



TAMALA PARK
Regional Council

Ordinary Meeting of Council

MINUTES

Thursday 10 April 2014
City of Wanneroo, 6:00pm

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

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

TABLE OF CONTENTS

MEMBERSHIP	3
PRESENT	4
1. OFFICIAL OPENING.....	5
DISCLOSURE OF INTERESTS	5
2. PUBLIC STATEMENT/QUESTION TIME	5
3. APOLOGIES AND LEAVE OF ABSENCE	5
4. PETITIONS	5
5. CONFIRMATION OF MINUTES	5
BUSINESS ARISING FROM MINUTES.....	5
6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)	5
7. MATTERS FOR WHICH MEETING MAY BE CLOSED	5
8. REPORTS OF COMMITTEES.....	5
9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.10).....	6
9.1 BUSINESS REPORT – PERIOD ENDING 3 APRIL 2014	6
9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JANUARY 2014 & FEBRUARY 2014.....	6
9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTH OF FEBRUARY 2014	6
9.4 PROJECT FINANCIAL REPORT – FEBRUARY 2014	6
9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 3 APRIL 2014	7
9.6 SUSTAINABILITY INITIATIVES PLAN	7
9.7 ANNUAL MARKETING PLAN.....	8
9.8 SALES AND LOT RELEASE STRATEGY (MARCH 2014).....	8
9.9 DEVELOPMENT MANAGERS – KEY PERFORMANCE INDICATORS – 2013 – CONFIDENTIAL	9
9.10 CEO KPI REVIEW AND CONTRACT EXTENSION – CONFIDENTIAL.....	9
10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN.....	10
11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	10
12. URGENT BUSINESS APPROVED BY THE CHAIRMAN	10
13. MATTERS BEHIND CLOSED DOORS	10
14. GENERAL BUSINESS	11
15. FORMAL CLOSURE OF MEETING	11

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Louis Carr	
City of Joondalup	Cr Geoff Amphlett Cr Tom McLean	
City of Perth	Cr Janet Davidson OAM JP	Cr Jim Adamos
City of Stirling	Mayor Giovanni Italiano JP Cr David Michael Cr Terry Tyzack Cr Rod Willox AM JP	Cr Elizabeth Re JP
Town of Victoria Park	Mayor Trevor Vaughan	
City of Vincent	Cr Joshua Topelberg	
City of Wanneroo	Cr Dianne Guise Cr Brett Treby	Cr Frank Cvitan Cr Hugh Nguyen

PRESENT

Chairman	Cr Giovanni Italiano
Councillors	Cr Louis Carr Cr Janet Davidson Cr Dianne Guise Cr Tom McLean Cr David Michael Cr Joshua Topelberg (Arrived 6:14 pm) Cr Brett Treby Cr Trevor Vaughan Cr Rod Willox
Alternate Members	Nil
Staff	Mr Tony Arias (Chief Executive Officer) Mr Luke Aitken (Project Coordinator) Ms Vickie von Stieglitz (Minute Clerk)
Apologies	Cr Geoff Amphlett Cr Terry Tyzack
Leave of Absence	Nil
Absent	Nil
Consultants	Mr Brenton Downing (Satterley Property Group) Mr Aaron Grant (Satterley Property Group) Mr Paul Szijarto (Satterley Property Group)
Apologies Councils' Advisors	Mr Jason Buckley (Town of Cambridge) Mr Garry Hunt (City of Joondalup) Mr Stuart Jardine (City of Stirling) Mr Mike Rootsey (Town of Victoria Park) Mr Daniel Simms (City of Wanneroo) Mr Gary Stevenson (City of Perth) Mr Anthony Vuleta (Town of Victoria Park)
Councils' Advisors In Attendance	Mr Pas Braconi (City of Wanneroo) Mr Jason Lyon (Town of Cambridge) Mr Ross Povey (City of Stirling) Mr Mike Tidy (City of Joondalup)
Members of the Public	Nil
Press	Nil

1. OFFICIAL OPENING

The meeting was declared open at 6:10pm.

DISCLOSURE OF INTERESTS

Disclosure of Interest forms were received as follows:

Mr Arias – Chief Executive Officer Item 9.10 Impartial Interest

2. PUBLIC STATEMENT/QUESTION TIME

Nil

3. APOLOGIES AND LEAVE OF ABSENCE

Apologies were received from Cr McLean and Cr Tyzack.

4. PETITIONS

Nil

5. CONFIRMATION OF MINUTES

Ordinary Meeting of Council – 20 February 2014

Moved Cr Treby, Seconded Cr Guise.

That the minutes of the Ordinary Meeting of Council of 20 February 2014 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.

