



Cummins Homes Committee

A G E N D A

THURSDAY FEBRUARY 2019

Membership of this Committee:

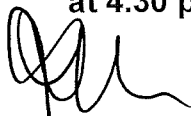
**B Treloar, E Mickan, C Haarsma, R Wedd, M Howell, Mayor Quigley
and Cr S Woolley.**

DISTRICT COUNCIL OF LOWER EYRE PENINSULA

6 February 2019

TO: **ALL MEMBERS**

A meeting of the Cummins Homes Committee will be held at the Council Chambers, Railway Terrace, Cummins on **Thursday 14 February 2019** at 4.30 pm



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BEC MURNANE
SECRETARY

A G E N D A

1 WELCOME AND APOLOGIES

2 ELECTION OF PRESIDING MEMBER

The Director of Works and Infrastructure will chair the meeting to conduct the election of a Chairperson.

Nominations do not need to be seconded. A vote will be conducted if there is more than one nominee standing for the position.

There is no requirement for the election of any other office bearers. Council provides secretarial services to the Committee.

Following the completion of the nomination process, the Committee's Chairperson will take the Chair.

3 ADOPTION OF THE MINUTES

The Minutes of the Cummins Homes Committee meeting held on 2 August 2018 need to be confirmed. *(A copy of the Minutes has been forwarded to all Members under separate cover).*

RECOMMENDATION SEC

"That the Minutes of the meeting of the Cummins Homes Committee held on 2 August 2018, as per copies supplied to Members, be confirmed."

4 BUSINESS ARISING FROM THE MINUTES

(1) Kitchen Refurbishments

Quotations were considered by Council at the October 2018 Council meeting to resolve that no quotations were to be accepted and the CEO was given authorisation to negotiate options with the two lowest priced contractors to evaluate refurbishment options.

At the January 2019 Council Meeting a further report was made advising of the key changes that had been submitted by one of the contractors who could confirm a scale back on their pricing. The other contractor did not believe that the specification could be changed

The outcome was that the proposed project value is around \$195,000 which is \$30,000 more than the budget allocation.

(REFER FOLIO CHC19.02.01)

Key Changes to reduce the price are:

- Retain existing nib wall;
- Retain bulkheads and incorporate a 150mm high bulkhead above the double sided counter – connecting to the nib wall;
- Retain existing fixtures (free-standing stove);
- Provide shelving (without doors) above washing machine and refrigerator;
- Terminate the existing rainwater tap at the sink.

Unit 15 will be the kitchen to undertake the first renovation in order to resolve any unforeseen issues and act as a 'showroom' for tenants to view.

A meeting has been arranged at 5pm at Unit 15 with the builder to go through the project and allow for any questions or queries to be dealt with.

Subject to any unforeseen issues the builder will be asked to program the work so that tenants can be given adequate notice and arrangements made for alternate accommodation during the renovation of their kitchen.

(2) Barbeque Shelter

As per previous committee meeting letters were sent to all known community groups with the District that had their own land and only two written responses were received.

One was from the Cummins Skate Park Committee and the other was Marble Range Community and Sports Centre.

(continued)

5 BUSINESS ARISING FROM THE MINUTES CONT'D:

(2) Barbeque Shelter Cont'd:

The Skate Park Committees proposal was to hand the relocated shelter back to Council as part of the skate park facility. The Cummins Memorial Recreation Committee has been approached to clarify if they will retain ownership of the shelter and BBQ.

Once a response has been received Council will determine which organisation receives the shelter.

(3) Bathroom Renovations

The grant application has been successful from the Cummins District Community Bank, Branch of Bendigo Bank Grants Program for the ongoing bathroom upgrades. These have been put out for informal quotation and successful Contractors have been notified.

The two units to receive the upgrade are Unit 15 (vacant) & Unit 16. The Tenant confirmed her ability to vacate during the renovations and works has begun this week.

RECOMMENDATION SEC
“Noted.”

6 CORRESPONDENCE

An application for tenancy was received and the family were hoping for an available unit in March this year. Due to the kitchen renovations, the family have been advised availability of unit would not be until the new financial year.

7 TENANCY

(1) Unit Updates

Unit 15 – Vacant.

(2) Maintenance Issues

- a) General maintenance has been undertaken.
- b) Shield Security Annual check of smoke alarms completed 13 November 2018.
- c) Annual pest control of all external areas of the Cummins Homes completed 31 January 2019.

(continued)

7 TENANCY

CONT'D:

(2) Maintenance Issues

Cont'd:

- d) Unit 4 – Bathroom plumber issue
Work will be undertaken on locating a suspected leak in the wall dividing the bathroom and bedroom. It may result in an insurance claim for the repairs to tiles and the wall/s.
- e) Rose Garden
Due to the incorrect application of herbicide the roses and garden bed will need to be replaced. This work will be undertaken during late February or March.

RECOMMENDATION SEC
“Noted.”

8 FINANCE REPORTS

(1) Reserves Status Report

Generally there are no issues to be dealt with and a report will be presented to the next meeting which will also look at the 2019/20 budget.

RECOMMENDATION SEC
“Noted.”

9 GENERAL BUSINESS

(1) Future Meeting Dates

For forward planning the following dates for the coming year are proposed as meeting dates for the Cummins Homes Committee:

Thursday 4 April 2019 at 4.30pm
Thursday 6 June 2019 at 4.30 pm
Thursday 1 August 2019 at 4.30pm
Thursday 3 October 2019 at 4.30pm

RECOMMENDATION SEC
“That the following dates be confirmed for the Cummins Homes Committee meetings for 2019:

***Thursday 4 April 2019 at 4.30 pm;
Thursday 6 June 2019 at 4.30pm;
Thursday 1 August 2019 at 4.30pm, and
Thursday 3 October 2019 at 4.30pm.”***

8 NEXT MEETING

The next meeting of the Cummins Homes Committee is scheduled to be held on **Thursday 4th April 2019 at 4.30pm.**