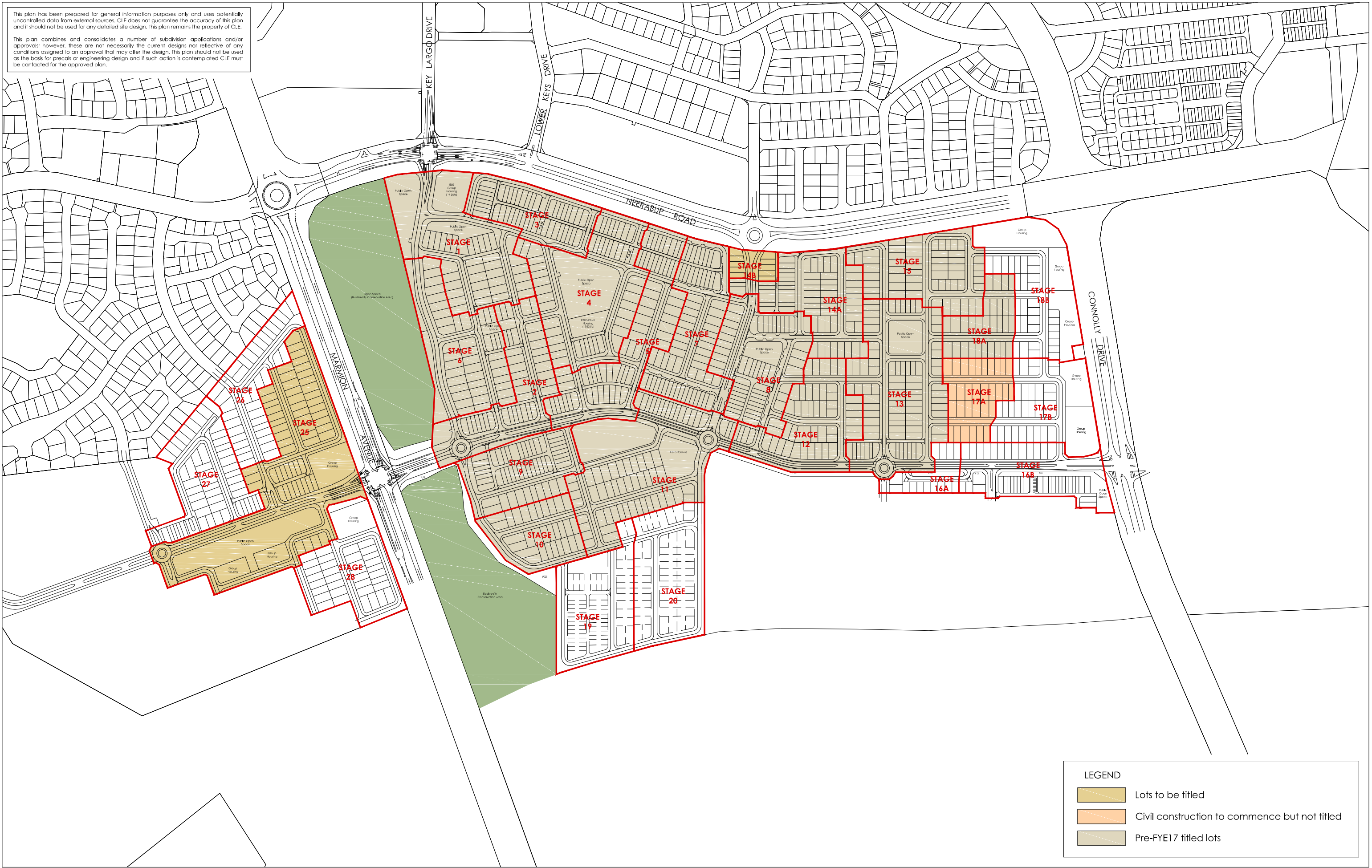


Appendix 9.1

This plan has been prepared for general information purposes only and uses potentially uncontrolled data from external sources. CLE does not guarantee the accuracy of this plan and it should not be used for any detailed site design. This plan remains the property of CLE.

This plan combines and consolidates a number of subdivision applications and/or approvals; however, these are not necessarily the current designs nor reflective of any conditions assigned to an approval that may alter the design. This plan should not be used as the basis for pre-cuts or engineering design and if such action is contemplated CLE must be contacted for the approved plan.



CATALINA FYE 2017 OPERATIONS Catalina Estate, Tamala Park City of Wanneroo



plan no: 2228-351C-01
scale: 1:6,000 @ A3
date: 26.05.2016



Landscape Works	FYE 2017 Budget	Detail Design	CoW / Statutory Approvals	Construction Start	Construction End	Comments
Biodiversity Conservation Area (South)	\$ 331,325.00	Complete	Revised Federal Approval May 15 Council Approval Apr 15	Feb-17	Mar-17	Path construction to commence end of February 2017
Biodiversity Conservation Area (North)	\$ 116,147.00	Complete	Revised Federal Approval May 15 Council Approval Feb 15	Feb-17	Mar-17	Paths complete, weed and rubbish removal to commence end of February 2017
Stage 9 Landscaping	\$ 95,700.00	Complete	Council Approval is not required for Lot Verges	Feb-17	Apr-17	Contract to be awarded end of February 2017
Stage 11 Landscaping	\$ 95,180.00	Complete	Council Approval is not required for Lot Verges	Feb-17	Apr-17	Contract to be awarded end of February 2017
Aviator Boulevard Entry Statement	\$ 116,667.00	Complete	Pending Approval	Feb-17	Mar-17	Contract to be awarded pending CoW approval.
Stage 14B Landscaping	\$ 268,000.00	Complete	Council Approval August 2016	Mar-17	May-17	Neerabup Road works complete, landscaping pending coordinated outcome with CoW
Marmion Ave Eastern Verge	\$ 236,025.00	Complete	Pending Approval	Feb-17	Jun-17	Contract to be awarded pending CoW approval
Catalina Central Street Tree Improvements	\$ 500,000.00	Complete	Pending Approval	Mar-17	Jun-17	Contract to be awarded pending CoW approval
Stage 12 Landscaping	\$ 999,950.00	Complete	Council Approval - Apr -15	Feb-17	Apr-17	Contract to be awarded end of February 2017
Stage 13 Landscaping	\$ 395,764.00	Complete	Council Approval Mar - 15	Feb-17	Jun-17	Contract to be awarded end of February 2017
Western Cell - Long Beach Promenade Entry Stateme	\$ 300,000.00	Complete	Pending Approval	Mar-17	Oct-17	Contract to be awarded March pending CoW Approval
Western Cell - Long Beach Promenade GreenLink	\$ 225,000.00	Complete	Pending Approval	Mar-17	Oct-17	Contract to be awarded March pending CoW Approval
Marmion Ave Verge West	\$ 409,500.00	Complete	Pending Approval	Oct-17	Dec-17	Works deferred until completion of waste water pressure main
Western Cell Public Open Space	\$ 1,642,000.00	Complete	Pending Approval	Mar-17	Oct-17	Contract to be awarded March pending CoW Approval
Western Cell - Long Beach Promenade Medians	\$ 37,217.00	Complete	Pending Approval	Mar-17	Oct-17	Contract to be awarded March pending CoW Approval
Western Cell - Medium Density Lot Verges	\$ 4,140.00	Complete	Pending Approval	Mar-17	Oct-17	Contract to be awarded March pending CoW Approval
Western Cell - Rio Marina Median and Roundabout	\$ 37,500.00	Complete	Pending Approval	Mar-17	Oct-17	Contract to be awarded March pending CoW Approval
Stage 6 McAllister Boulevard Verge	\$ 148,560.00	Complete	Pending Approval	Mar-17	May-17	Installation of Stairs to BCA North, interpretive signage and park furniture. Pending CoW approval
Stage 15 Landscaping	\$ 315,000.00	Complete	Pending Approval	Mar-17	May-17	Neerabup Road works complete, landscaping pending coordinated outcome with CoW
Marmion Ave Median	\$ 103,500.00	Mar-17	Pending Approval	Jul-17	Nov-17	Works to be undertaken after Waste Water Scoping Report and Design complete to minimise impact associated with the installation of sub-surface infrastructure.
TOTAL BUDGET	\$ 6,377,175.00					

Appendix 9.2

TAMALA PARK REGIONAL COUNCIL
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 DECEMBER 2016

TABLE OF CONTENTS

Statement of Financial Activity	2
Notes to and Forming Part of the Statement	3 to 9

TAMALA PARK REGIONAL COUNCIL
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 DECEMBER 2016

	NOTE	31 December 2016 Actual \$	31 December 2016 Y-T-D Budget \$	2016/17 Adopted Budget \$	Variances Budget to Actual Y-T-D %
<u>Operating</u>					
Revenues	1,2				
Interest Earnings		675,180	575,502	959,170	17.32%
Other Revenue		3,621	0	1,985	0.00%
		678,801	575,502	961,155	17.95%
Expenses	1,2				
Employee Costs		(263,321)	(368,632)	(752,311)	(28.57%)
Materials and Contracts Other		(112,554)	(236,235)	(492,112)	(52.36%)
Depreciation		0	(10,302)	(21,024)	(100.00%)
Utilities		0	(8,820)	(18,000)	(100.00%)
Insurance		(10,227)	(17,756)	(17,756)	(42.40%)
Other Expenditure		(77,388)	(88,459)	(177,517)	(12.52%)
		(463,490)	(730,204)	(1,478,720)	(36.53%)
<u>Adjustments for Non-Cash (Revenue) and Expenditure</u>					
Depreciation on Assets		0	10,302	21,024	(100.00%)
<u>Capital Revenue and (Expenditure)</u>					
Plant and Equipment	3	(76,955)	(65,016)	(90,016)	0.00%
Proceeds on disposal		42,727	42,727	42,727	0.00%
LESS MEMBERS EQUITY					
Payment for Rates Equivalent		0	0	0	0.00%
Development of Land for Resale					
Income Sale of Lots - Subdivision		12,035,079	13,534,436	26,283,529	(11.08%)
Income Sale of Apartments		0	3,617,000	4,794,250	0.00%
Development Costs		(6,895,643)	(14,785,277)	(32,546,354)	(53.36%)
Contribution Refund		(47,428)	0	(327,714)	0.00%
Profit Distributions		(5,000,000)	(5,000,000)	(11,000,000)	0.00%
Contribution Returned		0	0	0	0.00%
Change in Contributed Equity	6	92,008	(2,633,841)	(12,796,289)	(103.49%)
Net Current Assets July 1 B/Fwd	7	47,348,075	47,348,075	47,348,075	0.00%
Net Current Assets Year to Date	7	47,621,166	40,930,545	34,007,956	

This statement is to be read in conjunction with the accompanying notes.

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 DECEMBER 2016**

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

The Council does not hold any monies in trust.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 DECEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Trade and Other Receivables

Trade Receivables, which generally have 30-90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectibility of trade receivables is viewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is object evidence that they will not be collectible.

(h) Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Municipality includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

Effective from 1 July 2012, the Local Government (Financial Management) regulations were amended and the measurement of non-current assets at Fair Value became mandatory.

The regulations allow for the phasing in of fair value in relation to fixed assets over three years as follows:

Plant and Equipment by June 30 2013

Plant and Equipment, Land and Buildings and Infrastructure by 30 June 2014, and

All Assets by 30 June 2015.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 DECEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Computer Equipment	4 years
Printers, Photocopiers and Scanners	5 years
Furniture and Equipment	4 to 10 years
Floor coverings	8 years
Phones and Faxes	6 to 7 years
Plant and Equipment	5 to 15 years
Infrastructure	30 to 50 years

(k) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2014.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 DECEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(n) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 DECEMBER 2016**

(o) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

(p) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 DECEMBER 2016

2. STATEMENT OF OBJECTIVE

The Regional Council has a specific regional purpose which is:

- a) To undertake, in accordance with the objectives, the rezoning, subdivision, development marketing and sale of land comprising the developable portion of Lot 118 Mindarie (now Lot 9504); and
- b) To carry out and do all other acts and things which are reasonably necessary for the bringing into effect of the matters referred to in paragraph a).

The objectives of the Regional Council are:

- 1. To develop and improve the value of the land;
- 2. To maximise, and with prudent risk parameters, the financial return to the Participants;
- 3. To balance economic, social and environmental issues; and
- 4. To produce a quality development demonstrating the best urban design and development practice.

3. ACQUISITION OF ASSETS

	31 December 2016 Actual \$	Adopted 2015/16 Budget \$
The following assets are budgeted to be acquired during the year:		
<u>By Program</u>		
Other Property and Services		
General Office fitout	0	3,000
Office Equipment	11,939	22,000
Motor Vehicle	65,016	65,016
	76,955	90,016
<u>By Class</u>		
Land and Buildings	0	3,000
Furniture and Equipment	11,939	22,000
Plant and Equipment	65,016	65,016
	76,955	90,016

4. DISPOSALS OF ASSETS

The following asset is budgeted to be disposed during the year :

<u>Plant and Equipment</u>		
Cost	49,260	49,260
Accumulated Depreciation	(6,533)	(8,135)
Profit/(Loss)	0	1,602
Proceeds	42,727	42,727

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 DECEMBER 2016

5. INFORMATION ON BORROWINGS

No borrowings have been undertaken in the period under review. No borrowings are budgeted during the 2016-17 financial year.

6. CONTRIBUTED EQUITY

	31 December 2016 Actual \$	30 June 2016 Actual \$
Town of Victoria Park	4,127,324	4,101,714
City of Perth	4,127,324	4,101,714
Town of Cambridge	4,127,324	4,101,714
City of Joondalup	8,254,648	8,203,428
City of Wanneroo	8,254,648	8,203,428
Town of Vincent	4,127,324	4,101,714
City of Stirling	16,509,297	16,406,857
TOTAL	49,527,888	49,220,569
Total Movement in equity	307,319	

Movement in Contributed Equity Represented by:

	Development Expenses 31 December 2016 \$	Land Sales 31 December 2016 \$	Return of Contribution 31 December 2016 \$	Rates Equivalent 31 December 2016 \$
Town of Victoria Park	(574,637)	1,002,923	(416,666)	(23,714)
City of Perth	(574,637)	1,002,923	(416,666)	(23,714)
Town of Cambridge	(574,637)	1,002,923	(416,666)	0
City of Joondalup	(1,149,274)	2,005,847	(833,334)	0
City of Wanneroo	(1,149,274)	2,005,847	(833,334)	0
Town of Vincent	(574,637)	1,002,923	(416,666)	0
City of Stirling	(2,298,547)	4,011,693	(1,666,668)	0
	(6,895,643)	12,035,079	(5,000,000)	(47,428)
Members Contributed Equity Movements	92,008			
TPRC Net Result	215,311			
Total Movement in equity	307,319			

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 31 DECEMBER 2016

7. NET CURRENT ASSETS

Composition of Estimated Net Current Asset Position	31 December 2016 Actual \$	Brought Forward 1-Jul \$
CURRENT ASSETS		
Cash - Unrestricted	47,494,046	47,138,174
Receivables	329,570	392,957
Settlement Bonds	7,800	11,550
	47,831,416	47,542,681
LESS: CURRENT LIABILITIES		
Payables and Provisions	(210,250)	(194,606)
 NET CURRENT ASSET POSITION	 47,621,166	 47,348,075
NET CURRENT ASSET POSITION	47,621,166	47,348,075

8. RATING INFORMATION

The Regional Council does not levy rates on property.

9. TRUST FUNDS

The Regional Council does not hold any funds in trust on behalf of third parties.

TAMALA PARK REGIONAL COUNCIL
MONTHLY STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 NOVEMBER 2016

TABLE OF CONTENTS

Statement of Financial Activity	2
Notes to and Forming Part of the Statement	3 to 9

**TAMALA PARK REGIONAL COUNCIL
STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 NOVEMBER 2016**

	NOTE	30 November 2016 Actual \$	30 November 2016 Y-T-D Budget \$	2016/17 Adopted Budget \$	Variances Budget to Actual Y-T-D %
Operating					
Revenues	1,2				
Interest Earnings		564,116	479,585	959,170	17.63%
Other Revenue		3,621	0	1,985	0.00%
		567,737	479,585	961,155	18.38%
Expenses	1,2				
Employee Costs		(223,732)	(315,971)	(752,311)	(29.19%)
Materials and Contracts Other		(98,594)	(202,487)	(492,112)	(51.31%)
Depreciation		0	(8,830)	(21,024)	(100.00%)
Utilities		0	(7,560)	(18,000)	(100.00%)
Insurance		(10,227)	(17,756)	(17,756)	(42.40%)
Other Expenditure		(77,373)	(45,579)	(177,517)	69.76%
		(409,926)	(598,183)	(1,478,720)	(31.47%)
Adjustments for Non-Cash (Revenue) and Expenditure					
Depreciation on Assets		0	8,829	21,024	(100.00%)
Capital Revenue and (Expenditure)					
Plant and Equipment	3	(72,835)	(65,016)	(90,016)	0.00%
Proceeds on disposal		42,727	42,727	42,727	0.00%
LESS MEMBERS EQUITY					
Payment for Rates Equivalent		0	0	0	0.00%
Development of Land for Resale					
Income Sale of Lots - Subdivision		10,580,192	10,925,080	26,283,529	(3.16%)
Income Sale of Apartments		0	3,617,000	4,794,250	0.00%
Development Costs		(5,824,629)	(12,435,519)	(32,546,354)	(53.16%)
Contribution Refund		(47,428)	0	(327,714)	0.00%
Profit Distributions		0	0	(11,000,000)	0.00%
Contribution Returned		0	0	0	0.00%
Change in Contributed Equity	6	4,708,135	2,106,561	(12,796,289)	123.50%
Net Current Assets July 1 B/Fwd	7	47,348,075	47,348,075	47,348,075	0.00%
Net Current Assets Year to Date	7	52,183,913	45,705,578	34,007,956	

This statement is to be read in conjunction with the accompanying notes.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 NOVEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies which have been adopted in the preparation of this statement of financial activity are:

(a) Basis of Accounting

This statement is a special purpose financial report, prepared in accordance with applicable Australian Accounting Standards, other mandatory professional reporting requirements and the Local Government Act 1995 (as amended) and accompanying regulations (as amended).

(b) The Local Government Reporting Entity

All Funds through which the Council controls resources to carry on its functions have been included in this statement.

In the process of reporting on the local government as a single unit, all transactions and balances between those funds (for example, loans and transfers between Funds) have been eliminated.

The Council does not hold any monies in trust.

(c) Rounding Off Figures

All figures shown in this statement, other than a rate in the dollar, are rounded to the nearest dollar.

(d) Rates, Grants, Donations and Other Contributions

Rates, grants, donations and other contributions are recognised as revenues when the local government obtains control over the assets comprising the contributions. Control over assets acquired from rates is obtained at the commencement of the rating period or, where earlier, upon receipt of the rates.

(e) Goods and Services Tax

In accordance with recommended practice, revenues, expenses and assets capitalised are stated net of any GST recoverable. Receivables and payables are stated inclusive of applicable GST.

(f) Cash and Cash Equivalents

Cash and cash equivalents comprise cash at bank and in hand and short-term deposits that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

For the purposes of the Cash Flow Statement, cash and cash equivalents consist of cash and cash equivalents as defined above, net of outstanding bank overdrafts. Bank overdrafts are included as short-term borrowings in current liabilities.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 NOVEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(g) Trade and Other Receivables

Trade Receivables, which generally have 30-90 day terms, are recognised initially at fair value and subsequently measured at amortised cost using the effective interest rate method, less any allowance for uncollectible amounts.

Collectibility of trade receivables is viewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for doubtful debts is raised when there is object evidence that they will not be collectible.

(h) Inventories

General

Inventories are valued at the lower of cost and net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Inventories held from trading are classified as current even if not expected to be realised in the next 12 months.

Land Held for Resale

Land purchased for development and/or resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development and interest incurred on the financing of that land during its development. Interest and holding charges incurred after development is complete are recognised as expenses.

Revenue arising from the sale of property is recognised in the operating statement as at the time of signing a binding contract of sale.

Land held for resale is classified as current except where it is held as non-current based on Council's intentions to release for sale.

(i) Fixed Assets

All assets are initially recognised at cost. Cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at no cost or for nominal consideration, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Municipality includes the cost of all materials used in the construction, direct labour on the project and an appropriate proportion of variable and fixed overhead.

Certain asset classes may be revalued on a regular basis such that the carrying values are not materially different from fair value. Assets carried at fair value are to be revalued with sufficient regularity to ensure the carrying amount does not differ materially from that determined using fair value at reporting date.

Effective from 1 July 2012, the Local Government (Financial Management) regulations were amended and the measurement of non-current assets at Fair Value became mandatory.

The regulations allow for the phasing in of fair value in relation to fixed assets over three years as follows:

Plant and Equipment by June 30 2013

Plant and Equipment, Land and Buildings and Infrastructure by 30 June 2014, and

All Assets by 30 June 2015.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 NOVEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(j) Depreciation of Non-Current Assets

All non-current assets having a limited useful life are systematically depreciated over their useful lives in a manner which reflects the consumption of the future economic benefits embodied in those assets.

