

# Ordinary Meeting of Council

Thursday 10 December 2020

## AGENDA

### Notice of Meeting

Councillors of the Tamala Park Regional Council Management Committee are advised that a meeting will be held at the City of Vincent, 244 Vincent Street, Leederville on Thursday 10 December 2020 at 6:00pm.



**TONY ARIAS**  
Chief Executive Officer

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

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## MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Andres Timmermanis (DEPUTY CHAIR)	Cr Gary Mack
City of Joondalup	Cr John Chester Cr Phillipa Taylor	Cr Christopher May Cr Suzanne Thompson
City of Perth	Cr Brent Fleeton	Cr Clyde Bevan
City of Stirling	Cr Karen Caddy (CHAIR) Cr David Lagan Cr Suzanne Migdale Cr Bianca Sandri	Cr Karlo Perkov
Town of Victoria Park	Cr Claire Anderson	
City of Vincent	Cr Joanne Fotakis	Cr Alex Castle
City of Wanneroo	Cr Brett Treby Cr Domenic Zappa	Cr Natalie Sangalli Cr Vinh Nguyen

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

## PRELIMINARIES

### 1. OFFICIAL OPENING

## DISCLOSURE OF INTERESTS

### 2. PUBLIC STATEMENT/QUESTION TIME

### 3. APOLOGIES AND LEAVE OF ABSENCE

#### **Request for Leave of Absence – Cr Brett Treby**

Cr Treby has requested Leave of Absence from Council duties covering the period 17 November 2020 to 31 January 2021 inclusive.

## RECOMMENDATION

**That the Council APPROVES the request for Leave of Absence from Council duties for Cr Treby covering the period 17 November 2020 to 31 January 2021 inclusive.**

### 4. PETITIONS

**5. CONFIRMATION OF MINUTES**

Council Meeting – 8 October 2020

**5A BUSINESS ARISING FROM MINUTES**

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

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

- 13.1 Tender 05/19, Built Form Partnership – Stage 18 Update – Confidential
- 13.2 Tender 01/20, Landscape Architecture Services – Confidential
- 13.3 MRC Landfill Buffer – Groundwater Monitoring Results Update – Confidential
- 13.4 Built Environment Strategy – Confidential
- 13.5 Review of Catalina Risk Management Plan 2019 – Confidential
- 13.6 Review of Deliverables – Development Manager’s KPIs – Confidential
- 13.7 Catalina Economic Strategy (2020) – Confidential
- 13.8 Key Personnel – Catalina Sales Representative - Confidential

**8. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 8.1 – 8.13)**

## 8.1 BUSINESS REPORT – PERIOD ENDING 3 DECEMBER 2020

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**Responsible Officer:** Manager Project Coordination

**Attachments:** Community Event wrap-up

**Voting Requirements:** Simple Majority

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### RECOMMENDATION

**That the Council RECEIVES the Business Report to 3 December 2019.**

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### PURPOSE

To advise the Council of matters of interest not requiring formal resolutions.

### BACKGROUND

The business of the Council requires adherence to many legislative provisions, policies and procedures that aim at best practice. There are also many activities that do not need to be reported formally to the Council but will be of general interest to Council members and will also be of interest to the public who may, from time to time, refer to Council minutes.

In the context of the above, a Business Report provides the opportunity to advise on activities that have taken place between meetings. The report will sometimes anticipate questions that may arise out of good governance concerns by Council members.

### COMMENT

#### 1. Civil Construction - Status

Construction of Stage 16 (17 lots) achieved practical completion on 2 December 2020. Authority Clearances have been obtained and the WA Planning Commission has endorsed the Deposited Plan. Titling of Stage 16 is anticipated to occur in mid-December 2020.

Construction of Stage 27 (20 lots) is due to be completed on 18 December 2020.

The civil works for Stage 28 (35 lots) commenced in early November 2020, with clearing works having been completed. Civil works are expected to be completed in May 2021 and it is anticipated that titles will issue in July 2021. The stage is proposed to include a builders' display village adjacent to Marmion Avenue.

The construction of the Connolly Drive/Aviator Boulevard roundabout is programmed to commence in January 2021 and be completed by June 2021.

Earthworks for the foreshore access road and carpark are anticipated to commence in February 2021 and take two months to complete.

Construction of the Portofino Promenade and Long Beach Promenade extensions and the foreshore access road and carpark are programmed to commence in April 2021 and be completed by September 2021.

## 2. Landscape Works – Status

A meeting was held with the City of Wanneroo on 27 October 2020 to progress the handover of the northern BCA area before the end of FYE 2021. The City has identified several matters that it requires to be addressed prior to accepting handover in relation to improving access for fire-fighting vehicles, which are currently being reviewed.

Landscape design for the extension of the ‘green-link’ along Aviator Boulevard between Roulettes Parade and Connolly Drive in Catalina Central is in progress. Landscape installation is forecast to commence in early 2021 following the completion of civil construction of Stage 16, subject to obtaining required approvals.

## 3. Housing Construction

The following table provides an overview of the current progress of housing construction to 26 November 2020:

Stage	Total Lots	Under Construction	Completed	Vacant
Stages 1 - 13	660	0	655	5
Stage 14	73	0	72	1
Stage 15	55	0	54	1
Stage 17A	25	0	23	2
Stage 17B	36	4	13	19
Stage 18A	29	0	29	0
Stage 18B	31	1	23	7
Stage 25 (Display Village)	15	0	15	0
Stage 25	34	4	24	6
Stage 25B	7	0	7	0
Stage 25 (Builders Release)	7	3	3	1
Stage 26	38	4	0	34
<b>Total</b>	<b>1010</b>	<b>16</b>	<b>918</b>	<b>76</b>

## 4. Community Events

A Community Development Plan has been prepared for FYE 2021, with the focus on activating new community amenities, such as the foreshore access improvements in Catalina Beach and new playground at Drimmie Park in Catalina Central.

A Halloween Event was held on Saturday 31 October 2020 for Catalina residents, which included a sausage sizzle held at Drimmie Park and ‘trick or treating’ in nearby streets. Approximately 100 people attended and positive feedback about the event was received. An event wrap-up is provided in Appendix 8.1.

The next community event at Catalina will be held on 13 February 2021 at Catalina Beach Park and will feature a ‘summer splashdown’ theme with water-based play activities.

## **5. Catalina Beach Access Road / Carpark**

Applications for Development Approval and a Clearing Permit for the foreshore access road and carpark were submitted in December 2019 and January 2020 respectively. The WAPC issued the Development Approval in April 2020.

The Department of Water and Environmental Regulation (DWER) and the City of Wanneroo have confirmed the acceptance of an offset revegetation area of 1.34ha to allow the clearing required to construct the access road and carpark and a Clearing Permit is expected to issue in mid-December 2020.

Potential locations for the offset revegetation works have been identified in degraded areas within the conservation reserve in close proximity to the proposed access road that would benefit from rehabilitation.

Landscape and civil designs for the access road and carpark have been completed and submitted to the City of Wanneroo for approval.

The construction of the access road and carpark is planned to commence in February 2021, subject to obtaining the Clearing Permit from DWER and satisfying any conditions of the Permit that require action prior to works commencing.

## **6. Catalina Local Centre Site**

On 1 July 2020, the Joint Development Assessment Panel approved the amended design for the Local Centre Site on Lot 646 Aviator Boulevard in Catalina Central. The approved plans propose the construction of several shop tenancies (300m<sup>2</sup> net lettable area), 170m<sup>2</sup> café and a childcare centre with capacity for up to 81 children.

At the meeting on 8 October 2020, Council resolved to accept a change of ownership of Lot 646 to Auswide International Investments (Cardup) Pty Ltd, who specialise in the development of childcare and retail centres. The Council also accepted revised development milestones, including the requirement for the commencement of construction of the child care centre by 1 May 2021. A deed of agreement has been finalised with the new owner to commit it to the revised development milestones.

## **7. Coastal Dual Use Path, Burns Beach – Mindarie**

At its meeting in June 2019, the Council resolved to make a contribution of up to \$730,000 to the Cities of Joondalup and Wanneroo towards the construction of the Burns Beach-Mindarie Dual Use Path (DUP). The section of DUP through the coastal conservation reserve to the south of Catalina was completed by the Cities in December 2019. Construction of the section of DUP to the west of Catalina was completed in September 2020. Payment of the TRPC's contribution towards the completed work was recently made.

The timing for completion of the southern portion of the DUP at Peet's Burns Beach Estate is still to be determined.

## 8.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF SEPTEMBER & OCTOBER 2020

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**Responsible Officer:** Chief Executive Officer

**Attachments:** 1. Statement of Financial Activity for 30 September 2020  
2. Statement of Financial Activity for 31 October 2020

**Voting Requirements:** Simple Majority

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### RECOMMENDATION

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

- 30 September 2020; and
  - 31 October 2020.
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### PURPOSE

Submission of the Statement(s) of Financial Activity required under the *Local Government Act 1995*.

### LOCAL GOVERNMENT ACT/REGULATION

- *Local Government Act 1995*: Sect 6.4(1): Financial Report Required
- *Local Government (Financial Management) Regulations 1996*: Regulation 34 Composition of Report
- *Local Government (Financial Management) Regulations 1996*: Regulation 34 (5) Material Variance Reports [10%]
- *Local Government (Audit) Regulations 1996*: Regulation 14 Compliance Audit Item

### BACKGROUND

It is a mandatory requirement that the Council receives, reviews and records in the Regional Council's public minutes a statement of financial activity showing annual budget estimates and the figures for budget estimates, income and expenditure and variances at the end of each month. The report is also to show the composition of assets and other relevant information.

### COMMENT

The detailed Statements contained in the Appendices reflect the budget proposals and direction adopted by the Council.

It is noted that at its meeting of 26 November 2020, the Audit Committee resolved to receive and note the Statement of Financial Activity for September 2020.

