

TAMALA PARK
Regional Council

Meeting of Council

AGENDA

Thursday 14 April 2011
Town of Cambridge, 5.30pm

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

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

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TAMALA PARK REGIONAL COUNCIL

Councillors of the Tamala Park Regional Council are advised that the ordinary meeting of Council will be held in the Council Chambers at the Town of Cambridge, 1 Bold Park Drive, Floreat at 5.30pm on Thursday 14 April 2011.

The business papers pertaining to the meeting follow.

Your attendance is requested.

Yours faithfully



TONY ARIAS
Chief Executive Officer

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Mayor Simon Withers	
City of Joondalup	Cr Geoff Amphlett Cr Tom McLean	
City of Perth	Cr Eleni Evangel	
City of Stirling	Cr Leonie Getty Cr Giovanni Italiano (CHAIRMAN) Cr David Michael Cr Stephanie Proud	
Town of Victoria Park	Mayor Trevor Vaughan	
Town of Vincent	Mayor Nick Catania	
City of Wanneroo	Cr Dianne Guise Cr Glynis Monks (DEPUTY CHAIRMAN)	Mayor Jon Kelly Cr Brett Treby

NB: Although some Councils have nominated alternate members, it is a precursor to any alternate member acting that a Council carries a specific resolution for each occasion that the alternate member is to act, referencing Section 52 of the Interpretation Act. The current Local Government Act does not provide for the appointment of deputy or alternate members of Regional Councils. The DLGRD is preparing an amendment to rectify this situation.

PRELIMINARIES

1. OFFICIAL OPENING

DISCLOSURE OF INTERESTS

2. PUBLIC STATEMENT/QUESTION TIME

3. APOLOGIES AND LEAVE OF ABSENCE

4. PETITIONS

5. CONFIRMATION OF MINUTES

Council meeting – 17 February 2011

5A. BUSINESS ARISING FROM THE MINUTES

6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)

7. MATTERS FOR WHICH MEETING MAY BE CLOSED

8. REPORTS OF COMMITTEES

Management Committee Meeting – 17 March 2011

9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.15)

Presentations will be received by:

- Mr Gavin Hegney (Hegney Property Group) – Mr Hegney's presentation will be on the WA residential property market and issues affecting Tamala Park project.
- Mr Nigel Satterley (Satterley Property Group) – Mr Satterley's presentation will be on the residential property market and outlook.

9.1 BUSINESS REPORT – PERIOD ENDING 31 MARCH 2011

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: N/A

Recommendation

That the Council RECEIVE the Business Report to 31 March 2011.

Voting Requirements

Simple Majority

Report Purpose

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

Relevant Documents

Appendix: Nil
Available for viewing at the meeting: Nil

Background

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

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

Comment

Coastal Conservation Committee – The purpose of the Committee is to frame management arrangements for the coastal conservation reserve, between the Burns Beach development and the western cell of the Tamala Park proposed development. The area is approximately 308 hectares.

The Committee met on 21 March 2011 and was presented with a revised draft Establishment Plan for the land.

The draft Establishment Plan proposes the majority of the land to be a Conservation Park managed by the Department of Environment and Conservation. It is likely the foreshore area would be managed by the City of Wanneroo and the City of Joondalup, consistent with municipal boundaries, with conditions attached to that management. The main purpose of the land will be for conservation purposes with limited passive recreation associated with use of the beach area. The timeframe for public release of the report is May/June 2011.

The Committee has agreed to a number of recommendations included in the draft Establishment Plan. An update will be provided at the meeting.

9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF FEBRUARY 2011 AND MARCH 2011

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 12.66.401.0

Recommendation

That the Council RECEIVE and NOTE the Statement of Financial Activity for the months ending 28 February 2011 and 31 March 2011.

Voting Requirements

Simple Majority

Report Purpose

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

Relevant Documents

Appendix: Monthly Statement of Financial Activity for the months ending 28 February 2011 and 31 March 2011
Available for viewing at the meeting: Nil

Local Government Act/Regulation

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

Background

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

Comment

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

Variances at March 2011 exceeding 10% were experienced in relation to the following:

Agenda TPRC Meeting of Council – 14 April 2011

Interest Earnings	This reflects the timing of maturity of investments. The budgeted earnings from interest is expected to be met.
Employee Costs	The positive variance relates to employee costs for proposed Project Manager (yet to be appointed).
Materials & Contracts Other	The positive variance in expenditure is partly due to timing of payments. The budgeted expenditure will be met.
Professional Consultant Fees	The positive variance in expenditure is partly due to timing of payments. The budgeted expenditure will be met.

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

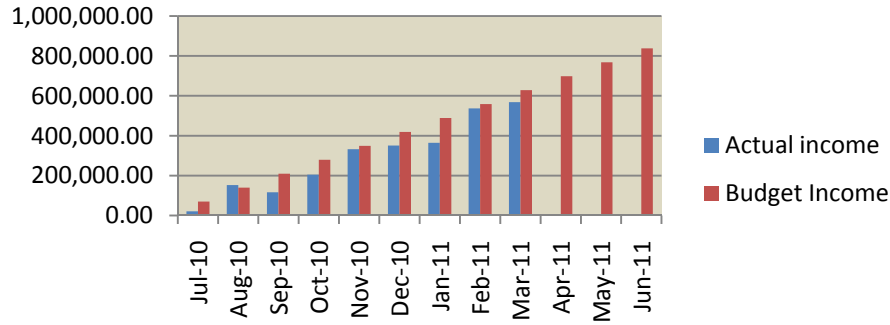
Financial Snapshot as at 31 March 2011

	Jul '10 - Mar 11	YTD Budget	\$ Over Budget	+/- Variance	Annual Budget
Revenue					
Interest Earnings	536,719.71	637,501.00	-100,781.29	-15.81%	850,000.00
Other Revenue	1,250.93	0.00	1,250.93	100.0%	0.00
Total Revenue	537,970.64	637,501.00	-99,530.36	-15.61%	850,000.00
Expenses					
Depreciation	0.00	0.00	0.00	0.0%	-4,502.00
Employee Costs	-281,371.01	-355,432.00	74,060.99	-20.84%	-473,844.00
Insurance	-7,218.10	-5,247.00	-1,971.10	37.57%	-7,005.00
Materials & Contracts MTC	0.00	-1,000.00	1,000.00	-100.0%	-1,000.00
Materials & Contracts Other	-66,825.92	-401,045.00	334,219.08	-83.34%	-534,710.00
Other	-79,374.71	-73,374.99	-5,999.72	8.18%	-118,499.99
Professional/Consultant Fees	-118,911.44	-302,807.00	183,895.56	-60.73%	-403,800.00
Utilities	0.00	-7,488.00	7,488.00	-100.0%	-10,000.00
Total Expenses	-553,701.18	-1,146,393.99	592,692.81	-51.7%	-1,553,360.99
Unclassified	0.00	0.00	0.00	0.0%	0.00
TOTAL BUDGET	-15,730.54	-508,892.99	493,162.45	-96.91%	-703,360.99

