



MINUTES

TOWNSCAPE ENHANCEMENT COMMITTEE

15 OCTOBER 2020



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Bill Atkinson
ACTING CHIEF EXECUTIVE OFFICER

GIFTS DISCLOSURE INFORMATION

The Gifts Register contains the disclosures of gifts that have been made by Elected Members, the Chief Executive Officer and Employees in their official capacity.

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Elected Members and the Chief Executive Officer are required to disclose gifts which are valued over \$300 or are two or more gifts with a cumulative value over \$300 (where the gifts are received from the same donor in a 12 month period) within 10 days of receipt [Sections 5.87A & 5.87B *Local Government Act 1995*].

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SHIRE OF WAGIN

Minutes for the Townscape Enhancement Committee Meeting held in the Council Chambers, Wagin on Tuesday 15 October 2020 commencing at 6:05pm

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1. OFFICIAL OPENING

Chairperson, Cr Chilcott, opened the meeting 6:05pm.

2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

2.1 ATTENDANCE

Cr Sherryl Chilcott
Cr Geoff West
Cr Dave Atkins
Brian Roderick
Gen Harvey
Mark Banks
Lance Mudgway

Chairperson
Councillor
Councillor
Deputy Chief Executive Officer

2.2 APOLOGIES

Denise Patterson
Robyn Hoysted

3. PUBLIC FORUM

Nil

4. PETITIONS/DEPUTATIONS/PRESENTATIONS

Nil

5. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS

5.1 DISCLOSURE OF FINANCIAL INTEREST – Local Government Act Section 5.60a

Nil

5.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6

Nil

5.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c

Nil



6. CONFIRMATION OF PREVIOUS MEETING MINUTES

6.1 MINUTES FROM THE TOWNSCAPE ENHANCEMENT COMMITTEE MEETING HELD 18 JUNE 2020

COMMITTEE DECISION

Moved Cr G K B West

Seconded Gen Harvey

That the minutes of the Townscape Enhancement Committee meeting held on 18 June 2020 and circulated to all Councillors and Committee Members, be confirmed as a true and accurate record.

Carried 6/0



7. STATUS REPORT – OCTOBER 2020

Date	Description	Responsible Person	Action	Status	Comments
2019	Wetlands Park Development	Brian Roderick	<p>Council has Budgeted \$217,250 to carry out stages 1 and 3 of this development.</p> <p>This is made up of \$180,000 from Federal Grant funding program – Local Roads and Community Infrastructure, \$15,000 from WAG's and the remainder from Council.</p>	In Progress	In Progress – The Shire has engaged John Case to project manage this project. John is working as Shire Staff. He has completed a lot of the planning works. Demolition works commence this Friday 16th October.
2018	Library / Town Square Development	Brian Roderick	<p>The final plan was endorsed by Council at the September Council meeting.</p> <p>There was a significant amount of work and consultation to derive a final plan that ticked all the boxes.</p>	<p>Ongoing – In Progress</p> <p>Final Masterplan was endorsed by Council at the August Council Meeting.</p>	In Progress – The Shire has engaged John Case to project manage this project. John is working as Shire Staff. He has completed a lot of the planning works. Also, some the design elements have been purchased and formal work will commence at the end of October.
2018	Electronic Advertising Sign	Brian Roderick	At the last Committee meeting the following recommendation was put forward to Council:	Ongoing – In Progress	The Recommendation was not adopted by Council, instead they resolved to request the



