



TAMALA PARK
Regional Council

Meeting of Council

Minutes

Thursday 12 October 2017, 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
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
5A. 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. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.17).....	7
9.1 BUSINESS REPORT – PERIOD ENDING 5 OCTOBER 2017	7
9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JULY & AUGUST 2017	7
9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF JULY & AUGUST 2017	8
9.4 PROJECT FINANCIAL REPORT – AUGUST 2017	8
9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 5 OCTOBER 2017	8
9.6 CATALINA CENTRAL STAGES 16A AND 16B - NARROW LOT HOUSING PROPOSAL.....	8
9.7 TPRC ANNUAL FINANCIAL REPORT FOR THE YEAR 1 JULY 2016 TO 30 JUNE 2017	11
9.8 REVIEW OF THE AUDITOR'S REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017.....	11
9.9 FINANCIAL MANAGEMENT – SIGNIFICANT ACCOUNTING POLICIES REVIEW 2017	11
9.10 PETTY CASH POLICY REVIEW	12
9.11 CHANGE TO STAGE 25 BUILDERS RELEASE	12
9.12 PROPOSED REPRICING OF LOTS (STAGES 12A, 14B AND 15D) - CONFIDENTIAL	12
9.13 ANNUAL PLAN FYE 2018 - CONFIDENTIAL.....	13
9.14 CATALINA HOUSING AND BUILT FORM STRATEGY FYE 2018 - CONFIDENTIAL	13
9.15 REVIEW OF PROJECT FORECAST 2017 - CONFIDENTIAL.....	14
9.16 APPOINTMENT OF EXTERNAL AUDITOR - CONFIDENTIAL	15
9.17 CEO PERFORMANCE REVIEW 2016/2017 - CONFIDENTIAL	15
10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN.....	18

11. QUESTIONS BY ELECTED MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN	18
12. URGENT BUSINESS APPROVED BY THE CHAIRMAN	18
13. MATTERS BEHIND CLOSED DOORS	18
14. GENERAL BUSINESS	19
15. FORMAL CLOSURE OF MEETING	19

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 Keith Sargent Cr Rod Willox AM JP	Cr Terry Tyzack
Town of Victoria Park	Cr Keith Hayes	
City of Vincent	Mayor Emma Cole	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 Louis Carr Cr Karen Caddy Cr Emma Cole Cr Janet Davidson Cr Diane Guise Cr Keith Hayes Cr Kerry Hollywood Cr Keith Sargent (arrived at 6:06pm) 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 John Chester
Leave of Absence	Nil
Absent	Nil
Councils' Advisors Apologies	Mr Len Kosova (City of Vincent) Mr Daniel Simms (City of Wanneroo) Mr Jason Buckley (Town of Cambridge) Mr Anthony Vuleta (Town of Victoria Park) Mr Martin Mileham (City of Perth) Mr Stuart Jardine (City of Stirling)
Councils' Advisors in Attendance	Mr Garry Hunt (City of Joondalup) Mr Ross Povey (City of Stirling) Mr Noelene Jennings (City of Wanneroo)
Consultants' Apologies	Nil
Consultants in Attendance	Mr Simon Flesher (Satterley Property Group) Ms Antonina Lazzara (Satterley Property Group) Mr Nigel Satterley (Satterley Property Group) Ms Lauren Vidler (Satterley Property Group) Ms Helen Hardcastle (Learning Horizons) – Item 9.17
Members of the Public	Nil
Press	Nil

1. OFFICIAL OPENING

The Chairman declared the meeting open at 6:03pm.

DISCLOSURE OF INTERESTS

Mr Tony Arias – Item 9.17

2. PUBLIC STATEMENT/QUESTION TIME

Nil

3. APOLOGIES AND LEAVE OF ABSENCE

Cr John Chester

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

4. PETITIONS

Nil

5. CONFIRMATION OF MINUTES

Ordinary Meeting of Council – 17 August 2017

Moved Cr Davidson, Seconded Cr Willox.

That the minutes of the Ordinary Meeting of Council of 17 August 2017 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.

