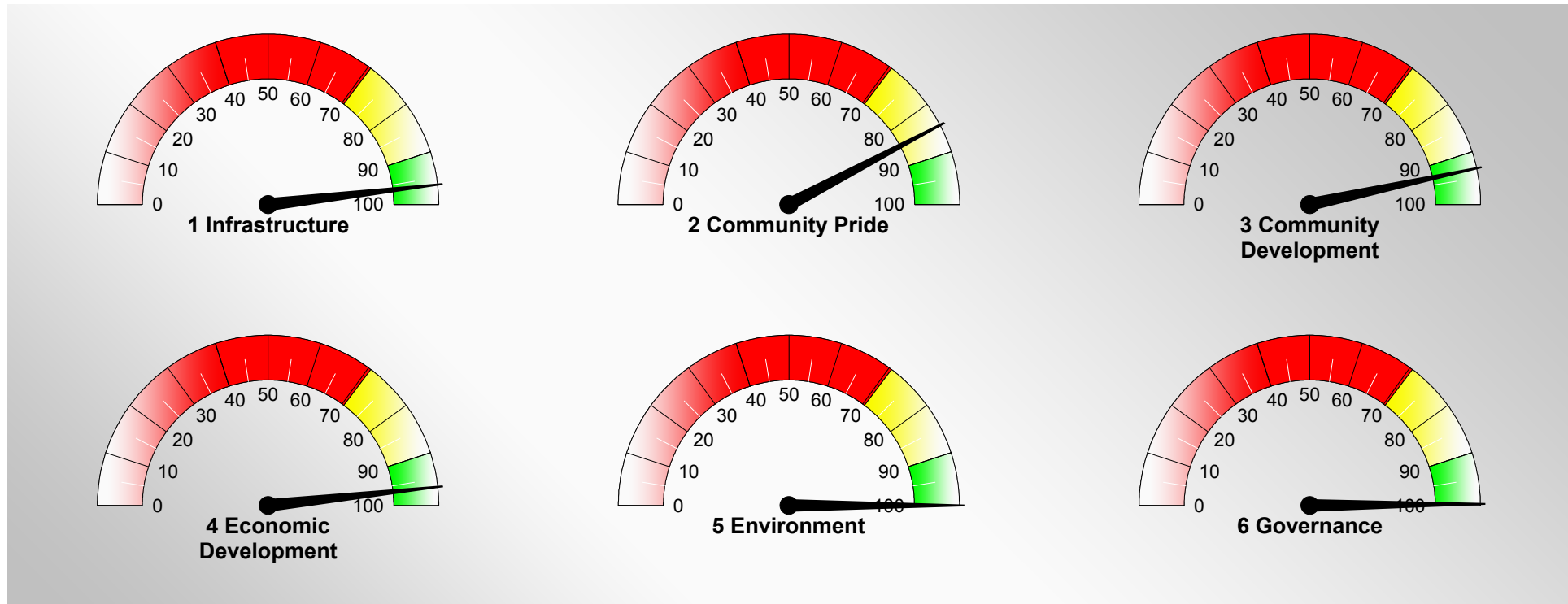


Quarterly Report to Council



1 January to 31 March 2012

Action Progress Against Goals



GOAL AREA	NO. OF ACTIONS REPORTED ON	NO. OF ACTIONS AT LEAST 90% OF TARGET	NO. OF ACTIONS BETWEEN 70 & 90% OF TARGET	NO. OF ACTIONS LESS THAN 70% OF TARGET	NUMBER OF ONGOING ACTIONS	ACTIONS WITH NO TARGET
1 Infrastructure	47	29	0	3	3	15
2 Community Pride	31	15	0	4	1	12
3 Community Development	62	48	0	6	1	8
4 Economic Development	48	37	1	2	0	8
5 Environment	14	11	0	0	1	3
6 Governance	87	67	1	0	8	19
TOTAL	289	67	2	0	14	65

BUSINESS HIGHLIGHTS

Community Pride

Construct expansion of Cemetery Beach Community Park

Cemetery Beach Expands to Meet Community Demands

Construction has begun on a landscaped extension to the Cemetery Beach Community Park that will see the recreational area transform into a modern and integrated public facility for all residents. Council recognises the significance and value of providing residents with active open space.

Operate neighbourhood events and competitions

Slam Dunk into Friday Night Basketball

The Town of Port Hedland, in conjunction with other partners, commenced a Friday night basketball program in February that offers local youth a safe and supportive late-night entertainment option. 'The Slam' mixes basketball games with skill workshops, happening music and free, healthy dinners. This program promotes sportsmanship, builds self-esteem, and promotes reconciliation at a grass roots level.

Community Development

Construct Stage 1 of South Hedland Aquatic Centre redevelopment

Aquatic Centre Undergoes Makeover

The South Hedland Aquatic Centre closed its doors in January to undergo a \$10.5 million redevelopment that will include additional pools (including dedicated space for learn-to-swim), a new water treatment plant, heating, aqua tower (water playground equipment) and a Latitude Real Wave Simulator that uses the latest technology to allow riders to experience what it feels like to bodyboard and surf in an ocean-like tube.

Stage 1 - Construct six houses for health professionals

Housing for Medical Professionals to Improve Regional Healthcare

As our population continues to grow, the need for essential services such as healthcare will also increase. Like other industries, the health sector struggles to bring staff to Hedland because of a lack of housing and accommodation options. Construction began in February on the General Practitioner (GP) Housing Project, a partnership between the Town of Port Hedland, BHP Billiton Iron Ore and Royalties for Regions, which will see homes built in Cooke Point to attract and retain medical professionals.

Economic Development

BUSINESS HIGHLIGHTS

Work with stakeholders to identify additional tourism initiatives

Celebration as Cruise Ship Comes to Town

Radiance of the Seas sailed into Port Hedland in March, bringing with it some 2,000 passengers who paid a visit to local businesses, market stalls, shopping malls and restaurants. This marks the second visit by a cruise ship to Port Hedland in less than six months, proving that the town has the potential to become a popular tourist 'hot spot' on par with Broome, Kununurra and Coral Bay.

Negotiate additional Transit Workers Accommodation in precinct 2 and precinct 3 on Airport land

Spoilbank Precinct and Airport to be upgraded as a result of Precinct 3

The vision for Port Hedland as a vibrant, economically sustainable, Port City received a major boost in March with Council's decision to approve an amended proposal to house construction workers for BHP Billiton Iron Ore's (BHPB) outer harbour project. This construction workforce camp, located at Precinct 3 near the Port Hedland International Airport, is expected to return financial benefits of \$200 million over 10 years. With these funds, Council will be able to progress two of its top ten priority projects – the Airport Redevelopment and the Spoilbank Precinct Development.

Provide an timely and effective planning approval service

New Planning and Building Processes Minimise Approval Delay Times

As part of the Town of Port Hedland's commitment to developing strong relationships with developers large and small, the Town has allocated extra resources to its Planning and Development directorate to streamline and improve the quality of our services. The Town has also established a Development Assessment Group (DAG) whose role is to liaise with developers lodging major or complex development applications, providing technical advice and identifying key issues which must be addressed before applications are submitted.

Governance






Provide budget development and monitoring service

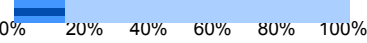


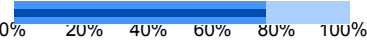
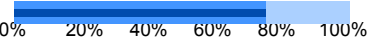
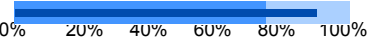
Stretching Rate Dollars Further

The Town of Port Hedland continued to focus on building key infrastructure and providing effective and innovative services to the community during the third quarter of 2011/12. Many of the projects were designed to meet the needs of a growing population, including expanding Cemetery Beach Community Park, planting trees along many main thoroughfares, and developing community programs. The Town has balanced the provision of these new works and services with the commitment to maintain and improve existing facilities.

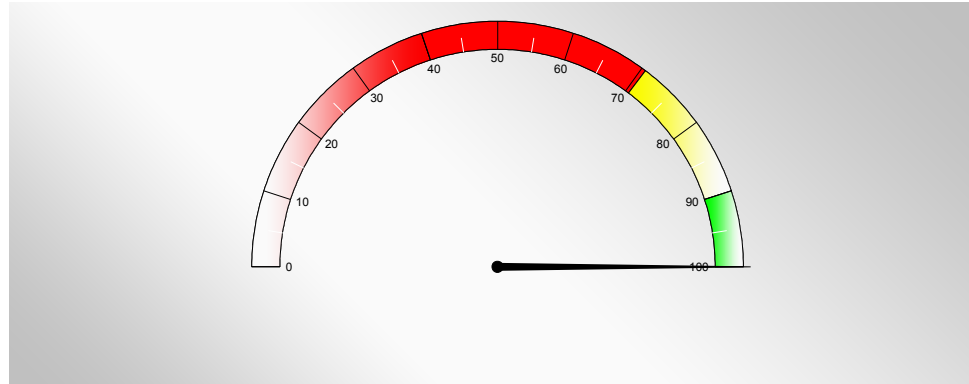
Funding projects is a real test, as rates alone do not pay for what our community needs. To stretch your rates dollar further, the Town pursues a number of external funding sources including State and Federal Government grants, and partnerships with businesses operating in Hedland.

Major Projects

-  At least 90% of action target achieved
 -  Between 70 and 90% of action target achieved
 -  Less than 70% of action target achieved
-  Target
 -  % Complete

Action	Start Date	End Date		Annual Budget	YTD Budget	Actual Expenditure	% Variance
1.1.3.1 Construct the Wallwork Road Bridge	01/07/11	30/06/13		\$21,961,485.00	\$16,568,443.00	\$1,498,018.00	-90.96%
2.1.3.2 Construct expansion of Cemetery Beach Community Park	01/09/11	31/08/12		\$3,602,123.00	\$1,016,415.00	\$311,666.00	-69.34%
3.2.2.1 Construct Stage 1 of South Hedland Aquatic Centre redevelopment	01/07/11	15/11/12		\$9,773,902.00	\$8,105,152.00	\$616,316.00	-92.40%
2.1.2.1 Construct Marquee Park	01/07/10	30/12/11		\$6,696,000.00	\$4,820,070.00	\$5,804,247.00	20.42%
3.2.1.1 Complete the construction of the Multi Purpose Recreation Centre on budget and on time	01/07/11	31/05/12		\$16,632,368.00	\$11,257,915.00	\$14,113,932.00	25.37%
1.2.3.1 Investigate needs and prepare concept design for the upgrade of the Port Hedland International Airport (PHIA) Terminal	01/08/10	30/11/11		\$2,000,000.00	\$1,500,000.00	\$0.00	-100.00%

Corporate Plan Actions



Total actions and projects	260
Total operating actions	205
Projects without targets	0
Projects greater than 90% of target	46
Projects greater than 70% of target	2
Projects less than 70% of target	7

CORPORATE ACTION PROGRESS



At least 90% of action target achieved



Between 70 and 90% of action target achieved



Less than 70% of action target achieved

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Infrastructure

1.1.1 Undertake road works in South Hedland to improve road permeability (particularly in the CBD)

Prepare strategy for the improvement of road permeability in South Hedland

Technical Services

In Progress



PROGRESS COMMENTS

Prepare strategy for the improvement of road permeability in South Hedland

Council has endorsed the request to install 40km signs on various roads throughout the South Hedland CBD. Forrest Circle is scheduled to open on 17 April 2012. Once practical completion is reached, it will significantly reduce the amount of traffic from Wise Terrace in the South Hedland CBD area.

Updated By:

Anup Paudel - Manager Technical Services

1.1.2 Implement Council's 5 year infrastructure maintenance and development plans across each infrastructure asset type

Implement Council's 5 year Reseal program

Engineering Services

Ongoing

PROGRESS COMMENTS

Implement Council's 5 year Reseal program

The 2011/12 program is scheduled for June, as confirmed by the asphalt and spray seal contract availability.

Updated By:

Jenella Voitkevich - Manager Infrastructure Development

Development of Asset Management Framework with associated policies

Technical Services

In Progress



PROGRESS COMMENTS




Development of Asset Management Framework with associated policies

A draft Asset Management Framework will be presented to the Asset Reference Group in April.



Updated By:

Anup Paudel - Manager Technical Services

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide contract management for cleaning services for all Council owned and operated buildings and facilities</p> <p>PROGRESS COMMENTS</p> <p>Provide contract management for cleaning services for all Council owned and operated buildings and facilities <i>Management of cleaning contract ongoing. Contract expiry date 3 April 2013 with option to extend for a further year if performance satisfactory. New contract to be reviewed for cleaning of Airport facilities. Minor performance issues being addressed as per contract conditions.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	Ongoing	
<p>Undertake resheeting and drainage improvements on Yandeyarra road</p> <p>PROGRESS COMMENTS</p> <p>Undertake resheeting and drainage improvements on Yandeyarra road <i>Majority of works to commence in the last quarter of 2011/12 (after cyclone season). Minor works have been completed.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Engineering Services	In Progress	
<p>Implement Council's 5 year Light Vehicle Replacement Program</p> <p>PROGRESS COMMENTS</p> <p>Implement Council's 5 year Light Vehicle Replacement Program <i>A new database has been developed to better manage Council's fleet of vehicles.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	Technical Services	Completed	
<p>Review Council's Engineering 5 year programs</p> <p>PROGRESS COMMENTS</p> <p>Review Council's Engineering 5 year programs <i>Five year program has been developed and will be presented to Council for its consideration in the future.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	Technical Services	In Progress	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Manage and undertake building maintenance on Council owned commercial and community facilities</p> <p>PROGRESS COMMENTS</p> <p>Manage and undertake building maintenance on Council owned commercial and community facilities <i>Scheduled maintenance work (air conditioner service, pest inspections and treatments, fire extinguisher and electrical audits) complete. Day to day maintenance and repairs ongoing as per inspections and officer requests. Maintenance and defects of JD Hardie building under review pending completion of Broad Construction defect liability period at end of May. Current staff vacancy may delay progression of maintenance tasks.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	Ongoing	
<p>Undertake resheeting and drainage improvements on Hillside-Woodstock road</p> <p>PROGRESS COMMENTS</p> <p>Undertake resheeting and drainage improvements on Hillside-Woodstock road <i>Minor works have been completed prior to the cyclone season, with the remainder of the program scheduled for the last quarter of 2011/12 (after cyclone season).</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Engineering Services	In Progress	
<p>Manage and undertake all building and garden maintenance on Council owned staff housing</p> <p>PROGRESS COMMENTS</p> <p>Manage and undertake all building and garden maintenance on Council owned staff housing <i>All scheduled maintenance (air conditioner service and pest inspection/treatment) on Council housing is complete. Programmed refurbishment projects 90% complete, with all works committed within the system. Works complete includes carpets, painting, landscaping and irrigation, solar hot water systems and patios. Current asset strategy under reviewing which will determine future works requirements. Other maintenance and repairs ongoing as per inspections or requests. Staff vacancy impacting on delivery timeframes.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	In Progress	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
Provide tender and contract management services for Engineering Directorate Period Contracts PROGRESS COMMENTS	Technical Services	Completed	 GREEN
Provide tender and contract management services for Engineering Directorate Period Contracts <i>Supply and delivery of asphaltic concrete surfacing awarded to BGC Asphalt. Contract for supply and delivery of spray bitumen surfacing has also been awarded.</i> <div style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></div>			
Undertake resheeting and drainage improvements on Council's unsealed road network PROGRESS COMMENTS	Engineering Services	In Progress	 GREEN
Undertake resheeting and drainage improvements on Council's unsealed road network <i>Works are progressing, with ongoing unsealed roads maintenance scheduling determined by road usage and preventative maintenance requirements.</i> <div style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></div>			
Implement Council's 5 Year Kerbing Construction program PROGRESS COMMENTS	Technical Services	Deferred	
Implement Council's 5 Year Kerbing Construction program <i>This year's program has been deferred until the 2012/13 Financial Year due to budgetary restraints.</i> <div style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></div>			
Implement Council's 5 year Footpath construction program PROGRESS COMMENTS	Engineering Services	In Progress	 GREEN
Implement Council's 5 year Footpath construction program <i>Tenders were called and a contract awarded. Works are scheduled to commence next quarter. No budget allocation in 2011/12 due to underground power and infill sewer works.</i> <div style="text-align: right;"><i>Updated By: Russell Dyer - Director Engineering Services</i></div>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Implement Council's Regional Road Group Main Roads WA Road Grant Program</p> <p>PROGRESS COMMENTS</p> <p>Implement Council's Regional Road Group Main Roads WA Road Grant Program <i>Upgrades to Pipingarra Road have been completed this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	Technical Services	In Progress	 GREEN
<p>Implement Council's Blackspot funding Grant</p> <p>PROGRESS COMMENTS</p> <p>Implement Council's Blackspot funding Grant <i>Upgrades to Limpet Crescent have been completed this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	Engineering Services	In Progress	 GREEN
<p>Construct dual lanes and roundabout to MPRC on Hamilton road</p> <p>PROGRESS COMMENTS</p> <p>Construct dual lanes and roundabout to MPRC on Hamilton road <i>Detailed design and cost estimates are complete. Pre-tender estimate indicated that budget is insufficient. Additional funds offered from Regional Road Group (Main Roads WA) pending Council contribution. To be considered during 2012/13 budget process. Project to be carried forward to 2012/13. Alternative access to Multipurpose Recreation Centre has been organised until this project is complete.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	Deferred	 GREEN
<p>Implement Roads to Recovery Program</p> <p>PROGRESS COMMENTS</p> <p>Implement Roads to Recovery Program <i>Tenders have been awarded for spray seal and asphalt with a view that the road reseal and upgrade program will commence next quarter. In addition, Officers endeavour to commence the upgrade of Buttwell Road next quarter.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	Technical Services	In Progress	 GREEN

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Improve public lighting in Council's POS and walkways

Infrastructure Development

In Progress



PROGRESS COMMENTS

Improve public lighting in Council's POS and walkways

Reviewing lighting along Murdoch drive exercise trail for 11/12 program in conjunction with feature lighting installed by BHP. Pending receipt of quotes for comparison of mains power and solar lighting, including ongoing maintenance and vandalism.

