



SHIRE OF KONDININ

MINUTES OF MEETING

KONDININ SHIRE COUNCIL

Held on Wednesday 21th August 2024 at
Hyden CRC

David Burton
16th August 2024
CHIEF EXECUTIVE OFFICER

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

STATEMENT OF COMMITMENT TO INDIGENOUS AUSTRALIANS

“The Shire of Kondinin acknowledges that, as we proceed with the development & management of facilities & services within the Shire we give recognition of the distinctive relationship that indigenous people have within the community and encourage a broader understanding & appreciation of indigenous heritage & culture.

The Shire of Kondinin is committed to consultation across all communities in our Shire & we aim for mutual respect to achieve recognition of all Cultures.”

Order of Business

1. DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

The Shire President Cr Mouritz read the Statement of Commitment to Indigenous Australians, welcomed those present and declared the meeting open at 3:17pm.

2. RECORD OF ATTENDANCE/ APOLOGIES/ LEAVE OF ABSENCE

Councillors:	Cr Kent Mouritz (President) Cr Darren Pool Cr Kerrie Green	Cr Bruce Browning Cr Paul Green	Cr Beverley Gangell Cr Murray James
Staff:	David Burton (CEO) Mark Burgess (MoW)	Vince Bugna (MCS) Desiree Waters (ESO)	Tory Young (MPA)
Apologies:	Cr Brett Smith		

RESOLUTION #4382

Moved: Cr Kerrie Green

Seconded: Cr Darren Pool

That Council:

APPROVES Cr Bruce Browning be able to attend the meeting through video conference as per Regulations.

Carried:7/0

For:	Cr Kent Mouritz (President) Cr Darren Pool Cr Kerrie Green	Cr Beverley Gangell Cr Paul Green	Cr Murray James Cr Bruce Browning
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3. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

4. PUBLIC QUESTION TIME

5. APPLICATIONS FOR LEAVE OF ABSENCE

RESOLUTION #4383

Moved: Cr Kerrie Green

Seconded: Cr Darren Pool

That Council:

APPROVES Cr Beverley Gangell leave of absence for the October Ordinary Council Meeting.

Carried:7/0

For:	Cr Kent Mouritz (President) Cr Darren Pool Cr Kerrie Green	Cr Beverley Gangell Cr Paul Green	Cr Murray James Cr Bruce Browning
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6. PETITIONS/ DEPUTATIONS/ PRESENTATIONS

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS/ INFORMATION REPORT

7.1 MINUTES OF COUNCIL MEETING – 17th July 2024

RESOLUTION #4384:

Moved: Cr Beverley Gangell

Seconded: Cr Kerrie Green

That the minutes of the Council Meeting held on the 17th of July 2024, be confirmed.

Carried:7/0

For:	Cr Kent Mouritz (President)	Cr Beverley Gangell	Cr Murray James
	Cr Darren Pool	Cr Paul Green	Cr Bruce Browning
	Cr Kerrie Green		

7.2 INFORMATION REPORT-August 2024

RESOLUTION #4385:

Moved: Cr Murray James

Seconded: Cr Darren Pool

That Council receives and accepts the Information Report before this meeting.

Carried:7/0

For:	Cr Kent Mouritz (President)	Cr Beverley Gangell	Cr Murray James
	Cr Darren Pool	Cr Paul Green	Cr Bruce Browning
	Cr Kerrie Green		

8. ANNOUNCEMENTS BY PRESIDING MEMBERS WITHOUT DISCUSSION

9. ITEMS

9.1 MANAGER OF PLANNING & ASSETS

- 9.1.1 Vacant Crown Land – South West Native Title Settlement
- 9.1.2 Proposed Sealing Of Kondinin Airstrip
- 9.1.3 Application For Funding For Sealing Section Of Hyden-Norseman
- 9.1.4 Proposed New Building For Karlgarin Bowling Club
- 9.1.5 Deed Of Easement Over Lots 15 And 16 Lynch Street, Hyden – Common Seal And Name Change
- 9.1.6 Hyden Tennis Club / Multi Use Building
- 9.1.7 Western Australia Bicycle Network Grant

9.2 MANAGER OF CORPORATE SERVICES

- 9.2.1 List Of Accounts

9.3 MANAGER OF WORKS

9.4 CHIEF EXECUTIVE OFFICER

- 9.4.1 Discovery Centre Update
- 9.4.2 Review Of Shire Housing Policy # Fac004
- 9.4.3 Wave Rock Entrance Fees Waiver Request

9.5 COMMUNITY DEVELOPMENT OFFICER

9.6 ENVIRONMENTAL HEALTH OFFICER

9.7 COMMITTEE MEETINGS

- 9.7.1 Housing and Building Committee Meeting
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9.1 MANAGER OF PLANNING & ASSETS

9.1.1 VACANT CROWN LAND – SOUTH WEST NATIVE TITLE SETTLEMENT

Author: Tory Young, Manager Planning and Assets
Authorising Officer: David Burton, Chief Executive Officer
Date: 5th August 2024
Disclosure of Interest: Nil
Attachments: Maps, Property Details

RESOLUTION #4386:		Moved: Cr Murray James		Seconded: Cr Beverley Gangell	
That Council:					
1. AUTHORISES the Chief Executive Officer to prepare a submission to the Department of Planning, Lands and Heritage regarding the Shire of Kondinin interest and consent for the parcel of land in question.					
					Carried:7/0
For:	Cr Kent Mouritz (President)	Cr Beverley Gangell	Cr Murray James	Cr Darren Pool	Cr Bruce Browning
	Cr Kerrie Green	Cr Paul Green			

Summary

The Shire been requested to provide comment to the Department of Planning, Lands and Heritage with regards to land within the Shire of Kondinin and potential transfer as part of the South West Native Title Settlement.

Background

The State of Western Australia has committed to allocating 320,000 hectares of Crown land to the Noongar People to create the Noongar Land Estate, in accordance with the six registered Indigenous Land Use Agreements (ILUA) for the South West Native Title Settlement (the Settlement) as shown on the attached map.

This referral comprises just the one (1) parcel of land being considered for inclusion into the Ballardong People Agreement Area. The parcel of land is located on the corner of the Fence Road and the Carstairs Road just within the Shire of Kondinin. The parcel comprises 14.9734 ha on Lot 350 on DP 038009 within Reserve 8391 vested with the Water Corporation for the purpose of waterway.

Maps and a listing of the parcel of land are shown as attachments to this Report.

The Shire of Kondinin has been requested to provide comment on the parcel of land in relation to any interest or Shire infrastructure on the land or any future use as follows:

- Is the Shire supportive of the transfer of this land to the Noongar People under the Settlement?
- Does the Shire have any interest in the land?

- Does the Shire have existing or planned infrastructure within the land parcel that requires protection? If yes, please provide details and advise if access to this infrastructure will need to be maintained.
- Is the land parcel subject to any mandatory connection to services?
- Are any future proposals for the land identified? Please provide detail of what is proposed and in what timeframe?
- Are there any future proposals for adjoining land that may affect the land identified in the spreadsheet? If so, in what timeframe?
- Please advise of any proposed planning scheme amendments that may affect the zoning of this land at a State or Local government level. If a scheme amendment is to occur, what is the change proposed and when will it come into effect?
- Please advise of any known land management issues such as site contamination, hazards, debris or rubbish dumping, unauthorised land use and environmental considerations (such as inundation or similar site constraints).
- Please provide any additional comments on the proposed transfer of this land as part of the Settlement.

Comment

The one (1) parcel of land proposed for transfer as part of the South West Native Title Settlement is located in the south-eastern portion of the Shire well outside the Shire's farming and urban development areas. The site is vested in the Water Corporation and comprises native vegetation, some access tracks and rocky outcrops. The Shire have no licence or management order to access this Reserve, and therefore have no formal interest in the parcel of land.

