



Council Meeting Minutes

Notice is hereby given that an Ordinary Meeting of Council was held at the Council Chamber, Shire of Roebourne, Karratha at 1pm on 9th June 2014

Anthony Friday

Tony Friday
Chief Executive Officer

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Marangie
06/08/14

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Councillors please note that underlined ToC items are automatically hyperlinked to relevant area of the Agenda.

Declaration(s) of Conflict of Interest

Declaration(s) of Conflict of Interest Forms

Nil recorded

1. Oath(s) Of Office

Any individuals who have not previously undertaken an Oath of Office must do so before the Chief Executive Officer, Mr Tony Friday prior to the commencement of the Council meeting.

Nil recorded

2. Official Opening

The Ordinary Meeting of Council was declared open at 1:05pm by the Chairperson.

3. Public Question Time

The following questions were received from members of the public prior to the meeting:

Nil recorded

The Chairperson called for questions from members of the public attending the meeting.

Nil recorded

4. Attendance

Councillors	Cr Kerry White Cr Lynne Craigie Cr Anita Grace Cr Peter Long Cr Fiona White-Hartig Cr Kelly Howlett Cr Gloria Jacob	Shire of Ashburton Shire of East Pilbara Shire of East Pilbara Shire of Roebourne Shire of Roebourne Town of Port Hedland Town of Port Hedland
CEOs	Mr Neil Hartley Mr Allen Cooper Mr Chris Adams	Shire of Ashburton Shire of East Pilbara Shire of Roebourne
PRC Staff	Mr Tony Friday Ms Melody Pia	Chief Executive Officer Administrator
Guests:	Mr Steve Wood Mr Christopher Green	Director General, DSD Planning Coordinator (Reform and Improvement), WALGA
Presenter:	Mr Ric Cairns	Director, Brandino
Apologies:	Cr Lorraine Thomas Mr Mal Osborne	Shire of Ashburton Town of Port Hedland

4.1 Applications for Leave of Absence:

The following Councillors have applied for a Leave of Absence:

Nil Granted by Chairperson Y/N

The Chairperson called for any Councillors wishing to apply for a leave of absence

Nil

5. Petitions, Deputations and Presentations

5.1 Mr Ric Cairns, Creative Director, Brandino

Mr Cairns presented on the communications campaign currently underway to launch the PRC’s Welcome Rest Stops.

6. Confirmation of Minutes and Business Arising from Minutes of Previous Meeting held on 7th April

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Action Officer: Mr Tony Friday, Chief Executive Officer
 Officer Disclosure of Interest: Nil

Voting Requirement: Simple Majority

Council Resolution:

That the minutes of the Pilbara Regional Council Ordinary Meeting of Council held on the 7th of April 2014 was confirmed as a true and correct record of proceedings.

Moved: Cr Gloria Jacob
 Seconded: Cr Kerry White
 Result: 7/0

Chairperson signed the True Minutes of the previous meeting.

Business Arising and Questions Taken on Notice:

The Chief Executive will present Business Arising and Questions Taken on Notice from the previous Meeting

Item	Subject	Actions
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7. Chairperson Report

Responsible Officer: Lynne Craigie, PRC Chairperson
Author Name: Lynne Craigie, PRC Chairperson
Disclosure of Interest: Nil

Purpose:

To inform Council regarding recent activities of the PRC.

Comment

The Chairperson will provide a verbal report to Council, covering topics of interest including:

1. Comments regarding PRC's proposed portfolio of FY15 projects
2. PRC's active presence in the press and social media at the moment
3. PDC Pilbara 2050 Futures meeting
4. Review of Pilbara/Kimberley Forum (noting this is covered elsewhere in the Agenda)
5. Proposed PDC/PRC/RDAP collaboration
6. Ukrainian investment delegation

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Conclusion

Nil

Voting Requirement: Simple Majority

Council Resolution:

That Council accepted the Chairperson's report as presented.

Moved: Cr Peter Long

Seconded: Cr Fiona White-Hartig

Result: 7/0

8. State Council / Councillor / Committee Reports

8.1 State Council President's Report

Responsible Councillor: Cr Lynne Craigie – Councillor to State Council
Action Officer: Mr Tony Friday, Chief Executive Officer
Officer Disclosure of Interest: Nil

Mr Christopher Green, Planning Coordinator (Reform and Improvement), WALGA attended the meeting to inform the Council that the State Council President's Report for the month of June 2014 is not yet ready to be presented at the Council meeting.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Voting Requirement: Simple Majority

Council Resolution:

That Mr Green's comment about the State Council President's Report be noted.

Moved: Cr Gloria Jacob

Seconded: Cr Kerry White

Result: 7/0

9. Finance

9.1 Statements of Financial Activity

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Action Officer: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil

The financial statements for the periods ending **31 March 2014**, **30 April 2014** and **31 May 2014** were presented at the Council meeting.

Voting Requirement: Absolute Majority

Council Resolution:

That Council received the Monthly Financial Statements, the Statements of Financial Activity and commentaries on variances to the adopted budget for the period **31 March 2014**, **30 April 2014** and **31 May 2014**.

Moved: Cr Gloria Jacob

Seconded: Cr Kerry White

Result: 7/0

9.2 Warrants of Payments

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Action Officer: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil

Purpose

The purpose of this report is to seek Council's consideration and adoption of the Statements of Financial Activity.

Background

The PRC Council is required to review and approve the PRC expenditure and financial position on a regular basis. The PRC's financial system is Xero, which generates Monthly Financial Reconciliations that show the PRC's expenditure and financial position on a monthly basis. Excel spreadsheets are used to provide statutory compliant reporting based on the Xero output. To enable the reporting of material variances to be consistent and compliant with the Local Government Financial Management Regulations (FMR 34) the Council adopted the material variance threshold of plus/minus 10% at sub-program and /or individual project level as per FM 34(1)(d), for the financial year in accordance with Australian Accounting Standards (AAS 5).

The Local Government Act Financial Regulations require that a statement of financial activity, including reporting on revenue and expenditure, an explanation of the composition of net current assets and an explanation of any material variances between actual and (now) revised budget allocations be presented to Council to consider for inclusion in the minutes of the meeting. The following financial statements for the periods ending DDMMYY are attached:

- (1) Comprehensive Income Statement by Program;
- (2) Comprehensive Income Statement by Nature/Type;
- (3) Statement of Financial Position;
- (4) Statement of Changes in Equity;
- (5) Statement of Cash Flows;
- (6) Statement of Financial Activity;
- (7) Statement of Current Assets and Current Liabilities;
- (8) Supporting Schedules detailing income and expenditure

Policy Implications

Nil

Legislative Implications

Local Government (Financial Management) Regulations 1996, reg. 13 & 34

Financial Implications

Nil

Conclusion

Voting Requirement: Simple Majority

Council Resolution:

That Council received the Monthly Financial Statements, the Statements of Financial Activity and commentaries on variances to the adopted budget for the period **31 March 2014, 30 April 2014** and **31 May 2014**.

Moved: Cr Kerry White

Seconded: Cr Gloria Jacob

Result: 7/0

9.3 Draft Budget FY14/15

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil

Purpose:

The purpose of this report is for the Council to adopt the 2014/2015 Draft Budget.

Comment

Nil

Policy Implications

Nil

Legislative Implications

Section 6.2 of the Local Government Act 1995 requires that not later than 31 August in each financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, (Absolute Majority required) in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the next following 30 June.

Divisions 5 and 6 of the Local Government Act 1995 refer to the setting of budgets and raising of rates and charges. The Local Government (Financial Management) Regulations 1996 details the form and content of the budget.

Section 6.2 (1) of the Local Government Act states:

6.2 Local Government to prepare annual budget (1) During the period from 1 June in a financial year to 31 August in the next financial year, or such extended time as the Minister allows, each local government is to prepare and adopt, in the form and manner prescribed, a budget for its municipal fund for the financial year ending on the 30 June next following that 31 August. *Absolute majority required.*

Financial Implications

Nil

Conclusion

Nil

Voting Requirement: Absolute Majority

Council Resolution:

That item be withdrawn and deferred to next Council meeting.

9.4 Agenda Item: Expense Reallocations

Responsible Officer: Mr Tony Friday, CEO
 Author Name: Mr Tony Friday, CEO
 Disclosure of Interest: Nil

Purpose:

To seek the approval of Council to reallocate surplus funds from previous year's projects into the general projects GL.

Comment

Throughout FY12, FY13 and FY14, the PRC has successfully conducted a number of projects on behalf of its members. As a result of these activities, a small projects surplus has been generated. This has historically been rolled forward within the same GL codes, even though these projects are functionally completed or collapsed.

Risk Management & Public Sector Governance	115,975
Policy Portal	3,150
ICT Strategies	34,800
FIFO Study	5,517
FIFO Grant Modelling	1,960
Bureau Services Grants Master Plan	9,976
Bureau Services Project Portfolio Management	15,000
Bureau Services Web Assets	4,336

The PRC has proposed a slight deficit budget for FY15 to accommodate a broad portfolio of projects, and it is proposed to reallocate these funds across into the general projects GL to offset this deficit.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

The PRC draft FY15 budget proposes an operating deficit of \$4,157,583 (primarily attributable to grant timing), and this agenda item proposes a movement of \$190,714 in funds from past projects to the general projects GL in order to offset this deficit.

Conclusion

Nil

Voting Requirement: Simple Majority

Council Resolution:

That Council endorse the PRC's proposed action to move \$190,714 from past projects to the general projects GL in order to offset the FY15 deficit.

