



TAMALA PARK
Regional Council

Meeting of Council

MINUTES

Thursday 20 October 2016, 6:00pm
City of Perth
27 St Georges Terrace, Perth

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	4
PRESENT	5
1. OFFICIAL OPENING.....	6
DISCLOSURE OF INTERESTS	6
2. PUBLIC STATEMENT/QUESTION TIME	6
3. APOLOGIES AND LEAVE OF ABSENCE	6
4. PETITIONS	6
5. CONFIRMATION OF MINUTES	6
BUSINESS ARISING FROM MINUTES.....	6
6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION).....	6
7. MATTERS FOR WHICH MEETING MAY BE CLOSED.....	6
8. REPORTS OF COMMITTEES	7
9.1 BUSINESS REPORT – PERIOD ENDING 13 OCTOBER 2016.....	7
9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JULY & AUGUST 2016	7
9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF JULY & AUGUST 2016	7
9.4 PROJECT FINANCIAL REPORT – AUGUST 2016.....	8
9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 13 OCTOBER 2016.....	8
9.6 TPRC ANNUAL FINANCIAL REPORT FOR THE YEAR 1 JULY 2015 TO 30 JUNE 2016	8
9.7 REVIEW OF THE AUDITOR’S REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2016.....	8
9.8 INVESTMENT POLICY REVIEW.....	9
9.9 FINANCIAL MANAGEMENT – SIGNIFICANT ACCOUNTING POLICIES REVIEW 2016	9
9.10 ASSET MANAGEMENT PLAN 2016	9
9.11 LONG TERM FINANCIAL PLAN 2017 - 2028.....	9
9.12 STAGE 17A CIVIL CONSTRUCTION AND PUBLIC RELEASE.....	10
9.13 REVIEW OF SUSTAINABILITY INITIATIVES PLAN	10
9.14 CATALINA DISPLAY VILLAGE STRATEGY	11
9.15 REVIEW OF CATALINA SALES OFFICE OPENING HOURS	12
9.16 CHARITY HOME SPONSORSHIP POLICY REVIEW.....	12
9.17 REQUEST FOR CHARITY HOME SITE - CATALINA (TELETHON TRUST) – CONFIDENTIAL ITEM	13
9.18 CENTRAL PRECINCT LOCAL CENTRE SITE TENDER ASSESSMENT – CONFIDENTIAL ITEM	13

10.	ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN.....	16
11.	QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	16
12.	URGENT BUSINESS APPROVED BY THE CHAIRMAN.....	16
13.	MATTERS BEHIND CLOSED DOORS.....	16
14.	GENERAL BUSINESS	16
15.	FORMAL CLOSURE OF MEETING.....	16

MEMBERSHIP

OWNER COUNCIL	MEMBER	ALTERNATE MEMBER
Town of Cambridge	Cr Louis Carr	
City of Joondalup	Cr John Chester Cr Kerry Hollywood	
City of Perth	Cr Janet Davidson OAM JP	Cr Jim Adamos
City of Stirling	Cr Karen Caddy Mayor Giovanni Italiano JP (Chairman) Cr David Michael Cr Rod Willox AM JP	Cr Terry Tyzack
Town of Victoria Park	Cr Keith Hayes	
City of Vincent	Mayor John Carey	Cr Jimmy Murphy
City of Wanneroo	Cr Dianne Guise (Deputy Chair) Cr Brett Treby	Cr Domenic Zappa Cr Hugh Nguyen

PRESENT

Chairman	Cr Giovanni Italiano
Councillors	Cr John Carey Cr Louis Carr Cr John Chester Cr Janet Davidson Cr Diane Guise Cr Keith Hayes Cr Kerry Hollywood Cr David Michael (arrived 6.21pm) Cr Brett Treby Cr Rod Willox
Staff	Mr Tony Arias (Chief Executive Officer) Mr Luke Aitken (Project Coordinator) Ms Vickie Wesolowski (Executive Assistant)
Apologies	Cr Karen Caddy Cr Terry Tyzack
Leave of Absence	Nil
Absent	Nil
Councils' Advisors Apologies	Mr Len Kosova (City of Vincent) Mr Stuart Jardine (City of Stirling) Mr Daniel Simms (City of Wanneroo) Mr Jason Buckley (Town of Cambridge) Mr Anthony Vuleta (Town of Victoria Park)
Councils' Advisors in Attendance	Mr Jason Lyon (Town of Cambridge) Mr Garry Hunt (City of Joondalup) Mr Martin Mileham (City of Perth) Mr Mark Ridgwell (City of Perth) Mr Mark Dickson (City of Wanneroo) Mr Ross Povey (City of Stirling)
Consultants' Apologies	Mr Nigel Satterley (Satterley Property Group)
Consultants in Attendance	Mr Aaron Grant (Satterley Property Group) Mr Simon Flesher (Satterley Property Group) Mr Kim Lawrence (Satterley Property Group) Ms Lauren Vidler (Satterley Property Group)
Members of the Public	Nil
Press	Nil

