

Appendix 8.1

Business Report



Halloween Trick or Treat, Meet & Greet

Catalina residents were invited to Trick or Treat through the estate and join their neighbours at a Meet & Greet event at Drimmie Park to encourage socialisation and celebrate Halloween.

The Trick or Treat, Meet & Greet event took place from 4pm - 7pm on Saturday 31 October 2020. Kids and adults dressed up in costume and visited homes around the estate that were decorated for Halloween. Drimmie Park was also decorated for the occasion and residents enjoyed a sausage sizzle, kids activities and competitions.

- Zero safety incidents
- Over 100 residents came to the event at Drimmie Park, many in Halloween fancy dress
- The Catalina Working Residents Group set up the Facebook event, responded to resident's questions and asked for volunteers to help Satterley at the event. 3 residents helped set up, assist with kids games and event pack up
- Quinns Men's Shed ran the sausage sizzle and the Little Sunshine Coffee Co coffee van gave away free coffees/hot drinks for the first 50 residents
- Delivered under budget - actual spend of \$ 1,514 against an approved budget of \$3,000
- Strong eDM engagement:
 - Invite eDM: 302 opens (39.04% open rate)
 - Reminder eDM: 209 opens (30.87% open rate)
 - Real Estate Industry average open rate is 21.04%
- 73 event responses for Facebook event (52 going, 9 maybe, 12 invited)
- There was a lot of interaction between residents on Facebook, asking what time the event was to start, who was decorating their home, and posting photos of their kids trick or treating in their Halloween costumes.

"Well done team, it was amazing" | "Awesome show. Well done Team Satterley"

"Thank you Catalina for the event today, I definitely enjoyed it and hope to see more events soon"



Appendix 8.2

Statements of Financial Activity

TAMALA PARK REGIONAL COUNCIL
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 30 September 2020

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Statement of Financial Activity by Program	3
Statement of Financial Activity by Nature or Type	5
Basis of Preparation	6
Note 1 Contributed Equity	7
Note 2 Statement of Financial Activity Information	8
Note 3 Cash and Financial Assets	9
Note 4 Receivables	10
Note 5 Other Current Assets	11
Note 6 Payables	12
Note 7 Disposal of Assets	13
Note 8 Capital Acquisitions	14
Note 9 Lease Liabilities	16
Note 10 Other Current Liabilities	17
Note 11 Explanation of Material Variances	18

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

STATUTORY REPORTING PROGRAMS

Regional Council operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

To provide good governance to the Regional Council

Member of Council allowances and reimbursements and administration expenses

GENERAL PURPOSE FUNDING

To collect interest on investments

Interest revenue

OTHER PROPERTY AND SERVICES

To monitor and control Council's overheads on operating accounts

Other unclassified activities

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
Opening funding surplus / (deficit)	2(c)	\$ 45,224,510	\$ 45,224,510	\$ 45,474,202	\$ 249,692	0.55%	
Revenue from operating activities							
General purpose funding - other		645,000	193,499	165,560	(27,939)	(14.44%)	▼
Other property and services		24,720	7,293	3,835	(3,458)	(47.42%)	
		669,720	200,792	169,395	(31,397)		
Expenditure from operating activities							
Governance		(177,078)	(44,270)	(39,269)	5,001	11.30%	▲
Other property and services		(1,051,289)	(267,157)	(199,108)	68,049	25.47%	▲
		(1,228,367)	(311,427)	(238,377)	73,050		
Non-cash amounts excluded from operating activities	2(a)	54,502	13,036	14,302	1,266	9.71%	
Amount attributable to operating activities		(504,145)	(97,599)	(54,680)	42,919		
Investing Activities							
Proceeds from disposal of assets	7	47,400	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(86,300)	(69,300)	0	69,300	100.00%	▲
Amount attributable to investing activities		(38,900)	(69,300)	0	69,300		
Financing Activities							
Payments of member contributions	1	(31,190,377)	(4,328,384)	(1,550,824)	2,777,560	64.17%	▲
Proceeds from member contributions	1	34,688,724	7,078,361	7,212,792	134,431	1.90%	
Payments for principal portion of lease liabilities	9	(34,870)	(7,926)	(7,926)	0	0.00%	
Payments of profit distribution	1	(3,000,000)	0	(248,944)	(248,944)	0.00%	▼
Payments of contribution refund	1	(150,000)	0	0	0	0.00%	
Amount attributable to financing activities		313,477	2,742,051	5,405,098	2,663,047		
Closing funding surplus / (deficit)	2(c)	44,994,942	47,799,662	50,824,620			

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 11 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 year is \$5,000 or 10.00% whichever is the greater.

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

NATURE OR TYPE DESCRIPTIONS

REVENUE

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	2(c)	45,224,510	45,224,510	45,474,202	249,692	0.55%	
Revenue from operating activities							
Interest earnings		645,000	193,499	160,507	(32,992)	(17.05%)	▼
Other revenue		23,935	6,508	8,888	2,380	36.57%	
Profit on disposal of assets	7	785	785	0	(785)	(100.00%)	
		669,720	200,792	169,395	(31,397)		
Expenditure from operating activities							
Employee costs		(749,760)	(189,350)	(141,965)	47,385	25.03%	▲
Materials and contracts		(222,769)	(51,951)	(36,240)	15,711	30.24%	▲
Utility charges		(6,500)	(1,626)	0	1,626	100.00%	
Depreciation on non-current assets		(55,287)	(13,821)	(14,302)	(481)	(3.48%)	
Interest expenses		(511)	(173)	(174)	(1)	(0.58%)	
Insurance expenses		(16,462)	(10,236)	(8,049)	2,187	21.37%	
Other expenditure		(177,078)	(44,270)	(37,647)	6,623	14.96%	▲
		(1,228,367)	(311,427)	(238,377)	73,050		
Non-cash amounts excluded from operating activities	2(a)	54,502	13,036	14,302	1,266	9.71%	
Amount attributable to operating activities		(504,145)	(97,599)	(54,680)	42,919		
Investing activities							
Proceeds from disposal of assets	7	47,400	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(86,300)	(69,300)	0	69,300	100.00%	▲
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Financing Activities							
Payments of member contributions	1	(31,190,377)	(4,328,384)	(1,550,824)	2,777,560	64.17%	▲
Proceeds from member contributions	1	34,688,724	7,078,361	7,212,792	134,431	1.90%	
Payments for principal portion of lease liabilities	9	(34,870)	(7,926)	(7,926)	0	0.00%	
Payments of profit distribution	1	(3,000,000)	0	(248,944)	(248,944)	0.00%	▼
Payments of contribution refund	1	(150,000)	0	0	0	0.00%	
Amount attributable to financing activities		313,477	2,742,051	5,405,098	2,663,047		
Closing funding surplus / (deficit)	2(c)	44,994,942	47,799,662	50,824,620	3,024,958		

KEY INFORMATION

▲ ▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 11 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996, Regulation 34*. Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING

Date prepared: All known transactions up to 15 October 2020

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Regional Council controls resources to carry on its functions have been included in the financial statements forming part of this financial report. 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.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2020

NOTE 1
CONTRIBUTED EQUITY

Movement in Contributed Equity Represented by:

	Land Sales	Development Expenses	Contributed Equity	Return of Contribution	Rates Equivalent	GST Withheld	Total Movement		Development Expenses	Contributed Equity	Return of Contribution	Rates Equivalent	GST Withheld	Total Movement	
	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date	Year to Date		Adopted	Adopted	Adopted	Adopted	Adopted	Adopted	
	2020	2020	2020	2020	2020	2020	2020		Budget	Budget	Budget	Budget	Budget	Budget	
	\$	\$	\$	\$	\$	\$	\$		\$	\$	\$	\$	\$	\$	
Town of Victoria Park	601,066	(86,658)	(20,745)	0	0	(42,578)	451,086		2,890,727	(2,599,198)	(250,000)	(12,500)	0	0	29,029
City of Perth	601,066	(86,658)	(20,745)	0	0	(42,578)	451,086		2,890,727	(2,599,198)	(250,000)	(12,500)	0	0	29,029
Town of Cambridge	601,066	(86,658)	(20,745)	0	0	(42,578)	451,086		2,890,727	(2,599,198)	(250,000)	(12,500)	0	0	29,029
City of Joondalup	1,202,132	(173,315)	(41,491)	0	0	(85,155)	902,171		5,781,454	(5,198,396)	(500,000)	(25,000)	0	0	58,058
City of Wanneroo	1,202,132	(173,315)	(41,491)	0	0	(85,155)	902,171		5,781,454	(5,198,396)	(500,000)	(25,000)	0	0	58,058
Town of Vincent	601,066	(86,658)	(20,745)	0	0	(42,578)	451,086		2,890,727	(2,599,198)	(250,000)	(12,500)	0	0	29,029
City of Stirling	2,404,264	(346,632)	(82,982)	0	0	(170,310)	1,804,340		11,562,908	(10,396,792)	(1,000,000)	(50,000)	0	0	116,116
Total	7,212,792	(1,039,894)	(248,944)	0	0	(510,930)	5,413,024		34,688,724	(31,190,377)	(3,000,000)	(150,000)	0	0	348,347

Movement in Total Equity Represented by:

	Closing Balance	Movement in		Year to Date
	30 June 2020	Contributed Equity	Net Result	2020
	\$			\$
Town of Victoria Park	3,770,032	451,086	(5,749)	4,215,369
City of Perth	3,770,032	451,086	(5,749)	4,215,369
Town of Cambridge	3,770,032	451,086	(5,749)	4,215,369
City of Joondalup	7,540,060	902,171	(11,497)	8,430,734
City of Wanneroo	7,540,060	902,171	(11,497)	8,430,734
Town of Vincent	3,770,032	451,086	(5,749)	4,215,369
City of Stirling	15,082,935	1,804,340	(22,994)	16,864,281
Total	45,243,183	5,413,024	(68,982)	50,587,225
Total Movement in Equity				5,344,042

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(785)	(785)	0
Add: Depreciation on assets		55,287	13,821	14,302
Total non-cash items excluded from operating activities		54,502	13,036	14,302

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2020	This Time Last Year 30 September 2019	Year to Date 30 September 2020
Adjustments to net current assets				
Add: Provisions - employee	10	267,082	256,570	267,082
Add: Lease liabilities	9	55,420	0	47,494
Total adjustments to net current assets		322,502	256,570	314,576

(c) Net current assets used in the Statement of Financial Activity

Current assets

Cash and cash equivalents	3	2,557,722	980,341	2,878,938
Financial assets at amortised cost	3	42,733,232	42,697,923	47,789,383
Receivables	4	224,126	248,570	241,089
Less: Current liabilities				
Payables	6	(40,878)	(157,993)	(84,790)
Lease liabilities	9	(55,420)	0	(47,494)
Provisions	10	(267,082)	(256,570)	(267,082)
Less: Total adjustments to net current assets	2(b)	322,502	256,570	314,576

Closing funding surplus / (deficit)

45,474,202 43,768,841 50,824,620

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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$				
Cash on hand								
Municipal bank	Cash and cash equivalents	214,346	0	214,346	0	Westpac	0.10%	Nil
Short term investment	Cash and cash equivalents	182	0	182	0	Westpac	Variable	Nil
Settlement proceeds	Cash and cash equivalents	2,273,699	0	2,273,699	0	Westpac	0.05%	Nil
At call account	Cash and cash equivalents	390,711	0	390,711	0	NAB	Variable	Nil
Term Deposit 9661	Financial assets at amortised cost	3,000,000	0	3,000,000	0	Suncorp	1.40%	Oct-20
Term Deposit 4453	Financial assets at amortised cost	3,015,781	0	3,015,781	0	MacQuarie	1.75%	Oct-20
Term Deposit 5253	Financial assets at amortised cost	1,200,000	0	1,200,000	0	BOQ	1.55%	Oct-20
Term Deposit 8683	Financial assets at amortised cost	3,000,000	0	3,000,000	0	AMP	1.65%	Nov-20
Term Deposit 0946	Financial assets at amortised cost	2,000,000	0	2,000,000	0	AMP	1.65%	Nov-20
Term Deposit 7529	Financial assets at amortised cost	2,000,000	0	2,000,000	0	Westpac	1.40%	Nov-20
Term Deposit 1836	Financial assets at amortised cost	3,000,000	0	3,000,000	0	MacQuarie	1.70%	Dec-20
Term Deposit 1653	Financial assets at amortised cost	3,000,000	0	3,000,000	0	BOQ	1.30%	Feb-21
Term Deposit 9279	Financial assets at amortised cost	3,026,630	0	3,026,630	0	AMP	0.80%	Feb-21
Term Deposit 7510	Financial assets at amortised cost	500,000	0	500,000	0	Westpac	1.70%	Apr-21
Term Deposit 8554	Financial assets at amortised cost	2,000,000	0	2,000,000	0	NAB	0.95%	Jul-21
Term Deposit 8292	Financial assets at amortised cost	3,023,635	0	3,023,635	0	NAB	0.85%	Aug-21
Term Deposit 0155	Financial assets at amortised cost	3,023,337	0	3,023,337	0	NAB	0.85%	Aug-21
Term Deposit 0423	Financial assets at amortised cost	3,000,000	0	3,000,000	0	Suncorp	0.63%	Mar-21
Term Deposit 0424	Financial assets at amortised cost	4,000,000	0	4,000,000	0	NAB	0.72%	Mar-21
Term Deposit 0425	Financial assets at amortised cost	3,000,000	0	3,000,000	0	NAB	0.67%	Mar-21
Term Deposit 0426	Financial assets at amortised cost	3,000,000	0	3,000,000	0	NAB	0.67%	Apr-21
Term Deposit 0427	Financial assets at amortised cost	3,000,000	0	3,000,000	0	NAB	0.67%	May-21
Total		50,668,321	0	50,668,321	0			
Comprising								
Cash and cash equivalents		2,878,938	0	2,878,938	0			
Financial assets at amortised cost		47,789,383	0	47,789,383	0			
		50,668,321	0	50,668,321	0			

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	62,924	8,332	0	0	71,256
Percentage	0%	88%	12%	0%	0%	
Balance per trial balance						
Sundry receivable						71,256
GST receivable						5,375
Accrued interest						164,458
Total receivables general outstanding						241,089

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.

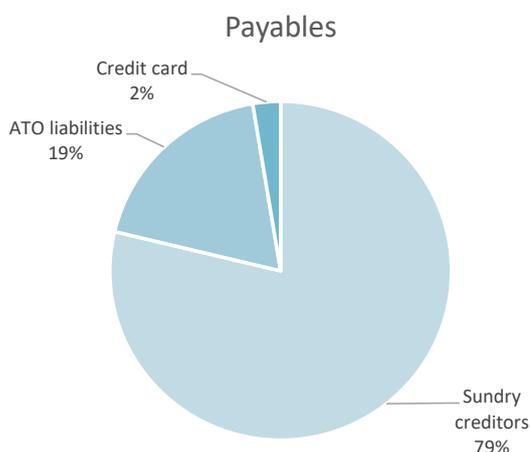
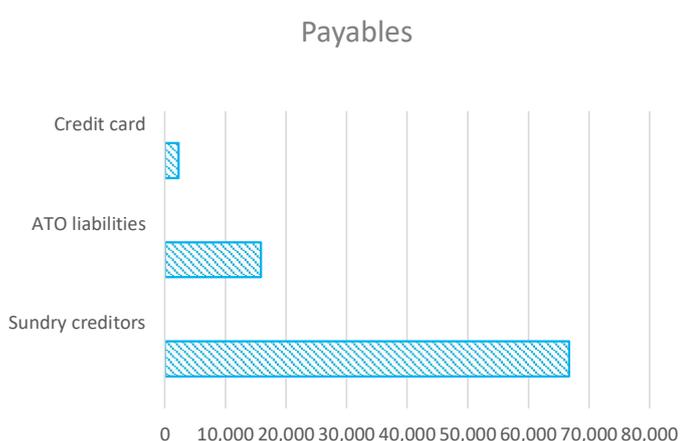
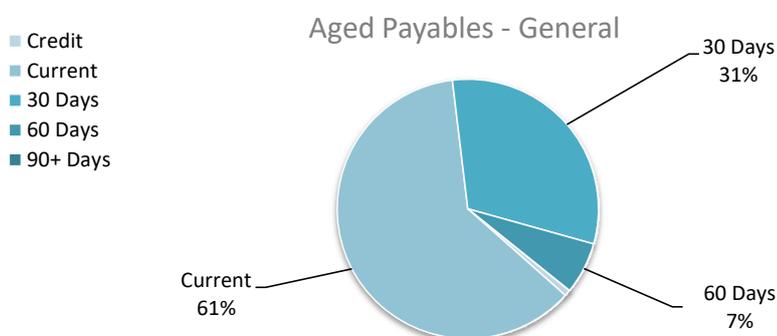
Other current assets	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 30 September 2020
	\$	\$	\$	\$
Other current assets				
Settlement bonds	0	700	(700)	0
Prepayments	0	5,991	(5,991)	0
Amounts shown above include GST (where applicable)				

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	(528)	41,687	21,177	4,406	0	66,742
Percentage	0%	62.5%	31.70%	6.6%	0%	
Balance per trial balance						
Sundry creditors						66,742
ATO liabilities						15,812
Credit card						2,236
Total payables general outstanding						84,790

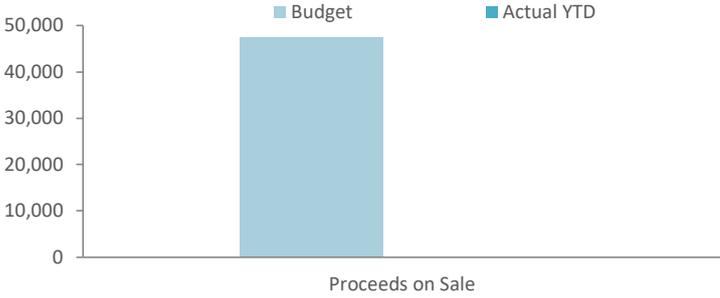
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Regional Council that are unpaid and arise when the Regional Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Other property and services								
	Motor Vehicle - CEO	46,615	47,400	785	0	0	0	0	0
		46,615	47,400	785	0	0	0	0	0



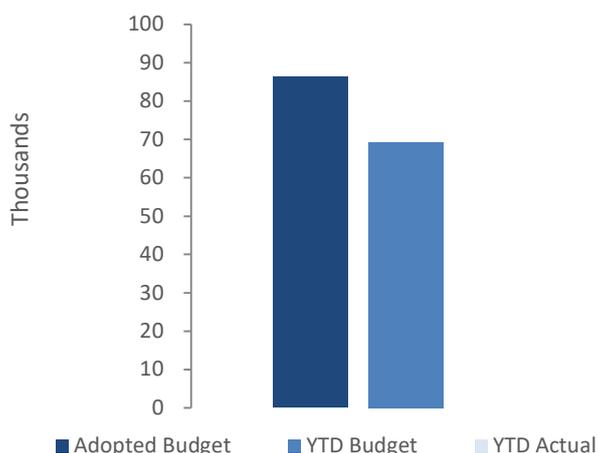
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Furniture and equipment	17,000	0	0	0
Plant and equipment	69,300	69,300	0	(69,300)
Payments for Capital Acquisitions	86,300	69,300	0	(69,300)
Total Capital Acquisitions	86,300	69,300	0	(69,300)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Other (disposals & C/Fwd)	47,400	0	0	0
Contribution - operations	38,900	69,300	0	(69,300)
Capital funding total	86,300	69,300	0	(69,300)

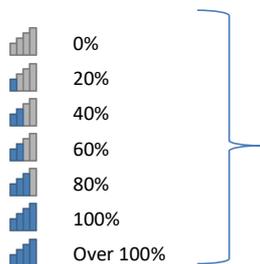
SIGNIFICANT ACCOUNTING POLICIES

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 local government 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.



Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

		Adopted			
Account Description		Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	E168566 Computer equipment - server	15,000	0	0	0
	E168524 Conference room - TV	2,000	0	0	0
	E000000 Motor vehicle - CEO	69,300	69,300	0	(69,300)
		86,300	69,300	0	(69,300)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**FINANCING ACTIVITIES
NOTE 9
LEASE LIABILITIES**

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2020	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Other property and services										
Unit 2, 369 Scarborough Beach Road, Innaloo	STIRLI/170672	55,420	0	0	7,926	34,870	47,494	20,550	174	511
Total		55,420	0	0	7,926	34,870	47,494	20,550	174	511
Current lease liabilities		55,420					47,494			
		55,420					47,494			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Regional Council assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Regional Council uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 30 September 2020
		\$	\$	\$	\$
Provisions					
Annual leave		168,378	0	0	168,378
Long service leave		98,704	0	0	98,704
Total Provisions		267,082	0	0	267,082
Total other current assets		267,082	0	0	267,082
Amounts shown above include GST (where applicable)					

KEY INFORMATION

Provisions

Provisions are recognised when the Regional Council has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Regional Council's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Regional Council's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current and other payables in the calculation of net current assets.

Other long-term employee benefits

The Regional Council's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Regional Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Regional Council does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2020**

**NOTE 11
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2020-21 year is \$5,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General purpose funding - other	(27,939)	(14.44%)	▼	
Expenditure from operating activities				
Governance	5,001	11.30%	▲	
Other property and services	68,049	25.47%	▲	
Investing activities				
Payments for property, plant and equipment and infrastructure	69,300	100.00%	▲	
Financing activities				
Payments of member contributions	2,777,560	64.17%	▲	
Proceeds from member contributions	134,431	1.90%		
Payments of profit distribution	(248,944)	0.00%	▼	
#REF!	#REF!	#REF!	↑↑	

TAMALA PARK REGIONAL COUNCIL
MONTHLY FINANCIAL REPORT
(Containing the Statement of Financial Activity)
For the period ending 31 October 2020

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

TABLE OF CONTENTS

Statement of Financial Activity by Program	3
Statement of Financial Activity by Nature or Type	5
Basis of Preparation	6
Note 1 Contributed Equity	7
Note 2 Statement of Financial Activity Information	8
Note 3 Cash and Financial Assets	9
Note 4 Receivables	10
Note 5 Other Current Assets	11
Note 6 Payables	12
Note 7 Disposal of Assets	13
Note 8 Capital Acquisitions	14
Note 9 Lease Liabilities	16
Note 10 Other Current Liabilities	17
Note 11 Explanation of Material Variances	18

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2020**

STATUTORY REPORTING PROGRAMS

Regional Council operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES

ACTIVITIES

GOVERNANCE

To provide good governance to the Regional Council

Member of Council allowances and reimbursements and administration expenses

GENERAL PURPOSE FUNDING

To collect interest on investments

Interest revenue

OTHER PROPERTY AND SERVICES

To monitor and control Council's overheads on operating accounts

Other unclassified activities

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020**

STATUTORY REPORTING PROGRAMS

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	2(c)	45,224,510	45,224,510	45,474,202	249,692	0.55%	
Revenue from operating activities							
General purpose funding - other		645,000	257,999	211,081	(46,918)	(18.19%)	▼
Other property and services		24,720	10,162	47,471	37,309	367.14%	▲
		669,720	268,161	258,552	(9,609)		
Expenditure from operating activities							
Governance		(177,078)	(44,270)	(39,269)	5,001	11.30%	▲
Other property and services		(1,051,289)	(361,571)	(271,146)	90,425	25.01%	▲
		(1,228,367)	(405,841)	(310,415)	95,426		
Non-cash amounts excluded from operating activities	2(a)	54,502	17,643	18,965	1,322	7.49%	
Amount attributable to operating activities		(504,145)	(120,037)	(32,898)	87,139		
Investing Activities							
Proceeds from disposal of assets	7	47,400	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(86,300)	(69,300)	0	69,300	100.00%	▲
Amount attributable to investing activities		(38,900)	(69,300)	0	69,300		
Financing Activities							
Payments of member contributions	1	(31,190,377)	(6,238,556)	(3,945,917)	2,292,639	36.75%	▲
Proceeds from member contributions	1	34,688,724	10,735,963	12,855,453	2,119,490	19.74%	▲
Payments for principal portion of lease liabilities	9	(34,870)	(10,870)	(10,870)	0	0.00%	
Payments of profit distribution	1	(3,000,000)	0	(248,944)	(248,944)	0.00%	▼
Payments of contribution refund	1	(150,000)	0	0	0	0.00%	
Proceeds from rates equivalent	1	0	0	(25,104)	(25,104)	0.00%	▼
Amount attributable to financing activities		313,477	4,486,537	8,624,618	4,138,081		
Closing funding surplus / (deficit)	2(c)	44,994,942	49,521,710	54,065,922			

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to threshold. Refer to Note 11 for an explanation of the reasons for the variance.

The material variance adopted by Council for the 2020-21 year is \$5,000 or 10.00% whichever is the greater.

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

**KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2020**

NATURE OR TYPE DESCRIPTIONS

REVENUE

INTEREST EARNINGS

Interest and other items of a similar nature received from bank and investment accounts, interest on rate instalments, interest on rate arrears and interest on debtors.

OTHER REVENUE / INCOME

Other revenue, which can not be classified under the above headings, includes dividends, discounts, rebates etc.

PROFIT ON ASSET DISPOSAL

Excess of assets received over the net book value for assets on their disposal.

EXPENSES

EMPLOYEE COSTS

All costs associate with the employment of person such as salaries, wages, allowances, benefits such as vehicle and housing, superannuation, employment expenses, removal expenses, relocation expenses, worker's compensation insurance, training costs, conferences, safety expenses, medical examinations, fringe benefit tax, etc.

MATERIALS AND CONTRACTS

All expenditures on materials, supplies and contracts not classified under other headings. These include supply of goods and materials, legal expenses, consultancy, maintenance agreements, communication expenses, advertising expenses, membership, periodicals, publications, hire expenses, rental, leases, postage and freight etc. Local governments may wish to disclose more detail such as contract services, consultancy, information technology, rental or lease expenditures.

UTILITIES (GAS, ELECTRICITY, WATER, ETC.)

Expenditures made to the respective agencies for the provision of power, gas or water. Exclude expenditures incurred for the reinstatement of roadwork on behalf of these agencies.

INSURANCE

All insurance other than worker's compensation and health benefit insurance included as a cost of employment.

LOSS ON ASSET DISPOSAL

Shortfall between the value of assets received over the net book value for assets on their disposal.

DEPRECIATION ON NON-CURRENT ASSETS

Depreciation expense raised on all classes of assets.

OTHER EXPENDITURE

Statutory fees, taxes, allowance for impairment of assets, member's fees or State taxes. Donations and subsidies made to community groups.

**STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020**

BY NATURE OR TYPE

	Ref Note	Adopted Budget	YTD Budget (a)	YTD Actual (b)	Var. \$ (b)-(a)	Var. % (b)-(a)/(a)	Var.
		\$	\$	\$	\$	%	
Opening funding surplus / (deficit)	2(c)	45,224,510	45,224,510	45,474,202	249,692	0.55%	
Revenue from operating activities							
Interest earnings		645,000	257,999	204,487	(53,512)	(20.74%)	▼
Other revenue		23,935	9,377	54,065	44,688	476.57%	▲
Profit on disposal of assets	7	785	785	0	(785)	(100.00%)	
		669,720	268,161	258,552	(9,609)		
Expenditure from operating activities							
Employee costs		(749,760)	(255,020)	(197,312)	57,708	22.63%	▲
Materials and contracts		(222,769)	(69,268)	(43,021)	26,247	37.89%	▲
Utility charges		(6,500)	(2,168)	0	2,168	100.00%	
Depreciation on non-current assets		(55,287)	(18,428)	(18,965)	(537)	(2.91%)	
Interest expenses		(511)	(225)	(226)	(1)	(0.44%)	
Insurance expenses		(16,462)	(16,462)	(13,244)	3,218	19.55%	
Other expenditure		(177,078)	(44,270)	(37,647)	6,623	14.96%	▲
		(1,228,367)	(405,841)	(310,415)	95,426		
Non-cash amounts excluded from operating activities	2(a)	54,502	17,643	18,965	1,322	7.49%	
Amount attributable to operating activities		(504,145)	(120,037)	(32,898)	87,139		
Investing activities							
Proceeds from disposal of assets	7	47,400	0	0	0	0.00%	
Payments for property, plant and equipment and infrastructure	8	(86,300)	(69,300)	0	69,300	100.00%	▲
Amount attributable to investing activities		(38,900)	(69,300)	0	69,300		
Financing Activities							
Payments of member contributions	1	(31,190,377)	(6,238,556)	(3,945,917)	2,292,639	36.75%	▲
Proceeds from member contributions	1	34,688,724	10,735,963	12,855,453	2,119,490	19.74%	▲
Payments for principal portion of lease liabilities	9	(34,870)	(10,870)	(10,870)	0	0.00%	
Payments of profit distribution	1	(3,000,000)	0	(248,944)	(248,944)	0.00%	▼
Payments of contribution refund	1	(150,000)	0	0	0	0.00%	
Proceeds from rates equivalent	1	0	0	(25,104)	(25,104)	0.00%	▼
Amount attributable to financing activities		313,477	4,486,537	8,624,618	4,138,081		
Closing funding surplus / (deficit)	2(c)	44,994,942	49,521,710	54,065,922	4,544,212		

KEY INFORMATION

▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold.

Refer to Note 11 for an explanation of the reasons for the variance.

This statement is to be read in conjunction with the accompanying Financial Statements and Notes.

BASIS OF PREPARATION

REPORT PURPOSE

This report is prepared to meet the requirements of *Local Government (Financial Management) Regulations 1996 , Regulation 34* . Note: The statements and accompanying notes are prepared based on all transactions recorded at the time of preparation and may vary due to transactions being processed for the reporting period after the date of preparation.

BASIS OF ACCOUNTING

This statement comprises a special purpose financial report which has been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards. Regulation 16 prohibits a local government from recognising as assets Crown land that is a public thoroughfare, such as land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets, including land under roads acquired on or after 1 July 2008, have not been recognised in this financial report. This is not in accordance with the requirements of *AASB 1051 Land Under Roads paragraph 15* and *AASB 116 Property, Plant and Equipment paragraph 7*.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

PREPARATION TIMING

Date prepared: All known transactions up to 18 November 2020

SIGNIFICANT ACCOUNTING POLICES

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses. The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Regional Council controls resources to carry on its functions have been included in the financial statements forming part of this financial report. 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.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies

GOODS AND SERVICES TAX

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO). Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position. Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

ROUNDING OFF FIGURES

All figures shown in this statement are rounded to the nearest dollar.

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020

NOTE 1
CONTRIBUTED EQUITY

Movement in Financing Activities as Represented by:

	Land Sales Year to Date 31 October 2020	Development Expenses Year to Date 31 October 2020	Contributed Equity Year to Date 31 October 2020	Return of Contribution Year to Date 31 October 2020	Rates Equivalent Year to Date 31 October 2020	Payments of Lease Liabilities 31 October 2020	GST Withheld Year to Date 31 October 2020	Total Movement Year to Date 31 October 2020	Land Sales Adopted Budget	Development Expenses Adopted Budget	Contributed Equity Adopted Budget	Return of Contribution Adopted Budget	Rates Equivalent Adopted Budget	GST Withheld Adopted Budget	Total Movement Adopted Budget
Town of Victoria Park	1,071,288	(252,935)	(20,745)	0	0	(906)	(75,892)	720,811	2,890,727	(2,599,198)	(250,000)	(12,500)	0	0	29,029
City of Perth	1,071,288	(252,935)	(20,745)	0	0	(906)	(75,892)	720,811	2,890,727	(2,599,198)	(250,000)	(12,500)	0	0	29,029
Town of Cambridge	1,071,288	(252,935)	(20,745)	0	(25,104)	(906)	(75,892)	695,707	2,890,727	(2,599,198)	(250,000)	(12,500)	0	0	29,029
City of Joondalup	2,142,575	(505,869)	(41,491)	0	0	(1,812)	(151,783)	1,441,620	5,781,454	(5,198,396)	(500,000)	(25,000)	0	0	58,058
City of Wanneroo	2,142,575	(505,869)	(41,491)	0	0	(1,812)	(151,783)	1,441,620	5,781,454	(5,198,396)	(500,000)	(25,000)	0	0	58,058
Town of Vincent	1,071,288	(252,935)	(20,745)	0	0	(906)	(75,892)	720,811	2,890,727	(2,599,198)	(250,000)	(12,500)	0	0	29,029
City of Stirling	4,285,151	(1,011,739)	(82,982)	0	0	(3,623)	(303,567)	2,883,240	11,562,908	(10,396,792)	(1,000,000)	(50,000)	0	0	116,116
Total	12,855,453	(3,035,217)	(248,944)	0	(25,104)	(10,870)	(910,700)	8,624,618	34,688,724	(31,190,377)	(3,000,000)	(150,000)	0	0	348,347

Movement in Total Equity Represented by:

	Closing Balance 30 June 2020	Movement in Contributed Equity	Net Result	Year to Date 31 October 2020
	\$			\$
Town of Victoria Park	3,770,032	720,811	(4,322)	4,486,521
City of Perth	3,770,032	720,811	(4,322)	4,486,521
Town of Cambridge	3,770,032	695,707	(4,322)	4,461,417
City of Joondalup	7,540,060	1,441,620	(8,644)	8,973,036
City of Wanneroo	7,540,060	1,441,620	(8,644)	8,973,036
Town of Vincent	3,770,032	720,811	(4,322)	4,486,521
City of Stirling	15,082,935	2,883,240	(17,288)	17,948,887
Total	45,243,183	8,624,618	(51,863)	53,815,938
Total Movement in Equity				8,572,755

(a) Non-cash items excluded from operating activities

The following non-cash revenue and expenditure has been excluded from operating activities within the Statement of Financial Activity in accordance with Financial Management Regulation 32.

	Notes	Adopted Budget	YTD Budget (a)	YTD Actual (b)
Non-cash items excluded from operating activities				
		\$	\$	\$
Adjustments to operating activities				
Less: Profit on asset disposals	7	(785)	(785)	0
Add: Depreciation on assets		55,287	18,428	18,965
Total non-cash items excluded from operating activities		54,502	17,643	18,965

(b) Adjustments to net current assets in the Statement of Financial Activity

The following current assets and liabilities have been excluded from the net current assets used in the Statement of Financial Activity in accordance with *Financial Management Regulation* 32 to agree to the surplus/(deficit) after imposition of general rates.

		Last Year Closing 30 June 2020	This Time Last Year 31 October 2019	Year to Date 31 October 2020
Adjustments to net current assets				
Add: Provisions - employee	10	267,082	256,570	267,082
Add: Lease liabilities	9	55,420	0	44,550
Total adjustments to net current assets		322,502	256,570	311,632

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	3	2,557,722	4,114,522	6,085,298
Financial assets at amortised cost	3	42,733,232	40,343,335	47,782,775
Receivables	4	224,126	225,470	322,061
Other current assets	5	0	0	2,996
Less: Current liabilities				
Payables	6	(40,878)	(111,707)	(127,208)
Lease liabilities	9	(55,420)	0	(44,550)
Provisions	10	(267,082)	(256,570)	(267,082)
Less: Total adjustments to net current assets	2(b)	322,502	256,570	311,632
Closing funding surplus / (deficit)		45,474,202	44,571,620	54,065,922

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. Unless otherwise stated assets or liabilities are classified as current if expected to be settled within the next 12 months, being the Council's operational cycle.

Description	Classification	Unrestricted	Restricted	Total Cash	Trust	Institution	Interest Rate	Maturity Date
		\$	\$	\$	\$			
Cash on hand								
Municipal bank	Cash and cash equivalents	3,151,382	0	3,151,382	0	Westpac	0.10%	Nil
Short term investment	Cash and cash equivalents	182	0	182	0	Westpac	Variable	Nil
Settlement proceeds	Cash and cash equivalents	2,542,910	0	2,542,910	0	Westpac	0.05%	Nil
At call account	Cash and cash equivalents	390,824	0	390,824	0	NAB	Variable	Nil
Term Deposit 8683	Financial assets at amortised cost	3,000,000	0	3,000,000	0	AMP	1.65%	Nov-20
Term Deposit 0946	Financial assets at amortised cost	2,000,000	0	2,000,000	0	AMP	1.65%	Nov-20
Term Deposit 7529	Financial assets at amortised cost	2,000,000	0	2,000,000	0	Westpac	1.40%	Nov-20
Term Deposit 1836	Financial assets at amortised cost	3,000,000	0	3,000,000	0	MacQuarie	1.70%	Dec-20
Term Deposit 1653	Financial assets at amortised cost	3,000,000	0	3,000,000	0	BOQ	1.30%	Feb-21
Term Deposit 9279	Financial assets at amortised cost	3,026,630	0	3,026,630	0	AMP	0.80%	Feb-21
Term Deposit 0423	Financial assets at amortised cost	3,000,000	0	3,000,000	0	Suncorp	0.63%	Mar-21
Term Deposit 0424	Financial assets at amortised cost	4,000,000	0	4,000,000	0	NAB	0.72%	Mar-21
Term Deposit 0425	Financial assets at amortised cost	3,000,000	0	3,000,000	0	NAB	0.67%	Mar-21
Term Deposit 7510	Financial assets at amortised cost	500,000	0	500,000	0	Westpac	1.70%	Apr-21
Term Deposit 0426	Financial assets at amortised cost	3,000,000	0	3,000,000	0	NAB	0.67%	Apr-21
Term Deposit 0427	Financial assets at amortised cost	3,000,000	0	3,000,000	0	NAB	0.67%	May-21
Term Deposit 8554	Financial assets at amortised cost	2,000,000	0	2,000,000	0	NAB	0.95%	Jul-21
Term Deposit 5696	Financial assets at amortised cost	1,209,173	0	1,209,173	0	BOQ	0.60%	Jul-21
Term Deposit 8292	Financial assets at amortised cost	3,023,635	0	3,023,635	0	NAB	0.85%	Aug-21
Term Deposit 0155	Financial assets at amortised cost	3,023,337	0	3,023,337	0	NAB	0.85%	Aug-21
Term Deposit 0647	Financial assets at amortised cost	3,000,000	0	3,000,000	0	Westpac	0.70%	Oct-21
Term Deposit 2250	Financial assets at amortised cost	3,000,000	0	3,000,000	0	Westpac	0.60%	Oct-21
Total		53,868,073	0	53,868,073	0			
Comprising								
Cash and cash equivalents		6,085,298	0	6,085,298	0			
Financial assets at amortised cost		47,782,775	0	47,782,775	0			
		53,868,073	0	53,868,073	0			

KEY INFORMATION

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of net current assets.

The local government classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.

Receivables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Receivables - general	0	91,603	78,595	4,999	0	175,197
Percentage	0%	52%	45%	3%	0%	
Balance per trial balance						
Sundry receivable						175,197
Accrued interest						146,864
Total receivables general outstanding						322,061

Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other receivables include amounts due from ratepayers for unpaid rates and service charges and other amounts due from third parties for goods sold and services performed in the ordinary course of business. Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets. Collectability of trade and other receivables is reviewed on an ongoing basis. Debts that are known to be uncollectible are written off when identified. An allowance for impairment of receivables is raised when there is objective evidence that they will not be collectible.

Other current assets	Opening Balance 1 July 2020	Asset Increase	Asset Reduction	Closing Balance 31 October 2020
	\$	\$	\$	\$
Other current assets				
Settlement bonds	0	700	(700)	0
Prepayments	0	8,987	(5,991)	2,996
Total other current assets	0	9,687	(6,691)	2,996

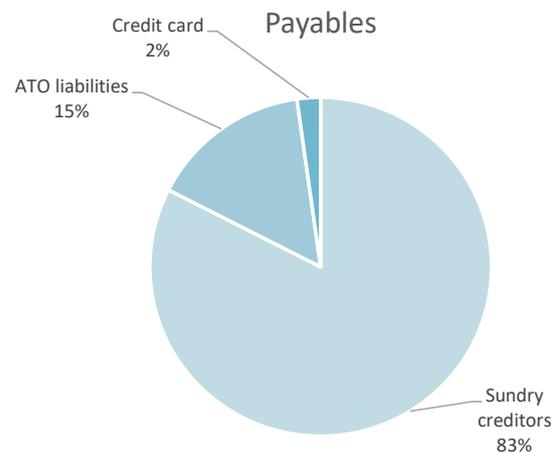
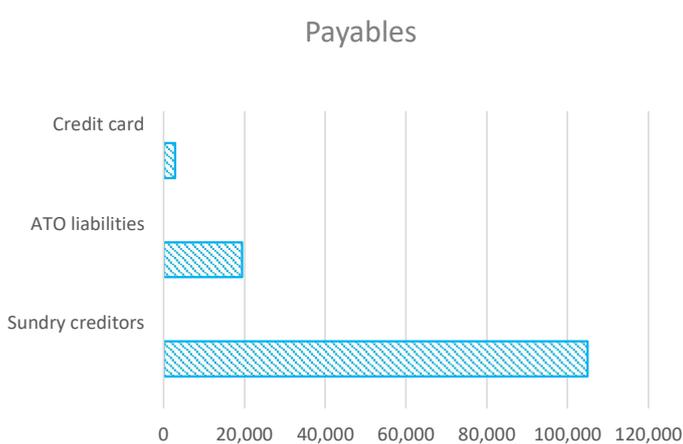
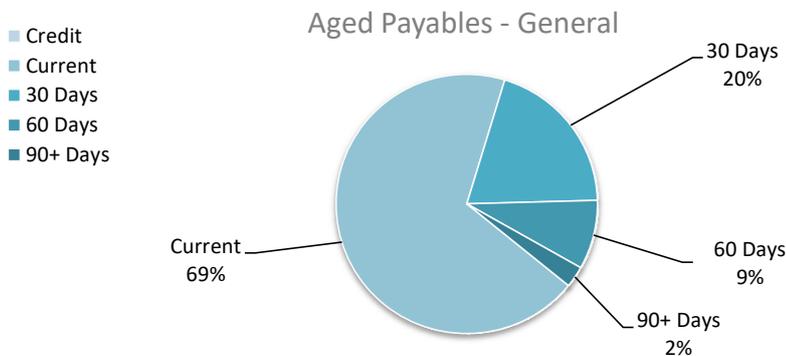
Amounts shown above include GST (where applicable)

Payables - general	Credit	Current	30 Days	60 Days	90+ Days	Total
	\$	\$	\$	\$	\$	\$
Payables - general	0	72,228	20,843	9,076	2,776	104,923
Percentage	0%	68.8%	19.90%	8.7%	2.6%	
Balance per trial balance						
Sundry creditors						104,923
ATO liabilities						19,449
Credit card						2,836
Total payables general outstanding						127,208

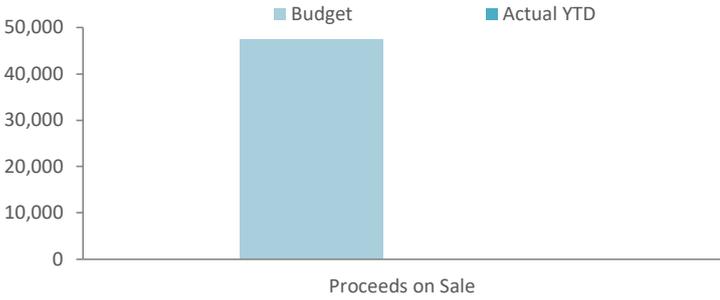
Amounts shown above include GST (where applicable)

KEY INFORMATION

Trade and other payables represent liabilities for goods and services provided to the Regional Council that are unpaid and arise when the Regional Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition.



