Town of Port Hedland

MINUTES

SPECIAL COUNCIL MEETING

Thursday 12 November 2026

Date: **Thursday 12/11/2026**
Time: **6:00pm**
Location: **13 McGregor Street, PORT HEDLAND WA 6721**
Distribution Date: **13/11/2026**

The Chief Executive Officer recommends the endorsement of these minutes at the next Ordinary Council Meeting.

Signed: _____ Date: 13.11.2026

These minutes were confirmed at the Ordinary Council Meeting held on ...../...../.....

Signed: _____ Date: _____

(Presiding Person at the meeting which minutes were confirmed)

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Town of Port Hedland

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

Dear Mr Stewart

NOTICE PURSUANT TO SECTION 5.4(a)(i) – SPECIAL MEETING OF COUNCIL

Pursuant to section 5.4(a)(i) of the *Local Government Act 1995*, I give notice of a Special Meeting of the Council to be convened on Thursday 12 November 2026 at 6:00 pm.

The purpose of the Special Meeting is to consider the following items:

- Gilbert Street Flood Pumps Project Update

Yours sincerely

Jacinta Behrend
Mayor

12 November 2026

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1 Opening of Meeting

The Presiding Member declared the meeting open at 6:04pm.

2 Acknowledgement of Traditional Owners and Dignitaries

The Presiding Member acknowledged the Kariyarra people as the Traditional Custodians of the land that we are meeting on and recognises their strength and resilience and pays respect to elders, past and present

3 Recording of Attendance

Important note:
This meeting is being live-streamed and audio recorded to facilitate community participation and for minute-taking purposes, which may be released upon request to third parties. In accordance with Section 6.16 of the Town of Port Hedland Local Law on Standing Orders members of the public are not permitted to 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 Presiding Member to do so. Members of the public are also reminded that in accordance with section 6.17(4) of the Town of Port Hedland Standing Orders Local Law mobile telephones must be switched off and not used during the meeting.

3.1 Attendance

Elected Members:
Mayor Jacinta Behrend
Deputy Mayor Councillor Troy Melville
Councillor Jemma Chigbu
Councillor Russell McDowall
Councillor Sharon Todd

Administration:
Dale Stewart (Chief Executive Officer)
Ingrid Bishop (Director Corporate Services)
Lee Furness (Director Infrastructure Services)
Steven Gatt (Director Regulatory Services)
Renae Doyle (Manager Governance)
Ross McRae (Manager Strategy & Communications)
Grant Voss (Manager Waste)
Sophie Marlow (Governance Support Officer)

Other:
Nil

Members of the Public:
Nil

3.2 Attendance by Telephone / Instantaneous Communications

Cr McDowall

Cr Todd

3.3 Apologies

Cr Little

Cr Baxter

Cr Butson

Cr Edwards

3.4 Approved Leave of Absence

Nil

3.5 Disclosures of Interest

Nil

4 Announcements by Presiding Member without Discussion

There were no announcements from the Presiding Member.

5 Public Time

5.1 Public Question Time

Nil

5.2 Public Statement Time

Nil

5.3 Petitions / Deputations / Presentations / Submissions

Nil

6 Questions from Members without Notice

Nil

7 Declarations of All Members to have given due consideration to all matters contained in the Business Paper before the Meeting

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

Mayor Behrend

Deputy Mayor Cr Melville

Cr Chigbu

Cr McDowall

Cr Todd

8 Reports of Officers

8.1 Corporate Services

There are no reports for this section.

8.2 Community Services

There are no reports for this section.

8.3 Regulatory Services

There are no reports for this section.

8.4 Infrastructure Services

There are no reports for this section.

8.5 Office of the CEO

There are no reports for this section.

9 Matters for Which Meeting May be Closed (Confidential Matters)

9.1 Reports of Officers

9.1.1	RFT2526-34 Gilbert Street Flood Pump Station Upgrade
Author:	**Acting Senior Project Manager**
Authorising Officer:	**Director Infrastructure Servies**
Disclosure of Interest:	The Author and Authorising Officer declare that they do not have any conflicts of interest in relation to this item.

CM202627/151 COUNCIL DECISION

MOVED: Deputy Mayor Cr Melville SECONDED: Cr McDowall

That Council suspend sections 9.6, 9.8 and 9.9 of the Town of Port Hedland Standing Orders Local Law 2014 at 6.08pm.

CARRIED BY SIMPLE MAJORITY (5/0)

For: Mayor Behrend, Deputy Mayor Cr Melville, Cr McDowall, Cr Chigbu and Cr Todd
Against: Nil

CM202627/152 COUNCIL DECISION

MOVED: Deputy Mayor Cr Melville SECONDED: Cr Chigbu

That Council resume sections 9.6, 9.8 and 9.9 of the Town of Port Hedland Standing Orders Local Law 2014 at 6.18pm.

