



**MINUTES
ORDINARY COUNCIL MEETING**

22 FEBRUARY 2017

These minutes were confirmed at the Ordinary Council Meeting held on 8 March 2017

Signed: Jim Wier Date 8th March, 2017.
(Chair person at the meeting at which minutes were confirmed)

Council Minutes are 'Unconfirmed' until they have been adopted at the following meeting of Council.

ORDINARY COUNCIL MEETING AGENDA

22 FEBRUARY 2017

1. OFFICIAL OPENING/ANNOUNCEMENT OF VISITORS

7.41 pm – President Ballard declared the meeting open.

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

Elected Members

Mr L Ballard – Shire President
Cr T Wiese – Deputy Shire President
Cr C Ward
Cr N Walker
Cr P Schutz
Cr M Fisher
Cr C Bartron
Cr B Seale
Cr G Ballard

Staff

Mr A Cook – Chief Executive Officer
Mr A Awang – Executive Manager Development & Regulatory Services
Mr T Evans – Executive Manager Technical & Rural Services
Ms C Thompson – Executive Assistant

Visitors

Mr D Charlesworth – Narrogin Observer
Mr K Wenning – Shire Technical Officer

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

Financial Interests

Cr Seale declared an interest in item 10.1.006.
Cr Schutz declared an interest in item 10.1.006.

Proximity Interests

President Ballard declared an interest in item 10.1.005

4. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

Nil

5. PUBLIC QUESTION TIME

Nil

6. APPLICATIONS FOR LEAVE OF ABSENCE

COUNCIL RESOLUTION 0217.006

Moved: Cr Schutz

Seconded: Cr Ward

That Council:

Grant Cr Bartron leave of absence for the Ordinary Council Meeting to be held 8 March 2017.

CARRIED 9/0

7. CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS

COUNCIL RESOLUTION 0217.007 AND OFFICER'S RECOMMENDATION

Moved: Cr Bartron

Seconded: Cr Wiese

That Council:

Accept the minutes of the Ordinary Council Meeting held on 8 February 2017 and be confirmed as an accurate record of proceedings.

CARRIED 9/0

8. ANNOUNCEMENTS BY THE PERSON PRESIDING WITHOUT DISCUSSION

DISCLAIMER READING

The person presiding will read the disclaimer to those present.

The recommendations contained in this Agenda are Officer's Recommendations only and should not be acted upon until Council has resolved to adopt those recommendations.

The resolutions of Council should be confirmed by perusing the Minutes of the Council Meeting at which these recommendations were considered. Resolutions are not considered final until the minutes of the meeting are confirmed.

Members of the public should also note that they act at their own risk if they enact any resolution prior to receiving official written notification of Council's decision.

9. PETITIONS/DEPUTATIONS/PRESENTATIONS/SUBMISSIONS

Nil

10. MATTERS WHICH REQUIRE DECISIONS

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7.44 pm – President Ballard declared an interest in the following item and left the meeting.
Cr Wiese took the Chair.

10.1 DEVELOPMENT AND TECHNICAL SERVICES

10.1.005 GREAT SOUTHERN HIGHWAY – RENAMING

File Reference: 28.3.1
Disclosure of Interest: Nil
Applicant: Landgate Western Australia (WA)
Previous Item Nos: Nil
Date: 15 February 2017
Author: Keenan Wenning, Technical Officer, Technical and Rural Services

Attachments

- Copy of Great Southern Highway map - (attachment 1)
- Copy of correspondence from Landgate – Tracey Vance (attachment 2)

Summary

Landgate (WA) has requested Council to consider renaming sections of Great Southern Highway and some sections of adjoining streets/roads due to the construction of the Narrogin Link Road South as per attachment 1.

Background

Over the last several years a plan for Narrogin Link Road has been worked on by Main Roads and the Shire of Narrogin. Construction has now been completed and the road is open to the public.

As a consequence of the Narrogin Link Road being constructed there has been requirements for several roads/streets to be renamed accordingly.

Correspondence was received from Landgate (WA) – Tracey Vance, asking Council to consider the following road name changes:

- Change portion of Great Southern Highway to Federal Street by extending the name Federal Street southwards to roundabout.
- Extend Pioneer Drive to portion of un-named to the roundabout.
- Un-name portion of Great Southern Highway effected by the realignment – between the extended Federal Street and Gibson Street.
- Extend Forrest Street to the roundabout at Pioneer Drive.

Please see attachment 1 for illustration.

Comment

As per the correspondence received from Landgate (WA), Tracey Vance, the request is considered to be fair, reasonable and logical. It is worth pointing out that the proposal from Landgate (WA) will see Pioneer Drive extended to the southernmost roundabout.

Consultation

- Torre Evans, Executive Manager, Technical and Rural Services.
- Aaron Cook, Chief Executive Officer.

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority.

COUNCIL RESOLUTION 0217.008 AND OFFICER'S RECOMMENDATION

Moved: Cr Fisher

Seconded: Cr Seale

That Council:

