

SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308

Ph: (08) 6828 1800

www.wandering.wa.gov.au



MINUTES

Wandering Community Centre Committee Meeting 4 September 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 4 September 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 4 September 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 Gillian Hansen, Cr Sheryl Little

Community Members

Brendan Whitely, Darralyn Ebsary, Lee Muller

Shire of Wandering Staff

Alan Hart – Chief Executive Officer

Karl Mickle – Operations Manager

Project Manager

Lou Cowan

Visitors

Apologies

3. Confirmation of Minutes of Previous Meetings Held

3.1 Committee Meeting Minutes – 21 August 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

010924 Moved: Cr Gillian Hansen Seconded: Darralyn Ebsary

Recommendation and Committee Decision:

That the Minutes of the Wandering Community Centre Upgrade Committee Meeting held on 21 August 2024 be confirmed as true and correct.

Carried 6/0

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

020924 Moved: Cr Max Watts Seconded: Darralyn Ebsary

Recommendation and Committee Decision:

That the Committee accepts the Project Manager's report.

Carried 6/0

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

REPORT to UPGRADE COMMITTEE
1 September 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 4 September 2024:

Kitchen Upgrade Construction Quotation:

No further pricing has yet been received from Stallion Homes. The cost proposal for the electrical works was to be available for consideration by Council at a Special Council Meeting on Thursday 5 September.

Community Centre Amenities Upgrade:

As Kim Harris is at present on holiday the redesign of the internal amenities upgrade has not yet commenced.

External Sports Amenities:

Modus Australia have provided a budget price for an external amenities unit of \$56K plus GST. This provides for engineering certification, plumbing pre-lay plan, concrete specification plan, installation instructions, the prefabricated modular building kit including delivery to Wandering, and a 'technical support team'. There is no allowance for site works or construction.



As this price did not include showers in the two ambulant cubicles, I have requested further pricing. All pricing is based on porcelain toilet suites, with standard fixtures and fittings.

Regards – Lou Cowan

Project Manager
Wandering Community Centre Upgrade Project.

4.2 Wandering Community Centre – Quotation for Revised Electrical Works

File Reference:	11.111.11101
Location:	Down Street Wandering
Applicant:	N/A
Author:	Alan Hart, Chief Executive Officer
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	4 September 2024
Disclosure of Interest:	Nil
Attachments:	Quotation from Stallion Homes
Previous Reference:	N/A

Summary:

For the Committee to recommend to Council to accept the quotation for the revised electrical works as part of the Wandering Community Centre Upgrade.

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 committee requested that further investigation works be undertaken with the tenderer, Stallion Homes, with regard to the electrical works that is needed at the Wandering Community Centre to ensure that compliance with current standards is achieved and to minimise the cost of electrical works by doing the entire upgrade at once and whilst the building works are being completed and not in 2 stages.

The electricians attended an onsite meeting with the project manager on 28th August and assessed what is required to undertake a total electrical upgrade to make the building comply with the current standards, including replacing the main switchboard and installing suitable exit signs to the main hall.

The cost of the electrical works has been quoted at \$9,125.30 (ex GST). There however be a saving in the electrical works quoted in the tender of \$5,402.50 (ex GST), making the additional cost of the works of \$3,722.80 (ex GST).

Details of the works is attached.

It is recommended that the Committee recommend to Council to accept this quotation and vary the tender amount by \$3,722.80.

Consultation:

Not applicable

Statutory Environment:

Not applicable

Policy Implications:

Not applicable

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

030924 Moved: Darralyn Ebsary Seconded: Cr Gillian Hansen

Recommendation and Committee Decision:

That the Committee recommends to Council to accept the variation to the tender to upgrade the Electrical Works at a cost of \$3,722.80 (ex GST).

Carried 6/0

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

Against: Nil

From: [Andrew Sharpe](#)
To: rinawoc@gmail.com; [Alan Hart](#)
Cc: [Joel Farr | Stallion Homes](#)
Subject: Electrical upgrades for Wandering Community Centre
Date: Tuesday, 3 September 2024 2:16:57 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
Importance: High

CAUTION: This email originated from outside of the organisation. Do not click links or open attachments unless you recognise the sender and know the content is safe.

Hi Lou & Alan,

The sparkies have done their analysis, notes are below.

In short, the works noted will cost \$9,125.30 (ex GST), but will make the previously quoted tender works simpler (and tidier/better) which will save \$5,402.50 (ex GST) on the tendered price, meaning getting a new switchboard and making everything up to date and organised is the difference, being \$3,722.80 ex GST (on top of the electrical works noted in the tender submission). All this stuff really should be done, it is going to make the whole finished project much better, and is very little cost in my opinion.

Their recommendations for power supply and switchboards to community centre after the site inspection includes the following extra works:

- Replace the existing board in the foyer with a new commercial chassis board in the same location.
- Relocate the existing circuits to new board and including RCD protection as required.
- Solar board to remain as is to keep backup circuits separate from main supply.
- Emergency light test kit for existing emergency lights subject to wiring being suitable.
- This work is recommended to be done as part of the extension to avoid the need to install RCDs and breakers for items that will be removed during the extension

Notes:

- Following the site visit, it is observed that the current supply is larger than standard, it appears to be 3PH 100A.
- This is close to the maximum demand for the kitchen extension. However, typically the actual power consumption is less than the maximum demand. Therefore, it is advised at this stage to maintain the existing power supply as is. The cables leading to the community centre are adequately sized to handle the anticipated power requirements.
- The present switchboards are an amalgamation of three boards with circuits derived from all three boards.
- Installing a new circuit and breaker sufficient for the extension would entail a considerable effort. Instead of undertaking this and then adding an additional board in the extension, it is recommended to replace the two old switchboards with a new single board that would centralize all circuits in the building to one location. In addition to this there are 8 existing power circuits to the kitchen area that can be re-used for the extension. **This option will also save \$5402.50** on the cost of the current kitchen renovation.
- The solar board is new and there are advantages to keeping backup circuits separate so we would propose that this is left as a separate board adjacent to the main switchboard.
- We understand that the existing three phase exhaust fans and the electric hot water systems

are to be removed as part of renovations. We have not allowed to reconnect these in the new switchboard.

