



MINUTES
NARROGIN DISTRICT TOWNSCAPE COMMITTEE MEETING

1 August 2019

Commencing at 5:30 pm

Committee Room
Shire of Narrogin
89 Earl Street
Narrogin WA 6312

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

Signed:
(CEO)

Date **1 August 2019**

These minutes were confirmed at the Narrogin District Townscape Committee Meeting held on 5 September 2019.

Signed:

(Presiding Person at the meeting at which minutes were confirmed)

DISCLAIMER

Council and Committee agendas, recommendations, minutes and resolutions are subject to confirmation by the Council or Committee and therefore, prior to relying on them, one should refer to the subsequent meeting of Council or the Committee with respect to their accuracy.

No responsibility whatsoever is implied or accepted by the Shire of Narrogin for any act, omission or statement or intimation occurring during Council/Committee meetings or during formal/informal conversations with staff.

The Shire of Narrogin disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council/Committee meetings or discussions. Any person or legal entity who acts or fails to act in reliance upon any statement does so at that person's or legal entity's own risk.

In particular and without derogating in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a license, any statement or limitation or approval made by a member or officer of the Shire of Narrogin during the course of any meeting is not intended to be and is not taken as notice of approval from the Shire of Narrogin. The Shire of Narrogin warns that anyone who has an application lodged with the Shire of Narrogin must obtain and should only rely on WRITTEN CONFIRMATION of the outcome of the application, and any conditions attaching to the decision made by the Shire of Narrogin in respect of the application.

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

CONTENTS

1.	OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS.....	4
2.	RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE	4
3.	DECLARATION OF INTEREST BY COMMITTEE MEMBERS AND COUNCIL EMPLOYEES IN MATTERS INCLUDED IN THE MEETING AGENDA.....	5
4.	CONFIRMATION OF MINUTES OF PREVIOUS MEETING OF THE NARROGIN DISTRICT TOWNSCAPE COMMITTEE	5
4.1	Amendment to the Minutes of the Meeting held on 28 March 2019.....	5
4.2	Confirmation of Minutes of Previous Meeting of the Narrogin District Townscape Committee held on 2 May 2019	6
5.	ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION.....	6
6.	PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS	6
7.	MATTERS WHICH REQUIRE DECISIONS	6
7.1	2019 Townscape Draft Vision recommended priorities	6
7.2	Cemetery fence	12
8.	STATUS REPORT UPDATE.....	13
9.	GENERAL BUSINESS APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING	13
10.	CLOSURE OF MEETING	13

NARROGIN DISTRICT TOWNSCAPE COMMITTEE MEETING MINUTES 1 AUGUST 2019

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

The Presiding Member Cr Bartron opened the meeting open at 5.34 pm.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE

Committee Members (Voting)

Cr C Bartron – Presiding Member

Cr M Fisher (Proxy)

Mrs V Chadwick– Community member (Disability)

Mr P White – Community member

Vacant – Community member (Indigenous)

Staff (Non voting)

Mr A Awang – Executive Manager Development and Regulatory Services (EMDRS)

Ms S Guy – Manager Community Leisure and Culture (MCLC)

Ms L Bell – Administration Support Officer (ASO)

Apologies

Mr M Wray – Highbury District Community Council

Mr N Crossley – Arts Narrogin

Mrs K Bryant – Narrogin Chamber of Commerce

Absent

Ms G Kami – Community member

Visitors

Cr B Seale (departed at 7 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 NARROGIN DISTRICT TOWNSCAPE COMMITTEE

4.1 AMENDMENT TO THE MINUTES OF THE MEETING HELD ON 28 MARCH 2019

The Minutes of the Meeting held on 28 March 2019 were confirmed by the Committee at their Meeting of 2 May 2019 as a true and correct record of the proceedings.

This notwithstanding, the Minutes have been questioned by some Committee Members. Therefore the process of revocation is required if they are to be corrected.

A mover and a seconder are required, together with a third person to support a motion to revoke the previous Confirmation of Minutes.