1. OFFICIAL OPENING

Chairman declared the meeting open at 6:01pm.

DISCLOSURE OF INTERESTS

Nil

2. PUBLIC STATEMENT/QUESTION TIME

Nil

3. APOLOGIES AND LEAVE OF ABSENCE

Cr Karen Caddy and Cr Terry Tyzack.

The Chairman advised that Cr Michael was running late for the meeting.

4. PETITIONS

Nil

5. CONFIRMATION OF MINUTES

Ordinary Meeting of Council – 11 August 2016

Moved Cr Treby, Seconded Cr Willox.

That the minutes of the Ordinary Meeting of Council of 11 August 2016 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.

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

BUSINESS ARISING FROM MINUTES

Nil

6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)

Nil

7. MATTERS FOR WHICH MEETING MAY BE CLOSED

Item 9.17 Request for Charity Home Site - Catalina (Telethon Trust)
Item 9.18 Central Precinct Local Centre Site Tender Assessment

8. REPORTS OF COMMITTEES

Audit Committee Meeting – 14 September 2016

In Cr Michael's absence the CEO advised that the Audit Committee had considered a number of reports all of which were listed in this Agenda for Council's consideration.

Management Committee Meeting – 15 September 2016

Cr Treby – Chairman Management Committee advised that the Committee considered a number of Items listed in this agenda and further comments would be provided when the Items were formally considered.

9.1 BUSINESS REPORT – PERIOD ENDING 13 OCTOBER 2016

Moved Cr Guise, Seconded Cr Willox.

[The recommendation in the agenda]

That the Council RECEIVES the Business Report to 13 October 2016.

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

9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JULY & AUGUST 2016

Moved Cr Treby, Seconded Cr Davidson.

[The recommendation in the agenda]

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

- **31 July 2016; and**
- **31 August 2016.**

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

9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF JULY & AUGUST 2016

Moved Cr Guise, Seconded Cr Willox.

[The recommendation in the agenda]

That the Council RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for the months of July and August 2016:

- **Month ending 31 July 2016 (Total \$905,711.19)**
- **Month ending 31 August 2016 (Total \$1,464,163.33)**
- **Total Paid - \$2,369,874.52**

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

9.4 PROJECT FINANCIAL REPORT – AUGUST 2016

Moved Cr Treby, Seconded Cr Hollywood.

[The recommendation in the agenda]

That the Council RECEIVES the Project Financial Report (August 2016) submitted by the Satterley Property Group.

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

9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 13 OCTOBER 2016

Moved Cr Treby, Seconded Cr Guise.

[The recommendation in the agenda]

That the Council RECEIVES the Sales and Settlement Report to 13 October 2016.

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

9.6 TPRC ANNUAL FINANCIAL REPORT FOR THE YEAR 1 JULY 2015 TO 30 JUNE 2016

Moved Cr Guise, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council RECEIVES the Annual Financial Report for the year ended 30 June 2016 and that it be INCLUDED in the Annual Report.

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

9.7 REVIEW OF THE AUDITOR'S REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2016

Moved Cr Willox, Seconded Cr Davidson.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the Auditor's Report for the financial year ended 30 June 2016.**
- 2. NOTES that the Audit Report does not note or make recommendations on any matter requiring attention from the Annual Audit for the year ended 30 June 2016.**

- 3. NOTES that the Council's Auditor (Butler Settineri) met with the Audit Committee at its meeting of 14 September 2016 to discharge the statutory obligation to meet with the Local Government at least once per annum.**

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

9.8 INVESTMENT POLICY REVIEW

Moved Cr Guise, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council APPROVES the Investment Policy (September 2016).

