

SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308

Ph: (08) 6828 1800

www.wandering.wa.gov.au



MINUTES

Wandering Community Centre Committee Meeting 21 August 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 21 August 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.

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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 21 August 2024 – commencing at 7pm.

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1. Declaration of Opening / Announcements of Visitors

The Chairman declared the meeting open at 7.06pm.

2. Attendance / Apologies / Approved Leave of Absence

Councillors

Cr Max Watts, Cr Gillian Hansen

Community Members

Brendan Whitely, Darralyn Ebsary

Shire of Wandering Staff

Alan Hart – Chief Executive Officer

Project Manager

Lou Cowan

Visitor

Cr Ian Turton

Apologies

Karl Mickle – Operations Manager

Cr Sheryl Little

Lee Muller

3. Confirmation of Minutes of Previous Meetings Held

3.1 Committee Meeting Minutes – 16 July 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

010824 Moved: Cr Gillian Hansen Seconded: Cr Max Watts

Recommendation and Committee Decision:

That the Minutes of the Wandering Community Centre Upgrade Committee Meeting held on 16 July 2024 be confirmed as true and correct.

Carried 4/0

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

Against: Nil

4. General Business

4.1 Project Manager Update Reports

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:	19 August 2024
Disclosure of Interest:	Nil
Attachments:	Project Manager Update Report
Previous Reference:	N/A

Summary:

For the Committee to receive the Project Manager’s reports.

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 reports 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

020824 Moved: Cr Gillian Hansen Seconded: Cr Max Watts
Recommendation and Committee Decision:
That the Committee accepts the Project Manager's reports.

Carried 4/0

For: B Whitely, Cr M Watts, D Ebsary, Cr G Hansen
Against: Nil

4.2 Request for Tender – Wandering Community Kitchen and Storeroom Upgrades

File Reference:

Location:	Down Street, Wandering
Applicant:	N/A
Author:	Karl Mickle, Operations Manager
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	20 August 2024
Disclosure of Interest:	Nil
Attachments:	Tender from Stallion Homes
Previous Reference:	12 June 2024 Committee Meeting

Summary:

For the committee to recommend to Council to accept the Tender for the Building works to refurbish the Kitchen and Storeroom.

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:

Request for Quotations for the upgrade of the Kitchen and Storeroom at the Community Centre were called in June 2024, with just one quotation received from Stallion Homes. The Quote was \$399,940 (excluding GST). This included all electrical works.

Under Section 3.57 of the Local Government Act requires that where the value of the works is more than \$250,000 Tenders are to be publicly invited before the Local Government enters into a contract.

The Shire called for quotations as the estimated value of the works was expected to be less than \$250,000.

As the quotation was for more than this amount, tender will need to called.

A request for the tender at the Wandering Community Kitchen and Storeroom Upgrades was called and closed on the 5th of August 2024 at 4pm, with just one Tender received from Stallion Homes.

The Tender was assessed by the project manager, and he has made the following comments

“The quotation from Stallion Homes appears to have covered all bases, with the following particularly noted:

- The price reflects an up-rated main beam 'B1' from 200UB to 250UB. Engineering approval is sought to confirm.*
- The price reflects a 'grid-type' ceiling instead of a suspended plasterboard ceiling. I had not picked up on this earlier on the design drawings, assuming a grid-type ceiling would be required for accessibility into the ceiling void in the future. A grid-type ceiling must be installed, and it is quite probably cheaper than the suspended plasterboard type.*
- There is no allowance in the electrical price for exit and emergency lighting. It is presumed that this will be required to satisfy present public safety requirements. For further consideration.*
- It is noted that the existing switchboard is probably sub-standard and requires upgrading. An upgrade may have a concessional saving on the installation of a sub-main board. For further consideration.*

Pricewise, we have:

- Preliminaries: \$17,020
- Demolition: \$30,640
- Construction including plumbing, gas and drainage and electrical works: \$337,280
- Contingency: \$5,000
- Total lump sum price (ex GST) \$399,940

to a GST-excluded total of \$399,940. I originally expected that the value of the works would have been in the order of \$300K, so the price is not too far off the mark. At the end of the day, we will have an asset that Wandering can be proud of well into the future.”

Consultation:

Not applicable

Statutory Environment:

Section 3.57 of the Local Government Act (1985) as amended.

Policy Implications:

Policy 12- Purchasing and Tenders

Financial Implications:

As detailed in the report.

Strategic Implications:

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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

030824 Moved: Cr Gillian Hansen Seconded: Cr Max Watts

Recommendation and Committee Decision:

That the committee recommend to Council to;

- 1. Accept the Tender from STALLION BUILDING PTY LTD for the amount of \$399,940 ex GST**
- 2. To ensure that construction cannot commence until after the 14th September 2024.**

Carried 4/0

For / Against: B Whitely, Cr M Watts, Cr G Hansen, D Ebsary

6. Closure of Meeting

The meeting was declared closed at 8.15pm.