REVOCAION MOTION

Moved: Mr White Seconded: Mrs Chadwick Third: Cr Bartron

That the Motion to endorse the Minutes of the Meeting held on 28 March 2019 and voted on 2 May 2019 be rescinded.

CARRIED: 4/0

If the Motion is carried, the following recommendation is suggested.

OFFICERS' RECOMMENDATION

Moved: Mrs Chadwick Seconded: Cr Fisher

That the Minutes of the Meeting held on 28 March 2019 be confirmed, as an accurate record of the proceedings, subject to the following correction:

That the first sentence on Page six of the Minutes be amended from "*Following some discussion regarding the two option styles, the Committee were unanimous with their preference for Option 2*" to state

'Following some discussion regarding the two option styles the majority of the Committee Members were in agreement with their preference for Option 2, noting that Members White and Crossley were not in favour'.

CARRIED: 4/0

4.2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING OF THE NARROGIN DISTRICT TOWNSCAPE COMMITTEE HELD ON 2 MAY 2019

OFFICER'S RECOMMENDATION

Moved: Mrs Chadwick Seconded: Mr White

That the minutes of the Narrogin District Townscape Committee Meeting held on 2 May 2019 be confirmed, as an accurate record of the proceedings.

CARRIED: 4/0

5. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

The Presiding Member proposed that on the occasions where a meeting of the Narrogin District Townscape Committee is postponed for any reason, that as far as is practical, that meeting should be re-scheduled to take place at the same time and on the same day, the following week.

This proposal was supported by consensus of the Committee members present, who echoed the Presiding Members sentiment in which the loss of momentum for discussions and projects was cited.

6. PETITIONS, DEPUTATIONS, PRESENTATIONS OR SUBMISSIONS

Nil

7. MATTERS WHICH REQUIRE DECISIONS

7.1 2019 TOWNSCAPE DRAFT VISION RECOMMENDED PRIORITIES

Summary

The Committee are asked to consider a recommendation to officers to develop plans for priority street tree planting and street scaping projects for the 2019/2020 financial year. These plans will be based on the recommendations in the Presiding Members 2019 Draft Vision and the recommendations made by the consultants in the 2016 Narrogin Townscape Study Review.

Background

At the Narrogin District Townscape Committee Meeting on 7 February, the Committee's Presiding Member presented a report documenting a range of achievements which were actioned in the 2018 calendar year. The report also included a Draft Vision of realistic achievements for the Committee to recommend prioritising and initiating in 2019.

Recommended realistic achievements	Actioned
Williams Road Information Bay upgrade (\$20k 2018/2019 Budget)	Yes
Library Landscape Stage 1 (\$100k 2018/2019 Budget)	Yes
The CBD Colour Palette and signage (\$7.5k 2018/2019 Budget)	Yes
Development of priorities for the Councils \$10,000 for Narrogin Townscape projects	Yes
Completion of priorities for the Councils \$5,000 for Highbury Townscape projects	Yes
Develop priorities for planting in June 2019 from the adopted Street Tree Planting Guide	No
Prioritisation of projects to be considered by Council from the soon-to-be-adopted Gnarojin Park Masterplan	No
Recommend to Council by 31 March 2019 projects for consideration in the 2019/2020 draft Budget for the Highbury Townscape Plan and the Narrogin Townscape Study Review.	Yes

Comment

In the 2016 Narrogin Townscape Study Review, the consultants made recommendations in relation to existing pedestrian access routes, major intersections and the main access routes, and greening the CBD and surrounds.

Egerton and Federal Street intersection:

... "Continuing the greening down the cul de sac to the railway line would strengthen the pedestrian link across the railway, and significantly enhance the connection at this key intersection. The introduction of street furniture including benches, bins, bollards along with a new signage scheme would also assist in the revitalisation of this space and reinforcement of the pedestrian link across the railway line".

Furthermore, this pedestrian point affords an opportunity for street/public art at entrances from Pioneer Drive and the carpark.



