

Town of
Port Hedland



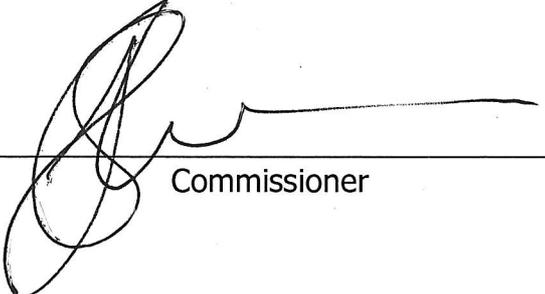
Confirmed
MINUTES
Special Council Meeting
Monday, 11 February 2026

Date: Wednesday, 11 February 2026

Time: 5:30pm

**Location: 13 McGregor Street, PORT HEDLAND WA
6721**

Distribution Date: 26/02/2026



Commissioner



MINUTES

Special Council Meeting

Tuesday 11 February 2026

Time: 5:30pm

**Location: 13 McGregor Street, PORT HEDLAND WA
6721**

Distribution Date: 19/02/2026

Commissioner Jessica Shaw

Order of Business

1	Opening of Meeting	3
2	Acknowledgement of Traditional Owners and Dignitaries	3
3	Recording of Attendance	3
3.1	Attendance	3
3.2	Attendance by Telephone / Instantaneous Communications	3
3.3	Apologies	3
3.4	Approved Leave of Absence	4
3.5	Disclosures Of Interest	4
4	Public Time	4
4.1	Public Question Time.....	4
4.2	Public Statement Time	4
5	Questions from Members without Notice	4
6	Announcements by Presiding Member without Discussion	5
7	Declarations of All Members to have given due consideration to all matters contained in the Business Paper before the Meeting	7
8	Reports of Officers.....	7
8.1	Corporate Services	7
8.2	Community Services.....	7
8.3	Regulatory Services	7
8.4	Infrastructure Services	8
8.4.1	Airport Link Shared Footpath- Endorsement of Concept Design	8
8.4.2	Award of RFT2526-05 Gilbert Street flood pump station upgrades	16
8.5	Executive Services.....	25
9	Matters for Which Meeting May be Closed (Confidential Matters).....	25
10	Closure.....	25
10.1	Closure.....	25

1 Opening of Meeting

The Presiding Member declared the meeting open at 5:30pm.

2 Acknowledgement of Traditional Owners and Dignitaries

The Presiding Member acknowledges 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, present and emerging.

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

Scheduled Present:

Commissioner (Chair) Jessica Shaw
Commissioner (Deputy Chair) Martin Aldridge
Commissioner Ron Yuryevich AM

Scheduled for Attendance:

Kenneth Donohoe (Temporary Chief Executive Officer)
Stephen Leeson (Director Corporate Services)
Alison Banks (Director Community Services)
Lee Furness (Director Infrastructure Services)
Maree Cutler-Naroba (Senior Governance Advisor)
Rhiannon Smith (A/Governance Officer)
Chloe Evans (Governance Services Trainee)

3.2 Attendance by Telephone / Instantaneous Communications

Nil

3.3 Apologies

Nil

3.4 Approved Leave of Absence

Nil

3.5 Disclosures of Interest

Nil

4 Public Time

4.1 Public Question Time

Nil

4.2 Public Statement Time

Nil

5 Questions from Members without Notice

Nil

6 Announcements by Presiding Member without Discussion

SCM202627/100 PRODECURAL MOTION

MOVED: CMM Chair Jessica Shaw

SECONDED: CMM Deputy Chair Martin Aldridge

That council amend the 11 February 2026 Special Council Meeting order of Business as set out in the Council Policy 1/017 to deal with item 6 'Announcements by the Presiding Member without Discussion', before item 4 'Response to Previous Questions.'

CARRIED BY SIMPLE MAJORITY (3/0)

For: CMM Chair Jessica Shaw, CMM Deputy Chair Martin Aldridge and CMM Ronald Yuryevich

Against: Nil

I would like to take a moment to acknowledge the passing of Mr Stanley Ron Martin. Mr Martin was a Town of Port Hedland Councillor from 2002 to 2012, and the Mayor of the Town from 2005 to 2009.

