

# minutes

## Finance Committee

MEETING HELD ON **WEDNESDAY 7 DECEMBER 2016**

**TABLE OF CONTENTS**

<b>Item No.</b>	<b>Title</b>	<b>Page No.</b>
	<b>Declaration of Opening</b>	<b>3</b>
	<b>Declarations of Interest</b>	<b>4</b>
	<b>Apologies/Leave of absence</b>	<b>4</b>
	<b>Confirmation of Minutes</b>	<b>4</b>
	<b>Announcements by the Presiding Member without discussion</b>	<b>5</b>
	<b>Identification of matters for which the meeting may be closed to the public</b>	<b>5</b>
	<b>Petitions and deputations</b>	<b>5</b>
	<b>Reports</b>	<b>6</b>
1	Impact on 20 Year Strategic Financial Plan of Reports to Council – July 2016 to September 2016 – [105350]	6
2	Update on the 2016-17 Capital Works Program – [105564]	9
3	Facility Refurbishment – Falklands Park Toilet / Changeroom Facility – [11042, 69317]	12
4	Bi-Monthly Capital Works Project Reports – [105564]	19
5	Status Report on City Freehold Properties Proposed for Disposal and a Proposed Crown Land Acquisition – [63627]	22
6	Confidential – Cafés/Kiosks/Restaurants – Project Status – [102656]	31
	<b>Urgent Business</b>	<b>33</b>
	<b>Motions of which previous notice has been given</b>	<b>33</b>
	<b>Requests for Reports for future consideration</b>	<b>33</b>
	<b>Closure</b>	<b>33</b>

## **CITY OF JOONDALUP**

**MINUTES OF THE FINANCE COMMITTEE MEETING HELD IN CONFERENCE ROOM 2,  
JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP ON WEDNESDAY  
7 DECEMBER 2016.**

### **ATTENDANCE**

#### **Committee Members**

Cr Tom McLean, JP            *Presiding Member*  
Mayor Troy Pickard  
Cr Russell Poliwka  
Cr Mike Norman  
Cr John Logan

#### **Officers**

Mr Mike Tidy	Director Corporate Services
Mr Nico Claassen	Director Infrastructure Services
Mr Blignault Olivier	Manager City Projects
Mr Rohan Klemm	Acting Manager Leisure and Cultural Services
Mr John Byrne	Governance Coordinator
Mrs Deborah Gouges	Governance Officer

### **DECLARATION OF OPENING**

The Presiding Member declared the meeting open at 7.00pm.

**DECLARATIONS OF INTEREST****Disclosures of interest affecting impartiality**

Elected Members (in accordance with Regulation 11 of the *Local Government [Rules of Conduct] Regulations 2007*) and employees (in accordance with the Code of Conduct) are required to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making process. The Elected Member/employee is also encouraged to disclose the nature of the interest.

<b>Name/Position</b>	<b>Mr Rohan Klemm, Acting Manager Leisure and Cultural Services</b>
<b>Item No./Subject</b>	Item 3 - Facility Refurbishment – Falklands Park Toilet / Changeroom Facility.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Mr Klemm is a volunteer for the Joondalup Kinross Junior Football Club and his two sons play for the club.

**APOLOGIES/LEAVE OF ABSENCE****Apology:**

Cr Philippa Taylor.

**Leave of Absence previously approved**

Cr Christine Hamilton-Prime	4 December to 10 December 2016 inclusive;
Cr Sophie Dwyer	7 December to 9 December 2016 inclusive;
Cr Liam Gobbert	17 December 2016.

**CONFIRMATION OF MINUTES****MINUTES OF THE FINANCE COMMITTEE HELD ON 3 OCTOBER 2016**

**MOVED Mayor Pickard SECONDED Cr Norman that the minutes of the meeting of the Finance Committee held on 3 October 2016 be confirmed as a true and correct record.**

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr McLean, Mayor Pickard, Crs Logan, Norman and Poliwka.

**ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION**

Nil.

**IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC**

In accordance with Clause 5.2 of the City's *Meeting Procedures Local Law 2013*, this meeting was not open to the public.

**PETITIONS AND DEPUTATIONS**

Nil.

**REPORTS****ITEM 1                    IMPACT ON 20 YEAR STRATEGIC FINANCIAL PLAN  
OF REPORTS TO COUNCIL – JULY 2016 TO  
SEPTEMBER 2016**

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Mike Tidy Corporate Services
<b>FILE NUMBER</b>	105350
<b>ATTACHMENT</b>	Attachment 1 <i>Impact on 20 Year Strategic Financial Plan of Reports to Council – July 2016 to September 2016</i>
<b>AUTHORITY / DISCRETION</b>	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

**PURPOSE**

To advise the Finance Committee on the impacts to the *20 Year Strategic Financial Plan* (20 Year SFP) of reports approved by Council for the period July 2016 to September 2016.

**EXECUTIVE SUMMARY**

A new quarterly report was introduced in October 2014, as part of the Chief Executive Officer's (CEO) Key Performance Indicators. This report is the first quarterly report for 2016-17. The intention is to provide progressive updates between annual reviews of the 20 Year SFP by summarising the impacts on the 20 Year SFP of reports presented to Council.

This report covers Quarter 1 (July 2016 to September 2016). There are two reports, tender 009/16 Refurbishment of Undercroft Bridge Club (CJ126-08/16 refers) and tender 025/16 Bulk Hard Waste Collection Services (CJ145-09/16 refers) that have a combined estimated benefit of \$41.3 million.

*It is therefore recommended that the Finance Committee NOTES that the estimated benefit of \$41.3 million on the 20 Year Strategic Financial Plan of reports approved by Council July 2016 to September 2016.*

**BACKGROUND**

A new quarterly report was introduced in October 2014, as part of the Chief Executive Officer's (CEO) Key Performance Indicators. This report is the first quarterly report for 2016-17. The intention is to provide progressive updates between annual reviews of the 20 Year SFP by summarising the impacts on the SFP of reports presented to Council.

The SFP is a long-term planning tool and evaluating impacts which are minor is of little relevance therefore a minimum threshold has been applied where an impact of less than \$50,000 is not reported. The threshold of \$50,000 results in many of the reports being outside the scope of this analysis, as they have a relatively small amount (for example planning fees) or have no financial impact at all. Consequently, most of the reports presented to Council have no impact on the 20 Year SFP.