Asset Ref.	Asset description	Budget				YTD Actual			
		Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		\$	\$	\$	\$	\$	\$	\$	\$
	Plant and equipment								
	Other property and services								
	Motor Vehicle - CEO	46,615	47,400	785	0	0	0	0	0
		46,615	47,400	785	0	0	0	0	0



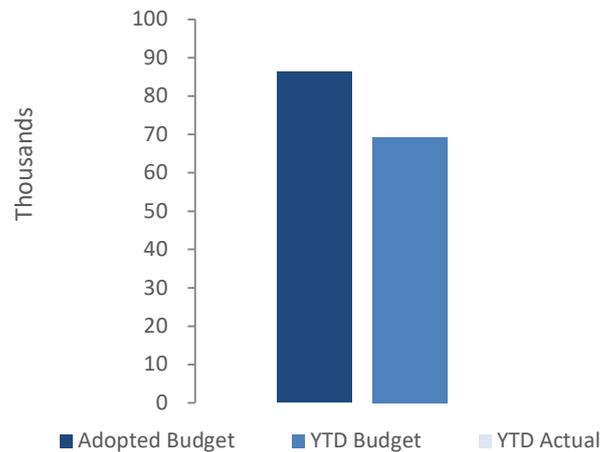
**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020**

**INVESTING ACTIVITIES
NOTE 8
CAPITAL ACQUISITIONS**

Capital acquisitions	Adopted		YTD Actual	YTD Actual Variance
	Budget	YTD Budget		
	\$	\$	\$	\$
Furniture and equipment	17,000	0	0	0
Plant and equipment	69,300	69,300	0	(69,300)
Payments for Capital Acquisitions	86,300	69,300	0	(69,300)
Total Capital Acquisitions	86,300	69,300	0	(69,300)
Capital Acquisitions Funded By:				
	\$	\$	\$	\$
Other (disposals & C/Fwd)	47,400	0	0	0
Contribution - operations	38,900	69,300	0	(69,300)
Capital funding total	86,300	69,300	0	(69,300)

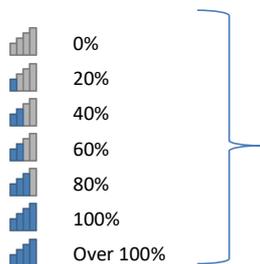
SIGNIFICANT ACCOUNTING POLICIES

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 local government 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.



Capital expenditure total

Level of completion indicators



Percentage Year to Date Actual to Annual Budget expenditure where the expenditure over budget highlighted in red.

Level of completion indicator, please see table at the end of this note for further detail.

		Adopted			
Account Description		Budget	YTD Budget	YTD Actual	Variance (Under)/Over
	E168566 Computer equipment - server	15,000	0	0	0
	E168524 Conference room - TV	2,000	0	0	0
	E000000 Motor vehicle - CEO	69,300	69,300	0	(69,300)
		86,300	69,300	0	(69,300)

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020**

**FINANCING ACTIVITIES
NOTE 9
LEASE LIABILITIES**

Movement in carrying amounts

Information on leases Particulars	Lease No.	1 July 2020	New Leases		Principal Repayments		Principal Outstanding		Interest Repayments	
			Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget
		\$	\$	\$	\$	\$	\$	\$	\$	
Other property and services										
Unit 2, 369 Scarborough Beach Road, Innaloo	STIRLI/170672	55,420	0	0	10,870	34,870	44,550	20,550	226	511
Total		55,420	0	0	10,870	34,870	44,550	20,550	226	511
Current lease liabilities		55,420					44,550			
		55,420					44,550			

All lease repayments were financed by general purpose revenue.

KEY INFORMATION

At inception of a contract, the Regional Council assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Regional Council uses its incremental borrowing rate.

All contracts classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Other current liabilities	Note	Opening Balance 1 July 2020	Liability Increase	Liability Reduction	Closing Balance 31 October 2020
		\$	\$	\$	\$
Provisions					
Annual leave		168,378	0	0	168,378
Long service leave		98,704	0	0	98,704
Total Provisions		267,082	0	0	267,082
Total other current assets		267,082	0	0	267,082
Amounts shown above include GST (where applicable)					

KEY INFORMATION

Provisions

Provisions are recognised when the Regional Council has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

Employee benefits

Short-term employee benefits

Provision is made for the Regional Council's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Regional Council's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current and other payables in the calculation of net current assets.

Other long-term employee benefits

The Regional Council's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations. Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur. The Regional Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Regional Council does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

**NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2020**

**NOTE 11
EXPLANATION OF MATERIAL VARIANCES**

The material variance thresholds are adopted annually by Council as an indicator of whether the actual expenditure or revenue varies from the year to date Actual materially.

The material variance adopted by Council for the 2020-21 year is \$5,000 or 10.00% whichever is the greater.

Reporting Program	Var. \$	Var. %	Timing/ Permanent	Explanation of Variance
	\$	%		
Revenue from operating activities				
General purpose funding - other	(46,918)	(18.19%)	▼	
Other property and services	37,309	367.14%	▲	
Expenditure from operating activities				
Governance	5,001	11.30%	▲	
Other property and services	90,425	25.01%	▲	
Investing activities				
Payments for property, plant and equipment and infrastructure	69,300	100.00%	▲	
Financing activities				
Payments of member contributions	2,292,639	36.75%	▲	
Proceeds from member contributions	2,119,490	19.74%	▲	
Payments of profit distribution	(248,944)	0.00%	▼	
Proceeds from rates equivalent	(25,104)	0.00%	▼	

Appendix 8.3

List of Monthly Accounts

**Tamala Park Regional Council
Summary Payment List
September 2020**

Date	Num	Name	Description	Amount
2/09/2020	CON-181	City of Wanneroo	GST owing July 2020	-2,202.90
10/09/2020		Employee costs	Wages for period 27/08/20 - 09/09/20	-11,718.76
10/09/2020	ET-4930	Australian Super	Superannuation for period 27/08/20 - 09/09/20	-672.47
10/09/2020	ET-4931	National Australia Bank	Sperannuation for period 27/08/20 - 09/09/20	-1,141.77
10/09/2020		Burgess Rawson	GST Valuations (August 2020)	-495.00
10/09/2020		Capital Transport Services	Courier charges (31/08/20)	-14.92
10/09/2020		City of Stirling	TPRC office rent (October 2020)	-3,295.17
10/09/2020		City of Wanneroo	Final Rates 2020/21	-128,298.64
10/09/2020		Cossill and Webley	Foreshore Access Road (August 2020)	-4,409.86
10/09/2020		Harty, Helen & Patrick	WELS Rebate - Lot 2113	-1,000.00
10/09/2020		Jeffs, Rebecca M.	Solar Panel Rebate - Lot 968	-2,000.00
10/09/2020		John, David A. & Purchase, Aysha C	Solar Panel Rebate - Lot 970	-2,000.00
10/09/2020		Kevin Smith Cleaning Services	Cleaning of TPRC offices (August 2020)	-201.56
10/09/2020		LD Total	Landscape Rebate - Lot 775	-2,705.30
10/09/2020		Marketforce	Statutory Advertising	-1,735.30
10/09/2020		Mitchell, Cameron	Solar Panel Rebate - Lot 2117	-2,000.00
10/09/2020		Moore Australia (WA) Pty Ltd	Compliation of Annual Financial Report 2020	-6,820.00
10/09/2020		Neverfail	Bottled water x 2	-28.25
10/09/2020		New Living Cleaning	Sales Office cleaning (21 - 28 August 2020)	-281.54
10/09/2020		O'Sullivan, Simon	Reimbursement of mobile phone charge (July 2020)	-49.00
10/09/2020		Prudential Investment Services Corj	Investment services (August 2020)	-1,650.00
10/09/2020		Realestate.com.au	Project Profile Signature	-1,752.90
10/09/2020		Satterley Property Group	Community Development Services	-2,310.00
10/09/2020		Town of Victoria Park	GST owing July 2020	-1,101.00
10/09/2020		Treacy Fencing	Fencing	-4,345.55
10/09/2020	ET-4932	Department of Transport	Registration fee - CEO vehicle (03/10/20 - 02/01/21)	-116.10
10/09/2020	ET-4933	Telstra	Mobile phone charges (CEO) - August 2020	-44.00
10/09/2020	ET-4934	Water Corporation	Water charges	-67.74
15/09/2020	ET-4936	Westpac Bank	Payment of credit card charges - August 2020	-1,172.33
16/09/2020	ET-4935	Australian Taxation Office	IAS (August 2020)	-15,896.00
24/09/2020		Employee costs	Wages for period 10/09/20 - 23/09/20	-11,594.91
24/09/2020	ET-4940	Australian Super	Superannuation for period 10/09/20 - 23/09/20	-672.47
24/09/2020	ET-4941	National Australia Bank	Superannuation for period 10/09/20 - 23/09/20	-1,141.77
24/09/2020		All Flags Signs & Banners	Sales Office TD flags	-1,491.60
24/09/2020		Burgess Rawson	Valuation Fee - Lot 937	-55.00
24/09/2020		Capital Transport Services	Courier charges x 4 (September 2020)	-58.59
24/09/2020		City of Stirling	GST August 2020	-12,101.27
24/09/2020		City of Vincent	GST owing August 2020	-3,025.00
24/09/2020		City of Wanneroo	Stage 28 Engineering Assessment Fee	-504.22
24/09/2020		Cossill and Webley	Engineering services	-89,450.43
24/09/2020		Coterra Environment	FMP post-submission items (July 2020)	-2,714.25
24/09/2020		Environmental Industries	Landscape maintenance	-2,156.22
24/09/2020		Gluhic, Freddie	Builder Referral - Lot 941	-2,000.00
24/09/2020		Laverick, Keith & Susan	WELS Rebate - Lot 2116	-1,000.00
24/09/2020		LD Total	Landscaping rebates	-27,476.66
24/09/2020		McMullen Nolan Group	Surveying services	-4,301.00
24/09/2020		Neverfail	Bottled water x 2	-27.00
24/09/2020		New Living Cleaning	Cleaning of Sales Office (04/09/20 & 11/09/20)	-281.54
24/09/2020		Officeworks	Office supplies	-79.97
24/09/2020		Plan E	Stage 11 Phase 2 (August 2020)	-250.80
24/09/2020		R J Vincent and Co	Stage 16A Civil Works (Cert 1)	-232,424.58
24/09/2020		Realestate.com.au	Project profile (July 2020)	-4,180.00
24/09/2020		Satterley Property Group	Community Development Services (June 2020)	-1,504.80
24/09/2020		Tranen Revegetation Systems	BCA Maintenance (August 2020)	-6,308.02
24/09/2020	ET-4942	Canon Australia Pty Ltd	Copier charges (21/08/20 - 20/09/20)	-23.16
24/09/2020	ET-4943	Water Corporation	Sales Office water charges 15/07/20 - 16/09/20	-216.11
30/09/2020	ET-4944	K & W Panelbeaters Pty Ltd	Insurance excess for motor vehicle claim	-500.00
TOTAL				-605,065.43

**Tamala Park Regional Council
Summary Payment List
October 2020**

Date	Num	Name	Description	Amount
8/10/2020		Employee costs	Wages for period 24/09/20 - 07/10/20	-13,988.78
8/10/2020		Burgess Rawson	Stage 27A Valuation Fee	-1,100.00
8/10/2020		Butler Settineri	Final Audit Fee 2019/20	-2,200.00
8/10/2020		Capital Transport Services	Courier charges (23 September 2020)	-15.47
8/10/2020		Cossill and Webley	Engineering services	-30,238.99
8/10/2020		Creative Design and Planning	Town Planners	-36,355.00
8/10/2020		Dominic Carbone and Assoc	Annual Budget 2020/21	-1,782.00
8/10/2020		Eco Logical Australia	Stages 27 & 28 BMP	-2,992.00
8/10/2020		Environmental Industries	Landscape maintenance	-91,820.30
8/10/2020		Kevin Smith Cleaning Services	Cleaning of TPRC office (September 2020)	-134.38
8/10/2020		LD Total	Landscape Rebates - Lots 2063, 2102, 2116 & 2120	-15,077.67
8/10/2020		LGIS Liability	Liability insurance - Instalment 2	-1,760.00
8/10/2020		LGIS Property	Property insurance - Instalment 2	-3,954.88
8/10/2020		LGIS Workcare	WorkCare insurance - Instalment 2	-4,213.00
8/10/2020		Marketforce	Statutory advertising	-2,493.11
8/10/2020		McLeods Barristers and Solicitor	Legal advice re Workforce Plan	-926.31
8/10/2020		Moore Australia (WA) Pty Ltd	Statements of Financial Activity (July & August 2020)	-3,696.00
8/10/2020		New Living Cleaning	Cleaning of Sales Office (18/09/20 & 25/09/20)	-281.54
8/10/2020		O'Sullivan, Simon	Reimbursement for phone & parking fees	-75.85
8/10/2020		Plan E	Landscape architects	-14,465.00
8/10/2020		Prudential Investment Services (Investment services (September 2020)	-1,650.00
8/10/2020		Town of Victoria Park	GST owing August 2020	-3,025.00
8/10/2020	ET-4949	Telstra	CEO Mobile Phone Charges (September 2020)	-44.00
8/10/2020	ET-4950	Water Corporation	Stages 16A & 27A Infrastructure Contributions	-216,029.30
8/10/2020	CON-182	City of Wanneroo	GST August 2020	-6,050.87
8/10/2020	ET-4967	Australian Super	Superannuation for period 24/09/20 - 07/10/20	-1,025.97
8/10/2020	ET-4968	National Australia Bank	Superannuation for period 24/09/20 - 07/10/20	-1,141.77
13/10/2020	ET-4951	Westpac Bank	Payment of credit card charges - August 2020	-2,512.06
22/10/2020		Employee costs	Wages for period 08/10/20 - 21/10/20	-11,809.96
22/10/2020	ET-4955	Australian Super	Superannuation for period 08/10/20 - 21/10/20	-705.82
22/10/2020	ET-4956	National Australia Bank	Superannuation for period 08/10/20 - 21/10/20	-1,141.77
22/10/2020		All Flags Signs & Banners	Remove graffitied banner mesh	-550.00
22/10/2020		Burgess Rawson	GST Valuations (September 2020)	-605.00
22/10/2020		Capital Transport Services	Courier charges (01/10/20 - 15/10/20)	-44.22
22/10/2020		City of Stirling	Sept GST & Rent	-17,190.72
22/10/2020		Cossill and Webley	Engineering services	-26,770.85
22/10/2020		Coterra Environment	Coastal access infrastructure assistance (September 2020)	-2,502.13
22/10/2020		Creative Design and Planning	Monthly retainer (September 2020)	-10,890.00
22/10/2020		Driver, Russell	Builder referral - Lot 898	-2,000.00
22/10/2020		Drogemuller, Sam	Builder referral - Lot 993	-2,000.00
22/10/2020		Green House Studios	Halloween flyers	-492.80
22/10/2020		Laverick, Keith & Susan	Solar Panel Rebate - Lot 2116	-2,000.00
22/10/2020		MacLean, Curtis	Builder referral - Lot 940	-2,000.00
22/10/2020		McMullen Nolan Group	Surveying services	-9,300.50
22/10/2020		Mutani, Beven	Solar Panel Rebate - Lot 967	-2,000.00
22/10/2020		Neverfail	Bottled water x 2	-28.25
22/10/2020		New Living Cleaning	Sales Office cleaning (02/10/20 & 09/10/20)	-281.54
22/10/2020		Plan E	Monthly retainer (September 2020)	-7,315.00
22/10/2020		R J Vincent and Co	Civil works	-440,539.28
22/10/2020		Satterley Property Group	Community development services	-13,784.93
22/10/2020		Signs and Lines	Temp landscaping works signs	-789.51
22/10/2020		Smith, Catherine	Builder referral rebate - Lot 897	-2,000.00
22/10/2020		Town of Cambridge	Rates equivalent payment for 2020/21 financial year	-25,104.46
22/10/2020		Town of Victoria Park	GST September 2020	-3,474.00
22/10/2020	ET-4957	Alinta Energy	Sales Office gas supply (16/07/20 - 13/10/20)	-27.55
22/10/2020	ET-4958	Synergy	Power x 5	-1,486.53
22/10/2020	ET-4959	Australian Taxation Office	BAS for quarter July - September 2020	-12,074.00
22/10/2020	CHQ-200573	Western Power	Stage 16A Energisation (MS017833, WAPC: 155899)	-923.00
22/10/2020	CHQ-200574	Western Power	Stage 27A Energisation (MS017843, WAPC: 153330 & 159	-27,152.00
23/10/2020	CHQ-200575	City of Wanneroo	Stage 16A Subdivision Clearance - Supervision Fee	-13,168.92
23/10/2020	CHQ-200576	City of Wanneroo	Stage 16A Subdivision Clearance - Streetlight Tariff	-1,650.68
23/10/2020	CHQ-200577	City of Wanneroo	Stage 16A Subdivision Clearance - Subdivision Bond	-440,270.17
23/10/2020	CHQ-200578	City of Wanneroo	Stage 16A Subdivision Clearance - Subdivision Bond Applic	-1,320.00
23/10/2020	CHQ-200579	City of Wanneroo	Stage 16A Subdivision Clearance - Path Bond	-51,175.99
23/10/2020	CHQ-200580	City of Wanneroo	Stage 16A Subdivision Clearance - Path Bond Application F	-1,320.00
23/10/2020	CHQ-200581	City of Wanneroo	Stage 27A Subdivision Clearance - Suupervision Fee	-2,094.27

23/10/2020	CHQ-200582	City of Wanneroo	Stage 27A Subdivision Clearance - Streetlight Tariff	-451.92
23/10/2020	CHQ-200583	City of Wanneroo	Stage 27A Subdivision Clearance - Subdivision Clearance E	-161,840.98
23/10/2020	CHQ-200584	City of Wanneroo	Stage 27A Subdivision Clearance - Subdivision Clearance E	-1,320.00
30/10/2020	CON-183	City of Perth		-7,600.65
TOTAL				<u><u>-1,768,246.65</u></u>

Appendix 8.4

Project Financial Report

24 November 2020

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

Dear Tony

Catalina Financial Report for October 2020

Please find attached the Catalina Financial Report for October 2020. This report has been prepared on a cash basis and compares actual income and expenditure to the July 2020 approved budget for the period 1 October 2020 to 31 October 2020.

Residential settlement revenue for the year to date to 31 October 2020 is \$13.0m which is \$2.3m favourable to the approved 'July 2020' budget due to 8 more settlements.

Sales for FYE2021 are \$1.3m ahead of budget due to higher average prices \$30k/lot partly offset by 2 less sales to date.

Overall FYE2021 expenditure is \$3.1m under budget per the approved 'July 2020' budget, with \$2.2m spent against a budget of \$5.3m. The main areas of variances are summarised below:

- Lot Production is \$1.5m under budget, noting the following variances:
 - Stage 16A \$0.4m under budget due to timing of invoice payments;
 - Stage 27A \$0.5m under budget due to timing of invoice payments;
 - Clearance Bonds not yet required \$0.4m;
 - \$0.2m combined minor variances.

- Landscaping is \$64k under budget due to minor variances across multiple items.

- Infrastructure Spend is \$804k under budget, noting the following variances:
 - Catalina Beach Dual Use Path \$765k under budget as works yet to be completed;
 - \$39k combined minor variances.

- Indirect Consultants \$31k under budget due to timing of invoice payments.

- P&L expenditure is \$657k under budget, noting the following variances:
 - Sales & Marketing \$56k under budget due to favourable selling conditions;
 - Community and Development \$27k under budget due timing of invoice payments;
 - Maintenance \$110k under budget due to timing of invoice payments;
 - Rates & Taxes \$154k under budget as full provisional amounts not yet required;
 - Contingency \$201k not required;
 - \$109k Combined minor variances for other Overheads.



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 Actual vs Budget Analysis

Tamala Park Cashflow FY2021		Actual MTD Vs Budget Oct 2020			Year to date Vs Budget to Oct 2020			Full Year		Project to date Vs Budget to Oct 2020			Bud Comparison: Jul 20 Approved
Job Description	Account Description	Actual 1 month to Oct 2020	Budget 1 month to Oct 2020	Variance	YTD to Oct 2020	YTD budget	Variance	Budget 2021	YTD Act vs Full Year Budget Variance	PTD to Oct 2020	PTD budget	Variance	Comments regarding variance
REVENUE													
Settlements	Settlement revenue	5,711,000	3,657,603	2,053,397	13,010,000	10,735,964	2,274,036	34,688,724	(21,678,724)	257,393,500	255,119,464	2,274,036	41 settlements YTD ex GST Margin scheme. GST Margin as detailed in Burgess Rawson valuations
Margin GST	Margin GST	(55,137)	(50,000)	(5,137)	(124,890)	(150,000)	25,110	(531,818)	406,928	(3,709,526)	(3,743,035)	33,509	
Direct Selling Costs		(264,699)	(167,906)	(96,793)	(598,828)	(493,414)	(105,414)	(1,602,560)	1,003,731	(11,759,517)	(11,621,081)	(138,436)	Includes Commission and Management Fees Penalty interest income on settlements
Interest Income		3,887	0	3,887	3,887	0	3,887	0	3,887	89,000	85,114	3,887	
Forfeited Deposits		0	0	0	4,545	0	4,545	0	4,545	27,273	22,727	4,545	
Other Income	Special sites revenue	0	0	0	0	0	0	0	0	3,728,594	3,728,594	0	
Rebate Allowance		(25,707)	(92,840)	67,133	(91,844)	(291,680)	199,836	(757,320)	665,476	(6,030,355)	(8,199,918)	2,169,564	Construction Recycling, Fencing, Landscape, Shared Bore, Solar, and Display Builder Rebates
		5,369,344	3,346,858	2,022,487	12,202,869	9,800,870	2,402,000	31,797,026	(19,594,157)	239,738,970	235,391,865	4,347,105	
LOT PRODUCTION													
Completed Earthworks		0	0	0	0	0	0	0	0	13,529,541	13,529,541	(0)	
Earthworks Stages 25-27	Siteworks / Earthworks	0	0	0	0	0	0	0	0	3,603,087	3,603,087	(0)	
	Direct Consultants	0	0	0	0	0	0	0	0	186,216	192,859	6,643	
Total Earthworks Stage 25-27		0	0	0	0	0	0	0	0	3,789,303	3,795,945	6,643	
Earthworks Stages 28-31	Siteworks / Earthworks	0	0	0	0	0	0	1,366,981	1,366,981	0	0	0	
	Direct Consultants	0	20,321	20,321	0	64,296	64,296	118,592	118,592	0	67,629	67,629	
Total Earthworks Stage 28-31		0	20,321	20,321	0	64,296	64,296	1,485,573	1,485,573	0	67,629	67,629	
Earthworks Stages 36-40	Siteworks / Earthworks	0	0	0	0	0	0	737,323	737,323	0	0	0	
	Direct Consultants	0	2,500	2,500	0	5,000	5,000	95,000	95,000	0	5,000	5,000	
Total Earthworks Stage 36-40		0	2,500	2,500	0	5,000	5,000	832,323	832,323	0	5,000	5,000	
Completed Stages		0	0	0	0	0	0	0	0	46,092,294	46,092,295	1	
Stage 14B	Siteworks / Earthworks	0	0	0	0	0	0	0	0	482,855	500,850	17,995	
	Authorities Fees	0	0	0	0	0	0	0	0	110,991	110,991	0	
	Direct Consultants	0	0	0	0	0	0	0	0	17,639	17,639	0	
Total Stage 14B		0	0	0	0	0	0	0	0	611,485	629,480	17,995	
Stage 16A	Siteworks / Earthworks	294,432	530,280	235,848	505,727	1,060,560	554,833	2,651,400	2,145,673	505,727	1,060,560	554,833	
	Authorities Fees	118,271	0	(118,271)	118,271	0	(118,271)	336,256	217,986	128,114	9,844	(118,271)	
	Direct Consultants	23,939	12,679	(11,260)	39,479	50,718	11,239	76,077	36,598	57,084	119,041	61,957	
Total Stage 16A		436,642	542,959	106,318	663,476	1,111,278	447,802	3,063,733	2,400,257	690,925	1,189,445	498,520	
Stage 16B	Direct Consultants	0	0	0	0	0	0	0	0	26,000	26,000	0	
Total Stage 16B		0	0	0	0	0	0	0	0	26,000	26,000	0	
Stage 17A	Siteworks / Earthworks	0	0	0	0	0	0	0	0	732,033	732,033	0	
	Authorities Fees	0	0	0	0	0	0	0	0	161,279	161,279	0	
	Direct Consultants	0	0	0	0	0	0	0	0	110,250	115,250	5,000	
Total Stage 17A		0	0	0	0	0	0	0	0	1,003,563	1,008,563	5,000	
Stage 17B	Siteworks / Earthworks	0	0	0	0	0	0	0	0	1,273,015	1,273,015	0	
	Authorities Fees	0	0	0	0	0	0	0	0	194,411	194,411	0	
	Direct Consultants	0	0	0	0	4,245	4,245	4,245	4,245	180,869	192,189	11,320	
Total Stage 17B		0	0	0	0	4,245	4,245	4,245	4,245	1,648,295	1,659,615	11,320	
Stage 18B	Siteworks / Earthworks	0	0	0	0	0	0	0	0	1,486,381	1,968,290	481,909	
	Authorities Fees	0	0	0	0	0	0	0	0	267,438	270,948	3,510	
	Direct Consultants	0	0	0	0	0	0	0	0	191,390	191,390	0	
Total Stage 18B		0	0	0	0	0	0	0	0	1,945,209	2,430,628	485,419	
Stage 18C	Siteworks / Earthworks	0	0	0	0	0	0	915,900	915,900	0	0	0	
	Authorities Fees	0	0	0	0	0	0	281,100	281,100	0	0	0	
	Direct Consultants	4,250	24,156	19,906	4,250	96,622	92,372	144,933	140,683	4,250	169,089	164,839	
Total Stage 18C		4,250	24,156	19,906	4,250	96,622	92,372	1,341,933	1,337,683	4,250	169,089	164,839	
Stage 25	Siteworks / Earthworks	0	0	0	0	0	0	0	0	5,523,981	5,587,247	63,266	
	Authorities Fees	0	0	0	0	0	0	0	0	212,929	212,929	0	
	Direct Consultants	0	0	0	0	0	0	0	0	280,279	297,991	17,713	
Total Stage 25		0	0	0	0	0	0	0	0	6,017,188	6,098,167	80,979	
Stage 26	Siteworks / Earthworks	0	0	0	2,202	0	(2,202)	0	(2,202)	1,273,228	1,199,122	(74,106)	
	Authorities Fees	0	0	0	0	0	0	0	0	239,777	498,507	258,729	
	Direct Consultants	0	0	0	0	6,830	6,830	6,830	6,830	144,968	162,500	17,532	
Total Stage 26		0	0	0	2,202	6,830	4,628	6,830	4,628	1,657,973	1,860,129	202,155	
Stage 27A	Siteworks / Earthworks	134,134	353,199	219,065	134,134	706,397	572,264	1,765,993	1,631,860	134,134	706,397	572,264	
	Authorities Fees	117,660	0	(117,660)	117,660	0	(117,660)	205,450	87,790	127,835	0	(127,835)	
	Direct Consultants	12,159	8,706	(3,453)	39,532	48,022	8,490	65,433	25,901	39,532	87,339	47,807	
Total Stage 27A		263,953	361,904	97,951	291,326	754,419	463,094	2,036,876	1,745,551	301,501	793,736	492,235	
Stage 27B	Direct Consultants	0	0	0	0	0	0	105,911	105,911	0	0	0	
Total Stage 27B		0	0	0	0	0	0	105,911	105,911	0	0	0	
Stage 28	Siteworks / Earthworks	0	0	0	0	0	0	2,352,602	2,352,602	0	1,636	1,636	
	Authorities Fees	0	0	0	458	0	(458)	286,100	285,642	458	0	(458)	

Catalina Actual vs Budget Analysis

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Job Description	Account Description	Actual 1 month to Oct 2020	Budget 1 month to Oct 2020	Variance	YTD to Oct 2020	YTD budget	Variance	Budget 2021	YTD Act vs Full Year Budget Variance	PTD to Oct 2020	PTD budget	Variance	Comments regarding variance
	Direct Consultants	14,329	16,989	2,660	56,771	67,956	11,184	118,922	62,151	56,771	101,933	45,162	
Total Stage 28		14,329	16,989	2,660	57,230	67,956	10,726	2,757,624	2,700,394	57,230	103,570	46,340	
Stage 36	Direct Consultants	0	0	0	0	0	0	61,574	61,574	0	(0)	(0)	
Total Stage 36		0	0	0	0	0	0	61,574	61,574	0	(0)	(0)	
Various Stages	Clearance Bonds	653,287	350,000	(303,287)	653,287	1,050,000	396,713	350,000	(303,287)	896,155	1,192,625	296,470	
TOTAL LOT PRODUCTION		1,372,460	1,318,829	(53,631)	1,671,770	3,160,646	1,488,876	12,046,623	10,374,853	78,270,911	80,651,455	2,380,544	Within budget
LANDSCAPING													
Completed Landscaping		0	0	0	0	0	0	0	0	7,149,264	7,149,264	0	
Stage 11 Landscape Consultancy	Landscape Construction	0	0	0	0	0	0	1,332,634	1,328,968	1,332,634	1,328,968	(3,666)	Within total FY21 Landscaping budget
Stage 11 Landscape Consultancy	Landscape Consulting	0	0	0	570	0	(570)	0	(570)	162,929	154,949	(7,980)	
Stage 12 Landscaping	Landscape Construction	0	0	0	0	0	0	0	0	236,650	243,203	6,553	
Stage 12 Landscaping	Landscape Consulting	0	0	0	0	0	0	0	0	27,377	27,377	0	
Stage 14A Landscaping	Landscape Construction	0	0	0	0	0	0	0	0	553,652	553,652	0	
Stage 14A Landscaping	Landscape Consulting	0	0	0	0	0	0	0	0	12,013	8,430	(3,583)	
Stage 14B Landscaping	Landscape Construction	0	0	0	0	0	0	0	0	216,700	216,700	0	
Stage 14B Landscaping	Landscape Consulting	0	0	0	0	0	0	0	0	15,457	15,457	0	
Stage 15 Landscaping	Landscape Construction	0	0	0	0	0	0	0	0	115,933	115,933	0	
Stage 15 Landscaping	Landscape Consulting	0	0	0	0	0	0	0	0	18,838	18,838	0	
Stage 16A Landscaping	Landscape Construction	0	0	0	0	0	0	568,933	568,933	0	0	0	
Stage 16A Landscaping	Landscape Consulting	0	0	0	0	0	0	0	0	11,303	11,303	0	
Stage 17 Landscaping	Landscape Construction	0	0	0	0	0	0	0	0	203,449	314,317	110,868	
Stage 17 Landscaping	Landscape Consulting	0	0	0	0	0	0	0	0	2,720	2,720	0	
Stage 10 Biodiversity Conservation Area	Landscape Construction	0	0	0	0	6,160	6,160	6,160	6,160	228,092	265,053	36,961	
Stage 10 Biodiversity Conservation Area	Landscape Consulting	0	0	0	0	0	0	0	0	28,012	28,012	0	
Seed Collection	Landscape Construction	0	0	0	10,697	0	(10,697)	0	(10,697)	22,797	0	(22,797)	
School Oval	Landscape Construction	0	0	0	0	0	0	0	0	44,219	44,219	0	
Marmion Ave Eastern Verge Upgrade	Landscape Construction	0	0	0	0	0	0	0	0	269,451	292,707	23,256	
Marmion Ave Eastern Verge Upgrade	Landscape Consulting	0	0	0	0	0	0	0	0	19,688	19,688	0	
Western Cell POS2	Landscape Consulting	0	0	0	0	0	0	0	0	64,091	87,253	23,162	
Catalina Beach Greenlink Stage 25	Landscape Construction	0	0	0	0	0	0	0	0	3,941,448	4,107,543	166,095	
Catalina Beach Greenlink Stage 25	Landscape Consulting	0	0	0	0	0	0	0	0	118,249	118,508	259	
Preliminary Landscaping Consultancy	Landscape Consulting	19,800	3,942	(15,858)	33,370	14,718	(18,652)	151,791	118,421	296,113	335,471	39,358	
Northern Biodiversity Conservation Area	Landscape Construction	0	0	0	5,735	0	(5,735)	0	(5,735)	354,111	405,802	51,691	
Northern Biodiversity Conservation Area	Landscape Consulting	0	0	0	0	0	0	0	0	19,093	19,093	0	
Public Open Space - Lot 8009	Landscape Construction	0	0	0	0	0	0	0	0	166,728	170,896	4,168	
Public Open Space - Lot 8009	Landscape Consulting	0	0	0	0	0	0	0	0	11,504	11,504	0	
Streetscape To Stage 1	Landscape Construction	0	25,421	25,421	0	50,842	50,842	50,842	50,842	251,365	351,437	100,072	
Public Art	Landscape Construction	0	0	0	0	0	0	200,000	200,000	156,764	170,400	13,636	
Public Art	Landscape Consulting	0	0	0	0	0	0	0	0	13,105	13,105	0	
Fauna Relocation	Landscape Construction	0	0	0	0	0	0	0	0	37,080	0	(37,080)	
Stage 11 Landscape Phase 2	Landscape Construction	0	0	0	47,579	48,179	600	65,679	18,100	743,690	744,290	600	
Catalina Grove Initial Scoping Works	Landscape Consulting	0	0	0	0	0	0	0	0	16,803	20,000	3,197	
Catalina Central Landscape Upgrade	Landscape Construction	0	0	0	0	0	0	59,458	59,458	821,012	895,334	74,322	
Catalina Central Landscape Upgrade	Landscape Consulting	0	0	0	0	0	0	0	0	63,128	63,128	0	
Stage 12/13 Greenlink New Bore	Landscape Construction	0	0	0	0	0	0	129,646	129,646	70,354	70,354	0	
Marmion Ave Shrub Planting	Landscape Construction	0	0	0	0	0	0	0	0	17,282	56,910	39,628	
Bore 6	Landscape Construction	0	0	0	0	0	0	42,274	42,274	30,906	30,906	0	
Catalina Beach Stage 26 Landscaping	Landscape Construction	0	14,000	14,000	0	42,000	42,000	42,000	42,000	40,000	42,000	2,000	
Catalina Beach Stage 27 Landscaping	Landscape Construction	0	0	0	0	0	0	272,917	272,917	0	0	0	
Catalina Beach Stage 28 Landscaping	Landscape Construction	0	0	0	0	0	0	20,000	20,000	0	0	0	
Aviator Blvd Roundabouts Upgrade	Landscape Construction	0	0	0	0	0	0	60,000	60,000	0	0	0	
TOTAL LANDSCAPING		19,800	43,363	23,563	97,950	161,899	63,949	1,669,700	1,571,749	17,904,003	18,524,723	620,720	Within budget
INDIRECT CONSULTANTS													
Planning - indirect	Planning	42,950	21,281	(21,669)	86,625	85,125	(1,500)	255,375	168,750	2,468,410	2,579,847	111,437	
	Architect	0	620	620	0	2,480	2,480	7,439	7,439	15,100	33,457	18,357	
	Environmental	2,275	1,577	(697)	7,129	6,309	(820)	18,927	11,798	345,018	377,032	32,014	
	Geotechnical	0	535	535	0	2,140	2,140	6,421	6,421	12,300	16,165	3,865	
	Title - Survey & Legal fees	0	1,250	1,250	750	5,000	4,250	15,000	14,250	155,670	188,160	32,490	
	Engineering fees	0	4,204	4,204	7,726	16,814	9,088	50,442	42,716	246,986	314,078	67,091	
	Traffic planning	0	76	76	0	302	302	907	907	84,181	85,346	1,165	
	Landscaping consultancy	0	0	0	0	0	0	0	0	1,000	0	(1,000)	
	Miscellaneous Consultants	0	2,082	2,082	0	8,330	8,330	24,990	24,990	5,512	62,412	56,900	
	Planning - fire & safety	2,720	208	(2,512)	4,475	833	(3,642)	2,500	(1,975)	4,625	25,983	21,358	
	Planning - Hydrology	0	1,870	1,870	448	7,481	7,033	22,444	21,996	119,523	167,228	47,705	
	Planning - Sustainability	0	781	781	0	3,125	3,125	9,375	9,375	26,805	65,930	39,125	
	Acoustic & Noise Consult	0	0	0	0	0	0	0	0	0	20,000	20,000	

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	Tree Mapping	0	167	167	0	667	667	2,000	2,000	1,616	28,473	26,857	
TOTAL INDIRECT CONSULTANTS		47,945	34,652	(13,293)	107,153	138,606	31,453	415,819	308,666	3,486,747	3,964,112	477,365	Within budget
INFRASTRUCTURE													
Completed Infrastructure		0	0	0	0	0	0	0	0	11,110,854	11,110,854	-0	Within total FY21 Infrastructure budget
Neerabup Rd Maroochydore Way Intersection		0	0	0	0	0	0	0	0	1,498,274	1,480,279	(17,995)	Within total FY21 Infrastructure budget ↓
Neerabup Rd Maroochydore Way Intersection		0	0	0	0	0	0	0	0	97,321	97,321	0	
Connolly Drive Green Link Intersection		0	0	0	0	0	0	1,981,600	1,981,600	9,400	9,400	0	
Connolly Drive Green Link Intersection		2,203	0	(2,203)	2,203	0	(2,203)	32,948	30,746	101,822	99,619	(2,203)	
Asbestos and rubbish removal - Gen Allowance		0	0	0	0	0	0	0	0	25,801	63,928	38,127	
West Beach Access		0	0	0	0	0	0	1,282,040	1,282,040	2,600	5,960	3,360	
West Beach Access		1,002	5,581	4,579	8,018	22,325	14,307	55,813	47,795	35,078	50,232	15,154	
Aviator Blvd Extension St 25 to Long Beach Prom incl services extensions (exc Beach Access Tr		0	0	0	0	0	0	778,500	778,500	1,500	1,500	(0)	
Aviator Blvd Extension St 25 to Long Beach Prom incl services extensions (exc Beach Access Tr		0	1,401	1,401	2,363	5,602	3,240	14,005	11,643	42,292	42,297	5	
Catalina Beach North/South Dual Use Path		0	0	0	0	730,000	730,000	730,000	730,000	0	730,000	730,000	
Catalina Beach North/South Dual Use Path		0	0	0	0	35,000	35,000	35,000	35,000	0	35,000	35,000	
Catalina Beach LED Lighting		0	0	0	0	0	0	810,000	810,000	0	0	0	
Catalina Beach LED Lighting		0	5,850	5,850	0	23,400	23,400	52,650	52,650	0	23,400	23,400	
Rubbish removal - General Allowance		0	0	0	0	0	0	0	0	17,314	17,314	(0)	
INFRASTRUCTURE		3,205	12,832	9,627	12,583	816,327	803,744	5,772,557	5,759,973	12,999,276	13,767,102	767,826	Within budget
INFRASTRUCTURE REFUNDS													
Neerabup Road Reimbursement		0	0	0	0	0	0	0	0	(432,548)	(432,548)	0	
Waste Water Pump Station (West)		0	0	0	0	0	0	0	0	(1,397,613)	(1,392,655)	4,958	
INFRASTRUCTURE REFUNDS		0	0	0	0	0	0	0	0	(1,830,161)	(1,825,203)	4,958	
TOTAL INFRASTRUCTURE		3,205	12,832	9,627	12,583	816,327	803,744	5,772,557	5,759,973	11,169,115	11,941,899	772,784	Within budget
SPECIAL SITES & FIXED ASSETS													
Lot 1 Group Housing Site Construction		0	0	0	0	0	0	0	0	172,782	172,782	0	
Removal of temp sales office		0	0	0	0	0	0	0	0	8,636	8,636	0	
Sales Office Building		0	0	0	0	0	0	0	0	573,050	573,981	932	
Sales Office Retrofit		0	0	0	0	0	0	0	0	11,186	3,440	(7,746)	
Sales Office Carparks		0	0	0	0	0	0	0	0	98,087	98,087	0	
Temp Sales office services		0	0	0	0	0	0	0	0	3,812	3,812	0	
Sales Office Construction Western		0	0	0	0	0	0	0	0	624,762	625,505	744	
Sales office carparks Western		0	0	0	0	0	0	0	0	240,000	237,239	(2,761)	
Security Cameras		0	1,667	1,667	0	6,667	6,667	10,000	10,000	19,560	31,227	11,667	
TOTAL SPECIAL SITES & FIXED ASSETS		0	1,667	1,667	0	6,667	6,667	10,000	10,000	1,751,875	1,754,710	2,835	
TOTAL CONSTRUCTION		1,443,410	1,411,342	(32,068)	1,889,457	4,284,145	2,394,689	19,914,698	18,025,241	112,582,650	116,836,899	4,254,249	Within budget
LAND		0	0	0	0	0	0	5,103,000	5,103,000	0	0	0	
PROFIT & LOSS EXPENDITURE													
Sales & Marketing													
Brand Development		0	5,000	5,000	0	20,000	20,000	80,000	80,000	219,854	303,340	83,486	
Sales Office & Builder Rel.		0	1,071	1,071	0	4,286	4,286	17,143	17,143	110,761	136,594	25,832	
Brochures		2,400	1,000	(1,400)	2,400	4,000	1,600	16,000	13,600	142,293	157,835	15,542	
Advertising		2,266	12,214	9,948	35,274	48,857	13,583	195,429	160,155	898,424	993,004	94,580	
Signage		1,218	4,286	3,068	5,946	17,143	11,197	68,571	62,626	447,812	477,858	30,047	
Website		0	1,429	1,429	0	5,714	5,714	22,857	22,857	9,891	36,565	26,675	
Promotions		0	0	0	0	0	0	0	0	19,550	28,903	9,353	
Public Relations		0	0	0	0	0	0	0	0	7,124	13,198	6,075	
Total Sales and Marketing		5,884	25,000	19,116	43,619	100,000	56,381	400,000	356,381	1,855,708	2,147,297	291,589	Within budget
Total Community Development	Comm Dev - Resident Dev	12,980	11,156	(1,824)	17,979	44,625	26,646	178,500	160,521	445,204	522,009	76,805	Within budget
Administration													
Audit and Tax		0	0	0	1,710	20,000	18,290	20,000	18,290	251,790	274,245	22,456	
Cleaning		563	1,000	437	2,534	4,000	1,466	12,000	9,466	41,098	44,631	3,533	
Computer Costs		0	500	500	0	2,000	2,000	6,000	6,000	0	6,460	6,460	
Couriers		0	300	300	0	1,200	1,200	3,600	3,600	1,338	12,298	10,960	
Electricity & Gas		1,376	1,000	(376)	3,243	4,000	757	12,000	8,757	114,708	112,555	(2,153)	
Insurance		0	500	500	0	2,000	2,000	6,000	6,000	3,184	7,684	4,500	
Legal fees		0	4,167	4,167	0	16,667	16,667	50,000	50,000	199,392	231,953	32,561	
Licenses & Fees		0	500	500	0	2,000	2,000	6,000	6,000	470	5,782	5,312	
Postage, Print & Stationery		0	500	500	0	2,000	2,000	6,000	6,000	2,244	33,491	31,248	
Rent - Sales Office & Cprk		0	6,667	6,667	0	26,667	26,667	40,000	40,000	467,350	527,350	60,000	
Sundry Office Expenses		0	1,500	1,500	0	6,000	6,000	18,000	18,000	1,076	20,777	19,700	
Training		0	2,083	2,083	0	8,333	8,333	25,000	25,000	0	29,167	29,167	
Valuations		1,550	3,333	1,783	3,150	13,333	10,183	40,000	36,850	170,713	210,730	40,017	
Rates & Taxes		0	0	0	128,800	282,420	153,620	282,420	153,620	721,046	1,316,526	595,480	
Maintenance		83,473	60,000	(23,473)	129,770	240,000	110,230	720,000	590,230	2,005,803	2,345,326	339,523	
Maint- Carpark Makegood		0	0	0	0	0	0	0	0	53,798	53,798	0	
Security		0	3,000	3,000	80	12,000	11,920	36,000	35,920	28,637	56,057	27,421	

Catalina Actual vs Budget Analysis

Tamala Park Cashflow FY2021		Actual MTD Vs Budget Oct 2020			Year to date Vs Budget to Oct 2020			Full Year		Project to date Vs Budget to Oct 2020			Bud Comparison: Jul 20 Approved
Job Description	Account Description	Actual 1 month to Oct 2020	Budget 1 month to Oct 2020	Variance	YTD to Oct 2020	YTD budget	Variance	Budget 2021	YTD Act vs Full Year Budget Variance	PTD to Oct 2020	PTD budget	Variance	Comments regarding variance
Total Administration		86,963	85,050	(1,913)	269,287	642,620	373,333	1,283,020	1,013,733	4,062,646	5,288,832	1,226,186	Within budget
Finance	Contingency	0	59,127	59,127	0	201,070	201,070	1,326,461	1,326,461	2,175,330	343,420	(1,831,910)	Actual Contingency spend applied to cost types above.
	Contingency Offset Transfer	0	0	0	0	0	0	0	0	(2,175,330)	0	2,175,330	
Total Finance		0	59,127	59,127	0	201,070	201,070	1,326,461	1,326,461	0	343,420	343,420	
Total P&L Expenditure		105,826	180,334	74,507	330,886	988,315	657,429	3,187,981	2,857,095	6,363,558	8,301,558	1,938,000	
Grand Expense Total		1,549,236	1,591,676	42,439	2,220,342	5,272,460	3,052,117	28,205,679	25,985,336	118,946,208	125,138,457	6,192,249	Within budget

Contingency Summary	
YTD Budget	201,070
Contingency Transferred (Actual & Budget)	0
Contingency not yet used	<u>201,070</u>
List of Contingency items transferred year to date	
<u>Period</u>	<u>Job Description</u>
	<u>Amount</u>
	<u>0</u>

Note: Actual Contingency spend in prior years is reported against the job that the spend relates to.