Earlier into his tenure as the Town's Mayor, Mr Martin was appointed as Chair of the Pilbara Development Commission Board. His role as Chair came at a time of growth and expansion in the mining and resource industry throughout the region, bringing challenges such as housing, education, recreation and health services to grapple with. Mr Martin's focus was on creating enduring partnerships with both Government and the region's resource companies.

At the time of Mr Martin's appointment as Chair, the then Minister for Pilbara, Jon Ford noted Mr Martin's 30-year track record in the North-West as a businessman and community leader would make him an ideal person for the job.

Mr Martin also brought in-depth knowledge and invaluable understanding of issues facing the region's Aboriginal and Torres Strait Islander people, having spent a great deal of time working in remote communities.

Mr Martin was a builder by trade, moving to the Pilbara in 1974, where he raised his two daughters with his wife Stephanie.

The significant commitment and contribution to the Town by Mr Martin will be remembered. We extend our condolences to Mr Martin's family at this difficult time.

I would also like to formally acknowledge and pay respects to the late Elder, Mrs Diana Brown, a deeply respected Kariyarra woman whose lifelong dedication to Kariyarra Country has shaped the foundations of this region.

I note respectfully that her name is used today with the permission of her family, in recognition of cultural protocols surrounding the naming of someone who has passed.

Diana devoted her life to the protection, continuation and celebration of Kariyarra culture. As a Traditional Custodian and knowledge holder, she carried her cultural responsibilities with great strength, wisdom and dignity. She ensured that Kariyarra people were central in decisions affecting their lands, waterways, heritage and future, and she consistently upheld the cultural principles that guide care for Country.

Our newly opened playground, Kurlu Kurlu Wirri | Spoilbank Marina Playground, is a tangible example of Diana's commitment to the preservation of the Kariyarra language. Diana played a significant role in the naming of this space, Kurlu Kurlu Wirri, meaning 'little people play' in the Kariyarra language.

Her leadership, advocacy and cultural stewardship leave an enduring legacy.

On behalf of the Town of Port Hedland, we acknowledge her life, her legacy and her leadership, and we extend our deepest respects to her family, her community and all who carry her teachings forward.

I'm pleased to announce the appointment of Dale Stewart to the permanent role of chief executive officer. Marking an important milestone on our ongoing program of work to stabilise the organisation and strengthen the Town of Port Hedland leadership. Mr Stewart's appointment has followed an extensive competitive recruitment process and reflects the importance of securing proven executive leadership for the Town. The Town's been without a permanent chief executive officer well over a year, this appointment is an important step forward. Mr Stewart brings a proven leadership experience with a strong track record in senior executive roles which will be critical in providing stability for the organisation, supporting our work force and rebuilding confidence in the Town's administration. It provides a very strong foundation for the incoming council following the March state elections. Mr Stewart is an accomplished CEO and senior government leader with more than forty years' experience serving diverse and complex communities across Western Australia. He's led four local governments as CEO and held senior executive and consultancy roles across the sector bringing exceptional capability and governance, financial management, strategic planning and organisation development. He's recognised for delivering major capital works programs, longtime financial plans, award-winning community initiatives and robust organisational reforms. He will join us from the Shire of Narrogin where he's been the CEO for the past seven years and commence his appointment of 11th May. Finally, I would like to note nominations for councillor elections close at 4pm tomorrow afternoon and the returning officer based downstairs here at the council offices and available to discuss the election process. As we consistently said this is a great opportunity for people to actively participate and shape the future of Town of Port Hedland.

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

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

8 Reports of Officers

8.1 Corporate Services

Nil

8.2 Community Services

Nil

8.3 Regulatory Services

Nil

8.4 Infrastructure Services

8.4.1	Airport Link Shared Footpath- Endorsement of Concept Design
--------------	--

Author: Senior Project Officer

Authorising Officer: Manager Waste & Services
Director Infrastructure Services

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

SCM202627/101 COUNCIL DECISION

MOVED: CMM Ronald Yuryevich

SECONDED: CMM Deputy Chair Martin Aldridge

That Council:

1. Endorse Option 1 (Red alignment) of the Airport Link shared Footpath as per attached concept plan and approve progression to detailed design.