Moved: Cr Anita Grace

Seconded: Cr Kerry White

Result: 7/0

10. Governance

10.1 Use of Common Seal

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Action Officer: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil

Purpose:

This report is a standard report and for noting purposes only.

Background:

Section 2.5 of the Local Government Act 1995 states that a Local Government is a Body Corporate with perpetual succession and a common seal. A document is validly executed by a Body Corporate when the common seal of the Local Government is affixed to it by the Chief Executive Officer, and the President/Chairman and the Chief Executive Officer attest the affixing of the seal. Since the last meeting of Council the common seal has been applied to the following documents:

- Letter of Engagement – NT Indonesian
- Mutual Confidentiality Agreement – NT Indonesian
- Booking Confirmation - Hotel Mercure, Jakarta Indonesia
- Memorandum of Understanding – IT Vision
- Variation of Contract (Extension to Previous Contract) – KPMG
- Mutual Non-Disclosure Agreement – NS Projects Chevron Proposal

Comment:

The Chief Executive Officer is primarily responsible for the governance role of the PRC which includes ensuring all legislative requirements are complied with including: adopting plans and reports, accepting tenders, directing operations, setting and amending budgets. This use of the Common Seal is a Standard Report for noting by Council.

All documents validly executed will have the common seal affixed and the President and the Chief Executive Officer's attestations affixing the seal. Use of the common seal is to be recorded in the common seal register and must have the Council resolution number included and the date that the seal was applied.

Policy Implications

Nil.

Legislative Implications:

Section 2.5(2) of the Local Government Act 1995.

The local government is a body corporate with perpetual succession and a common seal.

Section 9.49. A document, is, unless this Act requires otherwise, sufficiently authenticated by a local government without its common seal if signed by the CEO or an employee of the local government who purports to be authorised by the CEO to so sign.

Financial Implications:

Nil

Conclusion:

This is a standard report for information.

Voting Requirement: Simple Majority

Council Resolution: That the action of the Chief Executive Officer in executing the documents listed under the Common Seal of the Pilbara Regional Council, be noted.

Moved: Cr Kerry White

Seconded: Cr Kelly Howlett

Result: 7/0

10.2 Review of Policies and Procedures

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil

Purpose

Each financial year, the PRC is required to undertake a review of its suite of policies to ensure that they remain fit for purpose and compliant with all relevant legislation and supporting regulations.

Local Government (Financial Management) Regulations 1996

11. Payments, procedures for making etc.

(1) A local government is to develop procedures for the authorisation of, and the payment of, accounts to ensure that there is effective security for, and properly authorised use of –

(a) cheques, credit cards, computer encryption devices and passwords, purchasing cards and any other devices or methods by which goods, services, money or other benefits may be obtained;

(b) petty cash systems.

(2) A local government is to develop procedures for the approval of accounts to ensure that before payment of an account a determination is made that the relevant debt was incurred by a person who was properly authorised to do so.

Background

The PRC review policies and procedures periodically throughout the year, and bring policies to the Council for endorsement on an established review cycle. The following policies and procedures are reviewed and presented to Council at least annually:

- Credit Card Policy
- Disability Access Inclusion
- Asset Management
- Audit Committee Terms of Reference
- Disposal of Assets
- Media and Communications
- Purchasing Policy

Policy Implications

If endorsed, the proposed policies will become binding on the organisation with immediate effect.

Legislative Implications

Policies to be compliant with all relevant legislation and supporting regulations.

Financial Implications

Nil

Voting Requirement: Simple Majority

Council Resolution:

That Council received and endorsed the PRC policies as presented.

Moved: Cr Gloria Jacob

Seconded: Cr Peter Long

Result: 7/0

10.3 Significant Correspondence

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil

Purpose

The purpose of this letter is to inform the Council regarding a letter received from the Department of Local Government concerning the Pilbara Regional Council's submission of the documents related to CLGF 10/11 Grant.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Council Resolution:

That the item presented for nothing only was received.

Voting Requirement: Nil

10.4 Cash Advance in Indonesian Rupiah

Responsible Officer: Ms Melody Pia, Administrator
Author Name: Ms Melody Pia, Administrator
Disclosure of Interest: Nil

Purpose

To seek instruction from Council regarding the reimbursement of expenses incurred by the Deputy PRC whilst attending the Pilbara/Kimberley Forum in Jakarta.

Background

Whilst attending the Pilbara/Kimberley Forum the Deputy CEO experienced difficulties with the operation of his PRC Corporate Card, and needed to withdraw a sum of funds from a local ATM in Jakarta in order to meet some foreign expenses. These expenses are supported in part by receipts (in Rupiah) and unsupported otherwise due to the unavailability of receipts from the vendor(s). The total sum involved does not exceed **201.73AUD**.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Voting Requirement: Simple Majority

Council Resolution:

Council approved the reimbursement for a sum of \$201.73AUD to the PRC Deputy CEO for expenses incurred during the discharge of PRC duties at the Pilbara/Kimberley Forum 2014.

Moved: Cr Gloria Jacob

Seconded: Cr Peter Long

Result: 7/0

11. Chief Executive Officer's Report

11.1 Pilbara/Kimberley Forum 2014 Review

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil

Purpose:

To review the 2014 Pilbara Kimberley Forum, celebrating successes and noting lessons learned for subsequent fora.

Comment

During the first week of May, the PRC hosted the 2014 Pilbara Kimberley Forum in Jakarta, Indonesia.

In planning for the 2014 event, the PRC Chairperson instructed the PRC executive to increase the profile of the event, and to deliver additional value without increasing the direct cost to attendees.

This year's forum attracted 62 attendees and a range of well-credentialed speakers from both Australia and Indonesia. Speakers covered a broad range of topics, underpinned by a theme of attracting investment into the region.

Forum session topics encompassed:

- The Indonesia-Australia Trade Relationship, Mr Kym Hewitt, Austrade
- Realising the Potential of the Region, The Hon Jacqui Boydell, WA State MP
- The East Java-WA Sister State Relationship, Pak Lili, Cooperation Affairs Bureau
- Women in Politics Panel, Various Leading Women in Australian and Indonesian Politics
- Doing Business in Indonesia, Kellie-Jane Pritchard, WA Trade & Investment Office
- Collaborating to Bring Benefits for Both Countries, Pak Kris Sulisto, IABC
- Decentralisation of Gov't Services, Bapak Purnama, Deputy Governor of DKI Jakarta
- An Increasingly Hungry World, Major General John Hartley, Future Directions
- Working Towards a Common Strategic Plan, Luke Parsons, Deloitte
- Facilitating FDI, Andrew Slatter, ANZ Singapore
- Pilbara Special Economic Zone, Carey Ramm, Founder AEC Group
- Future of Northern Australia Panel, including Keith Atkinson, Imani Development
- Individual presentations from the CEO of each local government

Since returning from the forum, the PRC has received written congratulations on the event from The Hon Brendan Grylls, the Hon Jacqui Boydell, and the Hon Josephine Farrar. We have also received a great deal of positive feedback from other stakeholders and the media. Initial concerns regarding the venue for this event were clearly offset by a very demanding and tightly scheduled program.

No material risk events occurred during the forum.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

The final cost of the 2014 Pilbara Kimberley Forum was within 10% of the budgetd amount for this activity.

Conclusion

Nil

Voting Requirement: For noting only

11.2 Project Report

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: Mr Alexis Guillot, Deputy CEO
 Disclosure of Interest: Nil



Key Focus Area: ECONOMIC VALUE

Current Projects Update

Payroll Processing	Background	Processing payroll has become a 'commodity' service, and can be readily and reliably conducted from a lower cost region; freeing up existing HR staff for higher value duties, reducing risk (and removing the need to train staff) associated with complexity in superannuation and other statutory requirements. The concept has become increasingly popular in recent years, as organizations have sought to extract greater value from their investment in employees and ensure more accurate payments.	Progress Report	Project has moved substantial since last council meeting and is now being prepared for pilot implementation.
	Outcomes	<ul style="list-style-type: none"> Pre Pilot: Pilbara Regional Council review of existing staff agreements then subsequently reducing cost and complexity by processing payroll via a 3rd party provider Pilot: Nominated member council review of existing staff agreements then subsequently reducing cost and complexity by processing payroll via a 3rd party provider Implementation: All five Pilbara local governments review of existing staff agreements then subsequently reducing cost and complexity by processing payroll via a 3rd party provider 		<p>Detailed service design has been finalized and a procurement approach has been conducted, identifying IT Vision as the preferred service provider for payroll services.</p> <p>All shires should note that this represent a substantial change in philosophy behind payroll processing,</p> <p>Moving instead from a vendor/platform/infrastructure approach to a 'management by service level' approach.</p> <p>This offers significant benefits in removing the impost of infrastructure, staffing, training, and regulatory compliance from councils; transferring these instead to the service provider and defined over a service agreement.</p> <p>It is anticipated that the SoR will pilot the payroll processing function throughout FY15 Q1, and roll out to SoA and SoEP shortly thereafter.</p> <p>The PRC has negotiated an additional trench of funding from DLG under the regional Business plan initiative, meaning that the net cost of transition to all LGAs is negligible.</p>
	Performance	Time Budget Scope 		- Externally Acquired -