Summary

In light of the above, there appears no reason to object to the transfer of this parcel under the South West Native Title Settlement.

Statutory Environment

Land Administration (South West Native Title Settlement) Act 2016

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Strategic Community Plan 2022-2023

*"1.3 Celebrate our pioneers, community members and protect our heritage
Shire owned heritage buildings and places of interest are maintained and
manager appropriately*

4.2 We are a compliant and resourced Local Government"

Voting Requirement
Simple Majority

9.1.2 PROPOSED SEALING OF KONDININ AIRSTRIP

Author: Tory Young, Manager Planning and Assets
Authorising Officer: David Burton, Chief Executive Officer
Date: 6th August 2024
Disclosure of Interest: Nil
Attachments: Letter of Support St John Ambulance

RESOLUTION #4387

Moved: Cr Darren Pool Seconded: Cr Murray James

That Council:

1. **AUTHORISES** the Chief Executive Officer to apply for funding through the Department of Transport’s 2025 – 2027 Regional Airports Development Scheme (RADS) for the sealing of the Kondinin Airstrip; and
2. **SUPPORTS** the allocation of \$225,000 towards the project in the 2025/2026 financial year budget;
3. Chief Executive Officer to seek a financial contribution from Shire of Kulin for the project.

Carried:5/2

For:	Cr Kent Mouritz (President) Cr Darren Pool	Cr Beverley Gangell Cr Bruce Browning	Cr Murray James
Against:	Cr Kerrie Green	Cr Paul Green	

As the airstrip is used for RFDS services which benefits residents of both Shires, a contribution from the Shire of Kulin was requested.

SUMMARY

The purpose of this report is to seek Council’s approval to apply for grant funding towards the sealing of the Kondinin Airstrip, including approval for a 50 percent budget allocation towards the total project cost as required under the Regional Airports Development Scheme Grant Guidelines.

BACKGROUND

The Department of Transport’s Regional Airports Development Scheme (RADS) provides a funding source to assist in ensuring regional aviation infrastructure is developed to a standard that facilitates safe, affordable and fit for purpose aviation services in Western Australia.

The project addresses the RADS grant funding criteria by being located at a regional based airport, open to the public and owned by the Shire of Kondinin and bringing public benefit.

Costings have been prepared for a 200mm gravel pavement upgrade and a 1200m length x 15m width seal of the existing gravel airstrip and associated taxi area and apron to accommodate helicopter landings at the airstrip.

The works proposed and costed best address the category ‘Aircraft Movement Area Development’, which involves construction, extension, sealing or marking of runways, taxiways and aircraft parking areas. The category also includes meeting the requirements of

the Royal Flying Doctor Service (RFDS) and the Civil Aviation Authority (CASA) aerodrome regulations.

Feedback and statistics have been sourced from the Kondinin Hospital and the Hyden/Kondinin St John Ambulance subcentre substantiating the need of the project and outlining the benefits the sealing of the airstrip would bring to the district, patients and pilots using the airstrip. A letter of support has been received from the President of the St John Ambulance Hyden/Kondinin Subcentre which will be included in the grant application and also attached to this Agenda Report.

As an indication, in 2021/2022 the RFDS undertook 34 transfers from the Kondinin airstrip, 35 transfers were undertaken in 2022/2023 and 24 in 2024/2025. Whilst not formally recorded, the Kondinin Hospital and St John Ambulance have confirmed that on several occasions each year patients have been transferred by road to either Narrogin or to Bruce Rock, (the latter being the closest public sealed airport to Kondinin), due to wet weather conditions preventing pilots to land aircraft safely.

Applications for the 2025 – 2027 funding round close on the 23rd August 2024.

REPORTING OFFICER'S COMMENT

The Kondinin Airstrip and Kondinin Hospital provide an invaluable health service to the district. It is considered that this grant presents a good opportunity for the Shire of Kondinin to source and match funding to upgrade this important Shire asset, in turn enhancing the services it provides to the community.

STATUTORY ENVIRONMENT

- Local Government Act 1995
- Local Government (Functions and General) Regulations 1996

POLICY IMPLICATIONS

Shire of Kondinin Policy # Fin 002 – Purchasing

PUBLIC CONSULTATION

- Feedback and discussions held with the Kondinin Hospital and the Hyden/Kondinin St John Ambulance Sub Centre.

FINANCIAL IMPLICATIONS

The total cost of the project is estimated at \$450,000. As per the grant guidelines, the Applicant is required to contribute towards 50 percent of the total project cost. It is proposed that the works would be undertaken in the 2025/2026 financial year, requiring a \$225,000 allocation included in the 2025/2026 budget.

STRATEGIC IMPLICATIONS

The proposal aligns with the following sections of the Shire's Strategic Community Plan 2022-2032

Our Mission

- *Providing and facilitating appropriate facilities and services,*

Our Vision

- *To have a thriving and sustainable future*

Community

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

1.5 Support local volunteer organisations

1.6 Support emergency services planning, risk mitigation, response and recovery

Economy

2.2 Safe and efficient transport network enables economic growth

VOTING REQUIREMENT

Simple Majority

9.1.3 APPLICATION FOR FUNDING FOR SEALING SECTION OF HYDEN-NORSEMAN

Author: Tory Young, Manager Planning and Assets
Authorising Officer: David Burton, Chief Executive Officer
Date: 6th August 2024
Disclosure of Interest: Nil
Attachments: Nil

RESOLUTION #4388:

Moved: Cr Beverley Gangell

Seconded: Cr Paul Green

That Council:

1. **AUTHORISES** the Chief Executive Officer to apply for funding through the Australian Government’s Safer Local Roads and Infrastructure Program (SLRIP) for the sealing of a 17km section of the Hyden-Norseman Road; and
2. **SUPPORTS** the allocation of \$1,000,000 towards the sealing of 17km section of the Hyden Norseman Road, with \$500,000 allocated in the 2025/2026 and \$500,000 in the 2026/2027 financial years as the Shire’s 20 percent contribution towards the project.

Carried:7/0

For:	Cr Kent Mouritz (President) Cr Darren Pool Cr Kerrie Green	Cr Beverley Gangell Cr Paul Green	Cr Murray James Cr Bruce Browning
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SUMMARY

The purpose of this report is to seek Council’s approval to apply for grant funding towards the sealing of a 17km section of the Hyden Norseman Road from the existing seal to the Marvel Loch-Forrestania Road crossroads, including approval for a 20 percent budget allocation towards the total project cost as required under the Safer Local Roads and Infrastructure Program Grant Guidelines.

BACKGROUND

The Safer Local Roads and Infrastructure Program (SLRIP) is administered by the Department of Infrastructure, Transport, Regional Development, Communications and the Arts as a funding source to strengthen investment to support the delivery of safer and more productive roads across Australia.

The Program is an application-based merit-assessed funding program open to all state and territory governments and Local Government Authorities. Applications are required to address at least one of the Program’s focus areas which are linked to priorities in road infrastructure needs. The focus areas include road safety, productivity, bridge renewal, road resilience, road sustainability and heavy vehicle rest areas. The proposed sealing and associated works to the Hyden Norseman Road addresses several of the key focus areas listed above, ensuring eligibility of this project.

Costings have been prepared for a 7.4m width bitumen seal over a 17km section of the Hyden Norseman Road and associated drainage, delineation, reflective poles and shoulder work to a total project cost of \$5,000,000. The Australia Government under the provisions of the SLRIP Grant Guidelines will contribute up to 80 percent of the total cost of the project, with the remaining 20 percent being contributed from the Applicant, meaning the Shire will need to commit to \$1,000,000 towards the project over a two (2) year period.

