



Ordinary Meeting of Council

MINUTES

**Thursday 19 April 2018, 6:00pm
City of Joondalup
90 Boas Avenue, Joondalup**

Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo
Towns of Cambridge and Victoria Park

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TAMALA PARK REGIONAL COUNCIL

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Andres Timmermanis	Cr Jo McAllister
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Sophie Dwyer Cr Christine Hamilton-Prime
City of Perth	Commissioner Andrew Hammond	Chair Commissioner Eric Lumsden
City of Stirling	Cr Karen Caddy Cr Joe Ferrante Cr Giovanni Italiano (CHAIRMAN) Cr Bianca Sandri	Cr Suzanne Migdale
Town of Victoria Park	Cr Claire Anderson	Cr Ronhhda Potter
City of Vincent	Mayor Emma Cole	Cr Jimmy Murphy
City of Wanneroo	Cr Samantha Fenn Cr Brett Treby (DEPUTY CHAIRMAN)	Cr Russell Driver Cr Domenic Zappa

PRESENT

Chairman	Cr Giovanni Italiano
Councillors	Cr Claire Anderson Cr Karen Caddy Cr John Chester Cr Samantha Fenn Cr Joe Ferrante Cr Bianca Sandri Cr Andres Timmermanis (arrived 6:06pm) Cr Brett Treby
Alternate Members	Cr Sophie Dwyer Cr Jimmy Murphy
Staff	Mr Tony Arias (Chief Executive Officer) Mr Luke Aitken (Project Coordinator) Ms Vickie Wesolowski (Executive Assistant)
Apologies Councillors	Cr Emma Cole Cr Nige Jones Commissioner Andrew Hammond Chair Commissioner Eric Lumsden
Leave of Absence	Cr Nige Jones
Absent	Nil
Consultants	Mr Kim Lawrance (Satterley Property Group) Ms Lauren Vidler (Satterley Property Group) Mr Carl Buckley (Satterley Property Group)
Apologies Participant Councils' Advisers	Mr Garry Hunt (City of Joondalup) Mr Stuart Jardine (City of Stirling) Mr Martin Mileham (City of Perth) Mr Daniel Simms (City of Wanneroo) Mr Anthony Vuleta (Town of Victoria Park) Mr Len Kosova (City of Vincent) Mr Jason Buckley (Town of Cambridge)
In Attendance Participant Councils' Advisers	Mr Jason Lyon (Town of Cambridge) Mr Mark Dickson (City of Wanneroo) Mr Ross Povey (City of Stirling) Mr Mike Tidy (City of Joondalup) Mr Andrew Murphy (City of Vincent)
Members of the Public	Nil
Press	Nil

1. OFFICIAL OPENING

The Chairman declared the meeting open at 6:02pm and welcomed Councillors to the Tamala Park Regional Council meeting. The Chairman acknowledged Cr Sophie Dwyer and Cr Jimmy Murphy as alternate members.

DISCLOSURE OF INTERESTS

The Chief Executive Officer confirmed a Disclosure of Interest - Impartial Interest in relation to Item 9.11 from Cr Giovanni Italiano.

2. PUBLIC STATEMENT/QUESTION TIME

Nil

3. APOLOGIES AND LEAVE OF ABSENCE

Apologies received from Cr Emma Cole, Cr Nige Jones, Commissioner Andrew Hammond and Chair Commissioner Eric Lumsden.

4. PETITIONS

Nil

5. CONFIRMATION OF MINUTES

Ordinary Meeting of Council – 15 February 2018

Moved Cr Caddy, Seconded Cr Ferrante.

That the minutes of the Ordinary Meeting of Council of 15 February 2018 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.

The Motion was put and declared CARRIED (10/0).