## DETAILS

With regards the tables, please note that the impacts have been categorised into:

- commitments made by Council
- other impacts including amounts that were informed by other bodies, or potential impacts for reports that have been noted, without a firm commitment having been made yet.

For those reports where there is an impact from July 2016 to September 2016, all of the values are identified as commitments made by Council, there are no other impacts.

- The 20 Year SFP Impact is based on the following:
  - Total estimated cash flows up to 2034-35.
  - Includes inflation.
  - Includes all whole of life costs such as capital expenditure, operating expenses, operating income, reserves, borrowings, interest payments and earnings on cash held.

As a result of calculating the impacts up to 2034-35 for total cash, the impact for each report is higher than the initial impact.

## Issues and options considered

There are two reports in Quarter 1 that have a combined estimated benefit of \$41.3 million. They are tender 009/16 Refurbishment of Undercroft Bridge Club (CJ126-08/16 refers) and Tender 025/16 Bulk Hard Waste Collection Services (CJ145-09/16 refers). The impacts of all reports included in Attachment 1 will be updated in the revised *20 Year Strategic Financial Plan 2016-17 to 2035-36* being prepared in early 2017.

## Legislation / Strategic Community Plan / policy implications

### Legislation

*Local Government Act 1995.*

Section 5.56 of the *Local Government Act 1995* provides that:

*“(1) A local government is to plan for the future of the district.”*

### Strategic Community Plan

#### Key theme

Financial Sustainability.

#### Objective

Effective management.

#### Strategic initiative

- Manage liabilities and assets through a planned, long-term approach.
- Balance service levels for assets against long-term funding capacity.

**Policy** Not applicable.

### **Risk management considerations**

The 20 Year SFP is based on many assumptions. There is a risk that those assumptions could be wrong or may not come to pass, however, it is a planning tool and the City is not committed to anything in the plan by virtue of endorsing it. Periodic review and continual update of the plan will ensure that it remains a relevant and useful document to manage the City's financial affairs into the future.

### **Financial / budget implications**

The impact to the City up to 2034-35 of the two reports approved between July 2016 and September 2016 is estimated to be a benefit of \$41.3 million. This impact is the total change in cash at the end of 2034-35.

### **Regional significance**

Not applicable.

### **Sustainability implications**

Not applicable.

### **Consultation**

Not applicable.

### **COMMENT**

This report provides a further enhancement to the long-term financial sustainability by the City by providing a progressive update on the impacts on the 20 Year SFP of Council decisions.

### **VOTING REQUIREMENTS**

Simple Majority.

**MOVED Mayor Pickard SECONDED Cr Logan that the Finance Committee NOTES the estimated benefit of \$41.3 million on the 20 Year Strategic Financial Plan of reports approved by Council from July 2016 to September 2016.**

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr McLean, Mayor Pickard, Crs Logan, Norman and Poliwka.

*Appendix 1 refers*

To access this attachment on electronic document, click here: [Attach1agnFIN161207.pdf](#)

## **ITEM 2                    UPDATE ON THE 2016-17 CAPITAL WORKS PROGRAM**

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<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Nico Claassen Infrastructure Services
<b>FILE NUMBER</b>	105564, 101515
<b>ATTACHMENTS</b>	Attachment 1        Capital Works Project Report 2016-17
<b>AUTHORITY / DISCRETION</b>	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

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### **PURPOSE**

For the Finance Committee to note the update on the *2016-17 Capital Works Program*.

### **EXECUTIVE SUMMARY**

The Capital Works Project Report for the 2016-17 program as at 31 October 2016 is attached (Attachment 1 refers).

*It is therefore recommended that the Finance Committee NOTES the report on the Capital Works Projects for 2016-17 as at 31 October 2016 forming Attachment 1 to this Report.*

### **BACKGROUND**

At its meeting held on 3 November 2015 (JSC02-11/15 refers), Council resolved, in part to:

“2        *ESTABLISH a Finance Committee to:*

- 2.1        *oversee the progress of the City’s annual capital works program and review of the City’s Five Year Capital Works Program;*
- 2.2        *make recommendations to Council on modifications of capital works projects outside those projects of the Major Projects Committee;*
- 2.3        *make recommendations to Council on the services to be provided by the City and the standards of service delivery being cognisant of industry best practice;”*

### **DETAILS**

The Capital Works Project Report for the 2016-17 program as at 31 October 2016 is provided at Attachment 1.

**Issues and options considered**

Not applicable.

**Legislation / Strategic Community Plan / policy implications****Legislation**

Sections 5.17 and 6.8 of the *Local Government Act 1995*.

A committee cannot make decisions, on behalf of the Council, that require an absolute majority decision (section 5.17 of the *Local Government Act 1995*), in which case, and in accordance with Section 6.8 of the *Local Government Act 1995*, includes approving expenditure not included in the City's Annual Budget. The Finance Committee may only recommend to Council to approve or modify capital works projects.

**Strategic Community Plan****Key theme**

Financial Sustainability.

**Objective**

Major project delivery.

**Strategic initiative**

Not applicable.

**Policy**

Not applicable.

**Risk management considerations**

Not applicable.

**Financial / budget implications**

Not applicable.

**Regional significance**

Not applicable.

**Sustainability implications**

Not applicable.

**Consultation**

Not applicable.

**COMMENT**

The Capital Works Project Report for the 2016-17 program provides an update on the capital works activities undertaken as at 31 October 2016.

## **VOTING REQUIREMENTS**

Simple Majority.

**MOVED Cr Poliwka SECONDED Cr Norman that the Finance Committee NOTES the report on the Capital Works Projects for 2016-17 as at 31 October 2016 forming Attachment 1 to this Report.**

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr McLean, Mayor Pickard, Crs Logan, Norman and Poliwka.

*Appendix 2 refers*

*To access this attachment on electronic document, click here: [Attach2aqnFIN161207.pdf](#)*

**Disclosures of interest affecting impartiality**

<b>Name/Position</b>	<b>Mr Rohan Klemm, Acting Manager Leisure and Cultural Services</b>
<b>Item No./Subject</b>	Item 3 - Facility Refurbishment – Falklands Park Toilet / Changeroom Facility.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Mr Klemm is a volunteer for the Joondalup Kinross Junior Football Club and his two sons play for the club.