Figure 1 View of pedestrian access at Egerton and Federal Street intersection

Hordern Hotel

...” it is proposed that the link across the railway at Egerton street be better connected to the town centre by improving the eastern end cul-de-sac of the road. By removing the parking bays, increasing the trees and landscaping elements and incorporating street furniture, it would greatly enhance this space and aid in the connection across the railway line.

Increased greening and landscaping along the railway line at the rear of the Hotel would assist in softening the rear facade of the buildings and make a more pedestrian friendly space”.



Figure 2 View at the rear of the Hordern Hotel

Pioneer Drive long vehicle parking bay

An opportunity to build on the greening of the CBD can be seen along the western side of Pioneer Drive on the fenceline. The fenceline is long and low making it an ideal location for a hedge of sturdy native shrubs or a more colourful ornamental plant such as bougainvillea.



Figure 3 Pioneer Drive view of northern and southern entrance

Pioneer Drive pedestrian access to Federal and Egerton Streets

An opportunity exists to improve pedestrian access from Narrogin east to the CBD, and to develop interpretive signage guiding visitors on foot into the CBD, and for travellers making use of the long vehicle parking spaces along the west side of Pioneer Drive. This location also lends itself to an installation of street art or public art.



Figure 4 View of pedestrian access on northern approach



Figure 5 View of pedestrian access from southern approach

Federal Street and Clayton Road intersection

The intersection of Federal Street and Clayton Road (pictured below) also presents an opportunity to develop a landscaped entrance to Narrogin and thereby improve the existing pedestrian access. A landscaping project here could be seen as a prelude to the prioritisation of recommended projects in the Gnarojin Park Masterplan.

The following recommendations were made by the consultants in relation to this main access route, in the 2016 Narrogin Townscape Study Review:

1. Improving landscaping on the roundabout at the Clayton and Federal Streets junction and improving the streetscape of Federal Street
2. Introducing larger tree planting
3. Improving the paved surfaces



Figure 6 View of south eastern entrance to Narrogin CBD

Conclusion

It is envisaged that these recommendations will improve visitor experiences for travellers entering Narrogin from Great Southern Highway and enhance pedestrian links between Federal Street, Egerton Street and Pioneer Drive. The proposals align with recommendations in the 2016 Review.

OFFICERS' RECOMMENDATION

That in relation to developing plans for priority street tree planting and street scape projects for the 2019/2020 financial year, (subject to budget approval) the Committee resolve that Officer's proceed to develop plans for the Committee's consideration for:

1. Street tree and vegetation screening planting along Pioneer Drive;
2. Enhancing pedestrian links between at the railway line and the Egerton and Federal Street intersection; and
3. Landscaping the south eastern corner of the Federal Street and Clayton Road intersection and enhancing the pedestrian link.

COMMITTEE RECOMMENDATION

Moved: Cr Bartron

Seconded: Cr Fisher

That in relation to developing plans for priority street tree planting and street scape projects for the 2019/2020 financial year, (subject to budget approval) the Narrogin District Townscape Committee resolve that;

1. The Committee will:

- a. Undertake a site visit in relation to recommendation 2(c) (ii) (iii) below, to assess the areas to be developed for planting and report their findings at the Narrogin District Townscape Committee meeting on 5 September 2019; and
- b. Undertake a site visit to Narrogin CBD carparks and develop a priority list of locations for planting established street tree species in accordance with the *Street Tree Planning - Selections and Recommendations Guide 2018* and report their findings at the Narrogin District Townscape Committee meeting on 5 September 2019.

2. The Officer's proceed to:

- a. Explore partnership opportunities with ARC Infrastructure, Main Roads WA and the Shire of Narrogin for proposed planting on the western side of Pioneer Drive; and
- b. Explore partnership opportunities between Main Roads WA and the Shire of Narrogin for the proposed development of the northern roundabout, including options for landscaping and art installations.
- c. Develop plans for the Committee consideration for:
 - i. Proposed street tree and vegetation screening planting along the western side of Pioneer Drive north of the Railway Station;
 - ii. Enhancing the existing pedestrian link between the railway line and the Egerton and Federal Street intersection; and
 - iii. Proposed landscaping on the south eastern corner of the Federal Street and Clayton Road intersection and enhancing the existing pedestrian link.

