

Governance - Status of Council Decisions

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
23/04/18	OCM	CM201718/190	11.3.1 Staff Housing Renewal Program	<p>That with respect to the Capital Staff Housing Renewal Program, Council,</p> <p>1. Approve to dispose of four residential properties as listed by way of sale at auction; a) 4 Janice Way South Hedland; b) 12 Janice Way South Hedland; c) 18 Logue Court South Hedland; and d) 3 Mitchie Crescent South Hedland.</p> <p>2. Support the reserve sale price listing of each property as the lower level of the market range provided in the sales appraisals;</p> <p>3. Approve that all revenue from the sale of the properties be set aside in the Housing Reserve to fund the next three years of the staff housing renewal program; and</p> <p>4. Delegate authority to the CEO to enter in to negotiations on behalf of the Town should the sale value of any property not meet the agreed upon reserve.</p> <p>CARRIED 7/0</p>	<p>07/05/2018 - Request for local real estate agents to register on Vendor Panel (Currently only one) has been sent our via procurement team. RFQ currently being drafted by Senior Property and Facilities Officer</p> <p>29/05/2018 - RFQ process has been completed and Peter Dunning at Ray White Port Hedland have been awarded the properties for sale. Officer has met with Mr Dunning and issued keys for the properties to be initially inspected (TR)</p> <p>26/07/2018 - Auction has been set for the 22nd August 2018 at 7.00pm at Ray White South Hedland (TR)</p> <p>09/08/2018 - Advertising is underway in anticipation for the auction per above (TR)</p> <p>29/08/2018 - 4 Janice Way - Sold via auction 22/08/2018, 12 Janice Way - Sold via auction 22/08/2018, 3 Mitchie Crescent - to be put on the market following failure to sell via auction on 22/08/2018, 18 Logue Court - Planning are assisting with boundary work. View to sell via auction in the coming months.</p> <p>05/11/2018 - Three of the four properties have sold above reserve. The fourth property requires subdivision which is being undertaken currently. Combined total earning for the disposal of the three properties at Auction is \$347,205.00.</p> <p>27/02/2019 - Advice received from WA planning commission of the subdivision approval issued on 21/1/19. Works to be completed which are undergoing review by relevant trades to ensure this can go ahead. Unable to list for sale until works on services are complete</p> <p>29/05/2019 - Horizon Power to supply quote for the installation of new meter for the service portion of the planning requirements. 3-4 weeks wait for advice of expected costs and install detail.</p> <p>04/09/2019 - Horizon power have completed separation and have sent advice to Department of Lands for the issuance of a new Certificate of Title. Waiting on advice from Department of Lands</p> <p>18/11/2019 - Separation of titles complete. New titles to now be drafted for new boundaries</p> <p>21/04/2020 - No changes to this item.</p> <p>01/05/2020 - No change to this item</p> <p>18/05/2020 - Waiting for Veris to complete final works on the subdivision. This was with planning under Planning Officer resigned. Coordinator of Property management has sought explanation from Veris as to status of the work however unable to decipher what is required and requested Veris to provide request in writing. Waiting for mail. Officer has has reverted to Manager of Planning to assist. Property cannot be sold until the subdivision is complete.</p> <p>24/08/2020 - Veris was unable to provide update so was escalated through to a higher line manager, who will be issuing a letter to Horizon Power to provide for the subdivision this week. Once sub division is complete the property can be listed for sale via auction 1</p> <p>04/12/20 - 18 Logue Court has been refurbished due to a gap in available Staff Housing. Subdivision is on going and subject to a shed removal on the Silver Chain side of the fence.</p>	Coordinator Property Management	85%
13/02/19	OCM	CM201819/116	11.2.4 Provision of Child Care	<p>MOVED:DM NEWBERYSECONDED: CR MCDONOGH</p> <p>That Council:</p> <p>1. Note the results of the child care waiting list audit and associated report;</p> <p>2. Endorse the following short-term measures to reduce the current child care waiting lists in Port Hedland:</p> <p>a. Re-activation of the South Hedland TAFE child care centre subject to successful tenure negotiations and the receipt of external partnership funding to deliver the required capital works;</p> <p>b. Subject to the provision of a detailed business case, conversion the Port Hedland Library to child care spaces;</p> <p>c. Preparation of a local planning policy that exempts Family Day Care businesses from the requirement to obtain a Home Business planning approval from the Town where the Family Day Care proposal meets the following criteria:</p> <p>i) Complies with all Education and Care National regulations 2012 ii) Does not display any advertising signage greater than 0.2m² iii) Does not employ any persons that do not live at the property iv) Does not operate outside of 7am – 7pm Monday – Saturday in line with Environmental Protection (Noise) Regulations 1997 v) Involves pickup / drop-off areas located wholly within lot boundaries of the property;</p> <p>d. Investigation of the viability for the Town to deliver after school programming and activities for primary school aged children;</p> <p>e. Work with key industry stakeholders and the community to develop and implement Town of Port Hedland Child care strategic plan; and</p> <p>3. Investigate long term child care infrastructure options as part of the MacGregor Park and JD Hardie master planning processes.</p> <p>4. Investigate library options part of the McGregor Street multipurpose building in the future.</p> <p>CARRIED 7/0</p>	<p>08/03/2019 - At the Ordinary Council meeting in February 2019, Elected Members adopted the Officers recommendations presented in the Provision of Childcare report. Since the adoption of the recommendations, Officers been working closely with relevant departments and stakeholders to ensure that action timelines are established and that all 8 recommendations are implemented in a timely manner. Officers have met with Hedland Collective –childcare working group on 6 March 2019 to report and delegate further actions. (JE)</p> <p>10/06/2019 - Planning policy referred to in part c. of this decision was adopted at May 2019 OCM.</p> <p>03/09/2019 - Port Library has closed to enable upgrade works. A tender for works at both Port Library and South Hedland tafe has been completed with report to be submitted to council in september. discussions continue with funding partners fund works.</p> <p>19/11/2019 - Update as follows: 1. Noted - No action required 2.a. Complete - Contract awarded and works underway 2.b. Complete - Contract awarded and works underway 2.c. Complete - Adopted at May 2019 OCM 2.d. UPDATE REQUIRED 2.e. Complete - Discussions with Hedland Collective underway 3. Complete - Provision made in JD Hardie Masterplan 4. Complete - Alternative locations are currently being investigated</p> <p>16/01/2020 Further investigation required for 2.d including cost analysis, licensing requirements, transport, space capacity at existing facilities, closure of JD facility during term 3 2020.</p> <p>05/05/20 Investigation continuing including requesting consideration for out of school hours care to be provided by operator of the new child care facility at the 'old tafe site'.</p> <p>02/09/2020 - All actions have been implemented, but that under point 2.d, requiring investigation of the Town offering after school programming and activities for primary school aged children. This action was put on hold in FY 19/20 due to Covid-19 as well as the refurbishment of the JD Hardie Youth Centre, however it will be re-considered in FY20/21 in conjunction with other collaborative initiatives determined through the Hedland Collective.</p> <p>13/01/2021 - Childcare survey results will be presented at the February OCM where the need for these initiatives will be revisited and actioned accordingly.</p>	Director Community Services	90%

2087

2258

Item 11.1.3 - Status of Council Decisions Progress Update - January 2021

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
