



MINUTES

TOWNSCAPE ADVISORY COMMITTEE MEETING

9 MARCH 2021

Commencing at 5:30 pm

Shire of Narrogin
89 Earl Street
Narrogin WA 6312

The Chief Executive Officer recommends the endorsement of these minutes at the next Meeting of Townscape Advisory Committee.

Signed:..... Date **9 March 2021**
(CEO)

These minutes were confirmed at the Townscape Advisory Committee Meeting held on 20 April 2021


Signed:
(Presiding Member at the meeting at which minutes were confirmed)

Acknowledgement of Noongar People

The Shire of Narrogin acknowledges the Noongar people as traditional custodians of this land and their continuing connection to land and community. We pay our respect to them, to their culture and to their Elders past and present.

Naatj ngiyen Birdiya Gnarojin kep unna nidja Noongar Moort ngaala maya nidja boodjera baarlap djoowak karlerl koolark. Ngalak niny ngullang karnan balang Bibolman baalap borong koora wer boorda.

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Please note that meetings may be recorded for minute taking purposes.

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TOWNSCAPE ADVISORY COMMITTEE MEETING

9 MARCH 2021

1. OFFICIAL OPENING

The Presiding Member declared the meeting open at 5.35 pm.

2. RECORD OF ATTENDANCE/APOLOGIES

Committee Members (Voting)

Cr C Bartron (Presiding Member)

Cr B Seale (Proxy)

Mr B O'Neill - Narrogin Chamber of Commerce

Ms B Thomas - Arts Narrogin

Mrs V Chadwick - Community Member (Disability)

Mrs D Broad - Community Member

Vacant - Community Member (Indigenous)

Staff (Non voting)

Mr T Evans - Executive Manager Technical and Rural Services (EMTRS)

Ms L Bell - Events Committees and Special Projects Officer

Apologies

Ms G Kami - Community Member

Cr J Early

Mr M Wray - Highbury District Community Council

Absent

Nil

Visitors

Nil

3. DECLARATION OF INTEREST BY COMMITTEE MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA

Nil

4. CONFIRMATION OF MINUTES OF PREVIOUS MEETING OF THE TOWNSCAPE ADVISORY COMMITTEE

OFFICER'S RECOMMENDATION

Moved: Mrs Chadwick

Seconded: Mrs Broad

That the minutes of the Townscape Advisory Committee Meeting held on 17 November 2020, be confirmed as an accurate record of the proceedings.

CARRIED 6/0

5. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

The Presiding Member noted that the matter of the Smith Street toilets was resolved by Council at the Ordinary Council Meeting on 24 February 2021, that the toilets be demolished and rebuilt on that site.

6. PETITIONS, DEPUTATIONS, PRESENTATIONS

Nil

7. MATTERS WHICH REQUIRE DECISION

Whilst the Administration has no items for which the Committee is requested to make a decision, there are some items from the December Ordinary Council Meeting which the Manager Community Leisure and Culture (MCLC) is invited to speak to.

7.1 UPDATES FROM DECEMBER COUNCIL MEETING

The Townscape Advisory Committee made recommendations for Public Art at Item 10.2.1 at the Ordinary Council Meeting on 15 December 2020 where the Council resolved as follows:

1. *Allocate \$100,000 of the Federal grant funding to be spent on developing the three gateway roundabouts on Great Southern Highway and Pioneer Drive;*
2. *Request the Chief Executive Officer to appoint an officer to undertake the project;*
3. *Should the gateway roundabouts projects be unlikely to proceed and be acquitted prior to December 2021, then the following alternate projects be considered;*
 - a) *Parcel of land on the South East corner of Federal Street and Clayton Road - art pieces;*
 - b) *Williams Road Cemetery; and*
 - c) *Murals in the CBD at locations to be determined.*
4. *Request the Chief Executive Officer to amend the 2020/2021 Budget to include the grant funding of \$100,000 be allocated to public art on the three Gateway Roundabouts on Pioneer Drive and Great Southern Highway, subject to the Grant being approved.*

The EMTRS can report that the Local Community and Roads Infrastructure (LCRI) grant application process for the \$405,621 is continuing. Applications for nominated projects are to be submitted for approval by 31 July 2021.

As the above resolution identifies at point 4 that \$100,000 be allocated to public art on the three Gateway Roundabouts, subject to the grant being approved, the EMTRS asked the Manager Community Leisure and Culture (MCLC) to address the Townscape Committee regarding how the adopted Public Art Strategy processes may impact the dead line for completing the project prior to 31 December 2021. The MCLC advised that she would be unavailable to attend the meeting as she was on leave however offered comment as follows:

"Torre

Thanks for the invite and I have a lot to say and zip time. We have a public art policy which sits behind the public art strategy. These documents should both be used in discussions at Townscape re any public art work.

First ..yes your time frames are probably not doable for commissioning large form public art. However you won't get large on that budget. Public art installations at our three roundabouts with a \$100,000 budget. That's of course \$33,000 each. You would be dreaming. OR no public art, rather landscaping/ roundabout "treatments" ..fine..maybe doable with \$33,000. I don't know – you would . Seems on the low side to me".

There was further commentary from the MCLC in regards to public art projects and costings however the EMTRS would preferably like to have the MCLC in attendance at the next meeting to address the Public Art Strategy processes and be able to answer any questions from the Committee as the MCLC is best placed to give accurate responses.