Variations at 31 October 2020 exceeding 10% were experienced in relation to the following:

<b>Interest Earnings</b>	The negative variation is a result of lower interest rates.
<b>Other Revenue</b>	The positive variation relates to timing of trade-in of TPRC vehicle.
<b>Employee Costs</b>	The positive variation relates to timing of payments.
<b>Insurance</b>	The positive variation is a result of refund for Central Sales Office premium.
<b>Materials and Contracts</b>	The positive variation relates to consultancy fees and timing of payments.
<b>Other</b>	The positive variation relates to timing of payments.
<b>Utilities</b>	The positive variation relates to timing of payments.
<b>Income Sale of Lots - Subdivision</b>	The positive variance is a result of additional settlements for the year to date.
<b>Land Production Costs</b>	The positive variance relates to timing of payments.
<b>Profit Distribution / Contributions Returned</b>	The negative variation relates to timing of payments.

The information in the appendices is summarised in the tables following.

**Financial Snapshot as at 31 October 2020**

**TAMALA PARK REGIONAL COUNCIL  
FINANCIAL SNAPSHOT  
FOR THE PERIOD ENDING 31 OCTOBER 2020**

	2020-21	2020-21	2020-21	Variance		Variance
	Adopted Budget	Budget YTD	Actual YTD	Favourable	Unfavourable	
	\$	\$	\$	\$	\$	%
<b>REVENUE</b>						
Interest Earnings	645,000	257,999	204,487		(53,512)	-20.74%
Other Revenue	23,935	9,377	54,065	44,688		476.57%
	<b>\$668,935</b>	<b>\$267,376</b>	<b>\$258,552</b>	<b>\$44,688</b>	<b>(\$53,512)</b>	
<b>LESS EXPENDITURE</b>						
Depreciation	(55,287)	(18,428)	(18,965)		(537)	-2.91%
Employee Costs	(749,760)	(255,020)	(197,312)	57,708		22.63%
Insurance	(16,462)	(16,462)	(13,244)	3,218		19.55%
Interest	(511)	(225)	(226)			
Materials and Contracts	(222,769)	(69,268)	(43,021)	26,247		37.89%
Other	(177,078)	(44,270)	(37,647)	6,623		14.96%
Utilities	(6,500)	(2,168)	0	2,168		100.00%
<b>OTHER</b>						
Profit/(loss) on Disposal Of Asset	785	785	0		(785)	-100.00%
Purchase of Plant and Equipment	(86,300)	(69,300)	0	69,300		100.00%
<b>Members Equity</b>						
-Income Sale of Lots - Subdivisions	34,688,724	10,735,963	12,855,453	2,119,490		19.74%
-Income Other - Subdivisions	0	0	0			
-Land Production Costs	(31,190,377)	(6,238,556)	(3,945,917)	2,292,639		36.75%
-Profit distribution/Contributions Returned	(3,150,000)	(10,870)	(274,050)		(263,181)	
	<b>(\$965,535)</b>	<b>\$4,012,181</b>	<b>\$8,325,071</b>	<b>\$4,577,393</b>	<b>(\$264,503)</b>	
<b>Total Change in Equity</b>	<b>(\$296,600)</b>	<b>\$4,279,557</b>	<b>\$8,583,623</b>	<b>\$4,622,081</b>	<b>(\$318,015)</b>	

Balance Sheet Summary as at 31 October 2020

TAMALA PARK REGIONAL COUNCIL  
STATEMENT OF FINANCIAL POSITION  
AS AT 31 OCTOBER 2020

	Actual 2019-20 \$	Actual 2020-21 \$	Variance \$	Variance %
<b>Current assets</b>				
Cash and cash equivalents	45,290,954	53,868,072	8,577,118	18.94%
Trade and other receivables	224,125	325,057	100,932	45.03%
<b>Total current assets</b>	<b>45,515,079</b>	<b>54,193,129</b>	<b>8,678,050</b>	<b>19.1%</b>
<b>Non-current assets</b>				
Inventories	1,600,000	1,600,000	0	0.00%
Right of use assets	55,006	43,341	(11,665)	-21.21%
Property, plant and equipment	102,611	95,311	(7,300)	-7.11%
<b>Total non-current assets</b>	<b>1,757,617</b>	<b>1,738,652</b>	<b>(18,965)</b>	<b>-1.08%</b>
<b>Total assets</b>	<b>47,272,696</b>	<b>55,931,781</b>	<b>8,659,085</b>	<b>18.32%</b>
<b>Current liabilities</b>				
Trade and other payables	40,876	127,208	(86,332)	-211.20%
Lease Liabilities	55,420	44,550	10,870	19.61%
Provisions	267,083	267,082	1	0.00%
<b>Total current liabilities</b>	<b>363,379</b>	<b>438,840</b>	<b>(75,461)</b>	<b>-20.8%</b>
<b>Non-current liabilities</b>				
Lease Liabilities	0	0	0	0.00%
Provisions	9,418	9,418	0	0.00%
<b>Total non-current liabilities</b>	<b>9,418</b>	<b>9,418</b>	<b>0</b>	<b>0.00%</b>
<b>Total liabilities</b>	<b>372,797</b>	<b>448,259</b>	<b>(75,462)</b>	<b>-20.24%</b>
<b>Net assets</b>	<b>46,899,899</b>	<b>55,483,522</b>	<b>8,583,623</b>	<b>18.30%</b>

Investment Summary as at 31 October 2020

Term Deposits							
Maturity Date	Face Value (\$)	Rate	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)
9-Nov-20	3,000,000.00	1.6500%	AMP Bank	BBB	3,000,000.00	11-May-20	3,023,597.26
9-Nov-20	2,000,000.00	1.6500%	AMP Bank	BBB	2,000,000.00	11-May-20	2,015,731.51
30-Nov-20	2,000,000.00	1.4000%	Westpac Group	AA-	2,000,000.00	28-Apr-20	2,014,345.21
9-Dec-20	3,000,000.00	1.7000%	Macquarie Bank	A+	3,000,000.00	10-Mar-20	3,032,975.34
8-Feb-21	3,026,630.14	0.8000%	AMP Bank	BBB	3,026,630.14	11-Aug-20	3,032,069.78
16-Feb-21	3,000,000.00	1.3000%	Bank of Queensland	BBB+	3,000,000.00	20-May-20	3,017,630.14
3-Mar-21	4,000,000.00	0.7200%	National Australia Bank	AA-	4,000,000.00	1-Sep-20	4,004,813.15
10-Mar-21	3,000,000.00	0.6700%	National Australia Bank	AA-	3,000,000.00	15-Sep-20	3,002,588.22
23-Mar-21	3,000,000.00	0.6300%	Suncorp Bank	A+	3,000,000.00	22-Sep-20	3,002,071.23
14-Apr-21	3,000,000.00	0.6700%	National Australia Bank	AA-	3,000,000.00	15-Sep-20	3,002,588.22
28-Apr-21	500,000.00	1.7000%	Westpac Group	AA-	500,000.00	28-Apr-20	504,354.79
12-May-21	3,000,000.00	0.6700%	National Australia Bank	AA-	3,000,000.00	15-Sep-20	3,002,588.22
13-Jul-21	2,000,000.00	0.9500%	National Australia Bank	AA-	2,000,000.00	13-Jul-20	2,005,778.08
27-Jul-21	1,209,172.60	0.6000%	Bank of Queensland	BBB+	1,209,172.60	27-Oct-20	1,209,271.98
5-Aug-21	3,023,635.07	0.8500%	National Australia Bank	AA-	3,023,635.07	6-Aug-20	3,029,761.04
10-Aug-21	3,023,335.89	0.8500%	National Australia Bank	AA-	3,023,335.89	10-Aug-20	3,029,179.63
14-Oct-21	3,000,000.00	0.7000%	Westpac Group	AA-	3,000,000.00	14-Oct-20	3,001,035.62
26-Oct-21	3,000,000.00	0.6000%	Westpac Group	AA-	3,000,000.00	26-Oct-20	3,000,295.89
	<b>47,782,773.70</b>	<b>0.9582%</b>			<b>47,782,773.70</b>		<b>47,930,675.31</b>

### 8.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF SEPTEMBER & OCTOBER 2020

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**Responsible Officer:** Chief Executive Officer

**Attachments:** 1. Summary Payment List for September 2020  
2. Summary Payment List for October 2020

**Voting Requirements:** Simple Majority

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#### RECOMMENDATION

That the Council **RECEIVES** and **NOTES** the list of accounts paid under Delegated Authority to the CEO for the months of September and October 2020:

- **Month ending 30 September 2020 (Total \$605,065.43)**
  - **Month ending 31 October 2020 (Total \$1,768,246.65)**
  - **Total Paid - \$2,373,312.08**
- 

#### PURPOSE

Submission of payments made under the CEO's Delegated Authority for the months ending 30 September 2020 and 31 October 2020.

#### LOCAL GOVERNMENT ACT/REGULATION

- *Local Government Act 1995: Sect 5.42 - Delegation given for Payments*
- *Local Government (Financial Management) Regulations 1996: Regulation 13(1) - Monthly Payment list required*
- *Local Government (Audit) Regulations 1996: Regulation 13 - Compliance Audit Item*

#### BACKGROUND

A list of accounts paid under delegation or submitted for authorisation for payment is to be submitted to the Council at each meeting. It is a specific requirement of the Regulations that the list state the month (not the period) for which the account payments or authorisation relates.

#### COMMENT

Payments made are in accordance with authorisations from Council, approved budget, TPRC procurement and other relevant policies.

Payments are reviewed by TPRC Accountants Moore Australia following completion of each month's accounts.

## 8.4 PROJECT FINANCIAL REPORT – OCTOBER 2020

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**Responsible Officer:** Chief Executive Officer

**Attachments:** Letter from Satterley Property Group dated 24 November 2020 with Financial Report

**Voting Requirements:** Simple Majority

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### RECOMMENDATION

**That the Council RECEIVES the Project Financial Report (October 2020) submitted by the Satterley Property Group.**

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### PURPOSE

To consider the Project Financial Report for October 2020 submitted by the Satterley Property Group.