Updated By: Jenella Voitkevich - Manager Infrastructure Development

Reconstruct Buttweid road

Infrastructure Development

In Progress



PROGRESS COMMENTS

Reconstruct Buttweid road

Tender advertised for contract works, however no conforming tenders were received therefore tender was readvertised. Contract works (pavement recycling, mixing and stabilisation) to be awarded at Ordinary Council Meeting 9 May 2012. Contractor availability will then be determined with the intention of commencing construction towards the end of June. Materials have been stockpiled and drainage infrastructure has been delivered. BHP will be consulted regarding road closure on access to the railway. Signage and notifications will be in place for the road closures.

Updated By: Jenella Voitkevich - Manager Infrastructure Development

1.1.3 Construct a bridge on Wallwork Road to improve traffic access between Port and South Hedland

Construct the Wallwork Road Bridge

Infrastructure Development

In Progress



PROGRESS COMMENTS

Construct the Wallwork Road Bridge

The tender period for the design and construction of Wallwork road bridge has closed. Tender assessments are underway, including interviews with tenderers to seek clarifications on submissions. Likely that tender will be awarded in 4th quarter of 2011/12. Initial assessment of tender submissions indicates that project will be in excess of budget allocations. Alternative options are being considered, including construction methodologies and funding opportunities.




Updated By: Jenella Voitkevich - Manager Infrastructure Development

1.1.4 Ensure that the \$200 M Port Hedland Road Project progresses in a timely manner

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Participate in Project Control Group meetings for the MRWA \$200M Port Hedland road project</p> <p>PROGRESS COMMENTS</p> <p>Participate in Project Control Group meetings for the MRWA \$200M Port Hedland road project <i>The Town of Port Hedland is an active, engaged participant in these meetings.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	<p>Technical Services</p>	<p>In Progress</p>	 <p>GREEN</p>
<hr/>			
<p>1.1.5 Review current and future public transport needs within the Town and commence planning for improvements</p>			
<p>Review current and future public transport needs in conjunction with the City Growth Plan</p> <p>PROGRESS COMMENTS</p> <p>Review current and future public transport needs in conjunction with the City Growth Plan <i>The community's public transport needs will be reviewed again pending the outcome of the 'Pilbara's Port City Growth Plan', a document presented to Council in draft form recently, which is expected to guide and plan for the Town's growth over the next decade. Officers have also been in correspondence with the Department of Transport.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	<p>Technical Services</p>	<p>In Progress</p>	 <p>GREEN</p>
<hr/>			
<p>1.1.8 Undertake traffic study</p>			
<p>Monitor traffic data throughout the town and identify requirements for traffic management, improvements and calming</p> <p>PROGRESS COMMENTS</p> <p>Monitor traffic data throughout the town and identify requirements for traffic management, improvements and calming <i>Schedule to collect traffic data from various roads has been met. Officers will continue to collect data from differing roads in accordance with industry best practices for performing this duty.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	<p>Technical Services</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Monitor and provide assessment for the provision of Restricted Access Vehicle networks throughout the town</p>	<p>Technical Services</p>	<p>In Progress</p>	
<p>PROGRESS COMMENTS</p>			
<p>Monitor and provide assessment for the provision of Restricted Access Vehicle networks throughout the town</p>			
<p><i>The Town did not receive any applications for road train access this quarter.</i></p>			
<p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>			
<hr/>			
<p>1.2.1 Complete the development of the Airport Land Development Plan and commence implementation of the key initiatives that are identified.</p>			
<p>Investigate and design sewerage disposal plan and works for Transit Worker Accommodation located within the Airport</p>	<p>Airport</p>	<p>In Progress</p>	
<p>PROGRESS COMMENTS</p>			
<p>Investigate and design sewerage disposal plan and works for Transit Worker Accommodation located within the Airport</p>			
<p><i>Designs for a sewerage treatment package plant on Airport land is currently in progress. Construction costs will be estimated and likely to be budgeted in stages to accommodate required growth.</i></p>			
<p style="text-align: right;"><i>Updated By: Bob Couzens - Manager Airport</i></p>			
<hr/>			
<p>Development and Implementation of Airport Land Development Plan</p>	<p>Investment and Business Development</p>	<p>In Progress</p>	
<p>PROGRESS COMMENTS</p>			
<p>Development and Implementation of Airport Land Development Plan</p>			
<p><i>Provided input to the Planning and Development directorate in relation to future developments at the Port Hedland International Airport, with a view to facilitating regional economic growth.</i></p>			
<p style="text-align: right;"><i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Investigate and plan for the relocation of hire car storage/workshop areas

Infrastructure Development

In Progress



PROGRESS COMMENTS

Investigate and plan for the relocation of hire car storage/workshop areas

Subdivision layout plan and initial civil details are complete. Consultation with hire car companies is complete, to ensure that lot configuration is suitable for their needs. All comments have been incorporated into final subdivision plan for submission to WAPC (due April). Cost estimates for subdivision development has been incorporated into Airport 5 year capital works plan for 2012/13 budget consideration.

Updated By: Jenella Voitkevich - Manager Infrastructure Development

1.2.2 Upgrade runways, taxiways and aprons to facilitate efficient aircraft movement

Develop and implement a 5 year Airport Maintenance Plan

Airport

In Progress



PROGRESS COMMENTS

Develop and implement a 5 year Airport Maintenance Plan

This Maintenance Plan has been developed and third quarter maintenance completed.

Updated By: Bob Couzens - Manager Airport

Strengthen main apron parking bays 1 to 5 to accommodate 230,000kg aircraft

Airport

Not Started

Targets Not Yet Determined


PROGRESS COMMENTS

Strengthen main apron parking bays 1 to 5 to accommodate 230,000kg aircraft





This project is now linked to the Terminal Upgrade. Apron works will accommodate 6 hard-stand parking bays. Works will carry over into the 2012/13 Financial Year.

Updated By: Bob Couzens - Manager Airport



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
Extend main apron 20 metres south and reposition taxiway lights and centreline markings	Airport	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<p>Extend main apron 20 metres south and reposition taxiway lights and centreline markings <i>This project is now linked to the Terminal Upgrade. Works will carry over into the 2012/13 Financial Year.</i></p>			
		Updated By:	Bob Couzens - Manager Airport
Extend main apron (West) to maximise aircraft parking bays	Airport	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS			
<p>Extend main apron (West) to maximise aircraft parking bays <i>This project is now linked to the Terminal Upgrade. Works will carry over into the 2012/13 Financial Year.</i></p>			
		Updated By:	Bob Couzens - Manager Airport
.....			
<p>1.2.4 Undertake upgrades to the terminal and surrounds to improve the functionality of the facility including: a. Creating more common-user check in points b. Improving airport security screening arrangements c. Review parking options and implement an agreed Airport Parking Plan</p>			
Undertake works to the new RFDS Hanger	Airport	In Progress	
PROGRESS COMMENTS			
<p>Undertake works to the new RFDS Hanger <i>RFDS hangar construction nears completion. Final works to apron pavement adjacent hangar and the reinstatement of the perimeter fence are currently underway. The planned extension to the northern apron will capture any additional works required.</i></p>			
		Updated By:	Bob Couzens - Manager Airport
.....			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Upgrade Airport electronic security gates</p> <p>PROGRESS COMMENTS</p> <p>Upgrade Airport electronic security gates New drive motors have been fitted to Gates 1 and 2 and are now in operation. Further, new drive motors have been ordered for Gates 1A and 10, with installation expected to take place next quarter.</p>	<p>Airport</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>Updated By: Bob Couzens - Manager Airport</p>			
<p>Construct airport parking expansion, including lighting, CCTV, shade, expansion of paid parking system into new carpark</p> <p>PROGRESS COMMENTS</p> <p>Construct airport parking expansion, including lighting, CCTV, shade, expansion of paid parking system into new carpark All programmed works are complete except the installaiton of a shade structure over the paid parking pay stations. This is pending receipt of building licence. Future works including additional drop off/pick up lane in front of terminal and lighting are programmed within the Airport 5 year capital works program pending 2012/13 budget consideration.</p>	<p>Infrastructure Development</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>Updated By: Jenella Voitkevich - Manager Infrastructure Development</p>			
<p>Replace secondary emergency power generators</p> <p>PROGRESS COMMENTS</p> <p>Replace secondary emergency power generators Quotes for emergency power generators have been received, however further work is necessary to ensure these are of adequate size, and to clearly define a scope of work. This project will carry over into the 2012/13 Financial Year.</p>	<p>Airport</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>Updated By: Bob Couzens - Manager Airport</p>			
<p>Upgrade Airport residence 12 - construct and erect carport</p> <p>PROGRESS COMMENTS</p> <p>Upgrade Airport residence 12 - construct and erect carport Project cancelled. Residence to be demolished.</p>	<p>Airport</p>	<p>Completed</p>	 <p>GREEN</p>
<p>Updated By: Bob Couzens - Manager Airport</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Upgrade Airport Terminal PA system</p> <p>PROGRESS COMMENTS</p> <p>Upgrade Airport Terminal PA System <i>This project has now been completed. This quarter, a fire panel technician activated the new safety feature, which means that the Port Hedland International Airport now has a functioning PA system throughout the Terminal.</i></p> <p style="text-align: right;"><i>Updated By: Bob Couzens - Manager Airport</i></p>	<p>Airport</p>	<p>Completed</p>	
<p>Manufacture and install weather protection roofing over exposed CBS conveyor system</p> <p>PROGRESS COMMENTS</p> <p>Manufacture and install weather protection roofing over exposed CBS conveyor system <i>Project will commence following the completion of the taxiway extension. Works are anticipated carrying over into the 2012/13 Financial Year.</i></p> <p style="text-align: right;"><i>Updated By: Bob Couzens - Manager Airport</i></p>	<p>Airport</p>	<p>In Progress</p>	
<p>Create more common use check-in points</p> <p>PROGRESS COMMENTS</p> <p>Create more common user check-in points <i>This project is now linked to the Terminal Extension and Upgrade, where all check-in kiosks will be converted to common user facilities. Works will carry over into the 2012/13 Financial Year.</i></p> <p style="text-align: right;"><i>Updated By: Bob Couzens - Manager Airport</i></p>	<p>Airport</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p>1.2.5 Develop a Capital Improvement Plan for airport infrastructure that ensures Airport infrastructure can cater for projected growth</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
Develop a Capital Improvement Plan for the airport	Airport	In Progress	
PROGRESS COMMENTS			
<p>Develop a Capital Improvement Plan for the Airport</p>			
<p><i>A preliminary Capital Improvement Plan has been developed; fine tuning of this document will take place over the coming quarter.</i></p>			
<p style="text-align: right;"><i>Updated By: Bob Couzens - Manager Airport</i></p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Community Pride

2.1.1 Undertake projects that upgrade the appearance of verges and streetscapes along major thoroughfares within the District

Maintain street verges

Engineering Services

In Progress



PROGRESS COMMENTS

Maintain Street Verges

Street verge maintenance still progressing, but will ramp up in the winter months. A major tidy-up was undertaken in the West End in preparation for the Cruise Ship visit in March.

Updated By: Rob Darlington-Brown - Acting Manager Engineering Services

Implement the Boulevard Tree Planting project

Infrastructure Development

Completed



PROGRESS COMMENTS

Implement the Boulevard Tree Planting project

Project is now complete with the delivery of a purpose built water truck that is able to utilise treated effluent water to irrigate the boulevard trees.

Updated By: Jenella Voitkevich - Manager Infrastructure Development

Implement Royalties for Regions Public Infrastructure Upgrade Programs

Infrastructure Development

Completed



PROGRESS COMMENTS




Implement Royalties for Regions Public Infrastructure Upgrade Programs

Royalities for Regions funding on public infrastructure upgrades complete. Included footpath construction and installation of street and park furniture and bus shelters.



Updated By: Jenella Voitkevich - Manager Infrastructure Development

2.1.2 Construct the Marquee Park and ensure that a new park is built in Koombana



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Management and operation of the Marquee Water Park</p> <p>PROGRESS COMMENTS</p> <p>Management and operation of the Marquee Water Park <i>Construction of Marquee Park is nearing practical completion. Minor (grassing, landscaping) outstanding items and major (concrete pathways and splash pad) items prevent the opening of the facility.</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	<p>Recreation</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>Develop and regularly report on the business plan for Marquee Park</p> <p>PROGRESS COMMENTS</p> <p>Develop and regularly report on the business plan for Marquee Park <i>Business Plan adopted by Council in June 2011 and Operational Plan in November 2011.</i></p> <p><i>Park still under construction, no operational activity to report</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	<p>Community Development</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>2.1.3 Develop plans for the upgrades of existing parks (Cemetery Beach, Rock of Ages and Marrapikurinya) plus the development of new parks. Install public art to improve sense of place.</p>			
<p>Construct expansion of Cemetery Beach Community Park</p> <p>PROGRESS COMMENTS</p> <p>Construct expansion of Cemetery Beach Community Park <i>Construction of the Cemetery Beach park expansion has commenced and is progressing well, with all initial site works, clearing, underground service works and limestone walls complete. A contract for the design and construction of artwork/adventure playground has been awarded and will be completed in conjunction with the main park expansion. Car park construction has commenced. Contract completion date is 27 July 2012.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>2.1.5 Install more shade in parks and public areas (both trees and shade structures), including shade facilities at skate parks.</p>			