### **ITEM 3 FACILITY REFURBISHMENT - FALKLANDS PARK TOILET/CHANGEROOM FACILITY**

<b>WARD</b>	North
<b>RESPONSIBLE DIRECTOR</b>	Mr Mike Tidy Corporate Services
<b>FILE NUMBER</b>	11042, 69317,101515
<b>ATTACHMENTS</b>	Attachment 1 Falklands Park, Kinross – aerial map Attachment 2 Falklands Park toilet/change room floor plan
<b>AUTHORITY / DISCRETION</b>	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

**PURPOSE**

For Council to consider the refurbishment of the toilet / changerroom facility located at Falklands Park, Kinross.

**EXECUTIVE SUMMARY**

Falklands Park, Kinross (Attachment 1 refers) is an active sporting reserve primarily used by the Joondalup Kinross Junior Football Club (JKJFC) (winter) and Joondalup Kinross Junior and Senior Cricket Club (summer). The park serves as the sporting oval for the adjacent Kinross College under a shared use agreement with the City. It is also used by a commercial fitness operator (personal trainer) and the Currambine Football (soccer) Club.

Infrastructure on the park includes a toilet / changerroom facility (Attachment 2 refers), playground, outdoor fitness equipment, three-on-three basketball pad, cricket centre wicket and training nets and floodlights (to Australian Standards).

Joondalup Kinross Junior Football Club has previously expressed an interest in having the existing toilet / changerroom facility extended to include bigger changerrooms, storage and a kiosk. At its meeting held on 15 July 2014 (CJ116-07/14 refers), Council endorsed a report which reviewed the City's community facilities and active reserves and proposed that refurbishment works to the toilet / changerroom facility at Falklands Park be listed for 2023-24. This is not listed in the current *Five Year Capital Works Program* as it is beyond the time period for the program.

Earlier this year the JKJFC requested that the works at Falkland Park are brought forward to 2018-19 in line with the works at Windermere Park as their usage of Falklands Park is growing.

At its meeting held on 18 October 2016 (CJ176-10/16 refers), Council considered a report on the proposed refurbishment of the facilities at Windermere Park, Joondalup and Falklands Park, Kinross.

Council resolved that:

- “1 *NOTES that an amount of \$250,000 is listed in the Five Year Capital Works Program in 2018-19 for refurbishment works at Windermere Park Clubrooms;*
- 2 *NOTES that there are no funds listed with the current Five Year Capital Works Program for refurbishment works to the Falklands Park facility and REQUESTS a further report to the Finance Committee on the proposed scope and benefits of refurbishment works for the Falklands Park facility;*
- 3 *REQUESTS a further report detailing concept design options and estimated costings to undertake a refurbishment and potential expansion of the Windermere Park Clubrooms, following engagement with key stakeholders of the facility.”*

The City has consulted with JKJFC to seek their feedback on the scope of work requirements and benefits for their club. In consideration of this information, it is proposed to not proceed with refurbishing the Falklands Park facility at this point in time given the City’s extensive capital works program and the current allocation of resources.

*It is therefore recommended that Council:*

- 1 *NOTES that there are no funds listed within the City’s current Five Year Capital Works Program for refurbishment works to the Falklands Park toilet facility;*
- 2 *DOES NOT AGREE to bring forward the refurbishment project for the Falklands Park toilet facility at this point in time;*
- 3 *AGREES to review the priority of the refurbishment of the toilet facility at Falklands Park in the next Active Reserve and Community Facility review report.*

## **BACKGROUND**

<b>Suburb/Location</b>	Falkland Park 17 Falkland Way Kinross WA 6028.
<b>Applicant</b>	City of Joondalup.
<b>Owner</b>	Crown Land – City of Joondalup Management Order.
<b>Zoning</b>	<b>DPS</b> Parks and Recreation.
	<b>MRS</b> Urban.
<b>Site area</b>	50,038m <sup>2</sup> .
<b>Structure plan</b>	Not applicable.

The JKJFC is one of the largest junior AFL clubs within the metropolitan area. The club has been based at Windermere Park since 1994 and leases the clubrooms on a seasonal basis with the Joondalup Kinross Cricket Club. In addition to leasing the facility at Windermere Park, JKJFC fixtures training and games at other City venues including Falklands Park, Kinross as its nominated secondary ground.

For the 2016 AFL season, JKJFC had 896 registered members ranging from its Auskick program to its Year 12 open team. The club does not have a senior AFL team, but has recently established a relationship with the ECU Jets who commenced operating from Windermere Park on Saturday afternoons in 2016. The ECU Jets are a new senior club in the West Australian Amateur Football League with one team and therefore were able to co-exist with JKJFC quite comfortably at Windermere Park for the 2016 season as they only had one fixtured game at the venue every second Saturday afternoon.

The City has Falklands Park tentatively listed in 2023-24 for a refurbishment of its current toilet/changeroom facility to include kiosk, storage and change rooms. JKJFC has requested this work be done sooner as their usage of the ground is growing and supporting elements within that facility would assist in them operating from that location.

At its meeting held on 18 October 2016 (CJ176-10/16 refers), Council considered a report on the proposed refurbishment of the facilities at Windermere Park, Joondalup and Falklands Park, Kinross and requested a further report on the scope and benefits of the proposed works at Falklands Park.

## **DETAILS**

The City sought additional information from the JKJFC regarding the scope and benefits of refurbishment works at Falklands Park:

### Scope

In addition to the proposed kiosk, storeroom and changerooms, the JKJFC also requested:

- separate changeroom (with shower and toilet) for match day umpires and officials to meet the requirement of the West Australian Football Commission
- patio or veranda area for spectators
- small clubroom area to manage their game day operations, particularly if they move some or all of their Auskick program to Falklands Park.

### Benefits

The JKJFC indicated that with a large Auskick program, female football program, Starkick (disabled) program and Kindy Kick program, as well as their regular teams plus their alignment with the ECU Jets, they are in need of room to expand to take the pressure off the heavily utilised facilities at Windermere Park. To meet this current need they would like to have expanded facilities at Falklands Park. The JKJFC indicated they offer a fun, safe and friendly environment to participate in learning and playing AFL for people of all ages, genders, nationalities and abilities. An upgrade to the facilities at Falklands Park would assist the club in continuing to offer a range of programs to all existing and new members.