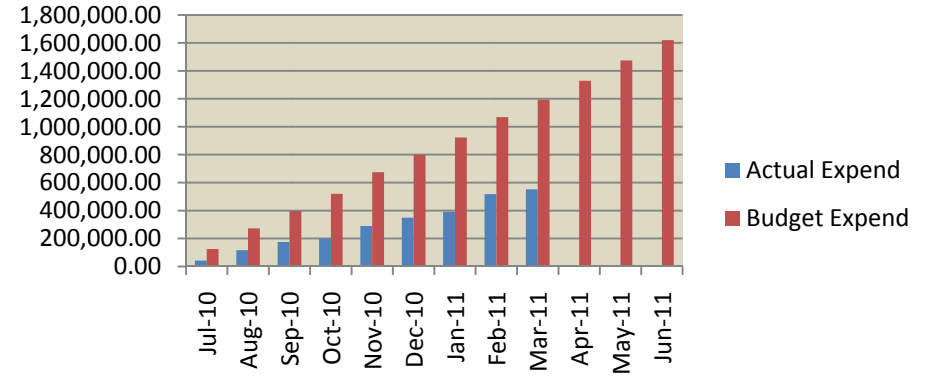
Balance Sheet Summary as at 31 March 2011

	Mar 31, 11	June 30, 10	\$ Change	% Change
Cash and Investments	15,130,035.56	15,225,077.15	-95,041.59	-0.62%
Accounts Receivable	0.00	36,364.68	-36,364.68	-100%
Other Current Assets	1,030.00	1,030.00	0.00	0.00%
Total Current Assets	15,131,065.56	15,262,471.83	- 131,406.27	-0.86%
Fixed Assets	2,018,762.88	2,013,762.88	5,000.00	0.25%
Total Assets	17,149,828.44	17,276,234.71	- 126,406.27	-0.73%
Less Current Liabilities	40,065.04	64,156.65	-24,091.61	-37.55%
Less Long Term Liabilities	6,918.42	6,918.42	0.00	0.00%
Total Liabilities	46,990.21	157,665.94	-110,675.73	-70.20%
Net Assets	17,102,844.98	17,205,159.64	- 102,314.66	36.82%

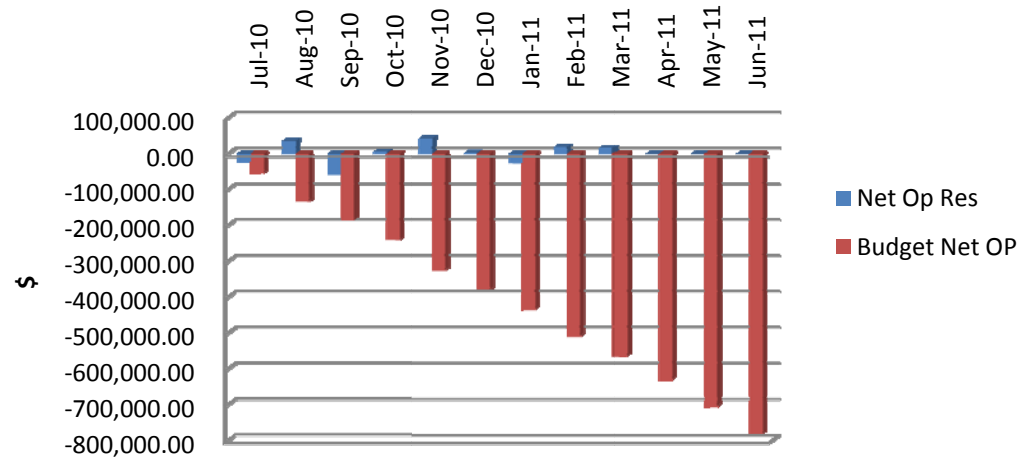
Cumulative YTD Income V Budget by Month



Cumulative YTD Exp V Budget by Month

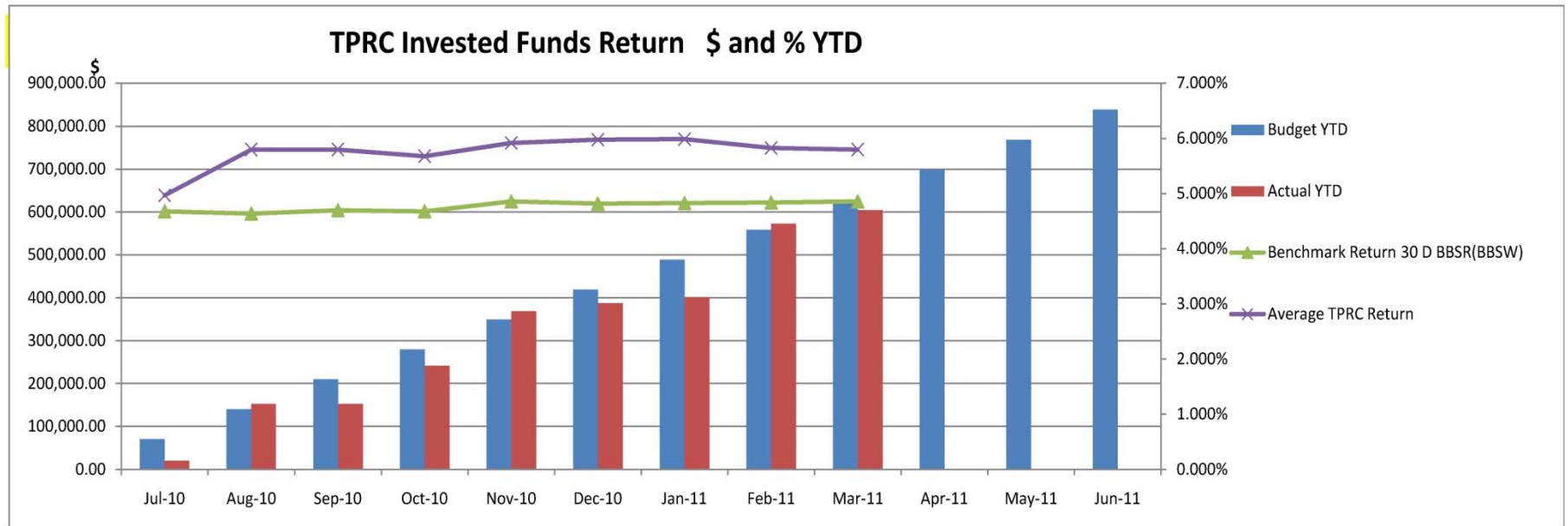


Cumulative YTD Net Operating V YTD Budget Net Operating



**Tamala Park Regional Council
TPRC Investments Summary**
1 July 2010 - 31 March 2011

		Jul-10	Aug-10	Sep-10	Oct-10	Nov-10	Dec-10	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11
Budget	I032030 · Interest on Investment	69,853.00	69,853.00	69,853.00	69,853.00	69,853.00	69,853.00	69,853.00	69,853.00	69,853.00	69,853.00	69,853.00	69,853.00
Actual	I032030 · Interest on Investment	20,383.00	132,052.00	0.00	88,842.49	127,212.02	18,876.73	13,392.00	172,230.29	31,293.63			
	Budget YTD	69,853.00	139,706.00	209,559.00	279,412.00	349,265.00	419,118.00	488,971.00	558,824.00	628,677.00	698,530.00	768,383.00	838,236.00
	Actual YTD	20,383.00	152,435.00	152,435.00	241,277.49	368,489.51	387,366.24	400,758.24	572,988.53	604,282.16			
Invested Funds													
A(-1+)	A01102 · Unrestricted At Call	19,884.12	76,953.61	19,539.90	51.55	5,083.62	72,250.02	43,391.85	27,455.34	27,513.63			
A(-1+)	A01106/7 · Fixed Term Deposits	15,075,550.14	15,075,549.00	15,075,549.00	15,075,550.00	15,075,550.00	15,075,550.00	15,075,550.00	15,075,550.00	15,075,549.00			
	Act Invest 09-10	15,095,434.26	15,152,502.61	15,095,088.90	15,075,601.55	15,080,633.62	15,147,800.02	15,118,941.85	15,103,005.34	15,103,062.63	0.00	0.00	0.00