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Improve shade and lighting at Civic Centre park</p> <p>PROGRESS COMMENTS</p> <p>Improve shade and lighting at Civic Centre park <i>This project has been deferred due to lack of resources and budget to undertake the works required.</i></p>	Infrastructure Development	Deferred	 RED
<i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i>			
.....			
<p>2.1.6 Implement a whole-of-community anti litter education, information and action campaign, including:</p> <p>a. Allocate more Council resources towards the enforcement of the Litter Act.</p> <p>b. Explore additional statutory alternatives to achieve Council's Local Laws with a focus on Litter Act</p> <p>c. Tidy Towns</p> <p>Introduced 'Litter Report Cards' as a mechanism for Council and community to enforce the Litter Act</p> <p>PROGRESS COMMENTS</p> <p>Introduced 'Litter Report Cards' as a mechanism for council and community to enforce the Litter Act <i>This system, introduced two years ago, is operating well and sees report cards actioned as they are submitted.</i></p>	Environmental Health	Ongoing	
<i>Updated By: Darryal Eastwell - Manager Environmental Health</i>			
.....			
<p>Implement a whole of community anti litter education, information and action campaign to support Council's participation in the Tidy Town Awards</p> <p>PROGRESS COMMENTS</p> <p>Implement a whole of community anti-litter education, information and action campaign to support Council's participation in the Tidy Town Awards <i>The Town of Port Hedland was the winner in two categories of this year's Tidy Town Awards.</i></p>	Community Development	Completed	 GREEN
<i>Updated By: Gordon MacMile - Director Community Development</i>			
.....			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Proactively investigate illegal dumping with a view to gaining evidence to prosecute the offender</p> <p>PROGRESS COMMENTS</p> <p>Proactively investigate illegal dumping with a view to gaining evidence to prosecute the offender <i>Rangers are on constant patrol, monitoring for illegal dumping.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p>Undertake a review of the Town of Port Hedland Local Laws</p> <p>PROGRESS COMMENTS</p> <p>Undertake a review of the Town of Port Hedland Local Laws <i>It is envisioned that a new item request will be submitted to Council next quarter requesting an allocation in the 2012/13 Budget for consultants to undertake this body of work.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>Not Started</p>	
<p>2.1.8 Ensure that regular audits of the functionality of streetlights and other public lighting are undertaken, with faulty lights being repaired in a timely manner.</p> <p>Liaise with Horizon Power regarding ongoing auditing, reporting and repair of public lighting</p> <p>PROGRESS COMMENTS</p> <p>Liaise with Horizon Power regarding ongoing auditing, reporting and repair of public lighting <i>Officers have forwarded all faulty street light notifications to Horizon Power to action. The Town continues to enjoy a productive relationship with Horizon Power.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	<p>Technical Services</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
Undertake regular audit of Council's lighting infrastructure and repair faults as required	Technical Services	In Progress	Targets Not Yet Determined
PROGRESS COMMENTS			
Undertake regular audit of Council's lighting infrastructure and repair faults as required			
<i>Officers have developed a process through which to record the inventory of Council's lighting infrastructure. Repairs continue to be carried out upon request.</i>			
<i>Updated By: Anup Paudel - Manager Technical Services</i>			
.....			
2.1.10 Upgrade the appearance of Council's Cemeteries.			
Prepare masterplan for the long term development of the South Hedland Cemetery	Infrastructure Development	Deferred	
PROGRESS COMMENTS			
Prepare masterplan for the long term development of the South Hedland Cemetery			
<i>Project is on hold pending outcomes of the Growth Plan report and Precinct 3 (Airport) development. Cemetery development must include buffer area to separate future Precinct 3 commercial/industrial area.</i>			
<i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i>			
.....			
Progress the upgrade of the Old Port Hedland Cemetery	Community Development	In Progress	
PROGRESS COMMENTS			
Progress the upgrade of the Old Port Hedland Cemetery			
<i>Stage 2 consultation completed. Scope for next stage to be developed next quarter.</i>			
<i>Updated By: Lorna Secrett - Manager Community Development</i>			
.....			
2.2.1 Play an integral role in the coordination, operation and communication of community events by:			
a. Assisting Celebrate Hedland Inc. in the management and operation of major community events per annum.			
b. Developing and operating series of smaller community events.			
c. Supporting community groups who are operating community events through training, support, advice and, where appropriate, financial support.			
d. Operating neighbourhood events and competitions.			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Prepare and deliver an annual calendar of events presented by the Town of Port Hedland</p> <p>PROGRESS COMMENTS</p> <p>Prepare and deliver an annual calendar of events presented by the Town of Port Hedland <i>Planning underway for 2012/2013 calendar.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
<p>.....</p> <p style="text-align: right;"><i>Updated By:</i> Lorna Secrett - Manager Community Development</p>			
<p>Assisting Celebrate Hedland Inc in the management and operation of major annual community events</p> <p>PROGRESS COMMENTS</p> <p>Assisting Celebrate Hedland Inc in the management and operation of major annual community events <i>Celebrate Hedland Inc. undertook the Heritage Festival 2011. Other major events presented by the Town of Port Hedland.</i></p>	<p>Community Development</p>	<p>Completed</p>	
<p>.....</p> <p style="text-align: right;"><i>Updated By:</i> Gordon MacMile - Director Community Development</p>			
<p>Developing and operating a series of smaller community events</p> <p>PROGRESS COMMENTS</p> <p>Developing and operating a series of smaller community events <i>Continuing to operate West End Movies and other smaller community events, including projects that entice cruise ships.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
<p>.....</p> <p style="text-align: right;"><i>Updated By:</i> Gordon MacMile - Director Community Development</p>			
<p>Support community groups operating community events through training, support and advice</p> <p>PROGRESS COMMENTS</p> <p>Support community groups operating community events through training, support and advice <i>The Town of Port Hedland continues to provide advice and support to community groups holding events through staff interaction and our community donations program.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
<p>.....</p> <p style="text-align: right;"><i>Updated By:</i> Gordon MacMile - Director Community Development</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Operate neighbourhood events and competitions

Community Development

In Progress



PROGRESS COMMENTS

Operate neighbourhood events and competitions

"Slam" basketball operated at JD Hardie Centre.

Updated By:

Gordon MacMile - Director Community Development

Facilitate funding and support to community groups through the implementation of Council's Community Donation Policy

Community Development

In Progress



PROGRESS COMMENTS

Facilitate funding and support to community groups through the implementation of Council's Community Donation Policy

Donations Working Group no longer operating, applications now assessed quarterly via Audit and Finance Committee.

Policy operating successfully

Updated By:

Gordon MacMile - Director Community Development

2.2.2 Install new signage on thoroughfares that promotes upcoming events

Install new signage on thoroughfares that promotes upcoming events

Community Development

In Progress



PROGRESS COMMENTS

Install new signage on thoroughfares that promotes upcoming events

Effective use of variable message board (VMB) for a number of events.

Updated By:

Lorna Secrett - Manager Community Development

2.2.3 Actively seek to attract 'draw card' entertainers and events to the Town of Port Hedland.

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Actively promote and encourage draw card entertainers and events to the Town of Port Hedland

Community Development

In Progress



PROGRESS COMMENTS

Actively promote and encourage draw card entertainers and events to the Town of Port Hedland

Council has awarded the contract to host a high-profile music event in Port Hedland to Sunset Events. In addition, Council has secured 'Sugar Army' as the headline act for the Portbound Youth and Health Festival.

Updated By: Gordon MacMile - Director Community Development

2.2.4 Actively seek to attract or establish a nationally significant event to Port Hedland.

Tender for an events management business to deliver the 'high profile event' as per the feasibility study

Community Development

In Progress



PROGRESS COMMENTS

Tender for an events management business to deliver the 'high profile event' as per the feasibility study

Tender was successfully conducted and a contract awarded to Sunset Events to deliver the event in August 2012.

Updated By: Gordon MacMile - Director Community Development

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Community Development

3.1.1 Convert the JD Hardie Centre into an integrated Youth Centre

Develop and regularly report on business plans for the JD Hardie Centre

Community Development

In Progress



PROGRESS COMMENTS

Develop and regularly report on business plans for the JD Hardie Centre

Interim BP adopted by Council June 2011, final business plan for JDH adopted April 2012.

Youth Centre operations commence 1 July 2012

Updated By:

Gordon MacMile - Director Community Development

Transition JD Hardie Youth Center

Community Development

In Progress



PROGRESS COMMENTS

Transition JD Hardie Youth Center

A Management Plan for the JD Hardie Youth Centre, including a human resource plan and 2012/13 budget, was developed and will be submitted to Council for consideration in April 2012.

Updated By:

Gordon MacMile - Director Community Development

3.1.2 Support and operate Youth Leadership and Development programs

Initiate and develop programs and activities for youth development

Community Development

In Progress



PROGRESS COMMENTS





Initiate and develop programs and activities for youth development

South Hedland Skate Park consultation was completed in mid-November, with the results contributing to a concept design and two free skateboarding workshops in mid-December. 45 young people participated in these workshops.




Updated By:

Gordon MacMile - Director Community Development



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide support and advice to youth organisations in the Town of Port Hedland</p> <p>PROGRESS COMMENTS</p> <p>Provide support and advice to youth organisations in the Town of Port Hedland <i>Community Development interacts with local youth organisations particularly HYSAG on an ongoing basis.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	
<p>Work with community representatives to increase aboriginal and multi cultural participation in youth programs and activities</p> <p>PROGRESS COMMENTS</p> <p>Work with community representatives to increase aboriginal and multi cultural participation in youth programs and activities <i>Community Development continues to integrate diversity into activity programs. Aboriginal Quarterly Forums has focused in issues related this youth this year</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	
<p>3.1.3 Attract and retain young people in our Town through operating a series of events, information and activities</p>			
<p>Operate a series of events, provide information and activities that attract and retain young people in our town</p> <p>PROGRESS COMMENTS</p> <p>Operate a series of events, provide information and activities that attract and retain young people in our town <i>Working with HYSAG to bring Town of Port Hedland events to the youth community. Planning for Portbound Festival in April 2012 progressing well.</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	Community Development	In Progress	
<p>Develop an engagement strategy to facilitate the detailed design ready for calling of construction tenders for the South Hedland Skate Park</p> <p>PROGRESS COMMENTS</p> <p>Participate in the development of an engagement strategy to facilitate the detailed design ready for calling of construction tenders for the South Hedland Skate Park <i>Officers have been a part of the project team and have provided input as required.</i></p> <p style="text-align: right;"><i>Updated By: Graeme Hall - Manager Recreation Services and Facilities</i></p>	Recreation	In Progress	





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop an engagement strategy to facilitate the detailed design ready for calling of construction tenders for the South Hedland Skate Park</p> <p>PROGRESS COMMENTS</p> <p>Develop an engagement strategy to facilitate the detailed design ready for calling of construction tenders for the South Hedland Skate Park <i>Community engagement strategy has been developed and completed; concept designs were presented and endorsed by Council in December 2011.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	Completed	 GREEN
<p>Coordinate Youth Week event</p> <p>PROGRESS COMMENTS</p> <p>Coordinate Youth Week event <i>Planning three days of workshops and one show around circus skills to young people.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	 GREEN
<p>3.1.5 Plan for the development of a new library and community centre in South Hedland</p>			
<p>Undertake detailed design and costings for the proposed construction of the South Hedland Community Centre and Library to be tender ready by July 2012</p> <p>PROGRESS COMMENTS</p> <p>Undertake detailed design and costings for the proposed construction of the South Hedland Community Centre and Library to be tender ready by July 2012 <i>Consultants have been appointed to develop concepts and undertake a feasibility study, which is now 60% complete.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	 RED




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop a business plan for the operations of the proposed new South Hedland Community Centre and Library</p> <p>PROGRESS COMMENTS</p> <p>Develop a business plan for the operations of the proposed new South Hedland Community Centre and Library <i>Consultants have been appointed to develop concepts and undertake a feasibility study, which is now 60% complete. Funding will be sourced on the completion of this study, which is envisioned to be in May 2012.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	 GREEN
<p>Develop an interim plan for the temporary relocation of library services during construction of the new facility</p> <p>PROGRESS COMMENTS</p> <p>Develop an interim plan for the temporary relocation of library services during construction of the new facility <i>Continuing investigation into temporary locations.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>	Community Development	In Progress	 GREEN
<p>3.1.6 Pursue improved education facilities and additional education choice within the Town</p>			
<p>Lobby state government to improve educational facilities and choices within the Town</p> <p>PROGRESS COMMENTS</p> <p>Lobby state government to improve educational facilities and choices within the Town <i>Improved relationship with Hedland Senior High School and Regional Education. Shared facilities committee (Town of Port Hedland, Hedland Senior High School) re-established, reviewing Terms of Reference, overall sharing agreement.</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	Community Development	Not Started	Targets Not Yet Determined
<p>3.2.1 Build the Multi Purpose Recreation Centre</p>			




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Construct MPRC civil works and oval</p> <p>PROGRESS COMMENTS</p> <p>Construct MPRC civil works and oval Construction of oval, lighting, fencing and goal posts complete. Oval now operational. Playground shade structures relocated, with playground equipment reinstalled. Design for civil works (road, carparking and drainage) for the site is complete. A program has been developed and procurement commenced for stage 1 construction of the civil works immediately surrounding the new recreation centre. These works will commence upon completion of MPRC and handover of the site from Doric. Completion of the MPRC by Doric is expected early April 2012. Civil construction (stage 1) will be complete early July, prior to the opening. Additional funding is required to complete civil and landscaping works around the remainder of the site. Options are under review and will be presented to Council for 2012/13 budget consideration.</p>	<p>Infrastructure Development</p>	<p>In Progress</p>	
<p>Updated By: Jenella Voitkevich - Manager Infrastructure Development</p>			
<p>Complete the construction of the Multi Purpose Recreation Centre on budget and on time</p> <p>PROGRESS COMMENTS</p> <p>Complete the construction of the Multi Purpose Recreation Centre on budget and on time Practical completion to be achieved in April 2012 - project on time and within budget</p>	<p>Recreation</p>	<p>In Progress</p>	
<p>Updated By: Gordon MacMile - Director Community Development</p>			
<p>Develop and regularly report on the business plan for the Multipurpose Recreation Centre</p> <p>PROGRESS COMMENTS</p> <p>Develop and regularly report on the business plan for the Multipurpose Recreation Centre Project still under construction.</p>	<p>Community Development</p>	<p>In Progress</p>	
<p>Updated By: Gordon MacMile - Director Community Development</p>			
<p>Management and operation of the Multi Purpose Recreation Centre</p> <p>PROGRESS COMMENTS</p> <p>Management and operation of the Multi Purpose Recreation Centre Council has endorsed a four year agreement with the YMCA to manage the Town's three leisure facilities. It is anticipated that the Key Performance Indicators for the agreement and the signing of the contract will occur in June 2012.</p>	<p>Recreation</p>	<p>In Progress</p>	
<p>Updated By: Graeme Hall - Manager Recreation Services and Facilities</p>			

CORPORATE ACTION PROGRESS




ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>3.2.2 Undertake sports facility developments including:</p> <ul style="list-style-type: none"> • Construction of the Colin Matheson Oval Clubhouse. • Construction of a new Tennis/Bowling Club in South Hedland. • Stage I of the South Hedland Aquatic Centre re-development. • Upgrading of lighting at sports facilities. 			
<p>Undertake a feasibility study for the co-location of the Port Hedland Turf Club, the Port Hedland Golf Club with a Caravan Park</p>	Recreation	In Progress	
PROGRESS COMMENTS			
<p>Undertake a feasibility study for the co-location of the Port Hedland Turf Club, the Port Hedland Golf Club with a Caravan Park <i>The Town has engaged external consultants to determine suitable sites for the potential co-location of the Port Hedland Turf Club and Golf Club. Initial findings will be presented to a Concept Forum in May 2012; it is anticipated that the findings from this feasibility study will be finalised by July 2012.</i></p>			
		Updated By:	Graeme Hall - Manager Recreation Services and Facilities
.....			
<p>Construct Stage 1 of South Hedland Aquatic Centre redevelopment</p>	Infrastructure Development	In Progress	
PROGRESS COMMENTS			
<p>Construct Stage 1 of South Hedland Aquatic Centre Redevelopment <i>All demolition work is complete. Building approvals have been obtained. Concrete work has commenced on the Learn to Swim pool and access ramp to main pool. Modifications to depth and drainage in main pool has been completed in preparation for Myrtha lining. Minor delays have occurred due to delays in building approvals and the impact of cyclones. Contractor to advise if this will impact on completion date of project (end October). The current lighting is non compliant and in poor condition. Investigations are underway regarding new lighting design and cost implications.</i></p>			
		Updated By:	Jenella Voitkevich - Manager Infrastructure Development
.....			
<p>Upgrade to the exterior of the existing change room facility at the CMO</p>	Infrastructure Development	In Progress	
PROGRESS COMMENTS			
<p>Upgrade to the exterior of the existing change room facility at the CMO <i>Site assessment and design integrity assessment complete. Consultation undertaken with stakeholders to determine scope and priority of works. Cost estimates are being finalised to determine scope impact on budget. Report to be presented to Council to approve final scope based on priorities and budget.</i></p>			
		Updated By:	Jenella Voitkevich - Manager Infrastructure Development
.....			