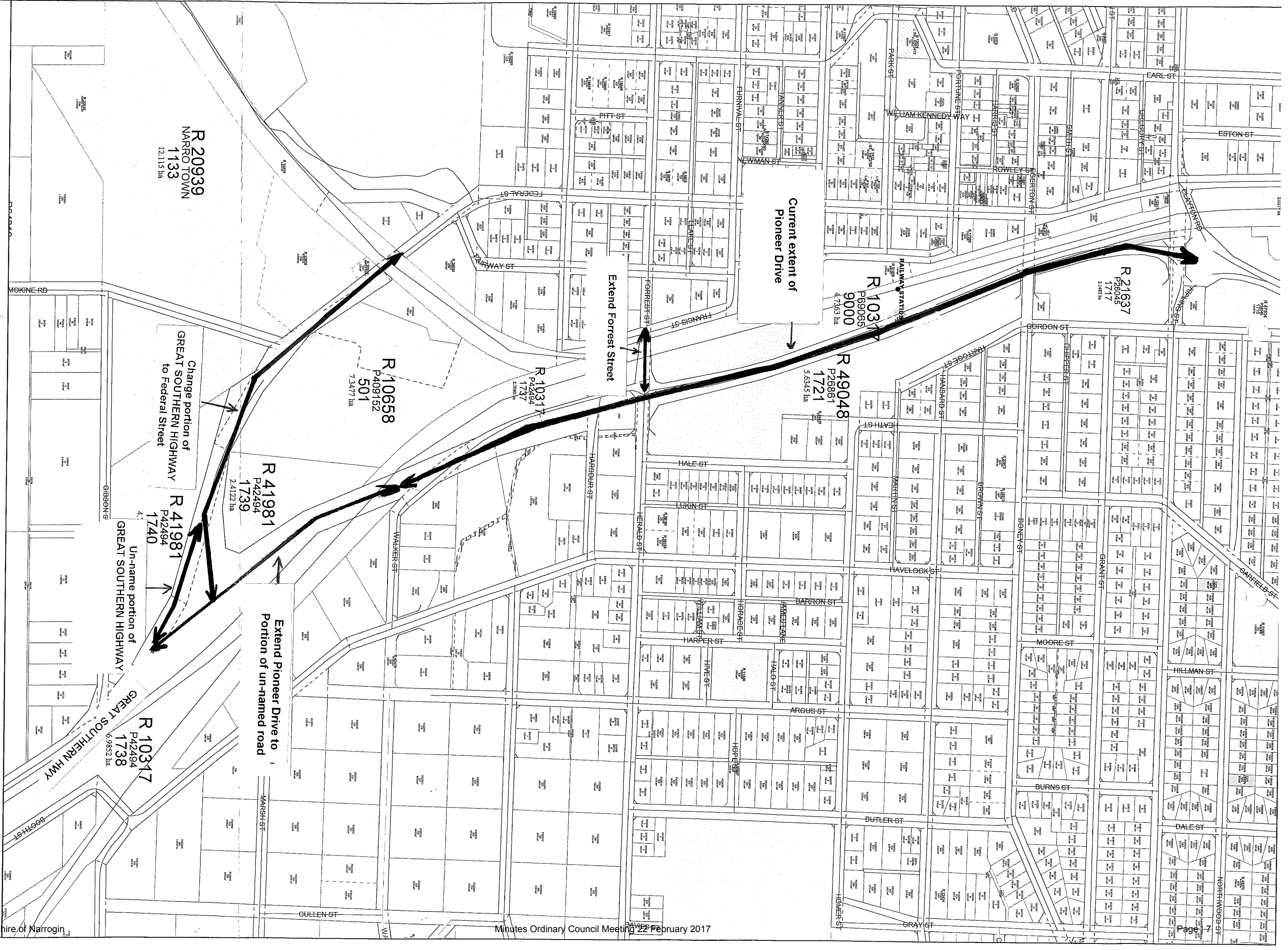
Endorse the Great Southern Highway renaming as follows as per attachment 1

- Change portion of Great Southern Highway to Federal Street by extending the name Federal Street southwards to roundabout.
- Extend Pioneer Drive to portion of un-named to the roundabout.
- Un-name portion of Great Southern Highway effected by the realignment – between the extended Federal Street and Gibson Street.
- Extend Forrest Street to the roundabout at Pioneer Drive.

CARRIED 8/0

Scale : 1:5059 (Geographical)
 MGA : SW=516389,7E,6354220,3N Zone 50 / NE=517832,5E,6356531,9N Zone 50
 Lat/Long : 117°10'31.263", -32°57'00.718" / 117°11'26.671", -32°55'45.570" H 386mm by W 284mm

Printed : 13:50 Fri 25/Nov/2016
 © Western Australian Land Information Authority 2016



Carolyn Thompson

From: Keenan Wening
Sent: Tuesday, 7 February 2017 2:27 PM
To: 'Tracey Vance'
Cc: 'RUSSELL Mark (OMN)'; Torre Evans
Subject: RE: Great Southern Highway Realignment Job 502 (2016)

Hi Tracey,

Thanks for that. This looks pretty good now.

Mark, are there any other changes or suggestions from your end?

Thanks

Keenan Wening
Technical Officer
Rural and Technical Services
T: (08) 9890 0918



Enquiries (08) 9890 0900
89 Earl Street
PO Box 1145
Narrogin WA 6312
www.narrogin.wa.gov.au



From: Tracey Vance [mailto:Tracey.Vance@landgate.wa.gov.au]
Sent: Tuesday, 7 February 2017 2:14 PM
To: Keenan Wening <to@narrogin.wa.gov.au>
Cc: RUSSELL Mark (OMN) <mark.russell@mainroads.wa.gov.au>; Torre Evans <emtrs@narrogin.wa.gov.au>
Subject: Great Southern Highway Realignment Job 502 (2016)

Hi Keenan,

In light of the information recently supplied by council I have adjusted the plan and the road naming actions listed below.

Job 502 (2016) – several road naming actions have been identified:-

- Change portion of Great Southern Highway to Federal Street by extending the name Federal Street southwards to roundabout.
- Extend Pioneer Drive to portion of un-named road.
- Un-name portion of Great Southern Highway effected by the realignment – between the extended Federal Street and Gibson Street.
- Extend Forrest Street to the roundabout at Pioneer Drive.

Please refer to the attached plan outlining the above proposals and advise if the shire has any objections to the abovementioned actions being undertaken.

Regards

Tracey Vance | Address Consultant

Product Delivery

Landgate

1 Midland Square, Midland WA 6056

t +61 (0)8 9273 9307

w landgate.wa.gov.au



All general enquiries T. 9273 7200 E. address@landgate.wa.gov.au Customer Feedback [Submit Feedback](#)



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7.46 pm – President Ballard returned to the meeting.

