



Town of Port Hedland

MINUTES

OF THE

ORDINARY MEETING

OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

WEDNESDAY 26 FEBRUARY 2014

AT 5.30 PM

IN COUNCIL CHAMBERS

McGREGOR STREET, PORT HEDLAND

“A nationally significant, friendly city, where people want to live and are proud to call home”

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*M.J. (Mal) Osborne
Chief Executive Officer*

OUR COMMITMENT

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

ITEM 1	OPENING OF MEETING	5
1.1	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	RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE	5
3.1	QUESTIONS FROM PUBLIC AT ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 29 JANUARY 2014	5
3.2	QUESTIONS FROM ELECTED MEMBERS AT ORDINARY COUNCIL MEETING HELD ON WEDNESDAY 29 JANUARY 2014.....	5
ITEM 4	PUBLIC TIME	6
4.1	PUBLIC QUESTION TIME	6
4.2	PUBLIC STATEMENT TIME	6
4.1.1	<i>Mr Scott Roberts</i>	6
ITEM 5	QUESTIONS FROM MEMBERS WITHOUT NOTICE.....	7
5.1	<i>Councillor Gillingham</i>	7
5.2	<i>Councillor Taylor</i>	8
5.3	<i>Councillor Butson</i>	9
ITEM 6	DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING.....	9
ITEM 7	CONFIRMATION OF MINUTES OF PREVIOUS MEETING	9
7.1	CONFIRMATION OF MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON WEDNESDAY 29 JANUARY 2014	9
ITEM 8	ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION	10
ITEM 9	REPORTS BY ELECTED MEMBERS WITHOUT DISCUSSION.....	12
9.1	<i>Councillor Gillingham</i>	12
9.2	<i>Councillor Hooper</i>	12
9.3	<i>Councillor Taylor</i>	13
ITEM 10	PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS	13
10.1	<i>Vicki-Tree Stephens, Manager, Youth Involvement Council</i>	13
10.2	<i>Nathaniel Hickcox, Pilbara Clearwater Alliance</i>	13
ITEM 11	REPORTS OF OFFICERS	15
11.1	PLANNING AND DEVELOPMENT SERVICES	15
11.1.1	DEVELOPMENT SERVICES.....	15
11.1.1.1	<i>Amendment to Purpose of Reserve 29954 (Lot 1676 and 1677 on Deposited Plan 211238) Cajarina Road, Wedgefield (File No.: 116992G)</i>	15
11.1.1.2	<i>Proposed Road Names for Boodarie Strategic Industrial Area (File No.: 18/07/0016)</i>	19
11.1.1.3	<i>Proposed Use Not Listed – Temporary Fly Camp on Lot 313 (47) Phosphorus Street, Wedgefield (File No.: 805215G)</i>	27
11.1.1.4	<i>Proposed Private Road Names for the Osprey Key Workers Village, Lot 556 Osprey Drive, South Hedland (File No.: 18/07/0016)</i>	38
11.1.1.5	<i>Delegated Planning, Building & Environmental Health Approvals and Orders for January 2014 (File No.: 18/07/0002 & 07/02/0003)</i>	49
11.1.1.6	<i>Proposal for Twelve (12) Multiple Dwellings on Lot 503 (31) Moore Street, Port Hedland (File No.: 123320G)</i>	60
11.1.1.7	<i>Proposed Closure of Reserve 30517 on Lot 2052 McGregor Street, Port Hedland and Amalgamation into Reserve 8214 on Lot 1 McGregor Street, Port Hedland and Proposed</i>	

	<i>Amendment to Purpose of Reserve 8214 (File No.: 803179G)</i>	<i>87</i>
11.1.1.8	<i>Temporary Retrospective Approval for an Unauthorised Hire Service (Industrial) and Incidental Office on Lot 211 Steel Loop, Wedgefield (File No.: 805142G).....</i>	<i>92</i>
11.2	ENGINEERING SERVICES	93
11.3	COMMUNITY DEVELOPMENT.....	94
11.3.1	RECREATION SERVICES AND FACILITIES	94
11.3.1.1	<i>Endorsement for Town of Port Hedland to Affiliate with the Companion Card Program</i>	<i>94</i>
11.4	CORPORATE SERVICES.....	98
11.4.1	FINANCE	98
11.4.1.1	<i>Quarterly Budget Review – December 2013</i>	<i>98</i>
11.5	OFFICE OF THE CEO	104
11.5.1	GOVERNANCE	104
11.5.1.1	<i>Request for Proposal 13_31 for Travel Management Services (File No.: .../...)</i>	<i>104</i>
11.5.1.2	<i>Change of April 2014 Ordinary Council Meeting Date and Cancellation of the March 2014 Airport Committee Meeting (File No.: 13/06/0001).....</i>	<i>109</i>
11.5.1.3	<i>Shire of Wagin Recommendation on Local Governments Amalgamation (File No.: 14/01/0011).....</i>	<i>112</i>
11.5.1.4	<i>PRC Establishment Agreement (File No.: 13/05/0001)</i>	<i>119</i>
ITEM 12	LATE ITEMS AS PERMITTED BY PRESIDING MEMBER/COUNCIL.....	141
12.1	<i>Award of Tender 14/04 Port Hedland International Airport Terminal Renovations (File No.: 05/09/0036).....</i>	<i>141</i>
12.2	<i>Minutes and Council Consideration of Motions from Special Electors Meeting of 19 February 2014 (File No.: 13/06/0001).....</i>	<i>147</i>
ITEM 13	REPORTS OF COMMITTEES	151
13.1.1	AUDIT & FINANCE COMMITTEE MINUTES – 29 JANUARY 2014	151
13.1.2	AIRPORT COMMITTEE MINUTES – 5 FEBRUARY 2014.....	151
ITEM 14	MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	151
14.1	<i>Councillor Gillingham.....</i>	<i>151</i>
ITEM 15	CONFIDENTIAL ITEMS	152
ITEM 16	APPLICATIONS FOR LEAVE OF ABSENCE.....	152
ITEM 17	CLOSURE.....	152
17.1	DATE OF NEXT MEETING.....	152
17.2	CLOSURE.....	152

ITEM 1 OPENING OF MEETING**1.1 Opening**

The Mayor declared the meeting open at 5:35pm and acknowledged the traditional owners, the Kariyarra people.

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

Mayor Kelly Howlett
Councillor George Daccache
Councillor Jan Gillingham
Councillor David Hooper
Councillor Julie Hunt
Councillor Penny Taylor
Councillor Lorraine Butson
Councillor Troy Melville

Officers

Mal Osborne
Russell Dyer
Eber Butron
Gordon MacMile
Clare Phelan
Grace Waugh

Chief Executive Officer
Director Engineering Services
Director Planning & Development
Director Community Development
Director Corporate Services
Governance Officer/ Minute Taker

2.2 Apologies

Councillor Gloria Jacob
Councillor David Van Vugt

2.3 Approved Leave of Absence

Nil

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS TAKEN ON NOTICE**3.1 Questions from Public at Ordinary Council Meeting held on Wednesday 29 January 2014**

Nil

3.2 Questions from Elected Members at Ordinary Council Meeting held on Wednesday 29 January 2014

Nil

ITEM 4 PUBLIC TIME*IMPORTANT NOTE:*

'This meeting is being recorded on audio tape as an additional record of the meeting and to assist with minute-taking purposes which may be released upon request to third parties. If you do not give permission for recording your participation please indicate this at the meeting. The public is also reminded that in accordance with Section 20.3 of the Town of Port Hedland Local Law on Standing Orders nobody shall use any visual or vocal electronic device or instrument to record the proceedings of any meeting unless that person has been given permission by the presiding member to do so'.

Mayor opened Public Question Time at 5:37pm.

4.1 Public Question Time

Nil

Mayor closed Public Question Time at 5:38pm.

Mayor opened Public Statement Time at 5:38pm.

4.2 Public Statement Time**4.1.1 *Mr Scott Roberts***

I, Scott Roberts, am reading this statement tonight on behalf of myself and in excess of 300 local electors and many past residents of Port Hedland to implore you all to revert your decision to permanently convert the Percy Gratwick VC Memorial Hall into office space.

As many of you are aware our town hall and civic centre is a place of rich history, of community gathering, a legacy for our children and a part of our landscape. I am certain that I am not the only person in this room that has fond memories of events held in Gratwick Hall. In the 35 years I have lived in Hedland I have been to ANZAC Day Services, art shows, music festivals, weddings, school balls, music concerts, community fundraisers and dance concerts. Most importantly our town hall is also a memorial to a brave and selfless soldier who served and died for our country. Each ball, social gathering, concert event or festival held in the hall allowed us to commemorate his life by enjoying the peace he has given our country. The Port Hedland Town Council has insulted his memory by pilfering his memorial and converting it to office space.

The town without a hall is no town at all. Already Port Hedland has a dwindling community spirit due to the transient nature of the workforce particularly FIFO workers who get rich from our resources but contribute little to sporting or community events. By taking away a community asset such as the Gratwick Hall you are making it that little bit harder for community groups to find an appropriate venue for their next function, to socialise, discuss, raise money or celebrate their achievements and accomplishments. All of which are opportunities to foster relationships, build networks and nurture community spirit. Denying the community of its hall will be a further detriment to our community spirit.

It was a morally and ethically incorrect decision on behalf of the councillors to trade the short term office needs of the Council with the drastic measure of permanently removing Gratwick Hall from the community forever. The Council severely underestimated the level of community attachment to the community hall when they voted to permanently acquire the hall for their own purposes, as witnessed by the numbers of electors who have signed this petition. Why was there no community consultation on the permanent nature of this acquisition? It is obvious the scenario of a tired and neglected hall was manufactured by the Council in their attempt to acquire the hall but the level of community sentiment in this petition is clearly shown. The Gratwick Hall has been removed from the community by the people who were elected to protect and serve our community. This will be a permanent blight on the Council Members and will be an embarrassment they will have to live with.

In conclusion the petitioners and I humbly implore you to revert your decision to convert the Gratwick Memorial Hall into office space.

Mayor Howlett accepted the petition from Mr Scott Roberts.

Mayor closed Public Statement Time at 5:40pm.

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

5.1 *Councillor Gillingham*

A community member had difficulty getting out of the short term car park at the Port Hedland International Airport as the person in front had not validated their ticket. This meant that the community member had to pay extra as they went over their allocated time. Can this issue be looked into?

Mayor advised that this would be looked into.

5.2 Councillor Taylor

I acknowledge the answer that was provided to me at the last Council meeting in regard to how the Town is working with state agencies such as the Department of Child Protection and Family Services (DCPFS), and the Police to target families of known offenders. What is the outcome of the meetings with the state agencies?

Mayor advised that on Friday 21 February 2014 she chaired the Multi Taskforce meeting with relevant stakeholders involved in dealing with children at risk and on the streets. There were over 40 people in attendance from a range of agencies. Data was tabled by the WA Police in regards to their interactions with the youth of Port Hedland. The Department of Corrective Services provided statistics in regards to youth justice and work orders with youth offenders. The Department of Education provided attendance figures and trends. The Youth Involvement Council (YIC) and DCPFS gave presentations during the meeting. YMCA provided information on their programs and pool attendance. The Multi Taskforce is taking a scientific approach to youth issues because "you cannot manage what you cannot measure". The level of crimes committed over the past 15 months is steady and is not worsening. YIC will be advising Council about their Volatile Substance Use (VSU) program shortly. The Department of Education and Workplace Training has developed a new Parent and Community Engagement (PACE) program that is a highly interactive parent/ family child support program. Mayor also attended the Child Safety Meeting which is convened by DCPFS, and saw how resources were placed into different agencies to target different areas. The next Multi Taskforce meeting is on the last Friday in March 2014 where all the agencies will present their programs and services.

The Town sent a letter to DCPFS in regard to services and staffing levels in Port Hedland and these concerns were raised at a recent meeting between the Town, Mayor and DCPFS,. What discussions were held at this meeting?

The Chief Executive Officer and I met with the DCPFS Director General, Terry Murphy, and this was a very positive meeting. DCPFS have had changes in leaders and team personnel for the Pilbara which has left some gaps however resources were moved to assist in filling these gaps. There will be joint efforts between the Police and DCPFS in terms of looking at youth and children on the streets and giving case managers and people associated with DCPFS more of an understanding as to what the Police are dealing with on the street.

5.3 Councillor Butson

Mr Smirk asked me to raise why the Water Polo team can no longer have an alcohol license approval at the South Hedland Aquatic Centre when approval has always been given in the past.

Director Community Development advised that the practice for the Water Polo has been to have a drink around the pool at the conclusion of their games however this is not best practice in regards to safety around pools and the responsible consumption of alcohol. The Town is working with YMCA and the Water Polo to modify the practice by setting up a licenced area away from the pool that is contained and can be used when the club room is developed.

ITEM 6 DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING

Mayor Howlett	Councillor Hunt
Councillor Daccache	Councillor Taylor
Councillor Gillingham	Councillor Butson
Councillor Hooper	Councillor Melville

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**7.1 Confirmation of Minutes of Ordinary Meeting of Council held on Wednesday 29 January 2014****201314/247 Officer's Recommendation/ Council Decision**

Moved: Cr Daccache

Seconded: Cr Hunt

That the Minutes of the Ordinary Meeting of Council held on Wednesday 29 January 2014 be confirmed as a true and correct record with the following changes:

- 1. The reference to the Department of Education in item 3.4.1 be changed to the Department of Child Protection and Family Services.**

CARRIED 8/0

ITEM 8 ANNOUNCEMENTS BY PRESIDING MEMBER WITHOUT DISCUSSION

Mayor Activity Report for the January/ February 2014 period to date is as follows:

January 2014*Thursday, 16th January*

- Meeting With Port Hedland Speedway Association Representatives
- Meeting With Hon Stephen Dawson MLC

Saturday, 18th January

- Mayor Coffee Session – Port Hedland
- Mayor Coffee Session – South Hedland

Monday, 20th January

- Weekly Mayor, Deputy Mayor and CEO Catch Up
- Meeting With Hon Mark Lewis MLC
- Attended & Spoke At Unveiling “Concorde South Hedland”

Tuesday, 21st January

- Weekly Mayor Chat Interview Spirit Radio (1026am)
- Meeting Marquee Park – Security/Antisocial Behaviour Matters (TOPH & WA Police)
- Discussion With FORM – Youth Engagement & Cruise Ship Visits
- Attended & Spoke At Unveiling “Concorde South Hedland”

Wednesday, 22nd January

- Meeting With Port Hedland Visitor Centre – Cruise Ship Visits Update
- TOPH Workshop – Office Accommodation
- Weekly CEO & Elected Member Catchup
- Chair Agenda Briefing Session
- Attended & Spoke At Unveiling “Concorde South Hedland”

Thursday, 23rd January

- Monthly Catch Up With President PHCCI
- Pilbara Shire Presidents/Mayor Phone Link Up
- Attended Opening & Spoke South Hedland Square Shopping Centre
- Meeting PHPA CEO + TOPH CEO

Friday, 24th January

- Visited IBN Native Plant Nursery
- Meeting Re Upcoming J-DAP Agenda + Cr Daccache

Saturday, 25th January

- Attended Late Judith Enright’s Funeral

Sunday, 26th January

- Attended TOPH & Soroptimist International – Port Hedland Australia day Breakfast Event
- Presented Premier's Australia Day Active Citizenship Awards
- Officiated 2014 Australia Day Citizenship Ceremony
- Opened 2014 TOPH Australia Day Celebrations At Wanangkura Stadium
- Entered 2014 Australia Day Pie Competition

Tuesday, 28th January

- Weekly Mayor, Deputy Mayor and CEO Catch Up
- Weekly Mayor Chat Interview Spirit Radio (1026am)
- Attended Community Forums: Pretty Pool Caravan Park Business Plan Proposal Information Sessions

Wednesday, 29th January

- Attended Field Trip With Len Taplin Child Care Centre To South Hedland Landfill Facility
- Attended TOPH Audit & Finance Committee Meeting
- Weekly CEO & Elected Member Catchup
- Attended Pilbara JDAP Teleconference
- TOPH Confidential Planning Forum
- TOPH Confidential Concept Forum
- Chair OCM January

Thursday, 30th January

- Interview With ABC NW Radio Re: OCM
- Chair Community Cruise Ship Welcome Group Meeting

Friday, 31st January

- ABC NW Radio Interview Re Update TC Christine Clean Up
- Meeting Re Community Fundraising Opportunities (ANZ Bank Manager)
- Hedland Women Of Influence Luncheon Event

February 2014*Monday, 3rd February*

- Weekly Mayor and CEO Catch Up
- Meeting FORM + CEO
- Meeting Compass Group – Paul Nugent
- Meeting Director General Child Protection & Family Services Terry Murphy + CEO
- Meeting Pilbara Shire Presidents/Mayor
- Attended Pilbara Regional Council Meeting
- Meeting Hon Mark McGowan MLA + Cr Daccache + CEO

Tuesday, 4th February

- Weekly Mayor Chat Interview Spirit Radio (1026am)
- Meeting Department Local Government Jenni Law and Andrew Borrett

- Attended WA Governor Reception For Governor-General Hon Quentin Bryce

Wednesday, 5th February

- Meeting Worley Parson (Dan Hunter)
- Attended TOPH Airport Committee Briefing
- Attended TOPH Airport Committee Meeting
- Weekly CEO & Elected Member Catchup
- TOPH Confidential Planning Forum
- TOPH Confidential Concept Forum

Thursday, 6th February

- WALGA Training: Councillor Roles and Responsibilities
- Attended TOPH South Hedland CBD Working Group Meeting

Friday, 7th February

- WALGA Training: Decision Making At Governing Board Level
- Meeting Hon Jacqui Boyde MLC + CEO
- MC Port Hedland Courthouse Gallery Art Exhibition Opening

Saturday, 8th February

- Interview ABC NW Radio Re: SHAC Open Day

Sunday, 9th February

- Officiated Opening SHAC Opening & Community Open Day

Mayor thanked the Director Engineering Services and his team as she took young school children to the landfill. She attended the cruise ship visit on Monday 24 February where 1000 people disembarked from the ship to visit Port Hedland. Many of the passengers enjoyed the experience and the markets that were held. The next cruise ship visits are on 6 March and 30 March 2014. Mayor thanked the Director Planning & Development for his staff who were volunteers on the day and the Manager Strategic Development and Strategy.

ITEM 9 REPORTS BY ELECTED MEMBERS WITHOUT DISCUSSION

9.1 *Councillor Gillingham*

Councillor Gillingham attended the Atlas Iron office opening in Pretty Pool.

9.2 *Councillor Hooper*

Councillor Hooper attended the Atlas Iron office opening in Pretty Pool.

9.3 *Councillor Taylor*

Councillor Taylor thanked Surfing WA representatives who recently attended the South Hedland Aquatic Centre to teach the Port Hedland community how to surf and use the Wave Rider machine.

ITEM 10 PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS**10.1 *Vicki-Tree Stephens, Manager, Youth Involvement Council***

Ms Stephens provided a brief on the current Youth Involvement Council (YIC) programs and future plans for expansion and how it may be able to contribute to the recent youth problems/vandalism with further funding. YIC programs include the following:

- Youth Accommodation program for 15 – 25 year olds
- Lawson Street Youth Centre for 10 – 17 year olds
- Mingle Mob for 5 – 18 year olds
- Birds and Bees for 10 – 15 year olds
- YIC ED programs for children from South Hedland Primary School
- Volatile Substance Use (VSU) which provides activities for youth

10.2 *Nathaniel Hickcox, Pilbara Clearwater Alliance*

Mr Hickcox provided Council and the public with an update on the Hedland Wastewater Treatment upgrade works with the works to be completed by mid-2014. The upgrade includes a water recycling plant, upgrades to pump stations and new pipelines. Access to the Port Hedland treatment plant is required to finish the works therefore Pilbara Clearwater Alliance need to close a portion of Cooke Point Drive between McGregor Street and Styles Road for seven days.

As the temporary closure of a portion of Cooke Point Drive does not require a formal Council resolution Elected Members agreed to the following conditions:

1. PCA request a 7 day road closure of Cooke Point Dr (between McGregor St and Styles Rd) to allow completion of essential works;
2. Footpath between McGregor St and Styles Rd to be accessible at all times during road closure;
3. Speed reduction to 60km/hr on Wilson St (500m either side of intersection) to allow traffic to enter safely during road closure;
4. PCA propose a penalty of \$5000 per day the road closure runs over the requested 7 days;

5. Seating and shade to be provided at the temporary bus shelter that will be replacing the current bus shelter between McGregor Street and Styles Road.

Disclaimer

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

ITEM 11 REPORTS OF OFFICERS**11.1 Planning and Development Services****11.1.1 Development Services****11.1.1.1 *Amendment to Purpose of Reserve 29954 (Lot 1676 and 1677 on Deposited Plan 211238) Cajarina Road, Wedgefield (File No.: 116992G)***

Officer	Katherine Press Lands and Technical Officer
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Date of Report	17 January 2014
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Disclosure of Interest by Officer	Nil
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Summary

Council is requested to approve an amendment to the purpose of Reserve 29954 located at Lot 1676 and Lot 1677 Cajarina Road, Wedgefield to include "Telecommunications", with the power to lease for a period of twenty one (21) years.

Background

The Town currently holds a Management Order over Reserve 29954 for the purpose of "Depot", with no power to lease. Please refer to attachment 1, locality plan.

This Reserve is zoned "Industry" under Town Planning Scheme No 5 (TPS 5) and accommodates the Town of Port Hedland's Works Depot.

At the Ordinary Council Meeting held on 24 April 2013, Council resolved:

"That Council dispose of portion of the Communications Tower located at the Town of Port Hedland Works Depot located on the corner of Cajarina Street Wedgefield by the way of licence to SAS Nosat Communications on the following terms:

- a) Annual licence fee of \$500 exclusive of GST;*
- b) Annual review of licence fee by the Consumer Price Index, Perth as published by the Australian Bureau of Statistics;*
- c) Licence term of 3 years;*
- d) Option to renew licence by 3 years at the discretion of Council."*

Consultation

The Town has consulted with the Acting Manager (Pilbara) at Department of Lands (DoL) in relation to amending the Management Order over Reserve 29954. The Acting Manager has advised that DoL will have no objections.

Statutory Implications

Section 46 of the *Land Administration Act 1997* outlines the process for the placing of care, control and management of reserves and the granting of a lease or licence.

Policy Implications

Nil

Strategic Planning Implications

6.4	Local Leadership
6.4.1	Strategic
	Deliver responsible management of infrastructure, assets, resources and technology.

Budget Implications

There are no costs associated with an amendment to a Management Order.

Officer's Comment

It is proposed to amend the purpose of Reserve 29954 to include "Telecommunications", with the power to lease for a period of twenty one (21) years. By amending the purpose of the Reserve it will allow the Town to enter in a licence agreement with SAS Norsat to co-share the Telecommunications Tower located at the Town's Works Depot.

The licence agreement between the Town and SAS Norsat will not only be beneficial to the Town financially but will see the Town's two-way communication system being upgraded. The upgrade of this system will broaden the Town's communication systems coverage capabilities and provide a better communications service to the growing population.

With regards to the request for the power to lease the Department of Lands consider a lease and licence equivalent to one another and require a Council resolution.

This proposal will not affect any of the existing facilities on Reserve 29954. These facilities can still be used for any purpose consistent with the Management Order.

The licence agreement with SAS Norsat requires Ministerial approval prior to implementation.

Council has the following options when considering the request:

1. Approves the request to amend the purpose of Reserve 29554 located at Lot 1676 and Lot 1677 on Deposited Plan 211238, Wedgefield, to include "Telecommunications", with the power to lease for a period of twenty one (21) years.

The change of purpose will allow the Town to commence the process of granting a licence to SAS Nortat to co-share the Telecommunication Tower located at the Town's Works Depot, with the Town.

2. Refuse the request to amend the purpose of Reserve 29554 located at Lot 1676 and Lot 1677 on Deposited Plan 211238, Wedgefield, to include "Telecommunications", with the power to lease for a period of twenty one (21) years.

Should Council choose not to approve the change, the reserve purpose will remain as "Depot" and a licence agreement between the Town and SAS Norsat will not be administered.

Option 1 is recommended.

Attachments

1. Locality Plan.

201314/248 Officer's Recommendation/ Council Decision

Moved: Cr Hooper

Seconded: Cr Hunt

That Council:

1. **Approve the request to amend the purpose of Reserve 29554 located at Lot 1676 and Lot 1677 on Deposited Plan 211238, Wedgefield, to include "Telecommunications", with the power to lease for a period of twenty one (21) years; and**
2. **Request the Chief Executive Officer, or his delegate(s), to request the Department of Lands to amend the purpose of Reserve 29954 located at Lot 1676 and Lot 1677 on Deposited Plan 211238, Wedgefield, to include "Telecommunications" with the power to lease for a period of twenty one (21) years.**

CARRIED 7/1

ATTACHMENT 1 TO ITEM 11.1.1.1



11.1.1.2 *Proposed Road Names for Boodarie Strategic Industrial Area (File No.: 18/07/0016)*

Officer Katherine Press
Lands and Technical Officer

Date of Report 31 January 2014

Disclosure of Interest by Officer Nil

Summary

Proposed road names for Boodarie Estate were presented to Council at the Ordinary Council Meeting held on 28 August 2013. Council resolved at the meeting to lay the Agenda Item on the table pending further clarification of the road names.

The applicant, Landcorp has reviewed the proposed road names and requested Council consider new road names to be included on the Town's Reserve Road Name Register.

Council is requested to approve the new road names to be included on the Town's Reserve Road Name Register, to be utilised within the Boodarie Estate in the future.

Background

Boodarie was established to provide opportunities for the development of downstream processing of local resources and is being planned with service corridor connections to the Port Hedland Port. Please see Attachment 1 – Location Plan.

Landcorp and Department of State Development (DSD) are in the final phases of preparing a Development Plan for Boodarie and are in the process of identifying future roads to be created within the estate.

Proposed road names for Boodarie Estate were presented to Council at the Ordinary Council Meeting held on 28 August 2013. At that meeting Council resolved to:

- “ 1. *Approves the following road names and definitions to be included in the Town's Reserve Road Names Register (for use at a later date) for proposed new roads created within the Boodarie Strategic Industrial Estate:*

<i>Name</i>	<i>Description</i>
<i>Downstream Processing of Resources Theme</i>	
<i>Chemical</i>	<i>A distinct compound or substance, especially one which has been artificially prepared or purified.</i>

<i>Downstream</i>	<i>A stage in the process of mineral extraction and production after the raw material is ready for refining.</i>
<i>Exploration</i>	<i>The action of searching an area for natural resources.</i>
<i>Export</i>	<i>The estate has been planned with connections to the Port Hedland Port to allot for products produced in Boodarie to be sent abroad.</i>
<i>Industry</i>	<i>Economic activity concerned with the processing of raw materials and manufacture of goods.</i>
<i>Manufacture</i>	<i>The making of products on a large scale using machinery.</i>
<i>Miners</i>	<i>Personnel who work in the mining industry.</i>
<i>Process</i>	<i>A systematic series of mechanised or chemical operations that are performed in Boodarie in order to produce a product.</i>
<i>Product</i>	<i>A substance produced during a natural, chemical, or manufacturing process.</i>
<i>Production</i>	<i>The action of making or manufacturing from components or raw materials, or the process of being so manufactured.</i>
<i>Quarry</i>	<i>Land from which stone or other materials are or have been extracted.</i>
<i>Resource</i>	<i>Materials or substances occurring in nature.</i>
<i>Positive and Aspirational Focus for Boodarie Theme</i>	
<i>Aspire</i>	<i>Hopes and ambitions for the processing of resources in the estate.</i>
<i>Achieve</i>	<i>For industries to successfully bring about or reach a desired objective or result from operating in the estate.</i>
<i>Advance</i>	<i>Industries moving forward in a purposeful and progressive way through operating in Boodarie.</i>
<i>Accomplish</i>	<i>To achieve or complete successful production of resources in Boodarie.</i>
<i>Capital</i>	<i>The use of money and assets owned by an organisation for the purposes of starting a company in Boodarie.</i>
<i>Development</i>	<i>The process of converting land to a new purpose by constructing buildings and infrastructure or making use of its resources. This process will be undertaken by companies who establish operations in Boodarie.</i>
<i>Endeavour</i>	<i>Industries will be attempting to achieve the successful processing of natural resources in Boodarie.</i>
<i>Expansion</i>	<i>Companies or industries becoming larger or more extensive in Boodarie.</i>
<i>Infrastructure</i>	<i>Physical and organisational structure and facilities needed for the operation of Boodarie.</i>

<i>Progress</i>	<i>Develop towards an improved or more advanced condition of a company or industry operating in Boodarie.</i>
<i>Project</i>	<i>A collaborative enterprise that is carefully planned to achieve a particular aim through operating in Boodarie.</i>
<i>Prospect</i>	<i>A place likely to yield mineral deposits. Boodarie has been planned to accommodate the processing of these minerals.</i>
<i>Venture</i>	<i>A business enterprise that can establish operations in Boodarie.</i>

2. *Requests the Chief Executive Officer, or his delegate(s), under Delegation 38 (7) to submit the approved road names to Geographical Names Committee for final approval and inclusion on the Geonoma Adhoc Report (Town's Reserve Road Name Register) for the Town of Port Hedland;*
3. *Advises the applicant that any costs associated with the required road signage will be at the cost of the applicant; and*
4. *Advises the applicant that the proposed street signs are to be to the specifications of the Manger Technical Services and to the satisfaction of the Manager Planning Services.*

201314/040 Council Decision

Moved: Cr Hunt Seconded: Cr Jacob

That Council lay on table for further consideration of the road names.

CARRIED 8/0"

Landcorp has reviewed the proposed road names, however have continued with the previous themes of 'Downstream processing of Resources' and 'Positive and Aspirational Focus'.

The applicant proposes the following new road names be included on the Town's Reserved Road Names Register for use within Boodarie Estate:

Name	Description
<i>Downstream Processing of Resources Theme</i>	
<i>Downstream</i>	<i>A stage in the process of mineral extraction and production after the raw material is ready for refining.</i>
<i>Exploration</i>	<i>The action of searching an area for natural resources.</i>
<i>Resource</i>	<i>Materials or substances occurring in nature.</i>
<i>Enterprise</i>	<i>An undertaking, especially one of some scope, complication, and risk.</i>

Generator	Machinery that converts one form of energy to another.
<i>Positive and Aspirational Focus for Boodarie Theme</i>	
Aspire	Hopes and ambitions for the processing of resources in the estate.
Capital	The use of money and assets owned by an organisation for the purposes of starting a company in Boodarie.
Endeavour	Industries will be attempting to achieve the successful processing of natural resources in Boodarie.
Progress	Develop towards an improved or more advanced condition of a company or industry operating in Boodarie.
Prospect	A place likely to yield mineral deposits. Boodarie has been planned to accommodate the processing of these minerals.

Consultation

Nil

Statutory Implications

The naming or renaming of roads must be dealt with as per Part 2, Division 3, Section 26A of the *Land Administration Act 1997*.

Policy Implications

Town of Port Hedland *Policy 12-004 Road Names and Street Numbering* determine the process for the naming of roads within the Town.

Strategic Planning Implications

6.2 Economic

6.2.1 Diverse Economy

Facilitate commercial, industry and town growth.
Create local employment and investment and diversity the economy.
Enhance supply of suitably located and supported industrial and retail land.

Budget Implications

The applicant will be responsible for all costs associated with the installation and maintenance of the street signage.

Officer's Comment

The new proposed road names provided by the applicant are still in keeping with the general theme of the area, being reflective of the industrial area and the positive focus anticipated for the estate. However, the reviewed road names are more appropriate for use within the Town.

Utilising the applicant's road naming themes will ensure consistent naming of proposed future roads within the Boodarie Estate. The proposed road names have not been previously utilised within the Town.

Further road names for Boodarie Estate may be requested to be considered in the future. The road names would remain within the themes of 'Downstream processing of Resources' and 'Positive and Aspirational Focus'.

Options

1. Approves the following road names and description to be included on the Towns Geonoma Adhoc Report (Town's Reserve Road Name Register) (for use at a later date) for the proposed new roads created within the Boodarie Strategic Industrial Estate:

Name	Description
<i>Downstream Processing of Resources Theme</i>	
Downstream	A stage in the process of mineral extraction and production after the raw material is ready for refining.
Exploration	The action of searching an area for natural resources.
Resource	Materials or substances occurring in nature.
Enterprise	An undertaking, especially one of some scope, complication, and risk.
Generator	Machinery that converts one form of energy to another.
<i>Positive and Aspirational Focus for Boodarie Theme</i>	
Aspire	Hopes and ambitions for the processing of resources in the estate.
Capital	The use of money and assets owned by an organisation for the purposes of starting a company in Boodarie.
Endeavour	Industries will be attempting to achieve the successful processing of natural resources in Boodarie.
Progress	Develop towards an improved or more advanced condition of a company or industry operating in Boodarie.
Prospect	A place likely to yield mineral deposits. Boodarie has been planned to accommodate the processing of these minerals.

The approval of the applicants request will result in the road names being reserved and applied to proposed new roads created within the Boodarie Estate.

2. Reject the applicants request to include the road names and description on the Towns Geonoma Adhoc Report (Town's Reserve Road Name Register) (for use at a later date) for the proposed new roads created within the Boodarie Strategic Industrial Estate.

Should Council choose to refuse the proposed road names, further guidance on the preferred street names/themes for road names within Boodarie Estate will be required.

