

SPECIAL MEETING OF COUNCIL

AGENDA

3rd DECEMBER 2020











NOTICE OF MEETING

3rd December 2020

14 White Street Brookton, WA 6306

Dear Councillor, Resident or Ratepayer,

Notice is hereby given that the Special Meeting of the Brookton Shire Council will be held on Thursday 3rd December 2020 in the Council Chambers at the Shire Administration Centre commencing at 5.30 pm.

The order of business includes:

1. Community Hall Designs and Costing - Consent to Advertise

Ian D'Arcy
CHIEF EXECUTIVE OFFICER
27th November 2020

DISCLAIMER

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Brookton warns that anyone who has any application lodged with Council must obtain and should only rely on written confirmation of the outcomes of the application following the Council meeting, and any conditions attaching to the decision made by the Council in respect of the application. No responsibility whatsoever is implied or accepted by the Shire of Brookton for any act, omission or statement or intimation occurring during a Council meeting.

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1.12.20 DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

On behalf of Council I would like to acknowledge that this meeting is being held on the traditional lands of the Nyoongar People and pay respect to all Elders, past, present and emerging. I wish to acknowledge and respect local people's continuing culture and the contribution they make to Country and it's life.

| 2.12.20 | RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE | |
|---------|--|--|
| | | |
| 3.12.20 | PUBLIC QUESTION TIME | |
| | | |
| 4.12.20 | ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION | |
| | | |
| 5.12.20 | DISCLOSURE OF INTERESTS | |

Members and Officers to declare Financial, Proximity or Impartiality Interests & submit forms to the Chief Executive Officer at the commencement of the meeting and also prior to the item.

Disclosure of Financial & Proximity Interests

- a. Members must disclose the nature of their interest in matters to be considered at the meeting. (Sections 5.60B and 5.65 of the *Local Government Act 1995*).
- b. Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the Local Government Act 1995).

Disclosure of Interest Affecting Impartiality

a. Members and staff must disclose their interest in matters to be considered at the meeting in respect of which the member or employee has given or will give advice.

06.12.20 COMMUNITY HALL DESIGNS AND COSTINGS – CONSENT TO ADVERTISE

File No: FIN20B001B

Date of Meeting: 03 December 2020

Location/Address: N/A
Name of Applicant: N/A

Name of Owner: Shire of Brookton

Author/s: Ian D'Arcy – Chief Executive Officer

Authorising Officer: As above

Declaration of Interest: The author has no interest in this item.

Voting Requirements: Simple Majority

Previous Report: N/A

Summary of Item:

This item relates to endorsement of a number of concept design options and associated costs for a rejuvenated or new Community Hall, and requests Council's consent to progress public advertising to obtain community input and comment on respective designs over an approximate eight week period.

A copy of the Memorial Hall background and respective concept hall designs prepared by Stephen Carrick Architects is presented as:

- Attachment 06.12.20.01A Brookton Memorial Hall Background
- Attachment 06.12.20.01B Brookton Memorial Hall Conservation Option 1
- Attachment 06.12.20.01C Brookton Memorial Hall Adaption Option 2
- Attachment 06.12.20.01D Brookton New Multi-Use Hall Option 3

Proposal:

In summary the aim of this proposal is canvas the Brookton community on a number of concept design options for a Community Hall. This process is to primarily inform Council on preferred direction across one of the following options with opportunity to express preference and influence design through community suggestion and ideas:

- Option 1 Memorial Hall Heritage Conservation
- Option 2 Memorial Hall Adaption
- Option 3 New Multi-Use Hall

Background:

Shire of Brookton is at the 'crossroads' of addressing community need with the existing Memorial (Town) Hall buildings which are presently underutilised and require structural rejuvenation and aesthetic enhancement. These buildings have traditionally been central to the community's social fabric for decades but are now aged, and through a lack of attentive maintenance, present as tied, outdated, and detracting from their meaningful purpose and earlier popularity.

In light of this the Council opted to canvas community sentiment through engagement of a suitably qualified and experienced architect to present a number of indicatively costed design options. The intent is to arrive at an informed position through stimulating broad community discussion, thought and input on the preferred location and design, taking into account the level of investment and need for a functional facility over the long term.