7.47 pm – Cr Schutz and Cr Seale declared an interest in the following item and left the meeting.

10.1.006 PYLON SIGN – LOT 1 (NO 60) WILLIAMS ROAD, NARROGIN

File Reference: IPA179559, A304500
Disclosure of Interest: Nil
Applicant: Oaklands Investments WA Pty Ltd
Previous Item Nos: Nil
Date: 16 February 2017
Author: Leigh Medlen, Planning Assistant

Attachments

- Attachment 1 – Pylon Sign Plan
- Attachment 2 – Planning Consent Form

Summary

Council’s consideration is requested in regards to replacing the existing Pylon Sign located at Narrogin Motel Lot 1 (No 60) Williams Road, Narrogin.

Background

The Shire of Narrogin has received a Planning Application for a Pylon Sign at Lot 1 (No 60) Williams Road, Narrogin at the Narrogin Motel. The proposal is to replace the existing sign in the same location. The sign is to be located 335mm within the front boundary line of Williams Road. The proposed sign will display messages relative to the nature of business for the Narrogin Motel.

The section of the sign displaying “Homestead Restaurant” is proposed to be a digital sign and change messages every 30 seconds. The messages are proposed to be displayed in a static nature and not flash nor animate.

Comment

Zoning

Lot 1 (No 60) Williams Road, Narrogin is zoned as ‘Other Residential’, with an Additional use as a ‘Motel and Licensed Restaurant’ under the Town of Narrogin’s Local Planning Scheme No.2. The Narrogin Town Planning Scheme No. 2 states the condition of the additional use zone as:

“No extension or change of land use without the special approval of the Council.”

Local By-Laws

By Laws Relating to Signs, Hoardings and Bill Posting

5.10 Pylon Signs	Officer's Comments
a) Not have any part thereof less than 2.4m or more than 6m above the level of the ground immediately below it; and	<p>Complies The proposal does not have any part of the sign less than 2.4m to the level of the ground, the application proposes a 4.08m clearance to the ground and therefore satisfies this requirement.</p> <p>Does Not Comply The proposal does however exceed 6m above the level of the ground, proposing a total height of 8m. The proposal therefore exceeds the height requirements of the bylaws by 2m.</p> <p>The proposed variation to the height of the Pylon Sign would cause minimal negative impact to the amenity of the area. The proposed sign is replacing an existing sign and therefore the amenity of the surrounding area will not be impacted. It is therefore recommended Council support the increased variation to the height of the pylon sign.</p>
b) Not exceed 2.5m measured in any direction across the face of the sign or have a greater superficial area than 4m ²	<p>Complies The width of the proposed sign is 2.4m and therefore satisfies the requirement.</p> <p>Does not Comply The length of the sign is 3.92m in length and therefore exceeds the requirement by 1.42m.</p> <p>Does not Comply The sign has a superficial area of 9.4m² and therefore exceeds the requirement by 5.4m²</p> <p>The variation to the length of the pylon sign and superficial area will not negatively impact the amenity of the site or surrounding residential areas. Due to the sign replacing another it would be expected the variation to the increased superficial area would not be of detrimental impact. It is therefore recommended that Council support the increased variation to the proposed length and superficial area of the pylon sign.</p>

c) Not project more than 1m over any street	<p>Complies The sign is proposed to project 915mm over the footpath along Williams Road and therefore satisfies the requirement.</p> <p>Additional Concern The proposed overhang over the footpath causes potential public liability concerns. It is recommended that council consider conditions of approval to limit potential public liability risks.</p>
d) Be supported on one or more piers or columns of brick, stone, concrete or steel of sufficient size and strength to support the sign under all conditions;	<p>Complies The proposed sign is supported by one steel pier and would support the sign under most conditions and therefore satisfies the requirement of the by-laws.</p>
e) Where a pylon sign is supported on two or more piers or columns the space between the piers or columns shall not be wholly or partly filled in with any material below 2.4m above the ground level;	<p>Complies The proposed sign is supported by one steel pier. The sign begins to be filled in 4.08m above ground and therefore satisfies the requirement of the by-laws.</p>
f) Not, as to any part thereof, project over any street at a height of less than 2.4m;	<p>Complies The sign proposes to project over the footpath of Williams Road. The projection begins 4.08m above ground and therefore allows for a clearway in excess of the requirement of 2.4m. This therefore satisfies the requirement of the by-laws.</p>
g) Not be within 1.8m of the side boundaries of the lot on which it is erected unless the lot on which the pylon sign is erected abuts an intersecting street or right of way, when the Council may authorise the erection of the sign at a lesser distance than 1.8m;	<p>Complies The proposal is to replace the existing pylon sign and therefore is not within 1.8m of each side boundary of the site.</p>
h) Not have any part thereof less than 6m from any part of another sign erected on the same lot	<p>Complies The proposal is for a replacement sign and therefore, once the previous sign is removed the proposed pylon sign will satisfy the requirements of the by-laws.</p>

Based on the above assessment, it is considered the proposed Pylon Sign is relatively consistent with the *By-Laws Relating to Sign, Hoardings and Bill Posting* and would not be detrimental to the proposed site or surrounding residential areas. It is therefore recommended that Council support the variation to points a) and b) in relation to the height and area of the proposed sign listed in the above assessment.

Council can support variation to the by-laws through Clause 6.2 of the Town Planning Scheme No.2

Clause 6.2 – Proposed Variation

Clause 6.2 of the Town Planning Scheme No.2 makes provision for the relaxation of standards as follows:

6.2 Relaxation of Standards

6.2.1 If a development is the subject of an application for planning consent and does not comply with a standard or requirement prescribed by the Scheme, the Council may approve the application unconditionally or subject to such conditions as the Council thinks fit, always provided that the Council is satisfied that:

(i) approval of the proposed development would be consistent with the orderly and proper planning of the locality, the preservation of the amenity of the area and be consistent with the objectives of the Scheme;

(ii) the non-compliance will not have any adverse effect upon the occupiers or users of the development or the inhabitants of the locality or upon the likely future development of the locality; and

(iii) the spirit and purpose of the requirements or standards will not be unreasonably departed from thereby.

