



**TAMALA PARK**  
Regional Council

## **Meeting of Council**

# **MINUTES**

**Thursday 16 June 2016, 6:00pm**

**City of Vincent**

**244 Vincent Street, Leederville**

TAMALA PARK  
REGIONAL COUNCIL  
(TPRC)  
COMPRISES THE  
FOLLOWING  
COUNCILS:

Town of Cambridge  
City of Joondalup  
City of Perth  
City of Stirling  
Town of Victoria Park  
City of Vincent  
City of Wanneroo

**TABLE OF CONTENTS**

MEMBERSHIP .....	3
PRESENT .....	4
1. OFFICIAL OPENING.....	5
DISCLOSURE OF INTERESTS .....	5
2. PUBLIC STATEMENT/QUESTION TIME .....	5
3. APOLOGIES AND LEAVE OF ABSENCE .....	5
4. PETITIONS .....	5
5. CONFIRMATION OF MINUTES .....	5
BUSINESS ARISING FROM MINUTES.....	5
6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION).....	5
7. MATTERS FOR WHICH MEETING MAY BE CLOSED.....	5
8. REPORTS OF COMMITTEES .....	6
9.1 BUSINESS REPORT – PERIOD ENDING 9 JUNE 2016 .....	6
9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF MARCH & APRIL 2016 .....	6
9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF MARCH & APRIL 2016.....	6
9.4 PROJECT FINANCIAL REPORT (APRIL 2016) .....	7
9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 9 JUNE 2016 .....	7
9.6 EXTENSION OF EARLY CONSTRUCTION SALES REBATE .....	7
9.7 IMPACT OF REPRICING OF LOTS ON TPRC BUDGET .....	8
9.8 SALES AND LOT RELEASE STRATEGY (MAY 2016).....	8
9.9 PROJECT BUDGET FYE 2017.....	8
9.10 DISTRIBUTION TO PARTICIPANT LOCAL GOVERNMENTS – JUNE 2016.....	9
9.11 ANNUAL MARKETING PLAN (MAY 2016).....	9
9.12 REVIEW OF CATALINA RISK MANAGEMENT PLAN (MAY 2016).....	10
9.13 ELECTED MEMBER ALLOWANCES .....	10
9.14 ELECTED MEMBER CONFERENCE ATTENDANCE POLICY .....	11
9.15 ANNUAL PLAN (MAY 2016) - CONFIDENTIAL.....	11
10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN.....	12
11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN .....	13
12. URGENT BUSINESS APPROVED BY THE CHAIRMAN.....	13
13. MATTERS BEHIND CLOSED DOORS.....	13
14. GENERAL BUSINESS.....	13
15. FORMAL CLOSURE OF MEETING.....	13

**MEMBERSHIP**

<b>OWNER COUNCIL</b>	<b>MEMBER</b>	<b>ALTERNATE MEMBER</b>
Town of Cambridge	Cr Louis Carr	
City of Joondalup	Cr John Chester Cr Kerry Hollywood	
City of Perth	Cr Janet Davidson OAM JP	Cr Jim Adamos
City of Stirling	Cr Karen Caddy Mayor Giovanni Italiano JP (Chairman) Cr David Michael Cr Rod Willox AM JP	Cr Terry Tyzack
Town of Victoria Park	Cr Keith Hayes	
City of Vincent	Mayor John Carey	Cr Jimmy Murphy
City of Wanneroo	Cr Dianne Guise (Deputy Chair) Cr Brett Treby	Cr Domenic Zappa Cr Hugh Nguyen

**PRESENT**

<b>Chairman</b>	Cr Giovanni Italiano
<b>Councillors</b>	Cr Karen Caddy (arrived 6:03pm) Cr John Carey Cr Louis Carr Cr John Chester Cr Janet Davidson Cr Diane Guise Cr Keith Hayes Cr Kerry Hollywood Cr Brett Treby Cr Rod Willox
<b>Staff</b>	Mr Tony Arias (Chief Executive Officer) Mr Luke Aitken (Project Coordinator) Ms Vickie Wesolowski (Executive Assistant)
<b>Apologies</b>	Nil
<b>Leave of Absence</b>	Nil
<b>Absent</b>	Nil
<b>Councils' Advisors Apologies</b>	Mr Jason Buckley (Town of Cambridge) Mr Martin Mileham (City of Perth) Mr Anthony Vuleta (Town of Victoria Park)
<b>Councils' Advisors in Attendance</b>	Mr Mark Dickson (City of Wanneroo) Mr Garry Hunt (City of Joondalup) Mr Jason Lyon (Town of Cambridge) Mr Stuart Jardine (City of Stirling) Mr Len Kosova (City of Vincent)
<b>Consultants' Apologies</b>	Mr Nigel Satterley (Satterley Property Group)
<b>Consultants in Attendance</b>	Mr Aaron Grant (Satterley Property Group) Mr Simon Flesher (Satterley Property Group) Mr Mark Hunter (Satterley Property Group) Mr Kim Lawrence (Satterley Property Group) Ms Lauren Vidler (Satterley Property Group)
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

