



MINIMUM HOUSING STANDARD
APRIL 2021

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2 Background

The New Housing Entity

The proposed New Housing Entity (NHE) will inherit existing Jabiru residential housing from current sub-lessees at or before the expiry of the current sub-leases. The proposal for Jabiru Kabolkmakmen Limited to become the NHE assumes it will receive housing stock from current sub-lessees in accordance with the standards as outlined in this document. That is, to ensure houses are safe, habitable and suitable for tenant occupation. The economic viability of the NHE and associated target rent rates have been determined based on the assumption that houses are provided to the NHE in accordance with this Minimum Housing Standard.

Current condition of Housing and identified Remedial Works

It is noted the Director of National Parks (DNP) has recently commissioned Jacobs to provide condition of asset assessments and reports on all town lots (“Condition Reports”). Jacobs applied a Universal Scoring system to rate the condition of each asset assessed between 1 (Excellent) and 5 (Very Poor). The Universal Scoring System is attached as Appendix 1.

Jacobs report that most assets are rated as condition 3 (Good/Sound): *“The asset is in fair condition. Deterioration is evident but the asset is still serviceable. Failure is unlikely in the near future, but deferred maintenance work exists.”*

Remedial Works as costed recommendations in the Condition Reports

Assets requiring immediate action or action within a 12-month horizon from the time of inspection have been identified as “Remedial Works” within these reports. This time frame provided by Jacobs, results in all *Remedial Works* being recommended for completion within the current sub-lease agreement term for all leases in Jabiru. This includes all assets rated 4 or 5 and some assets rated as 3. Jacobs have indicated that all assets identified as requiring remedial works are detailed with an associated cost estimate in the individual reports. However, assets in similar condition on differing lots **have not** been consistently identified by Jacobs as remedial works.

The following gaps and inconsistencies need to be considered when referencing these reports:

- A definition has been provided for the universal condition ratings (1 – 5), however this is not sufficiently detailed for each building component. To provide more clarity, JKL has developed this **Minimum Housing Standard** to document the definition of “Good” for all components. This will be applied in the NHE ongoing management of housing stock.
- The scope of the assessments does not include all components of the building that need to be considered for rental housing (e.g. Built-in Cupboards and Wardrobes, Flyscreen’s, Gardens, Locks and Keys, Window treatments were not included).
- The reporting of component condition and determination of whether it is identified as a *Remedial Work* item is inconsistent between lots, which reflects an inconsistent approach between Jacobs assessors.

Based on the above, the Jacobs nominated *Remedial Works* do not consistently capture all costs to remediate housing to meet the **Minimum Housing Standard** and additional remediation works are likely to be required. The individual condition reports need to be read in conjunction with this **Minimum Housing Standard** to identify all works required on a per lot basis to achieve a good and tenable condition. For example, the following items are either inconsistently identified and costed or are not identified or costed by Jacobs:

- Internal and External Painting
- Trees that overhang roofs or are damaging slabs
- Many potential and probable non-compliant/non-certified building additions that may require removal and/or replacement e.g. verandahs, outbuildings, lean-to’s
- Redundant air-conditioning unit decommission and removal
- Built-in wardrobes and cupboards

3 The Minimum Housing Standard

The following table has been developed to provide a detailed definition of “Good” condition for all components that need to be considered for properties to ensure houses are safe, habitable and suitable for tenant occupation. It captures the following:

- The minimum standard that needs to be achieved for each component to be identified as condition rating 3 (good/sound) as defined in the Jacobs DNP Condition Assessment Reports.
- Each component that is generally identified as a *Remedial Works* item in the Jacobs Condition Assessment Reports.
- Each component that has been observed by Jacobs in the assessments but have not necessarily been identified as *Remedial Work*.
- Components that Jacobs did not assess and are also required to be in good condition.