The proposed variations to the local by-laws from an amenity perspective would not be a major concern to the proposed lot and surrounding residential areas.

Consultation

- Azhar Awang, Executive Manager Development and Regulatory Services

Statutory Environment

- Town Planning Scheme No.2
Clause 6.2 – Relaxation of Standards
- By-Laws Relating to Signs, Hoardings and Bill Posting.

Policy Implications

Nil.

Financial Implications

Nil.

Strategic Implications

Nil.

Voting Requirements

Simple Majority.

COUNCIL RESOLUTION 0217.009 AND OFFICER'S RECOMMENDATION

Moved: Cr Ballard

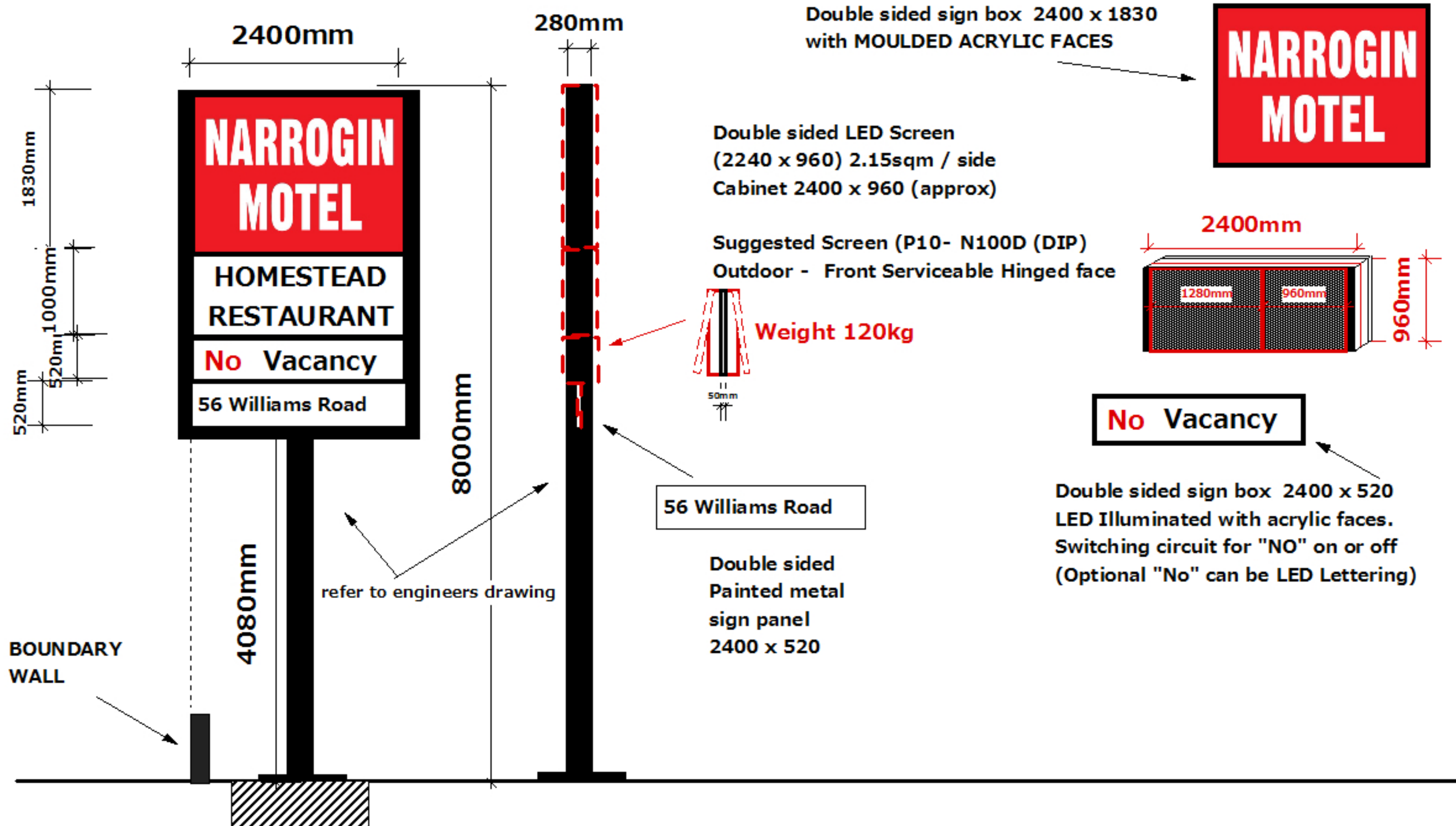
Seconded: Cr Ward

That Council:

Approve the application for the Pylon Sign located at Lot 1 (No. 60) Williams Road, Narrogin subject to the following condition:

1. Support the variation to Section 5.10.1 of the By Laws relating to Sign, Hoardings and Bill Posting a) and b) in regards to the total area and height of the pylon sign.
2. This approval shall expire if the development permitted is not completed within two years of the date of approval or within extension of that time which, upon written application (made before of within 21 days after the expiry of the approval) to the Shire is granted in writing.
3. The development approved shall be in accordance with the plans and specifications submitted with the application and these shall not be altered or modified without the prior written approval of Council.
4. The applicant indemnify the Shire of Narrogin against any claims in regards to the Pylon Sign overhanging the existing footpath along Williams Road.
5. Prior to the commencement of the construction of the Pylon Sign, the applicant is to obtain the written consent from the Main Roads of Western Australia and provide copy to the Shire.
6. The section of the sign displaying "Homestead Restaurant" shall not have a light of such intensity or colour as to cause: annoyance to the public; interfere with traffic; flash; or animate.