The process as reflected in the project brief for the architect is outlined in the table below:

| Time frame | | е | KPI/ Action | | |
|-----------------|--|---|-------------|---|--|
| 4 th | Week | - | Oct | Conduct inception meeting with Shire to validate design options and | |
| 3 rd | Week | - | Nov | Presentation and acceptance of draft concept plans for each option to Shire. | |
| 4 th | Week | - | Nov | Commence Community Consultation 30 th Nov 2020 (8 weeks) – Conclude 23 rd | |
| 1 st | Week | - | Feb | Schedule submissions with changes/costings to concept plans for each option - | |
| 202 | 2021 present Schedule and recommended changes to the Shire. | | | | |
| 3 rd | Week | _ | Feb | Council to consider and determine preferred design option. | |

Fundamentally, this program has been established as a guided to arrive at an informed and timely outcome.

Consultation:

For the most part consultation has been limited to the Shire Administration, the architect and Council. It is integral that Council now hear from the broader community through an eight (8) week public consultation process involving two (2) public presentations, one morning and one evening, by the Architect to explain the concept designs and receive questions from members of the community. It is suggested these presentations occur on Wednesday 16th December 2020 at the Memorial Hall commencing at 10.30am and again at 6.30pm. A further discussion with Councillors is also suggested at 4.00pm on the same day.

Statutory Environment:

There is no statutory framework in relation to this matter.

Relevant Plans and Policy:

Council's recently adopted Community Consultation Policy 2.41 designates a Shire wide consultation process is to be entertained for this proposal that involves a range of mediums including a mail drop, media release, email and e-news circulation, publication in the Telegraph newspaper and on the Shire website and Facebook page, and graphical display of the respective concept designs.

Financial Implications:

Engagement of architectural services for this process is already catered for in the 2020-21 Budget at a cost \$26,400, although further financial consideration on this matter will be needed by Council at the conclusion of the public consultation process and selection of a preferred design for a Community Hall.

Of note, the quantity surveyor in collaboration with the architect has costed each of the respective options.

At the time of writing this report clarification was being sort on the respective cost estimates for each design option. These will be presented in the following table format at the Special Council Meeting for consideration, and also be included in the meeting minutes.

| Option | Building Construction | Ancillary | Total Allocation |
|---------------------------|------------------------------|-----------|------------------|
| | Cost | | |
| 1. Memorial Hall Heritage | \$ | \$ | \$ |
| Conservation | | | |
| 2. Memorial Hall Adaption | \$ | \$ | \$ |
| | | | |
| 3. New Multi-Use Hall | \$ | \$ | \$ |
| | | | |

However, these costs do not address the following:

- Building supervision fees, landscaping, carparking and street pavement modifications because for the most part these works can be performed using in-house resources and therefore will required separate costing.
- Recurrent maintenance and operational costs at this stage as these costs may depend on building materials types and utility sourcing, such as incorporation of photovoltaic energy systems.

Risk Assessment:

The risk associated with this matter is assessed as 'High'. It is important the Council arrive at the best outcome for the provision of a fully functional Community Hall that addresses Community need over the long term – see further commentary in the Comment Section below.

| Consequence | Insignificant | Minor | Moderate | Major | Extreme |
|----------------|---------------|--------|----------|--------|---------|
| Likelihood | | | | | |
| Almost Certain | Medium | High | High | Severe | Severe |
| Likely | Low | Medium | High | High | Severe |
| Possible | Low | Medium | Medium | High | High |
| Unlikely | Low | Low | Medium | Medium | High |
| Rare | Low | Low | Low | Low | Medium |

| Risk Rating | Action |
|-------------|---|
| LOW | Monitor for continuous improvement. |
| MEDIUM | Comply with risk reduction measures to keep risk as low as reasonably practical. |
| HIGH | Review risk reduction and take additional measures to ensure risk is as low as reasonably achievable. |
| SEVERE | Unacceptable. Risk reduction measures must be implemented before |

Community & Strategic Objectives:

This policy relates to delivery of core business and services detailed in the Shire of Brookton Corporate Compendium – November 2020, duly appended to the Next Generation BROOKTON Corporate Business Plan <2024.