			<p>1. Advertising on the information sign of businesses that are members of the Wagin Chamber of Commerce be permitted. Advertising would work on an annual fee basis and an advertising policy would need to be developed.</p> <p>2. That tenders be called for the supply, framing, cabinet & header board, delivery, erection, software supply and commissioning of the Electronic Information Sign with the following specifications: -Double sided panel with 6.6mm pitch or better -Size: 2,560mm (l) x 1,920mm (W) x 150mm (D)</p> <p>3. That the Shire meet all on-going recurrent costs associated with the operation of the information sign and to make provision to replace the sign as required in the future. These costs are to be offset by income generated through local business advertising.</p> <p>4. That the Shire be responsible for the management arrangements of the Electronic Information Sign.</p>		<p>Finance and General Purposes Committee develop a policy pertaining to the operating and management of the Electronic Sign.</p> <p>A policy was formulated in August and adopted by Council at the September meeting.</p> <p>Council, at the September Meeting, resolved to call for Quotations/Expressions of Interest for supply and erection of a double sided Electronic sign.</p> <p>Approvals have been granted by Main Roads WA to erect the sign in the Town Square development.</p> <p>Request for Quotations have been advertised, closing 20th October.</p>
March 2020	Giant Ram Painting and Maintenance	Brian Roderick	\$25,000 has been included in the 2020/2021 Shire Budget, funded through Federal Grant funding	Planning Stage	Quotations received for painting contractors and a



			<p>program – Local Roads and Community Infrastructure.</p>		<p>painter has been engaged to undertake these works.</p> <p>We are still working with a scaffolding company to secure appropriate and affordable scaffolding.</p> <p>We are hoping the works can be carried in Late October or early November.</p> <p>Council has allocated \$25,000 to carry out this maintenance job from recent additional grant funding from the Federal Govt (LRCIP Grant)</p>
May 2020	Implementation of Proposed Annual Flowering Program and Enhancement of Specific Areas	Bill Atkinson	<p>. That the Committee recommend Council approve the progressive implementation of the creation of the proposed annual planting program and the creation of garden beds as specified in this report;</p> <p>2. That the Committee recommend Council support consideration towards implementing the following projects (subject to finalising conceptual plans as required):</p>	In Progress- On-going	Significant works have been undertaken with this Townscape initiative.



			<ul style="list-style-type: none"> • Upgrade of the lawn/garden area around the Wagin War Memorial; • Installation of seating, gazebo/shelter and garden bed adjacent to the RSL building in Tudhoe Street; • Installation of a seat around the circular garden bed opposite the Town Hall buildings on the Tudor Street reserve. 		
June 2020	Public Seating of Wagin	Bill Atkinson / Brian Roderick	<ol style="list-style-type: none"> 1. That an audit of public seating in Wagin be carried out; 2. That a determination be made of what seating should be made redundant and what new seating should be provided; 3. That budget provision be made in the Shires 2020/21 financial year budget to bring public seating up to a suitable standard. 	In Progress - Ongoing	<p>Staff have carried out Seating Audit</p> <p>Funding of \$30,000 through the Local Roads and Community Infrastructure Program (LRCIP) in the 20/21 Budget</p> <p>Some new Furniture ordered</p>
June 2020	Pine Barriers Refurbishment	Bill Atkinson	That a program of refurbishing/replacing pine barriers in public areas and the repainting of kerbs in traffic islands be undertaken.	In Progress - Ongoing	Staff are in the process of painting the existing Pine Barriers.
October 2020	Ficus Plant Pots	Brian Roderick	Move pots and replace struggling plants	In Progress	This has been undertaken by the works crew, we are now looking at planting appropriate plants in the Tudor Street pots



8. CORRESPONDENCE AND REPORTS

8.1.1. ELECTRONIC ADVERTISING SIGN – UPDATE ONLY

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	12 th October 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	1. Electronic Advertising Sign Policy 2. Request for Quotation

UPDATE

At the last Committee meeting in June the following recommendation was put forward to Council:

1. *Advertising on the information sign of businesses that are members of the Wagin Chamber of Commerce be permitted. Advertising would work on an annual fee basis and an advertising policy would need to be developed.*
2. *That tenders be called for the supply, framing, cabinet & header board, delivery, erection, software supply and commissioning of the Electronic Information Sign with the following specifications:
-Double sided panel with 6.6mm pitch or better
-Size: 2,560mm (l) x 1,920mm (W) x 150mm (D)*
3. *That the Shire meet all on-going recurrent costs associated with the operation of the information sign and to make provision to replace the sign as required in the future. These costs are to be offset by income generated through local business advertising.*
4. *That the Shire be responsible for the management arrangements of the Electronic Information Sign.*

The Recommendation was not adopted by Council, instead they resolved to request the Finance and General Purposes Committee develop a policy pertaining to the operating and management of the Electronic Sign.

