub clauses 4.3.3 and 4.3.4.

Policy Implications

Nil

Strategic Planning Implications

Key Result Area 1:Infrastructure

Goal Number 3:Airport

Strategy 1:

Complete the development of the Airport Land Development Plan and commence implementation of the key initiatives that are identified.

Key Result Area 4:Economic Development

Goal Number 4:Land Development Projects

Strategy 1:

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

Goal Number 5:Town Planning & Building

Strategy 3:

Develop Structure Plans for key precinct areas, with particular focus on the Spoilbank Precinct, **Airport,** and Pretty Pool.

Budget Implications

During the 2009 / 2010 financial year Council made provisions for the preparation of the Airport Master Plan.

Officer's Comment

The preparation of an "Airport Land Use Plan" (ALUP) is an important tool which will guide the use of the vast amount of vacant land currently surrounding the airport. The ALUP will also contribute to the preparation of the Port Hedland City Growth Plan which is currently being prepared.

It must be noted that at this stage of the plan the proposed subdivision line are only indicative to what can be achieved and in what layout. Therefore it will be necessary should the ALUP be adopted by the Airport Committee to amalgamate, rezone and subdivide the land. It is recommended that this is done on a precinct by precinct basis as each has its own unique constraints that will have to be investigated in further detail.

Attachments

1. Draft of the Airport Master Plan – attached separately
2. Department of Transport
3. Greg Rowe & Associates
4. Main Roads WA
5. Airservices Australia

Options

When considering the subject report the Committee has the following options:

1. Endorse the Airport Land Use Plan;

Allowing the implementation of the plan to progress

2. Lay the Airport Land Use Plan on the table until Air Services Australia can provide exact requirements;

This would result in a delay in the implementation of the Airport Land Use Plan. As mentioned any requirements from Air Services Australia can be accommodated at the rezoning and or the subdivision stages.

3. Not to Endorse the Airport Land Use Plan;

Officer's Recommendation

That the Committee:

1. APPROVES the renaming of the Airport Master Plan to Airport Land Use Plan;

Subject to 1 above APPROVES the Airport Land Use Plan;

2. REQUESTS the Planning & Development Department to begin the implementation requirements as set out in the Airport Land Use Plan during the 2011 / 2012 and 2012 / 2013 financial years, and;
3. FORWARDS the "Airport Land Use Plan" to the Western Australian Planning Commission.

AC201011/051 Airport Committee Decision**Moved:** Cr M Dziombak**Seconded:** Mayor Kelly Howlett**That the Committee:**

1. approves the renaming of the Airport Master Plan to Airport Land Use Plan; and
2. requests that a workshop be held to discuss changes to the Airport Land Use Plan and the review of its implementation strategy.

CARRIED 6/0

REASON: The Airport Committee believes a workshop needs to be held to discuss changes in the Airport Land Use Plan and the review of its implementation strategy.

Attachment 2



Government of Western Australia
Department of Transport

Your ref: DT/10/01576 V1
Enquiries: Michael Kennedy 9216 8807

Town of Port Hedland
PO Box 41
PORT HEDLAND WA 6721

Submission to the Town of Port Hedland's Draft Airport Master Plan (DAMP)

The Department of Transport (DoT) provides the following comments from a transport perspective.

The DoT commends the Town of Port Hedland for its actions in drafting an airport master plan to protect the future operational aspects of the Port Hedland International Airport (PHIA).

The DAMP should consider requirements to the 2025 timeframe and beyond (25-50 years), thereby ensuring planning is well ahead of any future demand and supply pressures that industry and the community in the region may face.

The expansion of the oil and gas industry in the region will require the PHIA to accommodate increasing demand for air cargo services. The enhancement of transport and infrastructure links for air and sea cargo will be of significant benefit to a range of industries in the region.

The DoT looks forward to the opportunity to provide further comments as the draft airport master plan develops. For future correspondence please contact Michael Kennedy, Principal Policy Officer on 9216 8897 or michael.kennedy@transport.wa.gov.au

I wish the Town of Port Hedland ongoing success in this important project.

