



## **Ordinary Meeting of Council**

# **MINUTES**

**Thursday 7 December 2017, 6:00pm**

**City of Vincent**

**244 Vincent Street, Leederville**

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**MEMBERSHIP**

<b>OWNER COUNCIL</b>	<b>MEMBER</b>	<b>ALTERNATE MEMBER</b>
Town of Cambridge	Cr Andres Timmermanis	Cr Jo McAllister
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Sophie Dwyer Cr Christine Hamilton-Prime
City of Perth	Cr Lexi Barton	Cr Janet Davidson
City of Stirling	Cr Karen Caddy Cr Joe Ferrante Cr Giovanni Italiano (CHAIRMAN) Cr Bianca Sandri	Cr Suzanne Migdale
Town of Victoria Park	Cr Claire Anderson	Cr Ronhhda Potter
City of Vincent	Mayor Emma Cole	Cr Jimmy Murphy
City of Wanneroo	Cr Samantha Fenn Cr Brett Treby (DEPUTY CHAIRMAN)	Cr Russell Driver Cr Domenic Zappa

**PRESENT**

<b>Chairman</b>	Cr Giovanni Italiano
<b>Councillors</b>	Cr Claire Anderson Cr Lexi Barton Cr Karen Caddy Cr John Chester Cr Samantha Fenn Cr Joe Ferrante Cr Giovanni Italiano Cr Nige Jones Cr Bianca Sandri Cr Andres Timmermanis Cr Brett Treby
<b>Alternate Members</b>	Cr Jimmy Murphy
<b>Staff</b>	Mr Tony Arias (Chief Executive Officer) Mr Luke Aitken (Project Coordinator) Ms Vickie Wesolowski (Executive Assistant)
<b>Apologies Councillors</b>	Cr Emma Cole Cr Joe Ferrante
<b>Leave of Absence</b>	Nil
<b>Absent</b>	Nil
<b>Consultants</b>	Mr Nigel Satterley (Satterley Property Group) Mr Kim Lawrance (Satterley Property Group) Ms Lauren Vidler (Satterley Property Group)
<b>Apologies Participant Councils' Advisers</b>	Mr Jason Buckley (Town of Cambridge) Mr Stuart Jardine (City of Stirling) Mr Martin Mileham (City of Perth) Mr Daniel Simms (City of Wanneroo) Mr Anthony Vuleta (Town of Victoria Park)
<b>In Attendance Participant Councils' Advisers</b>	Mr Garry Hunt (City of Joondalup) Mr Len Kosova (City of Vincent) Mr Jason Lyon (Town of Cambridge)
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

**1. OFFICIAL OPENING**

The Chairman declared the meeting open at 6:06pm and welcomed Councillors to the Tamala Park Regional Council meeting and wished Councillors the best over the next two years. The Chairman acknowledged Cr Murphy as alternate member for the City of Vincent.

**DISCLOSURE OF INTERESTS**

Nil

**2. PUBLIC STATEMENT/QUESTION TIME**

Nil

**3. APOLOGIES AND LEAVE OF ABSENCE**

Cr Emma Cole  
Cr Joe Ferrante

**4. PETITIONS**

Nil

**5. CONFIRMATION OF MINUTES**

*Ordinary Meeting of Council – 12 October 2017*

Moved Cr Chester, Seconded Cr Treby.

**That the minutes of the Ordinary Meeting of Council of 12 October 2017 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.**

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

*Special Meeting of Council – 9 November 2017*

Moved Cr Treby, Seconded Cr Fenn.

**That the minutes of the Special Meeting of Council of 9 November 2017 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.**

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

**5A. BUSINESS ARISING FROM MINUTES**

Nil

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

Nil

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

9.13 Review of Project Milestones FYE 2018 - Confidential

9.14 Project Budget Mid-Year Review FYE 2018 - Confidential

**8. REPORTS OF COMMITTEES**

Management Committee Meeting – 23 November 2017

*Cr Treby – Chairman Management Committee advised that the Committee considered a number of Items listed in this agenda which were recommended to Council including several confidential items that he would provide further comments on when the items were formally considered.*

**9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.14)**

**9.1 BUSINESS REPORT – PERIOD ENDING 30 NOVEMBER 2017**

Moved Cr Chester, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council RECEIVES the Business Report to 30 November 2017.**

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

**9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF SEPTEMBER & OCTOBER 2017**

Moved Cr Caddy, Seconded Cr Treby.