CORPORATE ACTION PROGRESS



ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Complete internal fitout of the CMO clubhouse</p> <p>PROGRESS COMMENTS</p> <p>Complete internal fitout of the CMO clubhouse <i>Construction has reached practical completion. Furniture, fit out and equipment has commenced in conjunction with the Port Hedland Rovers Football Club. All items have been researched and awaiting feedback from the Club.</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	Recreation	Completed	 GREEN
<p>Prepare detailed designs for the redevelopment of the South Hedland Bowls and Tennis Club</p> <p>PROGRESS COMMENTS</p> <p>Prepare detailed designs for the redevelopment of the South Hedland Bowls and Tennis Club <i>Concept designs are undergoing final review to ensure compliance with all stakeholder and statutory requirements prior to obtaining quotes for detailed design. Scope to include new clubhouse, car parking, landscaping, tennis court and bowling green upgrade and fencing. Consultation with Club is ongoing to ensure that all operational, stakeholder and statutory requirements are met within the project budget. Proceeding with a design and construct tender will require confirmation of all funding. This is unlikely to be received prior to commencement of 2012/13 financial year. All preparation prior to this will be complete in anticipation of approvals.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	In Progress	 RED
<p>Construct parking along Tinder street (Colin Matheson Oval)</p> <p>PROGRESS COMMENTS</p> <p>Construct parking along Tinder street (Colin Matheson Oval) <i>Designs for parking along Tinder street are complete. Work will be undertaken by Council staff on completion of civil works at MPRC (June 2012). Work will be programmed to ensure minimal disruption to sporting and other events planned at the oval.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	In Progress	 RED

3.2.3 Plan for the development of fishing wharfs/jetties within the Town and expand costal recreational opportunities




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop a plan to provide additional opportunities for coastal recreation inclusive of fishing wharfs and jetties</p> <p>PROGRESS COMMENTS</p>	<p>Economic Development and Strategic Planning</p>	<p>Completed</p>	
<p>Develop a plan to provide additional opportunities for coastal recreation inclusive of fishing wharfs and jetties <i>No activity this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p> <hr/>			
<p>3.2.4 Operate a range of programs and initiatives that promote an active, integrated community</p>			
<p>Operate a range of programs and initiatives that promote an active, integrated community</p> <p>PROGRESS COMMENTS</p>	<p>Recreation</p>	<p>In Progress</p>	
<p>Operate a range of programs and initiatives that promote an active, integrated community <i>All programs and initiatives have been implemented or are proceeding according to planned time frames.</i></p> <p style="text-align: right;"><i>Updated By: Graeme Hall - Manager Recreation</i></p> <hr/>			
<p>Work with the Community Committee to establish a Men's Shed</p> <p>PROGRESS COMMENTS</p>	<p>Community Development</p>	<p>In Progress</p>	
<p>Work with the Community Committee to establish a Men's Shed <i>Due to less than optimal take up of project by appointed community committee, Council has deferred this project until the new calendar year. Enquiries are being made to offer men's programs to the community in an attempt to raise awareness and test the readiness of the community for a men's shed concept.</i></p> <p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p> <hr/>			




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Work with the community committee to progress plans for a community garden</p> <p>PROGRESS COMMENTS</p> <p>Work with the community committee to progress plans for a community garden <i>22 sites have been assessed and the preferred site is the JD Hardie Centre. This site has no complications and provides synergies with the users of the centre and a focus for young people and the environment.</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	Community Development	In Progress	 GREEN
.....			
<p>3.2.5 Establish plans for the managed public access to key coastal areas</p>			
<p>Prepare plans for improved coastal access and managed camping</p> <p>PROGRESS COMMENTS</p> <p>Prepare plans for improved coastal access and managed camping <i>Project is on hold pending Council direction in conjunction with Growth Plan and Pilbara Regional Council proposal. The preparation of a camping management plan is required to complete this project. Currently staff vacancies in the responsible areas are holding up the progress of this project.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	In Progress	 RED
.....			
<p>3.2.6 Develop plans for future recreation and leisure facility upgrades to accommodate population growth</p>			
<p>Complete maintenance associated with the implementation of the recommendations from the Sports Facilities Audit</p> <p>PROGRESS COMMENTS</p> <p>Complete maintenance associated with the implementation of the recommendations from the Sports Facilities Audit <i>All maintenance requirements for this financial year have been addressed. Additional works at the McGregor street reserve are under review and will be presented to Council for approval. The Sports Facilities Audit shall be reviewed in conjunction with the development of the asset management strategy.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	Ongoing	
.....			




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Plan for the redevelopment of McGregor Street Reserve</p> <p>PROGRESS COMMENTS</p> <p>Plan for the redevelopment of the McGregor Street Reserve <i>It is anticipated that the Active Open Space Strategy will be presented to Council for its consideration in April 2012. Officers will seek additional funding as part of the 2012/13 Budget Process to develop a masterplan for the McGregor Street Reserve.</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	Recreation	In Progress	 GREEN
<p>Manage the implementation of the recommendations from the Sports Facilities Audit</p> <p>PROGRESS COMMENTS</p> <p>Manage the implementation of the recommendations from the Sports Facilities Audit <i>Of the 24 recommendations, six projects can be considered finalised. Four of the recommendations are in the implementation phase. A further 11 recommendations are considered un-controllable or no longer relevant. The status of some of the recommendations is impacted upon by either a) a change in in the organisational perspective, or (b) as a result of funding no longer being available.</i></p> <p style="text-align: right;"><i>Updated By: Graeme Hall - Manager Recreation Services and Facilities</i></p>	Recreation	In Progress	 GREEN
<p>3.2.7 Actively seek funding for implementing Stages 2 and 3 of Redevelopment Plan for South Hedland Aquatic Centre.</p> <p>Actively seek funding for implementing Stages 2 and 3 of Redevelopment Plan for South Hedland Aquatic Centre</p> <p>PROGRESS COMMENTS</p> <p>Actively seek funding for implementing Stages 2 and 3 of Redevelopment Plan for South Hedland Aquatic Centre <i>Consideration of a second stage in the redevelopment of the South Hedland Aquatic Centre has been incorporated within the project scope for the redevelopment of the South Hedland Library. The consultants brief will offer Council a site master plan that will allocate building areas for renewal of the aquatic centre facilities.</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	Recreation	In Progress	 GREEN
<p>3.3.1 Work with stakeholders to develop an Aboriginal Arts and Culture Centre</p>			




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
Participate on the Aboriginal Cultural Centre Working Group	Community Development	In Progress	 GREEN
PROGRESS COMMENTS			
Participate on the Aboriginal Cultural Centre Working Group			
<i>Officers are continuing to participate in the Aboriginal Cultural Centre Working Group.</i>			
<i>Updated By: Lorna Secrett - Manager Community Development</i>			
.....			
3.3.2 Undertake a feasibility study on the potential development of an entertainment complex/cinema in South Hedland			
Undertake a feasibility study into entertainment facilities in Port and South Hedland	Community Development	In Progress	 GREEN
PROGRESS COMMENTS			
Undertake a feasibility study into entertainment facilities in Port and South Hedland			
<i>Consultants have been appointed to undertake a feasibility study into potential future entertainment facilities in both Port Hedland and South Hedland. This study has advanced well, with facility proposals identified and concept designs now being drawn up. Study expected to be presented to Council in April/May 2012.</i>			
<i>Updated By: Gordon MacMile - Director Community Development</i>			
.....			
3.3.3 Implement the recommendations of the Library Services Plan			
Implement actions from the Library Services Plan	Community Development	In Progress	 GREEN
PROGRESS COMMENTS			
Implement recommendations from the Library Services Plan.			
<i>Review of operational hours completed and actioned. Other recommendations relate to the new library facility.</i>			
<i>Updated By: Lorna Secrett - Manager Community Development</i>			
.....			





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Implement, monitor and review Library policies</p> <p>PROGRESS COMMENTS</p> <p>Implement, monitor and review Library policies <i>A review of Library Service Procedures saw revised policies adopted by Council on 16 November 2011.</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	Community Development	Completed	 GREEN
<hr/>			
<p>3.3.4 Work with the Port Hedland Authority to develop the Marrapikurinya Tower project</p>			
<p>Negotiate the development of the Marrapikurinya Tower project</p> <p>PROGRESS COMMENTS</p> <p>Negotiate the development of the Marrapikurinya Tower project <i>Funding has been provided to the Port Hedland Port Authority by the state government to undertake the jetty aspect of this project. Further funding from the State is dependent of Council contributing \$15 million towards the development.</i></p> <p style="text-align: right;"><i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>	Investment and Business Development	In Progress	 GREEN
<hr/>			
<p>3.4.1 Implement plans for the development of subsidised housing for General Practitioners</p>			
<p>Stage 1 - Construct six houses for health professionals</p> <p>PROGRESS COMMENTS</p> <p>Stage 1 - Construct six houses for health professionals <i>The designs of the houses are complete, with all building licences approved. Earthworks to housing site is complete. Construction has commenced onsite, with concrete slabs poured. Off site fabrication of steel framing has commenced, with the first walls to be erected in April. Designs for roadworks, drainage and landscaping are under review. The project is due for completion in December 2012.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	Infrastructure Development	In Progress	 GREEN
<hr/>			
<p>3.4.2 Establish a program for control of unwanted dogs in disadvantaged communities</p>			



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Implement the Dog Health program for the control of unwanted dogs in disadvantaged communities</p> <p>PROGRESS COMMENTS</p> <p>Implement the Dog Health program for the control of unwanted dogs in disadvantaged communities <i>Program has been temporarily suspended due to resources and will recommence upon recruitment of new staff. New staff will undergo training on 12 April 2012 which will see them become qualified to administer the Town's Dog Health program.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p>.....</p>			
<p>3.4.3 Implement the Public Health Plan, including the Town's mosquito Management Plan</p>			
<p>Monitor food safety</p> <p>PROGRESS COMMENTS</p> <p>Monitor food safety <i>Regular food inspection have been undertaken this quarter. Implementation of the requirement for food safety programs by high risk food services. Food recall notices have been forwarded to relevant businesses. Implementing and reviewing changes to Trading In Public Places permits which is now complete.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p>.....</p>			
<p>Monitor waste disposal activities</p> <p>PROGRESS COMMENTS</p> <p>Monitor waste disposal activities <i>The Town has continued to offer advice to contractors in relation to the safe handling of asbestos. Regular bore sampling could not be completed due to damaged bores which require repair.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Process waste water disposal applications</p> <p>PROGRESS COMMENTS</p> <p>Process Waste Water Disposal Applications <i>Ongoing service provided by the Town to regulate waste water disposal systems.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p>Monitor water quality</p> <p>PROGRESS COMMENTS</p> <p>Monitor water quality <i>Ongoing regulatory assessment of aquatic facilities and reuse water quality undertaken this quarter; in addition, significant sampling has been completed at Marquee Park, a facility which continues to fail testing.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p>Minimise mosquitoes</p> <p>PROGRESS COMMENTS</p> <p>Minimise mosquitoes <i>Continue to monitor primary breeding sites and take action as required. A contractor was employed to assist with the program this quarter, following cyclonic activity.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p>Undertake public health promotions</p> <p>PROGRESS COMMENTS</p> <p>Undertake public health promotions <i>Public Health alerts/promotions are undertaken from time to time in relation to mosquito borne disease food recalls and other public health matters.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide support for aboriginal public health initiatives</p> <p>PROGRESS COMMENTS</p> <p>Provide Support for Aboriginal Public Health Initiatives <i>Support and advice provided to Pilbara Population Health as required with respect to Environmental Health matters.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	Environmental Health	In Progress	 GREEN
<p>Ensure community is informed about the dangers of Cyclones and other emergency arrangements</p> <p>PROGRESS COMMENTS</p> <p>Ensure community is informed about the dangers of Cyclones and other emergency arrangements <i>The Town was affected by Tropical Cyclone Heidi in January. In preparation of this event, a public presentation on Cyclone Awareness and Preparedness was held last October.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	Environmental Health	In Progress	 GREEN
<p>Develop an Environmental Health Plan for the Yandeyarra Community</p> <p>PROGRESS COMMENTS</p> <p>Develop an Environmental Health Plan for the Yandeyarra Community <i>Final plan has been submitted to the Department of Health; this project is therefore considered complete.</i></p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	Environmental Health	Completed	 GREEN
<p>3.4.5 Explore opportunities for the development of a lifestyle/retirement village within the Town</p>			
<p>Undertake feasibility study into the development of a lifestyle/retirement village within the Town</p> <p>PROGRESS COMMENTS</p> <p>Undertake feasibility study into the development of a lifestyle/retirement village within the Town <i>No activity this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>	Investment and Business Development	Not Started	Targets Not Yet Determined

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

3.5.1 Work with State Government and Federal Government's to develop and implement a sustainable model for the delivery of municipal services to Aboriginal Communities

Work with State Government and Federal Government to develop and implement a sustainable model for the delivery of municipal services to Aboriginal Communities

CEO Office

In Progress



PROGRESS COMMENTS

Work with State Government and Federal Government to develop and implement a sustainable model for the delivery of municipal services to Aboriginal Communities
Pilbara Regional Council has been representing the Town of Port Hedland, along with other Pilbara Councils, on a working group between state and local government organisations to scope out the issues and costs of services to Aboriginal communities.

Updated By:

Paul Martin - Chief Executive Officer

3.5.2 Develop and implement new mechanisms for the engagement and involvement of traditional owners and Aboriginal people in the Town of Port Hedland related activities

Develop and implement engagement strategies to increase the involvement of aboriginal people in Town of Port Hedland related activities

Community Development

In Progress



PROGRESS COMMENTS

Develop and implement engagement strategies to increase the involvement of aboriginal people in Town of Port Hedland related activities
Aboriginal forum continuing to function effectively with good participation.

Specific consultation survey and fourm held with Aboriginal community in developing (draft) Strategic Community Plan

Updated By:

Gordon MacMile - Director Community Development

Develop and implement engagement strategies to increase the involvement of aboriginal people in sport and recreation activites

Recreation

In Progress






PROGRESS COMMENTS

Develop and implement engagement strategies to increase the involvement of aboriginal people in sport and recreation activites
Offer an ongoing range of recreation programs and activites to engage aboriginal people in sport and recreation.




Updated By:

Graeme Hall - Manager Recreation

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
3.5.3 Engage in forums that seek to develop tangible strategies relating to reducing the gap between Indigenous and non-Indigenous Australians			
Facilitate quarterly forums to discuss issues of importance identified by Aboriginal people	Community Development	In Progress	 GREEN
PROGRESS COMMENTS			
Facilitate quarterly forums to discuss issues of importance identified by Aboriginal people <i>Aboriginal Forums continuing to be well attended and effective</i>			
		<i>Updated By:</i>	<i>Gordon MacMile - Director Community Development</i>
3.6.1 Ensure that CCTV network is working at its optimum and identify further CCTV growth opportunities			
Establish CCTV network for Wedgefield	Infrastructure Development	Not Started	 RED
PROGRESS COMMENTS			
Establish CCTV network for Wedgefield <i>Funding has not been received for this project, however Landcorp are incorporating CCTV within the LIA and Transport precincts currently under construction. These will be connected to Council's current CCTV system. Council's project to expand CCTV throughout Wedgefield unlikely to proceed due to unavailability of funding.</i>			
		<i>Updated By:</i>	<i>Jenella Voitkevich - Manager Infrastructure Development</i>
Monitor and action activities covered by CCTV cameras	Environmental Health	In Progress	 GREEN
PROGRESS COMMENTS			
Monitor and action activities covered by CCTV cameras <i>Random monitoring is regularly undertaken focusing on areas of identified concern.</i>			
		<i>Updated By:</i>	<i>Darryal Eastwell - Manager Environmental Health</i>
3.6.2 Develop and implement a new Community Safety Crime Prevention Plan which supports achievable grass roots outcomes to benefit members of the community			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Implement the Community Safety Crime Prevention Plan</p> <p>PROGRESS COMMENTS</p> <p>Implement the Community Safety Crime Prevention Plan Implemented the strategies indentified by the Committee in the Community Safety Crime Prevention Plan for this quarter.</p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<hr/>			
<p>3.6.3 Investigate community security alternatives and implement agreed action plan</p>			
<p>Upgrade street lighting</p> <p>PROGRESS COMMENTS</p> <p>Upgrade street lighting Project complete with no additional funds allocated within the 2011/12 financial year. Works to commence shortly by Horizon Power for the installation of underground power and improved lighting throughout South Hedland.</p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	<p>Infrastructure Development</p>	<p>Completed</p>	
<hr/>			
<p>3.6.4 Continue working with the police and the courts to provide avenues to ensure that offenders help fix the damage they cause</p>			
<p>Implement the Young Offenders Graffiti Removal Program</p> <p>PROGRESS COMMENTS</p> <p>Implement the Young Offenders Graffiti Removal Program A partnership has been formed with the Department of Corrective Services to involve young people in the removal of graffiti. This quarter has seen a grant application submitted to assist with this program.</p> <p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Economic Development

4.1.1 Ensure that new caravan park/backpacker facilities are developed within the Town

Undertake a feasibility study into the creation of a backpackers facility on the Gratwick Aquatic Centre grounds

Economic Development and Strategic Planning

In Progress



PROGRESS COMMENTS

Undertake a feasibility study into the creation of a backpackers facility on the Gratwick Aquatic Centre grounds

Project brief for a Request for Proposal being prepared.