Yours sincerely

Sue McCarrey
Deputy Director General

6/12/2010



Document #: ICR11310
Date: 13.12.2010
Officer: PAUL MARTIN
File: 30/21/0001

+ Joanne Kemp
+ Leonard Long

441 Murray Street, Perth, Western Australia 6000
Tel: (08) 9216 8000 Fax: (08) 9216 8001 www.transport.wa.gov.au
ABN 27 285 643 255

Attachment 3

GREG ROWE & associates
FOCUSED ON ACHIEVEMENT



Our Ref: 6894

21 December 2010

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

Document #: ICR11616
Date: 04.01.2011
Officer: LEONARD LONG
File: 30/21/0001

Sent Via Email Also: mgrpl@porthedland.wa.gov.au

Attention: Mr Leonard Long – Manager Planning

Dear Sir

Port Hedland International Airport Master Plan – Submission

Greg Rowe and Associates acts on behalf of Complete Hire and Sales Pty Ltd ('Client') with respect to this submission on the content of the Port Hedland International Airport Master Plan ('Master Plan'). We specifically refer to the land designated as Lots 11 to 21 "Airport Specific Commercial Landuse" contained as "Figure 8, Master Plan – Precinct 1", Lots 11 to 21 of Figure 8 are herein referred to as the 'subject site'.

We have been instructed by our Client to prepare a Submission on the Master Plan with the primary objective of allowing short stay accommodation land use/s within the subject site and designating the various landholdings (comprising the subject site) as a single entity.

Background

Our Client has indicated their intention to expand the land use potential of the subject site for short stay accommodation land uses. At present, the Master Plan (broadly) designates the subject site as "Airport Specific Commercial Landuse".

The subject site is strategically located within proximity to the existing airport terminal and is adjacent to Great Northern Highway.

Our Client does not have definitive development plans at this juncture, but would be keen to pursue a short stay accommodation development at the subject site. This was reaffirmed at our meeting with Mr Paul Martin and Ms Jasmine Person at the Town of Port Hedland (the 'Town') on 8 December 2010. The proposed development will contribute to short stay accommodation options for airport users whilst responding to the current accommodation shortage within the Town. It is envisaged that the removal of the access road central to the subject site will enable the creation of a better development to satisfy a range of accommodation options (i.e. treating the landholdings as a single entity provides greater flexibility). Attachment 1 is an amended version of Figure 8 (of the Master Plan) illustrating the

TOWN PLANNING MASTER PLANNING URBAN DESIGN PROJECT MANAGEMENT

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<p>perth</p> <p>Level 3, 301 / reasdale street Northbridge, Western Australia 6003 tel +61 8 9221 1191 fax +61 8 9221 1191 email greg@gregrowe.com</p>	<p>regional offices</p> <p>perth / south west tel +618 9582 8288 email mandunin@greg-rowe.com</p> <p>mid west tel +618 9956 0633 email geraldton@greg-rowe.com</p> <p>pilbara tel +618 9171 4333 email porthedland@greg-rowe.com</p>	<p>www.greg-rowe.com</p> <p>Greg Rowe Pty Ltd ABN 41 001 29 71</p>
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amalgamation of the lots comprising the subject site and the removal of the minor access road. Attachment 2 is a basic concept plan (for illustrative purposes only) highlighting the potential future development of the subject site for short stay accommodation purposes.

The following sets out our Submission to the Master Plan in general terms as well as in the context of the subject site:

- » Existing shortage of accommodation options
- » Ideal location and complementary land uses
- » Lack of clarity in the definition of "commercial" uses

Existing Shortage of Affordable Accommodation

A lack of affordable housing supply and variety has long been a problematic issue within the Pilbara. The Town of Port Hedland Land Use Master Plan ("LUMP") is the primary strategic planning document guiding growth and development of the Town over the next 20-25 years. The LUMP describes the current supply of housing in Port Hedland as "expensive and generally in short supply" whilst in South Hedland housing is described as being more abundant, however, it has "a reputation dominated by negative perceptions of increasing crime, poverty and social dysfunction. This contributes to high housing costs and an extremely tight market, frequently low standards of quality and maintenance, and limited choice in types of available accommodation". In order to manage the short supply of housing in Port Hedland the LUMP recommends identification of opportunities to provide more dwellings and to improve the existing amenity.

Currently within the Pilbara Region there are four major airports being Newman, Paraburdoo, Port Hedland and Karratha. These airports receive passengers who travel extensive distances and as a consequence the provision and choice of a short stay accommodation option is necessary. Currently the supply of short stay accommodation within Port Hedland and South Hedland is at capacity. It is expected the expansion of the airport will increase the number of flights in and out of Port Hedland and therefore it is expected there will be an increase in patronage and an increased demand for conveniently situated short stay accommodation.