CARRIED 7/0





89 Earl Street PO Box 1145
NARROGIN WA 6312
Ph: 08 9890 0900
Email: enquiries@narrogin.wa.gov.au
Web: www.narrogin.wa.gov.au

RECEIPT / TAX INVOICE

ABN 46 564 561 944

Okalands Investments (WA) Pty Ltd

Receipt Number: **48558**
Receipt Date : **24.01.17**

Receipt Type Detail	Amount	
Miscellaneous	\$147.00	
Planning Application Fee Not more than \$50,000 Okalands Investments P/L Narrogin Motel Account: 131006000		
* GST Exclusive Charge	\$147.00	
* GST	\$0.00	
<u>Cash</u>	<u>Cheque</u>	<u>Other</u>
\$0.00	\$147.00	\$0.00
Total	\$147.00	
Tendered	\$147.00	
Change Given	\$0.00	
Round Amount	\$0.00	

Thank you for your payment

PLANNING CONSENT



89 Earl Street
PO Box 1145
Narrogin WA 6312

(08) 9890 0900

www.narrogin.wa.gov.au
enquiries@narrogin.wa.gov.au

CASHIER HOURS:
8:30am - 4:30pm
MONDAY- FRIDAY

APPLICATION FOR PLANNING CONSENT

TOWN PLANNING SCHEME NO 2
DISTRICT SCHEME

Name of Applicant	OAKLANDS INVESTMENTS WA PTY LTD AS TRUST FOR THE SEABAND TRUST
Correspondence Address	P.O Box 513 NARROGIN WA 6312
Applicant Phone Number	9881-1660

THIS "ONE NARROGIN MODEL"

I hereby apply for planning consent to:

- Use the land described hereunder for the purpose of PYLON SIGN
- Erect, alter or carry out development on land described hereunder in accordance with the accompanying plans (3 copies attached)

Existing use of land	MOTEL ACCOMMODATION
Approximate cost of proposed development	\$ 4,000.00
Estimated time of completion	THREE MONTHS
No of persons to be housed, employed after completion	N/A

TITLES OFFICE DESCRIPTION OF LAND

LOCALITY PLAN

House No	56/60	Lot No	465 (Lot 2)	Location No	
Plan or Diag	3068, 5382	Street Name	WILLIAMS ROAD		
Certificate of Title	Volume: 1658, 1668, 1668	Folio:	776, 774, 775		

LOT DIMENSIONS

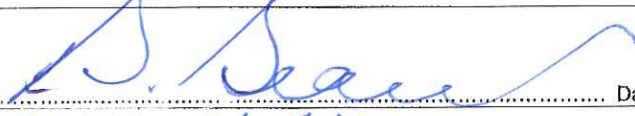
Site area	6,763 m ²	Square metres
Frontage	75.64	Metres
Depth	267.50	metres

AUTHORITY

Applicant's Signature: [Signature] Date: JANUARY 23RD 2017

NOTE: WHERE THE APPLICANT IS NOT THE OWNER, THE OWNER'S SIGNATURE IS REQUIRED.

NOTE: ALL OWNERS OF THE PROPERTY MUST SIGN THIS APPLICATION FORM. WHERE PROPERTY IS OWNED BY A COMPANY, AT LEAST TWO DIRECTORS OF THE COMPANY MUST SIGN THE APPLICATION.

Owner's Signature		Date	JANUARY 23 RD 2017
OKANOS INV 'WT' PTY LTD			

NOTE: THIS FORM IS TO BE SUBMITTED IN DUPLICATE, TOGETHER WITH THREE COPIES OF PLANS, COMPRISING THE INFORMATION SPECIFIED IN THE PARTICULARS REQUIRED WITH THE APPLICATION OUTLINED BELOW.

THIS IS NOT AN APPLICATION FOR A BUILDING LICENCE

PARTICULARS REQUIRED WITH APPLICATION FOR PLANNING CONSENT

Where an application involves the erection or alteration of a building or a change in levels of a site, the plans accompanying an application for planning consent shall, unless especially exempt by the Shire:

- a. Indicate the position and describe the existing buildings and improvements on the site and indicate those which are to be removed;
- b. Indicate the position and describe the buildings and improvements proposed to be constructed, their appearance, height and proposed uses in relation to existing and proposed contours;
- c. Indicate the position, type and height of all the existing trees on the site and indicate those to be retained and those to be removed;
- d. Indicate the areas to be landscaped and the location and type of shrubs, trees and other treatment proposed;
- e. Indicate site contours and details of any proposed alteration to the natural contour of the area;
- f. Indicate car parking areas, their layout and dimensions and accessways and the position of existing and/or proposed crossovers; and
- g. Indicate site dimensions and be to metric scale.

OFFICE USE ONLY

File Reference		Application No	
Date Received		Date of Approval / Refusal	
Date of Notice of Decision		Officer's Signature	

APPENDIX V - CONTROL OF ADVERTISING

TOWN OF NARROGIN

TOWN PLANNING SCHEME NO. 2

DISTRICT SCHEME

CONTROL OF ADVERTISING

APPLICATION FOR LICENCES - SIGNS AND HOARDINGS

Name of Owner/Occupier of land on which sign is to be erected OAKLANDS INVESTMENTS 'WA' PT LTD

Submitted by OAKLANDS INVESTMENTS 'WA' PT LTD AS ST FOR THE SEABAND TRUST

Address for correspondence PO BOX 513 NARROGIN WA 6332

We hereby apply for a licence to erect and/or maintain a PYLON SIGN

Lot 465 (LOT 1)

Sign on Lot 465 (LOT 1) House No. 56/60

Street WILMANS ROAD

in accordance with the attached plan and details in duplicate

Signature of Applicant [Handwritten Signature]

Date JANUARY 23RD 2017

TOWN OF NARROGIN

SIGN LICENCE

No. _____ Date _____

This licence is granted to _____

of _____

in respect of a _____

on premises known as _____

in accordance with Application No. _____ and subject to the bylaws of the municipality. This licence shall remain valid unless any alteration is made to the sign, then in such event the licensee must apply for a new licence. If this licence is issued in respect of a hoarding, the licence expires on _____ 19 _____

Building Surveyor.