4 The Minimum Housing Standard Checklist

| Asset Component | Definition of “Good” to achieve Minimum Housing Standard |
|--|---|
| All structures | All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair |
| Roof – including lining, trusses, flashing, etc | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair and specifically;</p> <ul style="list-style-type: none"> • All Asbestos Containing Material associated with rooves to be removed and replaced. • All concrete tile rooves to be removed and replaced • No damage, leaks and free of debris • Flashing, gutters and downpipes correctly fixed, not rusted and clear of debris |
| Ceilings and Walls | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair, and specifically;</p> <ul style="list-style-type: none"> • No holes, cracks or other damage, other than fair wear and tear e.g. minor marking, scuffing, picture hook holes. • No flaking or peeling paint. Where there is significant flaking and / or peeling a full repaint of the affected wall is required to ensure an adequate protective coating is achieved. • No water damage/staining |
| External House Extensions - Possible non-compliant structures for verification | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair, and specifically;</p> <ul style="list-style-type: none"> • All non-approved/non-certified building additions to either; <ol style="list-style-type: none"> (a) be certified by a building inspector, or (b) be removed and any resultant original building damage to be rectified, or (c) replaced with an equivalent approved, compliant structure. <p>Note 1: Jacobs state “There are a number of residential properties where tenants have added external extensions. We suspect in the majority of cases these works have not been formally certified and are potentially non-compliant. We recommend these be investigated further on a case-by-case basis.</p> <p>Note 2: Includes garden sheds, shipping containers, cool rooms etc</p> |
| Internal/External slabs and foundations | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair, and specifically;</p> <ul style="list-style-type: none"> • No safety hazards exist e.g. lifted external/uneven slabs creating tripping hazards <p>Note 1: <i>Minor cracking</i> and exposed aggregate surface on external pavements is not considered an engineering failure, as such these do not require rectification.</p> <p>Note 2: Non-structural paths and slabs must not pose a safety hazard. Building certification for these components is not required.</p> <p>Note 3: All slabs that form part of <i>External House Extensions</i> (structures) must be certified as part of the structure certification process if it is not removed.</p> |

| Asset Component | Definition of "Good" to achieve Minimum Housing Standard |
|---|--|
| Floor and Wall Tiling | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair, and specifically;</p> <ul style="list-style-type: none"> • No lifting, cracks, missing grout, not excessively marked <p>Note 1: Fair wear and tear is considered acceptable, however where waterproofing is compromised adequate rectification is required.</p> |
| Individual members (structural) for defects such as corrosion, deflection, and other visually perceivable defect | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair.</p> |
| Main electrical supply | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be rectified, and specifically;</p> <ul style="list-style-type: none"> • All electrical earths to be compliant, certification certificate supplied. |
| Switchboard arrangements including general condition and compliance | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair; and specifically;</p> <ul style="list-style-type: none"> • Update labelling and circuit schedules where switchboards are not identified for replacement. Where replaced, new circuit schedules should be provided. Compliance certificate to be supplied. • A small number of installations have recalled switchgear and these should be replaced where the switchboards are not otherwise identified for replacement. Compliance certificate to be supplied. |
| Air-conditioning arrangements including types and conditions | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair, and specifically;</p> <ul style="list-style-type: none"> • Redundant air-conditioning units to be decommissioned and removed and affected building made good i.e. air diffusers removed and ceiling repaired, PAC unit removed and building ingress repaired. • Redundant duct work to be removed as part of roof replacement works as it occurs. • Any redundant duct work remaining to be capped and encapsulated. • There are to be an adequate number or adequate size of air-conditioners to service the space to be cooled/heated • Rectification of condensate discharges in vicinity of building footings. <p>Note 1: All ducted a/c units are to be removed due to ongoing issues with mould and pests.</p> <p>Note 2: All new and replacement a/c installations to be split-system style.</p> |