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

9.9 FINANCIAL MANAGEMENT – SIGNIFICANT ACCOUNTING POLICIES REVIEW 2016

Moved Cr Chester, Seconded Cr Hollywood.

[The recommendation in the agenda]

That the Council APPROVES the Financial Management – Significant Accounting Policies (September 2016).

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

9.10 ASSET MANAGEMENT PLAN 2016

Moved Cr Guise, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council APPROVES the Asset Management Plan 2016 and that it be forwarded to the Executive Director of the Department of Local Government for endorsement.

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

9.11 LONG TERM FINANCIAL PLAN 2017 - 2028

Moved Cr Treby, Seconded Cr Davidson.

[The recommendation in the agenda]

That the Council APPROVES the Long Term Financial Plan 2017 - 2028 and that it be forwarded to the Executive Director of the Department of Local Government for endorsement.

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

9.12 STAGE 17A CIVIL CONSTRUCTION AND PUBLIC RELEASE

Moved Cr Carr, Seconded Cr Chester.

[The recommendation in the agenda]

That the Council APPROVES the Stage 17A civil works being brought forward from April 2017 to October 2016, and the public release of Stage 17A (25 lots) to the general public from February 2017 to October 2016.

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

9.13 REVIEW OF SUSTAINABILITY INITIATIVES PLAN

Moved Cr Treby, Seconded Cr Chester.

[The recommendation in the agenda]

That the Council:

1. **RECEIVES** the revised Catalina Sustainability Initiative Plan (July 2016) prepared by the Satterley Property Group.
2. **APPROVES** Mandating High Rated WELS Fixtures and Appliances in the Catalina Design Guidelines and a \$1,000 rebate to be paid to home owners subject to conditions including; validation period, meeting minimum specification requirements and proof of installation.
3. **APPROVES** modifications to the Catalina Central Design Guidelines to recommend the use of the following:
 - **Shading structures/vegetation and cross ventilation elements to mitigate the impacts of direct sun light on walls, windows and roofs.**
 - **A minimum R4.1 roof insulation and R2.8 wall insulation.**
 - **Use of thermally effective glazing.**
4. **NOT APPROVE** the following Satterley Property Group proposed new initiatives:
 - **The provision of an AquaMonitor to residents.**
 - **The Recycling General Waste proposals given the uncertainty about costs and on-going management and REQUESTS the Satterley Property Group to undertake further liaison with both the City of Wanneroo and Mindarie Regional Council regarding the potential of combining recycling strategies and facilities prior to the TPRC committing to establishing its own facilities.**
 - **The provision of Recycled Rubber in POS and Streetscapes until the additional costs and support from the City of Wanneroo can be resolved.**
5. **REQUESTS** the Satterley Property Group to provide as a matter of urgency the following:

- After sales communications to purchasers and additional reminders on Solar Panel rebate entitlements.
 - Additional communication to builders to ensure greater awareness of the waste rebate entitlements and advice on the administrative procedure requirements to achieve the rebate.
6. **REQUESTS the CEO to investigate and report to Council on opportunities to supply Photo Voltaic Systems within the current \$2,000 Solar Rebate.**

Cr Michael arrived during discussion on this Item (6:21pm).

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

9.14 CATALINA DISPLAY VILLAGE STRATEGY

Moved Cr Treby, Seconded Cr Carr.

[The recommendation in the agenda]

That the Council:

1. **RECEIVES the Display Village Strategy update prepared by the Satterley Property Group dated September 2016.**
2. **APPROVES the following:**
 - (a) **The use of Lot 2094 as a Sales Office and Lot 2137 (Group Housing site) as a parking area for the Sales Office and Display Village 3.**
 - (b) **Budget allocations for the Sales Office and car park as follows:**
 - **Sales Office construction: \$600,000 FYE2018/2019**
 - **Sales Office Car Park construction: \$240,000 FYE2019**
 - **Sales Office Fit out and Furniture: \$ 50,000 FYE2020**
 - **Sales Office and Display Village Landscaping: \$354,969 FYE2019**
 - (c) **Lot 2094 and Lot 2137 being retained in Council ownership until the completion of the Sales Office function when both sites will be sold and REQUESTS the Satterley Property Group to undertake an annual review of the sale and lease back option to determine it reflects the best position for the TPRC.**
 - (d) **The Sales Office building to comprise a two-storey home based on a contemporary beachside design, incorporating glazing, concrete and weatherboard elements.**
 - (e) **The Sales Office to include the following sustainability initiatives:**
 - **High star rated electrical and water using appliances;**
 - **Solar hot water system;**
 - **Photovoltaic cells system;**
 - **Shade devices that allow northern winter sun to living areas and prevent summer sun access;**

