



HOUSING COMMITTEE MEETING

MINUTES

15 November 2018

These minutes were confirmed by Housing Committee as a true and correct record of proceedings by the Housing Committee meeting held on *13/12/2018*

Presiding Member: *Wol* Date: *13/12/2018*

**Shire of Brookton
Housing Committee held 15 November 2018
Commenced at 3.00 pm**

TABLE OF CONTENTENCE

1.11.18	DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS	3
2.11.18	CONFIRMATION OF PREVIOUS MINUTES.....	4
3.11.18	DECLARATIONS BY MEMBERS AND OFFICERS.....	4
4.11.18	SELECTION OF TENANT - BROOKTON SENIOR CITIZEN UNITS	5
5.11.18	ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN	6
6.11.18	NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING.....	6
7.11.18	NEXT MEETING & CLOSURE.....	6

1.11.18 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Cr Neil Walker (Presiding Member) opened the meeting at 3.05pm.

Attendance (Voting)

Cr NC Walker – Presiding Member

Cr RT Fancote

Cr KH Mills

Cr LR Eyre

Observing (Non-Voting)

Cr C Hartl

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

2.11.18 CONFIRMATION OF PREVIOUS MINUTES

HC 11.18-01

**COMMITTEE RESOLUTION
MOVED CR EYRE SECONDED CR FANCOTE**

That the minutes of the Housing Committee meeting held in the Shire of Brookton Council Chambers, on 20 September 2018, be confirmed as a true and correct record of the proceedings.

CARRIED BY SIMPLE MAJORITY VOTE 4-0

3.11.18 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			

HC 11.18-02

**COMMITTEE RESOLUTION
MOVED CR FANCOTE SECONDED CR EYRE**

That Council close the meeting to the public in accordance with Section 5.23 (2) (b) as this item relates to a matter that if disclosed would reveal information on the personal affairs of the applicant(s).

CARRIED BY SIMPLE MAJORITY VOTE 4-0

4.11.18 SELECTION OF TENANT - BROOKTON SENIOR CITIZEN UNITS

File No:	ADM 0643
Date of Meeting:	15/11/2018
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:	20/09/2018

Summary of Item:

The Shire of Brookton currently has 2 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 unit should the selected tenant decline occupancy

HC 11.18-03

COMMITTEE RESOLUTION

MOVED CR FANCOTE SECONDED CR MILLS

That Housing Committee, under delegated authority, endorse;

- 1. The application received from Mr Desmond Robert Pauley to occupy a Senior Citizen Unit No.8 at 40 White Street Brookton, subject to the tenant:**
 - a) Executing a 12 month Residential Tenancy Agreement at the rental set in Council’s Fees and Charges for this unit, and a condition assessment report being completed 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. The application received from Mr Mervyn Stokes to occupy a Senior Citizen Unit No.1 at 33 Whittington Street Brookton, subject to the tenant:**
 - a) Executing a 12 month Residential Tenancy Agreement at the rental set in Council’s Fees and Charges for this unit, and a condition assessment report being completed 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.*
3. *Should Mr Mervyn Stokes decline to occupy Unit 1/33 Whittington Street (3 bed unit), the unit will be advertised to the public through the local media, including the Brookton Telegraph, Shire Website and Shire Facebook page and additional advertising in the Pingelly Times, Beverley Blarney and Narrogin Observer.*

CARRIED BY SIMPLE MAJORITY VOTE 4-0

5.11.18 ELECTED MEMBERS MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

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

7.11.18 NEXT MEETING & CLOSURE

There being no further business the Presiding Member closed the meeting at 3.08pm.