Specifically, the public consultation on the Community Hall designs and costings aligns to:

Business Function 9 – Asset Management

Action – 9.5 Prepare Asset Management Plan – Memorial Town Hall

Comment:

From an officer perspective the decision on a future Community Hall should be considerate of:

- Broad community sentiment and expectations across all demographics.
- A design that encompasses functionality, practicality, adaptability, durability, and longevity premised on accommodating variable use, both now and into the future.
- Long term affordability accounting for initial capital investment, ongoing maintenance, and recurrent operational costs.

• Visual appeal and amenity both internal and externally.

To adequately address these considerations and arrive at an informed decision it is important the Council first engage with, and receive input from, the broader Community on the respective concept design options and associated costings prepared by the architect. These options are intended to incite considerable thought, discussion, and suggestion from community members, including preference of location as well as design, whilst acknowledging these options are not 'fixed' but rather are open to change and enhancement.

Therefore, in review of the concept drawings and supporting information (including costings prepared by a professional quantity surveyor) it is recommended the three designs and background information on the Memorial Hall be endorsed for public advertising in line with Council Policy 2.41.

OFFICER RECOMMENDATION

That Council endorses advertising of the Community Hall Designs and Costings Options (presented as attachments to this report) seeking community input over a period of eight (8) weeks that involves:

- A mail drop, media release, email and e-news circulation, publication in the Telegraph newspaper, Shire website and Facebook page, and graphical display of the respective concept designs at the IGA supermarket subject to the owner's consent.
- Two public presentations to be conducted on Wednesday 16th December 2020 at the Memorial Hall with the first to commence at 10.30am and the second at 6.30pm.
- A separate discussion with Councillors on Wednesday 16th December 2020 convened in the Council Chambers at 2.00pm.

(Simple Majority Vote required)

Attachments

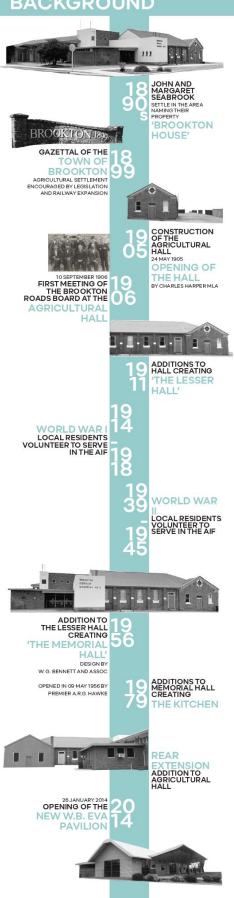
Attachment 06.12.20A – Brookton Memorial Hall Background