13/02/19	OCM	CM201819/124	11.2.2 Proposed Dedication of a portion of Redbank Road, Port Hedland	<p>MOVED: CR PITT SECONDED: CR MCDONOGH</p> <p>That Council, pursuant to Section 56 of the Land Administration Act 1997 resolves to:</p> <p>1. Support the proposed dedication of a portion of Redbank Road as shown in Attachment 1, subject to the road area being de-proclaimed from port land;</p> <p>2. Indemnify the Minister for Lands against any claim for compensation in accordance with section 56(4) of the Land Administration Act 1997;</p> <p>3. Advise the Pilbara Ports Authority (PPA) that all costs associated with the proposed dedication, including survey costs, will be payable by the PPA; and</p> <p>4. Advise the Department of Planning, Lands and Heritage of the Council's resolution in accordance with section 56(2) of the Land Administration Act 1997.</p> <p>CARRIED 7/0</p>	<p>01/03/2019 - Letter drafted as per resolution 3 - with Director for signing. Letter drafted as per resolution 4 - with Director for signing (KD)</p> <p>29/05/2019 - Request posted to DPLH 05/03 - no further action required until response received</p> <p>04/09/2019 - no further updates</p> <p>19/11/2019 - Awaiting response</p> <p>14/01/2020 - Application with DPLH</p> <p>06/05/2020 - Application remains with DPLH. Update unlikely to be finalised within the next 12 months.</p> <p>18/05/2020 - Application has been completed by the Town and submitted to DPLH for approval, however advice has been received that the approval and full closure cannot be finalised until rationalization of PPA tenure is completed. DPLH may request further information from the Town, and matter is at 99% until final approval is received (may be up to 24 months)</p> <p>02/09/20 - Previous advice remains current.</p> <p>28/09/20 - re-declaration of port boundary being prepared by DPLH/PPA</p> <p>14/01/2021 - re-declaration of port boundary being prepared by DPLH/PPA</p>	Development and Lands Officer	99%
27/03/19	OCM	CM201819/158	11.2.1 Phasing out Single Use Plastics (File No. 11/01/0005)	<p>MOVED: CR ARIF SECONDED: CR HEBBARD</p> <p>That Council:</p> <p>1. Develop a strategy to phase out the use of single use plastic items across all facets of Town of Port Hedland (Town) business operations over a 12 to 24 month period; and</p> <p>2. Develop a policy to ban the use of single use plastic at events conducted on Town property.</p> <p>CARRIED 8/1</p> <p>For: Cr Arif, Cr McDonogh, Mayor Blanco, Cr Hebbard, Cr Carter Cr Whitwell, Cr Pitt, DM Newbery Against: Cr Daccache</p>	<p>29/05/2019 - Consultation phase has begun with relevant internal department's within the organisation. Investigation has commenced with respect to: - Environmentally friendly alternatives and their associated costs - Best practice strategies adopted across the state in eliminating single-plastic use so far as reasonably practicable (within Town operations) - Initiatives to incentivize minimising plastic use within the community (MC)</p> <p>03/09/2019 - Analysis of single use plastic usage across town facilities has commenced with responsible officers submitting data to environmental health team. This will enable a detailed report that will scope the impact and costs associated with the removal of single use plastics. update will be provided when report available.</p> <p>19/11/2019 - Briefing to ELT has been scheduled in relation to this matter</p> <p>14/1/2020 - Strategy and guidelines currently being developed. Internal review proposed for end of January, early February. see attached roll out schedule for 2020.</p> <p>05/05/2020 - Environmental Health staff have developed a draft guidelines and policy for the phasing out of single use plastics at events and at Town facilities. The documents are being workshopped with internal stakeholders.</p> <p>24/8/2020 - This process has been impacted by staff movements and issues with recruitment but work continues - ongoing work in relation to internal consultation with relevant departments and auditing of single use plastic usage in facilities.</p> <p>14/01/2021 - The State has commenced implementation of a strategy to remove single use plastics. The Town is currently reviewing the available information to enable implementation.</p>	Manager Environmental Health and Community Safety	60%
27/03/19	OCM	CM201819/160	11.3.1 Award of RFT 2018-41 Public Place Bin Enclosure Design, Manufacture and Supply	<p>MOVED: CR MCDONOGH SECONDED: CR ARIF</p> <p>That Council endorse the recommendation of the evaluation panel and award RFT 2018 - 41 Public Place Bin Enclosure Design, Manufacture and Supply to GCI Group Pty Ltd for an estimate contract value of \$581,488.81 excluding GST over the duration of the contract term of five (5) years.</p> <p>CARRIED 9/0</p>	<p>29/05/2019 - Prototype bin has been fabricated and currently in transit. Once viewed and approved the first 40 bin enclosures can be ordered.</p> <p>04/09/19 - CEO has signed off on requisition and PO has been issued to contractor. public place bins are currently being fabricated. There was a hold up with placing bin order due to transportation cost not being factored into the project.</p> <p>22/11/19 - Contact made with the contractor, with message left for them to contact Director Reg Services Monday 25 Nov. CW</p> <p>14/1/2020 - Contractor has provided photos of the bins ready for transit. First batch of 24 bins is expected to be shipped in the coming weeks ready for installation. second batch are still being constructed and will be shipped once ready. CW</p> <p>06/05/2020 - Contractor has delivered the bin enclosures and 60% have been installed by the Town's engineering crews, with the rest to be installed in the coming weeks. Designs are being amended for the next year's bins, as there were some issues discovered with the direction of the openings.</p> <p>24/8/2020 The 48 enclosures from the 2019-20 FY have all been installed. The 2020-21 FY purchase order has been sent to the supplier for the next 48 enclosures. Separate quotes will be sourced for the transport component, hopefully reducing cost from last year.</p> <p>03/12/2020 Materials have still not been received at the docks yet. It was due in November but now due today. We are still on track to begin manufacture this month and through January / early Feb.</p> <p>13/01/2021 Requested further updates but haven't received them yet.</p>	Manager Waste Operations	21%
28/08/19	OCM	CM201920/035	11.3.1 Disposal of Residential Houses	<p>That Council, with respect to the Capital Staff Housing Renewal Program:</p> <p>1. Approve the disposal of nine (9) residential properties and one (1) vacant plot of land as listed in confidential attachment 4, by way of sale at auction:</p> <p>2. Endorse the Reserve sale price listing of each property listed in Point 1 above (provided under confidential separate cover);</p> <p>3. Delegate authority to the Chief Executive Officer to enter into negotiations to dispose of the properties listed in point 1 above, for no less than 60% of the Reserve price listed in point 2 above, should they not sell at Auction; and</p> <p>4. Approve that all Revenue from the sale of the properties be set aside in the Housing Reserves to fund:</p> <p>a. The purchase of more suitable Staff Housing</p> <p>b. To fund the continuation of the Staff Housing Capital Renewal Program.</p> <p>CARRIED BY COMMISSIONER RIEBELING</p>	<p>2/9/19 - Procurement plan approved and RFQ under review for the engagement of selling agent for the disposal of these properties.</p> <p>14/11/2019 Real Estate Company to sell properties has been awarded</p> <p>18/11/19 - first two properties being prepared for listing</p> <p>21/1/20 - Auction dates has been proposed for 4B Kabbarrli and 14 Koolama.</p> <p>01/05/2020 - Kabbarrli Loop and Koolama have been disposed of. Waiting for new housing prior to further disposals.</p> <p>24/8/2020 - Strata process to be undertaken by Leasing Officer for two properties at Ashburton and Wangara to ensure best outcome at disposal. Further review of this Council decision to be reviewed once workforce plan has been completed.</p> <p>18/01/21 - "18/01/21 - A review of the Housing strategy has identified there is a Town housing shortfall for current and future resourcing needs. The Ashburton and Wangara complexes are undergoing a built strata process to separate the parcel with the intention of selling it at a later date once more Staff Housing is established. Sale/disposal of properties has been delayed until January 2022 or until reviewed prior.. Refurbishment works will commence this year for 82 Sutherland Street and 8A Ashburton."</p>	Coordinator Property Management	65%

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
