

SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308

Ph: (08) 6828 1800

www.wandering.wa.gov.au



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 11 October 2023

The next Wandering Community Centre Committee Meeting of the Shire of Wandering will be held on Wednesday 11 October 2023 in the Council Chambers, 22 Watts Street, Wandering, commencing at 7.00pm.

**ALAN HART
CHIEF EXECUTIVE OFFICER**

SHIRE OF WANDERING

Agenda for the Wandering Community Centre Meeting to be held in the Council Chambers on Wednesday 11 October 2023 – commencing at 7.00pm.

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1. Declaration of Opening / Announcements of Visitors

We wish to acknowledge the traditional custodians of the land we are meeting on today. We acknowledge and respect their continuing culture and the contribution they make to the Shire of Wandering, and convey our respects to Elders past and present.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

Max Watts
Sheryl Little
Gillian Hansen

Community Members

Brendan Whitely (Chair)
Lee Muller
Darralyn Ebsary

Shire of Wandering Staff

Karl Mickle – Operations Manager

Apologies

Alan Hart – Chief Executive Officer

3. Confirmation of Minutes of Previous Meetings Held

3.1 Committee Meeting Minutes – 6 September 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

Recommendation:

That the Minutes of the Wandering Community Centre Upgrade Committee Meeting held on 6 September 2023 be confirmed as true and correct.

Moved: _____

Seconded: _____

Carried

For: D Ebsary, L Muller, 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	Alan Hart, Chief Executive Officer
Date:	2 October 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:

Nothing further.

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 attached Project Manager's report.

Moved: _____

Seconded: _____

Carried

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

4. Closure of Meeting

REPORT to UPGRADE COMMITTEE
2 September 2023

The committee last met on Monday 18 September at 6.00pm. This meeting was especially convened to meet with Lynette Johnston, who has offered to assist with the kitchen design of the Wandering Community Centre.

The group discussed various aspects of the kitchen and future requirements which were noted by Lynette.

Lynette was shown the existing kitchen at the Community Centre and discussed various aspects of the design layout that could be considered for consideration. Some considerations were:

- The new southern wall not to include windows. This will allow for much needed shelf space for storage of kitchen items such as crockery and cooking utensils.
- The new in-bench washing troughs not to be as deep, as it is a continual stoop for users with possible resultant back pain. The recommended depth is to be able to easily touch the bottom of the trough without stooping.
- Placement of the dishwasher not to be in the corner, as access and use poses a difficulty.
- Placement of the bar area would be better into the storeroom, freeing up valuable kitchen space.
- Direct access is required between kitchen and bar areas via a door.
- Retain the two servery openings between kitchen and main hall. The bench space gained by closing one off is minimal and could be used for the serving of tea and coffee separately to the main serving hatch.
- Retain the 'roller-type' servery openings, as any other opening type will reduce the available bench space.
- Consideration to be given to the lighting to avoid working in shadows in the kitchen.
- Stainless steel benches on wheels to be strategically placed in the centre of the kitchen to allow for preparation and plating up from all sides.

Lynette offered to the Upgrade Committee to contact her directly if members had any ideas that could be included in the kitchen design.

Darralyn offered to arrange a meeting with Margaret White of Wandering Brook Estate who has a commercial kitchen at the winery, although unused for some time. Darralyn and Lou met with Margaret at the winery on Tuesday 26 September.

Margaret agreed that the full depth bench trough was too deep and caused back pain for users. There was plenty of both fixed and moveable stainless-steel bench units, making the kitchen very functional. Margaret stressed the importance of having plenty of power points, as the position of powered utensils may vary depending on the function.

Opening directly off the kitchen area was a walk-in cool-room, which Margaret agreed was a necessity for efficient operations.

Lou has arranged to meet with Lynette again at the Community Centre on Thursday 5 October to again view the kitchen, to confirm a few layout ideas. The next Upgrade Committee meeting is on Thursday 11 October at 7.00pm.

Regards – Lou Cowan

Project Manager, Wandering Community Centre Upgrade Project.