Depreciation is recognised on a straight-line basis, using rates which are reviewed each reporting period. Major depreciation periods are:

Computer Equipment	4 years
Printers, Photocopiers and Scanners	5 years
Furniture and Equipment	4 to 10 years
Floor coverings	8 years
Phones and Faxes	6 to 7 years
Plant and Equipment	5 to 15 years
Infrastructure	30 to 50 years

(k) Impairment

In accordance with Australian Accounting Standards the Council's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an estimate of the recoverable amount of the asset is made in accordance with AASB 136 "Impairment of Assets" and appropriate adjustments made.

An impairment loss is recognised whenever the carrying amount of an asset or its cash-generating unit exceeds its recoverable amount. Impairment losses are recognised in the Income Statement.

For non-cash generating assets such as roads, drains, public buildings and the like, value in use is represented by the depreciated replacement cost of the asset.

At the time of preparing this report, it is not possible to estimate the amount of impairment losses (if any) as at 30 June 2014.

In any event, an impairment loss is a non-cash transaction and consequently, has no impact on the Monthly Statement of Financial Position from a budgetary perspective.

(l) Trade and Other Payables

Trade and other payables are carried at amortised cost. They represent liabilities for goods and services provided to the Municipality prior to the end of the financial year that are unpaid and arise when the Municipality becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured and are usually paid within 30 days of recognition.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 NOVEMBER 2016

1. SIGNIFICANT ACCOUNTING POLICIES (Continued)

(m) Employee Benefits

The provisions for employee benefits relates to amounts expected to be paid for long service leave, annual leave, wages and salaries and are calculated as follows:

(i) Wages, Salaries, Annual Leave and Long Service Leave (Short-term Benefits)

The provision for employees' benefits to wages, salaries, annual leave and long service leave expected to be settled within 12 months represents the amount the municipality has a present obligation to pay resulting from employees services provided to balance date. The provision has been calculated at nominal amounts based on remuneration rates the Council expects to pay and includes related on-costs.

(ii) Annual Leave and Long Service Leave (Long-term Benefits)

The liability for long service leave is recognised in the provision for employee benefits and measured as the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match as closely as possible, the estimated future cash outflows. Where Council does not have the unconditional right to defer settlement beyond 12 months, the liability is recognised as a current liability.

(n) Interest-bearing Loans and Borrowings

All loans and borrowings are initially recognised at the fair value of the consideration received less directly attributable transaction costs.

After initial recognition, interest-bearing loans and borrowings are subsequently measured at amortised cost using the effective interest method. Fees paid on the establishment of loan facilities that are yield related are included as part of the carrying amount of the loans and borrowings.

Borrowings are classified as current liabilities unless the Council has an unconditional right to defer settlement of the liability for at least 12 months after the balance sheet date.

Borrowing Costs

Borrowing costs are recognised as an expense when incurred except where they are directly attributable to the acquisition, construction or production of a qualifying asset. Where this is the case, they are capitalised as part of the cost of the particular asset.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 NOVEMBER 2016

(o) Provisions

Provisions are recognised when: The council has a present legal or constructive obligation as a result of past events; it is more likely than not that an outflow of resources will be required to settle the obligation; and the amount has been reliably estimated. Provisions are not recognised for future operating losses.

Where there are a number of similar obligations, the likelihood that an outflow will be required in settlement is determined by considering the class of obligations as a whole. A provision is recognised even if the likelihood of an outflow with respect to any one item included in the same class of obligations may be small.

(p) Current and Non-Current Classification

In the determination of whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be settled. The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Council's operational cycle. In the case of liabilities where Council does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current even if not expected to be realised in the next 12 months except for land held for resale where it is held as non-current based on Council's intentions to release for sale.

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 NOVEMBER 2016

2. STATEMENT OF OBJECTIVE

The Regional Council has a specific regional purpose which is:

- a) To undertake, in accordance with the objectives, the rezoning, subdivision, development marketing and sale of land comprising the developable portion of Lot 118 Mindarie (now Lot 9504); and
- b) To carry out and do all other acts and things which are reasonably necessary for the bringing into effect of the matters referred to in paragraph a).

The objectives of the Regional Council are:

- 1. To develop and improve the value of the land;
- 2. To maximise, and with prudent risk parameters, the financial return to the Participants;
- 3. To balance economic, social and environmental issues; and
- 4. To produce a quality development demonstrating the best urban design and development practice.

3. ACQUISITION OF ASSETS

The following assets are budgeted to be acquired during the year:

	30 November 2016 Actual \$	Adopted 2015/16 Budget \$
<u>By Program</u>		
Other Property and Services		
General Office fitout	0	3,000
Office Equipment	7,819	22,000
Motor Vehicle	65,016	65,016
	72,835	90,016
<u>By Class</u>		
Land and Buildings	0	3,000
Furniture and Equipment	7819	22,000
Plant and Equipment	65,016	65,016
	72,835	90,016

4. DISPOSALS OF ASSETS

The following asset is budgeted to be disposed during the year :

<u>Plant and Equipment</u>		
Cost	49,260	49,260
Accumulated Depreciation	(6,533)	(8,135)
Profit/(Loss)	0	1,602
Proceeds	42,727	42,727

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 NOVEMBER 2016

5. INFORMATION ON BORROWINGS

No borrowings have been undertaken in the period under review. No borrowings are budgeted during the 2016-17 financial year.

6. CONTRIBUTED EQUITY

	30 November 2016 Actual \$	30 June 2016 Actual \$
Town of Victoria Park	4,507,210	4,101,714
City of Perth	4,507,210	4,101,714
Town of Cambridge	4,507,210	4,101,714
City of Joondalup	9,014,419	8,203,428
City of Wanneroo	9,014,419	8,203,428
Town of Vincent	4,507,210	4,101,714
City of Stirling	18,028,839	16,406,857
TOTAL	54,086,515	49,220,569
Total Movement in equity	4,865,946	

Movement in Contributed Equity Represented by:

	Development Expenses 30 November 2016 \$	Land Sales 30 November 2016 \$	Return of Contribution 30 November 2016 \$	Rates Equivalent 30 November 2016 \$
Town of Victoria Park	(485,386)	881,683	0	(23,714)
City of Perth	(485,386)	881,683	0	(23,714)
Town of Cambridge	(485,386)	881,683	0	0
City of Joondalup	(970,771)	1,763,365	0	0
City of Wanneroo	(970,771)	1,763,365	0	0
Town of Vincent	(485,386)	881,683	0	0
City of Stirling	(1,941,543)	3,526,730	0	0
	(5,824,629)	10,580,192	0	(47,428)
Members Contributed Equity Movements	4,708,135			
TPRC Net Result	157,811			
Total Movement in equity	4,865,946			

TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD 1 JULY 2016 TO 30 NOVEMBER 2016

7. NET CURRENT ASSETS

Composition of Estimated Net Current Asset Position	30 November 2016 Actual \$	Brought Forward 1-Jul \$
CURRENT ASSETS		
Cash - Unrestricted	51,865,170	47,138,174
Receivables	527,254	392,957
Settlement Bonds	6,900	11,550
	52,399,324	47,542,681
LESS: CURRENT LIABILITIES		
Payables and Provisions	(215,411)	(194,606)
 NET CURRENT ASSET POSITION	 52,183,913	 47,348,075
NET CURRENT ASSET POSITION	52,183,913	47,348,075

8. RATING INFORMATION

The Regional Council does not levy rates on property.

9. TRUST FUNDS

The Regional Council does not hold any funds in trust on behalf of third parties.

Appendix 9.3

Tamala Park Regional Council

Cheque Detail

November through December 2016

Type	Num	Date	Name	Description	Amount
Bill Pmt -Cheque	CH-200510	17/11/2016	Western Power	Stage 17A Subdivision Energisation	-38,071.00
Bill Pmt -Cheque	CH-200511	24/11/2016	Davidson, Janet	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
Bill Pmt -Cheque	CH-200512	14/12/2016	City of Wanneroo	Stage 17A Subdivision Clearance Fee (25 lots)	-1,065.00
Bill Pmt -Cheque	CH-200513	14/12/2016	McMullen Nolan Group	Stage 17A Landgate DP Lodgement Fee (26 lots)	-2,127.50
Bill Pmt -Cheque	CH-200514	14/12/2016	McMullen Nolan Group	Stage 17A WAPC Clearance Lodgement Fee (26 lots)	-740.00
Total					-44,617.25

Tamala Park Regional Council
Summary Payment List
December 2016

Date	Num	Name	Description	Amount
1/12/2016	ET-4199	Grant, Aaron & Nicole	Lot 171 (15th instalment over a 5 year period)	-2,887.50
7/12/2016	ET-4204	Swan, Jeremy & Courtney	Lot 174 (15th instalment over a 5 year period)	-3,850.00
8/12/2016		Employee costs	Wages for period 24/11/16 - 07/12/16	-10,815.70
8/12/2016	ET-4200	Australian Super	Superannuation for period 24/11/16 - 07/12/16	-584.66
8/12/2016	ET-4201	National Australia Bank	Superannuation for period 24/11/16 - 07/12/16	-1,346.15
8/12/2016	ET-4202	Australian Taxation Office	IAS (November 2016)	-13,982.00
8/12/2016	ET-4203	Water Corporation	Sales Office water charges for period 20/09/16 - 21/11/16	-505.41
8/12/2016		Action Couriers	Courier charges for period 14/11/16 - 27/11/16	-62.89
8/12/2016		Arborman	Firebreak maintenance	-1,980.00
8/12/2016		Arias, T	Parking expenses	-16.20
8/12/2016		Carat Australia Media Services	Marketing services	-10,999.97
8/12/2016		Cossill & Webley	Engineering services	-20,034.06
8/12/2016		Coterra Environment	Environmental consulting services (October 2016)	-360.25
8/12/2016		Delron Cleaning	Sales Office Cleaning (November 2016)	-511.50
8/12/2016		Docushred	Security Bin	-51.70
8/12/2016		Enriquez, Rodoniel & Nancy	Solar Panel Rebate (Lot 483)	-2,000.00
8/12/2016		Homebuyers Centre	Waste rebates	-4,950.00
8/12/2016		Jones, Lucy Nicole	Solar Panel Rebate (Lot 854)	-2,000.00
8/12/2016		LD Total	Landscaping services	-33,069.87
8/12/2016		Main Roads WA	Bus Underpass (October 2016)	-17,616.73
8/12/2016		Marketforce	Statutory advertising	-1,507.65
8/12/2016		McLeods Barristers & Solicitors	Legal services (November 2016)	-546.56
8/12/2016		Moore Stephens	SOFA (October 2016)	-2,062.50
8/12/2016		Neverfail	Bottled water x 6	-79.20
8/12/2016		Officeworks	Office supplies	-158.22
8/12/2016		Patterson, Neil	Solar Panel Rebate (Lot 751)	-2,000.00
8/12/2016		R J Vincent & Co	Civil works	-226,346.76
8/12/2016		Treacy Fencing	Fencing rebates	-11,568.04
8/12/2016		van Harn, Emily & Manion, Nikolas	Solar Panel Rebate (Lot 492)	-2,000.00
8/12/2016		Westcoast Landscaping	Community Garden Maintenance	-1,650.00
12/12/2016	ET-4205	Homebuyers Centre	Waste management rebate (Lot 312)	-165.00
14/12/2016	CH-200512	City of Wanneroo - Supplier	Stage 17A Subdivision Clearance Fee (25 lots)	-1,065.00
14/12/2016	CH-200513	McMullen Nolan Group	Stage 17A Landgate DP Lodgement Fee (26 lots)	-2,127.50
14/12/2016	CH-200514	McMullen Nolan Group	Stage 17A WAPC Clearance Lodgement Fee (26 lots)	-740.00
14/12/2016	ET-4207	Westpac Bank	Payment of credit card charges (CEO & EA) - December 2016	-1,775.94
15/12/2016	ET-4206	Datacom Systems WA	3 x HP 800G2, i7, 16GB, 256GB SDD (as per Quote ID YT223326v6)	-4,532.06
20/12/2016	ET-4210	City of Joondalup - Supplier	8th Dividend Payment - TPRC Project	-833,334.00

20/12/2016	ET-4211	City of Perth - Supplier	8th Dividend Payment - TPRC Project	-416,666.00
20/12/2016	ET-4212	City of Stirling	8th Dividend Payment - TPRC Project	-1,666,668.00
20/12/2016	ET-4213	City of Vincent - Supplier	8th Dividend Payment - TPRC Project	-416,666.00
20/12/2016	ET-4214	City of Wanneroo - Supplier	8th Dividend Payment - TPRC Project	-833,334.00
20/12/2016	ET-4215	Town of Cambridge - supplier	8th Dividend Payment - TPRC Project	-416,666.00
20/12/2016	ET-4216	Town of Victoria Park - Supplier	8th Dividend Payment - TPRC Project	-416,666.00
22/12/2016		Employee costs	Wages for period 08/12/16 - 21/12/16	-10,815.70
			Superannuation for period 08/12/16 - 21/12/16	-584.66
22/12/2016	ET-4208	Australian Super	Superannuation for period 08/12/16 - 21/12/16	-1,346.15
22/12/2016	ET-4209	National Australia Bank		
22/12/2016	ET-4217	Synergy	Sales Office & POS 1, 4, 8 & 11	-2,834.95
22/12/2016		ABN Projects Pty Ltd	4/1 McAllister Development Fee	-367,249.70
			Courier charges for period 30/11/16 - 11/12/16	-33.37
22/12/2016		Action Couriers		
22/12/2016		Burgess Rawson	Valuation fee (4/1 Elsbury)	-110.00
22/12/2016		City of Stirling	TPRC office rent & IT services	-5,058.78
22/12/2016		Cossill & Webley	Engineering services	-21,682.40
22/12/2016		Coterra Environment	Environmental consulting services	-9,998.45
22/12/2016		Delron Cleaning	Slaes Office cleaning	-1,056.00
			Consultancy services (November & December 2016)	-1,452.00
22/12/2016		Dominic Carbone & Associates		
22/12/2016		Homebuyers Centre	Waste rebates	-2,640.00
22/12/2016		Houseandland.com.au	10 month subscription	-935.00
22/12/2016		Hussey, Andrew & Jamie	Solar Panel Rebate (Lot 825)	-2,000.00
22/12/2016		In-Vogue 2-Story Designs	Display Home Rebate (Lot 108)	-36,500.00
22/12/2016		Information Enterprises Aust Pty Ltd	Development of new Recordkeeping Plan	-4,950.00
			Printing costs for period 31/10/16 - 14/11/16	-81.30
22/12/2016		Kyocera Mita		
22/12/2016		LD Total	Landscape Rebate (Lot 609)	-8,976.00
22/12/2016		McMullen Nolan Group	Surveying services	-7,689.00
22/12/2016		Middleberg, Jacobus & Susan	Solar Panel Rebate (Lot 736)	-2,000.00
22/12/2016		Montague, Michael	Solar Panel Rebate (Lot 484)	-2,000.00
22/12/2016		Moore Stephens	Accounting services (November 2016)	-2,062.50
22/12/2016		Phase3 Landscape Construction	POS Handover (3 Stages)	-7,551.50
22/12/2016		Plunkett Homes	Display Home Rebate (Lot 177)	-32,400.00
22/12/2016		R J Vincent & Co	Civil works	-184,507.27
22/12/2016		Rare Pty Ltd	Catalina Beach banner mesh artwork	-2,020.30
22/12/2016		Scott Park Group	Display Home Rebate (Lot 160)	-21,600.00
22/12/2016		Sieczkowski, Kristofor	Solar Panel Rebate (Lot 866)	-2,000.00
			Probity advisory services (November 2016)	-748.55
22/12/2016		Stantons International		
22/12/2016		Treacy Fencing	Fencing rebates	-20,410.17
22/12/2016		Twomey, Mark & Anne	Solar Panel Rebate (Lot 505)	-2,000.00
22/12/2016		Van Der Walt, Waldo	Solar Panel Rebate (Lot 763)	-2,000.00
			Sales Office gas charges for period 07/09/16 - 07/12/16	-60.45
22/12/2016	ET-4218	Alinta Energy	Mobile phones (CEO & PC) - charges to 13 Jan 2017	-252.70
22/12/2016	ET-4219	Telstra		
22/12/2016	CON-76	City of Perth - Supplier	GST Sept & Oct 2016	-3,601.23
23/12/2016	CON-75	City of Joondalup - Supplier	GST Sept - Nov 2016	-16,529.85
Total				-6,173,687.00

Tamala Park Regional Council
Summary Payment List
November 2016

Date	Num	Name	Description	Amount
2/11/2016	ET-4184	Steel Test Pty Ltd	Lot 169 (15th instalment over a 5 year period)	-2,887.50
2/11/2016	ET-4185	B Bhabra Investment Trust	Lot 173 (15th instalment over a 5 year period)	-2,887.50
3/11/2016	ET-4194	Paxman, James & Melissa	Lot 168 (15th instalment over a 5 year period)	-3,281.25
7/11/2016	ET-4195	Westpac Bank	Audit Certificate Fee	-50.00
10/11/2016	ET-4186	Australian Taxation Office	IAS (October 2016)	-13,904.00
10/11/2016		Employee costs	Wages for period 27/10/16 - 09/11/16	-10,965.46
10/11/2016	ET-4187	Australian Super	Superannuation for period 27/10/16 - 09/11/16	-606.29
10/11/2016	ET-4188	National Australia Bank	Superannuation for period 27/10/16 - 09/11/16	-1,346.15
10/11/2016		Action Couriers	Courier charges for period 18/10/16 - 30/10/16	-62.89
10/11/2016		Beadle, Rhian & Corsbie, Nicholas	Solar Panel Rebate (Lot 795)	-2,000.00
10/11/2016		Burgess Rawson	Valuation services	-2,585.00
10/11/2016		City of Perth - Supplier	Rates equivalent payment for 2016/17 financial year	-23,713.71
10/11/2016		City of Stirling	GST Aug & Sept 2016	-13,473.61
10/11/2016		City of Vincent - Supplier	GST Jul & Aug 2016	-3,393.00
10/11/2016		Cossill & Webley	Engineering services	-35,752.37
10/11/2016		Delron Cleaning	Sales Office cleaning (October 2016)	-511.50
10/11/2016		Emerge Associates	Catalina Beach POS (September 2016)	-36,108.60
10/11/2016		Ferns, Sharleen	Solar Panel Rebate (Lot 720)	-2,000.00
10/11/2016		Homebuyers Centre	Waste rebates	-16,665.00
10/11/2016		Kyocera Mita	Printing costs for period 30/09/16 - 10/10/16	-58.74
10/11/2016		LD Total	Landscaping services	-138,222.31
10/11/2016		Marketforce	Statutory advertising	-1,489.61
10/11/2016		McLeods Barristers & Solicitors	Legal services (October 2016)	-1,261.08
10/11/2016		McMullen Nolan Group	Sketches of wells relative to MRC boundary	-440.00
10/11/2016		Moore Stephens (formerly Haines Nor	Compilation of financial statements (September 2016)	-2,601.50
10/11/2016		R1i Services	Server hardware (Quote ID: MP12357 - Option 2)	-7,225.95
10/11/2016		Rare Pty Ltd	Brand development (July 2016)	-10,948.08
10/11/2016		Realestate.com.au	Project profile subscription	-3,694.00
10/11/2016		Tarroza, Liza & Alvin	Solar Panel Rebate (Lot 762)	-2,000.00
10/11/2016		Town of Victoria Park - Supplier	GST Aug - Sept 2016	-2,474.67
10/11/2016		Treacy Fencing	Fencing services	-14,260.18
10/11/2016		Ward, Kerrie Anne	Solar Panel Rebate (Lot 778)	-2,000.00
10/11/2016		Wilson, Corey & Lisa	Solar Panel Rebate (Lot 504)	-2,000.00
14/11/2016	ET-4189	Westpac Bank	Payment of credit card charges (CEO & EA) - Oct 2016	-273.67
15/11/2016	ET-4196	All Flags Signs & Banners	"Please shut the gate" sign	-154.00
15/11/2016	ET-4197	Homebuyers Centre	Waste Management Rebate (Lot 309)	-990.00

