



# **Ordinary Meeting of Council**

# **Minutes**

**Thursday 15 August 2019, 6:00pm**  
**Town of Victoria Park**  
**99 Shepperton Road, Victoria Park**

Constituent Members: Cities of Perth, Joondalup, Stirling, Vincent and Wanneroo  
Towns of Cambridge and Victoria Park

**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
9.1 BUSINESS REPORT – PERIOD ENDING 8 AUGUST 2019.....	7
9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF MAY & JUNE 2019 .....	7
9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF MAY & JUNE 2019.....	8
9.4 PROJECT FINANCIAL REPORT – JUNE 2019 .....	8
9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 8 AUGUST 2019 .....	8
9.6 TPRC DRAFT BUDGET FOR FYE 2020.....	8
9.7 EARTHWORKS AND SUBDIVISION WORKS TENDER (TENDER 04/2019).....	9
9.16 CEO FURTHER CONTRACT OF EMPLOYMENT – CONFIDENTIAL .....	9
9.17 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER – CONFIDENTIAL .....	10
9.8 TPRC RISK MANAGEMENT FRAMEWORK AND RISK REGISTER.....	10
9.9 AUDITOR'S REPORT FYE 2018 – SIGNIFICANT ADVERSE TREND, ASSET SUSTAINABILITY RATIO.....	11
9.10 AUDIT COMMITTEE AUDIT CHARTER & ANNUAL AUDIT PLAN REVIEW .....	11
9.11 CATALINA STRATEGIC MARKETING PLAN – JULY 2019 - CONFIDENTIAL.....	12
9.12 REVIEW OF SUSTAINABILITY INITIATIVES PLAN - CONFIDENTIAL .....	12
9.13 CATALINA HOUSING AND BUILT FORM STRATEGY – JULY 2019 – CONFIDENTIAL.....	14
9.14 REVIEW OF CATALINA RISK MANAGEMENT PLAN 2018 - CONFIDENTIAL .....	14
9.15 COMMUNITY VISION HEALTH HUB - GROVE PRECINCT, CATALINA - CONFIDENTIAL.....	14
9.18 POWERS OF ATTORNEY – 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**

<b>OWNER COUNCIL</b>	<b>MEMBER</b>	<b>ALTERNATE MEMBER</b>
Town of Cambridge	Cr Andres Timmermanis	Cr Jo McAllister
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Sophie Dwyer Cr Christine Hamilton-Prime
City of Perth	Commissioner Andrew Hammond	Commissioner Gaye McMath
City of Stirling	Cr Karen Caddy Cr Joe Ferrante Cr Giovanni Italiano (CHAIRMAN) Cr Bianca Sandri	Cr Suzanne Migdale
Town of Victoria Park	Cr Claire Anderson	Cr Ronhhda Potter
City of Vincent	Mayor Emma Cole	Cr Jimmy Murphy
City of Wanneroo	Cr Samantha Fenn Cr Brett Treby (DEPUTY CHAIRMAN)	Cr Sonet Coetzee Cr Domenic Zappa

**PRESENT**

<b>Chairman</b>	Cr Giovanni Italiano
<b>Councillors</b>	Cr Karen Caddy Cr John Chester Cr Emma Cole (arrived 6:17pm) Cr Samantha Fenn Cr Joe Ferrante Cmr Andrew Hammond (arrived 6:14pm) Cr Nige Jones Cr Ronhhda Potter Cr Bianca Sandri (arrived 6:28pm) Cr Andres Timmermanis Cr Brett Treby
<b>Staff</b>	Mr Tony Arias (Chief Executive Officer) Mr Simon O'Sullivan (Manager Project Coordination) Ms Vickie Wesolowski (Executive Assistant)
<b>Apologies Councillors</b>	Cr Claire Anderson
<b>Leave of Absence</b>	Nil
<b>Absent</b>	Nil
<b>Consultants</b>	Mr Carl Buckley (Satterley Property Group) Mr Brenton Downing (Satterley Property Group) Mr Matej Nvota (Satterley Property Group) Ms Lauren Vidler (Satterley Property Group)
<b>Apologies Participant Councils' Advisers</b>	Mr Daniel Simms (City of Wanneroo) Mr Murray Jorgensen (City of Perth) Mr Stuart Jardine (City of Stirling) Mr Anthony Vuleta (Town of Victoria Park) Mr John Giorgi (Town of Cambridge) Mr David MacLennan (City of Vincent)
<b>In Attendance Participant Councils' Advisers</b>	Mr Garry Hunt (City of Joondalup) Mr Fraser Henderson (City of Stirling) Mr Ben Killigrew (Town of Victoria Park) Mr Greg Bowering (City of Wanneroo)
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