[The recommendation in the agenda]

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

- **30 September 2017; and**
- **31 October 2017.**

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

**9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF SEPTEMBER & OCTOBER 2017**

Moved Cr Caddy, Seconded Cr Sandri.

[The recommendation in the agenda]

**That the Council RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for the months of September and October 2017:**

- **Month ending 30 September 2017 (Total \$841,502.11)**
- **Month ending 31 October 2017 (Total \$1,057,247.79)**
- **Total Paid - \$1,898,749.90**

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

**9.4 PROJECT FINANCIAL REPORT – OCTOBER 2017**

Moved Cr Sandri, Seconded Cr Caddy.

[The recommendation in the agenda]

**That the Council RECEIVES the Project Financial Report (October 2017) submitted by the Satterley Property Group.**

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

**9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 30 NOVEMBER 2017**

Moved Cr Treby, Seconded Cr Murphy.

[The recommendation in the agenda]

**That the Council RECEIVES the Sales and Settlement Report to 30 November 2017.**

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

**9.6 REVIEW OF PURCHASER TERMS AND CONDITIONS**

Moved Cr Caddy, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council:**

- 1. APPROVES the following Purchaser Terms/Conditions and Incentives for all public and builder release lots for the period December 2017 to December 2018:**
  - 1.1 Use of the REIWA Offer and Acceptance Contract with Special Conditions and Annexure.**
  - 1.2 A \$2,000 deposit to be used in the Sales Contracts for Catalina Central and a \$5,000 deposit to be used in the Sales Contracts for Catalina Beach.**

- 1.3 A finance approval period of 60 days for Catalina Central and 45 days for Catalina Beach, where finance is required.
  - 1.4 A 21-day settlement period from finance approval or the issue of titles, whichever is the later.
  - 1.5 A waterwise landscaping package to the front garden.
  - 1.6 A \$2,000 rebate for all homes constructed with a minimum 1.5kW capacity photovoltaic solar power system.
  - 1.7 Side and rear boundary fencing (behind the building line).
  - 1.8 A \$1,000 rebate for all homes which include appropriate WELS rated fittings and fixtures.
  - 1.9 Sales incentives (Items 1.5 – 1.8) subject to homes being constructed in accordance with the approved Catalina Design Guidelines within 18 months of settlement for single storey homes and 24 months of settlement for two storey homes.
2. **REQUESTS** the Satterley Property Group to review the Purchaser Terms/Conditions and Incentives for public release and builder release lots and provide a report to Council for consideration in December 2018.

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

#### **9.7 MANAGEMENT COMMITTEE – TERMS OF REFERENCE/DELEGATIONS**

Moved Cr Sandri, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council APPROVES the Terms of Reference and Delegations to the Management Committee (November 2017).**

Moved Cr Timmermanis.

That the Council APPROVES the Terms of Reference and Delegations to the Management Committee (November 2017), subject to the deletion of Delegation 4.

The Motion lapsed due to lack of seconder.

The recommendation in the agenda was put and declared CARRIED BY ABSOLUTE MAJORITY (10/1).

For: Cr Anderson, Cr Barton, Cr Caddy, Cr Chester, Cr Fenn, Cr Italiano, Cr Jones, Cr Murphy, Cr Sandri and Cr Treby

Against: Cr Timmermanis

#### **9.8 EARLY CONSTRUCTION REBATE – AGED STOCK**

Moved Cr Sandri, Seconded Cr Jones.

