MEETING MINUTES

Meeting Minutes of the **Manjimup Rea Park & Collier Street (MRCR) Advisory Committee** meeting held at the JC Rose Room, Council Chambers, 37-39 Rose Street, Manjimup on **Tuesday 23 May 2023,** commencing at **5.30pm.**

1	**OPENING OF MEETING** The meeting was opened at 5.31pm by Shire President Paul Omodei.	
2	**ACKNOWLEDGEMENT OF COUNTRY** Delivered by Shire President Paul Omodei. *'The Shire of Manjimup respectfully acknowledges the Noongar people as the Traditional Custodians of the lands in which we work throughout the region and we pay our respects to their Elders, past, present and emerging.'*	
3	**ATTENDANCE:** Shire President, Cr. Paul Omodei Cr. Denise Jenkins Evy Apeldoorn – Shire of Manjimup Angelo Femia – Football Jodi Johnston – Cricket Troy Reid – Soccer Carol Samsa – Hockey Tracy Gibellini – Hockey (proxy) Melinda Booth – Community Member Pat Martin – Community Member **GUESTS:** Shammara Markotis – Shire of Manjimup (minute taker) Sam Brown - H+H Architects	**APOLOGIES/ABSENCES:** Gail Ipsen Cutts – Shire of Manjimup (proxy) Cr. Cliff Winfield (proxy) Cr. Susan Dawson Vidovich (proxy) Mat Johnston – Football (proxy) Dave Jeffery – Cricket (proxy) Josh Rayson – Community Member Aimee Bendotti – Warren District Agricultural Society Ethel Sale – Warren District Agricultural Society (proxy)
4	**DECLARATION OF FINANCIAL INTERESTS** Any committee member who has a financial interest in any matter to be considered by the committee must declare that interest and the nature of that interest in writing immediately before the matter is discussed. Nil.	
5	**CONFIRMATION OF PREVIOUS MEETING MINUTES** That the minutes of the meeting of the Manjimup Rea Park & Collier Street Redevelopment Advisory Committee held on Tuesday 6 December 2022 be adopted as a true record of proceedings. Moved: J. Johnston Seconded: M. Booth **CARRIED 9/0**	

6	**COUNCIL DECISIONS ON COMMITTEE RECOMMENDATIONS** Ordinary Council Meeting 19 January 2023: **COUNCIL RESOLUTION:** **MOVED: Eiby, W SECONDED: Taylor, R** **29011** **That Council receive the unconfirmed meeting minutes of the Manjimup Rea Park and Collier Street Redevelopment Advisory Committee meeting held 6 December 2022 as per Attachment: 9.16.2(1).** **ADOPTED BY EN BLOC RESOLUTION: 11/0**
7	**BUSINESS ARISING FROM MINUTES** • Nil.
8	**UPDATES** **Planning** Playing Fields Analysis & Design – E. Apeldoorn • SportENG have nearly finished their 50% design of the fields. Upon agreement on the design from the Shire, costings will be updated, and more details will be provided. • Expect the outside edges of the Collier Street fields to remain at a similar level with the inside of the field to be built up. • Price range of $1.5–3m per field (north and south) for the Collier Street fields. Working on a current estimate of $3.5m for the redevelopment of both fields. • Cost for the new multipurpose field is estimated at $800k. • Rea Park oval requires work in terms of reprofiling and the current cost estimate is approximately $2.2m. • Works will include draining water off of the fields, however the Shire will need to design what to do with the water once removed from the fields. There are a number of options including connection to sewer system, supply to dams, or sump. • Priority of field redevelopment need to be considered. Collier Street fields are in the worst condition.
	Reserve Fencing – E. Apeldoorn • A report has been compiled regarding the existing fencing, showing the current types and status of the existing fences. **Action: Report to be emailed with the minutes for committee members to read over and be discussed at the next meeting.**
	Bushfire Management Plan - E. Apeldoorn • Bushfire Management Plan (BMP) has been received and meets all of the requirements. • Consultant will now work on Bushfire Emergency Plan (BEP). • BMP and BEP to be provided to DFES. **Action: BMP to be distributed with the minutes.**
	Implementation Power Upgrade and Field Lighting Project Update - E. Apeldoorn • Tender has been awarded. • Contractor is currently in the procurement stage.