Links to key documents:

[Public Art Contribution Policy Guidelines](#)

[Public Art Strategy and Masterplan 2019](#)

Outcome

The Committee members agreed that the MCLC is the best person to speak on this item, and to await her return to work and attendance at the next available meeting of the Townscape Advisory Committee.

With regards to Item 1. *Allocate \$100,000 of the Federal grant funding to be spent on developing the three gateway roundabouts on Great Southern Highway and Pioneer Drive; the Presiding Member will correspond with the CEO and request that the MCLC submit a report to the Committee addressing the processes to acquire artworks to the three gateway roundabouts in relation to the Public Art Strategy and Masterplan 2019.*

7.2 DISCUSSION POINTS

The Presiding Member has requested the following items be presented to the committee for discussion:

- Proposed locations for tree planting;

Outcome

The cemetery was identified as a location that could benefit from some additional tree planting and landscaping. The EMTRS noted that the current budget has an amount of \$15,000 to landscape the Natural Burial area. The Committee members agreed the EMTRS to request

Townscape Status Report

Townscape Study Review 2016 Recommendation	Outcome	% Complete	Estimated Completion Date	Status	Status Report Update 9 March 2021
Highbury Townscape Plan	1. To provide the Committee with updates and outcomes for proposed future projects and those projects currently being undertaken. 2. Prioritise projects in accordance with the recommendations made within the 2017 Highbury Townscape Plan.				
Enhancement recommendations					
Town Hall and surrounds enhancement					
A small collection of adult outdoor gym equipment near the park would add fitness activities to the existing walk circuit being used in the town.		0%	30/06/22	Deferred to next FY	The Administration will make a request for Council consideration in the 2021/2022 Draft Budget.
Stopover bay development formalising vehicle access and parking areas to reduce the expanse of open gravel					
Additional tree planting for shade and to screen and soften less attractive areas		0%	30/06/22	Deferred to next FY	The Administration will make a request for Council consideration in the 2021/2022 Draft Budget.
	Install a bus shelter incorporating information board.	0%	30/06/22	Deferred to next FY	The Administration will make a request for Council consideration in the 2021/2022 Draft Budget.
An RV waste dump point adjacent to the toilet (but not blocking access to the planned fire station).		0%	30/06/22	Deferred to next FY	The Administration will make a request for Council consideration in the 2021/2022 Draft Budget.
Street verge improvements					
Entry Statement upgrades.					
Local residents would also like to see the entry statements to the town upgraded, particularly on the north and south approaches.	Develop artwork design for new entry statements	0%	30/06/22	Deferred to next FY	The Administration will make a request for Council consideration in the 2021/2022 Draft Budget.
	Clear the verges of fallen trees and overgrown weed from the north and south entry statements all the way into town	5%	30/06/21	In Progress	Work is expected March/April depending on weather conditions. This includes firebreak clearing, fencing, gates and a small burn (Done at a later date). This tract of land does not belong to the Shire so is not included in the clearing program.
2016 Narrogin Townscape Study Review Status Update Report	1. To provide the Committee with updates and outcomes for proposed future projects and those projects currently being undertaken. 2. Prioritise projects in accordance with the recommendations made within the 2016 Narrogin Townscape Study Review.				
Central Precinct					
Developing a civic and cultural heart					
Build and enhance existing civic amenities					
	Skatepark improvements landscaping, shades and furniture.	0%	30/06/20	Cancelled	
Create a central civic space in the CBD	Mackie Park redevelopment proposal	0%	30/06/20	On Hold	On hold pending Dome development.
Develop opportunities for cultural and community buildings					The scope of this recommendation does not fall within the Objectives of the Townscape Advisory Committee Terms of Reference
Improve visitor experience					
Develop Rail heritage theme through the town centre with historic interpretation and street furniture	Proposed restoration of the old diesel located at the old railway yards	0%	31/08/19	On Hold	On hold pending further advice from the CEO.
Williams Road Information Bay	Visitor Information boards - design content for visitor information bay board	50%	30/06/20	In Progress	The Administration is working with the designer to progress this.
	Smith Street toilet upgrade	0%	30/06/21	In Progress	Council resolved to upgrade the facility, with a view to approving the project costs in February 2021.

Townscape Study Review 2016 Recommendation	Outcome	% Complete	Estimated Completion Date	Status	Status Report Update 9 March 2021
Relocate the visitors centre to within the newly created civic and cultural heart		0%		Not Started	The scope of this recommendation does not fall within the Objectives of the Townscape Advisory Committee Terms of Reference.
<input type="checkbox"/> Greening the CBD					
<input type="checkbox"/> Walkability					
<input type="checkbox"/> Parking					
Undertake an audit to assess availability and location of current parking		0%		Not Started	The scope of this recommendation does not fall within the Objectives of the Townscape Advisory Committee Terms of Reference.
<input type="checkbox"/> Consolidation of the CBD					
Support the existing businesses and residents		0%		Not Started	The scope of this recommendation does not fall within the Objectives of the Townscape Advisory Committee Terms of Reference.
<input type="checkbox"/> Enhance built form and streetscape fabric					
Create a shared vision with the business community		0%		Not Started	The scope of this recommendation does not fall within the Objectives of the Townscape Advisory Committee Terms of Reference.
Reduce the number of vacant buildings		0%		Not Started	The scope of this recommendation does not fall within the Objectives of the Townscape Advisory Committee Terms of Reference.
-END REPORT					