CARRIED BY SIMPLE MAJORITY (3/0)

For: CMM Chair Jessica Shaw, CMM Deputy Chair Martin Aldridge and CMM Ronald Yuryevich
Against: Nil

PURPOSE

The purpose of this report is for the Council to consider endorsing the concept design alignment for the Airport Link shared footpath project.

DETAIL

The Airport Link Shared Footpath project has been identified as a missing link in the Pilbara Cycling Strategy (2050) and Town's endorsed Active Transport Strategy.

The construction of this footpath will:

- Provide safe and inclusive pedestrian access to the key areas like Port Hedland International Airport precinct, key workers accommodation;
- Improve connectivity along Port Hedland's footpath network by connecting Port Hedland to South Hedland;
- Encourage physical activity and activation of public space from Waldron Dr to Great Northern Highway;

- Improve safety for people who utilise our footpaths for transport, tourists, worker accommodation camps, corporate visitors, returning residents, and individuals with no access to vehicular transport;
- Enhances and integrates the incomplete cycling network within the town.

The Town was successful in obtaining a Western Australian Bicycle Network (WABN) grant from the Department of Transport (DoT), for the detailed design of this project. Currently, the footpath network connection from Port Hedland International Airport ceases at Waldron Drive, and the path network does not extend north towards Port Hedland. Therefore, at present, there is no path available for cyclists and pedestrians. This scenario is deemed highly undesirable as it presents safety hazards to all individuals using the roadways.

The need for this pathway is evident, and providing a shared path would yield significant benefits to the community. The current conditions do not encourage walking or cycling due to the lack of a connected network between Waldron Drive to Wilson Street footpath connection resulting in poor accessibility to activity centres, and recreation areas.

Needs Analysis

The Town's Active Transport Strategy notes this as a key link between Waldron Dr to Great Northern Highway. This option was endorsed by the Executive Leadership Team (ELT) in August 2024.

Airport Link shared footpath- Option 1 (Red Alignment)

Description:

This option proposes a direct shared path route running along the western side of Great Northern Highway, fully contained within the existing road reserve. The alignment begins at Waldron Drive, where it will connect seamlessly to the existing shared path network. To ensure safe and convenient access, an appropriate road crossing point will be incorporated at Waldron Drive.

The path will extend southward along the highway corridor, maintaining a consistent alignment within the reserve to prevent land acquisition and environmental impacts. At its southern end, the path will terminate in a T-junction configuration, designed to facilitate future extensions of the shared path network. This approach anticipates planned connectivity improvements in the near future, ensuring that the design remains adaptable and cost-effective for subsequent stages.

Advantages:

This alignment offers a highly efficient and practical solution for a shared path. It provides a direct connection between the Airport facilities and the Great Northern Highway/Wallwork Road interchange, ensuring strong linkage to key attractors based on current land use patterns. The route runs in close proximity to an existing rest stop

shelter, which can be easily integrated through a minor footpath link, enhancing user convenience. Following the existing road formation, the design simplifies maintenance access and remains fully contained within the road reserve, eliminating the need for land acquisition.

Continuous grade enables desirable geometric parameters to be achieved with minimal cut and fill. Additionally, this alignment is adjacent to the highway formation, reduces fill requirements and facilitates coordinated stormwater drainage management for both the road and the shared path, further streamlining construction and long-term maintenance.

Challenges:

The proposed alignment will require adjustments to existing roadside infrastructure, such as the removal or relocation of major signposts and W-beam barriers, to ensure a clear and safe path corridor.

The route intersects Crown Land boundaries associated with the airport, which will involve coordination with relevant authorities to confirm access permissions. While the alignment provides strong connectivity to current attractors, its integration with future path extensions and land development will need careful planning to optimise long-term network connectivity.

Additionally, the design includes road crossings at Waldron Drive and near the visitor stop, which will require appropriate safety treatments to maintain a high level of protection for cyclists and pedestrians.

This is the preferred concept design option for the Airport Link shared footpath project.

Airport Link shared footpath- Option 2 (Green Alignment) Deviation to Intersection of Old Great Northern Highway & Great Northern Highway

Advantages:

Option 2 involves a deviation east to connect to existing path facilities at the intersection of Old Great Northern Highway and Great Northern Highway. This option is less direct than Option 1 and involves additional road crossings, hence additional conflict points. Also, there are no attractions for cyclists and pedestrians within the vicinity of this intersection.