Attachments

1. Location Plan.

201314/249 Officer's Recommendation/ Council Decision

Moved: Cr Hunt

Seconded: Cr Hooper

That Council:

1. Approve the following road names and description to be included on the Towns Geonoma Adhoc Report (Town's Reserve Road Name Register) (for use at a later date) for the proposed new roads created within the Boodarie Strategic Industrial Estate:

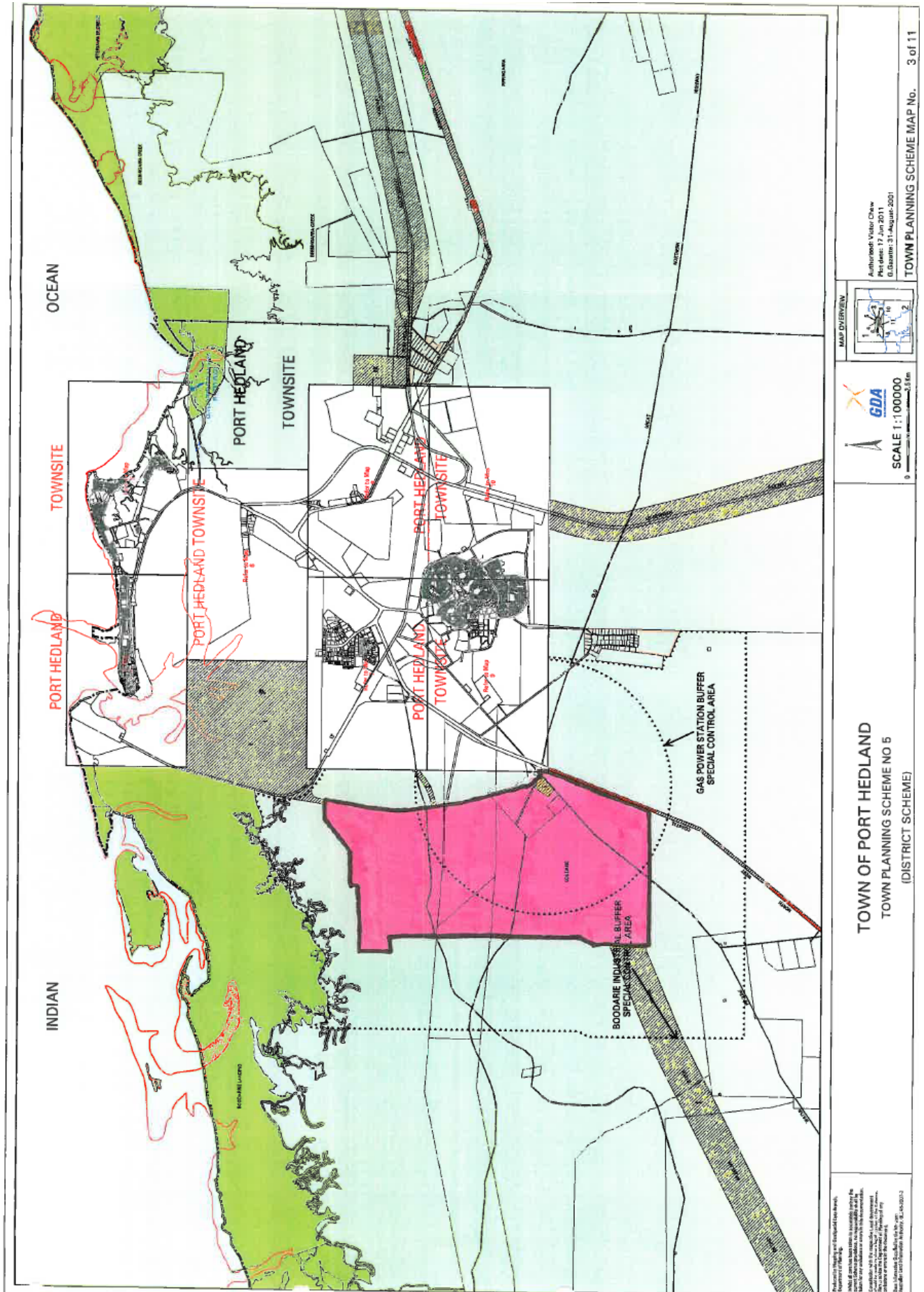
Name	Description
<i>Downstream Processing of Resources Theme</i>	
Downstream	A stage in the process of mineral extraction and production after the raw material is ready for refining.
Exploration	The action of searching an area for natural resources.
Resource	Materials or substances occurring in nature.
Enterprise	An undertaking, especially one of some scope, complication, and risk.
Generator	Machinery that converts one form of energy to another.
<i>Positive and Aspirational Focus for Boodarie Theme</i>	
Aspire	Hopes and ambitions for the processing of resources in the estate.
Capital	The use of money and assets owned by an organisation for the purposes of starting a company in Boodarie.
Endeavour	Industries will be attempting to achieve the successful processing of natural resources in Boodarie.
Progress	Develop towards an improved or more

	advanced condition of a company or industry operating in Boodarie.
Prospect	A place likely to yield mineral deposits. Boodarie has been planned to accommodate the processing of these minerals.

2. **Request the Chief Executive Officer, or his delegate(s), to submit the approved road names to Geographical Names Committee for final approval and inclusion on the Towns Geonoma Adhoc Report (Town's Reserve Road Name Register) for the Town of Port Hedland;**
3. **Advise the applicant that any costs associated with the required road signage will be at the cost of the applicant; and**
4. **Advise the applicant that the proposed street signs are to be to the specifications of the Manger Infrastructure Development and to the satisfaction of the Manager Development Services.**

CARRIED 8/0

ATTACHMENT 1 TO ITEM 11.1.1.2



TOWN OF PORT HEDLAND
TOWN PLANNING SCHEME NO 5
(DISTRICT SCHEME)

11.1.1.3 Proposed Use Not Listed – Temporary Fly Camp on Lot 313 (47) Phosphorus Street, Wedgefield (File No.: 805215G)

Officer	Ryan Djanegara Senior Statutory Planner
Date of Report	22 October 2013
Application No.	2013/607
Disclosure of Interest by Officer	Nil

Summary

The Town has received an application from RSA Pty Ltd on behalf of the registered landowner Pundit Pty Ltd, to construct a Temporary Fly Camp on Lot 313 (47) Phosphorus Street, Wedgefield (subject site).

The application is not supported by the Town's Officers and is recommended for refusal.

Background

Site Description (Attachment 1)

The subject site is located on the corner of Alloy Way and Phosphorus Street and covers an area of approximately 5,360m². In terms of the Port Hedland Town Planning Scheme No. 5 (TPS5) the subject site is zoned "Transport Development".

Previous approvals

The Town under delegated authority has approved the construction of a "Motor Vehicle and/or Marine Repair" – Workshop and Office.

Proposal (Attachment 2)

The applicant is seeking approval to place a temporary fly camp to accommodate construction workers for the development of the approved workshop and office building. The temporary fly camp is intended be used for period of four to six months and will comprise of:

- 1 x five room donga;
- 1 ablation building including laundry facilities; and
- A 36m² site office/crib room building.

Consultation

Nil

Statutory Implications

In accordance with the Planning and Development Act 2005, the proposed development is subject to the provisions of the Town of Port Hedland Town Planning Scheme No. 5 (TPS5).

Policy Implications

Nil

Strategic Planning Implications

The following sections of Council's Strategic Plan 2012 – 2022 are considered relevant to this proposal:

6.2	Gateway City & an attractive destination
6.2.2	Develop Port Hedland's sea, air and road transport infrastructure so that it becomes the main access hub for the Pilbara.
	Increased number of transportation-related business based locally.

Budget Implications

Immediate:

An application fee of \$377.60 has been received as per the prescribed fees approved by Council.

Long Term:

Nil

Whole of Life:

Nil

Officer's Comment

Use as defined in TPS5 and objective of the Transport Development Zone

A "Fly Camp" is considered to be a "Use Not Listed" as it cannot reasonably be included in the definition of one of the development categories within the TPS5. Clause 3.2.6 of the Scheme states:

If the development of land for a particular purpose is not specifically mentioned in the zoning table and cannot reasonably be included in the definition of one of the development categories the Council may determine:

- (a) *that the development or use is not consistent with the objectives and purposes of the particular zone or precinct and is, therefore, not permitted, or*
- (b) *by absolute majority that the proposed development may be consistent with the objectives and purposes of the zone and an application for planning approval should be determined in accordance with Part IV, including the advertising procedures of clause 4.3*

Clause 6.7.15 of the Scheme states:

The purpose of the “Transport Development” zone is to accommodate the operation of over-sized equipment and services supporting the transport industry.

Need and Desirability

Previously “Fly Camps” were approved on or near construction sites for a temporary period to allow accommodation for workers to develop significant housing and/or major infrastructure projects. These temporary accommodation facilities were considered necessary to house construction workers when there was a critical shortage in the availability in residential and tourist accommodation.

Recent surveys conducted by the Town’s Economic Development Services has identified there is a downward trend in the occupancy rates of existing Transient Workforce Accommodation, Hotel and Motel facilities within Town.

With a large number of rooms available in existing accommodation facilities, the applicant has not been able to demonstrate that there is a need for a Fly Camp. It is therefore recommended the application be refused.

Options

Council has the following options when considering the application.

1. Refuse the application

Should Council refuse the application, the applicant will be required to find alternative arrangements to accommodate their workers, thereby contributing to the economy of the Town.

2. Approve the application subject to conditions.

Should Council approve the application, strict conditions should be applied limiting the lifespan of the project. Council is advised that an absolute majority is required to approve the use as it is a “Use Not Listed”.

It is recommended that Council refuses the Fly Camp and require the applicant to consider alternative forms of accommodation.

Attachments

1. Locality Plan
2. Development Plans
3. Justification report

201314/250 Officer's Recommendation/ Council Decision**Moved: Cr Hooper****Seconded: Cr Hunt**

That Council refuse the application submitted by RSA Pty Ltd on behalf of the registered landowner Pundit Pty Ltd, to construct a Temporary Fly Camp on Lot 313 (47) Phosphorus Street, Wedgefield for the following reasons:

- 1. The proposed "Use Not Listed – Temporary Fly Camp" is not considered an appropriate use in the "Transport Development" zone.**
- 2. The applicant has not adequately demonstrated the need for a "Temporary Fly Camp", where alternative tourist and residential accommodation is available.**

CARRIED 8/0

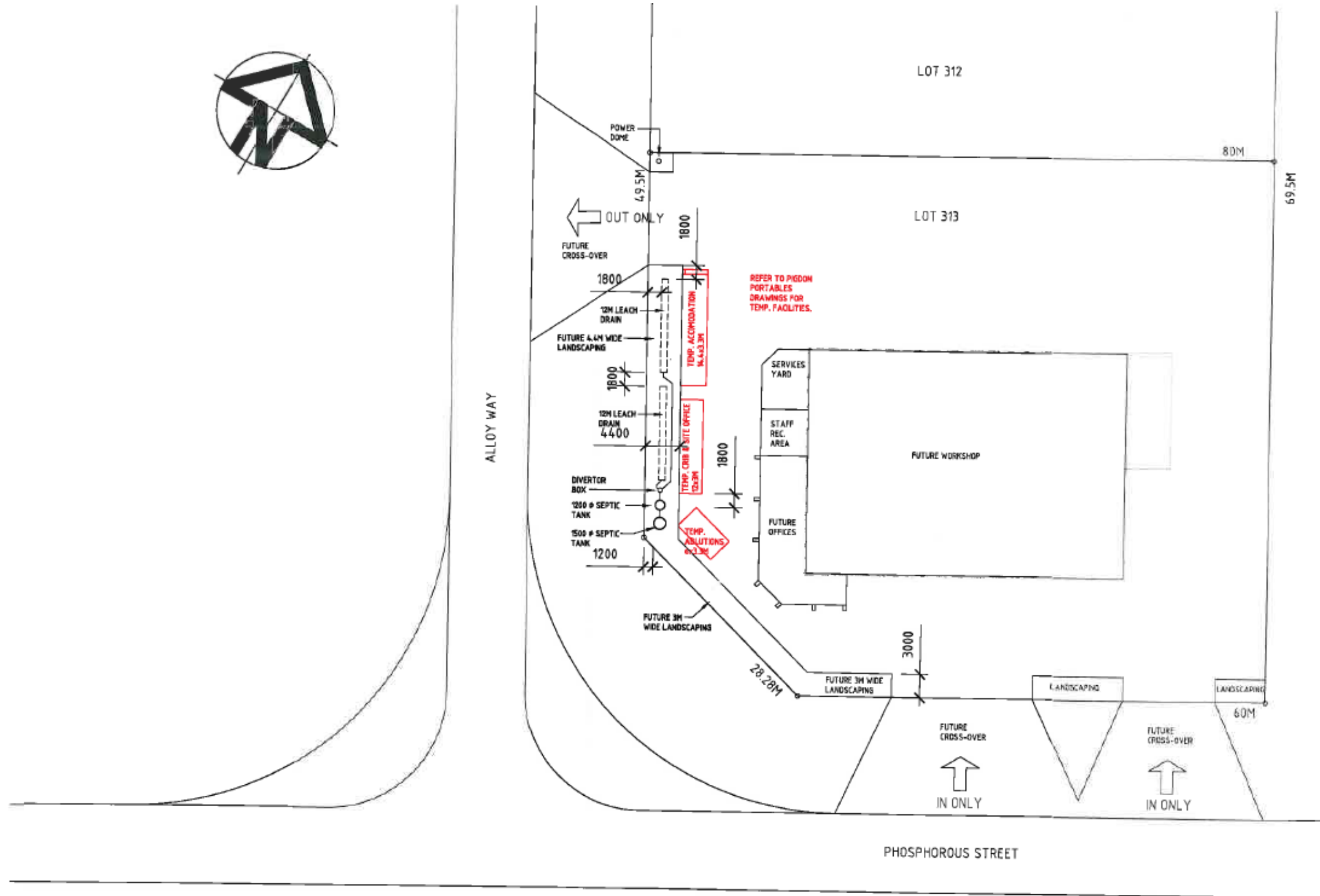
ATTACHMENT 1 TO ITEM 11.1.1.3


Locality Map



Context Map





		 CONSULTING ENGINEERS DESIGNERS & PROJECT MANAGERS Unit 6 / 9 Playle Street Myaree 6154 WA P 08 9317 3331 F 08 93173337 E info@rsaperth.com.au <small>ALL DIMENSIONS SHALL BE VERIFIED BEFORE DOCUMENTING ANY WORK OR SHOP DRAWINGS THIS DRAWING IS THE COPYRIGHT OF RS&P PTY LTD UNDER THE COMMONWEALTH COPYRIGHT ACT</small>	PROJECT PROPOSED WORKSHOP & OFFICES ON LOT 313 ALLOY WAY WEDGEFIELD PORT HEDLAND		SCALE 1:500 DATE MAR. 2013 DRAWN JD CHECKED	PROJECT No. 13-0074 DRG No. TB 1	REV A
A LEACH DRAINS RELOCATED MAR 2013 JD	REV DESCRIPTION DATE BY		CLIENT BRUCE ROCK ENGINEERING	TITLE SITE PLAN - TEMPORARY BUILDINGS			

ELECTRICAL LEGEND			
	CIRCUIT BOARD - CONNECTION POINT		ISOLATOR SWITCH W/PROOF
	SINGLE LIGHT SWITCH		OYSTER LIGHT
	SWITCH: LIGHT: DOUBLE		FLUORESCENT LIGHT 2x36w DIFFUSED
	PE AUTO SWITCH - FOR EXT. LIGHTS		EXTERNAL LIGHT - W/PROOF
	GPO - 10 AMP DOUBLE - REF HEIGHT		GPO - 10 AMP SINGLE - REF HEIGHT
	GPO - 15 AMP SINGLE - REF HEIGHT		WALL - FLURO BED LIGHT WITH SWITCH
	EXHAUST FAN - WALL MOUNTED		SMOKE DETECTOR - HARD WIRED
	TV - TV POINT WIRED TO CONN. POINT		

ELECTRICAL NOTE :
3 PHASE D.BOARD

PANEL BUILDING SHORT SPECIFICATION :

- STEEL CHASSIS 250UB31 MAIN CHASSIS BEAMS WITH TAPERED ENDS
- REFER CHASSIS DWG 10403-6-CHA.
- CHASSIS PAINTED 2 COATS RED OXIDE.
- GALV. FLOOR JOISTS 75x40x1.6 AT MAX. 400 CTRS.
- 22mm AQUATITE FLOORING - TERMITE TREATED.
- 2.0mm VINYL FLOOR FINISH WITH PVC SKIRTING - CLEAN & SEAL.
- WALLS EXT 75mm PANEL WITH 0.6mm C/BOND FACINGS.
- WALLS INT 50mm PANEL WITH 0.4mm C/BOND FACINGS.
- 75x2.5 SHS COLUMNS TO EACH CORNER BOLTED TO CHASSIS & A WELDED STRAP FIXED OVER ROOF FRAME
- ALL WINDOWS AND EXT DOOR FRAMES TO HAVE FIXINGS DOUBLED INT & EXT.
- WINDOWS & DOORS TO HAVE CONCEALED CHANNEL FITTED TO ADJACENT PANEL JOINS EACH SIDE AND TO BE FIXED AT BOTTOM AND TOP CHANNEL.
- R3.0 FIRE BLANKET INSULATION BETWEEN CEILING JOISTS & STACKED 450 MIN WIDTH TO FILL SPACE OVER INT. COMMON WALLS.
- GALV. STEEL CEILING / ROOF FRAME WITH ZINCALUME DECKING.
- PRE-FINISHED PLYWOOD CEILINGS WITH ALUMIN. CORNICE.
- COLORBOND ROOF FLASHINGS & CORNER TRIMS.
- CEILING HEIGHT 2400

EQUIPMENT LIST:

D1 - 2040 x 870 STEEL COMMERCIAL GRADE EXTERNAL DOOR WITH LOCK SET.

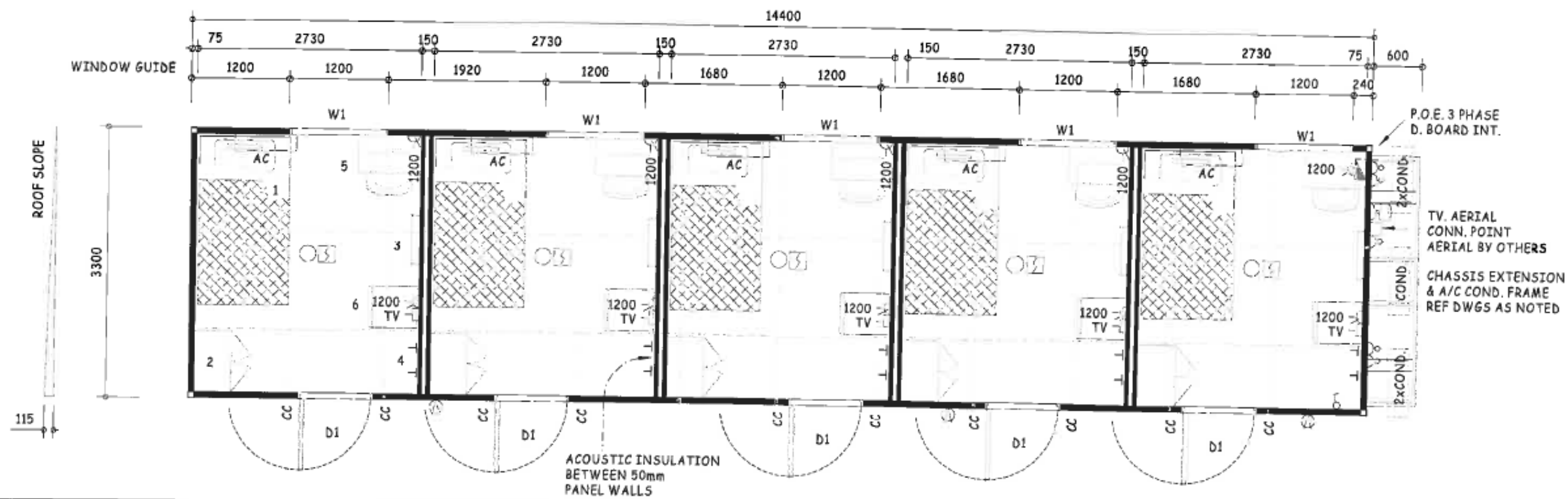
W1 - 900 x 1175w HORIZ. ALUMIN. WINDOW WITH LAM. GLASS. FLYSCREEN, KEY LOCK, CURTAIN AND ALUMIN. MESH STAND OFF CYCLONE SCREEN.

- 1 - KING SIZE SINGLE BED WITH STEEL BASE AND STORAGE DRAWER ON CASTORS UNDER.
- 2 - 1800 H x 750 x 450 WARDROBE WITH 3 DRWR UNIT, SHELF, HANGING RAIL PLUS MIRROR TO FRONT.
- 3 - 600 L TOWEL RAIL.
- 4 - 2 OFF COAT HOOKS @ 300 CTRS.
- 5 - 750 x 450 WRITING TABLE WITH PVC STACK CHAIR.
- 6 - BAR FRIDGE 140 L.

AC - TECO - SPLIT SYSTEM AIR CONDITIONERS WITH COND. STACKED ON CHASSIS, EXTENSION.
- 2.6 Kw COOLING CAPACITY MODEL: LS-LT-0909-Y [NOM 1.0 HP]

COLOUR SCHEDULE -

ROOF DECKING	- ZINCALUME
EXTERNAL PANEL	- TBN
ROOF FLASHINGS	- TBN
WINDOWS	- TBN
SCREENS	- TBN
ALUMIN.	- MILL
VINYL	- KIMBERLEY
LOGO	- NO
CEILING	- DORRIGO
DOOR FRAME	- GALV.
CABINETRY	- BEIGE



ENGINEERS REF: CYCLONIC DESIGN BUILDING DESIGN CRITERIA WIND LOAD - IN ACCORDANCE WITH AS.1170.2:2002 REGION D TERRAIN CATEGORY 2 WIND SPEED - V500 = 88 m/s		 Ph : [08] 9362 6511 Fax : [08] 9362 6411 114 PRESIDENT STREET WELSHPOOL WA 6106 [CORNER PRESIDENT & ORRONG] EMAIL : OFFICE.ADMIN@pydonportables.com		BUILDING / DWG TITLE: GENERAL PLAN / ELECTRICAL LAYOUT 14.4 x 3.3m 5 PERSON BUNKHOUSE [O/ALL 15x3.3]		DWG/SERIAL No: 10403-6-PLN		REFER CHASSIS DWG : 10403-6-CHA	
REVISION: A 20.06.10 ISSUED FOR APPROVAL		COMPANY / CLIENT: RAKKAN Pty Ltd		SITE LOCATION: EX YARD [NORTH WEST]		NOTE: DO NOT SCALE DRAWINGS. DIMENSIONS TO BE TAKEN FROM THIS DRAWING IS PROTECTED BY COPYRIGHT LAWS.		REFER COND. FRAME DET: 10403-6-CD1 REFER CHASSIS DETAILS: 10403-6-CD2	
REV DATE DETAIL BY		DCT		SHEET / SCALE: A3 @ 1:50		DRAWN BY: DCT		CHECKED BY: DF	
								DATE: 20.06.10	

ELECTRICAL LEGEND			
CIRCUIT BOARD - CONNECTION POINT		OYSTER LIGHT WITH FLURO GLOBE	
SINGLE LIGHT SWITCH		FLUORESCENT LIGHT 2x36w DIFFUSED	
DOUBLE LIGHT SWITCH		EXTERNAL LIGHT - W/PROOF	
ISOLATOR SWITCH W/PROOF		TELEVISION POINT	
		6PO - 10 AMP DOUBLE - REF HEIGHT	
		6PO - 10 AMP SINGLE - REF HEIGHT	
		6PO - 15 AMP SINGLE - REF HEIGHT	

ELECTRICAL NOTES:
- EXTERNAL LIGHTS TO BE ON SEPERATE CIRCUIT

COLOUR SCHEDULE:	
EXTERNAL PANEL	- PAPERBARK
ROOF SHEETS	- ZINCALUME
BARGE FLASHINGS	- DEEP OCEAN (BLUE)
WINDOWS	- PAPERBARK
DOOR FR	- GALV.
VINYL	- JERVIS GREEN
LOGOS	- YES
CEILING	- DORRIGO

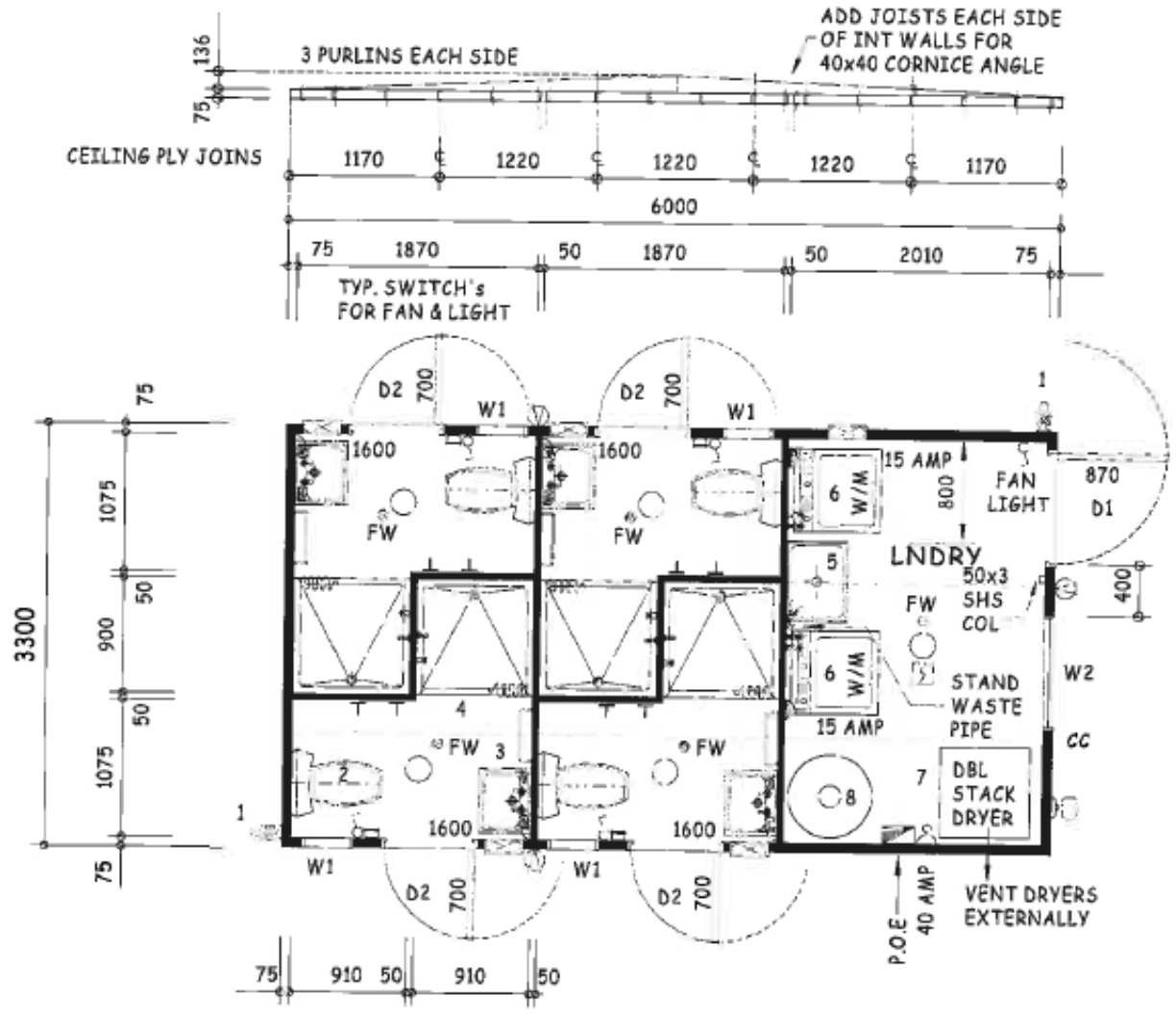
PANEL BUILDING SPECIFICATION:

- STEEL CHASSIS 310UB32 MAIN CHASSIS BEAMS / TAPERED ENDS
- 100 PFC ENDCHANNELS- 100UC14.8 OUTRIGGERS
- 100 PFC SPREADERS AT OUTRIGGERS
- CHASSIS PAINTED TWO COATS OF RED OXIDE
- GALV. FLOOR JOISTS 75x40x1.6 AT MAX. 400 CTRS
- 22mm AQUATITE FLOORING - TERMITE TREATED
- 2.0mm SLIP RESISTANT VINYL FLOOR FINISH WITH 100 H COVING
- WALLS EXT. 75mm PANEL c/w 0.6mm C/BOND FACINGS
- WALLS EXT. 50mm PANEL c/w 0.4mm C/BOND FACINGS
- ALL WINDOWS AND EXT DOOR FRAMES TO HAVE FIXINGS DOUBLED INT & EXT.
- SH5 50x3 COLUMN FITTED INT. ADJACENT TO DOOR FRAME WHERE SHOWN.
- CC = CONCEALED CHANNEL FITTED TO PANEL JOIN AND TO BE FIXED AT TOP & BOTTOM WALL CHANNELS.
- R3.0 INSULATION BATTS BETWEEN CEILING JOISTS
- GALV. STEEL CEILING / ROOF FRAME WITH ZINCALUME DECKING
- MOULDED PROFILE FILLER UNDER LOW END OF ROOF DECKING
- C/BOND ROOF FLASHINGS
- C/BOND CORNER FLASHINGS BENT OVER ROOF FRAME AND FIXED WITH A MINIMUM OF 4 RIVETS TO EA SIDE & 2 TO EA BENT OVER FLAP. TOTAL = 12 [CAN SUBSTITUTE RIVETS TO TOP WITH TEK SCREWS]
- PRE-FINISHED PLYWOOD CEILINGS WITH ALUM. CORNICE
- CEILING HEIGHT - 2400.

EQUIPMENT LIST:

- D1 - 2040 x 870 PLAIN METAL EXTERNAL DOOR WITH KEY LOCK.
- D2 - 2040 x 700 PLAIN METAL EXTERNAL DOOR WITH KEY LOCK.
- W1 - 400 x 400 FIXED OBSCURE GLAZED WINDOW WITH CYCLONIC FILM- ULTRA 600 OR EQUIV.
- W2 - 900 x 900w ALUM. HORIZ. SLIDING WINDOW WITH LAM. GLASS, FLYSCREEN, KEY LOCK & CYCLONIC FILM- ULTRA 600 OR EQUIV.

- EXTERNAL TAP - COLD WATER.
- W.C. WITH DUAL FLUSH CISTERN & PAPER HOLDER.
- WALL MTD S.S. HANDBASIN WITH SHELF & MIRROR OVER - TOWEL RAIL 400 LONG ADJACENT.
- 900 x 900 F/GLASS SHOWER CUBICLE WITH CURTAIN & RAIL. & TWO COAT HOOKS ADJACENT.
- 46 LITRE S.S. TROUGH WITH CABINET UNDER.
- WASHING MACHINE COMMERCIAL QUALITY - MAYTAG 7.5kg MAT13MN.
- DOUBLE STACKED DRYER COMMERCIAL QUALITY - MAYTAG 9kg MLE23PD.
- 315 L ELECTRIC HOT WATER SYSTEM 3 ELEMENT WITH WALL STRAP.



<p>ENGINEERS REF:</p> <p>CYCLONIC DESIGN</p> <p>BUILDING DESIGN CRITERIA WIND LOAD - IN ACCORDANCE WITH AS.1170.2:2002 REGION D TERRAIN CATEGORY 2 WIND SPEED - V500 = 88 m/s</p>		<p>Pigdon Portable Restorations</p> <p>Ph: [08] 9362 6511 Fax: [08] 9362 6411 114 PRESIDENT STREET WELSHPOOL WA 6106 [CORNER PRESIDENT & ORRONG] EMAIL: periclarkson@pigdonportables.com</p>		<p>BUILDING / DWG TITLE:</p> <p>GENERAL PLAN / ELECTRICAL LAYOUT 6.0 x 3.3m ABLUTION / LAUNDRY</p> <p>SITE LOCATION:</p> <p>EX YARD [NORTH WEST]</p> <p>COMPANY / CLIENT:</p> <p>RAKKAN Pty Ltd</p>		<p>QUOTE/JOB-ASSET/DWG No:</p> <p>10407-8-PLN</p> <p>NOTE: DO NOT SCALE DRAWINGS. DIMENSIONS IN mm. THIS DRAWING IS PROTECTED BY COPYRIGHT LAWS.</p> <p>SHEET / SCALE:</p> <p>A3 @ 1:50</p> <p>CHECKED BY:</p> <p>DF</p>		<p>REF CHASERS LAYOUT:</p> <p>10407-8-CHA</p> <p>REFER DWG:</p> <p>DRAWN BY:</p> <p>DCT</p> <p>DATE:</p> <p>20.06.10</p>	
<p>REV</p> <p>A</p>	<p>DATE</p> <p>20.06.10</p>	<p>DETAIL</p> <p>ISSUED FOR APPROVAL</p>	<p>BY</p> <p>DCT</p>						

ELECTRICAL LEGEND		PE AUTO SWITCH - FOR EXT. LIGHTS		PHONE POINT - DRAW WIRE	
	CIRCUIT BOARD - CONNECTION POINT 3 PHASE CIRCUIT BOARD		ISOLATOR SWITCH W/PROOF		6PO - 10 AMP DOUBLE - REF HEIGHT
	SINGLE LIGHT SWITCH		OYSTER LIGHT WITH FLURO. GLOBE		6PO - 10 AMP SINGLE - REF HEIGHT
	SWITCH : LIGHT : DOUBLE		FLUORESCENT LIGHT 2x36w DIFFUSED		6PO - 15 AMP SINGLE - REF HEIGHT
			EXTERNAL LIGHT - W/PROOF		EXHAUST FAN - WALL MOUNTED

ELECTRICAL NOTES :
 - ALL CIRCUITS TO BE DOUBLE POLED.
 - EXTERNAL LIGHT ON SEPERATE CIRCUIT.

COLOUR SCHEDULE : TO BE CONF.