5A. BUSINESS ARISING FROM MINUTES

Nil

6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)

Nil

7. MATTERS FOR WHICH MEETING MAY BE CLOSED

- 9.11 Catalina Builders Waste Tender – Confidential
- 9.12 Mindarie Regional Council Landfill Buffer – Groundwater Monitoring Results – Confidential
- 9.13 Review of Project Milestones FYE 2018 – Confidential
- 9.14 Independent Consultant Review of Project Forecast 2017 – Confidential
- 9.15 Development Management Agreement – Key People – Confidential

8. REPORTS OF COMMITTEES

Management Committee Meeting – 15 March 2018

Cr Treby – Chairman Management Committee advised that the Committee considered a number of Items listed in this agenda including Items 9.7, 9.8, 9.9 and 9.12. He advised that he would provide further comments on when the items were formally considered.

9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.15)

9.1 BUSINESS REPORT – PERIOD ENDING 10 APRIL 2018

Moved Cr Treby, Seconded Cr Caddy.

[The recommendation in the agenda]

That the Council RECEIVES the Business Report to 10 April 2018.

Cr Timmermanis arrived during discussion on this Item (6:06pm).

The Motion was put and declared CARRIED (11/0).

9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JANUARY & FEBRUARY 2018

Moved Cr Treby, Seconded Cr Ferrante.

[The recommendation in the agenda]

That the Council RECEIVES and NOTES the Statements of Financial Activity for the months ending:

- **31 January 2018; and**
- **28 February 2018.**

The Motion was put and declared CARRIED (11/0).

9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF JANUARY & FEBRUARY 2018

Moved Cr Sandri, Seconded Cr Anderson.

[The recommendation in the agenda]

That the Council RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for the months of January and February 2018:

- **Month ending 31 January 2018 (Total \$416,409.05)**
- **Month ending 28 February 2018 (Total \$1,616,897.69)**
- **Total Paid - \$2,033,306.74**

The Motion was put and declared CARRIED (11/0).

9.4 PROJECT FINANCIAL REPORT – FEBRUARY 2018

Moved Cr Caddy, Seconded Cr Dwyer.

[The recommendation in the agenda]

That the Council RECEIVES the Project Financial Report (February 2018) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (11/0).

9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 10 APRIL 2018

Moved Cr Dwyer, Seconded Cr Caddy.

[The recommendation in the agenda]

That the Council RECEIVES the Sales and Settlement Report to 10 April 2018.

The Motion was put and declared CARRIED (11/0).

9.6 PROPOSED REPRICING OF LOTS (STAGES 14B, 17A AND 18B)

Moved Cr Caddy, Seconded Cr Sandri.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the recommended repricing of lots within Stages 17A and 18B (dated 21 February 2018), prepared by Satterley Property Group.**

2. **APPROVES** the lot pricing for the unsold lots in Stages 17A and 18B based on the higher value of the Satterley Property Group’s pricing (21 February 2018) and the valuation by the Council appointed valuer as follows:

Lot 951	\$330,000	Lot 895	\$290,000
Lot 979	\$330,000	Lot 897	\$299,000
Lot 869	\$337,000	Lot 898	\$325,000
Lot 873	\$299,000	Lot 899	\$255,000
Lot 876	\$266,000	Lot 901	\$260,000
Lot 878	\$290,000	Lot 903	\$325,000

3. **APPROVES** the removal of the Early Construction Rebate from Lots 899, 901 and 979.
4. **ADVISES** the Satterley Property Group that the Council will not consider applying the Early Construction Rebate to lots that have been repriced for a period of three months from the date of the approved reprice.

At the request of Council, the Chairman put the Recommendations separately.

1. **RECEIVES** the recommended repricing of lots within Stages 17A and 18B (dated 21 February 2018), prepared by Satterley Property Group.

Recommendation 1 was put and declared CARRIED (8/3).