Attachment 06.12.20B - Brookton Memorial Hall Conservation - Option 1

Attachment 06.12.20C - Brookton Memorial Hall Adaption – Option 2

Attachment 06.12.20D - Brookton New Multi-Use Hall - Option 3

BROOKTON MEMORIAL HALL



STAGES OF DEVELOPMENT









STATEMENT OF SIGNIFICANCE

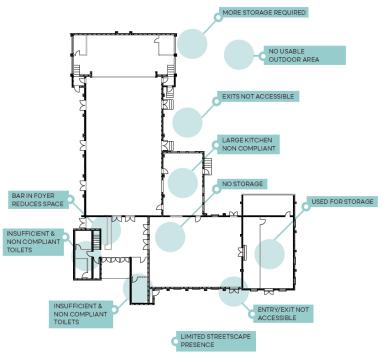




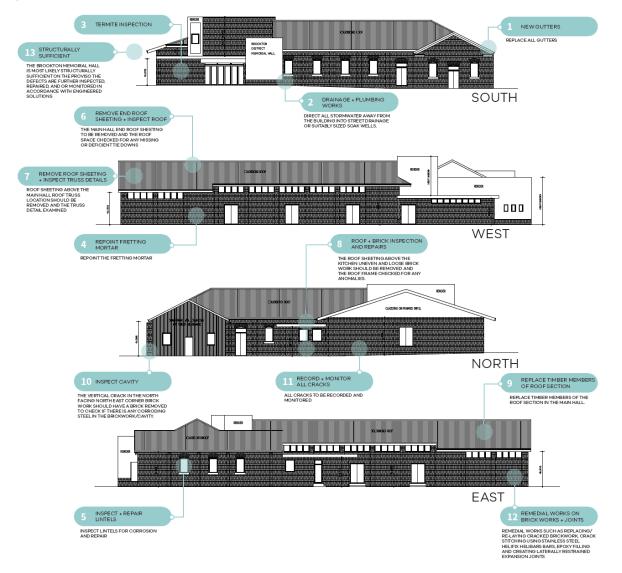
stephen carrick architects

CURRENT ISSUES





BUILDING ISSUES



BROOKTON MEMORIAL HALL

OPTION 1

THE FOCUS FOR THIS OPTION IS THE CONSERVATION OF ALL STAGES OF THE BROOKTON MEMORIAL HALL, INTERNALLY AND EXTERNALLY, CONSERVATION IS GUIDED BY THE POLICIES IN THE CONSERVATION PLAN.

STRUCTURAL AND BUILDING WORKS WILL BE GUIDED BY THE STRUCTURAL REPORT AND THE CONSERVATION PLAN. EXISTING USES ARE RETAINED

. TOILETS ARE DESIGNED AND UPGRADED TO MEET COMPLIANCE STANDARDS. THE KITCHEN IS REFURBISHED TO MEET CURRENT COMPLIANCE STANDARDS.

WHITTINGTON STREET IS PROPOSED TO HAVE TRAFFIC CALMINGTO INCREASE THE CONNECTIVITY BETWEEN BROOKTON MEMORIAL HALL TO MADDISON SOUABE PARK THE CONNECTION WITH THE SHIRE ADMINISTRATION OFFICES IS REINFORCED THROUGH A FORMALIZED CROSSING AND TRAFFIC CALMING TO WHITE STREET.

LANDS CAPING TO THE STREET ELEVATIONS IS PROPOSED TO PROVIDE A MORE SYMPATHETIC SETTING FOR THE MEMORIAL HALL.

DEVELOPMENT TO THE READ OF THE MALL HAVE ACCOPTABLE ALL EXPENSIONS ALL EXPENSIONS

CONSERVATION POLICIES

1 NEW USES

NEW USES CAN BE INTRODUCED. ANY NEW USE SHOULD NOT RESULT IN HARMFUL ALTERATIONS TO THE BUILDINGS OR LOSS OF ORIGINAL

2 RETAIN + CONSERVE

ALL THE BUILDINGS AND SITE FEATURES ASSESSED AS BEING OF HERITAGE SIGNIFICANCE SHOULD BE RETAINED AND CONSERVED ON THEIR ORIGINAL

3 RESPECT ALL PERIODS OF DEVELOPMENT

THE CONTRIBUTIONS OF ALL PERIODS TO THE PLACE MUST BE RESPECTED.

4 COMPATIBLE USE

COMPATIBLE USE MAY BE ACCEPTABLE; CAFE/TEA ROOMS; CINEMA; COMMUNITY USE; SMALL BUSINESS INCUBATOR/SMALL OFFICES; LOTTERIES HOUSE; LOCAL MARKETS.

5 STREETSCAPE PRESENTATION

STREETSCAPE PRESENTATION
IS AN INTEGRAL ASPECT OF THE
SIGNIFICANCE OF THE PLACE. THE
BUILDING DEMONSTRATES AESTHETIC
VALUE IN THE STREETSCAPE.

6 VIEWS TO REAR

VIEWS TO THE REAR ARE OF LITTLE IMPORTANCE.

7 INTERPRETATION

INTERPRETATION INVOLVES THE WAY IN WHICH THE SIGNIFICANCE IS CONVEYED TO THE USERS OF THE PLACE INCLUMING VISITORS AND THE GENERAL PUBLIC. THE HISTORY OF THE DEVELOPMENT OF THE TOWN OF BROOKTON AND THE USE OF THE BUILDING FOR CIVIC AND SOCIAL, PURPORESS ARE IMPORTANT

