



## **Ordinary Meeting of Council**

# **MINUTES**

**Thursday 21 June 2018, 6:00pm  
City of Wanneroo  
23 Dundobar Road, Wanneroo**

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**

<b>OWNER COUNCIL</b>	<b>MEMBER</b>	<b>ALTERNATE MEMBER</b>
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	Commissioner Gaye McMath
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

*Representatives from the Satterley Property Group will be in attendance at the meeting.*

**PRESENT**

<b>Chairman</b>	Cr Giovanni Italiano
<b>Councillors</b>	Cr Claire Anderson Cr John Chester Cr Emma Cole Cr Joe Ferrante Commissioner Andrew Hammond Cr Nige Jones Cr Bianca Sandri Cr Brett Treby
<b>Alternate Members</b>	Cr Suzanne Migdale
<b>Staff</b>	Mr Tony Arias (Chief Executive Officer) Mr Luke Aitken (Project Coordinator) Ms Vickie Wesolowski (Executive Assistant)
<b>Apologies Councillors</b>	Cr Karen Caddy Cr Samantha Fenn Cr Andres Timmermanis
<b>Leave of Absence</b>	Nil
<b>Absent</b>	Nil
<b>Consultants</b>	Mr Nigel Satterley (Satterley Property Group) Ms Lauren Vidler (Satterley Property Group) Mr Carl Buckley (Satterley Property Group) Mr Brenton Downing (Satterley Property Group) Mr Matej Nvota (Satterley Property Group)
<b>Apologies Participant Councils' Advisers</b>	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 John Giorgi (Town of Cambridge)
<b>In Attendance Participant Councils' Advisers</b>	Mr Mark Dickson (City of Wanneroo) Mr Ross Povey (City of Stirling) Mr Mike Tidy (City of Joondalup)
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

**1. OFFICIAL OPENING**

The Chairman declared the meeting open at 6:05pm and welcomed Councillors to the Tamala Park Regional Council meeting. The Chairman welcomed Commissioner Andrew Hammond to the TPRC meeting.

**DISCLOSURE OF INTERESTS**

Nil

**2. PUBLIC STATEMENT/QUESTION TIME**

Nil

**3. APOLOGIES AND LEAVE OF ABSENCE**

Apologies received from Cr Karen Caddy, Cr Samantha Fenn and Cr Andres Timmermanis.

**4. PETITIONS**

Nil

**5. CONFIRMATION OF MINUTES**

*Ordinary Meeting of Council – 19 April 2018*

Moved Cr Treby, Seconded Cr Anderson.

**That the minutes of the Ordinary Meeting of Council of 19 April 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)**

The Chairman advised that a distribution had been made to member local governments today in accordance with the TPRC FYE 2018 Budget. The total distribution was \$2.0M, paid to member local governments proportionally based on shareholding.

**7. MATTERS FOR WHICH MEETING MAY BE CLOSED**

- 9.10 Review of Project Forecast 2017 – Confidential  
9.11 Proposed Workshop to Review Catalina Estate Vision / Objectives and Development Manager's Key Performance Indicators – Confidential

**8. REPORTS OF COMMITTEES**

Management Committee Meeting – 24 May 2018

*Cr Treby – Chairman, Management Committee advised that the Committee considered a number of Items listed in this agenda and that there had been robust discussion on Items 9.6 and 9.11. He advised that he would provide further comments when the items were formally considered.*

**9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.12)**

**9.1 BUSINESS REPORT – PERIOD ENDING 14 JUNE 2018**

Moved Cr Treby, Seconded Cr Ferrante.

[The recommendation in the agenda]

**That the Council RECEIVES the Business Report to 14 June 2018.**

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

**9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF MARCH & APRIL 2018**

Moved Cr Cole, Seconded Cr Chester.

[The recommendation in the agenda]

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

- 31 March 2018; and
- 30 April 2018.

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

**9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF MARCH & APRIL 2018**

Moved Cr Treby, Seconded Cr Cole.

[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 March and April 2018:**

- **Month ending 31 March 2018 (Total \$1,426,372.50)**
- **Month ending 30 April 2018 (Total \$1,044,808.33)**
- **Total Paid - \$ 2,471,180.83**

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

#### **9.4 PROJECT FINANCIAL REPORT – APRIL 2018**

Moved Cr Treby, Seconded Cr Jones.

[The recommendation in the agenda]

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

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

#### **9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 14 JUNE 2018**

Moved Commissioner Hammond, Seconded Cr Cole.

[The recommendation in the agenda]

**That the Council RECEIVES the Sales and Settlement Report to 14 June 2018.**

The Recommendation was put and declared CARRIED (7/3).

For: Cr Anderson, Cr Chester, Cr Cole, Commissioner Hammond, Cr Jones, Cr Treby and Cr Italiano

Against: Cr Ferrante, Cr Migdale and Cr Sandri.

#### **9.6 ANNUAL MARKETING PLAN FYE 2019**

The CEO advised that he had just received a Disclosure of Interest – Impartiality on this Item from Cr Migdale.