Land Deconstraint

Land Deconstraint	Background	<p>Between 2001 and 2012, the population of the Pilbara region increased by 64.5%, from 39,461 to 64,908. Strong population growth has been in response to a major expansion of mining activity in the region, underpinned by a continued increase in international demand for resources.</p> <p>In recent years, the supply of land for various uses (including residential and mixed use) has failed to keep pace with demand, placing pressure on local housing stocks. In the past 10 years, median house prices in some project townships, has increased by as much as 30.4 per cent. This has led to a critical shortage of appropriately zoned land, staff accommodation, increases in the cost of housing, and affordability issues within these communities.</p>	Progress Report	<p>The PRC has been successful in securing \$4.27M of CLGF funding in order to de-constraint 6 lots across all 4 LGAs. A procurement activity was conducted earlier in this FY. Contracts between PRC/SoR and PRC/NS Projects have been finalized, and work has commenced on the two SoR sites that are external to the CLGF component.</p> <p>Engineering, Survey and Feasibility reports have all been successfully performed and sent to the SoR for feedbacks and approvals.</p>
	Outcomes	<p>It is intended this project will achieve the following objectives:</p> <ul style="list-style-type: none"> • Provide group members with staff housing opportunities • Provide suitably located land for existing and new business opportunities • Provide suitable located land for housing to address population growth in regional communities • Assist in addressing critical shortages of appropriately zoned land in key regional Centre's • Assist in increasing housing affordability in the Pilbara • Provide job opportunities in Pilbara regional communities • Develop and broaden the economic base of Pilbara regional communities • Improved services to key Pilbara regional communities • Assist in achieving the vision of Pilbara Cities. 		<p>It is worth noting that there are some questions for land tenure and the release of these lots for de-constraint.</p> <p>This does represent a material risk to this project and SoR is negotiating with Department of Lands in this respect.</p> <p>- Externally Acquitted -</p>
	Performance	<p>Time  Budget  Scope </p>		

Airport Screening

Airport Screening	Background	<p>Due to changes in the operational nature of the Pilbara based airports and local authority obligations, security screening will now be undertaken and operated by the respective Councils instead of Qantas in three of the four Pilbara municipalities.</p> <p>The PRC is acting on behalf of the three member Councils, managing the procurement process the subject of an Invitation to Tender (ITT) in order to simplify the market offering and maximize economies of scale for competitive costing.</p>	Progress Report	<p>Both public tenders advertised and managed on behalf of the Karratha, Port Headland and Newman airports (equipment and services) have been closed. Preferred tenderers have been appointed, post-tender debrief have been completed, and individual airports have entered into contract negotiations with the respective service providers.</p>
	Outcomes	<ul style="list-style-type: none"> • Contracts (based on the conditions outlined in the tender document) to be entered into between the successful Contractors directly with each of the three member Councils. • Contract to be awarded during the FY14 financial year. 		<p>- Internally Acquitted -</p>
	Performance	<p>Time  Budget  Scope </p>		



Key Focus Area: EFFICIENCY & EFFECTIVENESS

Current Projects Update

Coastal Access Management	Background	<p>Most of the Western Australian coast is in public ownership. The majority is vested for management in local government authorities, the Department of Conservation and Land Management, Landgate, or pastoral lessees. Smaller sections are vested for specific purposes in organisations such as Port Authorities, Inlet Management Authorities, or the Commonwealth. These bodies, which have legal responsibility for management of particular areas, are known as land managers.</p> <p>Other agencies such as the Department of Fisheries, Water and Rivers Commission, the Department for Planning and Infrastructure or the Department of Environment also have a role in management of particular aspects of the coast according to their governing legislation. They, together with interest groups, including Native Title claimants and the broader community, may wish to be involved in development of a Pilbara coastal access management strategy.</p>	Progress Report	<p>PRC has now completed stage 1 of this activity, produced a Public Access Route (PAR) guidance booklet and is working collaboratively with member's officers to determine the best PARs to open up as part of the FY15 Project.</p> <p>The deliverables of this project include:</p> <ul style="list-style-type: none"> - A Coastal Access Regional Strategy - An aggregated Policy review that identified linkages and inconsistencies between all coastal access policies laws guidelines and procedures across all Federal, State and Local authorities. - An overall Regional Toolkit - Member specific toolkits tailored to their operations. - A conceptual design for a coastal access signage.
	Outcomes	<p>This project is designed to draft and deliver a Coastal Access Management Strategy that articulates a regional vision for coastal access, supporting the assessment of development and other proposals with a region perspective.</p> <p>The work product will specifically cater to individual member LGA environments, and the PRC will seek to develop the strategy in close partnership with the WA Department of Planning.</p>		
	Performance	<p>Time Budget Scope </p>		- Internally Acquitted -

Building Approvals & Certifications	Background	<p>Building approvals and certifications continue to offer peaked and episodic workloads for member Local Government Authorities (LGAs) in the Pilbara.</p> <p>This project proposed to investigate the options of conducting these applications as a bureau service for the member Local Governments. On reflection, the scope of the project was refocused to investigate whether an online approvals system (hosted as a bureau service) could assist member LGAs in reducing the resources drain presented by episodic workloads within the approvals system.</p>	Progress Report	<p>The PRC commissioned a review to assess the benefits that may from the transition to an online system, the potential efficiency savings and wider customer benefits have to be identified in contrast compared to the current manual over-the-counter paper based system.</p> <p>This study has found that the implementation of an online solution is economically viable and will promote more efficient administrative processes, reduce the manual operations, create efficiency savings, and likely increase customer satisfaction from the ability to track applications online.</p> <p>Net savings of an online system implementation are projected between ~19-133K varying size and complexity of the individual LGAs building and development application processes.</p> <p>Those findings are consistent with the proposed FY15 Online Planning Application System that would include the selection, procurement and roll out of an online approvals system, and the management of relevant staff training.</p>
	Outcomes	<ul style="list-style-type: none"> • Mapping of the Planning and Building Approvals Process, • Collection, collation and analysis of the key relevant statistics including: <ul style="list-style-type: none"> • Number of planning/building approvals in recent years, • Costs attributable to the approvals process, • Approval durations and resources required, • Current prescribed fee structures for planning/building approval, • Development of a Cost Model that allows for both the cost and staff time per application between over-the-counter and online applications, which could be transferred to other LGA's to assess their utilization of an online system; • Recommendations which are underpinned by a robust financial justification as to whether or not the deployment of an online approvals 		

	system would be economically viable for the member LGA's.		- Internally Acquitted -
Performance	Time  Budget  Scope 		

Major Developments Town Planning

Background	Major developments are currently assessed via individual Local Government Authorities (LGA's) according to a variety of mechanisms. Such mechanisms are not always consistent across members, and are not accepted as valid inputs into any State Agreement considerations or negotiations.	Progress Report	The repeated lack of engagement by DSD with respect to the project resulted in a review of the key objectives. Consequently, the project scope of works was revised to allow for a broader policy approach in order to provide a more consistent regional voice (for the member LGA's) with respect to major developments within the Region.
Outcomes	The initial scope of the project was to draft and deliver an 'endorsed Local Government template to by the Department of State Development as a precursor contribution to the early stages of the State Agreement process.' In consultation with the project stakeholders, it was considered that the potential consolidation of local laws and planning policies would allow for a greater cross council partnership and therefore may strengthen the influence of the Pilbara Local Governments in relation to the State judgements. The revised outcomes of the project are: <ul style="list-style-type: none"> • Confirm the head of power for local laws and policies and determine the legality of cross jurisdiction local laws and policy; • Review Local Laws and supplementary policy frameworks, such as Local Planning Policies; • Identify the aims and objectives of each and categorize each Local Law; • Confirm the scope of each local law is appropriate for each jurisdiction; • Confirm that each local law or policy targets/addresses issues and has the legislative basis to be effective; • Identify overlaps, synergies and replications, both across administrative boundaries and within single jurisdictions (i.e. where a policy of the local government seeks to meet the same needs as a local law); and • Engage with each local government to discuss the analysis and determine gaps if any. 		The PRC council has endorsed the collapse of the project with the contractors, and provision within the contract supported this approach. The PRC subsequently undertook a review of the local laws and planning policies adopted by the local governments across the Region. Those recommendations align with the proposed scope of works for the PRC's FY15 Local Laws Alignment Project. The key objectives of this FY15 project centre on the alignment of the overlapping local laws and planning policies (identified as part of the study) and the subsequent development of a framework for alignment and use of consistence language for the creation of future laws and policies.
Performance	Time  Budget  Scope 		- Internally Acquitted -

Business Continuity Planning

Background	All Local Governments maintain business continuity plans to vary degrees of currency and comprehensiveness. For several Pilbara LGAs, these documents may not longer accurately reflect the operating environment due to unprecedented rates of growth and change in commercial operations.	Progress Report	The project has been substantially completed (95%) with all business continuity plans prepared and delivered to members of local government.
Outcomes	This project is designed to draft and deliver a set of business continuity plans across all Pilbara LGAs that detail appropriately sized and aligned response options for key risk scenarios, including: <ul style="list-style-type: none"> • Alternate premises • Pandemic • Major supplier failures • ICT systems and networks • Catastrophic weather conditions • Catastrophic community impact Each plan will be specifically tailored to the individual member LGAs environment, and all plans will be consistent with ISO22301 for business continuity management.		Contractors report that they have been unable to schedule training with any of the members within the timeframe allocated to this project. PRC has accepted this as substantial delivery of project outcomes and will undertake to do this training in conjunction with a broader councilors and officers training for FY15. Project was budgeted at \$124,000 with final cost of deliver equal to ~\$95,000, noting that an additional provision of \$25,000 was allocated towards the FY15 Training for Staff and Elected Members project.
Performance	Time  Budget  Scope 		