Challenges:

The topography imposes higher longitudinal gradients. The alignment presents several design iterations and implementation considerations. The topography is more variable, making it challenging to achieve desirable path geometry and requiring greater cut and fill compared to Option 1. While the path generally follows the existing road, the recent realignment of Great Northern Highway does not appear to have fully resolved land tenure issues, as Landgate records do not show a dedicated road reserve through certain vacant lots. This may necessitate land access negotiations as part of the project.

The route is less direct and currently lacks nearby attractors based on existing land use, which could limit its immediate appeal for cyclists and pedestrians. Additionally, the alignment involves multiple road crossings, including two across Great Northern Highway (GNH), which introduces additional conflict points and requires robust safety measures. There is also a likelihood of level differences near the batter toe, which could increase flooding risk or require additional earthworks, impacting cost. Finally, the variable terrain imposes steeper longitudinal gradients, which may affect accessibility and design compliance.

Airport Link shared footpath- Option 3 (Green Alignment)- Deviation around Rest Stop

Advantages:

The proposed shared path alignment deviates around the rest stop located at the northern end of Old Great Northern Highway. The intent of this deviation is to:

- Avoid direct conflict points with the rest stop's entrance and exit driveways, reducing potential safety risks for path users and vehicles.
- Maintain a connection to the existing rest stop shelter, ensuring accessibility for pedestrians and cyclists. To achieve this, the alignment shifts eastward into Crown Land associated with the airport precinct, creating a bypass around the rest stop facilities. This deviation provides continuity of the shared path while preserving the functionality of the rest stop.

Challenges:

Following consultation with Port Hedland International Airport (PHIA), it was determined that there is insufficient justification for the shared path to occupy airport-associated Crown Land, both from a commercial standpoint and based on estimated traffic and usage demand.

Hence, due to lack of stakeholder support and land access constraints, this alignment option is not considered to be feasible.

Delivery Timeline

The project is in the early stages of concept design, and it is estimated a detailed design will be finalised in June 2026. The detailed design will be presented to Council for endorsement.

LEVEL OF SIGNIFICANCE

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

- Significant - The matter will have implications for the present and future social, economic, environmental, and cultural well-being of Port Hedland.

- 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

The attached concept designs were presented to targeted key stakeholders due to their asset's proximity to the proposed shared footpath and access ways alignments in a virtual stakeholder meeting and feedback were received via email.

Internal

- Director Infrastructure Services
- Director Regulatory Services;
- Project Manager;
- Coordinator Civil & Works Services;
- Manager Financial Services;
- Manager Infrastructure Projects and Assets;
- Senior Project Engineer;
- Project Engineer;
- Manager Town Planning and Development.

External Agencies

- Porth Hedland International Airport (PHIA);
- Stantec Australia Pty Ltd;
- Mainroads Western Australia;
- Pilbara Tourism Association;
- Department of Transport (DoT) Western Australia.

In relation to the new *Aboriginal Cultural Heritage Act 2021*, Town officers will conduct any relevant assessments, obtain any required permits or management plans and undertake any consultation as required under the Act.

LEGISLATION AND POLICY CONSIDERATIONS

With regard to the design and delivery of this project, the following will be considered:

- *Local Government Act 1995*
- *Aboriginal Cultural Heritage Act 2021*
- *Biodiversity Conservation Act 2016*
- *Work Health & Safety Act 2021*

The following Town of Port Hedland policy has been considered in relation to the preparation of this item:

- *4/009 Significant Decision Making*
- *1/016 Workplace Health and Safety Policy*

- *1/022 Risk Management Policy*
- *2/007 Procurement Policy*
- *2/017 Grant Funding (External) Policy*
- *8/003 Access and Inclusion Policy*
- *9/010 Asset Management Policy*

FINANCIAL AND RESOURCE IMPLICATIONS

The attached concept design alignments maximise user experience by improving pedestrian safety and consider feedback from immediate stakeholders regarding their asset's setback.

The cost of the concept design is funded through a WABN grant and the Town's contribution is to fund the detailed design.

