

SHIRE OF WANDERING

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MINUTES

Wandering Community Centre Committee Meeting 11 June 2025

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 11 June 2025 are confirmed as a true and correct record of proceedings without amendment.

Brendan Whitely, Chairperson

16/7/25

Date

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Dr Alistair Pinto
Chief Executive Officer

SHIRE OF WANDERING

Minutes of the Wandering Community Centre Committee Meeting held in the Council Chambers on Wednesday 11 June 2025 – commencing at 7.00pm.

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1. Declaration of Opening / Announcements of Visitors

The Chairman declared the meeting open at 7.07pm and thanked Alistair for coming to his first meeting of this Committee.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

Cr Max Watts, Cr Sheryl Little, Cr Gillian Hansen

Community Members

Brendan Whitely

Shire of Wandering Staff

Dr Alistair Pinto – Chief Executive Officer

Karl Mickle – Operations Manager

Project Manager

Lou Cowan

Visitors

Nil

Apologies

Lee Muller, Darralyn Ebsary

3. Confirmation of Minutes of Previous Meetings Held

3.1 Committee Meeting Minutes – 14 May 2025

Statutory Environment:

Section 5.22 of the *Local Government Act* provides that minutes of all meetings are 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

010625C Moved: Cr G Hansen

Seconded: Cr S Little

Recommendation and Committee Decision:

That the Minutes of the Wandering Community Centre Upgrade Committee Meeting held on 14 May 2025 be confirmed as true and correct.

Carried 4/0

For: B Whitely, Cr S Little, Cr M Watts, Cr G Hansen

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	Dr Alistair Pinto, CEO
Date:	9 June 2025
Disclosure of Interest:	Nil
Attachments:	Project Manager Update Report
Previous Reference:	N/A

Summary:

For the Committee to receive the 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

Comment:

The Project Manager will present the report to the Committee at the meeting.

Additional notes from meeting:

- BBQ, shade and fence – first quote \$13,350, second quote \$21,520.
- There is no legislation on playground fencing.
- Letter to community to be sent out. List to be compiled.
- Community consultation to be organised as part of opening of the kitchen, with discussion on what has occurred and what is planned.
- Health inspection to be organised and undertaken.
- 10% of contractor payments are usually retained until final completion.
- The intent will be to use the site multiple times following practical completion, to ascertain any possible defects.
- South side landscaping will be undertaken in house by Shire operations workers.

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

020625C Moved: Cr S Little Seconded: Cr G Hansen

Officer Recommendation and Committee Decision:

That the Committee accepts the Project Manager's report.

Carried 4/0

For: B Whitely, Cr S Little, Cr M Watts, Cr G Hansen

5. Closure of Meeting

The meeting was declared closed at 8.02pm. Next meeting 16 July 2025 at 7pm.

REPORT to UPGRADE COMMITTEE
9 June 2025

Since the last Project Manager report, the following items have taken place and are presented to the Community Centre Upgrade Committee Meeting on 11 June for consideration and acceptance:

Community Centre Kitchen Upgrade:

Upgrade Committee Members and Councillors met at the Community Centre on Monday afternoon 26 May at 5pm for a walkthrough the new kitchen and store area.

Works were substantially complete, however the following items are still awaiting installation:

- The inlet bench for the dishwasher requires plumbing and drainage connections, as well as the tapware. The tapware was not part of the original supply.
- The kitchen hand basin is still to be installed.
- The builder is awaiting supply of the gas regulator, which had to be upgraded due to the gas supply volume required in the kitchen.
- The external drink bubbler is still to be connected by the outside servery hatch.

Advice received this morning (Monday) was that if the tapware arrives today, the plumber will attend site tomorrow to install it.

Committee members are reminded that as with normal construction projects, the completion of the works will be in two stages. The first stage is Practical Completion, where works are deemed to be practically complete and a 'defects inspection' is undertaken by the Contractor, the Project Manager, and the Client (in this case Karl).

At this point the works are handed over to the Client and the facility can be used. Following the correction of all defects and a further inspection by the Contractor, the Project Manager, and the Client, Final Completion is attained and the project is finished.

Community Centre Internal and External Amenities Upgrade, and Barbeque:

No further action in this period. Awaiting a funding source to proceed.

Regards – Lou Cowan

Project Manager
Wandering Community Centre Upgrade Project.