### POLICY REFERENCE

N/A

### LOCAL GOVERNMENT ACT/REGULATION

N/A

### PREVIOUS MINUTES

N/A

### FINANCIAL/BUDGET IMPLICATIONS

Review of Project Financial Report for October 2020.

### BACKGROUND

At its meeting of 18 June 2020, the Council approved the Project Budget FYE 2021, submitted by the Satterley Property Group, as the basis of financial planning for the TPRC Budget FYE 2021.

The Development Manager's Key Performance Indicators 2020 - Governance, requires the preparation of monthly progress reports.

### COMMENT

The Satterley Property Group has prepared a Financial Report for October 2020 for the Project. The report has been prepared on a cash basis and compares actual expenditure to approved budget expenditure for the period up to 31 October 2020 and is attached at Appendix 8.4.

The Financial Report identifies the following main areas of variance:

1. Settlement revenue was \$13.01M which is \$2.27M favorable to budget with eight more residential settlements for the year to date.
2. Expenditure was \$3.05M under budget, in the following areas:
  - Lot Production \$1.49M;
  - Infrastructure \$0.80M;
  - P&L expenditure \$0.66M.
3. Lot Sales Value was \$20.79M which is \$1.34M favourable to budget due to higher average selling price per lot, partially offset by two less lots sold year to date.

The Satterley Property Group Financial Report provides greater details on the variations.

Satterley Property Group representatives will be in attendance to present the report.

## 8.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 3 DECEMBER 2020

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**Responsible Officer:** Manager Project Coordination

**Attachments:** Staging Plan

**Voting Requirements:** Simple Majority

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### RECOMMENDATION

**That the Council RECEIVES the Sales and Settlement Report to 3 December 2020.**

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### PURPOSE

To advise the Council of the status of sales, settlements and sales releases.

### Policy Reference

N/A

### Local Government Act/Regulation

*Local Government Act 1995: Sect 3.58 – Disposal of Property.*

### Previous Minutes

N/A

### Financial/Budget Implications

Income under this matter will be posted under item I145011 (Income on Lot Sales):

Budget Amount:	\$ 34,688,724
Received to Date:	\$ 12,847,019
Balance:	\$ 21,841,705

### BACKGROUND

The Sales and Settlement Report provides the Council with a status update of sales and settlements for the Project.

The Staging Plan provided under Appendix 8.5 identifies the extent of the stage boundaries referenced within the report.

### COMMENT

Table 1 provides a summary of the Catalina Estate Sales and Settlement position for lots released up to 3 December 2020.

**Table 1: Summary of Sales and Settlement of Lots – Catalina Estate**

Stage/ Release Date	Release Date	Lots Released	Lot Sizes (m <sup>2</sup> )	Sold*	Stock	Settled
Completed Stages	-	844	174 - 658	844	0	844
Stage 16A	Aug-20	17	375 - 450	15	2	0
Stage 17A	Oct-16	25	300 - 510	25	0	25
Stage 17B (1)	Nov-17	18	300 - 450	18	0	18
Stage 17B (2)	Sep-19	8	245 - 450	8	0	6
Stage 17B (3)	Apr-20	10	300 - 450	8	2	8
Stage 18B	Mar-17	31	200 - 474	31	0	30
Stage 25 & DV3	May-17	21	300 - 450	21	0	21
Stage 25 & DV3	Sep-18	5	277 - 450	5	0	4
Stage 26 (1)	Jun-20	11	300 - 539	11	0	6
Stage 26 (2)	Apr-19	8	300 - 486	8	0	7
Stage 26 (3)	Dec-19	7	367 - 481	7	0	6
Stage 26 (4)	Dec-19	9	315 - 539	9	0	6
Stage 26 (5)	Apr-19	3	443 - 450	3	0	3
Stage 27A (1)	Aug-20	12	225 - 450	10	2	0
Stage 27A (2)	Sep-20	8	300 - 450	8	0	0
Stage 28 (1)	Nov-20	10	357 - 450	2	8	0
<b>Total</b>		<b>1047</b>	<b>174 - 658</b>	<b>1033</b>	<b>14</b>	<b>984</b>

**Table 2: Summary of Net Sales for FYE 2021 against Budget – Catalina Estate**

	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Jan	Feb	Mar	Apr	May	Jun	FYE 21
<b>Budget</b>	35	15	9	7	6	5	<b>72</b>	7	7	7	7	7	7	<b>119</b>
<b>Actual</b>	34	3	16	10	9	0	<b>72*</b>							
<b>Variance</b>	-1	-12	7	3	3	-5	<b>0</b>							

\* Includes 2 sales contracts pending advertising and acceptance.

The Project currently holds 46 contracts, one unconditional, 43 conditional and two pending acceptance.

The Project has a current released stock position of 14 lots, comprised of the following:

Stage 16A (Central Precinct) – 2 lots (under construction)

Stage 17B (Central Precinct) – 2 lots (titled)

Stage 27A (Beach Precinct) – 2 lots (under construction)

Stage 28 (Beach Precinct) – 8 lots (under construction)

**Table 3: Summary of Settlements for FYE 2021 against Budget – Catalina Estate**

	Jul	Aug	Sep	Oct	Nov	Dec	YTD	Jan	Feb	Mar	Apr	May	Jun	FYE 21
<b>Budget</b>	7	5	10	11	22	9	<b>64</b>	14	12	11	4	5	7	<b>117</b>
<b>Actual</b>	3	9	11	18	6	1	<b>48</b>							
<b>Variance</b>	-4	4	1	7	-16	-8	<b>-16</b>							

## Northern Corridor Estates Analysis

Table 4 provides a summary of sales at developments in the northern corridor.

**Table 4: Summary of Sales in Northern Corridor (November 2019 to October 2020)**

ESTATE	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	12 Month Total Sales
<b>NORTH-WEST METRO</b>													
Alkimos Beach (Alkimos)	7	2	5	1	3	2	8	43	20	5	0	7	103
Alkimos Vista (Alkimos)	1	3	1	1	4	0	1	28	17	13	3	2	74
Allara (Eglinton)	1	-3	1	1	4	1	2	29	9	14	13	2	74
Amberton (Eglinton)	0	5	3	8	1	3	13	41	30	24	15	18	161
Beaumaris (Iluka)	0	0	1	12	0	0	0	5	2	0	0	3	23
Burns Beach (Burns Beach)	1	0	1	3	0	1	1	86	0	0	0	0	93
<b>Catalina (Clarkson-Mindarie)</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>3</b>	<b>3</b>	<b>1</b>	<b>4</b>	<b>6</b>	<b>34</b>	<b>3</b>	<b>16</b>	<b>10</b>	<b>84</b>
East of the Beach (Eglinton)	-1	1	0	5	2	0	2	32	18	4	0	-1	62
Eden Beach (Jindalee)	8	3	6	21	6	0	11	32	20	22	7	8	144
Kinross (Kinross)	1	1	1	2	1	0	3	0	0	0	0	0	9
Shorehaven (Alkimos)	2	2	4	14	10	8	12	62	14	26	5	10	169
Trinity (Alkimos)	18	8	3	6	5	5	5	43	20	25	20	8	166
<b>TOTAL</b>	<b>40</b>	<b>23</b>	<b>27</b>	<b>77</b>	<b>39</b>	<b>21</b>	<b>62</b>	<b>407</b>	<b>184</b>	<b>136</b>	<b>79</b>	<b>67</b>	<b>1162</b>
<b>CATALINA SHARE (%)</b>	<b>5 %</b>	<b>4.35 %</b>	<b>3.70 %</b>	<b>3.90 %</b>	<b>7.69 %</b>	<b>4.76 %</b>	<b>6.45 %</b>	<b>1.47 %</b>	<b>18.5 %</b>	<b>2.2 %</b>	<b>20.2 %</b>	<b>14.9 %</b>	<b>7.22%</b>

Note 1: Satterley reporting is based on 'mid-month' sales period.

Note 2: Satterley has expressed caution that these sales results are indicative only based on information obtained in the marketplace and supplied on a voluntary basis.

Table 5 provides a summary of available stock in the northern corridor. 375m<sup>2</sup> lots available in Catalina Beach range in price from \$350,000 to \$355,000 and 450m<sup>2</sup> lots are priced at \$400,000. The three lots available in Catalina Central range in size from 333m<sup>2</sup> to 432m<sup>2</sup> and are priced at \$250,000 to \$282,000.

**Table 5: Summary of Price of Available Lots in Northern Corridor Estates**

Estate	225sqm Price (\$)	300sqm Price (\$)	375sqm Price (\$)	450sqm Price (\$)	500sqm + Price (\$)	Total Dwellings	Stock
Allara	n/a	n/a	185,000	215,000	n/a	3,405	5
Alkimos Beach	155,000	n/a	257,000-262,000	290,000	310,000-325,000	2,413	29
Amberton	n/a	163,000	251,000-257,000	282,000-294,000	246,000- 324,000	2,500	26
Burns Beach	n/a	n/a	n/a	n/a	510,000 – 570,000	1,580	10
Catalina Central	n/a	n/a	n/a	n/a	n/a	2,480	4
Catalina Beach	n/a	n/a	350,000	400,000	n/a		10
Eden Beach	185,000	228,000	275,000	315,000-325,000	335,000-347,000	1,100	18
Kinross	n/a	n/a	n/a	n/a	n/a	67	1
Shorehaven	182,000-222,000	210,000	249,000-265,000	279,000-285,000	n/a	2,800	36
Trinity	n/a	190,000-225,000	210,000	n/a	n/a	2,500	25

## **Lot Releases**

### Stage 16A – Catalina Central

17 lots have been released for sale in Stage 16A, ranging in area from 375m<sup>2</sup> to 450m<sup>2</sup>. Two lots are available for sale.