CARRIED BY SIMPLE MAJORITY (5/0)

For: Mayor Behrend, Deputy Mayor Cr Melville, Cr McDowall, Cr Chigbu and Cr Todd
Against: Nil

CM202627/153 OFFICER RECOMMENDATION & COUNCIL DECISION

MOVED: Cr Chigbu SECONDED: Deputy Mayor Cr Melville

That Council with respect to RFT2526-34 Gilbert Street Flood Pump Station Upgrade:

1. **Notes the current status of the Gilbert Street Flood Pumps Station Upgrade and the additional structural deteriora036200tion identified following exposure of previously inaccessible areas of the existing inlet chamber.**
2. **Notes that while deterioration of the existing concrete infrastructure was known and remediation formed part of the original project scope, the extent and severity of deterioration identified during construction**

is materially greater than anticipated and has required reconsideration of the permanent structural solution.

3. **Approves the variation to the contract of $968,235.80 excluding GST to proceed with a temporary pumping solution, including pipework supply, installation, commissioning and ongoing pump hire, to provide interim flood-management capability, during the 2026/27 cyclone season while the works on the permanent structure are progressed, and authorises the Chief Executive Officer (CEO) to approve further variations if required up to the value of 10% of this variation.**
4. **Requests that a report be presented to Council when the revised scope of works is defined and costed.**

CARRIED BY ABSOLUTE MAJORITY (5/0)

For: Mayor Behrend, Deputy Mayor Cr Melville, Cr McDowall, Cr Chigbu and Cr Todd
Against: Nil

PURPOSE

The purpose of this report is for Council to approve a variation to proceed with a temporary pumping solution while the works on the permanent structure are progressed, and to provide an update on the Gilbert Street Flood Pump Station Upgrade (RFT2526-34), including:

- the history of the project and previous Council decisions;
- the current status of the works;
- additional structural deterioration identified during construction;
- the temporary pumping solution proposed for the 2026/27 cyclone season, for which Council approval of a variation is requested;
- key project and organisational risks; and
- the emerging financial implications for the Town.

DETAIL

The RFT2526-34 is critical drainage infrastructure servicing the West End of Port Hedland. The pumping system collects stormwater from the West End drainage catchment and discharges it from the low-lying area, providing an important flood-management function during significant rainfall and cyclonic events.

The project has been progressively developed to replace the existing flood pumps and associated infrastructure and undertake remediation of existing structural steel and concrete chambers.

At the Special Council Meeting held on 11 February 2026, Council considered RFT2526-05 Gilbert Street Flood Pump Station Upgrades.

The tender was structured into separable portions to allow the different disciplines associated with the works to be delivered separately. Council endorsed

- Separable Portion 1 to Remote Construction Group for $272,600 excluding GST;
- Separable Portions 2 and 3 to Ciltech for $1,614,543.20 excluding GST; and

The total tender value at that time was $1,887,143.20 excluding GST.

The Part 1 contract comprised the concrete remediation component of the project, including:

- concrete rehabilitation and rectification;
- removal of existing discharge channels;
- preparation of the foundation and construction of a new concrete slab to accommodate the proposed discharge pipework; and
- preparatory and temporary works required to undertake the concrete remediation.

The Part 1 contract with Remote Construction Group was subsequently executed.

The contract associated with Parts 2 and 3 was not subsequently executed on the original tendered terms after the preferred contractor advised that pricing submitted in November 2025 could no longer be maintained due to increases in fuel, materials, transportation, plant and other delivery costs.

As a result, a further procurement process was undertaken for the remaining works.

At the 29 July 2026 Ordinary Council Meeting, Council considered RFT2526-34 for the remaining Gilbert Street Flood Pump Station Upgrade works.

The revised procurement incorporated the remaining structural steel, mechanical, electrical, pump installation and associated works.

The total approved project allocation was subsequently established at $3,240,015 excluding GST, comprising:

Scope	Amount excluding GST
RFT2526-34	$1,970,482
Other project costs and commitments	$1,269,533
Total Project Allocation	$3,240,015

The project is also jointly funded through the Department of Fire and Emergency Services Disaster Resilience Grants Program, with grant funding of $500,000 including GST. Of this amount, $250,000 has been received, with the remaining $250,000 payable upon full completion of the project.

The overall project therefore progressed through coordinated construction packages, with the concrete remediation and remaining pump-station upgrade works requiring close interface and sequencing.

The project commenced with a defined scope for remediation of the existing concrete chambers.