9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF FEBRUARY 2011 AND MARCH 2011

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 12.66.401.0

Recommendation

That the Council RECEIVE and NOTE the list of accounts paid under Delegated Authority to the CEO for the month of February 2011 and March 2011:

- **Month ending 28 February 2011 (Total \$132,251.37)**
- **Month ending 31 March 2011 (Total \$36,427.65)**
- **Total Paid - \$168,679.02**

Voting Requirements

Simple Majority

Report Purpose

Submission of the list of payments made under the CEO's Delegated Authority for the months ending 28 February 2011 and 31 March 2011.

Relevant Documents

Appendix: Cheque Detail for Months Ending 28 February 2011 and 31 March 2011
Available for viewing at the meeting: Nil

Local Government Act/Regulation

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

Background

A list of accounts paid under delegation or submitted for authorisation for payment is to be submitted to the Council at each meeting.

It is a specific requirement of Regulations that list state the month (not the period) for which the account payments or authorisation relates.

Comment

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

Payments are reviewed by TPRC Accountants Haines Norton following completion of each months accounts.

Agenda TPRC Meeting of Council – 14 April 2011

**Tamala Park Regional Council
Summary Payment List
February 2011**

Date	Num	Name	Description	Amount
01/02/2011	CH-200210	Westpac	Bank fees for Cheque Account for February 2011	-17.25
10/02/2011	ET-782	Employee Costs	Wages for period 27/1/11 to 9/2/11	-7,157.75
10/02/2011	ET-778	WALGSP	KJ superannuation for period 27/1/11 to 9/2/11	-141.60
10/02/2011	ET-779	National Australia Bank	TA 9% superannuation for period 27/1/11 to 9/2/11	-936.81
10/02/2011	ET-780	National Australia Bank	TA SS superannuation for period 27/1/11 to 9/2/11	-1,424.57
10/02/2011	ET-781	ATO	IAS payment to ATO for January 2011	-6,870.00
10/02/2011	ET-774	Haines Norton	Accounting services for February 2011 & BAS December 2011	-1,100.00
10/02/2011	ET-775	Landgate	Extraction of rectified aerial imagery & planimetry data	-204.60
10/02/2011	ET-777	Officeworks	Stationery	-112.13
10/02/2011	ET-776	Syrinx	Syrinx Env Mgt Rep-SP-992/33 - TP EMP Update & finalisation	-2,698.30
10/02/2011	Debit	Telstra	TPRC office service & equip & usage charges to 27/1/11	-124.60
15/02/2011	CH-200211	Westpac Bank	Credit card payment February 2011	-7.50
16/02/2011	CH-200205	WAPC	Stage 1 - Subdivision Fee	-7,057.10
24/02/2011	ET-809	Employee Costs	Wages for period 10/2/11 to 23/2/11	-7,380.35
24/02/2011	ET-811	Tony Arias	TA backpay for period 12/10/10 to 9/2/11 3.5% increase	-4,749.57
24/02/2011	ET-806	WALGSP	KJ superannuation contribution for period 10/2/11 to 23/2/11	-145.61
24/02/2011	ET-807	National Australia Bank	TA salary sacrifice for period 10/2/11 to 23/2/11	-1,424.57
24/02/2011	ET-808	National Australia Bank	TA 9% superannuation contribution for period 10/2/11 to 23/2/11 inc backpay amount for period 12/10/10 to 9/2/11	-1,598.63
24/02/2011	ET-784	Amcom	ADSL Direct for period 1/3/11 to 1/4/11	-79.00
24/02/2011	ET-787	Chappell Lambert Everett	Invoices 2228:3899 & 228:3880	-29,787.29
24/02/2011	ET-785	City of Stirling	Content & spam filtering and antivirus (Oct to Dec 2010) Variation EPBC Referral & Offsets Plan	-330.00
24/02/2011	ET-788	Eco Logical Australia	(project mgmt, prep of referral, prep of offsets strategy) Prep of response letter to COW; attend mtgs at COW & Cossil Webley; correspondence with project team	-4,422.00
24/02/2011	ET-786	ENV Australia		-2,391.88
24/02/2011	ET-789	Kyocera Mita	BW and colour copying charges to 17/1/11	-166.03
24/02/2011	ET-790	LGIS Workcare	Actual Wages Adjustment 2009/10	-3,531.00
24/02/2011	ET-791	Marketforce	Invoices W9101 0023 & 0024	-5,775.00
24/02/2011	ET-792	McMullen Nolan	Surveyors Fees - Stage 1	-16,500.00
24/02/2011	ET-793	Neverfail	3 x bottles water	-35.10
24/02/2011	ET-794	Telstra	TA mobile charges 14/2/11 to 13/3/11	-90.18
24/02/2011	ET-795	WALGA	TPRC Future Plan advertised in local newspapers and West Australian	-933.97
24/02/2011	ET-796	Amphlett, Geoff	Composite allowance for November 2010, December 2010 & January 2011	-1,750.00
24/02/2011	ET-797	Getty, Leonie	Composite allowance for November 2010, December 2010 & January 2011	-1,750.00
24/02/2011	ET-798	Guise, Dianne	Composite allowance for November 2010, December 2010 & January 2011 Composite & Chairman allowance for period November 2010, December 2010 & January 2011	-1,750.00
24/02/2011	ET-799	Italiano, John	Composite allowance for November 2010, December 2010 & January 2011	-5,000.00
24/02/2011	ET-800	McLean, Tom	Composite allowance for November 2010, December 2010 & January 2011	-1,750.00
24/02/2011	ET-801	Michael, David	Composite allowance for November 2010, December 2010 & January 2011 Composite & Deputy Chair allowance for period November 2010, December 2010 & January 2011	-1,750.00
24/02/2011	ET-802	Monks, Glynis	Composite allowance for November 2010, December 2010 & January 2011	-2,125.00
24/02/2011	ET-803	Vaughan, Trevor	Composite allowance for November 2010, December 2010 & January 2011	-1,750.00
24/02/2011	ET-804	Withers, Simon	Composite allowance for November 2010, December 2010 & January 2011	-1,750.00
24/02/2011	CH-200206	City of Stirling	Rent & Electricity MR3 SCC April 2011	-396.48
24/02/2011	CH-200207	Evangel, Eleni	Composite allowance for November 2010, December 2010 & January 2011	-1,750.00
24/02/2011	CH-200208	Proud, Stephanie	Composite allowance for November 2010, December 2010 & January 2011	-1,750.00
24/02/2011	CH-200209	Catania, Nick	Composite allowance for November 2010, December 2010 & January 2011	-1,750.00
24/02/2011	ET-805	T Arias	Reimbursements & Mileage Claim	-37.50
				<u>-132,251.37</u>