EXTERNAL PANEL	- SURFMIST
ROOF SHEETS	- PAPERBARK
BARGE FLASHINGS	- DEEP OCEAN
CORNER TRIMS	- DEEP OCEAN
WINDOWS	- PAPERBARK
EXT. DOOR FR	- DEEP OCEAN
EXT. DOOR SKIN	- PAPERBARK
ALUMIN.	- ALI. MILL
VINYL	- NO
LOGOS	- KIMBERLY
CEILING	- BEIGE

SHORT SPECIFICATION -

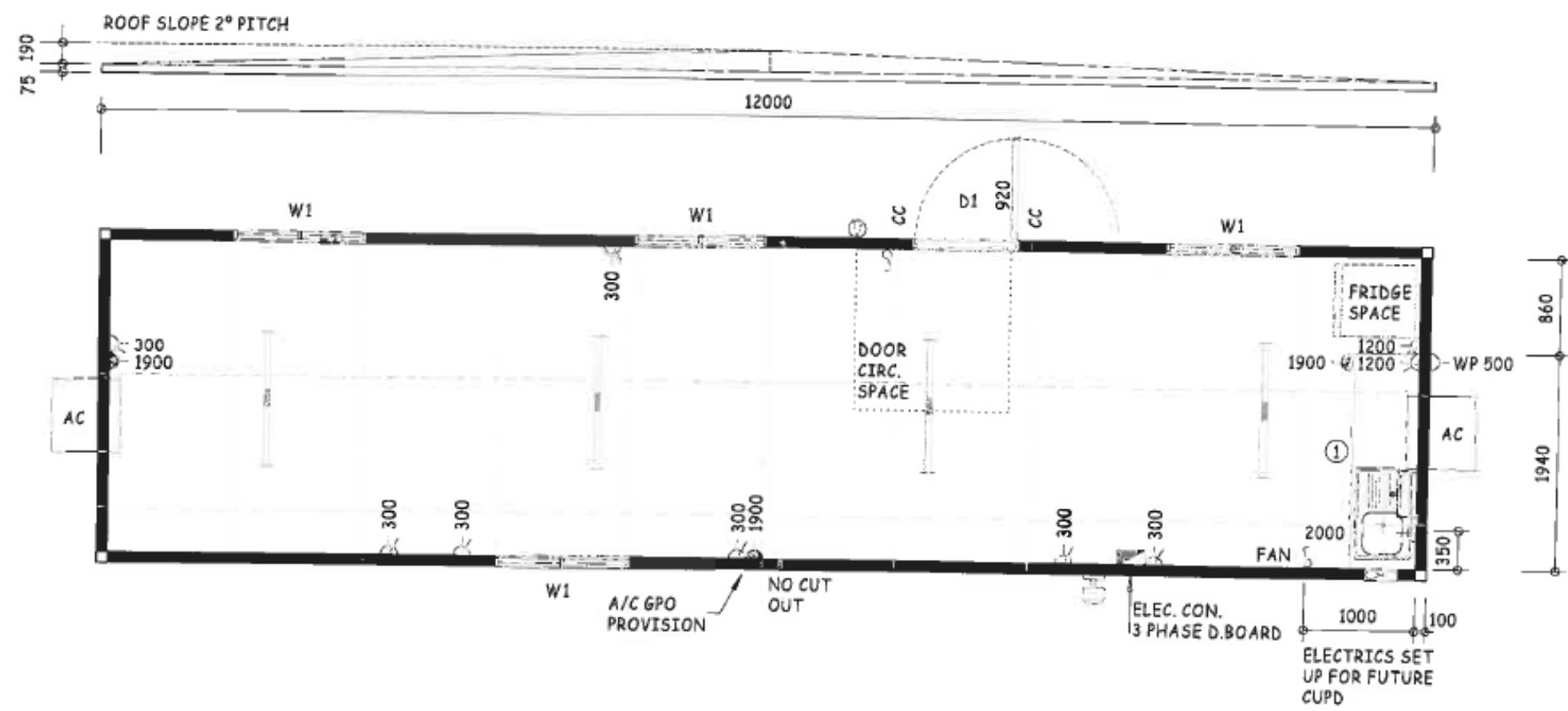
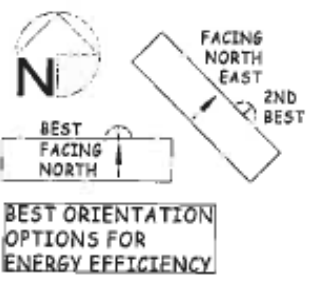
- STEEL CHASSIS 250UB31 MAIN CHASSIS BEAMS WITH TAPERED ENDS - REF CHASSIS DWG.
- CHASSIS PAINTED 2 COATS RED OXIDE.
- GALV. FLOOR JOISTS 75x40x1.6 AT MAX. 400 CTRS.
- 22mm AQUATITE FLOORING - TERMITE TREATED.
- 75mm UNDERFLOOR INSULATION ADDED VALUE R2.0
- 2.0mm VINYL FLOOR FINISH WITH PVC SKIRTING, VINYL CLEANED & SEALED.
- WALLS EXT. 100mm PANEL WITH 0.6mm C/BOND FACINGS TOTAL SYTEM VALUE R2.824 .
- INT WALLS IF FITTED 50mm PANEL WITH 0.4mm C/BOND FACINGS.
- 100x2.5 SHS COLUMNS TO EACH CORNER BOLTED TO CHASSIS AND A WELDED STRAP FIXED OVER ROOF FRAME.
- ALL WINDOWS AND EXT DOOR FRAMES TO HAVE FIXINGS DOUBLED INTERNALLY & EXTERNALLY.
- WINDOWS [& DOORS WHERE NOTED CC] TO HAVE CONCEALED CHANNEL FITTED TO PANEL JOINS ADJACENT. CONCEALED CHANNEL TO BE FIXED AT TOP & BOTTOM CHANNELS.
- R3.0 INSULATION BATTS TO CEILING.
- GALV. STEEL CEILING / ROOF FRAME.
- ZINCALUME SUPERDECK PROFILE - 0.48mm BMT.
- MOULDED PROFILE FILLER UNDER LOW END OF ROOF DECKING.
- R1.3 ANTICON INSULATION UNDER ROOF DECK.
- C/BOND ROOF FLASHINGS AND CORNER TRIMS.
- PRE-FINISHED 4mm PVC CEILINGS WITH ALUMIN. 40x40 CORNICE.
- ALL PLUMBING HOLES SEALED AROUND PIPES.
- CEILING HEIGHT 2400..

EQUIPMENT LIST:

- D1 - 2040 x 920 C/BOND STEEL EXTERNAL DOOR WITH LEVER ACTION PASSAGE SET, RP4T DOOR SILL SEAL & ACCESSIBLE THRESHOLD , INT. HORIZ. HANDRAIL, PLUS HASP & STAPLE.
- W1 - 900 x 1175 w HORIZONTAL SLIDING WINDOW WITH LAM. GLASS, KEY LOCK, FLY SCREEN AND STEEL MESH SECURITY SCREEN.
- 1 - 900 H x 600 D CUPD WITH LAMINATED TOP, POST FORMED FRONT EDGE - 820mm S.S.SINK [COLD TAP ONLY]
- 2 - 7.5 L URN - WALL MTD AUTO BOILING WATER UNIT WITH TIMER.
- 3 - 30 OFF COAT HOOKS -NOT TO BE IN FRIDGE SPACE.

AC - 'TECO' WALL MTD COOL ONLY AIR CONDITIONERS, 4.0 KW COOLING CAPACITY MODEL: TWW 40 CFA CUT OUT SIZE 435 x 665 w.

NOTE : FURNITURE BY OTHERS.



RSA REF: 2012-266

BUILDING DESIGN WIND SPEED TO AS1170.2-2002
 ANNUAL PROBABILITY OF EXCEEDANCE - 1:5000 (Imp Level 2)
 WIND REGION - D (CYCLONIC) TERRAIN CATEGORY - 2
 WIND SPEEDS: REGIONAL - 86m/s SERVICEABILITY - 65m/s
 TOPOGRAPHY MULTIPLIER - 1.0

26/03/2012

ROBIN SALTER B.E (Hons) M.Eng Aust C.P.Eng.
 FRANK MARONI B.E M.Eng Aust C.P.Eng.
 E:info@maparth.com.au P:08 9317 3331

12628-29-ELV

A 16.02.12 ISSUED FOR APPROVAL REV DATE DETAIL BY	DCT	CYCLONIC DESIGN BUILDING DESIGN CRITERIA WIND LOAD - IN ACCORDANCE WITH AS.1170.2:2002 REGION D TERRAIN CATEGORY 2 WIND SPEED - V500 = 69 m/s	 Ph : [08] 9362 6511 Fax : [08] 9362 6411 114 PRESIDENT STREET WELSHPOOL WA 6106 [CORNER PRESIDENT & ORRONG] EMAIL : OFFICE.ADMIN@pigdonportables.com	BUILDING / DWG TITLE: GENERAL PLAN / ELECTRICAL LAYOUT 12 x 3 m CRIB ROOM	DRWG / SERIAL No: 12630-31-PLN
				SITE LOCATION: EX YARD	COMPANY / CLIENT: RAKKAN Pty Ltd

NOTE: DO NOT SCALE DRAWINGS. DIMENSIONS IN MM. THIS DRAWING IS PROTECTED BY COPYRIGHT LAWS.

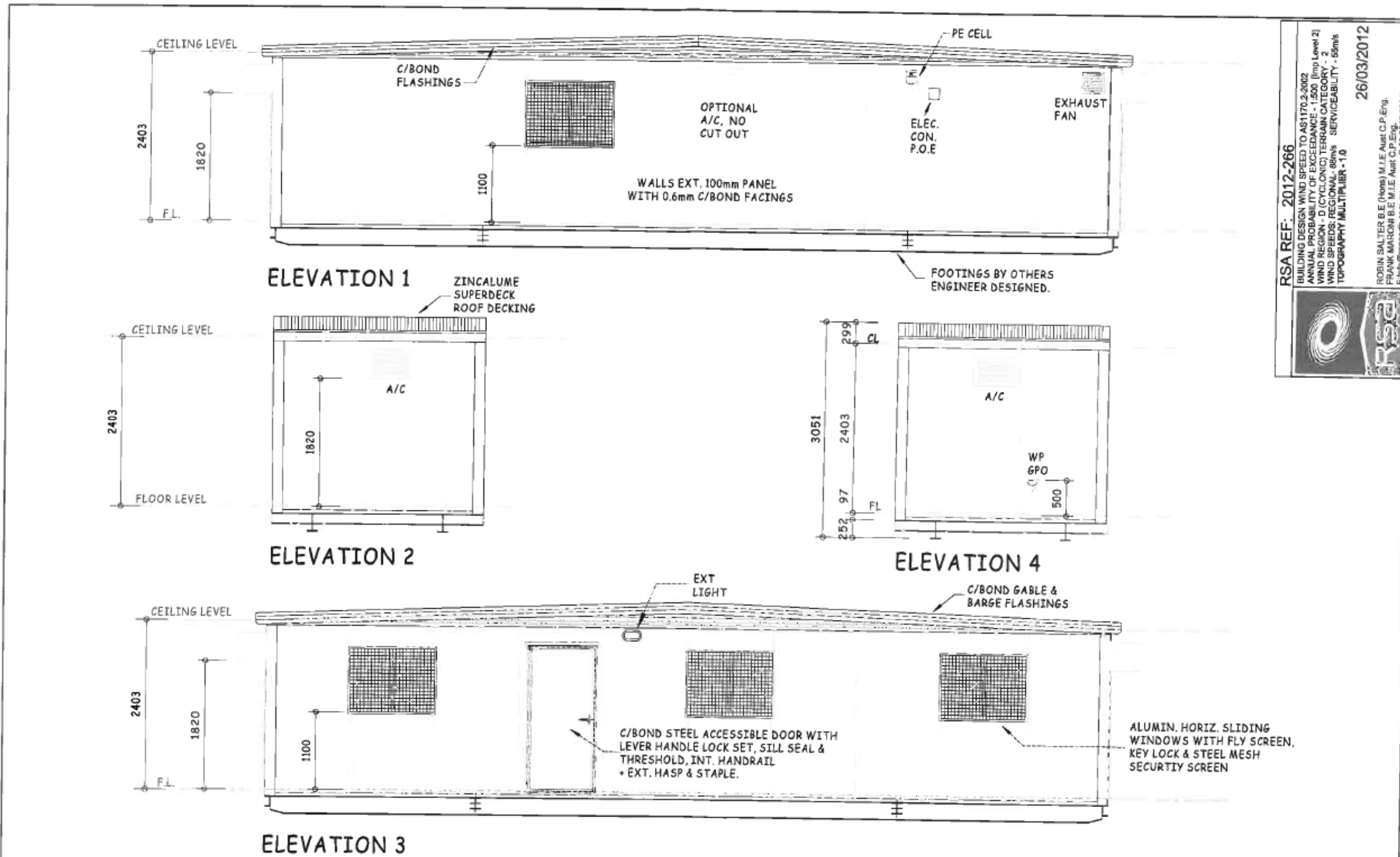
SHEET / SCALE:
A3 @ 1:50

CHECKED BY:
DF

REFER ELEVATIONS:
 12630-31-ELV
 REFER CHASSIS:
 12630-31-CHA

DRAWN BY:
DCT

DATE:
16.03.12



RSA REF: 2012-266
 BUILDING DESIGN WIND SPEED TO AS1170.2-2002
 ANNUAL PROBABILITY OF EXCEEDANCE - 1:500 (Imp Level 2)
 WIND REGION - D (CYCLONIC) TERRAIN CATEGORY - 2
 WIND SPEEDS: REGIONAL - 88m/s SERVICEABILITY - 65m/s
 TOPOGRAPHY MULTIPLIER - 1.0
 26/03/2012
 ROBIN SALTER B.E. (Hons) M.I.E. Aust C.P. Eng.
 FRANK MARONI B.E. M.I.E. Aust C.P. Eng.
 E: info@rsapath.com.au P:08 9317 3331

A 24.03.12 ISSUED FOR APPROVAL REV DATE DETAIL BY		AT BY	CYCLONIC DESIGN BUILDING DESIGN CRITERIA WIND LOAD - IN ACCORDANCE WITH AS.1170.2:2002 REGION D TERRAIN CATEGORY 2 WIND SPEED - V500 = 88 m/s	Pigdon Portables Ph : [08] 9362 6511 Fax : [08] 9362 6411 114 PRESIDENT STREET WELSHPOOL WA 6106 [CORNER PRESIDENT & ORRONG] EMAIL : OFFICE.ADMIN@pigdonportables.com	BUILDING / DWG TITLE: ELEVATIONS 12 x 3 m OFFICE SITE LOCATION: EX YARD COMPANY / CLIENT: RAKKAN Pty Ltd	DRWG / SERIAL No: 12630-31-ELV NOTE: DO NOT SCALE DRAWINGS. DIMENSIONS ON P.P. THIS DRAWING IS PROTECTED BY COPYRIGHT LAWS. SHEET / SCALE: A3 @ 1:50 CHECKED BY: DF	REFER PLAN DWG : 12630-31-PLN REFER CHASERS DWG : 12630-31-CHA DRAWN BY: AT DATE: 23.03.12
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ATTACHMENT 3 TO ITEM 11.1.1.3

15 Swan Street
Bruce Rock - WA 6418
ABN: 79 447 876 298



Ph: (08) 9061 1253
Fax: (08) 9061 1188
MVR licence: MRB 544

Email: admin@brucerockengineering.com.au Web: www.brucerockengineering.com.au

Town of Port Hedland
McGregor St
Port Hedland
WA 6721

08/04/2013

Att Manager of Planning

Re: Proposed Temporary fly camp at lot 313 Alloy Way Wedgefield

Dear Sir

Please see attached and following a planning application for a proposed temporary 'fly camp' at Lot 313 Alloy Way Wedgefield.

The purpose for the fly camp is twofold in that it will provide our onsite office and staff amenities (crib and ablutions) during the construction phase of our proposed offices and workshop. Also secondly, providing accommodation for our construction staff and contractors while on site, this will obviously come at a lower cost than trying to secure in-demand rooms at one of the camps in town while maintaining flexibility through the different phases of construction.

You will note from the proposed plans the location of the temporary buildings as being close to the permanent septic system for ease of connection and then remediation once the buildings are removed.

We anticipate a construction period of Four to Six months, which will be the maximum period the temporary buildings will be required on site.

Bruce Rock Engineering would like to offer as a condition of planning approval being granted, that the temporary buildings/ fly camp be removed before an occupancy permit is issued for the completed Office and Workshop, thus giving the town an assurance that this fly camp is of a truly temporary nature and will only be on site for the minimum amount of time necessary for construction.

If you require any more information please do not hesitate to make contact and we look forward to your response.

Yours Sincerely

Damion Verhoogt
General Manager

11.1.1.4 *Proposed Private Road Names for the Osprey Key Workers Village, Lot 556 Osprey Drive, South Hedland (File No.: 18/07/0016)*

Officer Katherine Press
Lands and Technical Officer

Date of Report 31 January 2014

Disclosure of Interest by Officer Nil

Summary

The Town is in receipt of a request from Fleetwood Corporation Ltd (Fleetwood) to formally name the private roads and private park located within the Key Workers Accommodation Village at Lot 556 Osprey Drive, South Hedland.

Council is requested to approve Fleetwood's suggested road names and park name.

Background

Site Description

Lot 556 Osprey Drive, South Hedland is subject to a four hundred and forty one (441) lot subdivision, conditionally approved by the Western Australian Planning Commission. Please refer to Attachment 1 – Locality plan.

Council resolved to approve the road names for the subdivision at THE Ordinary Council Meeting on 8 August 2012. The approved road names follow a theme of bird names.

Development approval was granted to Fleetwood in 2012 for the construction of two hundred and fifty three (253) Key Workers Accommodation houses, to be constructed on a lot created as part of the approved subdivision of Lot 556 Osprey Drive.

Proposed naming of Private Roads and Private Park

As part of the construction of the Key Workers Accommodation Village development, a park and numerous private roads were constructed within the lot boundaries.

In the past, it has not been necessary to register private roads and parks with the Geographical Names Committee but as part of the Geographical Names Committee's reviewed Policies and Standards, it is now a requirement to obtain formal approval for all private roads and private parks.

To follow-on with the theme of bird names approved throughout the Osprey Subdivision, Fleetwood has proposed the following bird theme road names for the Key Workers Village:

Name	Description
Songlark	The Brown Songlark, also Australian Songlark, is a small passerine bird found throughout much of Australia. A member of the Locustellidae family, the species is notable for sexual size dimorphism, among the most pronounced in any bird. It is a moderate-sized bird of nondescript plumage.
Wagtail	Wagtail (<i>Rhipidura leucophrys</i>) is a passerine bird native to Australia, New Guinea, the Solomon Islands, the Bismarck Archipelago, and eastern Indonesia. It is a common and familiar bird throughout much of its range, living in most habitats apart from thick forest. Measuring 19.0–21.5 cm in length.
Lorikeet	The Varied Lorikeet is 19 cm long. It is mainly green with short yellow longitudinal streaks. The Varied Lorikeet (<i>Psitteuteles versicolor</i>) is a species of parrot in the Psittacidae family. It is endemic to northern Australia.
Rosella	A rosella is one of five to eight species of colorful Australian parrots in the genus <i>Platycercus</i> . <i>Platycercus</i> means "broad-tailed" or "flat-tailed", reflecting a feature common to the rosellas and other members of the broad-tailed parrot tribe. Ranging in size from 26–37 cm.
Fantail	The Grey Fantail (<i>Rhipidura albiscapa</i>) is a small insectivorous bird. A common fantail found in Australia It grows to 16 cm in length, of which half is the tail.
Whistler	The whistlers, shrike-thrushes and pitohuis are the c.50 species of birds from the subfamily Pachycephalinae. They are found in the ecozones of Australasia, Oceania.
Mudlark	The Magpie-lark (<i>Grallina cyanoleuca</i>) is a conspicuous Australian bird of small to medium size, also known as the Mudlark in Victoria and Western Australia The Magpie-lark is around 26 to 30 cm long when fully grown.
Pipitt	The Australian Pipit is a fairly small passerine bird of open country in Australia, New Zealand and New Guinea. It belongs to the pipit genus <i>Anthus</i> in the family Motacillidae. It is a slender bird, 16 to 19cm long and weighs about 40 grams.

Fairywren	Variegated Fairywren (<i>Malurus lamberti</i>) is a fairywren that lives in diverse habitats across most of Australia. The Variegated Fairywren is 14–15 cm long.
Seabird	Seabirds (also known as marine birds) are birds that have adapted to life within the marine environment. The first seabirds evolved in the Cretaceous period, and modern seabird families emerged in the Paleogene.
Weiro	The Cockatiel (<i>Nymphicus hollandicus</i>), also known as the Quarrion and the Weiro, is a member of the cockatoo family endemic to Australia. They are prized as a household pet and companion parrot throughout the world and are relatively easy to breed. As a caged bird, cockatiels are second in popularity only to the Budgerigar.
Owl	The Barn Owls from the Indopacific region are sometimes separated as Eastern Barn-owl, Australian Barn-owl, or Delicate Barn-owl. The Barn Owl measures about 25–50 cm in overall length, with a wingspan of some 75–110 cm.
Ostrich	The Ostrich or Common Ostrich (<i>Struthio camelus</i>) is either one or two species of large flightless birds native to Africa, the only living member(s) of the genus <i>Struthio</i> , which is in the ratite family.
Goshawk	The Brown Goshawk is a medium-sized bird of prey in the family Accipitridae found in Australia and surrounding islands. Its underparts are grey with a chestnut collar. The flight is fast and flexible.

And the following Park Name:

Name	Description
Osprey Park	The Osprey (<i>Pandion haliaetus</i>), sometimes known as the sea hawk, fish eagle, or fish hawk, is a diurnal, fish-eating bird of prey. It is a raptor, reaching more than 60cm in length and 180cm across the wings.

Please refer to Attachment 2 - Proposed Road and Park Name Plan for the Key Workers Village.

Consultation

This matter was referred to the Geographical Names Committee for comment. In order for Geographical Names Committee to be able to approve the road names, they requested minor changes be made to the road names and road types (suffix). These minor changes have been carried out.

Statutory Implications

Nil

Policy Implications

Landgate's *Policies and Standards for Geographical Naming in Western Australia* determine the process for the naming of Private Roads and Parks.

Town of Port Hedland *Policy 12-004 Road Names and Street Numbering* determine the process for the naming of roads within the Town.

Strategic Planning Implications

6.1 Community

6.1.3 Rich in culture

Strengthen local communities, history and culture.

Budget Implications

The applicant will be responsible for all costs associated with the installation and maintenance of the new private road and park signage.

Officer's Comment

The proposed road names and park name provided by the applicant are in keeping with the general theme of the area, being bird names. The proposed road names have not been previously utilised within the Town.

The road types (road suffix) will be allocated as per Appendix A of the *AS-NZS-4819-2011 Rural and Urban Addressing – Road Types*.

Council is recommended to approve the proposed road names and park name to be assigned to the private roads and park located within the Key Workers Accommodation Village on Lot 556 Osprey Drive, South Hedland.

Options

1. Support the proposed road names and park name for the newly created roads and park, as indicated on Attachment 2.

The approval of the proposed road names and park name will see the private roads and park located in the Key Workers Accommodation Village being formally named.

2. Refuse the proposed road names and park name for the newly created roads and park, as indicated on Attachment 2.

Refusal of the proposed private road names and park name will require Council to provide further guidance to the preferred street names and park name for the Key Workers Accommodation Village.

Attachments

1. Locality plan.
2. Proposed Road and Park Name Plan for the Key Workers Village.

Officer's Recommendation

That Council:

1. Approve the following road names for the private roads located within the Key Workers Accommodation Village at Lot 556 Osprey Drive, South Hedland, as indicated on Attachment 2:

Name	Description
Songlark	The Brown Songlark, also Australian Songlark, is a small passerine bird found throughout much of Australia. A member of the Locustellidae family, the species is notable for sexual size dimorphism, among the most pronounced in any bird. It is a moderate-sized bird of nondescript plumage.
Wagtail	Wagtail (<i>Rhipidura leucophrys</i>) is a passerine bird native to Australia, New Guinea, the Solomon Islands, the Bismarck Archipelago, and eastern Indonesia. It is a common and familiar bird throughout much of its range, living in most habitats apart from thick forest. Measuring 19.0–21.5 cm in length.
Lorikeet	The Varied Lorikeet is 19 cm long. It is mainly green with short yellow longitudinal streaks. The Varied Lorikeet (<i>Psitteuteles versicolor</i>) is a species of parrot in the Psittacidae family. It is endemic to northern Australia.
Rosella	A rosella is one of five to eight species of colorful Australian parrots in the genus <i>Platycercus</i> . <i>Platycercus</i> means "broad-tailed" or "flat-tailed", reflecting a feature common to the rosellas and other members of the broad-tailed parrot tribe. Ranging in size from 26–37 cm.
Fantail	The Grey Fantail (<i>Rhipidura albiscapa</i>) is a small insectivorous bird. A common fantail found in Australia It grows to 16 cm in length, of which half is the tail.
Whistler	The whistlers, shrike-thrushes and pitohuis are the c.50 species of birds from the subfamily Pachycephalinae. They are found in the ecozones of Australasia, Oceania.

Mudlark	The Magpie-lark (<i>Grallina cyanoleuca</i>) is a conspicuous Australian bird of small to medium size, also known as the Mudlark in Victoria and Western Australia. The Magpie-lark is around 26 to 30 cm long when fully grown.
Pipitt	The Australian Pipit is a fairly small passerine bird of open country in Australia, New Zealand and New Guinea. It belongs to the pipit genus <i>Anthus</i> in the family Motacillidae. It is a slender bird, 16 to 19cm long and weighs about 40 grams.
Fairywren	Variegated Fairywren (<i>Malurus lamberti</i>) is a fairywren that lives in diverse habitats across most of Australia. The Variegated Fairywren is 14–15 cm long.
Seabird	Seabirds (also known as marine birds) are birds that have adapted to life within the marine environment. The first seabirds evolved in the Cretaceous period, and modern seabird families emerged in the Paleogene.
Weiro	The Cockatiel (<i>Nymphicus hollandicus</i>), also known as the Quarrion and the Weiro, is a member of the cockatoo family endemic to Australia. They are prized as a household pet and companion parrot throughout the world and are relatively easy to breed. As a caged bird, cockatiels are second in popularity only to the Budgerigar.
Owl	The Barn Owls from the Indopacific region are sometimes separated as Eastern Barn-owl, Australian Barn-owl, or Delicate Barn-owl. The Barn Owl measures about 25–50 cm in overall length, with a wingspan of some 75–110 cm.
Ostrich	The Ostrich or Common Ostrich (<i>Struthio camelus</i>) is either one or two species of large flightless birds native to Africa, the only living member(s) of the genus <i>Struthio</i> , which is in the ratite family.
Goshawk	The Brown Goshawk is a medium-sized bird of prey in the family Accipitridae found in Australia and surrounding islands. Its underparts are grey with a chestnut collar. The flight is fast and flexible.

2. Approve the following Park Name for the naming of the private park located within the Key Workers Accommodation Village at Lot 556 Osprey Drive, South Hedland, as indicated on Attachment 2:

Name	Description
Osprey Park	The Osprey (<i>Pandion haliaetus</i>), sometimes known as the sea hawk, fish eagle, or fish hawk, is a diurnal, fish-eating bird of prey. It is a raptor, reaching more than 60cm in length and 180cm across the wings.

3. Request the Chief Executive Officer, or his delegate(s), to submit the approved private road names and park name to Geographical Names Committee for final approval, subject to the following:
 - a) The proposed naming of the Private Park be advertised for a period of 30 days pursuant to the *Policies and Standards for Geographical Naming in Western Australia*;
 - b) No objections being received during the advertising period.
4. Advise the applicant that any costs associated with the required road and park signage will be at the cost of the applicant; and
5. Advise the applicant that the proposed street and park signs are to be to the specifications of the Manger Technical Services and to the satisfaction of the Manager Development Services.

201314/251 Council Decision

Moved: Cr Hunt

Seconded: Cr Melville

That Council:

1. Approve the following road names for the private roads located within the Key Workers Accommodation Village at Lot 556 Osprey Drive, South Hedland, as indicated on Attachment 2:

Name	Description
Songlark	The Brown Songlark, also Australian Songlark, is a small passerine bird found throughout much of Australia. A member of the Locustellidae family, the species is notable for sexual size dimorphism, among the most pronounced in any bird. It is a moderate-sized bird of nondescript plumage.
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Owl	The Barn Owls from the Indopacific region

	are sometimes separated as Eastern Barn-owl, Australian Barn-owl, or Delicate Barn-owl. The Barn Owl measures about 25–50 cm in overall length, with a wingspan of some 75–110 cm.
Emu	
Goshawk	The Brown Goshawk is a medium-sized bird of prey in the family Accipitridae found in Australia and surrounding islands. Its underparts are grey with a chestnut collar. The flight is fast and flexible.

2. Approve the following Park Name for the naming of the private park located within the Key Workers Accommodation Village at Lot 556 Osprey Drive, South Hedland, as indicated on Attachment 2:

Name	Description
Osprey Park	The Osprey (<i>Pandion haliaetus</i>), sometimes known as the sea hawk, fish eagle, or fish hawk, is a diurnal, fish-eating bird of prey. It is a raptor, reaching more than 60cm in length and 180cm across the wings.

3. Request the Chief Executive Officer, or his delegate(s), to submit the approved private road names and park name to Geographical Names Committee for final approval, subject to the following:
- a) The proposed naming of the Private Park be advertised for a period of 30 days pursuant to the *Policies and Standards for Geographical Naming in Western Australia*;
 - b) No objections being received during the advertising period.
4. Advise the applicant that any costs associated with the required road and park signage will be at the cost of the applicant; and
5. Advise the applicant that the proposed street and park signs are to be to the specifications of the Manger Technical Services and to the satisfaction of the Manager Development Services.

CARRIED 8/0

ATTACHMENT 2 TO ITEM 11.1.1.4



11.1.1.5 *Delegated Planning, Building & Environmental Health Approvals and Orders for January 2014 (File No.: 18/07/0002 & 07/02/0003)*

Officer	Carly Thompson Executive Assistant Planning & Development
Date of Report	5 February 2014
Disclosure of Interest by Officer	Nil

Summary

This item relates to the Planning and Building approvals and Environmental Health Orders considered under Delegated Authority for the month of January 2014.

Background

A listing of Planning, Building and Environmental Health approvals and Orders issued by the Town's Planning, Building and Environmental Health Services under Delegated Authority for the month of January 2014 are attached to this report. Further to Council's request a listing of current legal actions is also attached to this report.

Consultation

Nil

Statutory Implications

Town of Port Hedland Delegation Register outlines the limitations of delegated authority and requires a list of approvals made under it to be provided to Council. This report is prepared to ensure Council is advised of the details of applications which have been dealt with under delegated authority.

Policy Implications

Nil

Strategic Planning Implications

Nil

Budget Implications

Nil

Officer's Comment

Nil

Attachments

1. Delegated Planning, Building & Environmental Health Approvals and Orders for January 2014

201314/252 Officer's Recommendation/ Council Decision

Moved: Cr Hunt

Seconded: Cr Daccache

That the Schedule of Planning and Building approvals, Environmental Health Orders issued by Delegated Authority and the listing of current legal actions for the month of January 2014 be received.

