



SHIRE OF KONDININ HOUSING & BUILDING COMMITTEE

MINUTES OF MEETING HOUSING & BUILDING COMMITTEE

held at 2.00pm on Wednesday 11th October 2023 at the
Bill Smoker Room at the Kondinin Aquatic Centre

David Burton
CHIEF EXECUTIVE OFFICER
11th October 2023

11 Gordon Street, KONDININ WA 6367 Tel (08) 98891006 Fax (08) 98891197
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Order of Business

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

The Chairperson, Cr Kerrie Green, welcome those present and declared the meeting open at 2:03pm.

2. RECORD OF ATTENDANCE/APOLOGIES

Councillors:	Cr K Green (Chairperson)	Cr T Mulcahy	
	Cr D Pool	Cr B Browning	
Staff:	David Burton (CEO)	Tory Young (MPA)	Leandré Genis (ESO)
Apologies:	NIL		

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RESOLUTION:

Moved: Cr Tom Mulcahy

Seconded: Cr Bruce Browning

That the minutes of the Housing & Building Committee Meeting held on the 23rd June 2023 be confirmed.

Carried:4/0

4. REPORTS OF MEMBERS AND OFFICERS

4.1 10 YEAR HOUSING PROGRAMS

Applicant:	Shire of Kondinin
Author:	Manager of Planning and Assets – Tory Young
Responsible Officer:	Chief Executive Officer – David Burton
Disclosure of Interest:	Impartiality- Mr David Burton (CEO House)
Date:	7 th October 2023
Attachment(s):	Shire Staff Housing Comparison Table Shire of Kulin Housing Policy Shire of Dundas Housing Policy Shire of Kondinin Policy Manual Staff Housing Replacement Plan 2023 LPS No.1 Zoning Maps for Hyden and Kondinin Aerial Map of Kondinin Industrial Area

Leandré Genis left the meeting at 2:30pm and returned at 2:37pm.

RESOLUTION:

Moved: Cr Tom Mulcahy

Seconded: Cr Darren Pool

1. To receive the attached documentation relating to staff housing and authorises the Shire's Administration to proceed with amending the Shire's Policy 004 relating to Staff Housing and present to the next Housing Committee Meeting for consideration and discussion;
2. To recommend to Council to proceed with the purchase of vacant lot No. ~~39~~ 43 (Lot ~~150~~ 151) Radbourne Drive, Hyden;
3. To recommend to Council to give public notice under section 3.58 (3) of the Local Government Act 1995 for the intention to dispose of No. 43 (Lot 284) Repacholi Parade, Kondinin and report back to Council accordingly following the advertising period; *subject to further information on the offer received;*
4. To recommend to Council to go to tender for the design and construction of a 4x2 Executive style house and two 2x1's units; ~~support utilising the Shire's Housing Reserve allocation of dwelling/s at No. 39 (Lot 282) Repacholi Parade, Kondinin in the 2023/2024 financial year;~~
5. To recommend to Council to support in-principle the transfer of No. 74 (Lot 45) Graham Street, Kondinin to the Shire of Kondinin to facilitate the potential for *housing* development ~~of two (2) x WAHGS housing at this property;~~
6. To receive the Staff Housing Replacement Plan dated October 2023 as a working copy to inform the renewal and replacement of the Shire's housing stock; and
7. To receive the attached and summary information on the Industrial Zoned Lots in the Hyden and Kondinin Town Sites and present more detailed information to the next Housing Committee Meeting for consideration and discussion.

Carried: 4/0

SUMMARY

To provide an update on the current and projected requirements for addressing housing demand in the Shire.

BACKGROUND

At the previous Housing Committee Meeting held on the 23rd June 2023 the 10-year Housing Maintenance and Capital Works Plan and the 10 Year Housing Replacement Plan were discussed and endorsed as working documents to inform the Shire's Long-Term Financial Plan.

The reporting officer also presented the following key matters for discussion as a way forward in the 2023/2024 financial year. A summary on the status of these matters are outlined as follows:

1) Consider the review of the Shire's Policy 004 relating to Staff Housing

The Shire's Policy relating to housing provides a blanket approach to housing management and rental agreements, with variations only for Shire Executive staff on contracts and other contract staff. A review of surrounding Shires in the district have indicated that whilst all like Shires do offer subsidies to attract and retain staff, a number of Shires provide a 'sliding scale' approach relating to the age, composition and value of the housing stock. The approaches taken are detailed in the comparison table and the sample policies attached to this Agenda Report.