The JKJFC has indicated that player and umpire changerooms are a minimum requirement for hosting junior 'open' games (currently 'open' games are for 13 year olds and up, proposed to be changed to 12 years and up in 2017), and Falklands Park currently does not meet this requirement. The JKJFC anticipate they will need to schedule more games at Falklands Park from 2017 when the proposed change to the 'opens' category is implemented by the West Perth District Football Development Council.

### Issues and options considered

The options available to Council are either:

- not agree to bring forward the Falklands Park refurbishment project, leave the project listed in 2023-24 and review its priority in the next Active Reserve and Community Facility review report  
or
- agree to bring forward the planning stages of the Falklands Park refurbishment project including consultation with relevant stakeholders to identify additional works, concept design and cost estimates. Once this process is complete, prepare a report detailing scope of works and budget implications for further consideration.

### Legislation / Strategic Community Plan / policy implications

**Legislation** Not applicable.

#### Strategic Community Plan

**Key theme** Community Wellbeing.

**Objective** Quality facilities – To provide facilities of the highest quality which reflect the needs of the community now and into the future.

**Strategic initiative** Support a long-term approach to significant facility upgrades and improvements.

**Policy** *Requests for New or Capital Upgrades to Existing Community Buildings Policy.*

### Risk management considerations

The following risks have been identified:

- The current facilities at Falklands Park do not meet the needs of the users groups, and therefore could cause issues with storing of equipment in inappropriate areas.
- Adequate City resources to plan and construct additional refurbishment works by 2018-19.
- If the refurbishment works for Falklands Park are brought forward and the scope of works is increased, is the City financially positioned to meet the additional costs.

### Financial / budget implications

There are currently no funds listed in the City's current *Five Year Capital Works Program* for a refurbishment at Falklands Park.

#### Current financial year impact

Not applicable.

### Future financial year impact

<b>Annual operating cost</b>	Any addition to the facilities at Falkands Park will result in an increase in annual operating cost especially if it includes a clubroom. For a comparison, Admiral Park has a small clubroom facility which cost \$40,750 in 2015-16 to operate.
<b>Estimated annual income</b>	It is unlikely that a clubroom venue at Falklands Park would attract any income for the City, as most use would be at 100% subsidised rate.
<b>Capital replacement</b>	The <i>Building Asset Management Plan</i> defines the life of such an asset would be 100 years.
<b>20 Year Strategic Financial Plan impact</b>	Funds are currently listed within the City's <i>20 Year Strategic Financial Plan</i> . This will be impacted if the funding amounts and / or the years listed are adjusted. The estimated net cash impact over the current adopted plan would need to be determined based on the estimated increase to the annual operating costs (once known) for a 20 year period.
<b>Impact year</b>	Funds are currently within the City's <i>20 Year Strategic Financial Plan</i> for 2023-24 for Falklands Park toilet / change rooms.

All amounts quoted in this report are exclusive of GST.

### **Regional significance**

There would be minimal regional impact as JKJFC and other user groups at Falklands Park are locally based groups and attract a large majority of members from the immediate surrounds.

### **Sustainability implications**

#### Environmental

All facility refurbishment projects are planned to reduce the impact of the carbon footprint and consider environmental sustainability design features where possible within the project budget.

#### Social

The projects would include consultation with the existing user groups to ensure that feedback received represents their needs. Furthermore, refurbishment works consider access and inclusion principles with the aim to enhance the amenity of the public space.

#### Economic

Not applicable.

### **Consultation**

In accordance with Council's resolution at its meeting held on 18 October 2016 (CJ176-10/16 refers), the City consulted with the JKJFC regarding the scope and benefits of proposed refurbishment works at Falklands Park.

**COMMENT**

Facility standards documentation from the Western Australian Football Commission indicates that while changerooms for junior players and umpires are desirable, they are not compulsory and games can still be scheduled at venues that do not have these facilities. Therefore the current toilet / changeroom facility at Falklands Park is sufficient for junior football games.

The JKJFC has indicated they may need to move their Auskick program from Windermere Park to Falklands Park at some stage due to the growth of their various programs and on-going alignment with ECU Jets, and a kiosk, clubroom and additional storage would be required to help administer the Auskick program from Falklands Park. However no specific timeline has been given for when this move is likely to occur.

It is noted that there are no funds listed in the City's current *Five Year Capital Works Program* for a refurbishment at Falklands Park, and the umpires' change room, patio and small clubroom are items that have not previously been considered for Falklands Park and would add significantly to the cost of works at the venue.

The scope of works that is now being requested by the JKJFC is similar to the refurbishment that was undertaken at Admiral Park in 2014, which cost the City \$850,000. If the works at Falklands Park are brought forward Council would need to increase funding in the *Five Year Capital Works Program* and/or postpone or remove other projects.

The City currently has an expansive building construction works program and increasing the scope of projects or adding to the list of projects will increase the workload and generally will need to be addressed by increasing resources. Given the City's extensive capital works program and the current allocation of resources, it is proposed to not proceed with refurbishing the Falklands Park facility at this point in time.

The Active Reserve and Community Facility review report and the recommendations made were based on a strategic approach for the future provision of community and sporting facilities and infrastructure works. However the intention of the report was to act as a guide, noting that priorities may change between reviews.

The City will assess the refurbishment at Falklands Park in the next Active Reserve and Community Facility Review report (proposed to be conducted in 2017) and consider bringing forward the works at that time depending on its priority ranking against other possible projects.

**VOTING REQUIREMENTS**

Simple Majority.

**OFFICER'S RECOMMENDATION**

That Council:

- 1 NOTES that there are no funds listed within the City's current *Five Year Capital Works Program* for refurbishment works to the Falklands Park toilet facility;
- 2 DOES NOT AGREE to bring forward the refurbishment project for the Falklands Park toilet facility at this point in time;

- 3 AGREES to review the priority of the refurbishment of the toilet facility at Falklands Park in the next Active Reserve and Community Facility review report.

**PROCEDURAL MOTION – THAT THE ITEM BE REFERRED BACK TO THE FINANCE COMMITTEE**

**MOVED Cr Logan SECONDED Cr Poliwka that Item 3 - Facility Refurbishment - Falklands Park Toilet/Changeroom Facility be REFERRED BACK to the Chief Executive Officer to enable Ward Councillors to meet with the Joondalup Kinross Junior Football Club to discuss their aspirations for the facility and a further report be provided to a future meeting of the Finance Committee.**

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr McLean, Mayor Pickard, Crs Logan, Norman and Poliwka.