**1. OFFICIAL OPENING**

The Chairman declared the meeting open at 6:10pm. The Chairman welcomed Cr Ronhhda Potter, Alternative Member for Cr Claire Anderson to the meeting.

**DISCLOSURE OF INTERESTS**

Cr Potter confirmed a Disclosure of Interest – Impartial Interest in relation to Item 9.17.

**2. PUBLIC STATEMENT/QUESTION TIME**

Nil

**3. APOLOGIES AND LEAVE OF ABSENCE**

Cr Claire Anderson

**4. PETITIONS**

Nil

**5. CONFIRMATION OF MINUTES**

*Ordinary Meeting of Council – 20 June 2019*

Moved Cr Jones, Seconded Cr Caddy.

**That the minutes of the Ordinary Meeting of Council of 20 June 2019 be confirmed, and signed by the Chairman, as a true and correct record of proceedings.**

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

**5A. BUSINESS ARISING FROM MINUTES**

Nil

**6. ANNOUNCEMENTS BY CHAIRMAN (WITHOUT DISCUSSION)**

Nil

**7. MATTERS FOR WHICH MEETING MAY BE CLOSED**

9.11 *Catalina Strategic Marketing Plan – July 2019 - Confidential*

9.12 *Review of Sustainability Initiatives Plan - Confidential*

9.13 *Catalina Housing and Built Form Strategy – July 2019 – Confidential*

9.14 *Review of Catalina Risk Management Plan 2018 - Confidential*

- 9.15 *Community Vision Health Hub - Grove Precinct, Catalina - Confidential*
- 9.16 *CEO Further Contract of Employment – Confidential*
- 9.17 *Appointment of Acting Chief Executive Officer – Confidential*
- 9.18 *Powers of Attorney - Confidential*

## **8. REPORTS OF COMMITTEES**

Audit Committee Meetings – 25 July 2019 and 9 August 2019

*Cr Ferrante – Chairman, Audit Committee advised that the Committee had considered a number of reports in particular TPRC Draft Budget for FYE 2020 and Auditor’s Report FYE 2018 – Significant Adverse Trend, Asset Sustainability Ratio and had recommended Council’s endorsement as detailed in the reports in Items 9.6 and 9.9.*

CEO Performance Review Committee Meeting – 25 July 2019

*Cr Jones – Chairman, CEO Performance Review Committee advised that the Committee had considered reports on the CEO further Contract of Employment and Appointment of Acting Chief Executive Officer and had recommended to Council endorsement as detailed in Items 9.16 and 9.17.*

Management Committee Meeting – 18 July 2019

*Cr Treby – Chairman, Management Committee advised that the Committee considered a number of Items listed in this Agenda and that there had been a presentation and significant discussion on Item 9.14 Community Vision Health Hub and he would provide additional comments during discussion on these items.*

Cmr Hammond arrived during this item (6:14pm).

### **9.1 BUSINESS REPORT – PERIOD ENDING 8 AUGUST 2019**

Moved Cr Caddy, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council RECEIVES the Business Report to 8 August 2019.**

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

### **9.2 STATEMENTS OF FINANCIAL ACTIVITY FOR THE MONTHS OF MAY & JUNE 2019**

Moved Cr Caddy, Seconded Cr Ferrante.

[The recommendation in the agenda]

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

- **31 May 2019; and**
- **30 June 2019.**

Cr Cole arrived during this item (6:17pm).

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

### **9.3 LIST OF MONTHLY ACCOUNTS SUBMITTED FOR THE MONTHS OF MAY & JUNE 2019**

Moved Cr Chester, Seconded Cr Caddy.