Application for building permit – uncertified

Building Act 2011, section 14, 16
 Building Regulations 2012, regulation 4, 16

PERMIT AUTHORITY
 USE ONLY

Reference number

Permit authority SHIRE OF NARROGIN

1. Property this application relates to

Property street address (provide lot number where street number is not known)	Unit no <u>-</u>	Street no <u>56</u>	Level <u>GROUND</u>	Lot no <u>465 (462) (461)</u>
	Street name <u>Williams Road</u>		Street type <u>-</u>	Street suffix <u>-NA</u>
	Suburb <u>Narrogin</u>		State <u>WA</u>	Postcode <u>6312</u>
Certificate of title (if known)	Volume <u>1658, 1658, 1658</u>		Folio <u>776, 774, 775</u>	

Local government area (if different from permit authority) SHIRE OF NARROGIN

Is this lot vacant? Yes No

2. Details of building work

Project name (if any)	<u>REPLACEMENT SIGN</u>		
Description of the building(s) and building work	<u>Remove existing illuminated pylon sign and install new illuminated pylon sign with new footings.</u>		
Main use of building(s)	<u>MOTEL ACCOMODATION</u>		
Building Code of Australia (BCA) class of the building(s)	Main BCA class		
	<input type="checkbox"/>	Class 1a single dwelling (including detached house, row house, terrace house, town house or villa unit)	
	<input type="checkbox"/>	Class 10a (garage, carport, shed or the like)	
	<input checked="" type="checkbox"/>	Class 10b (fence, mast, antenna, retaining or free standing wall, swimming pool or the like)	
	<input type="checkbox"/>	Class 10c (private bushfire shelter)	
Secondary BCA class (for multi-purpose buildings)		Third BCA class (for multi-purpose buildings)	

Type of work

<input checked="" type="checkbox"/> New building/structure	<input type="checkbox"/> Alteration/addition	<input type="checkbox"/> Refurbishment/fit out
<input type="checkbox"/> Relocation of a building to this site	<input type="checkbox"/> Change of use/conversion	

Type of building or incidental structure (if a Class 10)

<input type="checkbox"/> Swimming pool/spa	<input type="checkbox"/> Garage	<input type="checkbox"/> Patio
<input type="checkbox"/> Carport	<input type="checkbox"/> Shed	<input type="checkbox"/> Fence/wall
<input type="checkbox"/> Retaining wall	<input type="checkbox"/> Water tank	<input checked="" type="checkbox"/> Other (PYLON SIGN)

Number of dwellings relocated TO this site from another site

N/A

Type of structure

<input checked="" type="checkbox"/> Detached (free standing)	<input type="checkbox"/> Attached to another structure
--	--

Number of residential dwellings to be created

N/A

Number of storeys of the highest building (above ground)

N/A

Number of basement storeys of the building (below ground)

N/A

Estimated value of building work (including GST)

\$44,000.00

Floor area to be created (m²)

N/A

Site (lot) area (m²)

6463 m²

What are the main materials used in the building work?

Floor	Exterior walls	Roof cover	Wall frame
<input type="checkbox"/> Concrete	<input type="checkbox"/> Brick (double)	<input type="checkbox"/> Tiles	<input type="checkbox"/> Brick/block
<input type="checkbox"/> Timber	<input type="checkbox"/> Brick (vener)	<input type="checkbox"/> Concrete	<input type="checkbox"/> Concrete
<input type="checkbox"/> Steel	<input type="checkbox"/> Concrete/stone	<input type="checkbox"/> Fibre cement	<input type="checkbox"/> Timber
<input checked="" type="checkbox"/> Other	<input type="checkbox"/> Fibre cement	<input type="checkbox"/> Steel	<input type="checkbox"/> Steel
	<input type="checkbox"/> Timber	<input type="checkbox"/> Aluminium	<input type="checkbox"/> Aluminium
	<input type="checkbox"/> Curtain glass	<input checked="" type="checkbox"/> Other	<input checked="" type="checkbox"/> Other
	<input type="checkbox"/> Steel		
	<input type="checkbox"/> Aluminium		
	<input checked="" type="checkbox"/> Other		

If 'other' please specify

Concrete footing	Backlit signs Aluminium	Including Digital Sign	Steel pylon
------------------	-------------------------	------------------------	-------------

Intended owner of the completed building

<input checked="" type="checkbox"/> Private sector	<input type="checkbox"/> Government sector
--	--

Is this application for a stage of a multi-stage building project?

<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
------------------------------	--

Is an alternative solution to a building standard proposed for the building work?

Yes No

3. Owner details

Where there are multiple owners, please attach a list with the names and signatures of each owner. If each of those owners requires a copy of the building permit, please also provide forwarding details for each owner.

Owner's name **OAKLANDS INVESTMENTS (WA) PTY LTD AS TRFOR THE SEABAND TRUST TRAS "NARROGIN MOTEL"**

Street address (provide lot number where street number is not known)

Unit no	Street no	Level	Lot no
AS PROVIDED			
Street name		Street type	Street suffix
Suburb	State	Postcode	Country (if not Australia)

OR


PO Box address

PO Box no	513		
Suburb	State	Postcode	Country (if not Australia)
NARROGIN	WA	6312	

Email address **(lower case) BRIAN@NARROGINMOTEL.COM.AU**

Phone/fax

Phone no	Fax
9881-1660	9881-3008

Owner's signature*  Date **JANUARY 23RD 2017**

*If you are authorised to sign on behalf of the owner, please provide your written legal authorisation with your application. Owner's signature is not required for Class 1 or Class 10 buildings or incidental structures with applications lodged before 31 December 2016.