Minor deterioration of the existing concrete infrastructure was identified prior to construction during the investigation stage. Access limitations meant the full extent of the deterioration and reinforcement corrosion could not be determined until the existing pumps and associated infrastructure had been removed.

Once construction began, the condition of the concrete proved to be more extensive than anticipated, exceeding the assumptions on which the remediation methodology and project cost were based.

The removal of the pumps and associated infrastructure exposed previously inaccessible areas of the inlet chamber, where the concrete deterioration was found to be significantly worse than expected. The existing chamber walls cannot currently be relied upon to support the new pumping infrastructure. The original remediation and installation methodology has therefore been reconsidered.

Given the extent of the deterioration, any remediation works to the existing concrete structure would not on their own, ensure the longevity of the asset.

The current response includes:

- Establish a temporary pumping solution to mitigate risk during the 26/27 cyclone season;
- temporary structural support and bracing;
- further assessment of the structural capacity of the inlet chamber;
- assessment of the existing floor slab; and
- assessment of the appropriate long-term remediation or reconstruction requirements for the deteriorated concrete infrastructure.

These additional requirements have affected the project program and will increase the overall project cost.

With the permanent pumps unavailable during construction and the Town entering the 2026/27 cyclone season, establishing an interim pumping solution has been prioritised.

Council approval is requested for a variation to proceed with a temporary pumping solution, providing an interim level of flood-management capability while the works on the permanent structure are progressed.

If the variation is approved, the temporary pumps can arrive in Port Hedland on Monday 16 November 2026, with installation occurring immediately thereafter and commissioning targeted for approximately 24 November 2026.

Delayed approval, or non-approval, presents a risk that the temporary pumping works will not proceed for a further three to six weeks, extending the period during the 2026/27 cyclone season in which the Town has no interim pumping capacity.

The temporary system is intended to remain in place until the permanent pumping system is operational.

LEVEL OF SIGNIFICANCE

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

- Exception - The Council already has a sound understanding of the views and preferences of the people likely to be affected by, or interested in, the proposal or decision.

CONSULTATION

Internal

Consultation has occurred or is ongoing with:
- Waste & Services Business Unit
- Projects & Assets Business Unit
- Governance Business Unit
- Financial Services Business Unit

External

The Town continues to coordinate with the project's contractors, Superintendent, engineering consultants, temporary pumping suppliers and relevant funding stakeholders.

Community

Nil

LEGISLATION AND POLICY CONSIDERATIONS

The following legislation applies to this report:

Local Government Act 1995

- Section 6.8 Expenditure from municipal fund not included in annual budget

Council Policy:

- Policy 1/022 Risk Management
- Policy 2/007 Procurement
- Policy 2/019 Financial Reserves
- Policy 4/009 Significant Decision Making

FINANCIAL AND RESOURCE IMPLICATIONS

The current approved project allocation is $3,240,015 excluding GST. The project is now anticipated to exceed this allocation.

Actual and Committed Costs	$3,180,284
Remaining Budget	$59,730
Shortfall	$908,505

Notes that a revised total project forecast cannot be confirmed at this time, as the scope, methodology and cost of the permanent structural remediation works remain subject to ongoing engineering assessment and design development.

The project is currently experiencing cost pressures associated with:

- temporary pumping arrangements required to maintain service continuity, particularly during the cyclone season;
- ongoing pump hire costs pending implementation of a permanent solution;
- additional structural engineering investigations and redesign requirements;
- temporary structural support and bracing works;

- permanent structural steel and support works, subject to final engineering design; and
- potential concrete remediation works, the extent of which will be determined through further assessment.

A variation in the amount of $968,235.80 (excluding GST) has been approved for the temporary pumping solution. This variation includes the supply, installation and commissioning of temporary pumping equipment and generators, together with ongoing pump hire costs.

The budget shortfall arising from this variation will be considered as part of the Quarter 2 Budget Review. At this stage, it is not possible to provide a revised total project cost due to the uncertainty surrounding the extent and cost of the permanent structural remediation works currently under investigation.

A revised forecast, a new project budget and details of the remediation of the permanent structure will be presented to Council once these matters have been sufficiently resolved.

STRATEGIC SUSTAINABILITY IMPLICATIONS

Council Plan

The following sections of the Town's Council Plan 2025-2035 apply in consideration of this item:

Our Natural and Built Environment

We treasure and protect our natural environment and provide sustainable and resilient infrastructure and built form.
3.2 Safe and fit-for-purpose built environment

Our Leadership

We are united in our actions to connect, listen, support and advocate, thereby leveraging the potential of our people, places and resources.
4.2 Transparent and accountable governance and financial sustainability
4.3 Effective delivery of services and infrastructure to meet community needs

Environmental

Reliable operation of the flood-pump station assists the Town in managing stormwater and reducing prolonged waterlogging within the West End.