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

5A. BUSINESS ARISING FROM MINUTES

Nil

6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)

Nil

7. MATTERS FOR WHICH MEETING MAY BE CLOSED

9.12 Proposed Repricing of Lots (Stages 12A, 14B and 15D) - **Confidential**

9.13 Annual Plan FYE 2018 - **Confidential**

9.14 Catalina Housing and Built Form Strategy FYE 2018 - **Confidential**

- 9.15 Review of Project Forecast 2017 - Confidential
- 9.16 Appointment of External Auditor - Confidential
- 9.17 CEO Performance Review 2016/2017 - Confidential

8. REPORTS OF COMMITTEES

Audit Committee Meeting – 21 September 2017

Cr Caddy – Chair Audit Committee advised that the items considered by the Committee were listed in this agenda. Cr Caddy noted that the Council appointed Auditor had been in attendance at the Audit Committee meeting to discuss the Auditor’s Report (Item 9.8) and he expressed no concerns regarding the audit. The Auditor was requested to stay in the meeting to provide advice regarding the policies which were before the Committee which the Committee members found to be very helpful.

Cr Sargent arrived 6:06pm.

CEO Performance Review Committee Meeting - 21 September 2017

Cr Italiano – Chairman CEO Performance Review Committee advised that this matter was to be covered by Item 9.17 of the agenda and that Ms Helen Hardcastle of Learning Horizons would be in attendance to answer any questions Councillors may have. Cr Italiano noted that the results of the meeting were unanimous and everyone was in favour of the recommendation.

Management Committee Meeting – 21 September 2017

Cr Treby – Chairman Management Committee advised that the Committee considered a number of Items listed in this agenda and in particular Items 9.6 Narrow Lot Housing Proposal and several confidential items that he would provide further comments on when the items were formally considered.

9. ADMINISTRATION REPORTS AS PRESENTED (ITEMS 9.1 – 9.17)

9.1 BUSINESS REPORT – PERIOD ENDING 5 OCTOBER 2017

Moved Cr Willox, Seconded Cr Guise.

[The recommendation in the agenda]

That the Council RECEIVES the Business Report to 5 October 2017.

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

9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF JULY & AUGUST 2017

Moved Cr Sargent, Seconded Cr Treby.

[The recommendation in the agenda]

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

- 31 July 2017; and
- 31 August 2017.

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

9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF JULY & AUGUST 2017

Moved Cr Treby, 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 2017:

- Month ending 31 July 2017 (Total \$1,452,586.86)
- Month ending 31 August 2017 (Total \$2,375,782.67)
- Total Paid - \$3,828,369.53

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

9.4 PROJECT FINANCIAL REPORT – AUGUST 2017

Moved Cr Guise, Seconded Cr Caddy.

[The recommendation in the agenda]

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

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

9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 5 OCTOBER 2017

Moved Cr Sargent, Seconded Cr Caddy.

[The recommendation in the agenda]

That the Council RECEIVES the Sales and Settlement Report to 5 October 2017.

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

9.6 CATALINA CENTRAL STAGES 16A AND 16B - NARROW LOT HOUSING PROPOSAL

Moved Cr Treby, Seconded Cr Carr.

[The recommendation in the agenda]

That the Council:

1. RECEIVES the Catalina Central Narrow Lot Housing report (dated September 2017), prepared by Satterley Property Group.
2. APPROVES Phase 1 of the “Narrow Lot” housing proposal for Stages 16A and 16B for tender to builders via “Hold Allocations” subject to:
 - a) 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;
 - A variety of contemporary façade treatments available with no two similar facades being located adjacent to each other;
 - The building design to address the Greenlink and Public Open Space;
 - The building design to address the laneway treatment through the inclusion of landscaping and minimising the negative impact of garages taking up the frontage);
 - The building design to consider bin storage and servicing;
 - The building design to include adequate storage;
 - Minimum 6 Star energy efficiency rating;
 - Passive solar design;
 - Installation of photovoltaic panels;
 - Minimum of 32c ceilings to the ground floor and 30c to the upper floor; and
 - Waterwise gardens.
 - b) The following commercial terms forming part of the Tender and sale conditions:
 - Exclusive Allocation Term: 16 weeks from date of allocation
 - Extension Term: 4 weeks (at the discretion of the TPRC)
 - Participation in the Catalina Waste Management Recycling program.
 - A co-branded marketing campaign to be undertaken with the TPRC providing:
 - A web page on the Estate website to promote the house and land packages (approximate cost of \$10,000);
 - Co-branded banner mesh and collateral (approximate cost of \$30,000).
3. NOT APPROVE the Satterley Property Group recommendation for an Early Construction Rebate of \$5,000 for purchasers.
4. ADVISES the Satterley Property Group that the Council will consider Phase 2 of the “Narrow Lot” housing proposal for Stages 16A and 16B following the response by builders to the Tender and market interest.

