

# Special Meeting of Council Minutes

Council Chambers, McGregor St, Port Hedland

6:30pm Monday 12 November 2018

Item for discussion:

Building Better Regions  
Funding Application

Distribution date:  
16 November 2018

**David Pentz**

Chief Executive Officer

## Our Vision

*To be Australia's leading  
Port Town embracing  
community, culture  
and environment*





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

Dear Mr Pentz,

**Special Meeting of Council**

In accordance with Section 5.4 of Local Government Act 1995, I hereby request that you arrange for a Special Meeting of Council to be held on Monday 12 November 2018 at 6:30pm to consider the following matter:

- Building Better Regions Fund Application

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'Camilo Blanco', is written over a light blue circular background.

**Camilo Blanco**  
Mayor

8 November 2018

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*Any person or legal entity that acts or fails to act in reliance upon any statement, act or omission occurring in a Council Meeting does so at their own risk. The Town of Port Hedland advises that any person or legal entity should only rely on formal confirmation or notification of Council resolutions.*

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**Item 1 Opening of Meeting**

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The Mayor declared the meeting open at 6:30 pm.

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

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

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**Item 3 Recording of Attendance**

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**3.1 Attendance**

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

David Pentz	Chief Executive Officer
Anthea Bird	Director Corporate and Performance
Gerard Sherlock	Director Infrastructure and Town Services
Josephine Bianchi	Manager Governance
Tony Butler	Manager Facilities
Wendy Barnard	Corporate Support Officer
Tammy Wombwell	Governance Officer/Minute Taker

Public	1
Media	0
Officers	2

**3.2 Attendance by Telephone / Instantaneous Communications**

Nil

**3.3 Apologies**

Nil

**3.4 Approved Leave of Absence**

Councillor Peter Carter was on approved leave of absence, however was present at this meeting.

### 3.5 Disclosures of Interest

Nil

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## Item 4 Public Time

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*Important note:*

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

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

The Mayor opened Public Question Time at 6:32pm

### 4.1 Public Question Time

The Mayor closed Public Question Time at 6:33pm

The Mayor opened Public Statement Time at 6:33pm

### 4.2 Public Statement Time

The Mayor closed Public Statement Time at 6:33pm

### 4.3 Petitions/Deputations/Presentations/Submissions

Nil

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**Item 5 Questions from Members without Notice**

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**5.1 Councillor Whitwell**

Councillor Whitwell advised that he would raise his question during the debate.

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**Item 6 Announcements by Presiding Member without Discussion**

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Nil

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**Item 7 Declarations of All Members to Have Given Due Consideration to All Matters Contained in the Business Paper before the Meeting**

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

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

*Disclaimer*

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



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Item 8 Reports of Officers

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**8.1.1 Building Better Regions Fund Application**

Author	Senior Sport and Facilities Officer
Authorising Officer	Manager Facilities
Disclosure of Interest	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

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**CM201819/071 COUNCIL DECISION****MOVED: DEPUTY MAYOR NEWBERY****SECONDED: CR PITT**

That Council suspend sections 9.4, 9.5 and 9.9 of the Town of Port Hedland Standing Orders Local Law 2014 in accordance with section 18.2 'Suspension for Standing Orders' to discuss item 7.1.1 Building Better Regions Fund Application.

*CARRIED 9/0*

6:44pm      The Mayor advised that sections 9.4, 9.5 and 9.9 of the Town of Port Hedland Standing Orders Local Law 2014 have been suspended.

**CM201819/072 COUNCIL DECISION****MOVED: CR MCDONOGH****SECONDED: CR HEBBARD**

That Council resume sections 9.4, 9.5 and 9.9 of the Town of Port Hedland Standing Orders Local Law 2014.

*CARRIED 9/0*

6:53pm      The Mayor advised that sections 9.4, 9.5 and 9.9 of the Town of Port Hedland Standing Orders Local Law 2014 are resumed.



**CM201819/073 OFFICER RECOMMENDATION/ COUNCIL DECISION****MOVED: CR CARTER****SECONDED: CR ARIF**

That Council:

1. Formally endorse a submission to the Building Better Regions Fund that, if successful, will allow for the construction of the JD Hardie Youth Zone Multipurpose Courts; and
2. If successful, commits to allocating 30% of the project cost (estimated at approximately \$1.41million), which will be included for adoption in the 2019/20 and 2020/21 Annual Budgets

*CARRIED 9/0*

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**PURPOSE**

The purpose of this Special Council Meeting is for the Council to endorse submitting a project to the Building Better Regions Fund (BBRF), Round 3. The proposed submission is for an upgrade to aging external components of the JD Hardie Youth Zone (JDYZ) in South Hedland which will provide local youths and other community stakeholders with enhanced opportunities to participate in sport and other physical activities.

The key element to the BBRF will be the laying of new shaded multipurpose courts to the West of JDYZ. The success of the SLAM Basketball Program, as well as the suitability for All Hedland Basketball Club programs, means that a strong need for improved facilities is evident. It is also believed that this new space will encourage the development of new programming, such as wheel chair basketball, boxing training sessions, dodgeball, handball, flying disc and hip hop workshops. In future, it is hoped that subsequent complimentary infrastructure developments of the surrounding land will also be made possible by the laying of this initial project.

**CASE**

There are currently only two precincts in town that have outdoor basketball courts. Both facilities are in disrepair and require resurfacing. Further to this, there is only limited potential to participate in outdoor sports during the day due to the high afternoon temperatures and a lack of shading infrastructure.