| Asset Component | Definition of "Good" to achieve Minimum Housing Standard |
|---|---|
| <p>Internal Services arrangements including lighting, ceiling fans, exhaust fans, fire detection, communications and general power</p> | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair, and specifically;</p> <p>Lighting</p> <ul style="list-style-type: none"> • Operational and non-damaged, with appropriate covers or diffusers and switches • External pre-existing sensor lights to be correctly installed, operational and correctly activating. <p>Ceiling Fans</p> <ul style="list-style-type: none"> • Clean, balanced, operational • Remove redundant wall controllers and reinstate the wall with either patch and paint or electrical cover plate. <p>Exhaust Fans</p> <ul style="list-style-type: none"> • Clean, quiet and operational. • Missing fans in toilets/ensuites/bathrooms/kitchens to be installed as required to meet current Australian Standards and Building Codes for ventilation. <p>Fire Detection/Prevention</p> <ul style="list-style-type: none"> • Smoke detectors operational; and • Adequate number of smoke detectors to be installed to cover building area to meet current Australian Standards and Buildings Codes. • All detectors to be tested and compliance certificate to be supplied. <p>Communications</p> <ul style="list-style-type: none"> • One working TV aerial to be installed and operational in each property. • All existing Telephone, TV aerial and satellite installations to be operational. • All out-of-service satellite dishes to be removed from the property. <p>General Power</p> <ul style="list-style-type: none"> • Damaged and non-operational power outlets to be rectified or removed. |

| Asset Component | Definition of "Good" to achieve Minimum Housing Standard |
|---|---|
| Summary of cooking equipment and any other permanently connected equipment | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair, and specifically;</p> <ul style="list-style-type: none"> • Cooking equipment to be clean, complete (e.g. oven racks all in place), working thermostat, working light • Dishwashers to be clean, correctly installed and working. Non-working appliances to be removed. |
| Incoming water supply | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair, and specifically;</p> <ul style="list-style-type: none"> • Request to be submitted to the service provider to install protective bollards as recommended in the Jacobs condition reports. |
| Hot water generation plant | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair , and specifically;</p> <ul style="list-style-type: none"> • Replace failed and/or damaged hot water plant, including installation of tempering valves upon replacement. • All replacement Hot Water Units to match or improve on the energy efficiency of the existing unit. Where existing unit is inefficient and energy intensive an energy efficient alternative should be installed. • Upon replacement of hot water units, all isolation, expansion and temperature relief valves to be relocated to meet current Australian Standards and Building Codes. |
| Drainage services | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair, and specifically;</p> <ul style="list-style-type: none"> • Missing floor wastes to be installed in wet areas e.g. bathroom, toilet, laundry where practicable. |
| Fixtures and fittings | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed to ensure in good repair , and specifically;</p> <p>Hydraulic</p> <ul style="list-style-type: none"> • Rectify leaking tapware, both internally and externally. • Replace failed and/or damaged fixtures. • Rectification of calcification damage to tapware, showerheads, valves and pipework • Isolation valves for any hot water systems to be replaced shall be installed to current Australian Standards and Building Codes. • Replace all Water Closets (WCs) that are not dual flush or fully operational. • For all gas services to remain in operation, test, service and commission all components to ensure a safe platform is obtained at the hand over. • For all gas services not in operation, delete gas plumbing and remove gas bottles |

