

# Meeting of Management Committee

Thursday 15 July 2021

# MINUTES

**These Minutes were confirmed by the Management Committee as a true and correct record at its meeting held on 16 September 2021.**

**Signature:** .....  
**Chair**

## TABLE OF CONTENTS

MEMBERSHIP .....	3
1. OFFICIAL OPENING .....	4
DISCLOSURE OF INTERESTS .....	4
2. PUBLIC STATEMENT/QUESTION TIME.....	4
3. APOLOGIES AND LEAVE OF ABSENCE.....	4
4. PETITIONS.....	4
5. CONFIRMATION OF MINUTES.....	4
5A BUSINESS ARISING FROM MINUTES .....	4
6. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION).....	4
7. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 7.1 – 7.7) .....	5
7.1 BUSINESS REPORT – PERIOD ENDING 8 JULY 2021.....	5
7.2 PROJECT FINANCIAL REPORT – MAY 2021.....	5
7.3 SALES AND SETTLEMENT REPORT – PERIOD ENDING 8 JULY 2021 .....	5
7.4 CATALINA BEACH BUILDERS DISPLAY VILLAGE 2 – MODIFICATION TO DISPLAY BUILDERS REBATE TERMS.....	5
7.5 PURCHASER TERMS AND CONDITIONS – CATALINA GREEN.....	6
7.6 LOT PRICING POLICY 2021 .....	6
7.7 PROJECT FORECAST (2021).....	7
8. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN .....	7
9. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	7
10. URGENT BUSINESS APPROVED BY THE CHAIR.....	7
11. GENERAL BUSINESS.....	7
12. DECISION TO MOVE TO CONFIDENTIAL SESSION.....	7
12.1 CONFIDENTIAL: ANNUAL MARKETING PLAN FYE 2022.....	8
12.2 CONFIDENTIAL: EXTENSION OF CIVIL CONSTRUCTION RATES CONTRACT .....	8
12.3 CONFIDENTIAL: DEVELOPMENT MANAGEMENT AGREEMENT – KEY PEOPLE .....	8
12.4 CONFIDENTIAL: MINDARIE REGIONAL COUNCIL LANDFILL BUFFER – GROUNDWATER MONITORING RESULTS UPDATE.....	9
12.5 CONFIDENTIAL: SALE OF TPRC LANDHOLDING.....	9
13. FORMAL CLOSURE OF MEETING .....	9

## MEMBERSHIP

OWNER COUNCIL	MEMBER
Town of Cambridge	Cr Andres Timmermanis (CHAIR)
City of Joondalup	Cr John Chester
City of Vincent	Cr Joanne Fotakis
City of Stirling	Cr Karen Caddy Cr David Lagan Cr Suzanne Migdale Cr Bianca Sandri
City of Wanneroo	Cr Brett Treby

## PRESENT

<b>Chair</b>	Cr Andres Timmermanis
<b>Councillors</b>	Cr Karen Caddy Cr John Chester Cr Joanne Fotakis Cr David Lagan Cr Bianca Sandri (arrived 6:19pm, departed 7:28pm) Cr Brett Treby
<b>Alternate Members</b>	Nil
<b>Staff</b>	Mr Tony Arias (Chief Executive Officer) Mr Simon O'Sullivan (Manager Project Coordination) Ms Vickie Wesolowski (Executive Assistant)
<b>Apologies Councillors</b>	Nil
<b>Leave of Absence</b>	Nil
<b>Absent</b>	Cr Suzanne Migdale
<b>Consultants</b>	Mr Carl Buckley (Satterley Property Group) Ms Julia Nelson (Satterley Property Group)
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

**1. OFFICIAL OPENING**

The Chair declared the meeting open at 6:00pm.

**DISCLOSURE OF INTERESTS**

Nil

**2. PUBLIC STATEMENT/QUESTION TIME**

Nil

**3. APOLOGIES AND LEAVE OF ABSENCE**

Nil

**4. PETITIONS**

Nil

**5. CONFIRMATION OF MINUTES**

Meeting of Management Committee – 20 May 2021

Moved Cr Caddy, Seconded Cr Treby.

