

Special Council Meeting - 9 April 2019 Attachments

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City of Kalamunda - Kalamunda Community Centre Community Reference Group

Terms of Reference

1. Name

The name of the Committee shall be Kalamunda Community Centre - Community Reference Group (Reference Group).

2. Objectives

- 2.1. To consider all matters relevant to the planning, location and design of the Kalamunda Community Centre (the Centre).
- 2.2. To provide advice, local knowledge and information to the City about local implications and opportunities for consideration during the planning and design of the Centre.
- 2.3. To liaise and consult, with individuals in the community and community groups that will assist in understanding local issues and concerns.

3. Strategic Alignment

Membership

- 3.1 The Reference Group shall consist of thirteen (13) members.

Elected Members:

- Two (2) Elected Members to be appointed by the Council.
- City Staff – two (2) staff representatives as follows:
 - Director Corporate and Community Services or nominated representative.
 - Director Asset Services or nominated representative.

Community Representatives:

One (1) representative and deputy from each of the following stakeholders:

- Kalamunda Community Learning Centre
- Friends of Jorgensen Park
- One representative from adjoining neighbours to Jorgensen Park

Six (6) representatives selected from nominations received from, but not restricted to the following:

- Residents Associations
- Community Groups
- Interested Residents

3.2 The Presiding Person shall be a City of Kalamunda Councillor and Deputy Presiding Person shall be appointed from the body of the Committee.

3.3 The CEO will appoint a non-voting staff member as the Secretary.

4. Terms of Membership

Members will be appointed by the Council until endorsement of the final design by Council.

5. Meetings

5.1 The Committee shall meet once every month, or as required.

5.2 A quorum shall be reached when at least one half plus 1 of the appointed members are present.

5.3 The Agenda and notice of meeting will be prepared and distributed not less than 7 days prior to each meeting.

5.4 It is important that Agenda items, along with any supporting papers are sent to the Secretary no later than 10 days prior to meeting. This allows time for members to consider the item and make an informed decision.

5.5 If there are no agenda items the Secretary in consultation with the Presiding Person will advise all members that the scheduled meeting is cancelled.

5.6 The Presiding Member is empowered to rule that any matter under consideration is to be referred, via the appropriate Committee, to Council for a decision.