Key Focus Area: REGIONAL SERVICE DELIVERY

Current Projects Update

Roadside Rest Stops	Background	The Pilbara environment is undeniably harsh, and this, of course, must be dealt with by the chosen design. However, this environment is also remarkably beautiful and surprisingly fragile, and these aspects must also figure in the design thinking. The PRC aspires to create a series of rest stops that are visually distinctive while also demonstrating sensitivity and empathy for the Pilbara landscape. The Aboriginal heritage of the region will be a central theme for the network of stops, forming a significant part of the interpretive signage at these sites. The physical design of the structures could also acknowledge local Indigenous culture.	Progress Report	<p>This project is well underway-practical completion and delivery of all 13 iconic structures is due by the end of the financial year, in time for this season’s tourist influx.</p> <p>The projects funds will be fully acquitted within this financial year.</p> <p>The PRC and Brandino are investigating the possibility of submissions for design awards.</p> <p>It is worth noting that by finding efficiencies in the existing budget, an additional two shelters and signage has been able to be ‘gifted’ to MainRoads for Yannari River and Bea Bea Creek.</p> <p>**Videos</p>
	Outcomes	Install a series of functional and visually appealing roadside rest stops across the Pilbara. Enhance the amenity for tourists and residents, offering shelter, ablution facilities, and information on the surrounding region.		
	Performance	Time Budget Scope 		

Regional GIS Data Procurement	Background	Pilbara Local Governments are at varying degrees of maturity in terms of their GIS capability and requirements for GIS data. There is a requirement for a project to seek out a comprehensive listing of available datasets and dataset sources, and then consider opportunities for procuring selected datasets regionally on behalf of member LGAs.	Progress Report	<p>The project steering committee has reviewed and endorsed the PRC’s key findings and opportunities for increasing efficiencies through:</p> <ul style="list-style-type: none"> - Purchasing the SLIP data subscription, - Upgrade current GIS software platform, - A closer enterprise integration between GIS and business processes, - Provide GIS professional development. <p>The PRC further recommended that individual members engage with the WALIS SLIC-P program as this subsidises custom data acquisition. Representative from Landgate have since traveled to the Regions to facilitate the up take of the subscription of SLIP program.</p> <p>The above is well aligned with proposed FY15 GIS System and Data project which will look at implementing the recommendations from the FY14 project.</p> <p style="background-color: #4F7942; color: white; padding: 2px;">- Internally Acquitted -</p>
	Outcomes	This project is designed to identify a comprehensive list of dataset vendors along with their specific offerings and capacity for interoperability. If three or more member LGAs desire to purchase a particular dataset, then the PRC will negotiate advantageous terms for such a purchase and refer these terms to member LGAs for consideration.		
	Performance	Time Budget Scope 		



Key Focus Area: A VOICE FOR THE PILBARA

Current Projects Update

Pilbara Kimberley Joint Forum

Background	Each year, the Pilbara and Kimberley local governments come together to attend a convention that address issues specific to the region. The work and cost associated with hosting the event is shared between the local governments, taking turns every second year to organize the event. In 2014, it will be the Pilbara's turn again, and the PRC will take the lead in managing this process.	Progress Report	Treated elsewhere in the agenda.
Outcomes	A theme for the 2014 event has been proposed as "Economic Diversification for the Pilbara". To fully explore this theme, it is proposed to hold the conference in Jakarta, Indonesia; and to engage with local Indonesian tourism experts to better understand how local governments in this part of the world position their economy for take advantage of tourism revenue.		
Performance	Time  Budget  Scope 		

Designated Area Migration Agreement

Background	Supplement the Western Australian workforce with skilled migrants to fill employment vacancies unable to be filled by the local workforce and address those factors, which support a growing population.	Progress Report	The PRC has received the draft DAMA guidelines and been working in collaboration with the Department of Immigration and Border Protection and the Assistant Minister for Immigration and Border Protection, Senator the Hon Michaelia Cash. on progressing its submission.
Outcomes	<p>Key employment shortages were identified in trade, post-trade, education, professional services, health care, mining, hospitality, and community services sectors. Given the relatively small numbers of disengaged residents (particularly in Ashburton), migration will need to be considered to at least partially fill the gap. This will need to be complemented by the appropriate investment in education to assist in up-skilling the growing local labor force.</p> <p>An additional 8,976 workers will be required across the region to meet industry demand between 2012-15. This compares with a projected growth in the working age population of only 4,788 persons. Furthermore, workforce demand will be particularly high in the East Pilbara and will require substantial migration to meet demand.</p> <p>The mining sector has the largest workforce demand. Based on industry demand projections, this trend is likely to continue, underscoring the need for initiatives to attract skilled migrants with sector specific skills.</p> <p>Fly-in-fly-out arrangements are already prevalent in the Pilbara, and will continue to be required, along with resident migration to meet workforce demand. The social implications of the growth in temporary/permanent workforce migrants may have negative social impacts on community cohesion, which may also influence the delivery of Strategic Goal 3.</p>		<p>The Department has given us a commitment to finalize the Designated Area Migration Agreement (DAMA) early in the new financial year.</p> <p>It is worth noting that this agreement would represent <u>Australian's first</u> DAMA, will be reviewed on a yearly basis and be driven by market demand.</p> <p>The PRC has commenced a detailed mapping of activities that will be required to lead the industry capability building. This will ensure that an appropriate level of support (migration agents and settlement services support) within the region to cope with an influx of migrants.</p> <p>The PRC has now completed the final revision of its application for the DAMA with the Federal Government and lodged this in late May. The PRC is now awaiting comment from the DIBP in order to progress. It is hoped to have the DAMA secured before the end of Q1FY15.</p>
Performance	Time  Budget  Scope 		

Advocacy Activities

Pilbara Tourism Dev. Plan

Background	The intent of the project is to develop a cohesive regional tourism plan that is practical and can be implemented The PDC, in partnership with the PRC and Tourism WA has engaged AEC group to undertake a tourism product development plan for the Pilbara region. This work builds on the Demand Needs Analysis for Short Stay Accommodation in the Pilbara, which was completed in 2012 by local government and align with current tourism development plans.	Progress Report	Treated elsewhere in the agenda.
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Performance	Time 	Budget 	Scope 		
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FY15 Portfolio of Projects

The PRC has now finalized its proposed portfolio of projects, which have been agreed with the CEOs and is now presented for Council's consideration.

The processes that led to those projects encompassed:

- A pre-feasibility assessment based on all of the information gathered throughout FY14.
- The formulation of an initial list of possible projects for consideration by key member stakeholders,
- A planning day with elected members held in Port Hedland, and
- An operational planning session for executives.
- The workshops informed the formulation of a draft list of projects that were subsequently translated into Project Concept Documents (PCDs).
- Rounds of internal peer-review on those PCDs.
- Various cycles of robust reviews, clarification and refinement through the socialization of the PCDs with the CEOs and their Executive teams.
- Upon agreement and qualification by all CEOs, a final list of FY15 Projects was formulated.

The PRC has provided a draft budget for endorsement at this Council meeting to fund this portfolio of projects.

Based on discussion with the CEO group, the PRC has committed to capping membership contributions to the FY14 level, noting that there was also no increase in FY13.

The PRC can only do this based on a real focus on grants and other leveraged funding, and on rigorous internal cost control.



Key Focus Area: ECONOMIC VALUE

- Perth Accommodation
- Sullage Points
- Fee Sustainability Review



Key Focus Area: EFFICIENCY & EFFECTIVENESS

- Training for Staff & Councilors
- Local Laws Alignment
- Online Planning Application System



Key Focus Area: REGIONAL SERVICE DELIVERY

- Shared Equipment Pool
- Public Centres Wi-Fi Access
- GIS System & Data



Key Focus Area: A VOICE FOR THE PILBARA

- Tourism Trails
- Regional Event Attraction
- Special Economic Zone

FY15 Projects Update

New project Portfolio Budget:	\$695,000.00
Entire FY15 Project Portfolio Budget:	\$4,894,590.00

FY15 Fee Sustainability Review

Background

Pilbara Regional Council (PRC) represents the Shire's of East Pilbara, Roebourne and Ashburton and the Town of Port Hedland. Local Governments create local fees and cost allocation structures for services offered and infrastructure hire based on the ability to cover to their individual costs. Despite the similarity in infrastructure and services offered, local fees and cost allocation structures have been determined independently from each other it is therefore probable that there is a differences in fees This difference could be causing inadvertent competition or loss of business between regions.

Phase one of this project is to have an external consultancy perform a review to identify the fees and cost allocation structures that have the potential to be aligned. This will include the analysing the feasibility, process mapping and compiling a report that identifies which fees and cost allocation structures have the possibility of regional alignment. If the feasibility study determines that it is possible and if the member LGAs accept the recommendations Phase two of this project will be to set up a working group to determine the regional fees identified in phase one, and to allocate these new fees and costing structures.

Proposed Outcomes

This project will assess the feasibility of aligning the local fees and fee structures and if found to be feasible a strategy for alignment and framework for future fee allocation will be constructed. Once formulated a comprehensive list of fee will be compiled and a round table discussion will be implemented to determine the regional fee structure and alignment of fees.