**That the minutes of the Management Committee Meeting of 20 May 2021 be confirmed, and signed by the Chair, as a true and correct record of proceedings.**

The Motion was put and declared CARRIED (6/0).

**5A BUSINESS ARISING FROM MINUTES**

Nil

**6. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)**

Nil

## 7. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 7.1 – 7.7)

### 7.1 BUSINESS REPORT – PERIOD ENDING 8 JULY 2021

Moved Cr Caddy, Seconded Cr Lagan.

[The recommendation in the agenda]

**That the Management Committee RECEIVES the Business Report to 8 July 2021.**

The Motion was put and declared CARRIED (6/0).

### 7.2 PROJECT FINANCIAL REPORT – MAY 2021

Moved Cr Treby, Seconded Cr Fotakis.

[The recommendation in the agenda]

**That the Management Committee RECEIVES the Project Financial Report (May 2021) submitted by the Satterley Property Group.**

The Motion was put and declared CARRIED (6/0).

### 7.3 SALES AND SETTLEMENT REPORT – PERIOD ENDING 8 JULY 2021

Moved Cr Lagan, Seconded Cr Caddy.

[The recommendation in the agenda]

**That the Management Committee RECEIVES the Sales and Settlement Report to 8 July 2021.**

The Motion was put and declared CARRIED (6/0).

### 7.4 CATALINA BEACH BUILDERS DISPLAY VILLAGE 2 – MODIFICATION TO DISPLAY BUILDERS REBATE TERMS

Moved Cr Chester, Seconded Cr Fotakis.

[The recommendation in the agenda]

**That the Council APPROVES the modification of Condition 4 of the commercial terms and conditions for the sale of lots in the Catalina Beach Builders Display Village 2, (approved by the Council on 10 December 2020) as follows:**

- 4. Practical completion of the Display Home is to be 65 weeks for a single-storey dwelling and 73 weeks for a double-storey dwelling from settlement or the date of development approval for the Catalina Beach Display Village 2, whichever occurs the latest.**

Cr Sandri joined the meeting at 6:19pm.

The Motion was put and declared CARRIED (7/0).

## **7.5 PURCHASER TERMS AND CONDITIONS – CATALINA GREEN**

Moved Cr Sandri, Seconded Cr Chester.

[The recommendation in the agenda]

**That the Council:**

- 1. APPROVES the following Purchaser Terms/Conditions and Incentives for all public and builder release lots in Catalina Green for the period to August 2022:**
  - 1.1 Use of the REIWA Offer and Acceptance Contract with Special Conditions and Annexure.**
  - 1.2 A \$2,000 deposit to be used in the Sales Contracts.**
  - 1.3 A finance approval period of 60 days, where finance is required.**
  - 1.4 A 21-day settlement period from finance approval or the issue of titles, whichever is the later.**
  - 1.5 A waterwise landscaping package to the front garden.**
  - 1.6 A \$2,000 rebate for all homes constructed with a minimum 3.0kw capacity photovoltaic solar power system, with an additional \$1,000 rebate paid where the system includes integrated battery storage.**
  - 1.7 Side and rear boundary fencing (behind the building line).**
  - 1.8 A \$1,000 rebate for all homes that include appropriate WELS rated fittings and fixtures.**
  - 1.9 Sales incentives (Items 1.5 – 1.8) subject to homes being constructed in accordance with the approved Catalina Green Design Guidelines within 24 months of settlement for single storey homes and 30 months of settlement for two storey homes.**
- 2. REQUESTS the Satterley Property Group to review the Purchaser Terms/Conditions and Incentives for Catalina Green lots and provide a report to the Council for consideration in August 2022.**

The Motion was put and declared CARRIED (7/0).

## **7.6 LOT PRICING POLICY 2021**

Moved Cr Lagan, Seconded Cr Caddy.

[The recommendation in the agenda]

**That the Council APPROVES the Lot Pricing Policy 2021 for public release lots at Catalina.**

The Motion was put and declared CARRIED (7/0).

## 7.7 PROJECT FORECAST (2021)

Moved Cr Sandri, Seconded Cr Chester.