- Pegging out of infrastructure to be undertaken in June.
- Council was presented with a number of options to proceed with all or parts of the project. Council decided to undertake entire project as it was considered a once in a generation opportunity.
- Collier Street lights will be removed by the contractor. Tiger's lights will be removed by the club.
- J. Johnston asked if Tigers are able to communicate with the contractor to lay conduits for future electronic scoreboard. This will be investigated further.
  Action: Shire to investigate.
- Decision to be made on the location of the event enclosures. Discussion to be held between Ag Society and Tigers to determine locations.
  Action: Ag Society and Tigers Football Club to be consulted on location of event enclosures.

Workshop

Concept Design Development for New Collier Street Pavilion and Storage Units – E. Apeldoorn / Sam Brown, H & H Architects

- E. Apeldoorn explained that due to funding limitations, Reserve users need to look at which parts of the pavilion design are essential and what the priorities are. Pavilion concept design costings are very high and need to be reduced significantly.
- The Shire President said his view is that the fields and lighting are the priority projects. The Shire is undertaking many discussions in the background to help to assist with funding.
- Comments/questions on the concept location:
  - Viewing for southern field from pavilion questioned. Provision of car viewing and coverage at front of storage facility provides sheltered viewing for the southern field.
  - Query about parking directly near the pavilion.
  - Questioned the number of parking spaces for a function space of that size. E. Apeldoorn explained that the minimum requirements have been met.
- Comments on the concept designs:
  - Concept designs, price breakdown and pros and cons report provided as appendix to minutes.
  - Suggested that some of the veranda on the west side could be moved to the east side to maximise the viewing area.
  - Security concerns (both theft and child safety) were raised with access to some change rooms being on the west side of the building.
  - Alignment of the buildings could be changed to help with providing a wind barrier from the southerly winds. Concerns about a breezeway causing a wind tunnel.
  - Elevated viewing requested.
- Options/suggestions to reduce costs:
  - The number of services (showers/toilets etc) significantly adds to the cost.
  - Every square metre comes at a cost. Approximate cost of $4-5k per square metre. Footprint over 500m^2 adds to the requirements for fire tanks and pumps (approximately $250k).
  - Function room size could be reduced, which may also reduce the number of toilets required.
  - Size of the change rooms can be reduced and potentially there could be 2 smaller and 2 larger change rooms.

	○ Suggestion to build up Pavilion area higher to add another layer of seating rather than the double storey option (more expensive to build and to maintain) ○ Remove the meeting room as the function space can be used for this purpose. ○ Remove 1 of the 2 umpire rooms. ○ Separation of the two sections (pavilion v change rooms) is desired to reduce fire protection costs if building size over 500m2. Alternatively 500m^2 in one building may be achievable if some rooms are reduced/removed. • Process going forward: ○ Clubs to be provided with concept design specifications and sporting guidelines for provision of feedback. **Action: Clubs to provide feedback by Monday 12 June (2 weeks time from receiving the concept designs).** ○ Input to be sought from karate. **Action: Shire to contact karate for comment.** ○ Calculate floor space of Collier Street pavilion hall area for the sake of comparison. **Action: Shire to measure hall space and share with clubs.**
	Stakeholder Updates from Committee Members/Clubs • A. Femia (Football) – Season is underway. • J. Johnston (Cricket) – Cricket South West meeting was held last night. Cricket has undergone a restructure with a new Country Cricket Manager who is very keen to be involved in discussions related to this project. Brodie Green (Infrastructure Manager) has had an extension to his role and is now also local government liaison. AGM to be held in Manjimup in August. • T. Reid (Soccer) – Season underway. • P. Martin (Lions Club) – All good. • C. Samsa (Hockey) – Fields are not in great condition. Fields are being overused, particularly the lit field that is used for training. Asked whether the grounds have been watered. **Action: Report on recent management of fields to be requested from Parks Operations.** • E. Apeldoorn – Council has committed $1.5m to lighting project, $3.5m left to leverage for additional grant funding. Looking at Growing Regions and CSRFF funding programs. Looking to see if these funds timelines overlap. May be able to leverage it up to $9m. • The Shire President also mentioned the upcoming $1.5m in LRCI funding and meetings with Talison regarding investment in Manjimup. Elections coming up and need to be ready to lobby for funds.
	GENERAL BUSINESS • Nil.
9	**UPCOMING MEETING DATES** • Meeting Dates for 2023: 15 August (upon request changed from 22 August), 21 November
10	**MEETING CLOSURE** The Chair, thanking all in attendance, declared the meeting closed at 7.13pm.



