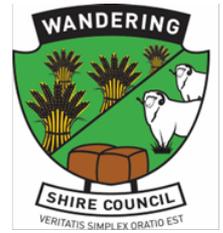


# SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308  
Ph: (08) 6828 1800  
www.wandering.wa.gov.au



## MINUTES

### Wandering Community Centre Committee Meeting 3 April 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 3 April 2024 are confirmed as a true and correct record of proceedings without amendment.**

.....  
**Brendan Whitely, Chairperson**

.....  
**Date**

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The purpose of this council meeting is to discuss and, where possible, make resolutions about items appearing on the agenda. Whilst Council has the power to resolve such items and may in fact, appear to have done so at the meeting, no person should rely on or act on basis of such decision or on any advice or information provided by a member or officer, or on the content of any discussion occurring, during the course of the meeting.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or limitation of approval made by a member or officer of the Shire of Wandering during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Wandering. The Shire of Wandering warns that anyone who has an application lodged with the Shire of Wandering must obtain and only should rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Wandering in respect of the application.

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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 3 April 2024 – commencing at 7pm.

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**1. Declaration of Opening / Announcements of Visitors**

The Chairman declared the meeting open at 7pm.

**2. Attendance / Apologies / Approved Leave of Absence**

**Councillors**

Cr Max Watts, Cr Sheryl Little, Cr Gillian Hansen

**Community Members**

Brendan Whitely, Lee Muller, Darralyn Ebsary

**Shire of Wandering Staff**

Karl Mickle – Operations Manager

**Project Manager**

Lou Cowan

**Apologies**

Alan Hart – Chief Executive Officer

**3. Confirmation of Minutes of Previous Meetings Held**

Nil.

**4. General Business**

<b>4.1 Project Manager Update Report</b>	
<b>File Reference:</b>	<b>11.111.11101</b>
<b>Location:</b>	<b>Down Street, Wandering</b>
<b>Applicant:</b>	<b>N/A</b>
<b>Author:</b>	<b>Lou Cowan, Project Manager</b>
<b>Authorising Officer</b>	<b>Alan Hart, Chief Executive Officer</b>
<b>Date:</b>	<b>1 April 2024</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Project Manager’s Report Quote – Cater Central</b>
<b>Previous Reference:</b>	<b>N/A</b>

**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**

<b>Our Goals</b>	<b>Our Strategies</b>
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

**Moved: Darralyn Ebsary    Seconded: Cr Sheryl Little**

**Officer Recommendation and Committee Decision:**

**That the Committee:**

- 1. Accepts the Project Manager’s report.**
- 2. Recommends to Council to accept the quotation from Cater Central for the supply and installation of the commercial dishwasher at an estimated cost of \$8,840.00**
- 3. Recommends to Council to accept the quotation from Cater Central for the supply and installation of the gas ovens at an estimated cost of \$8,960.00**
- 4. Recommends to Council to accept the quotation from Cater Central for the supply of the fridges at an estimated cost of \$6,950.00**
- 5. Recommends to Council to accept the quotation from Cater Central for the supply and installation of glasswasher at an estimated cost of \$2,860.00**

Carried 6/0

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

Against: Nil

**5. Closure of Meeting**

The meeting was declared closed at 7.53pm.

**REPORT to UPGRADE COMMITTEE**  
**02 April 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 3 April 2024:

Kitchen Exhaust Canopy:

I discussed the 2.1 metre high outside wall height with the suppliers of the stainless steel benches to confirm that the kitchen exhaust canopy would be compliant when mounted on the wall over the ovens. It was revealed that a 2.0 metre clearance to the underside of the canopy was required to be compliant with regulations. Our kitchen is not able to achieve this by using the existing roof profile.

As a rearrangement of the kitchen appliances is not practical, the exhaust canopy must be mounted on the outside wall of similar height to the existing ceiling, which is at a height of 2.7 metres.

Building Design:

Due to the requirement for a 2.7 metre high ceiling over the cooking range area, it appears that we have now gone full circle and are back where we were some time ago.

I have been in discussion with Kim Harris of Harris Design with regard to our project. Kim was initially a little hesitant as he felt that previously when he had provided information to the Upgrade Committee the goal posts kept moving, and progress was continually frustrated. I have given assurance to Kim that we are certainly keen to have him design our building alterations, and that I would ensure that at all times we would move forward. On this basis Kim has agreed to undertake the building design.