*Appendix 3 refers*

*To access this attachment on electronic document, click here: [Attach3agnFIN161207.pdf](#)*



- Timberlane Park Hall Upgrade.
- Kingsley Clubrooms.
- SES Winton Road.
- *MacDonald Park Landscape Master Plan.*
- Ocean Reef Road – Marmion Avenue to Oceanside Promenade Dualling.
- Ocean Reef Road/Joondalup Drive Intersection Upgrade.
- *Leafy City Program.*
- Joondalup City Centre Lighting.
- Admiral Park Flood Lighting Upgrade.
- Penistone Park Facility Refurbishment.
- Grove Child Care/Dorchester Hall/Warwick Hall.
- Sorrento Beach Enclosure.
- Warwick Hockey Centre Project.
- Percy Doyle – Undercroft Extension.

The following projects which required bi-monthly project reports have now been completed and the final report was presented to the Finance Committee held on 3 October 2016:

- Timberlane Park Hall Upgrade.

## DETAILS

A summary of the projects and their current status is detailed in the bi-monthly project reports forming Attachments 1-13 to this Report.

The following project which required a bi-monthly project report has now been completed and no further reports will be presented to the Finance Committee:

- Kingsley Clubrooms.

## Issues and options considered

Not applicable.

## Legislation / Strategic Community Plan / policy implications

**Legislation** Sections 5.17 and 6.80 of the *Local Government Act 1995*.

A committee cannot make decisions, on behalf of the Council, that require an absolute majority decision (section 5.17 of the *Local Government Act 1995*), in which case, and in accordance with Section 6.8 of the *Local Government Act 1995*, includes approving expenditure not included in the City's Annual Budget. The Finance Committee may only recommend to the Council to approve or modify capital works projects.

## Strategic Community Plan

**Key theme** Financial Sustainability.

**Objective** Major project delivery.

**Strategic initiative** Not applicable.

**Policy** Not applicable.

**Risk management considerations**

Not applicable.

**Financial / budget implications**

Not applicable.

**Regional significance**

Not applicable.

**Sustainability implications**

Not applicable.

**Consultation**

Not applicable.

**COMMENT**

The attached capital works project reports provide an update on the activities undertaken in the last two months.

**VOTING REQUIREMENTS**

Simple Majority.

**MOVED Cr Norman SECONDED Cr Poliwka that the Finance Committee NOTES the bi-monthly capital works project reports forming Attachments 1 to 13 to this Report.**

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr McLean, Mayor Pickard, Crs Logan, Norman and Poliwka.

*Appendix 4 refers*

To access this attachment on electronic document, click here: [Attach4agnFIN161207.pdf](#)

## **ITEM 5                    STATUS    REPORT    ON    CITY    FREEHOLD PROPERTIES PROPOSED FOR DISPOSAL AND A PROPOSED CROWN LAND ACQUISITION**

<b>WARD</b>	All	
<b>RESPONSIBLE DIRECTOR</b>	Mr Garry Hunt Office of the CEO	
<b>FILE NUMBER</b>	63627, 101515	
<b>ATTACHMENTS</b>	Attachment 1	Lot 2 (20) Kanangra Crescent, Greenwood
	Attachment 2	Lot 23 (77) Gibson Avenue, Padbury
	Attachment 3	Lot 803 (15) Burlos Court, Joondalup
	Attachment 4	Lot 1001 (14) Camberwarra Drive, Craigie
	Attachment 5	Lots 900 (57) Marri Road, Duncraig
	Attachment 6	Lot 12223 (12) Blackwattle Parade, Padbury
<b>AUTHORITY / DISCRETION</b>	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

### **PURPOSE**

For Council to note the progress towards the disposal of a number of City owned freehold land sites and the proposed acquisition of a Crown land community purpose reserve.

### **EXECUTIVE SUMMARY**

The City's freehold land disposal project initially included 14 sites with two sites being withdrawn from consideration and seven sites having sold (Table 1 below refers). At its meeting held on 18 October 2016, (CJ172-10/16 refers), Council accepted a tender from Regents Care Pty Ltd resulting in four sites remaining to be sold.

The demolition of the facility on Lot 1001 (14) Camberwarra Drive, Craigie has taken place and the amalgamation of Lot 200 (24), Lot 201 (22) and Lot 202 (20) Kanangra Crescent, Greenwood into one lot – Lot 2 (20) Kanangra Crescent, Greenwood has been finalised; these two sites are now available for disposal. As there are outstanding actions concerning Lot 900 (57) Marri Road, Duncraig, this site is unlikely to be available for disposal until at least March 2017.

As the Christmas and New Year holiday period is approaching and Lot 900 (57) Marri Road, Duncraig is unlikely to be available for disposal until March 2017, rescheduling the sale of the remaining properties is recommended until Lot 900 becomes available. This will allow the City to examine taking all four remaining sites to auction, possibly during April 2017. An auction of four development sites marketed by a real estate company has the ability to generate an elevated level of interest by developers on a national level. To proceed, suitably qualified real estate companies with proven relevant experience will be requested to provide marketing and pricing submissions.

For the City to conduct a public auction, Council will need to revoke part of its decision from the meeting held on 19 April 2016 (CJ062-04/16 refers), which was to dispose of Lot 1001 (14) Camberwarra Drive, Craigie and Lot 2 (20) Kanangra Crescent, Greenwood by public tender. The remaining part of Council's resolution at its meeting held on 19 April 2016 was to call a public tender for the disposal of Lot 803 (15) Burlos Court, Joondalup. This tender process was actioned and at Council's meeting held on 18 October 2016 (CJ167-10/16 refers), tenders received for the purchase of the site were declined. Subsequently, Council authorised the Chief Executive Officer to dispose of the site by public auction, or private treaty.

With regard to the City's proposed acquisition of Lot 12223 (12) Blackwattle Parade, Padbury, the City is now in receipt of a contract of sale from the Department of Lands (DoL). On execution of the contract by the City, land transfer actions will commence.

Table 2 of this Report provides a summarised account of the progress towards the disposal of the remaining freehold sites and the acquisition of Lot 12223 (12) Blackwattle Parade, Padbury.