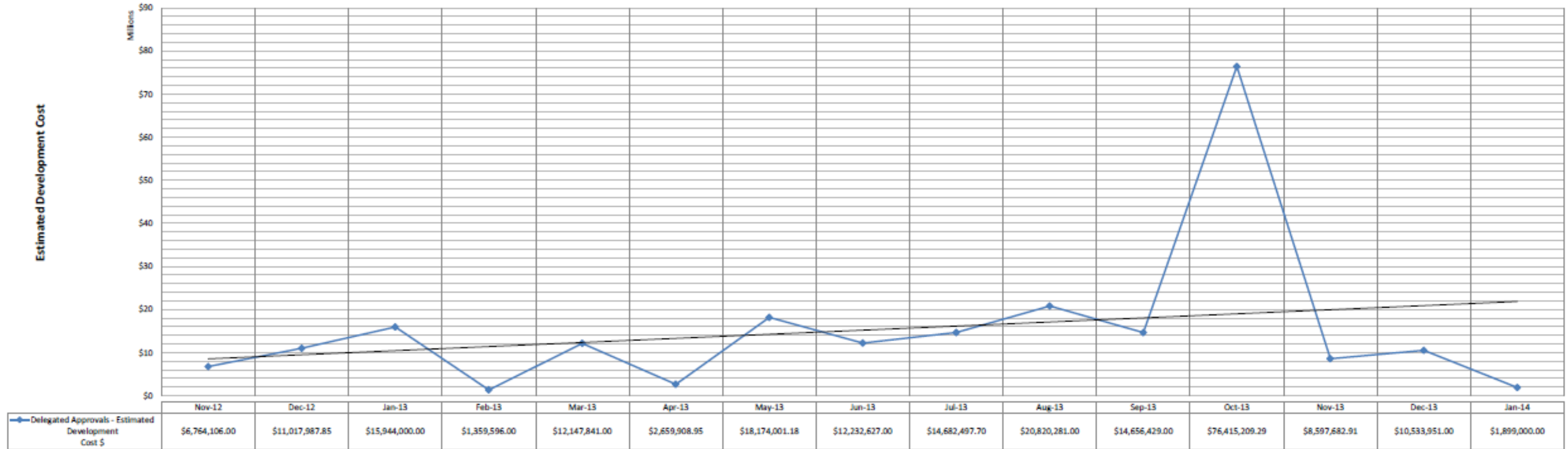
CARRIED 8/0

DELEGATED PLANNING APPROVALS FOR JANUARY 2014

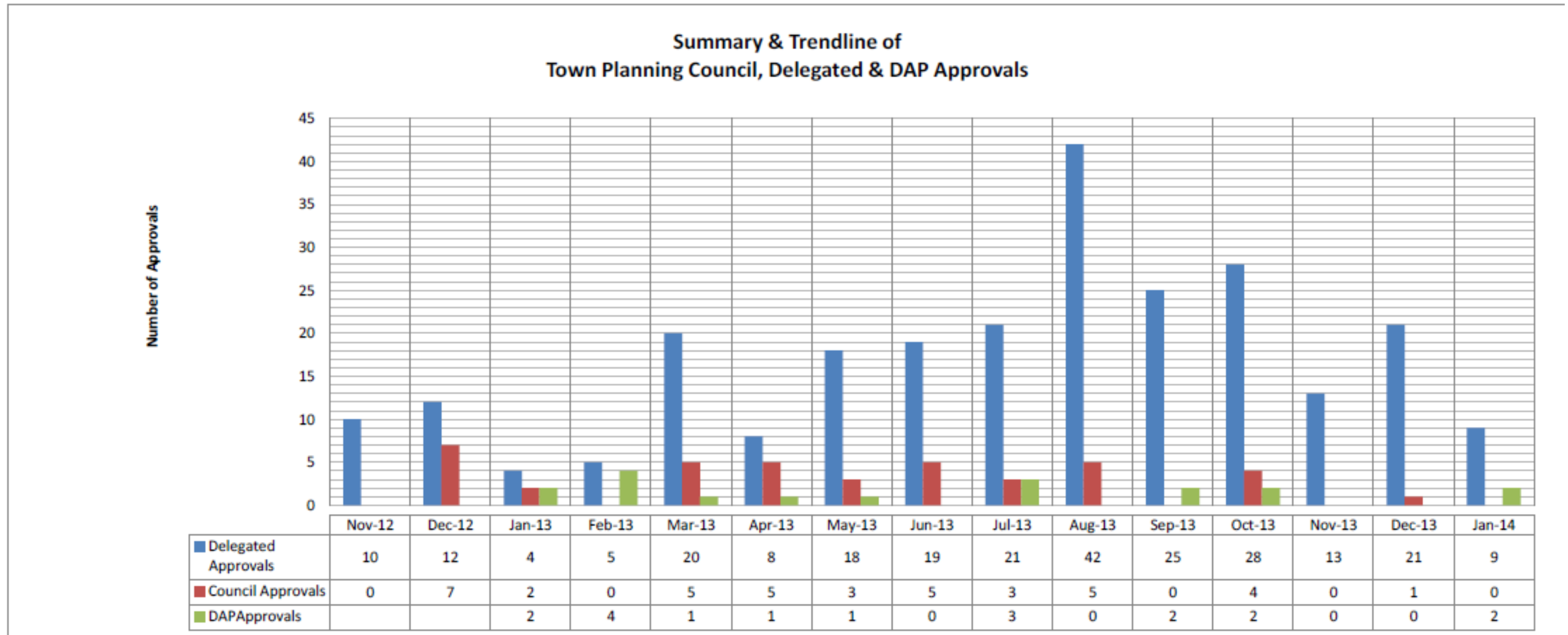
Application No.	Description	Lot	Property Address	Date Approved	Applicants Name	Development Value
2013/705	STORAGE FACILITY/DEPOT/LAYDOWN AREA - OFFICE ADDITION	5884	5 MANGANESE STREET WEDGEFIELD 6721	6/01/2014	MODULAR CONSTRUCTIONS SERVICES	\$ 120,000.00
2010/50.01	AMENDMENT TO PLANNING CONSENT 2010/50 FOR REPLACEMENT SHED - STORAGE FACILITY / DEPOT / LAYDOWN AREA - ROADTRAIN DEPOT	2	LOT 2 GREAT NORTHERN HIGHWAY PORT HEDLAND 6721	20/01/2014	RFF PTY LTD	\$ -
2013/541.01	AMENDMENT TO PLANNING APPROVAL 2013/541 FOR CHANGE OF USE - 'MEDICAL CENTRE' AND 'SIGNAGE'	3826	10 HEDDITCH STREET SOUTH HEDLAND 6722	20/01/2014	ALLERDING & ASSOCIATES	\$ -
2013/501.01	AMENDMENT TO APPLICATION 2013/501 - TWO (2) GROUPED DWELLINGS (ONE EXISTING)	1760	177 ATHOL STREET PORT HEDLAND 6721	21/01/2014	DAVID JON GOLDMAN	\$ -
2014/16	SINGLE HOUSE - RETROSPECTIVE PATIO ADDITION	3300	12 MARRA COURT SOUTH HEDLAND 6722	21/01/2014	GIOVANNI MASCALI	\$ 10,000.00
2014/25	CHANGE OF USE - 'OFFICE' TO 'SHOP'	1003	9-31 THROSSELL ROAD SOUTH HEDLAND 6722	28/01/2014	ARIA PROJECTS	\$ -
2014/26	SPOILBANK APPLICATION	500	L5178 SUTHERLAND STREET PORT HEDLAND 6721	28/01/2014	KRISTOF DE VLEESCHAUWER	\$ -
2014/27	SINGLE DWELLING AND ANCILLARY ACCOMMODATION	855	14 CENTAUR AVENUE SOUTH HEDLAND 6722	30/01/2014	QUESTUS ASSET MANGEMENT PTY LTD	\$ 469,000.00
2013/712	WAREHOUSE AND OFFICE	2114	36 MOORAMBINE STREET WEDGEFIELD 6724	31/01/2014	SCRIBE DESIGN GROUP	\$ 1,300,000.00

DELEGATED PLANNING APPROVALS FOR JANUARY 2014

Summary & Trendline of
Town Planning Delegated Approvals
Estimated Development Costs



COUNCIL, DELEGATED & DAP PLANNING APPROVALS FOR JANUARY 2014



DELEGATED BUILDING APPROVALS FOR JANUARY 2014

BUILDING PERMITS									
Permit Number	Decision Date	Property Address	Locality	Applicant	Description of Work	Estimated Construction Value (\$)	Floor area square metres	Building Classification	
14-006	13.01.2014	77-95 HAMILTON ROAD	SOUTH HEDLAND 6722	KIERAN HUNT - RESOLVE GROUP	Ice Room	\$ 30,000.00	21	10a	
13-502	13.01.2014	Unit C, 6 CATAMORE COURT	SOUTH HEDLAND 6722	Norwest Building Group	Shed	\$ 21,930.00	27	10a	
13-528	21.01.2014	12 MARRA COURT	SOUTH HEDLAND 6722	Giovanni Mascali	Patio (retrospective)	\$ 10,000.00	0	10a	
13-461	22.01.2014	177 ATHOL STREET	PORT HEDLAND 6721	GOLDMAN CONSTRUCTION PTY LTD	Carport Shadesail & Store room	\$ 31,000.00	45	10a	
13-512	30.01.2014	31 PEDLAR STREET	SOUTH HEDLAND 6722	Pilbara Design & Build Pty Ltd	Garden Shed	\$ 6,100.00	6	10a	
13-333	17.01.2014	33 SUTHERLAND STREET	PORT HEDLAND 6721	Thommo's Carpentry	Fence & Retaining Wall	\$ 55,000.00	0	10b	
14-029	30.01.2014	171 GREENFIELD STREET	BOODARIE 6722	Sandy MacPherson	BELOW GROUND SWIMMING POOL	\$ 20,000.00	52	10b	
14-002	14.01.2014	9 PORTREE LOOP	SOUTH HEDLAND 6722	AK HOMES CONSTRUCTION PL	Dwelling	\$ 495,000.00	178	1a	
13-524	02.01.2014	4 STORK ROAD	SOUTH HEDLAND 6722	AUSSIE MODULAR SOLUTIONS	Dwelling Carport Patio and Shed	\$ 506,702.00	122	1a & 10a	
13-523	02.01.2014	17 RAVEN STREET	SOUTH HEDLAND 6722	AUSSIE MODULAR SOLUTIONS	Dwelling Carport Patio and Shed	\$ 506,702.00	122	1a & 10a	
14-001	22.01.2014	8 BREARLEY STREET	PORT HEDLAND 6721	WINFIELD CONSTRUCTIONS PTY LTD	3 x Dwellings and Carports	\$ 1,500,000.00	543	1a & 10a	
13-521	22.01.2014	177 ATHOL STREET	PORT HEDLAND 6721	Goldman Constructions Pty Ltd	Dwelling & Carport	\$ 380,000.00	121	1a & 10a	
13-486	24.01.2014	22 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	T & R HOMES WA PTY LTD	Dwelling & Shed	\$ 435,370.00	120	1a & 10a	
13-504	02.01.2014	34 BARRAMINE LOOP	SOUTH HEDLAND 6722	Colin Wilkinson Developments Pty Ltd	Dwelling including Carport and Fence	\$ 493,526.00	247	1a & 10b	
13-508	02.01.2014	30 BARRAMINE LOOP	SOUTH HEDLAND 6722	Colin Wilkinson Developments Pty Ltd	Dwelling including Carport and Fence	\$ 446,745.00	198	1a & 10b	
13-509	02.01.2014	42 BARRAMINE LOOP	SOUTH HEDLAND 6722	Colin Wilkinson Developments Pty Ltd	Dwelling including Carport and Fence	\$ 492,491.00	198	1a & 10b	
13-510	02.01.2014	46 BARRAMINE LOOP	SOUTH HEDLAND 6722	Colin Wilkinson Developments Pty Ltd	Dwelling including Carport and Fence	\$ 446,745.00	198	1a & 10b	
13-511	02.01.2014	38 BARRAMINE LOOP	SOUTH HEDLAND 6722	Colin Wilkinson Developments Pty Ltd	Dwelling including Carport and Fence	\$ 446,205.00	208	1a & 10b	
13-517	02.01.2014	35 BARRAMINE LOOP	SOUTH HEDLAND 6722	Colin Wilkinson Developments Pty Ltd	Dwelling including Carport and Fence	\$ 543,300.00	262	1a & 10b	
13-518	02.01.2014	40 BARRAMINE LOOP	SOUTH HEDLAND 6722	Colin Wilkinson Developments Pty Ltd	Dwelling including Carport and Fence	\$ 446,745.00	199	1a & 10b	
13-519	02.01.2014	2 LIMESTONE ROAD	SOUTH HEDLAND 6722	Colin Wilkinson Developments Pty Ltd	Dwelling including Carport and Fence	\$ 492,491.00	230	1a & 10b	
13-458	02.01.2014	4 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	PINDAN CONTRACTING PTY LTD	Dwelling Carport Store & Shed	\$ 480,976.00	176	1a 10a & 10b	
13-459	02.01.2014	8 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	PINDAN CONTRACTING PTY LTD	Dwelling Carport Store & Fence	\$ 480,976.00	176	1a 10a & 10b	
13-460	02.01.2014	36 BARRAMINE LOOP	SOUTH HEDLAND 6722	PINDAN CONTRACTING PTY LTD	Dwelling Carport Store & Fence	\$ 480,976.00	176	1a 10a & 10b	
13-463	02.01.2014	33 BARRAMINE LOOP	SOUTH HEDLAND 6722	PINDAN CONTRACTING PTY LTD	Dwelling Carport Store and Fence	\$ 480,976.00	176	1a 10a & 10b	
13-465	02.01.2014	12 BARRAMINE LOOP	SOUTH HEDLAND 6722	PINDAN CONTRACTING PTY LTD	Dwelling Carport Store & Fence	\$ 480,976.00	176	1a 10a & 10b	
13-473	02.01.2014	20 BARRAMINE LOOP	SOUTH HEDLAND 6722	PIN CONTRACTING PTY LTD	Dwelling Carport Store & Fence	\$ 480,976.00	176	1a 10a & 10b	
13-475	07.01.2014	4 LIMESTONE ROAD	SOUTH HEDLAND 6722	PINDAN CONTRACTING PTY LTD	Dwelling Carport Store & Fence	\$ 480,815.00	155	1a 10a & 10b	
13-492	07.01.2014	30 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	PINDAN CONTRACTING PTY LTD	Dwelling Carport Store & Fence	\$ 480,815.00	155	1a 10a & 10b	
13-482	22.01.2014	14 LIMESTONE ROAD	SOUTH HEDLAND 6722	T & R Homes WA PTY LTD	Dwelling Shed Shade Sail & Fence	\$ 438,258.00	120	1a 10a & 10b	
13-483	22.01.2014	38 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	T & R HOMES WA PTY LTD	Dwelling Shed Shade Sail & Fence	\$ 435,370.00	120	1a 10a & 10b	
13-484	22.01.2014	3 BARRAMINE LOOP	SOUTH HEDLAND 6722	T & R HOMES WA PTY LTD	Dwelling Shed Shade Sail & Fence	\$ 435,370.00	120	1a 10a & 10b	
13-487	22.01.2014	4 PORTREE LOOP	SOUTH HEDLAND 6722	T & R HOMES WA PTY LTD	Dwelling Shed Shade Sail & Fence	\$ 435,370.00	120	1a 10a & 10b	

DELEGATED BUILDING APPROVALS FOR JANUARY 2014

14-008	24.01.2014	40 PORTTREE LOOP	SOUTH HEDLAND 6722	Tangent Nominees Pty Ltd	Dwelling Carport Fence & Ancillary Accom.	\$ 480,000.00	126	1a 10a & 10b
13-485	24.01.2014	48 BARRAMINE LOOP	SOUTH HEDLAND 6722	T & R HOMES WA PTY LTD	Dwelling Shed Shade Sail & Fence	\$ 435,370.00	120	1a 10a & 10b
13-493	28.01.2014	53 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	T & R HOMES WA PTY LTD	Dwelling Shed Shade Sail & Fence	\$ 438,409.00	121	1a 10a & 10b
13-494	28.01.2014	41 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	T & R HOMES WA PTY LTD	Dwelling Shed Shade Sail & Fence	\$ 435,370.00	121	1a 10a & 10b
14-011	28.01.2014	19 LIMESTONE ROAD	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	Dwelling Carport & Fence	\$ 459,090.00	147	1a 10a & 10b
14-014	28.01.2014	40 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	DWELLING CARPORT AND FENCING	\$ 459,090.00	147	1a 10a & 10b
14-013	28.01.2014	26 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	Dwelling Carport & Fence	\$ 459,090.00	147	1a 10a & 10b
13-495	28.01.2014	19 BARRAMINE LOOP	SOUTH HEDLAND 6722	T & R HOMES WA PTY LTD	Dwelling Shed Shade Sail & Fence	\$ 435,370.00	121	1a 10a & 10b
14-019	28.01.2014	10 LIMESTONE ROAD	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	Dwelling Carport & Fence	\$ 544,896.00	167	1a 10a & 10b
14-030	28.01.2014	1 LIMESTONE ROAD	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	Dwelling Carport & Fencing	\$ 570,482.00	180	1a 10a & 10b
14-015	28.01.2014	15 LIMESTONE ROAD	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	Dwelling Carport & Fencing	\$ 544,896.00	167	1a 10a & 10b
14-017	28.01.2014	43 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	Dwelling Carport & Fence	\$ 459,090.00	147	1a 10a & 10b
14-031	30.01.2014	10 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	Dwelling Carport & Shed	\$ 570,482.00	180	1a 10a & 10b
14-020	31.01.2014	28 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	DWELLING CARPORT AND FENCING	\$ 544,896.00	169	1a 10a & 10b
14-010	31.01.2014	45 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	DWELLING CARPORT AND FENCING	\$ 544,896.00	169	1a 10a & 10b
14-018	31.01.2014	34 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	DWELLING CARPORT AND FENCING	\$ 459,090.00	147	1a 10a & 10b
14-016	31.01.2014	7 LIMESTONE ROAD	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	DWELLING CARPORT AND FENCING	\$ 459,090.00	147	1a 10a & 10b
14-012	31.01.2014	6 ETTRICK CIRCUIT	SOUTH HEDLAND 6722	Pilbara Constructions Pty Ltd	DWELLING CARPORT AND FENCING	\$ 544,896.00	167	1a 10a & 10b
14-009	20.01.2014	10 FORREST CIRCLE	SOUTH HEDLAND 6722	ACIER Pty Ltd	77 Apartments & Storage Rooms	\$ 24,596,364.00	7308	2 & 10a
14-027	29.01.2014	29 PHOSPHORUS STREET	WEDGEFIELD 6721	Cooper & Oxley Builders Pty Ltd	STAGE 1 - CIVIL WORKS IN-GROUND SERVICE	\$ 2,233,000.00	0	5 7b 8
13-530	08.01.2014	13 TAILINGS ELBOW	WEDGEFIELD 6721	GLENN MICHALCZYK	Transport Depot Stage 4 - Fire Pumps	\$ -	0	7b
14-025	28.01.2014	3 HARWELL WAY	WEDGEFIELD 6721	McAleese Resources	MEETING ROOM	\$ 30,000.00	72	5
14-004	15.01.2014	8 MCKAY STREET	PORT HEDLAND 6721	Miguel Grima	Change of Use - Office to Shop (Hairdresses)	\$ 40,000.00	67	6
14-022	24.01.2014	2-8 THROSSELL ROAD	SOUTH HEDLAND 6722	John Kaminski	SHOP FITOUT (FISHY FISHY)	\$ 80,000.00	148	6
14-026	28.01.2014	9-31 THROSSELL ROAD	SOUTH HEDLAND 6722	Certis WA Pty Ltd	SHOP FITOUT - DICK SMITH	\$ 269,500.00	297	6
TOTAL 58						\$ 49,491,273.00		

TOWN OF PORT HEDLAND CERTIFICATION

Certificate Type	Number Issued
Certificate of Design Compliance	15
Certificate of Construction Compliance	0
Certificate Building Compliance	2
TOTAL	17

DEMOLITION LICENCES FOR JANUARY 2014

There were no demolition licences for the month of January.

STRATA APPLICATIONS FOR JANUARY 2014

There were no Strata Applications for the month of January.

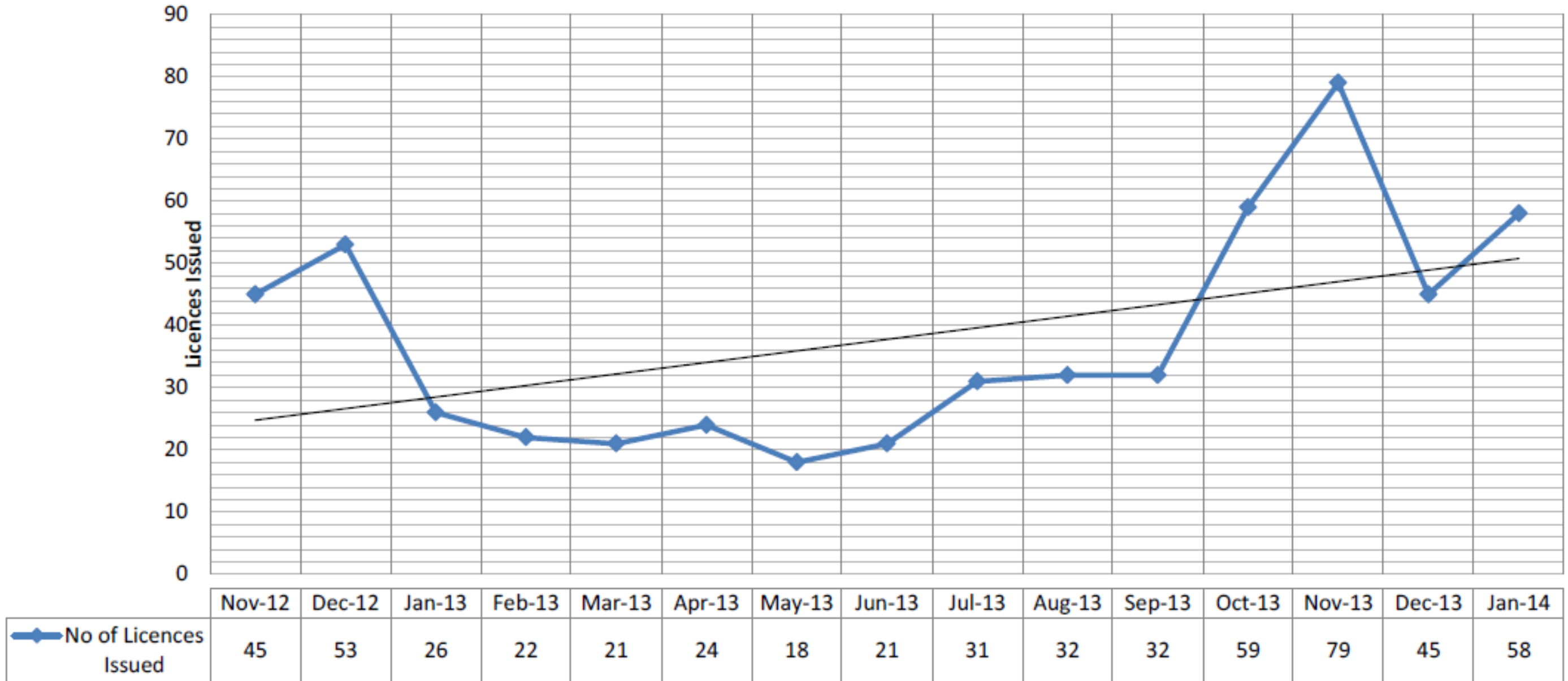
OVERVIEW SUMMARY FOR JANUARY 2014

SUMMARY				
No of Permits	Permit Type	Estimated Construction Value	Floor Area in square metres	Average cost per square metre
0	Demolitions	\$0	0	\$0.00
44	Dwellings	\$22,068,379	7,482	\$2,949.53
5	Class 10a	\$99,030	99	\$1,000.30
2	Class 10b	\$75,000	52	\$1,442.31
7	Commercial	\$27,248,864	7,892	\$3,452.72
0	Other - STRATA	N/A	N/A	N/A
58		\$49,491,273	15,525	

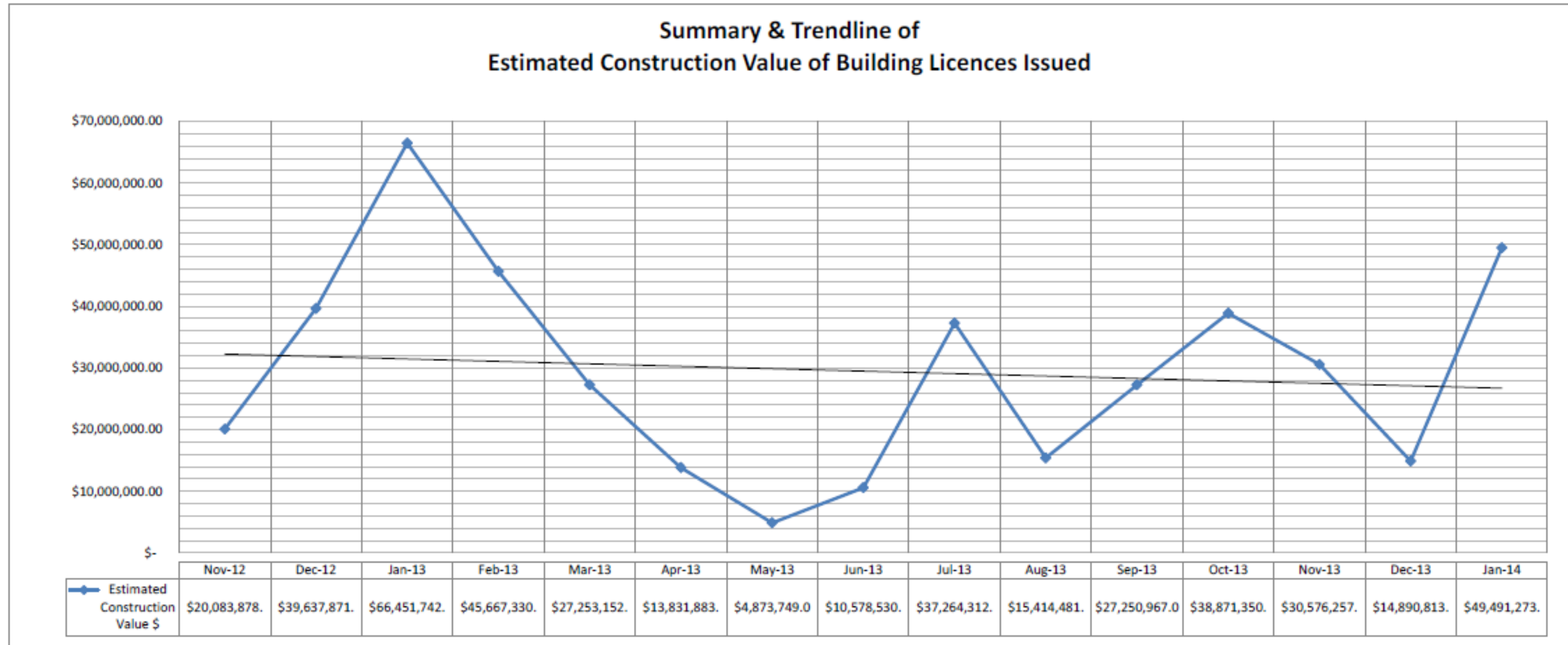
OCCUPANCY PERMIT			
Permit Number	Decision Date	Property Address	Description of Work
13-187	14/01/2014	1003 Throssell Rd South Hedland	Proposed commonwealth Bank fitout
13-056	8/01/2014	20 Managanese Road, South Hedland	Warehouse/Office (Stage 2)
TOTAL	2		

BUILDING APPROVALS FOR JANUARY 2014

Summary & Trendline for Building Licence Approvals



BUILDING APPROVALS FOR JANUARY 2014



CURRENT LEGAL MATTERS FOR JANUARY 2014

CURRENT LEGAL MATTERS				
File No.	Address	Issue	Current Status	Officer
118711G	Lot 1675 (1690) Harwell Way, Wedgefield	Non-compliance with planning conditions	Case adjourned until 31/10/2013 to allow for sealing of the properties to occur. - Adjourned until March 2014.	BM
125910G	Lot 2445 # 32 Moorambine Street, Wedgefield - <i>Owner</i>	Unauthorised Concrete Batching Plant	Handed to attorneys - Court Hearing to be held on 24th June 2013 - Not Guilty Plea. Adjourned until 4/10/2013 - Trial date set for 4th June.	BM
125910G	Lot 2445 # 32 Moorambine Street, Wedgefield - <i>Tenant</i>	Unauthorised Concrete Batching Plant	Court Hearing to be held on 4/10/2013. - Trial allocation date to be determined in November 2013. - Adjourned until 20th February 2014.	BM
117650G	Lot 2505 # 7 Moorambine Street, Wedgefield	Unauthorised Residential Structures	Handed over to the attorney. - 1st Hearing set for Friday 2nd August 2013. - Adjourned until 30th August 2013. - Adjourned until 18th October 2013. - Sentencing scheduled for 22nd November 2013. - Adjourned until 20th Feb 2014.	BM
803689G	Lot 173 # 19 Snappy Gum Way, South Hedland	Placing objects on a public thoroughfare	Filed at court 5/2/14 First mention 28/2/2014	RS

CURRENT HEALTH ORDERS AS OF JANUARY 2014

Current Health Orders under Delegated Authority by Environmental Health Services				
File No.	Address	Issue	Current Status	
803367G	Lot 2052 McGregor St Port Hedland	Metal frame spectator/grand stand seating erected on a trailer chassis.	~ Health order placed on temporary spectator stand ~ No public building application received by Town of Port Hedland, as such no approval has been granted for use as a temporary spectator stand ~ Town has notified Turf Club of issue	

11.1.1.6 Proposal for Twelve (12) Multiple Dwellings on Lot 503 (31) Moore Street, Port Hedland (File No.: 123320G)

Officer	Ryan Djanegara Senior Statutory Planning Officer
Date of Report	21 January 2014
Application No.	2013/655
Disclosure of Interest by Officer	Nil

Summary

The Town has received an application from S.A. Property Developments Pty Ltd to construct twelve (12) "Multiple Dwellings" on Lot 503 (31) Moore Street, Port Hedland (subject site).

The proposed development is located within the "West End Residential Min R30/Max R80" Zone, as such the application is presented to Council for consideration.

The application is supported by the Town's Officers, and is recommended for approval subject to conditions.

Background*Site Description (Attachment 1)*

The subject site is generally rectangular in shape, achieves vehicular access via Jacoby Street and has an area of 847m². In terms of the Port Hedland Town Planning Scheme No. 5 (TPS5) the subject site is zoned "West End Residential Min R30/Max R80".

Proposal (Attachment 2)

The applicant is proposing to construct twelve (12) two bedroom "Multiple Dwellings". Thirteen bays will be provided onsite, with an additional two bays proposed on the street verge.

Related Developments

The proposed development does not differ significantly from those already approved / developed within the "West End", however, the landowner will be required to enter into a licence agreement and pay a bond for maintenance of the two (2) visitor bays proposed to be constructed by the applicant within the Jacoby Street road verge.

Consultation

The application was circulated as follows:

Internally:

- Manager Technical Services
- Manager Building Services
- Manager Environmental Health Services
- Manager Engineering Services

Externally:

- Department of Environment Regulation (DER)
- Department of State Development – Dust Taskforce (DSD)
- Environmental Protection Authority (EPA)
- Department of Health
- Pilbara Cities
- Telstra
- Optus
- Horizon Power
- Water Corporation

The following noteworthy comments were received:

Department of Environment Regulation

1. DER notes that the development application includes a report from certified mechanical engineer confirming that the proposal meets the intent of the design requirements of the Amendment 22 area. Assessing the validity of this certification and development applications is the responsibility of the Town of Port Hedland (the Town). DER does not possess the expertise to assess development applications or mechanical engineer reports.
2. The site in question is located within a part of Port Hedland that is exposed to higher than normal concentrations of dust. As such, in the absence of a completed health risk assessment (HRA) for Port Hedland, the Town should consider the issue of new housing developments in this area and the risks associated with exposing even more people to high level of dust.
3. The Department of Health (DoH) has recently finalised the methodology for the Port Hedland HRA. A further consultancy will be funded to undertake a comprehensive HRA for the area. It is important that the Town is aware of the area of land that is the subject of a HRA and should in turn, be informing the developers and the local community of this issue.
4. The results from the HRA, expected by the end of 2015, will enable the Dust Taskforce to make informed recommendations regarding the appropriateness of future residential developments in and around Port Hedland. In the interim, DER advises that the Town seeks further advice on this issue from DoH.

Department of Health (DoH):

1. The DOH supports this application with the proviso that the developer is made aware of and agrees to the establishment and maintenance schedules of air-conditioning units, and that all potential residents are informed of the short-term nature of accommodations in The West End, and are also informed of the Memorial on Title as required under Amendment 22.

Department of State Development:

1. Development within the "West End Residential" zone must comply with the design requirements outlined in Town of Port Hedland Town Planning Scheme Amendment 22.
2. The Department notes that the development application includes a report from a private consultant, assessing the development's adherence to the design requirements of Scheme Amendment 22. It is the Department's view that, although the application provides the Town of Port Hedland with specialist advice from a third party, the Town is ultimately responsible for assessing development applications against the design requirements of Scheme Amendment 22.
3. The *Port Hedland Air Quality and Noise Management Plan 2010*, advocates a precautionary approach to residential development in the West End of Port Hedland until the results of the Health Risk Assessment (HRA) are known.
4. The Department notes that the Port Hedland Health Risk Assessment is now under way. The outcomes of the HRA may have implications for land use planning and development in the Town of Port Hedland. Upon the release of the HRA, the Port Hedland Dust Taskforce will be in a better position to comment on the appropriateness of additional development in the West End.
5. This letter should not be interpreted as endorsement of the development application.

Planning's Response

The Planning Services Unit has required the landowner to provide a dust mitigation report prepared by a certified mechanical engineer that demonstrates how the development will manage and limit dust exposure and potential negative impacts as provisions of the Scheme.

A copy of this report was circulated to all members of the Port Hedland Dust Task Force, whom have raised no objections to the content of the report. Subsequent to the findings of a HRA report, the applicant has addressed the concerns of elevated dust levels to the best of their ability with the information available at the time. By virtue of this, the application should be considered on its merits.

Adjoining Neighbours

The application was advertised to the adjoining neighbours for a period of 14 days. No submissions were received during the period.

Statutory Implications

In accordance with the Planning and Development Act 2005, the proposed development is subject to the provisions of the Town of Port Hedland Town Planning Scheme No. 5 (TPS5).

Policy Implications

12/002 Off Site Car Parking Policy

○ Objectives

- To provide guidance for the possible development of car parking in adjoining road reserves

Strategic Planning Implications

The following sections of Council's Strategic Plan 2012 – 2022 are considered relevant to this proposal:

6.3 Environment

6.3.1 Housing

Address housing shortage & affordability through using Council held land, providing high quality modular construction, providing incentives and other forms of inducement to deliver housing by 2013.

The following section of the "Pilbara's Port City Growth Plan" is considered relevant to the proposal:

5.6.1 Precinct 1 – West End

5.6.1 Precinct 1 – West End

Precinct Summary

Noise and dust emissions particularly in proximity to existing developed urban areas.

Budget Implications

Immediate:

An application fee of \$4,886.00 has been received as per the prescribed fees approved by Council.

Long Term:

Nil

Whole of Life:

Maintenance cost associated with the two (2) parking bays located within the Jacoby Street road reserve. As part of the planning approval, the landowner will be required to enter into a license agreement with the Town and pay a bond to maintain the bays.

The average maintenance cost per bay is \$588.00, per annum considering the lifespan of the development being twenty (20) years. The bond for the two (2) parking bays will be \$23,520.00.

$(\$588.00 \times 2 \text{ bays}) \times 20 \text{ years} = \$23,520.00$

Officer's Comment

Dust Mitigation requirements in the West End Residential Zone

The site is located in the "West End Residential" zone. Developments located within this zone are required to be designed in order to mitigate the impacts of elevated dust levels. Section 6.3.9 of TPS5 states:

"Residential development within the 'West End Residential Zone' and within the area bound by Withnell, McKay and Anderson Streets, and The Esplanade road, Port Hedland shall be in accordance with a local planning policy, development plan or design guidelines adopted by Council that incorporates building design and performance standards to reduce exposure to dust, and to include but not necessarily be limited to -

- *filtration of incoming air into the building designed to utilise coarse disposable pre-filtration (i.e. G3 or G4 rated) and then a finer filter (i.e. F4 rated);*
- *location of operable windows and doors on the western and southern building facades only;*
- *use of deflection screens on the northern and eastern edges of operable windows;*
- *use of eaves;*
- *orientation of buildings to avoid wind tunnelling effects; and*
- *protective screens and porticos at building entrances to reduce the direct impact of wind onto the opening."*

In the absence of a local planning policy, development plan or design guideline, state government stakeholders have expressed concern regarding suitable design requirements for residential development in the "West End Residential" zone.

Clause 6.3.9 of the scheme is prescriptive and does not allow for innovative design solutions which are able to achieve the same outcome as intended by the relevant clause contained within TPS5.

Consequently, legal advice was obtained from the Towns' Solicitors and further advice received from the Department of Planning. As a result of advice received, all residential applications within this area are to include a report prepared by a suitably qualified Mechanical Engineer, certifying the design of the proposed development will mitigate dust exposure and achieves the intent Clause 6.3.9 of TPS5.

The applicant has submitted a report by C.A & M.J. Lommers confirming the proposed design will mitigate dust and addresses the requirements under TPS5. This report was forwarded to the relevant stakeholders for comment.

From a planning perspective the application is supported as it complies with all planning related development controls and principles and the dust mitigation report prepared by C.A & M.J Lommers confirms the development is consistent with the intent of Clause 6.3.9 of TPS5.

Residential Design Codes of Western Australia (R Codes)

A number of variations to the Acceptable Development Standards of the R Codes have been sought.

The justifications provided by the applicant for the required variations have been reviewed, and from a planning perspective are considered to comply with the "Design Principles" of the Residential Design Codes and are supported.

