



## Ordinary Meeting of Council

Thursday, 17 August 2023

# MINUTES

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

**MEMBERSHIP**

<b>OWNER COUNCIL</b>	<b>MEMBER</b>	<b>ALTERNATE MEMBER</b>
Town of Cambridge	Cr Alaine Haddon-Casey	
City of Joondalup	Cr John Chester Cr Nige Jones	Cr Russ Fishwick Cr John Raftis
City of Perth	Cr Brent Fleeton	Cr Clyde Bevan
City of Stirling	Cr Tony Krsticevic Cr Suzanne Migdale Cr Bianca Sandri Cr Karlo Perkov	Cr David Lagan
Town of Victoria Park	Cr Bronwyn Ife	Cr Claire Anderson
City of Vincent	Cr Ashley Wallace	Cr Jonathan Hallett
City of Wanneroo	Cr Brett Treby Cr Glynis Parker	Cr Linda Aitken Cr Vinh Nguyen

**PRESENT**

<b>Deputy Chair</b>	Cr Suzanne Migdale
<b>Councillors</b>	Cr John Chester Cr Brent Fleeton Cr Alaine Haddon-Casey Cr Bronwyn Ife Cr Nige Jones Cr Tony Krsticevic Cr Glynis Parker Cr Karlo Perkov Cr Brett Treby Cr Ashley Wallace
<b>Alternate Members</b>	Nil
<b>Staff</b>	Mr Chris Adams (Chief Executive Officer) Mr Simon O’Sullivan (Manager Project Coordination) Mr Daniel Govus (Senior Governance Officer – City of Stirling)
<b>Apologies Councillors</b>	Nil
<b>Leave of Absence</b>	Cr Bianca Sandri
<b>Absent</b>	Nil
<b>Consultants</b>	Mr Alex Maguire (Satterley Property Group) Mr Drew Tomkins (Satterley Property Group) Mr Alan Abel (Satterley Property Group)
<b>Apologies Participant Councils’ Advisers</b>	Mr Mat Humfrey (City of Joondalup) Mr David MacLennan (City of Vincent) Mr Daniel Simms (City of Wanneroo) Mr Gary Tuffin (Town of Cambridge) Ms Michelle Reynolds (City of Perth) Mr Anthony Vuleta (Town of Victoria Park)
<b>In Attendance Participant Councils’ Advisers</b>	Mr Stevan Rodic (City of Stirling)
<b>Members of the Public</b>	Nil
<b>Press</b>	Nil

## 1. OFFICIAL OPENING

The Deputy Chair declared the meeting open at 6:03pm.

## 2. APOLOGIES AND LEAVE OF ABSENCE

Councillor Bianca Sandri (granted a leave of absence from 6 August 2023 to 11 September 2023 inclusive).

## DISCLOSURE OF INTERESTS

Nil.

## 3. PUBLIC STATEMENT/QUESTION TIME

Nil.

## 4. ANNOUNCEMENTS BY CHAIR (WITHOUT DISCUSSION)

Nil.

## 5. PETITIONS

Nil.

## 6. CONFIRMATION OF MINUTES

### 6.1. CONFIRMATION OF MINUTES

Moved Cr Ife, Seconded Cr Krsticevic.

**That the minutes of the Ordinary Meeting of Council of 22 June 2023 be CONFIRMED as a true and accurate record of proceedings.**

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

## 7. BUSINESS ARISING FROM MINUTES

Nil.

## 8. ADMINISTRATION REPORTS AS PRESENTED

### 8.1. BUSINESS REPORT – MONTH ENDING 31 JULY 2023

Moved Cr Chester, Seconded Cr Jones.

**That the Council RECEIVES the Business Report for the month ending 31 July 2023.**

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

### 8.2. STATEMENT OF FINANCIAL ACTIVITY - JUNE 2023

Moved Cr Jones, Seconded Cr Perkov.

**That the Council RECEIVES and NOTES the Statement of Financial Activity for the month ending 30 June 2023.**

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

### 8.3. LIST OF MONTHLY ACCOUNTS SUBMITTED - JUNE 2023

Moved Cr Chester, Seconded Cr Jones.

**That the Council:**

- 1. RECEIVES and NOTES the list of accounts paid under Delegated Authority to the CEO for June 2023 - \$4,477,723.57**
- 2. APPROVES the CEO Credit Card Statement for June 2023.**

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

### 8.4. SALES AND SETTLEMENT REPORT – MONTH ENDING 31 JULY 2023

Moved Cr Jones, Seconded Cr Perkov.

**That the Council RECEIVES the Sales and Settlement Report for the month ending 31 July 2023.**

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

#### **8.5. REVIEW OF MANAGEMENT COMMITTEE MEETINGS**

Moved Cr Jones, Seconded Cr Perkov.