Outcomes on the grant are expected to be received by January 2025, with construction needing to commence by January 2026 and project completed by January 2027.

Applications for this funding round close on the 30th September 2024.

REPORTING OFFICER'S COMMENT

It is considered that the SLRIP Program presents the Council with a good opportunity to seek funding for the sealing of a portion of the Hyden-Norseman Road to reach the Forrestania – Marvel Loch Road crossroads. The proposal closely aligns with the intent of this SLRIP Program by addressing the key core areas relating to road safety, productivity, road resilience and road sustainability. The scope of the project requires a minimum 17km road length, which is anticipated as a manageable length undertaken by Council when requiring a 20 per cent fund contribution over two (2) financial years.

STATUTORY ENVIRONMENT

- Local Government Act 1995
- Local Government (Functions and General) Regulations 1996
- National Land Transport Act 2014

POLICY IMPLICATIONS

Shire of Kondinin Policy # Fin 002 – Purchasing

PUBLIC CONSULTATION

Feedback and discussions are being held with key users and businesses.

FINANCIAL IMPLICATIONS

The total cost of the project is estimated at \$5,000,000. As per the grant guidelines, the Applicant is required to contribute towards 20 percent of the project cost. It is proposed that the works would be undertaken in the 2025/2026 and 2026/2027 financial years, with a \$500,000 allocation in each respective financial year.

STRATEGIC IMPLICATIONS

The proposal aligns with the following sections of the Shire's Strategic Community Plan 2022-2032

Our Mission

- *Providing and facilitating appropriate facilities and services,*

Our Vision

- *To have a thriving and sustainable future*

Economy

- a. *Safe and efficient transport network enables economic growth*

‘Collaboration and demonstrated progress towards the sealing of Hyden-Norseman Rd’

VOTING REQUIREMENT

Simple Majority

9.1.4 PROPOSED NEW BUILDING FOR KARLGARIN BOWLING CLUB

Author: Tory Young, Manager Planning and Assets
Authorising Officer: David Burton, Chief Executive Officer
Date: 6th August 2024
Disclosure of Interest: Nil
Attachments: Letters, Plans

RESOLUTION #4389

Moved: Cr Kerrie Green

Seconded: Cr Paul Green

That Council:

1. **ACKNOWLEDGES** that the Shire was unsuccessful with its application for grant funding through the Community Sporting Recreation Facilities Fund (CSRFF);
2. **RE-ACCEPTS** the plans to guide the scope and costings for the proposed Karlgarin Bowling Club building;
3. **SUPPORTS** the allocation of \$180,000 towards the project in the 2024/2025 financial year Shire budget;
4. **SUPPORTS** the reallocation of \$110,000 from the Shire’s Recreation Facilities Reserve Fund towards the project in the 2024/2025 financial year;
5. **ACCEPTS** the offer from the Karlgarin Progress Association for a contribution of up to \$150,000 towards the project as outlined in the letter attached;
6. **ACCEPTS** the offer from the Karlgarin Bowling Club for a contribution of \$80,000 towards the project as outlined in the letter attached.

7. AUTHORISES

- a) the Chief Executive Officer to appoint Modular WA as the preferred contractor as per the quotation received as a WALGA Preferred Supplier.

Carried:7/0

For:	Cr Kent Mouritz (President) Cr Darren Pool Cr Kerrie Green	Cr Beverley Gangell Cr Paul Green	Cr Murray James Cr Bruce Browning
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SUMMARY

The purpose of this report is to provide an update on this project and determine a way forward, without grant funding.

BACKGROUND

This matter was last presented to Council and its Ordinary Meeting held on the 14th February 2024, where Council resolved as follows:

- 1) **ACCEPTS** the plans and associated quotation attached to guide the scope and costings for the proposed Karlgarin Bowling Club building;

- 2) **AUTHORISES** the Chief Executive Officer to apply for the Community Sporting Recreation Facilities Fund (CSRFF) small ground that closes in March 2024 through the Department of Local Government Sports and Cultural Industries (DLGSC) to seek funding towards the project;
- 3) **SUPPORT** the allocation of up to \$270,000 towards the project in the 2024/2025 financial year dependent on grant funding;
- 4) **ACCEPTS** the offer from the Karlgarin Progress Association for a contribution of \$150,000 towards the project as outlined in the letter attached; and
- 5) **ACCEPTS** the offer from the Karlgarin Bowling Club for a contribution of \$80,000 towards the project as outlined in the letter attached.

The project was discussed at the Sports Council Committee Meeting on the 13th December 2023, where the Committee resolved as follows:

“OFFICER RECOMMENDATION:

Moved: Cr Murray James

Seconded: Cr Bruce Browning

RECEIVE the attached draft plans and associated indicative costings for proposed Karlgarin Bowling Club Building for discussion and determination on a way forward including the following:

1. Location;
2. Modular composition;
3. Services & Utilities;
4. Grant Application requirements; and
5. Compliance matters.

Carried: 4/0 “

These matters have since been explored further, as outlined below.

Location

The following four (4) locations for the bowling club building have been discussed and considered, as follows.

LOCATION	PROS	CONS
North of the bowling green	Replacement of existing structure/s Best aspect to avoid afternoon sunlight Alignment with bowling rink	Costs for retaining wall and site works Site constraints to achieve proposed design and accommodate proposed internal amenities and layout. I.e. building would be required to be long and narrow

		Building on boundary potentially requiring fire wall subject to building certification
South of the bowling green	<p>Access to Federal Street</p> <p>Access to bowling rink</p> <p>Suitable aspect to avoid afternoon sunlight</p>	<p>Site constraints to achieve proposed design and accommodate proposed internal amenities and layout. I.e. building would be required to be long and narrow to fit within lot boundary</p> <p>Building on boundary</p> <p>Adverse impact on streetscape amenity</p>
East of the bowling green	<p>Access from Federal Street</p> <p>Access to utilities</p> <p>Limited site works</p> <p>Space to build preferred design and layout</p>	<p>Facing afternoon westerly sun</p> <p>Proximity to Karlgarin Country Club</p>
West of the bowling green	<p>Access to bowling green</p> <p>Suitable aspect to avoid afternoon sunlight</p>	<p>Significant costs for site work and retaining wall</p> <p>Require acquisition of Unallocated Crown Land that is currently part of the South West Native Title Settlement which has no set date of determination.</p>

Modular Composition

The proposed modular composition of the preferred design has three modules, comprising two modules (15.0m x 4.5m) and one module (9.0m x 4.5m). The total area of the proposed main building is 175.5m² (9m width x 19.5m length), plus the alfresco area 70.20m² (3.6m x 19.5m). Of the four (4) locations identified this could only be achieved in the area to the east of the bowling rink.

The Modular Company was asked if other compositions could be considered to fit along the northern portion of the bowling rink, advising that yes two (2) modules (15m x 4.8m) could be achieved, however would likely result in the internal layout and internal amenities being compromised.

Services and Utilities

Inquiries have been made into the existing services and utilities to the lot, as summarized as follows:

- Main water line runs along the middle of the laneway to the rear of the lot. Water Corporation owned and managed infrastructure so out of Shire’s jurisdiction to relocate.

- Western Power access point from Federal Street.
- Plumbing and Septic infrastructure required. Provisional fee included in the overall quote of works.

Grant Application

Notification that grant agreement was unsuccessful was received on the 5th August 2024, citing the following key reasons on the outcome:

- Grant round was overly subscribed and this wasn't a priority project
- Concern that the project cost was only just under the \$500,000 and didn't allow for any variation/cost escalations, which would put the project over the prescribed \$500,000 threshold for a small grant round
- Limited use of the facility with only one main user group
- Single use facility, when multi-use facilities are the preferred projects
- Option to apply for large grant round for over \$500,000 projects presented however may be difficult to achieve success given competing higher priority grants for multi-use facilities

Compliance Matters

The following matters have been identified that will need to be finalized in the certification stage of the project.