Off-site Parking Bays

For the proposed development to comply with the required parking as stipulated in TPS5 and the Residential Design Guidelines, a minimum of three (3) visitor bays are to be provided.

In order for the applicant to maximise the development potential, it has been proposed to provide at the applicants cost two (2) parking bays within the Jacoby Street road verge. Being located within the verge these bays will remain public car parking bays, but available to the visitors of the development.

Should Council resolve not to permit the construction of the two (2) visitor bays within the road verge, the application cannot be supported in its current form. The applicant will be required to reduce the development in order to accommodate all parking on-site.

Attachments

1. Locality Plan
2. Development Plans
3. Dust mitigation report
4. Artist Impression

201314/253 Officer's Recommendation/ Council Decision**Moved: Cr Daccache****Seconded: Cr Hooper**

That Council approves the application submitted by S.A. Property Developments Pty Ltd to construct twelve (12) multiple dwellings on Lot 503 (31) Moore Street, Port Hedland subject to the following conditions:

1. **This approval relates only to the proposed 12 "Multiple Dwellings", as indicated on the approved plans (DRG2013/665/1 - DRG2013/655/5). It does not relate to any other development on this lot;**
2. **If the development referred to in (1) above is not substantially commenced within a period of two years from the date of approval, the approval shall lapse and be of no further effect;**
3. **A minimum of 15 car parking bays shall be provided for the development, 13 car parking bays on site and 2 visitor car parking bays shall be provided in accordance with condition 4;**
4. **The 2 visitor car parking bays to be provided on the Jacoby Street, road reserve by the landowner shall be designed, constructed, kerbed, formed, graded, drained, line marked and finished with a sealed or paved surface or equivalent in accordance with a design approved by the Town's Manager Development Services at the landowners expense;**
5. **The visitor car parking bays constructed on the Jacoby Street, road reserve shall remain accessible and be used solely for the purpose of car parking at all times;**
6. **No car parking bays shall be obstructed in any way or used for any other purpose than car parking;**
7. **Front walls and fences within the primary street and secondary street setback area shall be no higher than 1.8m measured from natural ground level and be visually permeable above 1.2m;**
8. **Fences shall be reduced to no higher than 0.75m from the natural ground level when within 1.5m of where the Vehicle Access Point (driveway) meets a street and where two (2) streets intersect;**

9. Roof mounted or freestanding plant or equipment such as air conditioning units and hot water systems shall be located and / or screened to the satisfaction of the Town's Manager Development Services;
10. Alterations or relocations of existing infrastructure within the road reserve shall be carried out and reinstated at the landowner's cost to the satisfaction of the Town's Manager Development Services;
11. Walls on the boundary shall be finished or rendered to match where practicable the colours and materials of the affected property to the satisfaction of the Town's Manager Development Services;
12. Stormwater disposal shall be accordance with the approved Stormwater Management Plan (SMP2013/655/1);
13. The landowner shall ensure refuse collection / storage is in accordance with the approved Refuse Collection Strategy / Management Plan. (RCP2013/655/1);
14. The landowner shall ensure all activities related to the construction of the development (such as but not limited to, storage of building materials and contractor vehicles) be contained wholly within the lot boundaries;
15. All dust and sand to be contained on site with the use of suitable dust suppression techniques to the satisfaction of the Manager Development Services;

The following conditions shall be cleared by the Town's Manager Development Services prior to issuing a Building Permit.

16. Prior to issuing a building permit, the landowner shall prepare a notification under section 70A of the Transfer of Land Act 1893. The landowner shall provide proof in a form acceptable to the Town's Manager Development Services that the section 70A has been lodged with Landgate for endorsement on the Certificate of Title for the subject lot(s). This notification shall be sufficient to alert prospective landowner or occupiers of the following:
 - a. Vulnerable Coastal Area - This lot is located in an area likely to be subject to coastal erosion and/or inundation over the next 100 years.

- b. This land is located within an area identified as being impacted on or affected by dust from Port activities. The Department of Health advises, children, the elderly and people with pre-existing respiratory and cardiovascular health conditions or predisposed to the same should not reside on this land other than on a temporary basis as they are at increased risk of worsening or developing respiratory and/or cardiovascular related health conditions.

Further information can be obtained from the Department of Health.

17. Prior to issuing a building permit, a bond in the sum of \$23,520 shall be paid by the landowner to the Town as security for the repair of the Jacoby Street, road reserve and as security for the ongoing maintenance of the 2 visitor car parking bays constructed on the Jacoby Street, road reserve for a term of 20 years, pursuant to Regulation 17(5) of the *Local Government (Uniform Local Provisions) Regulations 1996*;
18. Prior to issuing a building permit, the landowner shall enter into and thereafter comply with an agreement with the Town documenting the conditions in which the Town is prepared to grant permission to construct the car parking bays on the Jacoby Street, road reserve under Reg 17 of the Regulations (Agreement). The Agreement is to be prepared by the Town's solicitors to the satisfaction of the Town's Manager Development Services, and the obligations, rights and powers of the parties under Reg 17 of the Regulations. The agreement shall also impose the following additional obligations on the landowner to:
 - a. Repair at its own cost, to the satisfaction of the Town's Manager Development Services, any damage to Jacoby Street, or the Jacoby Street, road reserve, resulting from the construction, use or maintenance of the visitor car parking bays;
 - b. Maintain and repair at its own cost, to the satisfaction of the Town's Manager Development Services, the visitors car parking and verge landscaping;
 - c. Indemnify the Town for any damage, claims or loss relating to the construction, use or maintenance of the visitors car parking bays; and
 - d. Pay a bond in the sum of \$23,520, to the Town as security for repairing the road reserve and the ongoing maintenance of the visitors car parking bays constructed on the Jacoby Street, road reserve.

19. Prior to the issuing of a building permit, a detailed landscaping and reticulation plan including the Jacoby and Moore Street verge, shall be submitted and approved by the Town's Manager Development Services. The plan shall include:
- a. location, species and planting details with reference to Council's list of Recommended Low-Maintenance Tree and Shrub Species for General Landscaping included in Council Policy 10/001; and
 - b. shade trees provided at a ratio of 1 tree per six (6) consecutive external parking spaces.

The following condition shall be complied with prior to the commencement of any works.

20. A sediment control barrier be placed along the boundaries adjoining Jacoby and Moore Street to the satisfaction of the Towns Manager Development Services as per the requirements of attachment 1;

The following conditions shall be complied with prior to the occupation of the development.

21. Prior to the occupation of the development the landowner shall provide a certificate prepared by a suitably qualified Mechanical Engineer confirming the development has been built in accordance with the Dust Management Assessment Report, prepared by C.A. & M.J. Lommers Pty Ltd;
22. Prior to the occupation of the development, the landowner shall prepare a maintenance schedule for the air-conditioning units to the satisfaction of the Town's Manager Development Services;
23. Prior to the occupation of the development, the development shall be connected to reticulated mains sewer;
24. Prior to the occupation of the development, aged/disabled access to the existing Council footpath in accordance with "Austroads Part 13 – Pedestrians" shall be provided, to the satisfaction of the Town's Manager Development Services;
25. Prior to the occupation of the development the landscaping and reticulation is to be completed as per the approved landscaping and reticulation plan, and thereafter shall be maintained to the satisfaction of the Town's Manager Development Services;

26. Prior to the occupation of the development, lighting shall be installed along all driveway(s), access way(s), parking area(s), turning area(s) and pedestrian pathways by the landowner. Design and construction standards shall be in accordance with relevant Australian Standards;
27. Prior to the occupation of the development, access way(s), parking area(s), turning area(s) shall be constructed, kerbed, formed, graded, drained, line marked and finished with a sealed or paved surface by the landowner in accordance with the relevant Australian Standards;
28. Prior to the occupation of the development the driveways and crossover shall be designed and constructed in accordance with Council's Crossover Policy 9/005; and
29. Prior to the occupation of the development the landowner shall ensure any damage to road pavements / kerbing / footpaths or other Town assets caused by any activity associated with the construction of the development, including but not limited to vehicle movements, shall be repaired to the satisfaction of the Town's Manager Development Services.

ADVICE NOTES:

1. You are reminded this is a Planning Approval only and does not obviate the responsibility of the landowner to comply with all relevant building, health and engineering requirements;
2. With regards to Condition 22, the Water Corporation wishes to advise the local wastewater components will require a review by the developer's Consulting Engineer, and may require upgrading. Details are to be provided to the Water Corporation at the time of building application together with a water efficiency plan for assessment and agreement;
3. With regards to Condition 22, insitu effluent disposal systems are to be decommissioned in accordance with the Health (Treatment of Sewage and Disposal of Effluent and Liquid Waste) Regulations 1974;
4. The "Refuse Collection Strategy / Management Plan" has been approved for a Classic Service, being one 240 Litre Bin per unit to be collected from Jacoby Street once a week. Any proposed change to a "Premium Service" will require approval from the Town of Port Hedland;
5. Waste receptacles are to be stored in a suitable enclosure to be provided to the specifications of Council's Health Local Laws 1999 and to the satisfaction of Manager Development Services;

6. The Town's Building Services advises the landowner should consider the following issues prior to submitting a building application:
 - a. lighting and ventilation will need to be in accordance with the provisions of the Building Codes of Australia.
7. The development must comply with the *Environmental Protection (Noise) Regulations 1997* at all times;
8. Be advised that as per the Environmental Protection (Noise) Regulations 1997, construction noise, that does not comply with the AS 2436-1981, is not permitted outside of 0700-1900 Mondays-Saturdays and not on Sundays or Public Holidays;
9. Be advised that all laundries must be constructed as per the Town's Health Local Laws 1999 Section 2.2.2;
10. The landowner shall comply with the requirements of Worksafe Western Australia in the carrying out of any works associated with this approval; and
11. To clear any conditions kindly contact the Town's Development Compliance Officer on (08) 9158 9300. Please note clearance of conditions requires the submission of an application form and payment.

CARRIED 7/1

ATTACHMENT 1 TO ITEM 11.1.1.6



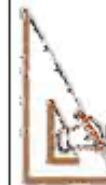
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gary@rammsbuildingdesign.com.au

NOTES:

- 1) BUILDER IS TO SITE CHECK ALL MEASUREMENTS AND LEVELS ON SITE PRIOR TO COMMENCING OF ANY WORKS.
- 2) ANY DISCREPANCY BETWEEN DRAWINGS IS TO BE REPORTED TO RELEVANT AUTHORITY IMMEDIATELY.
- 3) THESE DRAWINGS ARE TO BE READ IN CONJUNCTION WITH ALL RELEVANT AND SUPPLIED DRAWINGS, INCLUDING ENGINEERING AND ENERGY RATING.
- 4) ALL WORK IS TO BE IN ACCORDANCE TO ALL CURRENT AUSTRALIAN STANDARDS AND THE NATIONAL CONSTRUCTION CODE

**PETER RAKIC
LOT 503 MOORE
STREET, PORT
HEDLAND
PROPOSED SITE
(NO SURVEY)**

DATE	5 NOVEMBER 2013
DRAWN BY	GARY RAMM
CHECKED BY	GARY RAMM
A04	SHEET SIZE A2
SCALE	1 : 200

1 SITE PLAN (NO SURVEY)
1 : 200

DRW2013/655/2



1
GROUND FLOOR
 1 : 100
 G.F. - BUILDING AREA
 - 4 UNITS x 50.4 sqm
 (GROSS) = 201.60 sqm

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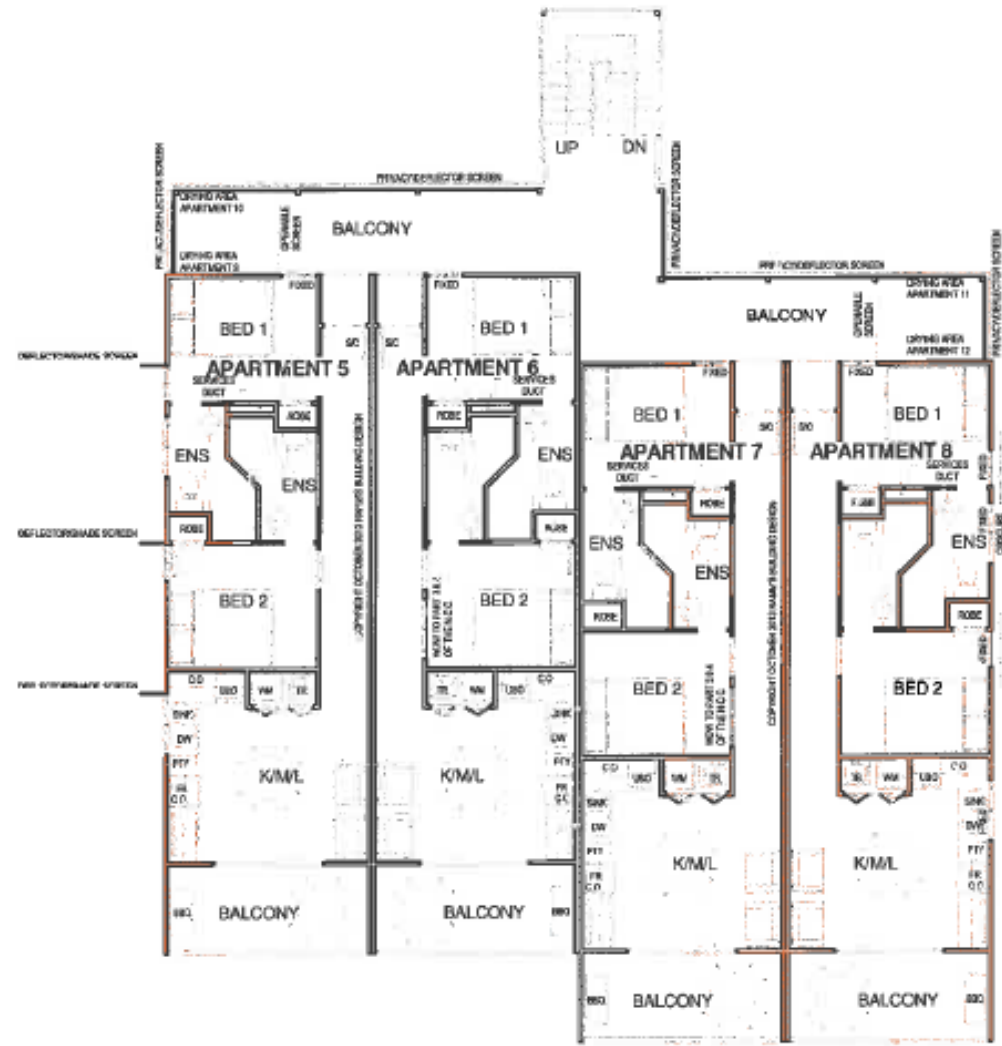
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LOT 503 MOORE
STREET, PORT
HEDLAND

GROUND FLOOR

DATE	5 NOVEMBER 2013
DRAWN BY	GARY RAMM
CHECKED BY	GARY RAMM
A05	SHEET SIZE A2
SCALE	1 : 100

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1 FF UNITS FL
1 : 100

F.F. - BUILDING AREA
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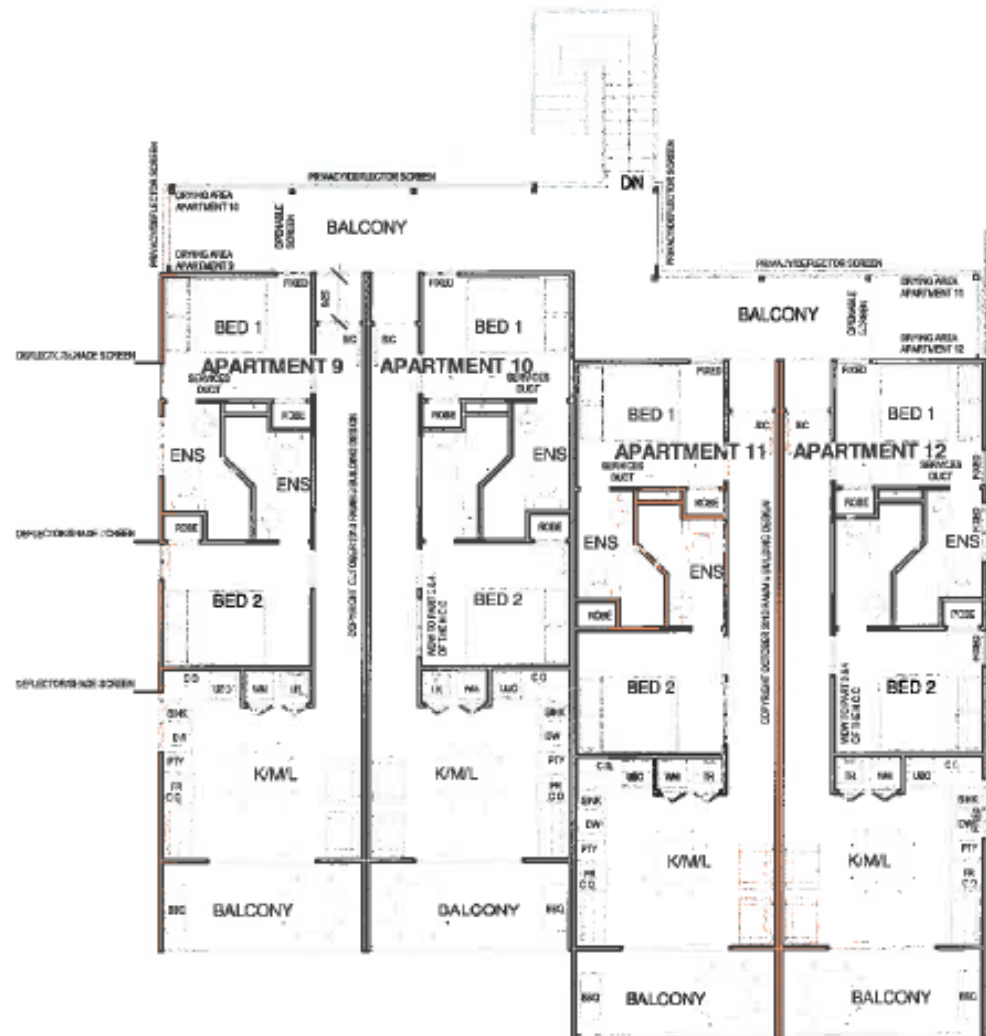
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PETER RAKIC
LOT 503 MOORE
STREET, PORT
HEDLAND

FIRST FLOOR

DATE	5 NOVEMBER 2013
DRAWN BY	GARY RAMM
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A06	SHEET SIZE A2
SCALE	1 : 100

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1 3RD FL
1 : 100

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**PETER RAKIC
LOT 503 MOORE
STREET, PORT
HEDLAND**

THIRD FLOOR

DATE	5 NOVEMBER 2013
DRAWN BY	GARY RAMM
CHECKED BY	GARY RAMM
A07	SHEET SIZE A2
SCALE	1 : 100

DRW 2013 / 655 / 5



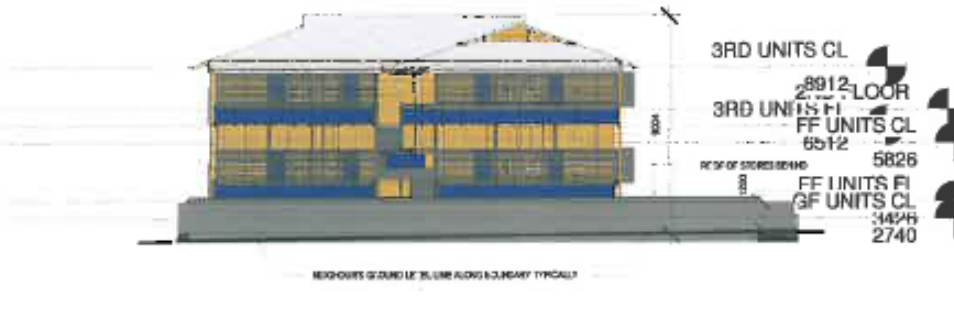
3 JACOBY STREET
1 : 200



2 West
1 : 200



1 South
1 : 200



5 North
1 : 200



4 East
1 : 200

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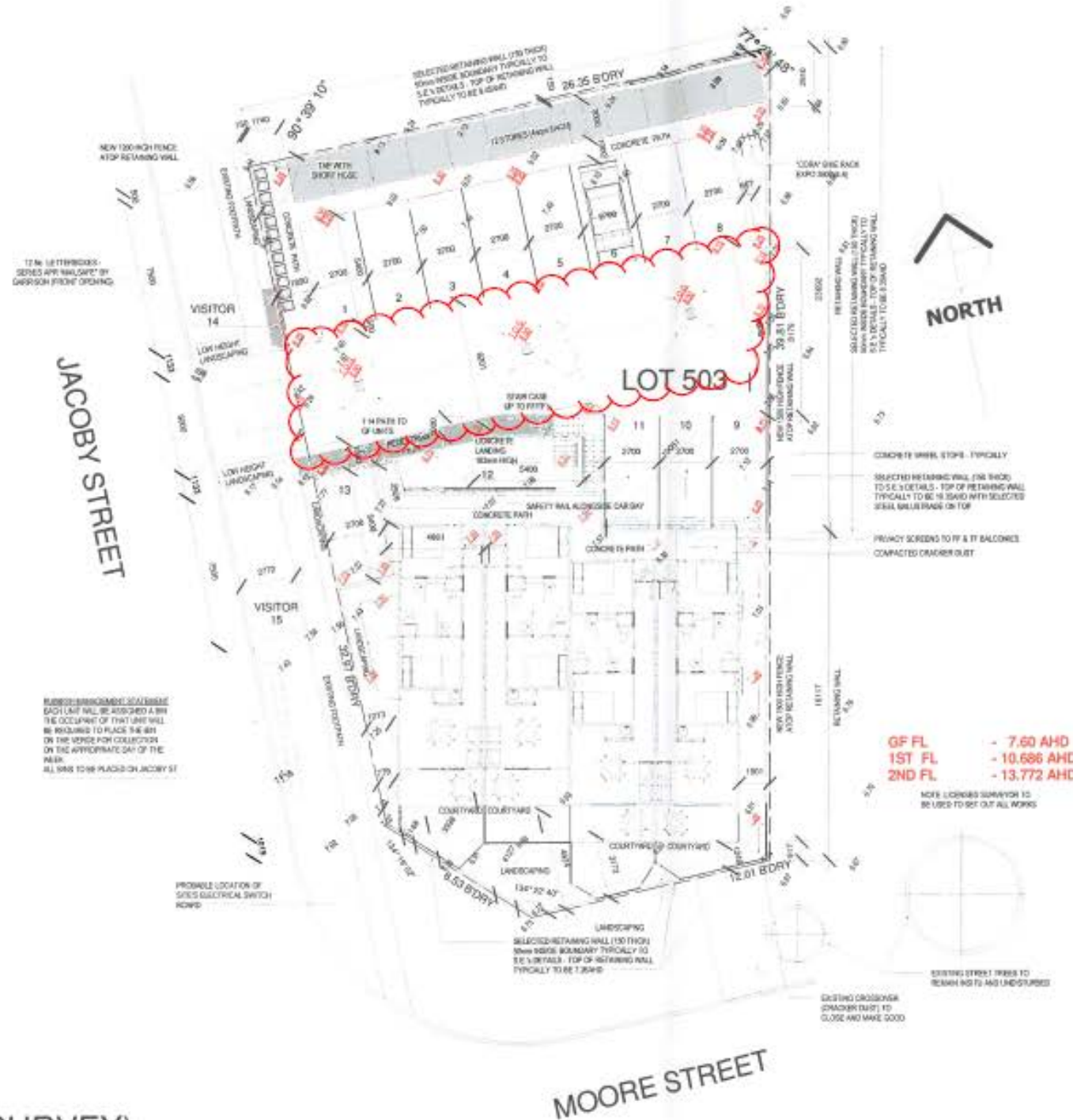
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PETER RAKIC
LOT 503 MOORE
STREET, PORT
HEDLAND

ELEVATIONS

DATE	5 NOVEMBER 2013
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A09	SHEET SIZE A2
SCALE	1 : 200

SMP2013/655/1



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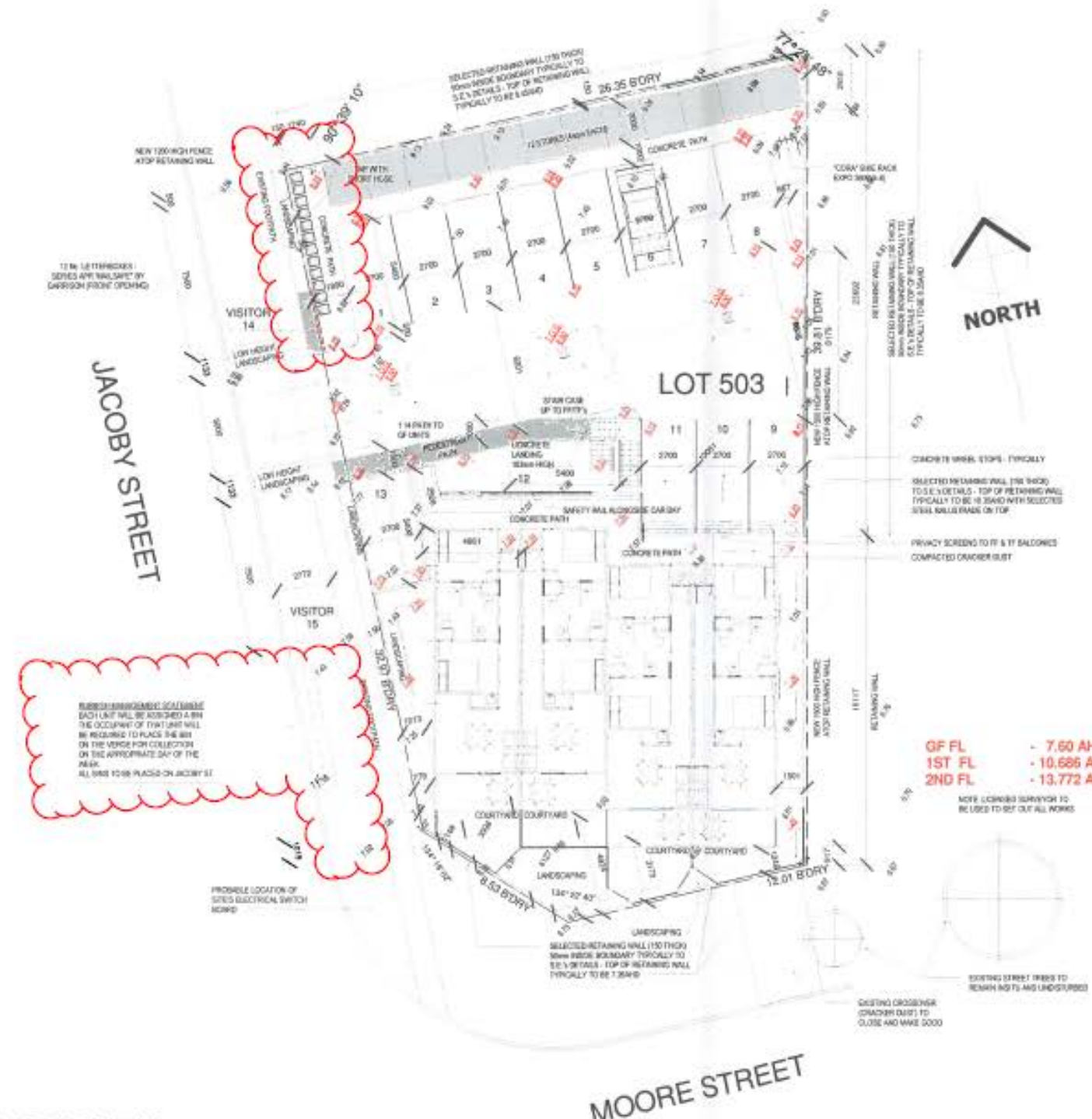
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**PETER RAKIC
LOT 503 MOORE STREET, PORT HEDLAND
PROPOSED SITE
(NO SURVEY)**

DATE	5 NOVEMBER 2013
DRAWN BY	GARY RAMM
CHECKED BY	GARY RAMM
A04	SHEET SIZE A2
SCALE	1 : 200

1 SITE PLAN (NO SURVEY)
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**PETER RAKIC
LOT 503 MOORE STREET, PORT HEDLAND
PROPOSED SITE (NO SURVEY)**

DATE	5 NOVEMBER 2013
DRAWN BY	GARY RAMM
CHECKED BY	GARY RAMM
A04	SHEET SIZE A2
SCALE	1 : 200

1 SITE PLAN (NO SURVEY)
1 : 200

ATTACHMENT 3 TO ITEM 11.1.1.6

C.A. & M.J. LOMMERS PTY LTD

Suite 10, 1321 Hay Street • WEST PERTH • W.A. • 6005
Phone: (08) 9466 7900
Email: admin@lommers.com.au
Trading for the LOMMERS FAMILY TRUST

Energy (ESD), Mechanical, Refrigeration &
Fire Safety Services Consulting Engineers
ABN 76 349 760 785
ACN 053 135 318

Date: 5 November 2013

SA Property Developments Pty Ltd
c/o RAMM's BUILDING DESIGN
Suite E
116 Dempster St
ESPERANCE WA 6450

Attention Mr. G. Ramm

Dear Sir,

PROJECT: PROPOSED RESIDENTIAL DEVELOPMENT
Lot 503 MOORE STREET, PORT HEDLAND
RE: DUST MANAGEMENT ASSESSMENT REPORT

Further to your instructions we have prepared an assessment of the dust mitigation features present in the proposed building design and subsequent dust management assessment report for the proposed apartment development located at Lot 503 Moore Street in Port Hedland.

The report has been prepared for and on behalf of the project developer, SA Property Developments Pty Ltd.

1. DEVELOPMENT LOCATION:

The proposed development is located within the "West End" precinct of Port Hedland, which is an area bound by Amendment 22 to the Town Planning Scheme No. 5.

As a result it is required to be designed in accordance with specific requirements of the Town Planning Scheme for the area.



Figure 1 - Development Location Plan

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22:

The building generally achieves compliance with the policy objectives of the Town of Port Hedland Town Planning Scheme No. 5 Amendment 22.

Building Openings Orientation

Legislative Requirement – *Location of operable windows and doors on the Western and Southern facades only, and the use of deflection screens on the northern and eastern edges of operable windows.*

Performance Objective – *Number of openings shall be minimised and generally limited to walls on the leeward side of the prevailing winds for Port Hedland and protected accordingly to reduce the direct ingress of dust into the building.*

The proposed development has been designed with features and openings limited to the walls on the leeward side of the building, and complies with the legislative requirement.

The following features have been provided to achieve compliance with this requirement:

- No operable windows or balcony door openings have been documented in the northern or eastern facades of the building. (All windows in northern and eastern facades have been documented as fixed in position)
- Entry doors to apartments, facing north, shall be provided with self-closers to ensure doors are not left open unintentionally, as limited screening to the north has been provided.
- Openings in the western façade of the building have been documented with reveals to the northern edge of the façade to achieve compliance with the legislative requirement.
- Openings in the southern façades of the building have been documented with reveals to the eastern edge of the façade to achieve compliance with the legislative requirement.

In lieu of solid construction the reveals to the eastern side of eastern apartment's south facing balconies shall be a maximum of 50% free area open, and extend to the underside of the floor above, as shown.

- All external doors and windows shall be provided with seals to restrict air infiltration as per NCC/BCA Volume 1 Clause J3.4(a), or comply with Australian Standard AS2047.

Entrances to Sole Occupancy Units and the Building

Legislative Requirement – *Protective screens and porticos at building entrances to reduce the direct impact of wind onto the opening.*

Performance Objective – *Entrances into the building shall be protected accordingly to reduce the direct ingress of dust into the building.*

The following features have been provided to achieve compliance with this requirement:

- Entrances to apartments have been with screened porticos to reduce the impact of direct wind currents and associated ingress of dust.

Porticos above entrances shall be solid in construction, and screens enclosing areas surrounding entrances shall be a maximum of 50% open in free area.

This achieves the legislative requirement of this clause.

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22: (Cont.)

Development Orientation

Legislative Requirement – Orienting buildings to avoid wind tunnelling effect

Performance Objective – building design should be structured such that wind tunnelling effects from long corridors and the likes are minimised.

The following features have been provided to achieve compliance with this requirement;

- The building has been designed with orientation such that no wind tunnelling affects will be present in the construction.

External corridors are open on their perimeter and have been designed with changes in direction through their length to ensure wind tunnelling effects are minimised.

This achieves the legislative requirement of this clause.

Pitch of Roofs

Legislative Requirement – use of eaves.

Performance Objective – Rooves shall be designed in a manner to minimise the build-up of dust.

The proposed development has been designed with features to reduce the build-up of dust on the roof of the building, and generally achieves the performance objective.

The following features have been provided to achieve compliance with this requirement;

- Roof pitching features (overhangs) requiring assessment in accordance with this clause have been documented above the northern access-way and southern balcony areas of the development.

These balcony overhangs provide increased separation between significant openings such as access doors from the dust-laden wind, by the balcony itself, and as such are not expected to influence the dust stagnation levels below, and will reduce dust deposit by reducing direct wind impact.

These overhangs shall be horizontally lined to reduce stagnation currents forming below "dead areas" of roof overhang.

- The building is intended to form part of a high density area development. It is expected that other similar buildings will be effective to create a building boundary layer that could further reduce the direct air-flow onto the building.

Due to the high density nature of the development, it is considered a high pitched roof is impractical and not necessary to achieve the requirements of this performance objective.

Filtered Air Conditioning System

Legislative Requirement – filtration of incoming air into the building designed to utilise coarse disposable pre-filtration and then a finer filter.

Performance Objective – Habitable buildings are provided with Filtered Air Conditioning system and have management systems in place to ensure appropriate levels of maintenance.

The proposed development is intended to be constructed with the inclusion of wall-split type air-conditioners to the living area.

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2. COMPLIANCE WITH TOWN PLANNING SCHEME No. 5 AMENDMENT 22: (Cont.)

It is therefore considered that should only wall-split type air-conditioning (and similar non-ducted packaged type air-conditioning units) be installed in the building, the building will not require treatment in accordance with the requirements of this clause.

Furthermore, the proposed development has been checked for compliance with NCC/BCA Clause F4.5(a) and subsequently Clauses F4.6 and F4.7 and achieves the requirements of natural ventilation to all habitable rooms within the apartments.