17/11/2016	CH-200510	Western Power	Stage 17A Subdivision Energisation	-38,071.00
22/11/2016	CON-73	Town of Cambridge - supplier	GST owing October 2016	-3,013.95
24/11/2016		Employee costs	Wages for period 10/11/16 - 23/11/16	-10,815.70
24/11/2016	ET-4190	Australian Super	Superannuation for period 10/11/16 - 23/11/16	-584.66
24/11/2016	ET-4191	National Australia Bank	Superannuation for period 10/11/16 - 23/11/16	-1,346.15
24/11/2016	CH-200511	Davidson, Janet	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
24/11/2016	ET-4192	Telstra	Mobile phones (CEO & PC) - charges to 13 Dec 2016	-214.40
24/11/2016		Action Couriers	Courier charges for period 07/11/16 - 13/11/16	-33.37
24/11/2016		Bray, Leanne	Public Art Commission - Payment 4	-37,500.00
24/11/2016		Burgess Rawson	Valuation services	-165.00
24/11/2016		Caddy, Karen	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
24/11/2016		Carey, John	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
24/11/2016		Carr, Louis	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
24/11/2016		Chappell Lambert Everett	Agreed Planning Fee (October 2016)	-19,250.00
24/11/2016		Chester, John	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
24/11/2016		City of Stirling	GST Oct 2016	-12,055.82
24/11/2016		City of Vincent - Supplier	GST owing September 2016	-587.00
24/11/2016		Coterra Environment	Inv 10002342 & 1000283	-2,922.80
24/11/2016		Dominic Carbone & Associates	Consultancy services (October 2016)	-594.00
24/11/2016		ELO Digital Office	ELO EDRMS Software Implementation - Part 1	-25,973.75
24/11/2016		Emerge Associates	Landscaping services	-26,845.50
24/11/2016		Guise, Dianne	Deputy Chairman allowance 20 July 2016 - 19 October 2016	-3,855.25
24/11/2016		Hayes, Keith	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
24/11/2016		Hollywood, Kerry	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
24/11/2016		Homebuyers Centre	Waste rebates	-2,475.00
24/11/2016		Italiano, Giovanni	Chairman allowance 20 July 2016 - 19 October 2016	-8,886.50
24/11/2016		John Phillips Consulting	CEO Annual Appraisal 2016	-2,750.00
24/11/2016		Kandola, Pavan & Jagroop	Solar Panel Rebte (Lot 814)	-2,000.00
24/11/2016		LD Total	Landscaping services	-12,976.14
24/11/2016		Main Roads WA	Neerabup Road Underpass (September 2016)	-174,954.42
24/11/2016		McMullen Nolan Group	Surveying services	-5,830.00
24/11/2016		Michael, David	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
24/11/2016		Moharich & More	Legal advice on Dept. Education Deed	-2,836.90
24/11/2016		New Great Cleaning Service	Cleaning of TPRC offices (October 2016)	-214.50
24/11/2016		R J Vincent & Co	Civil works	-547,614.85
24/11/2016		Rare Pty Ltd	Marketing services	-7,826.68
24/11/2016		Town of Victoria Park - Supplier	Rates equivalent payment for 2016/17 financial year	-23,713.71

24/11/2016		Treacy Fencing	Fencing (Lot 823)	-3,492.17
24/11/2016		Treby, Brett	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
24/11/2016		Willox, Rod	Elected member attendance fee 20 July 2016 - 19 October 2016	-2,613.75
29/11/2016	CON-74	City of Wanneroo - Supplier	GST owing October 2016	-6,027.89
29/11/2016	ET-4198	Yang, Shan-Hao & Xiuying Chen	Lot 172 (15th instalment over a 5 year period)	-2,887.50
30/11/2016	ET-4193	Westpac Bank	Advance payment of credit card charges (CEO) - November 2016	-3,000.00
Total				<u>-1,379,739.73</u>

Appendix 9.4

20 January 2016

Mr Tony Arias
Chief Executive Officer
Tamala Park Regional Council
PO Box 655
INNALOO WA 6918

Dear Tony

Catalina Financial Report for December 2016

Please find attached the Catalina Financial Report for December 2016. This report has been prepared on a cash basis and compares actual income and expenditure to the June 2016 approved budget for the period 1 December 2016 to 31 December 2016. Please note the June 2016 budget includes actuals to 31 March 2016, therefore variances against budget for the period April to June 2016 are included in the PTD variances as stated below.

Residential settlement revenue for the financial year to 31 December 2016 is \$11.7m which is \$1.9m under the approved 'June 2016' budget with 9 less residential settlements for the year. Project to date settlement revenue to 31 December 2016 is \$101k favourable to budget with 1 less settlement to date.

Sales for FYE2017 are \$7.7m unfavourable to budget due to 26 less residential lot sales for the year. Project to date residential sales to 31 December 2016 is \$6.1m unfavourable to budget with 21 less sales. YTD Special sites income is \$3.6m behind budget due to timing of Stg 11 local centre and the two Stg 18B special sites. Sale of the local centre site for \$1.4m (\$400k above budget) is progressing with the Heads of Agreement currently being prepared. The tender for lot 996 closed on 30 November with no tenders registered. The 2 stage 18B lots will now be re-assessed to determine if subdividing into residential lots is a viable option.

Overall FYE2017 expenditure is \$7.5m under budget per the approved 'June 2016' budget, with \$4.8m spent compared to a budget of \$12.3m. The main areas of variance are summarised below:

- Lot Production \$4.2m under budget
 - Earthworks Stages 25-27 \$0.8m under budget due to deferred payments
 - Stage 14B \$0.6m under budget due to deferred payments
 - Stage 25 \$2.8m under budget due to deferred payments
- Infrastructure \$1.5m under budget
 - Aviator Blvd Extension Stage 25 \$1.5m under budget due to deferred works
- Infrastructure Refunds \$2.2m under budget due to the Primary School refund being deferred to Jan 18.
- Landscaping \$2.3m under budget
 - Stage 12 Landscaping \$520k under budget due to deferred works
 - Stage 13 Landscaping \$273k under budget due to deferred works
 - Stage 14A Landscaping \$258k under budget due to deferred works
 - Stage 14B Landscaping \$267k under budget due to deferred works
 - Stage 15 Landscaping \$237k under budget due to deferred works
 - Stage 10 BCA \$155k under budget due to deferred payments
 - Stage 6 Landscaping \$149k under budget due to deferred works/payments
 - Western Cell Entry Statement & Greenlink \$198k under budget due to deferred works

- P&L expenditure - \$1.5m under budget
 - Marketing \$248k under budget with \$84k spent against a YTD budget of \$332k
 - Rates & Taxes \$406k under budget due to refund of lot 9018 rates paid in March 2016 and deferred payments
 - Contingency \$559k not required to date.

Please refer to the attached Cashflow Analysis for a more detailed analysis of actual to budget variances. Should you have any queries on this report, please do not hesitate to contact me.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Ross Carmichael'.

Ross Carmichael
General Manager - Finance

**CATALINA
FINANCE REPORT
DECEMBER 2016**

1.0 Management Accounts

1.1 KEY STATISTICS

1.1.1 RESIDENTIAL LOTS & DISTRIBUTIONS

	<u>Lots Produced (titles)</u>		<u>Sales</u>		<u>Settlements</u>		<u>Distributions</u>	
	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
Prior Years	806	806	770	765	746	738	56,000,000	56,000,000
Jul-2016	-	-	8	9	7	14	-	-
Aug-2016	-	-	10	6	7	9	-	-
Sep-2016	-	-	8	6	2	6	-	-
Sep-16 Qtr	-	-	26	21	16	29	-	-
Oct-2016	10	10	1	23	10	5	-	-
Nov-2016	-	-	7	10	11	7	-	-
Dec-2016	-	-	1	7	5	10	5,000,000	5,000,000
Dec-16 Qtr	10	10	9	40	26	22	5,000,000	5,000,000
Jan-2017	-	-	-	2	-	10	-	-
Feb-2017	-	58	-	9	-	5	-	-
Mar-2017	-	-	-	8	-	20	-	-
Mar-17 Qtr	-	58	-	19	-	35	-	-
Apr-2017	-	-	-	13	-	4	-	-
May-2017	-	-	-	13	-	2	-	-
Jun-2017	-	-	-	13	-	1	-	6,000,000
Jun-17 Qtr	-	-	-	39	-	7	-	6,000,000
PTD	816	816	805	826	788	789	61,000,000	61,000,000
Full 2016/17 Year	10	68	35	119	42	93	5,000,000	11,000,000
2017/18		130		122		122		4,000,000
2018/19		148		145		129		15,000,000

- 5 residential lots settled in December comprising:

	<u>Lots</u>
Stage 12	1
Stage 13B	1
Stage 15	1
Stage 18A	2

1.2 Sales & Settlements

	<u>MTH Act</u>	<u>MTH Bgt</u>	<u>YTD Act</u>	<u>YTD Bgt</u>	<u>PTD Act</u>	<u>PTD Bgt</u>
Residential						
- Sales #	1	7	35	61	805	826
- Sales \$	210,000	1,864,350	9,816,000	17,505,704	203,690,500	209,769,675
- Sales \$/lot	210,000	266,336	280,457	286,979	253,032	253,958
- Settlements #	5	10	42	51	788	789
- Settlements \$	1,469,000	2,609,356	11,659,000	13,534,437	198,596,500	198,495,775
- Settlements \$/lot	293,800	260,936	277,595	265,381	252,026	251,579
Special Sites						
- Sales #	-	-	-	3	2	5
- Sales \$	-	-	-	3,617,000	1,895,000	5,512,000
- Sales \$/lot	-	-	-	1,205,667	947,500	1,102,400
- Settlements #	-	-	-	3	2	5
- Settlements \$	-	-	-	3,617,000	1,895,000	5,512,000
- Settlements \$/lot	-	-	-	1,205,667	947,500	1,102,400
Lots Under Contract						
- Unsettled sales #	18		{ Unconditional		5	Titled 819 incl. Spec sites
- Unsettled sales \$	5,094,000		{ Conditional		13	
- Unsettled sales \$/lot	283,000					

**CATALINA
FINANCE REPORT
DECEMBER 2016**

1.3 Cashflow - MTD Actuals to budget

	<u>MTD Act</u>	<u>MTD Bgt</u>	<u>Variance</u>
Revenue	1,469,000	2,609,356	(1,140,356)
Margin GST	(16,261)	(45,455)	29,194
Direct selling costs	(65,656)	(117,507)	51,851
Interest Income	657	-	657
Forfeited Deposits	-	-	-
Other Income	-	-	-
Rebate Allowance	(163,604)	(80,250)	(83,354)
	<u>1,224,136</u>	<u>2,366,145</u>	<u>(1,142,009)</u>
<i>Development costs</i>			
Lot production	233,702	1,034,140	800,437
Landscaping	5,344	469,960	464,617
Consultants	26,466	120,721	94,254
Infrastructure	25,661	215,871	190,210
Sales office building	-	-	-
Sales & marketing	14,057	55,311	41,254
Community Develop.	-	16,042	16,042
Administration	22,246	67,550	45,304
Finance	168,628	123,311	(45,316)
	<u>496,104</u>	<u>2,102,906</u>	<u>1,606,801</u>
Cashflow	<u>728,032</u>	<u>263,239</u>	<u>464,793</u>

- Actual & Budget margin scheme GST has been calculated under the concessional Item 4 basis for settlements.
- Primary School E'wks reimbursement deferred until Jan 18 \$2.2m.

1.4 Cashflow - YTD Actuals to budget

	<u>YTD Act</u>	<u>YTD Bgt</u>	<u>Variance</u>
Revenue	11,659,000	13,534,437	(1,875,437)
Margin GST	(123,847)	(231,818)	107,971
Direct selling costs	(521,905)	(767,688)	245,783
Interest Income	2,911	-	2,911
Forfeited Deposits	-	-	-
Other Income	406	3,230,636	(3,230,231)
Rebate Allowance	(1,078,303)	(897,163)	(181,140)
	<u>9,938,262</u>	<u>14,868,405</u>	<u>(4,930,143)</u>
<i>Development costs</i>			
Lot production	1,737,647	5,900,647	4,163,000
Landscaping	614,111	2,941,874	2,327,763
Consultants	224,218	410,577	186,359
Infrastructure	1,911,727	1,180,769	(730,958)
Sales office building	-	49,657	49,657
Sales & marketing	83,752	331,867	248,115
Community Develop.	-	96,250	96,250
Administration	91,096	699,819	608,723
Finance	143,233	702,707	559,473
	<u>4,805,784</u>	<u>12,314,167</u>	<u>7,508,383</u>
Cashflow	<u>5,132,477</u>	<u>2,554,237</u>	<u>2,578,240</u>

The YTD revenue variance comprises:

- Settlement revenue is \$1.9m unfavourable to budget on 9 less residential settlements than the budget for FY2017.

1.5 Bonds

	<u>Last Year</u>	<u>Last Month</u>	<u>This Month</u>
City of Wanneroo	201,231	301,231	301,231
	<u>201,231</u>	<u>301,231</u>	<u>301,231</u>

Bonds relate to early clearance for stage 14B, a Landscaping bond for stage 13, and a waste water pump station bond.

**CATALINA
FINANCE REPORT
DECEMBER 2016**

2.0 PROFIT & LOSS

	MTH Act	MTH Bgt	Var	YTD Act	YTD Bgt	Var	PTD Act	PTD Bgt
- Revenue \$ (Stlmts)	1,469,000	2,609,357	(1,140,357)	11,659,000	13,534,437	(1,875,437)	198,596,500	198,495,775
- Revenue \$/lot	293,800	260,936		277,595	265,381		252,026	251,579
- Selling & GST \$	151,212	279,159	127,946	1,158,689	1,998,442	839,753	20,690,359	21,587,816
- Selling & GST \$/lot	30,242	27,916		27,588	39,185		26,257	27,361
- Cost of sales \$	411,452	918,116	506,664	3,404,258	4,443,655	1,039,397	74,050,798	74,522,719
- Cost of sales \$/lot	82,290	91,812		81,054	87,130		93,973	94,452
- Gross profit \$	906,336	1,412,083	(505,746)	7,096,053	7,092,340	3,713	103,855,343	102,385,240
- Gross profit \$/lot	181,267	141,208		168,954	139,065		131,796	129,766
- Gross profit Mgn %	61.70%	54.12%		60.86%	52.40%		52.29%	51.58%
- Special Sites \$	-	-	-	-	2,165,630	(2,165,630)	1,284,073	3,449,703
- Other income \$	657	-	657	3,317	-	3,317	228,236	221,259
- Sales & Marketing \$	3,658	71,499	67,841	80,100	428,994	348,894	1,310,509	2,173,031
- Administration \$	32,741	94,223	61,482	149,011	540,363	391,352	2,195,178	2,684,294
- Finance \$	-	-	-	-	-	-	-	8,295
- Contingency \$	-	123,332	123,332	-	702,845	702,845	20,364	1,060,822
- Net profit \$	870,594	1,123,029	(252,435)	6,870,259	7,585,768	(715,509)	101,841,601	100,129,761
- Net profit \$/lot	174,119	112,303		163,578	148,741		129,241	126,907

- FY17 YTD Gross profit is \$4k ahead of budget due to unfavourable settlements of 9 lots offset by favourable revenue/lot \$12k, selling costs \$12k/lot, and lot production costs \$6k/lot.
- Special sites is \$2.2m unfavourable due to timing of sales & settlements (Stg 11 local centre & 2 sites in stage 18B). Sale of the local centre site for \$1.4m (\$400k above budget) is progressing with the Heads of Agreement currently being prepared. The tender for lot 996 closed on 30 November with no interested parties registering. These 2 stage 18B group housing sites will now be re-assessed to determine if subdividing into residential lots is a viable option.
- FY17 YTD net profit is unfavourable against budget by \$716k, due to the favourable gross profit variance \$4k and unused contingency \$703k, favourable marketing and admin costs of \$740k, offset by unfavourable special site variance \$2.2m

YEAR TO DATE VERSUS FULL YEAR BUDGET

	YTD Act	FY17 Full Year Bgt	Var
- Revenue \$ (Stlmts)	11,659,000	26,283,530	(14,624,530)
- Revenue \$/lot	277,595	282,619	
- Selling & GST \$	1,158,689	3,380,978	2,222,289
- Selling & GST \$/lot	27,588	36,355	
- Cost of sales \$	3,404,258	9,395,814	5,991,556
- Cost of sales \$/lot	81,054	101,030	
- Gross profit \$	7,096,053	13,506,738	(6,410,685)
- Gross profit \$/lot	168,954	145,234	
- Gross profit Mgn %	60.86%	51.39%	
- Special Sites \$	-	2,762,735	(2,762,735)
- Other income \$	3,317	-	3,317
- Sales & Marketing \$	80,100	857,988	777,888
- Administration \$	149,011	1,075,701	926,690
- Finance \$	-	-	-
- Contingency \$	-	1,484,252	1,484,252
- Net profit \$	6,870,259	12,851,532	(5,981,273)
- Net profit \$/lot	163,578	138,189	

**CATALINA
FINANCE REPORT
DECEMBER 2016**

2.1 GROSS PROFIT ANALYSIS

Actual

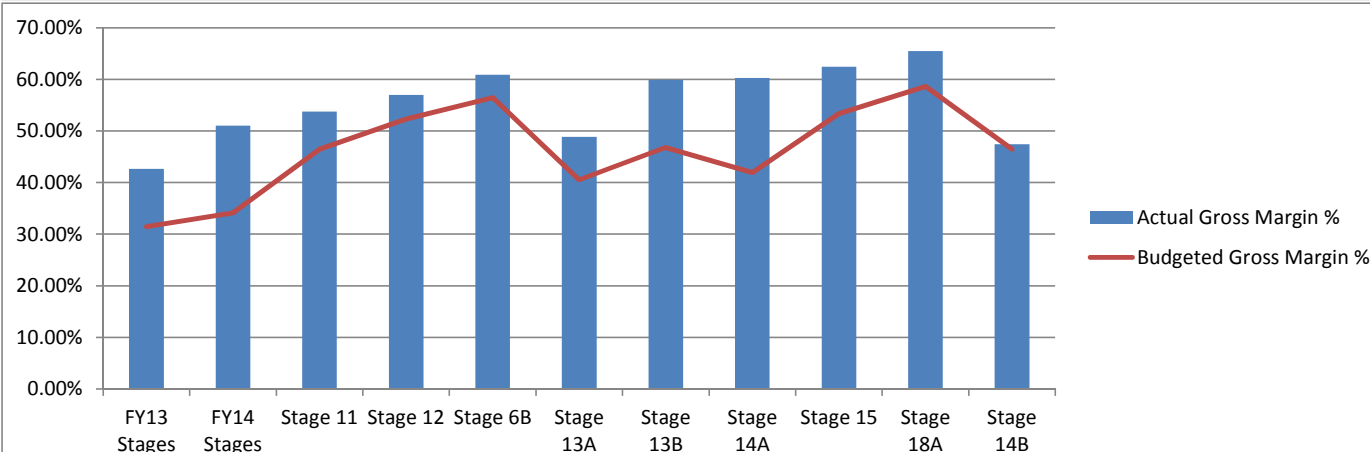
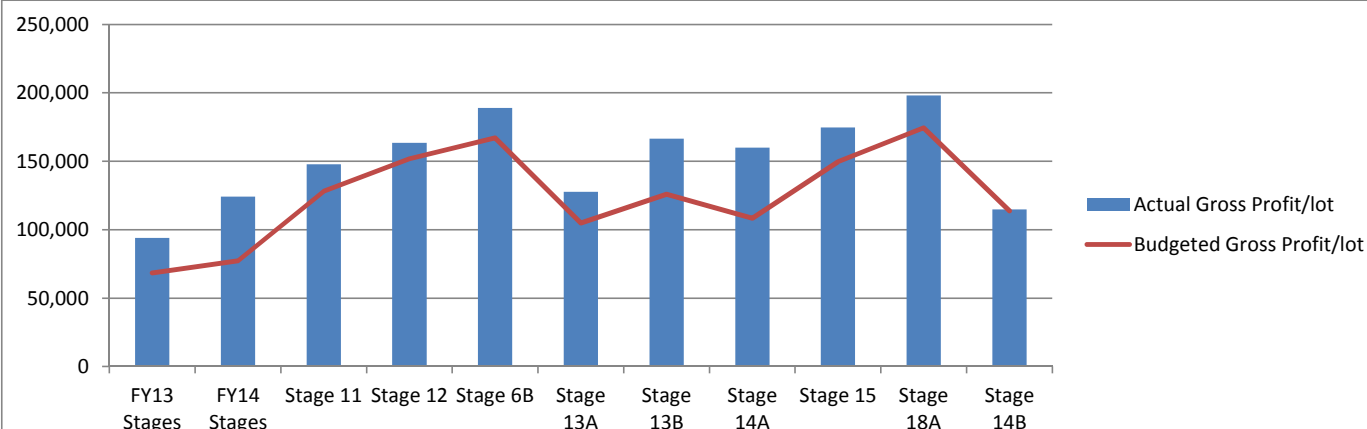
Stages	Title Issue Date	Revenue	Revenue/lot	Direct Selling & COGS (incl. GST)		Direct Costs/lot	Actual Gross	Actual Gross	Actual Gross
							Profit	Profit/lot	Margin %
FY13 Stages	2012 / 2013	51,375,500	220,496	29,448,888		126,390	21,926,612	94,106	42.68%
FY14 Stages	2013 / 2014	50,325,000	243,116	24,635,745		119,013	25,689,255	124,103	51.05%
Stage 11	1-Oct-14	17,611,000	275,172	8,143,826		127,247	9,467,174	147,925	53.76%
Stage 12	3-Dec-14	13,768,000	286,833	5,922,162		123,378	7,845,838	163,455	56.99%
Stage 6B	19-Jan-15	7,452,000	310,500	2,916,524		121,522	4,535,476	188,978	60.86%
Stage 13A	30-Mar-15	9,675,000	261,486	4,947,835		133,725	4,727,165	127,761	48.86%
Stage 13B	11-May-15	10,843,000	278,026	4,349,845		111,534	6,493,155	166,491	59.88%
Stage 14A	4-Jun-15	16,469,000	265,629	6,545,048		105,565	9,923,952	160,064	60.26%
Stage 15	15-Dec-15	13,996,000	279,920	5,254,799		105,096	8,741,201	174,824	62.45%
Stage 18A	27-May-16	6,356,000	302,667	2,194,806		104,515	4,161,194	198,152	65.47%
Stage 14B	28-Oct-16	726,000	242,000	381,680		127,227	344,320	114,773	47.43%
		<u>198,596,500</u>		<u>94,741,157</u>			<u>103,855,343</u>		

- Values for actuals are based on 'settled lots only' for the relevant stages.