As the LUMP explains, the Pilbara attracts over 30,000 tourists annually yet only about a third of these visit Port Hedland. The main reason for this poor visitor rate is the "limited availability, high cost and generally poor quality of tourist accommodation". The LUMP further emphasises that short-stay accommodation options have significantly reduced in recent years due to the closure of two backpackers' hostels in Port Hedland, whilst a Caravan Park in South Hedland has been transformed into Transient Workforce Accommodation ("TWA"). In addition, "the current housing shortage is making it very difficult to secure a room in any of the remaining facilities because of extended stay arrangements and standing business reservations". As such the LUMP acknowledges that "addressing the critical shortage in tourist accommodation options is an immediate priority. There is significant demand for all types of accommodation, from four or five-star quality rooms which are not currently available anywhere in Port Hedland, to caravan parks and camp grounds".

Interestingly "Goal 4: Land Development Projects" of the Town of Port Hedland Strategic Plan 2010 – 2015 ("Strategic Plan") identified "Airport Housing" as an "Immediate Priority". This however this is not reflected in the Master Plan, specifically with respect to (ideally located) Precinct I. In the five year

period, the Strategic Plan aims to increase passenger numbers from 280,000 to 450,000 passengers in 2015. Furthermore "Goal 2: Airport" states "that Port Hedland International Airport is recognised as a leading regional airport in the area of passenger and freight movements and customer satisfaction". This statement would be further reinforced with the provision of short stay accommodation within proximity of the airport. The lack of short stay accommodation in this regard is of particular concern as existing accommodation facilities within the Town are already at capacity. As such if the Town anticipates increasing its airport patronage by 170,000 passengers by 2015 whilst satisfying "Goal 2" the Town will need to address its current accommodation shortage.

It appears the Master Plan fails to consider the current housing shortage that hinders Port Hedland and the wider Pilbara Region as well as the future accommodation demand as the airport expands. We believe there is a credible opportunity for short stay accommodation to be located within the subject site that will respond to the demand for more accommodation variety and options whilst supporting the expansion of the airport services. As such it is recommended that "Short Stay Accommodation" be a land use permissible within the "Airport Specific Commercial Landuse" Zone of Precinct 1 (i.e. at the subject site).

Ideal Location

A review of alternate Airport Master Plans confirmed that short stay/overnight accommodation is provided within the "Airport" Zones of the following Master Plans:

- » Launceston Airport Master Plan 2009
- » Karratha Airport Master Plan 2009
- » Moorabbin Airport Master Plan 2009
- » Wagga Wagga Airport Master Plan 2010
- » Essendon Airport Master Plan 2010
- » Hobart Master Plan 2009

Like the Town of Port Hedland, accommodation options within Karratha are problematic for visitors, business people and tourists alike. In order to alleviate this issue whilst supporting the expansion of airport passenger numbers, the Karratha Airport Master Plan has identified potential accommodation within proximity to the terminal building. The Launceston Airport Master Plan also acknowledges the importance of locating overnight accommodation "on Airport land and close to the terminal."

The subject site is ideally situated to provide adequate accommodation services to airline users (and other visitors to the Town requiring short stay accommodation). The airport land is situated approximately 14 kilometres from the Port Hedland Town Centre and approximately 11 kilometres from the South Hedland Town Centre. Furthermore the subject site has good access to Great Northern Highway via a minor access road. The proximity to both Town Centres and the Highway will allow short stay accommodation users to easily venture into the commercial areas of Port and South Hedland contributing to the local economy of the Town.

It is noted that the Master Plan provides the opportunity for 'Hotel/Motel' land uses within Precinct 2. However unlike Precinct 2, the subject site (in Precinct 1) is ideally situated in proximity to the passenger terminal (ranging from 200 metres at its closest point to 525 metres at its furthestmost). This

essentially enables accommodation users more direct access to the terminal than land earmarked for potential "Hotel/Motel" uses within Precinct 2.

Furthermore north of Great Northern Highway, adjacent to the subject site is an existing tourism accommodation precinct. The agglomeration of short stay accommodation with other tourism and commercial activities including vehicle hire will create a precinct of complementary land uses.

A major objective of Precinct 1 is to "implement landscaping and entry statements to the primary access point from Great Northern Highway." The use of the subject site for short stay accommodation has the ability to create and maintain an aesthetically pleasing landscaped entry statement along Great Northern Highway and the primary access road. As such a well landscaped entry statement can be integrated into and complement the design of the accommodation facility to ensure it is well maintained. The use of the entire subject site as an accommodation facility as opposed to individual "commercial" lots will also contribute to creating a complete appearance to the entry of the airport contributing to an entry statement.

