



Town of Port Hedland

MINUTES

OF THE

AIRPORT COMMITTEE OF THE TOWN OF PORT HEDLAND COUNCIL

HELD ON

THURSDAY 23 JUNE 2011

COMMENCING AT 5:30 PM

**IN COUNCIL CHAMBERS
McGREGOR STREET, PORT HEDLAND**

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*Paul Martin
Chief Executive Officer*

Airport Committee

The Committee be constituted as a formal committee of Council under the provision of Section 5.8 of the Local Government Act (1995)

Membership:

The membership of the committee be as follows:

Mayor Kelly A Howlett;
Councillor Arnold A Carter
Councillor W (Bill) Dziombak
Councillor Jan M Gillingham
Councillor Stan R Martin

Community Members:

- a) Michelle Cook (*Community Member appointed by Council at its Ordinary Meeting held on 11 August 2010*);
- b) Serge Doumergue; and
- c) Doug Gould.
(*Community Members appointed by Council at its Ordinary Meeting held 28 April 2010*)

Quorum:

The quorum for the Committee be a minimum of 50% of its membership.

Delegation:

The Town of Port Hedland Airport Committee be given the following delegated authority to make decisions on behalf of Council:

- i) To determine whether a tender is required to be sought or not as specified in LG (F&G) Reg 11 f)
- ii) To choose tenderers for products services on behalf of the local government in accordance with LG (F&G) Reg 18.
- iii) Determine all Town Planning applications pertaining to the Town Planning Scheme No 5 that relate to Port Hedland International Airport without further reference to Council.
- iv) Undertake all Council statutory functions pertaining to Local Planning Schemes under Part 5 of the Planning and Development Act (2005) on Port Hedland International Airport land.
- v) Undertake all Council statutory functions pertaining to subdivision of land under Part 10 of the Planning and Development Act (2005) on Port Hedland International Airport land.
- vi) Provide direction and advice pertaining to the development of a Master Plan for the Port Hedland International Airport and the development of plans for a new airport terminal.

Tenure: Ongoing.

(Adopted by Council at its Special Meeting held 10 March 2010)

Responsible Officer: Chief Executive Officer

The following dates have been set and advertised in accordance with the Local Government Act 1995, for Airport Committee Meetings to be held at 5:30 pm in Council Chambers on the following dates:

- Thursday 16 December 2010
- Thursday 20 January 2011
- Thursday 24 February 2011
- Thursday 24 March 2011
- Thursday 28 April 2011
- Thursday 26 May 2011
- Thursday 23 June 2011
- Thursday 28 July 2011
- Thursday 25 August 2011
- Thursday 22 September 2011
- Thursday 27 October 2011
- Thursday 24 November 2011
- Thursday 15 December 2011

(Meeting dates adopted by Council at its Ordinary Meeting held 10 November 2010 – Jan 2010 Mtg amended at OCM December 2010)

Table of Contents

ITEM 1 OPENING OF MEETING6

 1.1 OPENING..... 6

ITEM 2 RECORDING OF ATTENDANCE AND APOLOGIES.....6

 2.1 ATTENDANCE 6

 2.2 APOLOGIES 6

 2.3 APPROVED LEAVE OF ABSENCE 6

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS - ON NOTICE.....6

 3.1 *Abigail Cox* 6

 3.2 *Mayor Kelly Howlett* 7

ITEM 4 PUBLIC TIME7

 4.1 PUBLIC QUESTIONS 7

 4.2 PUBLIC STATEMENTS 7

 4.2.1 *Gloria Jacob – Managing Director, Hedland Home Hardware & Garden* 7

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE8

**ITEM 6 DECLARATION BY MEMBERS TO HAVE GIVEN DUE CONSIDERATION
TO ALL MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE
THE MEETING.....8**

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....9

 7.1 CONFIRMATION OF MINUTES OF THE AIRPORT COMMITTEE MEETING HELD ON THURSDAY 26 MAY 2011 9

ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION.....9

ITEM 9 PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS9

ITEM 10 REPORTS OF OFFICERS.....10

 10.1 *Port Hedland International Airport Master Plan (File No.: .../...)10*

ITEM 11 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL.....13

ITEM 12 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN13

ITEM 13 CONFIDENTIAL ITEMS13

ITEM 14 APPLICATIONS FOR LEAVE OF ABSENCE.....13

ITEM 15 CLOSURE.....13

 15.1 DATE OF NEXT MEETING 13

 15.2 CLOSURE 13

ITEM 1 OPENING OF MEETING**1.1 Opening**

The Chairman declared the meeting open at 5:36 pm and acknowledged the traditional owners, the Kariyarra people.