For: Cr Anderson, Cr Caddy, Cr Sandri, Cr Treby, Cr Chester, Cr Dwyer, Cr Murphy, and Cr Timmermanis

Against: Cr Ferrante, Cr Fenn and Cr Italiano

2. **APPROVES** the lot pricing for the unsold lots in Stages 17A and 18B based on the higher value of the Satterley Property Group’s pricing (21 February 2018) and the valuation by the Council appointed valuer as follows:

Lot 951	\$330,000	Lot 895	\$290,000
Lot 979	\$330,000	Lot 897	\$299,000
Lot 869	\$337,000	Lot 898	\$325,000
Lot 873	\$299,000	Lot 899	\$255,000
Lot 876	\$266,000	Lot 901	\$260,000
Lot 878	\$290,000	Lot 903	\$325,000

Recommendation 2 was put and declared LOST (5/6).

For: Cr Caddy, Cr Sandri, Cr Timmermanis, Cr Chester and Cr Murphy

Against: Cr Anderson, Cr Ferrante, Cr Dwyer, Cr Fenn, Cr Italiano and Cr Treby

3. **APPROVES** the removal of the Early Construction Rebate from Lots 899, 901 and 979.

Recommendation 3 was put and declared LOST (3/8).

For: Cr Caddy, Cr Sandri and Cr Treby

Against: Cr Anderson, Cr Ferrante, Cr Timmermanis, Cr Chester, Cr Dwyer, Cr Murphy, Cr Fenn and Cr Italiano

- 4. ADVISES the Satterley Property Group that the Council will not consider applying the Early Construction Rebate to lots that have been repriced for a period of three months from the date of the approved reprice.**

Recommendation 4 was put and declared LOST (3/8).

For: Cr Sandri, Cr Dwyer and Cr Murphy

Against: Cr Anderson, Cr Caddy, Cr Chester, Cr Ferrante Cr Timmermanis, Cr Fenn, Cr Treby and Cr Italiano

9.7 REVIEW OF CATALINA SALES OFFICE OPENING HOURS

Moved Cr Sandri, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the Satterley Property Group correspondence (1 March 2018) on the trial opening hours for the Catalina Sales Office.**
- 2. APPROVES the extension of the current trial Sales Office opening hours (approved by Council in April 2017) for a further 12 months, until the end of April 2019, subject to the same terms and conditions.**
- 3. REQUESTS the Satterley Property Group to provide a comprehensive report on the operation of the trial Sales Office opening hours, including advice on northern corridor estates, sales against budget and feedback from the public and display builders by April 2019.**
- 4. DELEGATES to the CEO authority to determine Sales Office opening hours, subject to no further reduction to weekend opening hours and the Sales Office opening hours being similar to northern corridor estates.**

At the request of Council, the Chairman put the Recommendations separately.

- 1. RECEIVES the Satterley Property Group correspondence (1 March 2018) on the trial opening hours for the Catalina Sales Office.**

Recommendation 1 was put and declared CARRIED (11/0).

- 2. APPROVES the extension of the current trial Sales Office opening hours (approved by Council in April 2017) for a further 12 months, until the end of April 2019, subject to the same terms and conditions.**

Recommendation 2 was put and declared CARRIED (11/0).

- 3. REQUESTS the Satterley Property Group to provide a comprehensive report on the operation of the trial Sales Office opening hours, including advice on northern corridor estates, sales against budget and feedback from the public and display builders by April 2019.**

Recommendation 3 was put and declared CARRIED (11/0).

- 4. DELEGATES to the CEO authority to determine Sales Office opening hours, subject to no further reduction to weekend opening hours and the Sales Office opening hours being similar to northern corridor estates.**

Recommendation 4 was put and declared CARRIED by Absolute Majority (10/1).

For: Cr Anderson, Cr Sandri, Cr Caddy, Cr Ferrante, Cr Chester, Cr Dwyer, Cr Murphy, Cr Fenn, Cr Treby and Cr Italiano

Against: Cr Timmermanis

9.8 CENTRAL PRECINCT STAGE 18 GROUP HOUSING SITES (LOTS 995 AND 996)

Moved Cr Chester, Seconded Cr Fenn.

