

SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308

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Our Vision:

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

Wandering Community Centre Upgrade Committee Meeting

Agenda 16 July 2025

The next Wandering Community Centre Committee Meeting of the Shire of Wandering will be held on Wednesday 16 July 2025 in the Council Chambers, 22 Watts Street, Wandering, commencing at 7pm.

**Dr Alistair Pinto
CHIEF EXECUTIVE OFFICER**

SHIRE OF WANDERING

Agenda for the Wandering Community Centre Meeting to be held in the Council Chambers on Wednesday 16 July 2025 commencing at 7pm.

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1. Declaration of Opening / Announcements of Visitors

The Chairman to declare the meeting open.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

Cr Max Watts, Cr Sheryl Little, Cr Gillian Hansen

Community Members

Lee Muller, Brendan Whitely, Darralyn Ebsary

Shire of Wandering Staff

Alistair Pinto – Chief Executive Officer

Karl Mickle – Operations Manager

Project Manager

Lou Cowan

Apologies

3. Confirmation of Minutes of Previous Meetings Held

3.1 Committee Meeting Minutes – 11 June 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

Recommendation:

That the Minutes of the Wandering Community Centre Upgrade Committee Meeting held on 11 June 2025 be confirmed as true and correct.

Moved: _____

Seconded: _____

Carried

For / Against: L Muller, B Whitely, Cr S Little, Cr M Watts, Cr G Hansen, D Ebsary

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:	4 July 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.

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

Officer Recommendation:

That the Committee accepts the Project Manager's report.

Moved: _____

Seconded: _____

Carried

For / Against: L Muller, B Whitely, Cr S Little, Cr M Watts, Cr G Hansen, D Ebsary

5. Closure of Meeting

REPORT to UPGRADE COMMITTEE
16 July 2025

Since the last Project Manager report, the following items have taken place and are presented to the Community Centre Upgrade Committee Meeting on 9 July for consideration and acceptance:

Community Centre Kitchen Upgrade:

On 23 June Alistair, Karl and I met with Kim Hanson, Narrogin's Essential Services Officer (ESO), to inspect the new commercial kitchen for health standards compliance. Kim commented that it was designed, constructed and fitted out to a high standard, and should certainly be fit for purpose for the Wandering community into the future.

Kim highlighted the necessity for food safety and hygiene whenever the kitchen is in use. He also suggested that a Shire of Wandering check sheet similar to the one used by the Shire of Narrogin could be used by all hirers and/or users of the kitchen in order to confirm the minimum standards required. Our CEO Alistair will no doubt arrange for this to become available.

For those who are interested, the Shire of Narrogin has a free online Food Safety Training course on their website at www.narrogin.wa.gov.au/live/environment/food.aspx. Normally \$35, you can apply the code 'FSNARRO368' to get a \$35 discount at checkout. I did it in about 2 hours and got my Food Safety certificate. Note that this is NOT an accredited food safety qualification.

On 25 June Karl and I met with Joel Farr of Stallion Homes for an inspection of the contract works, and to list outstanding or unfinished items. Practical Completion was granted to the contractor at the date of inspection, and the kitchen was handed over to the Shire of Wandering. Following the correction of all defects a further inspection will be undertaken, and Final Completion of the contract will be awarded. At that time the project will be deemed to have been completed.

In the meantime, Karl's works crew is working on the grassed area at the rear of the Community Centre, and have already reduced the ground level to suit the new levels.

Community Centre Internal and External Amenities Upgrade, and Barbeque:

No further action in this period for the amenities upgrades. Awaiting a funding source to proceed.

The July Echo ran an article seeking sponsorship and/or community involvement for a shelter over the barbeque, and a fence around the community centre play area. It also noted the pledge from the Wandering Lions Club to match dollar-for-dollar all donations up to the amount of \$10,000.

Regards – Lou Cowan

Project Manager
Wandering Community Centre Upgrade Project.