Within these spaces the Town of Port Hedland works with key stakeholders including WA Police, Hedland Senior High School, Headspace, Wirraka Maya Aboriginal Health Service and Youth Involvement Council to identify gaps in service delivery and implement diversionary programs for young people. The Friday night SLAM basketball program has proven particularly successful. SLAM and similar programs are expected to be enhanced by this project.

JDYZ has been identified by Council as a valuable asset to the community and The Town of Port Hedland have formally committed to its restoration and expansion in the current financial year and beyond. It is centrally located to South Hedland Town Centre, Marquee Park Splash and Play Water park, two local primary schools, a high school and local TAFE. It is also the leading youth precinct meaning it is likely the most popular location for additional youth activities.

It is expected that the additional capacity for participation in sport/physical activity that is provided by the project will lead to additional participation based on its location and the current usage of JDYZ. The project would allow the local schools (primary and secondary) and TAFE to organise day time sports activity at the centre due to the new shading structure.

Other groups to benefit from project include but are not limited to, disadvantaged youth, girls' basketball, family groups, sporting organisations and disability groups. The attached review indicates that the project will generate a significant positive impact that can be supported with high-quality evidence.

This project represents the first stage of expansion, in a planned multi-stage project.

## DETAIL

An initial assessment of potential funding projects was conducted, this included the McGregor Street Multi-use Community Facility Masterplan, the South Hedland Integrated Sports Complex Masterplan and user group pavilion, and alternate JDYZ Masterplan projects. While the other projects all had merit and will continue to be pursued, officers in collaboration with project architects Donovan Payne Architecture and business case consultants Pracsys determined that the JDYZ Multipurpose Courts project would have the highest success chance for the current BBRF funding.

This success rate was based on the ability to progress the project for readiness within a short timeframe, containing the cost estimate to under \$5 million to subject the project to less onerous criteria, and to enable the Town to undertake an appropriate sized capital works project adding experience and reputation to enable us to successfully seek funding for larger scale projects in the future.

The Town of Port Hedland, Strategic Community Plan details that the need for shaded sport and recreation areas in Hedland was a key issue and was raised in a number of areas in the report, specifically the lack of shade over the basketball and netball courts as mentioned below in the extract from item 11.2.2:

*What's important for young people.*

The emerging themes from the Youth UpRising workshop are listed below. During the workshop participants noted the following:

### *Social/Community*

The group raised some practical issues which could be addressed – i.e. there is a desire for shade to be installed over the skate park in South and the courts at the JD Hardie Youth Zone.

Concept designs for the JDYZ Multipurpose Courts in addition to an initial draft masterplan have been developed to assist with providing a robust grant application.

The JD Hardie Youth Zone Masterplan project will continue to progress concurrently with the BBRF application process and elements such as the car parking will be further refined as the masterplan is developed.

A submission to the BBRF must be completed by 5pm Wednesday 14 November 2018.

A robust application is in the final stages are being drafted which includes the following:

- Cost Benefit Analysis
- Project Management Plan
- Risk Management Plan
- Asset Management Plan
- Benefit Management Plan
- Cost Modelling
- Cash Flow and Budget

Letters of endorsement from various stakeholders including the Honourable Melissa Price MP, Federal Member for Durack, Minister for the Environment and Hedland Community Safety Advisory Forum and key community stakeholders have been obtained.

The Town has commenced discussions to seek additional external funding to assist with reducing the Town's 30% contribution.

#### LEVEL OF SIGNIFICANCE

In accordance with Policy 4/009 'Significant Decision Making', this matter is considered to be of low significance.

#### CONSULTATION

##### *Internal*

- Manager Facilities
- Senior Partnerships and Engagement Officer
- Principle Town Planner
- Senior Youth Officer
- Facilities Operations Officer
- Senior Sport and Facilities Officer
- Manager Financial Services
- Manager Environmental Health

##### *External Agencies*

- Pracsys Consultants
- Rural & Regional Economic Solutions
- Donovan Payne Architecture
- Neil Butler Quantity Surveying Services
- Shire of Ashburton Manager Buildings and Facilities Maintenance

*Community*

- Direct contact with specific user groups of the JDYZ.

## LEGISLATION AND POLICY CONSIDERATIONS

The Town's policy 2/017 'Grant Funding' applies in relation to this item.

The Town's public places and local government property local law 2016 also applies.

## FINANCIAL AND RESOURCES IMPLICATIONS

Based upon cost mapping provided by Neil Butler Quantity Surveying Services, the project is expected to cost \$4.7M. Upon successful application to the BBRF, this would result in a cost split of 70% Federal Government funding (\$3.29M) and 30% ToPH funding (\$1.41M). If final project costs run over the estimated costings submitted in the grant application, the ToPH will cover these additional cost overruns.

Cash flow has been prepared by the Finance business unit. This expenditure will be included in the 2019/20 Annual Budget for adoption by Council in line with the draft Long Term Financial Plan.

## STRATEGIC AND SUSTAINABILITY IMPLICATIONS

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

- 1.a.4** Partnerships with stakeholders to deliver sport and recreation are enhanced
- 1.a.6** Town-wide health, safety, recreation and sporting activities and services
- 1.b.4** Regular opportunities for the broad community to have input into the Town of Port Hedland plans and programs are provided for transparency, accountability and two-way interaction
- 1.b.5** Opportunities to get involved and results of engagement are regularly promoted
- 1.c.1** The community, industry, arts and cultural organisations are engaged to identify, plan and coordinate events and activities
- 1.d.1** The present and future facilities and requirements of the Town are planned for and developed in-line with relevant facility standards and community needs
- 1.d.3** Facilities and community infrastructure are well maintained, managed and fit for purpose to provide a range of lifestyle opportunities

## RISK MANAGEMENT CONSIDERATIONS

*Service Impact*

There is a low risk rating (2) in relation to service interruption, as the proposed work will take place on vacant land (with plenty of parking remaining in place around JDYZ). The current courts will remain in operation during the building phase. The rating is arrived at by a likelihood of rare (1) and a consequence of minor (2).