A policy was formulated in August and adopted by Council at the September meeting, the new policy is enclosed for your info.

Council, at the September Meeting, resolved to call for Quotations/Expressions of Interest for supply and erection of a double-sided Electronic sign. Request for Quotations have been advertised and closes on the 20th October. To date, we have received eight requests for the specifications, the quotation specifications document is enclosed for your information.



Once the quotation period closes staff will assess the quotations and make a recommendation to full Council at the October Council meeting.

With the electronic sign now being erected in the new Town Square development it is anticipated that the sign will be installed towards the finish of this project, so February 2021 before the next Woolorama.

Policy Type:	Administration
Date Adopted:	New

Policy No:	24
Date Last Reviewed:	N/A

Legal (Parent): <ol style="list-style-type: none"> Local Government Act 1995 Local Government Administration Regs
--

Legal (Subsidiary):

Delegation of Authority Applicable
No

Delegation No.

ADOPTED POLICY

Title:	24. WAGIN SHIRE ELECTRONIC ADVERTISING SIGN
Objective:	<p>This policy is to provide clear guidelines for the management of the Wagin Electronic Sign</p> <p>This document sets out:</p> <ul style="list-style-type: none"> The purpose of the sign Responsibility for the operation and upkeep of the sign Define what is permissible to be displayed on the sign The operational income and expenditure process
Policy Statement:	<ol style="list-style-type: none"> Location of the sign The sign is located in the Town Square, Wagin Purpose of the sign The purpose of the sign is to: <ul style="list-style-type: none"> Maximise exposure of local and regional events Provide communication between Wagin Shire and the community

- Promotion of Wagin
- Promote local organisations and events
- Promote local businesses

3. Responsibility for the sign

The Shire of Wagin will be responsible for the management, operation and upkeep of the sign.

The Shire of Wagin will make provision for the replacement of the sign.

4. What may be displayed

Messages permissible to be displayed on the sign, comprise:

Item	Duration (days)	Cost (per item)
Shire events and meetings	Unlimited	Free
Shire Community advice	Unlimited	Free
Shire facility opening and closing	Unlimited	Free
Woolorama and Community events which are primarily <i>not for profit</i> or where the proceeds are returned directly to the Wagin community	Up to 28	Free
Local sporting events	Up to 14	Free
Regional events outside of shire	Up to 7	\$500
Regional significant events held in the Shire of Wagin (Commercial)	Up to 14	\$250
<p>**Local Business:</p> <p><i>15 Minutes per business per day of advertising time: Permissible items</i></p> <ol style="list-style-type: none"> <i>1. Advertising of business name, contact details and services provided</i> <i>2. Opening times</i> <i>3. Promotion of events</i> <i>4. Promotion of major sale items on a cost recovery basis</i> 		\$250 per annum
Church services	Up to 7	Free

	Emergency warnings and advice	As required	Free
	Local Roadworks and road closures	As required	Free
<p>**It will be the responsibility of the business advertiser to organise all advertising material and any costs associated with providing this to the Shire in the correct format.</p> <p>Messages that relate to the following will be disallowed:</p> <ul style="list-style-type: none"> • political parties • religious groups • messages that are deemed offensive <p>Final determination as to the suitability of a message and its duration is delegated to and at the discretion of the Wagin Shire CEO.</p> <p>5. Operational Income and Expenditure</p> <p>The Shire will be responsible for all expenditure associated with the operation of the Sign, other than business advertising costs.</p> <p>All advertising income generated from the sign will go to offsetting all associated operating costs. Any surplus funds in-excess of meeting the annual operating costs will be transferred into the Electronic Sign Reserve. These funds will be held for the future replacement of the sign.</p>			



SHIRE OF WAGIN

QUOTATION SPECIFICATIONS

LED ELECTRONIC DISPLAY SIGN

(SUPPLY, DELIVERY, FRAMING CABINET & HEADER BOARD, ERECTION, SOFTWARE SUPPLY, COMMISSIONING AND TECHNICAL SUPPORT FOR A DOUBLE-SIDED ELECTRONIC DISPLAY SIGN)



The Shire of Wagin invites quotations for the supply, delivery, installation, commissioning and technical support for an LED electronic display sign.