**Tamala Park Regional Council
Summary Payment List**

Date	Num	Name	March 2011	Description	Amount
01/03/2011	CH-200212	Westpac		Banking fees for Cheque Account March 2011	-24.35
03/03/2011	ET-812	T Arias		TA mileage claim for period July to September 2010	-878.49
03/03/2011	ET-813	Westnet		Email account service provider for period 1/3/11 to 1/3/12 (direct debit)	-100.00
10/03/2011	ET-821	Employee Costs		Wages for period 24/2/11 to 9/3/11	-7,321.23
10/03/2011	ET-817	WALGSP		KJ superannuation for period 24/2/11 to 9/3/11	-137.59
10/03/2011	ET-818	National Australia Bank		TA 9% superannuation for period 24/2/11 to 9/3/11	-969.57
10/03/2011	ET-819	National Australia Bank		TA SS superannuation for period 24/2/11 to 9/3/11	-1,424.57
10/03/2011	ET-820	Australian Taxation Office		IAS payment to ATO for February 2011	-9,226.00
10/03/2011	ET-814	Haines Norton		Accounting services for March 2011	-770.00
10/03/2011	ET-815	Neverfail		Consumable Stores - 2 x bottles water	-24.65
10/03/2011	ET-816	Urban Design Institute of Australia		UDIA Market Breakfast - 4 March 2011	-70.00
24/03/2011	ET-831	Employee Costs		Wages for period 10/3/11 to 23/3/11	-7,321.23
24/03/2011	ET-828	WALGSP		KJ superannuation for period 10/3/11 to 29/3/11	-137.59
24/03/2011	ET-829	National Australia Bank		TA SS superannuation for period 10/3/11 to 23/3/11	-1,424.57
24/03/2011	ET-830	National Australia Bank		TA 9% superannuation for period 10/3/11 to 23/3/11 (inc	-1,020.51
24/03/2011	ET-823	Amcom		ADSL direct 512k/512k for period 1/4/11 to 1/5/11	-79.00
24/03/2011	ET-824	Eco Logical Australia		Professional services for period 27/1/11 to 28/2/11 for project mgmt	-3,011.25
24/03/2011	ET-825	ENV Australia		Finalise LWMS and send to DOW	-1,573.00
24/03/2011	ET-826	Officeworks		Invoices 25369725 & 25369814	-190.95
24/03/2011	ET-827	Telstra		TA mobile usage invoice to 13/4/11 & TPRC office landline invoice to 28/2/11	-307.74
24/03/2011	CH-200210	City of Stirling		Rent & Electricity MR3 SCC for May 2011	-415.36
					-36,427.65

9.4 MINDARIE REGIONAL COUNCIL BUFFER

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 18.121.624

Recommendation

That the Council:

1. Advise the MRC of the TPRC concerns regarding the delay and the reduction of the 31 December 2010 target 'pull back' of the buffer zone.
2. Request the MRC to provide a detailed report, by 1 June 2011, on the 'pull back' targets agreed in February 2010 so that the TPRC can properly assess any implications on the Tamala Park development.

Voting Requirements

Simple Majority

Report Purpose

To advise the TPRC on the status of the MRC buffer.

Relevant Documents

Appendix: Structure Plan Map
Available for viewing at the meeting: Nil

Policy Reference

N/A

Local Government Act/Regulation

N/A

Previous Minutes

- Council Meeting – 17 February 2011 (Item 9.6 - MRC Buffer)
- Council Meeting – 11 February 2010 (Item 9.6 – MRC Buffer)
- Council Meeting - 13 August 2009 (Item 9.12 – MRC Buffer)

Financial/Budget Implications

No budget allocation.

Background

The MRC leases 151 hectares from the 7 constituent Councils, immediately south of the TPRC landholding, for the purpose of a landfill site.

In the MRC lease provision was made for retention of a buffer of 500m from the operating face of the MRC landfill, which is consistent with DEC requirements. The buffer currently extends 250 metres into the Tamala Park land area.

At its meeting of February 2010 the Council resolved to note the pull-back of the MRC buffer zone is as follows:

- Current – buffer approximately 250m north of the lease boundary;
- 31 December 2010 – buffer approximately 150m north of the lease boundary;
- 31 December 2015 – buffer approximately 100m north of the lease boundary;
- 31 December 2016 – buffer pulled back to the lease boundary; and
- 31 January 2021 – (landfill closed) – no buffer zone required.

The MRC advised the TPRC in January 2011 that the 31 December 2010 buffer target had not been achieved and was anticipated to occur in February/March 2011. This has been as a consequence of lower volumes being received by the landfill.

At its meeting of 17 February 2011 the Council resolved to advise the MRC of TPRC concerns and potential implications of the buffer 'pull back' targets agreed in February 2010 not being achieved. It also sought advice from the MRC on current planning for the 'pull back' of the MRC buffer zone.

The Council requested the MRC to complete the contour of the northern face of the landfill commence as quickly as possible so that treatment of that face and rehabilitation can be undertaken on a staged basis to provide the best opportunity possible to change the aesthetic presentation of the northern area of the landfill viewable from the TPRC development.

Comment

The MRC has provided advice on the capping of the northern edge of the landfill site (refer to Appendix 9.4). In summary it advises that the capping works have commenced and are programmed to be completed by the end of May 2011, with seeding for landscaping to commence in June.

However, it has advised that as a result of reduced landfill volumes the extent of capping works has had to be reduced. The impact of this is that the 'pull back' of the MRC buffer zone will be reduced from 100 metres to 50 metres.

The current TPRC Structure Plan anticipates the initial stages of development adjacent Neerabup Road and not directly impacted by the buffer zone. In considering the current buffer zone 'pull back' targets the TPRC considered that the buffer requirements of MRC could be managed through the staged urban development.

The stages of the project south of the 'green link' could be significantly impacted by continuing delays in the 'pull back' of the buffer zone as the WAPC will not approve subdivision applications of land within the buffer zone. A further consequence is that the treatment and landscaping of the northern face will also be delayed. This could affect purchaser perceptions of the Tamala Park project.

There are ongoing discussions with the MRC office, however, these have failed to establish the detail of any changes to the agreed February 2010 'pull back' targets of the buffer zone and any potential impacts on the Tamala Park development. Detailed advice is required from the MRC so that the implications of any changes to the February 2010 agreed 'pull back' targets on the Tamala Park development can be properly assessed.

9.5 FUTURE PLAN 2011 - 2013

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 4.121.251.0

Recommendation

That the Council:

1. **RECEIVE the report on Future Plan submissions.**
2. **APPROVE the revised Future Plan 2011-2013 (dated April 2011).**

Voting Requirements

Absolute Majority

Report Purpose

To advise status of the TPRC Plan for the Future 2011-2013.