The Motion as amended was as follows:

That the Council:

- 1. RECEIVES the Catalina Central Narrow Lot Housing report (dated September 2017), prepared by Satterley Property Group.**
- 2. APPROVES Phase 1 of the “Narrow Lot” housing proposal for Stages 16A and 16B for tender to builders via “Hold Allocations” subject to:**
 - c) 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;**
 - **A variety of contemporary façade treatments available with no two similar facades being located adjacent to each other;**
 - **The building design to address the Greenlink and Public Open Space;**
 - **The building design to address the laneway treatment through the inclusion of landscaping and minimising the negative impact of garages taking up the frontage);**
 - **The building design to consider bin storage and servicing;**
 - **The building design to include adequate storage;**
 - **Minimum 6 Star energy efficiency rating;**
 - **Passive solar design;**
 - **Installation of photovoltaic panels;**
 - **Minimum of 32c ceilings to the ground floor and 30c to the upper floor; and**
 - **Waterwise gardens.**
 - d) The following commercial terms forming part of the Tender and sale conditions:**
 - **Exclusive Allocation Term: 16 weeks from date of allocation**
 - **Extension Term: 4 weeks (at the discretion of the TPRC)**
 - **Participation in the Catalina Waste Management Recycling program.**
 - **A co-branded marketing campaign to be undertaken with the TPRC providing:**
 - **A web page on the Estate website to promote the house and land packages (approximate cost of \$10,000);**
 - **Co-branded banner mesh and collateral (approximate cost of \$30,000).**
- 3. NOT APPROVE the Satterley Property Group recommendation for an Early Construction Rebate of \$5,000 for purchasers.**
- 4. ADVISES the Satterley Property Group that the Council will consider Phase 2 of the “Narrow Lot” housing proposal for Stages 16A and 16B following the response by builders to the Tender and market interest.**

- 5. ADVISES Satterley Property Group that the landscaping in the adjoining POS and road verge should include trees that have significant canopy which can provide shading and high visual amenity.**

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

9.7 TPRC ANNUAL FINANCIAL REPORT FOR THE YEAR 1 JULY 2016 TO 30 JUNE 2017

Moved Cr Caddy, Seconded Cr Willox.

[The recommendation in the agenda]

That the Council RECEIVES the Annual Financial Report for the year ended 30 June 2017 and that it be INCLUDED in the Annual Report.

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

9.8 REVIEW OF THE AUDITOR'S REPORT FOR THE FINANCIAL YEAR ENDED 30 JUNE 2017

Moved Cr Caddy, Seconded Cr Guise.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the Auditor's Report for the financial year ended 30 June 2017.**
- 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 2017.**
- 3. NOTES that the Council's Auditor (Butler Settineri) met with the Audit Committee at its meeting of 21 September 2017 to discharge the statutory obligation to meet with the Local Government at least once per annum.**

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

9.9 FINANCIAL MANAGEMENT – SIGNIFICANT ACCOUNTING POLICIES REVIEW 2017

Moved Cr Guise, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council APPROVES the Financial Management – Significant Accounting Policies (September 2017).

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

9.10 PETTY CASH POLICY REVIEW

Moved Cr Willox, Seconded Cr Sargent.

[The recommendation in the agenda]

That the Council APPROVES the Petty Cash Policy (July 2017).

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

9.11 CHANGE TO STAGE 25 BUILDERS RELEASE

Moved Cr Guise, Seconded Cr Caddy.

[The recommendation in the agenda]

Recommendation

That the Council APPROVES the release of Lots 1021, 2095, 2096, 2084 – 2086 and 2154 by Public Release as per the Lot Sales and Release Strategy FYE 2018 (May 2017) and as per the Catalina Beach approved Purchaser Terms and Conditions (November 2016).

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

Moved Cr Davidson, Seconded Cr Hollywood.

That Standing Orders be suspended to allow Confidential Items 9.12, 9.13, 9.14, 9.15, 9.16 and 9.17 to be discussed behind closed doors.

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

Council's Consultants vacated the meeting.

