

SHIRE OF WANDERING

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MINUTES

Wandering Community Centre Committee Meeting 26 June 2024

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 26 June 2024 are confirmed as a true and correct record of proceedings without amendment.

.....
Brendan Whitely, Chairperson

.....
Date

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Ian Fitzgerald
A/Chief Executive Officer

SHIRE OF WANDERING

Minutes of the Wandering Community Centre Committee Meeting held in the Council Chambers on Wednesday 26 June 2024 – commencing at 7.01pm.

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1. Declaration of Opening / Announcements of Visitors

The Chairman declared the meeting open at 7.36pm.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

Cr Max Watts, Cr Gillian Hansen, Cr Sheryl Little

Community Members

Brendan Whitely, Lee Muller

Shire of Wandering Staff

Ian Fitzgerald – A/Chief Executive Officer

Karl Mickle – Operations Manager

Project Manager

Lou Cowan

Visitor

Nil

Apologies

Darralyn Ebsary

3. Confirmation of Minutes of Previous Meetings Held

3.1 Committee Meeting Minutes – 12 June 2024

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

040624 Moved: Lee Muller Seconded: Sheryl Little

Recommendation and Committee Decision:

That the Minutes of the Wandering Community Centre Upgrade Committee Meeting held on 12 June 2024 be confirmed as true and correct.

Carried 5/0

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

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: 10 June 2024
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

050624 Moved: Gillian Hansen Seconded: Max watts

Recommendation and Committee Decision:

That the Committee accepts the Project Manager's report.

Carried 5/0

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

Against: Nil

General Discussion Items

- Location of the new BBQ to be decided by Council not this committee
- Solar power installation. Karl advised of need for a electrical zone diagram to be prepared to meet Western Power requirements and contractor had been engaged to complete this work and submit to Western Power to allow approval for installation of the solar system. Location of batteries needs to be such as to be safe but not interfere with building use.
- Draft Business Case to be used for grant applications was discussed and a few of the queries raised answered. A/CEO to amend/update and bring back to the committee for further review.

5. Closure of Meeting

The meeting was declared closed at 8.20pm.

Next Meeting: Tuesday 16 July 2024

REPORT to UPGRADE COMMITTEE
24 June 2024

Since the last Project Manager report, the following items have taken place and are presented to the Community Centre Upgrade Committee at the next meeting on 26 June 2024:

Purchase of Kitchen Appliances and Stainless Steel Benches:

The kitchen appliances have been received in Wandering, and placed in secure storage. benches are due for delivery to Wandering shortly. A 40 foot container has been purchased by the Shire and has been placed in the carpark outside the Community Centre ablution area. This will be used for temporary storage of items previously stored in the store-room, to clear the area for the builder.

Building Works Quotation:

A Request for Quotation (RFQ) for the kitchen and store-room upgrade works was recently advertised, with the closing date being 10 June 2024. Documents for the electrical upgrade requirements were also provided to the interested parties. There was one quotation received, which was above the \$250K ceiling for the Request for Quotation process. The works are being re-advertised through a Request for Tender (RFT) process, which allows for a greater limit for then works.

The RFT closes on 5 August 2024. While the contract may be awarded shortly after selection of the most suitable Contractor, possession of site will not be granted until after 16 September, allowing the use of the existing kitchen for the 150th Celebration event.

It is expected that the works will be complete by 30 April 2025.

The contract works will still allow limited use of the hall and toilets for community events, but the kitchen and store-room areas will become 'no go' zones. An area of the carpark will also be fenced off, for the exclusive use of the building contractor.

The Community Centre verandah area, cricket oval, tennis courts, bowling green and childrens' play areas will be unrestricted.

Solar Array:

The contract for the installation of solar panels and battery system to the Community Centre has been awarded to Sunwise Energy. As part of the application Western Power have advised that they require an 'Electrical Zone Diagram' before they will assess the application. Sunwise will provide this to Western Power at an additional cost.

Roof Drainage:

The Shire work team has been working on the roof drainage outfall to ensure that the downpipes don't discharge over the paved area during periods of heavy rain.

Regards – Lou Cowan

Project Manager
Wandering Community Centre Upgrade Project.