- Disability toilet at the Public Toilets behind the Karlgarin Hall does not meet with current disability requirements. Significant works to upgrade to modern requirements maybe difficult to achieve and would be challenging and cost prohibitive to build a ramp to the existing toilets if they were to be upgraded, meaning that the proposed new build would require a disability toilet. Notwithstanding this, it is likely that the existing toilets can be factored in for general public access reducing the requirement for standard toilets in the new build.
- Water main that runs along the length of the rear laneway cannot be moved or built over.
- Building on a boundary may require incorporation of a fire wall.

Request for Quotation

A Request for Quotation was undertaken via the WALGA Preferred Supplier Program with two (2) quotations received for a modular design on the east side of the bowling green. As

outlined below an alternative option could be to obtain quotations for the design and construction of a building on the north side of the bowling rink to replace the existing shelter structure.

Modular v Design and Construct on Site

Prior to formal engagement of a preferred contractor for a modular building on the east side of the Karlgarin Bowling Rink, an option could be to seek quotations for the design of a building on the north side of the bowling rink to see what could be achieved on this site and associated costings.

SUMMARY

Based on the information provided above, and the documentation detailed in the minutes of the Ordinary Meeting of Council held on the 14th February 2024, direction is sought from Council how they wish to proceed with this project, without access to grant funding. Keeping to the status quo, would be to proceed with the proposed Modular design funded by the contributions confirmed from the Karlgarin Bowling Club and Karlgarin Progress Association being a total of \$230,000 with the remaining funds being covered by the Shire of Kondinin. Alternatively, options could be considered to seek quotations for the design and construct at the current site of the shelter on the north side of the bowling rink, or reduce the size of the proposed modular building.

STATUTORY ENVIRONMENT

- Local Government Act 1995
- Local Government (Functions and General) Regulations 1996

POLICY IMPLICATIONS

Shire of Kondinin Policy # Fin 002 – Purchasing

Shire of Kondinin Policy # FACS 003 – Sporting Club and Amenity

PUBLIC CONSULTATION

- Discussions held between the Shire’s Administration and Karlgarin Country Club (land tenure & liquor licence), Karlgarin Bowling Club (design and funding) and Karlgarin Progress Association (funding)
- Stakeholder meeting on the 13th December 2023 with representatives from the Karlgarin Country Club, the Karlgarin Bowling Club, the Karlgarin Progress Association, the Shire’s Administration and Council Members prior to the formal meeting of the Sports Committee Meeting.
- Community Engagement in preparation of Recreation Facilities Plan 2021 – 2031 undertaken in 2021.

FINANCIAL IMPLICATIONS

The CSRFF grant application submitted was based on the budget of:

Shire:	\$179,999
CSRFF Grant:	\$150,000
Community:	\$170,000
TOTAL	\$499,999

The total cost of the project for a modular build is now estimated at \$505,000 as of the 6th August 2024. If Council wish to proceed with the project without grant funding, Council will need to consider contributing greater funds towards to the project to leverage the funds confirmed from the Karlgarin Progress Association and the Karlgarin Bowling Club.

Additional costs will also include the removal of the existing shed on the south-west corner of the shed (Approx. \$6,000), contingency and internal fit out of the building.

STRATEGIC IMPLICATIONS

Shire's Strategic Community Plan 2022-2032

"COMMUNITY

1.4 Recreational and social spaces encourage active and healthy lifestyles

Achievement of the Sport and Recreation Facilities Plan

Parks, nature reserves and community spaces are green, tidy, accessible and activated"

Supports the following section of the Shire's Sport and Recreation Facilities Plan

Facility Planning

VOTING REQUIREMENT

Simple Majority

9.1.5 – DEED OF EASEMENT OVER LOTS 15 AND 16 LYNCH STREET, HYDEN – COMMON SEAL AND NAME CHANGE

Author: Tory Young, Manager Planning and Assets
Authorising Officer: David Burton, Chief Executive Officer
Date: 13th August 2024
Disclosure of Interest: Nil
Attachments: Easement

RESOLUTION #4390

Moved: Cr Beverley Gangell

Seconded: Cr Kerrie Green

That Council:

1. **APPROVES** the deed of easement attached over Lot 15 on Plan 5661 and Lot 16 on Plan 5661 Lynch Street, Hyden to be adopted and signed with a Common Seal by Order of Council; and
2. **APPROVES** to sign by Common Seal by Order of Council to amend the name of the registered proprietor on titles listed below from Kondinin Road Board to Shire of Kondinin;
 - a) Lot 50 on Diagram 8230 (Title 1014-837)
 - b) Lot 19 on Deposited Plan 85523 (Title 1037-49)
 - c) Lot 53 on Diagram 10323 (Title 1053-20)
 - d) Lot 15 on Plan 5661 (Title 1055-255)
 - e) Lot 111 on Deposited Plan 300276 (Title 1071-301)
 - f) Lot 14 on Deposited Plan 205013 (Title 1114-366)
 - g) Lot 16 on Plan 5661 (112-258)

Carried:7/0

For:	Cr Kent Mouritz (President) Cr Darren Pool Cr Kerrie Green	Cr Beverley Gangell Cr Paul Green	Cr Murray James Cr Bruce Browning
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SUMMARY

The purpose of this report is for Council to approve by Common Seal the easement over Lots 15 and 16 Lynch Street, Hyden to be lodged with Landgate and for the name to be amended on the seven (7) properties listed in the Officer Recommendation above from ‘Kondinin Road Board’ to ‘Shire of Kondinin.’

BACKGROUND

The Shire’s Administration were asked by Council to investigate the possibility of creating a public laneway that extends through the freehold Lots 15 & 16 on DP 5661 from Lynch Street to Coronation Park. Both lots are freehold owned by the Shire of Kondinin. The easiest and most cost-effective approach to create the access way was to establish a public easement on the two (2) lots.

As this is an easement, the tenure will remain the same for Lots 15 & 16 Lynch Street, Hyden with the deed of easement placed on the title that the Shire of Kondinin are responsible for the management of the easement. This was viewed as a much more efficient and cost-effective process than a full subdivision creating a dedicated road reserve across the two lots.

The matter was presented to Council at its Ordinary Meeting held on the 16th August 2023, where Council resolved as follows:

That Council:

- 1. SUPPORTS the engagement of a surveyor to prepare a formal easement to create a public laneway through freehold Lots 15 & 16 on DP 5661 Lynch Street, Hyden to connect to Coronation Park as per the plans attached;*
- 2. SUPPORTS that the Shire of Kondinin benefit and will be fully responsible for the management of the proposed easement on Lots 15 & 16 on DP 5661 Lynch Street, Hyden;*
- 3. AUTHORISES the Chief Executive Officer to follow the provisions pursuant to section 195 & 196 of the Land Administration Act 1997 to complete the process;*
- 4. NOTES that information and costings relating to the construction of the proposed accessway, final design, drainage and associated car parking will be presented back to Council on finalization of the easement for budget considerations.*

The surveyor was engaged and completed the plans. To finalise the process the deed of easement needs to be approved by Common Seal by Order of Council to be lodged with Landgate.

During the above process, it was found that the two (2) subject lots 14 and 15 Lynch Street, Hyden and another five (5) lots in the Shire of Kondinin still had listed on their titles the registered proprietor being the Kondinin Road Board. This dates back to the 1st July 1961 following the enactment of the Local Government Act 1960 making the Kondinin Road Board the Shire of Kondinin. To facilitate this easement the names on the subject two titles need to be changed and it was considered prudent to include the other five (5) lots at the same time.