[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 May and June 2019:**

- **Month ending 31 May 2019 (Total \$429,094.77)**
- **Month ending 30 June 2019 (Total \$2,864,476.54)**
- **Total Paid - \$3,293,571.31**

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

### **9.4 PROJECT FINANCIAL REPORT – JUNE 2019**

Moved Cr Treby, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council RECEIVES the Project Financial Report (June 2019) submitted by the Satterley Property Group.**

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

### **9.5 SALES AND SETTLEMENT REPORT – PERIOD ENDING 8 AUGUST 2019**

Moved Cr Caddy, Seconded Cr Fenn.

[The recommendation in the agenda]

**That the Council RECEIVES the Sales and Settlement Report to 8 August 2019.**

Cr Sandri arrived during this item (6:28pm).

The Motion was put and declared CARRIED (12/0).

### **9.6 TPRC DRAFT BUDGET FOR FYE 2020**

Moved Cr Caddy, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council:**

1. **ADOPTS the Budget for the Tamala Park Regional Council for the year ending 30 June 2020, incorporating the following statements:**
  - a. **Statement of Comprehensive Income, indicating an operating deficit of \$331,462.**
  - b. **Statement of Financial Activity, showing surplus at end of year position of \$33,249,962.**
  - c. **Rate Setting Statement, indicating no rates levied.**
2. **ADOPTS a percentage of 10% or \$5,000 whichever is the greater for the purposes of the reporting of material variances by Nature and Type monthly for the 2019/2020 financial year, in accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996*.**

The Motion was put and declared CARRIED (12/0).

#### **9.7 EARTHWORKS AND SUBDIVISION WORKS TENDER (TENDER 04/2019)**

Moved Cr Treby, Seconded Cr Fenn.

[The recommendation in the agenda]

**That the Council ACCEPTS the RJ Vincent Tender submission (dated May 2019) for Civil and Infrastructure Works in accordance with Tender 04/2019 (Earthworks and Subdivision Works).**

The Motion was put and declared CARRIED (12/0).

The Chairman requested that Items 9.16 and 9.17 be moved forward given the attendance of Elisabeth Stevenson - McLeods Barristers & Solicitors to assist Council with consideration of the matters.

Moved Cr Fenn, Seconded Cr Jones.

**That Standing Orders be suspended to allow Confidential Items 9.16 and 9.17 to be discussed behind closed doors.**

The Motion was put and declared CARRIED (11/1).

For: Cr Caddy, Cr Chester, Cr Cole, Cr Fenn, Cr Ferrante, Cmr Hammond, Cr Italiano, Cr Jones, Cr Potter, Cr Sandri and Cr Treby.

Against: Cr Timmermanis.

#### **9.16 CEO FURTHER CONTRACT OF EMPLOYMENT – CONFIDENTIAL**

Moved Cr Jones, Seconded Cr Chester.

[The recommendation in the agenda]

**That the Council:**

1. **RECEIVES** the legal advice from Mr Neil Douglas - McLeods Barristers & Solicitors in relation to the TPRC CEO's contract, dated 24 May 2019.
2. **OFFERS** Mr Arias a further contract of employment as TPRC CEO, on the same terms and conditions as his current contract with the TPRC but with –
  - (a) The commencement date of 12 October 2019; and
  - (b) The expiry date of 11 October 2022.
3. **AUTHORISES** the Chairman to write to Mr Arias in the terms of the draft letter included in Appendix 9.16 of this agenda.

The Motion was put and declared CARRIED (12/0).

### **9.17 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER – CONFIDENTIAL**

Moved Cr Jones, Seconded Cr Chester.

[The recommendation in the agenda]

**That the Council:**

1. **DETERMINES** that Mr Ben Killigrew is suitably qualified to act as Chief Executive Officer – TPRC.
2. **APPROVES** the appointment of Mr Ben Killigrew to act as Chief Executive Officer – TPRC, between 1 October 2019 to 25 October 2019 (inclusive), in accordance with proposed employment contract (dated July 2019 attached).
3. **AUTHORISES** the Chairman to sign the proposed employment contract (dated July 2019 attached).

The Motion was put and declared CARRIED BY ABSOLUTE MAJORITY (12/0).