*Financial Impact*

There is a medium risk rating (6) in relation to financial impact. The consequence is considered Minor (2) and there is a possible likelihood (3), of the project not being delivered due to failure to secure the grant.

## OPTIONS

*Option 1 – Adopt officer's recommendation*

*Option 2 – Do not adopt officer's recommendation*

## CONCLUSION

The JDYZ Multipurpose Courts project has the potential to generate significant economic and social benefits that can be supported with high-quality evidence. With Council staff progressing the necessary project planning and other support documentation the necessary planning and process documentation can be delivered successfully and likely within an 18 month period.

With all components included in the final submission, the fact that the Town of Port Hedland has not yet received funding from the BBRF and the current political climate, it is believed the project can achieve a sufficiently high score against BBRF merit criteria to be considered for funding.

## ATTACHMENTS

1. JD Hardie Precinct Masterplan SK00
2. JD Hardie Precinct Masterplan SK01
3. JD Hardie Precinct Masterplan SK02
4. JD Hardie Youth Zone Basketball Courts Project Concept Design v1.0
5. JD Hardie Precinct Masterplan – Basketball Courts – Schematic Dimensions
6. NBQSS JD Hardie Precinct Masterplan – Concept Cost Indication
7. Risk Management Plan – JDYZ Multipurpose Courts Project
8. JDYZ Multi Purpose Courts – Concept Designs (Under Separate Cover)
9. Final Draft JD Hardie Precinct Stage 1 Project Management Plan (Under Separate Cover)
10. Draft JD Hardie Youth Zone Upgrade BBRF Assessment 1.0 (Services to Assist in Preparation of BBRF Application) – *Pracsys Consultants (Under Separate Cover)*



## ATTACHMENT 1 TO ITEM 8.1.1



LEGEND					
1 JD HARDIE YOUTH ZONE	4 SHADED BASKETBALL COURTS	7 TOILET/SHED	10 OUTDOOR GAMES	 PATHWAY CONNECTIONS	
2 NOTIONAL LANDSCAPING	5 MINI GOLF	8 JUNIOR TRACK	11 SKATE ZONE	 EXISTING TREES/PLANTATION	
3 NEW CAR PARK	6 BMX/PUMP TRACK	9 HUB	12 EXISTING WATER PLAY ZONE		