CATALINA
FINANCE REPORT
OCTOBER 2020

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 (Jul-20)</u>	<u>Actual</u>	<u>Budget (Jul-20)</u>	<u>Actual</u>	<u>Budget (Jul-20)</u>	<u>Actual</u>	<u>Budget (Jul-20)</u>
Prior Years	1,004	1,004	960	960	935	936	78,000,000	78,000,000
Jul-2020	-	-	34	35	3	7	-	-
Aug-2020	-	-	3	15	9	5	-	-
Sep-2020	-	-	17	9	11	10	-	-
Sep Qtr	-	-	54	59	23	22	-	-
Oct-2020	-	-	10	7	18	11	-	-
Nov-2020	-	-	-	6	-	22	-	-
Dec-2020	-	37	-	5	-	9	-	-
Dec Qtr	-	37	10	18	18	42	-	-
Jan-2021	-	-	-	7	-	14	-	-
Feb-2021	-	35	-	7	-	12	-	-
Mar-2021	-	-	-	7	-	11	-	-
Mar Qtr	-	35	-	21	-	37	-	-
Apr-2021	-	-	-	7	-	4	-	-
May-2021	-	35	-	7	-	5	-	-
Jun-2021	-	-	-	7	-	7	-	3,000,000
Jun Qtr	-	35	-	21	-	16	-	3,000,000
PTD	1,004	1,004	1,024	1,026	976	969	78,000,000	78,000,000
Full 2019/20 Year	-	107	64	119	41	117	-	3,000,000
2021/22	-	78	-	96	-	86	-	3,000,000
2022/23	-	91	-	96	-	92	-	27,000,000

- There were 10 sales and 18 residential settlements for October.

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>
		<i>(Jul-20)</i>		<i>(Jul-20)</i>		<i>(Jul-20)</i>
Residential						
- Sales #	10	7	64	66	1,024	1,026
- Sales \$	3,325,000	1,697,260	20,794,000	19,456,568	272,476,000	271,258,568
- Sales \$/lot	332,500	242,466	324,906	294,796	266,090	264,385
- Settlements #	18	11	41	33	977	969
- Settlements \$	5,711,000	3,657,603	13,010,000	10,735,964	257,393,500	255,119,464
- Settlements \$/lot	317,278	332,509	317,317	325,332	263,453	263,281
Special Sites						
- Sales #	-	-	-	-	4	4
- Sales \$	-	-	-	-	3,772,000	3,772,000
- Sales \$/lot	-	-	-	-	943,000	943,000
- Settlements #	-	-	-	-	4	4
- Settlements \$	-	-	-	-	3,772,000	3,772,000
- Settlements \$/lot	-	-	-	-	943,000	943,000
Lots Under Contract						
- Unsettled sales #	47			3	Titled	
- Unsettled sales \$	15,082,500			44	1,010 incl. Spec sites	
- Unsettled sales \$/lot	320,904					

CATALINA
FINANCE REPORT
OCTOBER 2020

1.3 Cashflow - MTD Actuals to budget

	<u>MTD Act</u>	<u>MTD Bgt</u> (Jul-20)	<u>Variance</u>
<i>Income</i>			
Settlement Revenue	5,711,000	3,657,603	2,053,397
Margin GST	(55,137)	(50,000)	(5,137)
Direct selling costs	(264,699)	(167,906)	(96,793)
Interest Income	3,887	-	3,887
Forfeited Deposits	-	-	-
Other Income	-	-	-
Rebate Allowance	(25,707)	(92,840)	67,133
	<u>5,369,344</u>	<u>3,346,858</u>	<u>2,022,487</u>
<i>Development costs</i>			
WAPC Land Acq.	-	-	-
Lot production	1,372,460	1,318,829	(53,631)
Landscaping	19,800	43,363	23,563
Consultants	47,945	34,652	(13,293)
Infrastructure	3,205	12,832	9,627
Sales office building	-	1,667	1,667
	<u>1,443,410</u>	<u>1,411,342</u>	<u>(32,068)</u>
<i>Overheads</i>			
Sales & marketing	5,884	25,000	19,116
Community Develop.	12,980	11,156	(1,824)
Administration	86,963	85,050	(1,913)
Finance/Contingency	-	59,127	59,127
	<u>105,826</u>	<u>180,334</u>	<u>74,507</u>
Net Cashflow	<u>3,820,108</u>	<u>1,755,182</u>	<u>2,064,926</u>

1.4 Cashflow - YTD Actuals to budget

	<u>YTD Act</u>	<u>YTD Bgt</u> (Jul-20)	<u>Variance</u>
<i>Income</i>			
Settlement Revenue	13,010,000	10,735,964	2,274,036
Margin GST	(124,890)	(150,000)	25,110
Direct selling costs	(598,828)	(493,414)	(105,414)
Interest Income	3,887	-	3,887
Forfeited Deposits	4,545	-	4,545
Other Income	-	-	-
Rebate Allowance	(91,844)	(291,680)	199,836
	<u>12,202,869</u>	<u>9,800,870</u>	<u>2,402,000</u>
<i>Development costs</i>			
WAPC Land Acq.	-	-	-
Lot production	1,671,770	3,160,646	1,488,876
Landscaping	97,950	161,899	63,949
Consultants	107,153	138,606	31,453
Infrastructure	12,583	816,327	803,744
Sales office building	-	6,667	6,667
	<u>1,889,457</u>	<u>4,284,145</u>	<u>2,394,689</u>
<i>Overheads</i>			
Sales & marketing	43,619	100,000	56,381
Community Develop.	17,979	44,625	26,646
Administration	269,287	642,620	373,333
Finance/Contingency	-	201,070	201,070
	<u>330,886</u>	<u>988,315</u>	<u>657,429</u>
Net Cashflow	<u>9,982,527</u>	<u>4,528,410</u>	<u>5,454,117</u>

1.5 Bonds

	<u>Last Year</u>	<u>Last Month</u>	<u>This Month</u>
City of Wanneroo	242,868	242,868	896,155
	<u>242,868</u>	<u>242,868</u>	<u>896,155</u>

Bonds relate to stages 25, 16A & 27A early clearances.

CATALINA
FINANCE REPORT
OCTOBER 2020

2.0 PROFIT & LOSS

	<u>MTH Act</u>	<u>MTH Bgt</u> <i>(Jul-20)</i>	<u>Var</u>	<u>YTD Act</u>	<u>YTD Bgt</u> <i>(Jul-20)</i>	<u>Var</u>	<u>PTD Act</u>	<u>PTD Bgt</u> <i>(Jul-20)</i>
- Revenue \$ (Stlmnts)	5,711,000	3,657,603	2,053,397	13,010,000	10,735,964	2,274,036	257,393,500	255,119,464
- Revenue \$/lot	317,278	332,509		317,317	325,332		263,453	263,281
- Selling & GST \$	729,735	362,373	(367,363)	1,645,268	1,076,814	(568,455)	23,157,882	23,304,020
- Selling & GST \$/lot	40,541	32,943		40,128	32,631		23,703	24,050
- Cost of sales \$	1,669,498	1,071,599	(597,899)	3,803,662	3,157,980	(645,682)	91,115,616	90,464,143
- Cost of sales \$/lot	92,750	97,418		92,772	95,696		93,261	93,358
- Gross profit \$	3,311,767	2,223,631	1,088,135	7,561,069	6,501,170	1,059,899	143,120,001	141,351,301
- Gross profit \$/lot	183,987	202,148		184,416	197,005		146,489	145,873
- Gross profit Mgn %	57.99%	60.79%		58.12%	60.56%		55.60%	55.41%
- Special Sites \$	-	-	-	-	-	-	2,091,959	2,092,428
- Other income \$	3,887	-	3,887	8,432	-	8,432	263,843	255,411
- Sales & Marketing \$	18,864	36,455	17,591	58,984	145,819	86,835	2,282,381	2,612,600
- Administration \$	34,525	108,353	73,829	207,402	453,215	245,813	4,526,641	5,254,954
- Finance/Other \$	-	-	-	-	-	-	198,181	224,674
- Contingency \$	-	59,128	59,128	-	201,070	201,070	-	343,421
- Net profit \$	3,262,265	2,019,695	1,242,570	7,303,116	5,701,066	1,602,050	138,468,599	135,263,491
- Net profit \$/lot	181,237	183,609		178,125	172,760		141,728	139,591

- Year to date Gross profit is \$1.1m favourable to budget due to 8 more settlements to date.
- Year to date Overheads are \$542k below budget due to:
 - Marketing \$87k favourable due to favourable selling conditions;
 - Admin \$246k favourable (full provisional amounts for Rates & Taxes and Repairs & Maintenance not yet required);
 - Unused Contingency \$201k.

YEAR TO DATE VERSUS FULL YEAR BUDGET

	<u>YTD Act</u>	<u>FY20</u> <u>Full Year Bgt</u>	<u>Var</u>
- Revenue \$ (Stlmnts)	13,010,000	34,688,726	(21,678,726)
- Revenue \$/lot	317,317	296,485	
- Selling & GST \$	1,645,268	3,732,201	2,086,932
- Selling & GST \$/lot	40,128	31,899	
- Cost of sales \$	3,803,662	13,220,251	9,416,589
- Cost of sales \$/lot	92,772	112,994	
- Gross profit \$	7,561,069	17,736,274	(10,175,205)
- Gross profit \$/lot	184,416	151,592	
- Gross profit Mgn %	58.12%	51.13%	
- Special Sites \$	-	-	-
- Other income \$	8,432	-	8,432
- Sales & Marketing \$	58,984	583,277	524,293
- Administration \$	207,402	1,281,133	1,073,732
- Finance \$	-	-	-
- Contingency \$	-	1,071,313	1,071,313
- Net profit \$	7,303,116	14,800,551	(7,497,435)
- Net profit \$/lot	178,125	126,500	

CATALINA
FINANCE REPORT
OCTOBER 2020

2.1 GROSS PROFIT ANALYSIS

Actual

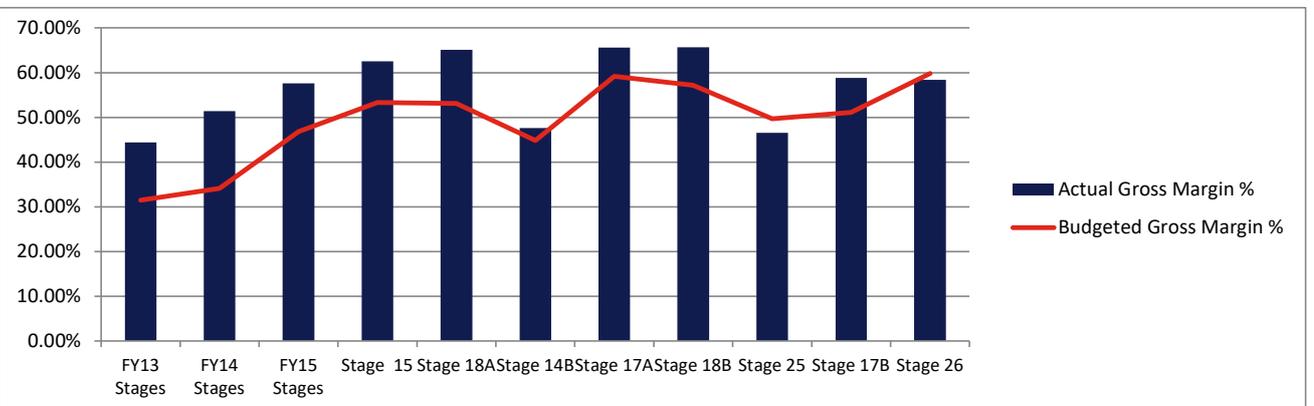
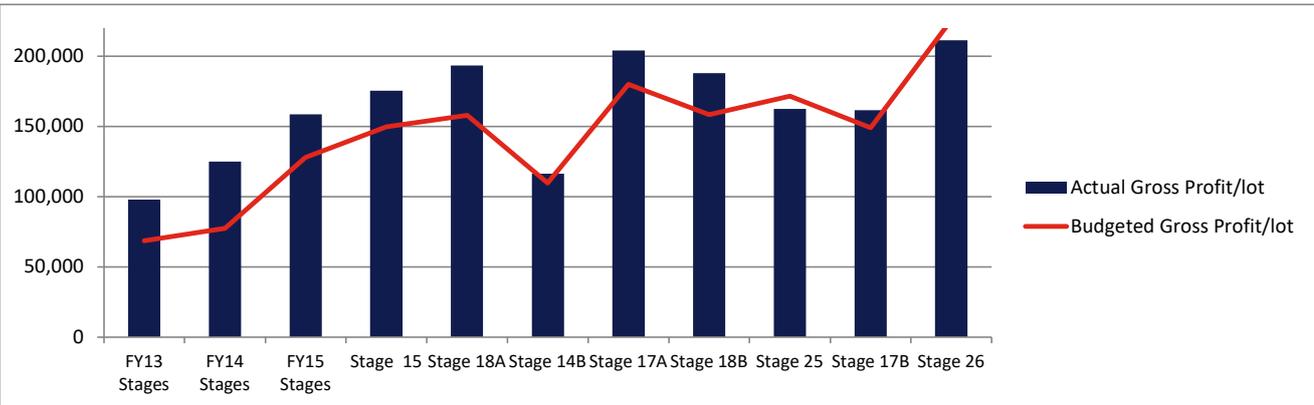
Stages	Title Issue Date	Revenue	Revenue/lot	Direct Selling & COGS (incl. GST)	Direct Costs/lot	Actual Gross Profit	Actual Gross Profit/lot	Actual Gross Margin %
Incentives Writeback				-4,253,385		4,253,385		
FY13 Stages	2012 / 2013	51,375,500	220,496	28,570,159	122,619	22,805,341	97,877	44.39%
FY14 Stages	2013 / 2014	50,325,000	243,116	24,477,309	118,248	25,847,691	124,868	51.36%
FY15 Stages	2014 / 2015	77,688,000	275,489	32,963,408	116,892	44,724,592	158,598	57.57%
Stage 15	15-Dec-15	15,444,000	280,800	5,791,567	105,301	9,652,433	175,499	62.50%
Stage 18A	27-May-16	8,626,000	297,448	3,015,429	103,980	5,610,571	193,468	65.04%
Stage 14B	28-Oct-16	2,444,000	244,400	1,281,011	128,101	1,162,989	116,299	47.59%
Stage 17A	20-Feb-17	7,774,000	310,960	2,674,295	106,972	5,099,705	203,988	65.60%
Stage 18B	13-Jun-17	8,297,000	286,103	2,848,084	98,210	5,448,916	187,894	65.67%
Stage 25	8-Aug-17	18,499,000	349,038	9,896,043	186,718	8,602,957	162,320	46.50%
Stage 17B	22-May-18	8,233,500	274,450	3,391,899	113,063	4,841,601	161,387	58.80%
Stage 26	26-Sep-19	8,687,500	361,979	3,617,680	150,737	5,069,820	211,242	58.36%
		<u>257,393,500</u>		<u>114,273,498</u>		<u>143,120,002</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 Profit	Budgeted Gross Profit/lot	Budgeted Gross 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%
FY 15 Stages	Aug-14	76,167,089	273,000	40,469,170	145,051	35,697,919	127,950	46.87%
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	4,048,854	139,616	4,577,146	157,833	53.06%
Stage 14B	Jun-16	2,448,087	244,809	1,352,232	135,223	1,095,855	109,585	44.76%
Stage 17A	Jun-16	9,427,756	304,121	3,845,430	124,046	5,582,326	180,075	59.21%
Stage 18B	Jun-16	8,584,690	276,925	3,677,414	118,626	4,907,276	158,299	57.16%
Stage 25	Aug-17	19,696,448	345,552	9,915,141	173,950	9,781,307	171,602	49.66%
Stage 17B	Dec-17	10,496,494	291,569	5,131,807	142,550	5,364,687	149,019	51.11%
Stage 26	Jun-19	14,347,000	377,553	5,766,060	151,738	8,580,940	225,814	59.81%
		<u>263,517,452</u>		<u>147,527,804</u>		<u>115,989,649</u>		

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



Catalina

Finished Lots & Cost of Lots Sold calculations to 31 Oct 2020

Title date:	Completed	Completed	7-Nov-12	28-Oct-16	20-Feb-17	13-Jun-17	8-Aug-17	8-Aug-17	8-Aug-17	22-May-18	26-Sep-19	7-Nov-12	TOTAL
	Spec Sites	Resi Stages	Stage 2	Stage 14B	Stage 17A	Stage 18B	Stage 25	Stage 25 Sales Office	Stage 25 GHS Lot 2179	Stage 17B	Stage 26	Central Cell Sales Office	
Direct costs													
Civil Contruction			3,312,998	633,835	795,104	794,550	4,918,686	83,260	253,163	968,747	1,238,569	89,540	
Sewer headwks			209,432	51,015	116,369	136,672	261,837	4,514	4,514	174,117	183,682	5,660	
Local authority fees			161,433	1,911	6,839	10,835	35,653	615	615	12,684	12,947	4,363	
Local authority scheme costs			100,077	27,000	67,500	83,700	156,600	-	-	97,200	13,620	2,705	
Survey & legal fees			37,093	13,139	25,550	29,762	54,801	945	945	35,586	34,200	1,003	
Engineering fees			205,607	18,200	85,250	97,962	159,500	2,750	12,341	100,839	104,500	5,557	
Sales Office Build Cost												330,780	
Finished Goods Adjustments	- 31,206	- 1,282,787	- 1,044,810	- 11,250	- 25,549	- 39,478	- 220,060				82,824	- 28,238	
	420,826	43,233,645	2,981,830	733,850	1,071,063	1,114,003	5,367,017	92,084	271,578	1,389,173	1,670,342	411,370	
Earthworks Allocation	260,179	11,806,198	447,375	50,570	123,078	152,616	1,077,304	18,574	66,681	166,059	672,342	12,091	
Indirect Costs													
Land	-	-	-	-	-	-	-	-	-	-	-	-	
Infrastructure	84,898	6,012,456	265,106	70,224	235,295	282,496	620,746	7,879	31,674	351,671	521,532	7,165	
Landscape	118,628	8,518,643	333,226	154,123	495,646	594,017	1,308,860	16,613	66,785	871,324	1,270,179	9,006	
TOTAL COST	884,530	69,570,942	4,027,536	1,008,767	1,925,082	2,143,132	8,373,927	135,150	436,718	2,778,227	4,134,395	439,633	
Lots	3	769	37	10	25	31	58	1	1	36	38	1	
COST PER LOT	294,843	90,469	108,852	100,877	77,003	69,133	144,378	135,150	436,718	77,173	108,800	439,633	
Lots settled	3	769	37	10	25	29	53	-	-	30	24	1	981
COST OF LOTS SETTLED	884,530	69,570,942	4,027,536	1,008,767	1,925,082	2,004,865	7,652,037	-	-	2,315,189	2,611,197	439,633	92,439,778
Stage Area (m2)	10,900	261,394	13,161	2,926	10,128	11,236	11,236	255	1,795	13,154	15,904	320	
Cost per m2	81	266	306	345	190	191	745	530	243	211	260	1,374	
Avg lot size	3,633	340	356	293	405	362	194	255	1,795	365	419	320	
Other cash expenditure													
Direct Selling & Proj Mgt Costs													23,513,761
Marketing costs													2,282,381
Administration													4,526,641
Finance													198,181
Contingency													0
TOTAL COSTS													122,960,743

PERIODIC ANALYSIS	Month	YTD	PTD	PY Jun-19
Lots settled	18	41	981	917
Cost of lots settled	1,669,498 *	3,803,662	92,439,779	88,636,117
Direct selling costs	729,735	1,645,268	23,513,761	21,868,493
Marketing costs	18,864	58,984	2,282,381	2,223,397
Administration	34,525	207,402	4,526,641	4,319,240
Finance	-	-	198,181	198,181
Contingency	-	-	-	-
TOTAL COSTS	2,452,622	5,715,316	122,960,744	117,245,426

*Stage 26 late cost increase from additional retaining walls.

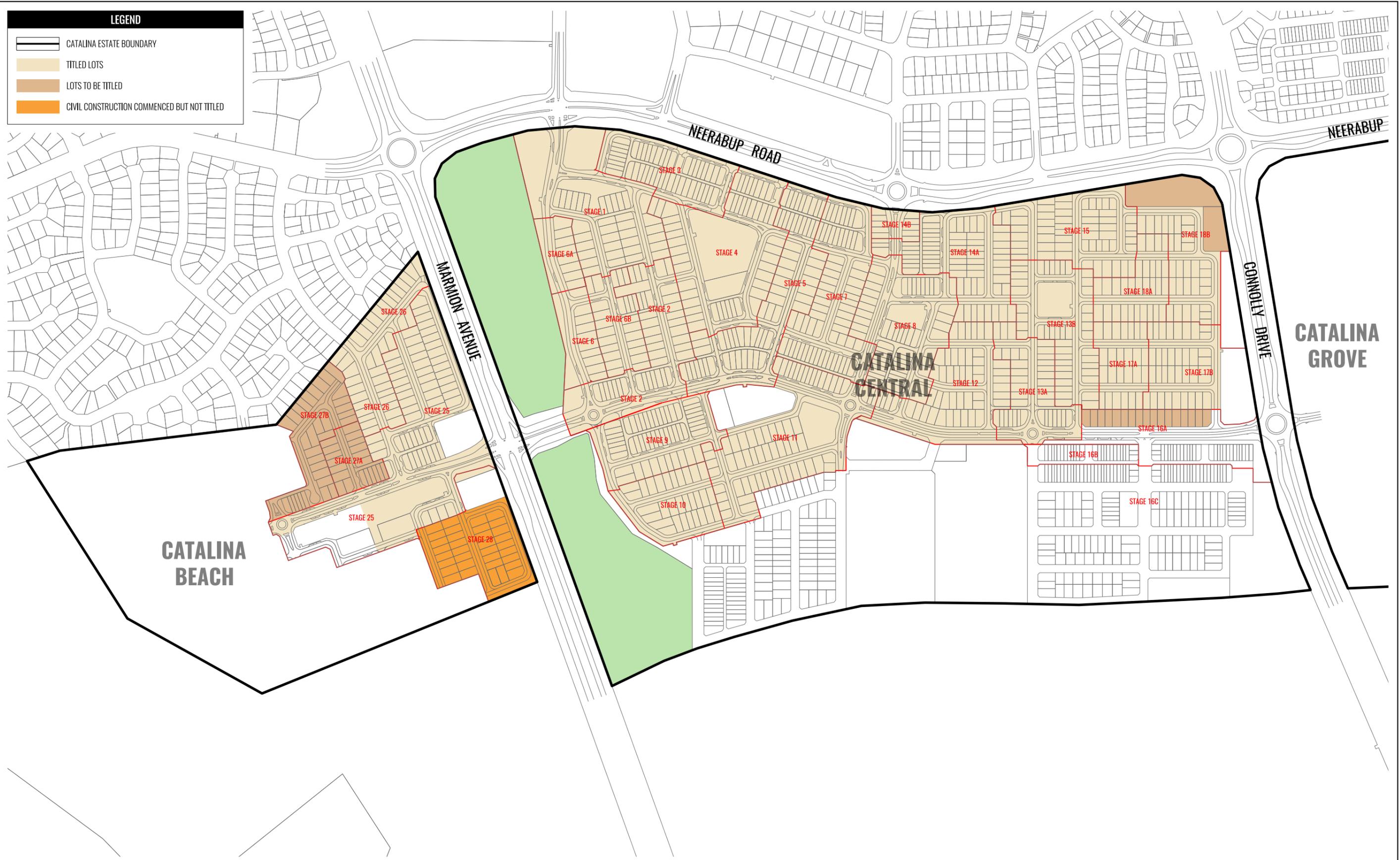
Catalina COGS Calc

31-Oct-20

Job	Titled Date	Direct Cost	Indirect Cost	COGS Total	Lot #	Titled	Untitled	COGS/Lot	Settled Lots	PTD COGS	Finished Goods	FG/Lot
140-01-001	17-Oct-2012	4,004,839	637,443	4,642,282	35	35	-	132,637	35	4,642,282	-	-
140-01-002	7-Nov-2012	3,429,204	598,332	4,027,537	37	37	-	108,852	37	4,027,537	-	-
140-01-003	14-Jan-2013	3,002,658	554,241	3,556,899	43	43	-	82,719	43	3,556,899	-	-
140-01-004	20-Mar-2013	3,371,482	800,585	4,172,067	47	47	-	88,767	47	4,172,067	-	-
140-01-005	20-May-2013	4,894,899	968,068	5,862,967	63	63	-	93,063	63	5,862,967	-	-
140-01-06A	18-Jan-2013	483,435	179,725	663,160	8	8	-	82,895	8	663,160	-	-
140-01-06B	19-Jan-2015	1,100,352	510,130	1,610,482	24	24	-	67,103	24	1,610,482	-	-
140-01-06C	3-Apr-2014	671,286	211,296	882,581	10	10	-	88,258	10	882,581	-	-
140-01-007	31-Oct-2013	4,146,749	938,488	5,085,238	63	63	-	80,718	63	5,085,238	-	-
140-01-008	16-Jan-2014	4,389,068	881,805	5,270,874	53	53	-	99,450	53	5,270,874	-	-
140-01-009	8-May-2014	4,640,905	814,395	5,455,300	51	51	-	106,967	51	5,455,300	-	-
140-01-010	8-May-2014	2,460,031	595,126	3,055,157	30	30	-	101,839	30	3,055,157	-	-
140-01-011	1-Oct-2014	4,797,823	1,320,873	6,118,696	64	64	-	95,605	64	6,118,696	-	-
140-01-012	3-Dec-2014	3,225,081	1,064,585	4,289,666	49	49	-	87,544	49	4,289,666	-	-
140-01-13A	30-Mar-2015	2,965,498	717,571	3,683,069	37	37	-	99,542	37	3,683,069	-	-
140-01-13B	11-May-2015	2,739,324	986,155	3,725,479	45	45	-	82,788	45	3,725,479	-	-
140-01-014	4-Jun-2015	3,619,629	1,347,229	4,966,858	63	63	-	78,839	63	4,966,858	-	-
140-01-015	15-Dec-2015	3,073,171	1,243,145	4,316,316	55	55	-	78,478	55	4,316,316	-	-
140-01-18A	27-May-2016	1,453,614	760,239	2,213,853	29	29	-	76,340	29	2,213,853	-	-
140-01-14B	28-Oct-2016	784,420	224,347	1,008,767	10	10	-	100,877	10	1,008,767	-	-
140-01-017	20-Feb-2017	1,194,140	730,941	1,925,081	25	25	-	77,003	25	1,925,081	-	-
140-01-18B	13-Jun-2017	1,266,620	876,513	2,143,133	31	31	-	69,133	29	2,004,866	138,267	69,133
140-02-025	8-Aug-2017	6,444,321	1,929,606	8,373,927	58	58	-	144,378	53	7,652,036	721,890	144,378
140-01-17B	22-May-2018	1,555,232	1,222,995	2,778,227	36	36	-	77,173	30	2,315,189	463,038	77,173
140-02-026	26-Sep-2019	2,342,687	1,791,711	4,134,398	38	38	-	108,800	24	2,611,199	1,523,199	108,800
140-70-001	7-Nov-2012	423,461	16,171	439,633	1	1	-	439,633	1	439,633	-	-
140-70-004	12-Dec-2013	20,322	41,798	62,119	1	1	-	62,119	1	62,119	-	-
140-70-005	8-Aug-2017	110,657	24,492	135,149	1	1	-	135,149	-	-	135,149	135,149
140-70-007	17-Oct-2012	222,150	87,611	309,761	1	1	-	309,761	1	309,761	-	-
140-70-008	1-Oct-2014	438,532	74,117	512,649	1	1	-	512,649	1	512,649	-	-
140-70-028	8-Aug-2017	338,259	98,459	436,718	1	1	-	436,718	-	-	436,718	436,718
73,609,847		22,248,193		95,858,040	1,010	1,010	-		981	92,439,779	3,418,262	

Appendix 8.5

Sales & Settlement Report



CATALINA FYE 2021 OPERATIONS

Catalina Estate. TAMALA PARK

A Tamala Park Regional Council Project

NORTH

Scale: 1:6000 @ A3

0 60 120 180m

PLAN: TAMCA-1-033
DATE: 18/11/2020
PROJECTION: PCG 94
DATUM: AHD

REVISION:
DRAWN: JP
PLANNER: TV
CHECK: JH

cdp

Town Planning & Urban Design

Unit 2, 464 Murray Street
Perth WA 6000
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Appendix 8.6

Annual Report 2020

ANNUAL REPORT

2019/2020



Contents

- Background.....3
- Message from the Chair4
- Message from the Chief Executive Officer6
- Governance8
- Committee Membership10
- Attendance at Meetings by Council Members.....12
- Year 2019/2020 Under Review13
- Tamala Park Local Structure Plan.....16
- Environmental Management19
- Key Activities 2020/2021.....20
- Annual Financial Report (including Audit Report).....22

Background

The Tamala Park Regional Council (TPRC) is a local government formed in 2006 specifically to implement the urban development of 180 hectares of land situated within the City of Wanneroo. The land is jointly owned by 7 local governments.

Tamala Park Regional Council comprises the following 7 local government members:



The purpose of the Tamala Park Regional Council is to undertake the rezoning, subdivision, development, marketing and sale of the Tamala Park land.

The objectives of the TPRC are:

- to develop and improve the value of the Land;
- to maximise, within prudent risk parameters, the financial return to the Participants;
- to balance economic, social and environmental issues; and
- to produce a quality development demonstrating the best urban design and development practice.

The Tamala Park Project, marketed as Catalina, is an urban development being undertaken in the suburbs of Clarkson and Mindarie and will comprise around 2,500 home sites. It is anticipated to be developed at a rate of approximately 100-120 lots per annum.

The Tamala Park Project will facilitate a range of housing types and densities to meet the emerging needs of the Perth Metropolitan Region with respect to lifestyle, accessibility and changing demography. It is intended to create a community having a sense of place, which takes advantage of prevailing natural features, a well-planned built environment and existing retail, business and community services to the North.

When the land is fully developed the TPRC will have completed its Charter and will cease to exist.

The life of the Council is currently projected to extend to 2038.

Message from the Chair

This is the fourteenth annual report of the Tamala Park Regional Council (TPRC). The TPRC is a local government with responsibility to implement the urban development in Clarkson and Mindarie, known as the Tamala Park Project. The project is marketed as the Catalina Estate.

The TPRC is made up of 12 members who represent the interests of the 7 local government which own the landholdings: Town of Cambridge, City of Joondalup, City of Perth, City of Stirling, Town of Victoria Park, City of Vincent, and City of Wanneroo.

In 2018 the UDIA awarded Catalina a six leaf EnviroDevelopment Certification in recognition of the TPRC's commitment to sustainability and this has been maintained into 2019/2020. The six leaf certification is the highest level of certification that can be achieved and confirms the Project's exceptional sustainability outcomes. Catalina is one of only a few projects in Western Australia which have been awarded the highest available certification.

Since its inception in 2006, the Project has sold a total 960 lots to 30 June 2020 with a value of over \$252M, and settlement revenue of \$244M. In the 2019/2020 financial year there has been less construction activity at Catalina than previous years due to the slowing down of economic growth, softening of the property market and the impacts of COVID-19 on the Australian and Western Australian economies, population growth, unemployment and consumer confidence.

In response to the slower-than-expected sales, non-essential civil construction works and lot releases were deferred to keep project costs in line with revenue. However, Council continued to give priority to completing landscaping and key public realm works to improve the attractiveness of the development and ensure the Project was well positioned to take advantage of the next upcycle. The TPRC continues to cover all operating expenses through investment returns and land sales income, and the Council was able to make a \$3.0M distribution of income from land sales to participant local governments.

In February 2020 the Council approved a new Strategic Community Plan which sets out the vision, aspirations and strategic direction for the TPRC for the period 2019-2029. The Strategic Community Plan outlines the strategies that we will focus on in the next 10 years to achieve our vision of creating a sustainable urban community offering diverse housing choice, social connectivity and employment opportunities.

The Council has a number of exciting initiatives underway, including:

- **Improved marketing** - A significant review of the brand and marketing strategy of the Project is underway, supported by targeted marketing campaigns to improve market share.



- **Catalina Grove Concept Plan** - The Council has approved and is implementing a revised concept plan for the Grove Precinct that seeks to maximise tree canopy through retention of significant trees, and ensure the precinct delivers attractive, transport-oriented, high density housing and mixed-use development options.
- **Catalina Beach Access Road / Carpark** - The Council is proposing to build a foreshore access road, beach access path and carpark which will provide an important connection to a safe swimming beach for residents and the wider community to use. The Applications for Development Approval and a Clearing Permits have been submitted, with the required approvals expected in late 2020. The City of Wanneroo and the Western Australian Planning Commission have already indicated support for the foreshore access road and associated facilities.

The construction of the access road and carpark is planned to commence in February 2021, subject to the necessary approvals being obtained.

- **Burns Beach-Mindarie Coastal Dual Use Path** - In 2019 the Council resolved to make a contribution of up to \$730,000 to the Cities of Joondalup and Wanneroo towards the construction of the Burns Beach-Mindarie Dual Use Path. Construction of the section of Dual Use Path adjoining Catalina was completed in September 2020. The timing for completion of the southern portion of the Dual Use Path through the Burns Beach Estate is still to be determined. When completed the Dual Use Path will provide significant community benefits to Catalina and Mindarie residents.


Cr Karen Caddy
CHAIR



Message from the Chief Executive Officer



The land development industry in Western Australia experienced a mixed year in 2019/20. Continued low consumer confidence and soft property market conditions were evident for much of this period, particularly at the onset of the COVID-19 pandemic. The announcement by the Federal and State Governments in May 2020 of grants designed to stimulate housing construction had an immediate effect on land sales and a significant lift in sales at Catalina was achieved in the latter part of 2019/20.

The Catalina Beach Sales Office and Builders Display Village both operated at reduced levels in order to comply with the necessary health guidelines associated with COVID-19. Over recent months, as health restrictions eased, the Sales Office and Builders Display Village experienced increased pedestrian traffic and activity.

The Sales and Marketing program for 2019/20 resulted in 32 residential lot sales at an average sale price of \$316,453 and 22 lot settlements with a value of \$7.28M.

The focus over the last 12 months has been to consolidate Catalina Estate as a significant urban project in Perth's northern coast by continued construction, marketing and sale of residential lots. The works undertaken were consistent with approved risk minimisation strategies and expenditure was prudently managed to minimise financial exposure to the TPRC. Construction works completed in 2019/20 included:

- Construction of 35 new lots in Stage 26 of Catalina Beach.
- Expansion of Drimmie Park in Catalina Central, including the addition of a new playground featuring a Catalina seaplane play-structure.
- Streetscape planting on Rathmines Street and Connolly Drive in Catalina Central and on Marmion Avenue in Catalina Beach.

A number of community programs and events took place during the year, including:

- Residents' Welcome Sundowner;
- Adopt a Dog Day Event
- Clean Up Australia Event;
- Various 'Virtually Together' events while COVID-19 restrictions were in place, including an in-home movie night, front-yard kite flying, Anzac Day driveway commemoration and ice-cream and coffee van visits.
- Street Food Events (food trucks).





The Council also continued to implement the following important environmental programs during 2019/2020:

- Rehabilitation of Biodiversity Conservation Areas;
- Seed collections from significant flora areas for use in future revegetation programs planned for various parts of Catalina Estate;
- Rebates to purchasers for the installation of solar panels and water-efficient fittings and appliances and the provision of water-wise front garden landscaping packages; and
- Builders Waste Recycling Program.

The Council has a significant civil construction and infrastructure initiatives planned over the FYE 2021, including which will improve amenity and facilities of the Project, including:

- Civil construction for 107 lots in Catalina Beach and Catalina Central;
- Approval and construction of the Catalina Beach Access Road / Carpark;
- The extension of Portofino and Long Beach Promenades;
- The construction of the Connolly Drive/Aviator Boulevard roundabout;
- The extension of Aviator Boulevard to Connolly Drive, including continuation of the landscaped green link, which will provide a pedestrian and cycle path that will ultimately connect Clarkson rail station to the foreshore to the west of Catalina.
- Commencement of earthworks in preparation for the first phase of development of Catalina Grove.

Mr Tony Arias
CHIEF EXECUTIVE OFFICER

Governance

Audit Committee

The Audit Committee is formally appointed by the Council and assists in ensuring that there are effective and best practice accounting, auditing, internal control, business risk management, compliance and reporting systems, processes and practices. The Audit Committee did not identify any adverse findings for the financial year.

Council Appointed Auditor

The Council appointed Independent Auditor (Butler Settineri) is required to report on the financial position of the local government and the operations of the local government. The Council appointed Auditor did not make any adverse comments in its report.

Local Government Compliance Audit Report

All local governments are required to carry out an annual compliance audit for the period 1 January to 31 December as required by the Department of Local Government, Sport and Cultural Industries. The Compliance Audit Return for the year ended 31 December 2019 was approved by Council on 20 February 2020 and a certified copy of the return was submitted to the Director General of the Department of Local Government, Sport and Cultural Industries.

Competition Policy

The TPRC has met its obligations with regard to competition policy. The Council has no local laws or policies that reflect anti-competitive practice. No complaints have been received by the TPRC in 2019/2020 in relation to anti-competitive practices.

Recordkeeping Plan Required under the State Records Act

The TPRC Recordkeeping Plan was approved by the State Records Commission on 17 March 2017 and approved by Council on 17 August 2017.

The Recordkeeping Policy is required to be reviewed in 2022.

Disability Services Plan

The Disability Services Plan (2019) was advertised for consultation and comment in October 2019 and was approved by Council in February 2020. The Disability Services Plan is in accordance with prescribed standards for public access and infrastructure and has been approved by the Disability Services Commission.

Financial Budget Review

A formal review of the TPRC budget is required in the manner prescribed under the *Local Government Act 1995* between 1 January and 31 March each year. The Review was undertaken in February 2020 and no adverse findings or matters of consequence were found during the Review. The Council considered and resolved to adopt the Financial Budget Review at its meeting in February 2020.

Strategic Community Plan 2019-2029

The Department of Local Government's Integrated Planning and Reporting Framework, requires all local governments to prepare a Strategic Community Plan. The TPRC approved the Strategic Community Plan 2019-2029 in February 2020.

Corporate Business Plan 2020-2024

The Department of Local Government's Integrated Planning and Reporting Framework, requires all local governments to prepare a Corporate Business Plan in consultation with its community and stakeholders. The approved the Corporate Business Plan 2013-2017 has been reviewed. The Corporate Business Plan 2020 – 2024 is to be considered by Council at its December 2020 meeting.

Local Government (Rules of Conduct) Regulations 2007

These regulations require reporting various offences by Council Members. Council Members must comply with their obligations under the *Local Government Act 1995*. In 2019/2020 no complaints were received concerning Council Members.

Code of Conduct

The Council's Code of Conduct prescribes the standard of conduct and behaviour expected of the Council Members and all Employees. The Code has been reviewed and is to be considered by Council in February 2020.

Register of Financial Interests for Council Members and Senior Employees

The requirements of the *Local Government Act 1995* in reporting the financial interests of Council Members and Senior Staff were complied with. This register was implemented on 1 July 1997 in accordance with the requirements of the *Local Government Act 1995* and is available for viewing by the public.

Freedom of Information Act

The Council is subject to the provisions of the *Freedom of Information Act 1994*. The Act gives individuals and organisations a general right of access to information held by the Council. The Council received one request under the Freedom of Information Act during 2019/2020.