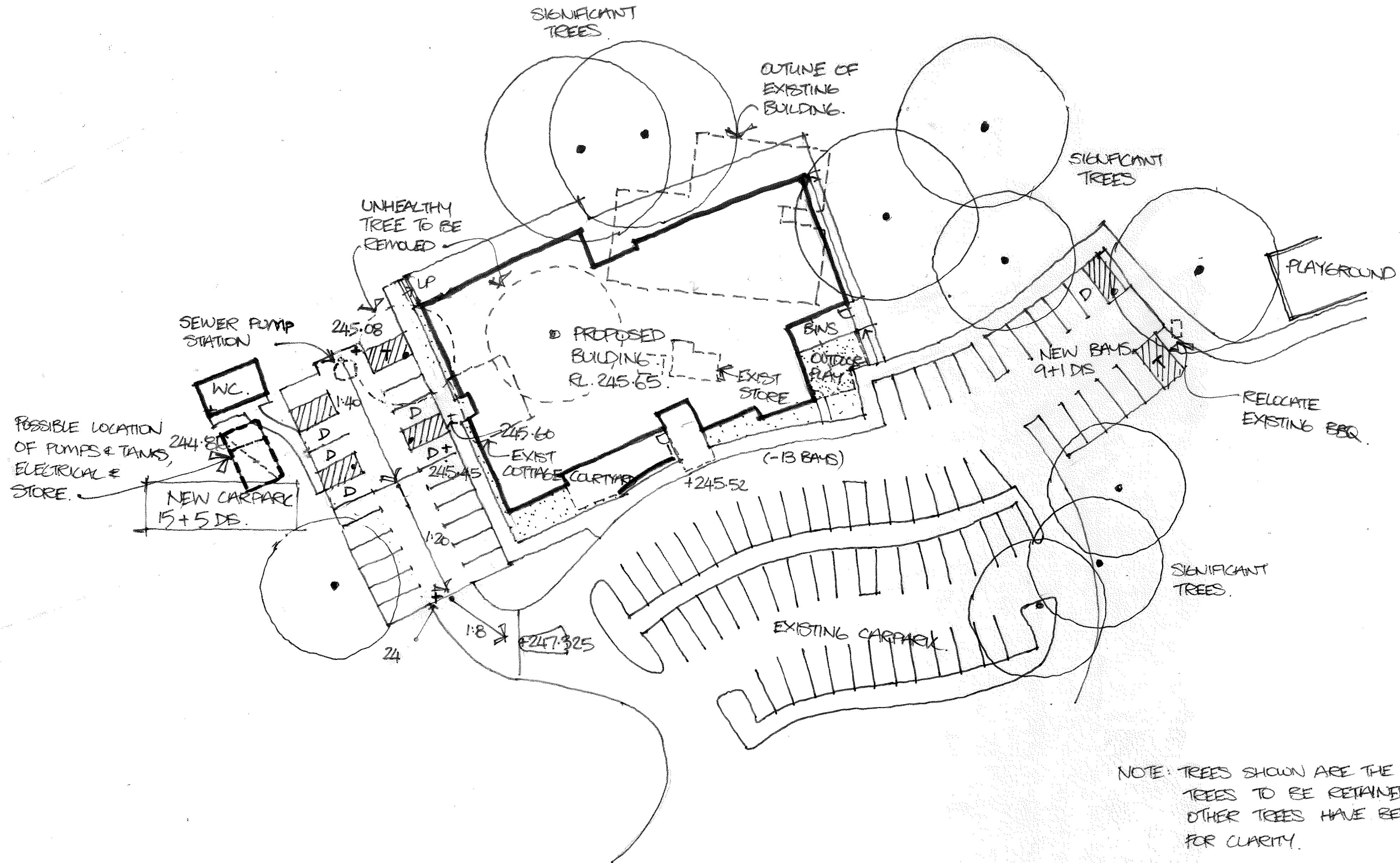
6. Minutes

6.1 The Secretary shall keep Minutes of all business transacted at all meetings and shall forward a copy of these Minutes to members within 10 days of each meeting.

6.2 The Minutes to be presented to Council as a Tabled Document.

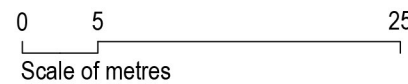
7. Voting

7.1 Each appointed member present shall have one (1) vote. The Presiding Member will have a casting vote in the event of a tie.

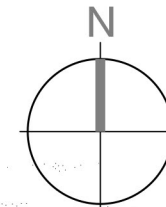


NOTE: TREES SHOWN ARE THE SIGNIFICANT TREES TO BE RETAINED OTHER TREES HAVE BEEN OMITTED FOR CLARITY.