TOWN OF PORT HEDLAND

JD HARDIE PRECINCT MASTERPLAN

SK00

LOCATION PLAN

24-10-2018



## ATTACHMENT 2 TO ITEM 8.1.1

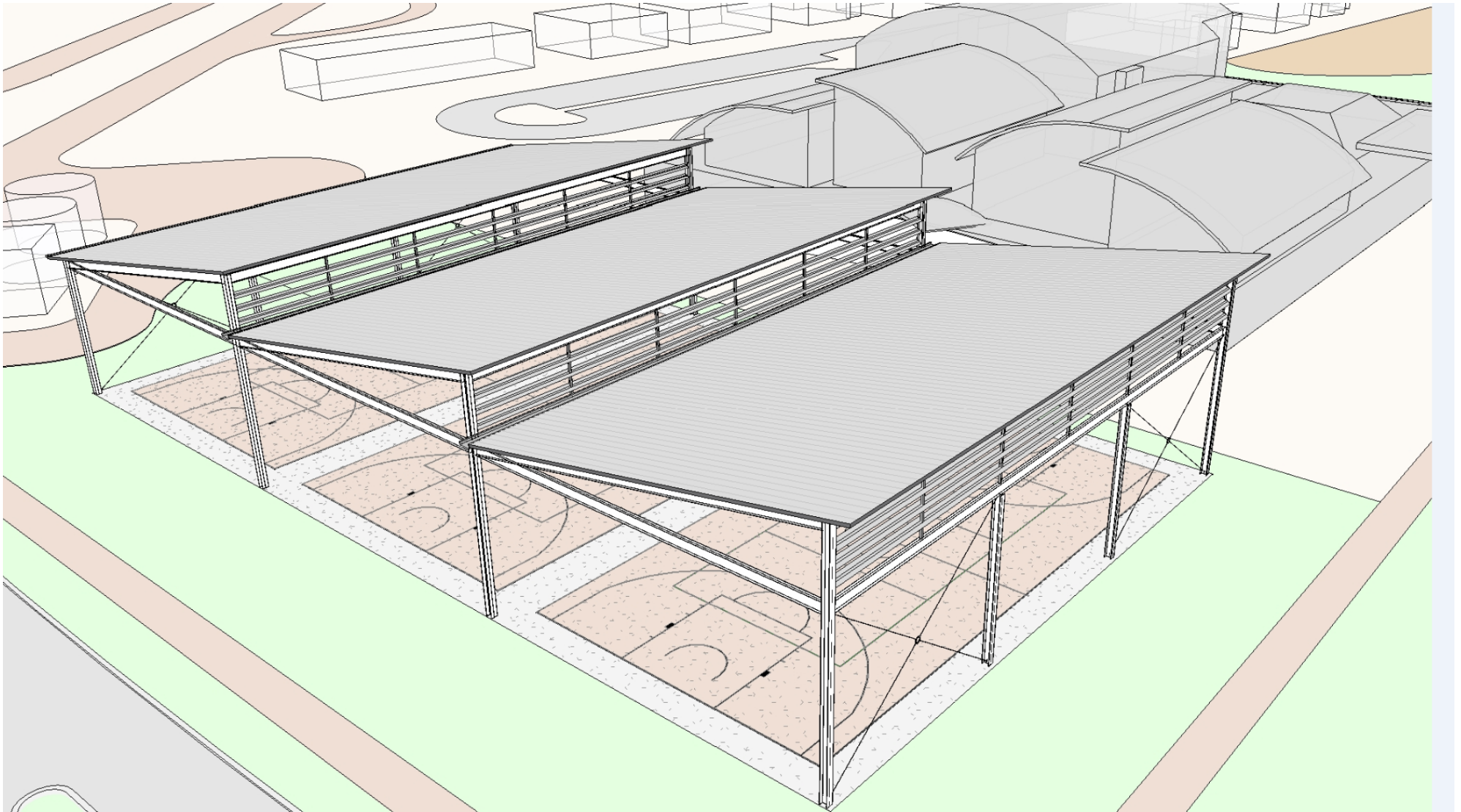




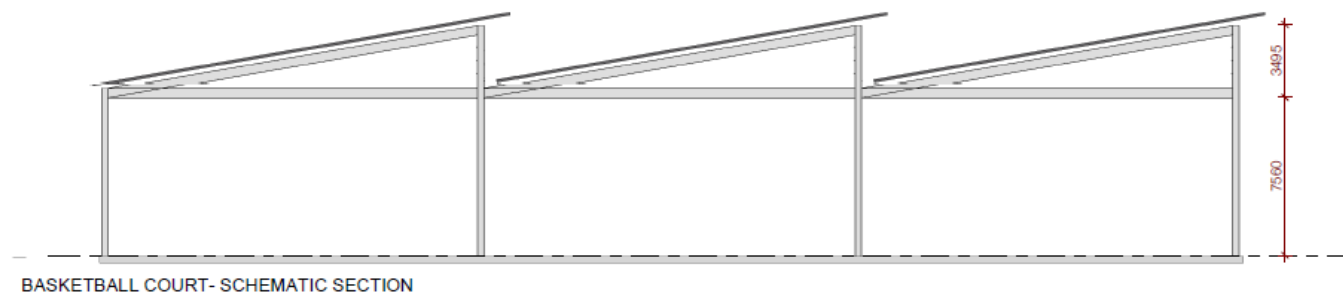
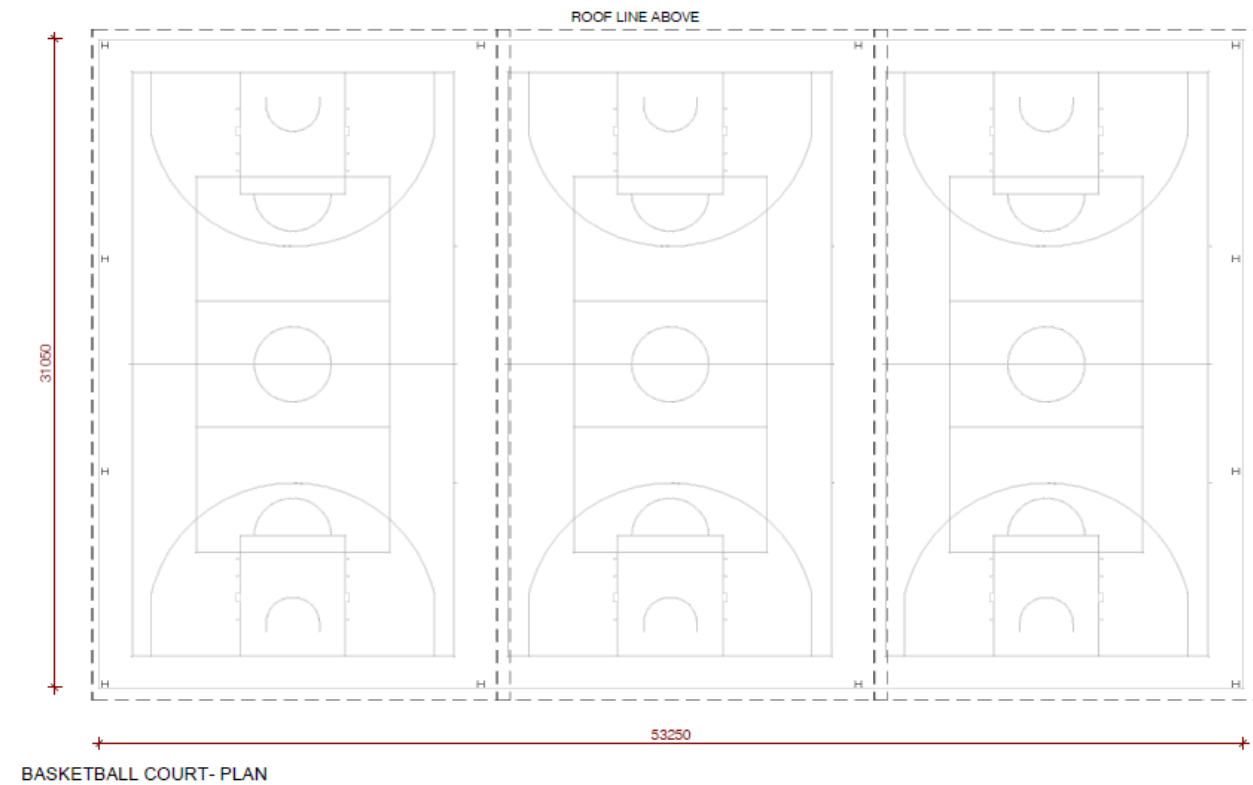
## ATTACHMENT 3 TO ITEM 8.1.1