Moved Cr Treby, Seconded Cr Jones.

**That the Meeting be REOPENED to the public.**

The Motion was put and declared CARRIED (12/0).

### **9.8 TPRC RISK MANAGEMENT FRAMEWORK AND RISK REGISTER**

Moved Cr Sandri, Seconded Cr Jones.

[The recommendation in the agenda]

**That the Council APPROVES** the Tamala Park Regional Council Risk Management Framework (February 2019) and the Tamala Park Regional Council Corporate Risk Register (February 2019).

The Motion was put and declared CARRIED (12/0).

**9.9 AUDITOR'S REPORT FYE 2018 – SIGNIFICANT ADVERSE TREND, ASSET SUSTAINABILITY RATIO**

Moved Cr Chester, Seconded Cr Fenn.

[The recommendation in the agenda]

**That the Council:**

- 1. RECEIVES the correspondence from the Department of Local Government, Sport and Cultural Industries dated 28 June 2019, in relation to the Audit Report FYE 2018 from Butler Settineri Pty Ltd.**
- 2. Forward a copy of the Council report to the Minister for Local Government, Sport and Cultural Industries and the TPRC Auditor - Butler Settineri.**
- 3. PUBLISH a copy of the Council report on the TPRC website within 14 days of Council's resolution.**

The Motion was put and declared CARRIED (12/0).

**9.10 AUDIT COMMITTEE AUDIT CHARTER & ANNUAL AUDIT PLAN REVIEW**

Moved Cr Treby, Seconded Cr Cole.

[The recommendation in the agenda]

**That the Council:**

- 1. APPROVES the TPRC Audit Charter (April 2019).**
- 2. ADOPTS the Audit Plan 2019/2020.**

The Motion was put and declared CARRIED (12/0).

Moved Cr Caddy, Seconded Cr Treby.

**That Standing Orders be suspended to allow Confidential Items 9.11 to 9.15 and 9.18 to be discussed behind closed doors.**

The Motion was put and declared CARRIED (11/1).

For: Cr Caddy, Cr Chester, Cr Cole, Cr Fenn, Cr Ferrante, Cmr Hammond, Cr Italiano, Cr Jones, Cr Potter, Cr Sandri and Cr Treby.

Against: Cr Timmermanis.

**9.11 CATALINA STRATEGIC MARKETING PLAN – JULY 2019 - CONFIDENTIAL**

Moved Cr Caddy, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council:**

- 1. APPROVES the Catalina Strategic Marketing Plan (July 2019) prepared by the Satterley Property Group.**
- 2. ACCEPTS that the Development Manager’s Key Performance Indicator 3.1 requiring the completion and acceptance of a review of the Strategic Marketing Plan by the end of December every second year has been satisfied.**

The Motion was put and declared CARRIED (12/0).

**9.12 REVIEW OF SUSTAINABILITY INITIATIVES PLAN - CONFIDENTIAL**

Moved Cr Chester, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council:**

1. RECEIVES the review of the Catalina Sustainability Initiatives Plan (June 2019), prepared by the Satterley Property Group.
2. APPROVES the following sustainability initiatives and budget for FYE 2020:

SUSTAINABILITY INITIATIVE	ALLOCATION
Waterwise Landscape Package including soil moisture sensors	\$5,000 per lot
Solar Panel Rebate	\$2,000 per lot
Fibre Optic Service	\$1,200 per lot
Community Development	\$1,200 per lot
Waste Recycling (Housing Construction)	\$300 per lot
High rated WELS Fixtures and Appliances in Catalina Beach	\$1,000 per lot
12-month Energy Audit	\$300 per lot

3. APPROVES the continuation of the existing landscape initiatives, including native and low water use plants, native seed collection and propagation, use of site mulch and waterwise irrigation systems in landscape packages for Catalina.
4. APPROVES the continuation of the fauna and flora relocations associated with bulk earthworks.
5. APPROVES the continuation of opportunities for housing innovation and affordability in accordance with the Catalina Built Form and Housing Strategy (July 2019), including small lot housing in Stages 16A, 16B and 18B.