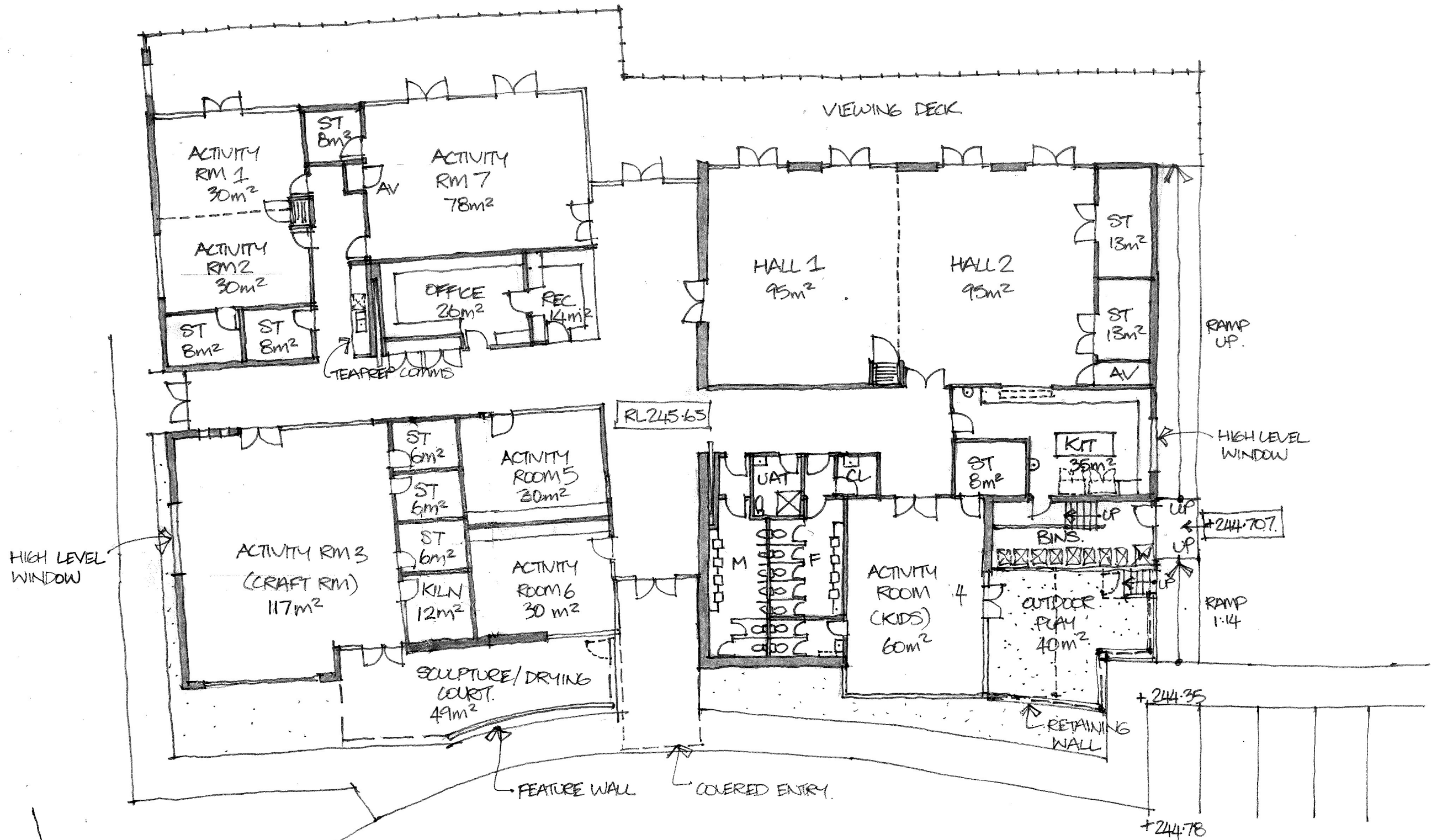
SK00 | KALAMUNDA COMMUNITY CENTRE
 SITE PLAN - ALTERNATIVE LOCATION
 26 MARCH 2019 SCALE 1 : 500 @ A3 JOB NO. BDG 1865



PRELIMINARY



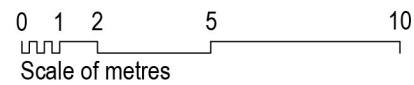
bdg
 Architecture
 Urban Design
 Master Planning
 Interior Design
 T. 81 8 9321 4402
 Level 1, 1260 Hay Street, West Perth 6005
 PO Box 1224, West Perth 6872
 E. bdg@bollig.com.au W. bollig.com.au



SK01
REV.A

KALAMUNDA COMMUNITY CENTRE FLOOR PLAN - ALTERNATIVE LOCATION

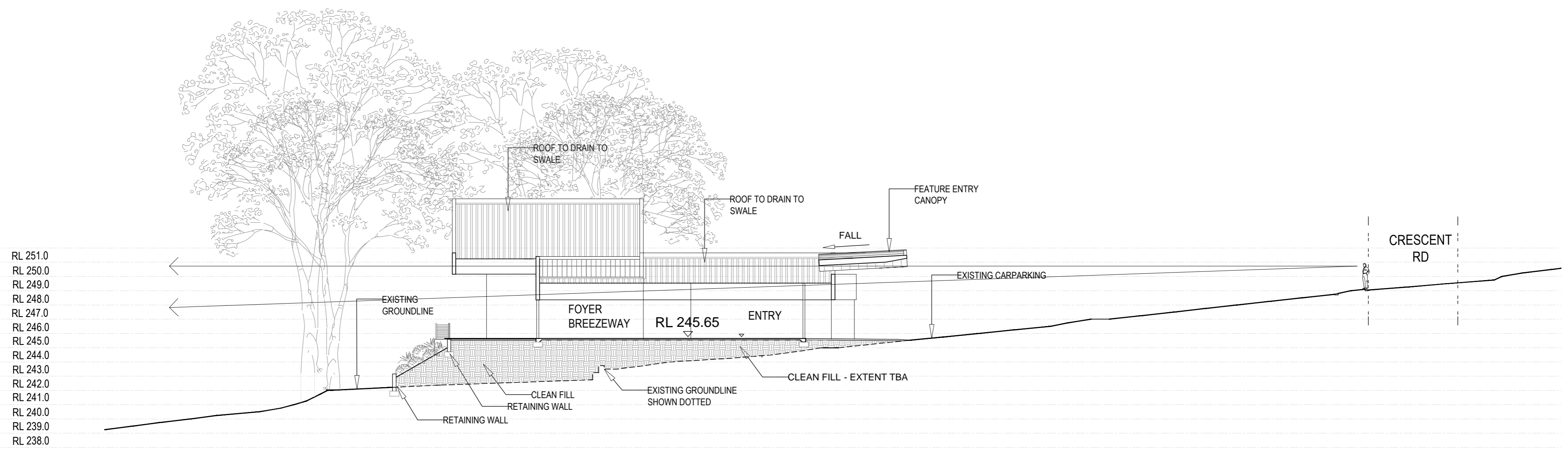
26 MARCH 2019 SCALE 1 : 200 @ A3 JOB NO. BDG 1865