We believe the Master Plan has omitted the evident trend of locating short stay accommodation within proximity to airport terminals. Furthermore it appears the Master Plan has overlooked the advantageous site characteristics of the subject site for accommodation uses. As such we recommend that accommodation uses be incorporated within the land use permissibility of the subject site.

Lack of Clarity in the Definition of "Commercial" Uses

The Master Plan does not specifically define what is meant by particular land uses notated as "commercial" within the Master Plan. The proposed land uses within Precinct 1 of the "Airport Specific Commercial Landuse" Zone are: "Vehicle Hire Compounds, Charter, General Aviation and Tourism." Relative to the Town of Port Hedland Town Planning Scheme No. 5 (TPS 5), "Tourism" is a Zone, not a land use. As such it is unclear as to what is meant by "Tourism" within the "Airport Specific Commercial Landuse" Zone.

In reviewing the aforementioned airport Master Plans, it was found that a number of them included "Accommodation" uses within the airport "Commercial" Zones. For instance the Launceston Airport Master Plan "Commercial" Zone is earmarked for business activity that includes "guest accommodation, motel, passenger transport depot, restaurant, service stations, vehicle sales, passenger transport depot and Cultural facilities." Unlike the (Port Hedland International Airport) Master Plan, the Launceston Airport Master Plan provides precise land uses permitted within the "Commercial" Zone. This decreases ambiguity when determining land use permissibility.

As such it is recommended the Port Hedland International Master Plan define the land uses permissible within the "Airport Specific Commercial Landuse" Zone in order to alleviate ambiguity and provide clarity to prospective owners/tenants.

Summary

The Port Hedland International Airport Master Plan should include short stay accommodation land use/s within the subject site of Precinct 1 in order to address the existing accommodation shortage of the Town of Port Hedland. A major concern of the Master Plan is that it proposes large increases in

passenger numbers in the near future however fails provide adequate and well located accommodation options. Furthermore there is ambiguity as to permissible land uses of the "Airport Specific Commercial Landuse" Zone. We believe the subject site (located in Precinct 1) is best suited to support accommodation due to its proximity to the airport terminal as well as accessibility to Great Northern Highway. Our recommendations are as follows:

- » Specifically define land use permissibility of the various "zones", specifically the Airport Specific Commercial Landuse" Zone
- » Allow "Short Stay Accommodation" within Precinct 1, specifically across the land comprising the subject site; and
- » Amalgamate (or allow flexibility over the configuration of) the lots that comprise the subject site and remove the minor access road to allow the entire site to be used for accommodation land uses (Refer to Attachment 1).

We trust the above and attached will be considered in a favourable manner.

Should you require any further information or clarification in relation to this matter, please contact either Paul Cunningham or Annabel McLarty on 9221 1991.

Yours faithfully

GREG ROWE AND ASSOCIATES



PAUL CUNNINGHAM
Pilbara Office

Encl.

TOWN PLANNING MASTER PLANNING URBAN DESIGN PROJECT MANAGEMENT

Attachment 4



Document #: ICR11298
 Date: 13.12.2010
 Officer: PAUL MARTIN
 File: 30/21/0001

Jasmine



ABN: 50 860 676 021

Enquiries: Kevin Smith on 9323 4347
 Our Ref: 10/6116
 Your Ref: NA

3 December 2010

Ms J Person
 Manager Investment and Business Development
 Town Of Port Hedland
 PO Box 41
 PORT HEDLAND WA 6721



Dear Jasmine

DRAFT PORT HEDLAND AIRPORT MASTER PLAN

Main Roads has reviewed the draft Airport Master Plan and provide the following comments for your consideration.

As you are aware Main Roads is currently in the early stages of delivering a major re-alignment of Great Northern Highway (GNH) to the north west of the airport site at a cost of approximately \$200M. This realignment will provide for regional traffic, including large freight vehicles and improved access to both the Port Hedland Inner and Outer Harbours.

The level of development proposed adjacent to the existing GNH, in Precincts 1 and 2 will result in a significant increase in transport demand and vehicle movements. This expected increase combined with the transport demand from the development opposite the airport site will compromise the transport function of this section of GNH. Therefore, planning for a realignment of GNH further to the north should be considered to improve the future safety and efficiency of this strategic transport route.

A traffic study, including future modelling, is required to assess the impact of the overall proposed developments in the various precincts on the existing and future road network. This study should identify the issues that may arise from the proposed developments and any road improvements required. I understand that the traffic analysis and access arrangements for Precinct 3 are being incorporated with the traffic analysis being undertaken by Landcorp for the proposed industrial areas adjacent to the airport site.