[An alternative recommendation]

That the Council:

1. RECEIVES the Catalina Central Group Housing Sites Report (February 2018), prepared by the Satterley Property Group.
2. DEFERS the sale of the Stage 18 Group Housing Sites (Lots 995 and 996) until market demand increases for Grouped Housing Sites and REQUESTS the SPG to provide for Council's consideration a report on market conditions and interest for Grouped Housing Sites for its December 2018 meeting.

The Motion was put and declared LOST (3/8).

For: Cr Chester, Cr Fenn and Cr Italiano

Against: Cr Anderson, Cr Sandri, Cr Caddy, Cr Ferrante, Cr Timmermanis, Cr Dwyer, Cr Murphy and Cr Treby

Moved Cr Caddy, Seconded Cr Sandri.

[The recommendation in the agenda]

That the Council:

1. RECEIVES the Catalina Central Group Housing Sites Report (February 2018), prepared by the Satterley Property Group.
2. APPROVES the re-subdivision of Lots 995 and 996 in accordance with the Concept Plan attached to the Satterley Property Group's Group Housing Sites Report (dated November 2017), subject to a final design being presented for Council's consideration.
3. ADVISES the Satterley Property Group that the subdivision design is to be optimised to achieve built form outcomes that include single and two-storey small lot product, creates housing diversity, includes measures to limit acoustic attenuation on the built form and optimises financial returns to the TPRC.

The Motion was put and declared CARRIED (8/3).

For: Cr Anderson, Cr Sandri, Cr Caddy, Cr Ferrante, Cr Timmermanis, Cr Dwyer, Cr Murphy and Cr Treby

Against: Cr Chester, Cr Fenn and Cr Italiano

9.9 CATALINA STRATEGIC MARKETING PLAN – DECEMBER 2017

[The recommendation in the agenda]

That the Council:

1. APPROVES the Catalina Strategic Marketing Plan (December 2017) prepared by the Satterley Property Group.
2. ACCEPTS that the Satterley Property Group has achieved Key Performance Indicator 3.1 – Completion and acceptance of a review of the Strategic Marketing Plan by end of December every second year.
3. ADVISES the Satterley Property Group the marketing budget for FYE 2019 will be considered by the Council in the FYE 2019 Annual Marketing Plan.

Moved Cr Caddy, Seconded Cr Ferrante.

An amended recommendation

That the Council:

1. **NOT APPROVE** the Catalina Strategic Marketing Plan (December 2017) prepared by the Satterley Property Group.
2. **REQUESTS** the Chief Executive Officer to seek a proposal from Satterley Property Group to conduct market research on the Catalina Estate marketing initiatives to inform the Catalina Strategic Marketing Plan.

The Motion was put and declared CARRIED (10/1).

For: Cr Anderson, Cr Sandri, Cr Caddy, Cr Ferrante, Cr Chester, Cr Dwyer, Cr Murphy, Cr Fenn, Cr Treby and Cr Italiano

Against: Cr Timmermanis

9.10 CODE OF CONDUCT FOR COUNCIL MEMBERS AND STAFF (FEBRUARY 2018)

Moved Cr Treby, Seconded Cr Fenn.

[The recommendation in the agenda]

That the Tamala Park Regional Council Code of Conduct for Council Members and Staff (February 2018) be ADOPTED.

The Motion was put and declared CARRIED (11/0).

Moved Cr Treby, Seconded Cr Sandri.

That Standing Orders be suspended to allow Confidential Items 9.11, 9.12, 9.13, 9.14 and 9.15 to be discussed behind closed doors.

The Motion was put and declared CARRIED (11/0).

9.11 CATALINA BUILDERS WASTE TENDER - CONFIDENTIAL

Moved Cr Treby, Seconded Cr Anderson.

[The recommendation in the agenda]

That the Council:

- 1. ACCEPTS the Instant Waste Management tender, (dated 14 February 2018) for the Catalina Waste Management Program in accordance with Tender 01/2018 for a two-year term until April 2020, with an option to extend it a further 12 months to April 2021 at the absolute discretion of the TPRC.**
- 2. APPROVES a Waste Recycling (Housing Construction) Rebate of \$300 per lot to be paid to builders within Catalina that participate in the Waste Recycling Program with Instant Waste Management.**

The Motion was put and declared CARRIED (11/0).