CARRIED: 4/0

7.2 CEMETERY FENCE

Summary

The Committee are requested to consider the proposed species for planting at the Narrogin Cemetery boundary fence.

Background

At the Narrogin District Townscape Committee Meeting held on 18 October 2018 the Committee was presented with a proposal submitted by the Shire's Department of Technical and Rural Services to remove the existing fences and replace them with native plants.

At the Ordinary Council Meeting held on 27 March 2019, Council endorsed the proposal to remove the fence and noted that with regards to the merits of the proposed selected plant species and drip irrigation, Officers would seek the consideration of the Narrogin District Townscape Committee.

Comment

It was proposed to replace the existing fence with native hedge plants planted next to the fence on the Cemetery side, watered for one year until established, and remove the fence.

Conclusion

The EMTRS has advised that he believes the following species should be planted along the perimeter of the Narrogin Cemetery;

1. *Agonus flexuosa nana*
2. *Grevillea ANZAC*
3. *Grevillea superb*
4. *Rysynocarpus tuberculatus* (wedding bush)
5. *Chamelaucium purple pride*
6. *Hakea laurina*

OFFICERS' RECOMMENDATION

Moved: Nil

Seconded: Nil

That the Narrogin District Townscape Committee endorse the proposed species for the Narrogin Cemetery boundary fence, as follows:

1. Agonus flexuosa nana
2. Grevillea ANZAC
3. Grevillea superb
4. Rysynocarpus tuberculatus (wedding bush)
5. Chamelaucium purple pride
6. Hakea laurina

LOST:0/4

The motion was lost due to a lapse of a Mover and Seconder.

The Committee were of the view that planting was not an option based on; poor soil; density of existing trees; and light and root competition.

8. STATUS REPORT UPDATE

The Status Report has been updated and is attached for your reference.

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

9.1 RECENT TREE PLANTING CONCERNS

Mr White commented on the trees recently planted in the playground located on Hough Street and those planted on Clayton Road verge, and expressed disappointment at the selected species, indicating that they were poor quality stock, planted in a manner that will not provide shade over the play equipment, and were not the recommended species for those areas.

10. CLOSURE OF MEETING

There being no further business to discuss, the Presiding Member declared the meeting closed at 7.13 pm.

The next meeting of the Narrogin District Townscape Committee will be held at 5.30 pm on Thursday 5 September 2019 at this same venue.