*ATTACHMENT 4 TO ITEM 8.1.1*



ATTACHMENT 5 TO ITEM 8.1.1



JD HARDIE PRECINCT MASTERPLAN  
BASKETBALL COURTS- SCHEMATIC DIMENSIONS | 11/09/18



*ATTACHMENT 6 TO ITEM 8.1.1*



**JD Hardie Precinct Masterplan**  
**South Hedland, WA**

**Town of Port Hedland**

**Concept Cost Indication**

Outdoor Covered Basketball Stadium  
New Carparking

**7th November 2018**

(Revision -)

Architects: Donovan Payne Architects  
Suite 3/592 Stirling Highway  
Mosman Park  
WA 6012

**Neil Butler Quantity Surveying Services**

T: 08 9349 7853  
M: 0457 977 407  
ABN: 730 320 19210

Project: 18.18

## JD Hardie Precinct Masterplan

CONCEPT PLAN COST INDICATION  
7 November 2018

Element	Description	Unit	Qty	Rate	Amount
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**Item 4 - New Covered 3 Court Stadium****PR Preliminaries**

Allowance for Builder's Preliminaries  
comprising insurances, site supervision, site  
amenities, travel allowances, programming etc

Item \$ 314,288.00

**Preliminaries Total \$ 314,288.00**

**SB Substructure**

Substructure complete pad footing m3 420 \$ 40.00 \$ 16,800.00

Concrete in pad footings m3 300 \$ 350.00 \$ 105,000.00

Reinforcement in pad footings t 11 \$ 2,600.00 \$ 28,600.00

Formwork to sides of pad footing m2 240 \$ 85.00 \$ 20,400.00

100 thick reinforced concrete ground slab  
complete with mesh reinforcement, control  
joints, waterproof membrane, monolithic finish  
suitable to receive sports surface m2 2282 \$ 85.00 \$ 193,970.00

**Substructure Total \$ 364,770.00**

**CL Columns**

Structural steel columns including attached  
connections, shop drawings and shop  
treatments t 23.6 \$ 7,500.00 \$ 177,000.00

Decorative paint finish to steel columns m2 163 \$ 25.00 \$ 4,075.00

Anti-graffiti treatment to 3m high to steel  
columns and concrete panels m2 207 \$ 25.00 \$ 5,175.00

**CL sub-total \$ 186,250.00**

**RF Roof**

Structural steel roof framing including attached  
connections, shop drawings and shop  
treatments t 29.50 \$ 7,500.00 \$ 221,250.00

Structural steel SHS purlins including attached  
connections, shop drawings and shop  
treatments t 18.60 \$ 7,500.00 \$ 139,500.00

Structural steel trusses including attached  
connections, shop drawings and shop  
treatments t 30.20 \$ 9,000.00 \$ 271,800.00

Kingspan OSA Insulated Panels m2 2259 \$ 175.00 \$ 395,325.00

## JD Hardie Precinct Masterplan

CONCEPT PLAN COST INDICATION  
7 November 2018

Element	Description	Unit	Qty	Rate	Amount
	Box gutters	m	105	\$ 125.00	\$ 13,125.00
	Fascia and barge cappings	m	126	\$ 40.00	\$ 5,040.00
	Painting to steel work	m2	893	\$ 25.00	\$ 22,325.00
	Roof safety equipment	Item			\$ 10,500.00
<i>RF sub-total</i>					<i>\$ 1,078,865.00</i>
<b>Superstructure Total</b>					<b>\$ 1,265,115.00</b>
<b>FF</b>	<b><u>Floor Finishes</u></b>				
	Synthetic court surfacing	m2	2283	\$ 30.00	\$ 68,490.00
	Line markings to court	m	1087	\$ 5.00	\$ 5,435.00
<i>FF sub-total</i>					<i>\$ 73,925.00</i>
5%					\$ 0.50
<b>Finishes Total</b>					<b>\$ 73,925.00</b>
					\$ 0.40
<b>FT</b>	<b><u>Fitments</u></b>				
	Allowance for sundry signage	Item			\$ 5,000.00
<i>FT sub-total</i>					<i>\$ 5,000.00</i>
<b>SE</b>	<b><u>Special Equipment</u></b>				
	Scoreboards/Shot clock	No	3	\$ 4,500.00	\$ 13,500.00
<i>SE sub-total</i>					<i>\$ 13,500.00</i>
<b>Fitments Total</b>					<b>\$ 18,500.00</b>
<b>SF</b>	<b><u>Sanitary Fixtures</u></b>				
	Drinking fountain	No	1	\$ 5,000.00	\$ 5,000.00
<i>SF sub-total</i>					<i>\$ 5,000.00</i>
<b>PD</b>	<b><u>Sanitary Plumbing</u></b>				
	Waste pipe and soakwell to drinking fountain	Item			\$ 500.00
<i>PD sub-total</i>					<i>\$ 500.00</i>
<b>WS</b>	<b><u>Water Supply</u></b>				
	Cold water supply to drinking fountain	Item	1	\$ 1,000.00	\$ 1,000.00
<i>WS sub-total</i>					<i>\$ 1,000.00</i>