Complaints Register

Section 5.121 of the *Local Government Act 1995* requires a local government to maintain a register of complaints that result in an action under Section 5.110(6)(b) or (c).

There were no complaints reported to the Local Government Standards Panel during 2019/2020.



Committee Membership



Chair
Cr Karen Caddy
City of Stirling

Management Committee



Deputy Chair
Cr Andres Timmermanis
Town of Cambridge

- CEO Performance Review Committee
- Management Committee



Cr Claire Anderson
Town of Victoria Park



Cr John Chester
City of Joondalup

Management Committee



Mayor Emma Cole
City of Vincent



Cr Andrew Hammond
City of Perth



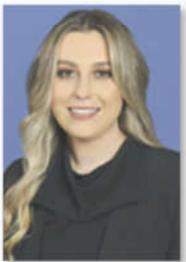
Cr David Lagan
City of Stirling

- Audit Committee
- CEO Performance Review Committee
- Management Committee



Cr Suzanne Migdale
City of Stirling

Management Committee



Cr Bianca Sandri
City of Stirling

- Audit Committee
- Management Committee



Cr Philippa Taylor
City of Joondalup

- Audit Committee
- CEO Performance Review Committee



Committee Membership (continued)



Cr Brett Treby
City of Wanneroo

- CEO Performance Review Committee
- Management Committee



Cr Domenic Zappa
City of Wanneroo

Audit Committee

Retired October 2019



Chair
Cr Giovanni Italiano
City of Stirling

- Audit Committee
- CEO Performance Review Committee
- Management Committee



Cr Samantha Fenn
City of Wanneroo

Audit Committee



Cr Joe Ferrante
City of Stirling

- Audit Committee
- CEO Performance Review Committee



Cr Nige Jones
City of Joondalup

- Audit Committee
- CEO Performance Review Committee
- Management Committee

Attendance at Meetings by Council Members

Meeting attendances by Council members for 2019/2020 are shown in the table below:

Councillor	Council	Audit	CEO Performance Review	Management
Total No. of Meetings Held	8	5	3	5
Cr Claire Anderson	7 (8)		1 (2)	
Cr Karen Caddy	8 (8)			5 (5)
Cr John Chester	8 (8)	1 (1)		3 (5)
Mayor Emma Cole	6 (8)			
Cr Samantha Fenn	2 (2)	2 (3)		
Cr Joe Ferrante	2 (2)	1 (3)	0 (1)	
Cmr Andrew Hammond	5 (8)			
Cr Giovanni Italiano	2 (2)	3 (3)	1 (1)	2 (2)
Cr Nige Jones	1 (2)	1 (3)	1 (1)	1 (2)
Cr David Lagan	6 (6)	1 (2)	2 (2)	3 (3)
Cr Suzanne Migdale	6 (6)			2 (3)
Cr Bianca Sandri	8 (8)	5 (5)	2 (2)	4 (5)
Cr Philippa Taylor	6 (6)	2 (2)	2 (2)	
Cr Andres Timmermanis	7 (8)	1 (1)	2 (3)	4 (5)
Cr Brett Treby	8 (8)	1 (1)	3 (3)	2 (5)
Cr Domenic Zappa	3 (6)	1 (2)		
Cr Vinh Nguyen (as alternate member)	1			
Cr Ronhhda Potter (as alternate member)	1			
Cr Natalie Sangalli (as alternate member)	1			

* Where a Council member was not in office or not a committee member for the whole financial year, the total number of meetings held during their term is shown in brackets.

Notes

- Cr Ronhhda Potter was alternate member for Cr Claire Anderson at the ordinary meeting of Council on 15 August 2019.
- Cr Vinh Nguyen was alternate member for Cr Domenic Zappa at the ordinary meeting of Council on 20 February 2020.
- Cr Natalie Sangalli was alternate member for Cr Domenic Zappa at the ordinary meeting of Council on 18 June 2020.

Year 2019/2020 Under Review

Council Activity

The current Council comprises 12 members who are elected by constituent local authorities following the ordinary bi-annual Council elections. There were 8 changes in Council membership during the year.

During the year the Council held six ordinary bi-monthly Council meetings, two special Council meetings and the following Committee meetings:

- Audit Committee — 5 meetings
- CEO Performance Committee — 3 meetings
- Management Committee — 5 meetings



Member Local Governments' Equity

The following reflects the member local governments' equity in the Tamala Park Project.

	2017/2018	2018/2019	2019/2020
Town of Cambridge	3,659,996	3,657,682	3,770,032
City of Perth	3,659,996	3,657,682	3,770,032
Town of Victoria Park	3,659,996	3,657,682	3,770,032
City of Vincent	3,659,996	3,657,682	3,770,032
City of Joondalup	7,319,987	7,315,360	7,540,060
City of Wanneroo	7,319,987	7,315,360	7,540,060
City of Stirling	14,642,788	14,633,534	15,052,935
TOTAL EQUITY	43,922,746	43,894,982	45,243,183

Employee Remuneration

The *Local Government Act 1995* requires that the Council provides information relating to the number of employees entitled to a salary of \$100,000 or more.

This information is presented below:

Salary Range	No.
100-110K	1
300-310K	1
Total	2

Distribution to Participating Councils

The TPRC made an \$3M distribution (Return of Contribution) from land sales income to the seven participating local governments.

The TPRC has not exercised its option under the Establishment Agreement to require Councils to transfer their shares in the landholding jointly held by Councils at Tamala Park. Individual Councils continue to pay municipal rate levies to City of Wanneroo and the TPRC has decided to reimburse the Councils for an amount equivalent to rates paid from retained earnings.

Distributions for 2018/2019 and 2019/2020 are shown below:



Participant Council	Rates Reimbursement		Return of Contribution	
	2018/2019	2019/2020	2018/2019	2019/2020
Town of Cambridge	22,914	25,426.35	333,333	250,000
City of Perth	22,914	25,426.35	333,333	250,000
Town of Victoria Park	22,914	25,426.35	333,333	250,000
City of Vincent	22,914	25,426.35	333,333	250,000
City of Joondalup	45,829	50,853.13	666,667	500,000
City of Wanneroo	45,829	50,853.13	666,667	500,000
City of Stirling	91,658	101,705.40	1,333,334	1,000,000
TOTAL	274,972	305,117.06	4,000,000	3,000,000

Market, Infrastructure & Land Use Impacts on Catalina Estate

The Catalina Estate is located within the City of Wanneroo municipality and forms part of the suburbs of Clarkson and Mindarie

The Western Australian residential land market continued to be subdued over the last 12 months with a decline in sales and buyers' interest. Consumer confidence remained low for much of the year, particularly with the onset of the COVID-19 pandemic. However, the Federal and State Governments' stimulus packages still had an immediate effect on land sales with improved sales at Catalina in the latter part of 2019/20.

The North-Western (Metro) land sales market is highly competitive with a significant number of estates competing for market share.



The infrastructure from the surrounding suburbs to the Clarkson rail and bus station is now well defined and there continues to be consolidation of commercial and business activity within the Clarkson rail station precinct.

The extension of the Mitchell Freeway, from Burns Beach Road to Hector Avenue, has significantly improved access from Catalina to the Joondalup and Wanneroo City Centres, and locations along the Freeway north and south. The works included the construction of Neerabup Road between Connolly Drive and Wanneroo Road, providing direct access to employment opportunities within the Neerabup Industrial Park.

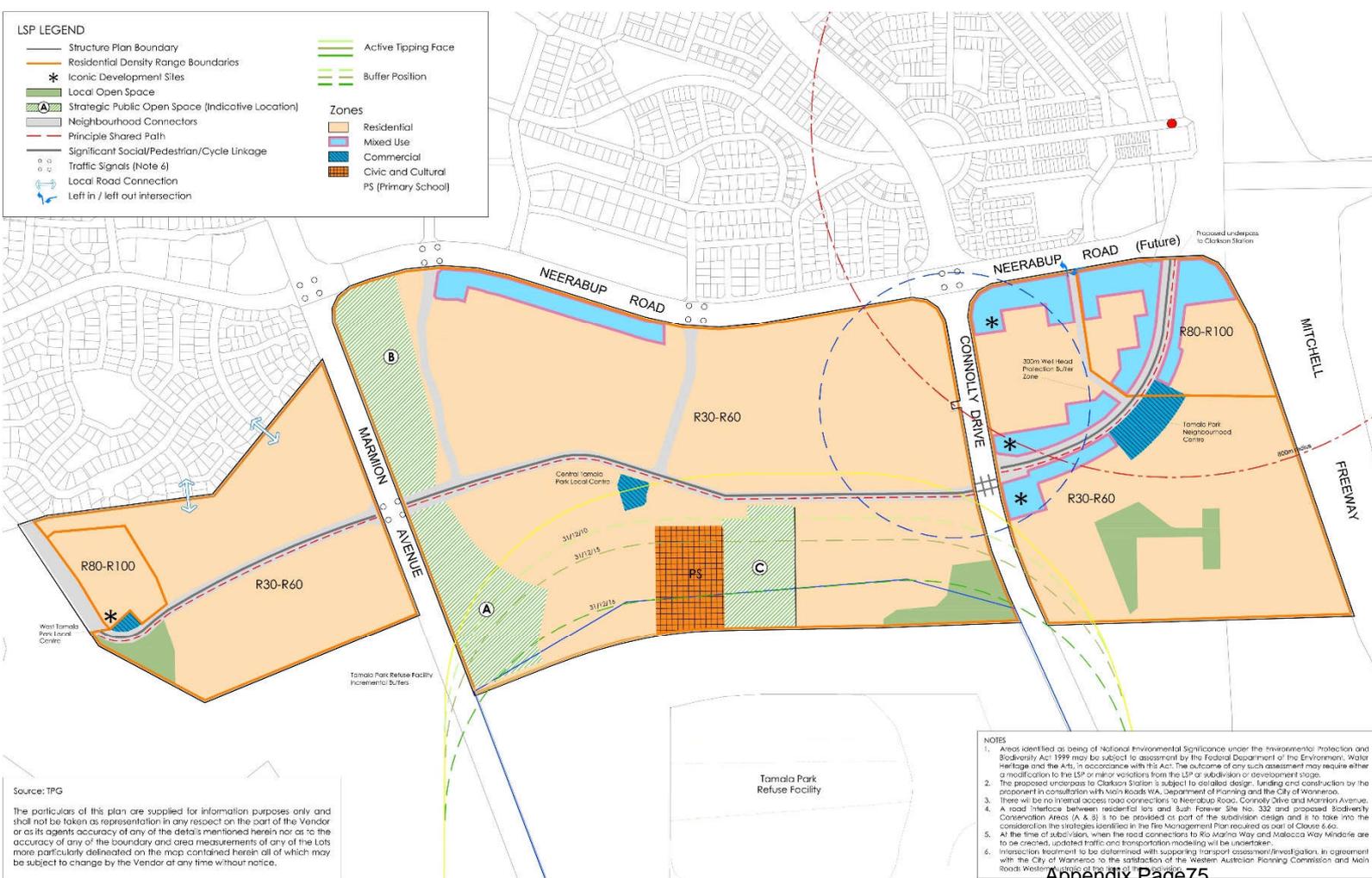
The Freeway extension works also included the construction of an underpass in the vicinity of the Freeway and Neerabup Road enabling safe and easy access for residents to the Clarkson Train Station and a direct bus connection through the Catalina Estate. The Neerabup Road Underpass was fully funded by the TPRC and is significant strategic infrastructure that will provide an important connection for the Catalina Project from the Clarkson Train Station to the coastline.

Tamala Park Local Structure Plan

In 2013 the Tamala Park Local Structure Plan was formally approved. Since 2013, five amendments to the Local Structure Plan have been approved providing more contemporary urban design to meet the vision of the TPRC to “create an urban centre for choice, sustainability, community and opportunity from the land”.

Key aspects of the Local Structure Plan include:

- Providing for the orderly distribution of residential density and a range of housing types that address changing demographics and the needs of future populations within the north-west sector of the Perth Metropolitan Region.
- Providing for sustainable environmental outcomes with respect to such matters as water use, energy efficiency, conservation and transport, while taking advantage of natural features and views.
- Providing active commercial centres and community hubs that meet the daily and weekly needs of residents and provide employment opportunities that are co-located with local recreation and community facilities.
- Providing an appropriate urban design response in recognition of adjoining public transport infrastructure.
- A high level of linkage both within and beyond the boundaries of the Tamala Park landholding to commercial centres, coastal reserves and transport nodes via cycle and pedestrian access, public transport and private vehicle.
- Addressing the forecast demand for a variety of community services and social infrastructure.



The major land use elements of the Local Structure Plan are set out as follows:

Precincts	West	Central West	Central East	Eastern Precinct	Total	
Area	HA	HA	HA	HA	HA	%
Residential	21.03	22.33	21.03	23.89	88.28	49.54%
Mixed use			2.50	5.71	8.21	4.61%
Centre	0.16	0.70		0.90	1.76	0.99%
Business		2.08			2.08	1.17%
Active/Passive POS	1.02	0.91	3.28	3.27	8.48	4.76%
School			5.0		5.00	2.81%
Greenlink	1.38	1.2	0.61	0.92	4.11	2.31%
Conservation Reserves		11.57			11.57	6.49%
Roads	8.82	11.67	15.09	13.14	48.72	27.34%
Total (inc Roads)	32.41	50.46	47.51	47.83	178.21	100%

A key aspect of the Local Structure Plan is a central link connecting the Clarkson Rail Station through the Catalina Estate to the beach. All residential land in the development will be within 400m of the central Greenlink which will connect to public amenities including a primary school.



Amendment No.5 to the Local Structure Plan was approved by the Western Australian Planning Commission on 29 June 2020. This amendment related to the Catalina Grove Precinct, bounded by Connolly Drive, Neerabup Road and the Mitchell Freeway, and incorporated various plan changes based on the following important principles:

- Enhanced pedestrian and public transport movement and connection options to the Clarkson Train Station;
- Road network and connections to enhance the connection to the Clarkson Train Station with density sites proposed in the north-eastern corner of the site;



- Mixed-Use Zone rationalised consistent with market conditions and positioned in locations with higher activity to complement the Neighbourhood Centre;
- The Neighbourhood Centre positioned at the intersection of Aviator Boulevard and Connolly Drive to frame the western entry to Catalina Grove;
- A focus on locating density in areas with amenity, allowing for pockets of higher density housing/apartments;
- Small pocket parks distributed throughout including:
 - Strategically positioned POS within a 400 metre walkable catchment of the Clarkson Train Station;
 - The retention of very high value trees that offer instant canopy;
 - Greenlink aligned to maximise retention of the high retention value trees;
 - POS in the north-west corner of the site to accommodate high retention value trees and drainage.
- Greenlink and public open space positioned to maximise the retention of canopy and significant trees;
- A tree canopy target of 20% by 2028 for Catalina Grove.

Environmental Management

A Mitigation and Offset Management Plan was approved by the Department of Agriculture, Water and the Environment (DAWE) under the EPBC Act. The TPRC was required to prepare a mitigation strategy outlining measures to avoid or reduce impacts to Carnaby's Black Cockatoo. The TPRC has been progressively implementing the DAWE conditions, which includes the following:

- Purchase of an Offset site for Carnaby's Black Cockatoo foraging, habitat and breeding (fully completed);
- Rehabilitation and fencing of Biodiversity Conservation Area (works in progress);
- Seed collection and storage from prescribed areas (undertaken in 2015, 2016, 2018 and 2019; and
- Preparation of Audit and Compliance report (completed annually and submitted to DAWE).

An Environmental Management Plan (EMP) has been approved by the Environmental Protection Authority which provides management and mitigation measures for impacts of the proposed Tamala Park Development on biodiversity assets and values of the area.

The EMP addresses the specific Ministerial Conditions set for the development. These conditions are summarized as follows:

- Management of remnant vegetation whilst strengthening links between the coast and the Neerabup National Park;
- Specially protected fauna species;
- Fire management;
- Management of public access to the areas reserved for conservation and recreation;
- Recommendations for revegetation.

In April 2018, the UDIA awarded Catalina a six leaf EnviroDevelopment Certification in recognition and verification of the TPRC's commitment to sustainability. The six leaf certification is the highest level of certification that can be achieved and confirms the Project's exceptional sustainability outcomes.

The six leaf certification relates to the following elements; Ecosystems, Waste, Energy, Materials, Water and Community.

Key Activities 2020/2021

Project	Timeframe
<p>Implementation of Environmental Approval Conditions - Environmental Protection & Biodiversity Conservation Act (EPBC Act) The EPBC Act approval stipulates a number of conditions. These conditions are at an advanced stage of implementation and will continue to be implemented as the Project progresses.</p>	2020-2021 and ongoing
<p>Implementation of Subdivision Approvals The Council will progressively implement the Subdivision Application approvals for Stages 16 (17 lots) in Catalina Central, and the subdivision of Stages – 27 and 28 (55 lots) in Catalina Beach. A Subdivision Application for 140 lots is planned to be lodged for the first stages of the Catalina Grove Precinct.</p>	2020-2021
<p>Project Marketing and Branding Various initiatives are to be implemented throughout the year to promote the Catalina Project and the sales releases, including internet search optimisation intended to draw traffic to the Catalina website, advertising through electronic direct mail, social media channels and online real estate search sites to generate awareness of the Catalina brand and sales leads and the continued operation of the Catalina Beach Sales Office.</p> <p>Market research is to be undertaken in FYE 2021 on the brand awareness and perception of Catalina and consumer preferences, which will be of particular relevance to guiding the planning for Catalina Grove and the launch of marketing of the first sales in this Precinct.</p>	2020-2021
<p>Civil Construction Works Civil construction of Stage 16A in Catalina Central (17 lots) and Stages 27 (20 lots) and 28 (35 lots) in the Catalina Beach Precinct (38 lots) is expected to be completed.</p> <p>Civil construction to re-subdivide the Stage 18 Group Housing Sites in Catalina Central is expected to be undertaken during the year producing approximately 30 lots.</p>	2020-2021
<p>Infrastructure Delivery of infrastructure in 2020/21 will include:</p> <ul style="list-style-type: none"> • Construction of a roundabout at the intersection of Connolly Drive and Aviator Boulevard, including the extension of Aviator Boulevard to connect with this intersection. • Construction of the extension of Portofino and Longbeach Promenades. • Construction of the foreshore access road and carpark to the west of Catalina Beach. 	2020-2021

Landscaping Works

Landscape works to be undertaken during 2020/21 include:

- BCA rehabilitation works;
- Aviator Boulevard green link extension in Catalina Central.
- Marmion Avenue verge, adjacent to Stage 28.

2020-2021

Sale of Residential Lots

The forecast is 119 lot sales for 20120/2021.

2020-2021



Annual Financial Report (including Audit Report)



TAMALA PARK REGIONAL COUNCIL
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020

TABLE OF CONTENTS

Statement by Chief Executive Officer	24
Statement of Comprehensive Income by Nature or Type	25
Statement of Comprehensive Income by Program	26
Statement of Financial Position	27
Statement of Changes in Equity	28
Statement of Cash Flows	29
Rate Setting Statement	30
Index of Notes to the Financial Report	31
Independent Auditor's Report	65

COMMUNITY VISION

To create an urban centre for choice, sustainability, community and opportunity.

Principal place of business:
Tamala Park Regional Council
2/369 Scarborough Beach Road
Innaloo WA 6018

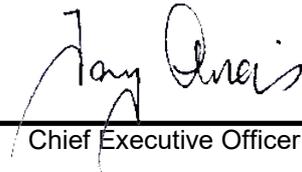
**TAMALA PARK REGIONAL COUNCIL
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

*Local Government Act 1995
Local Government (Financial Management) Regulations 1996*

STATEMENT BY CHIEF EXECUTIVE OFFICER

The attached financial report of the Tamala Park Regional Council for the financial year ended 30 June 2020 is based on proper accounts and records to present fairly the financial position of the Tamala Park Regional Council at 30 June 2020 and the results of the operations for the financial year then ended in accordance with the Local Government Act 1995 and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards.

Signed on the 9th day of September 2020



Chief Executive Officer

Tony Arias

Name of Chief Executive Officer

TAMALA PARK REGIONAL COUNCIL
STATEMENT OF COMPREHENSIVE INCOME
BY NATURE OR TYPE
FOR THE YEAR ENDED 30 JUNE 2020

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
Revenue				
Interest earnings	2(a)	783,580	966,153	1,186,884
Other revenue	2(a)	6,242	2,050	12,790
		<u>789,822</u>	<u>968,203</u>	<u>1,199,674</u>
Expenses				
Employee costs		(610,729)	(742,371)	(610,217)
Materials and contracts		(104,496)	(312,966)	(168,627)
Utility charges		0	(6,611)	0
Depreciation on non-current assets	9(b)	(55,288)	(25,578)	(10,564)
Interest expenses	2(b)	(957)	0	0
Insurance expenses		(18,373)	(21,089)	(12,354)
Other expenditure		(160,374)	(191,050)	(372,311)
		<u>(950,217)</u>	<u>(1,299,665)</u>	<u>(1,174,073)</u>
		<u>(160,395)</u>	<u>(331,462)</u>	<u>25,601</u>
(Loss) on asset disposals	9(a)	0	0	(5,852)
		<u>0</u>	<u>0</u>	<u>(5,852)</u>
Net result for the period		(160,395)	(331,462)	19,749
Other comprehensive income		0	0	0
Total comprehensive income for the period		(160,395)	(331,462)	19,749

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

**TAMALA PARK REGIONAL COUNCIL
STATEMENT OF COMPREHENSIVE INCOME
BY PROGRAM
FOR THE YEAR ENDED 30 JUNE 2020**

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
Revenue				
General purpose funding	2(a)	789,822	966,153	1,186,884
Other property and services		0	2,050	12,790
		789,822	968,203	1,199,674
Expenses				
Governance	2(b)	(158,535)	(191,050)	(172,046)
Other property and services		(790,725)	(1,108,615)	(1,002,027)
		(949,260)	(1,299,665)	(1,174,073)
Finance Costs				
Other property and services	2(b)	(957)	0	0
		(957)	0	0
		(160,395)	(331,462)	25,601
(Loss) on disposal of assets	9(a)	0	0	(5,852)
		0	0	(5,852)
Net result for the period		(160,395)	(331,462)	19,749
Other comprehensive income		0	0	0
Total comprehensive income for the period		(160,395)	(331,462)	19,749

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

**TAMALA PARK REGIONAL COUNCIL
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2020**

	NOTE	2020 \$	2019 \$
CURRENT ASSETS			
Cash and cash equivalents	3	27,725,770	41,210,001
Trade and other receivables	6	42,030	100,557
Other financial assets	5(a)	17,749,477	3,010,258
TOTAL CURRENT ASSETS		45,517,277	44,320,816
NON-CURRENT ASSETS			
Inventories	7	1,600,000	1,600,000
Property, plant and equipment	8	102,611	123,283
Right of use assets	10(a)	55,006	0
TOTAL NON-CURRENT ASSETS		1,757,617	1,723,283
TOTAL ASSETS		47,274,894	46,044,099
CURRENT LIABILITIES			
Trade and other payables	12	43,074	69,717
Lease liabilities	13(a)	34,870	0
Employee related provisions	15	267,082	256,569
TOTAL CURRENT LIABILITIES		345,026	326,286
NON-CURRENT LIABILITIES			
Lease liabilities	13(a)	20,550	0
Employee related provisions	15	9,418	5,719
TOTAL NON-CURRENT LIABILITIES		29,968	5,719
TOTAL LIABILITIES		374,994	332,005
NET ASSETS		46,899,900	45,712,094
EQUITY			
Retained surplus		1,650,364	1,810,759
Member contributions	4	45,243,183	43,894,982
Revaluation surplus	11	6,353	6,353
TOTAL EQUITY		46,899,900	45,712,094

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

**TAMALA PARK REGIONAL COUNCIL
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2020**

	NOTE	RETAINED SURPLUS \$	CONTRIBUTED EQUITY \$	REVALUATION SURPLUS \$	TOTAL EQUITY \$
Balance as at 1 July 2018		1,791,010	43,922,746	6,353	45,720,109
Comprehensive income					
Net result for the period		19,749	0	0	19,749
Total comprehensive income		19,749	0	0	19,749
Members contributions	4	0	3,972,236	0	3,972,236
Return of contributions	4	0	(4,000,000)	0	(4,000,000)
Balance as at 30 June 2019		1,810,759	43,894,982	6,353	45,712,094
Comprehensive income					
Net result for the period		(160,395)	0	0	(160,395)
Total comprehensive income		(160,395)	0	0	(160,395)
Members contributions	4	0	4,348,201	0	4,348,201
Return of contributions	4	0	(3,000,000)	0	(3,000,000)
Balance as at 30 June 2020		1,650,364	45,243,183	6,353	46,899,900

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

**TAMALA PARK REGIONAL COUNCIL
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2020**

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Receipts				
Interest received		783,580	1,016,710	1,319,035
Goods and services tax received		2,748	0	0
Other revenue		62,021	2,050	33,702
		<u>848,349</u>	<u>1,018,760</u>	<u>1,352,737</u>
Payments				
Employee costs		(605,644)	(742,371)	(580,542)
Materials and contracts		(122,012)	(352,683)	(161,551)
Utility charges		0	(6,611)	0
Interest expenses		(957)	0	0
Insurance paid		(18,373)	(21,089)	(12,354)
Goods and services tax paid		0	0	(2,171)
Other expenditure		(160,374)	(191,050)	(172,311)
		<u>(907,360)</u>	<u>(1,313,803)</u>	<u>(928,929)</u>
Net cash provided by (used in) operating activities	16	(59,011)	(295,043)	423,808
CASH FLOWS FROM INVESTING ACTIVITIES				
Payments for purchase of property, plant & equipment	8(a)	0	(15,000)	(63,101)
Payments for financial assets at amortised cost - term deposits		(14,739,219)	0	(3,010,258)
Proceeds from sale of property, plant & equipment	9(a)	0	0	40,909
Net cash provided by (used in) investment activities		<u>(14,739,219)</u>	<u>(15,000)</u>	<u>(3,032,450)</u>
CASH FLOWS FROM FINANCING ACTIVITIES				
Payments for principal portion of lease liabilities		(34,202)	0	0
Payments for land development		(4,682,550)	(16,343,068)	(4,961,672)
Payments for member contributions		(3,007,028)	(3,154,491)	(5,004,692)
Proceeds from member contributions		9,037,779	9,073,874	9,938,600
Net cash provided by (used in) financing activities		<u>1,313,999</u>	<u>(10,423,685)</u>	<u>(27,764)</u>
Net increase (decrease) in cash held		(13,484,231)	(10,733,728)	(2,636,406)
Cash at beginning of year		41,210,001	41,210,001	43,846,407
Cash and cash equivalents at the end of the year	16	<u>27,725,770</u>	<u>30,476,273</u>	<u>41,210,001</u>

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

**TAMALA PARK REGIONAL COUNCIL
RATE SETTING STATEMENT
FOR THE YEAR ENDED 30 JUNE 2020**

	NOTE	2020 Actual \$	2020 Budget \$	2019 Actual \$
OPERATING ACTIVITIES				
Net current assets at start of financial year - surplus/(deficit)	20 (b)	43,994,530	43,994,530	43,807,752
		43,994,530	43,994,530	43,807,752
Revenue from operating activities (excluding rates)				
General purpose funding		789,822	966,153	1,186,884
Other property and services		0	2,050	12,790
		789,822	968,203	1,199,674
Expenditure from operating activities				
Governance		(158,535)	(191,050)	(177,898)
Other property and services		(791,682)	(1,108,615)	(1,002,027)
		(950,217)	(1,299,665)	(1,179,925)
Non-cash amounts excluded from operating activities	20(a)	58,987	25,578	216,985
Amount attributable to operating activities		43,893,122	43,688,646	44,044,486
INVESTING ACTIVITIES				
Proceeds from disposal of assets	9(a)	0	0	40,909
Purchase of property, plant and equipment	8(a)	0	(15,000)	(63,101)
Amount attributable to investing activities		0	(15,000)	(22,192)
FINANCING ACTIVITIES				
Payments for land development		(4,682,550)	(16,343,068)	(4,961,672)
Payments of member contributions		(3,007,028)	(3,154,491)	(5,004,692)
Proceeds from member contributions		9,037,779	9,073,874	9,938,600
Payments for principal portion of lease liabilities		(34,202)	0	0
Amount attributable to financing activities		1,313,999	(10,423,685)	(27,764)
Surplus/(deficit) before imposition of general rates		45,207,121	33,249,961	43,994,530
Total amount raised from general rates		0	0	0
Surplus/(deficit) after imposition of general rates	20(b)	45,207,121	33,249,961	43,994,530

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

**TAMALA PARK REGIONAL COUNCIL
INDEX OF NOTES TO THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

Note 1	Basis of Preparation	10
Note 2	Revenue and Expenses	11
Note 3	Cash and Cash Equivalents	13
Note 4	Member Contributions	14
Note 5	Other Financial Assets	16
Note 6	Trade and Other Receivables	17
Note 7	Inventories	18
Note 8	Property, Plant and Equipment	19
Note 9	Fixed Assets	21
Note 10	Leases	24
Note 11	Revaluation Surplus	25
Note 12	Trade and Other Payables	26
Note 13	Lease Liabilities	27
Note 14	Information on Borrowings	28
Note 15	Employee Provisions	29
Note 16	Notes to the Statement of Cash Flows	30
Note 17	Total Assets Classified by Function and Activity	31
Note 18	Commitments	32
Note 19	Related Party Transactions	33
Note 20	Rate Setting Statement Information	35
Note 21	Financial Risk Management	36
Note 22	Initial Application of Australian Accounting Standards	39
Note 23	Other Significant Accounting Policies	40
Note 24	Activites/Programs	41
Note 25	Financial Ratios	42

1. BASIS OF PREPARATION

The financial report comprises general purpose financial statements which have been prepared in accordance with Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board, and the *Local Government Act 1995* and accompanying regulations.

AMENDMENTS TO LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

The *Local Government (Financial Management) Regulations 1996* take precedence over Australian Accounting Standards.

Prior to 1 July 2019, *Financial Management Regulation 16* arbitrarily prohibited a local government from recognising as assets Crown land that is a public thoroughfare, i.e. land under roads, and land not owned by but under the control or management of the local government, unless it is a golf course, showground, racecourse or recreational facility of State or regional significance. Consequently, some assets pertaining to vested land, including land under roads acquired on or after 1 July 2008, were not recognised in previous financial reports of the Regional Council. This was not in accordance with the requirements of AASB 1051 *Land Under Roads* paragraph 15 and AASB 116 *Property, Plant and Equipment* paragraph 7.

From 1 July 2019, the Regional Council has applied AASB 16 *Leases* which requires leases to be included by lessees in the statement of financial position. Also, the *Local Government (Financial Management) Regulations 1996* have been amended to specify that vested land is a right of use asset to be measured at cost. All right of use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the statement of financial position) rather than at fair value. The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the Regional Council to measure any vested improvements at zero cost.

The Regional Council has accounted for the removal of the vested land values associated with vested land previously recognised by removing the land value and associated revaluation reserve as at 1 July 2019. The comparative year amounts have been retained as AASB 16 does not require comparatives to be restated in the year of transition.

Therefore the departure from AASB 1051 and AASB 16 in respect of the comparatives for the year ended 30 June 2019 remains.

Accounting policies which have been adopted in the preparation of this financial report have been consistently applied unless stated otherwise. Except for cash flow and rate setting information, the report has been prepared on the accrual basis and is based on historical costs, modified, where applicable, by the measurement at fair value of selected non-current assets, financial assets and liabilities.

NEW ACCOUNTING STANDARDS FOR APPLICATION IN FUTURE YEARS

On 1 July 2020 the following new accounting standards are to be adopted:

- AASB 1059 *Service Concession Arrangements: Grantors*
- AASB 2018-7 *Amendments to Australian Accounting Standards - Materiality*

AASB 1059 *Service Concession Arrangements: Grantors* is not expected to impact the financial report.

Specific impacts of AASB 2018-7 *Amendments to Australian Accounting Standards - Materiality*, have not been identified.

CRITICAL ACCOUNTING ESTIMATES

The preparation of a financial report in conformity with Australian Accounting Standards requires management to make judgements, estimates and assumptions that effect the application of policies and reported amounts of assets and liabilities, income and expenses.

The estimates and associated assumptions are based on historical experience and various other factors that are believed to be reasonable under the circumstances; the results of which form the basis of making the judgements about carrying values of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

THE LOCAL GOVERNMENT REPORTING ENTITY

All funds through which the Regional Council controls resources to carry on its functions have been included in the financial statements forming part of this financial report.

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.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 13 to these financial statements.

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

2. REVENUE AND EXPENSES

REVENUE RECOGNITION POLICY

Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue Category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/Refunds/Warranties	Determination of transaction price	Allocating transaction price	Measuring obligations for returns	Timing of revenue recognition
Commissions	Commissions on investments	Single point in time	Monthly in arrears	None	Set by mutual agreement with the customer	On receipt of funds	Not applicable	When assets are controlled
Reimbursements	Insurance claims	Single point in time	Payment in arrears for claimable event	None	Set by mutual agreement with the customer	When claim is agreed	Not applicable	When claim is agreed

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

2 REVENUE AND EXPENSES

(a) Revenue

Other revenue

Commissions

Interest earnings

Other interest earnings

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
	6,242	0	12,790
	6,242	0	12,790
	783,580	966,153	1,186,884
	783,580	966,153	1,186,884

SIGNIFICANT ACCOUNTING POLICIES

Interest earnings

Interest income is calculated by applying the effective interest rate to the gross carrying amount of a financial asset except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

Interest earnings (continued)

Interest income is presented as finance income where it is earned from financial assets that are held for cash management purposes.

(b) Expenses

Auditors remuneration

- Audit of the Annual Financial Report

Interest expenses (finance costs)

Lease liabilities

Note	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
	8,876	10,711	6,000
	8,876	10,711	6,000
13(b)	957	0	0
	957	0	0

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

3. CASH AND CASH EQUIVALENTS

NOTE	2020	2019
	\$	\$
Cash at bank and on hand	2,692,537	3,766,374
Term deposits	25,033,233	37,443,627
Total cash and cash equivalents	27,725,770	41,210,001

Restrictions

The following classes of assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:

- Cash and cash equivalents	27,493,706	40,884,724
- Financial assets at amortised cost	17,749,477	3,010,258
	45,243,183	43,894,982

The restricted assets are a result of the following specific purposes to which the assets may be used:

Member contributions	4	45,243,183	43,894,982
Total restricted assets		45,243,183	43,894,982

SIGNIFICANT ACCOUNTING POLICIES

Cash and cash equivalents

Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value and bank overdrafts. Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Restricted assets

Restricted asset balances are not available for general use by the local government due to externally imposed restrictions. Externally imposed restrictions are specified in an agreement, contract or legislation. This applies to reserves, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement.

4. MEMBER CONTRIBUTIONS

	2020 Actual Balance	2020 Budget Balance	2019 Actual Balance
	\$	\$	\$
(a) Town of Victoria Park			
Opening balance	3,657,682	3,434,167	3,659,996
Land development expenses	(390,212)	(1,361,922)	(413,473)
Proceeds of sale of land	753,148	756,156	828,217
Contributed equity	(586)	(12,874)	(83,725)
Return of contribution	(250,000)	(250,000)	(333,333)
	3,770,032	2,565,526	3,657,682
(b) City of Perth			
Opening balance	3,657,682	3,434,167	3,659,996
Land development expenses	(390,212)	(1,361,922)	(413,473)
Proceeds of sale of land	753,148	756,156	828,217
Contributed equity	(586)	(12,874)	(83,725)
Return of contribution	(250,000)	(250,000)	(333,333)
	3,770,032	2,565,526	3,657,682
(c) Town of Cambridge			
Opening balance	3,657,682	3,434,167	3,659,996
Land development expenses	(390,212)	(1,361,922)	(413,473)
Proceeds of sale of land	753,148	756,156	828,217
Contributed equity	(586)	(12,874)	(83,725)
Return of contribution	(250,000)	(250,000)	(333,333)
	3,770,032	2,565,526	3,657,682
(d) City of Joondalup			
Opening balance	7,315,360	6,868,334	7,319,987
Land development expenses	(780,426)	(2,723,845)	(826,945)
Proceeds of sale of land	1,506,297	1,512,312	1,656,433
Contributed equity	(1,171)	(25,749)	(167,448)
Return of contribution	(500,000)	(500,000)	(666,667)
	7,540,060	5,131,053	7,315,360
(e) City of Wanneroo			
Opening balance	7,315,360	6,868,334	7,319,987
Land development expenses	(780,426)	(2,723,845)	(826,945)
Proceeds of sale of land	1,506,297	1,512,312	1,656,433
Contributed equity	(1,171)	(25,749)	(167,448)
Return of contribution	(500,000)	(500,000)	(666,667)
	7,540,060	5,131,053	7,315,360
(f) City of Vincent			
Opening balance	3,657,682	3,434,167	3,659,996
Land development expenses	(390,212)	(1,361,922)	(413,473)
Proceeds of sale of land	753,148	756,156	828,217
Contributed equity	(586)	(12,874)	(83,725)
Return of contribution	(250,000)	(250,000)	(333,333)
	3,770,032	2,565,526	3,657,682
(g) City of Stirling			
Opening balance	14,633,534	13,736,667	14,642,788
Land development expenses	(1,560,850)	(5,447,689)	(1,653,890)
Proceeds of sale of land	3,012,593	3,024,625	3,312,866
Contributed equity	(2,342)	(51,497)	(334,896)
Return of contribution	(1,000,000)	(1,000,000)	(1,333,334)
	15,082,935	10,262,105	14,633,534

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

4. MEMBER CONTRIBUTIONS

	2020 Actual Balance	2020 Budget Balance	2019 Actual Balance
	\$	\$	\$
Total members contribution	45,243,183	30,786,316	43,894,982
Opening balance	43,894,982	41,210,001	43,922,746
Land development expenses	(4,682,550)	(16,343,068)	(4,961,672)
Proceeds of sale of land	9,037,779	9,073,874	9,938,600
Contributed equity	(7,028)	(154,491)	(1,004,692)
Return of contribution	(3,000,000)	(3,000,000)	(4,000,000)
	<u>45,243,183</u>	<u>30,786,316</u>	<u>43,894,982</u>

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

5. OTHER FINANCIAL ASSETS

Other financial assets at amortised cost

Other financial assets at amortised cost

2020	2019
\$	\$
17,749,477	3,010,258
17,749,477	3,010,258

SIGNIFICANT ACCOUNTING POLICIES

Other financial assets at amortised cost

The Regional Council classifies financial assets at amortised cost if both of the following criteria are met:

- the asset is held within a business model whose objective is to collect the contractual cashflows, and
- the contractual terms give rise to cash flows that are solely payments of principal and interest.

Impairment and risk

Information regarding impairment and exposure to risk can be found at Note 21.

6. TRADE AND OTHER RECEIVABLES

Current

Trade and other receivables
 GST receivable

	2020	2019
	\$	\$
	39,833	95,612
	2,197	4,945
	42,030	100,557

SIGNIFICANT ACCOUNTING POLICIES

Trade and other receivables

Trade and other receivables include amounts due from third parties for goods sold and services performed in the ordinary course of business.

Trade receivables are recognised at original invoice amount less any allowances for uncollectible amounts (i.e. impairment). The carrying amount of net trade receivables is equivalent to fair value as it is due for settlement within 30 days.

Impairment and risk exposure

Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 21.

SIGNIFICANT ACCOUNTING POLICIES (Continued)

Classification and subsequent measurement

Receivables expected to be collected within 12 months of the end of the reporting period are classified as current assets. All other receivables are classified as non-current assets.

Trade receivables are held with the objective to collect the contractual cashflows and therefore measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

7. INVENTORIES

Non-current

Land held for resale - cost
 Cost of acquisition

The following movements in inventories occurred during the year:

Carrying amount at beginning of period

Write down of inventories to net realisable value

Carrying amount at end of period

2020	2019
\$	\$
1,600,000	1,600,000
1,600,000	1,600,000
1,600,000	1,800,000
0	(200,000)
1,600,000	1,600,000

SIGNIFICANT ACCOUNTING POLICIES

General

Inventories are measured 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.

Land held for resale

Land held for development and resale is valued at the lower of cost and net realisable value. Cost includes the cost of acquisition, development, borrowing costs and holding costs until completion of development.

Land held for resale (Continued)

Borrowing costs and holding charges incurred after development is completed are expensed.

Gains and losses are recognised in profit or loss at the time of signing an unconditional contract of sale if significant risks and rewards, and effective control over the land, are passed onto the buyer at this point.

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

8. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in Carrying Amounts

Movement in the carrying amounts of each class of property, plant and equipment between the beginning and the end of the current financial year.

	Furniture and equipment	Plant and equipment	Improvements to leasehold property	Total property, plant and equipment
	\$	\$	\$	\$
Balance at 1 July 2018	3,859	46,761	66,887	117,507
Additions	0	63,101	0	63,101
(Disposals)	0	(46,761)	0	(46,761)
Depreciation (expense)	(1,642)	(7,011)	(1,911)	(10,564)
Carrying amount at 30 June 2019	<u>2,217</u>	<u>56,090</u>	<u>64,976</u>	<u>123,283</u>
Comprises:				
Gross carrying amount at 30 June 2019	6,569	63,101	76,442	146,112
Accumulated depreciation at 30 June 2019	(4,352)	(7,011)	(11,466)	(22,829)
Carrying amount at 30 June 2019	<u>2,217</u>	<u>56,090</u>	<u>64,976</u>	<u>123,283</u>
Depreciation (expense)	(1,644)	(9,475)	(9,553)	(20,672)
Carrying amount at 30 June 2020	<u>573</u>	<u>46,615</u>	<u>55,423</u>	<u>102,611</u>
Comprises:				
Gross carrying amount at 30 June 2020	6,569	63,101	76,442	146,112
Accumulated depreciation at 30 June 2020	(5,996)	(16,486)	(21,019)	(43,501)
Carrying amount at 30 June 2020	<u>573</u>	<u>46,615</u>	<u>55,423</u>	<u>102,611</u>

8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Fair Value Measurements

Asset Class	Fair Value Hierarchy	Valuation Technique	Basis of Valuation	Date of Last Valuation	Inputs Used
Furniture and equipment	Level 3	Management	Observable open market value	June 2020	Residual values and remaining useful life assessments
Plant and equipment					
- Management valuation 2020	Level 3	Management	Observable open market value	June 2020	Market price per item
Improvements to leasehold property	Level 3	Management	Depreciated replacement cost	June 2020	Residual values and remaining useful life assessments

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of property, plant and equipment using either level 2 or level 3 inputs.

Following a change to *Local Government (Financial Management) Regulation 17A*, plant and equipment type assets (being plant and equipment and furniture and equipment) are to be measured under the cost model, rather than at fair value. This change is effective from 1 July 2019 and represents a change in accounting policy. Revaluations carried out previously were not reversed as it was deemed fair value approximates cost at the date of change.