### Stage 27A - Catalina Beach

20 lots have been released in Stage 27A, ranging in area from 225m<sup>2</sup> to 450m<sup>2</sup>. Two lots are available for sale.

Stage 16A and 27A lots are expected to be titled in December 2020.

### Stage 28 – Catalina Beach

10 lots in Stage 28 were released on 14 November 2020, ranging in area from 357m<sup>2</sup> to 450m<sup>2</sup>. No sales have been made to date.

It is proposed that Stage 28 will also include nine lots to be allocated for a new builders' display village fronting Marmion Avenue. Satterley is currently preparing to call for expressions of interest from builders to secure lots in the village.

## **Sales and Settlements**

Sales and settlements achieved during September and October 2020 exceeded budget forecasts. The number of settlements achieved in November was less than budgeted.

A high proportion of contracted purchasers have sought extensions to finance approval, consistent with similar projects in Perth, which has impacted the number of settlements being achieved. The main reason for extension requests is delays with builders producing building plans and contracts, with contracts taking an average of 12 weeks to complete, even with minimal or no structural changes. Lenders are taking approximately 7-15 business days to assess finance applications. This is being monitored with purchasers, builders and lenders.

The Project is experiencing only a small number of cancellations resulting from finance applications being declined. Four cancellations occurred in September, nil cancellations in October, four cancellations in November and one to date in December. Satterley advises that there is a prospect of an increase in cancellations in coming months as finance applications associated with the large number of contracts on hand from the sales achieved between May and July are determined.

## **Changes to State and Federal Government Building Stimulus Grant**

The State Government recently announced that it will allow purchasers seeking to claim the \$20,000 building stimulus grant additional time to commence construction. Under the initial terms of the program, site works needed to start within six months of a building contract being signed for a purchaser to be eligible for the grant. This timeframe has been extended to 12 months in recognition of the current high demand on the building industry.

The Federal Government has followed the State Government initiative of extending the timeframes required to commence construction to six months. This extension also acknowledges the current high demand on the building industry.

The Federal Government has also extended the deadline by which purchasers are required to have entered into a building contract from 31 December 2020 to 31 March 2021, however, it has reduced the grant amount from \$25,000 to \$15,000 for building contracts signed after 1 January 2021.

Purchasers are still required to have entered into a building contract by 31 December 2020 to obtain the State Government grant.

## **Marketing**

Current project marketing is focussed on lead generation and brand awareness campaigns through social media advertising (primarily Google and Facebook). These campaigns are running to Christmas 2020, supported by ongoing website search engine optimisation (SEO) programs.

## 8.6 ANNUAL REPORT FOR THE YEAR ENDING 30 JUNE 2020

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<b>Responsible Officer:</b>	Chief Executive Officer
<b>Attachments:</b>	TPRC Annual Report 2019/2020
<b>Voting Requirements:</b>	Absolute Majority

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### RECOMMENDATION

**That the Council ADOPTS the Annual Report of the Tamala Park Regional Council for the FYE 2020.**

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### PURPOSE

To review the Annual Report for the TPRC for the FYE 2020.

### POLICY REFERENCE

N/A

### LOCAL GOVERNMENT ACT/REGULATION

- *Local Government Act 1995*: S5.3 Requires Local Government to prepare an annual report, with prescribed inclusions, for each financial year.
- *Local Government Act 1995*: S5.4 Requires Local Government to accept the Annual Report by 31 December.
- *Local Government Act 1995*: S5.5 requires availability of report to be advertised following report adoption by Local Government.
- *Local Government (Audit) Regs 1996*: Reg 14 Compliance Audit Item.

### PREVIOUS MINUTES

- Council Meeting - 5 December 2019 (Item 9.9 - Annual Report)
- Council Meeting - 6 December 2018 (Item 9.8 - Annual Report)
- Council Meeting - 7 December 2017 (Item 9.9 - Annual Report)

### BACKGROUND

The Council has a statutory obligation to provide an Annual Report of its operations including the following:

- Report by the Chair of the Council;
- Report by the CEO;
- Detail of completion of statutory requirements;
- The Audit Report and completed Financial Report of the Council for the year under review.

The Annual Report is to be made available for public inspection.

**COMMENT**

The TPRC Annual Report for the FYE 2020 will be the fourteenth Annual Report produced by the Council. The Annual Report contains information on the Council formation and operation, the Tamala Park Project and major activities of the TPRC. The Annual Report is attached at Appendix 8.6.

The Annual Report is required to be adopted by the Council by 31 December in each year and a copy of the adopted report must be provided to the Executive Director of the Department of Local Government, Sport and Cultural Industries.

The Annual Report is an opportunity to provide information on the work of the TPRC and the Tamala Park Project.

The Annual Report contains the Audit Report and the Annual Financial Report, for the year ending 30 June 2020, both of which have been completed. The Audit Report and the Annual Financial Report were approved for inclusion in the Annual Report by Council at its 8 October 2020 meeting.

## 8.7 DELEGATION AUTHORITY 2020

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<b>Responsible Officer:</b>	Chief Executive Officer
<b>Attachments:</b>	TPRC Delegation Register 2020 (December 2020)
<b>Voting Requirements:</b>	Absolute Majority

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### RECOMMENDATION

**That the Council APPROVES the Delegation Register 2020 (December 2020).**

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### PURPOSE

To request the Council to approve the Delegation Register 2020 (December 2020).

### POLICY REFERENCE

N/A

### LOCAL GOVERNMENT ACT/REGULATION

*Local Government Act 1995*: Sect 5.42 – Delegation to CEO; Sect 5.46(2) – Review of Delegation.

### PREVIOUS MINUTES

- Council Meeting – 5 December 2019 (Item 9.10 – Delegation Authority 2019)
- Council Meeting – 6 December 2018 (Item 9.9 – Delegation Authority 2018)
- Council Meeting – 7 December 2017 (Item 9.10 – Delegation Authority 2017)

### BACKGROUND

The *Local Government Act 1995* provides that the Council may delegate powers to the CEO who, in turn, may delegate to other officers. Section 5.46(2) of the Act requires that the Council review the Delegations annually.

At its meeting of 5 December 2019, the Council considered and approved the Delegation Register 2019.

### COMMENT

The Delegation Register (December 2020) has been reviewed as required by the *Local Government Act 1995*.

Changes are proposed to Delegations 7 and 36 to modify the Tender value to \$250,000 consistent with *Reg 11(1) Local Government (Functions and General) Regulations 1996*.

## 8.8 CORPORATE BUSINESS PLAN 2020-2024

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<b>Responsible Officer:</b>	Chief Executive Officer
<b>Attachments:</b>	Corporate Business Plan 2020-2024
<b>Voting Requirements:</b>	Simple Majority

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### RECOMMENDATION

**That the Council APPROVES the Corporate Business Plan 2020-2024.**

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### PURPOSE

To consider approval of the Corporate Business Plan 2020-2024.

### POLICY REFERENCE

N/A

### LOCAL GOVERNMENT ACT/REGULATION

- *Local Government Act 1995*: S5.5 requires availability of report to be advertised following report adoption by Local Government.
- *Local Government (Audit) Regs 1996*: Reg 14 Compliance Audit Item.

### PREVIOUS MINUTES

- Council Meeting - 20 February 2020 (Item 8.10 - Strategic Community Plan)
- Council Meeting - 18 April 2019 (Item 9.6 - Strategic Community Plan)

### FINANCIAL/BUDGET IMPLICATIONS

Expenditure for report preparation will be incurred under the following item:

Item E145208 (Consultants):

Budget Amount:	\$ 415,819
Spent to Date:	\$ 98,007
Balance:	\$ 317,812

### BACKGROUND

The Department of Local Government's Integrated Planning and Reporting Framework, requires all local governments to prepare a Corporate Business Plan.

The Department of Local Government's Integrated Planning and Reporting Framework does not exempt Regional Councils from the preparation of a Corporate Business Plan.

The process to develop the Corporate Business Plan is prescribed within the *Local Government (Administration) Regulations 1996*, with further guidance within the Department of Local Government's Integrated Planning and Reporting Framework and Advisory Standards.

At its meeting of June 2013 Council approved the Corporate Business Plan 2013-2017.

At its meeting of February 2020, the Council approved the Strategic Community Plan 2019-2029. The TPRC Strategic Community Plan 2019-2029 sets the strategic direction for the TPRC for the next ten years. The Strategic Community Plan is the overarching TPRC document that sets out the vision, aspirations and objectives of the community in the district. The Strategic Community Plan 2019-2029 contains objectives and strategies to achieve the TPRC vision for the Tamala Park Project.

The Corporate Business Plan is a business planning tool that translates the Council's priorities from the Strategic Community Plan 2019 - 2029 into operations within the resources available.

### **COMMENT**

Learning Horizons (Helen Hardcastle) was commissioned to review and prepare the Corporate Business Plan 2020-2024 in the light of the Council approved Strategic Community Plan 2019-2029. The review of the Corporate Business Plan 2013-2017 was undertaken in accordance with the Department of Local Government's Integrated Planning and Reporting Framework.

The Corporate Business Plan 2020-2024 reflects the strategic direction set by the Strategic Community Plan 2019-2029. It outlines the four-year program for the TPRC and will assist in guiding the delivery of aspirations and objectives from the Strategic Community Plan 2019 - 2029 and the integration of resources.

The Corporate Business Plan 2020-2024 has been informed by the following documents:

- Strategic Community Plan 2019-2029;
- Long Term Financial Plan 2019–2030;
- Annual Budget FYE 2021;
- Risk Management Framework (2020);
- Workforce Plan 2020; and
- Strategies endorsed by the TPRC.

The Corporate Business Plan is focused on the five (5) themes of the Strategic Community Plan, listed below, and details actions/programs over the next four years for implementation.