It is recommended that the Shire's Administration investigate the matter further in the context of the best interests of the Shire of Kondinin and present proposed amendments to the Shire's current Policy 004 to the next Housing Committee meeting for discussion and consideration.

A staff survey is currently being circulated by the Shire's CEO which includes questions in relation to housing. Feedback from the survey results can also factored into the review of the Shire's Housing Policy.

2) Consider entering an investor partnership with the Western Australia Country Health Services (WACHS) for the construction and/or purchase of up to four (4) dwellings to service staffing demand at Kondinin Hospital;

This matter was presented to the Ordinary Meeting of Council on the 19th July 2023 in which Council endorsed to obtain a \$900,000 Treasury Loan to finance the construction of 2 x dwellings at No. 51 (Lot 121) Rankin Street, Kondinin.

A Business Case was prepared and is currently being advertised for 6 weeks, closing on the 16th October 2023. To date, no submissions have been received.

On finalisation of the Business Case and approval from Treasury, the matter will be progressed to the design stage in liaison with WACHS. Options and indicative costings from both modular and brick designs are being investigated.

At the Ordinary Meeting of Council held on the 19th July 2023, Council endorsed an application to Treasury for a loan of \$900,000 to the Kondinin Community Recreation Council to construct an additional two (2) dwellings for WACHS housing. The KCRC are currently finalising the preferred site location for the dwellings, which include Lot 325 (No. 9

Browning Street, Kondinin; No. 74 (Lot 45) Graham Street, Kondinin, No. 53 (Lot 120) Rankin Street, Kondinin and No. 18 (Lot 227) Howlett Street, Kondinin. The latter 3 sites are dependent on following the relevant processes under the Local Government Act 1995. “ Under the processes of the Act the Shire can elect to transfer No. 74 (Lot 45) Graham Street to the Shire of Kondinin as of immediately. In regards to No. 18 (Lot 227) Howlett Street and No. 53 (Lot 120) Rankin Street, these are scheduled to be auctioned in January / February 2024.

3) Consider the construction of a dwelling/s at the vacant lot on No. 39 (Lot 282) Repacholi Parade, Kondinin for Shire employees within the 2023/2024 financial year;

The Shire own the above lot on Repacholi Parade, Kondinin. The lot lends itself to a 4 x 2 dwelling or potentially two 2 x 2 dwellings that can accommodate varying occupancy types that could be expected of Shire employees. Currently a number of the Shire houses are of an age and structural condition that are unable to be easily upgraded to modern standards resulting in on-going maintenance issues. It is considered that the Shire start with the construction of one or possibly two dwellings at No. 39 (Lot 282) Repacholi Parade, Kondinin in the 2023/2024 financial year to commence a replacement and renewal process.

4) Consider the sale of No. 43 (Lot 284) Repacholi Parade, Kondinin and/or No.30 (Lot 246) Repacholi Parade, Kondinin

The processes involved in the disposal of Shire property is prescribed under section 3.58 of the Local Government Act 1995 (the Act). In response to verbal interest for the purchase of No. 43 (Lot 284) Repacholi Parade and No. 30 (Lot 246) Repacholi Parade, the Shire's Administration have elected to follow due process in accordance with section 3.58(3) of the Act. Under this process before the Council can agree to dispose of the property the proposal needs first to be given public notice which shall include information describing the property, details of the proposed disposition and an invitation for submissions to be made.

The Shire's Administration have received written consideration including a purchasing figure for No. 43 (Lot 284) Repacholi Parade, Kondinin and recommend that the Shire follow due process under section 3.58(3) of the Local Government Act 1995 and give public notice of the Shire's intention to dispose of the property.

The Shire's Administration have received written consideration from the current tenant to continue to rent No. 30 (Lot 246) Repacholi Parade, Kondinin rather than to purchase at this point in time. A new rental agreement is currently being prepared.