9. FIXED ASSETS

SIGNIFICANT ACCOUNTING POLICIES

Fixed assets

Each class of fixed assets within either plant and equipment or infrastructure, is carried at cost or fair value as indicated less, where applicable, any accumulated depreciation and impairment losses.

Initial recognition and measurement between mandatory revaluation dates

Assets for which the fair value as at the date of acquisition is under \$5,000 are not recognised as an asset in accordance with *Financial Management Regulation 17A (5)*. These assets are expensed immediately

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

In relation to this initial measurement, cost is determined as the fair value of the assets given as consideration plus costs incidental to the acquisition. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition. The cost of non-current assets constructed by the Regional Council includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads.

Individual assets that are land, buildings, infrastructure and investment properties acquired between initial recognition and the next revaluation of the asset class in accordance with the mandatory measurement framework, are recognised at cost and disclosed as being at fair value as management believes cost approximates fair value. They are subject to subsequent revaluation at the next anniversary date in accordance with the mandatory measurement framework.

Revaluation

The fair value of land, buildings, infrastructure and investment properties is determined at least every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on vested land acquired by the Regional Council.

At the end of each period the valuation is reviewed and where appropriate the fair value is updated to reflect current market conditions. This process is considered to be in accordance with *Local Government (Financial Management) Regulation 17A (2)* which requires land, buildings, infrastructure, investment properties and vested improvements to be shown at fair value.

Increases in the carrying amount arising on revaluation of assets are credited to a revaluation surplus in equity. Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

AUSTRALIAN ACCOUNTING STANDARDS - INCONSISTENCY

Land under control prior to 1 July 2019

In accordance with the then *Local Government (Financial Management) Regulation 16(a)(ii)*, the Regional Council was previously required to include as an asset (by 30 June 2013), vested Crown Land operated by the local government as a golf course, showground, racecourse or other sporting or recreational facility of State or regional significance.

Upon initial recognition, these assets were recorded at cost in accordance with AASB 116. They were then classified as Land and revalued along with other land.

Land under roads prior to 1 July 2019

In Western Australia, most land under roads is Crown Land, the responsibility for managing which, is vested in the local government.

Effective as at 1 July 2008, Council elected not to recognise any value for land under roads acquired on or before 30 June 2008.

This accords with the treatment available in *Australian Accounting Standard AASB 1051 Land Under Roads* and the then *Local Government (Financial Management) Regulation 16(a)(i)* which arbitrarily prohibited local governments from recognising such land as an asset. This regulation has now been deleted.

In respect of land under roads acquired on or after 1 July 2008, as detailed above, the then *Local Government (Financial Management) Regulation 16(a)(i)* prohibited local governments from recognising such land as an asset.

Whilst such treatment is inconsistent with the requirements of *AASB 1051, Local Government (Financial Management) Regulation 4(2)* provides, in the event of such an inconsistency, the *Local Government (Financial Management) Regulations* prevail. Consequently, any land under roads acquired on or after 1 July 2008 was not included as an asset of the Regional Council.

Land under roads from 1 July 2019

As a result of amendments to the *Local Government (Financial Management) Regulations 1996*, effective from 1 July 2019, vested land, including land under roads, are treated as right of use assets measured at zero cost. Therefore, the previous inconsistency with AASB 1051 in respect of non-recognition of land under roads acquired on or after 1 July 2008 has been removed, even though measurement at zero cost means that land under roads is still not included in the statement of financial position.

The Regional Council has accounted for the removal of the vested land values associated with vested land previously recognised by removing the land value and associated revaluation reserve as at 1 July 2019. The comparatives have not been restated.

Vested improvements from 1 July 2019

The measurement of vested improvements at fair value in accordance with *Local Government (Financial Management) Regulation 17A(2)(iv)* is a departure from AASB 16 which would have required the Regional Council to measure the vested improvements as part of the related right of use assets at zero cost.

Refer to Note 5 that details the significant accounting policies applying to leases (including right of use assets).

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

9. FIXED ASSETS

(a) Disposals of Assets

	2020 Actual Net Book Value	2020 Actual Sale Proceeds	2020 Actual Profit	2020 Actual Loss	2020 Budget Net Book Value	2020 Budget Sale Proceeds	2020 Budget Profit	2020 Budget Loss	2019 Actual Net Book Value	2019 Actual Sale Proceeds	2019 Actual Profit	2019 Actual Loss
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Plant and equipment	0	0	0	0	0	0	0	0	46,761	40,909	0	(5,852)
	0	0	0	0	0	0	0	0	46,761	40,909	0	(5,852)

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

9. FIXED ASSETS

(b) Depreciation

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Furniture and equipment	1,644	1,512	1,642
Plant and equipment	9,475	12,620	7,011
Improvements to leasehold property	9,553	11,446	1,911
Right of use assets - buildings	34,616	0	0
	55,288	25,578	10,564

Revision of useful lives of plant and equipment

SIGNIFICANT ACCOUNTING POLICIES

Depreciation

The depreciable amount of all fixed assets including buildings but excluding freehold land and vested land, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

An asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

Depreciation rates

Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset Class	Useful life
Furniture and equipment	4 to 10 years
Plant and equipment	5 to 15 years
Right of use (buildings)	Based on the remaining lease term
Intangible assets - computer software licence	5 years

Depreciation on revaluation

When an item of property, plant and equipment is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:

(a) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset. For example, the gross carrying amount may be restated by reference to observable market data or it may be restated proportionately to the change in the carrying amount. The accumulated depreciation at the date of the revaluation is adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses; or

(b) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

10. LEASES

(a) Right of Use Assets

Movement in the carrying amounts of each class of right of use asset between the beginning and the end of the current financial year.

	Right of use assets - buildings	Right of use assets Total
	\$	
Carrying amount at 30 June 2019	0	0
Recognised on initial application of AASB 16	89,622	89,622
Restated total equity at the beginning of the financial year	89,622	89,622
Depreciation (expense)	(34,616)	(34,616)
Carrying amount at 30 June 2020	55,006	55,006
(b) Cash outflow from leases		
Interest expense on lease liabilities	(957)	(957)
Lease principal expense	(35,159)	(35,159)
Total cash outflow from leases	(36,116)	(36,116)

SIGNIFICANT ACCOUNTING POLICIES

Leases

At inception of a contract, the Regional Council assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

At the commencement date, a right of use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the Regional Council uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a remaining term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease.

Leases for right of use assets are secured over the asset being leased.

Right of use assets - valuation

Right of use assets are measured at cost. This means that all right of use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not included in the statement of financial position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Refer to Note 4 for details on the significant accounting policies applying to vested improvements.

Right of use assets - depreciation

Right of use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shortest. Where a lease transfers ownership of the underlying asset, or the cost of the right of use asset reflects that the Regional Council anticipates to exercise a purchase option, the specific asset is amortised over the useful life of the underlying asset.

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

11. REVALUATION SURPLUS

	2020 Opening Balance	2020 Revaluation Increment	2020 Revaluation (Decrement)	Total Movement on Revaluation	2020 Closing Balance	2019 Opening Balance	2019 Revaluation Increment	2019 Revaluation (Decrement)	Total Movement on Revaluation	2019 Closing Balance
	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
Revaluation surplus - Improvements to leasehold property	6,353	0	0	0	6,353	6,353	0	0	0	6,353
	6,353	0	0	0	6,353	6,353	0	0	0	6,353

Movements on revaluation of property, plant and equipment (including infrastructure) are attributed to Other Property and Services.

12. TRADE AND OTHER PAYABLES

Current

Sundry creditors
Accrued salaries and wages
ATO liabilities
Accrued expenses

2020	2019
\$	\$
2,903	19,964
17,341	13,350
17,285	30,403
5,545	6,000
43,074	69,717

SIGNIFICANT ACCOUNTING POLICIES

Trade and other payables

Trade and other payables represent liabilities for goods and services provided to the Regional Council prior to the end of the financial year that are unpaid and arise when the Regional Council becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are normally paid within 30 days of recognition

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

13. LEASE LIABILITIES

	2020	2019
	\$	\$
(a) Lease Liabilities		
Current	34,870	0
Non-current	20,550	0
	55,420	0

(b) Movements in Carrying Amounts

Purpose	Lease Number	Institution	Lease Interest Rate	Lease Term	Actual	30 June 2020	30 June 2020	30 June 2020	Budget	30 June 2020	30 June 2020	30 June 2020	Actual	30 June 2019	30 June 2019	30 June 2019	
					Lease Principal 1 July 2019	Actual Lease Principal Repayments	Actual Lease Principal Outstanding	Actual Lease Interest Repayments	Lease Principal 1 July 2019	Budget Lease Principal Repayments	Budget Lease Principal Outstanding	Budget Lease Interest Repayments	Lease Principal 1 July 2018	Actual Lease Principal Repayments	Actual Lease Principal Outstanding	Actual Lease Interest Repayments	
					\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	
Other property and services																	
Unit 2, 369 Scarborough Beach Road, Innaloo	STIRLI/170672	City of Stirling	1.30%	36	89,622	34,202	55,420	957	0	0	0	0	0	0	0	0	0
					89,622	34,202	55,420	957	0	0	0	0	0	0	0	0	0

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

14. INFORMATION ON BORROWINGS (Continued)

	2020	2019
	\$	\$
(b) Undrawn Borrowing Facilities		
Credit Standby Arrangements		
Bank overdraft limit	0	0
Bank overdraft at balance date	0	0
Credit card limit	6,000	6,000
Credit card balance at balance date	(665)	(612)
Total amount of credit unused	5,335	5,388
Lease liabilities		
Lease liabilities - current	34,870	0
Lease liabilities - non-current	20,550	0
Total facilities in use at balance date	55,420	0

Unused loan facilities at balance date

SIGNIFICANT ACCOUNTING POLICIES

Financial liabilities

Financial liabilities are recognised at fair value when the Regional Council becomes a party to the contractual provisions to the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost. Gains or losses are recognised in profit or loss.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and the fair value of the consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

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 until such time as the asset is substantially ready for its intended use or sale.

Risk

Information regarding exposure to risk can be found at Note 21.

15. EMPLOYEE RELATED PROVISIONS

(a) Employee Related Provisions

Opening balance at 1 July 2019

Current provisions
 Non-current provisions

Additional provision
 Amounts used

Balance at 30 June 2020

Comprises

Current
 Non-current

Amounts are expected to be settled on the following basis:

Less than 12 months after the reporting date
 More than 12 months from reporting date
 Expected reimbursements from other WA local governments

	Provision for Annual Leave \$	Provision for Long Service Leave \$	Total \$
Opening balance at 1 July 2019	167,957	88,612	256,569
Current provisions	0	5,719	5,719
Non-current provisions	167,957	94,331	262,288
Additional provision	46,499	13,791	60,290
Amounts used	(46,078)	0	(46,078)
Balance at 30 June 2020	168,378	108,122	276,500
Comprises			
Current	168,378	98,704	267,082
Non-current	0	9,418	9,418
	168,378	108,122	276,500

	2020 \$	2019 \$
Less than 12 months after the reporting date	0	0
More than 12 months from reporting date	279,307	265,874
Expected reimbursements from other WA local governments	(2,807)	(3,586)
	276,500	262,288

Timing of the payment of current leave liabilities is difficult to determine as it is dependent on future decisions of employees. Expected settlement timings are based on information obtained from employees and historical leave trends and assumes no events will occur to impact on these historical trends.

SIGNIFICANT ACCOUNTING POLICIES

Employee benefits

Short-term employee benefits

Provision is made for the Regional Council's obligations for short-term employee benefits. Short-term employee benefits are benefits (other than termination benefits) that are expected to be settled wholly before 12 months after the end of the annual reporting period in which the employees render the related service, including wages, salaries and sick leave. Short-term employee benefits are measured at the (undiscounted) amounts expected to be paid when the obligation is settled.

The Regional Council's obligations for short-term employee benefits such as wages, salaries and sick leave are recognised as a part of current trade and other payables in the statement of financial position.

Other long-term employee benefits

The Regional Council's obligations for employees' annual leave and long service leave entitlements are recognised as provisions in the statement of financial position.

Long-term employee benefits are measured at the present value of the expected future payments to be made to employees. Expected future payments incorporate anticipated future wage and salary levels, durations of service and employee departures and are discounted at rates determined by reference to market yields at the end of the reporting period on government bonds that have maturity dates that approximate the terms of the obligations.

Other long-term employee benefits (Continued)

Any remeasurements for changes in assumptions of obligations for other long-term employee benefits are recognised in profit or loss in the periods in which the changes occur.

The Regional Council's obligations for long-term employee benefits are presented as non-current provisions in its statement of financial position, except where the Regional Council does not have an unconditional right to defer settlement for at least 12 months after the end of the reporting period, in which case the obligations are presented as current provisions.

Provisions

Provisions are recognised when the Regional Council has a present legal or constructive obligation, as a result of past events, for which it is probable that an outflow of economic benefits will result and that outflow can be reliably measured.

Provisions are measured using the best estimate of the amounts required to settle the obligation at the end of the reporting period.

16. NOTES TO THE STATEMENT OF CASH FLOWS

Reconciliation of Cash

For the purposes of the Statement of Cash Flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	2020 Actual \$	2020 Budget \$	2019 Actual \$
Cash and cash equivalents	27,725,770	30,476,273	41,210,001
Reconciliation of Net Cash Provided By Operating Activities to Net Result			
Net result	(160,395)	(331,462)	19,749
Non-cash flows in Net result:			
Depreciation on non-current assets	55,288	25,578	10,564
(Profit)/loss on sale of asset	0	0	5,852
Changes in assets and liabilities:			
(Increase)/decrease in receivables	58,527	50,557	150,892
(Increase)/decrease in inventories	0	0	200,000
Increase/(decrease) in payables	(26,643)	(39,716)	20,288
Increase/(decrease) in provisions	14,212	0	16,463
Net cash from operating activities	(59,011)	(295,043)	423,808

17. TOTAL ASSETS CLASSIFIED BY FUNCTION AND ACTIVITY

	2020	2019
	\$	\$
General purpose funding	47,172,283	45,920,816
Other property and services	102,611	123,283
	<u>47,274,894</u>	<u>46,044,099</u>

18. CAPITAL AND LEASING COMMITMENTS

(a) Contractual Commitments

As at 30 June 2020, the Regional Council had accepted 25 contracts with a total sale price of \$7,627,500.

(b) Operating Lease Commitments

Non-cancellable operating leases contracted for but not capitalised in the accounts (short term and low value leases).

Payable:

- not later than one year
- later than one year but not later than five years

	2020	2019
	\$	\$
	0	35,159
	0	56,020
	0	91,179

SIGNIFICANT ACCOUNTING POLICIES

Leases

Leases of fixed assets where substantially all the risks and benefits incidental to the ownership of the asset, but not legal ownership, are transferred to the Regional Council, are classified as finance leases.

Finance leases are capitalised recording an asset and a liability at the lower of the fair value of the leased property or the present value of the minimum lease payments, including any guaranteed residual values. Lease payments are allocated between the reduction of the lease liability and the lease interest expense for the period.

Leases (Continued)

Leased assets are depreciated on a straight line basis over the shorter of their estimated useful lives or the lease term.

Lease incentives under operating leases are recognised as a liability and amortised on a straight line basis over the life of the lease term.

19. RELATED PARTY TRANSACTIONS

Elected Members Remuneration

The following fees, expenses and allowances were paid to council members and/or the Chairman.

	2020 Actual	2020 Budget	2019 Actual
	\$	\$	\$
Meeting fees	131,343	142,786	132,339
Chairman's allowance	19,963	21,391	19,864
Deputy Chairman's allowance	4,991	5,348	4,966
	<u>156,297</u>	<u>169,525</u>	<u>157,169</u>

Key Management Personnel (KMP) Compensation Disclosure

The total of remuneration paid to KMP of the Regional Council during the year are as follows:

	2020 Actual	2019 Actual
	\$	\$
Short-term employee benefits	326,475	446,424
Post-employment benefits	25,000	36,107
Other long-term benefits	10,092	10,819
	<u>361,567</u>	<u>493,350</u>

Short-term employee benefits

These amounts include all salary, fringe benefits and cash bonuses awarded to KMP except for details in respect to fees and benefits paid to elected members which may be found above.

Post-employment benefits

These amounts are the current-year's estimated cost of providing for the Regional Council's superannuation contributions made during the year.

Other long-term benefits

These amounts represent long service benefits accruing during the year.

19. RELATED PARTY TRANSACTIONS (Continued)

Transactions with related parties

Transactions between related parties and the Regional Council are on normal commercial terms and conditions, no more favourable than those available to other parties, unless otherwise stated.

The following transactions occurred with related parties:	2020 Actual	2019 Actual
	\$	\$
Rent paid	39,501	48,249
Land development expenses	(4,682,550)	(4,961,672)
Proceeds from sale of land	9,037,778	9,938,600
Return of contribution	(3,000,000)	(4,000,000)
Amounts outstanding from related parties:		
Trade and other receivables	39,834	95,434
Amounts payable to related parties:		
Trade and other payables	2,730	19,279

Related Parties

The Regional Council's main related parties are as follows:

i. Key management personnel

Any person(s) having authority and responsibility for planning, directing and controlling the activities of the entity, directly or indirectly, including any elected member, are considered key management personnel.

ii. Other Related Parties

The associate person of KMP was employed by the Regional Council under normal employment terms and conditions.

iii. Entities subject to significant influence by the Regional Council

An entity that has the power to participate in the financial and operating policy decisions of an entity, but does not have control over those policies, is an entity which holds significant influence. Significant influence may be gained by share ownership, statute or agreement.

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

20. RATE SETTING STATEMENT INFORMATION

	2019/20 (30 June 2020) Carried Forward)	2019/20 Budget (30 June 2020) Carried Forward)	2019/20 (1 July 2019) Brought Forward)	2018/19 (30 June 2019) Carried Forward)
Note	\$	\$	\$	\$
(a) Non-cash amounts excluded from operating activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> .				
Adjustments to operating activities				
	3,699	0	569	569
	0	0	200,000	200,000
9(a) Add: Loss on disposal of assets	0	0	5,852	5,852
9(b) Add: Depreciation on non-current assets	55,288	25,578	10,564	10,564
	58,987	25,578	216,985	216,985
(b) Surplus/(deficit) after imposition of general rates				
The following current assets and liabilities have been excluded from the net current assets used in the Rate Setting Statement in accordance with <i>Financial Management Regulation 32</i> to agree to the surplus/(deficit) after imposition of general rates.				
Adjustments to net current assets				
4 Less: Member contributions	0	10,423,685	0	0
Add: Current liabilities not expected to be cleared at end of year	0	0	0	0
- Current portion of lease liabilities	34,870	0	0	0
	34,870	10,423,685	0	0
Net current assets used in the Rate Setting Statement				
	45,517,277	0	44,320,816	44,320,816
Less: Total current liabilities	(345,026)	0	(326,286)	(326,286)
Less: Total adjustments to net current assets	34,870	10,423,685	0	0
	45,207,121	10,423,685	43,994,530	43,994,530

21. FINANCIAL RISK MANAGEMENT

This note explains the Regional Council's exposure to financial risks and how these risks could affect the Regional Council's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rate	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

(a) Interest rate risk

Cash and cash equivalents

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the Regional Council to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents and term deposits held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted Average Interest Rate	Carrying Amounts	Fixed Interest Rate	Variable Interest Rate	Non Interest Bearing
	%	\$	\$	\$	\$
2020					
Cash and cash equivalents	0.98%	27,725,770	25,033,233	2,692,537	0
Financial assets at amortised cost - term deposits	0.60%	17,749,477	17,749,477	0	0
2019					
Cash and cash equivalents	2.43%	41,210,001	37,443,627	3,766,374	0
Financial assets at amortised cost	2.60%	3,010,258	3,010,258	0	0

Sensitivity

Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2020	2019
	\$	\$
Impact of a 1% movement in interest rates on profit and loss and equity*	26,925	37,664

* Holding all other variables constant

21. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade and Other Receivables

The level of outstanding receivables is reported to Council bi-monthly and benchmarks are set and monitored for acceptable collection performance.

The Regional Council applies the AASB 9 simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade receivables. To measure the expected credit losses, rates receivable are separated from other trade receivables due to the difference in payment terms and security for rates receivable.

The expected loss rates are based on the payment profiles of rates and fees and charges over a period of 36 months before 1 July 2019 or 1 July 2020 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors. The loss allowance as at 30 June 2020 and 30 June 2019 was determined as follows for trade receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
30 June 2020					
Trade and other receivables					
Expected credit loss					
Gross carrying amount	39,833	0	0	0	39,833
30 June 2019					
Trade and other receivables					
Expected credit loss					
Gross carrying amount	64,726	4,669	6,794	19,423	95,612

21. FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

Payables

The contractual undiscounted cash flows of the Regional Council's Payables are set out in the liquidity table below. Balances due within 12 months equal their carrying balances, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying values
	\$	\$	\$	\$	\$
<u>2020</u>					
Payables	43,074	0	0	43,074	43,074
Lease liabilities	35,381	20,639	0	56,020	55,420
	78,455	20,639	0	99,094	98,494
<u>2019</u>					
Payables	69,716	0	0	69,716	69,717
	69,716	0	0	69,716	69,717

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

22. INITIAL APPLICATION OF AUSTRALIAN ACCOUNTING STANDARDS

During the current year, the Regional Council adopted all of the new and revised Australian Accounting Standards and Interpretations which were compiled, became mandatory and which were applicable to its operations.

(a) AASB 15: Revenue from Contracts with Customers

The Regional Council adopted AASB 15 Revenue from Contracts with Customers (issued December 2014) on 1 July 2019 resulting in changes in accounting policies. The change in accounting policy had no impact on existing balances at the date of initial application (1 July 2019). In accordance with the transition provisions AASB 15, the Regional Council adopted the new rules retrospectively with the cumulative effect of initially applying these rules recognised on 1 July 2019.

(b) AASB 1058: Income For Not-For-Profit Entities

The Regional Council adopted AASB 1058 Income for Not-for-Profit Entities (issued December 2016) on 1 July 2019 which will result in changes in accounting policies. In accordance with the transition provisions AASB 1058, the Regional Council adopted the new rules retrospectively with the cumulative effect of initially applying AASB 1058 recognised at 1 July 2019. The change in accounting policy had no impact on existing balances at the date of initial application (1 July 2019).

(c) AASB 16: Leases

The Regional Council adopted AASB 16 from 1 July 2019 which resulted in changes in accounting policies. In accordance with the transition provisions of AASB 16, the Regional Council has applied this Standard to its leases, with the cumulative effect of initially applying AASB16 recognised on 1 July 2019. In applying AASB 16, under the specific transition provisions chosen, the Regional Council will not restate comparatives for prior reporting periods.

	<u>Note</u>	<u>2020</u>
		\$
Operating lease commitments at 30 June 2019 applying AAS 117		91,179
Discount applied using incremental borrowing rate		<u>(1,557)</u>
Lease liability recognised as 1 July 2019 discounted using the Regional Council's incremental borrowing rate of 1.3%	13(b)	89,622
Lease liability - current		35,381
Lease liability - non-current		<u>54,241</u>
Right-of-use assets recognised at 1 July 2019		89,622

In applying AASB 16 for the first time, the Regional Council will use the following practical expedient permitted by the standard.
- The exclusion of initial direct costs from the measurement of the right-of-use asset at the date of initial application.

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

23. OTHER SIGNIFICANT ACCOUNTING POLICIES

a) Goods and services tax (GST)

Revenues, expenses and assets are recognised net of the amount of GST, except where the amount of GST incurred is not recoverable from the Australian Taxation Office (ATO).

Receivables and payables are stated inclusive of GST receivable or payable. The net amount of GST recoverable from, or payable to, the ATO is included with receivables or payables in the statement of financial position.

Cash flows are presented on a gross basis. The GST components of cash flows arising from investing or financing activities which are recoverable from, or payable to, the ATO are presented as operating cash flows.

b) Current and non-current classification

The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the Regional Council's operational cycle. In the case of liabilities where the Regional 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 or non-current based on the Regional Council's intentions to release for sale.

c) Rounding off figures

All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures

Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the Regional Council applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) statement of financial position as at the beginning of the preceding period in addition to the minimum comparative financial statements is presented.

e) Budget comparative figures

Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation

The Regional Council contributes to a number of Superannuation Funds on behalf of employees. All funds to which the Regional Council contributes are defined contribution plans.

g) Fair value of assets and liabilities

Fair value is the price that the Regional Council would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. enforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Fair value hierarchy

AASB 13 requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1

Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2

Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3

Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques

The Regional Council selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the Regional Council are consistent with one or more of the following valuation approaches:

Market approach

Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach

Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach

Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the Regional Council gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

i) Impairment of assets

In accordance with Australian Accounting Standards the Regional Council's cash generating non-specialised 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 impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

For non-cash generating specialised assets that are measured under the revaluation model, such as roads, drains, public buildings and the like, no annual assessment of impairment is required. Rather AASB 116.31 applies and revaluations need only be made with sufficient regulatory to ensure the carrying value does not differ materially from that which would be determined using fair value at the ends of the reporting period.

**TAMALA PARK REGIONAL COUNCIL
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2020**

24. ACTIVITIES/PROGRAMS

Regional Council operations as disclosed in these financial statements encompass the following service orientated activities/programs.

PROGRAM NAME AND OBJECTIVES	ACTIVITIES
GENERAL PURPOSE FUNDING	
To collect interest on investments	Interest revenue
OTHER PROPERTY AND SERVICES	
To monitor and control Council's overheads on operating accounts	Other unclassified activities

25. FINANCIAL RATIOS

	2020 Actual	2019 Actual	2018 Actual
Current ratio	131.92	135.83	152.01
Asset consumption ratio	0.70	0.84	0.79
Asset renewal funding ratio	1.58	2.07	1.83
Asset sustainability ratio	0.00	2.10	0.00
Debt service cover ratio	N/A	N/A	N/A
Operating surplus ratio	(0.21)	0.02	0.16
Own source revenue coverage ratio	0.83	1.01	1.17

The above ratios are calculated as follows:

Current ratio	$\frac{\text{current assets minus restricted assets}}{\text{current liabilities minus liabilities associated with restricted assets}}$
Asset consumption ratio	$\frac{\text{depreciated replacement costs of depreciable assets}}{\text{current replacement cost of depreciable assets}}$
Asset renewal funding ratio	$\frac{\text{NPV of planned capital renewal over 10 years}}{\text{NPV of required capital expenditure over 10 years}}$
Asset sustainability ratio	$\frac{\text{capital renewal and replacement expenditure}}{\text{depreciation}}$
Debt service cover ratio	$\frac{\text{annual operating surplus before interest and depreciation}}{\text{principal and interest}}$
Operating surplus ratio	$\frac{\text{operating revenue minus operating expenses}}{\text{own source operating revenue}}$
Own source revenue coverage ratio	$\frac{\text{own source operating revenue}}{\text{operating expense}}$

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE TAMALA PARK REGIONAL COUNCIL

Report on the Financial Report

Opinion

We have audited the financial report of the Tamala Park Regional Council, which comprises the Statement of Financial Position as at 30 June 2020, the Statement of Comprehensive Income by Nature or Type, Statement of Comprehensive Income by Program, Statement of Changes in Equity, Statement of Cash Flows and Rate Setting Statement for the year then ended, and notes comprising a summary of significant accounting policies and other explanatory information, and the Statement by the Chief Executive Officer.

In our opinion, the financial report of the Tamala Park Regional Council is in accordance with the underlying records of the Council, including:

- a) giving a true and fair view of the Council's financial position as at 30 June 2020 and of its performance for the year ended on that date; and
- b) complying with Australian Accounting Standards (including Australia Accounting Interpretations), the Local Government Act 1995 (as amended) and the Local Government (Financial Management) Regulations 1996 (as amended).

Basis for Opinion

We have conducted our audit in accordance with Australian Auditing Standards. Our responsibilities under those Standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Report* section of our report.

We are independent of the Council in accordance with the auditor independence requirements of the Accounting Professional and Ethical Standards Board's APES 110 Code of Ethics for Professional Accountants (the Independence Standards) (the Code) that are relevant to our audit of the financial report in Australia. We have also fulfilled our ethical requirements in accordance with the Code.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Emphasis of Matter – Basis of Accounting

We draw attention to Note 1 to the financial report, which describes the basis of accounting. The financial report has been prepared for the purpose of fulfilling the Council's financial reporting responsibilities under the Act. Regulation 16 of the Local Government (Financial Management) Regulations 1996 (Regulations), does not allow a local government to recognise some categories of land, including land under roads, as assets in the annual financial report. Our opinion is not modified in respect of this matter.

Other Information

Management is responsible for the other information. The other information comprises the information in the Council's annual report for the year ended 30 June 2020 but does not include the financial report and the auditor's report thereon.

Our opinion on the financial report does not cover the other information and accordingly we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial report, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial report or our knowledge obtained in the audit or otherwise appears to be materially misstated.

If, based on the work we have performed, we conclude that there is a material misstatement of the other information, we are required to report that fact. We have nothing to report in this regard.

Council's Responsibility for the Financial Report

The Council is responsible for the preparation of the financial report which gives a true and fair view in accordance with Australian Accounting Standards (including Australia Accounting Interpretations), the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) and for such internal control as the Council determines is necessary to enable the preparation of the financial report that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibilities for the Audit of the Financial Report

Our objectives are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial report.

As part of an audit in accordance with the Australia Auditing Standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain and understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Councillors.
- Conclude on the appropriateness of Council's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Council's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Council to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

We communicate with Council regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide Council with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, actions taken to eliminate threats or safeguards applied.

Reporting on Other Legal and Regulatory Requirements

In accordance with the Local Government (audit) Regulations 1996, we also report that:

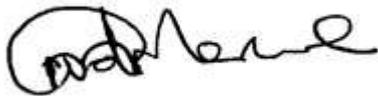
- a) There are no material matters that in our opinion indicate significant adverse trends in the financial position or the financial management practices of the Council.
- b) The following material matter indicates non-compliance with Part 6 of the Local Government Act 1995 (as amended), the Local Government (Financial Management) Regulations 1996 (as amended) or applicable financial controls of any other written law were identified during the course of my audit:
 - i) Local Government (Financial Management) Regulations 1996 Regulation 34(4) requires the monthly Statement of Financial Activity and the accompanying documents to be presented at an ordinary meeting of Council within two months after the end of the month to which the statement relates. We note that the Council has not complied with this requirement as six of the twelve monthly statements were not presented in the required timeframe.

- c) All information and explanations required were obtained by us.
- d) All audit procedures were satisfactorily completed in conducting our audit.
- e) In our opinion, the asset renewal ratio and asset consumption ratio in the annual financial report was supported by verifiable information and reasonable assumptions.

Matters Relating to the Electronic Publication of the Audited Financial Report

This auditor's report relates to the annual financial report of Tamala Park Regional Council for the year ended 30 June 2020 included on the Council's website. The Council's management is responsible for the integrity of the Council's website. This audit does not provide assurance on the integrity of the Council's website. The auditor's report refers only to the financial report described above. It does not provide an opinion on any other information which may have been hyperlinked to/from this financial report. If users of the financial report are concerned with the inherent risks arising from publication on a website, they are advised to refer to the hard copy of the audited financial report to confirm the information contained in this website version of the financial report.

BUTLER SETTINERI (AUDIT) PTY LTD



MARIUS VAN DER MERWE CA
Director

Perth
Date: 9 September 2020



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This document is available in alternative formats upon request.

Appendix 8.7

Delegation Authority 2020



DELEGATION REGISTER

December ~~2019~~2020

Explanatory Notes

1. General

The *Local Government Act 1995* provides that powers and duties generally vest with the 'local government' as a corporate entity.

The elected Council exercises the powers and discharges the duties of the local government through resolutions.

There are some specific powers or duties conferred by the Act upon the Chair, and the Chief Executive Officer (CEO).

Delegations of authority to exercise the statutory powers of Council may be made to:

- Committees (as detailed in sections 5.16 and 5.17 of the Act), or
- The Chief Executive Officer (as detailed in sections 5.42 and 5.43).

The Act also allows the Chief Executive Officer to further delegate the authority to another employee. This cannot, however, be further sub-delegated.

2. Role of the Council

Section 2.7 of the Act sets out the role of the Council:

- 2.7 (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.

3. Role of the Chair, Deputy Chair and Councillors

Sections 2.8, 2.9 and 2.10 set out the roles of Chair, Deputy Chair and Councillors:

The role of the Chair

- 2.8 (1) the Chair
- a) Presides at (Council) meetings in accordance with this Act;
 - b) Provides leadership and guidance to the community in the district;
 - c) Carries out civic and ceremonial duties on behalf of the local government;
 - d) Speaks on behalf of the local government;
 - e) Performs such other functions as are given to the Chair by this Act or any other written law; and
 - f) Liaises with the CEO on the local government's affairs and the performance of its functions.

- (2) Section 2.10 applies to a councillor who is also the Chair and extends to a Chair who is not a councillor.

The role of the Deputy Chair

- 2.9 The Deputy Chair performs the functions of the Chair when authorised to do so under section 5.34 (i.e. where the office of Chair is vacant, or when the Chair is unwilling, unavailable or unable to perform his or her functions).

The role of Councillors

- 2.10 A Councillor -

- a) Represents the interests of electors, ratepayers and residents of the district;
- b) Provides leadership and guidance to the community in the district;
- c) Facilitates communication between the community and the council;
- d) Participates in the local government's decision-making processes at council and committee meetings; and
- e) Performs such other functions as are given to a councillor by this Act or any other written law.

4. Function of the CEO

- 5.41 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 Chair 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 Chair agrees;
- g) Be responsible for the employment, management supervision, direction and dismissal of other employees (subject to section 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.

5. Delegations of Some Powers and Duties to CEO

Pursuant to Sections 5.42, 5.43, 5.44, 5.45, and 5.46 of the Local Government Act 1995, a Council may delegate authority to the Chief Executive Officer some of its functions. These sections are set out below:

Delegation of some powers and duties to CEO

5.42. (1) A local government may delegate* to the CEO the exercise of any of its powers or the discharge of any of its duties under this Act other than those referred to in section 5.43.

**Absolute majority required.*

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

Limits on delegations to CEO's

5.43. A local government cannot delegate to a CEO any of the following powers or duties -

- a) Any power or duty that requires a decision of an absolute majority or a 75% majority of the local government;
- b) Accepting a tender which exceeds an amount determined by the local government for the purpose of this paragraph;
- c) Appointing an auditor;
- d) Acquiring or disposing of any property valued at an amount exceeding an amount determined by the local government for the purpose of this paragraph;
- e) Any of the local government's powers under section 5.98, 5.99 or 5.100; (these relate to: fees, expenses and allowances for Councillors)
- f) Borrowing money on behalf of the local government;
- g) Hearing or determining an objection of a kind referred to in section 9.5;
- h) Any power or duty that requires the approval of the Minister or the Governor; or
- i) Such other powers or duties as may be prescribed.

CEO may delegate powers and duties to other employees

5.44. (1) A CEO may delegate to any employee of the local government the exercise of any of the CEO's powers or the discharge of any of the CEO's duties under this Act other than this power of delegation.

(2) A delegation under this section is to be in writing and may be general or as otherwise provided in the instrument of delegation.

(3) This section extends to a power or duty the exercise or discharge of which has been delegated by a local government to the CEO under section 5.42, but in the case of such a power or duty –

- a) The CEO's power under this section to delegate the exercise of that power or the discharge of that duty; and
- b) The exercise of that power or the discharge of that duty by the CEO-s delegate,

Are subject to any conditions imposed by the local government on its delegation to the CEO.

(4) Subsection (3)(b) does not limit the CEO's power to impose conditions or further conditions on a delegation under this section.

- (5) In subsection (3) and (4):
'Conditions' includes qualifications, limitations or exceptions.'

Other matters relevant to delegations under this Division

- 5.45. (1) Without limiting the application of sections 58 and 59 of the Interpretation Act 1984-
- a) A delegation made under this Division has effect for the period of time specified in the delegation or where no period has been specified, indefinitely; and
 - b) Any decision to amend or revoke a delegation by a local government under this Division is to be by an absolute majority.
- (2) Nothing in this Division is to be read as preventing -
- a) A local government from performing any of its functions by acting through a person other than the CEO; or
 - b) A CEO from performing any of his or her functions by acting through another person.

Register of, and records relevant to, delegations to CEO's and employees

- 5.46. (1) The CEO is to keep a register of the delegations made under this Division to the CEO and to employees.
- (2) At least once every financial year, delegations made under this Division are to be reviewed by the delegator.
- (3) A person to whom a power or duty is delegated under this Act is to keep records in accordance with regulations in relation to the exercise of the power or the discharge of the duty."

With reference to section 5.46 (3), Regulation 19 from the Local Government (Admin.), Regulations 1996 states the following

'Records to be kept by delegates –s.5.46(3)

19. Where a power or duty has been delegated under the Act to the CEO or to any other local government employee, the person to whom the power or duty has been delegated is to keep a written record of -
- a) How the person exercised the power or discharged the duty;
 - b) When the person exercised the power or discharged the duty; and
 - c) The persons or classes of persons, other than council or committee members or employees of the local government, directly affected by the exercise of the power or the discharge of the duty.'

The practical workings needs to be developed over time and for the time being the pragmatic approach that the CEO will need to employ is to take advice from a Committee where previously authority to make decisions was taken by a Committee of staff members.

Also, in respect of the supervision and audit activity, it will probably be the case, to ensure effectively distributed administration, that the CEO, at the time of making a delegation of a power also make a further delegation to the Divisional Supervisor to supervise the exercise and performance measures associated with the delegated power.

Section 9.38 of the *Local Government Act*:

“Evidence that a document has been given or written by or on behalf of the local government may be given by tendering what purports to be the document and purports to be signed by the Chair or president, the CEO, or any other person authorised to sign it, without proof of the signature or proof that the person signing was a person who could sign then document.”

6. Numerical Listing of Delegations

NUMBER	DELEGATION	CONDITION	CEO DELEGATION
CHIEF EXECUTIVE OFFICER			
1	Press Statements and media comments: Authority to issue statements to the News Media and make comments on behalf of Council.	Subject to the prior approval of the Chair.	
2	Press Statements on Policy: Authority to issue statements of Policy to the News Media on behalf of the Council.	Subject to the prior approval of the Chair.	
3	Contract Signing: Authority to sign formal contracts with the co-signature of the Chair – upon affixation of the Common Seal to the contract documents.	Subject to budget provision or after authority for sealing by the Council.	
4	Emergency Service: Authority to engage and deploy contractors and equipment in an emergency.		
5	Leave: Authority to grant the following leave: 1. Leave without pay 2. Study Leave	Subject to policy provisions or if no policy with Chair's approval.	
6	1. Authority to appoint all staff with the exception of designated officers; 2. Authority to advertise vacancies	Subject to budget provision.	
7	Authority to appoint consultants.	a) Subject to the value being less than \$ 450 250,000. b) Subject to there being a budget allocation and necessary to implement Annual Plan.	
8	Authority to place and/or approve purchase orders <ul style="list-style-type: none"> • With formally contracted suppliers in accordance with the Procurement Policy and <i>Local Government Act 1995</i>. • Non-contracted and non-accredited suppliers in accordance with the Purchasing Policy and <i>Local Government Act 1995</i>. 	Subject to budget provision or budget allowance policy.	Executive Assistant and Manager Project Coordination.

TPRC Delegation Register

9	Statutory Nominations: Chief Executive Officer and Chair authorised to complete Ballot Paper.		
10	Authorising the submission of subdivision and development applications to the responsible authority on land owned by or under the care and control of the TPRC or where TPRC acts in pursuit of the objectives set out in the Establishment Agreement.		
11	Contracts – <ul style="list-style-type: none"> • Authority to sign contracts for maintenance support of computer and telecommunication hardware and software and general office equipment; • Signify acceptance of contracts works as 'completed to TPRC satisfaction'. 		
12	Authority to make minor amendments to the Policy Manual due to changes in names or titles.		Executive Assistant
13	Authority to advertise Invitations to Tender.		
14	Authority to invite period supply tenders and tenders for the disposal of surplus Council property.		
15	Procurement of goods and services & disposal of Council property and associated advertisements in accordance with the TPRC Procurement Policy and Local Government Act.		
16	Authority to sign grant applications, acquittals and audited statements related to grants.		Following Council CEO approval.
17	Authority to approve applications to place advertising signs from any organisation – temporary signage.	Subject to being consistent with TPRC objectives and policies.	
18	Attendance at Conference: Authority to approve where budget allocation has been made, subject to the conference being within Australia.	CEO to provide report to Council within 45 days of conference.	
19	Certifying documents (section 9.31 of the <i>Local Government Act 1995</i>).		
20	Authority to write off unpresented stale cheques to the value of \$20,000.		

TPRC Delegation Register

21	Authority to approve an extension to a contract.	Subject to: a) The tender specifying the provisions of the option term; b) The contract providing for the extension; and c) The extension being on the same terms and conditions as the last year of the original term but does allow for price increases in line with the contract provisions (if any) for the price.	
22	Authority to make payments to elected members subject to Council policies, the <i>Local Government Act 1995</i> and its Regulations.	Funds being available in the Council's annual budget and consistent with Council policies.	
23	Authority to make payments and transfers from the municipal fund or the trust fund, subject to Regulation 12(1) of the <i>Local Government (Financial Management) Regulations 1996</i> .	Subject to the requirements of Regulation 13 of the <i>Local Government (Financial Management) Regulations 1996</i> .	
24	Authority to invest money and establish investment internal control procedures, subject to Section 6.14 of the <i>Local Government Act 1995</i> and Regulation 19 of the <i>Local Government (Financial Management) Regulation 1996</i> .	Subject to Council's 'Investment Policy'.	
25	Authority to publicly invite tenders before the Council enters into a contract for the supply of goods or services if the consideration under the contract is, or is expected to be, worth more than \$150,000, subject to Regulation 11(1) of the <i>Local Government (Functions and General) Regulations 1996</i> and Section 3.57(1) of the <i>Local Government Act 1995</i> .	Tenders can only be invited for those goods and services identified in the annual budget, or approved by Council.	

TPRC Delegation Register

26	Authority to accept or decline any tender, subject to Regulation 18(4) and (5) of the <i>Local Government (Functions and General) Regulations 1996</i> .	Delegation subject to a provision in the annual budget and limited to an amount of \$ 150 250,000.	
27	Authority, with the approval of the tenderer, to make a minor variation in a contract for goods or services before the Council enters the contract with the successful tenderer, subject to Regulation 20(1) of the <i>Local Government (Functions and General) Regulations 1996</i> .	That the variation is minor having regard to the total goods or services that tenderers were invited to supply.	
28	Authority to approve sponsorship requests to a maximum of \$2,000 in accordance with the TPRC Sponsorship Policy.		
29	Authority to allocate decommissioned computers to community groups and organisations, subject to Section 3.58 of the <i>Local Government Act 1995</i> .	Subject to conditions contained in Council policies.	
30	Authority to attend interstate meetings associated with Council business.	Subject to being required for Council business and consistent with TPRC objectives.	
31	Authority to approve and submit construction, civil, development, landscaping and servicing plans for the Tamala Park Project.	Subject to being required for Council business and consistent with TPRC objectives and, as appropriate, approved TPRC policies and strategies.	
32	Authority to approve and negotiate conditions of approval and servicing and infrastructure agreements relating to subdivision, development, landscaping applications and servicing plans for the Tamala Park Project and requirements and scheme costs under the City of Wanneroo Town Planning Scheme.	Subject to Budget provision and consistent with TPRC objectives and, as appropriate, approved TPRC policies and strategies.	