10/09/19	SCM	CM201920/053	8.1.1 STEVENS STREET SITE (ALSO KNOWN AS PORT HEDLAND RETIREMENT VILLAGE) (FILE NO 05/05/0017)	<p>That Council:</p> <p>1Receive all technical advice presented to date by the Town's administration including the compliance and building audit, structural investigation and electrical report, and the advice from the building surveyor each of which highlight the compliance, structural and electrical issues associated with the buildings and structures on the Stevens Street Site ('Site').</p> <p>2Receive all legal advice presented to date, including the advice dated 22 July 2019 attached to this report, concerning the Site.</p> <p>3Receive the further advice from the Town's insurer, LGIS, dated 18 June 2019.</p> <p>4Acknowledges and accept the Town is subject to a duty of care to the residents, contractors, visitors and any employees on the Site as both a management body of the reserve and as lessor.</p> <p>5In light of its duty of care, request that the Town recommences facilitating the relocation of all residents of the Site as per the notice issued to all residents on 8 November 2018 in accordance with section 61(a) of the Residential Tenancies Act 1987.</p> <p>6Request that the CEO arrange for all residents of the Site to be advised of point 5 above in writing and in person from 11 September 2019.</p> <p>7Request the CEO to enter negotiations to terminate the joint venture agreement in respect of the Site.</p> <p>8Request the CEO or his delegate issue an expression of interest or request for proposal to be sought to explore viable options to service the Town's current and forecasted seniors housing demands, once the residents have been relocated and the joint venture agreement is terminated.</p> <p>9Note the McGregor Street Precinct Masterplan endorsed on 28 August 2019 designates land (Location Plan 26) for seniors' accommodation.</p> <p>10Confirm its support for the development of Stevens Street Site into a community park, subject to the Minister for Land's approval for a change in purpose of the reserve. CARRIED BY COMMISSIONER RIEBELING</p>	<p>19/11/2019: Update below</p> <ol style="list-style-type: none"> Noted - No further action Noted - No further action Noted - No further action Noted - No further action Some residents have not vacated (as at 19 Nov) Letters sent to all residents - No further action UPDATE REQUIRED UPDATE REQUIRED Noted - No further action Noted - No further action <p>22/11/19 - Director Corporate Services and Director Regulatory Services inspecting units at Gateway Village and Kingsmill St to determine suitability for further investigation/relocation of residents - week commencing 25 November 2019 (CW)</p> <p>16/01/2020: Update below</p> <ol style="list-style-type: none"> Tenants have been issued second notice of termination requiring vacation of premises by 28 February 2020. No response from Department of Communities has been received. This is on hold pending responses from State Government on future use of Stevens Street site. <p>General - meetings with local Department of Communities regarding alternate accommodation scheduled in January. A tour of Gateway Village scheduled with tenants in January.</p> <p>05/05/2020: Update below</p> <ol style="list-style-type: none"> Six tenants have relocated from Stevens Street with two relocations in progress. The Town continues to liaise with three remaining tenants and Department of Communities. The Town has written to Department of Communities regarding settlement of the joint venture and demolition of the site. No response has been received. On hold pending response from State Government on future use of Stevens Street site <p>24/08/2020 - Update below</p> <ol style="list-style-type: none"> Only two residents remain in Stevens Street. The Town continues to liaise with the two residents. Anticipate a challenge with relocating one resident. The Deed of Release and Termination has been signed with the Department of Communities. Waiting on Deed of Settlement in connection with the retirement village confirming that \$100K can be transferred to the Town. Remains on hold pending response from the State Government. <p>08/09/2020 - Update below</p> <ol style="list-style-type: none"> Nine (9) tenants have relocated with one (1) relocation in progress. The Town continues to liaise with one (1) tenant. The State has agreed to settlement of the joint venture agreement and demolition of the site. On hold pending response from State Government on future use of Stevens Street site <p>18/01/21 - All items other than 5 and 8 completed.</p> <ol style="list-style-type: none"> - Final resident is yet to move out, with this process being delayed by the COVID restrictions on tenancy evictions. Resident has been issued new notice requiring he vacate property by end of March 2021 (as per Covid tenancy regulations). RFT for demolition of site completed, and will be issued at end of January anticipating commencement in April. - Letters sent to relevant government agencies with responses received. recommendation that no re-build commence on site until all dust issues are addressed. Fleetwood Villages has expressed an interest in constructing a seniors village in South Hedland. Executive has provided advice to applicants on this matter 	Director Corporate Services	90%
2438							
19/12/19	OCM	CM201920/126	11.3.1 PROPOSED POLICY 12/010 'NAMING OF ROADS AND PLACES' AND RESCINDING OF POLICY 6/012 'NAMING OF THE TOWN'S PARKS, RESERVES, BRIDGES AND BUILDINGS'	<p>CM201920/126 OFFICER'S RECOMMENDATION / COUNCIL DECISION</p> <p>That Council:</p> <ol style="list-style-type: none"> Rescind Policy 6/012 'Naming of the Town's Parks, Reserves, Bridges and Buildings' included as Attachment 2; Approve Proposed Policy 12/010 'Naming of Roads and Places' included as Attachment 1; Commence community consultation to create a Reserve Road and Place Name Register; and Report back to Council for approval of the Reserve Road and Place Name Register following community consultation. <p>CARRIED BY COMMISSIONER RIEBELING</p>	<p>Governance updated policy manual. Removed Policy 6/012 'Naming of the Town's Parks, Reserves, Bridges and Buildings' Added Policy 12/010 'Naming of Roads and Places'. Website has also been updated.</p> <p>21/01/2020 - point 3, consultation to commence for the 'Reserve Road and Place Name Register' in March 2020.</p> <p>06/05/2020 - Media campaign and supporting information still in development - will commence in June 2020</p> <p>02/09/20 - Delayed due to staff workloads - supporting information being finalised.</p> <p>14/01/2021 - supporting information finalised - website page being prepared</p>	Development Services Officer	80%
2511							
19/12/19	OCM	CM201920/128	11.3.3 PORT HEDLAND TOWNSITE CHRMAP - COASTAL EROSION STAGE 1 IMPLEMENTATION	<p>CM201920/128 OFFICER'S RECOMMENDATION / COUNCIL DECISION</p> <p>That Council directs the Chief Executive Officer to investigate funding opportunities from industry and Government for the Richardson, Sutherland Street and Goode Street erosion areas in line with an assessment of adaptive measures recommended in both the Town of Port Hedland Coastal Hazard Risk Management and Adaptation Plan and other applicable engineering reports.</p> <p>CARRIED BY COMMISSIONER RIEBELING</p>	<p>21/01/2020 - Letters to be prepared in February 2020 to implement decision.</p> <p>01/05/2020 - Pending response to letters. CAP Grant applied for in April 2020.</p> <p>24/08/2020 - \$227,000 received in CAP grant for West End sea wall. Infrastructure Services are progressing with detailed design and environmental approvals for the sea walls.</p> <p>14/01/2021 - Infrastructure Services are progressing with detailed design of the 3 seawalls, West End, Sutherland Street and Goode Street. Planning Services have received a first draft of the Coastal Foreshore Management Plan, to be presented to Council in early 2021 for consent to advertise.</p>	Manager Town Planning and Development	75%
2513							
26/02/20	OCM	CM201920/163	11.1.5 REDEVELOPMENT OF STEVENS STREET SITE (ALSO KNOWN AS THE PORT HEDLAND RETIREMENT VILLAGE)	<p>CM201920/163 OFFICER'S RECOMMENDATION / COUNCIL DECISION</p> <p>That Council:</p> <ol style="list-style-type: none"> Confirm support for the redevelopment of the Stevens Street Site, including demolition and replacement of the existing buildings, for the purposes of seniors' accommodation, subject to the relevant state authorisations being obtained and settlement of the terms of dispute set out in the Department of Communities' notice. Reaffirm that budget provision was made for the next stage of the project (feasibility study and detailed design) as part of the FY2019/20 budget adoption. Commence appropriate tenant and community consultation on the future development of the Stevens Street Site once the relevant state authorisations are obtained and the notice of dispute is settled. CARRIED BY COMMISSIONER RIEBELING 	<p>05/05/2020 -</p> <ol style="list-style-type: none"> Currently negotiating with the relevant state departments regarding the authorisations, and the Department of Communities regarding the notice of breach. Also currently relocating residents to alternative safe accommodation. Once those matters are addressed, redevelopment can commence. Budget provision remains in the FY19/20 budget. Awaiting satisfaction of resolution 1. <p>02/09/20 -</p> <ol style="list-style-type: none"> Town has executed Deed of Termination and Release which settles the disputes notice. Deed is currently with Housing Authority for execution. Town still requires landowner consent for any redevelopment application and all tenants to provide vacant possession. Budget provision remains in the FY20/21 budget. Awaiting satisfaction of resolution 1. <p>14/01/21 -</p> <ol style="list-style-type: none"> Deed of Termination executed in Sept 20. Town still requires landowner consent for any redevelopment application and vacant possession prior to redevelopment. There is one remaining tenant whose lease cannot terminate until end of March under RT (Covid Response) legislation. Further notice issues the Town will require vacant possession on 29 March 2020 issued. Budget provision remains in the FY20/21 budget. Awaiting satisfaction of resolution 1. 	Legal Advisor	50%