Status Report 1 August 2019

Narrogin District Townscape Committee

Core Values	Outcomes	Comments	2019/2020 Budget
Committee Meeting Calendar & Membership			
2019			
Committee Membership	Achieve and maintain Committee membership in accordance with the Terms of Reference through a program of advertising and nominations	27-2-2019 - Council endorsed appointment of two Community members at Large. There remains only one vacancy for an indigenous representative.	
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			
The ANZAC memorial needs more space and to be brought into the precinct more – rather than left isolated on the road verge.		20.11.2018 - The Shire will provide 6 established Ulmus Glabra for planting by the Highbury District Community Council committee. 30.11.2018 - HDCC purchased (at their cost) and planted a quantity of native shrubs around the Memorial.	
	Additional landscaping near tennis Club	24.4.2019 - Highbury Tennis Club received \$2,500 from the 2018/2019 Community Chest to install reticulation	
	Highbury Tennis Club	6.8.2019 - Council approved \$75,000 to resurface the courts	\$75,000
A better park to the west of the hall (Wilbur Park) would allow a variety of community events (such as outdoor movies) to be run and provide a space for locals to enjoy as a community hub.	Install a gazebo incorporating table and seating	8.3.2019 - A request for money to cover supply and installation of a gazebo with table and chairs will be made in the 2019/2020 Draft Budget. 6.8.2019 - Budget approved \$15,000 for gazebo for Wilbur Park	\$15,000
	Modify the hall toilets	8.3.2019 - the toilet block needs to be modified by way of an additional wall at the front and flyscreens on the rear windows to reduce the volume of windblown rubbish inside. Budget requested 2019/2020. 6.8.2019 - Council approved \$1,500 for modifications to front of the hall toilets.	\$1,500
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.			
	Fire shed	6.8.2019 - Council supported a request for \$30,000 to construct a fire shed	\$30,000
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			
	Install a bus shelter incorporating information board.	8.3.2019 - Request money in the 2019/202 Draft Budget for a suitable bus shelter incorporating a notice board. 6.6.2019 - Request for quote for the design of the information board emailed today. 6.8.2019 - Request was not supported in the 2019/2020 budget	
New direction signage highlighting facilities at the Town Hall, and directions to the Tavern and General Store and any other town facilities or attractions.	New blue directional signage	8.3.2019 - Blue signs to be requested via Shire Works Request	
Clearer and more accessible pedestrian crossing points			
An RV waste dump point adjacent to the toilet (but not blocking access to the planned fire station).		8.3.2019 - money to be requested in the 2019/2020 Draft Budget	\$8,000.00
The adequacy of night and security lighting may also need to be considered in improvements of the bay	Installation of CCTV and additional lighting	8.3.2019 - Money to be requested in the 2019/2020 Draft Budget	
Street verge improvements			

Core Values	Outcomes	Comments	2019/2020 Budget
<p>A programme of incremental street tree planting is recommended to provide shade over footpaths and help strengthen pedestrian links. Care needs to be taken when planting under overhead power lines to select lowgrowing species.</p> <p>The following tree species recommendations are taken from the 2016 Narrogin Townscape Study as being suitable for local conditions and in keeping with the Study's streetscape recommendations for the Shire.</p> <p>Burley St South Verge (under power lines) Eucalyptus newbeyi Eucalyptus tenera Eucalyptus torquata Callistemon viminalis Eucky Dwarf (cultivar of leucoxydon) North Verge (adjacent to footpath) Eucalyptus leucoxydon subsp. Leucoxydon Eucalyptus nicholii Eucalyptus sideroxydon rosea or E. tricarpa Eucalyptus scoparia</p>		8.3.2019 - request money in the 2019/2020 Draft Budget to undertake street tree planting around Highbury townsite.	