TPRC Delegation Register

33	Authority to approve signage, marketing and advertising brochures and sales information.	Subject to being consistent with the approved Annual Marketing Plan and budget provision.	
34	Authority to approve minor changes to the Local Structure Plan.	Subject to being required for Council business and consistent with TPRC objectives and, as appropriate, approved TPRC policies and strategies.	
35	Authority to make a minor variation in a contract for goods or services, subject to Regulation 21.A of the <i>Local Government (Functions and General) Regulations 1996</i> .	Subject to being required for Council business and consistent with TPRC objectives. Subject to there being a budget allocation.	
36	Authority to enter into a contract for the supply of goods or services if the consideration under the contract is, or is expected to be worth less than \$ 450 250,000, subject to Regulation 11(1) of the <i>Local Government (Functions and General) Regulations 1996</i> and Section 3.57(1) of the <i>Local Government Act 1995</i> .	Subject to there being a budget allocation and TPRC policies.	
37	<p>Authority to advertise, manage and dispose of the single residential lots by private treaty under Section 3.58(3) of the <i>Local Government Act 1995</i>.</p> <p>For the purpose of Delegation 38, the disposal is to be considered by Council if the property value exceeds one million (\$1,000,000) dollars.</p>		
38	Authority to consider submissions under Section 3.58(3)(b) of the <i>Local Government Act 1995</i> .		

TPRC Delegation Register

<p>39</p>	<p>Authority to determine the sale price for each of the single residential lots subject to the average of lot pricing for a stage being higher the approved Project Cashflow. Where there is a difference between the average of lot pricing supplied by the Development Manager and the independent valuer then the higher of the lot pricing will be determined as the sale price.</p> <p>In the event that the determined average of lot pricing is less than the lot pricing for a stage in the Project Cashflow the CEO shall refer the matter back to Council before exercising this delegation.</p>		
<p>40</p>	<p>Authority to administer the provisions of the sales contract and proceed to dispose of the lot by private treaty subject to the requirements of Section 3.58 of the <i>Local Government Act 1995</i>.</p>		
<p>41</p>	<p>Authority to determine finance and settlement extensions and contract cancellations for single residential lots and dwellings.</p>		
<p>42</p>	<p>Authority to grant approval to proceed with the Display Village Lots Tender and Allocation Procedure in accordance with the Display Village Lot ranking as recommended by the Development Manager.</p>		
<p>43</p>	<p>Authority to establish the time/date for the sales releases.</p>	<p>Subject to all necessary documentation being completed and consistent with Project Program.</p>	
<p>44</p>	<p>Authority to grant approval to bulk earthworks, civil, infrastructure and landscape works.</p>	<p>Subject to rates being in accordance with Council approved rates for the relevant works and there being a budget allocation.</p>	
<p>45</p>	<p>Authority to allocate lots to the display home builders in accordance with the procedure outlined in the approved Catalina Beach Builders Display Villages Strategy (March 2016).</p>		
<p>46</p>	<p>Authority to administer the provisions of the sales contract and proceed to dispose of the Catalina Beach Builders Display Village lots by private treaty.</p>	<p>Subject to the requirements of the <i>Local Government Act 1995</i>.</p>	

TPRC Delegation Register

47	Authority to negotiate a price for the sale of the Catalina Central Sales Office between \$510,000 - \$530,000.		
48	Authority to vary the contract sale price.	Subject to a recommendation from the Development Manager supporting the variation; the variation not being greater than 10% of the original contract price and that use of the delegation be reported to Council.	

Appendix 8.8

Corporate Business Plan

CORPORATE BUSINESS PLAN 2020-2024

"Building a Sustainable Community"

UNIT 2, 369 SCARBOROUGH BEACH ROAD
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(08) 9205 7500
MAIL@TAMALAPARK.WA.GOV.AU
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"Message from the Chair."

Cr Karen Caddy



The Tamala Park Regional Council Corporate Business Plan 2020 - 2024 reviews and builds on our previous Corporate Business Plan 2013- 2017 and aligns with the Strategic Community Plan 2019 – 2029 approved by Council in February 2020.

This plan is focussed on achieving our vision of creating a sustainable urban community that offers diverse housing choice, social connectivity and employment opportunities, while maximising returns to our member Councils.

The updated Plan recognises that changes in the Western Australian economic landscape over the last four years, including the slowing down of economic growth and softening of the property market, represent key considerations for the Tamala Park Regional Council. It also recognises the impacts of COVID-19 on the Australian and Western Australian economies, population growth, unemployment and decreased consumer confidence, and the changes required to effectively respond to these challenges.

Many thanks to the Council, Satterley Property Group, key stakeholders and representatives from across the seven (7) local governments who all play a pivotal role in ensuring we achieve our objectives.

I look forward to working in partnership with our member Local Governments, our development partner, the community, State and Federal Governments and the private sector to deliver this corporate business plan.

Cr Karen Caddy

CHAIR

TAMALA PARK REGIONAL COUNCIL

CONTENTS

- MESSAGE FROM THE CHAIR _____ 2
- INTRODUCTION _____ 4
- BACKGROUND _____ 5
- TAMALA PARK LOCAL STRUCTURE PLAN _____ 6
- OUR PLANNING FRAMEWORK _____ 6
- CATALINA PROJECT STATUS _____ 7
- READING THE CORPORATE BUSINESS PLAN _____ 8
- CURRENT CONTEXT _____ 9
- OUR FOCUS _____ 10
- 1. BUILT ENVIRONMENT _____ 11
- 2. NATURAL ENVIRONMENT _____ 13
- 3. SOCIAL _____ 15
- 4. ECONOMIC _____ 15
- 5. GOVERNANCE & CORPORATE ACCOUNTABILITY _____ 18
- MEASURING AND REPORTING OUR PROGRESS _____ 20

Introduction

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

The Corporate Business Plan is aligned to the Strategic Community Plan 2019-2029 endorsed by Council in February 2020, which was formulated at the Catalina Vision Workshop held on 18 August 2018. At this workshop, six key themes and related objectives for the project were developed.

The Corporate Business Plan incorporates key initiatives in the TPRC Annual Budget and Annual Plan, and is also consistent with the TPRC Long Term Financial Plan.

The Corporate Business Plan is informed by the TPRC Long Term Financial Plan and reflects the Tamala Park Regional Council's budget commitments.

The Corporate Business Plan is not an exhaustive list of the TPRC initiatives and services over the next four years. It reflects the key strategic initiatives to be undertaken that will make a substantial contribution to achieving Council's objectives and the objectives of the Strategic Community Plan.

The Corporate Business Plan is designed to meet the requirements of the State Government's local government reform program, the Department of Local Government framework and guidelines, Local Government Act 1995 section 5.56 and the Local Government (Administration) Regulations 1996 regulation 19DA.

Specifically, it will assist in guiding the delivery of the objectives from the Strategic Community Plan 2019 - 2029 and the integration of resources, including long term financial planning.

Integrated business planning aims to ensure that the TPRC remains sustainable and achieves its strategic objectives. This is facilitated by understanding the external environment and what our stakeholders aspire to; setting direction within our resource capability allowing Council to make informed decisions for the delivery of our strategic plans.

The Integrated Planning Model (as shown on page 6) is the approach to setting strategic direction (where we have come from, where we are going and how we will get there) and translating that into key elements of the Tamala Park Project – "Catalina". These key elements will guide how we deliver our project to the community and will be reported through our Corporate Business Plan.

The key assumptions applied in preparing the Corporate Business Plan are that service standards will generally be maintained throughout the term of this Corporate Business Plan, subject to annual budget considerations, and the Tamala Park Project will continue to be managed in accordance with the Establishment Agreement 2006.

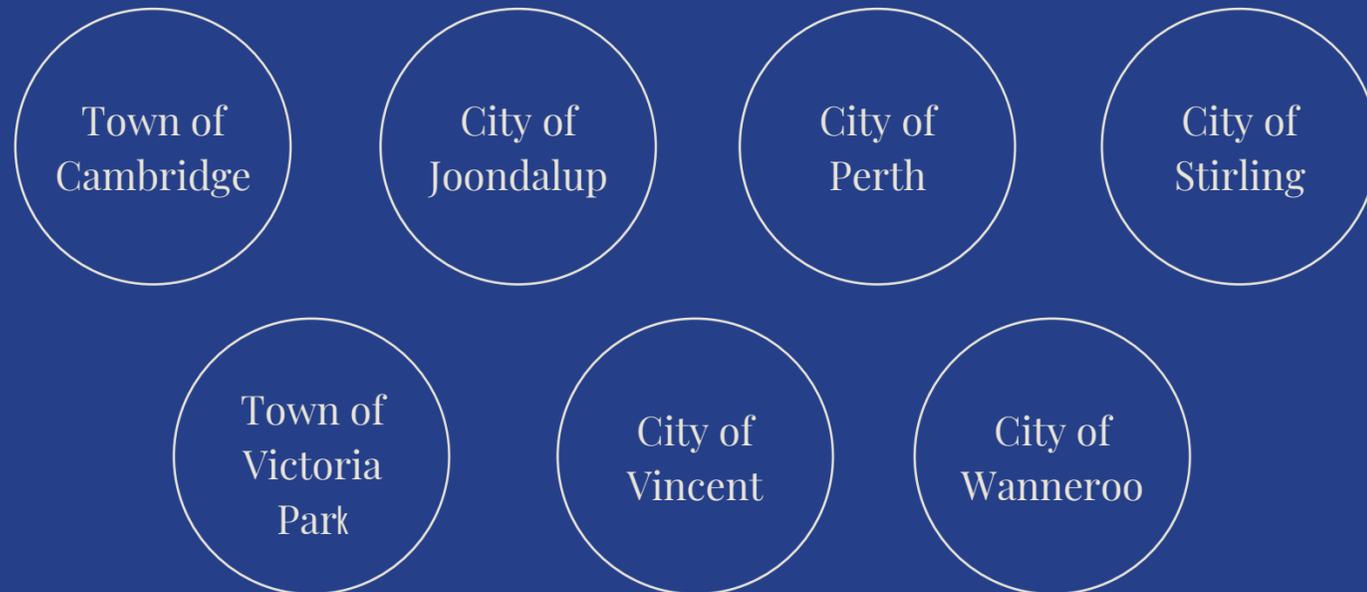
Note:

For the purposes of this document "Community" is defined as the member councils on behalf as their respective local government communities.

BACKGROUND

The Tamala Park Regional Council (TPRC) is a local government formed in 2006 specifically to implement the urban development of 180 hectares of land situated in the City of Wanneroo. The land is jointly owned by 7 local governments.

TAMALA PARK REGIONAL COUNCIL COMPRISES
THE FOLLOWING LOCAL GOVERNMENT MEMBERS



PURPOSE

The regional purpose and the activities of the Tamala Park Regional Council are prescribed by an Establishment Agreement (2006). The Tamala Park Regional Council is established under the Local Government Act 1995 and operates as a local government with normal obligations and requirements. Unlike other local governments it has a primary purpose to undertake the rezoning, subdivision, development, marketing and sale of the Tamala Park landholding.

OBJECTIVES

- to develop and improve the value of the Land;
- to maximise, within prudent risk parameters, the financial return to the Participants;
- to balance economic, social and environmental issues; and
- to produce a quality development demonstrating the best urban design and development practice.

CATALINA

The Tamala Park Project, marketed as “Catalina”, is an urban development being undertaken in the suburbs of Clarkson and Mindarie and will comprise around 2,500 home sites. It is anticipated to be developed at a rate of approximately 90-120 lots per annum. Catalina is located within the City of Wanneroo municipality.

Catalina will facilitate a range of housing types and densities to meet the emerging needs of the Perth Metropolitan Region with respect to lifestyle, accessibility and changing demography. It is intended to create a community having a sense of place, which takes advantage of prevailing natural features, a well-planned built environment and existing retail, business and community services in the locality.

When the land is fully developed the TPRC will have completed its Charter and will cease to exist. The life of the Council is currently projected to extend to 2037.



TAMALA PARK LOCAL STRUCTURE PLAN

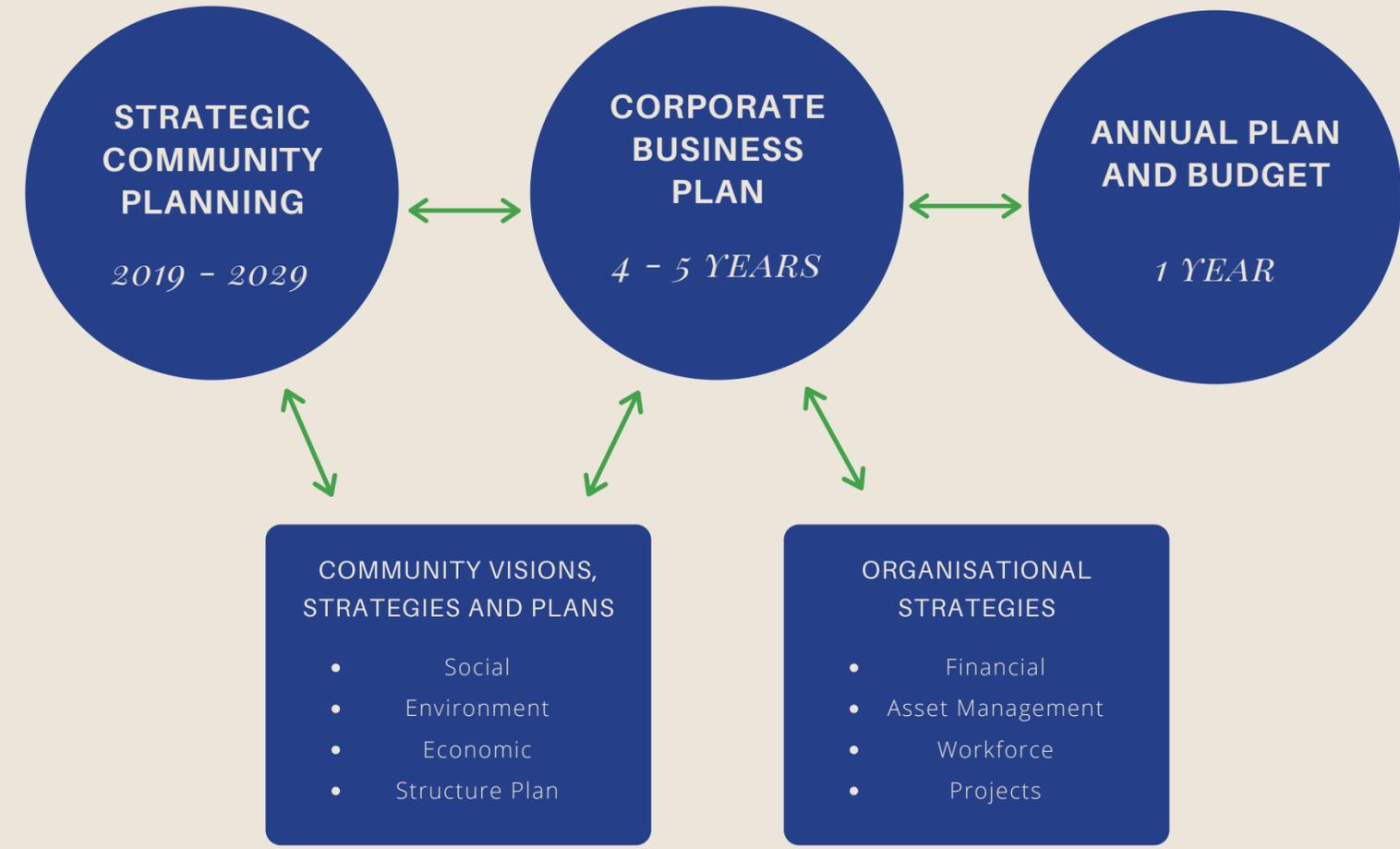
In 2013 the Tamala Park Local Structure Plan was formally approved. The Tamala Park Local Structure Plan guides the development of Catalina and to achieve the vision of the TPRC “To create a sustainable urban community offering diverse housing choice, social connectivity and employment opportunities”.

Key aspects of the Local Structure Plan include:

- Providing for the orderly distribution of residential density and a range of housing types that address changing demographics and the needs of future populations within the north-west sector of the Perth Metropolitan Region.
- Providing for sustainable environmental outcomes with respect to such matters as water use, energy efficiency, conservation and transport, while taking advantage of natural features and views.
- Providing active commercial centres and community hubs that meet the daily and weekly needs of residents and provide employment opportunities that are co-located with local recreation and community facilities.
- Providing an appropriate urban design response in recognition of adjoining public transport infrastructure.
- A high level of linkage both within and beyond the boundaries of the Tamala Park landholding to commercial centres, coastal reserves and transport nodes via cycle and pedestrian access, public transport and private vehicle.
- Addressing the forecast demand for a variety of community services and social infrastructure.

OUR PLANNING FRAMEWORK

Integrated Planning and Reporting Model



Catalina Project Status

Significant progress has been made on the Catalina Project since the first phase of works commenced in 2011. The following has been achieved to date:



Over 1,000 lots have been sold and 950 lots settled.



900 homes have been completed, comprising a diverse mix of housing, from large 4 x 2 family homes on lots in the order 450m² to terraced cottage style housing on lots of 225m² and apartments.



The Catalina Beach Sales Office opened in early 2019 and is operating well in conjunction with the adjoining Catalina Beach Builders Display Village.



A number of parks have been completed within Catalina, providing a range of recreational opportunities, important local amenities for residents and demonstrating the quality of the Catalina Project.



The Tamala Park Project has undergone a rigorous environmental assessment through both the State and Federal environmental processes. Approvals have been obtained under the Environmental Protection Act (WA) and under the Environment Protection Biodiversity Conservation Act (EPBC) to implement the Tamala Park Project.



In 2018 the Catalina Estate was awarded six leaf certification under the Urban Development Institute of Australia (UDIA) EnviroDevelopment Program which is the highest available and is strong recognition of the Catalina Project's sustainability initiatives and programs.



The TPRC implements a number of sustainability initiatives, including purchasers' environmental sales incentives and pre/post construction actions which contribute to the sustainability outcomes of the Catalina Project. These are outlined in the Natural Environment section of this Corporate Business Plan.

Reading the Corporate Business Plan

The Corporate Business Plan should be read in conjunction with the following associated planning documents:

- Strategic Community Plan (2019 - 2029)
- Long Term Financial Plan (2019 – 2030)
- Annual Budget (FYE 2021)
- Risk Management Framework (2020)
- Workforce Plan (2020)

STRATEGIC COMMUNITY PLAN is our guiding document establishing the vision, strategic direction, long and medium-term priorities and resourcing implications over a minimum 10-year horizon.

LONG TERM FINANCIAL PLAN is a ten-year rolling forecast of revenue and expenditure that assists in setting priorities in accordance with its financial resources which enables the TPRC to make decisions in a financially sustainable manner.

ANNUAL BUDGET is based on the projected revenue and expenditure reflecting priorities and objectives for the year, which is reviewed in the mid-year budget review process.

WORKFORCE PLAN identifies the workforce requirements and strategies for current and future operations, ensuring that our human resources support the delivery of the CORPORATE BUSINESS PLAN and STRATEGIC COMMUNITY PLAN.

RISK MANAGEMENT FRAMEWORK sets out accountability, responsibility and oversight which align with the TPRC operational and management structure and include mitigation actions/strategies.

The Corporate Business Plan revolves around the five (5) themes of the Strategic Community Plan:

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



CURRENT CONTEXT

The review of the Strategic Community Plan has been undertaken in the context of a number of critical changes that have occurred over the last four years in the State's economic, social and environmental landscape. The most critical of these for the TPRC are:

The worldwide pandemic COVID-19 has significantly impacted the international and national economy. The operating environment is very uncertain and fast moving. The Federal and State Government building and stimulus incentives have had a short term beneficial impact on sales interest and residential lot sales, however, there are still concerns about the longer-term impact from COVID19 on consumer confidence, future lot sales and sales prices.

In recent years, there had been a significant slow-down in the Western Australian economy. Real GDP rose 1.9% in 2017-18, following a fall of 1.8% in 2016-17, but was below annual growth of 3.8% over the past ten years.

During the height of the mining boom, the state's population growth rate peaked at 3.6% p.a. (in 2012), well above that of the rest of Australia. Since then Western Australia's population growth rate has slowed significantly. In the last few years there has been a very slight average annual increase in population growth each year, from 0.6% in 2016 to 0.9% in 2019. Nationally, the average annual percentage population change to March 2019 is 1.6%.

The population of Greater Perth is projected to increase from 2.1 million in 2017 to 2.96 million in 2037. Forecast population growth is typically on the fringe of the City. The City of Wanneroo's population is expected to grow by an additional 193,700 people (120% growth) living in the City by 2036, housed in an additional 70,400 dwellings.

There will be significant residential development within the north western sector of the City of Wanneroo in the area from Jindee to Yanchep/Two Rocks, including Tamala Park.

Residential property prices in Perth have dropped approximately 22% since peaking in mid-2014 with the Median House Price dropping from \$540k to \$480k in December 2019

The provision of local community services is managed through complex funding and regulatory circumstances. These are achieved across a diversity of community service providers, including State and Federal Governments, as well as the not-for-profit and private sectors. In the future, it is anticipated that local government will be expected to play an even greater role in coordinating community service provision at the local level.

Environmental issues remain a significant challenge for local governments. Responding to and mitigating climate change, protecting biodiversity, monitoring water quality and managing resource use, waste and recycling, continue to be important.

There is increasing pressure on local governments to manage the growing and changing expectations of the community with respect to environmental considerations.

There remains ongoing pressure to increase local government effectiveness and accountability including a move towards performance benchmarking and integrated planning and reporting. Cost-shifting from State and Federal Government, and an increasingly constrained funding environment will maintain pressure on the TPRC to demonstrate and realise efficiencies.

Our Focus

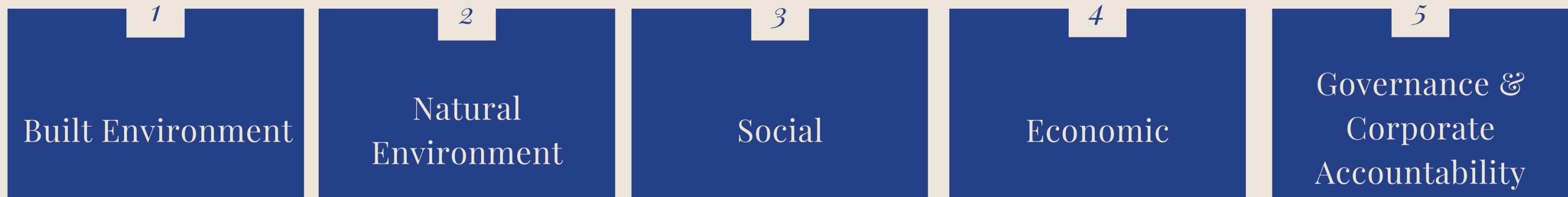
The Strategic Community Plan 2019-2020 endorsed by Council in February 2020 included six key themes and related objectives and strategies.

Our Vision

“To create a sustainable urban community offering diverse housing choice, social connectivity and employment opportunities”.

Our vision, aspirations and objectives represent a clear direction for the Corporate Business Plan.

The delivery of the TPRC vision is based on the following five (5) themes of the Strategic Community Plan with the Corporate Business Plan detailing actions over the next four years for implementation.





Built Environment

A diversity of lot types and housing typologies will continue to be provided that appeal to target markets and cater for different lifestyle choices and that can deliver affordable housing opportunities. Lot types and housing typologies will be based on market research and professional advice.

The development will demonstrate innovation and quality design, sustainable built form and best practice in urban design.

The TPRC is committed to providing a well-planned built environment with the appropriate levels of infrastructure and services in line with expectations of a modern and contemporary urban community.

The TPRC Charter is limited in relation to the provision of infrastructure and services, however, it will liaise and coordinate with the appropriate agencies and service providers, such as the City of Wanneroo, to ensure that a timely and high level of service is provided to the community. It will ensure subdivision infrastructure such as roads, public open space and essential services provided to the community are to a high standard and provided in a timely manner.

Built Environment

Built Environment Objective:						
To provide diverse housing options that are attractive to a wide demographic and represent best practice urban design and development.						
Strategies:		Actions / Supporting Projects	Year 1 20/21	Year 2 21/22	Year 3 22/23	Year 4 23/24
1.1	Conduct thorough market research on the three Precincts to inform decisions around brand and marketing, lot sizes and housing typologies.	Undertake market research into brand awareness and perception, market conditions, purchasers' preferences, brand positioning, competitor analysis and sales incentives.	Ongoing			
		Undertake community-based research into residents' satisfaction.	Ongoing			
		Undertake research into builders' attitudes, planning and marketing, housing requirements, lot sizes and configuration and house and land packages.	Ongoing			
1.2	Provide the range of lot sizes and housing types that appeal to target markets and cater for different lifestyle choices and affordable housing opportunities.	Construction and sale of Stage 16A - Catalina Central Precinct comprising 17 lots.	•			
		Construction and sale of Stage 27A - Catalina Beach Precinct comprising 20 lots.	•			
		Construction and sale of Stage 18C Group housing Site - Catalina Central Precinct comprising 35 lots.	•	•		
		Construction and sale of Stage 28 - Catalina Beach Precinct comprising 35 lots.	•	•		
		Construction, Bulk Earthworks and sale of the Grove Precinct Phase 1.	•	•		
		Construction and sale of Stage 29 (Beach) – 45 lots			•	
		Construction and sale of Stage 30 (Beach) – 45 lots				•
		Construction and sale of Stage 36 (Grove) – 46 lots			•	
		Construction and sale of Stage 37 (Grove) – 46 lots				•
		Construction and sale of Stage 38 (Grove) – 46 lots				•
1.3	Plan for integrated transport options, including pedestrian and cycling, connecting communities with key destinations.	Construction of Connolly Drive/Aviator Boulevard Roundabout	•			
		Construction of Aviator Boulevard, including connection to Connolly Drive.	•			
		Construction of the extension of Portofino Boulevard and Longbeach Parade to Mindarie.	•	•		
		Construction of Catalina Beach Access road, carpark and dual use path.	•	•		
		Construction of Burns Beach - Mindarie Dual Use Path, adjoining Catalina.	•			
		Construction of extension of Aviator Boulevard in Grove Precinct to provide connections to Clarkson Railway Station.		•	•	•
1.4	Develop a built form strategy that demonstrates innovation and quality design, sustainable built form and best practice.	Develop Catalina Built Environment Strategy.	•			
		Implement Catalina Built Environment Strategy	Ongoing			
		Preparation of Catalina Grove Precinct Development Strategy.	•	•		
1.5	Explore opportunities to collaborate and partner with government and the private sector to deliver housing diversity.	Develop partnership for the delivery of innovative, best practice and affordable housing consistent for Stage 18 Group Housing Site.	•	•		
		Develop strategies to collaborate and partner with government and the private sector to deliver housing diversity, of innovative, best practice and affordable housing.	Ongoing			

Built Environment Measures:	
1a	Provision of a variety of lot sizes, housing product and affordability across a range of market sectors.
1b	Development is consistent with Catalina Local Structure Plan framework.
1c	Development of a brand and marketing strategy that is informed by market research.

Natural Environment

The environment and sustainability continue to be priorities. The Tamala Park Project has undergone a rigorous environmental assessment through both the State and Federal environmental processes and achieved approvals under the Environmental Protection Act (WA) and under the Environment Protection Biodiversity Conservation Act (EPBC) to implement the Tamala Park Project.

We currently implement a number of sustainability initiatives including:

- Native fauna is captured prior to earthworks and relocated to approved conservation reserves and National Parks;
- Significant specimens of Grass Trees and Zamia Palms are removed prior to earthworks and stored for replanting;
- The land on the east side of Marmion Avenue, referred to as the Biodiversity Conservation Area (BCA) is being rehabilitated as feeding habitat for the Carnaby's Black-Cockatoo;
- Seed collection is undertaken from significant flora areas within the Project area. These seeds are being stored and used for on-site re-vegetation;
- Provision of foraging species in streetscape, road reserves and local open space reserves suitable for Carnaby's Black-Cockatoo. 50% of plantings of trees and shrubs in public areas are to be primary feeding plants for Carnaby's Cockatoos;
- Acquisition and transfer to DPAW of a 500 hectare site for Carnaby's Cockatoo foraging and breeding habitat;
- Builders Waste Recycling Program – which involves the collection, sorting and reuse of builders' waste material. The program has a waste recovery rate of 98% (by weight) and to date over 4,300 tonnes of construction material has been recycled and reused.
- Significant retention of mature trees in the Grove Precinct of the development, with an aim of achieving 20% canopy cover across that precinct.

In addition, the TPRC offers lot purchasers the following incentives aimed at sustainability outcomes:

- Waterwise Landscape Packages for homeowners;
- Provision of \$2,000 of cash rebate to homeowners to encourage installation of a Solar Panel system;
- Provision of Fibre Optic cable throughout the Estate;
- Waste Recycling (Housing Construction);
- Provision of \$1,000 cash rebate to homeowners to encourage installation of high rated WELS home fixtures and appliances;
- Preparation of Design Guidelines to assist with the design and construction of sustainable housing, encouraging passive solar design, passive ventilation, use of high star rated electrical and water using appliances, incorporation of shade devices.

In 2018 the Catalina Estate was awarded six leaf certification under the Urban Development Institute of Australia (UDIA) EnviroDevelopment Program. The EnviroDevelopment Program recognises excellence in sustainability of urban development projects. The six-leaf certification is the highest available under the UDIA EnviroDevelopment Program and is strong recognition of the Catalina Project's sustainability initiatives and programs.

Natural Environment

Natural Environment Objective:					
To demonstrate high quality stewardship in environmental management and innovation in sustainability.					
Strategies:	Actions / Supporting Projects	Year 1 20/21	Year 2 21/22	Year 3 22/23	Year 4 23/24
2.1	Retain and promote the EnviroDevelopment accreditation.	Maintain 6 Leaf Element of EnviroDevelopment Accreditation.			
		Promotion of EnviroDevelopment Accreditation.			
2.2	Conserve and minimise impact on the local biodiversity and landform.	Rehabilitate Biodiversity Conservation Area, Marmion Avenue.			
		Implement Clearing and Revegetation Management Plan.			
		Implement Environmental Approval Conditions - Environmental Protection & Biodiversity Conservation Act.			
		Rehabilitate Grove EPBC area.			
		Initiate strategy 20% retention of tree canopy target within Grove Precinct.			
2.3	Foster and encourage environmental responsibility and participation within the community.	Establishment of Community Resident Groups.			
		Deliver Community Development Plan programs and initiatives that foster environmental outcomes.			
2.4	Promote environmental and sustainability principles and practices through design guidelines and incentives.	Implement design guidelines for Catalina Beach and Grove which promote environmental and sustainability principles and practices.			
		Review design guidelines for Catalina Beach and Grove Precincts.			
		Review of sustainability strategies and purchaser incentives so that reflect best practice.			
		Planning designs to incorporate 20% retention of tree canopy target within Grove Precinct.			
2.5	Support implementation of a Sustainability Initiatives Plan that demonstrates industry best practice.	Develop Catalina Environmental Strategy.			
		Implement Catalina Environmental Strategy.			
		Implement Sustainability Initiatives Plan which promotes environmental and sustainability principles, innovation and best practices.			
		Review Sustainability Initiatives Plan to ensure promotion of relevant and environmental and sustainability principles, innovation and best practices.			
		Review Catalina Environmental Strategy.			
2.6	Maintain tree canopy in the public realm and encourage retention of tree canopy on private land.	Implement street planting program in the public realm to which maximises tree canopy.			
		Landscape packages to include front verge tree which promote tree canopy.			
		Implement strategies for the 20% retention of tree canopy target within Grove Precinct.			
		Progress detailed design and planning of the Grove Concept Plan which maximises tree canopy and retention of significant trees.			

Natural Environment Measures:	
2a	Reaccreditation of EnviroDevelopment (6 Elements).
2b	Annual EPBC compliance. No notifications of breaches or non-conformance.
2c	Protection of significant landforms and vegetation consistent with EMP and SEWPAC approval.
2d	Tree canopy cover = 20% by x date

Social

The TPRC is committed to meaningful community engagement to ensure the needs and community aspirations are understood and planned for, and to build a strong sense of community within the Estate. Our community engagement programs have included initiatives such as:

- *Meet and greet neighbours;*
- *Community days;*
- *Local park activation events;*
- *Natural environment appreciation;*
- *Health and fitness programs;*
- *Bi-annual Catalina community newsletters;*
- *Resident surveys.*



Economic

We currently implement a number of economic development initiatives including:

- *Implementation of civil, landscape programs that provide employment, support for the local economy and opportunities for local employment;*
- *The construction of infrastructure such as the Connolly Drive/Aviator Boulevard Roundabout and the Catalina Beach access road/facilities which provide improved amenities for Catalina residents and the local community, as well as employment and support for the local economy;*
- *Implementation of the Employment Strategy and potential job creation;*
- *Provision of Fibre Optic cable throughout the Estate will facilitate 'work from home' opportunities;*
- *The design and development of the Grove Precinct which will provide significant economic opportunities for mixed use, retail and office uses, and will allow people to live within walking distance of the rail network to access employment opportunities outside the estate.*

Social

Social Objective:					
To support the development of a connected, inclusive, safe and healthy community.					
Strategies:	Actions / Supporting Projects	Year 1 20/21	Year 2 21/22	Year 3 22/23	Year 4 23/24
3.1 Deliver well designed, attractive community facilities and public spaces that encourage social connectivity, civic participation, health and well-being.	Develop Catalina Social Strategy.	•			
	Implement Catalina Social Strategy.	Ongoing			
	Implement Stage 17 verge landscape works.		•		
	Catalina Central Stage 11 POS (Phase 2).	•			
	Rehabilitate Biodiversity Conservation Area, Marmion Avenue.	•	•	•	
	Implement Portofino Promenade extension median landscape works.		•		
	Construction of Catalina Beach Access road, carpark and facilities.	•	•		
	Design and construction of Foreshore Area landscape works.		•	•	•
	Construction of extension of Aviator Boulevard in Grove Precinct to provide connections to Clarkson Railway Station.		•	•	•
	Design and construction of landscape works in Grove Precinct		•	•	•
	Implement Public Art strategy works.	Ongoing			
Review Public Art Plan for relevance and achieving objectives.		•		•	
3.2 Ensure connectivity and accessibility in the planning and development of infrastructure, to support equity and access for all community members.	Implement Disability Access and Inclusion Plan 2020 -2025.	Ongoing			
3.3 Plan for integrated transport options to connect communities with key destinations.	Construction of Connolly Drive/Aviator Boulevard Roundabout.	•			
	Construction of Aviator Boulevard, including connection to Connolly Drive.	•			
	Construction of the extension of Portofino Boulevard and Longbeach Parade to Mindarie.	•	•		
	Construction of Catalina Beach Access road, carpark and dual use path.	•	•		
	Construction of Burns Beach - Mindarie Dual Use Path, adjoining Catalina.	•			
	Construction of extension of Aviator Boulevard in Grove Precinct to provide connections to Clarkson Railway Station.		•	•	•
3.4 Deliver community events and promote activation of public open spaces.	Implement Community Development Plan programs and initiatives.	Ongoing			
	Review of Catalina Community Development Plan.	•	•	•	•

Social Measures:	
3a	Growth in local community groups and residents' association.
3b	Participation in community events.
3c	Timely and coordinated delivery of open space, pedestrian/cycle paths and access to public transport to cater for resident needs.

Economic

Economic Objective:					
To maximise return for member Councils whilst delivering environmental, social and economic objectives.					
Strategies:	Actions / Supporting Projects	Year 1 20/21	Year 2 21/22	Year 3 22/23	Year 4 23/24
4.1 Prudently manage financial resources in accordance with approved Annual Budgets and Long-Term Financial Plan.	Develop Catalina Economic Strategy.	•			
	Implement Catalina Economic Strategy.				Ongoing
	Financials resources to be managed in accordance with approved Long-Term Financial Plan.				Ongoing
4.2 Develop and release land to the market in a way that maximises the total project value for member Councils.	Land releases in accordance with approved Long-Term Financial Plan, Project Forecast, Annual Plan and considered in context of market demand, stock levels and approved Sales Triggers.				Ongoing
	Implement house and land packages that provide diversity, contemporary practice and affordability.				Ongoing
	Undertake market research to ensure lot configuration and releases reflect market demand.				Ongoing
	Release of the Grove Precinct Phase 1 lots.		•		
4.3 Align infrastructure investment and lot release strategy to position the Project to take best advantage of market cycles.	Construction and sales release of Stage 16A (Central) – 17 lots	•			
	Construction and sales release of Stage 17B (Central) – Grouped Housing Site		•		
	Construction and sales release of Stage 18C (Central) Builder Partnership – 35 lots	•	•		
	Construction and sales release of Stage 25 (Beach) Grouped Housing Site		•		
	Construction and sales release of Stage 27A (Beach) – 20 lots	•			
	Construction and sales release of Stage 27B (Beach) – 32 lots		•		
	Construction and sales release of Stage 28 (Beach) – 35 lots	•			
	Construction and sales release of Stage 29 (Beach) – 45 lots			•	
	Construction and sales release of Stage 30 (Beach) – 45 lots				•
	Construction and sales release of Stage 36 (Grove) – 46 lots		•		
	Construction and sales release of Stage 37 (Grove) – 46 lots			•	
	Construction and sales release of Stage 38 (Grove) – 46 lots				•
4.4 Encourage local employment, promote business assistance and facilitate support networks.	Implement recommendations of Catalina Economic Strategy.				Ongoing
	Continue agreement with NBN for provision NBN infrastructure.				Ongoing
4.5 Provide planning frameworks consistent with Local Structure Plan that will support economic development and foster local job opportunities.	Align the Tamala Park LSP with recommendations of Catalina Economic Strategy.				Ongoing
4.6 Develop activity centre land that supports economic development, good design and activation.	Construction of Green Link (Aviator Boulevard – Stage 16)	•	•		
	Construction of Portofino Promenade Extension	•	•		
	Construction of Connolly Drive		•	•	
	Construction of Foreshore Access Road, Carpark & Facilities	•	•		
	Construction of Stage 18C Grouped Housing Site		•		
	Construction of Catalina Beach Foreshore Node		•		
	Construction of Portofino Park (Phase 2)		•		
	Construction of Grove Streetscapes/Entry Statements			•	•
4.7 Develop a marketing and communications strategy to ensure the highest levels of awareness of the Catalina brand, diversity of offering and quality of lifestyle.	Review and implement Annual Marketing Plan.	•	•	•	•
	Implement marketing initiatives that promote the Catalina Project and the sales releases.				Ongoing
	Marketing and branding of the Grove Precinct Phase 1.	•	•		

Economic Measures:	
4a	Financial returns are consistent with approved Long-Term Financial Plan.
4b	Maintain 10% market share of annual lot sales in the northern corridor.
4c	Net profit per lot achieves budget expectations.



Governance & Corporate Accountability

The TPRC objective for Governance as set out in the Strategic Community Plan is “To provide strong leadership, good governance and responsive decision making”. In meeting its governance objective, the Council is committed to compliance with the relevant legislative and policy framework within which it is required to operate, which include the following:

- the *Local Government Act 1995*
- Establishment Agreement 2006

The TPRC’s governance objective and strategies support transparency and accountability in decision making and an organisational environment that is ethical, inclusive and respectful.

Governance and Corporate Accountability

Governance and Corporate Accountability Objective:						
To provide strong leadership, good governance and responsive decision making.						
Strategies:		Actions / Supporting Projects	Year 1 20/21	Year 2 21/22	Year 3 22/23	Year 4 23/24
5.1	Implement systems, processes and governance practices consistent with the TPRC Establishment Agreement and consistent with requirements of the <i>Local Government Act</i> .	Develop Long Term Financial Plan.		•		
5.2	Ensure ethical, accountable and transparent procurement processes are in place that maintain probity and fairness.	Review and implement Code of Conduct for Council Members and Officers.	•	•	•	•
5.3	Ensure transparent, inclusive and informed decision-making, that is responsive to market conditions.		Ongoing			
5.4	Develop and implement a Risk Management Framework that acknowledges, recognises and ensures management of risks.	Appropriately manage the risks as identified in the Risk Management Framework.	Ongoing			
		Review Risk Management Framework on an annual basis.	•	•	•	•
5.5	Develop a culture where health and safety are fundamental aspects of day-to-day business practice and is underpinned by safety obligations within the <i>Occupational Safety and Health Act 1984 (WA)</i> .	Implement Work Force Plan.	Ongoing			
		Comply with OSHA requirements.	Ongoing			

Governance and Corporate Accountability Measures:	
5a	Decisions are in accordance with the TPRC Establishment Agreement and consistent with requirements of the <i>Local Government Act</i> .
5b	Project decisions aligned with Strategic Vision.
5c	Decisions are in accordance with approved TPRC Budgets and Long-Term Financial Plan.

MEASURING AND REPORTING OUR PROGRESS

Tamala Park Regional Council is committed to delivering on the Strategic Objectives.

The measures outlined in the Strategic Community Plan and this Corporate Business Plan will be collected and reviewed annually. They will be used to monitor the progress in achieving strategic objectives and will be published in our Annual Report.

Performance data is captured throughout the year, ensuring that appropriate responsibilities, timeframes, measures, and progress is recorded.

The TPRC will track the progress of programs and projects and take corrective and preventive action if required.