2547							

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2579	25/03/20	OCM	CM201920/192	11.4.1AWARD OF TENDER RFT1920-14 – RESIDENTIAL (STAFF) HOUSE BUILDS SUTHERLAND STREET	11.4.1AWARD OF TENDER RFT1920-14 – RESIDENTIAL (STAFF) HOUSE BUILDS SUTHERLAND STREET That Council accepts the tender submitted by MJW Building in accordance with Tender RFT19/20-14 Residential (Staff) House Builds Sutherland Street, for the total amount of \$1,306,594.00 (excluding GST). CARRIED BY COMMISSIONER RIEBELING	30/4/2020 - Building permit has been submitted and approved DA for both sites has been received. 05/05/2020 - Development Application has been received and building permit has been submitted to Town Planning Team for processing. 18/5/2020 - DA has been approved and building permit has been issued for the pool only. Waiting for Planning to provide to the contractor the building permit to be issued before works can commence. Pool to commence 20/5/2020. 24/8/2020 - Framing is completed for 96 Sutherland Street. Project on time and on budget 14/12/2020 - Delay in completion due to contractor availability for 96 Sutherland Street. Expected internals early January and externals end of January 2021, 85 Sutherland Street - to be demolished before end of January.	Coordinator Property Management	85%
2596	22/04/20	OCM	CM201920/209	11.3.6 EXTENSION OF TRANSIENT WORKFORCE ACCOMMODATION DEVELOPMENT APPROVAL - GATEWAY VILLAGE	CM201920/209 OFFICER'S RECOMMENDATION 1. That Council supports the request by Compass Group Australia Pty Ltd for an extension to the approval timeframe of the Gateway Village, Transient Workforce Accommodation facility at Lot 901 Nimingarra Court, South Hedland for a period of 10 years and 11 months to 30 September 2032, subject to the following conditions: a) A community contribution of \$950,000 shall be provided which the Town of Port Hedland shall only spend on the following: (i) Hamilton Drive landscape works; or (ii) South Hedland Integrated Sports Complex Masterplan works The contribution shall be paid in full in lump sum on or before 21 October 2021. b) Compass Group Australia Pty Ltd to provide evidence that the State of Western Australia has granted an extension of Crown Lease M061627 to 30 September 2032. c) Compass Group Australia Pty Ltd to engage a suitably qualified and experienced person to prepare a Social Impact Assessment for the Gateway Village facility as a baseline to assess the direct and indirect cumulative socioeconomic impacts of Gateway Village on the Town of Port Hedland over the life of the extension. The process is to include community consultation. A copy of the Social Impact Assessment shall be provided to the satisfaction of the Town of Port Hedland by no later than 1 January 2021. d) Compass Group Australia Pty Ltd to engage a suitably qualified and experienced person to prepare a Social Impact Management Plan (SIMP) for the Gateway Village facility for the next 10 years, which includes: i) An adequate level of community consultation in the development of the SIMP; ii) Monetary (as listed in 1a) and non-monetary social contributions; iii) Commitments to ensure that the facility management utilise town-based goods, services, local contractors and programs where practicable and promotes guests of Gateway Village to do the same; iv) Commitments to demonstrate a clear and continued reduction in the operational fly-in, fly-out workforce of Compass Group Australia Pty Ltd that reside at the facility over the life of the 10-year extension; and v) Annual monitoring and reporting on the effectiveness of the SIMP to be submitted by the proponent to the Town at the end of every financial year. By agreement with Compass Group Australia Pty Ltd, the SIMP shall be modified in response to any socio-economic vi) issues identified by the Town or Compass Group Australia Pty Ltd (based on agreed KPIs) that are a direct result of Gateway Village's operations. While the Town reserves the right to make a request for amendment of the SIMP at any time, this will principally apply during the process of annual review. Advice notes: 1. That a copy of the initial SIMP (including agreed KPIs) shall be provided to the satisfaction of the Town of Port Hedland by no later than 1 January 2021. 2. Annual monitoring and reporting of the SIMP's implementation shall commence on 1 July 2021 and be reported on 1 July each year thereafter, for the duration of the approval. CARRIED BY COMMISSIONER RIEBELING	01/05/2020 - Development Approval extension letter to be issued to proponent requesting conditions in the Officers Recommendation be fulfilled. 25/08/2020 - Draft SIMP submitted to Town for consideration. Community Contribution payment still pending. 14/01/2021 - Draft SIMP has been independently reviewed, letter to Compass Group pending noting the Town's assessment of the SIA/SIMP. Community contribution payment still pending	Manager Town Planning and Development	75%
2600	22/04/20	OCM	CM201920/213	11.4.4 SOUTH HEDLAND SKATE PARK SHADE STRUCTURES - CHANGE OF SCOPE	CM201920/213 OFFICER'S RECOMMENDATION That Council, with regard to the South Hedland Skate Park: 1. Endorse the revised Shade Structure Option 1 as the preferred design, as noted on page 10 of Attachment 1; and 2. Endorse the project delivery strategy for Stages 1, 2 and 3, as noted in Attachment 2. CARRIED BY COMMISSIONER RIEBELING	05/05/2020 - Detailed design will commence this FY with delivery scheduled for 20/21 FY. Project will commence with Option 1. 2/9/20 Proposal for concept design received and being assessed 14/12/2020 - RFT closes 14 January. 08/01/21 - No changes to this item	Project Manager	50%
2623	27/05/20	OCM	CM201920/236	11.2.3 DECOMMISSIONING OF DIVE POOL AT GRATWICK AQUATIC CENTRE	CM201920/236 OFFICER'S RECOMMENDATION That Council: 1. Approves the decommissioning the Gratwick Aquatic Centre Dive Pool and the construction of an undercover family area, during the winter non-operating period between July and October 2020; 2. Requests the Chief Executive Officer or his delegate to commence the procurement process associated with point 1 above in FY2019/20 to ensure timely delivery of the project in Q1 FY2020/21; 3. Note that budget provisions associated with this item will be incorporated in the FY2020/21 capital expenditure program; and 4. Note the ageing condition of all of the Town's aquatic facilities and request that the CEO or his delegate commence an Aquatic Facilities Master Plan. CARRIED BY COMMISSIONER RIEBELING	02/09/2020- 1. Decommissioning works have commenced with a slated project completion date of 28/9/2020 2. Procurement process completed July 2020 3. A budget provision of \$400,000 has been included in the 2020/21 capital expenditure program with detailed quotes for the entire project coming in under budget (375k) 4. Officers have commenced work on a request for quote to engage a suitably qualified and experienced consultant to assist in the delivery of an Aquatic Facilities Master Plan (10% complete) 14/12/2020 - 1. Decommissioning of Dive Pool and surrounding area beautification works completed September 2020 (100% completion) 2. Complete (100%) 3. Complete (100%) 4. @leisure planners were selected in November as the suitably qualified consultant to deliver the Aquatic Facility Master Plan. Stage 1 – aquatic service level reviews commencing mid- December (20% complete)	Manager Leisure Facilities	80%

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