Purpose of Sign:

The sign will be used to promote events, advise of emergencies, advertise local businesses and general information for the community and visitors.

Location:

The sign is to be installed at the proposed Shire Town Square situated in Tudhoe Street, Wagin.

Specification of Sign:

1. Double sided panel with 6.6mm pitch or better
2. Size: **up to** 2,560mm (long) x 1,920 mm (wide) x 150mm (deep)
3. The sign is to be framed and mounted on two posts approximately 3 metres from the ground. The frame is to include a headboard displaying *Shire of Wagin* lettering and logo.

Quotation Requirements:

Interested suppliers are required to submit details of:

1. Cost of the screen, framing system in cabinet, installation, Cage bolt assemblies, Shire of Wagin double sided header and signal controller all erected/installed.
2. On site commissioning including software and training.
3. Recurrent costs for maintenance (troubleshooting), technical support, software licences or agreements and software upgrades.
4. Warranty details.
5. Any other costs associated with providing and installing sign and maintain the operation of the sign into the future.

Other Information to be Provided:

1. Details of experience in providing and commissioning LED display signs (details of some similar installations to be provided).
2. Timeframe delivery, erection and commissioning of sign.
3. Training provided to purchaser.
4. Maintenance support and software upgrade arrangements.

Power to the Site:

The Shire will be responsible for providing power to the site.

Quotation Evaluation:

Quotations will be evaluated on the following basis:



1. Price – 70%
2. Compliance with tender specification - 5%
3. Experience in providing and commissioning LED advertising signs – 5%
4. Delivery and commissioning timeframe – 5%
5. Commitment, capacity and cost to provide training, maintenance support and upgrades – 15%

Submission of Quotations

Quotations clearly marked “**LED Electronic Display Sign**” close with the undersigned at **noon on Tuesday 20th October 2020**.

Quotations will be accepted in the hard copy form by post to Shire of Wagin PO Box 200, Wagin; or by email to dceo@wagin.wa.gov.au .

Failure to address all the conditions above may render the quotation invalid.

Lowest or any quotation will not necessarily be accepted.

W.T. ATKINSON
Acting Chief Executive Officer
Shire of Wagin
PO Box 200
WAGIN WA 6315

8.1.2 TOWN SQUARE DEVELOPMENT - UPDATE

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	Tudhoe / Trent Streets
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	11 September 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	Town Square Plan

UPDATE

The final Town Square Plan was adopted by Council at the September Council meeting, the plan has gone through significant At the last Committee meeting in June the following recommendation was put forward to Council:

THE FOLLOWING CHANGES AND NOTES TO THE TOWN SQUARE

The new disabled and baby change toilet and storage has been removed, this was done as it was not considered necessary. This has allowed the disabled access and parents with prams parking to utilise this space. Providing greater space for large vehicles travel through the area.

- Vehicle parking is limited to vehicles 14 meters long.
- The Taylor lane entry and exists remain with the entry/exit being 10 metres wide
- The parking and thoroughfare area all one way, entry from Tudhoe Street and exit on Trent Street or Taylor Lane.
- The fifth parking bay (closest to the centre walk way island has been removed to allow better thoroughfare area, bigger and easier access for the other long vehicle parking bays.
- Provision of truck parking and vehicles greater than 14 metres has been made available on Tudhoe Street adjacent to the Community Centre heading west and on Tudhoe Street adjacent to the Town Square heading east by shortening the nib on the corner of Tudhoe and Trent Streets.