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		
	Clear the verges of fallen trees and overgrown weed from the north and south entry statements all the way into town	8.3.2019 - Work will be requested by way of a Shire Works request, possibly requires an allocation in the 2019/2020 Draft Budget. 6.8.2019 - Land is not owned by the Shire.	
2016 Narrogin Townscape Study Review Status Update Report			
Central Precinct			
Protect the important buildings and streetscapes of this precinct			
Improve pedestrian links through the precinct	10 year Footpath program 2019-2029 (to be presented to Council at the OCM 24.4.2019)	28.3.2019 - Committee Motion - All future footpaths constructed should be finished with colours that match the existing coloured asphalt. 24.4.2019 - Council endorsed the Ten Year Footpath Construction Program subject to the following conditions: 1. Add additional cost; 2. Not guarantee a continuously same coloured footpath network; and 3. Run the risk of the network being seen as further disjointed.	
	Plant advanced street trees in the YMCA Carpark	28.3.2019 - Allocation requested in the 2019/2020 Draft Budget. 1.8.2019 - Townscape Committee will develop a priority list for planting trees in carparks	\$20,000
Developing a civic and cultural heart			
Build and enhance existing civic amenities			
	Skatepark improvements landscaping, shades and furniture.	24.4.2019 - MCLC to update at the meeting to be held 2 May 2019. 3.5.2019 - The MCLC circulated copies of the proposed draft concept design and it was noted that while the proposed design was not one of the Key Projects recommended in the Gnarrogin Park Masterplan (page 34), the proposed design, plants and park furniture are in line with recommendations made in the Gnarrogin Park Masterplan Overall Plan (Page 34). 29.5.2019 - This project will be carried over to the 2019/20 financial year to allow the Shire time to identify potential contractors and request and respond to quotes. 7.8.2019 - Anticipated completion date is June 2020.	
Create a central civic space in the CBD	Mackie Park redevelopment proposal	28.3.2019 - The Committee recommended the sum of \$15,000 be requested in the 2019/20 Draft Budget. 7.6.2019 - OCM report to Council on 26 June requesting \$30k in 209/20 Draft Budget for detailed plan for proposed Mackie Park redevelopment. 6.8.2019	
Increase links between eastern parkland and town centre		1.8.2019 - Explore partnership opportunities with ARC Infrastructure, Main Roads WA and the Shire of Narrogin for proposed planting on the western side of Pioneer Drive and proposed development of the northern roundabout, including options for landscaping and art installations. Develop plans for proposed street tree and vegetation screening planting along the western side of Pioneer Drive north of the Railway Station including enhancing the existing pedestrian link between at the railway line and the Egerton and Federal Street intersection; and proposed landscaping on the south eastern corner of the Federal Street and Clayton Road intersection and enhance the existing pedestrian link.	
Develop opportunities for cultural and community buildings			
Improve visitor experience			