STATUTORY ENVIRONMENT

Local Government Act 1995

Transfer of Land Act 1893

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Fees associated in the preparation of the survey plans and the lodgement at Landgate, estimated around \$3,000 which can be covered in the Shire's 2023/2024 and 2024 / 2025 consultancy budget allocation.

STRATEGIC IMPLICATIONS

Supports the following section of the Shire’s Strategic Community Plan 2022 – 2032

Supports the following section of the Shire’s Strategic Community Plan 2022 – 2032

“1. COMMUNITY

1.4 Recreational and social spaces encourage active and healthy lifestyles

Parks, nature reserves and community spaces are green, tidy, accessible and activated

Supports the following section of the Hyden Town Site Revitalisation Plan 2017

“4.5 Coronation Park Upgrades and Hall Parking

- *To encourage visitors and locals to use the park in a variety of ways.*
- *To promote safety and surveillance of the park.*
- *Improve presentation and legibility of existing parking area. “*

VOTING REQUIREMENT

Simple majority

9.1.6 – HYDEN TENNIS CLUB / MULTI USE BUILDING

Author: Tory Young, Manager Planning and Assets

Authorising Officer: David Burton, Chief Executive Officer

Date: 14th August 2024

Disclosure of Interest: Nil

Attachments: Minutes of Sports Meeting 24th July 2024; Letter from Hyden Tennis Club

RESOLUTION #4391:

Moved: Cr Kerrie Green

Seconded: Cr Darren Pool

That Council;

1. **NOTES** the Chief Executive Officer has carried out a Request for Quotation for the preparation of concept plans and associated cost estimates for a replacement Tennis Club / Multi Use Building on Lot 151 Marshall Street, Hyden and awarded the quotation to Cartledge Building Consulting;
2. **RECIEVES** the letter attached from the Hyden Tennis Club outlining their commitment and financial contribution to the project;
3. **RECIEVES** the minutes attached from the Hyden Sports Council and Sporting Club Meeting held on the 24th July 2024; and
4. **NOTES** the matter will be reported back to Council once the concept plans and associated cost estimates are completed.

. Carried:7/0

For:	Cr Kent Mouritz (President)	Cr Beverley Gangell	Cr Murray James
	Cr Darren Pool	Cr Paul Green	Cr Bruce Browning
	Cr Kerrie Green		

Summary

This report is to update the Council on the progression towards a new Tennis Club / Multi-Use building at the Hyden Tennis Club.

Background

At the Ordinary Meeting of Council held on the 19th June 2024, Council considered an item on the Hyden Tennis Club Building and resolved as follows:

1. *APPROVES the allocation of suitable funds in the 2024/2025 budget for the preparation of concept plans and associated cost estimates for a replacement Tennis Club Building on Lot 151 Marshall Street, Hyden;*
2. *AUTHORISES the Chief Executive Officer to invite quotations for the preparation of concept plans and associated cost estimates for a replacement Tennis Club Building on Lot 151 Marshall Street, Hyden based on the draft design and associated documentation received from the Hyden Tennis Club;*
3. *AUTHORISES the Chief Executive Officer to seek consideration from the Department of Local Government Sports and Cultural Industries (DLGSC) for funding for this*

project through the Community Sporting Recreation Facilities Fund (CSRFF) forward planning grant that closes in September 2024;

4. *REQUESTS the Hyden Tennis Club provide written confirmation to the Chief Executive Officer detailing a local community cash contribution towards the project by no later than mid-August 2024.*

In accordance with the Shire's Policy – Purchasing FIN-005, three (3) quotations were received via Request for Quotation for the preparation of concept plans and associated cost estimates for a replacement Tennis Club / Multi Use Building on Lot 151 Marshall Street, Hyden.

Following assessment undertaken against the criteria outlined in the Request for Quote, the Chief Executive Officer awarded the preparation of concept plans and associated cost estimates for a replacement Tennis Club / Multi Use Building on Lot 151 Marshall Street, Hyden to Cartledge Building Consulting.

Statutory Environment

- Local Government Act 1995
- Functions and General Regulations 1996

Policy Implications

Shire of Kondinin Policy – Purchasing FIN-005

Financial Implications

Costs involved in the engagement of the practitioner to undertake the preparation of the concept plans and associated costs estimates are covered in the Shire's Consultancy allocation in the 2024/25 budget.

In terms of the costs of the new build, this will first be informed by the cost estimate undertaken by the consultant. The actual cost to the Shire will be determined at a later stage once tenders are received and sources of funding and contributions are confirmed.

Strategic Implications

Supports the following section of the Shire's Strategic Community Plan 2022 – 2032:

“COMMUNITY

- a. *Recreational and social spaces encourage active and healthy lifestyles*
 - *Achievement of the Sport and Recreation Facilities Plan*

Voting Requirement

Simple majority

9.1.7 WESTERN AUSTRALIA BICYCLE NETWORK GRANT

Author: Tory Young, Manager Planning and Assets
Authorising Officer: David Burton, Chief Executive Officer
Date: 15th August 2024
Disclosure of Interest: Nil
Attachments: Nil

RESOLUTION #4392:

Moved: Cr Beverley Gangell Seconded: Cr Bruce Browning

That Council:

1. **AUTHORISES** the Chief Executive Officer to apply for funding through the Department of Transport’s Western Australia Bicycle Network Grant for the Hyden Shared Pathway Project;
2. **AUTHORISES** the Chief Executive Officer to apply for funding through the Department of Transport’s Western Australia Bicycle Network Grant for the Kondinin Shared Pathway Project;
3. **SUPPORTS** the allocation of \$97,500 towards the Hyden Shared Pathway Project; in the 2025/2026 financial year budget; and
4. **SUPPORTS** the allocation of \$110,000 in total towards the Kondinin Shared Pathway Project over the 2025/2026 and 2026/2027 financial years.

Carried:7/0

For:	Cr Kent Mouritz (President) Cr Darren Pool Cr Kerrie Green	Cr Beverley Gangell Cr Paul Green	Cr Murray James Cr Bruce Browning
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SUMMARY

The purpose of this report is to seek Council’s approval to apply for grant funding towards the Hyden Shared Pathway Project and the Kondinin Shared Pathway Project, including approval for a 50 percent budget allocation towards the total project costs as required under the Western Australian Bicycle Network (WABN) Grant Guidelines.

BACKGROUND

The WABN Grants Program is administered by the Department of Transport and matches local government expenditure dollar-for-dollar (up to 50 per cent of the total project cost). For the 2024 intake, funding support will consider a four-year program period to help facilitate higher value projects, ensuring quality planning, design and construction to enhance safety and accessibility of critical active transport routes.

Regional local governments without a relevant regional 2050 cycling strategy are still encouraged to apply for funding for projects that connect town centres and schools, as well as those creating cycle tourism or recreational opportunities.

The Hyden Shared Pathway project proposes a 2.5m width concrete shared 400m pathway extending from the Hyden Community Resource Centre to Radbourne Drive and then extending another 140m along Radbourne Drive to Mouritz Street.

The Kondinin Shared Pathway project proposes a 2.5 width concrete shared 145m pathway along Gordon Street from Jones Street to Graham Street, connecting with a further 2.5 width concrete shared 155m pathway along Graham Street to the former Kondinin Drive In. The pathway would then change to a 3m wide bitumen seal pathway that extends towards the Sports Precinct and onto the Kondinin Lake Road for a further 4km reaching the floodway at the 'Little Lake'.

Applications for the 2025 – 2027 funding round close on the 2nd September 2024.

REPORTING OFFICER'S COMMENT

It is considered that this grant presents a good opportunity for the Shire of Kondinin to source and match funding towards these two valued projects.