4. Builder details

Builder's name **PROJECT NEON**

Street address (provide lot number where street number is not known)

Unit no	Street no	Level	Lot no
	38		
Street name		Street type	Street suffix
LEDGAR		ROAD	
Suburb	State	Postcode	Country (if not Australia)
BALCATTA	WA	6021	

OR

PO Box address

PO Box no			
Suburb	State	Postcode	Country (if not Australia)

Email address **steve@projectneon.com.au**

Phone/fax

Phone no	Fax
93442011	93446149

Type of builder	<input type="checkbox"/> Registered building contractor (provide registration number below) <input type="checkbox"/> Approved owner-builder (attach owner-builder approval from the Building Services Board and provide owner-builder approval number below) <input type="checkbox"/> Public Authority <input type="checkbox"/> Other (building work under \$20,000, or where registered building contractor not required)	
Registration number or owner-builder approval number	Registration / approval number (if relevant) N/A	
Builder's signature	Name (print) Steve Bowen	
	Signature SJB	Date 12-12-16

5. Applicant details

Who is the applicant? (Tick one box)

Owner
 Builder
 Other

If 'Other' was selected above, complete the following details:

Applicant's name: PS Contracting Pty Ltd (Phillip Seale)

Street address (provide lot number where street number is not known)	Unit no 315	Street no 2	Level	Lot no
	Street name Macpherson St		Street type	Street suffix
	Suburb Cremorne	State NSW	Postcode 2090	Country (if not Australia)

OR

PO Box address:

PO Box no			
Suburb	State	Postcode	Country (if not Australia)

Email address: phillip@spskm.com.au

Phone/fax	Phone no 0405 198420	Fax
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6. Statement by applicant

I understand that a building permit cannot be granted unless:

- 1. All the prescribed information is provided with this application.
- 2. All consents or court orders have been obtained if part of a building or incidental structure is proposed to be placed beyond the boundaries of the works land.

Does the proposed work encroach on other land? Yes No
 If yes, has consent or a court order been obtained? Yes No

Attach a copy of each consent (form BA20) or court order obtained.

- 3. All consents or court orders have been obtained if the building work may adversely affect land beyond the boundaries of the works land.

Does the proposed work adversely affect other land? Yes No
 If yes, has consent or a court order been obtained? Yes No

Attach a copy of each consent (form BA20) or court order obtained.

- 4. If the proposed building work is for a Class 1 or Class 10 building or incidental structure that includes alternative solutions to building standards, details have been provided with this application.

Provide details of each alternative solution not shown on the plans and specifications.

Applicant's signature

Name (print) <i>Phillip Seale</i>	
Signature <i>P Seale</i>	Date <i>23/1/17</i>

Additional Notes for the Narrogin Motel Pylon Sign Application to Narrogin Council

- 1. Sign Overhang:** The sign pole to be located 335mm inside the front boundary line. The sign however to project 915mm beyond the front boundary so as to allow maximum space in the carpark out the front of the reception area for the ingress and egress of patrons' motor vehicles. The proposed overhang will not affect movement on the footpath and will have more than 3m clearance above the area near the footpath. There are no provisions against an overhang of up to 915mm in Narrogin Council's planning by-laws. In addition, other councils in WA and around Australia allow an overhang of up to 915mm.
- 2. Digital Screen Component and MRD Requirements:** The small digital screen component, shown reading 'Homestead Restaurant' on the attached artwork, will comply with the MRD's daytime brightness level of a maximum of 6000cdsqm, dawn/dusk of 600cdsqm and at night 300cdsqm. Initially while the digital sign component is being set-up the brightness levels will be set at half of the beforementioned levels. The digital screens will display static messages that will not flash or animate, however will change message every 30 seconds.
- 3. Replaces Existing Pylon Sign in Same Location:** The proposed pylon sign replaces the existing pylon sign in the same location, 22.5m from the northern boundary. It will be away from the neighbouring premises and will present no disturbance to adjoining properties or properties opposite.

7.38 pm – Cr Schutz and Cr Seale returned to the meeting.

10.1.007 ROAD WORKING GROUP

File Reference: 28.6.
Disclosure of Interest: Nil
Applicant: Cr Tim Wiese
Previous Item Nos: Nil
Date: 15 February 2017
Author: Executive Manager Technical & Rural Services (EMTRS),
Torre Evans.

Attachments

Nil

Summary

It has been requested that Council endorse the introduction of a road working group comprising of up to three elected members and up to three administration staff for the purpose of enhanced communication between Elected Members, representing the community, and administration staff on all matters concerning roads within the Shire of Narrogin or invite the Works Manager to each monthly Council briefing session to address road issues.

Background

Historically, the former Shire of Narrogin Councillors were able to communicate directly with the Works Manager once a month at Council meetings. Councillors were able to ask questions relating to roads for not only themselves to help better understand road works but to enable them to answer questions from the public.

The new Shire of Narrogin has a reporting system in place whereby monthly briefing reports are compiled by all Managers and submitted to a pre Council briefing meeting conducted every second Council meeting of the month. The information within in these reports contains an overview of what has happened in that officer's section the previous month. In addition a different Manager each month may present a topic to Council or talk about a relevant subject within their section.

Comment

The proposed Road Working Group could better enhance communication between elected members and administration by meeting once per quarter and up to two times in the month leading up to a new budget.