SITE LEGEND.

01 PAVILION	06 STORE 05	11 SCOUT HALL
02 STORE 01	07 BUS PARKING AREA	12 ARTS + CRAFTS
03 STORE 02	08 CROSSOVER	13 DAM
04 STORE 03	09 SPORTS FIELDS	14 TOTAL CAR PARKING - 40 BAYS & 2 DISABLED BAYS
05 STORE 04	10 CRICKET NETS	15 COVERED SPECTATOR VIEWING AREA

PROJECT No. 0268-23

SHIRE OF MANJIMUP

MANJIMUP RECREATION PAVILION

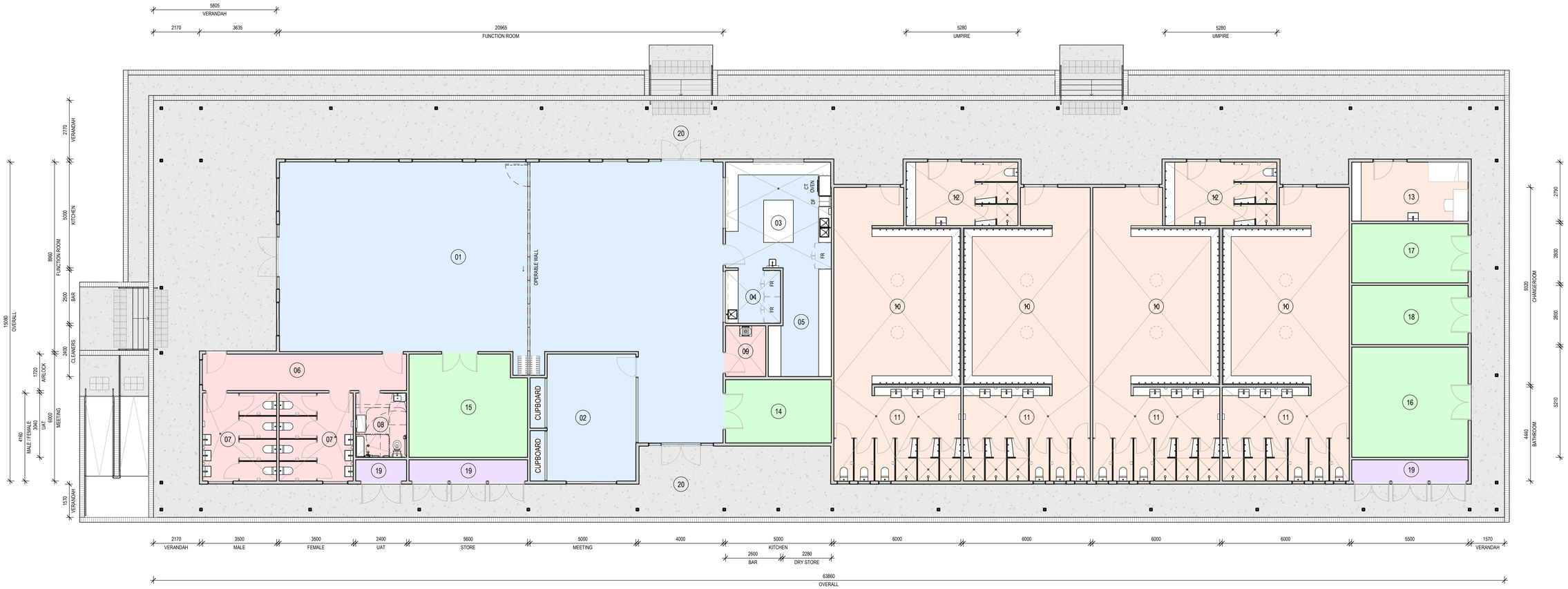
PROPOSED PAVILION

PROPOSED SITE PLAN

1:600

DRAWING No
A0.01
REVISION
C

H+H architects
ALBANY 9842 5558
KALGOORLIE 0433 319 653
BUNBURY 9778 9600



ROOM LEGEND.

01	FUNCTION ROOM	205m²	06	AIRLOCK	17m²	10	CHANGEROOM	45m²	14	GENERAL STORE	15m²
02	MEETING / OFFICE	30m²	07	MALE / FEMALE	14m²	11	WET AREA	26m²	15	KARATE STORE	27m²
03	KITCHEN	25m²	08	UAT	7m²	12	UMPIRE	16m²	16	CRICKET STOREROOM	29m²
04	SERVERY	7m²	09	CLEANERS	5m²	13	FIRST AID	15m²	17	SOCCER STOREROOM	15m²
05	DRY STORE	13m²							18	HOCKEY STOREROOM	15m²