Moved Cr Cole, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council:**

- 1. APPROVES the Annual Marketing Plan FYE 2019, prepared by the Satterley Property Group.**

- 2. ACCEPTS that the Development Managers Key Performance Indicators (June 2014), Marketing 3.2 – Annual Marketing Plan, requiring the preparation of the Annual Marketing Plan by March each year has been ACHIEVED.**
- 3. ADVISES the Satterley Property Group that marketing expenditure will be reviewed and monitored in line with market conditions and the requirements of the Project and the Project Budget FYE 2019 (March 2018) as approved.**

Moved Cr Anderson, Seconded Cr Sandri.

[A Procedural Motion]

That the Annual Marketing Plan FYE 2019 be deferred pending more detail on actual expenditure and marketing strategies.

The Procedural Motion was put and declared LOST (6/4).

For: Cr Chester, Cr Cole, Commissioner Hammond, Cr Jones, Cr Treby and Cr Italiano.

Against: Cr Anderson, Cr Ferrante, Cr Migdale and Cr Sandri.

The Recommendation in the agenda was put and declared CARRIED (10/0).

## **9.7 REVIEW OF SUSTAINABILITY INITIATIVES**

Moved Cr Anderson, Seconded Cr Sandri.

[The recommendation in the agenda]

**That the Council:**

- 1. RECEIVES the review on the Catalina Sustainability Initiatives (May 2018) prepared by the Satterley Property Group.**
- 2. APPROVES the following sustainability initiatives and budget for FYE 2019:**

<b>SUSTAINABILITY INITIATIVE</b>	<b>ALLOCATION</b>
<b>Waterwise Landscape Package including soil moisture sensors</b>	<b>\$5,000 per lot</b>
<b>Solar Panel Rebate</b>	<b>\$2,000 per lot</b>
<b>Fibre Optic Service</b>	<b>\$1,200 per lot</b>
<b>Community Development</b>	<b>\$1,200 per lot</b>
<b>Waste Recycling (Housing Construction)</b>	<b>\$300 per lot</b>
<b>High rated WELS Fixtures and Appliances in Catalina Beach</b>	<b>\$1,000 per lot</b>

- 3. APPROVES the continuation of the existing landscape initiatives, including native and low water use plants, native seed collection and propagation, use of site mulch and waterwise irrigation systems in landscape packages for Catalina.**
- 4. APPROVES the continuation of the fauna and flora relocations associated with bulk earthworks.**



5. **APPROVES** the continuation of Medium Density Housing opportunities in accordance with the Catalina Built Form and Housing Strategy (May 2017), including narrow lot housing in Stages 16A and 16B.
6. **APPROVES** the provision of a 12-month Energy Audit for all new homes at a cost of \$300 per lot, subject to the Satterley Property Group providing a satisfactory method for the administration of the trial.
7. **REQUESTS** the Satterley Property Group to review communications and procedures for purchasers and builders on Catalina rebates in order to improve participation rates and assist in delivering TPRC sustainability objectives.
8. **ACCEPTS** that the Satterley Property Group has achieved Key Performance Indicator 2.8 requiring an annual review of sustainability initiatives by May each year.

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

#### **9.8 REVIEW OF CATALINA RISK MANAGEMENT PLAN (MAY 2018)**

Moved Cr Treby, Seconded Cr Migdale.

[The recommendation in the agenda]

**That the Council:**

1. **RECEIVES** the Risk Management Plan (May 2018) prepared by the Satterley Property Group.
2. **REQUIRES** the Satterley Property Group to continually review and update the Risk Management Plan (May 2018) and report to Council annually.
3. **ACCEPTS** that the Satterley Property Group has achieved Key Performance Indicator 2.12 requiring an Annual review of the Project Risk Management Plan by May each year.
4. **REQUESTS** the CEO to appoint a suitably qualified consultant to undertake an overall risk assessment of the TPRC framework.

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

#### **9.9 APPOINTMENT OF COMMITTEE MEMBER – MANAGEMENT COMMITTEE**

Moved Cr Treby, Seconded Cr Jones.

**That in accordance with the provisions of the *Local Government Act 1995*, that Cr Italiano be APPOINTED to the Management Committee.**

The Recommendation was put and declared CARRIED BY ABSOLUTE MAJORITY (9/1).

For: Cr Chester, Cr Cole, Cr Ferrante, Commissioner Hammond, Cr Jones, Cr Migdale, Cr Sandri, Cr Treby and Cr Italiano

Against: Cr Anderson.

Moved Cr Treby, Seconded Cr Cole.

**That Standing Orders be suspended to allow Confidential Items 9.10 and 9.11 to be discussed behind closed doors.**

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

Council's Consultants vacated the meeting (7:05pm).

### **9.10 REVIEW OF PROJECT FORECAST 2017 - CONFIDENTIAL**

Moved Cr Treby, Seconded Cr Chester.