2625 27/05/20	OCM	CM201920/238	11.3.1 PROPOSED CLOSURE OF A PORTION OF POWELL ROAD	CM201920/238 OFFICER'S RECOMMENDATION That Council: 1. Delegate to the Chief Executive Officer to enter into an agreement with BHP at BHP's expense for the following matters: a) Maintenance to the closed portion of Powell Road; b) Emergency and planned access to the closed portion of Powell Road during times when Wallwork Road bridge is not available or not suitable due to High Wide Load access requirements; c) Monitoring at the intersections of Pinga Street/Great Northern Highway and Wallwork Road/Wallwork Link Road for a minimum of 24 12 months from the closure of the road, at the expense of BHP and to the specification and satisfaction of the Town, to identify any required road and intersection upgrades as a result of the closure; and d) Completion of any road and intersection upgrades required as a result of monitoring, at the expense of BHP and to the specification and satisfaction of the Town. 2. Subject to the execution of the agreement detailed in point 1 and pursuant to Section 58 of the Land Administration Act 1997, support the proposed closure of a portion of Powell Road as shown on Attachment 1; 3. Advise the Department of Planning, Lands and Heritage of Council's support for the closure of a portion of Powell Road following execution of the agreement detailed in point 1; and 4. Advise those who lodged a submission of Council's decision. CARRIED BY COMMISSIONER RIEBELING	26/08/20 - Required agreement currently in negotiation and discussion prior to signing 14/01/2021 - previous update remains current	Development Services Officer	20%
2632 17/06/20	OCM	CM201920/255	11.4.2 CONTINUATION OF CONTRACT FOR RFT2017-14 SOUTH HEDLAND INTEGRATED SPORTING PRECINCT: ARCHITECT BRIEF	CM201920/255 OFFICER'S RECOMMENDATION That Council: 1. Endorse the award of the remainder of RFT2017-14 - 'South Hedland Integrated Sporting Precinct: Architect Brief' to Carabiner Architects for \$1,072,088.50 (Ex GST), for a term of seven (7) years with no options to extend; and 2. Authorise the CEO to execute the remainder of the contracted works for the remaining below stop/go points: a. Completion of the Schematic Design Stage; b. Completion of the Tender Documentation/ Pre-Tender Estimate Stage; and c. Consideration/ Evaluation of Tenders. CARRIED BY COMMISSIONER RIEBELING	24/08/2020 Contract currently being finalized. 08/01/21 - Contract executed on 18/9/20 and remainder of works underway	Project Manager	95%
2637 24/06/20	OCM	CM201920/249	11.2.1 MARAPIKURRINYA 'POP UPS' (FOOD CONTAINERS)	CM201920/249 OFFICER'S RECOMMENDATION That Council: 1. Acknowledge BHP Billiton Iron Ore Pty Ltd (BHP) for their contribution of \$631,064.94 (ex GST) towards the design, construction, fit-out and installation of pop-up food outlets (upcycled sea containers) at Marapikurrinya Park; 2. Note the outcome the community consultation undertaken to inform the project; 3. Request that the CEO or his delegate to proceed with the procurement of pop-up food outlets (upcycled sea containers) at Marapikurrinya Park; and 4. Request that the CEO or his delegate commence an Expression of Interest or similar process to determine the lease options for the pop-up food outlets. CARRIED BY COMMISSIONER RIEBELING	02/09/2020 - 1 BHP contribution acknowledged and signage to be displayed on completion 2 Noted 3 Proceeding as per recommendation 4 EO1 process to commence in March 2021 18/01/2021 - Tender prices came in above budget so all tenders were declined. An alternative has been secured and is able to be purchased under CEO delegation. Final scope is being checked with purchase order to be placed by 25 January 2021. Will not affect original dates for completion.	Manager Community Development	15%
2652 22/07/20	OCM	CM202021/006	11.3.1 SURRENDER OF DEVELOPMENT LEASE M129893 AND CONVERSION TO RESERVE FOR THE PURPOSE OF 'HOUSING'	CM202021/006 OFFICER'S RECOMMENDATION That Council: 1. Support the surrendering of Lease M129893 in full; and 2. Request that Lot 2 on Deposited Plan 100648 (16) Oriole Way, South Hedland, be vested to the Town of Port Hedland as a reserve for the purpose of 'Housing'. CARRIED BY COMMISSIONER RIEBLING	Request submitted to DPLH 30/07/20, awaiting approval. 01/09/20 - update received from DPLH, surrender being finalised and is at document preparation stage 14/01/2021 - awaiting response from DPLH.	Development Services Officer	90%
2655 22/07/20	OCM	CM202021/008	11.4.2 TOWN OF PORT HEDLAND - DEPOT POUND UPGRADES	CM202021/008 OFFICER'S RECOMMENDATION That Council, in accordance with section 6.8 of the Local Government Act 1995: 1. Allocate an amount of \$1.5 million for the construction of a new Dog and Cat Pound Welfare facility to the 2020/21 financial year budget, for completion under the approved Project Depot Masterplan; and 2. Include an additional \$1.5 million for the new Dog and Cat Pound as part of the 2020/21 financial budget loan funding for the Depot Masterplan. CARRIED ABSOLUTE MAJORITY BY COMMISSION RIEBELING	24/08/2020 - HCP currently designing the Animal Management Facility which aligns with Depot Masterplan. 14/12/20 - Design commenced for the new AMF 08/01/21 - budget to be amended via Q2 budget review	Project Manager	75%
2661 11/08/20	ARC	ARC202021/014	11.4.1 NOTICE OF DEPARTURE FROM PROCUREMENT POLICY	OFFICER'S RECOMMENDATION That the Committee: 1. Note the circumstances around the procurement of the Chiller at the JD Hardie Youth Centre being a non-compliance with the Town's 2/007 Policy Purchasing; and 2. Note that the non-compliance will be included in the next Compliance Audit Return submitted for the year ended 31 December 2020. CARRIED BY COMMISSIONER RIEBELING	24/08/2020 - Report for the committee prepared. Governance will report the non-compliance in the 2020 CAR which is due 31 March 2021. 12/01/2021 - Governance has commenced the CAR process and the final CAR will be reported to the ARC Committee on 9 March 2021 and to Council at its Ordinary Council Meeting scheduled for 24 March 2021.	Manager Governance	50%

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
26/08/20	OCM	CM202021/022	11.3.1RELEASE OF RESERVE FUNDS FOR PORT HEDLAND INTERNATIONAL AIRPORT INFRASTRUCTURE WORKS	<p>OFFICER'S RECOMMENDATION</p> <p>That Council</p> <p>1. Agrees to amend the Novation and Operating Deed – Port Hedland International Airport with the PHIA Operating Company Pty Ltd (PHIA) and PHIA Asset Pty Ltd ("the Agreement") with Port Hedland International Airport to facilitate works to now be carried out by Port Hedland International Airport instead of the Town of Port Hedland (Town), and at the expense of the Town, to:</p> <p>a) Construct an onsite sewerage treatment system and potable water upgrades in furtherance of the provisions of clause 7.8 "Town Works" within the Novation and Operating Deed – Port Hedland International Airport and in compliance with the Town's procurement policy; and</p> <p>b) Undertake works to remediate and contain the asbestos and hydrocarbon contamination on that part of the site associated with airport capital works including the rental car underground fuel tanks and their associated fittings/fixtures, to the satisfaction of the Town and Department of Water and Environmental Regulation and in compliance with the Town's procurement policy.</p> <p>2. Approve the allocation of \$11M in the FY2020/21 budget for construction of onsite sewerage treatment plant, potable water upgrades and site remediation works at the Port Hedland International Airport, to be funded from the Airport Reserve; and</p> <p>3. Authorises the Chief Executive Officer to sign the necessary amendments to the Agreement to reflect the changes to clause 7.8 providing for PHIA to undertake the works listed in Recommendations 1a) and 1b) on behalf of the Town, and include provision for contamination remediation works in relation to asbestos and hydrocarbons within the capital works area being undertaken by PHIA.</p> <p>CARRIED BY ABSOLUTE MAJORITY BY COMMISSIONER RIEBELING</p>	<p>02/09/2020 - Town officers have met with PHIA management to discuss the 3 points of recommendation. The Agreement is being managed by Governance, who expect the first draft to be returned to PHIA in 2 weeks. Monies are available for transfer, once the agreement is signed.</p> <p>14/01/2021 - Draft lease / deed and tripartite amending deed supplied to general manager PHIA for comment on October 2021 - No response received. Correspondence to GM will be issued to seek update and schedule a meeting in order to progress matter</p>	Manager Environmental and Community Safety	20%