Updated By:

Eber Butron - Director Planning and Development

4.1.2 Progress the development of the Spoilbank Marina Precinct

Identify and develop long term customer relationships with all stakeholders

CEO Office

In Progress



PROGRESS COMMENTS

Identify and develop long-term customer relationships with all stakeholders


Working Groups have been established with Hancock Prospecting and Atlas Iron to coincide with company construction programs. A strategic forum also took place with Fortescue Metals Group (FMG), and the Chief Executive Officer has met regularly with BHP Billiton to discuss the company's proposed construction projects throughout the Pilbara.

Updated By:



Paul Martin - Chief Executive Officer

4.1.3 Construct the Turtle Boardwalk project and the Stairway to the Moon project and work with stakeholders to identify other tourism product development initiatives

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Construct the Turtle Interpretive Loop (additional scope)</p> <p>PROGRESS COMMENTS</p> <p>Construct the Turtle Interpretive Loop (additional scope) <i>Procurement is complete for the construction of a ramp from the pavillion at Cemetery Beach park to the foreshore. Works will commence in May, pending receipt of a building licence. GAC dune walkway improvements are complete. Information regarding audio system content is complete pending feedback from stakeholders.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	<p>Infrastructure Development</p>	<p>In Progress</p>	<p> YELLOW</p>
<p>Work with stakeholders to identify additional tourism initiatives</p> <p>PROGRESS COMMENTS</p> <p>Work with stakeholders to identify additional tourism initiatives <i>No activity this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	<p>Economic Development and Strategic Planning</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p>4.1.4 Develop additional tourist information at Town entry points and other focal points within the Town</p>			
<p>Improve tourist information at entry points and other areas within the Town</p> <p>PROGRESS COMMENTS</p> <p>Improve tourist information at entry points and other areas within the Town <i>No activity this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	<p>Economic Development and Strategic Planning</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<p>4.1.5 Develop camping facilities at popular coastal and river bed recreation areas</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Plan for additional camping facilities at popular coastal and river bed areas</p> <p>PROGRESS COMMENTS</p> <p>Plan for additional camping facilities at popular coastal and river bed areas <i>A plan is currently being developed.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	
<hr/>			
<p>4.1.6 Develop a Tourism Plan that focuses on the tourism strengths that exist within the Town such as industrial/port tourism, ecology/bioly and indigenous culture</p>			
<p>Develop a Tourism Plan that focuses on existng and newly identified tourist opportunities</p> <p>PROGRESS COMMENTS</p> <p>Develop a Tourism Plan that focuses on existng and newly identified tourist opportunities <i>No activity this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	<p>Economic Development and Strategic Planning</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<hr/>			
<p>4.2.1 Actively seek funding partnerships with mining companies and contractors on the development of services and facilities within the community</p>			
<p>Continue to seek funding partnerships with industry partners for the development of future services and facilities within the community</p> <p>PROGRESS COMMENTS</p> <p>Continue to seek funding partnerships with industry partners for the development of future services and facilities within the community <i>BHPB Partnership reporting on track, Working Group now dealing with strategic issues including future Partnership priorities / funding.</i></p> <p><i>Funding agreement signed with FMG over Marquee Park cafe.</i></p> <p><i>Finalising community contributions from Atlas Iron</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	<p>Community Development</p>	<p>In Progress</p>	




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
4.2.2 Actively pursue integration of FIFO workers into the local community			
Facilitate the PHIA TWA Integration Working Group	Community Development	In Progress	
PROGRESS COMMENTS			
<p>Facilitate the PHIA TWA Integration Working Group <i>The Port Hedland International Airport Transient Worker Accommodation (PHIA TWA) Integration Working Group has met in accordance with Terms of Reference.</i> <i>Updated By: Gordon MacMile - Director Community Development</i></p>			
4.2.3 Ensure that integrated accommodation options are available for resource related projects that do not artificially inflate the local real estate market			
Negotiate additional Transient Workers Accommodation in South Hedland	Investment and Business Development	In Progress	
PROGRESS COMMENTS			
<p>Negotiate additional Transit Workers Accommodation in South Hedland <i>Assessments of applications completed.</i> <i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>			
Negotiate additional Transit Workers Accommodation in precinct 2 and precinct 3 on Airport land	Investment and Business Development	Completed	
PROGRESS COMMENTS			
<p>Negotiate additional Transient Workers Accommodation in precinct 2 and precinct 3 on Airport land <i>Council has approved both of the following business plans to progress to full Transient Worker Accommodation (TWA) camps: Auzcorp - extension of lease; and new business plan with Mineral Resources which addresses issues raised in submission process previously advertised plan.</i> <i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>			




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
Finalise negotiations and contractual arrangements with Mineral Resources Limited for lease of land at the Airport PROGRESS COMMENTS	Investment and Business Development	In Progress	 GREEN
<p>Finalise negotiations and contractual arrangements with Mineral Resources Limited for lease of land at the Airport <i>Negotiations with Council were put forward in a revised business plan. Completed lease documents will be prepared next quarter.</i> <i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p> <hr/>			
<p>4.3.1 Participate in the development of a Port Hedland Economic Development Strategy</p>			
Develop a Port Hedland Economic Development Strategy PROGRESS COMMENTS	Economic Development and Strategic Planning	In Progress	 GREEN
<p>Develop a Port Hedland Economic Development Strategy <i>The Pilbara Port City Growth Plan provides a strong basis for the development of the Economic Development Strategy. The public advertising for this plan has been completed. The draft Pilbara Port City Implementation Plan is being reviewed and compiled.</i> <i>Updated By: Eber Butron - Director Planning and Development</i></p> <hr/>			
<p>4.3.2 Review the alternatives for additional business opportunities at the PHIA including air freight, aircraft maintenance, tourism and industrial uses</p>			
Implementation of the Airport Development Masterplan PROGRESS COMMENTS	Airport	Completed	 GREEN
<p>Implementation of the Airport Development Masterplan <i>Masterplan is complete. A funding application, for \$25 million to construct the new Terminal, was submitted to the Regional Airport Development Fund for consideration. The implementation of this Masterplan will follow on a staged basis.</i> <i>Updated By: Bob Couzens - Manager Airport</i></p> <hr/>			




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Negotiate the relocation of the hire car operations at the PHIA</p> <p>PROGRESS COMMENTS</p> <p>Negotiate the relocation of the hire car operations at the Port Hedland International Airport Council has previously endorsed requests to dispose of bays, create overflow parking area and insert booths inside the Airport terminal. Finalised agreement documents for those areas to be occupied by hire care companies are waiting to be signed.</p> <p style="text-align: right;">Updated By: Sara Bryan - Acting Manager Investment and Business Development</p>	Investment and Business Development	In Progress	 GREEN
<p>Seek expressions of interest for the development of a hotel on Airport land</p> <p>PROGRESS COMMENTS</p> <p>Seek expressions of interest for the development of a hotel on Airport land It is anticipated that a Request for Proposal (RFP) will be sent out in June 2012 once workshops with Council's Airport Committee are held to set the relevant criteria.</p> <p style="text-align: right;">Updated By: Sara Bryan - Acting Manager Investment and Business Development</p>	Investment and Business Development	Completed	 GREEN
<p>4.3.3 Actively seek extension of air services with a focus on additional interstate and international services</p>			
<p>Pursue extension of additional interstate and international air services</p> <p>PROGRESS COMMENTS</p> <p>Pursue extension of additional interstate and international air services Continuing to work with the Manager Airport Operations to launch a direct flight between Port Hedland and Singapore. This direct flight will work on conjunction with an international freight service. There has been a positive take-up by major airlines and steady progress with freight hub concept.</p> <p style="text-align: right;">Updated By: Sara Bryan - Acting Manager Investment and Business Development</p>	Investment and Business Development	In Progress	 GREEN
<p>4.3.4 Investigate new business/revenue streams for the Town</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Seek expressions of interest for the operations of a commercial restaurant/coffee shop in 'the Greenhouse'</p> <p>PROGRESS COMMENTS</p> <p>Seek Expressions of Interest for the operations of a commercial restaurant/coffee shop in 'the Greenhouse' <i>Expression of Interest (EOI) assessed and recommendation made to Council. Preferred respondent has conducted briefing to Council on the EOI. Draft Request for Proposal (RFP) completed.</i></p> <p style="text-align: right;"><i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>	<p>Investment and Business Development</p>	<p>Completed</p>	
<p>Develop a Developer Contribution Policy</p> <p>PROGRESS COMMENTS</p> <p>Develop a Developer Contribution Policy <i>Preliminary policy has been commenced. AEC have been engaged to undertake the project. Preliminary data being collected. Economic modelling undertaken as part of the City Growth Plan.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	
<p>Investigate the opportunities of a Solar Farm</p> <p>PROGRESS COMMENTS</p> <p>Investigate the opportunities of a Solar Farm <i>No activity this quarter as awaiting Airport Hotel concept through a RFP as the building will create shading on the long term carpark; the extent of which is unknown at this stage. Interested parties have carpark concept plans.</i></p> <p style="text-align: right;"><i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>	<p>Investment and Business Development</p>	<p>In Progress</p>	
<p>Actively pursue new business opportunities and increased revenue streams for the Town</p> <p>PROGRESS COMMENTS</p> <p>Actively pursue new business opportunities and increased revenue streams for the town <i>The Business Unit has continued to liaise with the Planning and Development and Community Development directorates to identify new business opportunities and other alternative revenue streams so to diversify the Town's income stream.</i></p> <p style="text-align: right;"><i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>	<p>Investment and Business Development</p>	<p>In Progress</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Conduct ongoing audit and review of property leases</p> <p>PROGRESS COMMENTS</p> <p>Conduct ongoing audit and review of property leases <i>Continuation of strategy to audit current leases held with the Town to manage portfolio effectively. Ongoing project continues to ensure all leases are current and in line with Council objectives.</i></p> <p style="text-align: right;"><i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>	Investment and Business Development	In Progress	 RED
<p>Provide internal stakeholder advice and support in identifying new business and revenue streams for the Town</p> <p>PROGRESS COMMENTS</p> <p>Provide internal stakeholder advice and support in identifying new business and revenue streams for the Town <i>Officers have continued to educate internal stakeholders as to the purpose of this Business Unit.</i></p> <p style="text-align: right;"><i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>	Investment and Business Development	In Progress	 GREEN
<p>4.3.5 Identify land areas for the development of market gardens, aquaculture and agriculture development</p>			
<p>Incorporate opportunities for the development of market gardens, aquaculture and agriculture development in the Town's Strategic Land Use Plan</p> <p>PROGRESS COMMENTS</p> <p>Incorporate opportunities for the development of market gardens, aquaculture and agriculture development in the Town's Strategic Land Use Plan <i>Some of these elements examined through Pilbara Port City Growth Plan.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	Economic Development and Strategic Planning	In Progress	 GREEN
<p>4.3.6 Provide support and incentives for entrepreneurs who are interested in establishing tourism related within the Town</p>			



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Identify strategies to support and provide incentives to encourage establishment of tourism based businesses within the Town</p> <p>PROGRESS COMMENTS</p> <p>Identify strategies to support and provide incentives to encourage establishment of tourism based businesses within the Town <i>No activity this quarter.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	<p>Economic Development and Strategic Planning</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<hr/>			
<p>4.4.1 Fast-track the release and development of commercial, industrial and residential land</p>			
<p>Provide timely support to internal and external stakeholders on the proposed use and development of commercial, industrial and residential land</p> <p>PROGRESS COMMENTS</p> <p>Provide timely support to internal and external stakeholders on the proposed use and development of commercial, industrial and residential land <i>Counter, telephone and written services remain effective. Engagement of a Development Assessment Facilitator and a Development Technical Officer. Review of development process, review of checklists. A Development Assessment Group has been formed as a way of holding preliminary discussions with developers on proposed developments within the Town. Developers and builders have been invited to a forum to be held in mid-April to further support the community and encourage discussion with developers and Council staff. Community consultation and advertising of Council initiatives has continued.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	<p>Planning Services</p>	<p>In Progress</p>	
<hr/>			
<p>Negotiate with relevant stakeholders to facilitate timely release of land for commercial, industrial and residential development</p> <p>PROGRESS COMMENTS</p> <p>Negotiate with relevant stakeholders to facilitate timely release of land for commercial, industrial and residential development <i>Significant consultation undertaken with Pilbara Cities, Landcorp, Department of Housing and other property developers to support development and bring land on line as soon as possible.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Promote Stage 2 South Hedland CBD with Developers</p> <p>PROGRESS COMMENTS</p> <p>Promote Stage 2 South Hedland CBD with Developers <i>Extension to shopping centre approved by Council. Landcorp have publicly tendered sites in South Hedland CBD precinct for development. Planning Officers are in regular communication with developers looking to develop land in the South Hedland town centre.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	Economic Development and Strategic Planning	In Progress	 GREEN
<p>4.4.2 Develop and maintain a register of development sites and project opportunities within the municipality. Promote this register widely.</p> <p>Develop maintain and promote a register of development sites and development opportunities</p> <p>PROGRESS COMMENTS</p> <p>Develop, maintain and promote a register of development sites and development opportunities <i>Pilbara Port City Implementation Plan providing timeline for release of land. Regular consultation with Pilbara Cities, Landcorp and Department of Housing.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	Economic Development and Strategic Planning	In Progress	 GREEN
<p>4.4.3 Undertake Council operated land and building projects including:</p> <ul style="list-style-type: none"> a. Catamore Court housing development b. Airport Housing c. Land Rationalisation Land Projects d. Relocation of the Wedgefield Depot to the Airport e. Civic Centre Redevelopment Project 			

CORPORATE ACTION PROGRESS




ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Undertake housing development at Catamore Court</p> <p>PROGRESS COMMENTS</p> <p>Undertake housing development at Catamore Court Options being reviewed and discussions being held with Department of Housing, Pilbara Cities and Department of Corrective Services for potential land/housing swap.</p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	Economic Development and Strategic Planning	In Progress	 GREEN
<p>Implement land rationalisation projects</p> <p>PROGRESS COMMENTS</p> <p>Implement land rationalisation projects Land rationalisation project being implemented through rezoning of land, road closures and subdivision and developments being undertaken.</p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	Economic Development and Strategic Planning	In Progress	 GREEN
<p>4.4.4 Regularly update the community on the status of key land development projects</p>			
<p>Implement a communication strategy to regularly inform the community on the status of key land development projects</p> <p>PROGRESS COMMENTS</p> <p>Implement a communication strategy to regularly inform the community on the status of key land development projects Information being updated through draft Pilbara Port City Implementation Plan and Pilbara Cities own projects. Regular communication with Pilbara Cities, Landcorp and Department of Housing.</p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	Economic Development and Strategic Planning	In Progress	 GREEN
<p>4.4.5 Work with the State Government to enact civil infrastructure projects that will enable additional land developments to occur including:</p> <ul style="list-style-type: none"> a. Port Hedland Infill Sewerage b. Relocation of the Port Hedland Sewerage Treatment Ponds c. Upgrading water pressure in the West End 			