Section 3.6

Include a section which describes and maps the function (i.e. freight/commuter route) of the existing and planned major road network in the vicinity of the airport. For example GNH; GNH Realignment; Wallwork Road; Wallwork Rd bridge over railway; and Port Hedland Road.

Section 5.1.2

- Drainage - Need to review and agree the proposed drainage disposal strategy from the site in terms of the location and capacity of culverts crossing GNH, with Main Roads.
- Flooding – Support the need for flood risk assessment to be undertaken in consultation with Main Roads.

Section 6.1.1 Precinct 1 (Fig 8)

- Upgrade of the existing airport main access is supported by Main Roads and is to be integrated with the access arrangements for the development on the opposite side of GNH, in consultation with Main Roads. However, as stated earlier in this letter the level of development proposed on either side of this section of the existing GNH will compromise the safety and efficiency of GNH. A realignment of GNH to the north of the development opposite the airport should be considered.
- Main Roads does not support the creation of additional "Commercial Landuse" lots abutting GNH with access to GNH. Creation of additional lots would be acceptable if access is arranged within the airport boundaries.
- I understand that pedestrian movements across GNH in this area is an issue. Measures to address this issue should be included in the Master Plan.
- Drainage culverts for the major drainage channels across GNH are subject to Main Roads approval in terms of location and capacity.
- Support rationalisation and reduction of existing access points to GNH (No 14)
- No drainage from the proposed Attenuation Basin (No 10) and " cut off" drainage line (No 3) is to enter GNH road reserve

Section 6.1.2 Precinct 2 (Fig 10)

Rationalisation of existing access points to GNH is supported. However, the proposed loop/service road is to be located within airport site not in GNH road reserve. Intersection upgrades on GNH will be required.

Section 6.1.3 Precinct 3 (Fig 11)

- From a number of discussions with Landcorp, Main Roads understands that road trains will not be permitted access to Precinct 3. Landcorp is currently developing an area for Transport Development Zone related industries, which is located to the north of GNH and will be accessible for road trains
- More than one access will be required to Precinct 3 for emergency access.
- The proposed access to GNH, on the north side of the cemetery site, is to be located so that appropriate intersection spacing is achieved on GNH with the access proposed to the Landcorp "Transport Development Area" on the opposite side of GNH.
- It should be noted that the development of any access points to GNH for Precinct 3 is subject to the construction of the proposed GNH realignment north of the Wedgefield Industrial Area.
- Main Roads supports the view that inclusion of the UCL land (Lot 253) is important to the development and effective access arrangements for Precinct 3.
- Land availability and access for the south west quadrant of Precinct 3 will be influenced by the earthworks requirements for the Wallwork Rd Bridge over the existing railway line.

Section 6.1.4 Precinct 4 (Fig13)

Possible land uses are identified for this Precinct, however, there is no mention of transport implications. Access to this Precinct will be constrained by the planned grade separated interchange, which is currently under investigation by Main Roads as part of the GNH Realignment Project.

Section 7.2

Staging – Release of any land in Precinct 3 including access to GNH or Wallwork Road is subject to the completion of the GNH realignment, which will significantly reduce freight traffic from the section of GNH adjacent to Precinct 3. The GNH Realignment Project is scheduled for completion by the end of 2013.

Consultation: The level of consultation undertaken with key stakeholders in the development of the draft Master Plan is not mentioned in the report. Main Road looks forward to continuing to work with the Town of Port Hedland regarding the activities on the airport site, which impact on the management and operation of existing and future regional road network.

If you require any further information please contact me on 9323 4511 or Kevin Smith on 9323 4347.

Yours faithfully



Lindsay Broadhurst
MANAGER ROAD PLANNING

Attachment 5

Leonard Long

From: Jasmine Person
Sent: Wednesday, 19 January 2011 5:34 PM
To: Leonard Long
Subject: FW: Airservices Australiahe Town of Port Hedland's International Airport's Draft Master Plan

**Jasmine Person**

Manager - Investment and Business Development
 Town of Port Hedland | PO Box: 41 Port Hedland WA 6721
 Ph: (08) 9158 9394 Fax: (08) 9158 9399 Mob: 0448 033 235
 Email: mibd@porthedland.wa.gov.au
 Web: www.porthedland.wa.gov.au

From: Tattam, Steve [<mailto:steve.tattam@airservicesaustralia.com>]

Sent: Tuesday, 21 December 2010 11:44 AM

To: Jasmine Person

Subject: Airservices Australiahe Town of Port Hedland's International Airport's Draft Master Plan

Dear Jasmine,

I refer to your call for comment by Airservices Australia (Airservices) on the Town of Port Hedland's International Airport's Draft Master Plan. You recently provided advice that the call for comment will close on 31 December 2010. At this time Airservices is unable to provide detailed comments on important topics that may be affected by the Master Plan.