- **Passive solar design; and**
- **Effective cross ventilation of the building.**

(f) The Sales Office building to have a minimum 7 star NatHERS rating.

(g) A Tender to select a builder for the construction of the Sales Office building, based on requirements (a) - (f).

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

9.15 REVIEW OF CATALINA SALES OFFICE OPENING HOURS

Moved Cr Guise, Seconded Cr Hollywood.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the Satterley Property Group correspondence on the revised opening hours for the Catalina Sales Office, dated 22 September 2016.**
- 2. APPROVES the extension of the current revised Sales Office opening hours (approved by Council in February 2016) for a further 6 months, until the end of April 2017.**
- 3. REQUESTS the Satterley Property Group to provide a comprehensive report on the operation of the revised Sales Office opening hours, including advice on competing estates, sales against budget and feedback from the public and display builders to be presented for Council's consideration at its April 2017 meeting.**

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

9.16 CHARITY HOME SPONSORSHIP POLICY REVIEW

Moved Cr Guise, Seconded Cr Carey.

[The recommendation in the agenda]

That Council APPROVES the Charity Home Sponsorship Policy (September 2016).

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

Moved Cr Carey, Seconded Cr Willox.

That Standing Orders be suspended to allow Confidential Items 9.17 – 9.18 to be discussed.

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

**9.17 REQUEST FOR CHARITY HOME SITE - CATALINA (TELETHON TRUST) –
CONFIDENTIAL ITEM**

Moved Cr Chester, Seconded Cr Willox.

[The recommendation in the agenda]

That Council:

1. **AUTHORISES the CEO, in conjunction with the Satterley Property Group, to identify a suitable site for a potential charity home for 2017/2018.**
2. **Following (1) CALL for Expressions of Interest from non-profit charity organizations for the establishment of a charity home within the Catalina Project in accordance with the TPRC Charity Home Sponsorship Policy.**
3. **RECEIVES the request from Mr Chris Wharton, Telethon Trustee, on behalf of the Trustees of the Channel 7 Telethon Trust for the TPRC to supply a lot for a Telethon Charity Home at Catalina, and advise Mr Chris Wharton, that the TPRC is unable to supply a lot as requested and further advise of TPRC actions (1) and (2) above.**

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

For: Cr Carey, Cr Carr, Cr Chester, Cr Davidson, Cr Guise, Cr Hayes, Cr Italiano, Cr Michael, Cr Treby and Cr Willox.

Against: Cr Hollywood

**9.18 CENTRAL PRECINCT LOCAL CENTRE SITE TENDER ASSESSMENT –
CONFIDENTIAL ITEM**

Moved Cr Treby, Seconded Cr Michael.

[The recommendation in the agenda]

That the Council:

1. **APPROVES the Khullar Family Investments Pty Ltd as the preferred tenderer for Tender 3/2016 (Local Centre Tender), in accordance with its tender submission (dated June 2016) and the design concepts, commercial terms and administrative arrangements set out in its correspondence dated 15, 19 and 20 September 2016.**
2. **AUTHORISES the CEO to progress a Legal Agreement and Contract of Sale for the sale of the Local Centre Site (Lot 646) to Khullar Family Investments Pty Ltd for \$1.4M (excluding GST). The Contract of Sale to include requirements relating to the following:**
 - (a) **Conformity with Tender 3/2016 (Local Centre Tender).**
 - (b) **The proposed development complying with design guidelines that address the following:**