CORPORATE ACTION PROGRESS




ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Work with Watercorp to facilitate the completion of the Port Hedland Infill Sewerage Project</p> <p>PROGRESS COMMENTS</p> <p>Work with Watercorp to facilitate the completion of the Port Hedland Infill Sewerage Project <i>Watercorp has commenced project.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Eber Butron - Director Planning and Development</i></p>	
<p>Work with Watercorp to facilitate the relocation of the Port Hedland Sewerage Treatment Ponds</p> <p>PROGRESS COMMENTS</p> <p>Work with Watercorp to facilitate the relocation of the Port Hedland Sewerage Treatment Ponds <i>Regularly communicating with Watercorp.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Eber Butron - Director Planning and Development</i></p>	
<p>Work with Watercorp to facilitate the upgrade to waterpressure in the West End</p> <p>PROGRESS COMMENTS</p> <p>Work with Watercorp to facilitate the upgrade to waterpressure in the West End <i>Regularly communicating with Watercorp.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Eber Butron - Director Planning and Development</i></p>	
<p>Work with key state government agencies to enact civil infrastructure projects that will enable additional land developments</p> <p>PROGRESS COMMENTS</p> <p>Work with key state government agencies to enact civil infrastructure projects that will enable additional land developments <i>Regularly communicating with Watercorp, Horizon Power, Main Roads, Pilbara Cities and State Development.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Eber Butron - Director Planning and Development</i></p>	

4.4.6 Ensure that the South Hedland Underground Power Project proceeds in a timely manner





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Work with Horizon Power to ensure the timely implementation of the South Hedland Underground Power Project</p> <p>PROGRESS COMMENTS</p> <p>Work with Horizon Power to ensure the timely implementation of the South Hedland Underground Power Project <i>Consultation with Horizon Power continuing.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	Economic Development and Strategic Planning	In Progress	 GREEN
.....			
<p>4.5.1 Develop a Town Plan that identifies opportunities for the following initiatives:</p> <ul style="list-style-type: none"> a. Identification of new areas for future growth (urban and industrial) b. Bulky goods retail area development along Port Hedland Rd c. New entry ways into South Hedland d. Water related developments in South Hedland e. The re-zoning of Wedgefield in accordance with the Land Use Master Plan f. Location of community and government facilities g. Ensure that provision is made for industrial and transport corridors within the District. 	Economic Development and Strategic Planning	In Progress	 GREEN
<p>Develop a Town Plan to transition the Town of Port Hedland into a regional city</p> <p>PROGRESS COMMENTS</p> <p>Develop a Town Plan to transition the Town of Port Hedland into a regional city <i>Public advertising for the draft Pilbara's Port City Growth Plan has been completed. The draft Pilbara's Port City Growth Plan was reported to Council in March 2012. Council Officers were directed to re-advertise the draft plan for an additional fortnight. Intended to report matter back to Council in May/June 2012. Planning Scheme Amendment to be commenced upon adoption of Growth Plan.</i></p> <p style="text-align: right;"><i>Updated By: Eber Butron - Director Planning and Development</i></p>	Economic Development and Strategic Planning	In Progress	 GREEN
.....			
<p>4.5.2 Develop Structure Plans for key precinct areas with a particular focus on the Spoilbank Precinct, Airport and Pretty Pool</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
Develop Structure Plans for key precinct areas PROGRESS COMMENTS Develop Structure Plans for key precinct areas <i>Subdivision Plan progressed for Osprey Precinct. Structure plans being progressed for the East End and western edge of South Hedland.</i>	Economic Development and Strategic Planning	In Progress	 GREEN
Updated By: <i>Eber Butron - Director Planning and Development</i>			
.....			
4.5.3 Review building and planning resources and ensure that turn-around times for applications are at or above industry best practice			
Provide an timely and effective building approval service PROGRESS COMMENTS Provide an timely and effective building approval service <i>Application processing times continue to be reduced significantly. Consequences of the new Building Act on the organisation still unknown with delays for implementation continuing into the new year.</i>	Building Services	In Progress	 GREEN
Updated By: <i>Eber Butron - Director Planning and Development</i>			
.....			
Provide an timely and effective planning approval service PROGRESS COMMENTS Provide an timely and effective planning approval service <i>45 Development Applications were received this quarter, including proposed Earthworks for Precinct 3, community projects and a number of large residential developments. 31 applications were determined with an average turn-around time of 27 days. Preliminary meetings and newly-developed lodgement checklists have assisted in the streamlining of the overall processing times. Further changes to internal processes and website information are ongoing and will assist the organisation in providing a timely approval service.</i>	Planning Services	In Progress	 GREEN
Updated By: <i>Leonard Long - Manager Planning Services</i>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Conduct statutory swimming pool inspection program</p> <p>PROGRESS COMMENTS</p> <p>Conduct statutory swimming pool inspection program <i>Development of procedures and guidelines and determination of sufficient staffing and resources for a more systematic and effective inspection regime to coincide with new building legislation. Routine inspections continue in the interim when requested.</i></p> <p style="text-align: right;"><i>Updated By: Paul Bennett - Acting Manager Building Services</i></p>	<p>Building Services</p>	<p>Deferred</p>	
<p>Conduct inspections on newly constructed class 2 - 9 buildings</p> <p>PROGRESS COMMENTS</p> <p>Conduct inspections on newly constructed class 2 - 9 buildings <i>Some resistance to Inspections of this class of building continues. Education program has continued to encourage compliance.</i></p> <p style="text-align: right;"><i>Updated By: Paul Bennett - Acting Manager Building Services</i></p>	<p>Building Services</p>	<p>In Progress</p>	
<p>Provide appropriate support and advice to the private sector to ensure building developments proceed in a timely manner</p> <p>PROGRESS COMMENTS</p> <p>Provide appropriate support and advice to the private sector to ensure building developments proceed in a timely manner <i>Backlog of Building Licence Applications cleared with improved approval time frames continuing.</i></p> <p style="text-align: right;"><i>Updated By: Paul Bennett - Acting Manager Building Services</i></p>	<p>Building Services</p>	<p>In Progress</p>	
<p>4.5.4 Play a leadership role in good design by building Council facilities that are aesthetically pleasing, environmentally sustainable and promote new technology within the District</p>			
<p>Participate on and provide support and advice to internal project teams responsible for the design and construction of Council facilities</p> <p>PROGRESS COMMENTS</p> <p>Participate on and provide support and advice to internal project teams responsible for the design and construction of Council facilities <i>Colin Mathieson Clubhouse and JD Hardie Youth Centre have been completed on time and are now compliant with all required legislation.</i></p> <p style="text-align: right;"><i>Updated By: Paul Bennett - Acting Manager Building Services</i></p>	<p>Building Services</p>	<p>In Progress</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Environment

5.1.1 Progressively re-develop the South Hedland Landfill Facility in accordance with the Landfill Strategic Plan

Redevelop the South Hedland Landfill Facility in accordance with the Landfill Strategic Plan

Engineering Services

In Progress



PROGRESS COMMENTS

Redevelop the South Hedland Landfill Facility in accordance with the Landfill Strategic Plan

Discussions held with New Energy Corporation to discuss future landfill requirements and the development of a new Waste-to-Energy facility in Wedgefield.

Updated By: Rob Darlington-Brown - Acting Manager Engineering Services

5.1.2 Develop strategies that encourage separation of waste by ratepayers to promote more effective and efficient landfill management and additional reuse/recycling opportunities

Develop strategies that encourage more effective landfill management inclusive of reuse/recycling opportunities

Engineering Services

In Progress



PROGRESS COMMENTS




Develop strategies that encourage more effective landfill management inclusive of reuse/recycling opportunities

The Town of Port Hedland is investigation funding options for a future reuse/recycling program. In addition, the Town is exploring the possibility of diverting 65% of its current landfill waste to a new Waste-to-Energy plant proposed by New Energy Corporation that would handle any type of waste that contains carbon. New Energy has also committed to investing in a Materials Recovery Facility to remove recyclable items such as concrete, bricks and metals.


Updated By: Rob Darlington-Brown - Acting Manager Engineering Services

5.1.3 In conjunction with other Pilbara Regional Council's review the feasibility of establishing a domestic recycling service

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Undertake a feasibility study into the establishment of a regional domestic recycling service</p> <p>PROGRESS COMMENTS</p> <p>Undertake a feasibility study into the establishment of a regional domestic recycling service <i>This year's program was deferred until the 2012/13 Financial Year due to budgetary restraints.</i></p> <p style="text-align: right;"><i>Updated By: Rob Darlington-Brown - Acting Manager Engineering Services</i></p>	<p>Engineering Services</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>
<hr/>			
<p>5.1.4 Install improved waste water re-use facilities to Baler Primary School, Cassia Primary School, Hedland Senior High School and South Hedland Primary School</p>			
<p>Install improved waste water reuse facilities - Baler Primary School</p> <p>PROGRESS COMMENTS</p> <p>Install improved waste water reuse facilities - Baler Primary School <i>At present water treatment is via Biothis method on a trial basis. Sprinklers have been changed out to low angle nozzles to avoid over spray on new buildings. Odour has been reduced significantly.</i></p> <p style="text-align: right;"><i>Updated By: Rob Darlington-Brown - Acting Manager Engineering Services</i></p>	<p>Engineering Services</p>	<p>In Progress</p>	
<p>Install improved waste water reuse facilities - Cassia Primary School</p> <p>PROGRESS COMMENTS</p> <p>Install improved waste water reuse facilities - Cassia Primary School <i>Installation of new maxicom controller to all four South Hedland primary schools.</i></p> <p style="text-align: right;"><i>Updated By: Rob Darlington-Brown - Acting Manager Engineering Services</i></p>	<p>Engineering Services</p>	<p>In Progress</p>	
<p>Install improved waste water reuse facilities - Hedland Senior High School</p> <p>PROGRESS COMMENTS</p> <p>Install improved waste water reuse facilities - Hedland Senior High School <i>Installation of new irrigation control cabinet pump start and maxicom compliant controller. Sprinklers set to low angle high flow to eliminate wind drift and to run in evening.</i></p> <p style="text-align: right;"><i>Updated By: Rob Darlington-Brown - Acting Manager Engineering Services</i></p>	<p>Engineering Services</p>	<p>In Progress</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
Install improved waste water reuse facilities - South Hedland Primary School PROGRESS COMMENTS Install improved waste water reuse facilities - South Hedland Primary School <i>Installation of new irrigation control cabinet pump start and maxicom compliant controller. Sprinklers set to low angle high flow to eliminate wind drift and to run in evening.</i>	Engineering Services	In Progress	
<i>Updated By: Rob Darlington-Brown - Acting Manager Engineering Services</i>			
.....			
5.1.5 Explore opportunities for the expansion of the Town's waste water re-use scheme			
Expand the Town's waste water re-use scheme	Engineering Services	Ongoing	
PROGRESS COMMENTS Expand the Town's waste water re-use scheme <i>There is no budget allocation for the expansion of the waste water re-use scheme in 2011/12, however investigations into future expansion are ongoing. Discussions are progressing with subdivision developers regarding the expansion of the current system to irrigate developments.</i>			
<i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i>			
.....			
5.2.1 Implement reticulation projects where bore water is used as an alternative to mains water			
Implement bore water based reticulation projects	Engineering Services	Not Started	Targets Not Yet Determined
PROGRESS COMMENTS Implement bore water based reticulation projects <i>This year's program was deferred until the 2012/13 Financial Year due to budgetary restraints.</i>			
<i>Updated By: Rob Darlington-Brown - Acting Manager Engineering Services</i>			
.....			
5.2.2 Actively protect dune, creek and wetland eco-systems from degradation by off-road vehicles and other inappropriate uses			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Undertake beach and foreshore upgrade and maintenance

Technical Services

In Progress



PROGRESS COMMENTS

Undertake beach and foreshore upgrade and maintenance

Parks and foreshore equipment are in good condition for public use. Maintenance is regularly undertaken.

Updated By:

Anup Paudel - Manager Technical Services

Continue to protect foreshore areas through the ongoing implementation of fencing programs to restrict the entry of offroad vehicle

Environmental Health

In Progress



PROGRESS COMMENTS

Continue to protect foreshore areas through the ongoing implementation of fencing programs to restrict the entry of offroad vehicle

Fencing has been installed to restrict access to some foreshore areas and reserves. The Town is currently exploring opportunities for external funding or grants to support this program.

Updated By:

Darryal Eastwell - Manager Environmental Health

5.2.3 Explore opportunities for the installation of additional solar lighting

Investigate additional use of solar lighting

Technical Services

In Progress



PROGRESS COMMENTS

Investigate additional use of solar lighting

All new developments are encouraged to install solar lighting, as this technology brings with it low maintenance costs and minimal ongoing operational expenses. As a sign of the Town's commitment to this initiative, solar lighting will soon be installed at the Port Hedland International Airport (PHIA) car park.

Updated By:

Anup Paudel - Manager Technical Services

5.2.4 Partner with other agencies on foreshore rehabilitation/protection projects

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Implement the Dune Rehabilitation Program in partnership with BHP Billiton

Environmental Health

In Progress



PROGRESS COMMENTS

Implement the Dune Rehabilitation Program in partnership with BHP Billiton

A decision has been made to backfill the Goode Street Foreshore area with sand. Extra funding will be required to carry out these works. A new item request will be submitted to Council as part of the 2012/13 Budget Process to consider funding a study.

Updated By:

Darryal Eastwell - Manager Environmental Health

5.2.5 Water Planning - partner with SG to implement water initiatives to support the growing community and industry based in Town

Work with Water Corp to implement water initiatives to support the growing needs of community and industry

Economic Development and Strategic Planning

In Progress



PROGRESS COMMENTS

Work with Water Corp to implement water initiatives to support the growing needs of community and industry

Regular communication with Watercorp

Updated By:

Eber Butron - Director Planning and Development

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Governance

6.1.1 Actively market the achievements that the Town has made and the plans that are in place for the future

Actively market the achievements of the Town of Port Hedland

CEO Office

In Progress



PROGRESS COMMENTS

Actively market the achievements of the Town of Port Hedland

The ToPH actively promotes its achievements and milestones through regular media releases and newsletters. The Town is also working towards regular contributions in both intrastate and interstate publications.

Updated By:

Paul Martin - Chief Executive Officer

6.1.2 In conjunction with other stakeholders, develop and implement a coordinated, lobby campaign for additional resources from the State and Federal Governments for infrastructure and community projects that are needed to transform the Town into a City

Develop and maintain effective channels of communications and networks with various government bodies

CEO Office

In Progress



PROGRESS COMMENTS




Develop and maintain effective channels of communications and networks with various government bodies

The Chief Executive Officer met with the Honourable Colin Barnett MEd MLA, Premier of Western Australia, and the Honourable Brendon Grylls MLA, Minister for Regional Development; Lands; Minister Assisting the Minister for State Development, this quarter to brief them on issues relevant to Port Hedland.