*It is therefore recommended that Council:*

- 1 *NOTES the status report on the progress of the City's proposed disposal of five freehold land sites;*
- 2 *NOTES that Council authorised the Chief Executive Officer to dispose of Lot 803 (15) Burlos Court, Joondalup by public auction or private treaty, at its meeting held on 18 October 2016 (CJ167-10/16 refers);*
- 3 *BY AN ABSOLUTE MAJORITY REVOKES parts 3.2 and 3.3 of its decision of 19 April 2016 (CJ062-04/16 refers) as follows:*
  - 3.2 *Lot 1001 (14) Camberwarra Drive, Craigie;*
  - 3.3 *Lot 200 (24), Lot 201 (22) and 202 (20) Kanangra Crescent, Greenwood when amalgamated and available for disposal;"*;
- 4 *AUTHORISES the Chief Executive Officer to dispose of the following sites by public auction:*
  - 4.1 *Lot 2 (20) Kanangra Crescent, Greenwood;*
  - 4.2 *Lot 900 (57) Marri Road, Duncraig;*
  - 4.3 *Lot 1001 (14) Camberwarra Drive, Craigie;*
- 5 *NOTES that a further status report on the progress of the City's proposed disposal of freehold land and proposed acquisition of a Crown land site will be submitted to a Finance Committee meeting in 2017, at a date to be determined.*

## **BACKGROUND**

The City's freehold land disposal project initially included 14 sites. Lot 181 (4) Rowan Place, Mullaloo (CJ096-05/12 refers) and Lot 971 (52) Creaney Drive, Kingsley (CJ103-06/14 refers) were withdrawn from sale. The total value of the two sites was in the vicinity of \$4.5 million.

Table 1 indicates the seven sites that have sold to-date.

Except for the site that was sold to Masonic Care WA in Kingsley, Council approved the sale of these properties for the development of 'Aged or Dependent Persons' Dwellings' – or unit developments for people over 55 years of age.

**Table 1 (GST exclusive)**

Property	Date Sold	Sale Price
Lot 200 (18) Quilter Drive, Duncraig.	March 2013	\$1,350,000
Lot 766 (167) Dampier Avenue, Kallaroo.	March 2013	\$1,055,000
Lot 147 (25) Millport Drive, Warwick.	March 2013	\$1,340,000
Lot 613 (11) Pacific Way, Beldon.	March 2013	\$ 700,000
Lot 671 (178) Camberwarra Drive, Craigie.	March 2013	\$ 828,000
Part Lot 549 (11) Moolanda Boulevard, Kingsley.	August 2015	\$1,050,000
Lot 745 (103) Caridean Street, Heathridge.	December 2015	\$ 874,000
	<b>TOTAL</b>	<b>\$7,197,000</b>

At its meeting held on 19 April 2016 (CJ062-04/16 refers) Council resolved in part the following:

“3 *AUTHORISES the Chief Executive Officer to conduct public tenders on the following properties in accordance with section 3.58(2)(b) of the Local Government Act 1995 on setting reserve prices based on current market valuations:*

3.1 *Lot 803 (15) Burlos Court, Joondalup;*

3.2 *Lot 1001 (14) Camberwarra Drive, Craigie;*

3.3 *Lot 200 (24), Lot 201 (22) and 202 (20) Kanangra Crescent, Greenwood when amalgamated and available for disposal;”.*

Tenders were called on Lot 803 (15) Burlos Court, Joondalup and those received declined at Council's meeting held on 18 October 2016 (CJ167-10/16 refers). Should Council wish to consider a public auction, parts 3.2 and 3.3 of Council's resolution above will be required to be revoked.

## DETAILS

**Table 2**

	Property Address	Land Disposals – Current Status
1	Lot 2 (20) Kanangra Crescent, Greenwood.  Land Area: 3005m <sup>2</sup> .  Attachment 1 refers.	The amalgamation of Lot 200 (24), Lot 201 (22) and 202 (20) Kanangra Crescent, Greenwood has now been finalised. The Certificate of Title identifies the new site as Lot 2 (20) Kanangra Crescent, Greenwood.  Amendment No. 78 to <i>District Planning Scheme No. 2</i> to recode the land from R20 to R40 and restrict the use to 'Aged or Dependent Persons' Dwellings' was gazetted on 21 October 2016.

	Property Address	Land Disposals – Current Status
		<p>Outstanding matters have been completed and this property is now ready for sale. Council provided its authorisation to dispose of the site by public tender at its meeting held on 19 April 2016 (CJ062-04/16 refers).</p> <p>Due to the Christmas and New Year holiday period approaching, the disposal of this site will be rescheduled to coincide with the availability of Lot 900 (57) Marri Road, Duncraig, which is likely to be March 2017. This rescheduling provides an opportunity to request submissions from real estate companies with regard to conducting a public auction for the four remaining City properties.</p>
2	<p>Lot 23 (77) Gibson Avenue, Padbury.</p> <p>Land Area: 5,159m<sup>2</sup>.</p> <p>Attachment 2 refers.</p>	<p>This site is zoned Residential with a restricted use to 'Aged or Dependent Persons' Dwellings and it has a density code of R40.</p> <p>A recent public tender process to dispose of this site resulted in Council accepting a tender from Regents Care Pty Ltd at its meeting held on 18 October 2016, (CJ172-10/16 refers). An acceptable purchase price of \$1,800,000 exclusive of GST was provided.</p> <p>Settlement is proposed for 21 December 2016.</p>
3	<p>Lot 803 (15) Burlos Court, Joondalup.</p> <p>Land Area: 4,410m<sup>2</sup>.</p> <p>Attachment 3 refers.</p>	<p>This site is zoned Residential with a restricted use to 'Aged or Dependent Persons' Dwellings and it has a density code of R60.</p> <p>Council declined all tenders received for the sale of Lot 803 (15) Burlos Court, Joondalup (CJ167-10/16 refers) and authorised the Chief Executive Officer to dispose of the property by public auction or private treaty. Under Regulation 30(2)(2a)(b) of the <i>Local Government (Functions and General) Regulations 1996</i>, the City has six months from Council's determination on the tender to dispose of the site by private treaty.</p> <p>Unless this site sells prior to 18 April 2017 by private treaty, it can be considered for public auction should the City receive favourable submissions from real estate companies.</p>
4	<p>Lot 1001 (14) Camberwarra Drive, Craigie.</p> <p>Land Area: 2,055m<sup>2</sup>.</p> <p>Attachment 4 refers.</p>	<p>This site is zoned Residential with a restricted use to 'Aged or Dependent Persons' Dwellings and it has a density code of R40.</p> <p>The demolition of the facility on the site was undertaken during late October 2016. The site is now ready for disposal.</p>