**1. OFFICIAL OPENING**

Chairman 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**

*Ordinary Meeting of Council – 21 April 2016*

Moved Cr Willox, Seconded Cr Davidson.

**That the minutes of the Ordinary Meeting of Council of 21 April 2016 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.**

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

**BUSINESS ARISING FROM MINUTES**

Nil

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

Nil

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

*Item 9.15 ANNUAL PLAN (MAY 2016) - CONFIDENTIAL*

## 8. REPORTS OF COMMITTEES

*Management Committee Meeting – 19 May 2016*

*Cr Treby – Chairman Management Committee advised that the Committee considered a number of Items listed in this agenda and there had been significant discussion on KPI's relating to Item 9.15 (Confidential) and this would outlined when the matter was considered.*

### 9.1 BUSINESS REPORT – PERIOD ENDING 9 JUNE 2016

Moved Cr Guise, Seconded Cr Willox.

[The recommendation in the agenda]

**That the Council RECEIVES the Business Report to 9 June 2016.**

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

### 9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF MARCH & APRIL 2016

Moved Cr Michael, Seconded Cr Treby.

[The recommendation in the agenda]

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

- **31 March 2016; and**
- **30 April 2016.**

*Cr Caddy arrived during discussion on this Item (6:03pm).*

The Motion was put and declared CARRIED (12/0).

### 9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF MARCH & APRIL 2016

Moved Cr Willox, Seconded Cr Davidson.

[The recommendation in the agenda]

**That the Council RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for the months of March and April 2016:**

- **Month ending 31 March 2016 (Total \$2,233,354.76)**
- **Month ending 30 April 2016 (Total \$1,817,418.67)**
- **Total Paid - \$4,050,773.43**

**9.4 PROJECT FINANCIAL REPORT (APRIL 2016)**

Moved Cr Chester, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council RECEIVES the Project Financial Report (April 2016) submitted by the Satterley Property Group.**

The Motion was put and declared CARRIED (12/0).

**9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 9 JUNE 2016**

Moved Cr Treby, Seconded Cr Guise.

[The recommendation in the agenda]

**That the Council RECEIVES the Sales and Settlement Report to 9 June 2016.**

The Motion was put and declared CARRIED (12/0).

**9.6 EXTENSION OF EARLY CONSTRUCTION SALES REBATE**

Moved Cr Caddy, Seconded Cr Guise.

[The recommendation in the agenda]

**That the Council APPROVES the extension of the payment of an Early Construction Rebate to the value of \$8,000 per lot for selected lots with lot sizes up to 380m<sup>2</sup> for contracts entered into until 30 December 2016, subject to the purchaser providing a copy of a signed Building Contract prior to settlement, with the rebate being paid to the purchaser(s) nominated builder within 6 months of the settlement of the lot.**

Moved Cr Carr, Seconded Cr Carey an amendment to the recommendation as follows:

That the words “for selected lots” be replaced with “for the 14 lots deemed currently to be eligible”.

The Motion was put and declared LOST (3/9).

For: Cr Carey, Cr Carr and Cr Hayes.

Against: Cr Caddy, Cr Chester, Cr Davidson, Cr Guise, Cr Hollywood, Cr Italiano, Cr Michael, Cr Treby and Cr Willox.

The substantial motion was put and declared CARRIED (12/0).

**9.7 IMPACT OF REPRICING OF LOTS ON TPRC BUDGET**

Moved Cr Caddy, Seconded Cr Willox.

[The recommendation in the agenda]

**That the Council RECEIVES the Satterley Property Group correspondence Catalina – Proposed Repricing, dated 26 May 2016.**

The Motion was put and declared CARRIED (12/0).

**9.8 SALES AND LOT RELEASE STRATEGY (MAY 2016)**

Moved Cr Treby, Seconded Cr Guise.

