



SHIRE OF KONDININ HOUSING & BUILDING COMMITTEE

MINUTES OF MEETING HOUSING & BUILDING COMMITTEE

held at 11:30am on Wednesday 17th April 2024 at the
Kondinin Council Chambers

A handwritten signature in blue ink, appearing to be 'D. Burton', is located below the meeting details.

David Burton
CHIEF EXECUTIVE OFFICER
17th April 2024

11 Gordon Street, KONDININ WA 6367 Tel (08) 98891006 Fax (08) 98891197
All communications to be addressed to the CHIEF EXECUTIVE OFFICER
Email: ceo@kondinin.wa.gov.au

Order of Business

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

The Chairperson, Cr Bruce Browning, welcomed those present and declared the meeting open at 11:39am.

2. RECORD OF ATTENDANCE/APOLOGIES

Councillors:	Cr K Green	Cr D Pool	Cr B Browning	Cr Beverley Gangell
Staff:	David Burton (CEO)		Tory Young (MPA)	Leandré Genis
	Brodie Withers (ESO)			
Apologies:				

3. CONFIRMATION OF MINUTES OF PREVIOUS MEETING

RESOLUTION #:
Moved: Cr Beverley Gangell **Seconded: Cr Kerrie Green**
 That the minutes of the Housing & Building Committee Meeting held on the 12th December 2023 be confirmed.
Carried: 4/0

4. REPORTS OF MEMBERS AND OFFICERS

4.1 UPDATE ON HOUSING MATTERS

Applicant: Shire of Kondinin
Author: Manager of Planning and Assets – Tory Young
Responsible Officer: Chief Executive Officer – David Burton
Disclosure of Interest: -
Date: 21st March 2024
Attachment(s): Housing Replacement Plan (as amended March 2024)
 10 Year Housing and Maintenance Capital Works Plan (as amended March 2024)

RESOLUTION #:
Moved: Cr Darren Pool **Seconded: Cr Beverley Gangell**
 1. **NOTES** the update on housing matters detailed within the Agenda Report for consideration and discussion
 2. **RECEIVES** the Housing Replacement Plan dated March 2024 as a working document to inform future budget considerations.
 3. **RECEIVES** the 10 Year Housing Maintenance and Capital Works Plan
 4. **NOTES** the update on building matters detailed within the Agenda Report 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 and also to provide an update on a selection of building projects.

BACKGROUND

The 10-year Housing Maintenance and Capital Works Plan and the 10 Year Housing Replacement Plan are working documents that are reviewed and presented to the Housing and Building Committee meetings for discussion and endorsement as working documents to inform the Shire's Long-Term Financial Plan and annual budget considerations.

In addition to the discussion of these Plans, key matters have also been raised for discussion as outlined below.

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 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. Examples of this and a comparison table was presented to the Housing and Building Committee Meeting held on the 11th October 2023 for discussion. At this meeting, the Shire's Administration were directed to 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 was circulated by the Shire's CEO including questions in relation to housing be factored into the review of the Shire's Housing Policy.

An amended Policy was prepared by the CEO and a separate Agenda Item was included below for discussion at the Housing Committee Meeting held on the 12th December 2024.

The matter was presented to Council on the 14th February 2024 as minutes of the agenda of the Housing Committee Meeting held on the 13th December 2023 for endorsement. Concern was raised by Council Members at the Council Meeting that this matter needed to be discussed further prior to the Policy being endorsed in its draft form. Administration currently further reviewing Policy with the view of presenting back to the next Housing and Building Committee Meeting.

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 advertised for 6 weeks, closing on the 16th October 2023. One (1) submission was received during the advertising period and the matter was presented back to the Ordinary Meeting of Council on the 14th February 2024 to endorse the Business Case.

This matter was again presented to the Ordinary Meeting of Council held on the 20th March 2024 providing formal costings from two modular companies similar in pricing for each dwelling to be around \$450,000 to construct. In order to progress to the next stage, the Shire is currently waiting on the formal 'offer to lease' from the Western Australia Country Health Service. Once in receipt of this, the Shire can submit the loan application to the WA State Treasury.