9.12 MINDARIE REGIONAL COUNCIL LANDFILL BUFFER – GROUNDWATER MONITORING RESULTS - CONFIDENTIAL

Moved Cr Caddy, Seconded Cr Sandri.

[The recommendation in the agenda]

That the Council:

- 1. APPROVES the lodgement of a Deposited Plan for the TPRC affected area, (as shown in Deposited Plan 413316) classifying it as “Possibly Contaminated – Investigation Required”.**
- 2. AUTHORISES the Chief Executive Officer to lodge a Deposited Plan for the TPRC affected area classifying it as “Possibly Contaminated – Investigation Required”.**
- 3. AUTHORISES the Chief Executive Officer to progress administrative arrangements with Mindarie Regional Council and member local governments to permit access by Mindarie Regional Council onto the TPRC affected area for groundwater monitoring, reporting and remediation of the TPRC affected area.**
- 4. AUTHORISES the Chief Executive Officer to liaise with Mindarie Regional Council regarding the preparation of a program for continued groundwater monitoring and reporting and a strategy for remediation of the TPRC affected area.**
- 5. ADVISES Mindarie Regional Council in relation to Items 1 – 4 above.**

The Motion as amended was as follows:

That the Council:

1. **APPROVES** the lodgement of a Deposited Plan for the TPRC affected area, (as shown in Deposited Plan 413316) classifying it as “Possibly Contaminated – Investigation Required”.
2. **AUTHORISES** the Chief Executive Officer to lodge a Deposited Plan for the TPRC affected area classifying it as “Possibly Contaminated – Investigation Required”.
3. **AUTHORISES** the Chief Executive Officer to progress administrative arrangements with Mindarie Regional Council and member local governments to permit access by Mindarie Regional Council onto the TPRC affected area for groundwater monitoring, reporting and remediation of the TPRC affected area.
4. **AUTHORISES** the Chief Executive Officer to liaise with Mindarie Regional Council regarding the preparation of a program for continued groundwater monitoring and reporting and a strategy for remediation of the TPRC affected area.
5. **ADVISES** Mindarie Regional Council in relation to Items 1 – 4 above.
6. **AUTHORISES** the Chief Executive Officer to prepare a communications strategy which includes information on the issues, FAQ’s and which addresses potential reputational risk for distribution to staff and stakeholders.

At the request of Council, the Chairman put the Recommendations separately.

1. **APPROVES** the lodgement of a Deposited Plan for the TPRC affected area, (as shown in Deposited Plan 413316) classifying it as “Possibly Contaminated – Investigation Required”.

Recommendation 1 was put and declared CARRIED (11/0).

2. **AUTHORISES** the Chief Executive Officer to lodge a Deposited Plan for the TPRC affected area classifying it as “Possibly Contaminated – Investigation Required”.

Recommendation 2 was put and declared CARRIED (11/0).

3. **AUTHORISES** the Chief Executive Officer to progress administrative arrangements with Mindarie Regional Council and member local governments to permit access by Mindarie Regional Council onto the TPRC affected area for groundwater monitoring, reporting and remediation of the TPRC affected area.

Recommendation 3 was put and declared CARRIED (11/0).

4. **AUTHORISES** the Chief Executive Officer to liaise with Mindarie Regional Council regarding the preparation of a program for continued groundwater monitoring and reporting and a strategy for remediation of the TPRC affected area.

Recommendation 4 was put and declared CARRIED (11/0).

5. **ADVISES** Mindarie Regional Council in relation to Items 1 – 4 above.

Recommendation 5 was put and declared CARRIED (11/0).

- 6. AUTHORISES the Chief Executive Officer to prepare a communications strategy which includes information on the issues, FAQ's and which addresses potential reputational risk for distribution to staff and stakeholders.**

Recommendation 6 was put and declared CARRIED (10/1).

