



MINUTES

HOUSING COMMITTEE MEETING

Held Tuesday 7 May 2013
Commencing At 9.00am
At Shire of Menzies Council Chambers

DISCLAIMER

No responsibility whatsoever is implied or accepted by the Shire of Menzies for any act or omission or statement or intimation occurring during this meeting.

It is strongly advised that persons do not act on what is heard at this meeting and should only rely on written confirmation of Council's decision, which will be provided within fourteen (14) days of this meeting.

FINANCIAL INTEREST (EFFECTIVE 1 JULY 1996)

A financial interest occurs where a Councillor, or person with whom the Councillor is closely associated, has direct or indirect financial interest in the matter. That is, the person stands to make a financial gain or loss from the decision, either now or at some time in the future.

An indirect financial interest includes a reference to a financial relationship between that person and another person who requires a Local Government decision in relation to the matter.

Councillors should declare an interest:

- a) In a written notice given to the CEO before the meeting: or**
- b) At the meeting immediately before the matter is discussed**

A member who has declared an interest must not:

Preside at the part of the meeting relating to the matter: or
Participate in, or be present during any discussion or decision making procedure relating to the matter.

Unless the member is allowed to do so under Section 5.68 or 5.69, Local Government Act 1995

Ref: Local Government Act 1995 Division 6 – Disclosure of Financial Interest.
Specifically Sections 5.60, 5.61, 5.65 and 5.67

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HOUSING COMMITTEE MEETING
Tuesday 7 May 2013

MINUTES

1 DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

The Shire President (Cr Gregory Dwyer) declared the meeting open at 9.00am, welcomed the attendees and proceeded with the agenda as planned.

2 RECORD OF ATTENDANCE/LEAVE OF ABSENCE PREVIOUSLY APPROVED

Councillors	Cr G. Dwyer	President
	Cr K Purchase	Councillor (Proxy)
Staff:	Ms R Jones	Deputy Chief Executive Officer
Apologies:	Cr J Dwyer	Councillor
	Mr P Crawford	Chief Executive Officer

3 DECLARATIONS OF INTEREST/APPLICATIONS FOR LEAVE OF ABSENCE

Nil

4 PUBLIC QUESTION TIME

Nil

5 CONFIRMATION OF MINUTES

Moved: Cr K Purchase

Seconded: Cr G Dwyer

That the Minutes of the Housing Committee Meeting held on 13 September 2012 as presented, be adopted.

CARRIED 2/0

6 REPORTS OF COMMITTEES AND OFFICERS

6.1 TENDER DOCUMENTS – CONSTRUCTION OF RESIDENTIAL DWELLINGS

SUBMISSION TO:	Housing Committee Meeting, 7 May 2013
LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
FILE REF:	B/4/7
DISCLOSURE OF INTEREST:	None
DATE:	1 May 2013
AUTHOR:	Peter Crawford, Chief Executive Officer
SIGNATURE OF AUTHOR:	
PREVIOUS MEETING:	Item 14.4.2 of Ordinary Meeting of Council
REFERENCE:	31 August 2012

ATTACHMENTS:

Appendix 6.1a – Request for Proposal – Construction of Residential Dwellings

SUMMARY:

For the Committee to review the tender documents as presented by WALGA for the construction of residential dwellings for the Shire of Menzies.

BACKGROUND:

Provision was made in the 2012/2013 Budget for the construction of two new residential dwellings for the Shire. A housing Committee was established to review the tender documents and evaluate the tenders received and make recommendation to Council.

COMMENT:

WALGA has prepared the tender specifications and they are appended as Appendix 6.1a.

The Committee is required to review the documents and make changes before they are presented for Council's approval.

It is imperative that this process is followed to enable the tenders to be called immediately the documents are accepted by Council thereby ensuring that the delay in providing these houses is reduced to the minimum.

CONSULTATION:

Mr C Grant – WALGA

STATUTORY ENVIRONMENT:

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

POLICY IMPLICATIONS:

Council has no Policies in relation to this matter

FINANCIAL IMPLICATIONS:

Provision has been made in the current budget for these items

STRATEGIC IMPLICATIONS:

Will increase the number of houses currently in Menzies

VOTING REQUIREMENTS:

Simple Majority Decision required

COMMITTEE DECISION/OFFICER'S RECOMMENDATION:

Moved: Cr K Purchase

Seconded: Cr G Dwyer

That the Committee recommends that Council approve the tender documents appended as Appendix 6.1 for public tender.

Carried: 2/0

6 REPORTS OF COMMITTEES AND OFFICERS

6.2 OLD POLICE STATION BUILDING

SUBMISSION TO:	Housing Committee Meeting, 7 May 2013
LOCATION:	Shire of Menzies
APPLICANT:	Shire of Menzies
FILE REF:	M/4/7
DISCLOSURE OF INTEREST:	None
DATE:	1 May 2013
AUTHOR:	Peter Crawford, Chief Executive Officer
SIGNATURE OF AUTHOR:	
PREVIOUS MEETING REFERENCE:	Item 14.4 of Ordinary Meeting of Council 24 April 2013

ATTACHMENTS:

Attachment 6.2.a – Item 14.4 of Ordinary meeting of Council 24 April 2013

SUMMARY:

For the Committee to consider the request from Stratum Metals Limited to lease the Old Menzies Police Station

BACKGROUND:

An Agenda Item was presented to the Ordinary Meeting of Council held Wednesday, 24 April 2013 in which Stratum metals Limited (SXT) made an application to lease, or purchase, the old Menzies Police Station which is vested in the Council.

Council resolved to direct this matter to the CEO to liaise with the housing committee with a report to be presented to the May 2013 Council Meeting

CONSULTATION:

None

STATUTORY ENVIRONMENT:

Local Government Act 1995

- Section 2.7(2) – Provides that Council is to oversee the allocation of local government finances and resources and to determine the local government policies; and,
- Section 3.1 – Provides that the general function of the local government is to provide for the good government of persons in its district.

POLICY IMPLICATIONS:

Council has no Policies in relation to this matter

FINANCIAL IMPLICATIONS:

None

STRATEGIC IMPLICATIONS:

None

VOTING REQUIREMENTS:

Simple Majority Decision required

OFFICER'S RECOMMENDATION:

That the Committee makes recommendation to Council on the proposed offer from Stratum metals Limited to lease the old Menzies Police Station.

COMMITTEE DECISION

Moved: Cr G Dwyer

Seconded: Cr K Purchase

- 1. That Stratum Metals Limited be given a twelve month lease with an option of a lease extension at \$1500 per month subject to maximum of three persons to be accommodated at any one time.**
- 2. No capital improvement to be undertaken by Stratum Metals Limited without prior approval from Council.**
- 3. Premises to be cleaned at Council expense prior to commencement of lease.**

CARRIED: 2/0

7	NEXT MEETING
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The next Housing Committee Meeting will be held at a date to be determined by the Chairperson.

8	MEETING CLOSURE
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There being no further business to discuss, the Chairman declared the meeting closed at 11.07am.