9.12 PROPOSED REPRICING OF LOTS (STAGES 12A, 14B AND 15D) - CONFIDENTIAL

Moved Cr Willox, Seconded Cr Treby.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the recommended repricing of lots within Stages 12A, 14B & 15D (dated 31 August 2017), prepared by Satterley Property Group.**
- 2. ACCEPTS the Council appointed valuer's lot valuation for lots 305, 775 and 835 and approves lot pricing as follows:**

Lot 305	\$295,000
Lot 775	\$245,000
Lot 835	\$280,000

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

9.13 ANNUAL PLAN FYE 2018 - CONFIDENTIAL

Moved Cr Treby, Seconded Cr Guise.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the updated Annual Plan FYE 2018, prepared by the Satterley Property Group.**
- 2. ACCEPTS that the Satterley Property Group has achieved Key Performance Indicator KPI 2.6 requiring the preparation of a Project Annual Plan by March (each year).**
- 3. ADVISE the Satterley Property Group that the Council has expectations that future timelines for reporting for the Annual Plan will be met.**

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

9.14 CATALINA HOUSING AND BUILT FORM STRATEGY FYE 2018 - CONFIDENTIAL

Moved Cr Guise, Seconded Cr Cole.

[The recommendation in the agenda]

That the Council:

- 1. RECEIVES the Catalina Housing and Built Form Strategy (May 2017) submitted by the Satterley Property Group, for strategic guidance for the delivery of housing and built form outcomes within the Catalina Project.**
- 2. ADVISES the Satterley Property Group that based on the short-term actions and implementation plans and the improved monitoring, review and measurement requirements in the Catalina Housing and Built Form Strategy that the Development Manager's Key Performance Indicator 2.9 requiring an annual review of the Housing and Built Form Strategy has been satisfied.**
- 3. ADVISES the Satterley Property Group that the Council is concerned that the Catalina Housing and Built Form Strategy nominated actions/strategies are unlikely to result in the delivery of any significant built form outcomes in FYE 2018 in the areas of innovation, aged housing, adaptable housing and mixed use built form outcomes. The Satterley Property Group must monitor and implement the Catalina Housing and Built Form Strategy nominated actions/strategies to ensure physical significant built form outcomes in FYE 2019 in the areas of innovation, aged housing, adaptable housing and mixed use.**

The Motion as amended was as follows:

That the Council:

- 1. RECEIVES the Catalina Housing and Built Form Strategy (May 2017) submitted by the Satterley Property Group, for strategic guidance for the delivery of housing and built form outcomes within the Catalina Project.**

2. **ADVISES** the Satterley Property Group that based on the short-term actions and implementation plans and the improved monitoring, review and measurement requirements in the Catalina Housing and Built Form Strategy that the Development Manager's Key Performance Indicator 2.9 requiring an annual review of the Housing and Built Form Strategy has been satisfied.
3. **ADVISES** the Satterley Property Group that the Council is concerned that the Catalina Housing and Built Form Strategy nominated actions/strategies are unlikely to result in the delivery of any significant built form outcomes in FYE 2018 in the areas of innovation, aged housing, adaptable housing and mixed use built form outcomes. The Satterley Property Group must monitor and implement the Catalina Housing and Built Form Strategy nominated actions/strategies to ensure physical significant built form outcomes in FYE 2019 in the areas of innovation, aged housing, adaptable housing and mixed use.
4. **REQUESTS** the CEO to arrange a Workshop with Councillors to discuss Project Strategy issues in 2018.

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

9.15 REVIEW OF PROJECT FORECAST 2017 - **CONFIDENTIAL**

Moved Cr Treby, Seconded Cr Cole.

[The recommendation in the agenda]

That the Council:

1. **RECEIVES** the Project Forecast 2017, submitted by the Satterley Property Group.

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

2. **ADVISES** the Satterley Property Group that the Council is concerned that the assumptions in the Project Forecast 2017 forecast a project profit of \$318.8M which is \$78.0M less than the approved Project Forecast 2014. Given the significance of this variance in projected profit and member distributions the Council is to undertake an independent assessment of the Project Forecast 2017 and underlying assumptions.

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

3. **ADVISES** the Satterley Property Group that until the independent assessment of the Project Forecast 2017 and underlying assumptions is completed and reported to Council the Key Performance Indicator - Financial Management 4.2 requiring the completion of a Review of Project Forecast every three years (due 2017) will not be determined by the Council.

Recommendation 3 was put and declared CARRIED (11/0).

4. **AUTHORISES** the Chief Executive Officer to engage an independent consultant with the relevant experience to review the Project Forecast 2017 and to undertake a benchmarking exercise on key project elements and provide advice and recommendations to Council.