For: Cr Anderson, Cr Sandri, Cr Caddy, Cr Ferrante, Cr Chester, Cr Dwyer, Cr Murphy, Cr Fenn, Cr Treby and Cr Italiano

Against: Cr Timmermanis

9.13 REVIEW OF PROJECT MILESTONES FYE 2018 - CONFIDENTIAL

Moved Cr Timmermanis, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the Satterley Property Group report on Project Milestones (February 2018).**
- 2. ACCEPTS that Development Managers Key Performance Indicators (June 2014), 2.10 - *Completion of two six-monthly Milestone reviews and acceptance of the reviews has been Achieved.***
- 3. ADVISES the Satterley Property Group that it notes that a number of the designated Milestones in the Annual Plan have not been met and that these need to be satisfactorily addressed so that they do not adversely affect the Project.**

The Motion was put and declared CARRIED (8/3).

For: Cr Anderson, Cr Caddy, Cr Chester, Cr Dwyer, Cr Fenn, Cr Treby, Cr Timmermanis and Cr Italiano

Against: Cr Sandri, Cr Ferrante and Cr Murphy.

9.14 INDEPENDENT CONSULTANT REVIEW OF PROJECT FORECAST 2017 - CONFIDENTIAL

Moved Cr Treby, Seconded Cr Chester.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the CBRE Australia - Catalina Estate Project Forecast (December 2017).**
- 2. REQUESTS the Satterley Property Group to modify the Project Forecast (2017 – 2029) to reflect the following:**
 - Development costs being adjusted by removal of the additional in-built contingency.**

- Sales and cost escalation rates at 4% per annum for revenue and 2.5% per annum for costs from 2019/20 respectively.
3. **REQUESTS** the Satterley Property Group to resubmit the Project Forecast (2017 – 2029) for Council’s consideration upon completion of the matters in Recommendation 2.
 4. **ADVISES** the Satterley Property Group that until the matters in Recommendations 2 and 3 are completed and reported to Council the Key Performance Indicator - Financial Management 4.2 requiring the completion of a Review of Project Cashflow every three years will not be determined by the Council.

The Motion was put and declared CARRIED (11/0).

9.15 DEVELOPMENT MANAGEMENT AGREEMENT – KEY PEOPLE – CONFIDENTIAL – LATE ITEM

Moved Cr Treby, Seconded Cr Fenn.

[The recommendation in the agenda]

That the Council resolves to APPROVE the following replacement of key personnel pursuant to Clause 4.5 of the Development Management Agreement:

Name of Person	Position
Antonina Lazzara	Project Director

Name of Replacement Person	Position
Carl Buckley	Project Director

The Motion as amended was as follows:

That the Council:

1. **APPROVES** the following replacement of key personnel pursuant to Clause 4.5 of the Development Management Agreement:

Name of Person	Position
Antonina Lazzara	Project Director

Name of Replacement Person	Position
Carl Buckley	Project Director

2. **WRITES** to Antonina Lazzara expressing appreciation for her contribution to the Catalina Project during her time as Project Director.

Moved Cr Sandri, Seconded Cr Treby.

That Standing Orders be reinstated and the meeting doors be opened.

The Motion was put and declared CARRIED (11/0).

Council's Consultants returned to the meeting.

The recommendations for Confidential Items 9.11, 9.12, 9.13, 9.14 and 9.15 were read out as follows:

9.11 *Catalina Builders Waste Tender - Confidential*

That the Council:

1. *ACCEPTS the Instant Waste Management tender, (dated 14 February 2018) for the Catalina Waste Management Program in accordance with Tender 01/2018 for a two-year term until April 2020, with an option to extend it a further 12 months to April 2021 at the absolute discretion of the TPRC.*
2. *APPROVES a Waste Recycling (Housing Construction) Rebate of \$300 per lot to be paid to builders within Catalina that participate in the Waste Recycling Program with Instant Waste Management.*

9.12 *Mindarie Regional Council Landfill Buffer – Groundwater Monitoring Results - Confidential*