Relevant Documents

Attachments: Updated Future Plan; List of submissions received on TPRC Future Plan; LSP objectives;
Available for viewing at the meeting: Nil

Previous Minutes

- Council meeting – 17 February 2011 (Item 9.7 – Future Plan 2011-2013)
- Council Meeting - 16 December 2010 (Item 9.6 – Future Plan 2011-2013)
- Council Meeting - 14 June 2007 (Item 9.4 – Future Plan)
- Council Meeting - 9 August 2007 (Item 9.9 – Future Plan)
- Council Meeting - 8 June 2006 (Item 9.4 - Setting out requirements and proposal for the TPRC Future Plan)
- Council Meeting - 8 March 2006 (Item 9.5 - Approving the TPRC Enquiry by Design workshop as part of the process of informing the TPRC Future Pan)

Local Government Act/Regulation

- LGA Section 1.3(3). Intent of Act: Includes Planning to meet the needs of current and Future Generations.
- LGA Section 5.53. Annual Reports: A summary of the Plan for the Future to be included.
- LGA Section 5.56. Plan for the Future: Requires L Auth to prepare in accordance with regulations, for a minimum of 2 years.
- LGA Section 5.94. Plan for the Future: Public may inspect.
- LGA Section 6.2. Plan for the Future : Budget to have regard for:
 - Local Government (Administration) Regulations 1996 Regulation 19C Prescribes Form, Consultation Required, Revision Period; and

- o Local Government (Administration) Regulations 1996 Regulation 19D Prescribes Public Advertising for Plan and Modifications upon revision.

Financial/Budget Implications

Expenditure under this matter will be incurred under item E145029 (Advertising Public/Statutory):

Budget Amount:	\$6,000
Spent to Date:	\$3,573
Balance:	\$2,427

The requirements for advertising and publication will be met under the existing budget allocation.

Background

A Future Plan is a legal requirement pursuant to Section 5.56 of the Local Government Act.

The Future Plan is intended to provide a three year outlook of the activities of the Tamala Park Regional Council (TPRC). It is also intended to make reference to the broad objectives of the Council, the proposed use of Council resources and the involvement of the community.

At its meeting of 16 December 2010 the Council endorsed the draft Future Plan 2011-2013 document for the purpose of advertising for public response. It also adopted the following proposals for public consultation;

- Advertised in local newspapers.
- Advised on participant Council noticeboards.
- Web site.
- Participant Local Government responses canvassed.

Comment

The Future Plan was advertised in local newspapers, on participant Council noticeboards, TPRC Web site and participant Local Government responses canvassed.

Six responses were received, all from participant Councils. A summary of the comments received is attached at Appendix 9.5. The comments of an editorial nature have been addressed in the modified Future Plan. There are a number of comments which could involve significant changes, particularly relating to the Financial Summary of the Future Plan and the potential inclusion of LSP Objectives and KPI's relating to the Objectives.

At its meeting of 17 February 2011 the Council resolved to receive the report on submissions on the draft Future Plan 2011-2013 and that this matter be the subject of a further report when the Tamala Park Project Cashflow has been determined.

The "Whole of Project" Cashflow is listed for consideration in this Council agenda and subject to Council approval, it is recommended that a summary of expenditure and revenue for the next five years be included in the Future Plan. It is considered premature to include the 'Whole of Project' predictions at this stage.

The draft Future Plan currently includes the TPRC objectives stated in the Establishment Agreement, which are as follows:

- 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.

In its submission the City of Wanneroo recommended that the Objectives contained in Part 1 (Statutory section) of the LSP (refer to Appendix 9.5) be included in the Future Plan, with appropriate KPI's. These Objectives are detailed in nature and would involve substantial changes to the Future Plan. Advice from the City of Wanneroo and Department of Planning indicates that the Part 1 provisions (including the Objectives) will not be approved by the WAPC and will need to be deleted from the LSP. Given this it is considered that the LSP Objectives not be included in the Future Plan at this time.

The revised Future Plan (dated April 2011) is presented for the Council's endorsement.

9.6 TPRC STRUCTURE PLAN STATUS UPDATE

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 18.121.624

Recommendation

That the Council RECEIVE the status report in relation to the TPRC Structure Plan.

Voting Requirements

Simple Majority

Report Purpose

To advise status with Structure Plan approval.

Relevant Documents

Appendix: Plan showing area zoned Urban under the MRS
Available for viewing at the meeting: Nil

Policy Reference

N/A

Local Government Act/Regulation

N/A

Previous Minutes

Various Council meetings – most recent 16 December 2010 (Item 9.5 – TPRC Structure Plan Status Update)

Financial/Budget Implications

Expenditure under this matter will be incurred under item E145401 (Structure Planning – Direct Component):

Budget Amount:	\$45,000
Spent to Date:	\$14,562
Balance:	\$30,438

The finalisation of the LSP will be met under the existing budget allocation.

Background

The Council at its meeting on 13 August 2009 considered the completed Structure Plan for the urban development at Tamala Park.

The Structure Plan was considered by the City of Wanneroo on 4 May 2010 at which time Council resolved to support a modified Structure Plan, subject also to a number of modifications being effected prior to final approval. It also resolved to refer the Structure Plan to the Western Australian Planning Commission for approval.

Comment

The Western Australian Planning Commission is shortly to approve the Local Structure Plan, subject to a number of modifications. The proposed key modifications involve the following items:

- Residential Density criteria
- Dwelling target provisions
- Reports, required prior to Subdivision
- Deletion of Objectives

Whilst there are a number of additional modifications they do not cause any significant impact in terms of the Local Structure Plan. Furthermore they should not prevent the consideration of the Stage 1 subdivision application.

At its meeting of 17 February 2011 the Council was advised that the WAPC approved the lifting of the urban deferment of that portion of the Tamala Park project which is outside the 500m buffer zone from the MRC landfill site. Attached is a plan showing the area zoned Urban from the MRS (Appendix 9.6).

9.10 STRUCTURE PLAN REFERRAL - ENVIRONMENTAL PROTECTION & BIODIVERSITY CONSERVATION ACT

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 18.121.624.9

Recommendation

That the Council RECEIVE the report.

Voting Requirements

Simple Majority

Report Purpose

To provide a status report on the referral of the Structure Plan to the Department of Environment, Water, Heritage and the Arts (DEWHA) under the Environment, Protection and Biodiversity Conservation Act 1999 (EPBC Act).

Relevant Documents

Appendix: Nil
Available for viewing at the meeting: Assessment Documentation – Further Information

Policy Reference

N/A

Local Government Act/Regulation

N/A

Previous Minutes

Council Meeting – 17 February 2011 (Item 9.10 – Structure Plan Referral – Environmental Protection & Biodiversity Conservation Act)

Financial/Budget Implications

Expenditure under this matter will be incurred under item E145448 (EPBC Act Management):

Budget Amount: \$50,000
Spent to Date: \$33,210
Balance: \$16,790

The finalisation of EPBC approval will be met under the existing budget allocation.

Background

The EPBC Act requires referral of any proposals that may impact on endangered species to the Department of Sustainability, Environment, Water, Population and Communities (SEWPAC). Field surveys undertaken for the TPD identified potential habitat for Carnaby's Cockatoo and Graceful Sun Moth, both are listed as endangered under the EPBC Act.

At its meeting of February 2010 the Council approved the referral of the Structure Plan and Environmental Management Plan to the SEWPAC.