FY15 Local Laws Alignment

Background

Pilbara Regional Council (PRC) represents the Shire's of East Pilbara, Roebourne and Ashburton and the Town of Port Hedland. Although the individual administrative boundaries cover geographic areas, the challenges, concerns and experiences are frequently similar across the region. Local Governments create local laws, policies and procedures to respond to their individual needs. Due to the similarity in experiences and situations it is likely that a series of these laws and policies potentially overlap. However as the majority of these local laws and policies have been written independently from each other it is probable that there is subtle differences and wording. This discontinuity can cause difficulty in intra-jurisdictional situations; it also can cause difficulty in regional staff coverage and movement. If there was an alignment and wording consistency of the local laws/planning policies within the Region, it would allow for greater cross council partnerships and may strengthen the influence in relation to the State or Commonwealth judgments.

As part of the FY14 Regional FIFO Policy - Major Development Town Planning Policy Project, the PRC engaged an external consultant to perform an initial review of the local laws and planning policies adopted by the local governments across the Region.

The Local Laws Alignment Project follow directly from recommendations detailed in the above project to create a framework strategy for the alignment of selected overlapping Local Laws and Planning Policies across the member LGAs.

Proposed Outcomes

The project will pilot the alignment of selected overlapping local laws and planning policies across the member local government authorities, and will be used to guide the creation of a strategy and framework for alignment and use of consistency language in the creation of future laws and policies.

FY15 Online Planning Application System

Background

The submission of planning and building applications is currently based on a traditional over the counter lodgment system across the Pilbara LGA's. The vast majority of planning/building applications are submitted by proponents who find it both inconvenient and time consuming to conduct their business in this manner. This includes many development companies based in Perth, which currently rely on traditional mail to submit applications and receive approvals.

As part of the FY14 'Building Approvals and Certification' Project, the PRC investigated the feasibility of utilising an online planning/building application lodgment system across the Pilbara Region. The key outcome of this project was to establish whether an online application system would be an efficient and worthwhile investment for the member LGAs. As part of that project the PRC engaged an external consultant to create a unitary cost model to examine the efficiency of an online system both in terms of staff time and cost, and compare that to the over-the-counter paper based system. The key finding of this study was that an online planning/building system would likely be economically viable for the member LGAs.

The Online Planning Application System Project follows on directly from the recommendations specified in the above project and sets out to identify and implement an online application system for the member LGA's.

Proposed Outcomes

The key outcomes of this project involve the selection, procurement, roll out and management of the relevant staff training, of the most appropriate online applications system as selected by the member LGA's.

FY15 Perth Accommodation

Background

The four local governments of the Pilbara regularly send elected officials, executive management and staff to Perth for a variety of business purposes. These trips often require overnight accommodation, which has been traditionally purchased in the market from individual suppliers or using third party websites.

The overall demand for room nights in Perth has been estimated at 862 per year. Naturally, purchasing this level of room nights in Perth from the market can be very expensive.

An assessment conducted by AECgroup (attached), considered the four potential overnight accommodation options available to the PRC:

- Continue to purchase hotel rooms from the market (status quo)
- Contract rooms from a hotel provider
- Rent two 2-bedroom units
- Purchase two 2-bedroom units

AECgroup analysis shows that renting two 2-bedroom units would be the cheapest option. However, a number of 'hidden' costs would need to be paid for and the level of service and convenience for guests will be diminished. For example, only weekly cleaning would be available, so guests would have to clean the units (including washing of linen). Additionally, coffee and tea services in room, 24-hour reception and other services of a hotel would not be available.

AECgroup has recommended that PRC (on behalf of the local governments of the Pilbara), enter into an agreement with a hotel provider in Perth to contract rooms (at a reduced price, given level of demand).

AECgroup estimates that contacting rooms could provide an annual savings of 20%.

Proposed Outcomes

20% cost savings for overnight accommodation in Perth

FY15 GIS System and Data

Background

In FY14 the Pilbara Regional Council (PRC) was engaged to align the GIS data sets between the regions. During this project it was determined that there was a need for an upgrading of the current GIS software platform and an investigation into enterprise integration software to move towards a location-enterprise integrated business model as suggested in the WA State Governments Location Information Strategy (2010). This can also allow the creation of a publicly accessible web-portal, which will have the benefit of improving community service while increasing council efficiency.

As a result of this project the PRC has:

- developed a comprehensive list of GIS data vendors who operate in Western Australia and their available datasets,
- determined that the Western Australian Land Information System (WALIS)/Landgate's Shared Land Information Platform (SLIP) subscription service, was to be the most suitable, and was already at commercially advantageous terms for the LGAs,
- analysed the individual LGA GIS ecosystems, and
- prepared a final report, which is being finalised for submission to LGA to be ratified.

Proposed Outcomes

This current project has three main objectives, which can be temporally and financially separated into three phases:

- Phase One would be a desktop exercise designed to identify a comprehensive list of GIS/Enterprise Integration software vendors along with their specific offerings and capacity for integration. If three or more member LGAs desires to purchase GIS/Enterprise Integration software, the PRC then will attempt to negotiate advantageous terms for such a purchase and refer these terms to member LGAs for consideration.
- Phase Two will be the procurement and rollout of the GIS/Enterprise Integration ecosystem to the committed member LGAs.
- Phase Three of this program has two potential streams and will be guided by the findings of Phase Two or by the requirements of the LGAs. The first possible stream (option 1) would be all data and software would be hosted and managed in-house at the individual LGA. The second stream (option 2) would be via an externally based data and GIS system-hosting server (e.g. cloud based) through a specialist 3rd party contractor.

FY15 Public Centre Wi-Fi Access

Background

The State Government is committed to creating the quality of life needed to attract and retain families. This vision includes the creating modern communities with services that are expected to be found in any metropolitan city or town. Wireless Internet access is now commonplace in the home and workplace. However leave your home or office and you enter a patchwork area of

pay-to-use Wi-Fi hotspots, cafes that grant access in exchange for buying a drink or meal, and a smattering of public buildings with free access online. Free public Wi-Fi is a key economic driver that will further enhance and encourage business and enable visitors to enjoy their public space experience. It can provide Internet access for people that could not otherwise afford it, help tourists avoid crippling data roaming charges and navigate around a city, and drive shoppers into particular city centre areas. Free Wi-Fi service will provide much to local businesses and tourists – allowing local and visitors to access their emails, social media accounts, maps and websites wherever they are in the CBD - and allow visitors to post pictures of the Pilbara to the world will be a great asset to tourism promotion efforts as a picture paints a thousand words. In December 2013 the PRC completed the installation of 6 public access Wi-Fi hotspots, as part of the roadside rest stops upgrade project, resulting in almost immediate uptake of the service.

The role out of public access Wi-Fi will follow the example set by other major WA centres such as Perth and Midland. Although these are both extremely new programs, public access Wi-Fi has been in place for a number of years. In these instances it has been reported that there has been a significant interest and demand from older people, "They feel that they're missing out, and want to be part of that connected world... there's a real diversity of users using the network, and in community locations the feedback is that it has really altered the way that people use the space," (S.Hilton COE Bristol UK, reported in the Guardian 2011). It is also reported that in city centre locations, which have many cafes, small traders and micro-businesses, the response has also been positive. "It is helping to keep people in the area spending money," says Hilton.

Proposed Outcomes

This project will Investigate the feasibility and if determined to be economically viable manage the procurement and installation of Wi-Fi Access points infrastructure.

FY15 Training for Staff and Elected Members

Background

The Pilbara Local Government Authorities have identified a need to provide clear and consistent training to their staff and elected members. Professional development training improves staff retention and helps maintain capacity in the Pilbara. Proper training and induction also allow the elected members to perform their sworn duties easily and without risk of accidental breach. Ongoing training is important to be up to date with and increase understanding of the ever-changing face of the government and technology. On going training allows a more efficient and skilled LGA that will be able provide the best possible customer service to the public.

Proposed Outcomes

The aim of this project is to determine and collate what training is needed and desired. We will concurrently perform a market analysis to determine what training is available. If three or more member LGAs desire to purchase a particular training regime, then the PRC will negotiate advantageous terms for such a purchase and refer these terms to member LGAs for consideration. If it is agreed to proceed with training the PRC will then manage a practical and effective means of providing that training. This will include acting as a centralised training coordination point. The PRC will manage all logistics and bulk pay the training provider, which will then be invoiced back to the involved LGAs on a cost recovery basis.

FY15. Pilbara Regional Event Attraction

Background

The Western Australian Government is committed to increasing the Pilbara population, it is the intention to create liveable communities with modern services, which will provide the social capital needed to attract and retain workers and their families.

Our member LGAs would like to see that this includes the attraction of large-scale and international entertainment events to the region. Holding such events will raise the international profile of the Pilbara, increase the tourism appeal and spending as well as provide cultural enrichment to the local community.

In FY14 the PRC instigated the "See Nothing In The Pilbara" campaign, which highlighted the Pilbara's wide-open spaces. The Pilbara is already known for its rugged beauty and stunning gorges and as an adventure holiday destination. To capitalise on this spirit the PRC will liaise with the Australasian Safari to bring this international event into the Pilbara. The Australasian Safari attracts media coverage from around the world with over 100 media outlets covering the event. This event is already part of the Tourism WA "Experience Extraordinary" program and is supported by the Eventscorp. Once an east coast event, in 2007 the event was moved to Western Australia and has been running every year since. The Australasian Safari changes routes every year, and would like to move into the Pilbara. This is an opportune time to attract this event. 2014 is the Australasian Safari's 29th year. The 2015 safari would be the 30th anniversary and hence will be a historic event. If the PRC can bring large portions of the Australasian Safari to the Pilbara for this anniversary running, it would be an enormous opportunity to increase the Pilbara's international profile and reputation for hosting large-scale events. It would also be an excellent opportunity to use the Safari as the centrepiece of larger festival, creating a larger tourism draw.