STATUTORY ENVIRONMENT

- Local Government Act 1995
- Local Government (Functions and General) Regulations 1996

POLICY IMPLICATIONS

Shire of Kondinin Policy # Fin 002 – Purchasing

PUBLIC CONSULTATION

- Nil

FINANCIAL IMPLICATIONS

The total cost of the two projects is estimated at \$415,000 with 50 percent share of the total cost equally between the Shire and the WABN grant funding. It is proposed that the works would be undertaken over the 2025/2026 and 2026/2027 financial year.

STRATEGIC IMPLICATIONS

The proposal aligns with the following sections of the Shire's Strategic Community Plan 2022-2032

Our Mission

- *Providing and facilitating appropriate facilities and services,*

Our Vision

- *To have a thriving and sustainable future*

Economy

2.2 Safe and efficient transport network enables economic growth

VOTING REQUIREMENT

Simple Majority

9.2 MANAGER OF CORPORATE SERVICES

9.2.1 LIST OF ACCOUNTS

Applicant: Shire of Kondinin
Author: Vince Bugna, Manager Corporate Services
Disclosure of Interest: Nil
Date: 7th August, 2024
Attachment(s): List of Accounts 01/07/2024 to 31/07/2024

RESOLUTION #4393

Moved: Cr Paul Green

Seconded: Cr Kerrie Green

That Council receive the attached report – List of Accounts Due & Submitted to Council for the month of July 2024:

• Municipal Fund payment cheque numbers 19422 to 19429	= \$	36,595.61
• Municipal EFT18972–19048; 19050-19109	= \$	906,458.46
• Direct Debits – Transport – Hyden Office	= \$	46,912.95
• Direct Debits – Transport – Kondinin Office	= \$	17,344.75
• Direct Debits – Credit Cards DD21495.1	= \$	2,329.82
• Direct Debits – Other	= \$	44,814.73
• EFTPOS Merchant Fees & Tyro	= \$	789.84
• Bank Fees – NAB Connect	= \$	57.23
• Payroll	= \$	130,304.39
• Trust Fund EFT19049	= \$	5,000.00
TOTAL	= \$	<u>1,190,607.78</u>

Carried:7/0

For:	Cr Kent Mouritz (President)	Cr Beverley Gangell	Cr Murray James
	Cr Darren Pool	Cr Paul Green	Cr Bruce Browning
	Cr Kerrie Green		

SUMMARY

To present to Council a list of accounts paid from Municipal and Trust Funds (when applicable) under the delegated authority to the CEO.

BACKGROUND

The Chief Executive of a local government has delegated authority to make payments from Municipal and Trust Fund accounts pursuant to Regulation 13 of the *Local Government (Financial Management) Regulations 1996*.

As required by sub regulation (1), a list of accounts paid by the CEO each month should show

–

- (a) the payee's name;*
- (b) the amount of the payment;*
- (c) the date of the payment;*
- (d) sufficient information to identify the transaction*

Sub regulation (3), a list prepared under sub regulation (1) and (2) is to be –

- (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and*
- (b) recorded in the minutes of that meeting.*

STATUTORY ENVIRONMENT

Local Government (Financial Management) Regulations 1996

POLICY IMPLICATIONS

Nil

PUBLIC CONSULTATION

Nil

FINANCIAL IMPLICATIONS

All payments made to the Shire creditors have been in accordance with the 2023/24 Annual Budget.

STRATEGIC IMPLICATIONS

Shire's Strategic Community Plan 2022 – 2032

4. Civic Leadership

4.1 Skilled, capable and transparent team:

- We engage with the community on key projects and we provide regular, transparent communication

- The capability of our organisation is continually improved

4.2 We are a compliant and resourced Local Government:

- External audits and reviews confirm compliance with relevant Local Government legislation

- Financial sustainability in achieving community aspirations

VOTING REQUIREMENTS

Simple Majority

9.3 MANAGER OF WORKS

9.4 CHIEF EXECUTIVE OFFICER

9.4.1 DISCOVERY CENTRE UPDATE

Author: CEO - David Burton
Authorised Officer: CEO - David Burton
Date: 12th August 2024
Disclosure of Interest: Nil
Attachments:

RESOLUTION #4394:

Moved: Cr Kerrie Green

Seconded: Cr Murray James

That Council **NOTES** the update information in relation to the Discovery Centre Project and the Chief Executive Officer establish a suitable land tenure agreement for the land with Hyden Progress Association.

Carried: 7/0

For:	Cr Kent Mouritz (President)	Cr Beverley Gangell	Cr Murray James
	Cr Darren Pool	Cr Paul Green	Cr Bruce Browning
	Cr Kerrie Green		

Summary

This report is to provide information and updates in relation to the Discovery Centre Project

Background

Since 2018, the Shire of Kondinin has been working with the Hyden CRC and the Hyden Progress Association for the project of construction of a Centre in Hyden for the CRC and to promote tourism for the Shire and region.

An application was made for funding in 2020, but failed to gain financial support. The Working Group has been following through with improving the project and seeking funding.

This project is in the Shire of Kondinin Strategic Community Plan and Long-Term Financial Plan.

Funding through the Growing Regions Funding will be available later this year and will be the final round of funding for this project. It is likely that other funding may be available, but details and timeframes are not known and no indications of future funding have been made.

The Working Group are also trying to get funding from State Government to reduce the financial impact of the project on the residents and ratepayers of the Shire of Kondinin.

Comment

The Business plan has been finalized and is out for public comment. The consultation period will be open until 30th August 2024 with submissions brought back to Council for the September Meeting. The Business Plan is available on the Shires website. There has been a fair amount of interest in the Business Plan, but we have yet to receive feedback at the time

of drafting this item.

The Working Group is seeking a further meeting with Minister Saffioti or her representatives to present the business case and to secure funding from State Government for the project.

The Tourism Master Plan is in draft. This will go back to the working group before the Council Meeting for any edits and will then be released for public comment. The Master Plan will provide guidance for the Shire as we work towards maximizing our tourism income.

Information from the recent meeting with RDA Wheatbelt has provided information on the Regional Precincts Funding that we sought for the drafting of the Plans. Funding is generally considered twice a year in March and September. This information was not available on the website. Our request for funding for the plans has been taken into account for the funding as officers contacted the Shire to confirm the application attachments. WE are currently waiting the outcome of the application. If successful, we may be able to apply for Round 2 funding for this program, which would be for the facility itself (RDA Wheatbelt suggested this as well.)

Policy Implications

Nil

Financial Implications

The building will require substantial funding before it can go ahead and funding options are being sought through federal and state sources. Funding opportunities are being sought for this.

Consultation

Discovery Centre Working Group comprising of members from Hyden Progress Association, Hyden CRC, local Business and Council representatives.

Strategic Implications

Strategic Community Plan 2022-2023

- "1.3 Celebrate our pioneers, community members and protect our heritage
Shire owned heritage buildings and places of interest are maintained and manager appropriately*
- 2.1 Support the diverse industry across the Shire
Townsite entrances, Shire verges and aesthetics are tidy, green and welcoming*
- 4.1 Skilled, capable and transparent team
We are inclusive and our communities feel heard
We engage with the community on key projects and we provide regular, transparent communication"*

Voting Requirement

Simple Majority

9.4.2 REVIEW OF SHIRE HOUSING POLICY # FAC004

Author: CEO - David Burton
Authorised Officer: CEO - David Burton
Date: 13th August 2024
Disclosure of Interest: CEO declared an impartiality interest as he is in a Shire house. As rent is considered part of the salary package, there is no financial interest.
Attachments: Shire Housing Policy FAC004 (with amendments)

RESOLUTION #4395:		
Moved: Cr Murray James	Seconded: Cr Darren Pool	
<p>The Council moves behind closed doors. Cr Bruce Browning confirmed that confidentiality could be maintained as required by Local Government (Administration) Regulation 14CA(5)</p>		
Carried:7/0		
For:	Cr Kent Mouritz (President) Cr Darren Pool Cr Kerrie Green	Cr Beverley Gangell Cr Paul Green Cr Murray James Cr Bruce Browning

*****CONFIDENTIAL ITEM*****

Local Government Act 1995

5.23. Meetings generally open to public

- (1) Subject to subsection (2), the following are to be open to members of the public —
 - (a) all council meetings; and
 - (b) all meetings of any committee to which a local government power or duty has been delegated.