The Motion was put and declared CARRIED (9/0).

BUSINESS ARISING FROM MINUTES

Nil

6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)

Nil

7. MATTERS FOR WHICH MEETING MAY BE CLOSED

Item 9.9 Development Managers – Key Performance Indicators – 2013
Item 9.10 CEO KPI Review and Contract Extension

8. REPORTS OF COMMITTEES

- Management Committee Meeting – 6 March 2014
- CEO Performance Review Committee Meeting (Confidential) – 17 February 2014
- CEO Performance Review Committee Meeting (Confidential) – 31 March 2014

9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.10)

9.1 BUSINESS REPORT – PERIOD ENDING 3 APRIL 2014

Moved Cr Vaughan, Seconded Cr Guise.

Cr Topelberg joined the meeting (6.14pm).

[The recommendation in the agenda]

That the Council RECEIVE the Business Report to 3 April 2014.

The Motion was put and declared CARRIED (10/0).

9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JANUARY 2014 & FEBRUARY 2014

Moved Cr Willox, Seconded Cr McLean.

[The recommendation in the agenda]

That Council RECEIVE and NOTE the Statements of Financial Activity for the months ending:

- **31 January 2014; and**
- **28 February 2014.**

The Motion was put and declared CARRIED (10/0).

9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTH OF FEBRUARY 2014

Moved Cr Treby, Seconded Cr Davidson.

[The recommendation in the agenda]

That the Council RECEIVE and NOTE the list of accounts paid under Delegated Authority to the CEO for the month of February 2014:

- **Month ending 28 February 2014 (Total \$3,788,417.79)**
- **Total Paid - \$3,788,417.79**

The Motion was put and declared CARRIED (10/0).

9.4 PROJECT FINANCIAL REPORT – FEBRUARY 2014

Moved Cr Willox, Seconded Cr McLean.

[The recommendation in the agenda]

That the Council RECEIVE the Project Financial Report (February 2014) submitted by the Satterley Property Group.

The Motion was put and declared CARRIED (10/0).

9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 3 April 2014

Moved Cr Topelberg, Seconded Cr Willox.

[The recommendation in the agenda]

That the Council RECEIVE the Sales and Settlements Report to 3 April 2014.

The Motion was put and declared CARRIED (10/0).

9.6 SUSTAINABILITY INITIATIVES PLAN

[The recommendation in the agenda]

Moved Cr McLean, Seconded Cr Carr, with an amendment to recommendation 3,

That the Council:

- 1. RECEIVE the Catalina Sustainability Initiative Plan Annual Review and Reporting (March 2014) submitted by the Satterley Property Group.**
- 2. Determine as follows in relation to the Catalina Sustainability Initiatives;**
 - 1. That the Shared Bore Trial be continued until December 2014 when a report on the trial will be presented to Council.**
 - 2. That the Waterwise Landscape Package be continued for future stages with the additional budget of \$135 per lot to allow for the relocation of grass trees from site into front landscape packages in the high profile locations.**
 - 3. That the Solar rebate be continued for future stages.**
 - 4. That Fibre Optic services be continued for future stages.**
 - 5. That Community development is continued for future stages.**
 - 6. That the Waste Recycling (Housing Construction) program be continued and that the Satterley Property Group investigate options of extending the program to include the TPRC's civil and landscape contractors works.**
 - 7. That the Catalina Design Guidelines be maintained.**
 - 8. That the Council continue to provide Medium Density Housing and continue to investigate new product types for affordable housing in light of recent price increases for land.**
- 3. ADVISE the Satterley Property Group that prior to proceeding with EnviroDevelopment or Green Star Green Community certification, the SPG provides a report to Council on total costs of achieving EnviroDevelopment or Green Star Green Community certification, likely accreditation level and benefits to the Project.**

4. **ACCEPT that Satterley Property Group has achieved Key Performance Indicator item 3.5.1 – Strategy and Planning; Sustainability requiring the annual review of the Sustainability Initiatives Plan and reporting of its implementation.**

The Motion was put and declared CARRIED (10/0).

9.7 ANNUAL MARKETING PLAN

Moved Cr Michael, Seconded Cr Willox.

[The recommendation in the agenda]

That the Council:

1. **APPROVE the Annual Marketing Plan (March 2014), prepared by the Satterley Property Group.**
2. **ACCEPT that the Development Managers Key Performance Indicators (March 2012), Marketing 4.1.2 – Overall Strategic, requiring the preparation of the Annual Marketing Plan by March each year has been ACHIEVED.**
3. **ADVISE the Satterley Property Group that marketing expenditure will be reviewed as part of TPRC budget preparation for 2014/2015 and will be monitored in line with market conditions and the requirements of the project.**

The Motion was put and declared CARRIED (10/0).