Budget

Stages	Budget Version	Revenue	Revenue/lot	Direct Selling & COGS (incl. GST)		Direct Costs/lot	Budgeted Gross	Budgeted Gross	Budgeted Gross
							Profit	Profit/lot	Margin %
FY13 Stages	May-12	51,358,953	217,623	35,200,675		149,155	16,158,278	68,467	31.46%
FY 14 Stages	Jun-13	46,931,935	226,724	30,917,421		149,360	16,014,514	77,365	34.12%
Stage 11	Aug-14	17,645,281	275,708	9,444,658		147,573	8,200,623	128,135	46.47%
Stage 12	Aug-14	14,221,581	290,236	6,787,551		138,521	7,434,030	151,715	52.27%
Stage 6B	Aug-14	7,098,672	295,778	3,089,032		128,710	4,009,640	167,068	56.48%
Stage 13A	Aug-14	9,585,882	259,078	5,703,355		154,145	3,882,527	104,933	40.50%
Stage 13B	Aug-14	12,111,408	269,142	6,443,000		143,178	5,668,408	125,965	46.80%
Stage 14A	Aug-14	15,504,265	258,404	9,001,574		150,026	6,502,690	108,378	41.94%
Stage 15	Aug-15	15,433,000	280,600	7,203,599		130,975	8,229,401	149,625	53.32%
Stage 18A	Jun-16	8,626,000	297,448	3,567,470		123,016	5,058,530	174,432	58.64%
Stage 14B	Jun-16	2,448,087	244,809	1,310,427		131,043	1,137,659	113,766	46.47%
		<u>204,473,963</u>		<u>120,822,599</u>			<u>83,651,365</u>		

- Values for budget are based on 'total lots' for the relevant stages.



Appendix 9.6

**TAMALA PARK REGIONAL COUNCIL
BUDGET REVIEW
2016-2017**

Analysis as at 31 December 2016

	YTD Actual to 31/12/2016	YTD Budget to 31/12/2016	Annual Budget 2016/17	Projected Estimates to 30/06/2017	Variance Projected Estimates to Budget \$	Variance Projected Estimates as % of Budget
Ordinary Income/Expense						
Income						
I03 · GENERAL PURPOSE FUNDING						
I032 · Other GPF						
I032030 · Interest on Investment	675,180.20	575,500.00	959,170.00	1,300,000.00	340,830.00	35.53%
Total I032 · Other GPF	675,180.20	575,500.00	959,170.00	1,300,000.00	340,830.00	35.53%
Total I03 · GENERAL PURPOSE FUNDING	675,180.20	575,500.00	959,170.00	1,300,000.00	340,830.00	35.53%
I14 · OTHER PROPERTY & SERVICES						
I145 · Administration						
I145010 · Reimbursements	0.00	0.00	1,985.00	0	-1,985.00	-100.00%
I145012 · Income Other	3,621.14	0.00	0.00	3621.14	3,621.14	100.00%
Total I145 · Administration	3,621.14	0.00	1,985.00	3,621.14	1,636.14	82.43%
Total I14 · OTHER PROPERTY & SERVICES	3,621.14	0.00	1,985.00	3,621.14	1,636.14	82.43%
Total Income Operating	678,801.34	575,500.00	961,155.00	1,303,621.14	342,466.14	35.63%
Expense						
E04 · GOVERNANCE.						
E041 · Membership						
E041005 · Chairman Allowance	-9,882.99	-9,932.00	-19,864.00	-19,864.00	0.00	0.00%
E041010 · Deputy Chair Allowance	-2,470.65	-2,484.00	-4,966.00	-4,966.00	0.00	0.00%
E041018 · Attendance Fee - Councillors	-65,020.70	-65,344.00	-130,687.00	-130,687.00	0.00	0.00%
E041019 · Alternate Member Meeting Fee	0.00	-1,000.00	-2,000.00	-2,000.00	0.00	0.00%
E041020 · Conference Exp. - Councillors	0.00	-5,000.00	-10,000.00	-10,000.00	0.00	0.00%
E041030 · Other Costs	0.00	-4,700.00	-10,000.00	-10,000.00	0.00	0.00%
Total E041 · Membership	-77,374.34	-88,460.00	-177,517.00	-177,517.00	0.00	0.00
Total E04 · GOVERNANCE.	-77,374.34	-88,460.00	-177,517.00	-177,517.00	0.00	0.00

**TAMALA PARK REGIONAL COUNCIL
BUDGET REVIEW
2016-2017**

Analysis as at 31 December 2016

	YTD Actual to 31/12/2016	YTD Budget to 31/12/2016	Annual Budget 2016/17	Projected Estimates to 30/06/2017	Variance Projected Estimates to Budget \$	Variance Projected Estimates as % of Budget
E14 · OTHER PROPERTY & SERVICES						
E145 · Administration						
E145005 · Salaries - Basic Costs	-223,239.98	-299,194.00	-610,598.00	-560,000.00	50,598.00	8.29%
E145007 · Salaries Occ. Superannuation	-22,238.63	-28,422.00	-58,007.00	-53,200.00	4,807.00	8.29%
E145009 · Salaries WALGS Superannuation	0.00	-2,626.00	-5,356.00	0.00	5,356.00	100.00%
E145011 · Advertising Staff Vacancies	0.00	-2,575.00	-5,253.00	-5,253.00	0.00	0.00%
E145013 · Fringe Benefits Tax	-2,980.00	-5,146.00	-10,506.00	-10,506.00	0.00	0.00%
E145015 · Insurance W/comp.	-11,000.00	-6,989.00	-14,262.00	-11,000.00	3,262.00	22.87%
E145017 · Medical Exam. Costs	0.00	-155.00	-315.00	-315.00	0.00	0.00%
E145019 · Staff Training & Dev.	-432.47	-2,575.00	-5,253.00	-5,253.00	0.00	0.00%
E145020 · Conference Exp. - CEO	0.00	-7,721.00	-15,759.00	-15,759.00	0.00	0.00%
E145021 · Telephone - Staff Reimbursement	0.00	-360.00	-735.00	-735.00	0.00	0.00%
E145024 · Travel Expenses CEO	-496.48	-5,146.00	-10,506.00	-5,000.00	5,506.00	52.41%
E145025 · Other Accom & Property Costs	-23,016.95	-18,017.00	-36,773.00	-42,000.00	-5,227.00	-14.21%
E145027 · Advertising General	0.00	-7,721.00	-15,759.00	-15,759.00	0.00	0.00%
E145029 · Advertising Public/Statutory	-7,784.70	-7,721.00	-15,759.00	-15,759.00	0.00	0.00%
E145031 · Graphics Consumables	0.00	-2,575.00	-5,253.00	-5,253.00	0.00	0.00%
E145033 · Photocopying	-321.45	-1,288.00	-2,628.00	-2,628.00	0.00	0.00%
E145037 · Postage, Courier & Freight	-453.08	-618.00	-1,262.00	-1,262.00	0.00	0.00%
E145039 · Printing	0.00	-2,575.00	-5,254.00	-5,254.00	0.00	0.00%
E145043 · Stationery	-640.47	-1,030.00	-2,101.00	-2,101.00	0.00	0.00%
E145045 · Other Admin Expenses	-855.53	-7,721.00	-15,759.00	-15,759.00	0.00	0.00%
E145047 · Office Telephones & Faxes	-1,157.83	-1,545.00	-3,152.00	-3,152.00	0.00	0.00%
E145049 · Mobile Phones, Pages, Radios	-2,225.45	-1,030.00	-2,101.00	-2,500.00	-399.00	-18.99%
E145053 · Bank Charges	-90.94	-1,030.00	-2,101.00	-500.00	1,601.00	76.20%
E145055 · Credit Charges	-45.00	-102.00	-210.00	-100.00	110.00	52.38%
E145057 · Audit Fees	-240.32	-4,141.00	-8,456.00	-8,456.00	0.00	0.00%

**TAMALA PARK REGIONAL COUNCIL
BUDGET REVIEW
2016-2017**

Analysis as at 31 December 2016

	YTD Actual to 31/12/2016	YTD Budget to 31/12/2016	Annual Budget 2016/17	Projected Estimates to 30/06/2017	Variance Projected Estimates to Budget \$	Variance Projected Estimates as % of Budget
E145059 · Membership Fees	-2,758.00	-3,675.00	-7,500.00	-5,000.00	2,500.00	33.33%
E145061 · Legal Expenses (General)	-16,203.16	-14,700.00	-30,000.00	-30,000.00	0.00	0.00%
E145069 · Valuation Fees	-18,000.00	-24,500.00	-50,000.00	-25,000.00	25,000.00	50.00%
E145075 · Promotions	0.00	-7,350.00	-15,000.00	-10,000.00	5,000.00	33.33%
E145077 · Business Hospitality Expenses	-437.67	-4,900.00	-10,000.00	-5,000.00	5,000.00	50.00%
E145454 · Record Management Consultancy	-7,500.00	0.00	-10,000.00	-10,000.00	0.00	0.00%
E145079 · Consultancy - Other	-550.00	-9,800.00	-20,000.00	-20,000.00	0.00	0.00%
E145082 · Lawyers	0.00	-14,700.00	-30,000.00	-30,000.00	0.00	0.00%
E145083 · Research	0.00	-14,700.00	-30,000.00	-30,000.00	0.00	0.00%
E145086 · Probity Auditor	-680.60	-9,800.00	-20,000.00	-10,000.00	10,000.00	50.00%
E145087 · Computer Software Mtce	-608.18	-2,450.00	-5,000.00	-5,000.00	0.00	0.00%
E145088 · Accounting Management	-26,909.00	-25,738.00	-52,531.00	-52,531.00	0.00	0.00%
E145089 · Computer Software Purchase	-27,663.05	-24,500.00	-50,000.00	-50,000.00	0.00	0.00%
E145091 · Computer Sundries	0.00	-2,450.00	-5,000.00	-5,000.00	0.00	0.00%
E145092 · Data Communication Links	0.00	-2,695.00	-5,500.00	-5,500.00	0.00	0.00%
E145093 · Internet Provider Costs	-5,743.50	-5,145.00	-10,500.00	-10,500.00	0.00	0.00%
E145094 · Plant & Equip. Purchase Non-Cap	-1,809.09	-980.00	-2,000.00	-2,000.00	0.00	0.00%
E145095 · Plant & Equip. Purchase Capital	0.00	-2,450.00	-5,000.00	-5,000.00	0.00	0.00%
E145097 · Hire of Equipment	0.00	-980.00	-2,000.00	-2,000.00	0.00	0.00%
E145098 · Fringe Benefit Tax MotorVehicle	0.00	0.00	0.00	0.00	0.00	0.00%
E145099 · Vehicle Operating Expense	-2,933.61	-7,721.00	-15,759.00	-10,000.00	5,759.00	36.54%
E145100 · Safety Clothes and Equipment	0.00	-490.00	-1,000.00	-500.00	500.00	50.00%
E145101 · Consumable Stores	-316.24	-490.00	-1,000.00	-1,000.00	0.00	0.00%
E145103 · Newspapers & Periodicals	0.00	-98.00	-200.00	-100.00	100.00	50.00%
E145105 · Publications & Brochures	0.00	-245.00	-500.00	-500.00	0.00	0.00%
E145107 · Subscriptions	0.00	-490.00	-1,000.00	-1,000.00	0.00	0.00%
E145109 · Parking Expenses	-38.46	-155.00	-315.00	-315.00	0.00	0.00%
E145111 · Plans	0.00	-735.00	-1,500.00	-1,500.00	0.00	0.00%

**TAMALA PARK REGIONAL COUNCIL
BUDGET REVIEW
2016-2017**

Analysis as at 31 December 2016

	YTD Actual to 31/12/2016	YTD Budget to 31/12/2016	Annual Budget 2016/17	Projected Estimates to 30/06/2017	Variance Projected Estimates to Budget \$	Variance Projected Estimates as % of Budget
E145113 · Emergency Services	0.00	-4,900.00	-10,000.00	-10,000.00	0.00	0.00%
E145117 · Electricity	0.00	-8,820.00	-18,000.00	-18,000.00	0.00	0.00%
E145121 · Insurance - Public Liability	-4,391.60	-5,253.00	-5,253.00	-4,392.00	861.00	16.39%
E145123 · Insurance - Property (ISR)	-4,477.76	-1,997.00	-1,997.00	-4,478.00	-2,481.00	-124.24%
E145126 · Insurance - Personal Accident	-1,357.50	-5,253.00	-5,253.00	-1,358.00	3,895.00	74.15%
E145127 · Insurance - Other	0.00	-5,253.00	-5,253.00	0.00	5,253.00	100.00%
E145222 · Depreciation Furniture_office E	0.00	-10,301.00	-21,024.00	-21,024.00	0.00	0.00%
E145320 · (Profit)Loss Asset Sale/Disp	0.00	0.00	0.00	0.00	0.00	0.00%
Total E145 · Administration	-419,596.70	-641,737.00	-1,301,203.00	-1,174,202.00	127,001.00	9.76%
Total E14 · OTHER PROPERTY & SERVICES	-419,596.70	-641,737.00	-1,301,203.00	-1,174,202.00	127,001.00	9.76%
Total Expenses Operating	-496,971.04	-730,197.00	-1,478,720.00	-1,351,719.00	127,001.00	8.59%
E24 · CONSULTANT EXPENSE						
E145079 · Consultancy						
E145440 · Env Innovation Consultancies	0.00	0.00	0.00	0.00	0.00	0.00%
E145441 · Sustainability Assessment Syst	0.00	0.00	0.00	0.00	0.00	0.00%
E145447 · Graceful Sun Moth Survey	0.00	0.00	0.00	0.00	0.00	0.00%
E145448 · EPBC Act Management	0.00	0.00	0.00	0.00	0.00	0.00%
Total E145440 · Env Innovation Consultancies	0.00	0.00	0.00	0.00	0.00	0.00%
E145450 · Admin-Operational Consultancies						
E145451 · GST management	-4,824.00	-6,810.00	-20,000.00	-20,000.00	0.00	0.00%
E145452 · Recruitment_Human Resources	-2,500.00	-1,703.00	-5,000.00	-5,000.00	0.00	0.00%
E145453 · GST Margin Scheme Consultancy	0.00	0.00	0.00	0.00	0.00	0.00%
Total E145450 · Admin-Operational Consultancies	-7,324.00	-8,513.00	-25,000.00	-25,000.00	0.00	0.00%
E145079 · Consultancy - Other	0.00	0.00	0.00	0.00	0.00	0.00%
Total E145079 · Consultancy - Other	0.00	0.00	0.00	0.00	0.00	0.00%
Total E24 · CONSULTANT EXPENSE	-7,324.00	-8,513.00	-25,000.00	-25,000.00	0.00	0.00%

**TAMALA PARK REGIONAL COUNCIL
BUDGET REVIEW
2016-2017**

Analysis as at 31 December 2016

	YTD Actual to 31/12/2016	YTD Budget to 31/12/2016	Annual Budget 2016/17	Projected Estimates to 30/06/2017	Variance Projected Estimates to Budget \$	Variance Projected Estimates as % of Budget
E34 · PROPERTY DEVELOPMENT- SERVICES						
E345 · Property Admin & Approvals						
E145041 · Signage/Decals	0.00	-1,703.00	-5,000.00	-5,000.00	0.00	0.00%
E145042 · Branding/Marketing	0.00	-3,405.00	-10,000.00	-10,000.00	0.00	0.00%
Total E345 · Property Admin & Approvals	0.00	-5,108.00	-15,000.00	-15,000.00	0.00	0.00%
E346 · Mtce Services - Land						
E145204 · Fences/Walls	0.00	-6,810.00	-20,000.00	-20,000.00	0.00	0.00%
E145206 · Mtce Services - Land - Other	0.00	-1,703.00	-5,000.00	-5,000.00	0.00	0.00%
E145216 · Direct Selling Expenses	-1,597,508.47	-2,283,033.00	-3,805,686.00	-3,205,790.00	599,896.00	15.76%
E145218 · Sales and Marketing	-178,699.76	-331,866.00	-663,735.00	-761,778.00	-98,043.00	-14.77%
Total E346 · Mtce Services - Land	-1,776,208.23	-2,623,412.00	-4,494,421.00	-3,992,568.00	501,853.00	11.17%
Total E34 · PROPERTY DEVELOPMENT- SERVICES	-1,776,208.23	-2,628,520.00	-4,509,421.00	-4,007,568.00	501,853.00	11.13%
E347 · Land Development Costs						
E145207 · Land & Special Sites Developmen	0.00	-49,657.00	-49,656.00	-49,657.00	-1.00	0.00%
E145208 · Consultants	-126,776.09	-410,578.00	-675,204.00	-686,963.00	-11,759.00	-1.74%
E145209 · Landscape	-586,985.56	-2,941,874.00	-6,807,816.00	-6,064,606.00	743,210.00	10.92%
E145210 · Infrastructure	-1,255,252.12	312,830.00	-1,474,031.00	-3,847,792.00	-2,373,761.00	-161.04%
E145211 · Lot Production	-1,699,769.81	-4,015,258.00	-10,717,375.00	-11,955,504.00	-1,238,129.00	-11.55%
E145212 · Administration (Land Developmen	-89,268.15	-699,821.00	-1,075,117.00	-918,847.00	156,270.00	14.54%
E145213 · Community Development	0.00	-96,252.00	-192,500.00	-100,000.00	92,500.00	48.05%
E145214 · Contingency	0.00	-702,705.00	-1,483,907.00	-1,403,626.00	80,281.00	5.41%
E145215 · Precinct 1 Bulk Earthworks	-981,670.34	-3,378,986.00	-3,770,383.00	-1,263,370.00	2,507,013.00	66.49%
E145219 · Land Develop - Finance	0.00	0.00	-1,600,000.00	-1,298,769.00	301,231.00	18.83%
· Debtors/Creditors Movement	0.00	-165,944.00	-165,944.00	-798,429.00	-632,485.00	-381.14%
Total E347 · Land Development Costs	-4,739,722.07	-12,148,245.00	-28,011,933.00	-28,387,563.00	-375,630.00	-1.34%

**TAMALA PARK REGIONAL COUNCIL
BUDGET REVIEW
2016-2017**

Analysis as at 31 December 2016

	YTD Actual to 31/12/2016	YTD Budget to 31/12/2016	Annual Budget 2016/17	Projected Estimates to 30/06/2017	Variance Projected Estimates to Budget \$	Variance Projected Estimates as % of Budget
Total Expense	-7,020,225.34	-15,515,475.00	-34,025,074.00	-33,771,850.00	253,224.00	0.74%
Net Income	-6,341,424.00	-14,939,975.00	-33,063,919.00	-32,468,228.86	595,690.14	1.80%
Other Items						
Contribution Refund	-47,428.00	0.00	-327,714.00	-327,714.00	0.00	0.00%
Development Costs Apartments	-338,908.75	0.00	0.00	-338,908.75	-338,908.75	-100.00%
Capital Expenditure	-76,955.00	-65,016.00	-90,016.00	-90,016.00	0.00	0.00%
Proceeds Sale of Asset	42,727.00	42,727.00	42,727.00	42,727.00	0.00	0.00%
Profit Distributions	-5,000,000.00	-5,000,000.00	-11,000,000.00	-11,000,000.00	0.00	0.00%
Proceed Sale of Lots	11,535,152.54	13,534,436.00	26,283,529.00	26,604,016.00	320,487.00	1.22%
Other Income Sale of Apartments	333,863.36	0.00	0.00	333,863.36	333,863.36	100.00%
Other Income Sale of Lots	166,062.99	3,617,000.00	4,794,250.00	1,000,000.00	-3,794,250.00	-79.14%
Depreciation Written Back	0.00	10,302.00	21,024.00	21,024.00	0.00	0.00%
Opening Surplus	47,348,075.00	47,345,854.00	47,345,854.00	47,348,075.00	2,221.00	0.00%
Closing Net Surplus/ Deficit	47,621,165.14	44,545,328.00	34,005,735.00	31,124,837.75	-2,880,897.25	-8.47%