1. *APPROVES the lodgement of a Deposited Plan for the TPRC affected area, (as shown in Deposited Plan 413316) classifying it as “Possibly Contaminated – Investigation Required”.*
2. *AUTHORISES the Chief Executive Officer to lodge a Deposited Plan for the TPRC affected area classifying it as “Possibly Contaminated – Investigation Required”.*
3. *AUTHORISES the Chief Executive Officer to progress administrative arrangements with Mindarie Regional Council and member local governments to permit access by Mindarie Regional Council onto the TPRC affected area for groundwater monitoring, reporting and remediation of the TPRC affected area.*
4. *AUTHORISES the Chief Executive Officer to liaise with Mindarie Regional Council regarding the preparation of a program for continued groundwater monitoring and reporting and a strategy for remediation of the TPRC affected area.*
5. *ADVISES Mindarie Regional Council in relation to Items 1 – 4 above.*
6. *AUTHORISES the Chief Executive Officer to prepare a communications strategy which includes information of the issues, FAQ's and which addresses potential reputational risk for distribution to staff and stakeholders.*

9.13 *Review of Project Milestones FYE 2018 – Confidential*

1. *RECEIVES the Satterley Property Group report on Project Milestones (February 2018).*
2. *ACCEPTS that Development Managers Key Performance Indicators (June 2014), 2.10 - Completion of two six-monthly Milestone reviews and acceptance of the reviews has been Achieved.*

3. *ADVISES the Satterley Property Group that it notes that a number of the designated Milestones in the Annual Plan have not been met and that these need to be satisfactorily addressed so that they do not adversely affect the Project.*

9.14 *Independent Consultant Review of Project Forecast 2017 - Confidential*

That the Council:

1. *RECEIVES the CBRE Australia - Catalina Estate Project Forecast (December 2017).*
2. *REQUESTS the Satterley Property Group to modify the Project Forecast (2017 – 2029) to reflect the following:*
 - *Development costs being adjusted by removal of the additional in-built contingency.*
 - *Sales and cost escalation rates at 4% per annum for revenue and 2.5% per annum for costs from 2019/20 respectively.*
3. *REQUESTS the Satterley Property Group to resubmit the Project Forecast (2017 – 2029) for Council's consideration upon completion of the matters in Recommendation 2.*
4. *ADVISES the Satterley Property Group that until the matters in Recommendations 2 and 3 are completed and reported to Council the Key Performance Indicator - Financial Management 4.2 requiring the completion of a Review of Project Cashflow every three years will not be determined by the Council.*

9.15 *Development Management Agreement – Key People – Confidential – Late Item*

That the Council:

1. *APPROVES the following replacement of key personnel pursuant to Clause 4.5 of the Development Management Agreement:*

<i>Name of Person</i>	<i>Position</i>
<i>Antonina Lazzara</i>	<i>Project Director</i>

<i>Name of Replacement Person</i>	<i>Position</i>
<i>Carl Buckley</i>	<i>Project Director</i>

2. *WRITES to Antonina Lazzara expressing appreciation for her contribution to the Catalina Project during her time as Project Director.*

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN

Nil

12. URGENT BUSINESS APPROVED BY THE CHAIRMAN

Nil

13. MATTERS BEHIND CLOSED DOORS

- 9.11 *Catalina Builders Waste Tender - Confidential*
- 9.12 *Mindarie Regional Council Landfill Buffer – Groundwater Monitoring Results - Confidential*
- 9.13 *Review of Project Milestones FYE 2018 – Confidential*
- 9.14 *Independent Consultant Review of Project Forecast 2017 - Confidential*
- 9.15 *Development Management Agreement – Key People – Confidential – Late Item*

14. GENERAL BUSINESS

Nil

15. FORMAL CLOSURE OF MEETING

The Chairman declared the meeting closed at 8:18pm.

These minutes were confirmed at a meeting on

SIGNED this day of 2018

as a true record of proceedings.

CHAIRMAN