



**COMMUNITY HOUSING COMMITTEE MEETING**

**CONFIDENTIAL**

**MINUTES**

**14 December 2017**

These minutes were confirmed by Council as a true and correct record of proceedings by the Community Housing Committee meeting held on ...../...../.....

**Presiding Member:**.....**Date:**.....

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**1.12.17      DECLARATION OF OPENING / ATTENDANCE**

**Attendance**

The Chief Executive Officer opened the meeting at 4.23pm and welcomed Councillors and Staff.

(Elected Members - Voting)

Cr NC Walker	(Deputy Shire President)
Cr KH Mills	
Cr RT Fancote	

(Staff – Non Voting)

Ian D’Arcy	Chief Executive Officer
Vicki Morris	Deputy Chief Executive Officer
Courtney Fulwood	Executive Officer

(Observers)

Cr KL Crute	(Shire President)
Cr TM Eva	
Cr LR Eyre	Newly elected - yet to be sworn in
CR CE Hartl	Newly elected - yet to be sworn in

**2.12.17      ELECTION OF PRESIDING MEMBER**

**CHC 12.17-1**

**COMMITTEE RESOLUTION**

**MOVED CR MILLS      SECONDED CR FANCOTE**

***That Cr Walker be appointed the Presiding Member of the Community Housing Committee.***

**CARRIED BY SIMPLE MAJORITY VOTE 3-0**

**3.12.17 ELECTION OF DEPUTY PRESIDING MEMBER**

**CHC 12.17-2**

**COMMITTEE RESOLUTION**

**MOVED CR WALKER SECONDED CR MILLS**

*That Cr Fancote be appointed the Deputy Presiding Member of the Community Housing Committee.*

**CARRIED BY SIMPLE MAJORITY VOTE 3-0**

**4.12.17 CONFIRMATION OF PREVIOUS MINUTES – 15/06/2017**

**CHC 12.17-3**

**COMMITTEE RESOLUTION**

**MOVED CR FANCOTE SECONDED CR MILLS**

*That the minutes of the Community Housing Committee meeting held in the Shire of Brookton Council Chambers, on 15 June 2017 be confirmed as a true and correct record of the proceedings.*

**CARRIED BY SIMPLE MAJORITY VOTE 3-0**

**5.12.17 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**

<b>Item no.</b>	<b>Members/Officers</b>	<b>Type of Interest</b>	<b>Nature of Interest</b>
Nil			

**6.12.17 PROPOSED RESIDENTIAL TENANCY - UNIT 4/28 WILLIAMS STREET BROOKTON**

<b>File No:</b>	ADM 0015
<b>Date of Meeting:</b>	14/12/2017
<b>Location/Address:</b>	N/A
<b>Name of Applicant:</b>	N/A
<b>Name of Owner:</b>	N/A
<b>Author/s:</b>	Courtney Fulwood – Executive Officer
<b>Authorising Officer:</b>	Ian D’Arcy – Chief Executive Officer
<b>Declaration of Interest:</b>	Nil
<b>Voting Requirements:</b>	Simple Majority
<b>Previous Report:</b>	N/A

**Summary of Item:**

Unit 4/28 Williams Street, Brookton (Madison Square) is due to become vacant on the 22<sup>nd</sup> December 2017 as the tenant, Ms Amy Robson, has given notice of vacation and termination of her lease agreement.

**CHC 12.17-4  
COMMITTEE RESOLUTION  
MOVED CR FANCOTE SECONDED CR MILLS**

*That Community Housing Committee approve, under delegated authority, the application of Ms Christine Virgo to occupy Unit 4/28 Williams Street Brookton from the early February 2018 (with the date to be determined by the CEO), and subject to the residential tenant:*

- a) Executing a Residential Tenancy Agreement and condition assessment prior to occupancy;*
- b) Paying the required bond monies of 4 weeks rent to be placed in trust with the Department of Commerce, and 2 weeks rent in advance.*

**CARRIED BY SIMPLE MAJORITY VOTE 3-0**

**7.12.17 CLOSURE**

There being no further business the meeting was closed at 4.25pm.