6. APPROVES a 12-month trial of the provision of a tablet device up to a value of \$500 at the time of settlement to purchasers of all new lots to contain Catalina information and environmental education material, subject to the Satterley Property Group providing a satisfactory method for the administration of the initiative.
7. ACCEPTS that the Development Manager’s Key Performance Indicator 2.8 requiring an annual review of sustainability initiatives by May each year has been satisfied.

The Motion as amended was as follows:

**That the Council:**

1. RECEIVES the review of the Catalina Sustainability Initiatives Plan (June 2019), prepared by the Satterley Property Group.
2. APPROVES the following sustainability initiatives and budget for FYE 2020:

SUSTAINABILITY INITIATIVE	ALLOCATION
Waterwise Landscape Package including soil moisture sensors	\$5,000 per lot
Solar Panel Rebate	\$2,000 per lot
Fibre Optic Service	\$1,200 per lot
Community Development	\$1,200 per lot
Waste Recycling (Housing Construction)	\$300 per lot
High rated WELS Fixtures and Appliances in Catalina Beach	\$1,000 per lot
12-month Energy Audit	\$300 per lot

3. APPROVES the continuation of the existing landscape initiatives, including native and low water use plants, native seed collection and propagation, use of site mulch and waterwise irrigation systems in landscape packages for Catalina.
4. APPROVES the continuation of the fauna and flora relocations associated with bulk earthworks.
5. APPROVES the continued examination of opportunities for housing innovation and affordability in accordance with the Catalina Built Form and Housing Strategy (July 2019), including small lot housing in Stages 16A, 16B and 18B.
6. APPROVES a 12-month trial of the provision of a tablet device up to a value of \$500 at the time of settlement to purchasers of all new lots to contain Catalina information and environmental education material, subject to the Satterley Property Group providing a satisfactory method for the administration of the initiative.
7. ACCEPTS that the Development Manager’s Key Performance Indicator 2.8 requiring an annual review of sustainability initiatives by May each year has been satisfied.

The Motion was put and declared CARRIED (12/0).

**9.13 CATALINA HOUSING AND BUILT FORM STRATEGY – JULY 2019 –  
CONFIDENTIAL**

Moved Cr Caddy, Seconded Cr Treby.

[The recommendation in the agenda]

**That the Council:**

- 1. RECEIVES the Catalina Housing Strategy (July 2019) 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 the Development Manager’s Key Performance Indicator 2.9 requiring an annual review of the Housing and Built Form Strategy has been satisfied.**
- 3. REQUESTS the Satterley Property Group to monitor and implement the Catalina Housing Strategy (July 2019) nominated actions/strategies to ensure that a strategic position is achieved to provide the opportunity for the delivery of significant built form outcomes in FYE 2021.**

The Motion was put and declared CARRIED (12/0).

**9.14 REVIEW OF CATALINA RISK MANAGEMENT PLAN 2018 - CONFIDENTIAL**

Moved Cr Treby, Seconded Cr Ferrante.

[The recommendation in the agenda]

**That the Council:**

- 1. RECEIVES the Risk Management Plan (May 2019) prepared by the Satterley Property Group, subject to the modifications referred to in (2) below.**
- 2. APPROVES the Catalina Project Risk Register (2019), submitted by the Satterley Property Group of the Catalina Project, as required Key Performance Indicator 2.12 requiring an annual review of the Project Risk Management Plan by May each year, subject to modifications identified being incorporated in the Catalina Project Risk Register (2019).**
- 3. Subject to Recommendation (2) ACCEPTS that the Satterley Property Group has achieved Key Performance Indicator 2.12 requiring an annual review of the Project Risk Management Plan by May each year.**

The Motion was put and declared CARRIED (12/0).

**9.15 COMMUNITY VISION HEALTH HUB - GROVE PRECINCT, CATALINA -  
CONFIDENTIAL**

Moved Cr Treby, Seconded Cr Timmermanis.

[The recommendation in the agenda]

**That the Council:**

1. **AUTHORISES** the CEO, in conjunction with Satterley Property Group, to identify a suitable site for a potential activity centre with health services, aged housing, employment opportunities and medium/high density housing and to liaise with the City of Wanneroo to determine support/requirements for such a proposal.
2. **RECEIVES** the request from Community Vision for a Health Hub concept for land within the Grove Precinct at Catalina, and advise Community Vision that the TPRC is unable to accept its proposal at this stage and further advise of TPRC actions.