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

Councillor Arnold A Carter (Chairman)
Mayor Kelly A Howlett
Councillor Jan M Gillingham
Councillor M (Bill) Dziombak
Serge Doumergue
Doug Gould

Director of Engineering – Russell Dyer
Manager Investment and Business Development
Administration Officer Governance – Louise Roux

Members of the Public 2

2.2 Apologies

Councillor Stan R Martin
Michelle Cook

2.3 Approved Leave of Absence

Nil

ITEM 3 RESPONSE TO PREVIOUS QUESTIONS - ON NOTICE**3.1 *Abigail Cox***

I had to fly to Perth to follow my husband who was sent for urgent medical treatment and ended up being in Perth for over 3 weeks. I didn't know I would be gone so long as it was a day to day proposition, so the Long Term parking fee could really add up in that position. Locals do use the airport Long Term parking to park for medical/specialist trips which can go longer than what you expect, but usually 1 to 3 days is very common timeframe to get to Perth and return.

Manager Infrastructure Development advised that a detailed traffic and parking study was undertaken to determine the parking patronage. This included a questionnaire with airport users where questions were asked about their travel arrangements and their opinion of paid parking.

The result was largely favourable. The report has been presented to the Committee and Council on several occasions, most recently for the approval for the paid parking structure.

All residents are able to apply to Council for a waiver or reimbursement of fees under exceptional circumstances. In this case there may also be reimbursement available through PATS.

3.2 Mayor Kelly Howlett

Can we please have a schedule of works (inclusive of timeframes and major milestone targets) for the scheduled airport car parking works?

Manager Infrastructure Development advised that a schedule was provided during the presentation that took place prior to the meeting on 26 May 2011. Mayor Kelly Howlett has since been provided with this presentation.

ITEM 4 PUBLIC TIME

5:37pm Chairman opened Public Question time

4.1 Public Questions

Nil

5:37pm Chairman closed Public Question time

5:37pm Chairman opened Public Statements time

4.2 Public Statements

4.2.1 Gloria Jacob – Managing Director, Hedland Home Hardware & Garden

The Chairman read the following letter received by Gloria Jacob:

I write to the committee as Managing Director of Veruka Enterprises Pty Ltd trading as Hedland Home Hardware & Garden.

We express our company's interest in attaining land available as part of the Airport Reserve which may at some stage be available for development as a new commercial precinct

It is the directors' intention to develop a large Home trade & retail hardware store which includes garden centre to rival the likes of our larger competitor banner. We envisage a site in the vicinity of 7,000 – 10,000m² to cater for such a development.

The new store will be a multi-million investment in the town including drive-through trade division, and air-conditioned retail area.

Having been a part of the Port Hedland community for over of 22 years, Hedland Home Hardware has witnessed the growth and change in our town and endeavoured to keep pace and cater to the market demand and respond to our client expectations.

To maintain that level of expectation and provide our customers with a truly excellent retail experience, our strategic plan demands a review of our current location.

To this end we put forward our request for land and consideration of our interest to you and the committee.

I thank you for your time and look forward to your committee's response after due consideration.

The chairman announced that this statement will be taken on Notice for discussion.

5.40pm Chairman closed the Public Statements Time

ITEM 5 QUESTIONS FROM MEMBERS WITHOUT NOTICE

Nil

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

Cr A A Carter	Serge Doumergue
Cr JM Gillingham	Doug Gould
Mayor Kelly Howlett	CR M Dziombak

ITEM 7 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

7.1 Confirmation of Minutes of the Airport Committee Meeting held on Thursday 26 May 2011

AC201011/073 Officer's Recommendation/Airport Committee Decision

Moved: Doug Gould **Seconded:** Serge Doumergue

That the Minutes of the Airport Committee Meeting held on Thursday 26 May 2011 be confirmed as a true and correct record of proceedings.