**TAMALA PARK REGIONAL COUNCIL
STATEMENT OF FINANCIAL ACTIVITY
BY PROGRAM
FOR THE PERIOD ENDING 31 DECEMBER 2016**

	2016-17 ADOPTED BUDGET	2016-17 REVISED BUDGET	2016-17 YTD ACTUAL	VARIANCE		VARIANCE
				FAVOURABLE	UNFAVOURABLE	
REVENUE	\$	\$	\$	\$	\$	%
General Purpose Funding	959,170	1,300,000	675,180	340,830		35.53%
Other Property and Services	1,985	3,621	3,621	1,636		82.42%
	961,155	1,303,621	678,801			
LESS EXPENDITURE						
Governance	(177,517)	(177,517)	(77,374)			
Other Property & Services	(1,301,203)	(1,174,202)	(419,597)	127,001		9.76%
	(1,478,720)	(1,351,719)	(496,971)			
Increase(Decrease)	(517,565)	(48,098)	181,830			
ADD						
Proceeds Sale of Asset	42,727	42,727	42,727			
Depreciation Written Back	21,024	21,024	-			
	63,751	63,751	42,727			
Sub Total	(453,814)	15,653	224,557			
LESS CAPITAL PROGRAMME						
Purchase Plant and Equipment	(90,016)	(90,016)	(76,955)			
	(90,016)	(90,016)	(76,955)			
LESS MEMBERS EQUITY						
Development of Land for Resale						
Income Sale of Lots -Subdivision	26,283,529	26,604,017	11,535,152	320,488		1.22%
Income Other -Subdivision	4,794,250	1,000,000	166,063		(3,794,250)	-79.14%
Income Other - Sale of Apartments	0	333,863	333,863	333,863		100.0%
Development Costs - Subdivision	(32,546,354)	(32,420,132)	(6,523,254)		126,222	-0.39%
Development Costs - Apartments	0	(338,908)	(338,908)		(338,908)	-100.00%
Contribution Refund	(327,714)	(327,714)	(47,428)			
Contribution Returned	0	0	0			
Profit Distribution	(11,000,000)	(11,000,000)	(5,000,000)			
	(12,796,289)	(16,148,874)	125,488			
Sub Total	(13,340,119)	(16,223,237)	\$273,090			
Opening Funds	47,345,854	47,348,075	47,348,075	2,221		0.0047%
	47,345,854	47,348,075	47,348,075			
Net Surplus (Deficit)	34,005,735	31,124,838	47,621,165	1,126,039	(4,006,936)	

(2,880,897)

(\$2,880,897)

**TAMALA PARK REGIONAL COUNCIL
SURPLUS (DEFICIT)
BY PROGRAM**

	2016-17 ADOPTED BUDGET	2016-17 REVISED BUDGET	2016-17 YTD ACTUAL
	\$	\$	\$
TOTAL OF OPERATING AND CAPITAL REVENUE AND EXPENDITURE	(13,361,143)	(16,244,261)	273,090
ADD			
DEPRECIATION WRITTEN BACK	21,024	21,024	0
ADD			
SURPLUS BROUGHT FORWARD	47,345,854	47,348,075	47,348,075
LESS			
SURPLUS CARRIED FORWARD	(34,005,735)	(31,124,838)	(47,621,165)
RATES LEVIED	0	0	0

**TAMALA PARK REGIONAL COUNCIL
CLOSING FUNDS
BY PROGRAM**

	2016-17 ADOPTED BUDGET	2016-17 REVISED BUDGET	2016-17 YTD ACTUAL
	\$	\$	\$
CURRENT ASSETS			
Cash on Hand	0	0	0
Cash at Bank	33,775,808	30,996,269	47,494,046
Trade and Other Receivables	386,158	350,000	337,370
Total Current Assets	34,161,966	31,346,269	47,831,416
LESS CURRENT LIABILITIES			
Provisions	(121,431)	(121,431)	(121,431)
Trade and Other Payables	(34,800)	(100,000)	(88,820)
Total Current Liabilities	(156,231)	(221,431)	(210,251)
NET CURRENT ASSETS	34,005,735	31,124,838	47,621,165
SURPLUS OF CURRENT ASSETS OVER LIABILITIES	\$34,005,735	\$31,124,838	\$47,621,165

NOTE 2 2016-17 ADOPTED BUDGET HAS NOT BEEN AMENDED SINCE ADOPTION

Appendix 9.7



Tamala Park Regional Council - Compliance Audit Return Regional Local Government 2016

Certified Copy of Return

Please submit a signed copy to the Director General of the Department of Local Government and Communities together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2016.	N/A		Tony Arias
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2016.	N/A		Tony Arias
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2016.	N/A		Tony Arias
4	s3.59(4)	Has the local government given Statewide public notice of each proposal to commence a major trading undertaking or enter into a major land transaction for 2016.	N/A		Tony Arias
5	s3.59(5)	Did the Council, during 2016, resolve to proceed with each major land transaction or trading undertaking by absolute majority.	N/A		Tony Arias



Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority.	Yes		Tony Arias
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing.	Yes		Tony Arias
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17.	Yes		Tony Arias
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations.	Yes		Tony Arias
5	s5.18	Has Council reviewed delegations to its committees in the 2015/2016 financial year.	Yes		Tony Arias
6	s5.42(1), 5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act.	Yes		Tony Arias
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority.	Yes		Tony Arias
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing.	Yes	Delegation Register	Tony Arias
9	s5.44(2)	Were all delegations by the CEO to any employee in writing.	Yes	Delegation Register	Tony Arias
10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority.	Yes		Tony Arias
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees.	Yes		Tony Arias
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2015/2016 financial year.	Yes		Tony Arias
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required.	Yes		Tony Arias

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68).	N/A	No Disclosure of Financial Interest during audit term.	Tony Arias
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings.	N/A		Tony Arias



No	Reference	Question	Response	Comments	Respondent
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made.	Yes		Tony Arias
4	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day.	Yes		Tony Arias
5	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day.	N/A	No new employees during audit term.	Tony Arias
6	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2016.	Yes		Tony Arias
7	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2016.	Yes		Tony Arias
8	s5.77	On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return.	Yes		Tony Arias
9	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76	Yes		Tony Arias
10	s5.88(1)(2) Admin Reg 28	Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28.	Yes		Tony Arias
11	s5.88 (3)	Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76.	Yes		Tony Arias
12	s5.88(4)	Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee.	Yes		Tony Arias
13	s5.103 Admin Reg 34C & Rules of Conduct Reg 11	Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes.	Yes		Tony Arias
14	s5.70(2)	Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report.	Yes		Tony Arias



No	Reference	Question	Response	Comments	Respondent
15	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee.	Yes		Tony Arias
16	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees.	Yes		Tony Arias

Disposal of Property

No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5)).	Yes		Tony Arias
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property.	Yes		Tony Arias

Finance

No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act.	Yes		Tony Arias
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority.	N/A	No delegation issued	Tony Arias
3	s7.3	Was the person(s) appointed by the local government to be its auditor, a registered company auditor.	Yes		Tony Arias
4	s7.3, 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council.	Yes		Tony Arias
5	Audit Reg 10	Was the Auditor's report for the financial year ended 30 June 2016 received by the local government within 30 days of completion of the audit.	Yes		Tony Arias
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2016 received by the local government by 31 December 2016.	Yes		Tony Arias
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9 (1) of the Act required action to be taken by the local government, was that action undertaken.	N/A	No matters raised	Tony Arias



No	Reference	Question	Response	Comments	Respondent
8	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a report prepared on any actions undertaken.	N/A	No matters raised	Tony Arias
9	S7.12A (4)	Where the local government determined that matters raised in the auditor's report (prepared under s7.9 (1) of the Act) required action to be taken by the local government, was a copy of the report forwarded to the Minister by the end of the financial year or 6 months after the last report prepared under s7.9 was received by the local government whichever was the latest in time.	N/A	No matters raised	Tony Arias
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit.	Yes		Tony Arias
11	Audit Reg 7	Did the agreement between the local government and its auditor include the scope of the audit.	Yes		Tony Arias
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit.	Yes		Tony Arias
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor.	Yes		Tony Arias
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor.	Yes		Tony Arias



Local Government Employees

No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised.	N/A	No appointment during audit term	Tony Arias
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A.	N/A		Tony Arias
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4).	N/A		Tony Arias
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only).	N/A		Tony Arias
5	s5.37(2)	Did the CEO inform council of each proposal to employ or dismiss a designated senior employee.	N/A	No appointments or dismissals during audit term	Tony Arias

Official Conduct

No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer.	N/A	CEO is complaints officer	Tony Arias
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c).	Yes		Tony Arias
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made.	Yes		Tony Arias
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the name of the person who makes the complaint.	Yes		Tony Arias
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred.	Yes		Tony Arias
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c).	Yes		Tony Arias



Tenders for Providing Goods and Services

No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2)).	Yes		Tony Arias
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract.	N/A	No multiple contracts entered into during audit term	Tony Arias
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice.	Yes		Tony Arias
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16.	Yes		Tony Arias
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation.	Yes		Tony Arias
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16.	Yes		Tony Arias
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender.	Yes		Tony Arias
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria.	Yes		Tony Arias
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17.	Yes		Tony Arias
10	F&G Reg 19	Was each tenderer sent written notice advising particulars of the successful tender or advising that no tender was accepted.	Yes		Tony Arias
11	F&G Reg 21 & 22	Did the local governments's advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22.	N/A	No expressions of interest sought during audit term	Tony Arias
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice.	N/A		Tony Arias



No	Reference	Question	Response	Comments	Respondent
13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services.	N/A		Tony Arias
14	F&G Reg 24	Was each person who submitted an expression of interest, given a notice in writing in accordance with Functions & General Regulation 24.	N/A		Tony Arias
15	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice.	No	No invitation for pre-qualified suppliers invited during audit term	Tony Arias
16	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE.	N/A		Tony Arias
17	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application.	N/A		Tony Arias
18	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, notice of the variation.	N/A		Tony Arias
19	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications.	N/A		Tony Arias
20	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria.	N/A		Tony Arias
21	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG.	N/A		Tony Arias
22	F&G Reg 24AI	Did the local government send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted.	N/A		Tony Arias



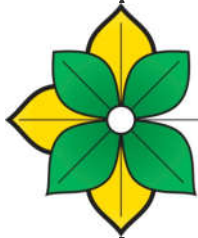
No	Reference	Question	Response	Comments	Respondent
23	F&G Reg 24E	Where the local government gave a regional price preference in relation to a tender process, did the local government comply with the requirements of F&G Reg 24E in relation to the preparation of a regional price preference policy (only if a policy had not been previously adopted by Council).	N/A	No regional preference provided during audit term	Tony Arias
24	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy.	N/A		Tony Arias
25	F&G Reg 11A	Does the local government have a current purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less.	Yes		Tony Arias

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Tamala Park Regional Council

Signed CEO, Tamala Park Regional Council

Appendix 9.8



TAMALA PARK
Regional Council

Tamala Park Regional Council Code of Conduct for Council Members and Staff

February 2017

PREAMBLE

The Code of Conduct provides Council Members and staff in Local Government with consistent guidelines for an acceptable standard of professional conduct.

The Code addresses in a concise manner the broader issue of ethical responsibility and encourages greater transparency and accountability in individual Local Governments.

The Code is complementary to the principles adopted in the Local Government Act and regulations which incorporates four fundamental aims to result in:

- a) Better decision-making by local governments;
- b) Greater community participation in the decisions and affairs of local governments;
- c) Greater accountability of local governments to their communities; and
- d) More efficient and effective local government.

The Code provides a guide and a basis of expectations for Council Members and staff. It encourages a commitment to ethical and professional behaviour and outlines principles in which individual and collective Local Government responsibilities may be based.

STATUTORY ENVIRONMENT

The Code of Conduct observes statutory requirements of the Local Government Act 1995 (S5.103 – Codes of Conduct) and Local Government (Administration) Regulations 1996 (Regs 34B and 34C).

RULES OF CONDUCT

Council Members acknowledge their activities, behaviour and statutory compliance obligations may be scrutinised in accordance with prescribed rules of conduct as described in the Local Government Act 1995 and Local Government (Rules of Conduct) Regulations 2007.

1. ROLES

1.1 Role of Council Members

The primary role of a Council Member is to represent the community, and the effective translation of the community's needs and aspirations into a direction and future for the Local Government will be the focus of the Council Member's public life.

The role of Council Members as set out in clause 6.7 of the Tamala Park Regional Council Establishment Agreement as follows:

'A member of the Tamala Park Regional Council:

- a) Represents the interests of the ratepayers and residents of the Region [defined to mean the combined districts of the Participants];*
- b) Facilitates communication between the community of the Region and the Tamala Park Regional Council ;*
- c) Participates in the TPRC's decision making processes at meetings of the Tamala Park Regional Council and its committees; and*
- d) Performs such other functions as are given to the Councillor by the Act or any other written law.'*

A Council Member is part of the team in which the community has placed its trust to make decisions on its behalf and the community is therefore entitled to expect high standards of conduct from its elected representatives. In fulfilling the various roles, Council Members' activities will focus on:

- achieving a balance in the diversity of community views to develop an overall strategy for the future of the community;
- achieving sound financial management and accountability in relation to the Local Government's finances;
- ensuring that appropriate mechanisms are in place to deal with the prompt handling of residents' concerns;
- working with other governments and organisations to achieve benefits for the community at both a local and regional level;
- having an awareness of the statutory obligations imposed on Councillors and on Local Governments.

1.2 Role of Staff

The role of staff is determined by the functions of the CEO as set out in S5.41 of the LGA 1995:

"The CEO's functions are to:

- (a) advise the council in relation to the functions of a local government under this Act and other written laws;*
- (b) ensure that advice and information is available to the council so that informed decisions can be made;*
- (c) cause council decisions to be implemented;*
- (d) manage the day to day operations of the local government;*
- (e) liaise with the mayor or president on the local government's affairs and the performance of the local government's functions;*
- (f) speak on behalf of the local government if the mayor or president agrees;*
- (g) be responsible for the employment, management supervision, direction and dismissal of other employees (subject to S 5.37(2) in relation to senior employees);*
- (h) ensure that records and documents of the local government are properly kept for the purposes of this Act and any other written law; and*
- (i) perform any other function specified or delegated by the local government or imposed under this Act or any other written law as a function to be performed by the CEO."*

1.3 Role of Council

The Role of the Council is in accordance with S 2.7 of the Local Government Act 1995:

- "(1) The council —*
 - (a) directs and controls the local government's affairs; and*
 - (b) is responsible for the performance of the local government's functions.*
- (2) Without limiting subsection (1), the council is to —*
 - (a) oversee the allocation of the local government's finances and resources; and*
 - (b) determine the local government's policies."*

1.4 Relationships Between Council Members and Staff

An effective Councillor will work as part of the Council team with the Chief Executive Officer and other members of staff. That teamwork will only occur if Council Members and staff have a mutual respect and co-operate with each other to achieve the Council's corporate goals and implement the Council's strategies. To achieve that position, Council Members need to observe their statutory obligations which include, but are not limited to, the following :

- accept that their role is a leadership, not a management or administrative one;
- acknowledge that they have no capacity to individually direct members of staff to carry out particular functions;
- refrain from publicly criticising staff in a way that casts aspersions on their professional competence and credibility

CONFLICT AND DISCLOSURE OF INTEREST

Conflict of Interest

- a) Council Members and staff will ensure that there is no actual (or perceived) conflict of interest between their personal interests and the impartial fulfilment of their professional duties.
- b) Staff will not engage in private work with or for any person or body with an interest in a proposed or current contract with the Local Government, without first making disclosure to the Chief Executive Officer. In this respect, it does not matter whether advantage is in fact obtained, as any appearance that private dealings could conflict with performance of duties must be scrupulously avoided.
- c) Council Members and staff will lodge written notice with the Chief Executive Officer describing an intention to undertake a dealing in land within the municipality or which may otherwise be in conflict with the Council's functions (other than purchasing the principal place of residence).
- d) Council Members and staff who exercise a recruitment or other discretionary function will make disclosure before dealing with relatives or close friends and will disqualify themselves from dealing with those persons.
- e) Staff will refrain from partisan political activities which could cast doubt on their neutrality and impartiality in acting in their professional capacity. An individual's rights to maintain their own political convictions are not impinged upon by this clause. It is recognised that such convictions cannot be a basis for discrimination and this is supported by anti discriminatory legislation.

2. FINANCIAL INTEREST

Council Members and staff will adopt the principles of disclosure of financial interest as contained within the Local Government Act.

Disclosure of Interest

Definition :

In this clause, and in accordance with Regulation 34C of the Local Government (Administration) Regulations 1996 - "interest" means an interest that could, or could reasonably be perceived to, adversely affect the impartiality of the person having the interest and includes an interest arising from kinship, friendship or membership of an association.

- a) A person who is an employee and who has an interest in any matter to be discussed at a council or committee meeting attended by the person is required to disclose the nature of the interest -
 - (i) in a written notice given to the CEO before the meeting; or
 - (ii) at the meeting immediately before the matter is discussed.
- b) A person who is an employee and who has given, or will give, advice in respect of any matter to be discussed at a council or committee meeting not attended by the person is required to disclose the nature of any interest the person has in the matter -
 - (i) in a written notice given to the CEO before the meeting; or
 - (ii) at the time the advice is given.
- c) A requirement described under items (a) and (b) exclude an interest referred to in S 5.60 of the Local Government Act 1995.
- d) A person is excused from a requirement made under items (a) or (b) to disclose the nature of an interest if -
 - (i) the person's failure to disclose occurs because the person did not know he or she had an interest in the matter; or
 - (ii) the person's failure to disclose occurs because the person did not know the matter in which he or she had an interest would be discussed at the meeting and the person discloses the nature of the interest as soon as possible after becoming aware of the discussion of a matter of that kind.
- e) If a person who is an employee makes a disclosure in a written notice given to the CEO before a meeting to comply with requirements of items (a) or (b), then -
 - (i) before the meeting the CEO is to cause the notice to be given to the person who is to preside at the meeting; and
 - (ii) immediately before a matter to which the disclosure relates is discussed at the meeting the person presiding is to bring the notice and its contents to the attention of the persons present.
- f) If -
 - (i) to comply with a requirement made under item (a), the nature of a person's interest in a matter is disclosed at a meeting; or
 - (ii) a disclosure is made as described in item (d)(ii) at a meeting; or
 - (iii) to comply with a requirement made under item (e)(ii), a notice disclosing the nature of a person's interest in a matter is brought to the attention of the persons present at a meeting,

The nature of the interest is to be recorded in the minutes of the meeting.

3. PERSONAL BENEFIT

3.1 Use of Confidential Information

Council Members and staff will not use confidential information to gain improper advantage for themselves or for any other person or body, in ways which are inconsistent with their obligation to act impartially and in good faith, or to improperly cause harm or detriment to any person or organisation.

3.2 Intellectual Property

The title to Intellectual Property in all duties relating to contracts of employment will be assigned to the Local Government upon its creation unless otherwise agreed by separate contract.

3.3 Improper or Undue Influence

Council Members and staff will not take advantage of their position to improperly influence other members or staff in the performance of their duties or functions, in order to gain undue or improper (direct or indirect) advantage or gain for themselves or for any other person or body.

3.4 Gifts

Definition :

In this clause, and in accordance with Regulation 34B of the Local Government (Administration) Regulations 1996 -

“activity involving a local government discretion” means an activity -

(a) that cannot be undertaken without an authorisation from the local government; or

(b) by way of a commercial dealing with the local government;

“gift” has the meaning given to that term in S 5.82(4) except that it does not include -

(a) a gift from a relative as defined in S 5.74(1); or

(b) a gift that must be disclosed under Regulation 30B of the Local Government (Elections) Regulations 1997; or

(c) a gift from a statutory authority, government instrumentality or non-profit association for professional training;

“notifiable gift”, in relation to a person who is an employee, means -

(a) a gift worth between \$50 and \$300; or

(b) a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth between \$50 and \$300;

“prohibited gift”, in relation to a person who is an employee, means -

(a) a gift worth \$300 or more; or

(b) a gift that is one of 2 or more gifts given to the employee by the same person within a period of 6 months that are in total worth \$300 or more.

- (a) A person who is an employee is to refrain from accepting a prohibited gift from a person who -
- (i) is undertaking or seeking to undertake an activity involving a local government discretion; or
 - (ii) it is reasonable to believe is intending to undertake an activity involving a local government discretion.

- (b) A person who is an employee and who accepts a notifiable gift from a person who -
 - (i) is undertaking or seeking to undertake an activity involving a local government discretion; or
 - (ii) it is reasonable to believe is intending to undertake an activity involving a local government discretion,
 - (iii) notify the CEO, in accordance with item (c) and within 10 days of accepting the gift, of the acceptance.
- (c) The notification of the acceptance of a notifiable gift must be in writing and include -
 - (i) the name of the person who gave the gift; and
 - (ii) the date on which the gift was accepted; and
 - (iii) a description, and the estimated value, of the gift; and
 - (iv) the nature of the relationship between the person who is an employee and the person who gave the gift; and
 - (v) if the gift is a notifiable gift under paragraph (b) of the definition of “notifiable gift” (whether or not it is also a notifiable gift under paragraph (a) of that definition) –
 - (1) a description; and
 - (2) the estimated value; and
 - (3) the date of acceptance,of each other gift accepted within the 6 month period.
- (d) The CEO is to maintain a Register of Notifiable Gifts and record in it details of notifications given to comply with a requirement made under item (c). The Register of Notifiable Gifts is to be public and maintained on the TPRC website.
- (e) This clause does not apply to gifts received from a relative (as defined in S 5.74(1) of the Local Government Act) or an electoral gift (to which other disclosure provisions apply).
- (f) This clause does not prevent the acceptance of a gift on behalf of the local government in the course of performing professional or ceremonial duties in circumstances where the gift is presented in whole to the CEO, entered into the Register of Notifiable Gifts and used or retained exclusively for the benefit of the local government.