Updated By:

Paul Martin - Chief Executive Officer





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop a Town of Port Hedland local, intrastate and interstate marketing campaign</p> <p>PROGRESS COMMENTS</p> <p>Develop a Town of Port Hedland local, intrastate and interstate marketing campaign Continued liaison between Council, State and Federal Government. Premier Colin Barnett visited Port Hedland in early October and met with Council and CEO. Minister Regional Development and Lands Brendon Grylls visited in early December for South Hedland Town Centre opening and met with local business owners and other stakeholders.</p> <p style="text-align: right;">Updated By: Paul Martin - Chief Executive Officer</p>	CEO Office	In Progress	
<p>6.1.3 Ensure that the Pilbara Regional Council grows and develops into an organisation that clearly delivers value for money for Pilbara residents</p> <p>Contribution of best practice input into PRC initiatives</p> <p>PROGRESS COMMENTS</p> <p>Contribution of best practice input into PRC initiatives Town of Port Hedland has participated in the IT Governance survey and Governance survey instigated by the Pilbara Regional Council. The Town has also participated in the assessment of a consultancy to undertake a study into the feasibility of shared regional resources inclusive of a Perth based office.</p> <p style="text-align: right;">Updated By: Paul Martin - Chief Executive Officer</p>	CEO Office	In Progress	
<p>Identify and agree upon one action for coordinated implementation by more than one local government authority in the Pilbara.</p> <p>PROGRESS COMMENTS</p> <p>Identify and agree upon one action for coordinated implementation by more than one local government authority in the Pilbara Chief Executive Officer has progressed the Country Local Government Fund's initiative of Roadside Stops. Officers have also explored options for affordable housing projects across the region.</p> <p style="text-align: right;">Updated By: Paul Martin - Chief Executive Officer</p>	CEO Office	In Progress	
<p>6.1.4 Ensure that the Town of Port Hedland continues to grow and develop into an organisation that supports the changing demands of its community</p>			



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide people leadership and management services in accordance with management KPIs - Community Development</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Community Development <i>Fortnightly team meetings are ongoing, with staff performance review timeframes and processes under review. 2nd quarter budget review completed and reported back to staff. Regular attendance at fortnightly Manager Meetings.</i></p>	<p>Community Development</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Lorna Secrett - Manager Community Development</i></p>			
<p>Provide people leadership and management services in accordance with management KPIs - Airport</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs- Airport <i>Business Unit has been restructured to better reflect Airport activities. Manager Airport is also a regular fixture at fortnightly Manager Meetings.</i></p>	<p>Airport</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Bob Couzens - Manager Airport</i></p>			
<p>Provide people leadership and management services in accordance with management KPIs - Engineering Services</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Engineering Services <i>Manager Engineering Services worked closely with his Coordinators and Senior Administration staff to ensure key works were carried out in a safe manner and within each project's budget allocation.</i></p>	<p>Engineering Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Rob Darlington-Brown - Acting Manager Engineering Services</i></p>			
<p>Provide people leadership and management services in accordance with management KPIs - Investment and Business Development</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Investment and Business Development <i>Continuation of people leadership in communciations across organisation to ensure consistency in approach and position for the organisation as a whole. Continuation of management services both within and beyond Business Plan, providing assistance, information, guidance and sharing knowledge to educate the organisation on business development objectives.</i></p>	<p>Investment and Business Development</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Sara Bryan - Acting Manager Investment and Business Development</i></p>			



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Manage corporate records</p> <p>PROGRESS COMMENTS</p> <p>Manage corporate records <i>Auditing of the organisation's recording of correspondence commenced in January 2012. All responsible Officers will be trained in the legislative requirements of the State Records Act 2000.</i></p>	<p>Information Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Natalie Octoman - Director Corporate Services</i></p>			
<p>Review and implement the Town of Port Hedland Code of Conduct</p> <p>PROGRESS COMMENTS</p> <p>Review and implement the Town of Port Hedland Code of Conduct <i>Best practice approach has been taken through sourcing examples from other local government authorities and the Department of Local Government. Identification of Internal Operating Procedures to be reviewed for inclusion in Code of Conduct for Employees has been undertaken.</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Natalie Octoman - Director Corporate Services</i></p>			
<p>Provide people leadership and management services in accordance with management KPIs - Building Services</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Building Services <i>New Manager Building Services appointed. Senior Building Surveyor position currently being filled by external consultant on a trial basis.</i></p>	<p>Building Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Paul Bennett - Acting Manager Building Services</i></p>			
<p>Provide people leadership and management services in accordance with management KPIs - Environmental Health Services</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Environmental Health Services <i>Core activities continue to be undertaken despite resource challenges and increased workload.</i></p>	<p>Environmental Health</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By: Darryal Eastwell - Manager Environmental Health</i></p>			




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Update the Towns Engineering Civil and POS standard drawings and developer guidelines</p> <p>PROGRESS COMMENTS</p> <p>Update the Town's Engineering Civil and POS standard drawings and developer guidelines <i>Draft subdivision guidelines are ready and awaiting comment.</i></p>	<p>Technical Services</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Anup Paudel - Manager Technical Services</i></p>	
<p>Provide payroll service</p> <p>PROGRESS COMMENTS</p> <p>Provide payroll service <i>Normal Payroll activities have been undertaken within this quarter.</i></p>	<p>Financial Services</p>	<p>Ongoing</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Jodie McMahon - Manager Financial Services</i></p>	
<p>Provide people leadership and management services in accordance with management KPIs - Economic Development and Strategic Planning</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Economic Development and Strategic Planning <i>Business Unit remains under resourced. Recruitment for Manager Economic Development and Strategic Planning has commenced.</i></p>	<p>Economic Development and Strategic Planning</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Eber Butron - Director Planning and Development</i></p>	
<p>Provide people leadership and management services in accordance with management KPIs - Recreation</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Recreation <i>The team is performing in accordance with all identified Key Performance Indicators.</i></p>	<p>Recreation</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i></p>		<p style="text-align: right;"><i>Graeme Hall - Manager Recreation Services and Facilities</i></p>	



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Design and implement a backup plan for all sites so that the system can be restored to these locations with minimal disruption</p> <p>PROGRESS COMMENTS</p> <p>Design and implement a backup plan for all sites so that the system can be restored to these locations with minimal disruption <i>Disaster Recovery component of Network Upgrade has been included in Phase 1 and 2 of the Project. The details of this strategy and the proposed Disaster Recovery site are yet to be confirmed.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	<p>Information Services</p>	<p>In Progress</p>	
<p>Introduce best practice process and procedures for Recruitment through the implementation of revised forms and workflows</p> <p>PROGRESS COMMENTS</p> <p>Introduce best practice process and procedures for Recruitment through the implementation of revised forms and workflows <i>A draft best practice work flow for the recruitment process has been developed, indicating roles and responsibilities and interdependencies between all participants. Feedback is currently being sought which will see a more streamlined recruitment process implemented in the next quarter.</i></p> <p style="text-align: right;"><i>Updated By: Natalie Octoman - Director Corporate Services</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	
<p>Provide general financial operations services</p> <p>PROGRESS COMMENTS</p> <p>Provide general financial operations services <i>Normal activities for BAS and FBT returns undertaken.</i></p> <p style="text-align: right;"><i>Updated By: Jodie McMahon - Manager Financial Services</i></p>	<p>Financial Services</p>	<p>Ongoing</p>	
<p>Implement the Service Management software through the intranet that will record and prioritise the number of requests for assistance by the ICT staff.</p> <p>PROGRESS COMMENTS</p> <p>Implement the Service Management software through the Intranet that will record and prioritise the number of requests for assistance by the ICT staff. <i>This project has been deferred to the 2012/13 Financial Year.</i></p> <p style="text-align: right;"><i>Updated By: Natalie Octoman - Director Corporate Services</i></p>	<p>Information Services</p>	<p>Not Started</p>	<p>Targets Not Yet Determined</p>



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Development of a Corporate Business Planning Framework that support the 10 year Strategic Community Plan</p> <p>PROGRESS COMMENTS</p> <p>Development of a Corporate Business Planning Framework that support the 10 year Strategic Community Plan <i>The development of the Corporate Business Planning Framework has been completed. The Annual Corporate Plan has been adopted, supported by Directorate Plans and Business Unit Plans. The next stage is to deliver the other required plans and strategies required of the Integrated Strategic Planning and Reporting Framework.</i></p> <p style="text-align: right;"><i>Updated By: Debra Summers - Manager Organisational Development</i></p>	Organisational Development	Completed	 GREEN
<p>Provide people leadership and management services in accordance with management KPIs - Financial Services</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Financial Services <i>Following the departure of the former Manager Financial Services late last quarter, the Coordinator Financial Services has stepped into the management role, and a Finance Officer has stepped into the Coordinator position. The team seems to have adapted well to the change.</i></p> <p style="text-align: right;"><i>Updated By: Natalie Octoman - Director Corporate Services</i></p>	Financial Services	In Progress	 GREEN
<p>Implement a new standard operating environment upgrade to Windows 7 and Office 2010</p> <p>PROGRESS COMMENTS</p> <p>Implement a new standard operating environment upgrade to Windows 7 and Office 2010 <i>Network upgrade has been designed to be completed in two stages. This particular component will take place during Phase 1. Design and implementation documentation is being created. Note that existing hardware may malfunction prior to completion of the project.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	Information Services	In Progress	 GREEN





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop aligning policies and processes to support the organisation and each business unit</p> <p>PROGRESS COMMENTS</p> <p>Develop aligning policies and processes to support the organisation and each business unit Council endorsed a new Governance structure requiring the development of a calendar to support TOPH Committees, Working Groups and Forums. A briefing paper was developed on the Travel Policy with the possibility of utilising the services of the State preferred supplier recommended to Executive. A draft Code of Conduct was also prepared for Executive review in the next quarter. An early draft of a Local Laws register has been put together for review next quarter. Reviewed the Recruitment Flowchart, developed a Working from Home Internal Operating Procedure (IOP), Grievance IOP and the Paid Parental Leave IOP. Established IOP's in line with EBA requirement. Drafts have been presented to Staff Consultative Committee for comments.</p> <p style="text-align: right;">Updated By: Natalie Octoman - Director Corporate Services</p>	Organisational Development	In Progress	
<p>Provide rating service</p> <p>PROGRESS COMMENTS</p> <p>Provide rating service Investigations are continuing in regards to the potential for rebates for the Pilbara Underground Power Project (PUPP) charges, as per the Council resolution. Final notices for ratepayers paying in installments have been sent out with legal action for non-payment to begin in the next quarter.</p> <p style="text-align: right;">Updated By: Natalie Octoman - Director Corporate Services</p>	Financial Services	Ongoing	
<p>Investigate the implementation of an on-line leave application process</p> <p>PROGRESS COMMENTS</p> <p>Investigate the implementation of an online leave application process Investigation has been undertaken on the software, however the project is now deferred until the 2012/13 Financial Year.</p> <p style="text-align: right;">Updated By: Jodie McMahon - Manager Financial Services</p>	Financial Services	Deferred	
<p>Develop a performance management framework</p> <p>PROGRESS COMMENTS</p> <p>Develop a performance management framework A Performance Management Framework and supporting Internal Operating Procedures have been developed. Staff Consultative Committee will review next quarter.</p> <p style="text-align: right;">Updated By: Debra Summers - Manager Organisational Development</p>	Organisational Development	In Progress	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Undertake ongoing staff training in Records Management</p> <p>PROGRESS COMMENTS</p> <p>Undertake ongoing staff training in Records Management <i>Officers are liaising with the State Records Office to investigate opportunities for training and to ensure all Records staff are compliant and able to accurately manage all aspects of our Records operations. Records continues to offer training to existing organisational staff both as an introduction to Synergy, and as a refresher course.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	<p>Information Services</p>	<p>Ongoing</p>	
<p>Investigate the Implementation of an on-line purchase requisition process</p> <p>PROGRESS COMMENTS</p> <p>Investigate the Implementation of an online purchase requisition process <i>Project will commence in the 2012/13 Financial Year following the network upgrade.</i></p> <p style="text-align: right;"><i>Updated By: Jodie McMahon - Manager Financial Services</i></p>	<p>Financial Services</p>	<p>Deferred</p>	
<p>Develop a Retention and Destruction of Records Plan</p> <p>PROGRESS COMMENTS</p> <p>Develop a Retention and Destruction of Records Plan <i>Records staff have created a schedule as per the General Disposal Authority requirements that allows existing records to be sentenced and archived or destroyed correctly.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	<p>Information Services</p>	<p>Completed</p>	
<p>Undertake a financial risk and efficiency assessment</p> <p>PROGRESS COMMENTS</p> <p>Undertake a financial risk and efficiency assessment <i>This project has been deferred to the 2012/12 Financial Year.</i></p> <p style="text-align: right;"><i>Updated By: Jodie McMahon - Manager Financial Services</i></p>	<p>Financial Services</p>	<p>Deferred</p>	



CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Review Town of Port Hedland Records Keeping Plan</p> <p>PROGRESS COMMENTS</p> <p>Review Town of Port Hedland Records Keeping Plan Existing Records Keeping Plan is valid until 2013. Work on this plan has been deferred until January 2013.</p>	<p>Information Services</p>	<p>Deferred</p>	 <p>GREEN</p>
<p>Updated By:</p>		<p>Natalie Octoman - Director Corporate Services</p>	
<p>Establish and maintain financial procedures</p> <p>PROGRESS COMMENTS</p> <p>Establish and maintain financial procedures Compilation of procedures documentation has commenced.</p>	<p>Financial Services</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>Updated By:</p>		<p>Jodie McMahon - Manager Financial Services</p>	
<p>Review Customer Service Charter and associated internal operating procedures</p> <p>PROGRESS COMMENTS</p> <p>Review Customer Service Charter and associated internal operating procedures The Customer Service Charter review will commence in the next quarter to ensure it appropriately reflects the Town's commitment to the community.</p>	<p>Information Services</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>Updated By:</p>		<p>Natalie Octoman - Director Corporate Services</p>	
<p>Manage the organisation's balance sheet</p> <p>PROGRESS COMMENTS</p> <p>Manage the organisation's balance sheet Normal ongoing activity this quarter.</p>	<p>Financial Services</p>	<p>In Progress</p>	 <p>GREEN</p>
<p>Updated By:</p>		<p>Jodie McMahon - Manager Financial Services</p>	




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Review and implement an Induction Program to ensure new employees have the skills and knowledge to support organisational practices and procedures</p> <p>PROGRESS COMMENTS</p> <p>Review and implement an Induction Program to ensure new employees have the skills and knowledge to support organisational practices and procedures <i>Aspects of the Induction Program have been scheduled for review and update as part of the revision of the Equal Employment Opportunity Plan for 2011/2014.</i></p> <p style="text-align: right;"><i>Updated By: Debra Summers - Manager Organisational Development</i></p>	Organisational Development	In Progress	
<p>Conduct regular staff meetings</p> <p>PROGRESS COMMENTS</p> <p>Conduct regular staff meetings <i>Weekly Executive meetings held this quarter. Quarterly organisational sundowners and meetings were held during the year with all staff invited. Directorate meetings were also regularly held.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	
<p>Development of a 10 year Strategic Community Plan</p> <p>PROGRESS COMMENTS</p> <p>Development of a 10 year Strategic Community Plan <i>Community and internal consultation completed, draft Strategic Community Plan being developed</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	Community Development	In Progress	
<p>Review records policy and procedure documents</p> <p>PROGRESS COMMENTS</p> <p>Review records policy and procedure documents <i>Existing Record Keeping Plan valied until 2013. Work will commence on this plan in January 2013.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	Information Services	In Progress	


CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide people leadership and management services in accordance with management KPIs - Technical Services</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Technical Services <i>Team meetings and staff performance reviews are ongoing; in addition, the results of last quarter's budget review have been reported back to staff. Manager Technical Services is also regularly in attendance at fortnightly Manager Meetings.</i></p>	<p>Technical Services</p>	<p>In Progress</p>	<p>Targets Not Yet Determined</p>
<p style="text-align: right;"><i>Updated By:</i> Anup Paudel - Manager Technical Services</p>			
<p>Provide people leadership and management services in accordance with management KPIs - Infrastructure Development</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Infrastructure Development <i>Fortnightly team meetings ongoing. Staff performance review timeframes and processes have been reviewed - one performance review completed. 2nd quarter budget review completed and reported back to staff. Attendance at newly established fortnightly Managers Meetings is ongoing.</i></p>	<p>Infrastructure Development</p>	<p>Ongoing</p>	
<p style="text-align: right;"><i>Updated By:</i> Jenella Voitkevich - Manager Infrastructure Development</p>			
<p>Provide corporate governance service - Organisation Development</p> <p>PROGRESS COMMENTS</p> <p>Provide corporate governance service - Organisation Development <i>The development of the plans and strategies required under the Integrated Strategic Planning and Reporting Framework commenced this quarter with a draft Strategic Community Plan and a draft Asset Management Framework ready for review by Council early in the next quarter. New governance structure has been introduced, policies and procedures to support the structure are being developed over the rest of the financial year. Next project is to develop a check-list to ensure statutory compliance. Annual Report developed and Compliance Audit Return completed and both endorsed by Council this quarter.</i></p>	<p>Organisational Development</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i> Debra Summers - Manager Organisational Development</p>			
<p>Provide investment and loan management service</p> <p>PROGRESS COMMENTS</p> <p>Provide investment and loan management service <i>Loans for Marquee Park and the Multi Purpose Recreation Centre were taken out within the quarter.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	
<p style="text-align: right;"><i>Updated By:</i> Jodie McMahon - Manager Financial Services</p>			




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Encourage continuous improvement in project management processes and outcomes</p> <p>PROGRESS COMMENTS</p> <p>Encourage continuous improvement in project management processes and outcomes <i>Development of Interplan Integrated Project Management (IPM) application and framework is progressing well, including workshopping and obtaining feedback from a broad range of Council staff. An Australian Institute of Project Management event was held on 20 March, encouraging government, industry and the community to discuss the issues facing Port Hedland as it develops into a city of the northwest. Representation of AIPM at the Gearing Up forum. Ongoing AIPM events will be developed.</i></p> <p style="text-align: right;"><i>Updated By: Jenella Voitkevich - Manager Infrastructure Development</i></p>	<p>Infrastructure Development</p>	<p>Ongoing</p>	
<p>Review and update Council's Engineering Directorate policies</p> <p>PROGRESS COMMENTS</p> <p>Review and update Council's Engineering Directorate policies <i>Council's Engineering policies have been reviewed and corporate branding has been applied, pursuant to Council's style guide. These documents are shared across the organisation via the corporate intranet.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	<p>Technical Services</p>	<p>In Progress</p>	
<p>Provide accurate & timely advice to Council</p> <p>PROGRESS COMMENTS</p> <p>Provide accurate and timely advice to Council <i>Chief Executive Officer has made every attempt to ensure Council receives accurately and timely advice, in line with industry best practices for good governance. Efforts have been made to ensure all Councillors are informed regarding the status of major projects and other important initiatives.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	<p>CEO Office</p>	<p>In Progress</p>	
<p>Provide information technology support</p> <p>PROGRESS COMMENTS</p> <p>Provide information technology support <i>Support of organisation is provided on a daily basis.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	<p>Information Services</p>	<p>In Progress</p>	