26/08/20	OCM	CM202021/024	11.3.3STATE ADMINISTRATIVE TRIBUNAL SECTION 31 RECONSIDERATION - PROPOSED 12 MULTIPLE DWELLINGS - LOT 737 (NO. 113) ANDERSON STREET, PORT HEDLAND	<p>OFFICER'S RECOMMENDATION</p> <p>That Council</p> <p>1. Notes the modified plans and justification submitted by Urbanista Town Planning Pty Ltd on 30 July 2020;</p> <p>2. Varies its decision for Item 11.3.4 from the 22 April 2020 Ordinary Council Meeting for development application 2013/183.03 for the 'Extension of Time for Twelve (12) Multiple Dwellings' on Lot 737 (No. 113) Anderson Street, Port Hedland, under Section 31(2)(b) of the State Administrative Tribunal Act 2004;</p> <p>3. Refuses the development application for the following reasons:</p> <p>a) The proposed development is not consistent with Town of Port Hedland Local Planning Scheme No. 5 Scheme Objective 1.5 (a) to encourage an appropriate balance between economic and social development, conservation of the natural environment, and improvements in lifestyle and amenity. The development is located within the West End Residential Zone where the population is exposed to relatively high dust levels, as determined through a health risk assessment undertaken by the Department of Health and finalised in 2016. Recommendations of the Port Hedland Dust Management Taskforce Report to Government included capping or limiting the number of permanent residents in the West End of Port Hedland, due to exposure to dust. The development proposes an additional twelve (12) dwellings which would be subject to reduced amenity;</p> <p>b) The proposed development is not consistent with Clause 67 (r), Schedule 2, Part 9 of Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015. The development is located within an area that is subject to high levels of dust exposure, and recommendations from the State Government are to limit the permanent population within this area. In accordance with the Port Hedland Dust Management Taskforce Report to Government and associated studies, the development is located on land that poses risks to human health and safety;</p> <p>c) The proposed development is not consistent with the State Government's decision to implement Improvement Plan 50 – Port Hedland West End and the Draft Port Hedland West End Improvement Scheme. The proposed use of 'Multiple Dwellings' is a non-permitted (X) land use under the Draft Port Hedland West End Improvement Scheme and would be inconsistent with Clause 67(b), Schedule 2, Part 9 of the Deemed Provisions of the Planning and Development (Local Planning Schemes) Regulations 2015 for orderly and properly planning; and</p> <p>4. Authorises Town of Port Hedland Officers to advise the State Administrative Tribunal that the Council has reconsidered the reviewable decision and varied its decision under Section 31(2)(b) of the State Administrative Tribunal Act 2004 and delegates Officers, and any legal representative, to represent the Council at any further proceedings at the State Administration Tribunal.</p> <p>CARRIED BY COMMISSIONER RIEBELING</p>	<p>02/09/2020 - SAT meeting scheduled for 04 September 2020</p> <p>14/01/2021 - WAPC has intervened in the matter. Matter has been programmed for hearing, is likely to be determined in early 2021</p>	Senior Planner	75%
26/08/20	OCM	CM202021/031	11.4.3AWARD OF TENDER RFT 1920-41/42 – CONSTRUCTION OF HOUSING	<p>OFFICER'S RECOMMENDATION 3</p> <p>That Council note the total approved budget for the Barramine Loop and Longtom Loop projects is \$9,100,000 and that remaining funds following completion of the projects be allocated to future development of staff housing.</p> <p>CARRIED BY COMMISSIONER RIEBELING</p>	<p>2/9/20 - Will be actioned after construction of Barramine and Longtom Loops are complete</p> <p>08/01/21 - No changes to this item</p>	Project Manager	0%
23/09/20	OCM	CM202021/048	11.2.2FUTURE STRATEGY FOR TOWN OF PORT HEDLAND CIVIC AND ADMINISTRATION CENTRE	<p>OFFICER'S RECOMMENDATION 1</p> <p>That Council:</p> <p>1. Receive the structural assessment for the Port Hedland Civic Centre, and note the recommendations associated with the building having completed one full 50 year life cycle, resulting in:</p> <p>i) Structural issues and ongoing repairs;</p> <p>ii) Ongoing and increasing maintenance regime;</p> <p>2. Note that the Town of Port Hedland's (the Town's) 2020/24 Workforce Plan shows the organisation experiencing growth in outer years which primarily aligns with the implementation of its significant capital works program and associated support services;</p> <p>3. Acknowledge that the current Civic Centre dedicated office space is beyond capacity with 'hot desking' now being used;</p> <p>4. Recognise that the majority of the Hedland population is based in South Hedland, and that in accordance with proper social planning principles, a civic and administration centre should be located where the majority of its population resides;</p> <p>5. Note the extensive research already undertaken into the possible configurations and site locations for future civic centre dating back to 2010; and</p> <p>6. Based on points 1-5 above request the CEO or his delegate engage a qualified person to reactivate the process of identifying suitable sites to accommodate a new civic and administration centre, to be co-located with other community and/or government facilities, in order to maximise site utilisation and potential, and report back to Council accordingly.</p> <p>CARRIED BY COMMISSIONER RIEBELING</p>	<p>13/01/2021 - The town has issued an rfq to engage a suitably qualified consultant to revisit all the work undertaken to date. Town officers evaluated the RFQ's received in December 2020 and appointed NS projects to produce a feasibility study and associated business case by the end of this FY</p>	Director Community Services	10%

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete	
2698	23/09/20	OCM	CM202021/051	11.3.1 ADOPTION OF TOWN OF PORT HEDLAND LOCAL PLANNING STRATEGY	OFFICER'S RECOMMENDATION That Council: 1.Pursuant to Regulation 14(2)(b) of the Planning and Development (Local Planning Schemes) Regulations 2015 (Regulations) advise the Western Australian Planning Commission (WAPC) that it supports the draft Town of Port Hedland Local Planning Strategy (Strategy) contained within Attachment 1, subject to the modifications set out in the Schedule of Modifications (refer to Attachment 2); and 2.Pursuant to Regulation 14(3), 15(1)(c) and 18 of the Regulations, delegates Powers to the Chief Executive Officer to: a)forward a copy of the modified Strategy, Schedule of Modifications, Schedule of Submissions (refer to Attachment 3) and any other relevant information to the WAPC for consideration and endorsement of the Strategy. b)make modifications to the Strategy as required by the WAPC to enable its endorsement. c)revoke the Town's current local planning strategy: Pilbara's Port City Growth Plan (2012) subject to the Commission's endorsement of the revised Strategy. CARRIED BY COMMISSIONER RIEBELING	28/09/2020 - and accompanying documentation referred to the WAPC for determination. 27/11/2020 - DPLH completed their assessment of Strategy and provided a draft schedule of modifications.DPLH and ToPH agree to defer progressing modifications to Strategy until after LPS7 has been approved by the Minister. 15/12/2020 - DPLH issue notification confirming modifications require to the local planning strategy 14/01/2021 - WAPC has approved LPS subject to modifications, consultant currently modifying strategy	Senior Strategic Planner	95%
2699	23/09/20	OCM	CM202021/052	11.3.2 ADOPTION OF TOWN OF PORT HEDLAND LOCAL PLANNING SCHEME NO.7	OFFICER'S RECOMMENDATION That Council: 1.Pursuant to Regulation 25(3) of the Regulations advise the Western Australian Planning Commission (WAPC) that it supports the advertised draft Town of Port Hedland Local Planning Scheme No. 7 (LPS7) contained within Attachment 1, subject to the modifications set out the Schedule of Modifications contained within Attachment 2; and 2.Pursuant to Regulation 28 and 31 of the Regulations, delegates Powers to the Chief Executive Officer to: a)forward a copy of the advertised LPS7, Schedule of Modifications, Schedule of Submissions (refer to Attachment 3) and any other relevant information to the Western Australian Planning Commission (WAPC) for consideration; b)make modifications to LPS7 as required by the WAPC to enable its recommendation to the Minister; c)direct the Mayor and Chief Executive Officer to execute the modified/unmodified LPS7 and apply the Town's seal, giving effect to the Minister's decision in accordance with section 87(2) of the Planning and Development Act 2005; and d)forward copies of the executed LPS7 to the WAPC for endorsement by the Minister. CARRIED BY COMMISSIONER RIEBELING	25/09/2020 - LPS7 and accompanying documentation referred to the WAPC for consideration and to make a recommendation to the Minister. 10/11/2020 - DPLH completed assessment of LPS7 and provided draft schedule of modifications. 20/11/2020 - ToPH provided their response 08/12/2020 - WAPC endorsed LPS7 subject to modifications and forwarded to the Town to undertake. 11/12/2020 - ToPH provided final version of LPS7 for the Minister to approve. 14/01/2021 - WAPC and Minister have approved LPS7, Town to arrange final consultation and gazettal of Scheme in January 2021	Senior Strategic Planner	95%