1. Built Environment
2. Environment
3. Social
4. Economic
5. Governance & Corporate Accountability

The Corporate Business Plan 2020-2024 includes measures which will be used to monitor the progress in achieving strategic objectives and will be published in the TPRC Annual Report. However, monitoring throughout the year is to be undertaken to track the progress of programs and projects and take corrective and preventive action if required. These include the following:

- Sales Reporting;
- Monitoring of KPI's and project milestones;
- Financial monitoring and reporting;

- Community Satisfaction Surveys;
- Monitoring and interaction on the TPRC's website.

The Corporate Business Plan 2020-2024 reflects the strategic direction set by the Strategic Community Plan 2019-2029 and is recommended for Council endorsement.

## 8.9 ELECTED MEMBER ALLOWANCES

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<b>Responsible Officer:</b>	Chief Executive Officer
<b>Attachments:</b>	Salaries & Allowances Tribunal Determination (April 2020)
<b>Voting Requirements:</b>	Absolute Majority

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### RECOMMENDATION

That the Council APPROVES:

1. An Annual Allowance for the Chair of the Council to be \$20,063 per annum.
  2. An Annual Attendance fee for the Chair of the Council to be \$15,839 per annum.
  3. An Annual Allowance for the Deputy Chair of the Council to be 25% of the amount paid to the Chair per annum.
  4. An Attendance fee for Council members to be an amount of \$10,560 per annum.
  5. Council members not being entitled to claim separate telecommunications, IT allowances or travelling allowance to meetings.
  6. Elected member allowances being made quarterly in arrears.
- 

### PURPOSE

To consider elected member fees and allowances.

### LOCAL GOVERNMENT ACT/REGULATION

- *Local Government Act 1995*: Section 5.98 Elected Member Allowances
- Regulation 33
- Regulation 34
- *Local Government Administration Regulations*

### PREVIOUS MINUTES

- Council Meeting – 5 December 2019 (Item 9.12 - Elected Member Allowances)
- Council Meeting – 16 June 2016 (Item 9.13 - Elected Member Allowances)

### BACKGROUND

The Salaries and Allowances Tribunal is required by Section 7B(2) of the *Salaries and Allowances Act 1975* to inquire into and determine the amount of fees for attendance at meetings, the amount of expenses and the amount of allowances to be paid under the *Local Government Act* to Elected Council Members.

At its meeting of 5 December 2019, the Council considered a report on the Salaries and Allowances Tribunal review of fees, allowances and expenses for Elected Council Member of Local Governments and resolved as follows:

1. *An Annual Allowance for the Chair of the Council to be \$20,063 per annum.*
2. *An Annual Attendance fee for the Chair of the Council to be \$15,839 per annum.*
3. *An Annual Allowance for the Deputy Chair of the Council to be 25% of the amount paid to the Chair per annum.*
4. *An Attendance fee for Council members to be an amount of \$10,560 per annum.*
5. *Council members not being entitled to claim separate telecommunications, IT allowances or travelling allowance to meetings.*
6. *Elected member allowances being made quarterly in arrears.*

The Council decision of December 2019 was consistent with the Salaries and Allowances Tribunal April 2019 review of fees, allowances and expenses for Elected Council Member of Local Governments.

**COMMENT**

The Salaries and Allowances Tribunal (SAT) undertook a review in April 2020 of fees for attendance at meetings, the amount of expenses and the amount of allowances to be paid under the *Local Government Act* to Elected Council Members, as required by Section 7B(2) of the *Salaries and Allowances Act 1975*. There have been no changes to the salaries and allowances approved by the SAT from 2019.

The SAT determination (April 2020) on Meeting Attendance Fees and Annual Attendance Fees is as follows:

Meeting Attendance Fees

The range of fees in the table below applies where a regional local government decides to pay a Council member a fee for attendance at meetings.

Council meeting fees per meeting:

	Council Member other than the Chair		Council Member who holds the Office of Chair	
	Minimum	Maximum	Minimum	Maximum
All Regional Councils	\$91	\$238	\$91	\$490

Committee meeting and prescribed meeting fees per meeting:

Council Member including Chair		
	Minimum	Maximum
All Regional Councils	\$46	\$119

**Annual Attendance Fees**

The Council can resolve to pay Council members an Annual Attendance Fee (section 5.98(1) LGA) for Council members who attend council or committee meetings, in lieu of paying Meeting Attendance Fees.

Annual attendance fees:

	<b>Council Member other than the Chair</b>		<b>Council Member who holds the Office of Chair</b>	
	Minimum	Maximum	Minimum	Maximum
All Regional Councils	\$1,795	\$10,560	\$1,795	\$15,839

Annual Allowance for the Chair of a Regional Council:

<b>Annual Allowance for Chair</b>		
	Minimum	Maximum
All Regional Councils	\$513	\$20,063

The Annual Allowance for a Deputy Chair is 25% of the Chair Allowance.

The Council can either determine to pay elected members Meeting Attendance Fees (a fee paid for attendance at meetings) or Annual Attendance Fees. Should Council elect to pay elected members Annual Attendance Fees, then it is unable to pay a deputy member (alternate member) for attending a Council meeting in place of a Council member.

The Council has previously approved the payment of Annual Attendance Fees to Councillors instead of Meeting Attendance Fees. It has also adopted a practice of setting the member fees at a level that covers the alternative allowances that might be paid for travel, telephone and communication and agreed that the permitted maximum fee prescribed by Local Government legislation be paid to Council Members.

**CONCLUSION**

As reported, the Council can either determine to pay elected members Meeting Attendance Fees (a fee paid for attendance at meetings) or Annual Attendance Fees.

Should Council wish to pay a deputy member (alternate member) for attending a Council meeting in place of a Council member then it would be required to resolve to pay elected members Meeting Attendance Fees in accordance with the Salaries and Allowances Tribunal determination (April 2020) as detailed in the report.

## 8.10 REVIEW OF PURCHASER TERMS AND CONDITIONS

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<b>Responsible Officer:</b>	Manager Project Coordination
<b>Attachments:</b>	Satterley Property Group Letter (dated 7 November 2020): Catalina Estate – Review of Purchaser Terms and Conditions
<b>Voting Requirements:</b>	Simple Majority

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### RECOMMENDATION

That the Council:

1. **APPROVES** the following Purchaser Terms/Conditions and Incentives for all public and builder release lots for the period December 2020 to December 2021:
    - 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 for Catalina Central and a \$5,000 deposit to be used in the Sales Contracts for Catalina Beach.**
    - 1.3 **A finance approval period of 60 days for Catalina Central and 45 days for Catalina Beach, 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 1.5kW capacity photovoltaic solar power system.**
    - 1.7 **Side and rear boundary fencing (behind the building line).**
    - 1.8 **A \$1,000 rebate for all homes in Catalina Central and Beach Precincts which 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 Design Guidelines within 18 months of settlement for single storey homes and 24 months of settlement for two storey homes.**
  2. **REQUESTS** the Satterley Property Group to provide a report on the recommended Purchaser Terms/Conditions and Incentives for public release and builder release lots for Catalina Grove prior to the launch of lot sales in this Precinct.
  3. **REQUESTS** the Satterley Property Group to review the Purchaser Terms/Conditions and Incentives for all other public release lots and provide a report to the Council for consideration in December 2021.
- 

### PURPOSE

To consider the purchaser Terms/Conditions and Incentives for the sale of lots for the period December 2020 to December 2021.

## **POLICY REFERENCE**

N/A

## **LOCAL GOVERNMENT ACT/REGULATION**

*Local Government Act 1995: Sect 3.58 – Disposal of Property.*

## **PREVIOUS MINUTES**

Council Meeting – 5 December 2019 (Item 9.6 Review of Purchaser Terms and Conditions)

## **FINANCIAL/BUDGET IMPLICATIONS**

Expenditure under this matter will be incurred under the following budget items:

Item E145216 (Direct Selling Expenses):

Budget Amount:	\$ 2,891,698
Spent to Date:	\$ 1,063,818
Balance:	\$ 1,827,880

## **BACKGROUND**

At its meeting of 5 December 2019, the Council approved the following Purchaser Terms/Conditions and Incentives to apply to the sale of lots in Catalina Estate between December 2019 and December 2020:

- 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 for Catalina Central and a \$5,000 deposit to be used in the Sales Contracts for Catalina Beach.
- 1.3 A finance approval period of 60 days for Catalina Central and 45 days for Catalina Beach, 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 post occupancy Home Energy Assessment for all new homes (up to 31 August 2020, after which time its continuation will be considered following the conclusion of the 12-month trial of this initiative).
- 1.6 A waterwise landscaping package to the front garden, as per the package values approved by Council in the Front Landscaping Tender 02/2019 LD Total Proposal (dated February 2019).
- 1.7 A \$2,000 rebate for all homes constructed with a minimum 1.5kW capacity photovoltaic solar power system.
- 1.8 Side and rear boundary fencing (behind the building line).
- 1.9 A \$1,000 rebate for all homes in Catalina Central and Beach Precincts which include appropriate WELS rated fittings and fixtures.
- 1.10 Sales incentives (Items 1.6 – 1.9) subject to homes being constructed in accordance with the approved Catalina Design Guidelines within 18 months of settlement for single storey homes and 24 months of settlement for two storey homes.

The Council also requested the Satterley Property Group (Satterley) to review the Purchaser Terms/Conditions and Incentives for public release and builder release lots and provide an interim report to the Council in June 2020 and a final report for consideration in December 2020.

## COMMENT

Satterley has reviewed the Purchaser Terms/Conditions and Incentives for public releases and provided recommendations for the Council's consideration. A copy of Satterley's correspondence (dated 3 November 2020) is attached under Appendix 8.10.