4. CONDUCT OF COUNCIL MEMBERS AND STAFF

4.1 Personal Behaviour

- a) Council Members and staff will:
 - i) act, and be seen to act, properly and in accordance with the requirements of the law and the terms of this Code;
 - ii) perform their duties impartially and in the best interests of the Local Government uninfluenced by fear or favour;
 - iii) act in good faith (i.e. honestly, for the proper purpose, and without exceeding their powers) in the interests of the Local Government and the community;
 - iv) make no allegations which are improper or derogatory (unless true and in public interest) and refrain from any form of conduct, in the performance of their official or professional duties, which may cause any reasonable person unwarranted offence or embarrassment; and
 - v) always act in accordance with their obligation of fidelity to the Local Government.

- b) Council Members will represent and promote the interests of the Local Government, while recognising their special duty to their own constituents.

4.2 Honesty and Integrity

Council Members and staff will:

- a) Observe the highest standards of honesty and integrity, and avoid conduct which might suggest any departure from these standards;
- b) Bring to the notice of the Chairman any dishonesty or possible dishonesty on the part of any other member, and in the case of an employee to the Chief Executive Officer.
- c) Be frank and honest in their official dealing with each other.

4.3 Performance of Duties

- a) While on duty, staff will give their whole time and attention to the Local Government's business and ensure that their work is carried out efficiently, economically and effectively, and that their standard of work reflects favourably both on them and on the Local Government.
- b) Council Members will at all times exercise reasonable care and diligence in the performance of their duties, being consistent in their decision making but treating all matters on individual merits. Council Members will be as informed as possible about the functions of the Council, and treat all members of the community honestly and fairly.

4.4 Compliance with Lawful Orders

- a) Council Members and staff will comply with any lawful order given by any person having authority to make or give such an order, with any doubts as to the propriety of any such order being taken up with the superior of the person who gave the order and, if resolution can not be achieved, with the Chief Executive Officer.
- b) Council Members and staff will give effect to the lawful policies of the Local Government, whether or not they agree with or approve of them.

4.5 Administrative and Management Practices

Council Members and staff will ensure compliance with proper and reasonable administrative practices and conduct, and professional and responsible management practices.

4.6 Corporate Obligations

- a) Standard of Dress

Council Members and staff are expected to comply with neat and responsible dress standard at all times. Council Members will dress in a manner appropriate to their position, in particular, when attending meetings or representing the Tamala Park Regional Council in an official capacity. Management reserves the right to adopt policies relating to corporate dress and to raise the issue of dress with individual staff.

b) Communication and Public Relations

- i) All aspects of communication by staff (including verbal, written or personal), involving Local Government's activities should reflect the status and objectives of that Local Government. Communications should be accurate, polite and professional.
- ii) As a representative of the community Council Members need to be not only responsive to community views, but to adequately communicate the attitudes and decisions of the Council. In doing so Council Members should acknowledge that:
 - as a member of the Council there is a respect for the decision making processes of the Council which are based on a decision of the majority of the Council;
 - information of a confidential nature ought not be communicated until it is no longer treated as confidential;
 - information relating to decisions of the Council on approvals, permits and so on ought only be communicated in an official capacity by a designated officer of the Council;
 - information concerning adopted policies, procedures and decisions of the Council is conveyed accurately.
- iii) Committee Members accept and acknowledge it is their responsibility to observe any direction the Local Government may adopt in terms of advancing and promoting the objectives of the Committee to which they have been appointed.

4.7 Appointments to Committees

As part of their representative role Council Members are often asked to represent the Council on external organisations. It is important that Council Members:

- Clearly understand the basis of their appointment; and
- Provide regular reports on the activities of the organisation.

5. DEALING WITH COUNCIL PROPERTY

5.1 Use of Local Government Resources

Council Members and staff will:

- a) Be scrupulously honest in their use of the Local Government's resources and shall not misuse them or permit their misuse (or the appearance of misuse) by any other person or body;
- b) Use the Local Government resources entrusted to them effectively and economically in the course of their duties; and
- c) Not use the Local Government's resources (including the services of Council staff) for private purposes (other than when supplied as part of a contract of employment), unless properly authorised to do so, and appropriate payments are made (as determined by the Chief Executive Officer).

5.2 Travelling and Sustenance Expenses

Council Members and staff will only claim or accept travelling and sustenance expenses arising out of travel related matters which have a direct bearing on the services, policies or business of the Local Government in accordance with Local Government policy and the provisions of the Local Government Act.

5.3 Access to Information

- a) Staff will ensure that Council Members are given access to all information necessary for them to properly perform their functions and comply with their responsibilities.
- b) Council Members will ensure that information provided will be used properly and to assist in the process of making reasonable and informed decisions on matters before the Council.

Appendix 9.9

8 February 2017

Mr Tony Arias

Chief Executive Officer

Tamala Park Regional Council

Unit 2, 369 Scarborough Beach Road

INNALOO WA 6018

Via Email: tony.arias@tamalapark.wa.gov.au

Dear Mr Arias,

RE: STAGE 25 DISPLAY VILLAGE 3 – BUILDERS TENDER

On the 1st of February 2017, a tender for the sale and allocation of the 15 lots comprising Display Village Lots 3 was advertised. The Tender is scheduled to close on the 15th February 2017. In order to secure sales with settlements to occur in the current financial year and ensure display village opening it is requested that the Tamala Park Regional Council allow the Chief Executive Officer, to allocate the display village lots for sale in accordance with list / budget prices.

Display Village 3 is the first display village to be created within Catalina Beach and comprises 15 lots (being Lot 2122 to 2136 Bellafontaine Grove). The Display Village tender has clear selection criteria designed to provide the highest qualifying tenderers with the preference to their most desired lot within the proposed display village. The tender has been targeted at two storey builders with limited opportunities for high quality single storey display home builder to enter the village on strategically selected lots.

The tender assessment will be subject to Tamala Park Regional Council procurement requirements including all probity requirements. The lots within the display village will all be sold at list price which is consistent with budget rates for display village lots. Qualifying display home builders will be offered an incentive of up to 5% of the sale price of the lot, subject to fulfilment of contractual conditions.

It is requested that TPRC allow the Chief Executive Officer delegation to allocate lots for the reasons as follow:

- Facilitate the sale of 15 Display Village Lots in February (which may be delayed until April if delegation is not provided)
- Facilitate the settlement of 15 display village lots within the current financial year (which may be compromised if considered by Council in April)
- Facilitate the opening of the display village in October 2018

Recommendation

SPG recommends the following actions be taken to formalise the sale and allocation of Display Village Lots:

1. Authorise the CEO to determine the formal allocation and sale of lots within Display Village 3 (being Lots 2122 to 2136) based on tender outcomes.

If you have any queries or require additional information, please do not hesitate to contact me at your convenience.

Kind Regards,



Antonina Lazzara

Project Director

Satterley Property Group

Appendix 9.10

7 February 2017

Mr Tony Arias
Chief Executive Officer
Tamala Park Regional Council
Unit 2, 369 Scarborough Beach Road
INNALOO WA 6018

via Email: tony.arias@tamalapark.wa.gov.au

Dear Mr Arias,

RE: CATALINA GROVE PRECINCT PLAN - UPDATE

During the Tamala Park Regional Council (TPRC) Meeting held on the 8th December, 2016 the Council considered the above matter.

During Council's meeting the following resolutions were passed:

1. ***RECEIVE the Catalina Grove Update (November 2016) prepared by Satterley Property Group.***
2. ***SUPPORT Option 3 as the preferred Concept Plan for the Catalina Grove Precinct for the purpose of further consultation with the City of Wanneroo and State Authorities.***
3. ***REQUEST the Satterley Property Group to:***
 - a. ***Undertake a cashflow feasibility analysis on Catalina Concept Plan (Option 3) with a report to be presented for Council's consideration at its February 2017 meeting.***
 - b. ***Finalise a program for progressing the resolution of issues, detailed consultation with key stakeholders, finalisation of specialist consultants inputs and preparation and approval of an Amendment to the Tamala Park Local Structure Plan for Council's consideration at its February 2017 meeting.***
 - c. ***Provide a map showing the location of all significant trees in the Precinct, and how many of those significant trees are retained under the recommended Concept Plan.***
 - d. ***Undertake a tree canopy survey of the Catalina Grove Precinct to allow Council to set a realistic target for future tree canopy cover for the Precinct.***

Undertake a cashflow feasibility analysis on Catalina Concept Plan (Option 3) with a report to be presented for Council's consideration at its February 2017 meeting.

Feasibility

In providing TPRC with the requested information from a feasibility perspective, SPG has reviewed the Catalina Concept Plan (Option 3) and based on this information, provide a static analysis comparison of revenues and costs.

Please find outlined below the comparison of the Current Budget and the New Concept Plan.

Catalina Grove Concept Plan Analysis				
		NEW CONCEPT PLAN	CURRENT BUDGET	VARIANCE
Residential lots (excl. group housing)		772	762	10
Residential saleable area		204,070 m ²	222,052 m ²	(17,982 m ²)
Group housing area		38,900 m ²	35,700 m ²	3,200 m ²
Retail site area		21,300 m ²	14,000 m ²	7,300 m ²
UNESCALATED GROSS REVENUE				
Residential income		161,426,795	171,054,101	(9,627,306)
Group housing income		15,560,000	14,280,000	1,280,000
Retail site income		4,260,000	2,800,000	1,460,000
TOTAL UNESCALATED GROSS REVENUE		181,246,795	188,134,101	(6,887,306)
DIRECT SELLING	<i>per lot</i>			
GST		6,141,818	4,631,818	(1,510,000)
Selling commission	2.10%	3,806,183	3,950,816	144,633
Project management	2.25%	4,078,053	4,233,017	154,964
Settlement fees	400	308,800	304,800	(4,000)
Construction Recycling rebate	750	579,000	571,500	(7,500)
Fencing Package	3,500	2,678,667	2,667,000	(11,667)
Waterwise Landscaping Package	5,000	3,860,000	3,810,000	(50,000)
Wells/ Waterwise Rebate	1,000	772,000	762,000	(10,000)
Solar Package	2,000	1,544,000	1,524,000	(20,000)
TOTAL DIRECT SELLING COSTS		23,768,520	22,454,952	(1,313,569)
UNESCALATED INFRASTRUCTURE COSTS		4,315,000	4,315,000	-
TOTAL UNESCALATED INFRASTRUCTURE COSTS		4,315,000	4,315,000	-
UNESCALATED CIVIL COSTS				
Bulk Earthworks		8,613,000	10,715,000	2,102,000
Civils		33,907,000	39,290,421	5,383,421
Underground Power		5,795,000	5,616,343	(178,657)
Headworks		3,512,000	3,446,987	(65,013)
Local Auth Sprvion & WC plng		395,000	445,863	50,863
Local Auth Scheme Costs		2,673,000	2,057,400	(615,600)
Western Power Fees		1,566,000	1,541,442	(24,558)
Survey / Titles		990,000	762,000	(228,000)
Engineering Consultants		2,544,000	2,946,073	402,073
TOTAL UNESCALATED CIVIL COSTS		59,995,000	66,821,529	6,826,529
NET VARIANCE				(1,374,346)
NET VARIANCE AS % OF CURRENT BUDGET REVENUE				(0.73%)

Notes

1. Landscaping - no updated costs received - assumed consistent with current budget.
2. Concept plan analysis adopts budget rate per square metre pricing for similar product types to allow like for like comparison.
3. Current budget total residential area corrected for squat lots average area assumption - reduction from 265m² to 241m² - total 0.8 h.a.
4. Current budget retirement village site converted to residential area to allow like for like comparison.
5. Engineer costings prepared on very high level basis - no detailed design.
6. No consideration given to timings of revenue and costs which are affected by escalation and will differ with changes to the timing of when particular product types are produced and sold.
7. Increase for fencing package not directly proportional to yield increase and calculated as per lot cost on one third of the additional residential yield.

The key variances in comparing the Budget with the New Concept Plan (Option 3) are outlined below:

- An increase in density;
- An increase in opportunity for mixed use;
- A change in the size and location of the retail precinct.

The overall review of Catalina Grove from a development perspective highlights the improvements and considered planning outcomes, including vehicular and pedestrian networks, transit orientated development with graduated residential densities towards the station, commercial and mixed use land uses, public open space and landscape design and probable built form outcomes.

As can be seen the net variance as a percentage of current budget revenue is (0.73%). SPG considers the variance as shown in the static analysis acceptable, acknowledging that it is over the life of Catalina Grove and will be subject to detailed design and cost assessment consistent with market conditions and TPRC objectives.

A comparison of area is outlined below, for your information:

	Budget (area sqm)	New Concept Plan (area sqm)
Residential	222,052	204,070
Grouped Housing	35,700	38,900
Commercial	14,000	21,300

The New Concept Plan assumes some irregular lots and changes in design, with a 5% contingency in area.

SPG notes that once CLE are appointed to progress the Local Structure Plan Amendment, SPG will review and provide 2 to 3 alternate cashflow feasibilities to assist in forming the preferred yield that will maximise TPRC's returns, whilst achieving their desired outcomes of:

- Higher residential densities along Aviator Boulevard and toward the Clarkson Train Station;
- the relocation of the Local Centre to Connolly Drive;
- Opportunity for mixed use interface to main street; and
- Opportunity for built form outcomes.

With the support of the New Concept Plan (Option 3) and the outcomes outlined above, SPG considers there is an increased level of commercial risk as compared to Catalina Central and the Catalina Beach precincts. Catalina Central and Catalina Beach provide for predominantly residential land, at a lower density, with less emphasis on commercial/retail and grouped housing.

The Catalina Grove New Concept Plan provides for greater diversity of product, with a diverse mix providing for a better overall outcome utilising the sites assets, and location. There is a possibility that with an increase to the diversity of product and mix the project may achieve a slower sales rate than what is currently projected, based on Budget and that accordingly independent market research will be necessary to assess the key project assumptions and confirm market take up. SPG will work through the feasibility with revised staging and timing upon the appointment of key Consultants.

Comparison Plan

As part of this process, SPG requested CLE to prepare a comparison plan of the current approved Local Structure Plan (Amendment 3) versus the New Concept Plan - attached. Based on this information, SPG are confident that should time be of the essence, SPG can proceed with applying for subdivision approval over the south eastern corner of the site from July 2018, realising a release of between 73 to 102 lots.

Finalise a program for progressing the resolution of issues, detailed consultation with key stakeholders, finalisation of specialist consultants inputs and preparation and approval of an Amendment to the Tamala Park Local Structure Plan for Council's consideration at its February 2017 meeting.

Please find attached the program, attached, for progressing to a resolution as outlined above.

Outlined below are the key program elements and critical milestones in delivering the revised and approved LSP:

- | | |
|--|------------------|
| • SPG recommend Council Resolution to initiate LSP Amendment | 23 February 2017 |
| • Consultants Appointment | 17 March 2017 |
| • TPRC review of draft LSP | 03 July 2017 |
| • Lodge LSP Amendment with the CoW | 19 July 2017 |

Provide a map showing the location of all significant trees in the Precinct, and how many of those significant trees are retained under the recommended Concept Plan.

In line with the work to be carried out by the surveyors for the tree canopy cover, identification of the significant trees within the area will also be achieved.

As a reference point SPG has included a map, based on a survey carried out in the Tamala Park Significant Tree Survey Report, carried out in 2009 - attached. It can be seen that the significant trees are dispersed throughout Catalina Grove. Based on the current concept, SPG believes that a significant tree retention target of 15% would be achievable.

The significant trees currently identified were based on environmental values, there are other trees on site which are likely to provide landscape and amenity values that should be recognised when determining trees to be retained on site and will provide significant opportunities other than the trees identified in the 2009 survey.

SPG will undertake a review of the significant trees, taking into consideration the possibility of retention focusing on the urban design, the road reserves widths and earthworks to determine if 15% is achievable.

Undertake a tree canopy survey of the Catalina Grove Precinct to allow Council to set a realistic target for future tree canopy cover for the Precinct.

SPG has received proposal to undertake a tree canopy cover assessment. The commencement of these works will assist in forming a more detailed review of the tree canopy cover as well as picking up the significant trees in the Precinct. SPG are progressing to have these works carried out in February to assist in forming a clear view of Catalina Grove, with anticipated completion in late February/early March 2017.

The Department of Planning has undertaken a study on tree canopies across the Perth and Peel regions. The purpose of the Study is to raise the profile of tree retention, protection and enhancement.

The study 'the urban forest of Perth and Peel' details the major benefits of trees in urban areas, including reduction of air pollution, provision of habitat and support for biodiversity and improved mental wellbeing to name a few.

A risk profile has been developed within the Study which can be used in guiding the development of Catalina. The risk profile identifies the following three categories:

- Low Risk – Parklands
- Medium Risk – Road Reserves
- High Risk – Commercial, Residential and Industrial Street Blocks

SPG understands that whilst all care to retain significant trees will be made, the possibility of retaining them is dependent on urban design, road reserve widths, earthworks strategy, as well as the overall health of the trees upon inspection by an arborist.

Upon collation of all information, SPG will work with TPRC, using 'the urban forest of Perth and Peel' principles to guide the retention of significant trees.

Recommendation

SPG recommends the following actions be taken to progress the Local Structure Plan Amendment:

1. Recommend that Tamala Park Regional Council initiate the preparation of the Local Structure Plan Amendment in line with the current revised Catalina Concept Plan (Option 3).
2. Prior to lodging the Local Structure Plan, SPG will present the final plan to Tamala Park Regional Council for approval.

If you have any queries or require additional information, please do not hesitate to contact me at your convenience.

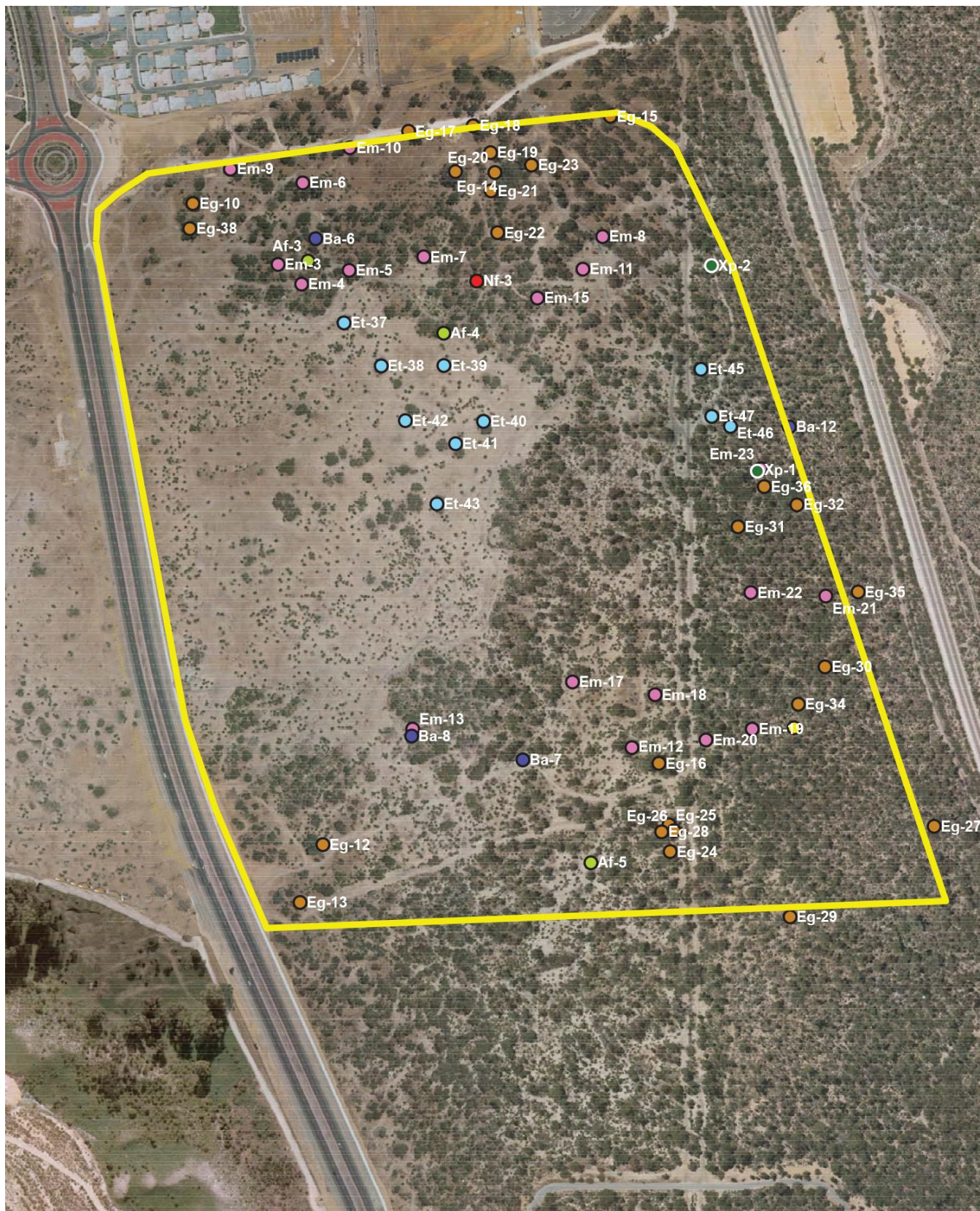
Kind Regards,



Antonina Lazzara

Project Director

Satterley Property Group



SIGNIFICANT TREES - LEGEND :