Recommendation 4 was put and declared CARRIED (9/2).

For: Cr Caddy, Cr Cole, Cr Davidson, Cr Guise, Cr Hollywood, Cr Italiano, Cr Sargent, Cr Treby and Cr Willox

Against: Cr Carr and Cr Hayes

9.16 APPOINTMENT OF EXTERNAL AUDITOR - CONFIDENTIAL

Moved Cr Caddy, Seconded Cr Davidson.

[The recommendation in the agenda]

That the Council:

- 1. APPOINTS Marius van der Merwe (of Butler Settineri) to be Auditor to the TPRC for the financial year ending 30 June 2018 for the Lump Sum Fee of \$8,400 (excluding GST) in accordance with the audit requirements and specifications in the Request for Quotations (August 2017).**
- 2. APPROVES the appointment of Marius van der Merwe (of Butler Settineri) to be Auditor to the TPRC for the financial years ending 30 June 2019 and 2020 for the Lump Sum Fees of \$9,400 (excluding GST) and \$10,400 (excluding GST), respectively, in accordance with the audit requirements and specifications in the Request for Quotations (August 2017) subject to the requirements and implementation of the *Local Government Amendment (Auditing) Bill 2017*, satisfactory performance and at the absolute discretion of the TPRC.**

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

9.17 CEO PERFORMANCE REVIEW 2016/2017 - CONFIDENTIAL

Mr Arias vacated the meeting.

Ms Helen Hardcastle (Learning Horizons (LH)) joined the meeting to assist Council with the CEO Annual Performance Review for 2016/2017.

Moved Cr Treby, Seconded Cr Willox.

[The recommendation in the agenda]

That the Council:

- 1. ADOPTS the 2017 Annual Appraisal Report submitted by Learning Horizons.**
- 2. ENDORSES the overall rating of “Meets Expectations” for the review period 2016/2017.**
- 3. APPROVES the Chief Executive Officer’s annual total reward package not being increased for FYE 2018.**
- 4. APPROVES the Key Performance Indicators for 2017/2018 (September 2017).**

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

Moved Cr Guise, Seconded Cr Davidson.

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

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

Mr Arias returned to the meeting.

The recommendations for Confidential Items 9.12, 9.13, 9.14, 9.15, 9.16 and 9.17 were read out as follows:

9.12 PROPOSED REPRICING OF LOTS (STAGES 12A, 14B AND 15D)

That the Council:

1. *RECEIVES the recommended repricing of lots within Stages 12A, 14B & 15D (dated 31 August 2017), prepared by Satterley Property Group.*
2. *ACCEPTS the Council appointed valuer's lot valuation for lots 305, 775 and 835 and approves lot pricing as follows:*

<i>Lot 305</i>	<i>\$295,000</i>
<i>Lot 775</i>	<i>\$245,000</i>
<i>Lot 835</i>	<i>\$280,000</i>

9.13 ANNUAL PLAN FYE 2018

That the Council:

1. *RECEIVES the updated Annual Plan FYE 2018, prepared by the Satterley Property Group.*
2. *ACCEPTS that the Satterley Property Group has achieved Key Performance Indicator KPI 2.6 requiring the preparation of a Project Annual Plan by March (each year).*
3. *ADVISE the Satterley Property Group that the Council has expectations that future timelines for reporting for the Annual Plan will be met.*

9.14 CATALINA HOUSING AND BUILT FORM STRATEGY FYE 2018

That the Council:

1. *RECEIVES the Catalina Housing and Built Form Strategy (May 2017) submitted by the Satterley Property Group, for strategic guidance for the delivery of housing and built form outcomes within the Catalina Project.*
2. *ADVISES the Satterley Property Group that based on the short-term actions and implementation plans and the improved monitoring, review and measurement requirements in the Catalina Housing and Built Form Strategy that the Development Manager's Key Performance Indicator 2.9 requiring an annual review of the Housing and Built Form Strategy has been satisfied.*

3. *ADVISES the Satterley Property Group that the Council is concerned that the Catalina Housing and Built Form Strategy nominated actions/strategies are unlikely to result in the delivery of any significant built form outcomes in FYE 2018 in the areas of innovation, aged housing, adaptable housing and mixed use built form outcomes. The Satterley Property Group must monitor and implement the Catalina Housing and Built Form Strategy nominated actions/strategies to ensure physical significant built form outcomes in FYE 2019 in the areas of innovation, aged housing, adaptable housing and mixed use.*
4. *REQUESTS the CEO to arrange a Workshop with Councillors to discuss Project Strategy issues in 2018.*