The Motion was put and declared CARRIED (12/0).

#### **9.18 POWERS OF ATTORNEY – CONFIDENTIAL**

Moved Cr Caddy, Seconded Cr Fenn.

[The recommendation in the agenda]

**That Council:**

1. **APPROVES** the preparation of revised Powers of Attorney for that portion of Lot 9504 which is the subject of the Establishment Agreement, to refer to Chief Executive Officer's position rather than named persons and also include reference to Acting Chief Executive Officer TPRC to enable the nominated positions to carry out land dealings, in accordance with the approved Powers of Attorney (2013). All other aspects of the POA are to remain unchanged.
2. **Subject to (1) REVOKES** the previous Powers of Attorney (2013) granted by the member Local Governments.

The Motion was put and declared CARRIED (12/0).

Moved Cr Fenn, Seconded Cr Timmermanis.

**That the Meeting be REOPENED to the public.**

The Motion was put and declared CARRIED (12/0).

The recommendations for Confidential Items 9.11 to 9.18 were read out as follows:

#### **9.11 CATALINA STRATEGIC MARKETING PLAN – JULY 2019 – CONFIDENTIAL**

*That the Council:*

1. **APPROVES** the Catalina Strategic Marketing Plan (July 2019) prepared by the Satterley Property Group.

2. *ACCEPTS that the Development Manager’s Key Performance Indicator 3.1 requiring the completion and acceptance of a review of the Strategic Marketing Plan by the end of December every second year has been satisfied.*

9.12 REVIEW OF SUSTAINABILITY INITIATIVES PLAN - CONFIDENTIAL

That the Council:

1. *RECEIVES the review of the Catalina Sustainability Initiatives Plan (June 2019), prepared by the Satterley Property Group.*
2. *APPROVES the following sustainability initiatives and budget for FYE 2020:*

SUSTAINABILITY INITIATIVE	ALLOCATION
<i>Waterwise Landscape Package including soil moisture sensors</i>	<i>\$5,000 per lot</i>
<i>Solar Panel Rebate</i>	<i>\$2,000 per lot</i>
<i>Fibre Optic Service</i>	<i>\$1,200 per lot</i>
<i>Community Development</i>	<i>\$1,200 per lot</i>
<i>Waste Recycling (Housing Construction)</i>	<i>\$300 per lot</i>
<i>High rated WELS Fixtures and Appliances in Catalina Beach</i>	<i>\$1,000 per lot</i>
<i>12-month Energy Audit</i>	<i>\$300 per lot</i>

3. *APPROVES the continuation of the existing landscape initiatives, including native and low water use plants, native seed collection and propagation, use of site mulch and waterwise irrigation systems in landscape packages for Catalina.*
4. *APPROVES the continuation of the fauna and flora relocations associated with bulk earthworks.*
5. *APPROVES the continued examination of opportunities for housing innovation and affordability in accordance with the Catalina Built Form and Housing Strategy (July 2019), including small lot housing in Stages 16A, 16B and 18B.*
6. *APPROVES a 12-month trial of the provision of a tablet device up to a value of \$500 at the time of settlement to purchasers of all new lots to contain Catalina information and environmental education material, subject to the Satterley Property Group providing a satisfactory method for the administration of the initiative.*
7. *ACCEPTS that the Development Manager’s Key Performance Indicator 2.8 requiring an annual review of sustainability initiatives by May each year has been satisfied.*

9.13 CATALINA HOUSING AND BUILT FORM STRATEGY – JULY 2019 – CONFIDENTIAL

That the Council:

1. *RECEIVES the Catalina Housing Strategy (July 2019) 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 the Development Manager's Key Performance Indicator 2.9 requiring an annual review of the Housing and Built Form Strategy has been satisfied.*
3. *REQUESTS the Satterley Property Group to monitor and implement the Catalina Housing Strategy (July 2019) nominated actions/strategies to ensure that a strategic position is achieved to provide the opportunity for the delivery of significant built form outcomes in FYE 2021.*