19	SERVICES	14m²	20	VERANDAH	438m²

FULLY ENCLOSED COVERED AREA. (FECA) 836m²

PROJECT No. 0268-23

SHIRE OF MANJIMUP

MANJIMUP RECREATION PAVILION

PROPOSED PAVILION

OPTION 01 FLOOR PLAN

1:100

DRAWING No A1.01

REVISION B

H+H architects
ALBANY 9842 5558
KALGOORLIE 0433 319 653
BUNBURY 9778 9600





PROJECT No. 0268-23

SHIRE OF MANJIMUP

MANJIMUP RECREATION PAVILION

PROPOSED PAVILION

OPTION 01 3D VIEWS

DRAWING No
A1.02

REVISION
B

H+H architects

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9842 5558

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0433 319 653

BUNBURY
9778 9600





PROJECT No. 0268-23

SHIRE OF MANJIMUP

MANJIMUP RECREATION PAVILION

PROPOSED PAVILION

OPTION 01 3D VIEWS

DRAWING No
A1.03
REVISION
B

H+H architects
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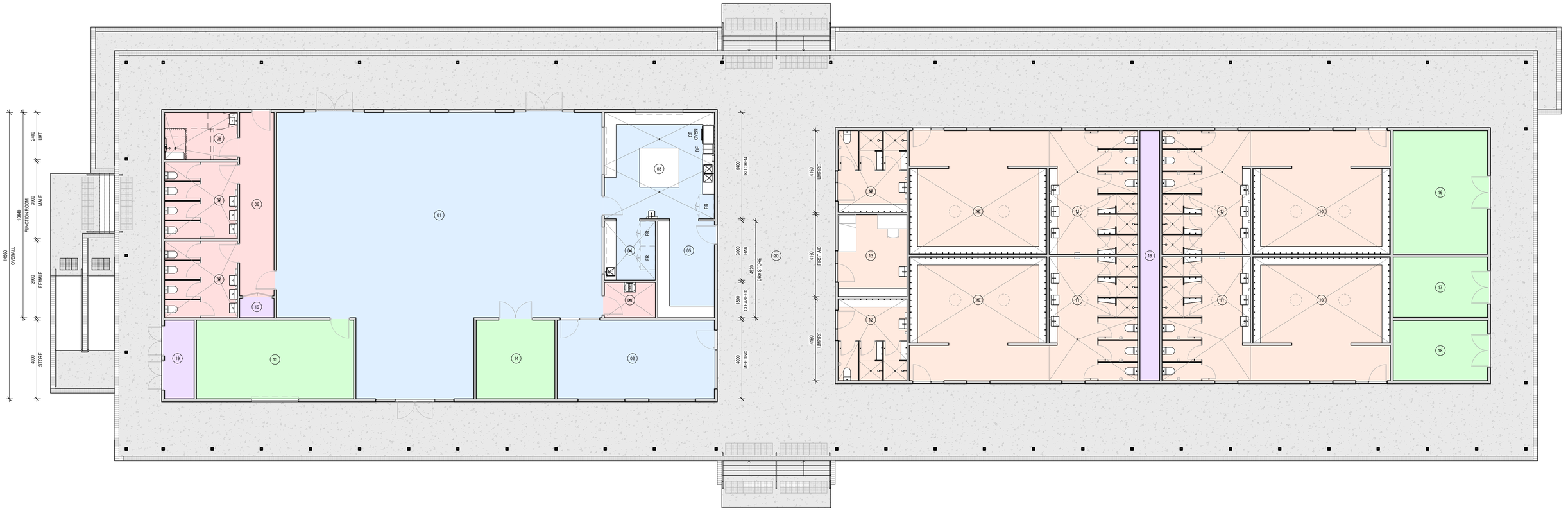
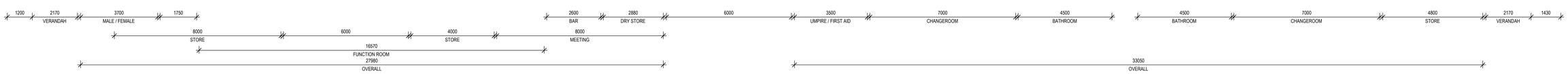
BUNBURY 9778 9600