In February 2025, the Town entered into a grant funding agreement with the Department of Transport (DOT) under Western Australian Bicycle Network program for \$110,000. The grant money is paid progressively according to set milestones within the project. To date, the Town has received \$50,000 and the outstanding amount of \$60,000 will be paid once the detailed design phase of the project is completed in full.

The current design contract of \$154,782 is funded from operational expenses.

Funding Source Breakdown

Contributor	Value
Grant Funding Partner (WABN)	\$110,000
Town of Port Hedland	\$45,000

STRATEGIC SUSTAINABILITY IMPLICATIONS

Council Plan (Strategic Community Plan):

The following section of the Town's *Council Plan (Strategic Community Plan) 2025-2035* apply in consideration of this item:

Our Community:

1.1.1 Stakeholders are engaged to develop a whole-of-town approach to increase access to quality health and wellbeing services.

1.1.2 Community needs and gaps in health provision are identified and delivered.

1.1.6 Town-wide health, safety, recreation and sporting activities and services are promoted.

1.3.3 Partnerships with industry and government to support events and activities are enhanced.

1.4.2 Facilities and community infrastructure are revitalised across the town.

Active Transport Strategy 2023 - 2033

This project aligns with the objectives of the Town's Active Transport Strategy.

Access and Inclusion

The following outcomes of the Town's *Access and Inclusion Plan 2023-2026* apply in relation to this item:

- Outcome 2 – Buildings and Facilities
- Outcome 4 – Quality of Service

Council Plan (Corporate Business Plan):

The following services of the Town's *Council Plan (Corporate Business Plan) 2025-2035* apply in relation to this item:

Our Built and Natural Environment:

Roads, Footpaths and Drainage Management: Construction and maintenance of sealed and unsealed roads; construction and maintenance of footpaths; stormwater drainage maintenance, renewals and upgrades.

RISK MANAGEMENT CONSIDERATIONS

Risk Type	Project
Risk Category	Financial
Cause	Concept alignment not endorsed by Council
Effect (Consequence)	<ul style="list-style-type: none"> • Delayed delivery • Potential forfeit of WABN grant funding • Increased cost to Town
Risk Treatment	Continue to monitor adherence to the proposed delivery schedule.
<p>There is a financial risk rating of Low (4), determined by a likelihood of Possible (3) and a consequence of Minor (2). Should Council not endorse the concept alignment for this project at the February 2026 Special Council Meeting, this would lead to delays in the delivery of the project, creating a risk that the grant funding may be forfeited which would subsequently impact the project's budget negatively.</p> <p>This risk will be reduced once the concept design is endorsed by Council enabling the detailed design to commence.</p>	

OPTIONS

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

CONCLUSION

Endorsement of the Airport Link Shared Path closes a critical safety gap between Wallwork Road and the Airport, offering a shorter, safer, and more accessible route for all users.

It integrates with tourism assets, celebrates local heritage through interpretive signage, and aligns with the Town's Active Transport Strategy.

ATTACHMENTS

1. Airport Link shared footpath- Concept Design [**8.4.1.1** - 1 page]
2. CONFIDENTIAL - Airport link shared footpath- Design Report [**8.4.1.2** - 39 pages]
3. CONFIDENTIAL - 251210 Port Hedland Airport Link Shared Footpath - Draft Concept Design Cost Estimate [**8.4.1.3** - 15 pages]

8.4.2	Award of RFT2526-05 Gilbert Street flood pump station upgrades
--------------	---

Author: Project Officer

Authorising Officer: Manager Waste & Services
Director Infrastructure Services

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

SCM202627/102 COUNCIL DECISION

MOVED: CMM Deputy Chair Martin Aldridge **SECONDED:** CMM Ronald Yuryevich

That Council:

Pursuant to Section 6.8(1)(b) of the *Local Government Act 1995*, amend the 2025-2026 Annual Budget as follows:

Account	Description	Current Budget	Amendment	Amended Budget
Carry forward	Transfer from Reserve	\$970,014		\$970,041
Asset Management Reserve	Transfer from Reserve	\$0	\$1,606,655	\$1,606,655
Grant Funding			\$500,000	\$500,000
700016	Gilbert Street Flood Pumps (Project-10230)	(\$970,014)	(\$2,106,955)	(\$3,076,969)