Table 1 – Compliance with NCC Clause F4.6

Internal Area of Typical Apartment:	46.2m ²
Total Non-habitable spaces:	8.4m ²
Total Habitable floor area:	37.8m ²
Required Ventilation Opening:	1.89m ² - at 5% of habitable floor area
Openings provided:	1.89m ² (Southern Balcony Door)
F4.6 Compliance Achieved:	YES

Therefore no fresh air requirements apply to any air-conditioning intended to be installed in the development and compliance with the filtered air conditioning requirement is not applicable to this development.

Note, this part of the assessment considers only habitable rooms requiring fresh air as per the requirements of BCA Clause F4.5 and their impact on the Scheme requirements.

Non-habitable rooms, such as toilets and laundries may require exhaust provisions not considered in this assessment as they have been deemed as not having an impact on the compliance with the Scheme requirements.

Ancillary Features

Performance Objective – Ancillary facilities such as car parking bays, outdoor living area and clothes drying facilities are to be designed/located in a manner so as to minimise adverse impacts resulting from elevated dust levels.

The proposed development has been designed with ancillary features to enable occupants to minimise their exposure to elevated dust levels, and generally achieves the performance objective.

The following features have been provided to achieve compliance with this requirement:

- Covered outdoor areas have been provided to all units to enable clothes drying in acceptable areas.
- Generally, outdoor living spaces have been provided to the southern façade of the building.

3. CONCLUSION:

On the condition that the provisions noted in section 2 of this letter are implemented during the construction of the project we conclude that the requirements and intent of Town Planning Scheme No. 5—Amendment No. 22 clause (3)(iv) item 6.3.9 have been satisfied.

C.A. & M.J. LOMMERS PTY LTD

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3. CONCLUSION: (Cont.)

It is also concluded that this report forms a suitable "dust management plan" in conjunction with the project drawings to the satisfaction of the planning scheme.

4. ASSUMPTIONS AND LIMITATIONS:

Any alterations to the design that result in the assumptions becoming invalid should result in a new dust management assessment.

Assumptions

The following assumptions have been made in the report:

- All areas of the development, not addressed in this report are designed to comply with the Deemed-to-Satisfy provisions of other town planning requirements, R-Codes and NCC/BCA, unless otherwise noted and agreed by the authorities as not having an impact on the energy usage of the proposed design.
- All installations will be fully maintained in accordance the relevant Australian Standards.

Limitations

The following limitations apply to the dust management analysis performed. Any change in the limitations may alter the final design solution and hence should be referred to a suitably qualified engineer for review prior to altering the design.

- The Deemed-to-Satisfy provisions of other town planning requirements, R-Codes and NCC/BCA are to be addressed by the relevant building surveyor and reported in separate documentation where appropriate.
- If the development is to change in the future the building may have to be re-classified and re-addressed.

Comments and assessment made in this report apply ONLY to the revisions of the project drawings as noted below.

Any changes to the assessed material will require further review to confirm their compliance with the Town Planning Scheme.

Drawings prepared by Ramm's Building Design; (All Revised 5/11/2013)

- Drawing A01 Location Plan
- Drawing A04 Site Plan
- Drawing A05 Ground Floor
- Drawing A06 First Floor
- Drawing A07 Third Floor
- Drawing A08 3D Views
- Drawing A09 Elevations

C.A. & M.J. LOMMERS PTY LTD

ACN 053 135 318 • ABN 76 349 760 785

We trust the information provided meets your approval.
Please do not hesitate to contact our office if you have any queries.

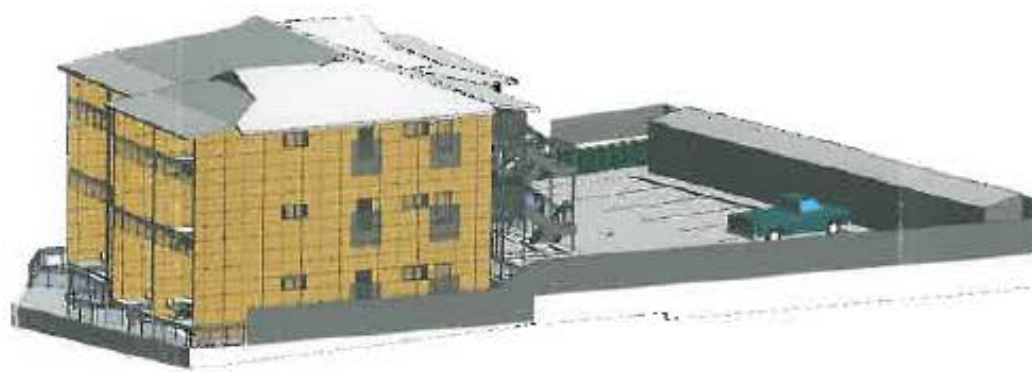
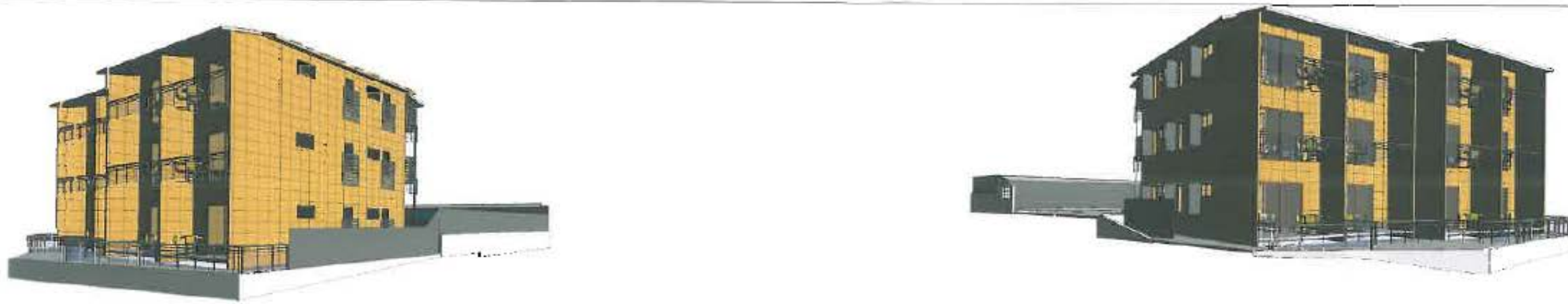
Yours faithfully,

C.A. & M.J. LOMMERS PTY LTD

Mark Lommers

M.D. Lommers
Mechanical & Fire Safety Engineer

B.Eng (Mech), M.J.E.Aust, M.A.I.R.A.H.,
Grad. Cert. Performance Based Building & Fire Codes
Grad. Dip. Building Fire Safety & Risk Engineering



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**PETER RAKIC
LOT 503 MOORE
STREET, PORT
HEDLAND**

3D VIEWS

DATE	5 NOVEMBER 2013
DRAWN BY	GARY RAMM
CHECKED BY	GARY RAMM
A08	SHEET SIZE A2
SCALE	

11.1.1.7 *Proposed Closure of Reserve 30517 on Lot 2052 McGregor Street, Port Hedland and Amalgamation into Reserve 8214 on Lot 1 McGregor Street, Port Hedland and Proposed Amendment to Purpose of Reserve 8214 (File No.: 803179G)*

Officer	Katherine Press Lands and Technical Officer
Date of Report	4 February 2014
Disclosure of Interest by Officer	Nil

Summary

The Town is in receipt of a request to amend the purpose of Reserve 8214 on Lot 1 McGregor Street and Reserve 30517 on Lot 2052 McGregor Street, Port Hedland to include “Telecommunications”.

Additionally, the Town recommends that Reserve 30517 be closed and Lot 2052 McGregor Street be amalgamated into Reserve 8214.

It is recommended Council approve the request to amend the Reserve purpose and the amalgamation of the Reserves.

Background

The Town has received interest from a telecommunications company for the installation of a telecommunication facility partly on Reserve 8214 on Lot 1 McGregor Street and Reserve 30517 on Lot 2052 McGregor Street, Port Hedland. Please refer to confidential attachment 1.

The Town currently holds a management order over Reserve 8214 for the purpose of “Recreation”, with the power to lease for a period of twenty one (21) years.

The Town also holds a management order over Reserve 30517 for the purpose of “Clubs”, with the power to lease for a period of twenty one (21) years.

The Reserves are zoned “Parks and Recreation” under Town Planning Scheme No 5 (TPS 5). Reserve 8214 currently accommodates the Port Hedland Tennis Club, Port Hedland Turf Club and the Hedland Canine Club, while Reserve 30517 is vacant land. Please refer to Attachment 2 – Locality plan.

Consultation

The telecommunications facility development has been discussed with the Executive Group and Councillors at a Council briefing held on Wednesday 22 January 2014.

The matter has also been discussed with the Manager Investment and Business Development, Manager Development Services, Manager Economic Development and Strategy and Manager Recreation Services and Facilities.

No objections to the matter have been received.

Statutory Implications

Section 46 of the *Land Administration Act 1997* outlines the process for the placing of care, control and management of Reserves.

Section 51 of the *Land Administration Act 1997* outlines the process for the cancellation of reserves.

Section 5.23 of the *Local Government Act 1995*

5.23. Meetings generally open to public

(2) *If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following*

—

.....

(c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting; and*

(e) *a matter that if disclosed, would reveal —*

...

(ii) *information that has a commercial value to a person; or*

(iii) *information about the business, professional, commercial or financial affairs of a person, where the trade secret or information is held by, or is about, a person other than the local government; and*

Policy Implications

Nil

Strategic Planning Implications

6.2 Economic

6.2.1 Diverse Economy

Facilitate commercial, industry and town growth.

Create local employment and investment and diversify the economy.

Budget Implications

There are no costs associated with the proposed amendment to the Management Order or closure of Reserves.

Officer's Comment

As the Town currently holds management orders over both Reserve 8214 and Reserve 30517, it is recommended that Reserve 30517 be closed and Lot 2052 McGregor Street be included in Reserve 8214.

The current purpose of Reserve 8214 is 'Recreation'. It is proposed that once Lot 2052 McGregor Street is included in Reserve 8214, the Reserve purpose be amended to include 'Telecommunications'. The inclusion of 'Telecommunications' in the Reserve purpose will allow for the future development of a communications facility on the site.

Amending the Management Order to include the additional use of "Telecommunications" and Lot 2052 McGregor Street in Reserve 8214 will not be to the detriment of other users of Reserve 8214. This proposal will not affect any of the existing facilities on the Reserve and the facilities can still be used for any purpose consistent with the Management Order.

Council has the following options when considering the request:

1. Support the closure of Reserve 30517 on Lot 2052 McGregor Street, Port Hedland to be included in Reserve 8214 on Lot 1 McGregor Street, Port Hedland and amend the current purpose of Reserve 8214 to include "Telecommunications".

The change in purpose will allow for the future development of a telecommunications facility on the site and will see Lot 2052 McGregor Street being included in Reserve 8214.

2. Refuse the closure of Reserve 30517 on Lot 2052 McGregor Street, Port Hedland to be included in Reserve 8214 on Lot 1 McGregor Street, Port Hedland and amend the current purpose of Reserve 8214 to include "Telecommunications".

Should Council choose not to approve the amendment, the reserve purpose will remain as "Recreation" and the telecommunications facility will not be considered for development on the site.

Attachments

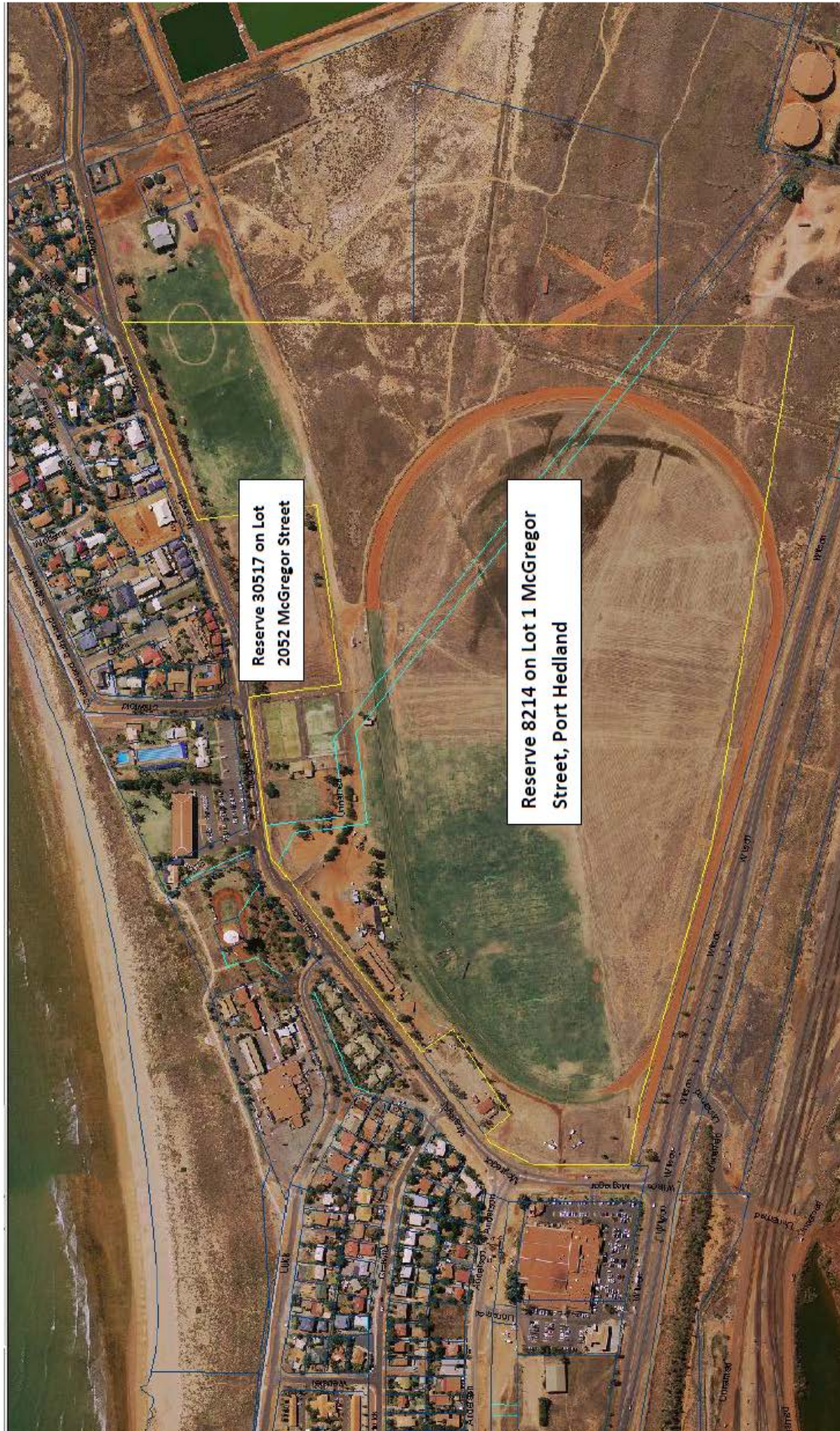
1. Confidential Attachment.
2. Locality plan.

201314/254 Officer's Recommendation/ Council Decision**Moved: Cr Taylor****Seconded: Cr Hunt****That Council:**

- 1. Approve the closure of Reserve 30517 on Lot 2052 McGregor Street, Port Hedland on Deposited Plan 174448 and the inclusion of Lot 2052 McGregor Street into Reserve 8214 on Lot 1 McGregor Street, Port Hedland on Deposited Plan 134051;**
- 2. Approve the request to amend the current purpose of Reserve 8214 located at Lot 1 McGregor Street, Port Hedland on Deposited Plan 134051, to include "Telecommunications";**
- 3. Requests the Chief Executive Officer or their delegate to request the Department of Lands to carry out the following:**
 - a) close Reserve 30517 on Lot 2052 McGregor Street, Port Hedland;**
 - b) include Lot 2052 McGregor Street in Reserve 8214;**
 - c) amend the purpose of Reserve 8214 located at Lot 1 McGregor Street, Port Hedland on Deposited Plan 134051, to include "Telecommunications".**

CARRIED 8/0

ATTACHMENT 2 TO ITEM 11.1.1.7



11.1.1.8 Temporary Retrospective Approval for an Unauthorised Hire Service (Industrial) and Incidental Office on Lot 211 Steel Loop, Wedgefield (File No.: 805142G)

NOTE: This item has been withdrawn upon the applicant's request.

11.2 Engineering Services

Nil

11.3 Community Development**11.3.1 Recreation Services and Facilities****11.3.1.1 *Endorsement for Town of Port Hedland to Affiliate with the Companion Card Program***

Officer Graeme Hall
Manager Recreation Services and Facilities

Date of Report 5 February 2014

Disclosure of Interest by Officer Nil

Summary

The Western Australian Companion Card Program promotes the right of people with a disability to fair ticketing at entertainment venues. Affiliates of the program agree to not charge people attending a venue or event to support a person with a Companion Card.

This report seeks Council's endorsement for the Town of Port Hedland to be an affiliate to the Companion Card program.

Background

The Western Australian Companion Card program is an initiative funded by the Western Australian Government through the Disability Services Commission, and administered by National Disability Services WA. The program is currently operating in every state across Australia. Further details on the program can be found at: <http://www.wa.companioncard.org.au/>

A Companion Card is issued to people with a significant and permanent disability who require support from a companion to participate at venues and activities. The program has been developed to promote the rights of people with a disability to fair ticketing. The Companion Card program is not a discount, concession or benefit, it is merely a recognition of people's needs in order to attend a venue or event.

The Town as an affiliate of the Companion Card program would agree to provide entry at no charge to a person assisting a Companion Card holder. Attendants are required to help a person participate at their venue/event.

People with a disability, who are unable to attend community venues and activities without attendant care support, have a right to participate equally in the community. This fundamental right is protected under the Western Australian Equal Opportunity Act (1984), and the Australian Government's Disability Discrimination Act (1992).

These Acts make it unlawful to discriminate against a person who requests the assistance of a companion.

Affiliates understand that the Companion Card will only be used when the cardholder requires the assistance of a companion to participate at a particular venue/activity.

The YMCA, as a key venue manager, is supportive of the Companion Card program and will budget accordingly.

Consultation

Internal

- Coordinator Cultural Development
- Coordinator Community and Youth Development.

External

- YMCA
- Operations Manager - Disability Services Lifestyle Solutions (Aust) Ltd
- Administration Officer Companion Card Program / ACROD Parking Program – WA
- Disabilities Service Commission Port Hedland Branch.

Statutory Implications

Organisations are not obliged to affiliate with the Companion Card program. They do however, need to be mindful of their obligations under the Western Australian Equal Opportunity Act 1984 and the Australian Government's Disability Discrimination Act 1992, and develop strategies to comply with the relevant legislation.

The Companion Card is a tool that can be easily adopted by venues and activities to assist with compliance.

Policy Implications

Nil

Strategic Planning Implications

The Town's Strategic Community Plan 2012-2022 identifies:

6.1 Community

6.1.1 Unified

The Town of Port Hedland is an integrated community functionally, physically and culturally.

6.1 Community

6.1.1 Unified

Keep all members of our community informed about, and involved with, the provision of Council/Town services and facilities.

The Town of Port Hedland Disability Access and Inclusion Plan (DAIP) 2013-2017 Implementation Plan identifies:

Outcome 1

- People with a disability have the same opportunities as other people to access services of, and any event by the Town of Port Hedland

Outcome 2

- People with a disability have the same opportunities as other people to access services of, and any event by the Town of Port Hedland

Budget Implications

Budget implications of this initiative are expected to be minimal. Based on the statistics provided by the Disability Services Commission Port Hedland Branch, there are 80 people registered with a disability within the Town of Port Hedland.

Not all people with a disability are eligible or would require a Companion Card, which would suggest that the number of eligible Companion Card holders would be very low.

The potential for misuse of the Companion Card has been minimised by a robust application process administered by National Disability Services WA. This ensures that Companion Cards are only used by the people that require this type of assistance.

Statistics around Companion Card holders will be recorded at each of Council's facilities for monitoring and reporting purposes.

Officer's Comment

While the DAIP 2013-2017 sets out how the Town of Port Hedland will meet legislative requirements, Council and officers are committed to more than just compliance.

Elected Members and Executive have expressed a desire for the Town to provide leadership in the implementation of strategies and actions to increase access and inclusion for all members of the community.

Becoming an affiliate of the Companion Card Program builds on the actions of the DAIP 2013-2017 and aligns with the direction of Council.

Affiliation with the Companion Card Program reinforces Council's recognition of people with a disability in the community.

The Companion Card Program will be recognised at the following Town of Port Hedland facilities if endorsed by Council:

- Wanangkura Stadium
- Gratwick Aquatic Centre
- South Hedland Aquatic Centre
- JD Hardie Centre
- Matt Dann Cultural Centre.

Attachments

Nil

201314/255 Officer's Recommendation/ Council Decision

Moved: Cr Taylor

Seconded: Cr Hunt

That Council:

- 1. Endorse the Town of Port Hedland's affiliation with the National Disability Services Commission's Companion Card Program;**
- 2. Advise the YMCA of the Town's affiliation with the National Disability Services Commission's Companion Card Program; and**
- 3. Endorse that the Chief Executive Officer be able to authorise the acceptance of the Companion Card at additional venues as required. Additional venues will be approved in accordance with the intent of the Western Australian Equal Opportunity Act.**

CARRIED 8/0

11.4 Corporate Services**11.4.1 Finance****11.4.1.1 *Quarterly Budget Review – December 2013***

Officer **Clare Phelan**
Director Corporate
Services

Date of Report **7 February 2014**

Disclosure of Interest by Officer **Nil**

Summary

This report presents the December Quarterly Budget Review for the 2013/14 budget. A number of budget variations are proposed as part of this review. The Quarterly Budget Review – December 2013 will first be presented to the Audit & Finance Committee on 19 February 2014 for consideration.

Background

Council adopted its budget for 2013/14 on 31 July 2013. Quarterly Budget Reviews are undertaken as at the end of September, December, and March to review the Town's projected position at year end, and amend the budget as necessary. This may be as a result of changes in projected revenue streams; changes in timing of works projects; recognition of additional projects; identified savings; or additional expenditure beyond the Original Budget estimates.

Consultation

The Budget review was prepared by the Executive team, after meeting with each Manager and Coordinator, where all revenue and expenditure accounts within that Manager's responsibility were reviewed in detail.

Statutory Implications

Section 33A of the Local Government (Financial Management) Regulations 1996 requires that the Town carry out a mid-year review of its annual budget, with a copy of the review and the associated Council resolution to be provided to the Department of Local Government.

The Town currently exceeds the minimum statutory requirements, by undertaking budget reviews on a quarterly basis. This represents responsible local government financial practice.

33A. Review of budget

- (1) *Between 1 January and 31 March in each financial year a local government is to carry out a review of its annual budget for that year.*
- (2A) *The review of an annual budget for a financial year must —*
- (a) *consider the local government's financial performance in the period beginning on 1 July and ending no earlier than 31 December in that financial year; and*
 - (b) *consider the local government's financial position as at the date of the review; and*
 - (c) *review the outcomes for the end of that financial year that are forecast in the budget.*
- (2) *Within 30 days after a review of the annual budget of a local government is carried out it is to be submitted to the council.*
- (3) *A council is to consider a review submitted to it and is to determine* whether or not to adopt the review, any parts of the review or any recommendations made in the review.*
- *absolute majority required*
- (4) *Within 30 days after a council has made a determination, a copy of the review and determination is to be provided to the Department.*

Policy Implications

Council has a current resolution arising out of the adoption of the 2013/14 budget, requiring that only material budget variations be reported through to Council. Materiality being established at the lesser of 10% of the amended Function budget or \$100,000 for each of the categories of Operating Revenue; Operating Expenditure; Non-Operating Revenue; and Non-Operating Expenditure.

As part of this review, Officers have continued to present all budget variations in Attachment 1, together with Management comment.

Strategic Planning Implications

6.4 Local Leadership

6.4.1 Strategic

Deliver High quality corporate governance, accountability and compliance.

- Fiscal accountability
- Reporting is carried out as required on the Council's legislative and organisational performance.

Deliver responsible management of infrastructure, assets, resources and technology.

- Responsible and transparent management of financial resources.

Budget Implications

The variations recommended to Council as part of this budget review will result in a substantial overall improvement in unrestricted cash of \$3,782k. This is largely driven by an amendment to the budget associated with the lease fee associated with the BHP Precinct 3 lease parcel, to ensure that the budget correctly reflects the Council resolution of 201112/351 on 12 March 2012 where said funds are allocated to Municipal Fund, rather than transferred to Airport Fund.

A complete list of proposed budget variations is included in the attachment to this report.

The Town's financial statements for 2012/13 have now been finalised. The Town finished the 2012/13 year with unrestricted cash of \$624k - a substantial variation from the projected budget result of positive \$3,263k. The Town's projected year end result for 2013/14 of \$0 movement in unrestricted cash, was reliant on that estimated carry forward surplus, together with an efficiency dividend of \$1,930k. Not achieving actual results reflective of the projected position has placed enormous pressure on the 2013/14 financial year, and has required significant and substantial action on the part of Management to ensure the organisation is in the best possible position for closing out the current financial year. A summary of the budget position is set out below:

Budgeted Movement in Unrestricted Cash	Amount \$'000	Impact
Original Budget	-	Nil
Less: Estimated Carry Forward Surplus at 1 July 2013	- 3,263	
Minuted Council Resolutions	- 160	Deterioration
Carry Forward Works	- 702	Deterioration
Quarterly Budget Reporting – September	951	Improvement
Quarterly Budget Reporting – December (Proposed)	3,782	Improvement
Estimated Movement to 30 June 2014	608	Improvement
Opening Unrestricted Cash 1 July 2013	- 624	Deficit
Estimated Unrestricted Cash at 30 June 2014	- 16	Deficit

At the conclusion of the December Quarterly Budget Review process, the Town has achieved some \$1,454k of the efficiency dividend, leaving a balance of \$476k required prior to year end. The bulk of the efficiency dividend has been achieved by way of changes to the organisation's staff structure, and a reduction in consultancy expenditure.

Officer's Comment

The December Quarterly Budget Review for the 2013/14 budget includes a number of significant variations.

In discussing proposed amendments in the commentary below, recommended budget variations are categorised as either *Favourable (F)*; *Unfavourable (U)*; or *Contra (C)*. This status relates to their impact on unrestricted cash. As an example, a project that is fully funded by Grants or Reserves would generally be a Contra entry – that is, it will have a nil impact on unrestricted cash as the expenditure is fully supported by specific source funding. The balance of unrestricted cash is a key indicator of the Town's ability to meet its debts and obligations as and when they fall due, and its financial flexibility in responding to opportunities, such as dollar for dollar grants, as and when required.

The Town continues to maintain sufficient levels of Reserves to fund related projects. The Town's projected unrestricted cash position has improved markedly from the September QBR position (excluding estimated carry forward surplus from 2012/13), again primarily attributable to a correction of the estimates associated with the lease fee associated with the BHP Precinct 3 lease parcel, to ensure that the budget correctly reflects the Council resolution of 201112/351 on 12 March 2012.

Major variations arising as part of the December QBR include:

Municipal Fund

- Efficiency dividend achievements - \$1,238k C
- An increase in Workers Compensation Insurance Premiums for 2013/14 and adjustment to 2012/13 premium - \$341k U (ToPH consolidated result, excluding Transfer to Reserve and Overhead Recovery)
- Increase in rating related revenue - \$98k F
- Amendment to Financial Assistance Grant budget amounts to reflect 2012/13 accounting - \$1,435k C
- Increase in private rental estimates - \$211k U
- Recognition of budgets relating to Catamore Court project (income from sale of land; and expenditure from construction of housing) - \$2,977k C
- A correction to the allocation of lease funds from BHP for lot 34 in Precinct 3 to Municipal, as opposed to Airport Fund, as per Council Minute 201112/351 on 12 March 2012 - \$3,685k F
- Defer part expenditure on Northern Planning Project and associated grant funding to 2014/15 to reflect estimated project timeline - \$120k C
- Amend 2013/14 PUPP budget entries to reflect final YE accounting treatment at 30 June 2013 - \$4,382k C
- Reduction in utilities expenditure and associated reimbursement income at Wanangkura Stadium with bills transferring to YMCA - \$245k C
- Allocate budgets for signage project at Wanangkura Stadium, funded from BHP Reserve - \$214k C
- Savings in lighting expenditure at South Hedland sports grounds - \$120k F
- Savings in graffiti removal - \$100k F

- Recognise Transfer from Unspent Grants for South Hedland Bowling & Tennis Club error in Original Budget - \$600k F
- Recognise Transfer to Unspent Grants for Landcorp skate park project funding received in 2012/13 financial year - \$350k U
- Remove estimates for income on BHP Wallwork Contribution to reflect YE accounting at 30 June 2013, income recognised in 2012/13, offset by reduction in Trade Receivables in 2013/14 - \$19,920k C
- Reduction in loan funding required to satisfy ToPH contribution to Wallwork, other source funding identified - \$445k C
- Recognise budgets for income and expenditure associated with insurance claims, predominantly related to Wanangkura Stadium - \$633k C

Waste Fund

- Increase in Cyclone Response Funding to 1% of reference year rate take as per WANDRRA funding guidelines - \$54k C
- Increase in external plant hire expenditure due to Council dozer being out of operation. Landfill push-up and compaction activities still required to be undertaken - \$120k C
- Development of landfill master plan expenditure and associated grant funding to be included in 2014/15 budget in line with estimated project timeline - \$700k C
- Increase in general tipping fees, associated with fee increase and volume of waste disposal - \$1,000k C

Airport Fund

- Correct Transfers to Airport Reserve, Precinct 3 lease income incorrectly recognised twice in Original Budget - \$3,685k C
- Reduction in electricity costs, with aged billing (est. 3 years) included in the 2012/13 financial year - \$850k C

Note that any variations in either Waste Fund or Airport Fund are wholly offset by corresponding Transfers to/from Reserves, such that the impact on unrestricted cash is nil.

A complete listing of proposed budget variations, together with Management comments, is included in Attachment 1.

Further budget variations that will need to be incorporated in the March QBR include finalisation of the Airport Capital Expenditure Program, and the South Hedland Skate Park Project.

The officer's recommendation is pending the Audit & Finance Committee's decision on Wednesday 19 February 2014.

Attachments

1. QBR report and monthly financials (Under Separate Cover)
2. Confidential - Payment Warrant (Under Separate Cover)

201314/256 Officer's Recommendation/ Council Decision

Moved: Cr Daccache

Seconded: Cr Hooper

That Council adopt the amendments to the 2013/14 Budget in accordance with the proposed December Quarterly Budget Review Variations as set out in the attached report as per the Audit and Finance Committee recommendation from its 19 February 2014 meeting.

CARRIED BY ABSOLUTE MAJORITY 8/0

11.5 Office of the CEO

11.5.1 Governance

11.5.1.1 Request for Proposal 13_31 for Travel Management Services (File No.: .../...)

Officer

Clare Phelan
Director Corporate
Services

Josephine Bianchi
Governance Coordinator

Date of Report

4 February 2014

Disclosure of Interest by Officer

Nil

Summary

This item presents to Council the report and associated recommendation from the Western Australian Local Government Association (WALGA) related to the Request for Proposal (RFP) the Town issued for the provision of Travel Management Services. This item also presents the Executive recommendation related to travel services which Council is requested to adopt.

Background

The Town has been exceeding the \$100k mark for combined flights, accommodation, car rental and cab vouchers bookings over the past five financial years and therefore a decision was made to engage WALGA to issue a RFP document for Travel Services in February 2013.

Although the Town could have utilised the services of the State preferred supplier (Carlson Wagonlit Travel, CWT) without embarking on its own tender process, this decision was taken to allow local businesses the opportunity to submit a proposal.

This procurement process was deferred to allow Council to develop a Regional Price Preference (RPP) policy to give local businesses a fair opportunity when offering their services and facilities to the Town. This policy was adopted by Council in August 2013.

WALGA issued the RFP in October 2013. No local businesses submitted a proposal. Three other organisations submitted a proposal. The Town received WALGA's recommendation in January 2014 based upon the evaluation of said three organisations.

Due to the reasons listed above this was an unusually lengthy procurement process, during which a numbers of factors including but not limited to staffing and the financial position of the Town have significantly changed. These changes will be discussed in more detail in the Officer's comment section of this report which highlights the reasoning behind the Executive recommendation on this item, which differs from WALGA's recommendation and which the Council is requested to adopt.

Consultation

Internal

- Chief Executive Officer
- Executive Team
- Executive Assistants

External

- WALGA
- Elected members at concept forum on 29 January 2014

Statutory Implications

Section 3.57 of the *Local Government Act (1995)* - Tenders for providing goods or services

Division 2 of the Functions and General Regulations 1996 —Tenders for providing goods or services (s. 3.57) of the

Policy Implications

- 4/002 Councillors' Traveling Expenses
- 4/005 Members Professional Development and Associated Travel and Accommodation

At the concept forum on 29 January 2014 elected members were advised that the above policies were adopted in 2006 and 2008 respectively and as such are in need of review. The Town proposed to present reviewed policies to the Council at the March Council meeting pending consultation with elected members.

Strategic Planning Implications

The Town of Port Hedland Strategic Community Plan 2012 – 2022:

6.4 Local Leadership

6.4.1 Strategic

Deliver high quality corporate governance, accountability and compliance.

6.4	Local Leadership
6.4.2	Community Focused
	Local Leaders in the community who provide transparent and accountable civic leadership.

Budget Implications

The Executive recommendation has been framed so as to ensure that the Town receives the best value for money in relation to travel related expenditure.

Officer's Comment

RFP Process and WALGA's Recommendation

The advertised RFP closed on 29 October 2013 with three submissions being received, these being from:

1. Carlson Wagonlit Australia Pty Limited
2. Australian OpCo Pty Ltd t/a Corporate Traveller/Flight Centre Limited
3. Mezav Holdings Pty Ltd T/As Rest Easi Motel

Respondents were assessed against the following criteria:

- Compliance matters:
 - Respondent Profile
 - Respondent's Declaration
 - Financial Position
 - Conflict of Interest
 - Insurance Details
 - Alternative Proposals, Addendums/Acknowledgements
 - Critical Assumption
 - Registration/Licensing Requirements
 - Categories tender for (accommodation, flights, car hire)
- Qualitative criteria, this being:
 - System Methodology – Weighting 40%
 - Resources and Experience – Weighting 20%
 - Value Added Services – Weighting 5%
 - Pricing – Weighting 35%

Summary Statement – Qualitative Scores

Rank	Tenderer	Qualitative Score
1.	Flight Centre	75.00%
2.	Carlson Wagonlit	68.25%
3.	Rest Easi Motel	29.00%

WALGA Shortlisting Process

Respondent 3 (Rest Easi Motel) was not selected as WALGA did not deem the services they were offering to be part of the core service required by the Town.

