



Town of Port Hedland

MINUTES

OF THE

ANNUAL GENERAL MEETING OF ELECTORS

HELD ON

WEDNESDAY 14 MARCH 2012

COMMENCING AT 7:30PM

**IN THE CIVIC CENTRE,
McGREGOR STREET, PORT HEDLAND**

*Paul Martin
Chief Executive Officer*

COUNCIL MISSION STATEMENT

To enhance social, environmental and economic well-being through leadership and working in partnership with the community.

ITEM 1 OPENING.....5

ITEM 2 RECORDING OF ATTENDANCE AND APOLOGIES.....5

2.1 ATTENDANCE..... 5

2.2 APOLOGIES..... 5

2.3 APPROVED LEAVE OF ABSENCE 5

ITEM 3 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING5

3.1 CONFIRMATION OF MINUTES OF ANNUAL GENERAL MEETING OF ELECTORS HELD ON WEDNESDAY 14 JUNE 2011 5

3.2 MATTERS ARISING 6

3.2.1 RESPONSE FOR PREVIOUS QUESTION – ON NOTICE 6

ITEM 4 ANNUAL REPORT6

4.1 *Mayor’s Report*..... 6

4.2 *Chief Executive Officer’s Report*..... 6

4.3 *Annual Report*..... 6

ITEM 5 GENERAL BUSINESS7

5.1 COUNCILLOR J M GILLINGHAM 7

5.2 COUNCILLOR A A CARTER..... 7

5.3 COUNCILLOR J M GILLINGHAM 7

5.4 COUNCILLOR J E HUNT..... 8

ITEM 6 CLOSURE.....9

ITEM 1 OPENING

The Mayor declared the meeting open at 7:33pm and acknowledged the traditional owners, the Kariyarra people.

ITEM 2 RECORDING OF ATTENDANCE AND APOLOGIES**2.1 Attendance**

Mayor Kelly A Howlett
Councillor Arnold A Carter
Councillor Jan M Gillingham
Councillor Julie E Hunt
Councillor Gloria A Jacob

Mr Paul Martin	Chief Executive Officer
Mr Russell Dyer	Director Engineering Services
Mr Eber Butron	Director Planning and Development
Mr Gordon MacMile	Director Community Development
Ms Debra Summers	Manager Organisational Development
Miss Josephine Bianchi	Minute Taker

Mr Sebastian Maciuba	Town of Port Hedland Officer
Mr Chris Whalley	Elector

2.2 Apologies

Councillor Stan R Martin
Councillor David W Hooper
Councillor Michael (Bill) Dziombak

2.3 Approved Leave of Absence

Councillor George J Daccache

ITEM 3 CONFIRMATION OF MINUTES OF THE PREVIOUS MEETING**3.1 Confirmation of Minutes of Annual General Meeting of Electors held on Wednesday 14 June 2011****Staff Recommendation/AGM Decision**

Moved: Cr A A Carter

Seconded: Cr J M Gillingham

That the Minutes of the Annual General Meeting of Electors held on Wednesday 14 June 2011 be confirmed as a true and correct record of proceedings.

CARRIED UNANIMOUSLY

3.2 Matters Arising

3.2.1 Response for Previous Question – On Notice

Nil.

ITEM 4 ANNUAL REPORT

4.1 Mayor’s Report

Staff Recommendation/AGM Decision

Moved: Cr A A Carter

Seconded: Cr G A Jacob

That the Town of Port Hedland Mayor’s Report for the 2010/11 Financial Year be received.

CARRIED UNANIMOUSLY

4.2 Chief Executive Officer’s Report

Staff Recommendation/AGM Decision

Moved: Cr G A Jacob

Seconded: Cr A A Carter

That the Town of Port Hedland Chief Executive Officer’s Report for the 2010/11 Financial Year be received.

CARRIED UNANIMOUSLY

4.3 Annual Report

Staff Recommendation/AGM Decision

Moved: Sebastian Maciuba

Seconded: Chris Whalley

That the Town of Port Hedland Annual Report for the 2010/11 Financial Year be received.

CARRIED UNANIMOUSLY

ITEM 5 GENERAL BUSINESS**5.1 Councillor J M Gillingham**

Councillor Gillingham referred to the question she asked at last year's AGM regarding the installation of a 60km/h sign on Cooke Point Drive as you get to the roundabout to the left. Councillor Gillingham said the sign came down when the underground power was done and it is still not back up. Councillor Gillingham also said that in the past she asked for a 50km/h sign but her request got denied.

Chief Executive Officer advised that this matter will be looked into and a sign put up.

Director Engineering Services also advised that the Town has just had traffic classifiers installed on Cooke Point drive, and is in the process of getting a quote to put rumble strips in (white painting over road that 'rumbles' when driven over). Speeding has been detected to be high and the Town is in the process of looking into this matter.

5.2 Councillor A A Carter

Councillor A A Carter said that on his way back from Cooke Point Drive in the evenings he has noticed that there is not a soul in the skate park but the lights are still on. Can a timer be put on the skate park lights for when no one is there?

Director Community Development advised that the skate park is usually not busy at this time of the year but it picks up during the winter months. However this matter will be look into.

5.3 Councillor J M Gillingham

Councillor Gillingham noticed that when the cruise ship came to town on 3 March and ex Town of Port Hedland members of staff was employed as an outside coordinator; what exactly did she do? Councillor Gillingham thought that all the stalls were organised through the Andrew McLaughlin Centre, so why was an external coordinator needed?

Director Community Development advised that when the cruise ship first came to town last year, a Town of Port Hedland officer that is now on maternity leave organised the whole event. As this officer has not been replaced, the Community Services Directorate did not have enough resources to manage the event on its own. This is why an external coordinator was engaged four weeks before the event; to ensure that the crews knew what they were supposed to do at all times. In addition this coordinator took care of the administration and all other event organising work that goes on behind the scenes.

Councillor Gillingham asked whether the Town's Events Coordinator could take care of this?

Director Community Development advised that the Town's Events Coordinator has been busy with regular events such as Portbound, and could not have squeezed another event in. This is why an external coordinator was engaged for this occasion only.

Councillor Gillingham asked whether the Town needs to budget for another events coordinator or an assistant to help out with the Town's events?

Chief Executive Officer advised that this will be considered as part of next year's budget process. One of the other options to be looked at is the fact that the Town does not necessarily need to organise all the events that it does at the moment. The Town could review its current events and reallocate funds elsewhere.

Director Community Development advised that the South Hedland Stage will soon be available and also the High Profile Music Event will come on board. Even though these events will be managed externally a lot of work will still need to be done internally.

Councillor Gillingham advised that she tends to see the Town's Production Coordinator organising most of the Town's events; does he need help in this area?

Director Community Development advised that another officer has been employed to support and assist the Town's Production Coordinator as he has indeed worked very long hours due to his high and unique level of technical knowledge in the events area.

5.4 Councillor J E Hunt

Councillor J E Hunt asked whether the Town of Port Hedland could assist the RSL with the upcoming celebration of the 17th anniversary of the Port Hedland bombing?

Mayor advised that the Pilbara Regiment also raised this matter.

Chief Executive Officer advised that he would like to see the Town do something to assist with this event. Chief Executive Officer will put an item up to a future Council meeting and ask to allocate some funds towards this event. The community development team could also go out to the community to find out what they would like to see done to celebrate this anniversary.

ITEM 6 CLOSURE

There being no further business, the Mayor declared the meeting closed at 7:46pm.