- (2) If a meeting is being held by a council or by a committee referred to in subsection (1)(b), the council or committee may close to members of the public the meeting, or part of the meeting, if the meeting or the part of the meeting deals with any of the following —
 - (a) a matter affecting an employee or employees;

RESOLUTION #4396:		
Moved: Cr Paul Green	Seconded: Cr Beverley Gangell	
<p>The Council NOTES the Information from staff discussion and ADOPTS the Policy with the following rental provisions</p>		
	23/24	24/25
Level 1 Housing	\$70	\$100
Level 2 Housing	\$70	\$85
Level 3 Housing	\$70	\$80
Level 4 Housing	\$70	\$74
Carried:5/2		

For:	Cr Kent Mouritz (President) Cr Darren Pool	Cr Beverley Gangell Cr Bruce Browning	Cr Murray James
Against:	Cr Kerrie Green	Cr Paul Green	

Council amended the motion to be a single year of considered rents with increases as per resolution.

Summary

For Council to consider alterations to the Shire Housing Policy and establish differences in values of housing stock for rental purposes and fee structures.

Background

As part of the attraction and retention of staff, housing is provided where stock is available and houses can be allocated to staff for rental to ensure staff have a place to live while working for the Shire of Kondinin.

Current practice is for all houses to be charged at the same rate, which leads to an inequity in fees as an old house is charged at the same rate as a larger, more modern house. Changes to the Policy are required to address this issue.

It should also be noted that the provision of housing and the reduced rental costs are an attraction and retention strategy to keep staff at the Shire of Kondinin. Comparisons of various Shires has been completed to look at how other Shires charge for rental fees and any subsidies to staff. It should be noted that through this process, a Shire that has significantly higher rentals fees was seen as a possible deterrent to staff remaining at that Shire.

Comment

Housing has generally been allocated on a basis of what house was available and the position that was trying to be filled. This has led to houses being used by an individual when it would be more apparent for a family. The current structure of rent fees does not give any incentive for staff to relocated to a smaller residence, as the fee would remain the same. This was considered as part of the review process. As the single rental fee was considered inequitable for the housing, other options were considered and the most suitable option used to change the policy.

As part of the Workforce plan, several questions were asked about housing requirements and rentals fees with also a consideration of what housing would be required. Several staff in larger houses indicated that as they have family that do visit, the larger house was a preference as this could accommodate any visitors rather than them having to book alternative accommodation. At this time, there is little to no incentive for staff to consider changing house as the fee structure is the same for all housing.

As part of the changing of the Policy, Council has requested that the CEO engage staff to discuss prior to the changes being enforced to ensure that staff are accepting of the changes and the reasons why. Any changes to rental amounts will generally cause concern for staff and several have already approached the CEO with concerns about amount of rent.

Changes to Categories of Houses

In order to ensure that the rental fee is not the same across the Shire housing stock, consideration was given to the style of house, age and size. It should be noted that the classification of the house does not determine the position of the current occupant.

Current valuations of the Shire housing stock is attached to the previous report and was used to assist in the classification of Housing.

The Gross Rental Valuations (GRV) as determined by the Valuer General has been added for information. As Shire housing is non-rateable (Shire paying itself), not all houses have been allocated a GRV. This information does show the difference of the locations of the Housing with the Hyden Houses having a GRV of \$240 and \$245 per week, with the Kondinin houses ranging from \$188 per week for a recent construction to \$97 for the house opposite the Depot. Not all Shire properties have a GRV allocated by the Valuer General, but where a value is provided, it has been listed on the attachments.

With this in mind, the following consideration and classification of houses was considered:

Level 1 Housing:

Houses under 30 years, brick construction (normally), 4x2 or 3x2, double/single garage, possible office.

94 Graham Street, Kondinin, 43 Repacholi Parade, Kondinin, 6 Hinck Street, Kondinin, 37 Radbourne Drive, Hyden.

Level 2 Housing:

Houses under 30 years, Brick construction (normally), 4x2 or 3x2 with carport.

41 Repacholi Parade, Kondinin, 84 Graham Street, Kondinin, 30 Repacholi Parade, Kondinin.

Level 3:

Houses generally over 30 years construction or constructed from materials other than brick, 4x2 or 3x2 with carport

21 Young Avenue, Kondinin, 2 Hynes Street, Hyden, 37 Smith Street, Hyden, 11 Young Avenue, Kondinin, 76 Graham Street, Kondinin.

Level 4:

Houses over 50 years on construction, or other materials, 3x1 or 2x1.

4 Wignell Street, Kondinin, 46 Graham Street, Kondinin, 51 Jones Street, Kondinin

The various categories of housing will enable a differential between the stock and allow for the implementation of a different rate. The variation in the housing was based on similar classifications utilised by other Shires in the local area.

Rental Fees – Staff Housing

The provision of staff housing is part of the Attraction and Retention strategies of the Shire, which is why the rent fee charged is subsidised and not full rental. Comparisons have been taken from our neighbouring Shires with a view of keep the fees in line with others.

Staff have received comment that one of the Shires in the district does charge higher rental

fees and it has been noted that this does contribute to a higher staff turnover.

While rental fees will be charged, they are usually adopted as part of the Fees and Charges process rather than as a policy process. The process of Fees and Charges is annual and part of the Budget process while variation of Policy requires a formal approach with an amendment presented to Council.

The Policy will allow variations to the rental fees and also includes details of the establishment of the fees and also the rebate for staff. This also need to include a consideration for staff who are not in Shire housing as the reduced rent is seen as a benefit to staff who have Shire housing.

In consideration of the rental's fees being adjusted for various types of housing, this was met with some reluctance by staff, which should be expected as most staff are concerned about any increases in costs. Only a few staff were willing to look at a fee structure based on the details of the house. In discussion with several staff, the reduce rent was raised as being a retention strategy for staff and a critical consideration.

In current Policy, the rental fee is structured around 50% of current rental market (not property specific) for Kondinin. By keeping this policy, it does make it difficult to keep the benefit of staff housing the same for all staff as the different rental fees would vary based on the rental amount. The rental structure has been altered to allow for segregation between the housing levels, while still allowing for a reduced rent, but not based on a calculation. It should be noted that the reduced rent is considered an attraction and retention strategy to ensure we are able to secure staff for our workforce.

As the houses are currently occupied by staff based on what housing was available and the position that was being recruited at the time, allocation of housing was adhoc. As the rental fee was the same for all houses, this did not impact staff financially for the house. It is recommended that this fee structure be changed to better utilise our housing stock as required. This change would be implemented over the course of the next few years to increase the differential rental fees between the classification, to encourage staff to change if required while not creating a financial burden to staff if they are in a better quality of house.

The consideration of the rental fees is not part of this item, but discussion on this matter now may assist staff in the development of the fees and allow for a better implementation process with staff.