	Property Address	Land Disposals – Current Status
		Council provided its authorisation to conduct a public tender on this site at its meeting held on 19 April 2016 (CJ062-04/16 refers). Rescheduling the disposal of this site until early 2017, allows it to be considered for public auction should the City receive favourable submissions from real estate companies.
5	<p>Lot 900 (57) Marri Road, Duncraig.</p> <p>Land Area: 1,366m<sup>2</sup> when amalgamated.</p> <p>Attachment 5 refers.</p>	<p>The Duncraig Child Health Centre (CHC) service based at Lot 900 (57) Marri Road, Duncraig will be relocated to the Carine CHC at Lot 159 (487L) Beach Road, Duncraig once the Beach Road facility has been refurbished to accommodate the additional clients. Refurbishment plans are on target and the works should be completed by the end of February 2017.</p> <p>On transfer of the Duncraig CHC service to the refurbished Beach Road facility, the Marri Road facility can be demolished and the property disposed of - potentially at public auction during April 2017.</p> <p>Council requested that on disposal of this site, the purchaser be encouraged to retain existing significant trees.</p>

		Acquisition – Current Status
1	<p>Lot 12223 (12) Blackwattle Parade, Padbury</p> <p>Land Area: 3,332m<sup>2</sup>.</p> <p>Attachment 6 refers.</p>	<p>At its meeting held on 24 June 2014 (CJ104-06/14 refers), Council accepted in-principle the Department of Land's (DoL) concessional purchase price of \$88,000 (exclusive of GST) subject to the outcome of a 30-day public advertising period. The DoL advised the City on 13 May 2016 that the Minister for Lands had approved this acquisition.</p> <p>The City has now received the contract of sale from the DoL and transfer actions will commence once the contract is executed.</p> <p>During this acquisition process, the DoL advised that the Department of Planning's (DoP) support was required and the DoP's conditional support was provided. One of the DoP's conditions is that the future sale proceeds from this site are spent on community projects in line with the definition of "Community Purposes" under DPS2.</p> <p>The City's community consultation regarding this matter not only dealt with the proposed acquisition of the site, but the consideration of three capital improvement projects for the area. One of these options was Council's preferred project of the installation of traffic lights at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury.</p>

<b>Acquisition – Current Status</b>	
	<p>Advice from the DoP is that projects connected with parking, traffic and pedestrian issues were not considered to fall within the definition of “Community Purposes” under DPS2.</p> <p>In accordance with Council’s resolution at its meeting held on 24 June 2014 (CJ104-06/14 refers), the City will now seek clarification from the Minister for Planning and the Minister for Lands regarding the conditions provided to the City on how the proceeds on the proposed disposal of the site should be utilised.</p> <p>At its meeting held on 19 May 2015 (CJ082-05/15 refers), Council requested that an advocacy plan be developed to gain support from the relevant State Government departments to enable the future sale proceeds for this site be utilised on the community’s and Council’s preferred project which is to install traffic lights at the intersection of Walter Padbury Boulevard and Hepburn Avenue, Padbury. This advocacy plan has been developed and will be implemented subsequent to the transfer of the site to the City.</p> <p>As the City’s ownership of Lot 12223 (12) Blackwattle Parade, Padbury progresses, Council can be requested to consider a rezoning amendment.</p>

### Issues and options considered

As detailed in Table 2.

### Multiple Dwellings

It is noted that currently where land is coded R40 or higher, there is the potential for multiple dwellings to be developed in accordance with the provisions of the *Residential Design Codes* (R-Codes). A multiple dwelling is basically defined as one dwelling vertically placed above another dwelling. It is not possible to determine the potential number of multiple dwellings that could be achieved on sites coded R40 or higher.

### Legislation/Strategic Community Plan/Policy Implications

#### Legislation

Sections 3.58 and 3.59 of the *Local Government Act 1995*, together with the *Local Government (Functions and General) Regulations 1996* determine how a local government may dispose of property.

#### Strategic Community Plan

#### Key theme

Quality Urban Environment.

#### Objective

Quality built outcomes.

#### Strategic initiative

Buildings and landscaping is suitable for the immediate environment and reflect community values.

<b>Key theme</b>	Financial Sustainability.
<b>Objective</b>	Financial diversity.
<b>Strategic initiative</b>	Identify opportunities for new income streams that are financially sound and equitable.
<b>Policy</b>	<i>Asset Management Policy.</i> <i>Sustainability Policy.</i>

### **Risk management considerations**

Disposal of property needs to comply with the requirements of sections 3.58 and 3.59 of the *Local Government Act 1995*, which are designed to ensure openness and accountability in the disposal process.

It is possible that the reserve price as per the market valuations obtained may not be realised and the City needs to determine reserve prices below which it will not sell.

The recommendations for disposal are based on a combination of the best financial return, planning outcomes and community benefit.

### **Financial / budget implications**

Council has agreed that the proceeds from the sale of freehold land are to be transferred to the Joondalup Performing Arts and Cultural Facility Reserve Fund. The balance of the reserve fund on 28 November 2016 was \$12,258,984.

Proceeds achieved from the future sale of Lot 12223 (12) Blackwattle Parade, Padbury are required to be spent on capital / community projects in line with the definition of "Community Purposes" under DPS2.

The associated main expenditure costs related to the City's disposal of freehold land are legal and settlement fees, advertising costs, valuation costs, land surveying and costs related to subdivision / amalgamations.

### **Regional significance**

Not applicable.

### **Sustainability implications**

The disposal of City freehold land that has been set aside for community use should not be disposed of without there being a nominated purpose addressing a community need.

Concerning the freehold land disposal project to date, Council has supported the restricted use of aged or dependent persons' dwellings providing alternative housing choices for the City's ageing population. The sale proceeds from the eventual disposal of Lot 12223 (12) Blackwattle Parade, Padbury will be used for community projects.