- Orientation to public streets;
 - Passive surveillance of public open space;
 - Vehicle access from streets other than Aviator Boulevard;
 - Location of parking;
 - Provision of pedestrian and cyclist facilities integrated into the development;
 - The layout of buildings, car park areas and other infrastructure designed to maximise pedestrian and cyclist movements and links between the Local Centre, Stage 11 public open space, the proposed Primary School and adjoining residential areas.
- (c) The proposed development to include the following sustainability requirements:
- Passive solar design;
 - Photovoltaic panels;
 - Participation in Catalina Waste Recycling Program;
 - Alternative construction methodologies.
- (d) Compliance with the Khullar Family Investments Pty Ltd tender submission (dated June 2016) and the design concepts, commercial terms and administrative arrangements set out in its correspondence dated 15, 19 and 20 September 2016,
- (e) Milestones confirming construction timeframes for the whole of the development to comply with Tender 03/2016.
3. **RESOLVES** that should the matters in Recommendation 2 not be satisfactorily progressed within sixty days of the date of the Council decision then the Council will reconsider the Tender.

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

Moved Cr Davidson, Seconded Cr Guise.

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

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

The recommendations for Confidential Items 9.17 – 9.18 were read out as follows:

9.17 REQUEST FOR CHARITY HOME SITE - CATALINA (TELETHON TRUST)

That Council:

1. *AUTHORISES the CEO, in conjunction with the Satterley Property Group, to identify a suitable site for a potential charity home for 2017/2018.*
2. *Following (1) CALL for Expressions of Interest from non-profit charity organizations for the establishment of a charity home within the Catalina Project in accordance with the TPRC Charity Home Sponsorship Policy.*

3. *RECEIVES* the request from Mr Chris Wharton, Telethon Trustee, on behalf of the Trustees of the Channel 7 Telethon Trust for the TPRC to supply a lot for a Telethon Charity Home at Catalina, and advise Mr Chris Wharton, that the TPRC is unable to supply a lot as requested and further advise of TPRC actions (1) and (2) above.

9.18 CENTRAL PRECINCT LOCAL CENTRE SITE TENDER ASSESSMENT

That the Council:

1. *APPROVES* the Khullar Family Investments Pty Ltd as the preferred tenderer for Tender 3/2016 (Local Centre Tender), in accordance with its tender submission (dated June 2016) and the design concepts, commercial terms and administrative arrangements set out in its correspondence dated 15, 19 and 20 September 2016.
2. *AUTHORISES* the CEO to progress a Legal Agreement and Contract of Sale for the sale of the Local Centre Site (Lot 646) to Khullar Family Investments Pty Ltd for \$1.4M (excluding GST). The Contract of Sale to include requirements relating to the following:
 - (a) *Conformity with Tender 3/2016 (Local Centre Tender).*
 - (b) *The proposed development complying with design guidelines that address the following:*
 - *Orientation to public streets;*
 - *Passive surveillance of public open space;*
 - *Vehicle access from streets other than Aviator Boulevard;*
 - *Location of parking;*
 - *Provision of pedestrian and cyclist facilities integrated into the development;*
 - *The layout of buildings, car park areas and other infrastructure designed to maximise pedestrian and cyclist movements and links between the Local Centre, Stage 11 public open space, the proposed Primary School and adjoining residential areas.*
 - (c) *The proposed development to include the following sustainability requirements:*
 - *Passive solar design;*
 - *Photovoltaic panels;*
 - *Participation in Catalina Waste Recycling Program;*
 - *Alternative construction methodologies.*
 - (d) *Compliance with the Khullar Family Investments Pty Ltd tender submission (dated June 2016) and the design concepts, commercial terms and administrative arrangements set out in its correspondence dated 15, 19 and 20 September 2016,*
 - (e) *Milestones confirming construction timeframes for the whole of the development to comply with Tender 03/2016.*
3. *RESOLVES* that should the matters in Recommendation 2 not be satisfactorily progressed within sixty days of the date of the Council decision then the Council will reconsider the Tender.

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 9.17 Request for Charity Home Site - Catalina (Telethon Trust)
Item 9.18 Central Precinct Local Centre Site Tender Assessment

14. GENERAL BUSINESS

Nil

15. FORMAL CLOSURE OF MEETING

The Chairman declared the meeting closed at 6:59pm.

These minutes were confirmed at a meeting on

SIGNED this day of 2016

as a true record of proceedings.

CHAIRMAN