| Asset Component | Definition of "Good" to achieve Minimum Housing Standard |
|---|---|
| Fixtures and fittings <i>Continued..</i> | <ul style="list-style-type: none"> • Where rectification works require substantial refurbishment of wet areas, all works to meet current Australian Standards and Building Codes. <p>Window treatments (e.g. curtains & blinds)</p> <ul style="list-style-type: none"> • All existing window treatments and associated hanging brackets to be installed in accordance with the Trade Practices Mandatory Safety Standards. • All window treatments to be in good condition, operational and clean. • All damaged, non-compliant or dirty window treatments to be removed. <p>Glazing</p> <ul style="list-style-type: none"> • No cracks, holes etc <p>Fly screens</p> <ul style="list-style-type: none"> • Installed for all windows and doors, insect proof • All damaged fly screens to be rectified. <p>All Built-in wardrobes and cupboards</p> <ul style="list-style-type: none"> • Clean and operational |
| Pest infestation, hazards and further investigations deemed necessary based on the visual inspection | <p>All <i>Remedial Works</i> identified in Jacobs individual condition report to be addressed, and specifically;</p> <p>Pests (Termites)</p> <ul style="list-style-type: none"> • Termite inspections to be completed within 120 days of handover date for each property. • Termite inspection reports to be provided to confirm no active termite infestations. • Termite inspection reports to meet current Australian Standards, to be completed by a licensed contractor. • Some termite damage was observed during the Jacobs Condition Assessments. These sites are to be investigated further to ascertain the extent of infestation and resulting damage. • All identified termite infestations to be treated and resultant damage to be rectified. • No active termite infestations. <p>Pests (general)</p> <ul style="list-style-type: none"> • No active pest infestations, inspection required and report from licensed contractor to be provided. |
| Mould | <p>Mould</p> <ul style="list-style-type: none"> • No mould • Source of mould to be identified and rectified. • Mould damage to be rectified |

| Asset Component | Definition of "Good" to achieve Minimum Housing Standard |
|---|--|
| Asbestos Containing Material (ACM) (other than rooves) | <p>All ACM within the building must be compliant with the Northern Territory Code of Practice (2012).</p> <p>All ACM must,</p> <ul style="list-style-type: none"> • Be Identified in a register that is secured at the property. • Have an Asbestos Management Plan (AMP) |
| External | <p>Clean and tidy, no building materials e.g. bricks, blocks. No rubbish, e.g. car bodies, tyres, batteries, furniture etc</p> <p>Overhanging Trees/Trees identified as being too close to buildings</p> <ul style="list-style-type: none"> • Overhanging branches pruned back or tree removed <p>Rainwater tanks</p> <ul style="list-style-type: none"> • Clean and operational. If harvesting water from a decramastic (asbestos) roof, to be removed. |
| Fences | All perimeter, internal fencing and gates to be undamaged, operational and secure. |
| Rubbish bins | Each dwelling shall have 1 rubbish bin and 1 recycling bin |
| Building contractor | All works over the value of \$12,000 needs to be conducted by a registered building contractor as stipulated by the building practitioners board publication https://bpb.nt.gov.au/ |
| Locks and Keys | All external doors keyed and keys provided in accordance with the NT Residential Tenancies Act. (minimum 2 sets of keys) |
| Internal condition of property at handover | All non-fixed items to be removed e.g. furniture and effects. Property to be professionally cleaned. |

Appendix 1 - Universal Rating System (from Jacobs review)

Table 2: Condition Methodology for Structural, Electrical and Hydraulic Assets

| Rating | Condition | Deterioration level | Action Required | Description |
|--------|------------------------------------|---------------------|--|--|
| 1 | Excellent | N/A | Preventative Maintenance | The asset is essentially in as new condition. Exhibits no significant signs of deterioration. Only preventative maintenance is required |
| 2 | Very Good | Mild / Minor | Condition-based Maintenance: Minor repairs | The asset is in good physical condition. Exhibits only superficial wear and tear, minor defects or signs of surface deterioration. Requires minor maintenance |
| 3 | Good / Sound (Average) | Moderate | Repairs Required | The asset is in fair condition. Deterioration is evident but the asset it still serviceable. Failure is unlikely in the near future, but deferred maintenance work exists. |
| 4 | Poor (Nearing end of life) | Significant | Major Repairs/ Renewal/ Replacement or Decommissioning Increased Monitoring | The asset is reaching the end of its serviceable life It has deteriorated badly or suffered structural damage and serviceability is likely affected. Major repairs, renewal, replacement or decommissioning required |
| 5 | Very poor (Failed or near failure) | Severe | Closure Decommissioning Replacement | The asset has reached the end of its serviceable life. It has failed or is in a condition that provides an unacceptable safety risk. The asset is closed to public access where considered unsafe. |