CARRIED BY ABSOLUTE MAJORITY (3/0)

For: CMM Chair Jessica Shaw, CMM Deputy Chair Martin Aldridge and CMM Ronald Yuryevich

Against: Nil

SCM202627/103 COUNCIL DECISION**MOVED: CMM Ronald Yuryevich****SECONDED: CMM Deputy Chair Martin Aldridge****OFFICER'S RECOMMENDATION 2****Authorise the Chief Executive Officer to enter into a Contract for the award of RFT2526-05 Gilbert Street flood pump station upgrade to**

- 1. Part 1- RCG Concreting WA for the total amount of \$272,600 (excluding GST).**
- 2. Part 2 and Part 3- Ciltech Pty Ltd for the total amount of \$1,614,543 (excluding GST).**

CARRIED BY SIMPLE MAJORITY (3/0)

For: CMM Chair Jessica Shaw, CMM Deputy Chair Martin Aldridge and CMM Ronald Yuryevich
Against: Nil

PURPOSE

The purpose of this report is for the Council to consider the assessment of submissions received for RFT2526-05 Gilbert Street flood pump station upgrade and consider the evaluation panel's recommendation to award the tender to the preferred tenderers.

DETAILBackground

The West End of Port Hedland can experience flooding during cyclonic events, storms and high rainfall events. Water flows from Wilson Street and the surrounding area into a drain located adjacent to the pump station. As the West End is below sea level, this floodwater requires mechanical pumping to discharge the excess water into Gilbert Street.

In the 2024-2025 capital works budget, the council approved funding to upgrade the existing flood pumps at Gilbert Street, Port Hedland.

An all-inclusive tender package was created for the design, supply, delivery and installation of the pumps (RFT2425-32). The Tender was released to the public on Wednesday 22 January 2025 via Vendorpanel (the Town's e-tending portal) with a closing date of 3 March 2025. The tender was also advertised in The West Australian and Northwest Telegraph in line with the public notice provisions of the Local Government (Functions and General) Regulations 1996.

Unfortunately, no tender responses were received.

Following this outcome, the Town has revised the procurement strategy. Based on advice from the mechanical consultant, and the flood study of the area it was determined that the existing pump's capacity is sufficient to proceed, subject to upgrades to meet current Australian Standards. This revised approach is also more cost-effective, allowing the Town to procure the flood pumps directly from the supplier and issue them to the contractor as principal-supplied materials for the construction phase.

Request for Tender

The Town released another Request for Tender (RFT2526-05) on 17 September 2025 on Vendorpanel and advertised it in The West Australian and the Northwest Telegraph with a closing date of 05 November 2025. There were seven (7) addendums released during the tender period relating to questions received from tenderers.

The tender has taken some time to finalise due to the need for staff to ensure the specifications provided value for money for the Town.

Tender Assessment

The Town received three (3) compliant responses including:

1. Ciltech Pty Ltd
2. Goodline/ Ribshire Pty Ltd
3. RCG Concreting WA

An evaluation meeting was held on 13 November 2025, facilitated by the Town's procurement representative. The compliant submissions were evaluated by a panel of four (4) Town employee's whose main objectives were to:

- A) Make a recommendation to the Council
- B) Ensure the tender submissions are assessed fairly in accordance with a predetermined weighting schedule;
- C) Ensure adherence to Local Government Policies and legislation; and
- D) Ensure that the requirements specified in the Request are evaluated in a way that can be measured and documented.

The compliant submissions were assessed against the following qualitative criteria:

Qualitative Criteria	(%)
Relevant Experience	30%
Demonstrated Understanding & Resources	35%
Capacity to Deliver & Resources	25%
Delivery & Training	10%
Total	100%

A summary of the assessment results of each submission received is included in the confidential evaluation report attached.

Delivery Timeline

The successful Contractor's project milestones are noted below:

- February 2026 Council Endorsement for award of tender.
- March 2026 Kick off meeting.
- April 2026 Letterbox drops/ Dilapidation survey notices to nearby business owners.
- May 2026 Submission of relevant management plans and securing of work permits.
- May 2026 Mobilization of Plant and Equipment and site work.
- April 2026 Remediation of Suction and Discharge chamber and new concrete works.
- May 2026 Assembling and Installation of flood pumps.
- June to August 2026 Testing & Commissioning followed by Rehabilitation and handing over.