ROOM LEGEND.

01	FUNCTION ROOM	198m²	06	AIRLOCK	16m²	10	CHANGEROOM	44m²	14	GENERAL STORE	16m²	19	SERVICES	21m²	20	VERANDAH	656m²
02	MEETING / OFFICE	32m²	07	MALE / FEMALE	14m²	11	WET AREA	28m²	15	KARATE STORE	32m²						
03	KITCHEN	30m²	08	UAT	9m²	12	UMPIRE	14m²	16	CRICKET STOREROOM	30m²						
04	SERVERY	8m²	09	CLEANERS	5m²	13	FIRST AID	15m²	17	SOCCER STOREROOM	15m²						
05	DRY STORE	14m²							18	HOCKEY STOREROOM	15m²						

FULLY ENCLOSED COVERED AREA. (FECA) 828m²

PROJECT No. 0268-23

SHIRE OF MANJIMUP

MANJIMUP RECREATION PAVILION

PROPOSED PAVILION

OPTION 02 FLOOR PLAN

1:100

DRAWING No
A2.01
REVISION
B

H+H architects
ALBANY 9842 5558
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BUNBURY 9778 9600





PROJECT No. 0268-23

SHIRE OF MANJIMUP

MANJIMUP RECREATION PAVILION

PROPOSED PAVILION

OPTION 02 3D VIEWS

DRAWING No
A2.02

REVISION
A

H+H architects

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BUNBURY
9778 9600





PROJECT No. 0268-23

SHIRE OF MANJIMUP

MANJIMUP RECREATION PAVILION

PROPOSED PAVILION

OPTION 02 3D VIEWS

DRAWING No
A2.03

REVISION
A

H+H architects

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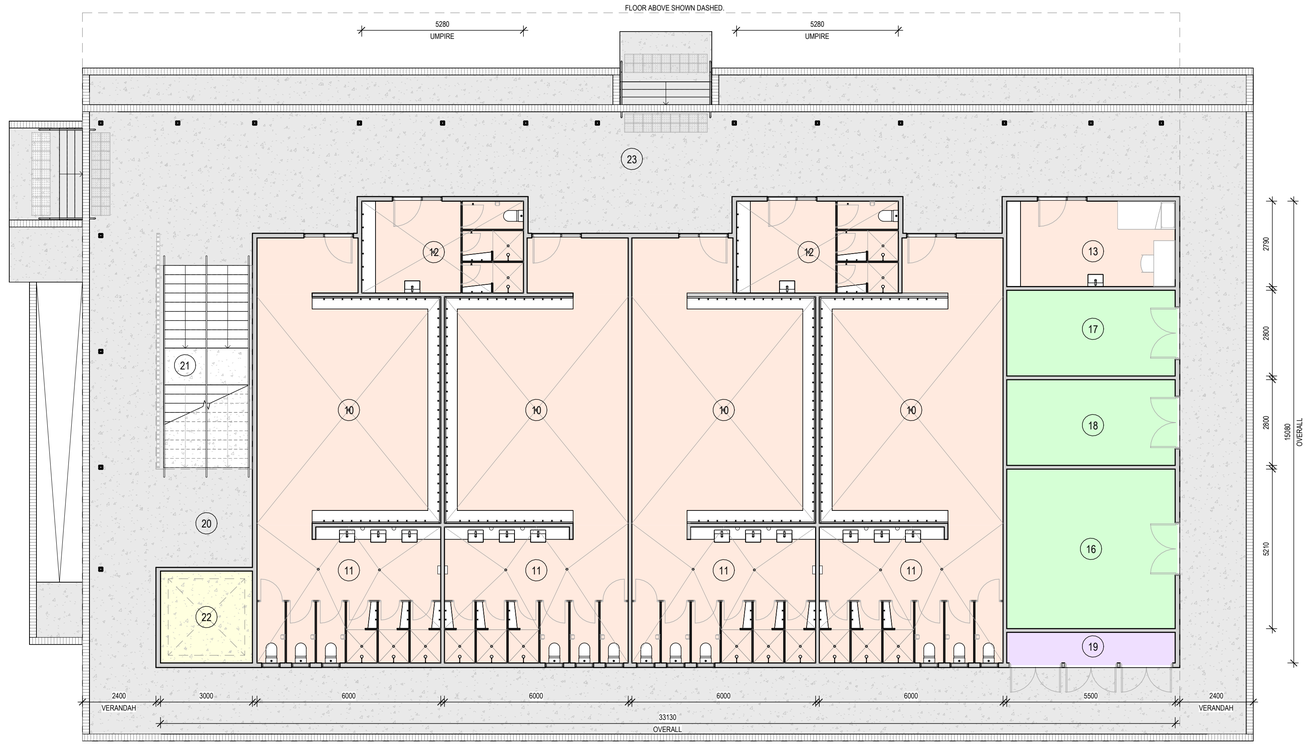
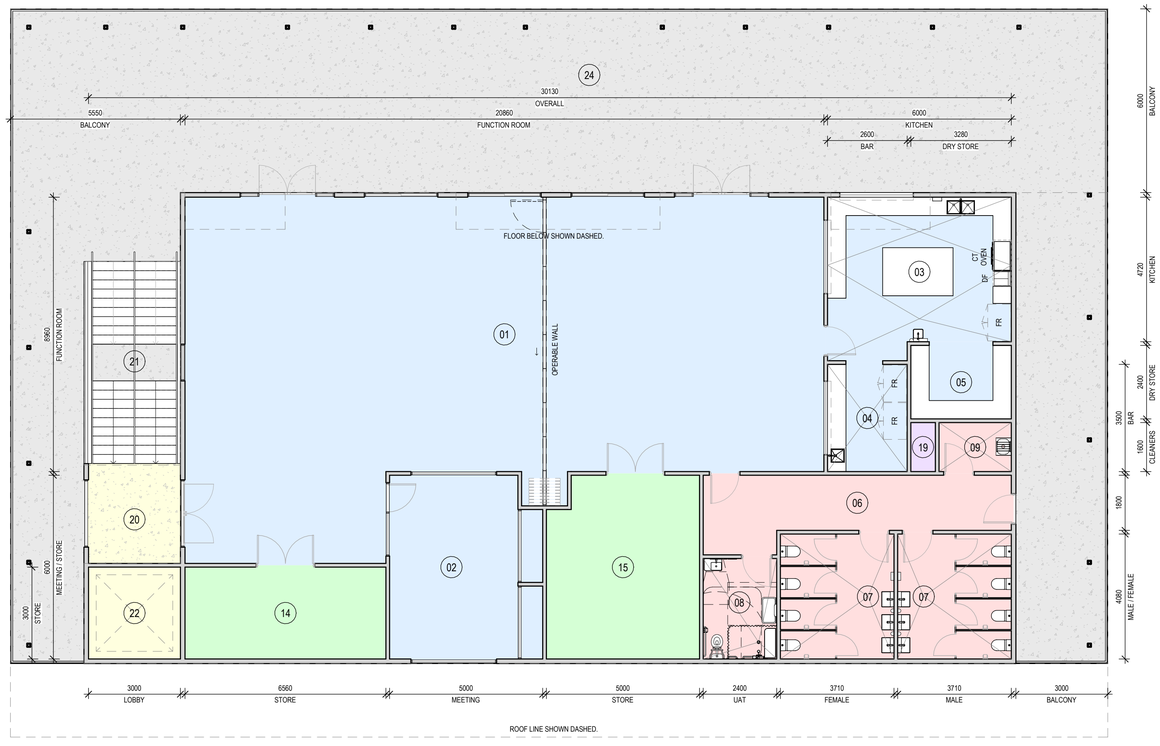
BUNBURY
9778 9600