WALGA Recommendation for Award on basis of decision

WALGA presented to the Town their report and recommendations in January 2014 which highlighted that in terms of quality both CWT and Flight Centre displayed a similar ability to undertake the required services. In terms of pricing analysis however, WALGA recommends Flight Centre as being the preferred respondent.

Executive Recommendation

Since the original appointment of WALGA about a year ago the Town's financial position has significantly changed and has resulted in the organisation identifying the need to focus internally on its processes and procedures to ensure that they are efficient, compliant and offering the best value for money to the Town.

The provision of travel services is one of the processes that has recently been reviewed by the Executive team. The review has highlighted that this function can be efficiently carried out at an internal level on the provision that appropriate policies, procedures, approval and reporting mechanisms are put in place. Utilising an internal booking system will ensure that the 'best deal of the day' is achieved for both flight, hotel and car rental bookings and that no other charges are added on top of the flat fee that can be obtained directly from the individual service provider.

This goes towards complying with the provisions of the Act which essentially outlines how goods and services have to be procured to provide the best possible benefit to the local government. The Executive believes that engaging a third party to carry out bookings related to travel at this point in time will not be cost effective, as the Town will utilise an external company to undertake the same functions that internal staff can cover, but at an additional cost. As such, the Executive is recommending that the Council does not adopt WALGA's recommendation and that it agrees to have the Town manage its own travel services internally.

Attachments

1. Confidential - WALGA's Recommendation Report on RFP13_31 Travel Management Services (Under Separate Cover)

WALGA Recommendation

Australian OpCo Pty Ltd t/a Corporate Traveller/Flight Centre Limited are the recommended tenderer on the basis of providing the most advantageous submission to the Town of Port Hedland.

201314/257 Executive Recommendation/ Council Decision

Moved: Cr Hunt

Seconded: Cr Daccache

That Council:

- 1. Acknowledge all submissions received by WALGA for the RFP13_31 Travel Management Services; and**
- 2. Advise WALGA that no respondent will be appointed; and**
- 3. Acknowledge that the Town of Port Hedland will undertake all travel bookings internally.**

CARRIED 8/0

11.5.1.2 Change of April 2014 Ordinary Council Meeting Date and Cancellation of the March 2014 Airport Committee Meeting (File No.: 13/06/0001)

Officer Grace Waugh
Governance Officer

Date of Report 29 January 2014

Disclosure of Interest by Officer Nil

Summary

This report seeks Council's consideration to change the meeting date of its April Ordinary Meeting from Wednesday 23 April 2014 to Wednesday 30 April 2014 and to cancel the Airport Committee Meeting to be held on Wednesday 5 March 2014.

Background

At its 28 August 2013 meeting the Council determined the Ordinary Council Meeting (OCM) dates up to October 2014.

"That Council adopts and advertises the following Ordinary Meeting of Council dates, times and venue for the year ahead:

<i>DATE</i>	<i>TIME</i>	<i>VENUE</i>
<i>Wednesday, 27 November 2013</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 11 December 2013</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 29 January 2014</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 26 February 2014</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 26 March 2014</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 23 April 2014</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 28 May 2014</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 25 June 2014</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 23 July 2014</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 27 August 2014</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 24 September 2014</i>	<i>5:30pm</i>	<i>Council Chambers</i>
<i>Wednesday, 22 October 2014</i>	<i>5:30pm</i>	<i>Council Chambers</i>

CARRIED 8/0"

The April OCM falls between the Easter Public Holiday long weekend and the Anzac Day long weekend. As Elected Members, Town officers and members of the public may be absent during this time it is proposed that the date of the Council meeting be changed to the following week being Wednesday 30 April 2014.

The March Airport Committee date is proposed to be cancelled as there are no operational matters to be included as part of its agenda.

Consultation

- Chief Executive Officer
- Director Corporate Services
- Governance Coordinator

Statutory Implications

Local Government (Administration) Regulations 1996

“12. Public notice of council or committee meetings (s. 5.25(g))

- (1) *At least once each year a local government is to give local public notice of the dates on which and the time and place at which —*
- (a) the ordinary council meetings; and*
 - (b) the committee meetings that are required under the Act to be open to members of the public or that are proposed to be open to members of the public, are to be held in the next 12 months.*
- (2) *A local government is to give local public notice of any change to the date, time or place of a meeting referred to in subregulation (1).”*

Policy Implications

Nil

Strategic Planning Implications

The Town of Port Hedland Strategic Community Plan 2012 – 2022:

6.4 Local Leadership

6.4.2 Community Focused

Local Leaders in the community who provide transparent and accountable civic leadership.

Budget Implications

The cost of advertising Town of Port Hedland Council and Committee meeting dates is incorporated in the 2013/14 Budget as operating expenditure.

Officer's Comment

The April 2014 OCM falls on the Wednesday between the Easter long weekend, Friday 18 April to Tuesday 22 April 2014 (Tuesday being a Local Government public holiday), and the Anzac Day long weekend, Friday 25 to Sunday 27 April 2014. The Town office will be open for two days between the two long weekends, these being Wednesday 23 and Thursday 24 April 2014. Elected Members, Town officers and members of the public may be away during this time therefore it is proposed to change the date of the meeting to Wednesday 30 April 2014.

The Public Agenda Briefing will remain on the third Wednesday of the month being 16 April 2014 with the agenda being made available the week prior. This would mean that there would be two weeks between the Public Agenda Briefing and the Council meeting.

It is also recommended that the Airport Committee Meeting scheduled for Wednesday 5 March 2014 be cancelled as there are no operational matters to be included as part of its agenda. The next scheduled meeting for the Airport Committee will therefore be Wednesday 2 April 2014 commencing at 12:30pm in Council Chambers.

Attachments

Nil

201314/258 Officer's Recommendation/ Council Decision**Moved: Cr Hooper****Seconded: Cr Gillingham****That Council:**

- 1. Resolve to change the date of the April Ordinary Council Meeting from Wednesday 23 April 2014 to Wednesday 30 April 2014 commencing at 5:30pm in Council Chambers;**
- 2. Note that the Public Agenda Briefing will remain on Wednesday 16 April 2014 commencing at 3:30pm in Council Chambers;**
- 3. Resolve to cancel the Airport Committee Meeting scheduled for Wednesday 5 March 2014; and**
- 5. Request the Chief Executive Officer, or his delegate(s), to advertise the above change of date and cancellation accordingly.**

CARRIED 8/0

11.5.1.3 *Shire of Wagin Recommendation on Local Governments Amalgamation (File No.: 14/01/0011)*

Officer Josephine Bianchi
Coordinator Governance

Date of Report 7 February 2014

Disclosure of Interest by Officer Nil

Summary

This report presents to the Council a recommendation from the Shire of Wagin in reference to Western Australian local government amalgamations.

Background

At its 22 April 2009 Ordinary meeting the Council endorsed a checklist on local government reform provided by the Department of Local Government at the time. The last question on the checklist asked whether the Council was of the view that amalgamation or any other type of structural reform was necessary for the local government. The answer given was “no” due to “distance between town sites, different local issues and environment and the Town of Port Hedland being financially stable”. At the same meeting the Council also requested that “the matter of voluntary amalgamations be discussed at the next meeting of Pilbara Regional Council.”

At the 22 July 2009 Ordinary meeting the Council resolved:

“200910/019 Council Decision/Officer’s Recommendation

Moved: Cr A A Carter Seconded: Cr G J Daccache

That Council:

- i) Advise the Minister of Local Government, with regard to the current Local Government Structural Reform strategy and process, the following:*
 - a) the Town of Port Hedland currently has nine (9) elected members, and currently has no plan to further reduce this number; and*
 - b) the Town of Port Hedland will continue to work with the Pilbara Regional Council and member Councils to efficiently deliver services, through resource sharing opportunities as they materialise; and*

- c) *due to nature, characteristics and distance between major Pilbara townsites, The Town of Port Hedland acknowledges little value in pursuing voluntary amalgamations with any of our current neighboring Council's; and*
- ii) *Seek to obtain the \$10,000 funding Assistance from the Department of Local Government to investigate possible boundary alterations.*

CARRIED 9/0"

At the 23 September 2009 Ordinary meeting the Council resolved:

"200910/089 Council Decision

Moved: Cr G D Bussell Seconded: Cr K A Howlett

That Council:

- 1) *Reaffirms its 22 July 2009 decision regarding Local Government reform, with the following amendments:*
 - a. *the Town of Port Hedland currently has nine (9) elected members, which will be reviewed after the 2009 Local Government Election; and*
 - b. *the Town of Port Hedland will continue to work with the Pilbara Regional Council and member Councils to efficiently deliver services, through resource sharing and joint procurement opportunities as they materialise; and*
 - c. *due to the nature, characteristics and distance between major Pilbara town sites, The Town of Port Hedland believes there is little value in pursuing voluntary amalgamations with any of our current neighbouring Council's;*
- 2) *Adopts the following reform strategies to be considered when the current Strategic Plan/Plan for the Future is reviewed:*
 - a. *Review the size and membership of Council after each Local Government Election;*
 - b. *Continue to work with the PRC and other Pilbara Councils to identify resource sharing and joint procurement opportunities;*
 - c. *Work with the PRC and other Pilbara Councils to determine and implement best practice in the areas of policies, procedures, local laws, and sustainability in the region;*
 - d. *Formalise and implement a 10 year financial plan as part of the Plan for the Future;*

- e. *Continue to implement the PRC asset management framework project;*
 - f. *Ensure demographic change and environmental issues are incorporated into the development of Town Planning Scheme 6 (planned for 2010).*
 - g. *Continue to develop private sector partnerships;*
 - h. *Continue to take a community engagement and consultation approach to all significant projects;*
- 3) *Adopts the attached Town of Port Hedland Local Government Reform Submission (including a list of PRC achievements) and authorises it to be sent to the Minister of Local Government, the Hon John Castrilli MLA.*
Carried 7/1”

At the 24 February 2010 Ordinary meeting the Council resolved:

“200910/287 Council Decision/Officer’s Recommendation

Moved: Cr A A Carter

Seconded: Cr S J Coates

That Council advise the Minister for Local Government that the Town of Port Hedland:

- a) *is willing to be involved with a Regional Collaborative Grouping.*
- b) *believes that, in the Pilbara, using the Pilbara Regional Council is the most effective manner of delivering the outcomes proposed by the Regional Collaborative Grouping as the legal structure exists, decision making processes are clear, the PRC has the ability to enter into contracts, and financial processes and controls to manage funds are in place.”*

The Council is now requested to consider the recommendation that the Shire of Wagin has circulated to all WA local governments.

Consultation

- Chief Executive Officer
- Executive Team

Statutory Implications

Nil

Policy Implications

Nil

Strategic Planning Implications

The Town of Port Hedland Strategic Community Plan 2012 – 2022:

6.4 Local Leadership

6.4.2 Community Focused

Local Leaders in the community who provide transparent and accountable civic leadership.

Budget Implications

Nil.

Officer's Comment

Since the Town of Port Hedland Council first considered WA local government amalgamations a number of significant changes have taken place in and around the Hedland area and within the Town of Port Hedland Council and administration.

Although the Town of Port Hedland does remain a remote local government it is also widely recognized that due to its location within a mining region it finds itself operating more like a metropolitan local government most of the time. This fact puts the Town in a very unique situation as opposed to other regional WA local governments of a similar size.

In recent years the Town has actively engaged in initiatives and activities undertaken by the Pilbara Regional Council as part of its original resolution to be involved in a Regional Collaborative Group, however the Council has not formally considered its position on amalgamations since 2010.

The officer's recommendation therefore proposes that a workshop regarding WA local government amalgamations is held with elected members.

With regard to local government reform the administration recognizes the work that has been undertaken by the Department of Local Government and Communities so far and supports the reform strategies that are aimed at achieving greater capacity for local governments to better plan, manage and deliver services to their communities with a focus on social, environmental and economic sustainability.

Attachments

1. Comment and proposed motion from Shire of Wagin.

201314/259 Officer's Recommendation/ Council Decision

Moved: Cr Daccache

Seconded: Cr Hooper

That Council:

- 1. Advise the Shire of Wagin and the Pilbara Regional Council that the Town of Port Hedland Council supports the local government reform strategies that demonstrate how the local government sector can achieve greater social, environmental and economic sustainability; and**
- 2. Request the Chief Executive Officer, or his delegate(s) to schedule a workshop with all elected members to discuss WA local government reform process.**

CARRIED 8/0

ATTACHMENT 1 TO ITEM 11.5.1.3

Shire of Wagin

Motion to Central Country Zone of WALGA

28th February 2014

COMMENT

As some of you would know, WALGA, as the representative body for Local Government in Western Australia, has held the position for some time that some structural reform is needed.

Several years ago it commissioned a report titled "The Journey" now commonly referred to as the SSS Report.

Clause 3.3 of The Scope for Change in the SSS Report introduction says:

"The SSS Panel Report was careful to emphasise that there was no demonstrated case that amalgamations of Local Governments will deliver improved outcomes. The forced amalgamation of Local Governments without existing capability and without specific regard to the ability to deliver more sustainable arrangements offers slim prospects of improvement. The extensive work of the five working parties which have generated the Plan has confirmed this conclusion."

In 2009 the then Minister for Local Government John Castrilli MLA announced a policy to reform local government in W.A. There were few guidelines and largely a lack of direction other than to say that there are too many local governments and this should be changed.

Sustainability was used as the focus and little or no regard was given for the valuable contribution that Local Government provides for a community and the social dividend of that.

Councils and staff have invested thousands of hours and millions of dollars to comply with the Minister's regulatory requests to submit business case plans and develop strategies within those plans.

Most, if not all Local Governments fulfilled these obligations in writing direct to the Minister through the Department of Local Government.

Since then the State Government has shifted its reform focus away from the country areas towards the metropolitan area. There are concerns however, that whatever happens in the metropolitan area will be repeated in the country.

The State Government has no mandate or ethical position to accuse Local Government of being poor managers of assets and finances.

Successive State Government's, have neglected to maintain essential infrastructure such as Tier 3 railways, roads, hospitals, electricity supply grids, water supplies throughout WA. Local Governments and their communities are adversely impacted by that.

In fact there is considerable pressure on Local Governments to increase the range of services that they deliver and also to manage this within already tight budgets. Cost shifting by both State and Federal Governments has been a large part of that. Rural local governments are increasingly having to fund medical services as well as provide housing for police, teachers and doctors. There has been a steady withdrawal of state services and decline in the standards of infrastructure.

If the State and Federal governments were to resume funding tasks that are not the core function of Local Government, then the relief to the Local Government budgets would, in most cases rejuvenate their sustainability.

The following motion is submitted by the Shire of Wagin for consideration and support

1. That WALGA reject any moves by the State Government to force the amalgamation of local governments.
2. That amalgamations, mergers and boundary changes be supported by WALGA only if introduced and supported by the effected Local Governments.
3. That each Local Government community be entitled to hold a poll if structural change is proposed.
4. That this resolution be submitted to the Central Country Zone of WALGA for consideration by the zone.
5. That the Shire President circulates this resolution to ALL WA Local Governments via email and letter seeking their support and requesting that they submit this motion to their next Zone meeting for consideration.

11.5.1.4 PRC Establishment Agreement (File No.: 13/05/0001)

Officer Josephine Bianchi
Coordinator Governance

Date of Report 7 February 2014

Disclosure of Interest by Officer Nil

Summary

This report presents to the Council a recommendation from the Pilbara Regional Council (PRC) based on a letter received from the Department of Local Government and Communities (DLGC) on the revised PRC's establishment agreement.

Background

The PRC on 15 October 2013 forwarded to the Hon Tony Simpson MLA an amended version of the PRC's Establishment Agreement for approval. After considering the documentation the DLGC identified a number of issues which were received by the PRC on 5 December 2013 and recently circulated to all Pilbara local governments for consideration and approval.

Consultation

Internal

- Chief Executive Officer
- Executive Team

External

- PRC's CEO Tony Friday

Statutory Implications

The comments put forward by the DLGC centred around the following parts of the Local Government Act 1995:

Division 2 — Local governments and councils of local governments -
2.5. Local governments created as bodies corporate

1.4. Terms used

In this Act, unless the contrary intention appears —

absolute majority —

- in relation to a council, means a majority comprising enough of the members for the time being of the council for their number to be more than 50% of the number of offices (whether vacant or not) of member of the council;*
- in relation to any other body, means a majority comprising enough of the persons for the time being constituting the body for their*

number to be more than 50% of the number of offices (whether vacant or not) on the body;

Policy Implications

Nil

Strategic Planning Implications

The Town of Port Hedland Strategic Community Plan 2012 – 2022:

6.4 Local Leadership

6.4.2 Community Focused

Local Leaders in the community who provide transparent and accountable civic leadership.

Budget Implications

Funds to be paid to the PRC are included as part as part of the 2013/14 budget under GL code 401283 'Regional Contributions'.

Officer's Comment

Following the PRC's submission of a revised establishment agreement the DLGC sent a letter outlining a number of issues needing to be addressed. These are all listed under attachment 1 of this report.

In summary they relate to:

- Definition of the region
- Application to Cocos (Keeling Islands)
- Definition of majority
- Amendment to document

The PRC's CEO has reviewed all comments from the DLGC and has written to all Pilbara local governments requesting that these comments be endorsed, integrated into the establishment agreement and resubmitted to the Minister for Local Government and Communities for approval. The officer's recommendation has been worded accordingly.

Attachments

1. Letter from Hon Tony Simpson MLA
2. PRC's recommendation
3. PRC revised establishment agreement

201314/260 Officer's Recommendation/ Council Decision

Moved: Cr Daccache

Seconded: Cr Hooper

That Council:

- 1. Endorse the draft revised PRC establishment agreement inclusive of the Minister for Local Government and Communities proposed changes; and**
- 2. Request the PRC to submit the draft revised establishment agreement to the Minister for Local Government and Communities.**

CARRIED 8/0

88.2.1 Letter from The Hon Tony Simpson

INDEX



**The Hon Tony Simpson MLA
Minister for Local Government; Community Services;
Seniors and Volunteering; Youth**

Our Ref: 49-02854

Mr Tony Friday
Chief Executive Officer
Pilbara Regional Council
Suite 5, 205 Bulwer Street
PERTH WA 6000

5 DEC 2013

Dear Mr Friday

REQUEST FOR MINISTERIAL APPROVAL FOR AMENDED ESTABLISHMENT AGREEMENT

Thank you for your correspondence received on 15 October 2013, forwarding copies of the amended version of the Pilbara Regional Council Establishment Agreement for my approval.

After considering the documents you provided, the Department of Local Government and Communities has identified several issues which I believe should be brought to the Council's attention. These issues have been summarised in a document attached to this letter.

At this stage, I have reserved my decision until the Council has had an opportunity to consider these issues and decide whether any further changes to the Agreement may be required. I would appreciate the Council informing me of any decision the Council reaches in that regard.

If you wish to discuss this matter in further detail, feel free to contact Mr Steven Elliott, Senior Legislation Officer at the Department, on 6552 1642 or via email at steven.elliott@dlgc.wa.gov.au.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Tony Simpson'.

**HON TONY SIMPSON MLA
MINISTER FOR LOCAL GOVERNMENT; COMMUNITY SERVICES;
SENIORS AND VOLUNTEERING; YOUTH**

Attachment A

Establishment Agreement of the Pilbara Regional Council

Department of Local Government and Communities - Comments

- Clause 2 - Definition of Region

In the replacement agreement, the Pilbara Region is defined as being the Shires of Ashburton, East Pilbara, Roebourne, Cocos Island and the Town of Port Hedland.

This definition is inconsistent with the *Local Government Act 1995*. Under the Act, a local government is defined as a body corporate. The Agreement refers to local governments as a physical location, which is inaccurate and potentially confusing.

The clause is also potentially problematic, since it will need to be amended in the event that any Participants withdraw from the agreement or new Participants enter the agreement.

It is recommended that the clause should be kept in its original form, being:

'The PRC is established for the Region'.

This phrase is preferred, since the term 'Region' is already defined in clause 4 as being the combined districts of the Participants.

- Application to Cocos (Keeling) Islands

The establishment agreement makes several references to the Shire of Cocos and the district of Cocos (Keeling) Islands.

However, it does not appear that the Shire of Cocos is listed as a 'participant' for the purposes of the establishment agreement. It is uncertain as to what extent the establishment agreement will apply to the Shire.

While a footnote in clause 3 seems to imply that the Shire of Cocos might be treated as a participant, clause 16.2 states that footnotes have no bearing on interpretation of the agreement.

The Council should consider what effect they intend for the establishment agreement to have and whether this is achieved by the current document.

- Clause 9.3 – Definition of majority

Clause 9.3 states that a Project Plan must only be implemented when authorised by a majority of the PRC Council.

It is uncertain whether the term 'majority' means a simple majority or an absolute majority as defined by the Act. While the word 'absolute' has been crossed out on the draft, this cannot be interpreted as providing any further meaning to the term 'majority'.

It is strongly recommended that clause 4 of the Agreement should define what 'majority' means, with a reference to the relevant definition in the Act.

- Clause 9.3 – Amendment to document

It is noted that clause 9.3 of the document has been physically amended by having a red line drawn through the word 'absolute'.

There is no direct indication when this change occurred, or who made or approved this change.

It is strongly recommended that the change should be incorporated into a new document prior to the agreement being ratified by the Council. This will ensure that there is clear evidence that the Council has ratified the amendment.

ATTACHMENT 2 TO ITEM 11.5.1.4

- 8.2 Significant Correspondence: Letter from The Hon Tony Simpson MLA Minister regarding PRC's Amended Establishment Agreement (Draft)

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil
 Attachment1: Ltr from the The Hon Tony Simpson MLA Minister regarding PRC's Amended Establishment Agreement
 Attachment2: PRC's Amended Establishment Agreement (Draft)

Purpose:

The purpose of this item is to inform Council regarding a letter received from The Hon Tony Simpson regarding PRC's request for Ministerial approval for amended Establishment Agreement.

In the receipt of PRC's draft copy of amended Establishment Agreement, the Minister has identified issues below that should be brought to the Council's attention:

Policy Implications:1. Clause 2 – Definition of Region

In the replacement agreement, the Pilbara Reigon is defined as being the Shires of Ashburton, East Pilbara, Roebourne, Cocos Island and the Town of Port Hedland.

This definition is inconsistent with the Local Governemnt Act 1995. Under the Act, a local government is defined as a body corporate. The Agreement refers to local governments as a physical location, which is inaccurate and potentially confusing.

The clause is also potentially problematic, since it will need to be amended in the event that any Participants withdraw from the agreement or new Participants enter the agreement.

It is recommended that the clause should be kept in its original form, being:

'The PRC is established for the Region'.

2. Application to Cocos (Keeling) Islands

The establishment agreement makes several references to the Shire of Cocos and the districts of Cocos (Keeling) Islands.

However, it does not appear that the Shire of Cocos is listed as a 'participant' for the purposes of the establishment agreement. It is uncertain as to what extent the establishment agreement will apply to the Shire.

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It is strongly recommended that clause 4 of the Agreement should define what 'majority means, with a reference to the relevant definition in the Act.

4. Clause 9.3 – Amendment to document

It is noted that clause 9.3 of the document has been physically amended by having a red line drawn through the word 'absolute'.

There is no direct indication when this change occurred, or who made or approved this change.

It is strongly recommended that the change should be incorporated into a new document prior to the agreement being ratified by the Council. This will ensure that there is clear evidence that the Council has ratified the amendment.

Action

All recommendations from the Department have been actioned, and the revised document is presented to Council for endorsement at this meeting.

Financial Implication

Nil

Conclusion

Nil

Officer Recommendation

That the draft revised Establishment Agreement be endorsed, and that Council approve the CEO's proposed action to submit the draft revised Establishment Agreement to the Minister.

Voting Requirement

Nil



ESTABLISHMENT AGREEMENT

OF THE

PILBARA REGIONAL COUNCIL

2000, Amended 2007

SHIRE OF ASHBURTON
and
SHIRE OF EAST PILBARA
and
SHIRE OF ROEBOURNE
and
TOWN OF PORT HEDLAND

(Amended December 2013)

TABLE OF CONTENTS

RECITALS	1
OPERATIVE PART	1
1. NAME	1
2. REGION	1
3. REGIONAL PURPOSE	1
4. DEFINITIONS	2
5. STRUCTURE OF THE PRC	2
6. PRC COUNCIL	2
6.1. Appointment of members	2
6.2. Tenure of members of the PRC Council	3
6.3. Election of chairman and deputy chairman	3
6.4. Tenure of chairman and deputy chairman	3
6.5. Role of chairman	3
6.6. Role of deputy chairman	3
6.7. Role of members of PRC Council	4
7. PRC EMPLOYEES	4
7.1. Appointment of the CEO	4
7.2. Appointment of other Officers	4
8. FUNDING	4
8.1. Funding Defined	4
8.2. Annual contributions	5
8.3. Capital contributions	5
8.4. Manner of payment	5
8.5. Late payment	5
8.6. Annual financial statements	5
9. PROJECTS	5
9.1. Requirements	5
9.2. Project Plan to be prepared and adopted	6
9.3. Majority to be given Project Plan	6
9.4. Contents of Project Plan	6
9.5. Participants to be given Project Plan	6
9.6. Election to Participate in Project	6
9.7. Project Participants	6
9.8. Review of Project Plan	6
9.9. Project status	7
9.10. Project Delivery	7
10. OBLIGATIONS OF PROJECT PARTICIPANTS	7
10.1. Project Participants of the PRC for annual deficiency	7
10.2. Annual contribution	7
10.3. Indemnification by Project Participants of the PRC for annual deficiency	7
10.4. Withdrawal from Project	7
10.5. When withdrawal to take effect	7
10.6. Winding up of a Project	7
10.7. Division of assets	7
10.8. Division of liabilities	8
10.9. Indemnification by Project Participants of the PRC on winding up of Project	8
11. REFERENCES TO THE PRC	8
12. WINDING UP	8
12.1. Winding up by agreement	8
12.2. Division of assets	8
12.3. Division of liabilities	8
13. WITHDRAWAL OF A PARTICIPANT	8
13.1. Withdrawal	8
13.2. When withdrawal to take effect	8
Entitlement or liability of withdrawing Participant	8
13.3. Participants may be required to make payment	9
14. BORROWINGS	9
15. DISPUTE RESOLUTION	9
15.1. No proceedings	9

15.2. Notification of dispute	9
15.3. Reasonable efforts to resolve dispute.....	9
15.4. Dispute resolution process.....	9
15.5. Arbitration	10
15.6. Legal Representation	10
16. INTERPRETATION.....	10
16.1. Interpretation	10
16.2. Headings and footnotes	10
16.3. Time.....	11
17. EXECUTION	11
EXECUTED by the Parties.....	12

AGREEMENT

THIS ESTABLISHMENT AGREEMENT

Created 2000, revised 2007 and 2014

BETWEEN

SHIRE OF ASHBURTON of Poinciana Street, Tom Price, Western Australia; and
SHIRE OF EAST PILBARA of Kalgan drive, Newman, Western Australia; and
SHIRE OF ROEBOURNE of Welcome Road, Karratha, Western Australia; and
TOWN OF PORT HEDLAND of Civic Centre, Port Hedland, Western Australia
("the Participants")

RECITALS

- A. Pursuant to section 3.61 of the Act, two or more local governments may, with the Minister's approval, establish a regional local government.
- B. The Participants have resolved, on the dates referred to in Schedule 1, to amend the Establishment Agreement for the Pilbara Regional Council dated May 2007 via agreement to and adoption of this establishment Agreement for the Pilbara Regional Council and to submit it to the Minister for approval under section 3.65 of the Act.

OPERATIVE PART

1. NAME

The name of the regional local government is the "Pilbara Regional Council"; hereafter referred to as the PRC.

Footnote:

1. Section 3.62(1) of the Act provides that a regional local government is a body corporate with perpetual succession and a common seal.
2. Except as stated in section 3.66, the Local Government Act 1995 applies to a regional local government as if:
 - (a) The participants' districts together made up a single district and
 - (b) The regional local government was the local government established for that district.

2. REGION

The PRC is established for the Region.

3. REGIONAL PURPOSE

The regional purpose of the PRC is to provide the following services to and on behalf of the Participants:

- (a) in accordance with an approved Strategic Plan:
 - i. coordinate and conduct reviews and studies regarding matters of regional concern and interest;
 - ii. coordinate and facilitate the implementations of recommendations arising from reviews and studies;
 - iii. coordinate and facilitate joint procurements;
 - iv. coordinate and facilitate resource sharing;
 - v. promote social and economic development from a regional perspective; and
 - vi. influence and liaise with local, State and Federal Governments in the development of policies and legislation which are of benefit to the Region;
- (b) assess the possibilities and methodology of facilitating, and to identify funding and revenue opportunities for those activities included in the approved Strategic Plan;

- (c) provide secretariat services in connection with the Participants' membership of the Western Australia Local Government Association (WALGA); and
- (d) provide administrative services to PRC Councilors in connection with any committee that they are a member of and representing the PRC.

Footnote:

1. In certain circumstances, a proposal to undertake a Regional Purpose may require the preparation of a business plan under the Act – see section 3.59.
2. The Participants are 4 of the 5 Councils belonging to the WALGA Pilbara Country Zone, the other Council is the Shire of Cocos and it is agreed that the PRC will provide secretariat services to this Shire free of fee and other charges for consistency reasons. Whilst the Shire of Cocos may be the recipient of services offered by the PRC, the Shire of Cocos is not defined as a Participant to this Agreement.

4. DEFINITIONS

In this Establishment Agreement unless the contrary intention appears:

"Act" means the Local Government Act 1995;

"Minister" means the Minister of the Crown to whom the administrations of the Act is for the time being committed by the Governor and includes a Minister of the Crown for the time being acting for or on behalf of the Minister;

"PRC" means the Pilbara Regional Council;

"Operative Date" means the date upon which the Minister approves this Establishment Agreement;

"Project" means the undertaking of work specified within the approved Strategic Plan;

"Region" means the districts of the Participants;

"Regional Purpose" means the regional purpose referred to in clause 3;

"Majority" means an absolute majority as defined within the Local Government Act 1995 (as amended) Sec 1.4(a);

5. STRUCTURE OF THE PRC

The PRC shall consist of:

- (a) The PRC Council;
- (b) A Chief Executive Officer (CEO)
- (c) Administrative Officers (as required); and
- (d) Project Officers (as required)

6. PRC COUNCIL

6.1 Appointment of member

- (1) A Participant is to appoint two member of the council of the Participant to be a member of the PRC Council.
- (2) A Participant may appoint other members of the council of the Participant who may act temporarily in place of the member of the PRC Council appointed by the Participant during any period in which the member of the PRC Council is unable by reason of illness, temporary absence from the State, conflict of interest or for any other cause to perform the functions of the office.

Footnote:

Section 3.62(b) of the Act provides that a regional local government is to have, as its governing body, a council established under the Establishment Agreement and consisting of members of the councils of the participants.

6.2 Tenure of members of the PRC Council

A member of the PRC Council is to hold office until:

- (a) the member ceases to be a member of the council of the Participant; or
 - (b) the member is removed by the Participant,
- whichever is the earlier.

Footnote:

Section 2.32 and 2.33 of the Act set out circumstances in which the office of a member of a councilor becomes vacant.

6.3 Election of chairman and deputy chairman

- (1) The members of the PRC Council must elect a chairman and deputy chairman:
 - (a) At the first meeting of the PRC Council following the Operative Date;
 - (b) at the first meeting of the PRC Council following the day on which polls for ordinary elections are usually held, biennially, for all local governments under the Act.
- (2) if the office of chairman or deputy becomes vacant then the members of the PRC must elect a new chairman or deputy chairman as the case requires.
- (3) The election of the chairman and deputy chairman is to be conducted by the CEO in accordance with the procedure prescribed under the Act for the election of a president or deputy resident, respectively, by a council.

6.4 Tenure of chairman and deputy chairman

The chairman and deputy chairman are to hold those offices until the election of a new chairman and deputy chairman pursuant to clause 6.3(1).

6.5 Role of chairman

The chairman:

- (a) presides at meetings of the PRC Council;
- (b) carries out civic and ceremonial duties on behalf of the PRC;
- (c) speaks on behalf of the PRC;
- (d) performs such other functions as are given to the chairman by the Act, any other written law or this Agreement; and
- (e) liaises with the CEO on the PRC'S affairs and the performance of its functions.

Footnotes:

- 1. The role of the PRC Council is set out in section 2.7 of the Act.
- 2. The functions of the CEO are set out in section 5.41 of the Act.
- 3. The Chairman may agree to the CEO speaking on behalf of the PRC – see section 5.41(f)

6.6 Role of deputy chairman

- (1) The deputy chairman performs the functions of the chairman when authorized to do so under this clause.
- (2) If:
 - (a) the office of chairman is vacant; or
 - (b) the chairman is not available or is unable or unwilling to perform the functions of chairman,then the deputy chairman may perform the functions of chairman.

6.7 Role of member of PRC Council

A member of the PRC Council:

- (a) represents the interests of the ratepayers and residents of the Region;

- (b) facilitates communication between the community of the Region and the PRC Council;
- (c) participates in the PRC's decision-making processes at meetings of the PRC Council and its committees; and
- (d) performs such other functions as are given to the member by the Act or any other written law.

7. PRC EMPLOYEES

7.1 Appointment of the CEO

- (a) The tenure of the CEO is to be three calendar years commencing from date of appointment.
- (b) The position of PRC Chief Executive Officer is senior employee in accordance with section 5.37 of the Act.
- (c) The appointment of the Chief Executive Officer is to be in accordance with the relevant provisions of the Act.
- (d) The Chief Executive Officer is also the Complaints Officer for the PRC in accordance with section 5.120.
- (e) The CEO is to exercise assigned functions and delegations in accordance with the Local Government Act 1995 sections 5.41 to 5.46 inclusive, and associated Regulations.