## JD Hardie Precinct Masterplan

CONCEPT PLAN COST INDICATION  
7 November 2018

Element	Description	Unit	Qty	Rate	Amount
LP	<u>Electric Light and Power</u>				
	General lighting including CCTV and lighting controls	Item			\$ 115,000.00
	General power	Item			\$ 22,000.00
	<i>LP sub-total</i>				\$ 137,000.00
<b>Services Total</b>					<b>\$ 143,500.00</b>
XP	<u>Site Preparation</u>				
	Site clearance	m2	2400	\$ 4.00	\$ 9,600.00
	Bulk excavation to fill	m3	720	\$ 20.00	\$ 14,400.00
	Imported filling (compacted)	m3	720	\$ 44.00	\$ 31,680.00
	<i>XP sub-total</i>				\$ 55,680.00
XR	<u>Roads, Footpaths and Paved Areas</u>				
	Paving around perimeter of building 2m wide	m2	376	\$ 85.00	\$ 31,960.00
	<i>XR sub-total</i>				\$ 31,960.00
XN	<u>Boundary Walls, Fencing and Gates</u>				
	No allowance for fencing	m	0	\$ -	\$ -
	<i>XN sub-total</i>				\$ -
XL	<u>Landscaping and Improvements</u>				
	Allowance for landscaping comprising plantings & reticulation	Item			\$ 25,000.00
	Basket ball/netball basketball backboard/goal post including ground socket and concrete footing	No	6	\$ 4,500.00	\$ 27,000.00
	<i>XL sub-total</i>				\$ 52,000.00
<b>Siteworks Total</b>					<b>\$ 139,640.00</b>



## JD Hardie Precinct Masterplan

CONCEPT PLAN COST INDICATION  
7 November 2018

Element	Description	Unit	Qty	Rate	Amount
<b>XK</b>	<b><u>External Stormwater Drainage</u></b>				
	ACO drainage channel and grate along side of court surface	m	133	\$ 350.00	\$ 46,550.00
	ACO drainage pit	No	2	\$ 1,200.00	\$ 2,400.00
	225 dia drainage pipe	m	61	\$ 150.00	\$ 9,150.00
	Stone pitching to drainage swale	m2	65	\$ 280.00	\$ 18,200.00
	Headwall	No	1	\$ 1,000.00	\$ 1,000.00
	Manhole	No	1	\$ 2,500.00	\$ 2,500.00
					<b>\$ 79,800.00</b>
<b>XE</b>	<b><u>External Electric Light and Power</u></b>				
	Site distribution	Item			\$ 10,000.00
				<i>XE sub-total</i>	<b>\$ 10,000.00</b>
<b>External Services Total</b>					<b>\$ 89,800.00</b>
<b>Total Construction Cost</b>					<b>\$ 2,409,538.00</b>
<b>YY</b>	<b><u>Contingencies</u></b>				
	Allowance for Design Contingency	Item		5% \$	120,477.00
	Allowance for Construction Contingency	Item		5% \$	126,501.00
				<i>YY sub-total</i>	<b>\$ 246,978.00</b>
<b>FE</b>	<b><u>Loose Furniture and Fittings</u></b>				
	Allowance for loose furniture and fittings - scorers benches, sundry participant and spectator seating	Item			\$ 20,000.00
				<i>FE sub-total</i>	<b>\$ 20,000.00</b>
<b>PF</b>	<b><u>Professional Fees</u></b>				
	Allowance for Professional fees	Item			\$ 285,000.00
				<i>PF sub-total</i>	<b>\$ 285,000.00</b>
<b>EN</b>	<b><u>Escalation</u></b>				
	Allowance for escalation to commencement of construction	Item			\$ -
	Allowance for escalation to during construction	Item			\$ 20,000.00
				<i>EN sub-total</i>	<b>\$ 20,000.00</b>

18.18 - JDHPMP

## JD Hardie Precinct Masterplan

## CONCEPT PLAN COST INDICATION

7 November 2018

Element	Description	Unit	Qty	Rate	Amount
<b>Special Provisions Total</b>					<b>\$ 571,978.00</b>
<b>Estimated Total Project Cost</b>					<b>\$ 2,981,516.00</b>

Regional Loading

Allowance for Regional Loading - Port  
Hedland - Excludes Professional Fees and  
Construction Contingency

Item 60% \$ 1,542,009.00

**Regional Loading sub-total** \$ 1,542,009.00

<b>Estimated Total Project Cost (Port Hedland) excl GST</b>					<b>\$ 4,523,525.00</b>
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**Exclusions**

The following costs are specifically excluded from the Cost Indication:-

Rainwater tanks  
Holding and Finance charges  
Legal costs  
Escalation beyond October 2018

**Drawings**

DPA - SK00 JD Hardie Precinct Masterplan Concept Location Plan 24-10-2018 (1:2000 @A3)  
DPA - SK01 JD Hardie Precinct Masterplan Concept Location Plan 24-10-2018 (1:1000 @A3)

**Notes**

Please note that this information is for indicative budgeting purposes only and should not be used as the basis for making a financial commitment

Prior to making a financial commitment a detailed budget should be prepared based on input from the architect and the relevant consultants

This costing has been based on a similar three court project in Onslow which is also in a cyclonic area.

As there are no detailed architectural drawings structural drawings available the information used in the Onslow estimate has been updated to current pricing.

In addition a 10% Design Contingency has been included to allow for a potential different design and unexpected site conditions

The Regional Loading is an allowance for the average on-cost of working and constructing a project in the South Hedland area in normal times.