[The recommendation in the agenda]



**That the Council:**

- 1. RECEIVES the correspondence on the Early Construction Rebate, prepared by the Satterley Property Group, dated November 2017.**
- 2. APPROVES the extension of the payment of an Early Construction Rebate for lots in Catalina Central to the value of \$8,000 per lot for selected lots on the market for more than 6 months for contracts entered into after 30 December 2017 and until 30 December 2018. Subject to the purchaser providing a copy of a signed Building Contract prior to settlement, with the rebate being paid to the purchaser's nominated builder within 6 months of the settlement of the lot.**

Moved Cr Timmermanis

That Recommendation 2 be modified to increase the value of the Early Construction Rebate for lots in Catalina Central to \$12,000.

The Motion lapsed due to lack of seconder.

The recommendation in the agenda was put and declared CARRIED BY ABSOLUTE MAJORITY (10/1).

For: Cr Anderson, Cr Barton, Cr Caddy, Cr Chester, Cr Fenn, Cr Italiano, Cr Jones, Cr Murphy, Cr Sandri and Cr Treby

Against: Cr Timmermanis

**9.9 ANNUAL REPORT FOR THE YEAR ENDED 30 JUNE 2017**

Moved Cr Treby, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council ADOPTS the Annual Report of the Tamala Park Regional Council for the year ended 30 June 2017.**

The Motion was put and declared CARRIED BY ABSOLUTE MAJORITY (10/1).

For: Cr Anderson, Cr Barton, Cr Caddy, Cr Chester, Cr Fenn, Cr Italiano, Cr Jones, Cr Murphy, Cr Sandri and Cr Treby

Against: Cr Timmermanis

**9.10 DELEGATION AUTHORITY 2017**

Moved Cr Treby, Seconded Cr Caddy.

[The recommendation in the agenda]

**That Council APPROVES the Delegation Register 2017 (December 2017).**

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

### 9.11 COUNCIL MEETING SCHEDULE 2018

Moved Cr Jones, Seconded Cr Barton.

[The recommendation in the agenda]

1. That the schedule of Council meetings dates be **APPROVED** for 2018 as follows:
  - 15 February 2018 (Town of Cambridge)
  - 19 April 2018 (City of Joondalup)
  - 21 June 2018 (City of Wanneroo)
  - 16 August 2018 (Town of Victoria Park)
  - 18 October 2018 (City of Vincent)
  - 6 December 2018 (City of Perth)
2. That the commencement time for Council meetings be 6:00pm.
3. That Council meetings be held on a rotational basis at participant Council premises.
4. That the schedule of Management Committee meetings dates be **APPROVED** for 2018 as follows:
  - 15 March 2018
  - 24 May 2018
  - 19 July 2018
  - 20 September 2018
  - 8 November 2018
5. That the Management Committee meetings be held at the City of Stirling and the commencement time be 5:00pm.
6. That the schedule of meeting dates be advertised as required by the Local Government Act.

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

### 9.12 UDIA 2018 NATIONAL CONGRESS

Moved Cr Chester, Seconded Cr Sandri.

**That the Council AUTHORISES Cr Italiano, Cr Treby and the CEO to attend the 2018 Urban Development Institute of Australia National Congress in Melbourne to be held on 20-22 March 2018.**

The Motion was put and declared CARRIED (10/1).

For: Cr Anderson, Cr Barton, Cr Caddy, Cr Chester, Cr Fenn, Cr Italiano, Cr Jones, Cr Murphy, Cr Sandri and Cr Treby

Against: Cr Timmermanis

Moved Cr Treby, Seconded Cr Jones.

**That Standing Orders be suspended to allow Confidential Items 9.13 and 9.14 to be discussed behind closed doors.**

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

Council's Consultants vacated the meeting.

**9.13 REVIEW OF PROJECT MILESTONES FYE 2018 - CONFIDENTIAL**

Moved Cr Caddy, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council:**

- 1. RECEIVES the Satterley Property Group report on Project Milestones (October 2017).**
- 2. ADVISES the Satterley Property Group that Key Performance Indicator 2.10 requires that the Development Manager completes two milestone reviews in each financial year to meet the KPI. The Council will reassess Key Performance Indicator 2.10 when the second milestone review is satisfactorily completed.**
- 3. ADVISES the Satterley Property Group that it notes that a number of the designated milestones in the Annual Plan have not been met and that these need to be satisfactorily addressed so that they do not adversely affect the Project.**

The Motion was put and declared CARRIED (9/2).