5) Purchase of No. 39 (Lot 150) Radbourne Drive, Hyden

The Shire have undertaken a valuation on this 2189m² property on Radbourne Drive, Hyden and have the property on reserve with Development WA. Funds to purchase the property have been included in the Shire's 2023/2024 budget. The purchasing price indicated by Development WA is similar to that in the valuation undertaken. It is recommended that the Council proceed in the purchase of this property to facilitate options for potential staff housing in Hyden in the medium term.

To match the immediate need for housing in Kondinin, and to enable the upgrade of existing housing stock, it is recommended that No. 39 (Lot 150) Radbourne Drive, Hyden is developed for housing in subsequent financial years, and the focus this 2023/2024 financial

year be the construction of a dwelling/s at No. 39 (Lot 282) Repacholi Parade, Kondinin and the WACHS housing.

The potential sale of No. 43 (Lot 284) Repacholi Parade, Kondinin could provide the basis to provide additional funds to the Shire's housing reserve and/or for the future construction of dwelling/s at No. 39 (Lot 150) Radbourne Drive in subsequent financial year subject to budget considerations and need.

6) *Review of the Shire's Industrial Lots*

At the Housing and Building Committee meeting held on the 23rd June 2023 a request was made into the review of the Shire's existing industrial lots. To date, a detailed review has not yet been undertaken, however is currently being investigated with the view of presenting to the next Housing and Building Committee Meeting. As an interim, an update is provided as follows:

HYDEN

Council have commenced a Scheme Amendment to the Shire's Local Planning Scheme No.1 to increase the amount of industrial zoned lots in the western portion of the existing industrial lots in Hyden and to extend the industrial zoning around the Hyden CBH site. To progress to the next stage of the Scheme Amendment process, the Environmental Protection Authority have asked for a further flora and fauna study to be conducted in the locality which is currently being undertaken with the view of a formal report submitted to the Shire by January 2024.

KONDININ

In terms of Kondinin the majority of industrial zoned land apart from along the railway is located in the south-eastern portion of the town site. Below is a summary of the latter lots. Of particular note, Lot 10 Kulin-Williams Road offer development potential to be reviewed further by the Shire's Administration before reporting back to this committee and Council.

Address	Size	Tenure	Comment
No. 20 (Lot 267) Graham Street, Kondinin	2041m ²	Private Freehold	Used by local business
No. 16 (Lot 268) Graham Street	2041m ²	Private Freehold	Used by local business
No. 24 (Lot 266) Graham Street	2023m ²	Shire Freehold	Leased for advertising signage
No. 10 (Lot 277) Cottle Way	2021m ²	Shire Freehold	Leased to Kondinin Men's Shed
No. 6 (Lot 276) Cottle Way	2041m ²	Shire Freehold	Leased to Kondinin Men's Shed
Lot 10 Kulin- Williams Road	6.2975ha	Shire Freehold	Incorporates Shire dams. Undeveloped lot that has potential for development.
Lot 11 Kulin- Williams Road	2.0882ha	Private Freehold	Used by local business
Lot 4 Kulin Williams Road	3.0658ha	Private Freehold	Used by local business

Lot 12 Kulin Williams Road	36.9546 ha	Private Freehold	Used for farming. Part of lot is zoned industrial and includes easement with former railway line.
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7) *Review of Vacant Town Lots*

At the last Housing and Committee Meeting on the 23rd June 2023, a request was also made into a summary and review of the vacant lots in the residential town sites. The Shire has engaged Landgate to prepare individual town site maps that will make it easier for the Shire's Administration to show this information spatially. Once the maps are prepared the information can be presented to the Housing and Committee Meeting.

REPORTING OFFICER'S COMMENT

The purpose of this meeting and supporting documentation is primarily for this committee to look strategically at the Shire's housing stock and the housing needs of the broader community and consider the recommendations of this Agenda Report and the Housing Replacement Plan attached to mark out a way forward on this matter.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

PUBLIC CONSULTATION

Nil

FINANCIAL IMPLICATIONS

The proposed program relies on funding being made available and any reduction found in grant funding would impact the proposed programs and the final actual program(s) scheduled.