9.8 SALES AND LOT RELEASE STRATEGY (MARCH 2014)

Moved Cr Treby, Seconded Cr Michael.

[The recommendation in the agenda]

That the Council:

1. **APPROVE the Sales and Lot Release Strategy (March 2014), submitted by the Satterley Property Group, as the basis of sales and marketing planning.**
2. **DELEGATE to the CEO authority to approve changes to the Sales and Lot Release Strategy (March 2014) to stage sizes and lot configuration and timing of stage releases, subject to the changes being minor and consistent with TPRC objectives and, as appropriate, approved TPRC policies and strategies.**

The Motion was put and declared CARRIED BY ABSOLUTE MAJORITY (10/0).

Moved Cr Willox, Seconded Cr Davidson.

That Standing Orders be suspended and the meeting move behind closed doors to allow Confidential Items 9.9 and 9.10 to be discussed.

The Motion was put and declared CARRIED (10/0).

9.9 DEVELOPMENT MANAGERS – KEY PERFORMANCE INDICATORS – 2013 – CONFIDENTIAL

Moved Cr Willox, Seconded Cr Vaughan.

[The recommendation in the agenda]

That Council:

- 1. RECEIVE the Satterley Property Group – Key Performance Indicators 2013 Report.**
- 2. ACCEPT that the Development Manager has satisfactorily performed and observed its obligations under the Development Management Agreement (2010) for 2013 by the achievement of in excess of the 80% minimum achievement requirement set out in the Development Managers Key Performance Indicators (2012).**

The Motion was put and declared CARRIED (10/0).

9.10 CEO KPI REVIEW AND CONTRACT EXTENSION – CONFIDENTIAL

Moved Cr Vaughan, Seconded Cr Davidson.

[The recommendation in the agenda]

1. That the CEO Draft Key Result Areas and Performance Indicators 2014 be approved.
2. That Mr Arias be offered a further contract of employment as TPRC CEO, for a period of five (5) years commencing 12 October 2014. Terms of the contract to be finalised by 30 May 2014.
3. That the Draft CEO Contract of Employment be approved.

Moved Cr Guise, Seconded Cr Davidson an amendment to recommendation 2 as follows:

2. Having given all due regard to appropriate legislation that Mr Arias be offered a further contract of employment as TPRC CEO, for a period of five (5) years commencing 12 October 2014. Terms of the contract to be finalised by 30 May 2014.

The Motion was put and declared CARRIED (10/0).

The Motion as amended was as follows:

- 1. That the CEO Draft Key Result Areas and Performance Indicators 2014 be approved.**
- 2. Having given all due regard to appropriate legislation that Mr Arias be offered a further contract of employment as TPRC CEO, for a period of five (5) years commencing 12 October 2014. Terms of the contract to be finalised by 30 May 2014.**

3. That the Draft CEO Contract of Employment be approved.

Moved Cr Willox, Seconded Cr Davidson.

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

The Motion was put and declared CARRIED (10/0).

The recommendations for items 9.9 and 9.10 were read out as follows:

Item 9.9 Development Managers – Key Performance Indicators – 2013

That Council:

- 1. RECEIVE the Satterley Property Group – Key Performance Indicators 2013 Report.*
- 2. ACCEPT that the Development Manager has satisfactorily performed and observed its obligations under the Development Management Agreement (2010) for 2013 by the achievement of in excess of the 80% minimum achievement requirement set out in the Development Managers Key Performance Indicators (2012).*

Item 9.10 CEO KPI Review And Contract Extension

That Council:-

- 1. APPROVE the CEO Draft Key Result Areas and Performance Indicators 2014.*
- 2. Having given all due regard to appropriate legislation that Mr Arias be offered a further contract of employment as TPRC CEO, for a period of five (5) years commencing 12 October 2014. Terms of the contract to be finalised by 30 May 2014.*
- 3. APPROVE the Draft CEO Contract of Employment.*

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Nil

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

Nil

12. URGENT BUSINESS APPROVED BY THE CHAIRMAN

Nil

13. MATTERS BEHIND CLOSED DOORS

Item 9.9 Development Managers – Key Performance Indicators – 2013

Item 9.10 CEO KPI Review and Contract Extension

14. GENERAL BUSINESS

The CEO reminded Councillors of the Project Inspection on Saturday 10 April from 9.00am to 11:00am.

15. FORMAL CLOSURE OF MEETING

The Chairman declared the meeting closed at 6:55pm.

These minutes were confirmed at a meeting on

SIGNED this day of 2014

as a true record of proceedings.

CHAIRMAN