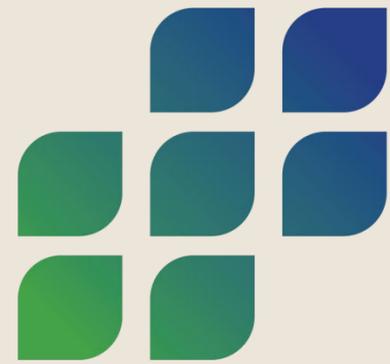


Performance information is captured in various ways, including:

- Sales Reporting;
- The monitoring of KPI's and project milestones;
- Financial monitoring and reporting;
- Community Satisfaction Surveys;
- Evaluation forms and reviews of individual programs and events to determine Community participation and satisfaction levels;
- Ongoing Community Consultation;
- Monitoring and interaction on the TPRC's website

Progress is regularly reported via:

- Monthly financial reporting
- Bi-monthly reports to Council
- Annual Report
- Compliance Audits
- Risk Management Profile
- Development Manager Key Performance Targets
- EPBC Compliance Report



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Appendix 8.9

Elected Member Allowances

WESTERN AUSTRALIA
SALARIES AND ALLOWANCES ACT 1975
DETERMINATION OF THE SALARIES AND ALLOWANCES TRIBUNAL
ON LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS AND ELECTED MEMBERS
Pursuant to Section 7A and 7B

8 April 2020

PREAMBLE

Statutory Context

1. Section 7A of the *Salaries and Allowances Act 1975* ('the SA Act') requires the Salaries and Allowances Tribunal ('the Tribunal') to "inquire into and determine, the amount of remuneration, or the minimum and maximum amounts of remuneration, to be paid or provided to chief executive officers of local governments".
2. Under Section 7B(2) of the SA Act, the Tribunal must inquire into and determine the amount of:
 - fees, or the minimum and maximum amounts of fees, to be paid under the *Local Government Act 1995* ('the LG Act') to elected council members for attendance at meetings;
 - expenses, or the minimum and maximum amounts of expenses, to be reimbursed under the LG Act to elected council members; and
 - allowances, or the minimum and maximum amounts of allowances, to be paid under the LG Act to elected council members.
3. By issuing this Determination, the Tribunal discharges its obligations under Section 8 of the SA Act, which requires determinations under sections 7A and 7B to be issued at intervals of not more than 12 months.

Considerations

4. The Tribunal has considered sections 2.7 to 2.10 and section 5.41 of the LG Act, which outlines the roles and responsibilities of local governments, councillors, mayors, presidents and their deputies, and the functions of local government Chief Executive Officers (CEOs).
5. The Tribunal invited individual local governments to provide information in order to ensure the Tribunal is informed on developments across the sector.

Band allocation model

6. The Tribunal continues to apply the four Band allocation model established in its 2012 determination. The model allows a number of measurable and non-measurable factors to be considered when assessing appropriate levels of remuneration.
7. The Tribunal notes that the remuneration ranges set for these Bands provide some flexibility to local governments. The Tribunal will only adjust a classification when a local government or regional local government can demonstrate a substantial and sustained increase within the parameters of the band allocation model.

Christmas and Cocos Islands

8. In 2016, the Commonwealth and WA Governments entered an agreement under the *Christmas Island Act 1958* (Cth), the *Cocos (Keeling) Islands Act 1995* (Cth) and the *Indian Oceans Territories (Administration of Laws) Act 1992* (WA), by which the Tribunal has the power to determine the remuneration of local government CEOs and the fees, expenses and allowances for local government elected members of the Shires of Christmas Island and Cocos (Keeling) Islands.
9. This inquiry reviewed remuneration provided by the Shires of Christmas and Cocos (Keeling) Islands.

Economic circumstances

10. This inquiry's considerations were influenced by the sudden and overriding issue of Coronavirus (COVID-19). There is considerable uncertainty regarding the consequences of COVID- 19 and its impact on the State's economic circumstances.
11. The Tribunal recognises the need for remuneration provided to public officers to accord with community expectations. At this time of great uncertainty and challenge for all Western Australians, the need for the Tribunal to exercise restraint is indisputable.
12. Nothing in this determination should be interpreted or applied in such a manner as to circumvent the Tribunal's intention for transparency and accountability in the remuneration of local government CEOs and the provision of fees, expenses and allowances to elected members.

CONCLUSIONS

13. The Tribunal has determined there will be no increase in remuneration, fees, expenses and allowance ranges provided to CEOs and elected members.
14. The Tribunal notes each local government is able to set remuneration within the band to which it is allocated. Each local government must conduct its own assessment to determine whether any increase, within the bands, is justified.

15. In reviewing the classification framework, band allocation model and all other relevant information, the Tribunal has examined local governments with potential to change classification. The Tribunal considers that the Shire of Murray should be reclassified from Band 3 to Band 2. All other local governments retain their existing classifications.
16. It is emphasised that fees and allowances, in lieu of reimbursement of expenses, provided to elected members are not considered payment for work performed in a manner akin to regular employment arrangements. Elected members are provided these fees and allowances to recognise the commitment of their time and to ensure they are not out of pocket for expenses properly incurred in the fulfilment of their duties.
17. The Tribunal prefers reimbursement of actual expenses to be used where possible.
18. The Tribunal has made an additional minor change through the inclusion of guiding principles to be used by local governments when considering the appropriateness of providing a CEO Regional/Isolation Allowance. These principles are largely unchanged from those originally outlined in the 2012 Determination, when the Regional/Isolation Allowance was established.

**DETERMINATION FOR LOCAL GOVERNMENT CHIEF EXECUTIVE OFFICERS
AND ELECTED MEMBERS PURSUANT TO SECTION 7A AND 7B OF THE
*SALARIES AND ALLOWANCES ACT 1975***

CONTENTS

Part 1: Introductory Matters

- 1.1 Short Title
- 1.2 Commencement
- 1.3 Content and intent
- 1.4 Terms used
- 1.5 Pro rata payments
- 1.6 Local government band allocations

Part 2: Total Reward Package

- 2.1 General
- 2.2 Local government classification

Part 3: Regional/Isolation Allowance

- 3.1 General
- 3.2 Determining Appropriateness and Rate of Allowance
- 3.3 Regional/Isolation Allowance

Part 4: Housing Allowance

- 4.1 General
- 4.2 Housing Allowance

Part 5: Motor Vehicle Allowance

- 5.1 General
- 5.2 Private benefit value

Part 6: Meeting Attendance Fees

- 6.1 General
- 6.2 Council meeting attendance fees – per meeting
- 6.3 Committee meeting and prescribed meeting attendance fees – per meeting
- 6.4 Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees

Part 7: Annual Allowance for a Mayor, President, Chair, Deputy Mayor, Deputy President and Deputy Chair

- 7.1 General
- 7.2 Annual allowance for a mayor, president or chair
- 7.3 Annual allowance for a deputy mayor, deputy president or deputy chair

Part 8: Expenses to be Reimbursed

- 8.1 General
- 8.2 Extent of expenses to be reimbursed

Part 9: Annual Allowances in lieu of Reimbursement of Expenses

- 9.1 General
- 9.2 Annual allowances determined instead of reimbursement for particular types of expenses

Schedule 1: Local Government Band Allocations

Explanatory Notes

PART 1: INTRODUCTORY MATTERS

This Part deals with some matters that are relevant to the determination generally.

1.1 Short title

This determination may be cited as the *Local Government Chief Executive Officers and Elected Members Determination No. 1 of 2020*.

1.2 Commencement

This determination comes into operation on 1 July 2020.

1.3 Content and intent

- (1) The remuneration listed in this determination comprises all remuneration as defined under the *Salaries and Allowances Act 1975* as including salary, allowances, fees, emoluments and benefits.
- (2) The determination applies to
 - a. Chief Executive Officers (CEOs);
 - b. Acting Chief Executive Officers; and
 - c. Elected Members
- (3) The remuneration specified in this determination for CEOs is based on a person being appointed to one local government CEO position only. In the case of a person appointed to undertake the duties of more than one CEO position simultaneously, the relevant local governments must seek a determination from the Tribunal for the multiple CEO positions held by that person.
- (4) If a local government undergoes an amalgamation or a rezoning of local government boundaries, the local government is required to seek a new determination from the Tribunal.
- (5) This determination provides for the amount of fees, expenses and allowances to be paid or reimbursed to elected council members under the *Local Government Act 1995* ('the LG Act') Part 5 Division 8. The determination applies to elected council members who are members of the council of a local government, and under section 3.66 of the LG Act.
- (6) Where the Tribunal has determined a specific amount for a fee, expense or allowance for elected council members of a local government or regional local government, the

amount determined by the Tribunal will be payable to an eligible elected council member.

- (7) Where the Tribunal has determined a minimum and maximum amount for a fee, expense or allowance for elected council members of a local government or regional local government, each local government or regional local government council will set an amount within the relevant range determined and the amount set will be payable to an eligible elected council member.
- (8) The fees, expenses and allowances determined are intended to recognise the responsibilities of elected council members, mayors and presidents of local governments and chairmen of regional local governments and to remunerate them for the performance of the duties associated with their office.

1.4 Terms used

In this determination, unless the contrary intention appears -

chair means a person who is elected or appointed from among the members of a council of a regional local government as its chair;

committee meeting means a meeting of a committee of a council where the committee comprises –

- (a) council members only; or
- (b) council members and employees of the local government or regional local government;

council, in relation to:

- (a) a local government, means the council of the local government;
- (b) a regional local government, means the council of the regional local government;

council member, in relation to:

- (a) a local government –
 - (i) means a person elected under the LG Act as a member of the council of the local government; and
 - (ii) includes the mayor or president of the local government;

(b) a regional local government –

- (i) means a person elected under the LG Act as a member of the council of a local government and who is a member of the council of the regional local government; and
- (ii) includes the chair of the regional local government;

LG Regulations means the *Local Government (Administration) Regulations 1996*;

mayor means a council member holding the office of mayor, whether elected by the council from amongst its members or elected by the electors;

president means a council member holding the office of president, whether elected by the council from amongst its members or elected by the electors.

1.5 Pro rata payments

- (1) The Total Reward Package specified in this determination for CEOs is based on a person serving in the office on a full-time basis. The relevant range shall be payable on a pro rata basis if the position is undertaken on a part time basis.
- (2) The amount of a person's entitlement to remuneration, annual attendance fee or annual allowance specified in this determination shall be apportioned on a pro rata basis according to the portion of a year that the person holds office.

1.6 Local government band allocations

Unless the contrary intention appears, this determination allocates local governments to the bands set out in Schedule 1. Regional local governments are allocated to a Band only with respect to CEOs.

PART 2: TOTAL REWARD PACKAGE

This Part deals with the remuneration payable to Chief Executive Officers.

2.1 GENERAL

- (1) Offices listed in this Part have been assigned by the Tribunal to one of four classifications designated Band 1 to Band 4.
- (2) Each classification (Band 1 to Band 4) has a commensurate Total Reward Package (TRP) range.
- (3) Typical components of a TRP include:
 - (a) Base salary;
 - (b) Annual leave loading;
 - (c) Associated FBT accrued (total annual amount of fringe benefits tax paid by the local government for all fringe benefits provided to a CEO);
 - (d) Association membership fees;
 - (e) Attraction/retention allowance, not being provided under Part 3;
 - (f) Personal benefit value of the provision of a motor vehicle for private use (if applicable) as defined under Part 5 of this determination;
 - (g) Cash bonus and performance incentives;
 - (h) Cash in lieu of a motor vehicle;
 - (i) Fitness club fees;
 - (j) Grooming/clothing allowance;
 - (k) Health insurance;
 - (l) School fees and/or child's uniform;
 - (m) Superannuation (all mandatory and non-mandatory employer superannuation contributions);
 - (n) Travel or any other benefit taken in lieu of salary;
 - (o) Travel for spouse or any other member of family;
 - (p) Unrestricted entertainment allowance;
 - (q) Utilities allowance (any water, power or other utility subsidy provided to the CEO); and
 - (r) Any other form of payment, in cash or not, in consideration as a reward or benefit of the CEOs duties.
- (4) The only exclusions from the TRP are:
 - (a) items listed in Parts 3, 4 and 5 of this determination (however, any superannuation guarantee associated with the payment of a Regional/Isolation Allowance and any associated FBT accrued from the

provision of a motor vehicle or accommodation are to be included as part of the TRP);

- (b) employer obligations such as professional development (restricted to the CEO), reimbursement for genuine work expenses or the cost of recruitment and relocation expenses; and
- (c) items considered by the local government to be a tool of trade (i.e. equipment needed to undertake the duties of a CEO) and which are not a direct or indirect reward or benefit for the performance of duties as a CEO.

2.2 LOCAL GOVERNMENT CLASSIFICATION

- (1) The ranges of TRP in Table 1 apply where a local government or regional local government has been classified into the relevant band.

Table 1: Local government band classification – Total Reward Package range

Band	Total Reward Package
1	\$250,375 - \$379,532
2	\$206,500 - \$319,752
3	\$157,920 - \$259,278
4	\$128,226 - \$200,192

- (2) Local governments have been classified in Schedule 1.
- (3) Regional local governments have been classified in Table 2 below.

Table 2: Regional local government band classification

Regional Local Government	Band
Bunbury-Harvey Regional Council	4
Eastern Metropolitan Regional Council	2
Mindarie Regional Council	3
Murchison Regional Vermin Council	4
Pilbara Regional Council	4
Rivers Regional Council	3
Southern Metropolitan Regional Council	2
Tamala Park Regional Council	2
Western Metropolitan Regional Council	4

- (4) A person who holds a dual appointment of the CEO of the Shire of Cunderdin and the CEO of the Shire of Tammin, shall be entitled to receive a TRP range from the bottom of Band 4 (\$128,226) to a maximum of \$220,211 (which represents the top of Band 4 plus 10%).
- (5) A person who holds a dual appointment of the CEO of the Shire of Murray and the CEO of the Shire of Waroona, shall be entitled to receive a TRP range from the bottom of Band 2 (\$206,500) to a maximum of \$351,727 (which represents the top of Band 2 plus 10%).
- (6) A person who holds a dual appointment of the CEO of the Shire of East Pilbara and the CEO of the Pilbara Regional Council, shall be entitled to receive a TRP range equivalent to the Band 2 range (\$206,500 - \$319,752).

PART 3: REGIONAL/ISOLATION ALLOWANCE

This Part deals with the Regional/Isolation Allowance that may be payable to Chief Executive Officers from local governments identified in this Part.

3.1 GENERAL

- (1) Local governments listed in Table 3 in this Part may provide a Regional/Isolation Allowance to a CEO, in addition to the CEO's Total Reward Package, in recognition of the regional and isolation factors which may affect the attraction and retention of the CEOs of those local governments.
- (2) There is no requirement to provide a Regional/Isolation Allowance to a CEO. Payment of this allowance is at the discretion of the local government, within the parameters set by the Tribunal.
- (3) When a local government chooses to use any or all of this allowance, the payment of the allowance should be properly justified and applied in a transparent manner considering the issues outlined in 3.2.
- (4) When a local government chooses to pay all or any of this allowance, it is to be paid to the CEO as salary.

3.2 DETERMINING APPROPRIATENESS AND RATE OF ALLOWANCE

- (1) When assessing the appropriateness of providing a Regional/Isolation Allowance, an eligible local government must consider the impact of factors outlined in 3.2(5) on attraction and retention of a CEO. In the event these factors have little or no impact, the Local Government should not provide this Allowance.
- (2) In the event a Regional/Isolation Allowance is considered appropriate, the amount of the Allowance should be proportionate to the circumstances faced by the Local Government.
- (3) The following factors should be considered when determining whether to apply the Regional/Isolation Allowance:
 - a) *Remoteness* - Issues associated with the vast distances separating communities within a Local Government or the distance of the Local Government from Perth or a Regional Centre;
 - b) *Cost of living* - The increased cost of living highlighted specifically in the Regional Price Index.
 - c) *Social disadvantage*: Reduced specialist health services, schooling opportunities for children, employment opportunities for spouse, reduced

- lifestyle commodities when compared to Perth and regional centres, and access to professional and personal support networks;
- d) *Dominant industry*: The impact that a dominant industry such a mining or agriculture has on an area and the ability to attract and retain people in the face of a dominant industry;
 - e) *Attraction/retention*: The ability to recruit suitably qualified candidates and being able to retain them in light of the above concerns in competition with positions in Perth, regional centres and private industry;
 - f) *Community expectations*: The pressures on a CEO to meet expectations when professional or operational expertise is not readily available.

3.2 REGIONAL/ISOLATION ALLOWANCE

Local governments eligible for the Regional/Isolation Allowance are listed in Table 3.

Table 3: Regional/Isolation Allowance

Local Government	Maximum Regional/Isolation Allowance Per Annum
Ashburton Shire	\$45,000
Broome Shire	\$35,000
Carnamah Shire	\$30,000
Carnarvon Shire	\$30,000
Chapman Valley Shire	\$30,000
Christmas Island Shire	\$80,000
Cocos (Keeling) Islands Shire	\$80,000
Coolgardie Shire	\$30,000
Coorow Shire	\$30,000
Cue Shire	\$40,000
Derby-West Kimberley Shire	\$45,000
Dundas Shire	\$30,000
East Pilbara Shire	\$45,000
Esperance Shire	\$25,000
Exmouth Shire	\$35,000
Geraldton-Greenough City	\$25,000
Halls Creek Shire	\$65,000
Irwin Shire	\$30,000
Jerramungup Shire	\$25,000
Kalgoorlie-Boulder City	\$30,000
Karratha City	\$60,000

Local Government	Maximum Regional/Isolation Allowance Per Annum
Kent Shire	\$10,000
Kondinin Shire	\$10,000
Kulin Shire	\$10,000
Lake Grace Shire	\$10,000
Laverton Shire	\$40,000
Leonora Shire	\$40,000
Meekatharra Shire	\$40,000
Menzies Shire	\$30,000
Merredin Shire	\$10,000
Mingenew Shire	\$30,000
Morawa Shire	\$30,000
Mount Magnet Shire	\$30,000
Mount Marshall Shire	\$10,000
Mukinbudin Shire	\$25,000
Murchison Shire	\$30,000
Narembeen Shire	\$10,000
Ngaanyatjarraku Shire	\$40,000
Northampton Shire	\$30,000
Nungarin Shire	\$10,000
Perenjori Shire	\$30,000
Port Hedland Town	\$60,000
Ravensthorpe Shire	\$30,000
Sandstone Shire	\$30,000
Shark Bay Shire	\$35,000
Three Springs Shire	\$30,000
Upper Gascoyne Shire	\$35,000
Westonia Shire	\$25,000
Wiluna Shire	\$40,000
Wyndham-East Kimberley Shire	\$45,000
Yalgoo Shire	\$30,000
Yilgarn Shire	\$25,000

PART 4: HOUSING ALLOWANCE

This Part deals with the Housing Allowance that may be payable to Chief Executive Officers.

4.1 GENERAL

- (1) In recognition of the need for local governments to provide accommodation as a result of a lack of suitable housing or recruitment issues, on either a permanent or temporary basis, local governments are able to utilise this allowance as required.
- (2) When a local government utilises this allowance, the payment of the allowance should be properly justified and applied in a transparent manner.
- (3) Any accommodation provided under this Part must be located within or adjacent to the local government area in which the CEO is employed.
- (4) Local governments should tailor the provision of any housing allowance to suit their particular circumstances. This may include the CEO making contributions towards the cost of the accommodation.

4.2 APPLICABLE HOUSING ALLOWANCE

- (1) Where a local government owns a property and provides that property to the CEO for accommodation, the value of this accommodation will not be included in the Total Reward Package.
- (2) For reporting purposes, the value of the local government owned property shall be valued at the annual Gross Rental Value of the property as determined by the Valuer General.
- (3) Where a local government leases accommodation for the use of the CEO, the lease costs will not be included in the Total Reward Package.
- (4) For reporting purposes, the value of the local government leased property shall be the annual actual costs of the accommodation lease.

PART 5: MOTOR VEHICLE

This Part deals with the provision of motor vehicles to Chief Executive Officers.

5.1 GENERAL

- (1) For local governments generally, except those listed in Table 3 under Part 3 of this determination, the private benefit value of any motor vehicle provided to the CEO by the local government is to be included in the Total Reward Package.
- (2) For local governments listed in Table 3 under Part 3 of this determination, any motor vehicle provided to the CEO or an allowance provided to a CEO for use of a private motor vehicle for work-related purposes, is to be considered a tool of trade (i.e. a tool needed to undertake the duties of a CEO in these local governments) and any private benefit will not be considered as part of the Total Reward Package.

5.2 PRIVATE BENEFIT VALUE

- (1) The private benefit value of the motor vehicle will be dependent on the type of motor vehicle provided, method of ownership (i.e. local government owned or leased), maintenance and running costs, insurance, any applicable luxury car tax and the amount of private use of the vehicle (i.e. non-business use).
- (2) As a general rule, the private benefit value will be based upon the annual costs multiplied by the percentage of private use.
- (3) Local governments and CEOs will need to agree on the most appropriate way to record the amount of private use in order to calculate the private benefit value.

PART 6: MEETING ATTENDANCE FEES

This Part deals with fees payable to council members for attendance at council and other meetings

6.1 GENERAL

- (1) Pursuant to section 5.98(1)(b) of the LG Act, a council member who attends a council meeting is entitled to be paid the fee set by the local government or the regional local government within the range determined in section 6.2 of this Part for council meeting attendance fees.
- (2) Pursuant to section 5.98(1)(b) and (2A)(b) of the LG Act, a council member who attends a committee meeting or (at the request of the local government or regional local government) a meeting of a type prescribed in regulation 30(3A) of the LG Regulations is entitled to be paid the fee set by the local government or regional local government within the range determined in section 6.3 of this Part for attending committee meetings or, as the case requires, meetings of that type.
- (3) Each of the following meetings is a type of meeting prescribed in regulation 30(3A) of the LG Regulations -
 - (a) meeting of a WALGA Zone, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - (b) meeting of a Regional Road Group established by Main Roads Western Australia, where the council member is representing a local government as a delegate elected or appointed by the local government;
 - (c) council meeting of a regional local government where the council member is the deputy of a member of the regional local government and is attending in the place of the member of the regional local government;
 - (d) meeting other than a council or committee meeting where the council member is attending at the request of a Minister of the Crown who is attending the meeting;
 - (e) meeting other than a council meeting or committee meeting where the council member is representing a local government as a delegate elected or appointed by the local government.
- (4) Pursuant to section 5.99 of the LG Act, a local government or regional local government may decide by an absolute majority that instead of paying council

members an attendance fee referred to in section 5.98(1) of the LG Act, it will pay all council members who attend council or committee meetings a fee set within the range for annual fees determined in section 6.4 of this Part.

- (5) Regulation 30(3C) of the LG Regulations prevents the payment of a fee to a council member for attending a meeting of a type prescribed in regulation 30(3A) of those regulations if –
 - (a) the person who organises the meeting pays the council member a fee for attending the meeting; or
 - (b) the council member is paid an annual fee in accordance with section 5.99 of the LG Act; or
 - (c) the council member is deputising for a council member at a meeting of a regional local government and the member of the regional local government is paid an annual fee in accordance with section 5.99 of the LG Act.
- (6) In determining the fees set out in this Part, the Tribunal has taken into account a range of factors including –
 - (a) the time required to prepare adequately for the meetings including consideration of agenda papers, site visits related to agenda items and consultation with council staff and community members;
 - (b) the role of the council member, mayor or president including, but not limited to, representation, advocacy, and oversight and determination of policy and local legislation;
 - (c) particular responsibilities associated with the types of meetings attended;
 - (d) responsibilities of a mayor, president or chair to preside over meetings; and
 - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model.
- (7) The Tribunal has not determined a specific meeting attendance fee for the purposes of section 5.98(1)(a) or (2A)(a) of the LG Act.

6.2 COUNCIL MEETING ATTENDANCE FEES – PER MEETING

- (1) The ranges of fees in Table 4 and Table 5 apply where a local government or regional local government decides by an absolute majority to pay a council member a fee referred to in section 5.98(1)(b) of the LG Act for attendance at a council meeting.

Table 4: Council meeting fees per meeting – local governments

Band	For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
1	\$615	\$793	\$615	\$1,189
2	\$373	\$582	\$373	\$780
3	\$193	\$410	\$193	\$634
4	\$91	\$238	\$91	\$490

Table 5: Council meeting fees per meeting – regional local governments

	For a council member other than the chair		For a council member who holds the office of chair	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$91	\$238	\$91	\$490

6.3 COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES – PER MEETING

- (1) The ranges of fees in Table 6 and Table 7 apply where a local government or regional local government decides to pay a council member a fee referred to in –
 - (a) section 5.98(1)(b) of the LG Act for attendance at a committee meeting; or
 - (b) section 5.98(2A)(b) of the LG Act for attendance at a meeting of a type prescribed in regulation 30(3A) of the LG Regulations.

Table 6: Committee meeting and prescribed meeting fees per meeting – local governments

For a council member (including the mayor or president)		
Band	Minimum	Maximum
1	\$308	\$396
2	\$186	\$291
3	\$97	\$205
4	\$46	\$119

Table 7: Committee meeting and prescribed meeting fees per meeting – regional local governments

For a council member (including the chair)		
	Minimum	Maximum
All regional local governments	\$46	\$119

6.4 ANNUAL ATTENDANCE FEES IN LIEU OF COUNCIL MEETING, COMMITTEE MEETING AND PRESCRIBED MEETING ATTENDANCE FEES

- (1) The ranges of fees in Table 8 and Table 9 apply where a local government or regional local government decides by an absolute majority that, instead of paying council members an attendance fee referred to in section 5.98 of the LG Act, it will pay an annual fee to all council members who attend council, committee or prescribed meetings.

Table 8: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – local governments

Band	For a council member other than the mayor or president		For a council member who holds the office of mayor or president	
	Minimum	Maximum	Minimum	Maximum
1	\$24,604	\$31,678	\$24,604	\$47,516
2	\$14,865	\$23,230	\$14,865	\$31,149
3	\$7,688	\$16,367	\$7,688	\$25,342
4	\$3,589	\$9,504	\$3,589	\$19,534

Table 9: Annual attendance fees in lieu of council meeting, committee meeting and prescribed meeting attendance fees – regional local governments

	For a council member other than the chair		For a council member who holds the office of chair	
	Minimum	Maximum	Minimum	Maximum
All regional local governments	\$1,795	\$10,560	\$1,795	\$15,839

PART 7: ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT, CHAIR, DEPUTY MAYOR, DEPUTY PRESIDENT AND DEPUTY CHAIR

This Part deals with annual allowances payable to mayors, presidents, chair and their deputies, in addition to any entitlement to meeting attendance fees or the reimbursement of expenses.

7.1 GENERAL

- (1) Pursuant to section 5.98(5) of the LG Act, the mayor or president of a local government and the chair of a regional local government are entitled, in addition to any fees or reimbursement of expenses payable under section 5.98(1) or (2), to be paid the annual allowance set by the local government or regional local government within the range determined in section 7.2 of this Part.
- (2) Pursuant to section 5.98A(1) of the LG Act, a local government or regional local government may decide, by an absolute majority, to pay the deputy mayor or deputy president of the local government, or the deputy chair of the regional local government, an allowance of up to the percentage that is determined by the Tribunal of the annual allowance to which the mayor or president of the local government, or the chair of the regional local government, is entitled under section 5.98(5) of the LG Act. That percentage is determined in section 7.3 of this Part. This allowance is in addition to any fees or reimbursement of expenses payable to the deputy mayor, deputy president or deputy chair under section 5.98 of the LG Act.
- (3) In determining the allowances set out in this Part, the Tribunal has taken into account a range of factors including the following –
 - (a) the leadership role of the mayor, president or chair;
 - (b) the statutory functions for which the mayor, president or chair is accountable;
 - (c) the ceremonial and civic duties required of the mayor, president or chair, including local government business related entertainment;
 - (d) the responsibilities of the deputy mayor, deputy president or deputy chair when deputising;
 - (e) the relative “size” of the local government as reflected in the Tribunal’s local government banding model;
 - (f) the civic, ceremonial and representation duties particular to the Lord Mayor of Western Australia’s capital city.

7.2 ANNUAL ALLOWANCE FOR A MAYOR, PRESIDENT OR CHAIR

- (1) The ranges of allowances in Table 10 apply where a local government sets the amount of the annual local government allowance to which a mayor or president is entitled under section 5.98(5) of the LG Act.
- (2) The range of allowances in Table 11 apply where a regional local government sets the amount of the annual local government allowance to which a chair is entitled under section 5.98(5) of the LG Act.
- (3) Despite the provisions of subsection (1), the Perth City Council is to set the amount of the annual local government allowance to which the Lord Mayor is entitled within the range of \$61,509 to \$137,268.

Table 10: Annual allowance for a mayor or president of a local government

For a mayor or president		
Band	Minimum	Maximum
1	\$51,258	\$89,753
2	\$15,377	\$63,354
3	\$1,025	\$36,957
4	\$513	\$20,063

Table 11: Annual allowance for a chair of a regional local government

For a chair		
	Minimum	Maximum
All regional local governments	\$513	\$20,063

7.3 ANNUAL ALLOWANCE FOR A DEPUTY MAYOR, DEPUTY PRESIDENT OR DEPUTY CHAIR

- (1) The percentage determined for the purposes of section 5.98A(1) of the LG Act is 25 per cent.

PART 8: EXPENSES TO BE REIMBURSED

This Part deals with expenses for which council members are entitled to be reimbursed.

8.1 GENERAL

- (1) Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 31(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent determined in section 8.2(1) to (5) of this Part.
- (2) Regulation 31(1) of the LG Regulations prescribes the following kinds of expenses that are to be reimbursed:
 - (a) rental charges incurred by a council member in relation to one telephone and one facsimile machine; and
 - (b) child care and travel costs incurred by a council member because of the member's attendance at a council meeting or a meeting of a committee of which he or she is also a member.
- (3) Pursuant to section 5.98(2)(a) and (3) of the LG Act, a council member who incurs an expense of a kind prescribed in regulation 32(1) of the LG Regulations is entitled to be reimbursed for the expense to the extent determined in section 8.2(6) to (8) of this Part.
- (4) Regulation 32(1) of the LG Regulations prescribes the following kinds of expenses that may be approved by a local government for reimbursement –
 - (a) an expense incurred by a council member in performing a function under the express authority of the local government;
 - (b) an expense incurred by a council member to whom paragraph (a) applies by reason of the council member being accompanied by not more than one other person while performing the function if, having regard to the nature of the function, the local government considers that it is appropriate for the council member to be accompanied by that other person; and
 - (c) an expense incurred by a council member in performing a function in his or her capacity as a council member.

8.2 EXTENT OF EXPENSES TO BE REIMBURSED

- (1) The extent to which a council member can be reimbursed for rental charges in relation to one telephone and one facsimile machine is the actual expense incurred by the council member.
- (2) The extent to which a council member can be reimbursed for child care costs incurred because of attendance at a meeting referred to in regulation 31(1)(b) of the LG Regulations is the actual cost per hour or \$30 per hour, whichever is the lesser amount.
- (3) The extent to which a council member of a local government can be reimbursed for reasonable travel costs referred to in regulation 31(1)(b) of the LG Regulations is:
 - (a) if the person lives or works in the local government district or an adjoining local government district, the actual cost for the person to travel from the person's place of residence or work to the meeting and back; or
 - (b) if the person does not live or work in the local government district or an adjoining local government district, the actual cost, in relation to a journey from the person's place of residence or work and back:
 - (i) for the person to travel from the person's place of residence or work to the meeting and back; or
 - (ii) if the distance travelled referred to in subparagraph (i) is more than 100 kilometres, for the person to travel from the outer boundary of an adjoining local government district to the meeting and back to that boundary.
- (4) The extent to which a council member of a regional local government can be reimbursed for reasonable travel costs referred to in regulation 31(1)(b) of the LG Regulations is the actual cost for the person to travel from the person's place of residence or work to the meeting and back.
- (5) For the purposes of subsections (3) and (4), travel costs incurred while driving a privately owned or leased vehicle (rather than a commercially hired vehicle) are to be calculated at the same rate contained in Section 30.6 of the *Local Government Officers' (Western Australia) Interim Award 2011* as at the date of this determination.
- (6) The extent to which a council member can be reimbursed for child care costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is the actual cost per hour or \$30 per hour, whichever is the lesser amount.

- (7) The extent to which a council member can be reimbursed for intrastate or interstate travel and accommodation costs incurred in any of the circumstances referred to in regulation 32(1) of the LG Regulations is at the same rate applicable to the reimbursement of travel and accommodation costs in the same or similar circumstances under the *Public Service Award 1992* issued by the Western Australian Industrial Relations Commission as at the date of this determination.
- (8) The extent to which a council member can be reimbursed for any other cost incurred under regulation 32(1) of the LG Regulations is the actual cost upon presentation of sufficient evidence of the cost incurred.

PART 9: ANNUAL ALLOWANCES IN LIEU OF REIMBURSEMENT OF EXPENSES

This Part deals with annual allowances that a local government or regional local government may decide to pay.

9.1 GENERAL

- (1) Pursuant to section 5.99A of the LG Act, a local government or regional local government may decide by absolute majority that instead of reimbursing council members under the LG Act section 5.98(2) for all of a particular type of expense, it will pay all council members, for that type of expense, the annual allowance determined in section 9.2 of this Part or, as the case requires, an annual allowance within the range determined in that section.
- (2) Where a local government or regional local government has decided to pay council members an annual allowance for an expense of a particular type instead of reimbursing expenses of that type under section 5.98(2) of the LG Act, section 5.99A of the LG Act provides for reimbursement of expenses of that type in excess of the amount of the allowance.
- (3) In determining the maximum annual allowance for expenses of a particular type, the Tribunal has taken into account a range of factors including the following:
 - (a) the intent of the allowance to reflect the extent and nature of the expenses incurred and not to result in a windfall gain for council members;
 - (b) the capacity of local governments to set allowances appropriate to their varying operational needs;
 - (c) the particular practices of local governments in the use of information and communication technology (e.g. laptop computers, iPads); and
 - (d) the varying travel requirements of council members in local governments associated with geography, isolation and other factors.

9.2 ANNUAL ALLOWANCES DETERMINED INSTEAD OF REIMBURSEMENT FOR PARTICULAR TYPES OF EXPENSES

- (1) In this section:

ICT expenses means:

- (a) rental charges in relation to one telephone and one facsimile machine, as prescribed by regulation 31(1)(a) of the LG Regulations; or
- (b) any other expenses that relate to information and communications technology (for example, telephone call charges and internet service provider fees) and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations;

travel and accommodation expenses means:

- (a) travel costs, as prescribed by regulation 31(1)(b) of the LG Regulations; or
 - (b) any other expenses that relate to travel or accommodation and that are a kind of expense prescribed by regulation 32(1) of the LG Regulations.
- (2) For the purposes of section 5.99A(b) of the LG Act, the minimum annual allowance for ICT expenses is \$500 and the maximum annual allowance for ICT expenses is \$3,500.
- (3) For the purposes of section 5.99A(a) of the LG Act, the annual allowance for travel and accommodation expenses is \$50.

SCHEDULE 1: LOCAL GOVERNMENT BAND ALLOCATIONS

Local Government	Band
Albany City	1
Armadale City	1
Ashburton Shire	2
Augusta-Margaret River Shire	2
Bassendean Town	3
Bayswater City	1
Belmont City	1
Beverley Shire	4
Boddington Shire	4
Boyup Brook Shire	4
Bridgetown-Greenbushes Shire	3
Brookton Shire	4
Broome Shire	2
Broomehill-Tambellup Shire	4
Bruce Rock Shire	4
Bunbury City	1
Busselton City	1
Cambridge Town	2
Canning City	1
Capel Shire	3
Carnamah Shire	4
Carnarvon Shire	2
Chapman Valley Shire	4
Chittering Shire	3
Christmas Island Shire	3
Claremont Town	3
Cocos (Keeling) Islands Shire	4
Cockburn City	1
Collie Shire	3
Coolgardie Shire	3
Coorow Shire	4
Corrigin Shire	4
Cottesloe Town	3
Cranbrook Shire	4
Cuballing Shire	4
Cue Shire	4

Local Government	Band
Cunderdin Shire	4
Dalwallinu Shire	3
Dandaragan Shire	3
Dardanup Shire	3
Denmark Shire	3
Derby-West Kimberley Shire	2
Donnybrook Balingup Shire	3
Dowerin Shire	4
Dumbleyung Shire	4
Dundas Shire	4
East Fremantle Town	3
East Pilbara Shire	2
Esperance Shire	2
Exmouth Shire	3
Fremantle City	1
Gingin Shire	3
Gnowangerup Shire	4
Goomalling Shire	4
Gosnells City	1
Greater Geraldton City	1
Halls Creek Shire	3
Harvey Shire	2
Irwin Shire	3
Jerramungup Shire	4
Joondalup City	1
Kalamunda Shire	2
Kalgoorlie-Boulder City	1
Karratha City	1
Katanning Shire	3
Kellerberrin Shire	4
Kent Shire	4
Kojonup Shire	3
Kondinin Shire	4
Koorda Shire	4
Kulin Shire	4
Kwinana City	1
Lake Grace Shire	4

Local Government	Band
Laverton Shire	3
Leonora Shire	3
Mandurah City	1
Manjimup Shire	2
Meekatharra Shire	3
Melville City	1
Menzies Shire	4
Merredin Shire	3
Mingenew Shire	4
Moora Shire	3
Morawa Shire	4
Mosman Park Town	3
Mount Magnet Shire	4
Mount Marshall Shire	4
Mukinbudin Shire	4
Mundaring Shire	2
Murchison Shire	4
Murray Shire	2
Nannup Shire	4
Narembeen Shire	4
Narrogin Shire	3
Nedlands City	2
Ngaanyatjarraku Shire	4
Northam Shire	2
Northampton Shire	3
Nungarin Shire	4
Peppermint Grove Shire	4
Perenjori Shire	4
Perth City	1
Pingelly Shire	4
Plantagenet Shire	3
Port Hedland Town	1
Quairading Shire	4
Ravensthorpe Shire	3
Rockingham City	1
Sandstone Shire	4
Serpentine-Jarrahdale Shire	2

Local Government	Band
Shark Bay Shire	4
South Perth City	2
Stirling City	1
Subiaco City	2
Swan City	1
Tammin Shire	4
Three Springs Shire	4
Toodyay Shire	3
Trayning Shire	4
Upper Gascoyne Shire	4
Victoria Park Town	2
Victoria Plains Shire	4
Vincent City	2
Wagin Shire	4
Wandering Shire	4
Wanneroo City	1
Waroon Shire	3
West Arthur Shire	4
Westonia Shire	4
Wickepin Shire	4
Williams Shire	4
Wiluna Shire	4
Wongan-Ballidu Shire	4
Woodanilling Shire	4
Wyalkatchem Shire	4
Wyndham-East Kimberley Shire	2
Yalgoo Shire	4
Yilgarn Shire	3
York Shire	3

Signed on 8 April 2020.

M Seares AO
CHAIR

B A Sargeant PSM
MEMBER

C P Murphy PSM
MEMBER

SALARIES AND ALLOWANCES TRIBUNAL

LOCAL GOVERNMENT ELECTED MEMBERS EXPLANATORY NOTES

This section does not form part of the determination

1. Entitlements

The entitlement of a council member to a fee, allowance or reimbursement of an expense established under the LG Act, the LG Regulations and this determination, cannot be proscribed, limited or waived by a local government. Any eligible claim against those entitlements is to be paid in accordance with the applicable financial procedures of the local government.

2. Local governments to set amounts within the range determined

Where the Tribunal has determined a minimum and maximum amount for a fee, expense or allowance for members of the council of a local government or a regional local government, each council is to set, by absolute majority, an amount within the relevant range determined and the amount set will be payable to elected council members.

3. Superannuation

Nothing in this determination establishes a liability for the payment of superannuation by local governments. Elected council members are eligible for superannuation payments if their council has resolved unanimously to become an Eligible Local Governing Body (ELGB) pursuant to section 221A and section 221B of the *Income Tax Assessment Act 1936* (Cwlth). Where the council is an ELGB, it is deemed to have an employer/employee relationship with its elected council members and this attracts the application of a number of statutory obligations. Alternative arrangements described in Australian Taxation Office (ATO) Interpretative Decision ATO ID 2007/205 allow for elected council members and councils to agree for whole or part of meeting attendance fees to be paid into a superannuation fund. Where the council is an ELGB, fees for attendance at council, committee and prescribed meetings (whether paid via a per meeting fee or annual allowance) are to be inclusive of any superannuation guarantee liability. This information is not published by way of legal or financial advice.

Appendix 8.10

Review of Purchaser Terms and Conditions

3 November 2020

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

Dear Tony

CATALINA ESTATE - REVIEW OF PURCHASER TERMS AND CONDITIONS

During its meeting on the 5 December 2019, the Tamala Park Regional Council considered the Review of the Purchaser Terms and Conditions. During this meeting the Council resolved to:

1. APPROVE the following Purchaser Terms/Conditions and Incentives for all public and builder release lots for the period December 2019 to December 2020:
 - 1.1 Use of the REIWA Offer and Acceptance Contract with Special Conditions and Annexure.
 - 1.2 A \$2,000 deposit to be used in the Sales Contracts for Catalina Central and a \$5,000 deposit to be used in the Sales Contracts for Catalina Beach.
 - 1.3 A finance approval period of 60 days for Catalina Central and 45 days for Catalina Beach, where finance is required.
 - 1.4 A 21-day settlement period from finance approval or the issue of titles, whichever is the later.
 - 1.5 A post occupancy Home Energy Assessment for all new homes (up to 31 August 2020, after which time its continuation will be considered following the conclusion of the 12-month trial of this initiative).
 - 1.6 A waterwise landscaping package to the front garden, as per the package values approved by Council in the Front Landscaping Tender 02/2019 LD Total Proposal (dated February 2019).
 - 1.7 A \$2,000 rebate for all homes constructed with a minimum 1.5kW capacity photovoltaic solar power system.
 - 1.8 Side and rear boundary fencing (behind the building line).
 - 1.9 A \$1,000 rebate for all homes in Catalina Central and Beach Precincts which include appropriate WELS rated fittings and fixtures.
 - 1.10 Sales incentives (Items 1.6 – 1.9) subject to homes being constructed in accordance with the approved Catalina Design Guidelines within 18 months of settlement for single storey homes and 24 months of settlement for two storey homes.



Further to the above the council requested Satterley to review the purchaser terms and conditions.

As requested, Satterley have reviewed the terms and conditions currently being implemented for the sale of lots at Catalina Central and Catalina Beach.

CATALINA CENTRAL
DEPOSIT, FINANCE APPROVALS AND SETTLEMENT

The existing terms and conditions for lots sold via public release and through builder release are:

- Deposit - \$2,000
- Period for finance approval > 3 months before title - 60 days
- Period for finance approval < 3 months before title - 60 days
- Period for finance extensions - 28 days
- Settlement within 21 days of issue of titles and / or acceptance / formal finance approval.

It is proposed that the above terms are maintained for Catalina Central.

Finance Approval Period

Current sales at Catalina Central are comparatively slow with a managed supply of lots available to the market. Many sales are being sourced through builder contracts on the basis of the purchaser obtaining finance for a house and land package.

The current finance approval terms have had the effect of attracting builders to sell house and land packages at Catalina. Builders are generally requesting up to 90 day finance approval period based on an 8 week period to prepare and finalise building plans and a further 4 weeks to obtain finance approval.

Deposit

The \$2,000 deposit has been well received by prospective purchasers and key stakeholders since the TRPC approved a reduction from \$5,000 at the 15 August 2015 Council meeting. The reduced deposit has brought Catalina into line with a number of competing estates. The \$2,000 facilitates entry level purchasers securing a lot. It is recommended the \$2,000 deposit continues for Catalina Central.