STRATEGIC IMPLICATIONS

Shire's Strategic Community Plan 2022-2032

1.2 Facilitate and advocate for quality health services, health facilities and programs in the Shire

Local health facilities, visiting allied health and volunteer health services are retained

2.4 Housing meets existing and future community needs for families and workers

Shire housing stock is well maintained and expanded upon

We advocate for improved State Government and Public Housing stock

VOTING REQUIREMENT

Simple Majority

4.2 10 YEAR BUILDING PROGRAMS

Applicant: Shire of Kondinin
Author: Manager of Planning and Assets – Tory Young
Responsible Officer: Chief Executive Officer – David Burton
Disclosure of Interest: -
Date: 7th October 2023
Attachment(s): Nil

RESOLUTION:

Moved: Cr Darren Pool

Seconded: Cr Bruce Browning

Receives the detail outlined in the Agenda Report below regarding the status of key public building works being undertaken and/or considered in the 2023/2024 and 2024/2025 financial years *and staff note any considerations of the committee.*

Carried: 4/0

SUMMARY

To provide an update on the current and projected requirements in the management of some of the Shire's key public buildings.

BACKGROUND

As outlined in the Integrated Planning and Reporting Framework Guidelines, the effective management of assets is crucial to the sustainable delivery of local government services. The Shire's assets need to serve the needs of the community, in alignment with the Strategic Community Plan and the Corporate Business Plan and integrated with the Long-Term Financial Plan. As local governments hold a large portfolio of long-lived assets, it is critical to plan and prioritise the maintenance, renewal and replacement of existing assets and the acquisition of new assets, requiring a long-term "whole of life" view of asset management.

The Shire's Asset Management Plan was adopted by Council at its April 2023 Ordinary Meeting providing overarching guidance to implement strategy including financial capacity (integrated with the Long-Term Financial Plan and the Corporate Business Plan) in respect of providing and maintaining adequate assets for the Shire of Kondinin. With a number of new builds and renewal projects that have been outlined in the Shire's Integrated Planning Framework documents, robust asset planning and costings are paramount to develop an understanding of the long-term costs of the existing asset base to inform budget decisions.

Sound management of assets is an important and integral part of senior management's responsibilities. Part of this responsibility is achieving high quality in the construction, renewal and maintenance of a local government's assets. This assists in achieving high value for money spent, extending the life of important assets and minimizes maintenance and replacement costs.

The Shire aims to work with the local community to ensure that the Shire's assets are commensurate with the needs of the community whilst also being within realistic budget parameters, meeting compliancy and minimizing maintenance and replacement costs. The purpose of this report is to discuss some of the key public assets that require renewal and/or replacement in the short term to meet current functional and compliance considerations.

HYDEN DEPOT

The Hyden Depot comprises a toilet/shower block; a crib room; and single bedroom dongas and associated sheds. The toilet/shower facility is aged and does not meet with modern compliance criteria and not suitable as a shared facility. The crib room serves its purpose, however there is no storage space and the furnishings and décor require upgrading. The single room bedroom dongas are small and aged and are not suitable for long term occupancy.

It is recommended, that priority should be in the replacement of the single bedroom dongas with a new set of modular 1 x bedroom x 1 x bathroom units in the 2024/2025 financial year. In the medium term options to upgrade and/or replace the crib room should be considered.

An undercover outdoor area and BBQ has been included in the 2023/2024 budget.

Leandré Genis left the meeting at 4:15pm and returned at 4:20pm.

HYDEN TENNIS CLUB

The Hyden Tennis club building is aged and structural compromised with a leaking roof and cracks in the walls of the kitchen area.

Meeting held on the 19th July 2023 with Shire Council Members, Administration and community members indicated to continue with the re-roofing of the building in the short terms. A meeting was held on-site with the architect, contractor, Shire administration and the tennis club members to finalise the scope. Currently awaiting amended drawings. New roof must be installed by June 2024 to align with the LRCI funding arrangement.

HYDEN RECREATION CENTRE

With preference indicated by the Hyden community for focus to be on the Hyden Visitor Centre and without a suitable commitment of a cash contribution from the Hyden Sports Council towards for the upgrades to the Hyden Recreation Centre this matter has been put on hold for the foreseeable future. Notwithstanding this, the results of the community survey on the Hyden Sporting Precinct undertaken in October 2022 indicated an overwhelming majority of respondents dissatisfied with the men's change rooms and the storage space not meeting with the expectations and needs of the users. Given the Shire's responsibility in the management of its existing assets this should still be given some consideration in the short term.