Based on the current fee of \$70 per week (50% of current general market rent of \$140 per week) for all housing, the *indicative* consideration of rent increases may be similar to the following

	23/24	24/25	25/26	26/27
Level 1 Housing	\$70	\$85	\$100	\$115
Level 2 Housing	\$70	\$80	\$85	\$90
Level 3 Housing	\$70	\$75	\$80	\$85
Level 4 Housing	\$70	\$72	\$74	\$76

The implementation plan will allow time for staff to consider increases and the style of house they are in while not financially penalising the staff member to taking the house that was available at the time.

Over successive years, the variance in the style of housing will increase which will give the Shire time to find more appropriate housing should staff opt for a cheaper rental.

Staff are currently seeking comparisons from surrounding Shires to reference our structure with the neighbouring Shires. This information was not available at the time of preparing the Agenda, but should be available at the meeting.

Consideration of raising rents to current market value has been raised. This would be a significant increase in rental values (about a 540% increase based on market rentals less \$70 rent reduction). This may be challenged as per the Residential Tenancies Act 1987 Section 32:

32. *Limitation of excessive rents in certain circumstances*

- (1) *A tenant under a residential tenancy agreement may apply to a competent court for an order declaring that the rent payable in respect of the premises is excessive.*

While the rentals would be in keeping with the general rent for housing, the fact that the Shire has not charged this previously, may be challenged.

Staff Incentive

As mentioned previously, staff housing is part of the Shires Attraction and Retention Strategic to encourage people into our area and to work for the Shire. This is common in most local governments as shown by previous rent comparisons with neighbouring Shires.

If the Shire was to lift rents to market value, even with a subsidy, the increasing rent it likely to have a severe negative impact on retaining staff in the Shire as it would have a major impact financially for staff.

As an example:

Current staff member earning \$50,000 per year (average basic Admin wage), would be looking at:

Wages	\$50,000	
Less tax	\$6,800	
Less Rent	<u>\$20,000</u>	
Take home wage	\$23,200	or approx. \$450 per week

Unemployment benefits current for single person approx. \$380 per week

Current staff member earning \$70,000 per year (average Plant operator), would be looking at:

Wages	\$70,000	
Less tax	\$13,300	
Less Rent	<u>\$20,000</u>	
Take home wage	\$36,700	or approx. \$705 per week.

The increase in rentals charges would likely see the Shire limited to only employing couples as a single person would seek employment elsewhere. This would reduce the pool of

employees for the Shire even further. While couples can be good, it will also depend on childcare services where there are limited spaces in Hyden or no services for Kondinin (nearest is Kulin). Consideration of an increase in the rent for to full market value with a rebate would most likely lead to 7-8 staff leaving almost immediately and the Shire having a difficult time filling these positions as we would not be competitive with other Shires.

Other Properties

The Shire does rent out several properties to other organisations. These do receive full rental fees as they are not used as a ‘staff incentive’ or may have multiple occupants. Properties rental on this basis are:

Residence	Rented to	Weekly Rent 23/24
28 Repacholi Parade	Dept of Education	\$430
76 Graham Street	WACHS	\$480
30 Repacholi Parade	DR Mackie	\$170

ADDENDUM

In discussion with staff, they were accepting of the changes to the policy. With regards to the rent increases, while increases are generally not warmly accepted, they did agree with the process of splitting the rent and the proposed increases based on the housing.

Several members did raise concerns that increases to non-subsidised rentals would likely cause staff financial distress.

Policy Implications

Amended Policy

Financial Implications

Increases in rental fees will provide the Shire with additional income. The increase in the subsidy to some staff that do not receive it currently will increase costings, but should not be of a significant level.

Consultation

Staff

Strategic Implications

Strategic Community Plan 2022-2023

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

Voting Requirement

Simple Majority

RESOLUTION #4397:

Moved: Cr Darren Pool

Seconded: Cr Kerrie Green

The Council moves out of closed doors.

Carried:7/0

For:	Cr Kent Mouritz (President)	Cr Beverley Gangell	Cr Murray James
	Cr Darren Pool	Cr Paul Green	Cr Bruce Browning
	Cr Kerrie Green		

Mark Burgess Left @ 5:21pm.

9.4.3 WAVE ROCK ENTRANCE FEES WAIVER REQUEST

Author: CEO - David Burton
Authorised Officer: CEO - David Burton
Date: 13th August 2024
Disclosure of Interest: Nil
Attachments: Nil

RESOLUTION #4398:			
Moved: Cr Darren Pool		Seconded: Cr Bruce Browning	
That Council APPROVES the waiver of the Wave Rock Entrance Fee to the Kulin District High School Group for their event in September 2024.			
Carried:0/7			
Against:	Cr Kent Mouritz (President) Cr Darren Pool Cr Kerrie Green	Cr Beverley Gangell Cr Paul Green	Cr Murray James Cr Bruce Browning

Motion lost as group is outside of the Shire of Kondinin.

Summary

This report is to consider the waiving of entrance fees for Wave rock for a High School in the district.

Background

The Kulin District High School will be visiting Wave Rock for an excursion for the Kindergarten / Pre Primary group of 13 children and 3 adults.

Comment

Entry for buses (Touring Companies) is charged out at \$5 per person as an entry fee. The normal entry fee for Wave Rock is \$12 per vehicle.

The CEO has delegated authority to waive fees for local schools, which is interpreted as schools within the Shire of Kondinin. While the Kulin District High School is not within the Shire boundary, students and residents from our Shire do attend the school in Kulin.

Entry for the group would normally be \$80. It is requested that Council consider waiving this entry fee due to the link with our community and the Kulin District High School

Policy Implications

Nil

Financial Implications

The waiver of the fee will reduce the Shires income by approximately \$80.

Consultation

Nil

Strategic Implications

Strategic Community Plan 2022-2023

2. Economy

2.3 Coordinated planning and promotion of the visitor and tourist experience

Voting Requirement

Simple Majority

9.5 COMMUNITY DEVELOPMENT OFFICER

9.6 ENVIRONMENTAL HEALTH OFFICER

9.7 HOUSING AND BUILDING COMMITTEE MEETINGS

Author: Tory Young, Manager Planning and Assets
Authorised Officer: CEO - David Burton
Date: 16th August 2024
Disclosure of Interest: Nil
Attachments: Minutes of July 24th 2024 Housing and Building Meeting

RESOLUTION #4399:

Moved: Cr Beverley Gangell

Seconded: Cr Murray James

That Council **NOTES** the Minutes attached from the Housing and Building Committee Meeting held at the Kondinin Council Chambers on 24th July 2024.

Carried:5/2

For:	Cr Kent Mouritz (President)	Cr Beverley Gangell	Cr Murray James
	Cr Darren Pool	Cr Bruce Browning	
Against:	Cr Kerrie Green	Cr Paul Green	

SUMMARY

This report is for council to receive the Minutes from the Housing and Building Committee Meeting held at the Council Chambers on the 24th July 2024.

BACKGROUND

The Housing and Building Committee comprises (4) Elected Members and the Shire's Chief Executive Officer and the Shire's Manager Planning and Development. The committee meet quarterly to discuss matters relating to housing and building.

COMMENT

A detailed overview of the matters discussed at the Housing and Building Committee held on the 24th July 2024 is outlined in the minutes attached. Of the matters discussed, the review of the Shire's Housing Policy FAC004 is presented to this Ordinary Meeting of Council as a confidential item. Other matters discussed at the meeting will be presented back to Council in due course.

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

CONSULTATION

Nil

STRATEGIC IMPLICATIONS

Strategic Community Plan 2022-2023

4.2 We are a compliant and resourced Local Government

VOTING REQUIREMENT

Simple Majority

Vince Bugna left @ 5:40pm

Tory Young left @ 5:42pm

10. BUSINESS OF AN URGENT NATURE

11. CLOSURE

Meeting closed at 5:52pm