Staff have been busy with organising a number of the design elements of the project, including organising the following:

- Brick Paving and contractor
- Town Map
- Shelters
- Street Furniture, benched, tables etc
- Bike Racks
- Trees and Shrubs

John Case has been employed to project manage this development and he has put together the following works schedule:

Mark out trenches for Power & lawn drainage	4	27/10/2020	27/10/2020	JC/AH
Excavate Electrical trench for LED Sign & lawn drain	16	27/10/2020	28/10/2020	Shire , B/hoe
Lay Cables incl data and pits and fill trench	16	27/10/2020	28/10/2020	Elect contract
Block access to all area south of library incl Taylor lane closed.	4	2/11/2020	2/11/2020	Shire
Excavate with Grader, site south of library to 200mm depth	24	2/11/2020	13/11/2020	Shire Works
Cart road base and compact	40	16/11/2020	20/11/2020	Shire Works
Mark out site	8	23/11/2020	23/11/2020	JC,AH
Seal stage 1 hotmix	8	24/11/2020	24/11/2020	Seal Contractor1
Chipseal stage 2	16	25/11/2020	26/11/2020	Seal Contractor2
Kerb stage 1 & 2 incl drains	24	30/11/2020	2/12/2020	Kerb Contractor
Prepare for plantings 36 director boxes	16	3/12/2020	4/12/2020	Backhoe
Install Shade shelters 3 (due 14/11)	24	24/11/2020	27/11/2020	Shire Town
Paving	80	1/12/2020	15/12/2020	Paving Contractor
Road marking & signage and reflectors	16	3/12/2020	4/12/2020	Sign Paint Contractor
LED Sign				

Key Design Principles

1. Enhance the library zone for local residents' enjoyment - focus spending in the zones where people will spend time.
2. Welcome visitors with quality facilities and attractive spaces.
3. Separate large vehicles and caravans from the community parking area and soften large paved areas with landscaped edges.

Entry to allow truck and single trailer access.

Ensure adequate pits are dug for new trees.

Caravan and long vehicle parking (up to 14m length).

New electronic sign.

Tudhoe St 'Entry Only', with a pedestrian pavement cross-over.

The history of the Cousin's bakery interpreted next to a shaded bench.

Shaded family friendly bays (for visitors with prams, babies and toddlers).



Additional parking.

Option to design and create a 'Story Circle' for young readers and their parents. Deciduous trees planted for summer shade and winter sun.

TRENT ST

Fixed picnic table under existing shade.

Benches to catch the winter sun.

Garden beds and water station.

Mini 'town square' to complement the library, provide a shady meeting spot for families and a space for small events and community gatherings. Two picnic shelters, lawn and comfortable benches under deciduous trees are illustrated left.