Please let me know your/Council's decision?

Thanks again,

Kind Regards,

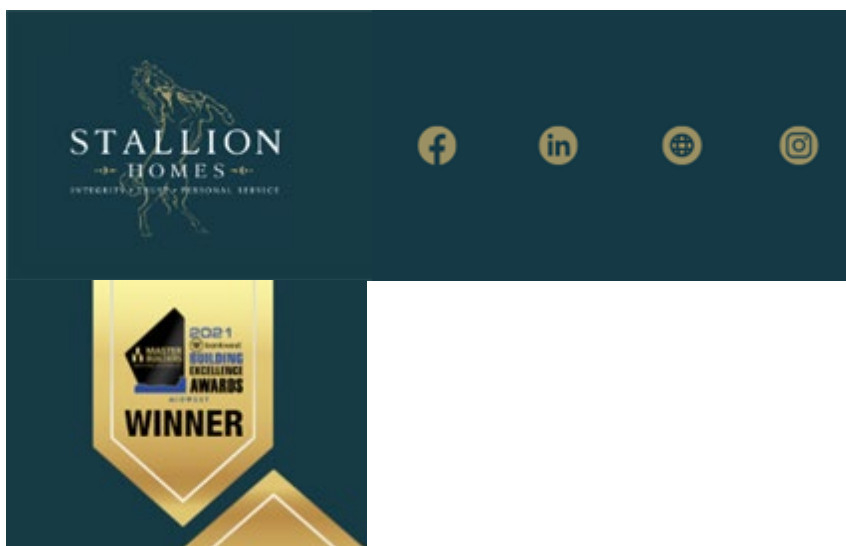
Andrew Sharpe
Sales Manager

A: 14 Mitchell Avenue, Northam WA

W: stallionhomes.com.au

P: 1300 21 2020

M: +61 400 362 125



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4.3 Wandering Community Centre – Possible Funding Sources for Stage 3 Works

File Reference:	11.111.11101
Location:	Down Street Wandering
Applicant:	N/A
Author:	Alan Hart, Chief Executive Officer
Authorising Officer	Alan Hart, Chief Executive Officer
Date:	4 September 2024
Disclosure of Interest:	Nil
Attachments:	Nil
Previous Reference:	N/A

Summary:

For the Committee to consider possible funding sources for Stage 3 works at the Wandering Community Centre.

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 committee has commenced the planning works for Stage 3 of the Wandering Community Centre - Upgrade of the existing ablution facilities, construction of new sports change room and storage facilities.

With the planning of the works, consideration needs to be given as to possibly how this stage of the project will be funded. Stage 1 & 2 have been funded through LRCIP phase 3 and 4 funding. The Federal Government are winding up the program and no further funds will be allocated in this program so alternative funding sources will need to be sourced.

The committee has previously approved funding to prepare a business case and funding application for Lotteries West to assist in funding for stage 3 works and it is envisaged that the business case can be used for other potential funding bodies.

Whilst no funding has been confirmed, possible sources are;

Lotteries Commission
Department of Sport and Recreation, through CRSFF
Newmont Mining
South 32
Disaster Resilience Fund

A grant application for \$316,000 was lodged with DFES for funding under the Disaster Resilience Fund for 2025/26 year, Council were advised on the 4th September 2024 that the funding application was unsuccessful. A new funding application will be lodged for the 2026/27 year.

Initial discussions with the Lotteries Commission indicated that they were keen to see an application from the Shire for the refurbishment of the existing ablutions, with a focus on providing accessible ablutions within the building.

Department of Sport and Recreation fund sporting related facilities through the Community Sporting and Recreation Facilities Fund. The fund has a relatively small annual allocation (\$20M for the State) and they will only fund 1/3 of the project cost. The next round of funding applications will be for the 2026/27 year, opening on the 1st July 2025 and closing on 30th August 2025.

Newmont Mining and South 32 both have community based grant applications and the funding allocated is for projects up to \$5,000. Both organisations have indicated that they will consider funding outside this program, they both require a business plan with the request and it will be considered in the financial year following the one that the request is made as long as it is presented before their budgeting process concludes.

Disaster Resilience Fund is fund of \$200M annually and the Shire lodged an application for funding for the 2025/26 year. The funding application was supported at a state level and was recommended to the NEMA assessment panel (Federal Government Panel) for approval. NEMA assessed the application and did not approve the application. An application will be lodged with the next round of funding in 2025 for the 2026/27 financial year.

Administration are continually looking for funding opportunities and when an opportunity to apply for funding does come up, it will be assessed for its suitability for this project.

Consultation:

Not applicable

Statutory Environment:

Not applicable

Policy Implications:

Not applicable

Financial Implications:

Nil

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

Officer Recommendation:

040924 Moved: Darralyn Ebsary Seconded: Cr Gillian Hansen
That the Committee receives the report on possible funding sources for state 3 works on the Wandering Community Centre Upgrade.

Carried 6/0

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

6. Closure of Meeting

The meeting was declared closed at 8.36pm.