Similarly, 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. At the time, the KCRC were working through options for the best site for the proposed housing development and recently have decided on No. 53 (Lot 120) in which they purchased via auction on the 23rd January 2024. An item was presented to the Ordinary Meeting of Council held on the 20th March 2024 to amend the resolution of the 19th July 2023 for the preferred location to construct the housing being No. 53 (Lot 120) Rankin Street, Kondinin.

The Kondinin Community Recreation Council are following a similar process to the Shire and have also sought quotations from two modular companies for two (2) 2 x 2 dwellings to be constructed at No. 53 (Lot 120) Rankin Street, Kondinin and are also waiting on the 'offer to lease' documentation from WACHS to proceed.

Once contracts are awarded to the preferred modular company, it is anticipated that works can be completed within six (6) months.

- 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 or 3 x 2 dwelling 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 a dwelling at No. 39 (Lot 282) Repacholi Parade, Kondinin in the 2024/2025 financial year to commence a replacement and renewal process.

Discussion on this matter ensued at the Housing Committee Meeting on the 11th October 2023 where it was recommended to the Administration to go out to tender on varying housing configurations on an unspecified lot. This is not recommended a preferred way forward by the Shire's Administration, favouring instead to finalise the scope at a specified lot and housing type before going out for tender.

At the Housing Committee Meeting held on the 12th December 2023, an option was presented to purchase an existing brick and iron 3 x 2 house (circa. 2008) at No. 26 Repacholi Parade, Kondinin as a more cost-effective approach to commence the replacement process of shire housing in Kondinin. This was presented as an item to the Ordinary Meeting of Council on the 13th December 2023 and was not supported by Council.

- 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. This was discussed at the previous Housing Committee Meeting requesting more information on the offer, which has not been received to date.

The Shire's Administration have received written confirmation 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 in place for a 6-month term expiring in May 2024.

The general consensus discussing this matter at previous Housing Committee Meetings has expressed a reluctance from some members to pursue the sale of these houses. As of March 2024 the current tenants have not provided the Shire's Administration any further written advice on their interest in purchasing the properties.

5) Purchase of No. 43 (Lot 151) Radbourne Drive, Hyden

Initially, the Shire undertook a valuation on the 2189m² property at No. 39 (Lot 150) Radbourne Drive, Hyden subsequently placing a reserve with Development WA with funds to purchase the property included in the Shire's 2023/2024 budget. The purchasing price indicated by Development WA being similar to that in the valuation undertaken.

At the October Housing and Building Committee meeting the matter was further discussed and it was recommended that the Council look to purchase adjacent No. 43 (Lot 151). Being a corner lot, a more regular lot configuration, and north facing it was considered that greater development options would be available for this site. Council endorsed to proceed in the purchase of this 2147m² property to facilitate options for potential staff housing in Hyden in the medium term which has been allocated in the 2023/2024 budget.

The Shire's Administration have now received and signed the contract of sale for the property being \$20,000 from Development WA, and the matter has now reached settlement stage.

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. An update was made at the 11th October Housing and Building Committee. The Shire's Administration are currently investigating development options for the 6.2975ha Shire freehold Lot 10 Kulin-Williams Road, Kondinin and will report back on the matter in due course.

7) Review of Vacant Town Lots

At the Housing and Committee Meeting on the 23rd June 2023, a request was 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.

The Landgate maps are near completion and the Shire has also received maps and listings from the Water Corporation for vacant residential lots within the Shire's three (3) town sites. The Water Corporation documentation will assist in highlighting the vacant residential lots on the Landgate maps. Once completed, the information can be presented to the Housing and Committee Meeting for discussion.

8) Building Projects Update

Karlgarin Bowling Club

Correspondence was received from the Karlgarin Bowling Club and the Karlgarin Progress Association via email on the 8th November 2023 to seek Council's support and financial contribution to a new modular club room at Karlgarin Bowling Rink.

A meeting was held with stakeholders (Karlgarin Bowling Club, Karlgarin Progress Association and Karlgarin Country Club) during the Sports Committee Meeting on the 13th December 2023. On the 19th December 2023 the Shire Administration, Cr's James and Mouritz and members of the Karlgarin Bowling Club met with representative from the Department of Local Government, Sport and Cultural Industries to discuss the suitability of the project for the CSRFF grant. General consensus at these meetings was that the building be positioned on the north of the bowling green to replace existing structure. Quotes were obtained for retaining wall, demolition of existing structure and reconfigure proposed design.