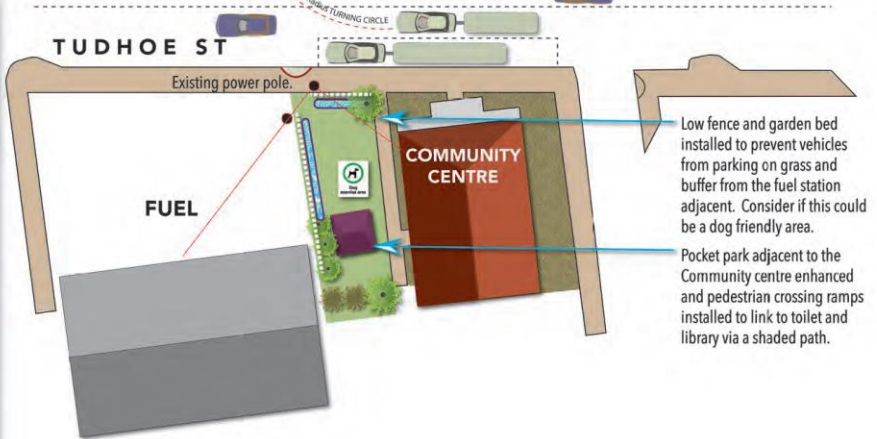
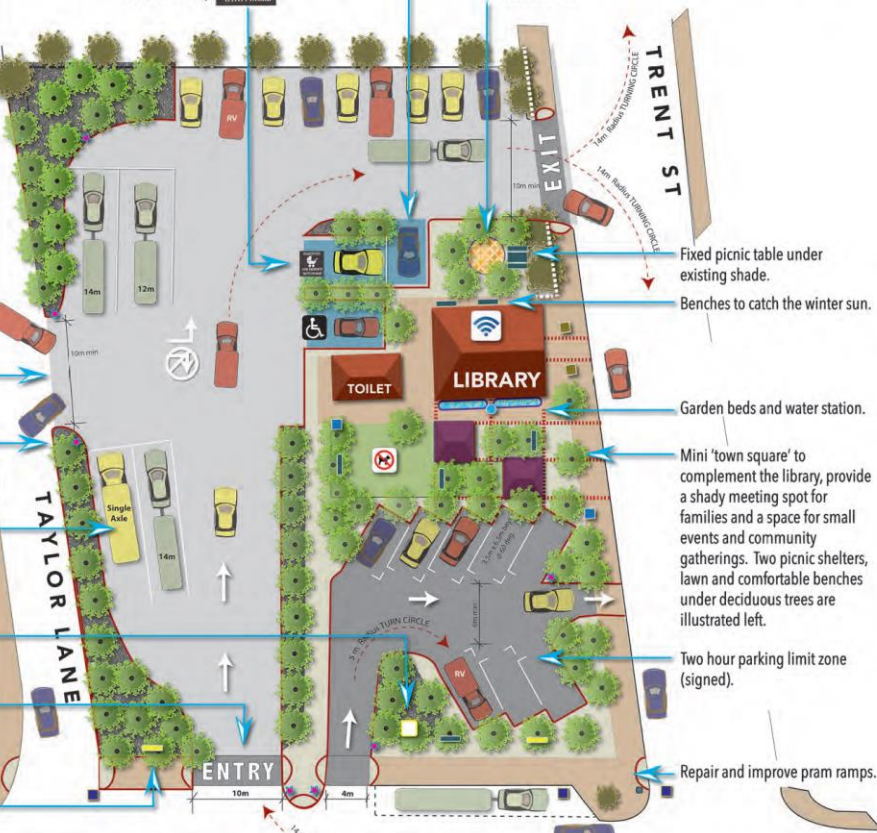
Two hour parking limit zone (signed).

Repair and improve pram ramps.

Legend

- Existing footpath
- New pedestrian paving
- Existing asphalt
- New asphalt
- New kerb (flush or barrier)
- New picnic shelter
- Mulched beds
- Existing tree
- New tree #
- Rubbish bin
- Planter pot
- Bench
- Bench & interpretation
- Existing drain
- Low fence
- Flower bed
- Traffic and parking sign

Tree sizes and locations are indicative, final set-outs can be decided once species have been selected.



This plan was prepared using hand measurements and aerial photographs - allow to check details prior to construction.

Wagin Library Square Enhancement Adopted Concept

October 2020



Prepared for the Shire of Wagin by Sally Malone Design

8.1.3 WETLANDS PARK PLAYGROUND DEVELOPMENT

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	Wetlands Park
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	12 October 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	

UPDATE

Again, staff have been busy with organising a number of the elements of the project, with demolition works to commence this Friday 16th October. The Wagin Action Group have kindly offered their time to dis-assemble the old play equipment and remove the soft fall and limestone blocks.

Whilst the plan of the park has gone out to the community for their comment and the plan has also been endorsed by Council there has had to be some minor changes due to existing trees and other options being more practical and cost effective to fit in with existing budget. This includes:

- Removal of the new BBQ, as it will be very costly to get power to the BBQ and there is already a BBQ some 30 metres away and it would seem a waste and duplication of facilities.
- Removal of the water pump as again very costly and feedback we are receiving is the control of the water becomes an issue with children.
- Change the concrete slide to a more practical hard plastic slide that will fit into the theme of the park. This will be a far cheaper option and there is an apparent issue with concrete slides ripping kids clothes.
- The play tower and the swing set will be assembled in different positions within the new development area due to current positioning of trees.

John Case is also project managing this development and he has again put together a works schedule.