I advised Kim that due to the requirement for a 2.7 metre high ceiling, we would need to revert to his previous concept design (Harris Drawing Sk2 Rev B dated 05/05/2023) showing a new roof over the kitchen and verandah, with a change in pitch from 31 to 15 degrees (nominal). I have asked Kim to proceed with the design on this basis. I have requested that the design for the change in roof pitch continues around the storeroom corner on the south-west by the car park.

Kim will speak with his structural engineer with regard to a support beam in the roof void to span the kitchen and storeroom areas, using the three support locations previously identified in our dimensioned drawings. Kim will then submit a fee offer to us for his design works.

Installation of Skylights:

As the roof and ceiling is subject to a change in profile, the installation of skylights must now be put on hold.

Quotations for Stainless Steel Benches and Kitchen Appliances.

- If the Upgrade Committee approve the installation of an under-counter glass washer in the bar instead of a pass-through appliance, the stainless steel benches can be ordered.
- The supply of kitchen appliances can be confirmed as soon as the Upgrade Committee confirm acceptance of the appliances.

Regards – Lou Cowan

Project Manager, Wandering Community Centre Upgrade Project.



# QUOTE

Wandering Community Centre

**Date**  
27 Mar 2024  
**Expiry**  
03 Apr 2024  
**Quote Number**  
QU-7081  
**ABN**  
66 636 571 858

Cater Central  
24 Hasler Rd  
OSBORNE PARK WA  
6017  
AUSTRALIA

**Sheryl - 0414 586 893**

Description	Quantity	Unit Price	Amount AUD
AT80G6B-O-LPG, Item Description: 6 Burners with Oven LPG Dimensions: Depth: 800mm Width: 900mm Height: 1115mm Weight: 174kg  Manufacturer: Cookrite  Warranty: Two Years Parts and Labour Warranty, Four Years Parts Warranty when you register your warranty with Simco online - go to <a href="https://simcogroup.com.au/support">https://simcogroup.com.au/support</a> to register your warranty.	2.00	4480.00	8960.00
XURC1200G2V, Item Description: FED-X S/S Two Full Glass Door Upright Fridge - XURC1200G2V <i>Lockable ?</i>  Dimensions: Depth: 840mm Width: 1340mm Height: 2000mm  Power: 240V; 50V; 10A; 400W  Manufacturer: FED-X  Warranty:	2.00	3475.00	6950.00
MEIKO UPster H 500 AirBox Pass Through	1.00	8840.00	8840.00

ABN: 66 636 571 858. Registered Office: 24 Hasler Rd, OSBORNE PARK, WA, 6017, Australia

10 No water filter as quote

Description	Quantity	Unit Price	Amount AUD
Restaurant Dishwasher  <b>**Special Promotion, free chemical start up package, 1 x 5lt rinse aid and 1 x 5lt wash detergent, and double the standard warranty, 24 months. Deal expires 31/05/2024</b>  Standard WARRANTY: 12 months Parts and Labour Power: 400V; 8.5kW; 17.2 A Dimensions: 635 x 750 x 2338mm(H)			
Meiko UPster-Line U 400 Under Counter Glass Washer  <b>**Special Promotion, free chemical start up package, 1 x 5lt rinse aid and 1 x 5lt wash detergent, and double the standard warranty, 24 months. Deal expires 31/05/2024</b>  WARRANTY: 12 months Parts and Labour Power: 230V; 2.8 kW; 13.4 A Dimensions: 460 x 600 x 845mm(H) Nett Weight: 50.2 kg	1.00	2860.00	2860.00
<input checked="" type="checkbox"/> WX10-PLV WAREWASX WX-10 water treatment system	2.00	295.00	590.00
WX10R WAREWASX WX-10 replacement cartridge	4.00	175.00	700.00
Freight 4T, Freight to Wandering, excluding unpacking. Doors must be check for the fridges, to ensure that they can be delivered into the building.	1.00	1625.00	1625.00
Subtotal			30525.00
Total GST 10%			3052.50
<b>TOTAL AUD</b>			<b>33577.50</b>
<b>Weekly Price with SilverChef</b>  AUD			426.18
<b>Daily Price with SilverChef</b>  AUD			60.72

**Terms**

\$14,987

To proceed with your quote, please confirm acceptance and we will issue you with a Tax Invoice.

If you wish to pay immediately, our bank account details are:

Account Name: Cater Central Pty Ltd

BSB: 036032