9.15 REVIEW OF PROJECT FORECAST 2017

That the Council:

1. *RECEIVES the Project Forecast 2017, submitted by the Satterley Property Group.*
2. *ADVISES the Satterley Property Group that the Council is concerned that the assumptions in the Project Forecast 2017 forecast a project profit of \$318.8M which is \$78.0M less than the approved Project Forecast 2014. Given the significance of this variance in projected profit and member distributions the Council is to undertake an independent assessment of the Project Forecast 2017 and underlying assumptions.*
3. *ADVISES the Satterley Property Group that until the independent assessment of the Project Forecast 2017 and underlying assumptions is completed and reported to Council the Key Performance Indicator - Financial Management 4.2 requiring the completion of a Review of Project Forecast every three years (due 2017) will not be determined by the Council.*
4. *AUTHORISES the Chief Executive Officer to engage an independent consultant with the relevant experience to review the Project Forecast 2017 and to undertake a benchmarking exercise on key project elements and provide advice and recommendations to Council.*

9.16 APPOINTMENT OF EXTERNAL AUDITOR

That the Council:

1. *APPOINTS Marius van der Merwe (of Butler Settineri) to be Auditor to the TPRC for the financial year ending 30 June 2018 for the Lump Sum Fee of \$8,400 (excluding GST) in accordance with the audit requirements and specifications in the Request for Quotations (August 2017).*
2. *APPROVES the appointment of Marius van der Merwe (of Butler Settineri) to be Auditor to the TPRC for the financial years ending 30 June 2019 and 2020 for the Lump Sum Fees of \$9,400 (excluding GST) and \$10,400 (excluding GST), respectively, in accordance with the audit requirements and specifications in the Request for Quotations (August 2017) subject to the requirements and implementation of the Local Government Amendment (Auditing) Bill 2017, satisfactory performance and at the absolute discretion of the TPRC.*

9.17 CEO PERFORMANCE REVIEW 2016/2017

That the Council:

1. *ADOPTS the 2017 Annual Appraisal Report submitted by Learning Horizons.*
2. *ENDORSES the overall rating of “Meets Expectations” for the review period 2016/2017.*
3. *APPROVES the Chief Executive Officer’s annual total reward package not being increased for FYE 2018.*
4. *APPROVES the Key Performance Indicators for 2017/2018 (September 2017).*

10. ELECTED MEMBERS MOTIONS OF WHICH NOTICE HAS BEEN GIVEN

Moved Cr Carr, Seconded Cr Davidson.

That the Council ACKNOWLEDGES and THANKS Cr Rod Willox of the City of Stirling for his contribution over the last six years to the Tamala Park Regional Council, particularly in relation to his contribution to the Management Committee, CEO Performance Review Committee and Audit Committee.

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

Moved Cr Carr, Seconded Cr Davidson.

That the Council ACKNOWLEDGES and THANKS Cr Keith Hayes of the Town of Victoria Park for his contribution over the last two years to the Tamala Park Regional Council, particularly in relation to his contribution to the Management Committee.

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

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

Nil

12. URGENT BUSINESS APPROVED BY THE CHAIRMAN

Nil

13. MATTERS BEHIND CLOSED DOORS

- 9.12 Proposed Repricing of Lots (Stages 12A, 14B and 15D) - Confidential
- 9.13 Annual Plan FYE 2018 - Confidential
- 9.14 Catalina Housing and Built Form Strategy FYE 2018 - Confidential
- 9.15 Review of Project Forecast 2017 - Confidential
- 9.16 Appointment of External Auditor - Confidential
- 9.17 CEO Performance Review 2016/2017 - Confidential

14. GENERAL BUSINESS

The Chairman thanked the Councillors for their efforts over the previous 2 years and expressed his pleasure in performing his role as Chairman of the TPRC. He thanked the TPRC CEO (Mr Tony Arias) and the Satterley Property Group for their support.

The Chairman wished Councillors well with the upcoming local government election.

15. FORMAL CLOSURE OF MEETING

The Chairman declared the meeting closed at 7:50pm.

These minutes were confirmed at a meeting on

SIGNED this day of 2017

as a true record of proceedings.

CHAIRMAN