## **Consultation**

Regarding consultation, public auction, public tender and private treaty methods have been used with regard to the City's land disposal project. Advertising is a requirement with all three methods unless, in respect of private treaty, the disposal is exempt under Regulation 30 of the *Local Government (Functions and General) Regulations 1996*.

The statutory public advertising period of 42 days for amendments to DPS2 is the first opportunity for the community to make a submission on proposed land disposals.

The method of community consultation followed during the proposed acquisition of Lot 12223 (12) Blackwattle Parade, Padbury, was conducted in accordance with the City's approved *Community Consultation and Engagement Policy* and *Community Engagement Protocol*.

## **COMMENT**

At its meeting held on 18 October 2016, (CJ172-10/16 refers), Council accepted a tender from Regents Care Pty Ltd resulting in four sites remaining to be sold.

Lot 1001 (14) Camberwarra Drive, Craigie, Lot 2 (20) Kanangra Crescent, Greenwood and Lot 803 (15) Burlos Court, Joondalup are all available for disposal. Lot 900 (57) Marri Road, Duncraig should be available for sale by March 2017.

Given the approaching holiday period and that Lot 900 (57) Marri Road, Duncraig is not available for disposal until March 2017, Council may wish to consider a public auction in April 2017 to include all four remaining sites. An auction of four development sites that is marketed on a national level will create a level of awareness that is not possible through the public tender process. It has the potential to create a selling environment that could attract larger development companies and offers promotion of the City.

Selected real estate companies will be requested to provide quotations that include information on their experience and capability of conducting an auction involving residential unit development sites. The companies' process, costs and expected timeframes will also be requested. This information will be reported back to the Finance Committee.

The Minister for Lands has approved the acquisition of Lot 12223 (12) Blackwattle Parade, Padbury at the concessional rate of \$88,000 exclusive of GST and a contract of sale received by the City. On the City's execution and return of the contract to the DoL, transfer actions will commence.

A report to Council on the proposed rezoning of the site to a commercial related zone will be submitted in due course.

## **VOTING REQUIREMENTS**

Absolute Majority.

**MOVED Cr Poliwka SECONDED Cr Logan that Council:**

- 1 **NOTES** the status report on the progress of the City's proposed disposal of five freehold land sites;
- 2 **NOTES** that Council authorised the Chief Executive Officer to dispose of Lot 803 (15) Burlos Court, Joondalup by public auction or private treaty, at its meeting held on 18 October 2016 (CJ167-10/16 refers);
- 3 **BY AN ABSOLUTE MAJORITY REVOKES** parts 3.2 and 3.3 of its decision of 19 April 2016 (CJ062-04/16 refers) as follows:
  - “3.2 *Lot 1001 (14) Camberwarra Drive, Craigie;*
  - 3.3 *Lot 200 (24), Lot 201 (22) and 202 (20) Kanangra Crescent, Greenwood when amalgamated and available for disposal;”;*
- 4 **AUTHORISES** the Chief Executive Officer to dispose of the following sites by public auction:
  - 4.1 Lot 2 (20) Kanangra Crescent, Greenwood;
  - 4.2 Lot 900 (57) Marri Road, Duncraig;
  - 4.3 Lot 1001 (14) Camberwarra Drive, Craigie;
- 5 **NOTES** that a further status report on the progress of the City's proposed disposal of freehold land and proposed acquisition of a Crown land site will be submitted to a Finance Committee meeting in 2017, at a date to be determined.

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr McLean, Mayor Pickard, Crs Logan, Norman and Poliwka.

*Appendix 5 refers*

To access this attachment on electronic document, click here: [Attach5agnFIN161207.pdf](#)

**ITEM 6            CONFIDENTIAL – CAFÉS/KIOSKS/RESTAURANTS -  
PROJECT STATUS**

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Garry Hunt Chief Executive Officer
<b>FILE NUMBER</b>	102656, 101515
<b>ATTACHMENTS</b>	Attachment 1    Pinnaroo Point Site Plan – New Location Attachment 2    Pinnaroo Point Site Plan - Old Location Attachment 3    Burns Beach Master Plan Coastal Node Concept Design  (Please Note: <i>This Report and Attachments are confidential and will appear in the official Minute Book only</i> )
<b>AUTHORITY / DISCRETION</b>	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

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This Report is confidential in accordance with section 5.23(2)(c) of the *Local Government Act 1995*, which also permits the meeting to be closed to the public for business relating to the following:

*a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.*

A full report was provided to Elected Members under separate cover. The report is not for publication.

**OFFICER'S RECOMENDATION**

That Council:

- 1        NOTES the Café/Kiosk/Restaurant Project status;
- 2        NOTES the Chief Executive Officer will expedite negotiations with Rock (WA) Pty Ltd T/as White Salt in relation to the provision of utilities up to the lease area and the costs of these services, as required to service the proposed development at Pinnaroo Point;
- 3        AUTHORISES the Chief Executive Officer to request Expressions of Interest for the development of a café/restaurant at Burns Beach, commencing in March 2017.

**MOVED Mayor Pickard SECONDED Cr Poliwka that Council:**

- 1 NOTES the Café/Kiosk/Restaurant Project status;**
- 2 NOTES the Chief Executive Officer will expedite negotiations with Rock (WA) Pty Ltd T/as White Salt in relation to the provision of utilities up to the lease area and the costs of these services, as required to service the proposed development at Pinnaroo Point;**
- 3 AUTHORISES the Chief Executive Officer to request Expressions of Interest for the development of a café/restaurant at Burns Beach, commencing in March 2017;**
- 4 REQUESTS the Chief Executive Officer to investigate:**
  - 4.1 potential expiry of lease options and the implications any changes may have;**
  - 4.2 the ramifications of the project if the annual market rent increases above \$30,000;**
  - 4.3 the prospect of the Department of Lands allowing a market rent review every 10 years;**
  - 4.4 the costs of connection of services to the site.**

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr McLean, Mayor Pickard, Crs Logan, Norman and Poliwka.

**URGENT BUSINESS**

Nil.

**MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

**REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION**

Nil.

**CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 8.25pm; the following Committee Members being present at that time:

Cr Tom McLean, JP  
Mayor Troy Pickard  
Cr Russell Poliwka  
Cr Mike Norman  
Cr John Logan