

# SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308

Ph: (08) 6828 1800

www.wandering.wa.gov.au



## MINUTES

### Wandering Community Centre Committee Meeting 16 July 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 16 July 2024 are confirmed as a true and correct record of proceedings without amendment.***

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

.....  
**Date**

#### DISCLAIMER

*No responsibility whatsoever is implied or accepted by the Shire of Wandering for any act, omission or statement or intimation occurring during Council or Committee meetings or during formal/informal conversations with staff. The Shire of Wandering disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or Committee meetings or discussions. Any person or legal entity that act or fails to act in reliance upon any statement does so at the person's or legal entity's own risk.*

*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.*

*Persons should be aware that the provisions of the Local Government Act 1995 (section 5.25 (e)) establish procedures for revocation or rescission of a Council decision.*

*The Shire of Wandering expressly disclaims liability for any loss or damage suffered by any person as a result of relying on or acting on the basis of any resolution of Council, or any advice or information provided by a member or officer, or the content of any discussion occurring, during the course of the Council meeting.*

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.

## Contents

1.	Declaration of Opening / Announcements of Visitors .....	3
2.	Attendance / Apologies / Approved Leave of Absence.....	3
3.	Confirmation of Minutes of Previous Meetings Held.....	3
3.1	Committee Meeting Minutes – 26 June 2024 .....	3
4.	General Business .....	4
4.1	Project Manager Update Report.....	4
5.	Internal Ablutions Upgrade .....	5
6.	Closure of Meeting .....	5

**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, Darralyn Ebsary

**Shire of Wandering Staff**

Ian Fitzgerald – A/Chief Executive Officer

Karl Mickle – Operations Manager

**Project Manager**

Lou Cowan

**Visitor**

Cr Ian Turton

**Apologies**

Cr Sheryl Little

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

**3.1 Committee Meeting Minutes – 26 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

**050624 Moved: Cr Gillian Hansen Seconded: Lee Muller**

**Recommendation and Committee Decision:**

**That the Minutes of the Wandering Community Centre Upgrade Committee Meeting held on 26 June 2024 be confirmed as true and correct.**

Carried 5/0

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

Against: 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>Ian Fitzgerald, A/Chief Executive Officer</b>
<b>Date:</b>	<b>15 July 2024</b>
<b>Disclosure of Interest:</b>	<b>Nil</b>
<b>Attachments:</b>	<b>Project Manager Update Report</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

**Officer Recommendation:**

**That the Committee accepts the Project Manager’s report.**

**060624          Moved: Darralyn Ebsary          Seconded: Cr Gillian Hansen**

**Recommendation and Committee Decision:**

**That the Committee Meeting accepts the Project Manager’s Report.**

Carried 5/0

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

Against: Nil

**General Discussion Items**

- Solar power installation. Ian Fitzgerald and Karl advised the contractors had attended to prepare the electrical zone diagram to meet Western Power requirements.
- As per the Project Manager’s report further quotes to be sought on a range of designs of portable/transportable ablution blocks
- Contact the Wandering Campout, Wandering Fair, Wandering Cricket, wandering Bowls and Wandering Tennis Committees to advise of upgrade works and that access to the Community Centre will be impacted. Also, a note to go in the Echo for general community information.
- Check with CEO on his return as to grant application process.

**5. Internal Ablutions Upgrade**

The Committee discussed planning for the next stage of the upgrade project being the refurbishment and redesign of the internal ablution facilities.

**070624          Moved: Cr Gillian Hansen          Seconded: Cr Max Watts**

**Committee Decision:**

**That the Committee recommends to Council that Kim Harris be engaged to complete working drawings for the upgrade of the internal ablution facilities at the Wandering Community Centre.**

Carried 5/0

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

Against: Nil

**6. Closure of Meeting**

The meeting was declared closed at 8.12pm.

Next Meeting: Tuesday 6 August 2024

**REPORT to UPGRADE COMMITTEE**  
**15 July 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 16 July 2024:

Kitchen Upgrade Construction Quotation:

I have nothing to report, except that the closing date for the Request for Tender 03-2024 is 4pm WST, on 5 August 2024.

Roof Drainage:

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

Community Centre Amenities Upgrade:

Consideration needs to be given to the next stages of the project, ie: the hall amenities upgrade, and the external sports amenities upgrade.

I suggest the following:

- Kim Harris of Harris Design be engaged to provide the engineered construction drawings for the works associated with the amenities upgrade.
- The external sports amenities sketch as previously viewed be reconsidered in its layout. Brendan suggested that the sports amenities building could be located adjacent to the existing internal hall toilets, but separated by a breezeway. Great idea, but in the garden area there are drainage pipes which should not be covered. I suggest therefore that the external amenities building be separated from the sports 'lockups', and be sited approximately where the 40-foot storage container is at present. This would be convenient for the connection to water, electrical and drainage services, and the area of present garden could be brick-paved to the doors. A future consideration could be to have a local builder construct a roof over the paved area between the hall and the amenities block to provide weather cover.
- The sports lockups can make use of the existing 40-foot storage container relocated to a position adjacent to the hit-up wall at the end of the carpark by the tennis courts. It would need to encroach into the grassed area to keep the gateway to the tennis courts clear, but is worksable. The container would need to be divided into four sections, with three doors constructed through the side wall for access. The original container doors could face east, to become the access doors to the cricketers lockup.
- I have today requested Pigdon Portables from Hopeland to provide a price to manufacture and supply to Wandering an ablution building as per the attached sketch.

Solar Array:

I have no further information with regards to the solar installation. Beyond the request to Sunwise to provide a quotation for the Electrical Zone Diagram requested by Western Power before WP will assess the application.

Regards – Lou Cowan

Project Manager  
Wandering Community Centre Upgrade Project.



R J 'Lou' Cowan <rjnawoc@gmail.com>

# Demountable Ablution Building

1 message

**R J (Lou) Cowan** <rjnawoc@gmail.com>  
To: "info@pigdonportables.com" <info@pigdonportables.com>  
Cc: Ian Fitzgerald <ian.fitzgerald@wandering.wa.gov.au>

Mon, Jul 15, 2024 at 11:46 AM

Good morning

I am Project Manager of the Shire of Wandering Community Centre building upgrade project. As part of the upgrade works the Shire wishes to provide an external ablution facility for use by the local sporting groups, to be sited adjacent to the existing Community Centre building.

Presuming that Pigdon Portables manufacture ablution buildings to a specific client layout, can you please price to manufacture and supply to Wandering one ablution building as per the attached sketch thanks? The roof is to slope to the west, and the septic drains are to terminate at a single point as indicated by the red arrow. Please provide for both hot and cold water, the hot water supply to be heated by an instantaneous electric HWS. Five windows as shown.

Thanks and cheers.

Regards - R J (Lou) Cowan AFSM

PO Box 96, Wandering WA 6308  
Mob: 0490 808 044



**Sports Amenities Ablutions.jpg**  
122K