Our detailed assessment of the Draft Master Plan will be finalised in January 2011 and will address the following matters:

- Potential re-introduction of an Air Traffic Control (ATC) service subject to activity growth at Port Hedland;
- Anticipated re-introduction of Aviation Rescue and Fire Fighting (ARFF) services subject to activity growth at Port Hedland;
- Potential impacts for Airservices facilities at the airport including re-location and site lease requirements;
- Airservices environmental contamination assessments associated with past ARFF activities;
- Impact on siting criteria for NavAids/Communications located at the airport (including protection of restricted areas);
- Access roads to Airservices facilities;
- Requirements to assess future developments that may impact on PANS-OPS (Procedures for Air Navigation Services - Aircraft Operations), airside ATC line-of-sight (LOS) or Airservices operational equipment, and

- Indigenous heritage with native title issues (if applicable).

Please contact me if you have any questions or concerns regarding our assessment.

Kind Regards,

Steve Tattam

Senior Advisor
Airport Relations/Industry Relations
Corporate & International Affairs
Airservices Australia
GPO Box 357, Canberra, ACT, 2601

Secretary to ASTRA - <http://www.astra.aero/>

| P 02 6268 4881 | M 0402 776 524 | E steve.tattam@airservicesaustralia.com | W <http://www.airservicesaustralia.com> |

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ITEM 11 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL

11.1 Tender 11/11 Design, Supply & Install Port Hedland International Airport Paid Parking System (File No.: 30/12/0003)

Officer Helen Taylor
Project Officer

Date of Report 25 February 2011

Disclosure of Interest by Officer Nil

Summary

The purpose of this report is to provide a summary and assessment of submissions received for Tender 11/11 Design, Supply & Install Port Hedland International Airport Paid Parking System, to enable Council to award the Tender.

Background

At the Ordinary Council Meeting on 24th November 2010 Council approved the allocation of funds for the implementation of paid parking based on the Committee's recommendation as follows:

"That Council:

- 1. allocates \$785,000 from the Airport Reserve for the purpose of:
Development of construction designs and specifications for the reconstruction of the PHIA carpark
Minor reconstruction works to the short term carpark entrance to accommodate the paid parking system
Development and implementation of a paid parking system at the Port Hedland International Airport; and*
- 2. authorise for tenders to be called for the implementation of paid parking."*

Consultation

The specifications for the Paid Parking System tender have been developed in consultation with Opus International Consultants, Council's IT and Engineering department. The tender submissions were reviewed and scored in collaboration with Council's IT, Rangers and Engineering departments.

Statutory Implications

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

3.57. Tenders for providing goods or services

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

(2) Regulations may make provision about tenders.

Policy Implications

This tender was called in accordance with Council's Procurement Policy 2/007

Strategic Planning Implications

Key Result Area 1 - Infrastructure

Goal 2 - Airport

Other Action Strategy 1 - Undertake upgrades to the terminal and surrounds to improve the functionality of the facility including:

Review parking options and implement an agreed Airport Parking Plan

Budget Implications

A total of \$785,000 from the Airport Reserve has been allocated to this project. The recommended tenderer's price is within the budget allocation, also allowing for carpark works to modify entrances and exits to accommodate slip lanes for the ticketing machines. Council must also allocate an operational budget for the paid parking system to become active, as discussed further in this report. The paid parking system can't be operational until Council adopts the operational budget.

Officer's Comment

Tender 11/11 closed at 2.30pm on Wednesday 16th February 2011. Tenders were opened and recorded by Councilor Carter and Council staff members. Tender packages were received from 4 companies as listed below:

- Romex Australia
- TMA
- Sabar Technologies
- O'Donnell Griffin

Table 1 below indicates the lump sum price submitted by the above tenderers.

Table 1:

Tenderer	Lump Sum Price (excluding GST)
Romex Australia	\$234,900
TMA	\$411,070
Sabar Technologies	\$539,785
O'Donnell Griffin	\$733,565.25

Table 2 below indicates the evaluation criteria as described in the tender documentation.