Task	Shire personnel	Others	Days	timeframes	labour hr totals
Set up compound fence for materials and site demarcation	2		2	09/10/20	32
Remove Blockwork approx. 60m and relocate	1		1	16/10/20	8
Remove Soft fall			1	16/10/20	
Remove Playground equipment			1	16/10/20	
Remove seating	2		0.5	d9	8

Move Large rock /table	2		0.5	d9-d10	8
Mark out site for levels Dry creek bed route	2		0.5	d10-d11	8
Cart/fill to achieve levels, creek bed is prime level	3		3	d12-d14	72
Install gravel mulch and creek bedding rocks	1		3	d15-d17	24
Mark out site for levels 4 Concrete slabs	2		0.5	d18	8
Mark out site for levels 3 Soft fall areas	2		0.5	d18	8
Using Limestone blocks, build softfall compounds incl drains	3		3	d19-d21	72
Install all Playground equipment items	2		3	b22-d24	48
Install mulch 50m3	1		2	d25-d26	16
Box and pour concrete slabs 6m3				d27	
Mark out site for levels Gravel fines path	2		0.5	d27	8
Install Plastic edging for fines	3		3	d28-d30	72
install fines	3		2	d31-d32	48
install reticulation	3		3	d33-d35	72
install turf	6		2	d36-d37	96
Mark out fence perimeter	2		0.5	d38	8
Install posts 3m spacing	3		3	d39-d41	72
Assemble fence and gates	3		5	d42-d47	120
Install seating/tables	3		2	d48-d49	48
Install Shade shelter			2	d50-d51	
Total					856

It is planned to have the development completed by Australia Day in time of the normal Australia Day celebrations.

8.1.4 TOWNSCAPE WORKS IMPROVEMENTS

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	Wagin Town Site
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	12 October 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	

COMMITTEE COMMENT

The Committee would like it recorded that the Committee appreciates and commends the Shire Works staff on the job they are doing with Townscape and how amazing the town looks.

UPDATE

At the previous two Townscape Committee meetings it was agreed for staff to carry out the implementation of the proposed annual flowering program, enhancement of specific areas and painting and upgrades to the pine barriers and main street kerbing.

The improvement works have been carried out by the Shire's works crew under the direction of the CEO and Manager of Works.

I have attached below photos of the improvements, it is very pleasing that staff have been receiving a significant amount of compliments on how the town is looking so good.







8.1.5 TOWNSCAPE BEAUTIFICATION AND TREE CANOPY PLAN/SCOPE OF WORKS

PROPONENT:	N/A
OWNER:	N/A
LOCATION/ADDRESS:	N/A
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	12 October 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	
ATTACHMENTS:	

BRIEF SUMMARY

For the Committee to decide on the next items and projects to undertake in line with the Townscape Beautification and Tree Canopy Plan / Scope of Works document.

BACKGROUND/COMMENT

In July 2018 the Committee and Council endorsed the following Townscape Beautification and Tree Canopy Plan / Scope of Works document. The plan was mainly put together under the guidance of horticulturist, Mike Brown.

The highlighted yellow items are townscape works that have already been completed over the past two years.

Townscape Beautification and Tree Canopy Plan/Scope of Works Document – July '18

Highlighted in Yellow is works that have been completed

Tudhoe Street – Shire Office to Ventnor Street

- That suitable advanced trees be planted in strategic places in the main CBD area of Tudhoe Street
- Remove non-suitable trees and replace with suitable trees as advised by local consultant horticulturist
- Pots: Remove existing trees and re-plant in suitable areas, re-plant new suitable shrubs advised by local consultant horticulturist
 - Look at enhancing shrubs in other pots
 - Paint old cement pots
 - Cluster pots for greater effect
- Create alfresco area near the cafes
- Window boxes on some buildings
- Look at beautifying and enhancing other key areas in the Street to enhance vibrancy

Tavistock Street

- That suitable advanced trees be planted in strategic places in both the bitumen and footpath along the southern and northern sides – **Unable to Carry out due to underground utility infrastructure**
- **Remove non-suitable trees and replace with suitable trees advised by local consultant horticulturist**
- Feature lighting and Flag poles
- Look at beautifying and enhancing other key areas in the Street