SEWPAC has advised that the referral could be assessed on the basis of preliminary documentation (documentation submitted) and provided for the documentation to be published/advertised. The Department further advised that the proposed action is a controlled action and as such requires assessment and approval by the Minister for Sustainability, Environment, Water, Population and Communities before it can proceed.

The TPRC was required to publish the referral and mitigation strategy and for the information be available for public comment for 20 business days. The advertisement was published in the West Australian newspaper on Saturday 5 February 2011. The Referral and Mitigation Strategy was posted on the TPRC website. Copies of the documentation was also forwarded to the City of Wanneroo library.

Comment

No submissions were lodged during the advertising period. A Report was submitted on 28 March 2011 by the Council's consultant (Eco Logical) indicating that no comments were received during the advertising period. Also included was additional information requested by SEWPAC on the following matters:

- Measures to avoid or reduce impacts to Carnaby's black cockatoo;
- Retention of significant trees;
- Details of rehabilitation to occur onsite;
- Vegetation areas to be retained;
- Status of WAPC zonings;
- Details of other infrastructure proposed for the project;
- Details of density of proposed housing; and
- Status of local structure plan.

There is a requirement for SEWPAC to make a decision within 10 business days on whether any additional information is required. If no further information is required then SEWPAC is required to make a decision within 40 days on whether the proposed action can be approved from the date of the above report. A meeting was held with officers of SEWPAC and a representative of the Minister for Sustainability, Environment, Water, Population on 28 March 2011 in Canberra to discuss this information and to progress the TPRC proposal.

A further update will be provided at the Council meeting.

9.11 MANAGEMENT COMMITTEE – TERMS OF REFERENCE/DELEGATIONS

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 13.45.657.0

Recommendation

That the Council:

- 1. RECEIVE the report.**
- 2. ACCEPT that the approved Terms of Reference and Delegations to the Management Committee are operating satisfactorily.**
- 3. APPROVE that the approved Terms of Reference and Delegations to the Management Committee, as listed in Appendix 9.11, be maintained.**
- 4. That the approved Terms of Reference and Delegations to the Management Committee be reviewed in twelve months.**

Voting Requirements

Absolute Majority

Report Purpose

To review the Terms of Reference and Delegations to the Management Committee.

Relevant Documents

Appendix: Nil
Available for viewing at the meeting: Nil

Policy Reference

N/A

Local Government Act/Regulation

N/A

Previous Minutes

N/A

Financial/Budget Implications

N/A

Background

At its meeting of 19 August 2010 the Council approved the establishment of a Management Committee with the following terms of reference and delegations for the Management Committee:

- Recommending to Council the Project Annual Plan, Project Budget and Project Milestones.
- The establishment and variation of key performance indicators which will be used to measure the performance of the Development Manager.
- Monitoring the Approved Project Budget (including any proposed variations to the Approved Project Budget).
- Stage-by-stage cost determination and review.
- Monitoring the Project's strategy, plans or concepts.
- Monitoring the marketing and sales program for the Project.
- Approval of sales schedules (including pricing) prior to the release of a stage of the Project.
- Contracts to be entered into by any party with a value less than \$1,000,000.
- Monitoring the Approved Project Program (including any proposed variations to the Approved Project Program).
- The appointment of Project consultants and contractors with a value less than \$1,000,000.
- The location of Stages of subdivision including the number of lots, Display village(s) (size, mix and locality).
- Approval to the lodgement of Subdivision Applications with the Western Australian Planning Commission.
- Approval to marketing strategy and program.
- Monitoring the implementation of TPRC objectives.
 - Generally monitor the performance of the Development Manager;
 - Generally progress the Project.
- To provide regular confidential updates on progress to the Council.

The Council also resolved to review in six months Terms of Reference and Delegations or Duties to the Management Committee:

Comment

Since its formation the Management Committee has met on the following dates:

- 7 October 2010;
- 18 November 2010;
- 17 February 2011; and
- 17 March 2011.

The Committee has made the following determinations in accordance with its delegations from the Council:

Management Committee Meeting - 7 October 2010	<ul style="list-style-type: none"> • Appointed Cr Nick Catania as the Chairman of the Management Committee. • Accepted Agreed to recommend the project consultancy tenders as follows: <ul style="list-style-type: none"> ○ Marketforce (Marketing Agency Services). ○ EPCAD (Landscape Architecture Services).
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	<ul style="list-style-type: none"> ○ McMullen Nolan (Survey Services). ○ Chappell Lambert Everett (Town Planning & Urban Design Services). ● Recommended to Council the project consultancy tender as follows: <ul style="list-style-type: none"> ○ Cossill & Webley (Engineering Services). ● Approved the draft Staging Plan (dated 24 September 2010) subject to review of the various stages (as required by the Committee) in response to marketing, infrastructure, housing demand and other relevant issues. ● Recommended to Council “Catalina” as the estate name for Tamala Park project.
<p>Management Committee Meeting - 18 November 2010</p>	<ul style="list-style-type: none"> ● Approved the Key Performance Indicators (dated 11 November 2010). ● Approved the KPI Gantt chart (dated 11 November 2010) showing key KPI's milestones referenced in the KPI schedule. ● Approved the draft Offset and Mitigation Management Strategy for discussions with (SEWPAC).
<p>Management Committee Meeting – 17 February 2011</p>	<ul style="list-style-type: none"> ● Approved the following modifications to the Key Performance Indicators (dated 11 November 2010): <ul style="list-style-type: none"> ○ Planning – <i>Subdivision application lodged by March 2011.</i> ○ Engineering – <i>Complete design for Stage 1 by May 2011.</i> ○ Engineering – <i>Commencement of construction by June 2011, subject to WAPC approvals.</i> ○ Environmental – <i>Secure Commonwealth Environmental Approval by May 2011.</i> ● Advised Council that the approved Terms of Reference and Delegations to the Management Committee are operating satisfactorily. ● Recommended to Council that the approved Terms of Reference and Delegations to the Management Committee be maintained. ● Recommended to Council that the approved Terms of Reference and Delegations to the Management Committee be reviewed in twelve months. 1. Approved the Annual Plan 2011 (dated December 2010) submitted by the Satterley Property Group. 2. Accepted that Key Performance Indicators, Strategy and Planning - Strategic Plan requiring the preparation of a Project Annual Plan by March 2010 has been achieved by the Satterley Property Group.