Table 2:

Item	Assessment Criteria	Max Score
1	Technical Capacity, Organisation and Experience	25
2	System Configuration & Warranties	25
3	Local Industry Development	5
4	Price	45
	Max Loaded Score	100

The comparison of each of the assessment criteria for the tender submissions received is as follows and is summarised in Table 3 below:

Table 3

Contractor/ Assessment Criteria	Price (45)	Technical Capacity, Organisation & Experience (25)	System Configuration & Warranties (25)	Local Industry Development (5)	Total Score (100)
Romex Australia	0	8.7	9.5	2.1	20.3
TMA	45	8.55	11.5	2.7	67.75
Sabar Technologies	38	15.2	14	3.2	70.4
O'Donnell Griffin	28	12.6	10.5	3.6	54.7

Price

The lowest price Tender (Tlp) shall be awarded a score of 45 for the Price criterion. The second-lowest price Tender (Tslp) shall be awarded a score determined in the following manner:

$$\text{Tslp Score} = 45 - \frac{[(\$Tslp - \$Tlp) \times 45]}{\$Tlp}$$

Although Romex submitted the lowest tender price they excluded several essential elements of the tender specification, therefore their price couldn't be assessed and they received the lowest score for this component.

Technical Capacity, Organisation, Experience & Resources

Sabar Technologies scored the highest in this component of the selection criteria. They demonstrated a high level of understanding in their methodology, resource plan and installation. All other tenderers demonstrated a suitable level of understanding. O'Donnell Griffin and Sabar scored high on their remote experience. O'Donnell Griffin is based in Port Hedland and Sabar are currently working on the Karratha Airport paid parking system. Romex and TMA showed little remote experience.

System Configuration & Warranties

Sabar Technologies scored the highest in this component of the selection criteria as they demonstrated a high quality system layout and the use of a magnetic stripe ticketing system. The proposed system is the same that is being installed at the Karratha airport, which offers advantages in parts, servicing, trouble shooting and knowledge sharing. Although TMA scored well in this category they only offer a thermal bar-coded ticketing system which will not endure Port Hedland's harsh environment. Council's IT department is confident that the system configuration Sabar has proposed is suited to the application and is compatible with local conditions.

Romex, TMA and Sabar provided a 24 month warranty period as per tender contract however O'Donnell Griffin only provided a 12 month warranty. Sabar Technologies offer a local servicing agent CableLogic who is based in Karratha.

Local Industry Development

O'Donnell Griffin scored the highest in this component of the selection criteria as most of their workforce are based in Port Hedland. All other tenderers have advised that they will be using local contractors where applicable. All tenderers have shown good benefits to the Town of Port Hedland.

Summary

Sabar Technologies has received the highest score in accordance with the selection criteria. They have shown a high level of understanding in their management approach and system configuration, therefore is the tender submission recommended by officers.

Paid Parking System Operational Requirements

By awarding this tender the Airport Committee are committing to the installation only of a paid parking system at the Port Hedland International Airport. There is an expectation that this system will generate an income stream in excess of \$1 million in the first year once the parking areas are fully redeveloped, increasing to \$3.8 million by 2030. This revenue isn't purely profit and must be utilised to operate and maintain the system.

There is also the public expectation that a paid parking area will provide better security than the current parking arrangements.

As a matter of necessity, before the paid parking system is commissioned, Council via the Airport Committee must implement a management plan from both a passive and a pro active approach. The management plan should address the expectation of value for money from patrons using the paid parking system and ultimately provide a level of security commensurate with the fees paid.

Some of the immediate requirements that will need to be considered within the management plan that are specifically security based include;

- The long term and short term car parks will require CCTV coverage consisting of an estimated 4 cameras to the fenced long term area and minimum 2 cameras for the short term areas – approximately \$100,000
- Sufficient lighting to both the long term and short term parking areas – approximately \$600,000
- A night time security patrol (part of 'eyes on the street' program) to patrol the car parks outside normal flight times on a random basis – approximately \$80,000 annually

An essential element to the operations of the paid parking system is the personnel required to manage emptying machines, topping up change, adding tickets, fixing minor technical matters, overriding manually if machines go off line, ringing for technical assistance and patrolling the car parks during standard flight times (7am to 10pm) 7 days a week. It is estimated that this will require a minimum of 2 full time staff at an approximate cost of \$190,000 annually.

It is proposed that the Committee approve the preparation of an Operational Management Plan (OMP) for the Port Hedland International Airport parking area. The cost of this can be accommodated within the current budget allocation. The OMP will be presented to the Committee and Council prior to the commissioning of the paid parking system and will identify operational requirements and make financial budgetary recommendations that can be incorporated into the 2011/12 budget.