Core Values	Outcomes	Comments	2019/2020 Budget
<input type="checkbox"/> 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	28.3.2019 - Obtain a professional assessment of the condition of the diesel with a view to sourcing funds to restore it if assessed as being suitable for restoration. Additional funds may be required to construct a shelter to protect the diesel if restoration takes place. Request made for \$5,000 in the 2019/2020 Draft Budget to cover cost of assessment. 3.5.2019 - Quote received for \$4,416 for detailed assessment of the diesel locomotive. Additional research indicates that five of these locomotives remain in WA. Awaiting more detailed account of the locomotive's history. 13.6.2019 - Ownership of the diesel locomotive has been confirmed as Hotham Valley Tourist Railway.	\$5,000
Williams Road Information Bay	Visitor Information boards Seek quotes and supporting information for the existing structure to be replaced or refurbished and the area around it tidied up	16.5.2018 - The Manager Operations advised the work will be scheduled to take place towards the end of June 2018. 18.10.2018 - MO advised works will be scheduled to take place after Christmas. 18.12.2018 - MO advised that the carpark was resealed 18.3.2019 - The map containing local information has been removed for updating. 29.5.2019 - All refurbishment and ground works have been completed. Appointing a contractor to design and manufacture the map and manufacture remains outstanding. CEO to advise. 6.6.2019 - Request for quote for the design of the information content for three boards emailed to suppliers today. Design to be completed by 28 June 2019. 13.6.2019 - Jason Signmakers contracted to design the content for three boards. Boards will be installed on the Fairway St wall of the DCVC, Williams Rd Information Bay and Highbury townsite at a location to be confirmed.	\$5,000
Heritage Trail	CBD Interpretive signage Develop a series of heritage plaques detailing the history of Narrogin's heritage buildings	17.5.2018 - The MCLC has consulted with a heritage consultant to develop the interpretive signage for ten cast bronze heritage plaques for installation in CBD paving. In March 2018 Notre Dame and Curtin University Medical Students participated in a project identifying CBD heritage buildings they judged (as would be tourists) which required interpretive plaques. 29.6.2018 - The information for the plaques is being proofed ready to send to the plaque makers. Ten plaques will be made this financial year and ten more next financial year. 18.8.2018 - The MCLC has requested quotes from three companies to develop CBD interpretive signage. The quotes are due on 5 November 2018. There is in total, an allocated budget for work to install up to 20 CBD heritage signs in the 2018/19 budget. This has become a large and significant heritage project and the MCLC identified it now required a considerable degree of expertise, knowledge and skill to execute the following work: 1. Plan signage locations and resolve sign styles / materials / installation options etc; 2. Research (including that for QR codes); 3. Theme/narrative development; 4. Writing of content which is descriptive and entertaining; 5. Sourcing relevant images with which to illustrate each panel; 6. Graphic design; 7. Supply of signage with all requisite installation hardware (including posts/pedestals); and 8. Installation of signage. The consultant will be required to make a recommendation to the Shire as to the type of signage and its support structure(s) (i.e. pedestals / posts etc.) to be installed and the rationale for this. It is expected a contractor will be appointed by the end of November and this project should be completed by April/May 2019. 13.12.2018 - Contractor has been appointed and they will undertake a site visit in January 2019. 18.3.2019 - Two panel design options presented to the Committee prior to the 21 March Townscape Meeting. 28.3.2019 - The Townscape Committee expressed their preference 4/2 for design Option 2. 18.4.2019 - Ten plaques installed in June/July 2019. The remainder of the project will take place in the 2019/2020 financial year. 1.8.2019 - 10 interpretive signage panels now installed with another 15 to be installed along with a trail head by December 2019.	\$38,500
	Memorial Park - accessible ablution block Develop a plan for a suitable structure and submit a design to Heritage Council WA for approval	7.3.2019 - Proposed design approved by the Heritage Council. 13.3.2019 - Presented to the MBS, comments from that meeting were incorporated into the design. 5.4.2019 - RFQ advertised, closes 24 April. 3.5.2019 - Project awarded to Michael Ranieri, due to be completed by 30 June weather permitting. 6.6.2019 - Location of the new building is to be moved closer to Fortune Street after it was identified there was insufficient gradient to fulfill plumbing and drainage requirements.	\$119,718
	Foxes Lair - design and installation of trail direction markers.	2.5.2019 - A series of directional signage markers will be installed in Foxes Lair providing visitors with clear information and directions along the various walking trails throughout Foxes Lair. It is proposed that the markers and posts will be installed by Foxes Lair volunteer Mr D Sawkins.	
Relocate the visitors centre to within the newly created civic and cultural heart			
Provide access and parking suitable for large vehicles within close proximity to visitor centre			
<input type="checkbox"/> Greening the CBD			
	Narrakine Road	1.8.2019 - Townscape Committee will develop a priority list for planting trees in carparks	