[The recommendation in the agenda]

**That the Council:**

- 1. APPROVES the Sales and Lot Release Strategy (May 2016), submitted by the Satterley Property Group, as the basis of sales and marketing planning for FYE 2017.**
- 2. REQUESTS the Satterley Property Group to modify the Lot Sales and Release Strategy in accordance with Council's decision of 10 December 2015 that the Special Sites be released via tender subject to design guidelines that require the built form to address Connolly Drive and Neerabup Road and to meet the sustainability objectives of the TPRC.**
- 3. ADVISES the Satterley Property Group that for the Builders Releases – Catalina Beach Precinct the method and conditions, in particular the use of 'Put Option' or 'Hold Allocations', should be reported to Council prior to the October 2016 meeting in order to allow for the necessary administrative arrangements to be in place for the planned release in May 2017.**
- 4. DELEGATES to the CEO authority to approve changes to the Sales and Lot Release Strategy (May 2016) to stage sizes and lot configuration and timing of stage releases, subject to the changes being minor and consistent with TPRC objectives, policies and strategies.**

The Motion was put and declared CARRIED BY ABSOLUTE MAJORITY (12/0).

**9.9 PROJECT BUDGET FYE 2017**

Moved Cr Carr, Seconded Cr Davidson.

[The recommendation in the agenda]



**That the Council:**

1. **APPROVES** the Project Budget FYE 2017 (May 2016), submitted by the Satterley Property Group, as the basis of financial planning for the TPRC Budget FYE 2017.
2. **RECEIVES** the Project Forecast FYE 2018 (May 2016) and Project Forecast (2011-2029), submitted by the Satterley Property Group.
3. **ACCEPTS** that the Satterley Property Group has achieved Key Performance Indicator KPI 4.4 requiring the preparation of a Project Budget on an annual basis by March each year.

The Motion was put and declared CARRIED (12/0).

#### **9.10 DISTRIBUTION TO PARTICIPANT LOCAL GOVERNMENTS – JUNE 2016**

Moved Cr Treby, Seconded Cr Willox.

[The recommendation in the agenda]

**That the Council APPROVES** the reduction of the June 2016 Distribution to Participant Local Governments from \$8.0M to \$5.0M, in accordance with the Satterley Property Group review of the Project Budget FYE 2016 (July 2015), and the impacts of the deterioration of market conditions and lower residential lot revenue on the TPRC Budget FYE 2016.

The Motion was put and declared CARRIED (12/0).

#### **9.11 ANNUAL MARKETING PLAN (MAY 2016)**

Moved Cr Guise, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council:**

1. **APPROVES** the Annual Marketing Plan (May 2016), prepared by the Satterley Property Group.
2. **ACCEPTS** that the Development Managers Key Performance Indicators (June 2014), Marketing 3.2 – Annual Marketing Plan, requiring the preparation of the Annual Marketing Plan by March each year has been **ACHIEVED**.
3. **ADVISES** the Satterley Property Group that marketing expenditure will be reviewed and monitored in line with market conditions and the requirements of the Project.

The Motion was put and declared CARRIED (12/0).

**9.12 REVIEW OF CATALINA RISK MANAGEMENT PLAN (MAY 2016)**

Moved Cr Michael, Seconded Cr Hayes.

[The recommendation in the agenda]

**That the Council:**

- 1. APPROVES the Risk Management Plan (May 2016) prepared by the Satterley Property Group.**
- 2. REQUIRES the Satterley Property Group to continually review and update the Risk Management Plan (May 2016) and report to Council annually.**
- 3. ACCEPTS that the Satterley Property Group has achieved Key Performance Indicator 2.12 requiring an Annual review of the Project Risk Management Plan by May each year.**

The Motion was put and declared CARRIED (12/0).

**9.13 ELECTED MEMBER ALLOWANCES**

Moved Cr Guise, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council APPROVES:**

- 1. An Annual Allowance for the Chairman of the Council to be \$19,864 per annum.**
- 2. An Annual Attendance fee for the Chairman of the Council to be \$15,682 per annum.**
- 3. An Annual Allowance for Deputy Chairman to be 25% of the amount paid to the Chairman per annum.**
- 4. An Attendance fee for Council members to be an amount of \$10,455 per annum.**
- 5. Council members do not claim separate telecommunications, IT allowances or travelling allowance to meetings.**
- 6. A per meeting fee of \$236 for alternate Council members.**
- 7. Elected member allowances are to be made quarterly in arrears.**

The Motion was put and declared CARRIED BY ABSOLUTE MAJORITY (11/1).