2706	23/09/20	OCM	CM202021/058	11.4.1 ENDORSEMENT OF THE STAGE 1 SCHEMATIC DESIGN FOR THE PORT HEDLAND RECREATION AND COMMUNITY HUB MASTERPLAN	OFFICER'S RECOMMENDATION That Council: 1.Endorse the proposed schematic design for Stage 1 of the Port Hedland Sports and Community Hub Masterplan; 2.Approve the design to proceed to detailed design; and 3. Note the estimated increase of \$2,600,000 to a total of \$14,600,000 for the Port Hedland Sports and Community Hub Masterplan due to increased size and additional earthworks, with this increase being included in the 2021/22 budget process considerations. CARRIED BY COMMISSIONER RIEBELING	08/01/21 - detailed design of Stage 1 underway. Required adjustment to budget will be facilitated through 21/22 budget process	Project Manager	50%
2708	23/09/20	OCM	CM202021/060	11.4.3 ENDORSEMENT OF THE STAGE 1 CONCEPT DESIGN FOR THE JD HARDIE YOUTH HUB MASTERPLAN	OFFICER'S RECOMMENDATION That Council: 1.Endorse the Concept Design of the JD Hardie Stage 1 Multi-user Courts and Surrounds as per attachment 1, inclusive of the proposed scope changes as follows: a. Addition of an accessible 'Changing Places' Ablution block brought forward from Stage 2; b. An additional uncovered Multi-user Court adjacent to the covered courts; and c. Amendment to the 'Future Library Site' to 'Potential Future Library Site'. 2. Pursuant to section 6.8 of the Local Government Act 1995, amend the 2020/21 annual budget to increase the JD Hardie Stage 1 Multi-user Courts and Surrounds project by \$750,000 (excluding GST) to \$4,000,000, to be funded from the Strategic Reserve. CARRIED BY ABSOLUTE MAJORITY BY COMMISSIONER RIEBELING	08/01/21 - Changes to concept design implemented. Budget will be amended via Q2 budget process.	Project Manager	50%
2738	25/11/20	OCM	CM202021/090	11.1.3 ADOPTION OF TOWN OF PORT HEDLAND WASTE LOCAL LAW 2020	OFFICER'S RECOMMENDATION 1/COUNCIL DECISION MOVED: CR MCDONOGHSECONDED: CR TURNER That Council pursuant to Section 3.12 of the Local Government Act 1995 resolves to: 1.Adopt the Town of Port Hedland Waste Local Law 2020, as per Attachment 1: a)With the purpose being to provide a statutory framework to regulate the collection, disposal and storage of waste and recyclable materials; and b)With the effect being to stipulate the responsibilities of the Town and its residents in relation to waste management, including the collection, disposal and storage of waste and recycling materials for the benefit of the community and protection of the environment, and to provide capacity to enforce contraventions to the laws; 2.Authorises the Chief Executive Officer to: a)Publish the Town of Port Hedland Waste Local Law 2020 in the Government Gazette; b)Provide a copy of the gazetted Town of Port Hedland Waste Local Law 2020 to the: i)Minister for Local Government, Heritage, Culture and the Arts; ii)Minister for Environment; Disability; Electoral Affairs; and iii)Director General of the Department of Water and Environmental Regulation; c)Give local public notice after gazettal of the Town of Port Hedland Waste Local Law 2020; d)Provide a copy of the gazettal of the Town of Port Hedland Waste Local Law 2020, together with any explanatory documents required, to the Joint Standing Committee on Delegated Legislation for review; and e)Authorise the affixing of the Common Seal to the Town of Port Hedland Waste Local Law 2020. CARRIED 9/0	11/12/2020 - The Town's Waste Local Law 2020 has been signed by the Chief Executive Officer and Mayor. The Common Seal has been applied. The Waste Local Law 2020 has been forwarded to the State Law Publisher in accordance to be printed in the State Government Gazette. 18/12/2020 - Purchase order created for the printers proof of the gazettal. State Law Publisher confirmed that the Waste Local Law 2020 will be gazetted on Monday, 11 January 2021. 11/01/2021 - Waste Local Law 2020 was gazetted. 12/01/2021 - Ministers have been notified the Town's Waste Local Law has been gazetted and that public notice will be issued on 13 January 2021.	Senior Governance Advisor	90%
2739	25/11/20	OCM	CM202021/091	11.1.3 ADOPTION OF TOWN OF PORT HEDLAND WASTE LOCAL LAW 2020	OFFICER'S RECOMMENDATION 2/COUNCIL DECISION MOVED: CR BARTHO SECONDED: CR COLES That Council amend the Town of Port Hedland's Delegation Register, as per Attachment 2. CARRIED 9/0	11/12/2020 - This will only be actioned once the above Officer's Recommendation is fully actioned.	Senior Governance Advisor	0%
2744	25/11/20	OCM	CM202021/096	15.1 COOKE POINT CARAVAN PARK LEASE	OFFICER'S RECOMMENDATION 1/COUNCIL DECISION MOVED: CR UNKOVICHSECONDED: CR ZIELKE That Council approve to proceed with a new lease for the Cooke Point Caravan Park with Discovery Holiday Parks Pty Ltd (ACN 111 782 846) as proposed in the Heads of Agreement in accordance with section 3.59(5) of the Local Government Act 1995. CARRIED 9/0	14/01/2021 - Draft lease received from Jackson McDonald. With Town legal team for review.	Manager Planning and Analysis	40%

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
25/11/20	OCM	CM202021/097	15.1COOKE POINT CARAVAN PARK LEASE	<p>OFFICER'S RECOMMENDATION 2/COUNCIL DECISION MOVED: CR GILLINGHAMSECONDED: CR UNKOVICH</p> <p>That Council:</p> <ol style="list-style-type: none"> Notes that no submission were received in response to the Statewide public notice; Approve to proceed with a Surrender of Lease of the existing lease with Aspen Parks Property Management Ltd (ACN 096 790 331); Approve to proceed with obtaining Ministerial Consent to Lease and Surrender of Lease pursuant to the Land Administration Act 1997, and; Authorise the Chief Executive Officer to sign a lease between the Town and Discovery Holiday Parks Pty Ltd (ACN 111 782 846) together with any variations or discharging thereof for the Cooke Point Caravan Park in accordance with the Heads of Agreement, pursuant to Section 9.49A and B of the Local Government Act1995. <p>CARRIED 9/0</p>	14/01/21 - Draft documentation received from Jackson McDonald. With Town legal team for review	Manager Planning and Analysis	40%
16/12/20	OCM	CM202021/102	Item 11.1.2 Alternative Queen's Birthday Public Holiday Date 2021	<p>OFFICER RECOMMENDATION/COUNCIL DECISION</p> <p>ITEMS 11.1.1, 11.1.2, 11.1.4, 11.1.5, 11.2.1, 11.3.1, 11.3.2 AND 11.4.3 WERE ADOPTED BY EN BLOC RESOLUTION.</p> <p>MOVED: MAYOR CARTER SECONDED: CR UNKOVICH</p> <p>That Council make a written request for the Proclamation of an alternate date for the Celebration Day for the Anniversary of the Birthday of the Reigning Sovereign (Queen's Birthday Public Holiday) of 2 August 2021.</p> <p>CARRIED 7/0</p>	<p>4/1/2021 - Department of Mines, Industry Regulation and Safety has been advised of the resolution of Council seeking the holding of the Public Holiday on 2 August 2021.</p> <p>12/01/2021 - Still awaiting response from Department. 12/01/2021 update - subsequent email from Department advises that it will begin the process for considering submissions and preparing the relevant proclamations shortly.</p>	Governance Advisor	75%
16/12/20	OCM	CM202021/102	11.3.2JOINT DEVELOPMENT ASSESSMENT PANEL APPLICATION FOR DEVELOPMENT APPROVAL - GAS POWER PLANT EXPANSION - 2020/158	<p>OFFICER RECOMMENDATION/COUNCIL DECISION</p> <p>ITEMS 11.1.1, 11.1.2, 11.1.4, 11.1.5, 11.2.1, 11.3.1, 11.3.2 AND 11.4.3 WERE ADOPTED BY EN BLOC RESOLUTION.</p> <p>MOVED: MAYOR CARTER SECONDED: CR UNKOVICH</p> <p>That Council recommends the Kimberly/Pilbara/Gascoyne Joint Development Assessment Panel approves DAP Application reference DAP/20/01872 and accompanying plans in accordance with Clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015 and Town of Port Hedland Local Planning Scheme No. 5, subject to the following conditions and advice notes:</p> <ol style="list-style-type: none"> This decision constitutes planning approval only and is valid for a period of two years from the date of approval. If the subject development is not substantially commenced within the two year period, the approval shall lapse and be of no further effect. All development and use of the land must be carried out in accordance with the approved plans as listed below: <ol style="list-style-type: none"> Site plan, 1 of 7, 24 Sept 2020; Engine halls & ancillaries, 2 of 7, 24 Sept 2020; Battery system, 3 of 7, 24 Sept 2020; Transformer 4 of 7, 24 Sep 2020; Switchyard bay elevation, 5 of 7, 24 Sept 2020; Control building elevation, 6 of 7, 24 Sept 2020; and Engine hall elevation, 7 of 7, 27 Aug 2020. Prior to lodging a Building Permit, a public art concept plan shall be submitted to the specification and satisfaction of the Town (the Town) for approval. This shall have details of proposed public art to a minimum value of \$150,000 