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Implement the recommendations of the ICT Strategy</p> <p>PROGRESS COMMENTS</p> <p>Implement the recommendations of the ICT Strategy <i>Creation and implementation of the ICT Strategy has been provisioned to start in Phase 2 of the Network upgrade and will be developed in conjunction with the Integrated Strategic Planning and Reporting Framework.</i></p>	<p>Information Services</p>	<p>In Progress</p>	
<p>Updated By: Kate Reid - Manager Information Services</p>			
<p>Assess and monitor developments for compliance with Engineering Directorate policies, standard drawings and guidelines</p> <p>PROGRESS COMMENTS</p> <p>Assess and monitor developments for compliance with Engineering Directorate policies, standard drawings and guidelines <i>The Business Unit has been liaising with the Planning and Development directorate to improve the referral process. At this time, Technical Services is currently reviewing the Institute of Public Works Engineering Australia (IPWEA) proposal for changes to subdivision guidelines. The Town continues to assess subdivision and development applications as required.</i></p>	<p>Technical Services</p>	<p>In Progress</p>	
<p>Updated By: Anup Paudel - Manager Technical Services</p>			
<p>Provide grant management service</p> <p>PROGRESS COMMENTS</p> <p>Provide grant management service <i>Financial acquittal reporting to various departments has been undertaken within the required time frames.</i></p>	<p>Financial Services</p>	<p>In Progress</p>	
<p>Updated By: Jodie McMahon - Manager Financial Services</p>			
<p>Ensure Directors acknowledge budget requirements</p> <p>PROGRESS COMMENTS</p> <p>Ensure Directors acknowledge budget requirements <i>Quarterly budget reviews undertaken. Budget remained in balance.</i></p>	<p>CEO Office</p>	<p>In Progress</p>	
<p>Updated By: Paul Martin - Chief Executive Officer</p>			





CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop and implement a Housing Strategy to provide affordable accommodation to support the Workforce Plan</p> <p>PROGRESS COMMENTS</p> <p>Develop and implement a Housing Strategy to provide affordable accommodation to support the Workforce Plan <i>A scope of work to deliver this plan has been drafted by KPMG in consultation with relevant TOPH staff. Although originally identified as stage 2 of the project, given acute difficulties in attracting and retaining staff, the work is to be undertaken in the first stage.</i></p> <p style="text-align: right;"><i>Updated By: Debra Summers - Manager Organisational Development</i></p>	Organisational Development	In Progress	 GREEN
<p>Provide people leadership and management services in accordance with management KPIs - Organisation Development</p> <p>PROGRESS COMMENTS</p> <p>Provide people leadership and management services in accordance with management KPIs - Organisation Development <i>Challenges continue in supporting the organisation to adhere to the new Governance structure and the work required in developing the Integrated Strategic Planning and Reporting Framework. Training of HR staff in new roles and responsibilities under the new structure has continued well this quarter. A repeat recruitment process has been required to secure Occupational Health and Safety expertise.</i></p> <p style="text-align: right;"><i>Updated By: Debra Summers - Manager Organisational Development</i></p>	Organisational Development	In Progress	 GREEN
<p>Provide general financial management service</p> <p>PROGRESS COMMENTS</p> <p>Provide general financial management service <i>Normal activities completed within the quarter, monthly Council financial reporting completed.</i></p> <p style="text-align: right;"><i>Updated By: Jodie McMahon - Manager Financial Services</i></p>	Financial Services	In Progress	 GREEN




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Ensure Engineering queries, complaints and minor works requests are actioned in accordance with Council's Customer Service policy and relevant asset management plans</p> <p>PROGRESS COMMENTS</p> <p>Ensure Engineering queries, complaints and minor works requests are actioned in accordance with Council's Customer Service policy and relevant asset management plans <i>The Business Unit has introduced a new database which is used to record all customer requests. Technical Services also serves as a concierge for Minor Works Requests; filtering these to other departments for action as required.</i></p> <p style="text-align: right;"><i>Updated By: Anup Paudel - Manager Technical Services</i></p>	Technical Services	In Progress	 GREEN
<p>Ensure that the Executive Management team has the skills to implement effective management</p> <p>PROGRESS COMMENTS</p> <p>Ensure that the Executive Management team has the skills to implement effective management <i>Monthly meetings held with individual Directors to discuss performance and professional development issues. Directors have been allocated Key Performance Indicators (KPIs), inclusive of a bonus system, and an Executive development program has been implemented.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	 GREEN
<p>Provide budget development and monitoring service</p> <p>PROGRESS COMMENTS</p> <p>Provide budget development and monitoring service <i>Second quarter Budget review completed. Documents sent to the Department of Local Government in accordance with Section 33A of the Local Government (Financial Management) Regulations 1996. Third quarter budget review meetings scheduled. Budget process for the 2012/13 Financial Year has commenced.</i></p> <p style="text-align: right;"><i>Updated By: Jodie McMahon - Manager Financial Services</i></p>	Financial Services	In Progress	 GREEN
<p>Progress and implement Council's top 10 priority projects</p> <p>PROGRESS COMMENTS</p> <p>Progress and implement Council's top 10 priority projects <i>Progress updates on Council's top 10 priority projects can be found within the Town's Annual Report for the 2010/11 Financial Year, endorsed by Council in February 2012.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	 GREEN




CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Process FOI requests</p> <p>PROGRESS COMMENTS</p> <p>Process Freedom of Information (FOI) Requests <i>Procedures and guidelines compliant with the Freedom of Information Act are now in place. Investigations into State Record-approved training has commenced with all Records staff set to attend. This will be implemented on a staged basis, beginning next quarter and continuing into the first quarter of the 2012/13 Financial Year.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	Information Services	In Progress	 GREEN
<p>Prepare a Business Continuity Plan</p> <p>PROGRESS COMMENTS</p> <p>Prepare a Business Continuity Plan <i>The BCP was removed from the Integrated Planning Framework as this component can be completed after all strategic documents and ICT strategy are written and approved. The development of the Business Continuity Plan will commence in the 2012/13 Financial Year.</i></p> <p style="text-align: right;"><i>Updated By: Kate Reid - Manager Information Services</i></p>	Information Services	Not Started	 GREEN
<p>Provide asset management service</p> <p>PROGRESS COMMENTS</p> <p>Provide asset management service <i>Normal ongoing activity this quarter. This activity will be reviewed as part of the Asset Management Framework developed as part of the Integrated Strategic Planning and Reporting Framework.</i></p> <p style="text-align: right;"><i>Updated By: Jodie McMahon - Manager Financial Services</i></p>	Financial Services	In Progress	 GREEN
<p>Develop and commence implementation of a Workforce Plan that ensures the organisational resource capacity to meet the services and programs required by the Community.</p> <p>PROGRESS COMMENTS</p> <p>Develop and commence implementation of a Workforce Plan that ensures the organisational resource capacity to meet the services and programs required by the Community. <i>Work has commenced this quarter with the organisation working with consultants to establish a baseline of skills and competences plus a review of retention rates as a first stage.</i></p> <p style="text-align: right;"><i>Updated By: Debra Summers - Manager Organisational Development</i></p>	Organisational Development	In Progress	 GREEN

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Manage the day to day operations of the CEO's Office</p> <p>PROGRESS COMMENTS</p> <p>Manage the day to day operations of the CEO's Office Day to day management of the CEO's office, including CEO, Mayor and Councilors has continued effectively this quarter.</p> <p style="text-align: right;">Updated By: Paul Martin - Chief Executive Officer</p>	<p>CEO Office</p>	<p>In Progress</p>	
<p>Develop and implement a Corporate Travel Policy that represents a balance between best practice and supporting local industry</p> <p>PROGRESS COMMENTS</p> <p>Develop and implement a Corporate Travel Policy that represents a balance between best practice and supporting local industry Officers are in negotiations with the State supplier of travel and accomodation to determine whether or not this is a service that would prove beneficial to the Town of Port Hedland. Procurement procedures will be negotiated next quarter to allow the Town to commence utilising a more effective and efficient service, be that with the State supplier of travel or another organisation.</p> <p style="text-align: right;">Updated By: Natalie Octoman - Director Corporate Services</p>	<p>Organisational Development</p>	<p>In Progress</p>	
<p>Implement desktop computer replacement program in line with Council's current ICT Strategy</p> <p>PROGRESS COMMENTS</p> <p>Implement desktop computer replacement program in line with Council's current ICT Strategy Computers that are due for replacement have been identified, ordered and replaced as per existing ICT Strategy schedule. Replacement programs will be adjusted to reflect the current organisation needs and detailed in the new ICT Strategy.</p> <p style="text-align: right;">Updated By: Kate Reid - Manager Information Services</p>	<p>Information Services</p>	<p>In Progress</p>	
<p>Provide accounts payable service (creditors)</p> <p>PROGRESS COMMENTS</p> <p>Provide accounts payable service (creditors) Normal ongoing activity this quarter.</p> <p style="text-align: right;">Updated By: Jodie McMahon - Manager Financial Services</p>	<p>Financial Services</p>	<p>Ongoing</p>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Provide accounts receivable service (debtors)</p> <p>PROGRESS COMMENTS</p> <p>Provide accounts receivable service (debtors) Normal ongoing activity this quarter.</p>	Financial Services	Ongoing	
<i>Updated By:</i>		<i>Jodie McMahon - Manager Financial Services</i>	
<p>Develop and implement a leadership program</p> <p>PROGRESS COMMENTS</p> <p>Develop and implement a leadership program Funding has been gained from the Local Government Managers Association to provide training in Frontline Management and a Diploma of Management which have been offered to the Leadership Group.</p>	Organisational Development	In Progress	
<i>Updated By:</i>		<i>Debra Summers - Manager Organisational Development</i>	
<p>Implement a photocopier and printer replacement program in line with Council's current ICT Strategy</p> <p>PROGRESS COMMENTS</p> <p>Implement a photocopier and printer replacement program in line with Council's current ICT Strategy All of the 10 existing photocopiers have contracted agreements spanning from 2013 until 2015.</p>	Information Services	In Progress	
<i>Updated By:</i>		<i>Kate Reid - Manager Information Services</i>	
6.2.2 Town of Port Hedland corporate style guidelines that ensure a consistent clear image of the Town is being delivered			
<p>Ensure organisational compliance with the Town of Port Hedland Style Guide</p> <p>PROGRESS COMMENTS</p> <p>Ensure organisational compliance with the Town of Port Hedland Style Guide Gradual introduction of ToPH branding still being implemented internally and externally.</p>	CEO Office	In Progress	
<i>Updated By:</i>		<i>Paul Martin - Chief Executive Officer</i>	

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

6.2.3 Redevelop and regularly update the Town of Port Hedland website and other social networking mechanisms, ensuring that it is both interactive and contemporary

Improve internal web presence through upgrading current website

Information Services

Deferred



PROGRESS COMMENTS

Improve internal web presence through upgrading current website

Not yet commenced. This will be developed after the network upgrade in 2012/13.

Updated By:

Kate Reid - Manager Information Services

Develop and Implement a Social Media Policy

CEO Office

Completed



PROGRESS COMMENTS

No Comments

Improve external web presence through upgrading current website

Information Services

Deferred



PROGRESS COMMENTS

Improve external web presence through upgrading current website




Not yet commenced. This will be developed after the network upgrade in 2012/13.

Updated By:

Kate Reid - Manager Information Services

6.2.4 Continue to inform and consult with the community regarding local events, issues and decisions through a variety of communication mechanisms

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
<p>Develop and implement a Communication and Consultation Strategy to ensure the community is informed and engaged on local events, issues and decisions</p> <p>PROGRESS COMMENTS</p> <p>Develop and implement a Communication and Consultation Strategy to ensure the community is informed and engaged on local events, issues and decisions <i>Community Engagement Strategy and Social Media Policy adopted by Council in October 2011</i></p> <p style="text-align: right;"><i>Updated By: Gordon MacMile - Director Community Development</i></p>	CEO Office	Completed	 GREEN
<p>Generate regular media opportunities to inform and engage with the community</p> <p>PROGRESS COMMENTS</p> <p>Generate regular media opportunities to inform and engage with the community <i>Information is regularly distributed through publications including Council News @ Your Fingertips (weekly e-newsletter), Town Talk (monthly double page spread), articles and photos in WALGA's monthly newsletter and media releases. Information is also provided on the website.</i></p> <p style="text-align: right;"><i>Updated By: Paul Martin - Chief Executive Officer</i></p>	CEO Office	In Progress	 GREEN
<p>6.3.1 Work with other Pilbara LGA's to develop a standard Information Technology platform as the precursor to potentially regionalisation of some local government service delivery</p> <p>Work with other Pilbara LGA's to develop a standard information technology platform that supports the potential for future shared service delivery</p> <p>PROGRESS COMMENTS</p> <p>Work with other Pilbara LGAs to develop a standard information technology platform that supports the potential for future shared service delivery <i>Pilbara Regional Council IT Governance Audit completed in September 2011. PRC IT Governance Audit has been completed. No further work has been undertaken.</i></p> <p style="text-align: right;"><i>Updated By: Natalie Octoman - Director Corporate Services</i></p>	Information Services	In Progress	 GREEN
<p>6.3.2 Expand opportunities for community to interact with Council via the internet including electronic lodgement of applications, GIS expanded payment alternatives and customer comments/complaints</p>			

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Upgrade network servers

Information Services

In Progress



PROGRESS COMMENTS

Upgrade network servers

DELL has been awarded the upgrade project and are currently creating the Scope of Works and relevant documentation that was presented to the Town's Executive team in February 2012. Note: Hardware may malfunction prior to resolution of project.

Updated By:

Kate Reid - Manager Information Services

Upgrade network communications infrastructure

Information Services

In Progress



PROGRESS COMMENTS

Upgrade network communications infrastructure

Statement of Works has been received from DELL to commence infrastructure upgrade. Dates to be confirmed in April 2012. An audit of the network infrastructure and voice infrastructure will be completed as part of the upgrade

Updated By:

Kate Reid - Manager Information Services

Investigate eCouncil opportunities to increase community interaction with Council via the internet

Information Services

In Progress



PROGRESS COMMENTS

Investigate eCouncil opportunities to increase community interaction with Council via the internet

ICT Strategy has been signed off on and is due for completion by the end of June 2012. Any work pertaining to the development of the Strategy will be referenced and captured as required.

Updated By:

Kate Reid - Manager Information Services

6.3.3 Redesign the financial system to allow for more effective and efficient financial management

CORPORATE ACTION PROGRESS

ACTION	BUSINESS UNIT	STATUS	PROGRESS
--------	---------------	--------	----------

Evaluate Council's economic values

Economic Development and Strategic Planning

In Progress



PROGRESS COMMENTS

Evaluate Councils economic values

Facilitation of Precinct 3 opportunity with BHP Billiton Iron Ore at the Airport which will bring significant long-term financial sustainability to the Town of Port Hedland, as well as the installation of paid parking at the Port Hedland International Airport. The organisation is continuing to investigate other income opportunities including waste water sale and future waste treatment options.

Updated By:

Eber Butron - Director Planning and Development

6.3.4 Review Council's Standing Orders Local Law

Review Council's Standing Orders and Local Laws

Organisational Development

In Progress



PROGRESS COMMENTS

Review Council's Standing Orders and Local Laws

During this quarter Governance has continued to source best practice examples of Standing Orders. Executive will decide in the next quarter the process to be used to undertake this review. A scope of works is being prepared for the 2012/2013 budget process for a consultancy to undertake a full review of Local Laws other than the Standing Orders.

Updated By:

Debra Summers - Manager Organisational Development