GROUND FLOOR PLAN



FIRST FLOOR PLAN

ROOM LEGEND.

	01	FUNCTION ROOM	207m²
	02	MEETING / OFFICE	30m²
	03	KITCHEN	30m²
	04	SERVERY	9m²
	05	DRY STORE	8m²
	06	AIRLOCK	17m²
	07	MALE / FEMALE	15m²
	08	UAT	8m²
	09	CLEANERS	4m²
	10	CHANGEROOM	45m²
	11	WET AREA	26m²
	12	UMPIRE	16m²
	13	FIRST AID	15m²
	14	GENERAL STORE	20m²
	15	KARATE STORE	30m²
	16	CRICKET STOREROOM	29m²
	17	SOCCER STOREROOM	15m²
	18	HOCKEY STOREROOM	15m²
	19	SERVICES	7m²
	20	LOBBY	9m²
	21	STAIR	27m²
	22	LIFT	9m²
	23	VERANDAH	305m²
	24	BALCONY	299m²

FULLY ENCLOSED COVERED AREA. (FECA) 872m²

PROJECT No. 0268-23

SHIRE OF MANJIMUP

MANJIMUP RECREATION PAVILION

PROPOSED PAVILION

OPTION 03 FLOOR PLAN

1:100

DRAWING No
A3.01
REVISION
B

H+H architects
ALBANY 9842 5558
KALGOORLIE 0433 319 653
BUNBURY 9778 9600





PROJECT No. 0268-23

SHIRE OF MANJIMUP

MANJIMUP RECREATION PAVILION

PROPOSED PAVILION

OPTION 03 3D VIEWS

DRAWING No
A3.02

REVISION
A

H+H architects

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KALGOORLIE
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BUNBURY
9778 9600





PROJECT No. 0268-23

SHIRE OF MANJIMUP

MANJIMUP RECREATION PAVILION

PROPOSED PAVILION

OPTION 03 3D VIEWS

DRAWING No
A3.03

REVISION
A

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BUNBURY
9778 9600

H+H architects
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Concept Design Report – Pros & Cons

Project:	MRCR – Collier Street Pavilion & Storage Units Concept Design	Date:	17th January 2023
Project Ref:	0268-23	Revision:	Rev B

FLOOR AREA SUMMARY

	OPTION 1	OPTION 2	OPTION 3
FULLY ENCLOSED COVERED AREA (FECA)	836m^2	828m^2	872m^2
UNENCLOSED COVERED AREA (UCA)	438m^2	656m^2	604m^2
TOTAL	**1,274m^2**	**1,484m^2**	**1,476m^2**

1.0 FLOOR PLAN - OPTION 1

Option 1 has a Fully Enclosed Covered Area (FECA) footprint of 836m^2, and an Unenclosed Covered Area (UCA) of 438m^2. The building is consolidated as one continuous building without any separation.