Proposed Outcomes

This project proposes to create and facilitate the attraction and retention of cultural and/or sporting events that will have regional benefits. The outdoor adventure appeal and the beauty of the Pilbara will encourage the Australasian Safari to expand in to the Pilbara for at least one stage for the 2014 running. During the Pilbara stage we propose to have Australasian Safari air a promotional media spot exhibiting some of the Pilbara's tourism highlights. We then foster a relationship to run the event in the Pilbara for several years to come. We also hope to use this event set the precedent for bringing international events of all types to the Pilbara.

FY15 Shared Equipment Pool

Background

The concept of bureau service provision and asset sharing has always existed in business, where leveraging every available mechanism to enhance efficiency and efficacy is the key to organisational performance and shareholder value.

Local Government adoption of bureau service provision and asset sharing has been slow in Western Australia, partly due to scepticism driven by large and recent State Government failures in the centralisation of various services, and also because cost reduction is not always the primary driver in Local Government. In particular, Pilbara Local Governments have struggled to implement even elementary economies through aggregation, driven by distance and by a range of demands on capacity/capability associated with national economic conditions.

The backdrop to this is a rapidly changing global environment, where cloud services, offshoring, asset leasing, and bureau delivery are the norm in the corporate sector. Many of the most common areas for bureau service delivery and asset sharing offer the potential for increased efficiency and cost reduction, with little or no impact on frontline service delivery or political autonomy.

This project is asset focused, however ascribes to this philosophies outlines above. The purpose of the project is to consider the member's en toto and form a consensus view which (if any) assets could be managed centrally or in a federated model in order reduce cost, enhance service, or otherwise increase efficiency.

Proposed Outcomes

- S A pool of regional assets or equipment ...
- M that offer tangible value to member LGAs or their communities ...
- A and are able to sensibly be managed from a central location ...
- R have identified within existing LGAs or purchased by the PRC ...
- T and are in rotation before 30 June 2015.

FY15 Sullage Points

Background

The Pilbara has some of the finest natural attractions in Western Australia. Our member LGAs are committed to providing the local inhabitants of the Pilbara the social capital needed to attract and retain workers and their families. This includes the ability to explore and enjoy the wonders of the Pilbara non-urban attractions, by providing the infrastructure that is needed to facilitate the exploration of their own amazing backyard. Currently there are only 11 sullage points throughout the Pilbara region listed on the Campervan Motor Home Club of Australia (CMCA) list.

A recently completed report on the availability of short stay accommodation in the Pilbara identified a lack of hotels and campervan campgrounds, although the pressure on the amenities are lessening with the change in the resource industry. The research concluded that while the Pilbara relies heavily on the mining industry, tourism injects \$400 million in to the local economy. It also identified that the Pilbara requires an additional 2,760 hotel rooms and an additional 2,129 caravan park sites/cabins by 2022 to meet demand.

Over the past decade the campervan tourism market continued to expand and has now emerged as one of the most important and sustainable sectors of the tourism industry. The growth of the RV industry will increase rapidly over the next few years as the "Baby Boomer generation" commences retirement travel, with this segment identified as a major growth market with a preference for drive holidays. It is estimated that there will soon be in excess of 100,000 campervans on the road at any given time in Australia, and campervan tourists are set to dominate tourism activity in regional Australia. The CMCA suggest that campervan tourists spend an average of \$550 per week when traveling. On average their spending is estimated to be approximately, 50% on motoring needs including fuel and vehicle maintenance, 30% on living expenses such as groceries and medical expenses, and 20% on accommodation and entertainment costs. It is important to understand and meet the needs of this tourism sector.

Proposed Outcomes

up to three distinct thematic travel experiences for the Pilbara, culminating in commissionable product, hard infrastructure and industry capability building to support travellers visiting the region for these pursuits.

Proposed Outcomes

Three thematic tourist trails defined by both geography and interest, that are able to be offered by ANW as commissionable product, supported by operators that have 'bought in' to the concept, with appropriate training and capacity building, before the end of the 2014 calendar year.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil, budgeted expense,

Conclusion

Nil

Voting Requirement: Simple Majority

Council Resolution:

That Council approve the proposed FY15 Portfolio of PRC Project as presented, noting all projects supported by CEOs.

Moved: Cr Fiona White-Hartig

Seconded: Cr Kerry White

Result: 7/0

11.3 Submission to Joint Standing Committee Inquiry into Northern Australia

Responsible Officer: Mr Tony Friday, Chief Executive Officer
Author Name: Mr Tony Friday, Chief Executive Officer
Disclosure of Interest: Nil

Purpose:

To inform Council regarding a recent joint submission made to the Joint Standing Committee Inquiry into Northern Australia.

Comment

The PRC, in partnership with the PDC and members of the Pilbara Messaging Group, drafted a report to inform the Joint Standing Committee Inquiry into Northern Australia.

This report was prepared in conjunction with the PRC's earlier report specifically addressing the formation of a special economic zone within the region.

A copy of the report is attached for the information of Council.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil, budgeted expense,

Conclusion

Nil

Voting Requirement: For noting only

11.4 Pilbara Tourism Development Plan

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil

Purpose:

To present the draft Pilbara Tourism Development Plan.

Comment

In partnership with the PDC and RDA-P, the PRC was invited to develop a Pilbara Tourism Development Plan. A public tender was subsequently conducted, with AEC Group awarded the contract as successful tenderer at a tender cost of \$109,057 and scope defined as:

1.1.1 Stage 1: Project Start-up

Stage	Key Tasks/Actions	Outcomes/Outputs
1A: Inception Meeting	<ul style="list-style-type: none"> ▪ Inception meeting with Pilbara Development Commission in Perth: <ul style="list-style-type: none"> ○ Discuss the project objectives and deliverables ○ Discuss project background and context ○ Discuss overarching project methodology ○ Discuss project management ○ Confirm the timing of the project ○ Information and data exchange ○ Refine methodology and finalise scope 	Inception Report (Finalised Scope)
1B Data Collection	<ul style="list-style-type: none"> ▪ Identify, collect and collate data from various published and unpublished sources, including: <ul style="list-style-type: none"> ○ ABS ○ ABARE ○ Tourism Research Australia (TRA) ○ Rawlinson's/Davis Langdon ○ WA State Government (including Tourism WA, Dept of Planning, Dept of Regional Development and Lands, Dept of Minerals and Petroleum) ○ Other relevant sources 	Data for analysis
1C Literature Review	<ul style="list-style-type: none"> ▪ Review existing planning document relating to tourism in the Pilbara, profiled Shire by Shire ▪ Review all Pilbara Cities planning documents and strategies, including (Port City Growth Plan, Karratha City of the North Plan, Newman Revitalisation Plan, etc.) <ul style="list-style-type: none"> ○ Onslow Expansion Plan May 2012 ○ Review all relevant regional strategies (including Pilbara Planning and Infrastructure Framework, Pilbara Regional Council Plan for the Future) ▪ Review all relevant State Planning documents (including Tourism WA Strategic Plan 2008 to 2013, Vision 2020, Caravan and Camping Strategy, Tourism Development Priorities, etc.) 	Broader strategic and policy context

1.1.2 Stage 2: Desktop Review and Analysis

Stage	Key Tasks/Actions	Outcomes/Outputs
2A: Economic Profile	Develop a brief economic profile for the Pilbara, including: <ul style="list-style-type: none"> ▪ Size an structure of the economy ▪ Workforce and employment ▪ Major projects ▪ Exports ▪ Impact of End of Mining Investment Boom 	Economic context for tourism in the Pilbara
2B: Visitor Profile and Expenditure	<ul style="list-style-type: none"> ▪ Through analysis and evaluation of tourism statistics (from TRA, Roy Morgan, TNS and others), develop a visitor profile for the Pilbara region (and each of its LGA) to identify the current state and historic visitor trends, including but not limited to: <ul style="list-style-type: none"> ○ Visitor numbers (day trip, domestic overnight, international) ○ Purpose of visit (business, leisure, VFR, other) <ul style="list-style-type: none"> • Detailed purpose of visit data including 50 specific activities will be considered ○ Source market ○ Length of stay ▪ Develop a profile of visitor expenditure for the region (and each of its LGAs), including: <ul style="list-style-type: none"> ○ Overall tourism expenditure ○ Expenditure by type of visitor ○ Average expenditure and comparison to State ○ Value of tourism to the economy (in terms of Gross Regional Product – GRP) ○ Overview of tourism multipliers (i.e. direct and indirect flow on impacts across the economy) 	Detailed profile of all existing and potential visitor markets as well as overview of expenditure
2C: Accommodation Profile	<ul style="list-style-type: none"> ▪ Review and update accommodation market profile (from previous work), including historical trends, for both hotels and caravan parks, including: <ul style="list-style-type: none"> ○ Establishments and room/site supply ○ Occupancy, average daily rate and revenue per available room/site ▪ Review TWA Development register for future supply ▪ Confirmation of accommodation supply, including location, type and size across the region ▪ Review impacts of the end of the mining investment boom on the accommodation sector (and the potential unlocking of room supply previous filled by mining companies) 	Updated Accommodation Profile