Satterley has indicated the following in respect to Catalina Central:

- The majority of sales are being sourced through builder contracts, which usually involves the purchaser obtaining finance for a house and land package. Builders are generally requiring up to 90 days for finance approval to allow for the preparation of house plans and the loan application approval process. Satterley recommends maintaining a 60-day finance approval period.
- The \$2,000 deposit has been well-received by prospective purchasers since the deposit requirement was relaxed from \$5,000 in August 2015. The reduced deposit brought Catalina into line with a number of competing estates.
- A 21-day settlement period from the time of titles being issued or finance approval being obtained (whichever is the later) has worked well.

Satterley has indicated the following in respect to Catalina Beach:

- A 45-day finance approval term should remain, as this is comparable with other premium coastal estates. House and land packages in Catalina Beach are typically of a higher value than in Catalina Central and this timeframe assists in identifying qualified and finance-ready purchasers.
- The \$5,000 deposit ensures that committed and qualified purchasers register for lots and helps to mitigate the risk of prospective purchasers with insufficient borrowing capacity registering and subsequently being unable to obtain finance approval.
- A 21-day settlement period from the time of titles being issued or finance approval being obtained (whichever is the later) has worked well.

Satterley considers that the current Purchaser Terms/Conditions have operated well during the last twelve months and has recommended that they be maintained for the period between December 2020 and December 2021.

The following sales incentives are currently offered to purchasers:

- A waterwise landscaping package to the front garden.
- A \$2,000 rebate for all homes constructed with a minimum 1.5kW capacity photovoltaic solar power system.
- Side and rear boundary fencing (behind the building line).
- A \$1,000 rebate for all homes in Catalina Central and Beach Precincts which include appropriate WELS rated fittings and fixtures.
- A post occupancy Home Energy Assessment for all new homes

Satterley considers that the current Sales Incentives have been well received by purchasers, incentivise the early construction of homes, encourage sustainability and promote quality of

streetscapes. It has recommended the Home Energy Assessment rebate be removed as there has been no take up by purchasers during the 12-month trial period.

Satterley has recommended that the Purchaser Terms/Conditions and Incentives for the Catalina Grove Precinct be reviewed closer to the Precinct's launch.

## **CONCLUSION**

Satterley has recommended that the current Purchaser Terms/Conditions and Incentives be maintained for the period between December 2020 and December 2021, noting the removal of the post occupancy Home Energy Assessment for all new homes. The current Purchaser Terms/Conditions and Incentives for public release lots have operated well over the last 12 months under varying market conditions.

The recommended Purchaser Terms/Conditions and Incentives generally reflect industry and competing estates' standards. They are considered appropriate in qualifying purchasers entering into the purchase of a lot, while recognising the timeframes typically involved in obtaining finance approval. It is recommended that the current Purchaser Terms/Conditions and Incentives be maintained for December 2020 – December 2021, as recommended by Satterley.

The costs associated with the Purchaser Terms/Conditions and Incentives are accommodated in the approved TPRC Budget FYE 2021.

For lots in Catalina Grove it is recommended that Satterley be requested to provide a report on the recommended Purchaser Terms/Conditions and Incentives for Council's consideration prior to the launch of lot sales in this Precinct.

It is further recommended that Satterley be requested to review the Purchaser Terms and Conditions for all other lots for Council's consideration in December 2021.

## 8.11 PROJECT BUDGET FYE 2021 – MID-YEAR REVIEW

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<b>Responsible Officer:</b>	Chief Executive Officer
<b>Attachments:</b>	Satterley Property Group correspondence: Catalina FYE 2021 Mid-Year Budget Review (dated 3 November 2020)
<b>Voting Requirements:</b>	Simple Majority

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### RECOMMENDATION

**That the Council RECEIVES the FYE 2021 Mid-Year Budget Review, submitted by the Satterley Property Group (November 2020), and that it be used as the basis for financial planning for the TPRC Mid-Year Budget FYE 2021.**

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### PURPOSE

To consider a report on the FYE 2021 Mid-Year Budget Review prepared by the Satterley Property Group.

### POLICY REFERENCE

N/A

### LOCAL GOVERNMENT ACT/REGULATION

N/A

### PREVIOUS MINUTES

Council Meeting – 20 August 2020 (Item 9.6 - Project Budget FYE 2020)

### FINANCIAL/BUDGET IMPLICATIONS

Mid-Year Review of approved Project Budget FYE 2021 (August 2020).

### BACKGROUND

At its meeting of 20 August 2020, the Council approved the Project Budget FYE 2020, submitted by the Satterley Property Group (Satterley), as the basis of financial planning for the TPRC Budget FYE 2021.

### COMMENT

Satterley has undertaken a Mid-Year Budget Review of the approved Project Budget FYE 2021, correspondence dated 3 November 2020. The Satterley FYE 2021 Mid-Year Budget Review provides an updated forecast of the Project Budget FYE 2021 in relation to the main budget assumptions such as income, sales rates and development costs and escalation. The Review considers current property market conditions, the latest sales/settlement information, approvals status, construction program and expenditure estimates.

The Satterley FYE 2021 Mid-Year Budget Review addresses the following:

- Market Commentary;
- Budget Comparisons;
- Operations for FYE 2021;
- Review of FYE 2021;
- Key Risks for achieving FYE 2021 Budget;
- Cash Requirement, Capital Return and Profit Distribution Capacity.

The Satterley FYE 2021 Mid-Year Budget Review correspondence is attached at Appendix 8.11.

Satterley considers that there is still significant uncertainty, which will remain in the absence of a COVID-19 vaccine and will lead to soft market conditions. Whilst the Government stimulus measures for housing construction have significantly boosted land sales, the initial rush has reduced. Satterley has forecast a reduction in lot sales and settlements for FYE 2021 and a consequential reduction in Lot Income of \$4.47M.

The following table outlines Satterley’s forecast for FYE 2021 in terms of Income, Development Costs, Distributions, Cash Position and Variances between the approved Project Budget FYE 2021 and the FYE 2021 Mid-Year Budget Review.

	<b>Mid-Year Review FYE 2021</b>	<b>Project Budget FYE 2020</b>	<b>Variance</b>
Gross Income	\$27.33M	\$31.80M	-\$4.47M
Development Costs	\$26.39M	\$28.20M	\$1.82M
Distributions	\$3.00M	\$3.00M	\$0.00M
Cashflow	\$0.95M	\$3.59M	-\$2.65M

The Satterley FYE 2021 Mid-Year Budget Review forecasts the following key variations:

- Lot sales forecast at 94 lots, a reduction of 25 lots;  
Reduction in sales for Stage 18 Group Housing Site and Stage 28 (Beach Precinct).
- Settlements forecast at 95 lots, a reduction of 22 lots;
- Lot Income forecast at \$27.33M, a reduction of \$4.47M;
- Direct selling expenses are (\$0.2M) higher due to unused rebates in FYE 2020 carried forward FYE 2021;
- Development Costs forecast at \$26.39M, a reduction of \$1.82M;  
Primarily associated with delay in the commencement/payments for Infrastructure works for the Connolly Drive Green Link Intersection, Portofino Promenade Extension and the Foreshore Access Road;
- Landscaping works forecast at \$1.15M, a reduction of \$0.52M;  
Primarily associated with the deferral of Stage 16 verge works and Bore 6 works to FYE 2022;
- Annual Project Cashflow forecast at \$0.95M, a reduction of \$2.65M.

Distribution to member local governments remains unchanged at \$3.0M for FYE 2021.

## CONCLUSION

The Satterley FYE 2021 Mid-Year Budget Review is based on current property market conditions and the latest sales/settlement information, construction program and expenditure estimates. The Mid-Year Budget Review indicates that assumptions and predictions in the Project Budget FYE 2021 are generally still valid. However, Satterley considers that the current economic conditions, property market and reduced availability of lots in Catalina Central will result in a reduction in lot sales and settlements and a consequential reduction in Lot Income. The reduced Lot Income will be offset in part by lower development costs.

It predicts that the TPRC can meet all cashflow obligations without the need for any call upon member local government funds to meet any operating or capital expenditure.

The assumptions in the Satterley FYE 2021 Mid-Year Budget Review are supported. They generally represent a conservative position on the property market, sales/settlement predictions and forecast expenditure which is considered appropriate given the impacts of COVID-19. The Satterley FYE 2021 Mid-Year Budget Review is considered to provide an appropriate basis for financial planning for the TPRC Mid-Year Budget FYE 2021.

Satterley representatives will be in attendance to provide further information of the FYE 2021 Mid-Year Budget Review.

## **8.12 CATALINA GROVE DEVELOPMENT STRATEGY – ADDITIONAL INFORMATION**

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<b>Responsible Officer:</b>	Manager Project Coordination
<b>Attachments:</b>	Letter from Satterley Property Group – Implementation of Catalina Grove Development Strategy (2 November 2020)
<b>Voting Requirements:</b>	Simple Majority

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### **RECOMMENDATION**

**That the Council:**

- 1. RECEIVES the additional information provided by the Satterley Property Group dated 2 November 2020 regarding the implementation of the Catalina Grove Development Strategy and;**
  - 2. NOTES that reports on market research, design guidelines and potential innovation and sustainability initiatives will be presented to the Council for consideration in the second half of FYE 2021.**
- 

### **PURPOSE**

To consider additional information provided by the Satterley Property Group (Satterley), as requested by Council, in respect to the intended implementation of the Catalina Grove Development Strategy (July 2020).