in accordance with Local Planning Policy/04 Percent for Public Art. The approved artwork shall be completed prior to the occupation or use of the development, to the specification and satisfaction of the Town of Port Hedland and shall be maintained for the duration of the development. Prior to the lodgement of an application of a building permit, the developer shall submit detailed plans of the whole development to the specification and satisfaction of the Town for approval. These shall contain details including but not limited to: <ol style="list-style-type: none"> Elevations; Site plans; Stormwater and hydrocarbon management; and Earthworks/civil plans. The completed development shall be consistent with the approved plans and any stormwater or hydrocarbon infrastructure maintained to the satisfaction of the Town. <p>Advice Notes</p> <ol style="list-style-type: none"> A building permit must be obtained for development, including but not limited to fencing, retaining walls, signage, bin stores and light posts, prior to the commencement of construction. The developer should liaise with the Town's Planning and Development Services in this regard. The Town's Environmental Health Services advise that temporary construction ablutions require an 'Application to construct or install an apparatus for the treatment of sewerage'. The Environmental Protection Authority has advised the following: <ol style="list-style-type: none"> The proposal would likely be assessed under Part IV of the Environmental Protection Act 1986 (EP Act); Key Environmental Factors of the assessment would likely be Air Quality, Human Health and Greenhouse Gas Emissions; From the modelled emissions of the proposal and its location the buffers appear appropriate and there are unlikely to any impact on human health if appropriate controls are put in place; The emissions would be regulated via a licence from Part V of the EP Act as a prescribed premise. Additional controls may be put in place via conditions under Part IV of the EP Act if the risk to sensitive receptors was significant and the risks required specific mitigation. The applicant shall gain approval from the Town of Port Hedland for the installation of any new on-site effluent disposal system, prior to the commencement of site works for the infrastructure. Main Roads WA advises that all works, including transportation of oversized objects that may impact the Great Northern Highway must be cleared by Main Roads WA prior to commencement. <p>CARRIED 7/0</p>	<p>21-12-2020 - item went through en bloc, to be presented to JDAP on 12 January 2021 for determination</p> <p>14/01/2021 - Matter was deferred at JDAP meeting 12/01/2021 due to EPA concerns not being addressed. Applicant to address EPA concerns in next 3 months. Matter to be referred back to JDAP</p>	Senior Planner	75%

Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete														
16/12/20	OCM	CM202021/104	11.4.1AWARD OF TENDER RFT1920-48- INVITATION FOR PRE-QUALIFIED TRADES PANEL	<p>OFFICER RECOMMENDATION/COUNCIL DECISION</p> <p>MOVED: CR MCDONOGH SECONDED: CR BARTHO</p> <p>That Council:</p> <p>Endorse the recommendation of the evaluation panels and award RFT1920-48 Pre Qualified Trades panel for the Town of Port Hedland to the following companies, as specified in each Table, for a contract period of three (3) years:</p> <p>Panel A – Carpentry Services</p> <p>DR Carpentry and Gyprock Goodline MJW Building Pty Ltd TEC Services TSP Building</p> <p>Panel B – Electrical Services</p> <p>MJW Building Pty Ltd Goodline Far Northwest Electrical CPC Pilbara TEC Services Redding's Electrical Staykool Air Conditioning Tic Tag Systems</p> <p>Panel C – Floor and Wall Tiling Services</p> <p>Jupps Floor Coverings MJW Building Pty Ltd TEC Services</p> <p>Panel D – Painting Services</p> <p>CBM Painting Goodline MJW Building Pty Ltd Scarboro Painting TEC Services</p> <p>Panel E – Plumbing and Drainage Services</p> <p>Gary Edwards Plumbing & Gas Goodline MJW Building Pty Ltd TEC Services</p> <p>Panel F – Air Conditioning Services</p> <p>Mechanical Project Services MJW Building Pty Ltd Goodline Oresome Air Staykool Air Conditioning TEC Services Tic Tag Systems</p> <p>Panel G – Cabinet Maker</p> <p>Indigo Cabinets MJW Building Pty Ltd Zooby Cabinets</p> <p>Panel H – Locksmith</p> <p>Gadget Locksmiths White Knight Securities</p> <p>Panel I – Landscape Maintenance 7 Gardening</p> <p>MJW Building TEC Services Up Your Grass Maintenance Yurra Pty Lyd</p> <p>CARRIED 7/0</p>	08/01/21 - contracts for successful tenderers being prepared	Project Manager	75%														
16/12/20	OCM	CM202021/105	11.4.2AWARD OF TENDER RFT 2021-07 - "JD HARDIE MASTERPLAN - MULTI-USER COURTS AND SURROUNDS CONSTRUCTION"	<p>OFFICER'S RECOMMENDATION 1/COUNCIL DECISION</p> <p>MOVED: CR TURNER SECONDED: CR GILLINGHAM</p> <p>That Council approve the allocation of \$2,256,108 from the Strategic Reserve to the project budget – JD Hardie Multi-Purpose Courts, to fully incorporate design costs, construction costs, development application fees, consultancy/construction support charges, public art contribution, marketing costs & a construction contingency as detailed below:</p> <table border="0"> <thead> <tr> <th>ITEM DESCRIPTION /</th> <th>FUNDING AMOUNT (EXC GST)</th> </tr> </thead> <tbody> <tr> <td>- Contract Award Amount (including provisional sums) /</td> <td>\$6,478,667.50</td> </tr> <tr> <td>- Public Art (2%) /</td> <td>\$129,573.35</td> </tr> <tr> <td>- Design, Development Application, Consultancy/Construction Support, Marketing & Opening Costs (Approx 5%) /</td> <td>\$323,933</td> </tr> <tr> <td>- Internal Labour Costs /</td> <td>\$290,125.00</td> </tr> <tr> <td>- Construction Contingency (Approx 5%) /</td> <td>\$323,933</td> </tr> <tr> <td>Total /</td> <td>\$7,546,233</td> </tr> </tbody> </table> <p>Current Approved Budget Adjustments (September 2020 OCM) / \$5,000,000 Less Operation Cost Journal of Internal Labour Costs / -\$290,125 Budget Shortfall / \$2,256,108</p> <p>CARRIED ABSOLUTE MAJORITY 7/0</p>	ITEM DESCRIPTION /	FUNDING AMOUNT (EXC GST)	- Contract Award Amount (including provisional sums) /	\$6,478,667.50	- Public Art (2%) /	\$129,573.35	- Design, Development Application, Consultancy/Construction Support, Marketing & Opening Costs (Approx 5%) /	\$323,933	- Internal Labour Costs /	\$290,125.00	- Construction Contingency (Approx 5%) /	\$323,933	Total /	\$7,546,233	08/01/21 - budget amendment to be actioned in Q2 budget review Awaiting return of contract. Quarter 2 budget review likely to come to Council in March	Project Manager	50%
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Date of Meeting	Meeting Type	Decision Number	Item Title	Decision of Council	Officers Status Update	Assigned to	% Complete
2765 16/12/20	OCM	CM202021/106	11.4.2 AWARD OF TENDER RFT 2021-07 - 'JD HARDIE MASTERPLAN - MULTI-USER COURTS AND SURROUNDS CONSTRUCTION'	OFFICER'S RECOMMENDATION 2/COUNCIL DECISION MOVED: CR BARTHO SECONDED: CR TURNER Upon adoption of recommendation 1, Council accepts the tender submitted by MJW Building, in accordance with Tender RFT 2021/07 'JD Hardie Masterplan Multi-user Courts and Surrounds' for the total amount of \$6,478,667.50 (including provisional sums and excluding GST). CARRIED 7/0	08/01/21 - contract for successful tenderer being prepared	Project Manager	90%
2768 16/12/20	OCM	CM202021/108	13.1CHRISTMAS SCHOOL HOLIDAY PROGRAM	MOTION/COUNCIL DECISION MOVED: CR MCDONOGH SECONDED: DEPUTY MAYOR COLES That the Town of Port Hedland: 1. Support an enhanced program of Christmas school holiday activities for young people; 2. Provide additional activities for young people at the South Hedland Aquatic Centre throughout the Christmas school holiday period from 18 December 2020 to 31 January 2021; 3. Operate a trial free entry program from 18 December 2020 to 31 January 2021 between 12-3pm, at the South Hedland Aquatic Centre for all young people 16 years of age and under; 4. Continue to engage with the WA Police Force and provide financial support to their weekly club program; 5. Undertake an evaluation of this program of initiatives and provide a report to Elected Members; and 6. Notes the additional costs of the program are estimated to be \$40,000.00. CARRIED 7/0	14/01/2021 - Free entry from 12pm-3pm commenced at South Hedland Aquatic Centre from December 18th 2020 for all patrons under 16 years of age. Additional activities including free use of the aqua run inflatables and holiday programs in conjunction with local police have been provided. Financial support has been provided to local police via the purchase of all items for their Holiday Club program (\$5,500). An evaluation report on the program will be submitted to council after the completion of the school holidays	Manager Leisure Facilities	60%