KARLGARIN BOWLING CLUB

The Shire's Recreation Facilities Plan 2021 – 2031 includes the upgrades to the Karlgarin Bowling Club as a medium-term priority. The transfer of Lots 19 and 21 from the Karlgarin Country Club to the Shire of Kondinin has now taken effect and the Shire's Administration have submitted a Crown Enquiry Form to the Department of Planning, Lands and Heritage to amalgamate the three lots 19, 20 and 21 Federal Street, Karlgarin to one crown lot for the purpose of recreation and bowling green. This will then enable the opportunity for the Shire to work with the Karlgarin Bowling Club in upgrading and/or replacing the existing facilities on the site.

HYDEN GOLF CLUB

The Shire's Recreation Facilities Plan 2021 – 2031 includes the upgrades to the Hyden Golf Club including upgrades to the toilet block and kitchen. Basic maintenance on the building has been undertaken in 2022 including the replacement of the leach drain and the installation of a pressure pump and associated tank to improve the water pressure in the

showers. The Golf Club have indicated that they would like adequate showers in both the men's and ladies' toilets and an upgrade to a commercial kitchen.

An inspection by the Shire's Environmental Health Officer has indicated that to make the kitchen a registered food premises would require some changes, however given the scope of what the Golf Club are wanting it is not considered to be too involved.

Upgrades to the toilets and the showers has been inspected by a local builder and is achievable subject to the scope and budget parameters.

KONDININ PAVILION

Concept plans and costs prepared and endorsed by Council at its Ordinary Meeting on the 21st June 2023. Total cost of project has been estimated at \$1,264,116. Council supported the allocation of the Phase 4 Local Roads and Community Infrastructure (LRCI) towards the upgrades to the Kondinin Pavilion, which has been endorsed by the Federal Government. Kondinin Community Recreation Council have supported \$300,000 towards the project. A CSRFF Forward Grant has been submitted to the Department of Local Government, Sport and Cultural Industries seeking consideration of funding to be supplemented with contribution from the Shire of Kondinin (including the LRCI allocation) and the Kondinin Community Recreation Council. Outcome of grant anticipated by January 2024 with works scheduled to commence by June 2024 and completed by July 2025.

Tory Young left the meeting at 4:35pm.

UPDATE ON CURRENT CONSTRUCTION PROJECTS

Upgrades to Hyden Swimming Pool Building

Works have been completed to the main building. To achieve certification, works have commenced to undertake a retrofit of the Hyden Youth Base storeroom to accessible toilet and shower with associated pathways and signage. All on-track to be completed by opening of 2023/2024 pool season.

Upgrades to Kondinin Pavilion

Concept plans and costs prepared and endorsed by community and then by Council at its Ordinary Meeting on the 21st June 2023. Project to be undertaken in the 2023 – 2024 and 2024-2025 financial years. Grants was submitted on 21st September 2023 by Shire's Administration. Matter on-hold until grant outcome received.

Upgrades to Hyden Tennis Club Building

Preferred contractor approved but no works commenced. As discussed above awaiting on amended plans to progress to construction phase.

Tory Young returned to the meeting at 4:35pm.

Relocation of Railway Barracks

Modules relocated and frame partly installed. Matter being project managed by the Hyden Progress Association. On completion building will be included on the Shire's Asset Register.

REPORTING OFFICER'S COMMENT

The purpose of this meeting and supporting documentation is primarily for this committee to look strategically at the Shire's existing public buildings and consider the recommendations of this Agenda Report and the Plans attached to mark out an agreed way forward.

STATUTORY ENVIRONMENT

Local Government Act 1995

POLICY IMPLICATIONS

Nil

PUBLIC CONSULTATION

Nil

FINANCIAL IMPLICATIONS

The proposed program relies on funding being made available and any reduction found in grant funding would impact the proposed programs and the final actual program(s) scheduled.

STRATEGIC IMPLICATIONS

Shire's Strategic Community Plan 2022-2032

1.2 Facilitate and advocate for quality health services, health facilities and programs in the Shire

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2.4 Housing meets existing and future community needs for families and workers

Shire housing stock is well maintained and expanded upon

We advocate for improved State Government and Public Housing stock

VOTING REQUIREMENT

Simple Majority

5. CLOSURE OF MEETING

Being no further business the meeting was closed at 4:45pm.