For: Cr Anderson, Cr Barton, Cr Caddy, Cr Chester, Cr Fenn, Cr Italiano, Cr Jones, Cr Sandri and Cr Treby

Against: Cr Murphy and Cr Timmermanis

**9.14 PROJECT BUDGET FYE 2018 – MID-YEAR REVIEW - CONFIDENTIAL**

Moved Cr Jones, Seconded Cr Chester.

[The recommendation in the agenda]

**Recommendation**

**That the Council:**

- 1. RECEIVES the FYE 2018 Mid-Year Budget Review (November 2017), submitted by the Satterley Property Group.**

Recommendation 1 was put and declared CARRIED (11/0).

- 2. ACCEPTS that the Satterley Property Group has achieved Key Performance Indicator - Financial Management 4.5 *Monitor the performance against the Approved Project Budget* requiring the completion of a six-monthly review of the approved Project Budget.**

Recommendation 2 was put and declared CARRIED (11/0).

- 3. ADVISES the Satterley Property Group that the Project Budget FYE 2018 (July 2017) has been used as the basis of project and financial planning and inputs to the TPRC Budget FYE 2018 and relied upon for cashflow purposes and that the Council is concerned with the significant variances forecast in the SPG FYE 2018 Mid-Year Budget Review and potential impacts on the TPRC FYE 2018 Budget.**

Recommendation 3 was put and declared CARRIED (10/1).

For: Cr Anderson, Cr Barton, Cr Caddy, Cr Chester, Cr Fenn, Cr Italiano, Cr Jones, Cr Murphy, Cr Sandri and Cr Treby

Against: Cr Timmermanis

Moved Cr Caddy, Seconded Cr Treby.

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

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

Council's Consultants returned to the meeting.

The recommendations for Confidential Items 9.13 and 9.14 were read out as follows:

**9.13 REVIEW OF PROJECT MILESTONES FYE 2018**

*That the Council:*

- 1. RECEIVES the Satterley Property Group report on Project Milestones (October 2017).*
- 2. ADVISES the Satterley Property Group that Key Performance Indicator 2.10 requires that the Development Manager completes two milestone reviews in each financial year to meet the KPI. The Council will reassess Key Performance Indicator 2.10 when the second milestone review is satisfactorily completed.*
- 3. ADVISES the Satterley Property Group that it notes that a number of the designated milestones in the Annual Plan have not been met and that these need to be satisfactorily addressed so that they do not adversely affect the Project.*

**9.14 PROJECT BUDGET FYE 2018 – MID-YEAR REVIEW**

*That the Council:*

- 1. RECEIVES the FYE 2018 Mid-Year Budget Review (November 2017), submitted by the Satterley Property Group.*

2. *ACCEPTS that the Satterley Property Group has achieved Key Performance Indicator - Financial Management 4.5 Monitor the performance against the Approved Project Budget requiring the completion of a six-monthly review of the approved Project Budget.*
3. *ADVISES the Satterley Property Group that the Project Budget FYE 2018 (July 2017) has been used as the basis of project and financial planning and inputs to the TPRC Budget FYE 2018 and relied upon for cashflow purposes and that the Council is concerned with the significant variances forecast in the SPG FYE 2018 Mid-Year Budget Review and potential impacts on the TPRC FYE 2018 Budget.*

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

Nil

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

Nil

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

Nil

**13. MATTERS BEHIND CLOSED DOORS**

- 9.13 *Review of Project Milestones FYE 2018*
- 9.14 *Project Budget FYE 2018 – Mid-Year Review*

**14. GENERAL BUSINESS**

Nil

**15. FORMAL CLOSURE OF MEETING**

The Chairman declared the meeting closed at 7.29pm.

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

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

as a true record of proceedings.

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CHAIRMAN