For: Cr Caddy, Cr Carr, Cr Chester, Cr Davidson, Cr Guise, Cr Hayes, Cr Hollywood, Cr Italiano, Cr Michael, Cr Treby and Cr Willox.

Against: Cr Carey.

**9.14 ELECTED MEMBER CONFERENCE ATTENDANCE POLICY**

Moved Cr Guise, Seconded Cr Willox.

[The recommendation in the agenda]

**That the Council APPROVES the Elected Member Conference Attendance Policy (June 2016).**

Moved Cr Hayes, Seconded Cr Carey an amendment to the Policy as follows:

“All airline travel to be restricted to economy class”.

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

For: Cr Caddy, Cr Carey, Cr Carr, Cr Guise, Cr Hayes and Cr Michael.

Against: Cr Chester, Cr Davidson, Cr Hollywood, Cr Italiano, Cr Treby and Cr Willox.

Casting Vote Against: Cr Italiano.

The Substantial Motion was put and declared CARRIED (8/4).

For: Cr Chester, Cr Davidson, Cr Guise, Cr Hollywood, Cr Italiano, Cr Michael, Cr Treby and Cr Willox.

Against: Cr Caddy, Cr Carey, Cr Carr and Cr Hayes.

Moved Cr Guise, Seconded Cr Davidson.

That Standing Orders be suspended to allow Confidential Item 9.15 to be discussed.

The Motion was put and declared CARRIED (12/0).

**9.15 ANNUAL PLAN (MAY 2016) - CONFIDENTIAL**

Moved Cr Treby, Seconded Cr Guise.

[The recommendation in the agenda]

**That the Council:**

- 1. APPROVES the Annual Plan (May 2016), prepared by the Satterley Property Group.**
- 2. ADVISES the Satterley Property Group that Lot Pricing for lots to be released in FYE 2017 for Catalina Beach included in the Annual Plan (May 2016) is noted and that lot pricing will be undertaken in accordance with the approved lot pricing practice closer to the release date when sales demand and market conditions can be more accurately assessed.**
- 3. ADVISES the Satterley Property Group that the Annual Plan (May 2016) provides a sound basis for the Catalina Project in terms of works, activities and strategies for FYE 2017 and that it be used as the basis of financial planning for the TPRC Budget FYE 2017.**

4. **ADVISES** the Satterley Property Group that the Annual Plan (May 2016) generally provides the structured approach and framework against which the Development Managers KPI's can be measured and are meaningful. However, Items 10, 11 and 17 of the Annual Plan require further information in order to be meaningful, satisfactorily address the relevant KPI and be measurable. These matters need to be satisfactorily addressed prior to the Council accepting that the Development Managers KPI 2.6 has been satisfied.

The Motion was put and declared CARRIED (12/0).

Moved Cr Hollywood, Seconded Cr Davidson.

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

The Motion was put and declared CARRIED (12/0).

The recommendations for Item 9.15 were read out as follows:

9.15 ANNUAL PLAN (MAY 2016) – **CONFIDENTIAL**

*That the Council:*

1. *APPROVES* the Annual Plan (May 2016), prepared by the Satterley Property Group.
2. *ADVISES* the Satterley Property Group that Lot Pricing for lots to be released in FYE 2017 for Catalina Beach included in the Annual Plan (May 2016) is noted and that lot pricing will be undertaken in accordance with the approved lot pricing practice closer to the release date when sales demand and market conditions can be more accurately assessed.
3. *ADVISES* the Satterley Property Group that the Annual Plan (May 2016) provides a sound basis for the Catalina Project in terms of works, activities and strategies for FYE 2017 and that it be used as the basis of financial planning for the TPRC Budget FYE 2017.
4. *ADVISES* the Satterley Property Group that the Annual Plan (May 2016) generally provides the structured approach and framework against which the Development Managers KPI's can be measured and are meaningful. However, Items 10, 11 and 17 of the Annual Plan require further information in order to be meaningful, satisfactorily address the relevant KPI and be measurable. These matters need to be satisfactorily addressed prior to the Council accepting that the Development Managers KPI 2.6 has been satisfied.

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

Nil

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

Nil

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

Nil

**13. MATTERS BEHIND CLOSED DOORS**

*Item 9.15 ANNUAL PLAN (MAY 2016) - CONFIDENTIAL*

**14. GENERAL BUSINESS**

Nil

**15. FORMAL CLOSURE OF MEETING**

The Chairman declared the meeting closed at 6:58pm.

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

SIGNED this ..... day of ..... 2016

as a true record of proceedings.

\_\_\_\_\_  
CHAIRMAN