2D: Situation Analysis	<ul style="list-style-type: none"> ▪ Summarise all existing visitor data and accommodation data over the past 10 years, including: <ul style="list-style-type: none"> ○ Product, activities and experiences data and evidence ○ Market evidence (by source, demographic, geographic, psychographic or other segmentation approach as available) ○ Travel and dispersal trends ○ Product and investment profile for Tourism in the Pilbara ○ Noted issues to tourism development ○ Market satisfaction and expressed desires ○ Current strategies and actions by regional stakeholders related to tourism development ▪ Summaries the historical and current level of visitation, mix of visitation, source market, expenditure and accommodation in the Pilbara. ▪ Provide brief summary of 'state of play' of tourism in the Pilbara <p><u>Nature of Pilbara Tourism</u></p> <ul style="list-style-type: none"> ▪ Clearly identify how tourism in the Pilbara differs from many other regions in the country (in terms of access, cost, relationship with mining, remoteness, etc.) ▪ Discuss impact of mining and resource sector on tourism in the region <p><u>Economic Importance</u></p> <ul style="list-style-type: none"> ▪ Identify the economic importance of tourism in the region (in terms of expenditure and contribution to GRP and employment) ▪ Discuss importance of tourism as a relevant avenue to help reduce the reliance of the economy on mining ▪ Discuss the difference of flow on impacts between tourism and mining as well as the 'local' impact of tourism expenditure (i.e. impacts on small local businesses) <p><u>Key Constraints</u></p> <ul style="list-style-type: none"> ▪ Highlight the key constraints of tourism in the Pilbara related to attractions, access, accommodation, amenity, activities and awareness ▪ Identify key assumptions necessary to 'unlock' tourism potential 	Overview of current tourism market and historical trends as well as consideration for future market segments
2E: Tourism Product Audit (Desktop) and Initial Gap Assessment	<ul style="list-style-type: none"> ▪ Audit key existing and potential tourism product and examine (existing and potential) across activities, amenity, access and attractions ▪ Systematically review existing documents and websites (i.e. Tourism WA, Tourism NW, Visitor Information Centres, Tripadvisor, etc.) to capture and describe existing tourism products, including (in excel format): <ul style="list-style-type: none"> ○ Location (LGA) ○ Tourism product category (attractions, amenities, accommodation, access, activities) ○ Current state ▪ Use various analytical tools to highlight initial tourism product opportunities and gaps <ul style="list-style-type: none"> ○ Develop tourism cluster maps to assist in identifying new opportunities and key market segments to target: <ul style="list-style-type: none"> • Purpose of visit/experiences • Market segmentation/life cycle group • (Cluster maps spatially represent local strengths, relative (competitive strengths), as well as growth trends – Please see sample below) ○ Develop an activity or experience / life cycle group matrix 	Desktop Tourism Product Audit

	<p>(This matrix spatially plots the top 5, 10 and 20 activities/experiences per lifecycle group for the region, in order to highlight groupings of activities/experiences and target markets – Please see a sample below)</p> <ul style="list-style-type: none"> ▪ Conduct initial working tourism product gap/opportunity analysis: <ul style="list-style-type: none"> ○ Finalise market segmentation approach to be utilised for the remainder of this project ○ Prioritise market segments in terms of: <ul style="list-style-type: none"> • High priority existing • High priority potential or target • Low priority existing • Low priority potential or target ○ According to the market segment approach, formalise indicators and markers of the priority segments (based on detailed visitor research) in terms of known: <ul style="list-style-type: none"> • Product preferences 	
2F: Reporting	<ul style="list-style-type: none"> ▪ Summarise all research and analysis into informative background report and submit electronically 	Desktop Review/Background Report

1.1.3 Stage 3: Consultation

Stage	Key Tasks/Actions	Outcomes/Outputs
3A: Confirm Consultation Strategy	<ul style="list-style-type: none"> ▪ Together with the Steering Committee, confirm consultation strategy including: <ul style="list-style-type: none"> ○ Identifying stakeholders (AECgroup is already very familiar with many of the stakeholders) ○ Method of consultation (likely face to face meetings supplemented by telephone interviews where needed) ○ Discussion points (review of tourism product, opportunities, limitations, profiles and research) 	Consultation strategy
3B: Consult with tourism stakeholders	<ul style="list-style-type: none"> ▪ Engage with tourism stakeholders to include (but not be limited to): <ul style="list-style-type: none"> ○ Visitor Centres ○ Australia's North West ○ Tourism WA ○ WA Tourism Council ○ WAITOC ○ DPaW ○ CCI ○ Tour operators and accommodation providers ○ Local Government authorities ○ Potential investors ▪ Record feedback 	Refinement of analysis and qualitative data regarding future development options for accommodation in the Pilbara region
3C: Tourism Product Audit (Physical)	<ul style="list-style-type: none"> ▪ Leveraging the desktop audit, conduct a physical audit of key tourism products, including: <ul style="list-style-type: none"> ○ All major towns ○ Karijini National Park (Fortescue Falls) ○ Marble Bar ○ Eighty Mile Beach ○ Burrup Peninsula ○ Major mines and harbours (industrial tourism) ○ Dampier (Home of Red Dog) ○ Buccaneer Archipelago (for fishing and boating) ▪ Inspect various accommodation properties (including caravan parks) ▪ Review access and key infrastructure (i.e. local amenity, roads/airport, signage, dump points for caravans, etc.) <ul style="list-style-type: none"> ○ Capture and record experiences, emotions and satisfaction 	Physical Tourism Product Audit
3D: Reporting	<ul style="list-style-type: none"> ▪ Summarise consultation findings into key themes and group findings ▪ Produce a consultation summary (including a finalised tourism product audit) ▪ Presentation of all primary and secondary research (including consultation) <ul style="list-style-type: none"> ○ Presentation to be held in the Pilbara (at a location of the Steering Groups choosing) 	<p>Consultation Summary (including finalised Tourism Product Audit)</p> <p>Presentation Project to Date</p>

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

This project is currently on time and on budget, with the work in progress being used to inform discussion for the PRC's FY15 portfolio of projects.

Voting Requirement: For noting only

Cr Kerry White left the room at 3:00pm.

11.5 Welcome Pods

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil
 Attachment: Welcome Pods Draft Drawing

Purpose:

To discuss a proposed partnership with Tourism WA and the Pilbara Development Commission to design, manufacture and install a series of mobile tourism pods throughout the region.

Comment

Throughout FY13 and FY14, the PRC has successfully designed, manufactured and installed a network of 13 roadside rest stops across the region. The program has received national and local recognition for its engagement with indigenous artists and for its stunning contemporary designs.

A component of the PRC project governance framework focuses on leveraging project knowledge (beyond the life of each project) for the benefit of members. Internal discussion relating to the roadside rest stops project explored linkages to other tourism activities underway by the PDC, PRC, RDAP and Tourism WA.

Given that the Pilbara tourism industry is currently in a cycle of reinventing itself, the PRC determined that it would be useful to have a flexible module that could be deployed at either mature or emerging tourism destinations, providing a level of information and amenity consistent with existing rest stops, and able to be redeployed at nominal cost to suit other locations.

Since this time, the PRC has worked in partnership with Urban Art Projects to develop a commercially viable design for these 'Welcome Pods' and has raised the concept in discussion with the PDC, RDAP and Tourism WA. No direct budget has been expended to date on this activity.

Subject to securing external funding for the manufacture and installation, the PRC is now confident that a robust and aesthetically pleasing design outcome has been achieved that is both financially attractive and consistent with the existing Welcome Rest Stops brand.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

The anticipated cost of the design, manufacture and installation of the Welcome Pods is circa \$1.2M for five mobile pods. The PRC has invested time and IP into the design of these pods, and will seek external funding for the manufacture and installation of Welcome Pods at various sites across the region.

Conclusion

Nil

Voting Requirement: Simple Majority

Council Resolution:

That PRC Executive monitor the Tourism WA camping with custodian program and seek feedback from Tourism WA at the appropriate time regarding extension into the Pilbara.

Moved: Cr Kelly Howlett

Seconded: Cr Anita Grace

Result: 6/0

11.6 CEO OTHER ACTIVITIES

Responsible Officer: Mr Tony Friday, Chief Executive Officer
 Author Name: Mr Tony Friday, Chief Executive Officer
 Disclosure of Interest: Nil

Purpose:

To inform the Council regarding other recent activities of the PRC.

Comment

ACBC

The PRC has continued its meetings with the ACBC, taking a leading role in the development of KPIs to be able to monitor value received from the time and effort expended in this partnership. Initial discussions have been held with ACBC stakeholders to leverage their contact base for the LNTA educational curricula proposed for the Pilbara Institute.

Joint Select Committee Hearing on the Development of Northern Australia

The PRC gave evidence to the Joint Select Committee Hearing on the Development of Northern Australia in Port Hedland on 10 April 2014. Evidence focused on a proposed Pilbara special economic zone and on the draft regional migration agreement. The PRC's evidence was challenged strongly by some of the Committee members, and the PRC believes that it offered robust argument in support of these instruments.

Consul General of Vietnam

The PRC met with the Consul General of Vietnam, whom paid a courtesy call on the Pilbara Regional Council to ensure that the Council was cognizant of the Vietnamese population in the Pilbara region and to discuss the draft regional migration agreement.

WAITOC

The PRC met with the new CEO of WAITOC to discuss opportunities for partnership arising from the Pilbara Tourism Development Plan, and in particular with the PRC's proposed FY15 tourism trails and Warlu Way signage projects.