Footnotes:

1. Section 3.66(3) of the Act provides that some parts of the Act do not apply to a regional local government. This is proposed method of appointing the PRC CEO seeks the Minister's approval to invoke sub-section 3.66(3)(e) and waiver those provisions of the Act (Section 5.36) and Regulations regarding the appointment and advertising of the PRC CEO.
2. The PRC CEO has been appointed this way since inception and has proved to be an effective method for appointing the CEO and maintaining Participant commitment to the PRC.

7.2 Appointment of other Officers

Filing of positions for other Officers is the discretion of the CEO; always subject to participant funding of the positions(s).

8. FUNDING

8.1 Funding Defined

Funding equates to the money and other resources necessary to sustain the PRC as a permanent operational body corporate and includes the development and execution of Project Plans.

8.2 Annual contributions

Each Participant must make a contribution towards the amount necessary to meet the deficiency, if any, disclosed in the annual budget of the PRC with respect to the Funding, and the contribution is to be an equal proportion of that deficiency.

8.3 Capital contributions

Where the PRC Council determines that the Participants are to make a contribution towards the cost of the acquisition, for the purpose of the Funding, of any asset of a capital nature, then the Participants must make that contribution in equal proportions.

8.4 Manner of payment

The contributions referred to in clauses 10.2 and 10.3 are to be paid by each Participant to the PRC in the manner determined by the PRC Council.

8.5 Late payment

Unless otherwise agreed, if a Participant fails to pay to the PRC a sum of money owing under this clause on or before the due date for payment, that Participant must, in addition to the sum of money due and payable, pay to the PRC, interest at the overdraft rate charged by the PRC's bank on amounts of the same size as the unpaid sum, calculated from and including the due date of payment to but excluding the actual date of payment.

8.6 Annual financial statements

When submitting the same to the PRC's auditor each year, the PRC is to give to each Participant a copy of the PRC's annual financial statements including details of all assets and liabilities and the respective equities of the Participants in those assets.

9. PROJECTS

9.1 Requirements

(1) A 'Project' is the undertaking of a specified item of work listed within the PRC Council approved Strategic Community Plan or Corporate Business Plan for the PRC.

(2) Each item of work specified in the Strategic Plan has two phases:

- (a) Project planning and approval that clauses 9.2 to 9.9 refer to; and
- (b) Project delivery that clause 9.10 to 9.9 refers to.

(3) The Participants agree that the PRC is to undertake a Project only in accordance with this clause 9.

Footnotes:

1. In certain circumstances, a proposal to undertake a Project may require the preparation of a business plan under the Act. See section 3.59.
2. Section 3.18(3) of the Act provides as follows:

"(3) A local government is to satisfy itself that services and facilities that it provides:

- (a) integrate and coordinate, so far as practicable, with any provided by the Commonwealth, the State or any public body;
- (b) do not duplicate, to an extent that the local government considers inappropriate, services or facilities provided by the Commonwealth, the State or any other body or person, whether public or private; and
- (c) are managed efficiently and effectively.

9.2 Project Plan to be prepared and adopted

Where the PRC is considering a proposed Project the PRC is to prepare and adopt a Project Plan

9.3 Majority to implement a Project Plan

The PRC is to implement a Project Plan only when authorized to do so by a majority of the PRC Council members

9.4 Contents of Project Plan

A Project Plan is to include, as appropriate:

- (a) a clear definition of the proposed Project;
- (b) details of the expected costs and benefits for the Participants including the expected revenue, if any, from the Project;
- (c) the proportion (and the basis of its calculation) in which the Participants will:
 - (i) make contributions towards:
 - (A) the deficiency, if any, disclosed in the annual budget of the PRC with respect to the Project; and
 - (B) the acquisition of any asset of a capital nature required for the Project; and

- (d) the manner of payment of the contributions referred to in paragraph (c);
- (e) the proportional entitlement or liability, as the case may be (and the bases of its calculation) of the Project Participants in the event that the Project is wound up;
- (f) the manner of payment of the entitlement or liability referred to in paragraph (e);
- (g) the procedure for the giving of notice by a Project Participant wishing to withdraw from the Project including the period of notice;
- (h) the proportional entitlement or liability, as the case may be (and the basis of its calculation), of a Project Participant when the withdrawal of that Project Participant from the Project takes effect; and
- (i) the manner of payment of the entitlement or liability referred to in paragraph (h);
- (j) the amount, if any, of interest payable where contributions are not made on the due date for payment;
- (k) the entitlement, if any, of a Participant which is not a Project Participant to join the Project and the procedure to be followed including the period of notice to be given by that Participant.

9.5 Participants to be given Project Plan

Upon completion of the development of a Project Plan the PRC is to give a copy of the Project Plan to each of the Participants.

9.6 Election to Participate in Project

Each Participant must, within a reasonable period determined by the PRC, elect whether to participate in the Project by giving notice of its election to the PRC.

9.7 Project Participants

The Participants that elect to participate in a Project are the Project Participants in respect of that Project.

9.8 Review of Project Plan

(1) As soon as practicable after the period referred to in clause 9.6, the PRC is to:

- (a) Review the Project Plan and its viability having regard to the number of Participants who have elected to participate;
- (b) decide whether to proceed with the Project; and
- (c) give notice to each of the Project Participants of its decision.

(2) Where the number of Participants which have elected to participate is less than the number, if any, specified in the Project Plan or less than all of the Participants where no number is specified, then the PRC is to give the Participants an opportunity to withdraw their election before the PRC decides to proceed under clause 9.8(1)(b).

9.9 Project Status

The PRC Strategic Plan is to be updated to reflect project approval status.

9.10 Project Delivery

The PRC will generally be responsible for the facilitating the delivery of Projects.

10 OBLIGATIONS OF PROJECT PARTICIPANTS

10.1 Project Participants to enter into agreement

Where the PRC decides to proceed with a Project and gives notice of its decision to each of the Project Participants in accordance with clause 11.8, then each of the Project Participants agree to be bound by the conditions of the Project Plan as if those terms were set out in this Agreement.

10.2 Annual contributions

- In the case of Project, each Project Participant must make a contribution towards the amount necessary to meet the deficiency in accordance with the Project Plan.
- 10.3 Indemnification by Project Participants of the PRC for annual deficiency
- The Project Participants must indemnify the Sponsoring Participant with respect to the deficiency, if any, disclosed in the Project Plan.
- 10.4 Withdrawal from Project
- A Project Participant may, at any time, give to the PRC and the other Participants written notice of its intention to withdraw from a Project.
- 10.5 When withdrawal to take effect
- The withdrawal of a Project Participant takes effect:
- (a) from the end of the period of notice or other period specified in the Project Plan; or
 - (b) on any earlier date agreed by the Project Participants.
- 10.6 Winding up of a Project
- Clauses 10.7, 10.8 and 10.9 apply where the PRC Council resolves to wind up a Project.
- 10.7 Division of assets
- (1) Subject to subclause (2), if a Project is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of the Project then the property and assets are to be realized and the proceeds along with any surplus funds are to be divided among the Project Participants in the proportions referred to in the Project Plan.
 - (2) subclause (1) does not apply where the Project Participants advise the PRC that a realization of the property and assets is not necessary.
- 10.8 Division of Liabilities
- If a Project is to be wound up and there remains any liability or debt in excess of the realized property and assets of the Project then the Project Participants must meet the liability or debt in the proportions referred to in the Project Plan.
- 10.9 Indemnification by Project Participants of the PRC on winding up a Project
- If a Project is wound up then the Project Participants must indemnify the PRC (in the proportions referred to in the Project Plan) with respect to any liability or debt.
- 11 REFERENCES TO THE PRC
- The Participants acknowledge that the PRC is not a party to this Agreement and the Participants agree that no failure or alleged failure by the PRC to observe the provisions of clause 8, 9 or 10 precludes any of the Participants from meeting its obligations under this Agreement or otherwise gives rise to any claim or entitlement on its part.
- 12 WINDING UP
- 12.1 Winding up by agreement
- The Participants may, by agreement, wind up the PRC.
- Footnote:
Section 3.63(1) of the Act provides as follows:
“(1) A regional local government is to be wound up –
(a) at the direction of the Minister; or
(b) in accordance with the establishment agreement.”
- 12.2 Division of assets
- If the PRC is to be wound up and there remains, after satisfaction of all its debts and liabilities, any property and assets of the PRC then the property and assets are to be realized and the proceeds along with any surplus funds are to be divided among each of the

Participants in the same proportions as the contributions of a particular Participant to the assets of the PRC bear to the total of such contributions by all Participants.

12.3 Division of liabilities

If the PRC is to be wound up and there remains any liability or debt in excess of the realized property and assets of the PRC then the liability or debt is to be met by each of the Participants in the same proportions as the contributions of a particular Participant to the assets of the PRC bear to the total of such contributions by all Participants.

13 WITHDRAWAL OF A PARTICIPANT

13.1 Withdrawal

A Participant may, at any time between 1 July and 31 December in any year give to the PRC and to the other Participants notice of its intention to withdraw from the PRC.

13.2 When withdrawal to take effect

Subject to clause 15.3, the withdrawal of a Participant is to take effect from the end of the financial year after the financial year in which notice of withdrawal under clause 13.1 is given.

Entitlement or liability of withdrawing Participant

When the withdrawal of a Participant takes effect:

- (a) the Participant is entitled to be paid an amount equal to the Proceeds and any surplus funds which would have been payable if the PRC was wound up; or
- (b) the Participant must pay to the PRC an amount equal to the liability or debt which would be payable by the Participant if the PRC was wound up,

as the case may be.

13.3 Participants may be required to make payment

If the PRC is unable to make the payment referred to in clause 14.4(a) from funds on hand then, unless the PRC Council decides otherwise, the Participants (other than the Participant which has withdrawn) must pay the amount in the proportions equal to their respective equities in the PRC.

14 BORROWINGS

Part 6, Division 5, Subdivision 3 of the Act is to apply.

Footnote:

1. Section 3.66(4) of the Act provides that Part 6, Division 5, subdivision 3 does not apply in relation to a regional local government unless the Establishment Agreement provides that it does.
2. Part 6, Division 5, subdivision 3 of the Act deals with borrowings and includes the power to borrow and restrictions on borrowings.

15 DISPUTE RESOLUTION

15.1 No proceedings

A party must not start arbitration proceedings in respect of a dispute arising out of this Agreement ("Dispute") unless it has complied with this clause.

15.2 Notification of dispute

A party claiming that a Dispute has arisen must notify the other parties to the Dispute giving details of the Dispute.

15.3 Reasonable efforts to resolve dispute

- (1) During the 14 day period after a notice is given under clause 17.2 (or longer period agreed in writing by the parties) ("Negotiation Period"), the parties must use their reasonable efforts to resolve the Dispute.

- (2) Within the first 7 days of the Negotiation Period, if the Dispute continues, the chief executive officers of the parties and the chief executive officer of the PRC, must meet, and use their reasonable endeavours to resolve the Dispute.

15.4 Dispute resolution process

If the Dispute is not resolved within the Negotiation, the parties must meet and endeavor to agree on:

- (a) a process for resolving the Dispute other than by litigation or arbitration (such as by further negotiations, mediation, conciliation or expert determination);
- (b) the procedure and timetable for any exchange of documents and other information relating to the Dispute;
- (c) the procedure and timetable for the conduct of the selected mode of proceeding;
- (d) a procedure for the selection and compensation of any independent person engaged by the parties to assist in resolution of the Dispute; and
- (e) whether or not the parties should seek the assistance of a dispute resolution organization.

15.5 Arbitration

If the parties are unable to agree on a process for resolving the Dispute in accordance with clause 17.4 within 21 days after the Negotiation period then any party may notify the others in writing ("arbitration notice") that it requires the dispute to be referred to arbitration and, upon receipt of the arbitration notice by the recipients, the dispute is to be referred to arbitration under and in accordance with the provision of the Commercial Arbitration Act 1985.

15.6 Legal Representation

For the purposes of the Commercial Arbitration Act 1985, the Participants consent to each other and to the PRC being legally represented at any such arbitration.

16 INTERPRETATION

16.1 Interpretation

In this Establishment Agreement unless a contrary intention appears:

- (a) words importing the singular include the plural and vice versa;
- (b) words importing any gender include the other genders;
- (c) references to persons include corporations and bodies politic;
- (d) references to a person include the legal personal representatives, successors and assigns of that person;
- (e) a reference to a statute, ordinance, code or other law includes regulations and other statutory instruments under it and consolidations, amendments, re-enactments or replacements of any of them (whether of the same or any other legislative authority having jurisdiction);
- (f) references to this or any other document include the document as varied or replaced, and notwithstanding any change in the identity of the parties;
- (g) references to writing include any mode of representing or reproducing words in tangible and permanently visible form, and includes telex and facsimile transmission;
- (h) if a word or phrase is defined cognate words and phrases have corresponding definitions;
- (i) references to a person which has ceased to exist or has been reconstituted, amalgamated, reconstructed or merged, or the functions of which have become exercisable by any other person or body in its place, shall be taken to refer to the person or body established or constituted in its place or by which its functions have become exercisable;

- (j) reference to any thing (including, any amount) is a reference to the whole or any part of it and reference to a group of things or persons is a reference to any one or more of them;
- (k) reference to a month and cognate terms means a period commencing on any day of a calendar month and ending on the corresponding day in the next succeeding calendar month but if a corresponding day does not occur in the next succeeding calendar month the period shall end on the last day of the next succeeding calendar month;
- (l) references to this Establishment Agreement include its schedules.

16.2 Headings and footnotes

Headings and footnotes are to be ignored in construing this Establishment Agreement.

16.3 Time

- (a) References to time are to local time in Perth, Western Australia;
- (b) where time is to be reckoned from a day or event, the day or the day of the event is to be excluded.

Footnotes:

Amendment of Establishment Agreement

1. The Participants may amend this Establishment Agreement by agreement made with the Minister's approval – see section 3.65(1) of the Act.

Admission of Other Local Governments

2. This Establishment Agreement can be amended to include another local government as a party to the amending agreement – see section 3.65(2) of the Act.

17 EXECUTION

PARTICIPANT	DATE OF RESOLUTION TO REVISE THIS ESTABLISHMENT AGREEMENT
Shire of Ashburton Shire of East Pilbara Shire of Roebourne Town of Port Hedland	

EXECUTED by the Parties

THE COMMON SEAL of SHIRE OF ASHBURTON was)
 hereunto affixed in the presence of:)

 Shire President

 Chief Executive Officer

THE COMMON SEAL of SHIRE OF EAST PILBARA was)
 hereunto affixed in the presence of:)

 Shire President

 Chief Executive Officer

THE COMMON SEAL of SHIRE OF ROEBOURNE was)
 hereunto affixed in the presence of:)

 Shire President

 Chief Executive Officer

THE COMMON SEAL of the TOWN OF PORT HEDLAND)
 was hereunto affixed in the presence of:)

 Shire President

 Chief Executive Officer

ITEM 12 LATE ITEMS AS PERMITTED BY PRESIDING MEMBER/COUNCIL**12.1 *Award of Tender 14/04 Port Hedland International Airport Terminal Renovations (File No.: 05/09/0036)***

Officer Anna Duffield
Airport Development
Officer

Date of Report 18 February 2014

Disclosure of Interest by Officer Nil

Summary

This report seeks Council endorsement to award Tender 14/04 Port Hedland International Airport terminal renovations to Jaxon Construction.

A tender process was undertaken in early 2014 to appoint a contractor to undertake terminal renovation works that will create a larger departures area, incorporate café as part of departures area and improve passenger flow.

The budget was previously endorsed by the Airport Committee at its December 2013 meeting (decision AC201314/033) as part of the airport's interim improvement program.

Background

The Town of Port Hedland has committed to redevelop the Port Hedland International Airport precinct. Major projects are being commercially tested and prioritised, however based on current estimates it is likely that the terminal redevelopment will be completed by end -2017 at the earliest.

The terminal currently experiences congestion issues and lacks amenity and sense of place. Subsequently an interim improvements strategy was developed to start to overcome these challenges. A key part of this strategy is terminal renovation works to create a larger departures area, incorporate café as part of departures area and improve passenger flow.

The interim improvements strategy and associated budget allocation was approved at the 13 December 2013 Airport Committee (decision AC201314/033) and subsequent 29 January 2014 Ordinary Council meeting:

That the Airport Committee recommend that Council:

- 1. Note the Port Hedland International Airport interim improvement strategy; and*

2. *Approve the reallocation of \$800,000 from general ledger account 12 10485 to general ledger account 12 10410 to fund the interim works program.*

Consultation

The tender scope was prepared by Wilkes Architects and based on consultation with airlines, relevant authorities and terminal tenants.

The tender assessment was undertaken by:

-
- Program Director Airport Redevelopment
- Acting Manager Airport Operations
- Acting Manager Infrastructure Development
- Project Development Officer (Infrastructure Development)
- Airport Development Officer

Statutory Implications

This tender was called in accordance with the Local Government (Function and General) Regulations (1996), Part 4, Division 2 (section 3.57).

Sections of this report pertaining to information that is considered commercially sensitive have been deemed confidential in accordance to the Local Government Act (1995) section 5.23.

Policy Implications

This tender was called in accordance with the Town's procurement, tender and regional price preference policies.

Strategic Planning Implications

6.2 Economic

6.2.2 Gateway City & an attractive destination

Develop the Port Hedland International Airport as a leading regional airport in the area of passenger and freight movements and customer satisfaction

Budget Implications

The allocated budget for the interim improvement's program was \$800,000 from GL 1210410. The terminal renovations will be funded by this GL.

Officer's Comment

Tender scope

As per the tender scope, the appointed contractor would be required to:

- Make all relevant applications and pay all fees to service authorities and statutory bodies as necessary to undertake the works
- Construct extended security screening point
- Demolish walls within departures area
- Construct new international arrivals airlock passageway
- Build international arrivals door
- Enclose existing outside café area
- Modify existing parents room to new accessible toilet
- Construct new breakfast bars in café
- Remove glass panels
- Install new concertina door

The tender documentation noted that all works were to be undertaken outside of operating hours as the terminal is to remain operational at all times and that works will need to be staged to ensure that departures area (post security screening) remains secure at all times.

Tender process

Tender 14/04 was advertised in the West Australian on 18 January 2014 and the North West Telegraph on 22 January 2014. Twenty-five requests for tender documentation were received. A non-mandatory site briefing was held on 24 January 2014 with eight companies in attendance. The tender period was originally scheduled to close on 4 February 2014, however the deadline was extended to 12 February 2014. Four submissions were received (all conforming) from the following contractors:

- Jaxon Construction
- Goodline
- Cooper and Oxley
- Pindan Contracting

Confidential attachment 1 provides a summary of the lump sum price submitted by each proponent.

Tenders were assessed against the advertised criteria which consisted of price (30%), relevant experience (30%), key personnel skills & roles (15%) and demonstrated understanding of works (25%).

The following table provides a summary of results.

Proponent / Assessment Criteria	Price (30%)	Experience (30%)	Resources (15%)	Understanding (25%)	Total Score (100%)
	Score	Score	Score	Score	
Cooper and Oxley	20.2	20.4	9.6	17	67.2

Goodline	22.7	15	8.1	14.5	60.3
Jaxon Construction	30	22.8	11.4	21	85.2
Pindan Contracting	16.4	14.4	7.8	10	48.6

Tender assessment – Cooper and Oxley

Cooper and Oxley have experience in delivering commercial construction projects. Relevant Pilbara experience includes a special purpose hostel in South Hedland (2012) and Pilbara TAFE (2013) and airport experience includes Perth Airport (2005) and Kalgoorlie/Boulder Airport (1999). Their submission included all relevant compliance documentation, however lacked detail on project scheduling particularly with regards to an operating airport. Regional price preference has been applied to their quoted price.

Tender assessment – Goodline

Goodline have a strong base in Port Hedland and extensive experience in delivering industrial construction projects particularly for resource companies such as BHP Billiton and FMG. All submission criteria were met and extensive information provided on workplace procedures (however these were more relevant to mine sites, rather than aviation related). Their submission included extensive detail on project scheduling and staging of separate parcels of work to ensure the terminal remained operational. Regional price preference has been applied to their quoted price.

Tender assessment – Jaxon Construction

Jaxon Construction have extensive experience in delivering commercial construction and refurbishment projects in Port Hedland, including South Hedland New Living, Indian Ocean Suites and Wedgefield Warehouses. Jaxon meet all relevant criteria, however have excluded local government approvals. Their submission included extensive detail on project scheduling, staged construction and critical assumptions. Jaxon have provided a work program with all procurement occurring first ensuring that time on site and operational disruptions are minimized. Regional price preference has been applied to their quoted price.

Tender assessment – Pindan Contracting

Pindan Contracting are based in Perth and have Pilbara experience (mainly in Karratha and with only one project in Port Hedland). Pindan delivered a \$9 million extension to the East Kimberley Regional Airport and therefore have experience in managing renovation works on an operating terminal and compliance with aviation regulations. All submission criteria were met and detailed information was provided on experience and key personnel. However their submission lacked detail on project scheduling. Regional price preference was not applied.

Attachments

1. Confidential: Summary of lump sum price submissions for Tender 14/04 Port Hedland International Airport terminal renovations (Under Separate Cover)
2. Plan of renovation works

201314/261 Officer's Recommendation/ Council Decision

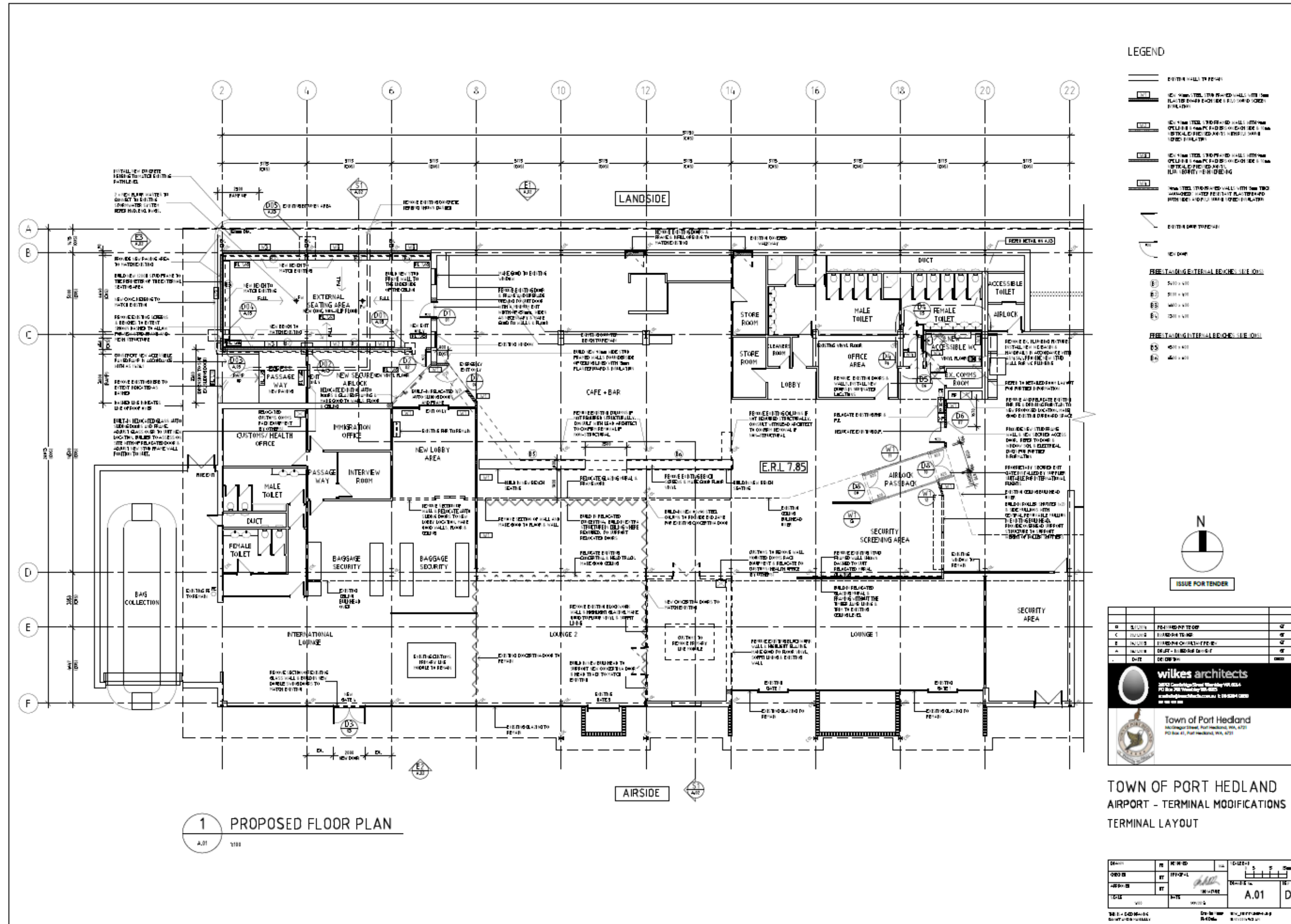
Moved: Cr Hunt

Seconded: Cr Butson

That Council:

1. **Award Tender 14/04 Port Hedland International Airport terminal renovations to Jaxon Construction for the lump sum price of \$465,497 (+ GST); and**
2. **Authorise the Chief Executive Officer, or his delegate(s), to negotiate any contract variations as and if required.**

CARRIED 8/0



LEGEND

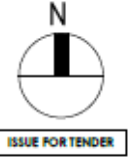
- EXISTING WALL TYPE
- - - NEW WALL TYPE
- EXISTING CEILING TYPE
- - - NEW CEILING TYPE
- EXISTING FLOOR TYPE
- - - NEW FLOOR TYPE
- EXISTING DOOR TYPE
- - - NEW DOOR TYPE

FITTING EXTERNAL FINISHES SCHEDULE

(1) 250 x 600
 (2) 300 x 600
 (3) 400 x 600
 (4) 600 x 600

FITTING INTERNAL FINISHES SCHEDULE

(5) 450 x 450
 (6) 600 x 450



NO	DESCRIPTION	DATE
1	ISSUED FOR TENDER	2013
2	REVISED	2014
3	REVISED	2014
4	REVISED	2014
5	REVISED	2014

wilkes architects
 2070 South Beach Road, Mandurah, WA 6550
 PO Box 196, Mandurah, WA 6550
 Contact: 0895229090 or 0895229092
 www.wilkesarchitects.com.au

Town of Port Hedland
 54/56 Main Street, Port Hedland, WA 6715
 PO Box 41, Port Hedland, WA, 6715

1 PROPOSED FLOOR PLAN
 A.01 1/100

**TOWN OF PORT HEDLAND
 AIRPORT - TERMINAL MODIFICATIONS
 TERMINAL LAYOUT**

DRWING NO	REVISED	DATE	SCALE	PROJECT NO
A.01	1	2014	1/100	10-122-1
DESIGNED BY	RT	TRIPOLI	DATE	15/10/13
APPROVED BY	RT	[Signature]	DATE	15/10/13
TITLE	NO	10-122-1	SCALE	A.01
NO	10-122-1	SCALE	A.01	D

12.2 *Minutes and Council Consideration of Motions from Special Electors Meeting of 19 February 2014 (File No.: 13/06/0001)*

Officer Josephine Bianchi
Governance Coordinator

Date of Report 25 February 2014

Disclosure of Interest by Officer Nil

Summary

This report is requesting that the Council receive the Minutes of the Special meeting of Electors held on 19 February 2014 and that to consider the motions raised at this meeting sets the date for a Special meeting of the Council to take place on 19 March 2014 at 6:30pm in the Council Chambers.

Background

On 28 January 2014 the Town of Port Hedland Mayor was presented with over 100 signatures of Electors of the district which requested that a Special meeting of Electors be called to consider seven matters.

The Mayor, in accordance with provisions set out in the Local Government Act 1995, set the date for the Special meeting of Electors to take place at 2pm on 19 February 2014. At this meeting a number of motions were voted upon by electors which the Council is now requested to formally consider. To be able to fully consider each motion via way of a comprehensive officer report, the Council is now requested to set a date for a Special Council meeting on Wednesday 19 March at 6:30pm in the Civic Centre Chambers.

Consultation

External

- Department of Local Government and Communities
- Town of Port Hedland Mayor

Internal

- Chief Executive Officer
- All Directors

Statutory Implications

Local Government Act 1995

5.28. Electors' special meetings

(1) A special meeting of the electors of a district is to be held on the request of not less than —

(a) 100 electors or 5% of the number of electors —whichever is

- the lesser number; or*
- (b) $\frac{1}{3}$ of the number of council members.
- (2) *The request is to specify the matters to be discussed at the meeting and the form or content of the request is to be in accordance with regulations.*
- (3) *The request is to be sent to the mayor or president.*
- (4) *A special meeting is to be held on a day selected by the mayor or president but not more than 35 days after the day on which he or she received the request.*

5.29. Convening electors' meetings

- (1) *The CEO is to convene an electors' meeting by giving —*
- (a) *at least 14 days' local public notice; and*
- (b) *each council member at least 14 days' notice, of the date, time, place and purpose of the meeting.*
- (2) *The local public notice referred to in subsection (1)(a) is to be treated as having commenced at the time of publication of the notice under section 1.7(1)(a) and is to continue by way of exhibition under section 1.7(1)(b) and (c) until the meeting has been held.*

5.33. Decisions made at electors' meetings

- (1) *All decisions made at an electors' meeting are to be considered at the next ordinary council meeting or, if that is not practicable —*
- (a) *at the first ordinary council meeting after that meeting; or*
- (b) *at a special meeting called for that purpose, whichever happens first.*
- (2) *If at a meeting of the council a local government makes a decision in response to a decision made at an electors' meeting, the reasons for the decision are to be recorded in the minutes of the council meeting.*

Policy Implications

No policies are in place for Special meetings of Electors, however the Town developed Guidelines for these types of meetings and also a set of Rules specific to the 19 February meeting.

Strategic Planning Implications

The Town of Port Hedland Strategic Community Plan 2012 – 2022:

6.4 Local Leadership

6.4.2 Community Focused

Local Leaders in the community who provide transparent and accountable civic leadership.

Budget Implications

The cost of organising the Special meeting of Electors and the Special meeting of the Town of Port Hedland Council are incorporated in the 2013/14 budget as operating expenditure. The cost of the advertising for these meetings will be covered by GL code 401275.

Officer's Comment

At the Special meeting of Electors held on 19 February 2014 the following seven matters were considered:

1. Auditor General Audit of Town's Finances
2. Approval of Transient Workforce Accommodation
3. Degradation of Town's Heritage
4. Poor State of Infrastructure
5. Implementation of the Town's Growth Plan
6. Town Planning Scheme and Caretaker Rights
7. Community Consultation

The electors voted upon a number of motions in relation to these items which have been listed as part of the Minutes for this meeting (see Attachment 1).

The Council is now requested to formally consider these motions and to do so it is proposed that a Special meeting of the Council be set for Wednesday 19 March 2014 at 6:30pm in the Civic Centre Chambers. It is considered that this timeframe will provide Town officers the opportunity to fully consider each motion and prepare a comprehensive and fully documented report for the Council's consideration.

Attachments

1. Minutes of Special meeting of Electors held on 19 February 2014 (Under Separate Cover)

201314/262 Officer's Recommendation/ Council Decision

Moved: Cr Gillingham

Seconded: Cr Taylor

That Council:

- 1. Receive the Minutes of the Special meeting of Electors held on 19 February 2014;**
- 2. Agree to consider all motions raised at the Special meeting of Electors at a Special meeting of the Town of Port Hedland Council to be held on Wednesday 19 March 2014 at 6:30pm in Council Chambers, Civic Centre, McGregor Street, Port Hedland; and**
- 3. Request the Chief Executive Officer, or his delegate(s), to advertise the meeting accordingly.**

CARRIED 8/0

ITEM 13 REPORTS OF COMMITTEES

NOTE: The Minutes of this Committee meeting are enclosed under separate cover.

13.1.1 Audit & Finance Committee Minutes – 29 January 2014**201314/263 Officer's Recommendation/ Council Decision****Moved: Cr Daccache****Seconded: Cr Hooper**

That Council receives the Minutes of the Ordinary Meeting of the Audit & Finance Committee held on 29 January 2014 at 12:00pm inclusive of the following decisions:

- 7.1 Confirmation of Minutes of Audit & Finance Committee of Council held on Monday, 2 December 2013**
- 10.1.1 2012/13 Audited Financial Statements**
- 14 Applications for Leave of Absence**

CARRIED 8/0

13.1.2 Airport Committee Minutes – 5 February 2014**201314/264 Officer's Recommendation/ Council Decision****Moved: Cr Hunt****Seconded: Cr Hooper**

That Council receives the Minutes of the Ordinary Meeting of the Airport Committee held on 5 February 2014 at 12:30pm inclusive of the following decisions:

- 7 Confirmation of Minutes of a Previous Meeting**
- 10.1.1 Port Hedland International Airport – Projects Update January 2014 (File No.: 08/02/0025)**
- 10.2.1 Award of Tender 13/14 Aerodrome Specific Electrical Contracting Services (File No.: 05/09/0030)**
- 14 Attendance via Teleconference**
- 15 Applications of Leave of Absence**

CARRIED 8/0

ITEM 14 MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**14.1 *Councillor Gillingham***

Councillor Gillingham put forward a motion to be considered at the next Ordinary Council Meeting.

“That Council consider amending the Terms of Reference of the Audit & Finance Committee and in doing so advertise for an expression of interest for an additional Community Committee Member.”

ITEM 15 CONFIDENTIAL ITEMS

Nil

ITEM 16 APPLICATIONS FOR LEAVE OF ABSENCE

201314/265 Council Decision

Moved: Cr Hooper

Seconded: Cr Melville

That the following applications for leave of absence:

- **Councillor Daccache from 24 May 2014 to 30 May 2014;**
- **Councillor Taylor from 23 April 2014 to 19 May 2014;**
- **Councillor Van Vugt from 27 February 2014 to 15 April 2014**

Be approved.

CARRIED 8/0

ITEM 17 CLOSURE**17.1 Date of Next Meeting**

The next Ordinary Meeting of Council will be held on Wednesday 26 March 2014, commencing at 5.30 pm, with the Agenda Briefing Session being held on Wednesday 19 March 2014, commencing at 3:30pm.

The Special Meeting of Council will be held on Wednesday 19 March 2014, commencing at 6:30pm.

The Annual General Meeting of Electors will be held tonight, commencing at 7:30pm.

17.2 Closure

There being no further business, the Mayor declared the meeting closed at 6:55pm.