PRELIMINARY

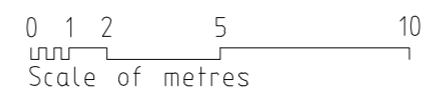


Architecture
Urban Design
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Interior Design
T. 61 8 9321 4402
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PO Box 1224, West Perth 6872
E. bdg@bollig.com.au W. bollig.com.au



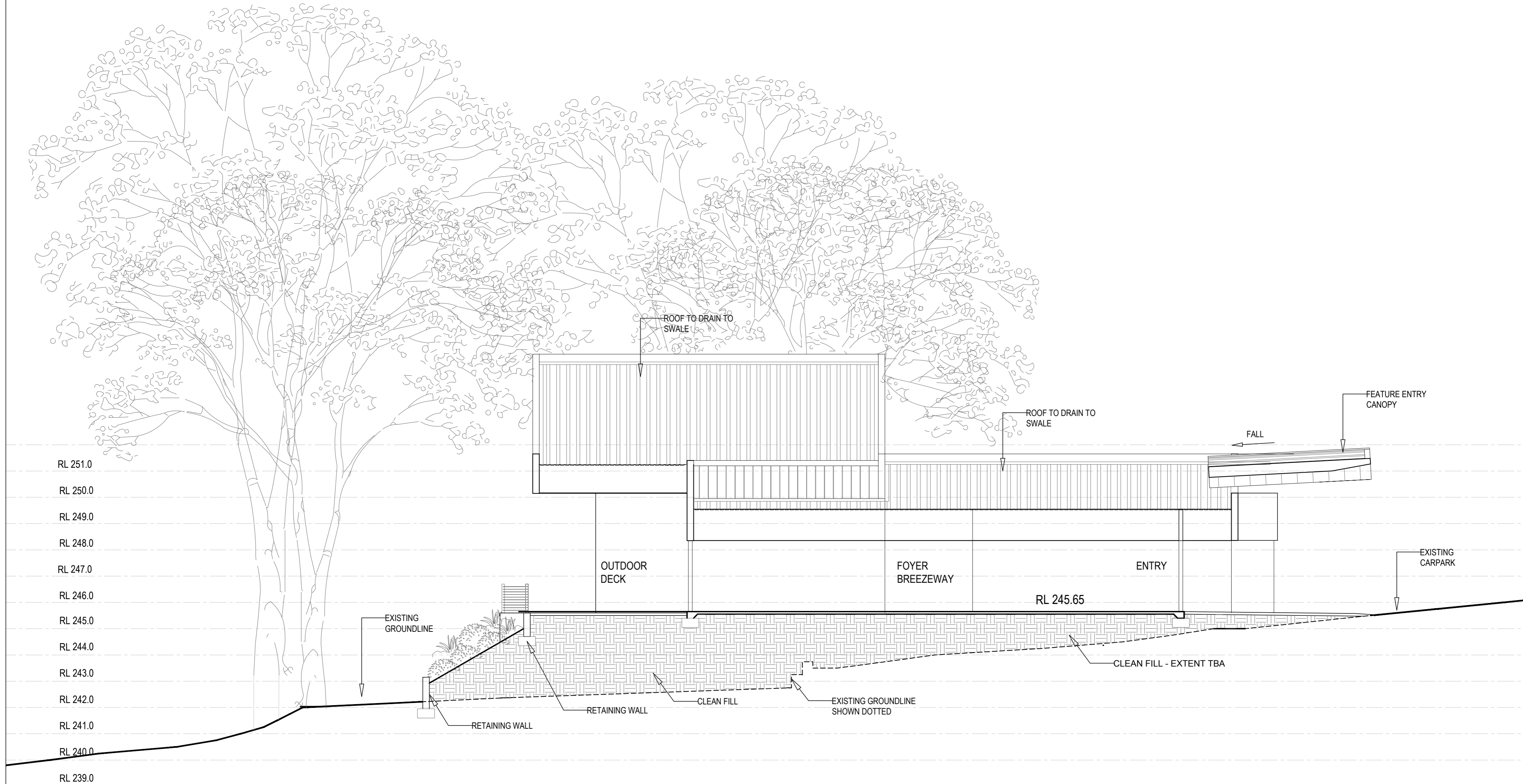
SECTION A-A

SK03 | KALAMUNDA COMMUNITY CENTRE
 SECTIONAL STUDY- ALTERNATIVE LOCATION
 26 MARCH 2019 SCALE 1 : 200 @ A2 JOB NO. BDG 1865



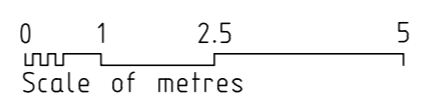
PRELIMINARY

bdg
 Architecture
 Urban Design
 Master Planning
 Interior Design
 T. 61 8 9321 4402
 Level 1, 1260 Hay Street, West Perth 6005
 PO Box 1224, West Perth 6872
 E. bdg@bolig.com.au W. bolig.com.au



SECTION A-A

SK04 KALAMUNDA COMMUNITY CENTRE
 SECTIONAL STUDY - ALTERNATIVE LOCATION
 26 MARCH 2019 SCALE 1 : 100 @ A2 JOB NO. BDG 1865



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bdg
 Architecture
 Urban Design
 Master Planning
 Interior Design
 T. 61 8 9321 4402
 Level 1, 1260 Hay Street, West Perth 6005
 PO Box 1224, West Perth 6872
 E. bdg@bolig.com.au W. bolig.com.au



MINUTES

city of
kalamunda

KALAMUNDA COMMUNITY CENTRE COMMUNITY REFERENCE GROUP

5:30pm, 27 MARCH 2019

CITY OF KALAMUNDA, COUNCIL CHAMBERS, 2 RAILWAY ROAD, KALAMUNDA

1.0 OPENING OF MEETING

Meeting opened at 5:40pm by Cr Michael Fernie.

2.0 ATTENDANCE AND APOLOGIES

Community Reference Group (CRG) Members

Cr Michael Fernie	Presiding Member
Ian Tarling	Deputy Presiding Member
Cameron Watts	
David Storer	
Glynn Tomazin	
June Butcher	
Kris Nunn	
Ray Thompson	
Rosemary Offer	
Russell Thom	