## JD Hardie Precinct Masterplan

CONCEPT PLAN COST INDICATION  
7 November 2018

Element	Description	Unit	Qty	Rate	Amount
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The risk associated with the regional loading is that it may vary depending on the amount of work being carried out in South Hedland at the time of tendering and also the state of the mining industry at the time.

The other risk associated with this project will be the timing to commencement of construction. Currently this period is unknown and as such no allowance has been made for cost increases beyond this date.

Based on the current Construction Cost Index Forecast for Perth Western Australia produced by the AIQS the projected increase in Building costs over the next 5 years is in the order of 3-4% per annum. This again may be affected by the state of the mining industry at the time.

# **Risk Management Plan**

**Town of Port Hedland**  
**JDYZ Multipurpose Courts Project**  
Stage 1 JD Hardie Precinct Redevelopment  
11/2018

## RISK MANAGEMENT PLAN

In this context, a risk is the possibility or likelihood of something happening which may have a negative impact on the organisation's capacity to deliver on its obligations. The Town of Port Hedland will not be able to eliminate all risks however our Organisation can take active steps to prevent or minimise the likelihood, level and impact of risk by the development of this Risk Management Plan.

**Risk Management** - The culture, processes and structures that are directed toward the effective management of potential opportunities and adverse effects

**Risk Assessment** - The overall process of risk analysis and evaluation.

**Level of Risk** - Risk is measured in terms of consequences and likelihood.

**Likelihood** - Rating of the probability of an event or occurrence.

Likelihood Rating	Probability Guide	Probability Description
Rare	0-5%	May occur only in exceptional circumstances
Unlikely	6-15%	Not expected to occur
Possible	16-40%	Could occur at some time
Likely	41-70%	Will probably occur in most circumstances
Almost certain	71-99%	Expected to occur in most circumstances
Occurring now	100%	Is currently occurring

Consequence Rating	Consequence Description
Insignificant	Minor damage or risk
Minor	Low damage or loss
Moderate	Moderate damage or loss
Major	Major damage or loss
Catastrophic	Substantial damage or loss

**Classification**

- After analysis each risk is classified according to the Risk Classification Matrix:

- Extreme ..... Unacceptable risks and must be eliminated
- Very High ..... Immediate action required
- High ..... Senior management attention needed
- Medium ..... Management responsibility must be specified
- Low ..... Managed by routine procedures

<b>Risk Matrix</b>							
<b>Consequence Rating</b>	<b>Catastrophic</b>	High	High	Very High	Extreme	Extreme	Extreme
	<b>Major</b>	Medium	Medium	High	Very High	Extreme	Extreme
	<b>Moderate</b>	Medium	Medium	High	High	Very High	Very High
	<b>Minor</b>	Low	Low	Medium	Medium	High	High
	<b>Insignificant</b>	Low	Low	Low	Medium	Medium	Medium
	<b>Likelihood Rating</b>	Rare	Unlikely	Possible	Likely	Almost Certain	Occurring Now

The following Risk Identification Table identifies the Risks, Likelihood, Consequence, Classification, and Controls in relation to achieving the outcomes required.

#### **RISK IDENTIFICATION TABLE**

Risk – summarised title	Consequence	Likelihood	Risk Rating (without controls in place)	Causes	Consequences/impacts	Description of treatments – measures to be implemented to mitigate/prevent the risk	Risk Owner	Consequence after controls	Likelihood with controls	Residual Risk Rating (with controls in place)
Demand for building suppliers may be greater than supply, esp. if RGP5 or port upgrade commences	Major	Almost Certain	Extreme	Lack of supplier competition (limited number of capable providers)	Schedule, Cost	Communication Plan. Liaise with BHP, FMG, Port Authority re planned major projects; establish forum for exchange of project outlook for coming 2 years	ToPH	Major	Possible	High
Major cyclone event directly impacts Town of Port Hedland	Major	Possible	High	major cyclone resulting in designated "Disaster Area" affecting ToPH	Schedule, Cost	Insurance. Capping of contractor liability to reduce project cost	ToPH	Minor	Possible	Medium
Minor cyclone event impacts (directly or indirectly) Town of Port Hedland	Moderate	Possible	High	Minor cyclone resulting in designated "Disaster Area" affecting ToPH	Schedule, Cost	Contract to transfer risk to Construction Contractor	Builder	Insignificant	Possible	Low
Structure does not meet ToPH strategic objectives	Moderate	Rare	Medium	Design compromises to meet competing priorities, such as budget constraints	Reputation, Design, Schedule	Process to assess and approve design changes for negotiated value management options prior to award	ToPH	Moderate	Rare	Medium
Structure does not meet ToPH strategic objectives	Moderate	Rare	Medium	Delivery method not compatible with ToPH requirements or community expectations	Reputation, Schedule	Emphasis on Project Management Plans esp. IR, OHS	ToPH	Moderate	Rare	Medium
Project fails to adequately address site security issues during construction	Moderate	Possible	High	Contractor loses significant value of materials or sustains damage to site (inc. temp accommodation)	Schedule	Emphasis on Project Management Plans esp. IR, OHS	Builder	Moderate	Unlikely	Medium



