

SHIRE OF WANDERING

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MINUTES

Wandering Community Centre Committee Meeting 22 November 2023

OUR VISION

Wandering is a community of responsible, resilient and adaptable residents thriving in our scenic, economically diverse environment.

These Minutes of the Wandering Community Centre Committee Meeting held on 22 November 2023 are confirmed as a true and correct record of proceedings without amendment.

.....
Brendan Whitely, Chairperson

.....
Date

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Alan Hart
Chief Executive Officer

SHIRE OF WANDERING

Minutes of the Wandering Community Centre Committee Meeting held in the Council Chambers on Wednesday 22 November 2023 – commencing at 7.05pm.

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1. Declaration of Opening / Announcements of Visitors

The Chairman declared the meeting open at 7.05pm.

2. Election of Chair

Background

The Committee is required to elect the Chair as the first item at this first meeting.

Comment

The CEO will preside at the meeting until the position of chair is filled. Once a Committee Member has been elected, the Committee Member is to assume the Chair.

Statutory Implications

Part 5, Division 2 of the Local Government Act deals with the Election of Presiding members and deputies

5.12. Presiding members and deputies, election of

(1) The members of a committee are to elect a presiding member from amongst themselves in accordance with Schedule 2.3, Division 1 as if the references in that Schedule —

- (a) to “office” were references to “office of presiding member”; and
- (b) to “council” were references to “committee”; and
- (c) to “councillors” were references to “committee members”.

(2) The members of a committee may elect a deputy presiding member from amongst themselves but any such election is to be in accordance with Schedule 2.3, Division 2 as if the references in that Schedule —

- (a) to “office” were references to “office of deputy presiding member”; and
- (b) to “council” were references to “committee”; and
- (c) to “councillors” were references to “committee members”; and
- (d) to “mayor or president” were references to “presiding member”.

Nominations received from: Brendan Whitely for the position of Chair.

**011023 Moved: Cr M Watts Seconded: Cr S Little
That the CEO declare Brendan Whitely elected to the position of Chair.**

Carried 4/0

For: D Ebsary, L Muller, Cr S Little, Cr M Watts

Against: Nil

3. Election of Deputy Chair

Background

The Committee is required to elect the Deputy Chair following the election of the Chair.

Comment

The process of election is the same as the process for election of that of the Chair.

Nomination received from Cr Sheryl Little for the position of Deputy Chair.

**021023 Moved: D Ebsary Seconded: L Muller
That Cr Sheryl Little be elected to the position of Chair.**

Carried 4/0

For: D Ebsary, L Muller, Cr S Little, Cr M Watts

Against: Nil

As Brendan Whitely was not in attendance, Cr Sheryl Little chaired the meeting from this point on.

3. Attendance / Apologies / Approved Leave of Absence

Councillors

Max Watts, Sheryl Little

Community Members

Lee Muller, Darralyn Ebsary

Shire of Wandering Staff

Alan Hart – Chief Executive Officer

Karl Mickle – Operations Manager

Project Manager

Lou Cowan

Apologies

Brendan Whitely

Cr Gillian Hansen

3. Confirmation of Minutes of Previous Meetings Held

3.1 Committee Meeting Minutes – 11 October 2023

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meeting to be kept and submitted to the next ordinary meeting of the Council or the committee, as the case requires, for confirmation.

Voting Requirements:

Simple Majority

031123 Moved: L Muller Seconded: Cr M Watts

Recommendation and Committee Decision:

That the Minutes of the Wandering Community Centre Upgrade Committee Meeting held on 11 October 2023 be confirmed as true and correct.

Carried 4/0

For: D Ebsary, L Muller, Cr S Little, Cr M Watts

Against: Nil

4. General Business

| | |
|--|---|
| 4.1 Project Manager Update Report | |
| File Reference: | 11.111.11101 |
| Location: | Down Street, Wandering |
| Applicant: | N/A |
| Author: | Lou Cowan, Project Manager |
| Authorising Officer | Alan Hart, Chief Executive Officer |
| Date: | 16 November 2023 |
| Disclosure of Interest: | Nil |
| Attachments: | Project Manager Update Report |
| Previous Reference: | N/A |

Summary:

For the committee to receive the attached Project Manager’s report.

Background:

The Wandering Community Centre is the hub for the Wandering community and has been identified as a building that needs to be upgraded to ensure that community expectations of a modern facility are addressed and the building is fit for purpose going into the future.

A working group of various Community Members has been working with Council Representatives and an Architect to develop a design that meets the above objectives and it is now time to progress this further to the next stage

Comment:

Details are in the attached report.

Consultation:

Not applicable

Statutory Environment:

Not applicable

Policy Implications:

Not applicable

Financial Implications:

Nil.

Strategic Implications:

PROVIDE STRONG LEADERSHIP

| Our Goals | Our Strategies |
|--|---|
| A well informed Community | Foster Opportunities for connectivity between Council and the Community |
| We plan for the future and are strategically focused | Ensure accountable, ethical and best practice governance |

Sustainability Implications:

- Environmental: There are no known significant environmental considerations.
- Economic: There are no known significant economic considerations.
- Social: There are no known significant social considerations

Risk Implications:

Nil

Voting Requirements:

Simple Majority

041123 Moved: L Muller Seconded: Cr M Watts

Recommendation and Committee Decision:

That the Committee accepts the attached Project Manager's report.

Carried 4/0

For: D Ebsary, L Muller, Cr S Little, Cr M Watts

Against: Nil

5. Closure of Meeting

The meeting was declared closed at 7.20pm.

REPORT to UPGRADE COMMITTEE
16 November 2023

The committee last met on Wednesday 11 October at 7.00pm, when the group discussed the progress of the Community Centre Upgrade to date.

The next Upgrade Committee meeting was originally scheduled for Wednesday 8 November however this was postponed until 22 November due to the following:

- Although Whitney Consulting had been engaged by the Shire of Wandering to provide a business case and grant development, Whitney was not ready to provide anything to the Upgrade Committee, and
- Lynette Johnston (kitchen designer) was working on the design development but was also not ready to table anything to the Committee.

Since that date, Lynette has advised that she will be able to attend the Upgrade Committee meeting on Wednesday 22 November to further the proposed new kitchen design.

With regards to the new patio installation, the following is the present status:

- The building contractor attended site on 23 October to mark out the footing positions for the patio installation. The actual position was altered slightly from the plan positions to avoid a conflict with the ramp entry and stairway down to the oval.
- The contractor's team was on site on 25 October to excavate and concrete the six outer and seven inner footings for the patio.
- The footings will remain curing and hardening until Tuesday 28 November, when the contractor will return and begin the patio frame erection. This will include removing part of the roof cladding and structure of the Community Centre building to achieve its new profile.
- A crane and an electrician will be on site on Thursday 30 November to fix the roof panels, while at the same time the electrician will be installing the cables in the panels for the ceiling lights.
- If required, the contractor will return the following week to install any required flashings or undertake any other related work.

Prior to the contractor's arrival on 28 November, the Shire will arrange for the removal of the gazebo and shade structure, both of which presently intrude into the footprint of the new patio.

The contractor has confirmed that the patio installation will be well completed before Christmas.

At this stage, the future location of both the gazebo and shade structure have not yet been confirmed, so will be very much open for further discussion and proposals.

Regards – Lou Cowan

Project Manager, Wandering Community Centre Upgrade Project.