Pilbara /Murujuga Summer School Rally

The PRC met with Leave No Trace Australia and Applied Archeology to explore a possible Pilbara /Murujuga Summer School Rally, leveraging a cradle of life tourism trails concept.

Australasian Safari

The PRC conducted multiple meetings with the event organisers of the Australasian Safari to ensure the event was routed via Onslow, and to secure appropriate community event funding for associated activities.

Chevron

The PRC conducted multiple meetings with Chevron to secure appropriate community event funding for the Australasian Safari, and to better understand the available community funding streams.

Dept of Immigration and Border Protection

The PRC met with Senator Michaelia Cash over lunch to discuss changes to immigration and border protection policy, and to discuss the proposed regional migration agreement. The PRC has also conducted multiple meetings with staff at the DIBP to progress this application.

KPMG

The PRC conducted multiple meetings with KPMG to discuss the development of the PRC's application for a Pilbara regional migration agreement.

WARCA

The PRC hosted a WARCA meeting under the auspices of our secretariat support contract with this organisation, and also hosted a strategic planning session using Janelle Marr from Step Beyond as facilitator.

PDC

The PRC attended a strategic planning workshop hosted by the PDC. As a result of this meeting, the PRC has drafted an MOU and a Project Collaboration Agreement for the consideration of the PDC, PRC and RDA-P with a view to guiding future collaborative efforts.

Pilbara Institute

The PRC met with the CEO of the Pilbara Institute to discuss partnership activities arising from the LNTA courseware and qualification/skills matching under the proposed regional migration agreement.

Standing Desk trial

As a component of the PRC's healthy workplace initiatives, the PRC has been trialling a 'standing desk' in the office. All staff have now tried the desk, with overall positive reports. General commentary is that it is excellent to focus the mind, and allows Supplied and installed at a cost of \$350.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Voting Requirement: For noting only

11.7 Stakeholder Satisfaction Survey

Responsible Officer: Mr Tony Friday, CEO
Author Name: Mr Tony Friday, CEO
Disclosure of Interest: Nil

Purpose:

To present the results of the PRC's FY14 Stakeholder Satisfaction Survey.

Comment

For the first time in recent years, the PRC has actively sought feedback from its stakeholders about its position and performance. A brief survey was issued to a broad cross section of respondents, seeking their views on various aspects of the PRC's activities.

The response rate to the survey was 65%, which is considered high for this type of survey. The responses were generally pleasing; with the only adverse commentary suggesting that PRC staff need to spend more time physically within the region. This had already been acknowledged within the PRC management team, and the FY15 project budgets make provision for staff travel to engage in 'on-the-ground' activities to strengthen our stakeholder engagement capability.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Conclusion

Nil

Voting Requirement: Simple Majority

Council Resolution:

That Council accepts the satisfaction survey.

Moved: Cr Fiona White-Hartig

Seconded: Cr Kelly Howlett

Result: 6/0

11.8 Warlu Way

Responsible Officer: Mr Tony Friday, CEO
 Author Name: Mr Tony Friday, CEO
 Disclosure of Interest: Nil

Purpose:

To discuss the PRC's proposed replacement program for Warlu Way signage.

Comment

The existing Warlu Way signage is now quite aged, and lacks contextual information about the route and its attractions. The PRC has proposed a replacement program for this signage to:

- offer a trail entry and exit point, and a reason to travel between them
- encourage greater engagement with this tourism trail
- remove confusion as to the precise route
- act as a handoff point between regional attractions
- facilitate the distribution of continuously-updated information via QR codes
- provide a reference point for regional marketing activities

It is proposed that the PRC conduct appropriate community consultation and then design and print the signage for installation by member local governments.

Community consultation has not been costed for this activity yet, however other costs are circa (/sign):

- design fees \$500
- printing \$750
- delivery \$1,200
- installation by lga

Note that this project is currently unfunded, and the PRC is seeking external funding from PDC, TWA and WAITOC to support the activity. PRC members that would like to replace these signs may also wish to approach the PRC on an individual basis if this is considered a priority.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Potential cost to members of \$2,450 per Warlu Way sign if fully-funded by members.

Conclusion

Nil

Officer Recommendation

Nil

Voting Requirement: For noting only

Moved: Cr Fiona White-Hartig

Seconded: Cr Gloria Jacob

Result: 6/0

11.9 Tourism WA Expo Stand

Responsible Officer: Mr Tony Friday, CEO
Author Name: Mr Tony Friday, CEO
Disclosure of Interest: Nil

Purpose:

To note Tourism WA's endorsement of the PRC's roadside rest stop activities.

Comment

Tourism WA have recently contacted the PRC to request permission for the use of the PRC's roadside rest stop IP as inspiration for their FY15 expo stand. This stand will be used at the WALGA State Conference, the CIA State Conference and the PCEC State Conference, in addition to other for a throughout the year.

The PRC views this as a strong endorsement of our activities in the design, manufacture and installation of the roadside rest stops, and welcome the free publicity for the region that comes with TWA's public use of this signage.

Each booth will also be equipped with an iPad stand that plays a video showcasing both the rest stops and the region more broadly.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Nil

Conclusion

Nil

Voting Requirement: For noting only

Moved: Cr Kelly Howlett
Seconded: Cr Peter Long
Result: 6/0

12. Other Business Matters

12.1 Pilbara Regional Investment Blueprint

Responsible Officer: Cr Kelly Howlett, Mayor Town of Port Hedland
 Author Name: Cr Kelly Howlett, Mayor Town of Port Hedland
 Disclosure of Interest: Nil

Purpose:

The purpose of this report is to have an agreed methodology as to how the PRC will workshop the PDC Pilbara Regional Investment Blueprint (the Blueprint) and subsequently make a contribution and provide feedback to the Pilbara Development Commission. Consideration needs to be given as to whether a "facilitator" is required to assist the PRC in achieving the stated outcome.

Comment

The Draft Pilbara Regional Investment Blueprint is a defining document for the Pilbara and is intended to drive investment, economic and social development, assist in realising regional growth opportunities as well as supporting the environment within the region.

As the representative body of the four LGA's in the Pilbara, it is considered that the PRC should take a lead role in determining the Local Government response to the Blueprint.

A workshop to determine a LG position on the Blueprint is deemed to be important and urgent and it is considered that the PRC should implement this in time for feedback to be given to the PDC.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Conclusion

Nil

Council Resolution:

That PRC provide feedback and further contribution into the draft Pilbara Investment Blueprint, to the Pilbara Development Commission on behalf of member Councils, after a workshop on the Blueprint has been conducted.

PRC CEO to prepare a workshop and response once Chris Adams recommend appropriate timing.

Voting Requirement: Nil

12.2 Pilbara Tourism Strategy

Responsible Officer: Cr Kelly Howlett, Mayor Town of Port Hedland
Author Name: Cr Kelly Howlett, Mayor Town of Port Hedland
Disclosure of Interest: Nil

Purpose:

The purpose of this report is to gain the support of the PRC to workshop, provide feedback and make a regional contribution to the draft Pilbara Tourism Strategy being prepared by the Pilbara Development Commission.

Comment

There has been much discussion over the years as to how tourism can be grown, enhanced and in some cases, reintroduced into parts of the Pilbara. With the preparation of a draft Pilbara Tourism Strategy, it is considered that the PRC should be workshopping the key tourism issues and opportunities that face existing and potential tourism operators in the Pilbara and subsequently provide feedback to the PDC on those matters as well as what role local governments are to play in Tourism in our region.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Conclusion

Nil

Council Resolution:

That the PRC;

1. Workshop the key initiatives, issues and opportunities relating to Tourism in the Pilbara;
2. Provide feedback and contributions from the workshop regarding tourism in the Pilbara region to the Pilbara Development Commission for input into the draft Pilbara Tourism Strategy.

Voting Requirement: Nil

12.3 PRC/PDC/RDA Workshop held 15 May and Preparation for next PRC/PDC/RDA meeting August 2014

Responsible Officer: Cr Kelly Howlett, Mayor Town of Port Hedland
Author Name: Cr Kelly Howlett, Mayor Town of Port Hedland
Disclosure of Interest: Nil

Purpose:

For the PRC to develop an approach to address the issues raised at the PRC, PDC and RDA workshop held on Thursday, 15 May 2014, and prepare for the next PRC/PDC/RDA meeting proposed for August.

Comment

The combined PRC, PDC and RDA Pilbara meeting recently held in Perth provided some key outcomes (see Attachment 1.) and proposed that a second meeting be held between all parties in August 2014.

Some discussion should occur around the outcomes of the workshop, the creation of a PRC position in relation to the next meeting and the setting of a date for that meeting, which should hopefully coincide with the August PRC meeting.

Policy Implications

Nil

Legislative Implications

Nil

Financial Implications

Conclusion

Nil

Council Resolution:

That the PRC develop an approach to address the issues raised at the PRC, PDC and RDA workshop held on Thursday, 15 May 2014, and to make arrangements to prepare for the next PRC/PDC/RDA meeting proposed for August 2014.

Voting Requirement: Nil

13. Next Meeting And Closure

The Chairperson amended the date, time and location of the next ordinary meeting of the Pilbara Regional Council.

7:00am, Wednesday 6th August 2014 at the Perth Convention and Exhibition Centre.

Moved: Cr Kelly Howlett

Seconded: Cr Peter Long

Result: 6/0

The Chairperson declared the meeting closed at 4:05pm.