● **At** *Allocasuarina fraseriana*

● **Ba** *Banksia attenuata*

● **Bg** *Banksia grandis*

● **Bm** *Banksia menziesii*

● **Eg** *Eucalyptus gomphocephala*

● **Em** *Eucalyptus marginata*

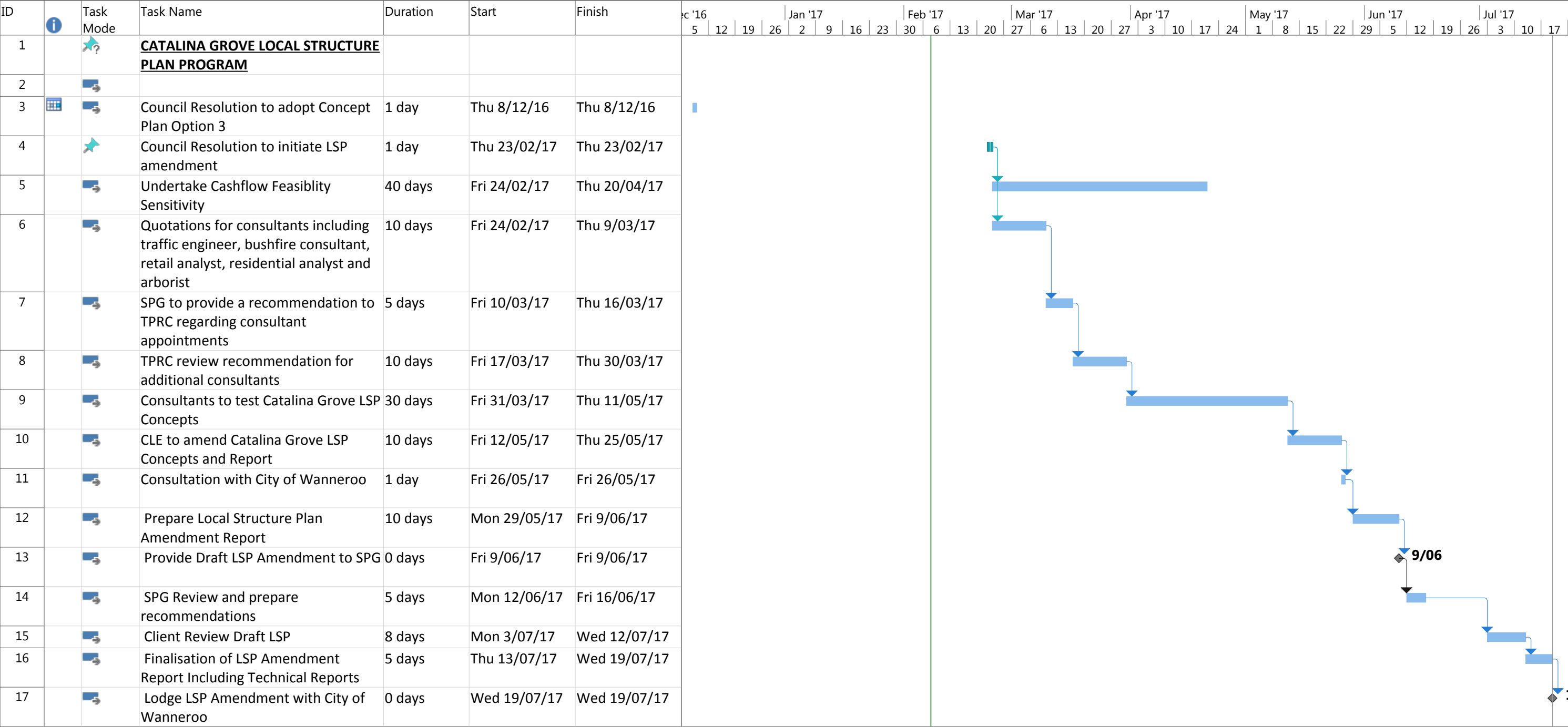
● **Et** *Eucalyptus todtiana*

● **Nf** *Nuytsia floribunda*

● **Xp** *Xanthorrhoea preissii*

■ Areas with tall *Xanthorrhoea preissii*

■ Site boundary



Project: 20160706 Catalina Gro
Date: Wed 8/02/17

Task

Split

Milestone

Summary

Project Summary

Inactive Task

Inactive Milestone

Inactive Summary

Manual Task

Duration-only

Manual Summary Rollup

Manual Summary

Start-only

Finish-only

External Tasks

External Milestone

Deadline

Progress

Manual Progress

Manual Progress

Page 1

Appendix Page 79

This plan has no formal approval status and has been prepared by CLE to demonstrate one potential land use scenario for the land which could be investigated further by the Client. Implementation in any form would be subject to the receipt of all appropriate approvals. The plan may be changed without notice and should not be relied upon. This plan remains the property of CLE.



Appendix 9.11

NATIONAL CONGRESS 2017

4-6 APRIL, CROWN PERTH

TODAY'S VISION,
TOMORROW'S REALITY

UP
I
A



Australia's
broadband
network
bring it on

2017 CONGRESS PARTNER

REGISTRATION BROCHURE

Appendix Page 82

INVITATION TO ATTEND

FROM NATIONAL AND WA STATE PRESIDENTS

On behalf of the organising committee we are delighted to invite you to join us in Perth for the 25th anniversary of the UDIA National Congress.

The 2017 Congress presents delegates with a unique opportunity to learn from international and Australian leaders about the future of urban development and city building.

Before change there has to be disruption of the norm or business as usual approach. This National Congress has been designed to highlight these disruptions and will take hundreds of Congress delegates on a thought-provoking journey into how technology, transportation, urban infrastructure and social trends are going to shape the way cities develop in the future.

It will illuminate the importance of today's thinking in realising the cities and towns of tomorrow and is a chance for participants to hear presentations from a range of experts from development related fields, about where the industry should be investing now, to ensure that we have the places we need in the future.

With the introduction of a new program structure this year, which includes a series of concurrent sessions, you have the ability to tailor your program and ensure you learn about the topics of most interest to you. There are also several exciting study tours and social functions available, providing many opportunities for you to network with colleagues in the industry.

We look forward to seeing you at the 2017 National Congress in Perth!



Michael Corcoran
National President



Rhys Kelly
WA State President

ORGANISING COMMITTEE MEMBERS

Rhys Kelly, President, UDIA WA, Director, QUBE Property Group

Bruce Young, Managing Director, Spatial Property Group

Kim Lawrance, General Manager Development WA, Satterley Property Group

Justin Crooks, Development Director Communities, Frasers Property

Allison Hailes, CEO, UDIA WA

A MESSAGE FROM OUR PRINCIPAL PARTNER

Technology is transforming how we live, work, do business and how we plan and build our cities of the future.

As the largest provider of telecommunications in Australia, nbn's goal is simple; to connect 8 million homes and businesses by 2020 and to bridge the digital divide.

We provide a state of the art communications network that will ensure Australian homes and businesses can keep up with the demands of growing and changing markets. Whether it's families wanting to connect to multiple devices or delivering fully automated community services in new estates, such as smart street lighting and watering systems, nbn provides the foundation on which we can build our cities of tomorrow.

Backed by the Australian Government and with solid industry experience, nbn™ is a recognisable and trusted Australian brand.

Through innovation we constantly strive for ways to better service the needs of a changing market. This means the nbn™ network is continually being upgraded, whether this be through new technologies or finding quicker and more cost effective models to deliver fibre to new homes.

nbn is proud to be a sponsor of the 25th UDIA National Congress 2017. We look forward to exploring with you the theme of innovation and how technology is at the forefront of building our cities of the future.



Gavin Williams
Executive General Manager
New Developments, Wireless and Satellite
nbn



Australia's
broadband
network
bring it on

REASONS TO ATTEND

The UDIA National Congress is the flagship annual event for the development industry in Australia. Attracting hundreds of delegates each year, the event will celebrate its 25th anniversary in Perth from 4 – 6 April 2017.



LEARNING OPPORTUNITIES

The program provides delegates with access to a range of experts from the development, academic and public sectors. Attendees will hear the latest intelligence on a range of urban development topics, and have the opportunity to engage with international and Australian experts.



FACE TO FACE WITH INDUSTRY LEADERS

The Congress will provide access to over 30 international and national experts and thought leaders in the field of urban development. Delegates will be able to interact with both presenters and other industry leaders attending Congress.



NETWORKING OPPORTUNITIES

Network across the whole sector in formal and informal settings. We have created a diverse and welcoming environment in which you can make connections and build relationships with others from throughout the industry.



ENGAGING NEW FORMAT

The Congress program includes concurrent streams along with more intimate breakout sessions which provide delegates with the opportunity to tailor their Congress experience specifically to their interests.



SPARK INNOVATION

Be inspired and hear all about what is trending and who is on the cutting edge. Learn about what you should be considering now, to be relevant and ready for the future. The Congress is also a great place to find out about the latest products, innovations and new technology via the Exhibition Hall.



PERTH HAS CHANGED

The huge infrastructure and property developments around Perth city and its new social scenes have reinvigorated the City and taken it to a whole other level. See what Perth is all about now!

CONGRESS SPONSORS

PRINCIPAL PARTNER



PLATINUM PARTNERS



GOLD PARTNERS



SILVER PARTNERS



SUPPORTERS



EXHIBITORS

Blacktown City Council
Burgess Design Group
Crystal Lagoons
James Hardie Australia
nbn

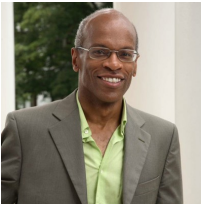
Brickworks Building Products
Campbelltown City Council
Geoharbour Australia
LD Total
Rowe Group



SPEAKERS

INTERNATIONAL SPEAKERS

The 2017 National Congress includes a number of international and Australian leaders who will share their expertise and knowledge about the future of urban development with delegates. Keynote addresses will provide insights into contemporary thinking about the future of city development.



MAURICE COX

Director of Planning & Developments, City of Detroit, USA

Maurice Cox is an urban designer, architectural educator and former mayor of the City of Charlottesville, VA.

Maurice has taught at Syracuse University, the University of Virginia and Harvard University's Graduate School of Design. His experience merging architecture, politics and design education led to his being named one of "20 Masters of Design" in 2004 by Fast Company Business Magazine.

In 2013, Cox was named one of the Most Admired Design Educators in America in the annual ranking of Design Intelligence.



RYAN GRAVEL

Urban Thinker, Designer and Author, Sixpitch, Atlanta, USA

Ryan Gravel is an urban planner, designer, and author working on infrastructure, concept development, and policy as the founder of Sixpitch. His master's thesis launched the Atlanta Beltline, which through fifteen years of progress, is now changing both the physical form of his city and the decisions people make about living there.

Alongside other projects at Sixpitch and research on similar "catalyst infrastructure" projects around the world, Ryan's book, "Where We Want to Live," (St. Martin's Press, 2016), investigates this cultural side of infrastructure, describing how its intimate relationship with our way of life can illuminate a brighter path forward for cities.

INTERNATIONAL SPEAKERS



PATRICK WALSH P.E.

Planning and Development Director, City of Houston, USA

Patrick Walsh has 19 years of experience in community development, planning, engineering, and infrastructure management. He leads much of Houston's transportation and other long-range community planning efforts, including the City's Major Thoroughfare and Freeway Plan, the Bicycle Master Plan, and the Houston Complete Streets and Transportation Plan.

Prior to working for the City of Houston, Patrick served as the Director of Transportation and Long-Range Planning for the City of Sugar Land. Patrick's experience extends to a number of other areas including capital projects, freight rail planning and coordination, state and federal transportation funding, and TxDOT highway expansions. He previously worked for MWH, Inc., as an environmental engineering consultant. He holds a Bachelor of Science Degree in Civil Engineering from Carnegie Mellon University and a Masters of Science degree in Civil Engineering from the University of Texas.

SPEAKERS

The speaker program is designed to provide delegates with access to a choice of quality speakers and a range of topics enabling a more tailored Congress experience. Choose the topics and speakers most relevant to you and ensure you get the most out of your Congress.



Sharon Biermann
*Director Planning and
Transport Research
Centre, UWA*



Julian Bolleter
*Assistant Professor,
Australian Urban Design
Research Centre*



Nick Cleary
*Founder & Chairman,
CLARA*



Michael Corcoran
UDIA National President



David Cresp
Director, Urbis



Peter Dean
Principal, HASSELL



Richard Fennell
*Australian Head of
Property & Asset
Management, JLL*



Adrian Fratelle
*Project Director,
Fratelle Group*



Gemma Green
*Co-Founder & Chair,
Power Ledger*



Shea Hatch
*Landscape Architect,
UDLA*



Colin Keane
*Director, Research 4,
National Land Survey
Program*



Joe Langley
*Technical Director -
Infrastructure Advisory
AECOM*

SPEAKERS



**Peter Newman
(AO)**

*Professor of
Sustainability,
Curtin University*

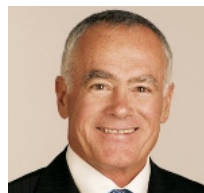


Travers Nuttall
*Development Director,
Glenwill Group*



Robert Papaleo

*National Executive
Director Research,
Charter Keck Cramer*



**John Poynton
(AO)**

Director, Linc Property



Holly Ransom

CEO, Emergent



David Rohrsheim

*CEO Uber Australia &
New Zealand*



Nigel Satterley

*Founder & Chief
Executive, Satterley
Property Group*



Paige Walker

Regional Director, Mirvac



Darren Walsh

*CEO, Strategen
Environmental*



Michael Webb

Director, Urbis



Gavin Williams

*Executive General
Manager, New
Developments, nbn*



Karen Wright

*Planning Director, Urbis.
Western Australian
Planner Of The Year
(PIA)*



Paul Whyte

CEO, Housing Authority

MASTERS OF CEREMONY



KAREN TIGHE

Congress Master of Ceremonies

Karen has been a regular face and voice of ABC TV and radio sport since joining the ABC in 1989. After completing a Bachelor of Arts degree in Communications and Psychology at Macquarie University in Sydney, Karen spent eight years as a TV sports broadcaster and presenter, anchoring golf, tennis and other major sporting broadcasts on the ABC network.

In 1997, she made the move to ABC Radio as the presenter of the weekend national sports program 'Summer Grandstand' – a role she still enjoys from her adopted home town of Perth. Karen co-hosted ABC Radio's cover of the Sydney, Athens and Beijing Olympics, Kuala Lumpur and Manchester Commonwealth Games and has hosted six Paralympic Games (Lillehammer, Barcelona, Atlanta, Sydney, Beijing and London) with ABC TV.

She was part of the Friday night fun of 'Live & Sweaty' on ABC TV in the early nineties and for six years presented sport on ABC TV's weeknight news in Perth. Karen was also the regular host of ABC TV's annual coverage of the Hopman Cup tennis tournament from 1994 to 2010. She was the Media Award winner at the 2000 and 2001 Australian Sports Awards.



PETER ROWSTHORN

*2017 National Awards For Excellence Gala
Dinner Master of Ceremonies*

Peter is a high energy, fast paced stand-up comedian one minute and a measured character actor the next. He is probably best known as long-suffering husband and pants-man Brett Craig on Kath & Kim. Peter's career really took off in 1988, when he was offered roles in The Comedy Company, Fast Forward and The Big Gig, all in the same week. He chose The Comedy Company and spent the next two seasons with the show.

After performing in the feature film Crackers, he became a semi-regular on Hey Hey, It's Saturday and hosted the Red Faces spin-off Goned But Not Forgotten. He was also the host of Foxtel's Sunday Roast for two seasons. Most recently, Peter has guested regularly on Thank God You're Here series 1, 2, 3 and 4, popped up on Talkin' 'Bout Your Generation and hosts Can We Help for the ABC on Friday nights. Peter is one of Australia's best stand-up comedians and is also an extremely skilled Master of Ceremonies.

CONFIDENTIAL

PROGRAM

PROGRAM

Day 1 – Tuesday, 4 April 2017

9.00am – 6.00pm	Registration Open					
10.30am – 11.00am	Morning Tea					
11.00am – 12.00pm	Congress Opening					
	Keynote Presentation The Uberfication of Everything. How Uber is changing the way the world moves. <i>David Rohrsheim, CEO, Uber Australia & New Zealand</i>					
Study Tours						
12.15pm – 5.00pm	From Quay to CBD	East Perth Pedal Power	Southern Sights	Northern Neighbourhoods	North Eastern Highlights	Innovative Affordable & Social Housing
	<i>Walking Tour.</i> Experience the renaissance of Perth's CBD first hand and visit the city's newest landmarks.	<i>Bike Tour.</i> See a global example of how urban renewal can revitalise and change a once derelict area.	<i>Bus Tour.</i> Check out the diverse range of developments occurring in the Southern Corridor, including 3 award winning projects.	<i>Bus Tour.</i> Head north to see the newest masterplanned communities changing the face of Perth's northern suburbs.	<i>Bus Tour.</i> Visit the iconic Ellenbrook and other national and state award winning projects, as well as the latest in affordable apartment development.	<i>Bus Tour.</i> Take a tour of several projects that showcase a range of innovative housing options which suit various lifestyles and budgets.
Full descriptions of Study Tours can be found on pages 17 & 18 of this brochure						
5.00pm – 6.00pm	Networking Function - Exhibition Space, Crown Grand Ballroom					
6.00pm – 8.00pm	Lendlease Welcome Reception – White Nights 'Bianco' Theme, Poolside, Crown					

Day 2 – Wednesday, 5 April 2017

8.00am - 3.30pm	Registration Open			
9.00am - 10.30am	Congress Welcome <i>The Right Honourable the Lord Mayor of Perth, Lisa Scaffidi</i>			
	Keynote Presentation Future Cities - Where We Want to Live <i>Ryan Gravel, Urban Planner, Designer and Author, USA</i>			
	Launch of the State of the Land Report <i>Robert Papaleo, National Executive Director Research, Charter Keck Cramer</i>			
10.30am - 11.00am	Morning Tea			
Concurrent Sessions				
11.00am - 12.30pm	Affordability: New ways to deliver affordable homes	Market Trends: What you need to know	Liveable Communities: Creating places and spaces	Technological Innovation and Infrastructure
	Thinking outside the box to design affordable housing <i>David Barr, Architect</i>	National Greenfield Market Analysis – Deep Dive Session <i>Colin Keane Research 4, National Land Survey Program</i>	Building healthy spaces and places for children <i>Shea Hatch, UDLA</i>	The Future of Power Generation and Trading <i>Jemma Green, Power Ledger</i>
	Delivering Diversity and Affordability at Lightview, SA – A case study <i>Peeet Limited</i>	Market and Design Trends That Will Change Your Business <i>David Cresp & Michael Webb Urbis</i>	Liveable Communities: The Legacy Begins with a Design Process <i>Dean Landy, ClarkeHopkinsClarke</i>	Imagining the possibilities of what lies ahead in technology <i>Gavin Williams, nbn</i>
	Innovation in Affordable Housing Delivery <i>Housing Authority</i>	Is Humanity the Future Architect? How people would shape the future of real estate. <i>Richard Fennell, JLL</i>	Adapting our cities for the future of transportation <i>Sharon Biermann, PATREC, UWA</i>	Tesla Town Melbourne <i>Travers Nuttall, Glenvill Group</i>

Day 2 – Wednesday, 5 April 2017 (cont)

12.30pm - 1.30pm	Lunch			
Concurrent Sessions				
1.30pm - 3.00pm	Built Form for the Next Generation	Doing it Better: Opportunities for Urban Design and Renewal	Managing Environmental Outcomes	Innovation in Infrastructure Financing
	The Evolution of Massive Timber Construction <i>Lendlease</i>	Living Cities – Urban Renewal / Place making for future generations <i>Karen Wright, Urbis</i>	The Next Environmental Evolution <i>Darren Walsh, Strategen Environmental</i>	Using Value Capture to Help Deliver Major Transport Infrastructure <i>Infrastructure Australia</i>
	Going Beyond - The New Potential of Pre-Fab Solutions <i>Adrian Fratelle, Fratelle Group</i>	New Thinking for Old Areas <i>Julian Bolleter, Australian Urban Design Research Centre, UWA</i>	Managing Environmental Offsets <i>Hopgood Ganim</i>	Value Capture – the magic pudding for funding infrastructure and renewal? <i>Joe Langley, AECOM</i>
	Architectural Futures – Designing the New Perth Stadium and WA Museum <i>Peter Dean, Hassell</i>	Why green cities do better – New methods to achieve urban reforestation <i>Peter Newman AO, Curtin University</i>	Innovation in Delivery of Sustainable Outcomes at Osprey Waters – a case study <i>Paige Walker, Mirvac</i>	Using Value Capture to Deliver New Cities and Rail – A case study <i>Nick Cleary, CLARA</i>
3.00pm-3.30pm	Afternoon Tea			
3.30pm - 5.00pm	Keynote Presentation Transforming Cities – The Australian Government’s Cities Policy <i>Angus Taylor, Federal Minister for Cities (Invited)</i>			
	Keynote Presentation No, They’re Not Aliens They’re Millennials – Understanding the Next Generation of Home Buyers <i>Holly Ransom, CEO, Emergent</i>			
5.00pm - 5.45pm	Networking Function - Exhibition Space, Crown Grand Ballroom			
6.00pm - 9.00pm	Social Night - Northbridge Brewing Company			
9.00pm - Late	Laneway Tour - Northbridge and CBD			

Day 3 – Thursday, 6 April 2017

8.00am - 3.00pm	Registration Open
9.00am - 10.30am	Welcome Session and Presentation
	Keynote Presentation Delivering Affordability through Growth in the City of Houston, USA <i>Patrick Walsh, Director of Planning, City of Houston USA</i>
10.30am - 11.00am	Morning Tea
11.00am - 12.00am	National President's Address <i>Michael Corcoran, UDIA National President</i>
	Panel Discussion The Rise of International Investment in Capital Markets - Will it Last? <i>Nigel Satterley, Managing Director & Chief Executive, Satterley Property Group</i> <i>John Poynton, Director, Linc Property</i> <i>Michael Corcoran, UDIA National President</i>
12.00pm - 1.00pm	Lunch
1.00pm - 3.00pm	Keynote Presentation What happens when normal planning rules don't apply? Enabling Revitalisation through Pink Zones in the City of Detroit, USA <i>Maurice Cox, Director Planning and Development, City of Detroit, USA</i>
	Congress Closing and Launch of 2018 National Congress

STUDY TOURS

All tour participants to meet at 12.15pm at Crown Perth ready for departure.