### **POLICY REFERENCE**

N/A

### **LOCAL GOVERNMENT ACT/REGULATION**

Nil

### **PREVIOUS MINUTES**

Council Meeting: 20 August 2020 (Item 9.6 – Catalina Grove Development Strategy)

### **BACKGROUND**

At its meeting of 20 August 2020, the Council approved the Catalina Grove Development Strategy to guide the development, marketing and sale of land in the Catalina Grove Precinct. The Council also requested that Satterley provide additional advice on the following matters prior to the first phase of development:

- (a) Commencement of Sales – rationale for sales commencing prior to Phase 1 civil works and the Connolly Drive and Neerabup Road landscaping being completed;**
- (b) Local Centre site – recommendations on the timing for the marketing, sale and development of the site;**

- (c) Builders' Display Village – seeking commitment from builders for the potential display village and interest in building demonstration housing, particularly the proposed micro-lots and terrace housing;
- (d) Lot sizes and configuration – further information, including market research, confirming market acceptance to the proposed lot sizes, particularly the proposed micro lots and terrace housing lots;
- (e) Marketing strategy - advice on the timing for the preparation of the Grove Marketing Strategy, in particular detail on how the marketing approach will emphasise the Grove Precinct point of difference with the other Catalina Precincts;
- (f) Preparation of Design Guidelines – advice on the timing for the preparation of the design guidelines;
- (g) Innovation/sustainability - advice on the timing for the preparation of information outlining the innovation/sustainability principles/approaches to be incorporated in the Grove Precinct.

## COMMENT

The Catalina Grove Development Strategy identifies the first phase of development in the north-western corner of Catalina Grove, which is to comprise of approximately 140 lots and a site for development of a local commercial centre.

Satterley has provided advice in its letter of 2 November 2020 on the matters requested by the Council. This advice is attached in Appendix 8.12.

The following represents a summary of Satterley's responses to the Council's requirements:

### Commencement of Sales

Satterley advises that commencing sales prior to commencing civil and landscaping works in the Phase 1 area is based on the following rationale:

- Reduction in the availability of lots in Catalina Central and the need to bring forward stock in Grove to cater for anticipated demand.
- Ability to leverage sales from Catalina's established precincts, using the Catalina Beach Sales Office located in a premium location as the sales base.
- Use of marketing tools (including on-line virtual tours, 3D models, rendered imagery, brochures, signage) to sell the vision for development of Grove.
- Provides strong cashflow management and early activation of the site.
- Is consistent with its approach on its other projects and has minimal associated risk.

### Local Centre Site

Satterley proposes to create and divest the Local Centre site as part of Phase 1 of the Grove Precinct to enable early activation of the Precinct and provide amenity and confidence to purchasers. Satterley proposes to seek expressions of interest (EOI) in Q4 of FYE 2021 from prospective purchasers/developers to acquire and develop the site. The EOI assessment criteria and sale conditions will include requirements for development timeframes and design and sustainability outcomes.

### Builders' Display Village

Satterley proposes to seek EOI from builders in Q4 of FYE 2021 to construct display homes in a village to comprise of approximately 10-14 lots in a highly-visible location adjacent to

Connolly Drive. The proposed location and lot mix will provide for a range of home types to be displayed, ranging from compact lots for terrace and cottage homes to conventional lot sizes, enabling the village to appeal to a wide range of builders and purchasers.

**Lots Mix**

Satterley advises that the proposed lot mix responds to current market demands, buyer preferences, building trends and its location near transport infrastructure. It also is intended to create a price-point to cater for buyers who like the location but would be unable to afford to purchase if the lots were larger.

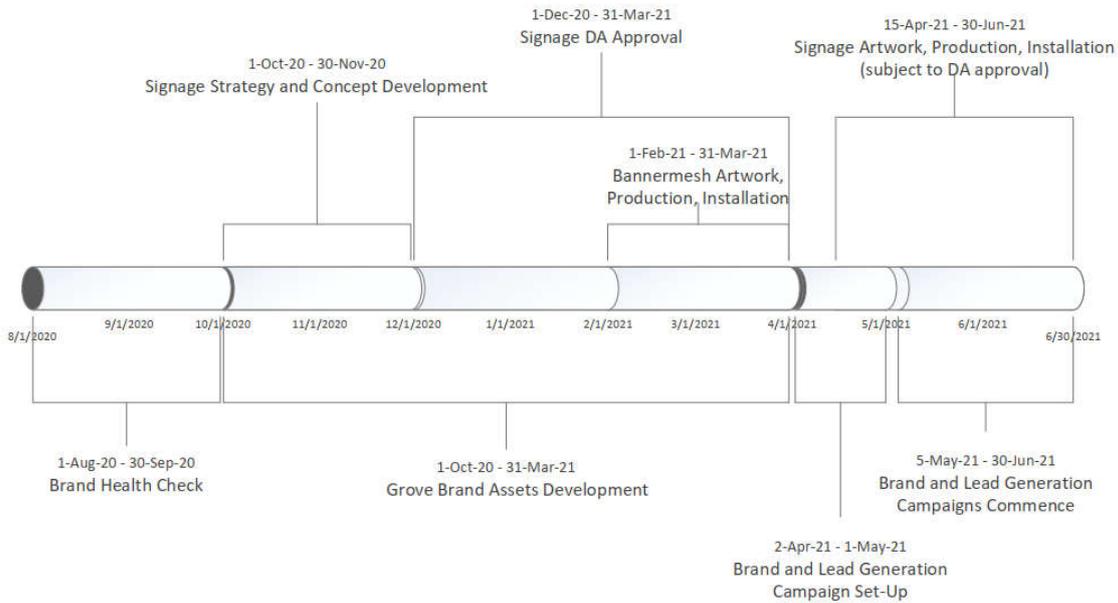
Satterley also advises that the road structure is robust and would allow the lot mix to be readily adjusted to respond to any changes in purchaser preferences over time. Market research has been commissioned to provide an additional indication of market acceptance of the proposed lot mix.

<b>Lot Type</b>	<b>Area</b>	<b>Dimension</b>	<b>Percentage</b>
Micro	80m <sup>2</sup> – 145m <sup>2</sup>	8m x 10m 10m x 15m 7m x 20m	5%
Squat	250m <sup>2</sup> – 300m <sup>2</sup>	12.5m x 20m 15m x 20m	10%
Cottage	190m <sup>2</sup> – 380m <sup>2</sup>	7.5m x 25m 10.5m x 25m 12.5m x 25m 15m x 25m	20%
Terrace	180m <sup>2</sup> – 230m <sup>2</sup>	6m x 30m 7.5m x 30m	30%
Conventional	325m <sup>2</sup> – 520m <sup>2</sup>	10.5m x 30m 12.5m x 30m 15m x 30m 17m x 30m	35%

**Marketing Strategy**

Satterley proposes that the marketing strategy will be based on promoting Grove’s attributes and the themes of nature, connections, health and time/convenience using various marketing tools and channels to convey the development vision and brand identity for the precinct and capture purchaser leads. Brand development has been commissioned to achieve the timeframes identified in the Development Strategy and the Project’s Annual Marketing Strategy.

**Catalina Grove Launch Timeline**



**Design Guidelines**

Satterley advises that preparation of the design guidelines has commenced and they are to have a focus on sustainability, design quality and street appeal. Satterley proposes that the guidelines balance aspirational design and affordability, through a mix of mandatory minimum requirements and recommended design approaches. It is anticipated that the guidelines will be presented to Council for consideration in early 2021.

**Innovation/Sustainability**

Satterley proposes to supplement the intended achievement of 20% tree canopy and EnviroDevelopment accreditation in Grove by having a sustainability consultant advise on industry best practices and potential initiatives to be adopted in the development. It is anticipated that recommendations will be presented to Council in Q4 of FYE 2021.

**CONCLUSION**

The additional advice provided by Satterley on the intended implementation of the Catalina Grove Development Strategy is considered to provide an appropriate basis upon which to proceed with the first phase of subdivision/development and marketing of the Precinct.

The Annual Plan FYE 2021, approved by the Council at its meeting of 18 June 2020, identified the following matters being advanced for Catalina Grove:

- Identification of Phase 1 Subdivision – August 2020
- Commencement of Phase 1 Bulk Earthworks – May 2021
- Commencement of sales in the Grove Precinct - June 2021.

Given the recent strong sales in Catalina Central and reduction of available stock levels, advancing these matters is considered a priority.

It is recommended that Council receives the advice provided and notes that reports on market research, design guidelines and potential innovation and sustainability initiatives will be presented for the Council’s consideration in the second half of FYE 2021.

## **8.13 CATALINA BEACH BUILDERS DISPLAY VILLAGE 2 – COMMERCIAL TERMS AND LOT ALLOCATION PROCESS**

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<b>Responsible Officer:</b>	Manager Project Coordination
<b>Attachments:</b>	Satterley correspondence dated 2 December 2020
<b>Voting Requirements:</b>	Simple Majority

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### **RECOMMENDATION**

**That the Council APPROVES the commercial terms and conditions, the lot allocation process and the criteria for the sale of lots to builders in the Catalina Beach Builders Display Village 2, as set out in the Satterley Property Group correspondence dated 2 December 2020.**

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### **PURPOSE**

To consider commercial terms and conditions, the lot allocation process and the criteria for the sale of lots in the Catalina Beach Builders Display Village 2.

### **POLICY REFERENCE**

N/A

### **LOCAL GOVERNMENT ACT/REGULATION**

*Local Government Act 1995: Sect 3.58 – Disposal of Property*

### **PREVIOUS MINUTES**

N/A

### **FINANCIAL/BUDGET IMPLICATIONS**

Expenditure under this matter will be incurred under Item E145211 (Lot Production):

Budget Amount:	\$ 9,378,726
Spent to Date:	\$ 1,685,537
Balance:	\$ 7,693,189

### **BACKGROUND**

At its meeting of 21 April 2016, the Council considered the Catalina Display Villages Strategy (March 2016), prepared by Satterley.

The Strategy outlined the planned location and indicative timeframes for development of builders' display villages throughout Catalina Estate and the commercial terms and the process and criteria for the allocation of lots to builders.

When the Strategy was prepared, the first builders display village had been operating in Catalina Central and a new village was about to open in an adjacent stage in the Central Precinct. The Strategy proposed the development of three additional display villages, two in Catalina Beach (the first in 2018 and a second in 2021) and one in Catalina Grove in 2020.