8 CONSERVE FUNDAMENTAL COMPONENTS

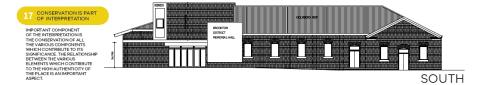
ENSURE THE CONSERVATION OF THE BUILDING THAT COMPRISES THE BROOKTON MEMORIAL HALL IS A FUNDAMENTAL COMPONENT OF ITS INTERPRETATION

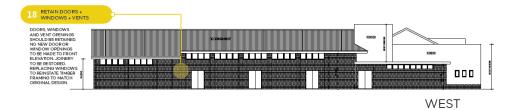
9 ENCOURAGE COMMUNITY US

FUTURES OWNERS AND USERS SHOULD ENCOURAGE THE CONTINUING USE OF THE PLACE AS A COMMUNITY RESOURCE.

10 ENCOURAGE PUBLIC

THE CONTINUING USE OF THE HALL FOR PUBLIC PURPOSES IS ENCOURAGED.















LANDSCAPING PRECEDENTS

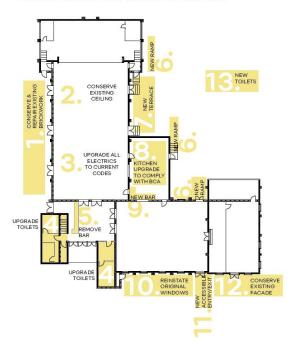








CONSERVATION & COMPLIANCE





BROOKTON MEMORIAL HALL ADAPTATION

PROPOSAL PLAN

THIS OPTION SEEKS TO ADDRESS USER AND BUILDING ISSUES WITH A CONTEMPORARY ADAPTATION OF THE BUILDING AND SITE. CONTEMPORARY ADAPTATION IS GUIDED BY THE POLICIES AND PRINCIPLES IN THE CONSERVATION PLAN.

KEY FEATURES OF THIS OPTION ARE:

STREETSCAPE PRESENCE
THE PRESENCE OF THE BROOKTON MEMORIAL HALL IN THE STREETSCAPE IS ENHANCED THROUGH AN IMPROVED LANDSCAPED SETTING.
CONSERVATION OF THE BUILDING WILL IMPROVE THE APPEARANCE.
SUBILE ENTRY CANDRY IMPROVEMENTS WILL IMPROVE THE PROMINENCE OF THE ENTRY TO THE MAIN HALL THE AGRICULTURAL HALL
WITH THE STREET. ILL HAVE THEN ENTITES IMPROVED TO ENGAGE
UP LIGHTING TO THE FACADES WILL SHOWCASE THE BUILDING AND
LIGHTING TO THE ENTRY POINTS WILL PROVIDE CLEAR DIRECTION TO
PEOPLE.

CIVIC BEINFORCEMENT
THE BUILDING'S CIVIC PRESENCE WILL BE IMPROVED THOUGH LINKS
TO MADDISON SOUARE AND THE SHIRE ADMINISTRATION OFFICES.
LANDSCAPING, HARD AND SOFT, WILL ALSO STERNGTHEN THE CIVIC
CONNECTION. LEEMENTS SUCH AS FLAG POLES, BANNERS, SIGNAGE
AND INTERPRETATION WILL ADD INTEREST AND COLOUR.

NEW EXTERNAL SPACES

NEW EXTERNAL TERRACE ACCESSED FROM THE MAIN HALL AND A

NEW COVERED AREA EXTERNAL SPACES FOR THE EACK OF THE AGRICUL
TURAL HALL OFFER EXTERNAL SPACES FOR THE COMMUNITY FOR A

VARETY OF PAUCTIONS AND CELEBRATIONS. LANDSCAPING VIII.

PLAYGROUND AND OPEN STYLE FENCING WILL PROVIDE A SAFE AND

SECURE AREA FOR CHILDERN ATTENDING EVENTS. EXTRA TOILETS ARE

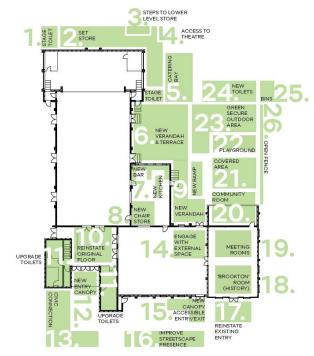
PROPOSED TO SERVICE THIS EXTERNAL AREA.