[The recommendation in the agenda]

**That the Council:**

- 1. RECEIVES the Project Forecast 2017, submitted by the Satterley Property Group.**
- 2. APPROVES the Project Forecast 2017, prepared by the Satterley Property Group, for the purposes of project and financial planning subject to Development Costs being adjusted by removal of the additional in-built contingency.**
- 3. ACCEPTS that Satterley Property Group has achieved Key Performance Indicator - Financial Management 4.2 requiring the completion of a Review of Project Cashflow every three years.**

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

### **9.11 PROPOSED WORKSHOP TO REVIEW CATALINA ESTATE VISION / OBJECTIVES AND DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS - CONFIDENTIAL**

Council's Consultants (SPG) were invited to join the meeting to participate in discussion on this Item (7:10pm).

Moved Cr Sandri, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council AGREES to:**

- 1. A Workshop to review the Catalina Vision and Objectives to inform the review of the Strategic Community Plan. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives**

and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.

2. A Workshop to review the Development Manager's KPIs with the objective of making them more clearly defined and meaningful; quantified and measured and relevant in achieving TPRC objectives for the Catalina Project. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.

Council's Consultants vacated the meeting (7:26pm).

The Motion as amended was as follows

**That the Council AGREES to:**

1. **A Workshop to review the Catalina Vision and Objectives to inform the review of the Strategic Community Plan. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.**
2. **A Workshop to review the Development Manager's KPIs with the objective of making them more clearly defined and meaningful; quantified and measured and relevant in achieving TPRC objectives for the Catalina Project. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.**
3. **The Workshop to review the Catalina Vision and Objectives to be held on a weekend in the first quarter of FYE 2019.**

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

Moved Cr Sandri, Seconded Cr Migdale.

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

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

The recommendations for Confidential Items 9.10 and 9.11 were read out as follows:

*9.10 Review of Project Forecast 2017 - Confidential*

*That the Council:*

1. *RECEIVES the Project Forecast 2017, submitted by the Satterley Property Group.*
2. *APPROVES the Project Forecast 2017, prepared by the Satterley Property Group, for the purposes of project and financial planning subject to Development Costs being adjusted by removal of the additional in-built contingency.*

3. *ACCEPTS that Satterley Property Group has achieved Key Performance Indicator - Financial Management 4.2 requiring the completion of a Review of Project Cashflow every three years.*

*9.11 Proposed Workshop to Review Catalina Estate Vision / Objectives and Development Manager's Key Performance Indicators - Confidential*

*That the Council AGREES to:*

1. *A Workshop to review the Catalina Vision and Objectives to inform the review of the Strategic Community Plan. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.*
2. *A Workshop to review the Development Manager's KPIs with the objective of making them more clearly defined and meaningful; quantified and measured and relevant in achieving TPRC objectives for the Catalina Project. The Workshop to be limited to one day and be attended by all Council members (including Alternate Members), Satterley Property Group representatives and the TPRC administration officers. The Workshop is to be facilitated by a consultant with relevant experience.*
3. *The Workshop to review the Catalina Vision and Objectives to be held on a weekend in the first quarter of FYE 2019.*

**9.12 EARLY CONSTRUCTION REBATE – BEACH PRECINCT AGED STOCK – LATE ITEM**

Moved Cr Migdale, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council:

1. RECEIVES the correspondence on the Early Construction Rebate – Beach Precinct Aged Stock, prepared by the Satterley Property Group, dated 21 June 2018.
2. APPROVES on a 3-month trial basis, the application of an Early Construction Rebate (\$8,000 per lot), in Catalina Beach for selected lots which have been on the market for more than 12 months, for sales contracts entered into between 22 June 2018 and 21 September 2018. Subject to the purchaser providing a copy of a signed Building Contract prior to settlement, with the Rebate being paid to the purchaser's nominated builder within 6 months of the settlement of the lot.
3. REQUESTS the Satterley Property Group to provide a report to Council following the 3-month trial period of the application of the Early Construction Rebate for lots in Catalina Beach on the success and market acceptance of the Rebate and market conditions.

The Motion as amended was as follows.

**That the Council:**

- 1. RECEIVES the correspondence on the Early Construction Rebate – Beach Precinct Aged Stock, prepared by the Satterley Property Group, dated 21 June 2018.**
- 2. APPROVES on a 3-month trial basis, the application of an Early Construction Rebate (\$8,000 per lot), in Catalina Beach for selected lots to a maximum of six lots which have been on the market for more than 12 months, for sales contracts entered into between 22 June 2018 and 21 September 2018. Subject to the purchaser providing a copy of a signed Building Contract prior to settlement, with the Rebate being paid to the purchaser's nominated builder within 6 months of the settlement of the lot.**
- 3. REQUESTS the Satterley Property Group to provide a report to Council following the 3-month trial period of the application of the Early Construction Rebate for lots in Catalina Beach on the success and market acceptance of the Rebate and market conditions.**

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

**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**

9.10 *Review of Project Forecast 2017 - Confidential*

9.11 *Proposed Workshop to Review Catalina Estate Vision / Objectives and Development Manager's Key Performance Indicators - Confidential*

**14. GENERAL BUSINESS**

Nil

**15. FORMAL CLOSURE OF MEETING**

The Chairman declared the meeting closed at 7:30pm.

These minutes were confirmed at a meeting on .....

SIGNED this ..... day of ..... 2018

as a true record of proceedings.

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CHAIRMAN