CARRIED 6/0

ITEM 8 ANNOUNCEMENTS BY CHAIRMAN WITHOUT DISCUSSION

Nil

ITEM 9 PETITIONS/DEPUTATIONS/PRESENTATIONS/ SUBMISSIONS

Nil

Consultation

- Phil D'Costa – Manager, Department of Transport and Regional Development
- Michael Kennedy – Senior Aviation Policy Officer, Department of Transport and Regional Development
- Bob Urquart - Geraldton Airport
- Darryl Tonkin - Kalgoorlie Airport
- Forte Airport Management (produced Master Plan for Busselton, Geraldton and Kalgoorlie)
- Jeremy McGrath – Airbiz (currently engaged in our terminal re-development project and also undertaking a 5 year review of Kalgoorlie Airport Master Plan)
- Nick Hawley - AECOM (produced Karratha Airport Master Plan)

Statutory Implications

6.8. *Expenditure from municipal fund not included in annual budget*

(1) *A local government is not to incur expenditure from its municipal fund for an additional purpose except where the expenditure —*

(a) *is incurred in a financial year before the adoption of the annual budget by the local government;*

(b) *is authorised in advance by resolution*; or*

(c) *is authorised in advance by the mayor or president in an emergency.*

** Absolute majority required.*

(1a) *In subsection (1) —*

additional purpose *means a purpose for which no expenditure estimate is included in the local government's annual budget.*

(2) *Where expenditure has been incurred by a local government —*

(a) *pursuant to subsection (1)(a), it is to be included in the annual budget for that financial year; and*

(b) *pursuant to subsection (1)(c), it is to be reported to the next ordinary meeting of the council.*

[Section 6.8 amended by No. 1 of 1998 [s. 19.1](#)]

Policy Implications

Key Result Area 1 – Infrastructure

Goal 2 – Airport

Priority 3 – Progress planning and design for an upgraded and extended terminal building

Strategic Planning Implications

Nil

Budget Implications

Manager of Airport Operations has been in contact with a number of consultants to ascertain the costs of having an Airport Master Plan produced. The costs range between \$65,000 and \$120,000 depending on the amount of detail required.

On 16 June 2011, the Town of Port Hedland received a letter from the Minister for Transport confirming that we were successful in obtaining a sum of \$60,000 to develop an Airport Master Plan for the Airport. The Town will need to contribute the remaining shortfall before a consultant can be engaged to perform the services.

Officer's Comment

The Airport made an application in the 2011/2012 funding round for an amount of \$2,900,000 (being 50% maximum allowed) to run a 50mm asphalt overlay on runway 14/32. On advice from the Department of Transport's Senior Officers, this application was withdrawn due to fact that it would not have been successful on the grounds that there was no supporting Airport Master Plan. The Town was advised to make a submission to the Minister to amend the application for funding to produce and an Airport Master Plan which we were assured would be granted. The Town has now received confirmation of this funding grant in the amount of \$60 000.

After discussion with a number of consultants, the Manager of Airport Operations believes that an amount of \$90,000 will be sufficient to have the Plan completed with enough detail in sufficient time to lodge the application to the Federal Government for \$25 million, to be used for the terminal re-development.

Whilst an anticipated approval period for the \$25 million it is not stated in the information publication, if the Town submits the application in October 2011, it is anticipated that the results should be known in early 2012

AC201011/074 Airport Committee Decision

Moved: Doug Gould **Seconded:** Mayor Kelly Howlett

That the Airport Committee recommends that Council consider allocation of \$60,000 in the 2011/2012 budget for the preparation and delivery of an Airport Master Plan for the Port Hedland International Airport.

CARRIED 6/0

ITEM 11 LATE ITEMS AS PERMITTED BY CHAIRPERSON/COUNCIL

Nil

ITEM 12 MOTIONS OF WHICH PREVIOUS NOTICE HAVE BEEN GIVEN

Nil.

ITEM 13 CONFIDENTIAL ITEMS

Nil.

ITEM 14 APPLICATIONS FOR LEAVE OF ABSENCE

AC201011/075 Airport Committee Decision

Moved: Mayor Kelly Howlett **Seconded:** Cr Bill Dziombak

That the following application for leave of absence:

- **Serge Doumergue 28 July 2011**

be approved

CARRIED 6/0

ITEM 15 CLOSURE

15.1 Date of Next Meeting

The next Airport Committee Meeting will be held on Thursday 28 July 2011, commencing at 5:30 pm

15.2 Closure

There being no further business, the Chairman declared the meeting closed at 5:45 pm.

Declaration of Confirmation of Minutes

I certify that these Minutes were confirmed by the Airport Committee at its Meeting of _____ 2011.

CONFIRMATION:

CHAIR

DATE