BROOKTON HISTORY & INTERPRETATION - AGRICULTURAL HALL PROPOSED FOR COMMUNITY USE THIS SPACE IS ABOUT CELEBRAT-ING BROOKTON. SPACES FOR MEETINGS AND COMMUNITY ACTIVE WOULD BE INTEGRATED WITH A CONTEMPORARY INTERPRETATION DISPLAYTHAT HIGHLIGHTS AND CELEBRATES THE BROOKTON DIS-TRICT AS WELL AS THE BROOKTON MEMORIAL HISTORY.

IMPROVED INTERNAL SPACES
TO ADDRESS USER REQUIREMENTS AS SERIES OF IMPROVEMENTS ARE
PROPOSED. BUILDING A NEW STORE FOR STAGE PROPS WILL ALLOW
THE AGRICULTURAL HALL TO BE USED FOR COMMUNITY PURPOSES.
PUNCTIONAL ITEMS SUCH AS A NEW INTERNAL STORE WILL HOUSE
CHAIRS AND TABLES. THE KITCHEN WILL BE REDUCED IN AREA AND
THE BOALT TO MEET USER RECOLDEMENTS. A NEW BAYLES FROM
THE BOALT THAT ALSO ACT AS A SERVER TO THE EXTERNAL TERRACE.

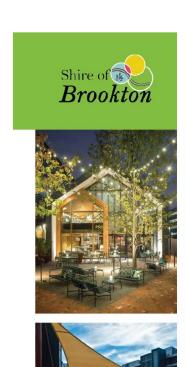
THE LESSER HALL IS PROPOSED TO HAVE AUDIO VISUAL PROJECTOR AND SCREEN FACILITIES FITTED TO ALLOW FOR CONFERENCE STYLE USES.

OPTION 2. NEW COMMUNITY CENTRE

















BROOKTON MEMORIAL HALL NEW MULTI-USE HALL

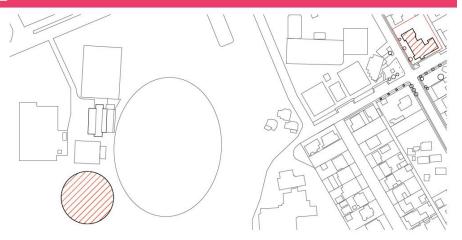
OPTION 3

OPTION 3 IS A NEW BUILDING THAT IS LOCATED ON A GREENFIELD SITE TO THE SOUTH OF THE EXISTING WB EVA PAVILION BUILDING ON RESERVE 43158. IT IS SITED ADJACENT TO THE BROOKTON OVAL.

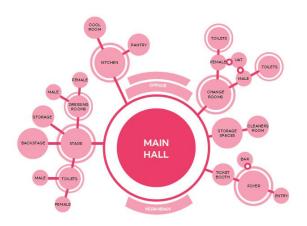
THE DESIGN IS A SIMPLE AND CONTEMPORARY FORM. THE USE OF STONE AND CORRUSATED STEEL PROVIDES A CONNECTION TO THE EXISTING WBEVA PAVILION A COST EFFECTIVE COMPOSITE A LIJUMIKUM PANEL HAS ALSO BEEN USED TO FROVIDE LIGHTING. POLYCARBONATE HAS ALSO BEEN USED TO PROVIDE LIGHTING.

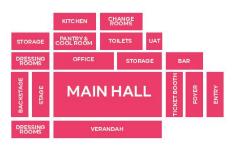
THE HALL IS EQUIVALENT TO THE BROOKTON MEMORIAL HALL IN PHYSICAL DIMENSIONS AND IS A MULTI USE SPACE WITH A STAGE FOR PERFORMANCES AND CAN BE ADAPTED AS A CONFERENCE FACILITY.

THE HALL OPENS TO A VERANDAH WITH A GRASS TERRACE AND ALFRESCO AREA. LANDSCAPING FEATURES NATIVE PLANTINGS.



CONCEPT DEVELOPMENT



















7.12.20 NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING

8.12.20 NEXT MEETING & CLOSURE

The next Ordinary meeting of the Council will be held on 17th December 2020 commencing at 6.00 pm.