Attachments

Nil

**AC201011/052
Recommendation****Airport****Committee****Decision/Officer's****Moved:** Cr S R Martin**Seconded:** Mayor Kelly Howlett**That the Airport Committee:**

1. **Awards Tender 11/11 Design, Supply & Installation of Paid Parking System to Sabar Technologies Pty Ltd for a total of \$539,785 + GST**

2. Requests the preparation of an Operational Management Plan for the Port Hedland International Airport parking area, to be approved and implemented prior to commissioning the paid parking system

CARRIED 7/0

11.2 Airport Committee – Change of Meeting Date for March 2011 (File No.: ...)

AC201011/053 Airport Committee Decision/Officer's Recommendation

Moved: Mayor Kelly Howlett

Seconded: Cr S R Martin

That the Airport Committee Meeting to be held at 5:30 pm in Council Chambers on Thursday 24 March 2011 be rescheduled to:

- **Thursday 31 March 2011.**

and be advertised accordingly.

CARRIED 7/0

ITEM 12 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

Nil.

ITEM 13 CONFIDENTIAL ITEMS**AC201011/054 Airport Committee Decision**

Moved: Cr S R Martin

Seconded: Cr M Dziombak

That the Airport Committee be closed to members of the public as prescribed in Section 5.23 (2) (d) of the Local Government Act 1995, to enable Council to consider the following Agenda Item:

- 1. 13.1 'Status of Qantas Airways Limited Leasing Arrangements'.**

CARRIED 7/0

NOTE: Section 5.23 of the Local Government Act 1995 states:

- “(1) Subject to subsection (2), the following are to be open to members of the public —*
- (a) all council meetings; and*
 - (b) all meetings of any committee to which a local government power or duty has been delegated.*
- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —*
- (a) a matter affecting an employee or employees;....*
 - ...(c) a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting;.....*
 - ...(h) such other matters as may be prescribed.”*

5:47pm Deputy Mayor advised members of the public that the Airport Committee is now closed.

13.1 ***Confidential Item : Status of Qantas Airways Limited Leasing Arrangements (File No.: ...)***

AC201011/055 Airport Committee Decision

Moved: Mayor Kelly Howlett

Seconded: Cr S R Martin

That the Airport Committee recommends that Council:

- 1. Consent to a disposal of property by way of a lease to Qantas Airways Limited, of 176.2sqm, being for check-in and baggage handling facilities and a 'Qantas Club' Lounge, as per section 3.58 of the *Local Government Act 1995* (private treaty), on the following terms:**
 - a) an initial term of ten (10) years commencing 1 July 2007;**
 - b) with two five (5) year options;**
 - c) at a rental of \$810.44 per square metre; and**
 - d) for an area of 176.2 square metres.**
 - e) a Consumer Price Index (CPI) review to take place every year and a market review every 3 years**
 - f) the next market review to take place on 1st July 2011**

- 2. Authorises the Chief Executive Officer (or his delegate) to:**
 - a) place an advertisement giving local public notice of the deposition in accordance with section 3.58(3)(a) of the Local Government Act; and**

 - b) sign and execute the amendments to the existing leasing agreement, should no adverse public submissions be received by Council.**

CARRIED 7/0

REASON: The Airport Committee believes that a Consumer Price Index (CPI) and a market review need to be included as part of the terms for the Qantas lease arrangements.

AC201011/056 Airport Committee Decision

Moved: Cr S R Martin

Seconded: Cr J M Gillingham

That the Airport Committee be opened to members of the public.

CARRIED 7/0

5:55pm

Deputy Mayor advised the meeting is open to members of the public.

ITEM 14 APPLICATIONS FOR LEAVE OF ABSENCE

AC201011/057 Airport Committee Decision/Officer's Recommendation

Moved: Cr S R Martin **Seconded:** Cr M Dziombak

That the following Application for Leave of Absence:

- **Councillor J M Gillingham from 11 March to 29 March 2011**

be approved.

CARRIED 7/0

ITEM 15 CLOSURE

15.1 Date of Next Meeting

The next Airport Committee Meeting of Council will be held on Thursday 31 March 2011, commencing at 5:30 pm.

15.2 Closure

There being no further business, the Chairman declared the meeting closed at ____ pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Airport Committee at its Meeting of _____ 2011.

CONFIRMATION:

CHAIR

DATE