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.
- Exception - There is a need for confidentiality or commercial sensitivity.

CONSULTATION

Internal

- Director Infrastructure Services;
- Director Regulatory Services;
- Project Manager;
- Manager Public Affairs;
- Manager Infrastructure Operations;
- Manager Financial Services;
- Manager Waste & Services;
- Engineering and Assets;
- Coordinator Civil & Work Services;
- Manager Infrastructure Projects and Assets;

External Agencies

- AIE Engineering consultancy;
- Pomona Pumps;

- Department of Fire and Emergency Services (DFES) and National Emergency Services (NEMA); and
- Pilbara Ports.

Community

- Community members will be informed of the progress of the works prior to commencement. There is a high level of community interest in the project due to past flooding events in the West End.

LEGISLATION AND POLICY CONSIDERATIONS

The following Town of Port Hedland policies have been considered in relation to the preparation of this item:

1/014 Execution of Documents
1/022 Risk Management
2/007 Procurement
2/019 Financial Reserves
4/009 Significant Decision Making

The following sections of the *Local Government Act 1995* have been considered in relation to this item:

3.57 Tenderer for providing goods or services
9.49A Execution of documents
9.49B Contract formalities

Further to the above, "Part 4, Division 2 – Tender for providing goods or services" of the *Local Government (Functions and General) Regulations 1996* also applies in relation to this item.

Successful contractors must abide by the Town's Code of Conduct while carrying out works for the Town.

FINANCIAL AND RESOURCE IMPLICATIONS

Project Budget

In the 2024-2025 capital works budget, the Council endorsed an allocation of \$1,000,000 to upgrade the existing flood pumps at Gilbert Street, Port Hedland. This was funded from the Asset Management Reserve. This has been carried forward to the 25/26 Financial year.

Funding Source

Following budget approval, the Town was successful in securing \$500,000 in grant funding from the Department of Fire and Emergency Services under the Disaster Resilience Grants program. With the successful securing of \$500,000 in grant funding, combined with the Town's contribution, the total project budget is \$1,500,000. This budget is not sufficient to complete the project. The Town has

been to tender twice for this project and believe there is nothing further that can be done to bring the cost of the project down.

Therefore, the Town is seeking a further \$1,606,955 from the asset management reserve to complete the project. Recent tender submissions have significantly exceeded initial estimates, reflecting prevailing market conditions and the complexity of the project.

The grant money is paid progressively according to set milestones within the project. To date, the Town has received \$250,000 of grant money from DFES and the outstanding amount of \$250,000 will be paid once the project is completed in full.

Contributor	Value (\$)
Town of Port Hedland- Unfinished Works Reserve	\$970,014
Grant Funding Partner (DFES)	\$500,000
Additional funding required to complete the Gilbert Street flood pump station upgrade project	\$1,606,955
Total	\$3,076,969

Estimated Expenditure breakdown

Description	Value (\$)
Expenses to date this FY	\$366,213
Project Actual Commitments	\$465,056
Construction Contract Award	\$1,887,143
Contract contingency (15% of contract value)	\$283,071
Project management costs and overheads (4%)	\$75,486
Total	\$3,076,969

STRATEGIC SUSTAINABILITY IMPLICATIONS

Council Plan

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

Our Community

1.4.2 Facilities and community infrastructure are revitalised across the town.

Our Built and Natural Environment:

Roads, Footpaths and Drainage Management: Construction and maintenance of sealed and unsealed roads; construction and maintenance of footpaths; stormwater drainage maintenance, renewals and upgrades.

Environmental

The Gilbert Street Flood Pump Station upgrade is a critical infrastructure project that will help the Town effectively manage stormwater during severe weather events such as tropical cyclones. By improving flood resilience and drainage capacity, the upgrade will reduce the risk of waterlogging, prevent environmental issues, and mitigate public health concerns such as mosquito breeding.