<p>Management Committee Meeting – 17 March 2011</p>	<ul style="list-style-type: none"> • Approved the Overall Strategic Marketing Plan (December 2010) submitted by the Satterley Property Group, subject to the proposed marketing expenditure for 2011/12 being reviewed once the Project Cash flow has been approved by Council. • Accepted that Key Performance Indicator, Marketing – Overall Strategic requiring the preparation of an Overall Strategic Marketing Plan (December 2010) has been achieved by the Satterley Property Group. • Approved the Phase 1 – Display Village Strategy (dated December 2010) submitted by the Satterley Property Group. • Accepted that Key Performance Indicator, Built Form & Housing - Display Village requiring the finalisation of planning for the Phase 1 – Display Village Strategy (December 2010) has been achieved by the Satterley Property Group. • Received the Draft Sustainability Initiatives Plan (dated March 2011) submitted by the Satterley Property Group. • Accepted that the Draft Sustainability Initiatives Plan (dated March 2011) be used as the basis of more detailed planning and investigation in relation to the feasibility, implementation and market acceptance of the proposed Sustainability Initiatives. • Advised the Satterley Property Group that the Key Performance Indicator, Planning and Strategy – Sustainability – Overall Strategic has not been met by the Draft Sustainability Initiatives Plan (dated March 2011) and that further information is required on the feasibility, implementation, practices by other contemporary Western Australian projects and market acceptance of the proposed Sustainability Initiatives prior to formal endorsement by the Council of the Sustainability Initiatives Plan. • Received the Built Form and Housing Design Guidelines (March 2011) submitted by the Satterley Property Group. • Accepted that the Built Form and Housing Design Guidelines (March 2011) be used as the basis of more detailed planning and investigation and discussion with relevant stakeholders and market acceptance. • Advised the Satterley Property Group that the Key Performance Indicators, Key Performance Indicators, Built Form – Housing Strategy requiring the preparation of a Built Form & Housing Strategy by June 2011 will be
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	<p>considered when the balance of the Built Form – Housing Strategy has been submitted.</p> <ul style="list-style-type: none">• Received the Project Cashflow (March 2011) submitted by the Satterley Property Group.• Outline cost disparities between the Project Cashflow presented to the TPRC Management Committee meeting on 17 March 2011 and the Cash Flow presented to Council on 24 April 2008.
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In approving the Terms of Reference and Delegations to the Management Committee the Council was cognisant that in order for the Tamala Park Project to run in a timely and efficient manner it was considered that the Management Committee should have authority to manage and have delegate authority to make decisions.

At its 17 February 2011 the Management Committee considered this matter and resolved to:

1. *ADVISE Council that the approved Terms of Reference and Delegations to the Management Committee are operating satisfactorily.*
2. *RECOMMEND to Council that the approved Terms of Reference and Delegations to the Management Committee be maintained.*
3. *RECOMMEND to Council that the approved Terms of Reference and Delegations to the Management Committee be reviewed in twelve months.*

It is considered that the approved Terms of Reference and Delegations to the Management Committee are satisfactory and should be maintained. It is recommended that the approved Terms of Reference and Delegations to the Management Committee be reviewed in a further twelve months.

9.12 ANNUAL PLAN 2011

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 1.88.246

Recommendation

That the Council:

1. **APPROVE** the Annual Plan 2011, dated December 2010, submitted by the Satterley Property Group.
2. **ACCEPT** that Key Performance Indicators, Strategy and Planning- Strategic Plan requiring the preparation of a Project Annual Plan by March 2010 has been **ACHIEVED** by the Satterley Property Group.

Voting Requirements

Simple Majority

Report Purpose

To review the Project Annual Plan 2010 prepared by the Satterley Property Group, as required by the Development Managers Key Performance Indicators.

Policy Reference

N/A

Local Government Act/Regulation

N/A

Previous Minutes

N/A

Financial/Budget Implications

N/A

Relevant Documents

Appendix: Annual Plan 2011
Available for viewing at the meeting: Development Managers Agreement

Background

At its meeting of 18 November 2010 the Management Committee approved the Key Performance Indicators, dated 11 November 2010. The KPI's were prepared to address the TPRC objectives outlined in the Structure Plan and undertakings and strategies indicated in the Satterley Property Group Tender submission.

The KPI's indicate that the Satterley Property Group's performance will be measured against successfully achieving or partially achieving a minimum of 80% of the targets indicated in the KPI schedule.

Key Performance Indicators, Strategy and Planning - Strategic Plan requires the preparation of a Project Annual Plan by March 2010.

Comment

The Satterley Property Group has submitted the Project Annual Plan 2011 for consideration (attached at Appendix 9.12).

The Annual Plan 2011 outlines the key priorities and strategies and actions of the Satterley Property Group for 2011. The key strategies/actions are focussed towards achieving all the necessary planning and environmental approvals in the first half of 2011. The balance of the 2011 will see a focus on the construction of Stage 1 and branding/marketing of the Project.

The key priorities and strategies and actions of the Annual Plan 2011 reflect the TPRC budget and objectives and the activities nominated in the TPRC Annual Plan 2011.

The Annual Plan 2011, when approved by Council, will inform the 2011/12 budget process.

At its meeting of 17 February 2011 the Management Committee resolved to recommend to Council that:

1. *It APPROVE the Annual Plan 2011, dated December 2010, submitted by the Satterley Property Group.*
2. *It ACCEPT that Key Performance Indicators, Strategy and Planning- Strategic Plan requiring the preparation of a Project Annual Plan by March 2010 has been ACHIEVED by the Satterley Property Group.*

The Annual Plan 2011 and nominated key priorities and strategies and actions are considered to have met the required KPI and is recommended to Council.

9.13 OVERALL STRATEGIC MARKETING PLAN

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 1.88.246

Recommendation

That the Council:

1. **NOTE** the Overall Strategic Marketing Plan, December 2010, submitted by the Satterley Property Group, subject to the proposed marketing expenditure for 2011/12 being reviewed once the Project Cash flow has been approved by Council.
2. **ACCEPT** that Key Performance Indicators, Marketing – Overall Strategic requires the preparation of an Overall Strategic Marketing Plan December 2010 has been **ACHIEVED** by the Satterley Property Group.
3. **REQUEST** the Satterley Property Group to provide an alternative marketing plan with substantially reduced marketing costs, including implications of the alternative marketing plan.

Voting Requirements

Simple Majority

Report Purpose

To review the Overall Strategic Marketing Plan, December 2010 prepared by the Satterley Property Group, as required by the Development Managers Key Performance Indicators.

Policy Reference

N/A

Local Government Act/Regulation

N/A

Previous Minutes

N/A

Financial/Budget Implications

N/A

Relevant Documents

Appendix: Catalina Identity Concepts, Overall Strategic Marketing Plan (December 2010)

Available for viewing at the meeting: Development Managers Agreement

Background

At its meeting of 18 November 2010 the Management Committee approved the draft Key Performance Indicators, dated 11 November 2010. The KPI's have been prepared to address the TPRC objectives outlined in the Structure Plan and undertakings and strategies indicated in the Satterley Property Group Tender submission.

The KPI's indicate that the Satterley Property Group's performance will be measured against successfully achieving or partially achieving a minimum of 80% of the targets indicated in the KPI schedule

Key Performance Indicators, Marketing – Overall Strategic requires the preparation of a Overall Strategic Marketing Plan by December 2010.

Comment

The Satterley Property Group has submitted the Overall Strategic Marketing Plan, December 2010 for consideration (attached at Appendix 9.13).

The Overall Strategic Marketing Plan is a comprehensive strategy which covers the following matters:

- It builds on the approved estate name – Catalina;
- Outlines the vision for Catalina project, including images and themes;
- Outlines brand strategy and positioning;
- Includes a SWOT and competitor analysis;
- Sets out the next steps for developing the Brand and associate marketing;
- Contains a Marketing Activity Plan; and
- A budget for January-June 2010 and July 2011 – June 2012.

The budget proposals for January – June 2010 and July 2011 – June 2012 outlined in the Overall Strategic Marketing Plan are significant and in relation to 2010/11 exceed the TPRC approved budget.