[The recommendation in the agenda]

**That the Council:**

1. **RECEIVES** the Project Forecast (2021), prepared by the Satterley Property Group.
2. **REQUESTS** the Satterley Property Group to identify opportunities to increase lot income and reduce development costs in order to maximise financial returns to the member Councils while delivering environmental, social and economic objectives and provide a report on this matter for consideration at the Council's October 2021 meeting.

The Motion was put and declared CARRIED (7/0).

## 8. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

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

Nil

## 10. URGENT BUSINESS APPROVED BY THE CHAIR

Nil

## 11. GENERAL BUSINESS

Nil

## 12. DECISION TO MOVE TO CONFIDENTIAL SESSION

Moved Cr Treby, Seconded Cr Caddy.

**That the Committee:**

Move into Closed Session and exclude members of the press and public from the meeting of the Closed Session and access to the correspondence and reports relating to the items considered during the course of the Closed Session be withheld. This action is taken in accordance with Section 5.23 of the *Local Government Act 1995*, as items 12.1 - Annual Marketing Plan FYE 2022, 12.2 - Civil Works Contract Extension, 12.3 - Development Management Agreement - Key Personnel, 12.4 MRC Landfill Buffer - Groundwater Monitoring Results Update and 12.5 Sale of TPRC Landholding come within the following provisions:

- c) *a contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c));*
- d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting; or*
- e) *a matter that if disclosed, would reveal –*
  - i) *Information that has a commercial value to a person; or*
  - ii) *Information about the business, professional, commercial or financial affairs of a person where the information is held by, or is about, a person other than the TPRC (section 5.23(2)(e)).*

The Motion was put and declared CARRIED (7/0).

## **12.1 CONFIDENTIAL: ANNUAL MARKETING PLAN FYE 2022**

Moved Cr Caddy, Seconded Cr Chester.

[The recommendation in the agenda]

**That the Council:**

- 1. APPROVES the Annual Marketing Plan FYE 2022, prepared by the Satterley Property Group.**
- 2. 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 2022, as approved.**
- 3. ACCEPTS that the Development Manager’s Key Performance Indicator (February 2020) requiring the preparation of an Annual Marketing Plan has been achieved.**

The Motion was put and declared CARRIED (7/0).

## **12.2 CONFIDENTIAL: EXTENSION OF CIVIL CONSTRUCTION RATES CONTRACT**

Moved Cr Caddy, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council APPROVES a 12 month extension to the contract with RJ Vincent and rates schedule (dated 17 June 2021) in accordance with the terms of Tender 04/2019 (Earthworks and Subdivision Works).**

The Motion was put and declared CARRIED (7/0).

## **12.3 CONFIDENTIAL: DEVELOPMENT MANAGEMENT AGREEMENT – KEY PEOPLE**

Moved Cr Treby, Seconded Cr Fotakis.

[The recommendation in the agenda]



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

<b>Name of Person</b>	<b>Position</b>
Bryony Yuill	Marketing

<b>Name of Replacement Person</b>	<b>Position</b>
Rosanne Cagorski	Marketing

The Motion was put and declared CARRIED (7/0).

Satterley representatives left the meeting (7:21pm).

#### **12.4 CONFIDENTIAL: MINDARIE REGIONAL COUNCIL LANDFILL BUFFER – GROUNDWATER MONITORING RESULTS UPDATE**

Moved Cr Caddy, Seconded Cr Chester.

[The recommendation in the agenda]

**That Council RECEIVES the report on the Mindarie Regional Council Landfill Buffer – Groundwater Monitoring.**

The Motion was put and declared CARRIED (7/0).

Cr Sandri left the meeting (7:28pm).

#### **12.5 CONFIDENTIAL: SALE OF TPRC LANDHOLDING**

Moved Cr Lagan, Seconded Cr Caddy.

[The recommendation in the agenda]

**That the Council RECEIVES the report, dated 8 July 2021.**

The Motion was put and declared CARRIED (6/0).

Moved Cr Treby, Seconded Cr Caddy

**That the Meeting be REOPENED to the public.**

The Motion was put and declared CARRIED (7/0).

#### **13. FORMAL CLOSURE OF MEETING**

The Chair declared the meeting closed at 7:54pm.