PROS

- Option 1 has the smallest Unenclosed Covered Area footprint.
- All changerooms are accessed from the oval side of the facility.
- The operable wall allows the Function Room to be divided into two spaces which allows two different activities to take place simultaneously.
- A wider covered verandah area on the northern side of the facility provides additional protection for spectators viewing towards the north playing field.
- The skillion roof form could allow for high level glazing facing east if this was desirable to allow for natural light into the Function Room and Change Room spaces.
- Option 1 allows for entry points into the Function Room space on three sides – north, east and west.

CONS

- The floor area of the building is over 500sqm and therefore fire hydrant coverage will be required. The water pressure at the site is not sufficient for fire hydrants and therefore water tanks and pumps will be required to increase the water pressure to meet DFES water pressure and flow requirements.
- The Dry Store does not have external access.
- There is no plumbing duct for the Change Room toilets and showers.
- There is no external entry door into the Meeting Room, although this could be incorporated.

2.0 FLOOR PLAN - OPTION 2

Option 2 has a Fully Enclosed Covered Area (FECA) footprint of 828m^2, and an Unenclosed Covered Area (UCA) of 656m^2. The two buildings are separated by 6m wide covered breezeway which forms part of the verandah roof.

PROS

- The separation of the two buildings by a 6m wide breezeway creates the opportunity to fire separate the buildings and negate the requirement for fire hydrants. Fire walls will need to extend to the underside of the roof where the two walls face the breezeway, and any openings within these walls will need to be appropriately treated (i.e. fire doors/windows). The building surveyor for the project will need to determine if the verandah adds to the fire fuel load, generally this is not the case however it needs to be assessed on an individual basis.
- The breezeway creates opportunities for entry doors into the centre of the building, allowing an entry door into the Dry Store.
- The orientation of the Change Rooms allows for toilets and showers to back on to a shared plumbing duct which are generally better for maintenance, allowing good access to plumbing and removing the need to temporarily close a Change Room should maintenance be required to toilets or showers.
- Potential for external and internal access into the Karate Store.

CONS

- The Unenclosed Covered Area is 218m^2 greater than Option 1, mainly due to the elongated verandah and covered link between the two buildings which adds cost.
- Fire rated doors and particularly fire rated windows are significantly more expensive than standard commercial doors and windows.
- Only two of the changerooms are accessed from the oval side of the facility, with the other two accessed from the rear.
- There is no operable wall in Option 2 which does not allow the Function Room to be divided, it may be possible to incorporate an operable wall into the design, but it would require some manipulation of the floor plan to create two relatively even spaces.
- The location of the toilets block the view from the Function Room to the north.

3.0 FLOOR PLAN - OPTION 3

Option 3 is a two-storey building with a Fully Enclosed Covered Area (FECA) footprint of 872m^2, and an Unenclosed Covered Area (UCA) of 604m^2.

PROS

- Being a two-storey building with a 6m wide balcony, Option 3 provides excellent views over all playing fields.
- The two-storey building has a smaller footprint than the single-storey options, and therefore requires less clearing of the existing vegetation.
- The wide balcony overhang provides good shelter over the ground floor.

CONS

- The floor area of the building is over 500sqm and therefore fire hydrant coverage will be required. The water pressure at the site is not sufficient for fire hydrants and therefore water tanks and pumps will be required to increase the water pressure to meet DFES water pressure and flow requirements.
- To provide compliant universal access a lift will be required for the building. A lift is an expensive item and requires ongoing maintenance which is generally serviced from Perth.
- The Fully Enclosed Covered Area is the largest of the three options, 36m^2 larger than Option 1 and 44m^2 larger than Option 2.
- The Function Room, Kitchen and Meeting Rooms are located on the first floor which makes accessibility for deliveries and building users in general more difficult than a ground floor location.
- Two storey construction is generally more expensive due to the construction methodology and access requirements for working at heights.
- The ongoing maintenance costs are generally higher for a two storey building as access equipment is required to access high level components of the building, i.e. for window cleaning, maintenance to roof mounted equipment etc