All buses return to Crown Perth at approximately 5.00pm

FROM QUAY TO CBD

Walking Tour

Put on your walking shoes and experience Perth's recent renaissance first hand.

Delegates participating in this tour will gain insight into several of the city's newest landmarks including the \$2.6 billion Elizabeth Quay project that has transformed the waterfront, the iconic Brookfield Place commercial precinct, the stunning rebirth of the old treasury buildings (the 'state buildings') as well as the chance to explore the massive Perth City Link project that is reconnecting the CBD to the Northbridge entertainment precinct for the first time in 100 years.

EAST PERTH PEDAL POWER

Bike Tour

You can leave the lycra at home for this low intensity bike tour around one of the first major urban renewal projects in Perth. East Perth has become a global example of how successful urban renewal can revitalise and change the face of a once derelict area.

This tour incorporates some of the newer projects within the area and delegates will view the six-hectare centrepiece of the Riverside precinct – Waterbank. Waterbank will feature new homes, cafes and bars as well as extensive public open space including an urban beach.

Delegates will also tour the luxurious Frasers Suites and the iconic, six-star Crown Towers Perth.
All bikes will be provided for this tour.

SOUTHERN SIGHTS

Bus Tour

Perth's southern growth corridor is home to a diverse range of impressive urban development, including the three award winning projects featured on this exclusive tour.

Starting at the national award winning Cygnia Cove, located on the banks of the Canning River, delegates will gain insight into the challenges overcome by the developer from an environmental, cultural and heritage perspective to achieve one of the best residential developments in Australia.

Venturing further south, Cockburn Central is an excellent example of transit oriented development providing a mix of housing and commercial uses all within walking distance of the train station. While Port Coogee is a lesson in luxury with the impressive marina development featuring a mix of uses and housing typologies all in harmonious cohesion.

STUDY TOURS

NORTHERN NEIGHBOURHOODS

Bus Tour

Heading 40km north of the city, delegates will drive through Brighton and Eden Beaches before alighting at the award-winning Alkimos Beach, a masterplanned community that has changed the face of the northern suburbs and is providing extensive amenities to residents.

Heading back toward Perth, view Carine Rise which incorporates a new style of retirement living with the opportunity to tour the vertical village currently under construction.

The tour will finish with another award winning urban renewal project at Perry Lakes where LandCorp has produced a demonstration in cutting edge environmental and sustainable development while retaining the significant heritage of the former Commonwealth Games site.

NORTH EASTERN HIGHLIGHTS

Bus Tour

First stop on this tour is the iconic Ellenbrook which has been a leading example of new community creation for over twenty years, securing the prestigious FIABCI (International Real Estate Federation) World Prix d'Excellence Award for 2015, being named the best master-planned community in the world. That is on top of multiple national and state UDIA Awards for Excellence in a range of categories. Delegates will also tour the latest in affordable apartment development.

This tour also features a visit to the Midland Railway Workshops, part of the redevelopment of Midland as a vibrant city. St John of God Healthcare and Curtin University have both recently secured land within this site, confirming its future potential as a medical and educational hub.

INNOVATIVE AFFORDABLE & SOCIAL HOUSING

Bus Tour

Perth has undergone many changes in the last decade and one area that has benefited from innovative thinking and a desire to create more liveable, vibrant places for people to live is the affordable and social housing sector.

This tour will take in several projects that are showcasing how the sector is providing a range of housing options in different areas to suit various lifestyles and budgets. From inner city living in Northbridge, to experimental demonstration projects in White Gum Valley near Fremantle, there is plenty to learn from those on the cutting edge.

2017 UDIA NATIONAL AWARDS FOR EXCELLENCE GALA DINNER

Date: Thursday, 6 April

Time: 7:00pm – Midnight (6.30pm Pre Dinner Drinks)

Venue: Crown Ballroom, Crown Perth

Dress: Black Tie

Cost: Included for full delegates, additional tickets \$285

The UDIA National Awards for Excellence celebrates innovative and high quality urban developments from across Australia. Entrants on the night are drawn from the winners of each State's Awards for Excellence in eight major categories.

The Gala Dinner will be set in the Crown Towers Ballroom and promises to be an exceptional night of fine food and entertainment whilst we celebrate the very best Australia has to offer in urban development.

The Gala Dinner is included for all full congress delegates. Additional tickets may also be purchased for guests.



AWARD CATEGORIES:

- Masterplanned Development
- Residential Development
- Medium Density Housing
- High Density Housing
- Urban Renewal
- Environmental Excellence
- Affordable Housing
- Seniors' Living
- President's Award

SOCIAL PROGRAM

LENLEASE WELCOME RECEPTION

Theme: White Nights 'Bianco' Party

Date: Tuesday, 4 April

Time: 6:00pm – 8:00pm

Venue: Poolside, Crown

Dress: Business Casual / Cocktail - White Themed

Cost: Included for full delegates, additional tickets \$170

The Welcome Reception provides a perfect opportunity to network with other delegates and congress speakers as you enjoy drinks, canapes and entertainment poolside at Crown Perth.



SOCIAL FUNCTION

Date: Wednesday, 5 April

Time: 6:00pm - 9:00pm

Venue: Northbridge Brewing Company, Northbridge

Dress: Casual

Cost: Included for full delegates, additional tickets \$180

The Social Night Function provides delegates with an opportunity to mingle and relax in an informal atmosphere. Transfers from the congress venue will be provided.



LANEWAY BAR TOUR

Date: Wednesday, 5 April

Time: 9:00pm – Late

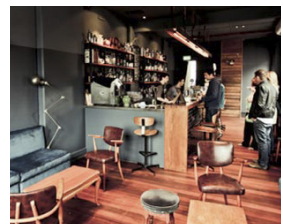
Venue: Departs from the Northbridge Brewing Company

Dress: Casual

Cost: \$90 per person

This is the original Perth small bar tour. Walk a little, eat and drink a little and discover the small and intimate venues creating a new nightlife vibe in Perth. This tour sees you stopping at 3 different small bars, discovering various other venues, street art and activated spaces. A perfect opportunity for networking.

This event is an added extra and is not included in any registration type.





VENUE AND ACCOMMODATION

VENUE INFORMATION

CROWN PERTH

Crown Perth is a state of the art destination set on the eastern banks of the Swan River. This modern convention, accommodation and entertainment complex is only minutes from the Perth CBD and both domestic and international airports, by car. With the addition of the new Crown Towers, the resort now offers even more meeting, accommodation and venue space to suit your taste and budget.

Crown Perth is overflowing with things to keep the average congress delegate entertained. There are over 30 trendy bars and restaurants, a casino, plenty of meeting and networking spaces as well as a cutting edge convention centre which provides all the comforts and business services you would expect from a venue of this calibre.



CROWN TOWERS (6 STAR)

Deluxe Room
\$290.00 per night



The epitome of luxury, guest rooms at the brand new Crown Towers Perth command breathtaking views of Perth. Designed with the latest technology and the renowned Crown service, guests will have the opportunity to experience a six star property quite unlike any other. Featuring expansive lagoon pools that stretch out over the glittering Perth landscape, private cabanas, poolside dining and attentive wait staff, the leisure facilities set a new benchmark for resort living.

Crown Towers Perth sets spectacular standards in design and luxury within easy access of the city centre and domestic and international airports.

CROWN METROPOL PERTH (5 STAR)

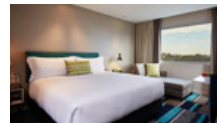
Luxe Room
\$260.00 per night



The distinct contemporary style and unrivalled customer services is what sets Crown Metropol apart from other high end hotels in Perth. The Luxe Rooms offer 42sqm of modern, spacious, luxury accommodation. Beautiful furniture, well-appointed workspace and high-tech entertainment facilities make this an ideal choice for those wishing to stay in touch and switching off. Separated by sliding opaque screens, the stunning black and white bathroom boasts a separate shower and a deep soaking bath.

CROWN PROMENADE PERTH (4 STAR)

Superior Room
\$230.00 per night



Contemporary meets traditional at the Crown Promenade and because it is just minutes away from the entertainment complex and convention facilities, you will always be near to the action. Crown Promenade sits adjacent to the Crown Complex and offers stylish yet affordable accommodation.

The newly refurbished and modern Superior room offers a large custom made king size bed, spacious bathroom and large windows. King and twin options available.

ASCOT QUAYS

Assured Ascot Quays Apartment Hotel is located on the banks of the beautiful Swan River with city, river and parkland views, only six kilometres to the Perth City Centre and four kilometres to the Domestic Airport.

Comprising 68 4.5 star self-contained, serviced apartments ranging from One to Three Bedrooms, offering spacious and modern apartment style accommodation in Ascot, Perth.

These serviced apartments are designed with space and comfort in mind and features include in-room safe, gourmet kitchens with dishwashers, full sized fridge, balconies, spas, Foxtel and great views of the Swan River.

Other features include Reception open from 6 AM to 12.30 AM, complimentary onsite parking, 24 hour room service, 25 metre outdoor swimming pool, gymnasium, business services, free Wi-Fi access, a tour desk and bike hire.

Superior One Bedroom One Bathroom Apartment

\$245.00 per night

3.6km from Congress Venue. 7 minute drive, 40 minute walk.



The Superior One Bedroom Apartment offers spacious living areas and full kitchen, laundry facilities and private balcony or patio. One king size bed or two singles on request. All rooms have free Wi-Fi. Disabled access apartments are available also.

Superior Two Bedroom One Bathroom Apartment

\$285.00 per night

3.6km from Congress Venue. 7 minute drive, 40 minute walk.



Superior Two Bedroom One Bathroom Apartments have a large kitchen, dining and living areas, private bathroom, powder room and laundry. One king size bed or two singles on request per room. All rooms have free Wi-Fi. Disabled access apartments are available.



REGISTRATION

REGISTRATION

REGISTER
CLICK HERE

GROUP REGISTRATION
CLICK HERE

REGISTRATION FORM
DOWNLOAD & PRINT

How to Register

Registrations can be made online via the above buttons, or by completing the downloadable registration form and returning via fax or post to the Congress Secretariat. Registration is also available through the Congress Website: www.udiacongress.com.au

Registration Desk

The Registration Desk is located at the entry to the Crown Convention Centre and will be open as follows:

Tuesday, 4 April 2017: 9.00am – 6.00pm

Wednesday, 5 April 2017: 8.00am – 5.00pm

Thursday, 6 April: 8.00am – 3.00pm

All delegates are required to register onsite prior to attending any sessions, social events or study tours. Upon registration delegates will be issued with their registration pack including delegate bag, program, social event tickets and name badge. Tickets will need to be presented to access all study tours and social events.

Registration Fees

All prices are in Australian dollars and are inclusive of GST.

Please be aware that early bird registrations must be booked AND paid for by the early bird closing date to take advantage of the discounted rates. After this date all unpaid registrations will be charged at the standard registration rate.

Payment via credit card on the online registration site is the preferred method of payment. Online payments can be made with either Visa, MasterCard or AMEX only.

Registration		EARLY BIRD FEES 6 December 2016 – 7 February 2017	STANDARD FEES 8 February 2017 – 31 March 2017
Full Registration			
UDIA Member	\$2,495		\$2,795
Non-member	\$2,895		\$3,295
Group*	\$2,295		\$2,495
Day Registration			
UDIA Member - Tuesday	\$550		\$550
UDIA Member - Wednesday	\$1,100		\$1,100
UDIA Member - Thursday	\$1,100		\$1,100
Non-Member - Tuesday	\$650		\$650
Non-Member - Wednesday	\$1,200		\$1,200
Non-Member - Thursday	\$1,200		\$1,200
Social Functions	Included in all full registrations . Additional tickets may be purchased.		
Welcome Reception (Tuesday)	\$170		\$170
Social Evening (Wednesday)	\$180		\$180
Awards Gala Dinner (Thursday)	\$285		\$285
**Laneway Tour (Wednesday)	\$90		\$90

*Group bookings refer to 3 or more delegates from the same organisation.

**Laneway Tour is an extra event not included in the full registration

INCLUSIONS

All full registrations include 1 complimentary ticket to the Study Tour of your preference as well as the Welcome Reception, Social Night Function and Gala Dinner.

Additional tickets for partners and guests may also be purchased, for an additional cost, during the registration process.

Member Rate

To receive the member rate, your organisation must be a member of the Urban Development Institute of Australia (UDIA) at the time of registration.

Day Registration

Day registration is permitted for one single day only. If you would like to attend more than one day, a full registration must be purchased.

Please note that Day Registrations do not include tickets to any Social Functions. Tickets to these need to be purchased in addition to the day registration rate.

Groups Bookings

If you are registering a group from your organisation you are entitled to a discounted registration price. Groups must be a minimum of THREE (3) people from the same organisation to be entitled to the discounted registration fee.

TERMS & CONDITIONS

Cancellation Policy:

- Cancellation policy refers to all payments including registration fees and exhibition fees.
- Cancellations will only be accepted in writing, email or fax and must be signed by the person who made the original booking, or their nominee and should be directed to the Congress Secretariat – Encanta Event Management.
- Should a delegate be unable to attend the Congress, once registered, a substitute delegate is welcome to attend in your place. Notification in writing is required no less than 5 business days prior to the Congress.
- Cancellations and 'No Shows' that have not paid in advance will be charged the full registration fee and any incidentals due, including accommodation charges.
- Cancellations received prior to 1 January 2017 will be refunded in full, less a cancellation / administration fee of \$150.00
- Cancellations received between 2 January and 1 March 2017 will incur a charge equal to 50% of registration fees due.
- Cancellations received after 2 March 2017 will receive no refund and will be liable for the balance of all outstanding monies, including accommodation charges.

Conditions:

- The Urban Development Institute of Australia (UDIA) and Encanta Event Management reserve the right to deny entry and/or terminate the registration of any person who demonstrates behaviour that is deemed to be inappropriate and/or a risk to others.
- Registration received by Encanta Event Management will not be considered as confirmed unless payment has been received and processed. Non-payment or non-attendance will be taken as a cancellation on the day of the event and will incur a 100% cancellation fee.

Disclaimer:

- All details are correct at the time of publication. The Organising Committee and the Urban Development Institute of Australia (UDIA) reserves the right to change the program and social functions at any time without notice.

Insurance:

- Registration fees do not include insurance of any kind. Participants are advised to take out personal insurance, including cover for travel, accommodation and personal possessions. Neither the Urban Development Institute of Australia (UDIA) nor Encanta Event Management covers individuals against the cancellations of bookings for any reason including cancellation or postponement of the congress or for theft or damage to belongings.

Privacy:

- During the process of registrations Encanta Event Management will gather and record personal information necessary for your attendance. All personal information is gathered, stored and disseminated in accordance with the National Privacy Principles.

Liability:

- The Urban Development Institute of Australia (UDIA) nor Encanta Event Management accept any responsibility for any financial or other losses incurred by delegates in the course of the event. Nor will the Urban Development Institute of Australia (UDIA) or Encanta Event Management take responsibility for injury or damage to persons or property occurring during the congress or associated activities.
- Insurance is the responsibility of the individual delegate.

Privacy Statement

- In registering for this event relevant details may be incorporated into a delegate list for the benefit of all delegates, sponsors, exhibitors, the Urban Development Institute of Australia and its divisions, Encanta Pty Ltd and other parties directly related to the Congress. If you do not wish to have your name and contact details provided to the above mentioned parties or for future promotion, please indicate by ticking this relevant box during the registration process or on the downloadable registration form.
- Please note: All fees quoted are in Australian Dollars and are inclusive of GST.

GENERAL INFORMATION



Access

Crown, Perth is a wheelchair accessible venue with lifts and amenities.



First Aid

If you require first aid contact any of the Crown staff or the registration desk for assistance.



Public transport

There is a designated Crown bus service which operates 16 routes across Perth. The bus can be caught from the Riverside entrance. The venue is also only a 3-minute walk from the nearest Transperth train station.



Taxis

The taxi rank at Crown is located at our Riverside Entrance. Train and bus services are also conveniently close by.

Taxi ranks are located outside both Airport terminals, and commissionaires are available to assist you during peak movement periods. As a general guide, the following fees apply for taxi's travelling from:

- Domestic terminal to CBD: \$42
- Domestic terminal to Crown, Perth: \$28
- International terminal to CBD: \$40
- International terminal to Crown, Perth: \$27



Parking

Parking is plentiful with approximately 3000 free and paid parking spaces spread across several car parks located around Crown, Perth. The venue also has its own a taxi rank at its Riverside entrance.

Dedicated senior bays have also been added to P4. For those staying at the resort, please check your room booking for specific parking entitlements.



Communication

All communication with registered delegates will be by email or by fax. If you register and do not receive a confirmation either by email or fax within five working days please contact the Secretariat Encanta by phone on +61 8 9389 1488 or email: udia@encanta.com.au



Insurance

Registration fees do not include insurance of any kind. It is strongly recommended that all delegates take out their own travel and medical insurance prior to coming to the meeting. The policy should include loss of fees/ deposit through cancellation of your participation in the meeting, or through cancellation of the meeting itself, loss of airfares for any reason, medical expenses, loss or damage to personal property, additional expenses and repatriation should travel arrangements have to be altered. Neither the meeting secretariat nor the organising committee will take any responsibility for any participant failing to insure. Please speak to your travel agent or airline in regard to this matter.



Meals

Please advise the meeting secretariat either via the registration form or in writing should you wish for them to make alternative arrangements on your behalf.

Please Note: dietary requirements received less than 72 hours prior to the event cannot be guaranteed.



Child Care

Please note that no official arrangements have been made for child care during the Congress. We suggest you check with your accommodation provider who may be able to assist you further with babysitting services during your stay.



Climate

The average maximum temperature in April is 24 degrees Celsius and a minimum of 14 degrees Celsius with an average rainfall of 40 mm for the month.



Disclaimer

The information provided in this brochure is correct at time of printing. The Organisers reserve the right to amend the program as circumstances dictate.

**Dress**

Congress Sessions: Business Casual

Study Tours: Business Casual

Welcome Reception: Business Casual/Cocktail/White Themed

Social Function: Casual

Gala Dinner: Black Tie

**Indemnity**

In the event of industrial disruption or other unforeseen circumstances, UDIA, the Congress Organising Committee and Encanta Event Management accept no responsibility for loss of monies incurred by delay or cancellation.

**Car Rental**

Budget: 13 27 27

Hertz: 13 30 39

Avis: 13 63 33

**Smoking Policy**

The West Australian Government imposes a strict no smoking policy in venues, restaurants, bars and shopping centres in Perth.

CONFIDENTIAL

Congress Secretariat:



47 Hampden Road, Nedlands, Perth, WA 6009

Tel: 08 9389 1488

Fax: 08 9389 1499

Email: udia@encanta.com.au

Website: www.encanta.com.au

Congress Host:



UDIA WA

Unit 26/Level 1, 3 Wexford Street, Subiaco, WA, 6008

Tel: 08 9215 3400

Fax: 08 9381 5968

Email: udia@udiawa.com.au

Website: www.udiawa.com.au

Appendix 9.12

CONFIDENTIAL