Other Attendees

Gary Ticehurst	Director Corporate Services
Rob Korenhof	Manager Asset Delivery Services
Darren Jones	Manager Community Development
Vanessa Arnold	Minutes

Apologies

Carol Buckley	
Jim Sharpe	
Joy McGilvray	
Cr Margaret Thomas	
Brett Jackson	Director Asset Services

Rob Korenhof advised that the Bolig Design Team are not coming as advised at the last meeting. CRG members informed Rob that they had not previously agreed and that they were disappointed that the Design Team were not present. Cr Fernie explained that he had mentioned in the wrap up of the last meeting that we would only get the Design Team back if required, this dependent on the comments received from the CRG after the last meeting.

Note: *It was confirmed that this was not included in the previous minutes although it was agreed that the minutes did not need to be amended and that the meeting would continue without the Design Team.*

3.0 CONFIRMATION OF MINUTES FROM PREVIOUS MEETING

That the Members of the Community Reference Group Meetings held on 21 March 2019, as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: David Storer

Seconded: Glynn Tomazin

Carried Unanimously

4.0 DISCLOSURE OF INTERESTS

4.1 Disclosure of Financial and Proximity Interests:

- a) Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 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. (Section 5.7 of the *Local Government Act 1995*)
- Nil.

4.2 Disclosure of Interest Affecting Impartiality:

- a) Members and staff must disclose their interests in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice.
- Nil.