9.14 *REVIEW OF CATALINA RISK MANAGEMENT PLAN 2018 - CONFIDENTIAL*

*That the Council:*

1. *RECEIVES the Risk Management Plan (May 2019) prepared by the Satterley Property Group, subject to the modifications referred to in (2) below.*
2. *APPROVES the Catalina Project Risk Register (2019), submitted by the Satterley Property Group of the Catalina Project, as required Key Performance Indicator 2.12 requiring an annual review of the Project Risk Management Plan by May each year, subject to modifications identified being incorporated in the Catalina Project Risk Register (2019).*
3. *Subject to Recommendation (2) ACCEPTS that the Satterley Property Group has achieved Key Performance Indicator 2.12 requiring an annual review of the Project Risk Management Plan by May each year.*

9.15 *COMMUNITY VISION HEALTH HUB - GROVE PRECINCT, CATALINA - CONFIDENTIAL*

*That the Council:*

1. *AUTHORISES the CEO, in conjunction with Satterley Property Group, to identify a suitable site for a potential activity centre with health services, aged housing, employment opportunities and medium/high density housing and to liaise with the City of Wanneroo to determine support/requirements for such a proposal.*
2. *RECEIVES the request from Community Vision for a Health Hub concept for land within the Grove Precinct at Catalina, and advise Community Vision that the TPRC is unable to accept its proposal at this stage and further advise of TPRC actions.*

9.16 *CEO FURTHER CONTRACT OF EMPLOYMENT – CONFIDENTIAL*

*That the Council:*

1. *RECEIVES the legal advice from Mr Neil Douglas - McLeods Barristers & Solicitors in relation to the TPRC CEO's contract, dated 24 May 2019.*
2. *OFFERS Mr Arias a further contract of employment as TPRC CEO, on the same terms and conditions as his current contract with the TPRC but with –*
  - (a) The commencement date of 12 October 2019; and*
  - (b) The expiry date of 11 October 2022.*

3. *AUTHORISES the Chairman to write to Mr Arias in the terms of the draft letter included in Appendix 9.16 of this agenda.*

**9.17 APPOINTMENT OF ACTING CHIEF EXECUTIVE OFFICER – CONFIDENTIAL**

*That the Council:*

1. *DETERMINES that Mr Ben Killigrew is suitably qualified to act as Chief Executive Officer – TPRC.*
2. *APPROVES the appointment of Mr Ben Killigrew to act as Chief Executive Officer – TPRC, between 1 October 2019 to 25 October 2019 (inclusive), in accordance with proposed employment contract (dated July 2019 attached).*
3. *AUTHORISES the Chairman to sign the proposed employment contract (dated July 2019 attached).*

**9.18 POWERS OF ATTORNEY - CONFIDENTIAL**

*That the Council:*

1. *APPROVES the preparation of revised Powers of Attorney for that portion of Lot 9504 which is the subject of the Establishment Agreement, to refer to Chief Executive Officer's position rather than named persons and also include reference to Acting Chief Executive Officer TPRC to enable the nominated positions to carry out land dealings, in accordance with the approved Powers of Attorney (2013). All other aspects of the POA are to remain unchanged.*
2. *Subject to (1) REVOKES the previous Powers of Attorney (2013) granted by the member Local Governments.*

**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**

9.11 *Catalina Strategic Marketing Plan – July 2019 - Confidential*

9.12 *Review of Sustainability Initiatives Plan - Confidential*

- 9.13 *Catalina Housing and Built Form Strategy – July 2019 – Confidential*
- 9.14 *Review of Catalina Risk Management Plan 2018 - Confidential*
- 9.15 *Community Vision Health Hub - Grove Precinct, Catalina - Confidential*
- 9.16 *CEO Further Contract of Employment – Confidential*
- 9.17 *Appointment of Acting Chief Executive Officer – Confidential*
- 9.18 *Powers of Attorney - Confidential*

**14. GENERAL BUSINESS**

Nil

**15. FORMAL CLOSURE OF MEETING**

The Chairman declared the meeting closed at 7:55pm.

These minutes were confirmed at a meeting on .....

SIGNED this ..... day of ..... 2019

as a true record of proceedings.

\_\_\_\_\_  
CHAIRMAN