Economic

The project is expected to exceed its current approved allocation of $3,240,015 excluding GST due to temporary pumping, additional engineering and structural remediation costs. The extent of the economic impact will be confirmed in the further report to Council once a revised total project forecast has been established.

Social

Restoration of reliable flood-management capability supports community safety, emergency access and movement through the West End during significant rainfall events.

Access and Inclusion

The Town's Access and Inclusion Plan 2025-2026 has been considered, with no access and inclusion implications identified.

RISK MANAGEMENT CONSIDERATIONS

Risk Type	Project
Risk Category	Financial
Cause	Extent and severity of deterioration to the existing flood pump station structure identified following removal of the existing infrastructure, resulting in additional temporary pumping, engineering, structural remediation and extended project delivery requirements.
Effect (Consequence)	The additional works and extended program are expected to increase the total project cost above the current approved project allocation of $3,240,015 excluding GST, with the final financial exposure unable to be confirmed until the permanent structural solution and associated remediation scope are finalised.
Risk Treatment	Continue detailed cost and program management, including assessment of contractor variations and commitments, monitoring temporary pumping costs, completion of the structural engineering solution, maintenance of an updated project cost forecast and contingency, and presentation of a further report to Council once the revised total project cost and any additional funding requirement are confirmed.
There is a Project risk associated with this item caused by the extent of deterioration to the existing Gilbert Street Flood Pump Station infrastructure, resulting in additional temporary pumping, engineering, structural remediation and extended project delivery requirements. This will result in the project exceeding the current approved project allocation of $3,240,015 excluding GST, with the final financial exposure remaining subject to confirmation of the permanent structural solution and remaining works. The risk rating is considered to be high (16) which is determined by a likelihood of Likely (4) and a consequence of Major (4). This risk will be treated by the implementation of a temporary pumping solution to mitigate flood risk during the 2026/27 cyclone season while the permanent works are progressed.	

Risk Type	Project
Risk Category	Operational and Reputational
Cause	A significant rainfall or cyclone event occurring while the permanent pumping system remains unavailable, so the West End drainage catchment cannot be adequately discharged.
Effect (Consequence)	Flooding in the West End causing damage to more than 30 businesses, with associated business disruption, community safety concerns and reputational impact for the Town.
Risk Treatment	Install temporary flood mitigation.
There is a Project risk associated with this item caused by a significant rainfall or cyclone event occurring before the temporary pumping solution is operational, or while the permanent pumping system remains unavailable. This could result in flooding in the West End causing damage to more than 30 businesses, with associated business disruption, community safety concerns and reputational impact for the Town. The risk rating is considered to be Extreme (20) which is determined by a likelihood of Likely (4) and a consequence of Catastrophic (5). This risk will be treated by the implementation of a temporary pumping solution to mitigate flood risk during the 2026/27 cyclone season while the permanent works are progressed.	

OPTIONS

Option 1 – Adopt officer's recommendation
Option 2 – Amend officer's recommendation
Option 3 – Do not adopt officer's recommendation

CONCLUSION

The Town's immediate priority is to establish temporary flood pumping capability ahead of the 2026/27 cyclone season, while the engineering and construction activities for the permanent system continue.
The project is now expected to exceed the approved allocation of $3,240,015 excluding GST. Additional expenditure is anticipated for temporary pumping, structural investigation and redesign, further remediation, extended project delivery and associated professional services.
The permanent structural solution is still being developed, so a revised total project forecast cannot yet be established. Approval of the variation will allow temporary pumping to proceed in the interim while the permanent works are progressed.
Officers therefore recommend that Council approve the variation to proceed with a temporary pumping solution while the works on the permanent structure are progressed and note the current project status and emerging financial exposure. A further report will be presented once the permanent solution, program and total forecast cost are sufficiently developed to support an informed Council decision.

ATTACHMENTS

Reasons for Confidentiality

Section 5.23(4)(c) Information contained in a tender received by the local government for a contract to the extent that the information —

(i) is a tendered price; or

(ii) a tendered methodology for calculating a price

1. CONFIDENTIAL – Attachment 1 – Quote 1 [**9.1.1.1** - 1 page]
2. CONFIDENTIAL – Attachment 2 – Quote 2 [**9.1.1.2** - 11 pages]

10 Closure

There being no further business, the Presiding Member declared the Special Council Meeting closed at 6:22pm and reminded Council that the next Ordinary Council Meeting is scheduled for 5:30pm on Wednesday, 25 November 2026 at this venue.