**That Council:**

- 1. HOLD in-person, whole of Council Strategic Planning Sessions in lieu of the scheduled 21 September 2023 and 16 November 2023 CRC Management Committee Meetings.**
- 2. CANCEL the planned Strategic Project and Advisory meeting that is currently scheduled for 19 October 2023, post the Ordinary Meeting of Council.**
- 3. CONSIDERS the future of the CRC Management Committee meetings at the December Ordinary Meeting of Council as a component of setting meeting dates for the TPRC for the 2024 calendar year.**

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

#### **8.6. PROJECT FINANCIAL REPORT - JUNE 2023**

Moved Cr Chester, Seconded Cr Krsticevic.

**That the Council RECEIVES the Project Financial Report (June 2023) submitted by the Satterley Property Group.**

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

#### **8.7 REVIEW OF PURCHASER TERMS, CONDITIONS AND INCENTIVES**

Moved Cr Jones, Seconded Cr Perkov.

**That the Council:**

- 1. APPROVES the following Purchaser Terms, Conditions and Incentives for public release lots in Catalina Estate for the period August 2023 to August 2024:**

**Already released stock in Catalina Beach and Catalina Green and future Catalina Beach releases (maintain current terms, conditions and incentives, as follows):**

- 1.1 Use of the REIWA Offer and Acceptance Contract with Special Conditions and Annexure.**

- 1.2 A \$2,000 deposit to be used in the Sales Contracts for lots in Catalina Green and a \$5,000 deposit to be used in the Sales Contracts for lots in Catalina Beach.
- 1.3 A finance approval period, where finance is required, of 60 days for lots in Catalina Green and 45 days for lots in Catalina Beach.
- 1.4 A 21-day settlement period from finance approval or the issue of titles, whichever is the later.
- 1.5 A waterwise landscaping package to the front garden.
- 1.6 A \$2,000 rebate for all homes constructed with a minimum 3.0KW capacity photovoltaic solar power system, with an additional \$1,000 rebate paid where the system includes integrated battery storage.
- 1.7 Side and rear boundary fencing (behind the building line).
- 1.8 A \$1,000 rebate for all homes that include appropriate WELS rated fittings and fixtures.
- 1.9 Sales incentives (Items 1.5 – 1.8) subject to homes being constructed in accordance with the approved applicable Design Guidelines within 24 months of settlement for single storey homes and 30 months of settlement for two storey homes.

**Future releases in Catalina Green (from Stage 39)**

As for current releases, with the following additions:

- 1.10 An additional \$2,000 rebate for all homes constructed with a minimum 3.0KW capacity photovoltaic solar power system (total of \$4,000), with an additional \$1,000 rebate paid where the system includes integrated battery storage.
  - 1.11 Waterwise front landscaping package to also include:
    - 1.11.1 Wi-fi enabled smart meter and irrigation controller.
    - 1.11.2 Increased number and size of included tree stock.
  - 1.12 An eco-smart lifestyle bundle including:
    - 1.12.1 Heat pump hot water system (capped at \$1,500).
    - 1.12.2 Energy efficient air-conditioning monitor or thermostat (capped at \$300).
    - 1.12.3 Home Energy monitor (capped at \$350).
2. **REQUESTS** the Satterley Property Group to review the Purchaser Terms, Conditions and Incentives for Catalina and provide a report to the Council for consideration in August 2024.

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

## 8.8. SPECIAL DEVELOPMENT SITES - STATUS REPORT

Moved Cr Jones, Seconded Cr Perkov.

**That the Council:**

1. **RECEIVES** the Special Development Sites update dated 18 July 2023, as prepared by the Satterley Property Group.
2. **APPROVES** the commercial terms and conditions, the lot allocation process and the criteria for the sale of lots to builders in the Catalina Green Builder Display Village, as set out in the Satterley Property Group correspondence dated 18 July 2023.
3. **REQUIRES** the Satterley Property Group to provide a further status report within six months.

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

## 8.9. CATALINA BEACH (WEST) DESIGN GUIDELINES

Moved Cr Jones, Seconded Cr Perkov.

**That the Council APPROVES** the Catalina Beach (West) Design Guidelines (August 2023).

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

## 9. COMMITTEE REPORTS

### AUDIT and RISK COMMITTEE (14 AUGUST 2023)

#### 9.1. POLICY REVIEW: PAYMENT OF DISTRIBUTIONS POLICY

Moved Cr Perkov, Seconded Cr Krsticevic.

**That the Council:**

1. **ADOPTS** the revised Payments of Distributions Policy with the following amendment:  
Under 'Minimum and Maximum Cash Flow Balances' reduces the proposed maximum cash balance from \$35M to \$30M.
2. **NOTES** that the CRC is currently holding significantly greater cash assets than the current minimum limit of \$15M prescribed in the Payment of Distributions Policy.