Economic

Nil

Social

Nil

Access and Inclusion

The following outcomes of the Town's *Access and Inclusion Plan 2023-2026* apply in relation to this item:

Nil

RISK MANAGEMENT CONSIDERATIONS

Risk Type	Project
Risk Category	Compliance Financial Health & Safety
Cause	If Council do not support the endorsement of award of RFT2526 05 to proceed with
Effect (Consequence)	The Town will fail to deliver on its key strategic objectives within the Town's strategy and also <ul style="list-style-type: none"> • Delayed delivery • Increased cost to the Town • Potential to forfeit of DFES grant funding
Risk Treatment	Adopt the officer's recommendation
<p>This item presents Compliance, Financial, and Health & Safety risks due to a potential flooding event during a cyclone. Such flooding may result in the road being cut off between Gilbert Street and Anderson Street, rendering the infrastructure non-compliant with its intended purpose.</p> <p>Additionally, several commercial businesses have warehouses along this road. Flooding could lead to significant financial impacts, including business disruption and loss of revenue. The proponent may seek compensation from the Town for flood-related damages.</p>	

Furthermore, poor stormwater management and waterlogging may create conditions conducive to mosquito breeding, raising additional Health & Safety concerns.

The risk rating is considered to be Medium (9) which is determined by a likelihood of Possible (3) and a consequence of Moderate (3).

This risk will be eliminated by the adoption of the Officers' recommendations.

Risk Type	Operational
Risk Category	Reputational Environmental Service Interruption
Cause	If Council does not support the endorsement of the award RFT2526 05 to proceed with the tenderers.
Effect (Consequence)	The Town will fail to deliver on its key strategic objectives within the Town's strategy.
Risk Treatment	Adopt the officer's recommendation

This item presents Reputational, Service Interruption, and Environmental risks due to a potential flooding event that may cut off the road between Gilbert Street and Anderson Street. Such disruption could hinder access and services, affecting both public perception and operational continuity.

Several commercial businesses have warehouses along this road. Flooding could lead to significant business disruption and financial losses, potentially prompting affected parties to seek compensation.

Additionally, stagnant water from poor drainage and waterlogging may create breeding grounds for mosquitoes, raising environmental and public health concerns.

The risk rating is considered Medium (9) which is determined by a likelihood of Possible (3) and a consequence of Moderate (3).

This risk will be eliminated by the adoption of the Officer's recommendations.

OPTIONS

Option 1 – Adopt officer's recommendation

Option 2 – Amend officer's recommendation

Option 3 – Do not adopt officer's recommendation

CONCLUSION

It is recommended that Council support the officer's recommendation to award RFT 2526-05 Gilbert Street flood pump station to the preferred tenderers indicated in the tender evaluation.

Awarding the tender Gilbert Street Flood Pump Station is not just routine improvement it is a critical investment in the Town's ability to withstand increasingly severe weather events, including tropical cyclones and intense rainfall. The existing pumps and concrete chambers have reached the end of their serviceable life, posing a significant risk to the reliability of our stormwater management system within the West End area of Port Hedland. By awarding this tender, Council will ensure the continued protection of businesses, and public assets from flooding, while reinforcing the Town's commitment to climate resilience and sustainable urban development.

ATTACHMENTS

1. CONFIDENTIAL - V P 480084 - Multi party evaluation report (2) [**8.4.2.1** - 10 pages]
2. CONFIDENTIAL - Request Summary Report [**8.4.2.2** - 16 pages]

8.5 Executive Services

Nil

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

Nil

10 Closure

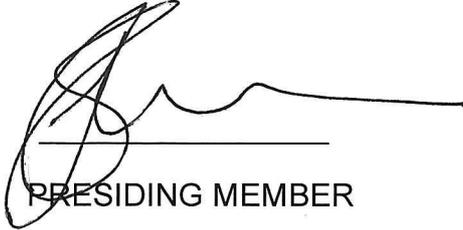
10.1 Closure

There being no further business, the Presiding Member declared the meeting closed at 5:50pm.

DECLARATION OF CONFIRMATION OF MINUTES

I certify that these Minutes were confirmed by the Council at the Ordinary Council Meeting on 25 February 2026.

CONFIRMATION:



A handwritten signature in black ink, consisting of a large, stylized initial 'A' followed by a series of loops and a long horizontal stroke extending to the right. Below the signature is a horizontal line.

PRESIDING MEMBER

25 / 2 / 26

DATED