A number of matters, including selection criteria, allocation of lots, builder incentives/commercial terms and budget expenditure will be the subject of further detailed reports to be approved by the Council. The marketing budget for 2011/12 is currently being assessed as part of the draft Project Cash flow considerations. The proposed expenditure for 2011/12 contained in the Overall Strategic Marketing Plan should be reviewed once the Project Cash flow has been approved by Council.

At its meeting of 17 March 2011 the Management Committee resolved to recommend to Council:

1. *APPROVE the Overall Strategic Marketing Plan, December 2010, submitted by the Satterley Property Group, subject to the proposed marketing expenditure for 2011/12 being reviewed once the Project Cash flow has been approved by Council.*
2. *ACCEPT that Key Performance Indicator, Marketing – Overall Strategic requiring the preparation of an Overall Strategic Marketing Plan December 2010 has been ACHIEVED by the Satterley Property Group.*

The Overall Strategic Marketing Plan proposes strategies, vision and marketing activities consistent with the Satterley Property Group tender submission. It is considered to have met the required KPI and is recommended to Council.

However, given the concern about the significant marketing costs it is suggested that Satterley Property Group to provide an alternative marketing plan with substantially reduced marketing costs, including implications of the alternative marketing plan.

The Branding and logo development has been completed and is attached at Appendix 9.13. Representatives of the Satterley Property Group will present the background and objectives behind the proposed identity concepts at the TPRC Council meeting on 14 April 2011.

9.14 PHASE 1 – DISPLAY VILLAGE STRATEGY

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 1.88.246

Recommendation

That the Council:

1. **APPROVE** the Phase 1 – Display Village Strategy, dated December 2010, submitted by the Satterley Property Group.
2. **ACCEPT** that Key Performance Indicators, Built Form & Housing-Display Village requires the finalisation of planning for the Phase 1 – Display Village Strategy December 2010 has been **ACHIEVED** by the Satterley Property Group.

Voting Requirements

Simple Majority

Report Purpose

To review the Phase 1 – Display Village Strategy, December 2010 prepared by the Satterley Property Group, as required by the Development Managers Key Performance Indicators.

Policy Reference

N/A

Local Government Act/Regulation

N/A

Previous Minutes

N/A

Financial/Budget Implications

N/A

Relevant Documents

Appendix: Phase 1 – Display Village Strategy
Available for viewing at the meeting: Development Managers Agreement

Background

At its meeting of 18 November 2010 the Management Committee approved the draft Key Performance Indicators, dated 11 November 2010. The KPI's have been prepared to address the TPRC objectives outlined in the Structure Plan and undertakings and strategies indicated in the Satterley Property Group Tender submission.

The KPI's indicate that the Satterley Property Group's performance will be measured against successfully achieving or partially achieving a minimum of 80% of the targets indicated in the KPI schedule

Key Performance Indicators, Built Form & Housing - Display Village requires the finalisation of planning for the Phase 1 – Display Village Strategy by December 2010.

Comment

The Satterley Property Group has submitted the Phase 1 – Display Village Strategy 2010 for consideration (attached at Appendix 9.14).

The Phase 1 – Display Village Strategy outlines the key strategies and addresses the following key areas:

- Objectives and benefits of Display Village;
- Strategies & innovations to achieve Best Practice;
- Selection Criteria for Builders;
- Allocation of Display Lots;
- Probity;
- Display Builder Incentives and Commercial Terms;
- Location of Display Village;
- Design Guidelines; and
- Satterley Sales Office.

The Strategy sets broad principles and is to be used as a basis for discussions with new home builders, detailed planning within the village and budget purposes. A number of matters, including selection criteria, allocation of lots, builder incentives/commercial terms and budget expenditure will be the subject of further detailed reports to be approved by the Council.

The proposed strategy has a number of financial implications including:

- Land Sales Office
Construction of a Sales Office comprising a residential dwelling on a cottage lot. This is to be fitted out to operate as the sales office for the first stage for a minimum of two years. A temporary office is proposed until this is completed.
- Land Sales Office Location
The Sales Office is to be within the first village, proposed to be located on the Green link in the SW section of Stage 1. This location was chosen as it will have easy access off Marmion Avenue and will have good visibility from Marmion Avenue. This will mean the Marmion Avenue/Green link intersection and associated infrastructure will be brought forward 2 years.
- Display Builder Incentives and Commercial Terms
A 10% rebate on purchase price is proposed for achieving construction target.

These matters are currently being assessed as part of the draft Project Cash flow considerations.

At its meeting of 17 March 2010 the Management Committee resolved to recommend to Council:

1. *It APPROVE the Phase 1 – Display Village Strategy, dated December 2010, submitted by the Satterley Property Group.*
2. *It ACCEPT that Key Performance Indicator, Built Form & Housing- Display Village requiring the finalisation of planning for the Phase 1 – Display Village Strategy December 2010 has been ACHIEVED by the Satterley Property Group.*

The Phase 1 – Display Village Strategy provides an acceptable basis development of the Phase 1 – Display Village and is considered to have met the required KPI and is recommended to Council.

Since the meeting of the Management Committee a meeting with prominent display village builders has confirmed strong interest in locating within the Tamala Park phase 1 Display Village precinct.

9.15 CREDIT CARD POLICY

Report Information

Location: Not Applicable
Applicant: Not Applicable
Reporting Officer: Chief Executive Officer File Reference: 4.127.787.0

Recommendation

That the Council APPROVE the modified Credit Card Policy (dated March 2011) as outlined in Appendix 9.15.

Voting Requirements

Simple Majority

Report Purpose

To request Council to approve modifications to the Credit Card Policy consistent with Local Government Regulations.

Relevant Documents

Appendix: TPRC Credit Card Policy (updated March 2011)
Available for viewing at the meeting: Nil

Policy Reference

Existing Credit Card Policy Adopted 27 August 2009

Local Government Act/Regulation

Local Government (Financial Management) Regulations 1996, Part 2 (General Financial Management)

Previous Minutes

- Council meeting – 15 October 2009 (Item 9.10 – Credit Card Policy)
- Council meeting - 18 June 2009 (Item 8.6 - Authorising corporate credit card use by the CEO appointee post 12 October 2009)

Background

In October 2009 the Council approved the Credit Card Policy consistent with the Local Government Regulations.

The Policy provides guidelines for the use of corporate credit cards.

Corporate credit cards, properly used, can add flexibility to operations, reduce administration expense and provide a convenient measure to meet and control expenses for intrastate and overseas obligations.

Comment

Changes proposed to the Credit Card Policy enable the effective operation of the TPRC office and more accurately reflect the process utilized when using the TPRC credit cards.

The updated policy remains comprehensive and provides adequate internal control and operational guidelines for protection of the TPRC corporation while facilitating benefits for TPRC operations and convenience for cardholders.

The updated policy is recommended for adoption.

10. **ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN**
11. **QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**
12. **URGENT BUSINESS APPROVED BY THE CHAIRMAN**
13. **MATTERS BEHIND CLOSED DOORS**
 - Item 9.8 Development Managers – Key Performance Indicators
 - Item 9.9 Project Cashflow
14. **GENERAL BUSINESS**
15. **FORMAL CLOSURE OF MEETING**

APPENDICES