



Shire of  
**Narrogin**  
*Love the life*

## MINUTES

### TOWNSCAPE ADVISORY COMMITTEE MEETING

**20 APRIL 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: .....  
(CEO)

Date **20 April 2021**

These minutes were confirmed at the Townscape Advisory Committee Meeting held on 1 June 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 ngiyan 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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**Alternative formats are also available upon request, including large print, electronic format (disk or emailed), audio or Braille**

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

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# TOWNSCAPE ADVISORY COMMITTEE MEETING

## 20 APRIL 2021

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### 1. OFFICIAL OPENING

The Presiding Member declared the meeting open at 5.36 pm.

### 2. RECORD OF ATTENDANCE/APOLOGIES

#### Committee Members (Voting)

Cr C Bartron (Presiding Member)

Cr J Early

Mr B O'Neill - Narrogin Chamber of Commerce

Ms B Thomas - Arts Narrogin

Ms 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

Mrs V Chadwick - Community Member (Disability)

Mr M Wray - Highbury District Community Council

Ms G Kami - Community Member

#### Absent

Nil

#### Visitors

Cr B Seale – arrived 6.33 pm

### 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: Ms B Thomas

Seconded: Mr B O'Neill

That the minutes of the Townscape Advisory Committee Meeting held on 9 March 2021, be confirmed as an accurate record of the proceedings.

**CARRIED 5/0**

**5. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION**

The Presiding Member acknowledged the Administration's efforts which lead to the Shire being awarded the category of State Winner in the Tidy Towns Awards.

**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, the Presiding Member has requested the following items be presented for discussion with details to be agreed regarding priority, which items should be included, and details and costs:

**7.1 BUDGET CONSIDERATIONS – MURALS**

See the Committee Recommendation below

**7.2 CEMETERY FENCE**

See the Committee Recommendation below

**7.3 ART INSTALLATION CNR FEDERAL STREET AND CLAYTON ROAD**

There were several conversations by the Committee members in relation to art installations, murals and potential locations, as well as landscaping the roundabouts, the anticipated costs, the procedure for procurement and appointment of an artist, and the Public Art Strategy. After some consideration, the Committee members agreed that the first step should be to request a sum of money in the 2021/2022 Draft Budget and made the following recommendation for Council's consideration.

**COMMITTEE RECOMMENDATION**

Moved: Cr Early

Seconded: Mr O'Neill

That with respect to the budget request for public art, the Townscape Advisory Committee recommends that Council consider the amount of \$100,000 in the 2021/2022 Draft Budget to be deposited in the Tourism and Area Promotion Reserve to be spent on public art.

**CARRIED: 5/0**

**8. STATUS REPORT UPDATE**

The Administration noted that the committees guiding document, the 2016 Townscape Study Review is a five-year-old document and was flagged for review in 2021. It was further noted that many of the recommendations outlined in the document, and which fall within the Committee's scope and objectives, have been completed, or will be completed this year. The Administration will circulate a copy of the 2016 Townscape Study Review to the Committee prior to the next meeting for them to review and note completed recommendations and outcomes.

The Status Report is attached.

**9. GENERAL BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING**

There was no general business.

**10. CLOSURE OF MEETING**

There being no further business to discuss, the Presiding Member declared the meeting closed at 6.35 pm.

The next meeting of the Townscape Advisory Committee will be held at 5.30 pm on Tuesday 1 June 2021 at this same venue.

# Townscape Status Report

Townscape Study Review 2016 Recommendation	Outcome	% Complete	Estimated Completion Date	Status	Status Report 20 April 2021
<b>Highbury Townscape Plan</b>	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.				
<b>Enhancement recommendations</b>					
<b>Town Hall and surrounds enhancement</b>					
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.
<b>Stopover bay development formalising vehicle access and parking areas to reduce the expanse of open gravel</b>					
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.
<b>Entry Statement upgrades.</b>					
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.
<b>2016 Narrogin Townscape Study Review Status Update Report</b>	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.				
<b>Central Precinct</b>					
	Plant advanced street trees in the YMCA Carpark	100%	30/06/21	Complete	Trees and kerbing have been installed
<b>Developing a civic and cultural heart</b>					
Create a central civic space in the CBD	Mackie Park redevelopment proposal	0%	30/06/21	On Hold	On hold pending Dome development.
<b>Improve visitor experience</b>					
<b>Develop Rail heritage theme through the town centre with historic interpretation and street furniture</b>	Proposed restoration of the old diesel located at the old railway yards	0%	30/06/21	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%	30/06/21	In Progress	The Administration is working with the designer to progress this.
	Smith Street toilet upgrade	0%	30/06/22	In Progress	Council resolved to upgrade the facility, with a view to approving the project costs in February 2021.
<b>Greening the CBD</b>					
	10 year Street and park tree planting program	20%	30/06/21	In Progress	A two year plan has been submitted, the EMTRS is working on the next two years.
	Clayton Road, Williams Road and William Kennedy Way carpark tree planting	100%	30/06/21	Complete	
<b>Improve pedestrian amenities including shade and shelter</b>		40%	31/12/21	In Progress	Improving pedestrian amenities including shade and shelter in the CBD is ongoing.
	McKenzie Park - Research the history of the park for inclusion on a plaque or other approved installation	75%	30/06/21	In Progress	Ongoing as part of the Naming Parks project
Improve amenities for motorists including parking under shade	Tree planting in carparks	100%	30/06/21	Complete	
<b>Walkability</b>					
Increased shaded pathways		10%	30/06/21	In Progress	Ongoing
<b>Parking</b>					
<b>Consolidation of the CBD</b>					

Townscape Study Review 2016 Recommendation	Outcome	% Complete	Estimated Completion Date	Status	Status Report 20 April 2021
<input type="checkbox"/> Enhance built form and streetscape fabric					
<b>-END REPORT</b>					