Settlement Period

Following the August 2013 TPRC Management Committee meeting, the settlement period was reduced from 28 days after the issue of titles or finance approval (whichever is the later) to 21 days after the issue of titles or finance approval (whichever is the later). This revised settlement period has worked well and resulted in quicker settlements, improving the TPRC's cashflow. It is proposed this settlement period remains unchanged.

CATALINA BEACH
DEPOSIT, FINANCE APPROVALS AND SETTLEMENT

The following terms and conditions for lots sold via public release and through builder release in the Catalina Beach Estate are:

- Deposit - \$5,000
- Period for finance approval > 3 months before title - 45 days
- Period for finance approval < 3 months before title - 45 days
- Period for finance extensions - 28 days
- Settlement within 21 days of issue of titles and / or acceptance / formal finance approval.

It is proposed that the above terms are maintained for Catalina Beach.

Finance Approval Period

Satterley consider that Catalina Beach sales should remain subject to a 45 day finance term. 45 day finance terms are comparative to other premium coastal estates, including Beaumaris, who offer 28 day finance terms. The timeframes for obtaining finance approval will assist in identifying qualified and finance ready purchasers. The Catalina Beach Estate appeals to a different buyer profile than lots available within Catalina Central. The median house and land value in Catalina Beach is considerably higher than in Catalina Central with purchasers having greater finance capacity.

Deposit

The \$5,000 deposit has been implemented within the Catalina Beach Estate. The \$5,000 deposit within the Catalina Beach Estate ensures that committed and qualified purchasers with sufficient finance capacity will register for lots and mitigate the risk of prospective purchasers with insufficient borrowing capacity registering for lots and subsequently being unable to obtain finance approvals.

Settlement Period

The revised settlement period from 28 days to 21 days after the issue of titles or finance approval (whichever is the later) has worked well at Catalina Central and resulted in quicker settlements, improving the TPRC's cashflow. It is proposed this settlement period remains the same at 21 days for Catalina Beach.

SALES INCENTIVES – CATALINA CENTRAL, BEACH AND GROVE**Public Releases**

The following sales incentives are available to purchasers of lots sold directly by the TPRC who build a single storey house within 18 months or a double storey house within 24 months of settlement:

- Colourbond side (behind the front building line) and rear fencing to all lots, with brushwood fencing (Catalina Central and Grove) and solid masonry fencing (Catalina Beach) to the side boundary of lots abutting a road;



- Water wise landscaping to front garden and verge areas, including the side boundary of lots abutting a road;
- A post occupancy Home Energy Assessment for all new homes (up to 31 August 2020, after which time its continuation will be considered following the conclusion of the 12-month trial of this initiative)
- \$2,000 rebate to all purchasers who install a minimum 1.5 kw solar PV system.
- \$1,000 WEL's rebate to all purchasers within Catalina Beach and Grove who install WEL's fixtures, fittings and appliances with the following minimum WEL's ratings to qualify for the rebate:
 - 3 star rated shower head/s
 - 4 star rated toilet/s
 - 6 star rated taps
 - 6 star rated dishwasher
 - 4 star rated washing machine

The sales incentives have been generally well received by purchasers, encourage the early construction of homes, encourage sustainability and ensure a high quality of streetscape through landscaping and fencing. The only incentive which has not been well received by purchasers is the Home Energy Assessment, with zero homes participating during the 12 month trial period. Based on this Satterley recommend that the Home Energy Assessment incentive trial not be extended and be removed from the purchaser terms and conditions. Satterley recommends that all the other above mentioned incentives remain unchanged.

The release of lots within Catalina Grove is forecast to occur within 2021 and it is recommended that the purchaser terms and conditions for this precinct are reviewed closer to the launch of the precinct, when greater detail is known regarding the sustainability initiatives that will be proposed for Catalina Grove.

Should you wish to discuss further please contact the undersigned.

Yours sincerely

Carl Buckley
Project Director

Appendix 8.11

Project Budget FYE 2021 Mid-Year Review

3 November 2020

Mr. Tony Arias
 Chief Executive Officer
 Tamala Park Regional Council
 Unit 2, 369 Scarborough Beach Road
 INNALOO WA 6019

Dear Tony,

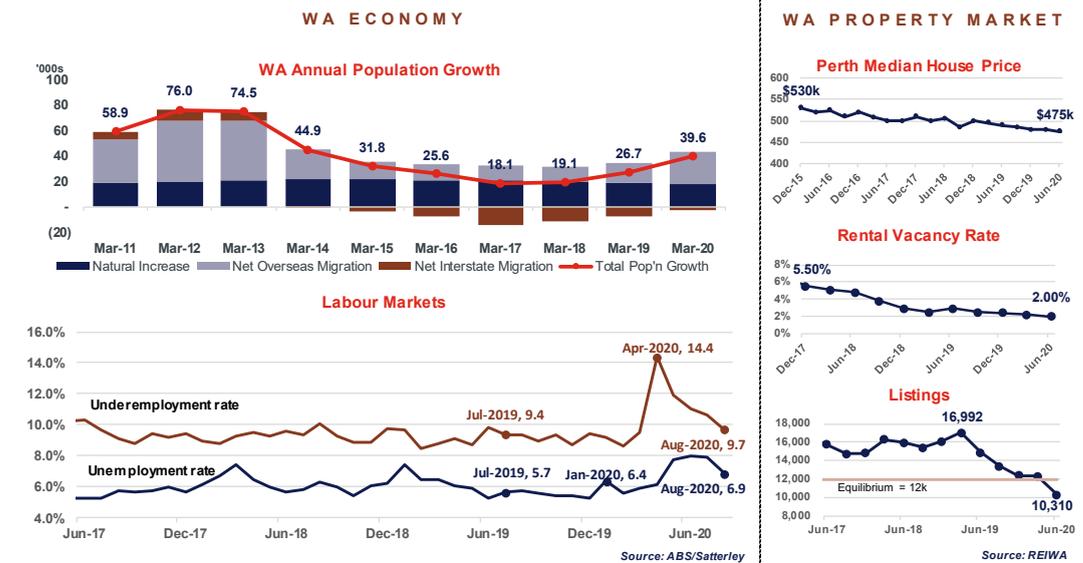
Catalina FY21 Mid-Year Budget Review

Please find attached the FY21 Mid-Year Catalina Budget. The review is discussed under the following headings:

1. Market Commentary
2. Budget Comparisons
3. Operations for Financial Year Ending 2021 (FY21)
4. Review of FY21
5. Key Risks for Achieving FY21 Budget
6. Cash Requirement, Capital Return and Profit Distribution Capacity

1. Market Commentary

KEY STATISTICS

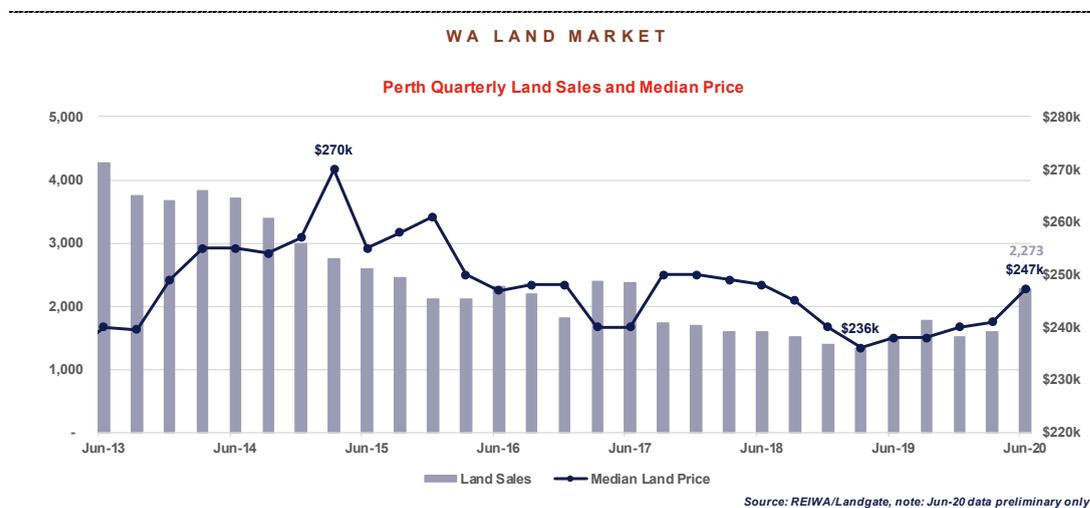


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Licensee: Satterley Property Group Pty Ltd. (Inc in WA). Licensed Real Estate Agent trading as Satterley Real Estate.



SUMMARY

- › Government stimulus measures for housing construction have significantly boosted land sales, the initial rush has reduced.
- › Extension of HomeBuilder grant deadlines being sought by key stakeholder groups. First Home Loan Deposit Scheme has been extended for an additional 10,000 buyers.
- › Surge in demand has resulted in time delays for builders/valuers/financing.
- › Sharp spike in unemployment rate has now reduced to 6.9%, however this ignores those who have lost their jobs but are not currently looking for work. Underemployment spike has snapped back from 14.4% to 9.7%, although much will depend on the ongoing health situation and restrictions to business operations.
- › Population growth had turned the corner prior to COVID-19. Hard border measures have halted migration flows.
- › Reduced stock levels in WA down to 10,310, under the equilibrium of 12,000 at the end of the Jun-20 quarter.
- › Significant uncertainty will remain in the absence of a COVID-19 vaccine. Although being wound back, JobSeeker and JobKeeper will continue to support the economy. Recent tax cuts will help, but how much will be spent and how much saved?

2. Budget Comparisons

Budget review and analysis in this document for FY21 compares the FY21 Mid-Year Budget Review (this review) to the FY21 Approved Budget.

3. Operations for Financial Year Ending 2021 (FY21)

The key operations for the 2021 financial year as forecast in this review are as follows:

1. Distributions remain unchanged at \$3m, with a \$0.5m increase in the closing cash balance to \$43.2m at June 2021.
2. Forecast sales of 94 lots (a reduction of 25 lots from the approved budget).
3. Forecast settlements of 95 lots (a reduction of 22 lots from the approved budget).
4. Forecast gross income of \$27.3m.
5. 72 titles are forecast including 17 lots for stage 16A in Dec-20, 20 lots for stage 27A in Jan-21 and 35 lots for stage 28 in Apr-21. 35 lots for stage 18C have been deferred from FY21 in the approved budget to FY22 (Sep-21).
6. First 50% payment of \$5.3m for the acquisition of WAPC land forecast for May-21.
7. Total earthworks and civil construction costs for the year of \$11.5m.
8. Total infrastructure costs of \$4.7m, with \$1.1m of costs from the approved budget deferred to FY22.
9. Total landscaping of \$1.2m budgeted including \$0.7m of works across Catalina Central and \$0.4m in Catalina Beach.

4. Review of Financial Year Ending 2021

This review forecasts a net cashflow before distributions of \$0.9m for the year to 30 June 2021, which is (\$2.6m) lower than the approved budget. The main areas of variance are summarised below:

- › Annual sales are (25) lower at 94 for FY21, having a flow on effect to settlements which have reduced from 117 lots to 95.
- › Lot income has reduced by (\$4.2m) due to (22) fewer settlements than previously forecast.
- › Direct selling expenses are \$0.2m higher due to unused rebates in FY20 carried forward to this financial year, with a realised saving of \$0.5m in FY20 from lapsed rebates. Campaign incentives remain unchanged from the approved budget - budgeted at \$10,000 per lot sold between Jan-21 and Jun-22, timed with settlement.
- › FY21 infrastructure costs have reduced from the approved budget by \$1.1m with final payments for the Connolly Drive Green Link Intersection, Portofino Promenade Extension and Foreshore Access Road now falling into FY22. This review now forecasts \$4.6m of FY21 infrastructure spend for the following items:
 - \$0.8m for the Catalina Beach North/South Dual Use Path
 - \$1.6m for the Connolly Drive Green Link Intersection
 - \$0.5m for the Portofino Promenade Extension
 - \$0.8m for the Longreach Promenade Extension
 - \$0.9m for the Foreshore Access Road.

- › Lot production costs in total for FY21 are \$0.2m lower compared to the approved budget due to the following factors:
 - (\$0.9m) in costs carried over from FY20 across stages 16A, 17A, 17B, 18B and 25-28;
 - \$0.3m costs for stages 29-31 bulk earthworks deferred to FY22;
 - \$0.8m costs for stage 18C deferred to FY22.

- › Landscaping works have decreased by \$0.5m, with \$0.6m of stage 16 landscape and Bore 6 works deferred to FY22, partly offset by (\$0.1m) of costs for BCA North and BCA South carried over from FY20. A total of \$0.3m in realised savings has been taken up in FY20 for jobs no longer required in Catalina Central.

- › Marketing and community development budgets for FY21 are unchanged.

5. Key Risks for Achieving Financial Year Ending 2021 Budget

The following are key risks to achieving the outcomes in this review:

- › The impact of COVID-19. This could affect the project in various forms;
 - Increased fallover rates of contracts on hand through job losses.
 - Reduced borrowing capacity of purchasers from tightened lending criteria and lower incomes.
 - Reduced interstate and overseas migration, impacting overall market demand.
 - Higher rates of unemployment, particularly some of the target market sections such as first home buyers.

- › Planning risk – Catalina Grove needed soon for stock levels, Catalina Central buffer zone (although mitigated by deferred stage 16B).

6. Cash Requirement, Capital Return and Profit Distribution Capacity

This review forecasts a minimum cash balance for the project of \$43.2m in FY21, with \$3m forecast to be distributed in Jun-21 per the approved budget.

Should you have any queries on this report, please do not hesitate to contact me.

Yours sincerely



Carl Buckley
Project Director

CATALINA | FY21 Cashflow (December 2020)

CATEGORY	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	FY21 TOTAL	APPROVED (JUL-20)	VARIANCE
Sales - Stage 16A	-	2	6	1	2	2	1	1	1	1	-	-	17	17	-
Sales - Stage 17A	2	-	-	-	-	-	-	-	-	-	-	-	2	2	-
Sales - Stage 17B	11	(2)	1	1	-	-	-	-	-	-	-	-	11	11	-
Sales - Stage 18B	2	-	(1)	-	-	1	-	-	-	-	-	-	2	2	-
Sales - Stage 18C	-	-	-	-	-	-	-	-	-	-	-	2	2	12	(10)
Sales - Stage 25	2	-	-	-	-	-	-	1	1	1	1	-	6	6	-
Sales - Stage 26	17	3	1	1	1	-	-	-	-	-	-	-	23	23	-
Sales - Stage 27A	-	-	10	3	3	3	1	-	-	-	-	-	20	20	-
Sales - Stage 28	-	-	-	-	-	-	-	2	2	2	3	2	11	26	(15)
Total Sales	34	3	17	6	6	6	2	4	4	4	4	4	94	119	(25)
Titles	-	-	-	-	-	17	20	-	-	35	-	-	72	107	(35)
Settlements	3	9	11	2	1	7	8	13	12	11	11	7	95	117	(22)
Contracts on hand	55	49	55	59	64	63	57	48	40	33	26	23	23	26	(3)
Average Settlement Price	319,000	327,889	314,075	325,656	319,500	351,213	312,358	312,478	314,746	310,647	324,475	335,154	320,659	296,485	24,174
GROSS INCOME															
Income - Stage 16A	-	-	-	-	-	-	527,710	528,104	528,499	264,447	264,624	264,624	2,378,008	2,517,207	(139,199)
Income - Stage 17A	-	-	319,500	-	319,500	-	-	-	-	-	-	-	639,000	586,000	53,000
Income - Stage 17B	262,000	549,500	1,354,412	271,622	-	541,149	541,149	541,149	541,149	541,149	270,574	270,574	5,684,426	5,880,472	(196,046)
Income - Stage 18B	-	523,000	289,000	-	-	-	285,667	285,667	-	285,667	-	-	1,669,000	1,672,627	(3,627)
Income - Stage 18C	-	-	-	-	-	-	-	-	-	-	-	-	-	242,593	(242,593)
Income - Stage 25	395,000	-	-	-	-	773,000	-	-	-	-	-	339,807	1,507,807	1,799,151	(291,344)
Income - Stage 26	300,000	1,878,500	1,491,909	379,689	-	1,144,339	1,144,339	1,144,339	1,144,339	762,893	762,893	762,893	10,916,134	11,476,377	(560,243)
Income - Stage 27A	-	-	-	-	-	-	-	1,562,960	1,562,960	1,562,960	1,562,960	-	6,251,840	6,265,236	(13,396)
Income - Stage 28	-	-	-	-	-	-	-	-	-	-	708,177	708,177	1,416,354	4,249,062	(2,832,708)
Income - Lots Total	957,000	2,951,000	3,454,821	651,311	319,500	2,458,488	2,498,864	4,062,219	3,776,947	3,417,115	3,569,228	2,346,075	30,462,568	34,688,724	(4,226,156)
Income - Special Sites	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Income - Other	4,545	-	-	-	-	-	-	-	-	-	-	-	4,545	-	4,545
Direct Selling Expenses	99,338	268,374	322,977	182,915	133,136	258,254	265,356	360,089	342,335	321,336	327,953	253,364	3,135,427	2,891,698	(243,729)
GROSS INCOME	862,208	2,682,626	3,131,844	468,396	186,364	2,200,234	2,233,508	3,702,129	3,434,612	3,095,778	3,241,275	2,092,711	27,331,686	31,797,026	(4,465,340)
DEVELOPMENT COSTS															
Land	-	-	-	-	-	-	-	-	-	-	5,103,000	-	5,103,000	5,103,000	-
Consultants	49,937	6,054	35,983	35,983	35,983	35,983	35,983	35,983	35,983	35,983	35,983	35,983	415,819	415,819	-
Infrastructure	2,921	2,448	4,545	4,545	775,395	10,395	9,987	9,987	756,880	1,026,880	1,026,880	1,026,880	4,657,745	5,772,557	1,114,812
Special Sites/Other Development	-	-	365	365	1,667	1,667	1,667	1,667	1,667	1,667	1,667	1,667	14,063	10,000	(4,063)
Catalina Beach Bulk Earthworks Stgs 25-28	-	-	1,668	1,668	-	-	-	-	-	-	-	-	3,335	-	(3,335)
Catalina Beach Bulk Earthworks Stgs 29-31	-	-	16,988	16,988	20,321	20,321	20,321	20,321	276,730	276,730	273,396	273,396	1,215,510	1,485,573	270,063
Catalina Grove Cell Bulk Earthworks Stgs 36-40	-	-	2,500	2,500	11,875	11,875	11,875	11,875	11,875	11,875	378,037	378,037	832,323	832,323	-
Lot Production - Stage 16A	-	427	530,280	544,321	880,577	544,321	544,321	14,041	14,041	14,041	14,041	14,041	3,114,451	3,063,733	(50,718)
Lot Production - Stage 17A	-	-	-	-	2,500	2,500	-	-	-	-	-	-	5,000	-	(5,000)
Lot Production - Stage 17B	-	-	1,415	1,415	1,415	1,415	1,415	1,415	1,415	1,415	-	-	11,320	4,245	(7,075)
Lot Production - Stage 18B	-	-	240,954	240,954	3,510	-	-	-	-	-	-	-	485,419	-	(485,419)
Lot Production - Stage 18C	-	-	-	-	24,156	24,156	24,156	24,156	24,156	24,156	176,806	176,806	498,544	1,341,933	843,389
Lot Production - Stage 25	-	-	31,633	31,633	10,510	10,510	-	-	-	-	-	-	84,286	-	(84,286)
Lot Production - Stage 26	2,202	-	42,902	42,902	75,753	42,902	2,505	2,505	2,505	-	-	-	214,175	6,830	(207,345)
Lot Production - Stage 27A	-	450	13,056	364,618	364,618	561,668	364,618	364,618	8,656	8,656	8,656	-	2,059,611	2,036,876	(22,735)
Lot Production - Stage 28	-	-	12,056	16,989	16,989	16,989	487,509	487,509	773,609	487,509	487,509	4,933	2,791,602	2,757,624	(33,978)
Lot Production - Stage 27B	-	-	-	-	-	-	-	-	-	-	-	13,239	13,239	105,911	92,672
Lot Production - Stage 36	-	-	-	-	-	-	20,525	20,525	20,525	20,525	20,525	20,525	123,148	61,574	(61,574)
Landscape	60,718	11,470	82,144	82,144	76,053	73,651	63,945	27,243	128,779	213,662	194,412	138,875	1,153,097	1,669,700	516,603
Marketing	26,229	5,985	36,779	36,779	36,779	36,779	36,779	36,779	36,779	36,779	36,779	36,779	400,000	400,000	-
Community Development	87	-	17,841	17,841	17,841	17,841	17,841	17,841	17,841	17,841	17,841	17,841	178,500	178,500	-
Administration	47,152	7,160	390,776	88,356	88,356	88,356	88,356	88,356	88,356	88,356	88,356	88,356	1,240,295	1,283,020	42,725
Finance/Bonds	-	-	700,000	-	-	350,000	-	(100,243)	-	-	(350,000)	-	599,757	350,000	(249,757)
Debtor/Creditor Movement	(60,044)	12,367	-	-	-	-	-	-	-	-	-	-	(47,677)	-	47,677
Contingency	-	-	73,094	76,500	122,215	75,066	86,590	58,241	109,990	113,304	393,194	111,368	1,219,562	1,326,461	106,899
DEVELOPMENT COSTS	129,200	46,361	2,234,978	1,606,500	2,566,512	1,926,394	1,818,392	1,122,818	2,309,785	2,379,378	7,907,082	2,338,725	26,386,125	28,205,679	1,819,554
CASHFLOW	733,008	2,636,266	896,866	(1,138,104)	(2,380,148)	273,840	415,116	2,579,311	1,124,827	716,401	(4,665,807)	(246,015)	945,561	3,591,348	(2,645,786)
Capital Calls	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Capital Returns	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Profit Distributions	-	-	-	-	-	-	-	-	-	-	-	3,000,000	3,000,000	3,000,000	-
Cumulative Cash Balance	46,023,961	48,660,227	49,557,093	48,418,989	46,038,841	46,312,681	46,727,797	49,307,108	50,431,935	51,148,336	46,482,529	43,236,515	43,236,515	42,762,492	474,022
Cumulative Cash Balance Forecast (JUL-20 BUDGET)	42,994,345	43,715,454	44,944,373	46,699,555	48,321,503	49,220,038	49,402,178	49,901,666	50,205,357	49,911,579	43,517,452	42,762,492	42,762,492		
Cumulative Cash Balance Variance	3,029,617	4,944,773	4,612,720	1,719,435	(2,282,662)	(2,907,357)	(2,674,381)	(594,558)	226,579	1,236,757	2,965,077	474,022	474,022		

Appendix 8.12

Catalina Grove Development Strategy

2 November 2020

Mr Tony Arias
Chief Executive Office
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 DEVELOPMENT STRATEGY ADDITIONAL INFORMATION

At the Tamala Park Regional Council (TPRC) Meeting held on 20 August council resolved to approve the Catalina Development Strategy and requested additional advice on several items prior to the development of Phase 1. This letter will provide further detail and advice on the elements requested by council.

Commencement of Sales - rationale for sales commencing prior to Phase 1 civil works and the Connolly Drive and Neerabup Road landscaping being completed.

The recent amendment and advice regarding the contamination buffer to the south of Catalina Central has seen the next stage of development and future supply of approximately 70 lots deferred for the foreseeable future. This will now cause a supply issue for the project east of Marmion Avenue and requires the acceleration of the development program for Catalina Grove. In recent months, the success of sales generated by the State and Federal stimulus grants has further elevated the need to bring forward sales in Catalina Grove.

This new precinct will provide much needed supply and continuity for the project. The unforeseen change to the Catalina Central development program will produce a pent-up demand for affordable lots and new land supply in Clarkson. This has been reflected in the Catalina Grove Development Strategy with the proposed sale of lots prior to the creation of any major landscaping or infrastructure within the precinct.

The approach of selling lots prior to the completion of onsite development is normal within the development industry. Satterley currently has several projects actively selling whilst the first stage of development is under construction. This approach enables strong cashflow management and the ability to enable early activation of the site. Catalina Grove is even more suited to this approach as it can leverage the already established sister precincts of Catalina Central and Catalina Grove. Sales can operate from the already established Catalina Sales Office located within Catalina Beach and the precinct vision can be marketed and sold from this more premium location. Marketing tools, techniques and approaches that will be implemented to enable the vision of Catalina Grove to marketed are further detailed later in this document.

Satterley would strongly advise that selling Catalina Grove prior to completion of any major construction on site represents a minimal risk and provides many advantages to the project. Satterley recommend that the approach of commencing sales prior to Phase 1 civil works is adopted as per the Grove Development Strategy.

Local Centre Site - recommendations on the timing for the marketing, sale and development of the site.

Opportunities to create and divest the Local Centre Site should be completed as part of Phase 1 of the development. The early activation of this site will provide significant amenity for the precinct and the early development and activation of the site should be sought. If early activation can be achieved, it will provide confidence to potential purchasers and assist sales in Catalina Grove.

Consultations have been held with a number of commercial site developers. The overwhelming feedback is to make the Local Centre Site accessible and highly visible from Connolly Drive. During these consultations it has been established that demand exists from developers to secure a Local Centre Site in this location. However, no commitments regarding delivery timeframes could be confirmed.

Based on the above feedback Satterley recommends preparing an Expressions of Interest (EOI) campaign for the Local Centre Site. The impact of COVID-19 on retail confidence should be monitored prior to release but provided that an underlying demand is in the market it is forecast that this should occur in Q4 FY21. Furthermore, Satterley recommend that the assessment criteria of this EOI has a high weighting towards the commitment to activate the site early. Conditions of sale for the site should include sustainability and design outcomes, and milestones related to the development of the site.

Builders' Display Village - seeking commitment from builders for the potential display village and interest in building demonstration housing, particularly the proposed micro-lots and terrace housing.

Satterley has spoken with a number of leading project home builders to establish the level of demand that may exist for this opportunity. All builders that were contacted indicated a strong desire to be involved with a display village in this location. Most builders indicated they would look to showcase smaller lot homes and use their first homebuyer brands that are not currently represented in Catalina Beach.

Creating high quality display homes fronting a major road has been a great success in Catalina Beach and an opportunity exists to replicate a similar setup in Catalina Grove. The approach of opening up the estate to Connolly Drive to support the Local Centre Site also supports the creation of a highly visible display village. This proposed location also provides a flexible village size ranging from 10 -14 lots and providing sizes from 180sqm to 450sqm. The variety of product and flexibility of size will enable it to appeal to the highest number of builders whilst remaining adaptable. The Catalina Grove display village will differ from Catalina Beach with a greater focus on smaller lot living and sustainability. It is proposed that the Display Village EOI is prepared and taken to the builders in Q4 FY21. The timing will enable the project design guidelines to be prepared, works to commence on site and adequate time for the builders to recover from the current high volumes of work created by the State and Federal grants.

Lot sizes and configuration - further information, including market research, confirming market acceptance to the proposed lot sizes, particularly the proposed micro lots and terrace housing lots.

The table below details the proposed product mix for Catalina Grove.

Lot Type	Lot Size	Example Dimensions	% of Lot Mix
Micro Lots	80sqm-145sqm	8m x 10m 10m x 15m 7m x 20m	5%
Squat Lots	250sqm-300sqm	12.5m x 20m 15m x 20m	10%
Cottage Lots	190sqm-380sqm	7.5m x 25m 10.5m x 25m 12.5m x 25m 15m x 25m	20%
Terrace	180sqm-230sqm	6m x 30m 7.5m x 30m	30%
Conventional	325sqm-520sqm	10.5m x 30m 12.5 x 30m 15m x 30m 17m x 30m	35%

Satterley have met in house, with the consultancy team and with various project home builders to produce this balanced and saleable lot mix. In particular input from the Satterley sales team and project home builders have supported the decreased lot size. Some of the reasons are;

- Many indicating a demand from first homebuyers that live in the area that would like a new home in this location but can't afford it. These buyers are currently purchasing further north in suburbs such as Alkimos. Creating a comparable price point via a smaller lot mix is forecast to capture some of these purchasers.
- Downsizers who live in the area will be attracted to a low maintenance home in the close proximity whilst taking some capital out of there existing larger home.
- Easy transport linkages and small lock and leave product should appeal to fly-in-fly-out buyers.
- Walkable catchment of the train station should drive density over time

The lot mix identified in Phase 1 has been prepared based on current market information and building trends, both of which adjust over time. However, Satterley can confirm that the development cells and road networks to create the proposed lot mix are flexible and provide opportunity to optimise the lot variety in accordance with market demand. The design is flexible and robust and may be readily adapted over time should market conditions and buyer preferences change. A range of densities has been proposed to satisfy the housing requirements of a broad demographic.

Market research has been commissioned to provide further clarity around market acceptance of the proposed product mix but is anticipated to compliment and enable refinement of the proposed product lot mix.

Marketing Strategy - advice on the timing for the preparation of the Grove Marketing Strategy, in particular detail on how the marketing approach will emphasise the Grove Precinct point of difference with the other Catalina Precincts

The marketing strategy for Catalina Grove will be based on the following.

Nature

Retained and mature vegetation enhanced by new planting and high quality public open spaces. Includes a number of sustainable building incentives and options. This will create a strong connection to nature.

Connections

Convenient transport options with access to Clarkson Train Station, the Mitchell Freeway and will benefit from an early public bus route through the precinct.

Catalina Grove is a new precinct with all the benefits of an established suburb. Close location to schools, shops, marinas, beaches, existing communities and many public amenities.

Health

Designs and principles that will ensure house designs address the street and encourage people to walk and use the public open spaces. Catalina Grove will promote and encourage the use of the Green Link to connect through the Catalina development. Being connected with your neighbours will be easier in Catalina Grove.

Time

Smaller convenient lower maintenance homes free up time for you to do the things you love. Spend less time getting places (freeway, train and bus connections). Everything is already on your doorstep so why wait.

The launch of Catalina Grove is proposed to happen through integrated, multi-channel data-driven approach and appeal to the right demographic through connection at the value, beliefs and attitudinal level. This is proposed to be achieved through developing appealing brand value proposition, brand assets, research tools and data-driven brand and lead generation campaigns. The strategy will work at the following three levels;

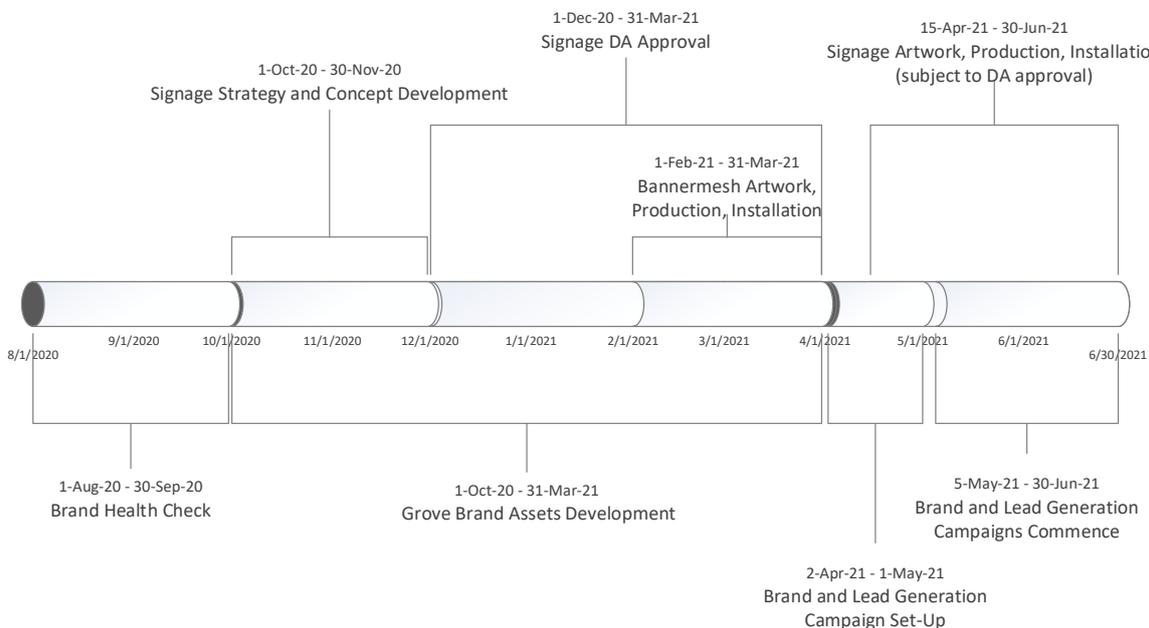
1. Integrating technological solutions in the customer journey (especially when researching the market) and the marketing tools used (potentially, an mobile application with 3D model of the precinct); some existing assets will need to be reviewed and updated (estate brochure, 360-degree virtual tour, etc.).

These tools and assets will become instrumental during the early stages of the customer journey (identifying the need and research of alternatives), help understand the brand and its vision. These assets will be long-term assets that can be updated as the Precinct develops.

2. Tone of voice (brand language) and brand identity. As will be determined by the brand health-check, tone of voice and brand identity will be developed, informing launch campaign key message, channels and structure.
3. Launch campaign, focusing on brand awareness and lead-generation. Both, brand and lead generation campaigns, are planned to be launched at the time the earwork commences. Sufficient time needs to be allowed prior to the first Grove land release to build data base. The following channels have been identified based on historic performance and data currently available:
 - Google and relevant Social Media platforms
 - Signage
 - eDM
 - Point of Sale (Sales Office)
 - Print (local press)
 - Radio
 - Advertising via Event Sponsorship to reach target audience

The brand health-check identified with the Grove Development Strategy will review the Catalina Grove brand identity and its relevance to the current and projected market. The brand health check is anticipated to support the identified points of difference and provide guidance on the type of marketing assets necessary to generate Catalina Grove brand awareness, and the tone of voice. The tone of voice (brand language) and brand identity will be instrumental in informing content of key marketing communications and assets for the precinct: eDM, Media Releases, website, estate brochures. This critical piece of research has been commissioned and will facilitate the Catalina Annual Market Plan FY21 to detail the marketing approach and points of difference that will be developed for Catalina Grove.

The below details the Catalina Grove launch strategy. The Brand Health Check has been awarded and the Signage Strategy has commenced.



Preparation of Design Guidelines - advice on the timing for the preparation of the design guidelines

The design guidelines will have a strong sustainability focus whilst ensuring the overall design quality and kerb appeal of the homes are still achieved. Creating a fine balance between affordability and aspirational designs will be critical. Whilst addressing similar criteria as the other precincts these design guidelines will also look to include information on the following;

- Opportunities to provide 'eyes on the street' and contribute to community safety.
- Creating opportunities for interactions with neighbours and passers-by.
- A precinct palette to inspire materials colours and treatments used in the house design.
- Climate responsive design advice which will provide design and construction principles to improve the comfort of the home and minimise the energy and water usage.

The first draft of design guidelines for the project team review has been prepared. Advice notes and recommendations will be provided in the design guidelines to guide buyers on the aspirations and built form requirements of Catalina Grove. Similar to Catalina Central a number of mandatory requirements will be in place to ensure a minimum level of design is achieved. In addition the following mandatory elements are currently being considered. Please note these are draft and will be refined prior to completion.

Item	Mandatory/Recommendation
Site Responsive Design - Solar orientation Locations of living areas and major openings.	Mandatory
Front Elevation - Providing eyes on the street / kerb appeal Porch/Verandah and one additional architectural element Corner lots must incorporate major openings and extend primary street material around to the secondary street,	Mandatory
Sustainability Minimum Requirements - Fixtures, fittings and add-ons These items will be guided by the sustainability review to be completed. This may include items such as PV cells, WELS ratings, energy efficiency etc.	Mandatory

The Catalina Grove Design Guidelines are forecast to be complete it Q3 Fy21.

Innovation/sustainability - advice on the timing for the preparation of information outlining the innovation/sustainability principles/approaches to be incorporated in the Grove Precinct.

Many sustainability and innovation principles have been embedded within the creation of Catalina Grove, from the retention of existing trees to the already accredited EnviroDevelopment 6 elements. To achieve the highest accreditation from the Urban Development Institute of Australia - EnviroDevelopment a significant number of innovation and sustainability initiatives have been committed to in the Precinct. A few highlights of these items are summarised below.

Master Planning

Community education, site responsive design, identifying and planning for existing vegetation, recycle and reuse vegetation, erosion control, efficient site delivery, provision for high speed internet.

Ecosystems

Efficient water treatment, biofiltration systems, native planting, weed and pest management, soil health, minimise access to conservation areas, protect areas of ecological significance, reduce urban heat island effect (streetscapes, POS and design controls), propagation of seeds from site for replanting.

Waste

Waste recycling program, retention and reuse of topsoil.



Energy

PV rebates, solar orientation, microclimate POS design, solar and wind powered lighting.

Materials

Use of warm asphalt, turfed temporary carparking, reuse of felled trees and boulders in landscaping. Environmental materials used during the construction of the Catalina Sales Office,

Water

WELS rebates, water wise landscaping packages,

Community

Clear vision, engaging with community, comprehensive community feedback, community led public art programs, community grants, support and foster location groups and organisations, provision for bikes and fitness, encouraging public transport, community garden.

Information regarding all the included elements will be prepared following a specialist sustainability consultant review of current market leading practices and possible inclusions for the project. This is anticipated to be completed in Q3 FY21 and the information collated and presented to TPRC in Q4 FY21.

Should you have any questions or issues regarding the above please do not hesitate to contact the undersigned.

Kind Regards

A handwritten signature in black ink, appearing to read 'Carl Buckley', written over a light blue horizontal line.

Carl Buckley
PROJECT DIRECTOR

Appendix 8.13

Catalina Beach Display Village Terms & Conditions

2 December 2020

Mr Simon O'Sullivan
Manager Project Coordination
Tamala Park Regional Council
Unit 2, 369 Scarborough Beach Road
INNALOO WA 6018

Via email: simon.osullivan@tamalapark.wa.gov.au

Dear Simon

In April 2016, the Council received the Display Village Strategy that was prepared for the Catalina project. In addition to approving Catalina Beach Display Village (DV3) the following motion was passed

The council advises the Satterley Property Group that approval for the Catalina Grove Display Village (DV4) and Catalina Beach Display Village (DV5) is considered premature at this stage.

The advice and details regarding the objective and benefits contained within the Display Village Strategy dated March 2016 have been reviewed and are fundamentally the same. The identified location and purpose of Catalina Beach Display Village (DV5) also largely remain unchanged. This recommendation will seek to obtain approval of the location, commercial terms and conditions, and the selection and allocation process for DV5. The creation of this Display Village supports the Display Village Strategy.

Location

The general location of DV5 is unchanged from the Display Village Strategy and will seek to capitalise on exposure to Marmion Avenue and leverage the existing Sales Office.

Commercial Terms and Conditions

The commercial terms and conditions are proposed to be amended following feedback from builders in DV3. The proposed commercial terms and conditions are.

1. Deposit: \$5,000 payable within 5 working days of acceptance
2. Settlement: 21 days from the issue of title
3. Contract Terms: Cash unconditional
4. Practical completion of the Display Home is to be no later than 57 weeks from settlement or from the outlined date in the approved development application for the Catalina Beach Display Village.
5. The Display Home being open for the minimum of 2pm to 5pm on Wednesdays, 1pm to 5pm Saturday, Sunday and Public Holidays (or as agreed by the TPRC).

6. The Display Home to be designed and constructed in accordance with the Catalina Beach Design Guidelines and Estate Covenants.
7. The Display Home to incorporate all of the sustainability initiatives listed below:
 - Installation of a gas boosted solar hot water system;
 - Installation of solar panels with a minimum 3kw system;
 - Installing high star rated electrical and water using appliances;
 - Achieving an energy rating of 7 stars or greater.

Sustainability initiatives listed above may be substituted with other sustainability initiatives proposed by the Tender at the TPRC's absolute discretion.

8. The builder will be required to undertake landscaping of the lot including reticulation to the verge. A landscape plan must be provided for TPRC's approval prior to landscape works being undertaken within the building setback. The seller to provide verge landscaping (including street tree) upon the installation of reticulation.
9. The Display Home is to be open for a minimum of 2 years, with an option to extend for a further year at the discretion of the TPRC.
10. A Building Rebate of 2.5% of the purchase price (inclusive of GST) will be paid to participating builders subject to compliance with Conditions 1 - 8 as listed above within 60 days of the opening of the Display Home.
11. A Building Rebate of 2.5% of the purchase price (inclusive of GST) will be paid to participating builders subject to compliance with Condition 9 listed above.

Selection and Allocation Process

Evaluation of each Tender will be conducted by Satterley and TPRC following the Tender closing date and will be assessed based on the builder's ability to address the selection criteria. Tender submissions will be given a ranking in accordance with these criteria.

The Tenderer who achieves the highest ranking will be given the first preferred lot allocation in accordance with the Tender Form. The builder who achieves the second highest ranking will receive the second allocation and so on. This method will be followed until all lots have been allocated.

Any lot not allocated will be reoffered at the end of the allocation process in the same order of preference. If any of the display lots remain unallocated these will be held in reserve pending evaluation by Satterley and TPRC.

The following selection criteria will be used to assess all submissions.

1. **Capacity to meet Market Demand (20%)**

This will be established by checking ranking based on Reed Construction data for the Perth Metropolitan Area.

2. **Building Design (40%)**

The Tenderer must demonstrate how the Display Home meets the vision/objective of the TPRC and the Catalina Beach Design Guidelines. Builders are encouraged to provide proposed elevations/concepts demonstrating their design.

3. **Innovation (15%)**

The tenderer must show how innovation is incorporated into the Display Home

4. **Sustainability (15%)**

The Tenderer must confirm compliance with the 4 mandatory sustainability initiatives outlined in the Contract Terms and any additional sustainability initiatives proposed for the Display Home.

Sustainability initiatives that are considered relevant to the Catalina Project include Energy Efficiency, Water Efficiency, Waste Management and use of Innovative Cost-Efficient Building Materials.

5. **Financial Capacity (10%)**

The Tenderer must demonstrate that they have the financial capacity to complete development of the selected lots in accordance with the contract terms.

Satterley wishes to seek approval for the Commercial Terms and Conditions, and Selection and Allocation Process detailed above to be approved for Catalina Beach Display Village (DV5).

Should you have any questions or require any further information please do not hesitate to contact the undersigned.

Yours sincerely



Carl Buckley
Project Director

Appendix 13.1

Tender 05/19

Built Form Partnership

CONFIDENTIAL

Appendix 13.2

**Tender 01/20
Landscape Architect**

CONFIDENTIAL

Appendix 13.3

MRC Landfill Buffer Groundwater Monitoring

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Appendix 13.4

Catalina Built Environment Strategy

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Appendix 13.5

Review of Catalina Risk Management Plan

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Appendix 13.6

Development Manager's KPIs

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Appendix 13.7

Catalina Economic Strategy

CONFIDENTIAL

Appendix 13.8

Key Personnel - Catalina Sales Representative