




HOUSING COMMITTEE MEETING

MINUTES

20 September 2018

These minutes were confirmed by Housing Committee as a true and correct record of proceedings by the Housing Committee meeting held on 15th 11th 2018

Presiding Member:  Date: 15th NOV 2018

Shire of Brookton
Housing Committee held 20 September 2018
Commenced at 3.00 pm

TABLE OF CONTENTS

1.03.18	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	3
2.09.18	CONFIRMATION OF PREVIOUS MINUTES.....	4
3.09.18	DECLARATIONS BY MEMBERS AND OFFICERS.....	4
4.09.18	SELECTION OF TENANT - BROOKTON SENIOR CITIZEN UNITS	5
5.09.18	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	6
6.09.18	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.....	6
6.09.18.01	LATE ITEM - APPLICATION FOR A PERMANENT SITE – BROOKTON CARAVAN PARK....	6
7.09.18	CLOSURE OF MEETING	7

1.03.18 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr Neil Walker (Presiding Member) opened the meeting at 3.00pm.

Attendance (Voting)

Cr NC Walker – Presiding Member

Cr RT Fancote

Cr KH Mills

Cr LR Eyre

Observing (Non-Voting)

Cr KL Crute

Cr TM Eva

Staff

Ian D’Arcy

Chief Executive Officer

Vicki Morris

Deputy Chief Executive Officer

Steve Thomson

Manager of Infrastructure and Regulatory Services

Courtney Fulwood

Executive Officer

2.09.18 CONFIRMATION OF PREVIOUS MINUTES

**HCM 09.18-1
COMMITTEE RESOLUTION
MOVED CR FANCOTE SECONDED CR EYRE**

That the minutes of the Housing Committee meeting held in the Shire of Brookton Council Chambers, on 14 December 2017, be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE 4-0

3.09.18 DECLARATIONS BY MEMBERS AND OFFICERS

Members and Officers to declare Financial, Proximity or Impartiality Interests & submit forms to the Chief Executive Officer at the commencement of the meeting and also prior to the item.

Disclosure of Financial & Proximity Interests

- a. Members must disclose the nature of their interest in matters to be considered at the meeting. (Sections 5.60B and 5.65 of the *Local Government Act 1995*).
- b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the *Local Government Act 1995*).

Disclosure of Interest Affecting Impartiality

- a. Members and staff must disclose their interest in matters to be considered at the meeting in respect of which the member or employee has given or will give advice.

Financial, Proximity and Impartiality Interests

Item no.	Members/Officers	Type of Interest	Nature of Interest
Nil			

4.09.18 SELECTION OF TENANT - BROOKTON SENIOR CITIZEN UNITS

File No:	ADM 0643
Date of Meeting:	20/09/2018
Location/Address:	40 White Street & 33 Whittington Street
Name of Applicant:	N/A
Name of Owner:	Shire of Brookton
Author/s:	Courtney Fulwood – Executive Officer
Authorising Officer:	Ian D’Arcy – Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previous Report:	N/A

Summary of Item:

The Shire of Brookton currently has 3 vacant Senior Citizen Units available for lease, with the Housing Committee requested to:

- a) review the applications received based on Council Policy for the Brookton Senior Citizen units; and
- b) endorse formal advertising of the remaining untenanted units still available for occupation.

HCM 09.18-2

COMMITTEE RESOLUTION

MOVED CR EYRE SECONDED CR FANCOTE

That Housing Committee, under delegated authority, endorse;

- 1. The application received from Mrs Marlene Dawn Webb to occupy a Senior Citizen Unit No.7 at 40 White Street Brookton, subject to the tenant:**
 - a) Executing a 12 month Residential Tenancy Agreement and condition assessment prior to occupancy occurring;**
 - b) Paying the required bond monies of 4 weeks rent to be placed in trust with the Department of Mines, Industry Regulation and Safety, and 2 weeks rent in advance.**

- 2. Formally advertise the remaining vacant Unit No.8/40 White Street (1 bed unit) and Unit 1/33 Whittington Street (3 bed unit) to the public through the local media, including the Brookton Telegraph, Shire Website and Shire Facebook page.**

CARRIED BY SIMPLE MAJORITY VOTE 4-0

5.09.18 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

6.09.18 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

HCM 09.18-3

COMMITTEE RESOLUTION

MOVED CR EYRE SECONDED CR MILLS

That the Housing Committee accept an item if urgent new business under item 6.09.18.01.

CARRIED BY SIMPLE MARJORIY VOTE 4-0

6.09.18.01 LATE ITEM - APPLICATION FOR A PERMANENT SITE – BROOKTON CARAVAN PARK

File No:	ADM 0432
Date of Meeting:	20/08/2018
Location/Address:	Shire of Brookton – Caravan Park
Name of Applicant:	Rodney Keith Clark
Name of Owner:	Shire of Brookton
Author/s:	Courtney Fulwood – Executive Officer
Authorising Officer:	Ian D’Arcy – Chief Executive Officer
Declaration of Interest:	Nil
Voting Requirements:	Simple Majority
Previous Report:	Nil

Summary of Item:
That Council consider the application of Mr Rodney Keith Clark for a permanent site at the Brookton Caravan Park.

HCM 09.18-4

COMMITTEE RESOLUTION

MOVED CR FANCOTE SECONDED EYRE

That Council in accordance with Residential Parks (Long-stay Tenants) Act 2006 approve the application of Mr Rodney Keith Clarke for a permanent site at the Brookton Caravan Park subject to entering into a fixed term on-site agreement (Residential Parks) for 3 months, with an option to extend to a period onsite agreement consistent with the other permanent tenants.

CARRIED BY SIMPLE MAJORITY VOTE 4-0

7.09.18 CLOSURE OF MEETING

There being no further business the Presiding Member closed the meeting at 3.04pm.