The Council resolved to receive the Strategy and approve the location of the first display village in Catalina Beach and the commercial terms and process that would apply to the allocation of lots to builders in the display village. The Council also approved the development of a new Sales Office at Catalina Beach, but resolved to advise Satterley that it considered the approval of the proposals for the display village in Catalina Grove and the second display village in Catalina Beach to be premature.

## COMMENT

The existing Catalina Beach Display Village has operated since late 2018, comprising 15 lots constructed within Stage 25 with good exposure from Marmion Avenue and close to the Catalina Beach Sales Office and Carpark.

The construction of 35 lots in Stage 28 in Catalina Beach includes nine lots adjacent to Marmion Avenue, which provide the opportunity to develop the second Catalina Beach Display Village. Stage 28 recently commenced, with construction expected to be completed in May 2021 and titles expected to issue in July 2021.

Satterley has provided correspondence (2 December 2020), which recommends that the Council approve the location of Catalina Beach Display Village 2 and the commercial terms and conditions, allocation process and criteria that will apply to the sale of lots within the display village.

The proposed commercial terms and conditions are as follows:

1. \$5,000 deposit, payable within five working days of contract acceptance.
2. Settlement, 21 days from the issue of the lot title.
3. Contract terms, cash unconditional.
4. Practical completion of the display home no later than 57 weeks from settlement or the from the date outlined in the approved development application for the Catalina Beach Display Village 2.
5. The display home being open for the minimum of 2:00pm to 5:00pm on Wednesday and 1:00pm to 5:00pm on Saturdays, Sundays and public holidays, or as agreed by the TPRC.
6. The display home being designed and constructed in accordance with the Catalina Beach Design Guidelines and Estate Covenants.
7. The display home incorporating the following sustainability initiatives:
  - Installation of a gas-boosted solar hot water system;
  - Installation of solar panels with a minimum 3kW system;
  - Installation of high start rated electrical and water using appliances;
  - Achieving an energy rating of 7 stars or greater.

The above initiatives may be substituted with other sustainability initiatives at the TPRC's discretion.

8. The builder being required to undertake landscaping of the lot including reticulation to the verge. A landscape plan must be provided for the TPRC's approval prior to landscaping

works being undertaken within the building setback. The TPRC is to provide verge landscaping (including a street tree) upon the installation of reticulation.

9. The display home being open for a minimum of two years, with an option to extend for a further year at the discretion of the TPRC.
10. A building rebate of 2.5% of the purchase price (inclusive of GST) to be paid to participating builders, subject to compliance with conditions 1 to 8 above, within 60 days of the opening of the display home. The rebate would equate to approximately \$10,000, based on a lot sale price of \$400,000.
11. A further building rebate of 2.5% of the purchase price (inclusive of GST) to be paid to participating builders, subject to compliance with condition 9 above. The further rebate would equate to approximately \$10,000, based on a lot sale price of \$400,000.

Satterley proposes that a tender process be conducted to call for submissions from builders to purchase a lot in the new Catalina Beach display village in Stage 28. The following selection criteria is proposed to assess received submissions:

- Capacity to meet market demand (20%) – to be based on rankings under Reed construction data for the Perth metropolitan region.
- Building Design (40%) – the tenderer must demonstrate how the display home meets the vision and objectives of the TPRC and the Catalina Beach Design Guidelines. Builders will be encouraged to provide proposed elevations and concept plans demonstrating their design.
- Innovation (15%) – the tenderer must show how innovation is incorporated in the display home.
- Sustainability (15%) – the tenderer must confirm compliance with the mandatory sustainability initiatives outlined in the contract terms and any additional initiatives proposed. Relevant initiatives include energy efficiency, water efficiency, waste management and use of innovative, cost-effective building materials.

The tenderer that achieves the highest ranking will be given the first preferred lot allocation. The tender that achieves the second-highest ranking will be given the second lot allocation and so on until all lots have been allocated. Any lot not allocated will be re-offered to tenderers in the same order of rankings. Any remaining display lot will be held in reserve pending review by Satterley and the TPRC.

The commercial terms and conditions proposed by Satterley for the sale of display home lots in Catalina Beach Display Village 2 are largely similar to what applied in the first display village in Catalina Beach. The only exception is that requirements for shade devices and the location of windows and doors in habitable rooms to allow cross-ventilation have been removed from the list of sustainability requirements, based on feedback from builders that indicates these items need to be met in order to achieve a 7-star energy rating.

The Project Budget makes allowance for the payment of rebates to display village builders, which is considered to be sufficient for the likely cost to be incurred with the proposed builder rebates.

The allocation criteria proposed in Catalina Beach Display Village 2 are also largely similar to what applied in the first display village in Catalina Beach. The exception is an increased weighting being given to building design (from 30% to 40%) and removal of the criterion about previous participation in other Catalina display villages (10%). This change is recommended so that newer builders who may have desirable home designs but have not built in previous Catalina villages are not unduly penalised.

The Council has delegated authority to the Chief Executive Officer to execute the allocation process in accordance with selection rankings recommended by Satterley.

## **CONCLUSION**

Satterley recommends conducting a tender process to seek submissions from builders to purchase and develop lots in a new display village to be located in Stage 28 Catalina Beach on the basis that the existing display village in Stage 25 is nearing the end of its life. The construction of Stage 28 also presents the opportunity to develop a new display village to showcase the latest homes in a prominent location adjacent to Marmion Avenue and close to the existing Sales Office and carpark.

The location and timing of opening of the new display village is consistent with the Catalina Display Village Strategy (March 2016) and is likely to attract potential purchasers to the Catalina Beach Precinct. It will also help continue to set a high standard of housing in a highly visible location, consistent with the Catalina Beach Design Guidelines.

The proposed terms and conditions of sale, the lot allocation process and criteria for allocation of lots to builders are consistent with the approach undertaken in the existing display village in Catalina Beach, which are considered to have been effective.

It is recommended that the Council approve the commercial terms and conditions, the lot allocation process and the criteria for the allocation of lots to builders in Catalina Beach Builders Display Village 2, as proposed by Satterley.

**9. COMMITTEE REPORTS 9.1**

**AUDIT COMMITTEE (26 NOVEMBER 2020)**

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**9.1 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTH OF SEPTEMBER 2020**

Reporting Officer: Chief Executive Officer

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**COMMITTEE RECOMMENDATION**

Moved Cr Timmermanis, Seconded Cr Sandri

**That the Audit Committee RECEIVES and NOTES the Statements of Financial Activity for the month ending 30 September 2020.**

The Motion was put and declared CARRIED (4/0).

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**TPRC RECOMMENDATION TO THE AUDIT COMMITTEE**

That the Audit Committee RECEIVES and NOTES the Statements of Financial Activity for the month ending 30 September 2020.

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This item has been dealt with under Item 8.2 of this Agenda.

**MANAGEMENT COMMITTEE (12 NOVEMBER 2020 and 19 NOVEMBER 2020)**

Meetings not held due to lack of quorum.

**10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**

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

**12. URGENT BUSINESS APPROVED BY THE CHAIR**

**13. MATTERS BEHIND CLOSED DOORS**

**13.1 CONFIDENTIAL: TENDER 05/19, BUILT FORM PARTNERSHIP – STAGE 18  
– UPDATE**

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This item satisfies the requirements of Section 5.23 of the *Local Government Act 1995*, enabling it to be considered at a meeting, or part of a meeting, that is closed to members of the public, on the grounds that it deals with:

- 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)); and*
- 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)).*

**13.2 CONFIDENTIAL: TENDER 01/20 LANDSCAPE ARCHITECTURE  
CONSULTANCY SERVICES**

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This item satisfies the requirements of Section 5.23 of the *Local Government Act 1995*, enabling it to be considered at a meeting, or part of a meeting, that is closed to members of the public, on the grounds that it deals with:

*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)); and*

*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)).*

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

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This item satisfies the requirements of Section 5.23 of the *Local Government Act 1995*, enabling it to be considered at a meeting, or part of a meeting, that is closed to members of the public, on the grounds that it deals with:

*Legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.*

**13.4 CONFIDENTIAL: CATALINA BUILT ENVIRONMENT STRATEGY (2020)**

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This item satisfies the requirements of Section 5.23 of the *Local Government Act 1995*, enabling it to be considered at a meeting, or part of a meeting, that is closed to members of the public, on the grounds that it deals with:

- 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)); and*
- 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)).*

**13.5 CONFIDENTIAL: REVIEW OF CATALINA RISK MANAGEMENT PLAN 2019**

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This item satisfies the requirements of Section 5.23 of the *Local Government Act 1995*, enabling it to be considered at a meeting, or part of a meeting, that is closed to members of the public, on the grounds that it deals with:

*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)); and*

*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)).*

**13.6 CONFIDENTIAL: REVIEW OF DELIVERABLES - DEVELOPMENT  
MANAGER'S KEY PERFORMANCE INDICATORS**

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This item satisfies the requirements of Section 5.23 of the *Local Government Act 1995*, enabling it to be considered at a meeting, or part of a meeting, that is closed to members of the public, on the grounds that it deals with:

*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)); and*

*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)).*

**13.7 CONFIDENTIAL: CATALINA ECONOMIC STRATEGY (2020)**

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This item satisfies the requirements of Section 5.23 of the *Local Government Act 1995*, enabling it to be considered at a meeting, or part of a meeting, that is closed to members of the public, on the grounds that it deals with:

*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)); and*

*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)).*

**13.8 CONFIDENTIAL: KEY PERSONNEL – CATALINA SALES REPRESENTATIVE**

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This item satisfies the requirements of Section 5.23 of the *Local Government Act 1995*, enabling it to be considered at a meeting, or part of a meeting, that is closed to members of the public, on the grounds that it deals with:

*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)); and*

*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)).*

**14. GENERAL BUSINESS**

**15. FORMAL CLOSURE OF MEETING**

# **APPENDICES**