Project fails to adequately address BCA requirements, particularly disabled access	Moderate	Possible	High	Design compromises to meet competing priorities, such as budget constraints	Quality, Reputation, Design, Schedule	Architect to certify the design standard satisfies AS 1428 (rev date)	ToPH	Moderate	Rare	Medium
Lack of executive sponsorship, support or commitment	Moderate	Rare	Medium	Executive is not adequately informed(engaged) in the project, and low priority given to project financial approvals	Reputation, Design, Financial, Approval processes	Communication Plan Should include briefings, milestone site visits and regular reporting	ToPH	Moderate	Rare	Medium
Access restrictions for existing user commitments	Moderate	Possible	High	Spaces temporarily unavailable or quality of services affected by noise, dust etc	Schedule, Reputation	RISC process Supporting procedures to identify and manage potential interruptions by construction projects	ToPH	Moderate	Unlikely	Medium
Integration between ToPH work and contractor work	Moderate	Possible	High	Construction traffic or temporary traffic arrangements will impact other road users	Schedule, Cost, Reputation, Financial, Approval process	RISC process Administrative procedure to minimise potential for unexpected interruptions to services	ToPH	Moderate	Unlikely	Medium
Temporary workers accommodation	Minor	Possible	Medium	Community concern re increased, risk of political, crime, drug and alcohol issues	Quality, Reputation, Design	Communication Plan Should inform community and identify controls	ToPH	Minor	Rare	Low
Temporary workers accommodation	Minor	Possible	Medium	Actual events of crime or inappropriate behaviours	Schedule, Quality, Reputation, Design	Contractor responsible for site and material security and general site presentation	ToPH	Minor	Rare	Low
Temporary workers accommodation	Minor	Possible	Medium	Site conditions, waste management, tidiness, hygiene	Schedule	Financial capacity & reference checks during tender period: and price comparison with QS estimate and other tenders to confirm realistic price; assess project Mgt Plans	ToPH	Minor	Rare	Low
Contractor comes under financial stress or insolvent during projects	Major	Possible	High	Lump sum price insufficient	Schedule, Cost, Quality, Reputation, Design	Payment arrangement including payment in arrears to retain sufficient funds for ToPH to complete works	ToPH	Minor	Possible	Medium

Contractor comes under financial stress or insolvent during projects	Major	Possible	High	Lump sum price insufficient	Schedule, Cost, Quality, Reputation	Site management plans to be evaluated in selection of tender and finalising contract for award	ToPH	Minor	Possible	Medium
Contract works interface with operations	Moderate	Possible	High	Carparking, laydown areas, noise, dust, especially for JD Hardie	Schedule, Quality, Reputation, Design, financial, approval process	Site management plans and staging plans evaluated and clarified to finalise contract for award	ToPH	Moderate	Unlikely	Medium
Contract workers in proximity to young people	Moderate	Rare	Medium	Reputation, personal safety, feeling secure	Schedule	Operating areas consulted re site management plans and staging plans to clarify ToPH requirements	ToPH	Moderate	Rare	Medium
Contract workers in proximity to young people	Moderate	Possible	High	Contractor staging constrained by operational need for high level of separation with client groups	Schedule, cost, reputation	Functional managers performance targets and internal conflict resolution process	ToPH	Moderate	Unlikely	Medium
Unmet community expectations	Moderate	Rare	Medium	Current users surprised or disappointed when they come in for a sporting event	Schedule, Reputation	Communications Plan Broadcast and targeted information on project objectives and works schedule	ToPH	Moderate	Rare	Medium
Unmet community expectations	Minor	Possible	Medium	Users do not feel they access suitable space during construction projects	Reputation, Schedule	Media releases, photo ops, displays, forum for discussion	ToPH	Minor	Unlikely	Low
Impact on surrounding residents/users	Moderate	Possible	High	Noise, dust, traffic	Schedule, Reputation, Design	Broadcast and targeted information on project objectives and works schedule. Evaluate Site Management Plan and Dust Management Plan	ToPH	Moderate	Unlikely	Medium
Breakdown in client - contractor relationship	Major	Rare	Medium	Serious dispute, major variation claim	Schedule, Cost, Quality, Reputation	Evaluation to include reference checks on tenders claims history	ToPH	Major	Rare	Medium
Serious OH&S Incident/ injury on site	Catastrophic	Possible	Very High	Major injury or fatality	Schedule, Reputation	Assessment of OH&S Management Plan with specialist review	Builder	Catastrophic	Rare	High

Site Security (theft)	Moderate	Unlikely	Medium	Loss of materials from building site	Schedule, Cost, Reputation, Financial, Approval process	Assess site management plan to ensure responsibility remains with Contractor for site and material security	Builder	Moderate	Rare	Medium
Site management space conflicts	Moderate	Unlikely	Medium	Unplanned laydown areas, poor parking arrangements	Schedule, reputation, financial, approval process	Evaluation of tenderers site management plan	Builder	Moderate	Rare	Medium
Politicisation of projects; ToPH do not apply adequate management resources	Minor	Possible	Medium	Inadequate PM of projects, Inadequate recognition of addition reporting etc	Schedule, Reputation	Establish procedures and reporting requirements, indicative schedule of "milestone visits"	ToPH	Minor	Unlikely	Low

### **Monitoring**

Risks will be monitored continuously by the Project Manager with an update report issued to Project Principal on a quarterly basis.

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**Item 9 Matters for Which Meeting May Be Closed (Confidential Matters)**

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Nil

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**Item 10 Closure**

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**10.1 Date of Next Meeting**

The next Ordinary Meeting of Council will be held on Wednesday 28 November 2018, commencing at 5:30pm, with the Public Agenda Briefing being held on Wednesday 21 November 2018, commencing at 5:30pm.

**10.2 Closure**

There being no further business, the Mayor declared the meeting closed at 6.58pm.