3. **CONSIDERS** an increase in the forecast distributions in FYE 2024 from \$20M to \$30M as a component of the Mid-Year Budget Review.
4. **REQUESTS** that the CEO critically reviews distributions forecast, including an analysis of the cash balance required, taking account of Satterley forecasts and known operational expenditure, as a component of the FYE 2024 Mid-Year Budget review with the aim of achieving compliance with the new/revised Payment of Distribution Policy provisions.

The Motion was put and declared CARRIED (7/4).

**For:** Councillors Chester, Fleeton, Haddon-Casey, Krsticevic, Migdale, Parker, and Perkov.

**Against:** Councillors Ife, Jones, Treby and Wallace.

## 9.2. **AUDIT and RISK COMMITTEE AUDIT CHARTER & ANNUAL AUDIT PLAN REVIEW**

Moved Cr Treby, Seconded Cr Krsticevic.

**That the Council APPROVES the CRC Audit Charter (August 2023) and ADOPTS the Audit Plan 2023/2024.**

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

## 9.3. **LATE ITEM - CRC BUDGET FYE 2024**

Moved Cr Parker, Seconded Cr Treby.

**That the Council:**

1. **ADOPTS the CRC Annual Budget FYE 2024.**
2. **ADOPTS 10% or \$5,000 whichever is the greater for the purposes of the reporting of material variances by Nature and Type monthly for the 2023/2024 financial year, in accordance with Regulation 34(5) of the *Local Government (Financial Management) Regulations 1996.***

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

## 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 CHAIR

Nil.

## 13. GENERAL BUSINESS

Nil.

## 14. DECISION TO MOVE TO CONFIDENTIAL SESSION

Moved Cr Krsticevic, Seconded Cr Treby.

That:

1. Item 14.1 - REVIEW OF DELIVERABLES - DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

*c) A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and*

*e) A matter that if disclosed would reveal –*

*ii) information that has commercial value to a person; or*

*iii) information about the business, professional, commercial or financial affairs of a person.*

*Where the information is held by, or is about, a person other than the CRC (section 5.23(2)(e)).*

2. Item 14.2 - CIVIL CONSTRUCTION WORKS TENDER (TENDER 03/2023) be CONSIDERED Behind Closed Doors in accordance with Sections 5.23(2)(c) and (e) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

*c) A contract entered into, or which may be entered into, by the TPRC and which relates to a matter to be discussed at a meeting (section 5.23(2)(c)); and*

*e) A matter that if disclosed would reveal –*

*ii) information that has commercial value to a person; or*

*iii) information about the business, professional, commercial or financial affairs of a person.*

*Where the information is held by, or is about, a person other than the CRC (section 5.23(2)(e)).*

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

At 6:42pm the meeting was closed to the public, and all attendees who were not required left the meeting prior to consideration of Item 14.1.

Representatives from Satterley Property Group left the room.

With the agreement of Council, the Deputy Chair ruled that Item 14.2 be considered prior to Item 14.1.

**14.1. CONFIDENTIAL: REVIEW OF DELIVERABLES - DEVELOPMENT MANAGER'S KEY PERFORMANCE INDICATORS**

*Councillor John Chester retired from the meeting at 6:49pm, prior to consideration of Item 14.1.*

Moved Cr Treby, Seconded Cr Parker.

**That the Council:**

- 1. RECEIVES the Satterley Property Group report (August 2023) on the review of deliverables required by the Development Manager's Key Performance Indicators.**
- 2. ACCEPTS that the Satterley Property Group has achieved the deliverable required by the Development Manager's Key Performance Indicators for the period between 1 July 2022 and 30 June 2023.**
- 3. NOTES that the Development Manager's Key Performance Indicators that applied in FYE 2023 will form the basis for review of the Development Manager's performance in FYE 2024.**

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

**For:** Councillors Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

**14.2. LATE ITEM - CONFIDENTIAL – CIVIL CONSTRUCTION WORKS TENDER (TENDER 03/2023)**

Moved Cr Treby, Seconded Cr Haddon-Casey.

**That the Council ACCEPTS the Ralmana Pty Ltd trading as RJV submission (dated August 2023) for civil construction works in accordance with Tender 03/2023.**

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

**For:** Councillors Chester, Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

Moved Cr Treby, Seconded Cr Ife.

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

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

**For:** Councillors Fleeton, Haddon-Casey, Ife, Jones, Krsticevic, Migdale, Parker, Perkov, Treby, and Wallace.

**Against:** Nil.

At 6:49pm the meeting was reopened to the public.

**15. FORMAL CLOSURE OF MEETING**

The Deputy Chair declared the meeting closed at 6:50pm.