The matter was presented as a separate item to the 14th February 2024 Ordinary Meeting of Council endorsing part funding of the project in the 2024/2025 financial year. CSRFF grant application was submitted to the DLGSC on the 28th March 2024. At this Council meeting on the 14th February 2024, the Agenda report detailed the pros and cons of the best location for the new club room, which on balance the most cost effective and feasible option being to the east of the bowling rink, which was endorsed by Council.

The proposed funding model is proposed if successful with the CSRFF grant

Shire of Kondinin	\$179,000
Karlgarin Bowling Club & Karlgarin Progress Association	\$170,000
DLGSC	\$150,000
Total	\$499,999

Hyden Tennis Club House

Matter presented to the Ordinary Meeting of Council on the 14th February 2024 in which Council resolved to not accept any of the tenders received for the re-roof and to go back to the Hyden Tennis Club to discuss alternative options for the site. Since this time, the Shire's Manager Planning and Assets and members of the Hyden Tennis Club have been in regular contact and have met in Perth with a modular company to look at options for a modular new build at the site. The Shire's Administration have also sought feedback from Councils that have constructed modular public buildings recently to assist in determining the best way forward.

Currently the Shire's Manager Planning and Assets and members of the Hyden Tennis Club are working on a scope and design brief to be prepared with a Request for Quote to consider costings for a modular building at the site and/or a Kit Form development. Consideration is being given to sharing change rooms with hockey club during one-day sport and also with the croquet club and other community user groups.

The Shire's contract building maintenance officer has also met with representatives of the Hyden Tennis Club to arrange a short-term fix for the leaking roof.

Hyden Swimming Pool

A quote is currently being obtained to upgrade the effluent disposal system at the pool due significant issues identified at the end of the season.

Consideration needs to also be given to additional shade structures at the site. The temporary shelters were just meant to be for period when the change room upgrades were being undertaken. West Coast Shades have provided options for additional shades over this area to be discussed by this committee.

During a safety assessment audit, the 3-metre diving board was found non-compliant. The Shire's Administration have sought quotations from engineering companies to modify the structure in order to make compliant, with only one quotation received. Awaiting on feedback if works can be done without original engineering drawings being located. The Shire's Administration are open for other suggestions by this Committee.

Kondinin Pavilion

Requests for quotes were sought for concept plans and costings for the Kondinin Pavilion comprising a new roof and internal alterations and refurbishment to the kitchen and function area as per the timeline within the Sports and Recreation Plan 2021 – 2031.

Quotations closed on 30th September 2022 with three quotations received. The preferred consultant has been engaged to undertake the project. Project Scope endorsed by Council at its Ordinary Meeting on the 16th of November 2022 and first draft concept was received in January 2023 and discussed at the KCRC meeting on the 8th February 2023.

A community workshop was held with the architect on the 27th February 2023 to discuss the proposed plans with local community members. Good attendance from community and sporting groups and constructive feedback provided to the architect.

Plans tweaked to factor in community feedback and costings prepared by the Architect's Quantity Surveyor submitted in May 2023 and matter presented to the 17th May 2023 Sports Council Committee Meeting. Letter received from Kondinin Community Recreation Council finalising the scope and their cash contribution of \$300,000.

Matter presented to the 21st June 2023 Ordinary Meeting of Council endorsing the progression of the project. Shire Administration have completed and submitted grant application and supporting documentation for CSRFF in collaboration with Kondinin Community Recreation Council.

The Shire have since been advised that were successful in receiving the full allocation applied for being \$384,860 for the project.

Summary of source of funding as follows:

\$543,234 – Local Roads and Community Infrastructure – Phase 4

\$384,860 – Community Sporting Recreation Facilities Fund

\$300,000 – Kondinin Community Recreation Council

\$36,072 – Shire of Kondinin

TOTAL = \$1,264,166 (Quantity Surveyor Report Estimate)

REPORTING OFFICER'S COMMENT

The purpose of this meeting and supporting documentation is to update the Housing and Building Committee to consider the Shire's housing stock and the housing needs of the broader community, together with an update and discussion on several key building projects.

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

5. CLOSURE OF MEETING

Being no further business, the meeting was closed at 1:26pm.