Ranford Street

- **Remove non-suitable trees on eastern end of the Street opposite the School and replace with suitable trees advised by local consultant horticulturist**
- **Plant suitable trees on the western side of the Street advised by local consultant horticulturist**

Tudor Street

- **Pots: Remove existing trees and re-plant in suitable areas, re-plant new suitable shrubs advised by local consultant horticulturist**
- Look at enhancing shrubs in other pots**
- Cluster pots for greater effect
- Look at beautifying and enhancing other key areas

Shire Office Garden and Surrounding Area

- **Remove non-suitable plants and replace with suitable plants advised by local consultant horticulturist**
- **Look at beautifying and enhancing other areas in the garden**
- **Remove non-suitable trees and replace with suitable trees to create a woodlands theme in that area advised by local consultant horticulturist**

Ballagin Street

Major Street connects residential with Showgrounds and Town Centre. Needs – Impact must be the focus, colour, shape and size of Tree selection very important. The length of Ballagin Street leans itself to “continuation planting”, a style that can be used again elsewhere highlighting the town’s ‘style’.

- **Remove non-suitable trees and replace with suitable trees advised by local consultant horticulturist**

Wetlands Park

- **Look at options regarding the Goulburn Roses – Grafting to suitable root stock and replanting in pots or another area**
- **Remove white ant infested and dead trees**
- **Plant suitable trees and shrubs in key areas advised by local consultant horticulturist**
- **Look at beautifying and enhancing other areas in the park**



Council has allocated funds to carry out more Townscape works in the 2020/2021 financial year. The endorsed budget is as follows:

The Above Budget to be Expended as per the Following			
Item	Capital	Operating	
Miscellaneous Town Street Trees and annuals and shrubs planting general operating Townscape maintenance and works		16,000	
Miscellaneous Townscape Committee Projects	10,000		
Planting of Wetlands Park Mounds	8,000		
Public Seating	12,000		
Pine Barrier Refurbishment and Kerb Painting		4,000	
Purchase of trees and plants in various Town streets and key areas, and other Townscape work as per Townscape Beautification Plan and Enhancement Program.	30,000		
Totals	60,000	20,000	

Staff are looking for some direction as to what Townscape projects/items the Committee would like to see undertaken next, whether that be works from the above plan or other projects. Please note that there will be some savings with public seating and Wetlands Park mounds, however, there will be some over-runs with the operating Budget and we may be looking for some additional funds for the painting of the Giant Ram.

CONSULTATION/COMMUNICATION

Nil

STATUTORY/LEGAL IMPLICATIONS

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

Nil

VOTING REQUIREMENTS

Simple Majority

COMMITTEE COMMENT

The Committee will consider concepts from the plan and other Townscape concepts and bring back to the next Townscape Committee Meeting.

The Committee would like to see staff explore the idea of creating an alfresco area in front of Cresswells Shop.



9. GENERAL BUSINESS

9.1 RV AREA

Cr West requested the shire look at placing two moveable round concrete fire places with hot plates in the RV area for campers to utilise. They can be easily removed for Woolorama and the restricted and prohibited burning periods.

The Committee felt this was a good addition to the RV area, staff advised this will be done in May next year.

9.2 PARKING AREA – BETWEEN GROOTS SHED AND GRAIN FEEDS

Cr Atkins requested some further tidy up of this area, it is good to see the removal of the water tank and pipe, but further tidying up work is warranted. Cr West advised that he would be putting up a new fence south of the shed.

9.3 WAGIN CARAVAN PARK

Cr Atkins would like to see the Shire improve the aesthetics at the Wagin Caravan Park, including removing the pile of sand, planting of trees as a screen along the western end boundary (Scadden Street) and upgrade of the entry signage.

10. CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 7:15pm

I certify that this copy of the Minutes is a true and correct record of the meeting held on 15 October 2020

Signed:

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Chairperson

Date:

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