5.0 ITEMS FOR COMMUNITY REFERENCE GROUP DISCUSSION CONSIDERATION

5.1 Adoption of Plans

Cr Fernie gave an update on the changes to the site plan for those that were absent at the last meeting.

Rob Korenhof was asked to open the discussion prior to the adoption of the plans with an overview of the revised changes to the design. Comments were discussed and an explanation given for the changes that were not made which were either not financially feasible or were part of the later design process.

Russell Thom arrived 5.56pm.

The CRG were asked if they were happy with the revised floor plan.

The majority of the CRG agreed they were happy with the floor plan although some issues that were not satisfactory were:

- a) lack of natural light and windows in some rooms;
- b) possibility of moving storerooms;
- c) adding a window above the hall storage area;
- d) relocating the hall storage area for chairs and tables; and
- e) reducing in size or possibly relocating the craft room to an outbuilding.

A member of the CRG was concerned the large craft room used for pottery, which is considered a wet and dirty room, would limit its use for other 'clean' activities and the size of the room would therefore not be cost effective in comparison to the other rooms. There was discussion around making this room smaller and increasing the size of the two smaller adjacent rooms or even making the pottery room a separate

outbuilding. It was subsequently agreed by the CRG that there was no driving need to make the other two rooms bigger and the large craft room could be used for other clean activities, as the pottery classes do clean up after themselves and there are other activities that require a large room that would make it multiuse in future.

Gary Ticehurst left the meeting at 6.10pm.

After considerable discussion was given to the issues above, it was agreed by vote that these issues were best settled by the current floor plan and no changes were required.

Floor coverings were also discussed and there was concern that the concrete floor for the craft room would also limit its use.

Note: *The CRG were reminded that the final finishes on the floors and the walls were not part of the decision process at this stage and that the CRG would be brought back together again for their input when it comes to these decisions.*

Cr Fernie further confirmed with each member of the CRG if they were in agreement to keep the craft room as is. Everyone was in agreeance.

It was asked if the AV room was large enough for a rack with IT equipment. Rob Korenhof explained that the IT equipment, located in a separate lockable space along with electrical panels would be in the hallway and that the AV room would only accommodate the AV equipment.

The car parking bays were added up and there was a matter of interest about overflow parking for large gatherings in regard to how that would impact the neighbours and the work involved in making another parking area suitable. The CRG also wanted to know how the additional car parking bays to the east, towards the existing playground worked with the location of a creek, little bridge and an existing arrangement of rocks.

Action: Rob advised that he would need to speak with the Design Team and advise accordingly.

Cr Fernie presented on screen a recommendation which he read out for the group to vote on.

Motion: That the Kalamunda Community Centre Community Reference Group:

1. Acknowledges the opportunity to provide input into the Kalamunda Community Centre concept development process.
2. Endorses the concept design for the Kalamunda Community Centre at Jorgensen Park, Kalamunda, as presented in the following drawings prepared by the City of Kalamunda's Consultant Architect, Bollig Design Group dated 26 March 2019:
 - a) SK00 – Site Plan – Alternative Location
 - b) SK01/Rev A – Floor Plan – Alternative Location
 - c) SK03 - Sectional Study - Alternative Location
 - d) SK04 - Sectional Study - Alternative Location

Moved: Rosemary Offer

Seconded: Ian Tarling

Carried Unanimously

Cr Fernie advised that the CRG would be called back after adoption of the concept plans by Council with reference to the objectives of the terms of reference at touch points relevant to the design of the Kalamunda Community Centre. He also explained that the CRG’s recommendation would be brought to Council at a Special Council Meeting on the 9 April 2019.

June Butcher asked if they could receive a copy of the Flora and Fauna Study.

Rob Korenhof advised that Brett Jackson had explained at the last meeting that this would not be available to the CRG.

June Butcher could not understand why the City would not be willing to provide the CRG with a copy.

Action: Cr Fernie said that he would be happy to follow up on this request further with Brett Jackson and the Chief Executive Officer to further discuss.

Ian Tarling then thanked Cr Fernie for his time and effort during this process as it was very much appreciated by all participants.

Cr Fernie thanked the group.

6.0 GENERAL BUSINESS

Nil.

7.0 DATE OF NEXT MEETING

To be advised.

8.0 CLOSURE

Meeting closed at 6:54pm.

I confirm these Minutes to be a true and accurate record of the proceedings of this meeting.

Signed:..... Presiding Member

Dated this Day of 2019