Core Values	Outcomes	Comments	2019/2020 Budget
	Williams Road - Proposed removal of Cemetery fence	18.10.2018 - Townscape Committee recommends to remove existing fence around the Cemetery and replace with material such as bollards. Did not support planting on fenceline due to poor soil suitability. Report to OCM 27 February 2019. 27.3.2019 - OCM Resolution - That, with respect to the Narrogin Cemetery boundary fence, Council endorse the intent of removal of the fence along Williams Road and the post and rail fence along Lefroy Street, and consider including in the 2019/20 Draft Budget the sum of \$7,000 for the fence removal and installation of appropriate hedging vegetation. Notation: It was noted that Officers would seek consideration of the Townscape Committee of the merits of the proposed vegetation with drip irrigation and the proposed species. 1.8.2019 - A motion to support planting on the fenceline was not supported by the Townscape Committee.	
	Clayton Road	28.3.2019 - The Committee recommended the amount of \$20,000 to plant trees (established) in the YMCA carpark. 1.8.2019 - Townscape Committee will develop a priority list for planting trees in carparks	
	Great Southern Highway North	1.8.2019 - Townscape Committee will develop a priority list for planting trees in carparks	
	Great Southern Highway South	1.8.2019 - Townscape Committee will develop a priority list for planting trees in carparks	
<input type="checkbox"/> Improve pedestrian amenities including shade and shelter			
McKenzie Park	Seek quotes for suitable shade shelter	25.5.2017 - The Committee recommended seeking quotes from local contractors to construct the approved designs to the requested specs. 3.5.2019 - Project specs emailed to contractors / suppliers for quoting. 28.5.2019 - Supply of the Skillion shelter has been awarded to Exteria. Installation of concrete slab and Skillion shelter and accessible table setting has been awarded to local builder True Aspect Homes. Completion is anticipated in early July 2019. 30.7.2019 - Completion has been delayed following a road accident involving the contractors vehicle and tool trailer. Completion expected mid August.	\$7,000
	Research the history of the park for inclusion on a plaque or other approved installation	29.3.2018 - The research part of this project has not progressed. A request for funds to cover the cost of the shade shelter will be made in the 2018/2019 draft budget.	
Reduce the "heat island" effect in the summer months			
Improve amenities for motorists including parking under shade		1.8.2019 - Townscape Committee will develop a priority list for planting trees in carparks	
<input type="checkbox"/> Walkability			
Develop a consistent palette of materials and quality within the town centre		17.1.2019 - A consistent palette of materials will be covered in the proposed colour palette being prepared by H+H Architects. 18.3.2019 - The proposed Guideline's prepared by H+H Architects to be presented to the Committee for discussion at the 21 March 2019 Townscape meeting. 2.5.2019 - Awaiting receipt of the Visual Signage Guide, the Visual Colour Guide and the draft Local Planning Policy.	
Increased shaded pathways			
Ensuring pathways are accessible for the whole community	Develop a 10 year Footpath program 2019-2029 (to be presented to Council at the OCM 24.4.2019	24.4.2019 - Council adopted the Proposed Ten Year Footpath Construction Program 2019-2029 as presented and did not accept the request of the Townscape Committee's to ensure that all future concrete footpaths be finished to match the existing red coloured asphalt footpaths, as it will: 1. Add additional cost; 2. Not guarantee a continuously same coloured footpath network; and 3. Run the risk of the network being seen as further disjointed. 3.5.2019 - This item will remain outstanding until the Committee appeal Council's decision.	
Develop a signage scheme throughout the town		17.1.2019 - A signage scheme will be covered in the proposed colour palette being prepared by H+H Architects	
<input type="checkbox"/> Parking			
Undertake an audit to assess availability and location of current parking			
Develop a signage scheme to identify parking areas including amenities for long vehicles	Identify parking areas for long vehicle parking	18.3.2019 - the proposed Guideline's for a colour palette have been prepared by H+ H Architects and are to be presented to the Committee for discussion.	
Examine opportunities for more and better located parking			
Increase accessibility with a 'family friendly' outcome			
<input type="checkbox"/> Consolidation of the CBD			
Support the existing businesses and residents	Investigate the feasibility of a Mountain Bike and Pump Trail	7.5.2019 - Consultants Common Ground Trails have been appointed to conduct a feasibility study of providing mountain bike trails in close proximity to town and a pump track within the town site. Survey closes Monday 20 May 2019. 1.8.2019 - The Shire of Narrogin Draft Pump Track and Mountain Bike Trail Feasibility Study was adopted by Council on 24 August 2019 and will be out for public comment for 60 days.	
<input type="checkbox"/> Enhance built form and streetscape fabric			
Create a shared vision with the business community			
Reduce the number of vacant buildings			

Core Values	Outcomes	Comments	2019/2020 Budget
Develop a consistent colour palette for buildings	Develop a Colour Palette and Design Guidelines Seek quotes from suitably qualified groups to develop a colour palette. H+H Architects appointed to develop design and guidelines.	An allocation has been made in the 2018/2019 budget. 18.8.2018 - The Shire has contracted H&H Architects to develop the CBD colour palette and style guide for the Shire and are due to commence work in November 2018. 13.12.2018 - H+H Architects will visit Narrogin in January 2019. 17.1.2019 - H+H met with the Committee and answered questions relating to the colour palette. 15.3.2019 - The proposal will go to the Monthly Briefing Session in April for Elected Members to comment and then back to Townscape for recommendation in April/May. 2.5.2019 - Awaiting receipt of the Visual Signage Guide, the Visual Colour Guide and the draft Local Planning Policy.	
-END REPORT			