It is proposed that if a road working group was to be formed it would comprise of up to three elected members and three administration staff namely EMTRS, Works Manager and Technical Officer. If a road working group was to be formed then a terms of reference would need to be established and followed; however, the intention is for the Elected Members to raise issues that have been presented to them from the residents and users of Council's road

network and to discuss and be informed on the progression of the road program works, and provide prior feedback as to the proposed roads to be presented for budget consideration.

It is worth mentioning that should a Road Working Group be formed that this would not be a mechanism for Elected Members to be involved in operational matters including decision making. The purpose of the Road Working Group would be more of a communication tool so elected members can better inform themselves in decision making and for information back to the community. It is important to note that the proposed Road Works Group is not formed as a formal committee of Council and will not have any delegated authority to make decisions, instigate purchasing nor direct staff in any way.

The alternative to forming a Road Working Group, would be to invite the Works Manager along to every monthly Council briefing session whereby all elected members could ask questions on all road-related matters. Questions could be emailed via the Chief Executive Officer a week prior to the meeting giving administration time to research any questions if need be. If this was the preferred method of Council then all elected members would be informed at the same time. The other benefit of this would be for Councillors that are not that familiar with road works being able to speak directly to the Works Manager who can explain technical issues.

Consultation

- Aaron Cook, Chief Executive Officer

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Nil

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Endorse the formation of a Road Working Group consisting of three nominated Elected Members and administrative staff as required.

or

2. Invite the Works Manager to each monthly Council briefing session to address road issues

COUNCIL RESOLUTION 0217.010

Moved: Cr Wiese

Seconded: Cr Walker

That Council:

Endorse the formation of a Road Working Group consisting of three nominated Elected Members and administrative staff as required.

CARRIED 9/0

Reason for change: Council selected option 1 of the Officer's Recommendation.

10.1.008 REMOVAL OF TOWN CLOCK – CORNER OF FEDERAL AND FORTUNE STREETS, NARROGIN

File Reference:	5.4.11 & 26.4.1
Disclosure of Interest:	Nil
Applicant:	Narrogin Townscape Advisory Committee
Previous Item Nos:	Item 10.1.152 - 24 November 2015
Date:	15 February 2017
Author:	Azhar Awang, Executive Manager Development and Regulatory Services

Attachments

- Location Plan
- Photograph of Town Clock
- David Coates' Design proposal

Summary

Council is requested to consider a recommendation from the Narrogin Townscape Committee that the Town Clock be removed

Background

The matter was previously considered by Council at its meeting held on 24 November 2015. Council at that meeting resolved as follows:

That Council:

1. Authorise the removal of the existing Town Clock and tower located on the corner of Federal and Fortune Streets.
2. Request the design and construction of a new Town Clock be examined as part of the current Townscape Study relating to the Narrogin Central Business District.

The future of the Town Clock had been discussed on numerous occasions at the Townscape Committee's meeting and can be summarised as follows as recorded in the Townscape Advisory Committee Minutes.

30 June 2016 Minutes - At the meeting on 19 May 2016 the Committee moved a motion that the clock and plinth be removed in accordance with the Council resolution at the Ordinary Council Meeting 12 April. Loriann reported the cost to remove the clock is estimated at \$13,872 and presented cost estimates provided by local artisan David Coates for consideration, as an affordable alternative to the clock's removal. The Committee were once again unanimous that the clock and the tower be removed, and that it not be replaced or repurposed.

8 September 2016 Minutes - At the meeting 4 August 2016 the Committee were asked to reconsider the removal of the clock tower following an estimate of potential cost blowout as reported by Shire of Narrogin Works Manager Gary Rasmussen in relation to the size and type of footings that lay beneath the tower.

Gary reported the work had to be carried out over two weekends and could not commence until CBD businesses closed on Saturday. The work would be carried out by Shire works crew paid at overtime rates.

This work would require;

- *Use of a crane each weekend;*
- *Road closures each weekend;*
- *Shutting off services to the area such as water and electricity;*
- *Extensive remediation to repair the hole in the footpath following removal of the tower.*

It was reported correspondence had been received from Rotary Club regarding the future of the clock and the tower. The Committee felt the comments from Rotary expressing they have no concern with the future of the clock and tower other than to relocate the pioneer plaques nearby, was sufficient to facilitate the removal.

They were resolute in the decision the clock and tower be removed.

6 October 2016 Minutes - At the meeting on 8 September 2016 the Shire's Manager Operations Gary Rasmussen reported on the projected timeframe and cost to remove the clock and tower. The Committee considered correspondence from Rotary Club of Narrogin expressing they have no concern with the future of the clock and tower, was sufficient to facilitate the removal of the clock tower.

The Townscape Advisory Committee supported the removal of the Town Clock and Tower as per Council's resolution dated 24 November 2015.

Comment

The Townscape Advisory Committee had considered the options provided by David Coates in replacing the existing clock tower with other features as can be seen from the attached concept design. However, it is the view of the Townscape Advisory Committee that the proposed design is not in keeping with the Narrogin Townscape Study review of the site.

Draft 2016 Narrogin Townscape Study Review

The Draft Townscape Study Review report recommended that the clock tower should be removed and the intersection of Fortune and Federal Streets be paved to create a town square that can be used for civic and community events.

It is therefore recommended that the existing town clock and tower be removed as per Council's resolution of 24 November 2015.

Consultation

- Narrogin Townscape Advisory Committee
- Rotary Club

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

There is a cost associated with the removal of the clock tower which has been estimated by the Shire's Works Manager at a cost of \$13, 872. An amount of \$10,000 has been allocated in the current budget for the removal of the clock tower which has a shortfall of \$3,872. It is recommended that the shortfall of funds be considered at the budget review.

Strategic Implications

Corporate Business Plan 2012-2022

Key Objectives 6 –Infrastructure and Asset Management

6.5 – Develop a Town Site revitalisation plan focussing on the central business district and additional generic street scape design for residential areas.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

1. Authorise the removal of the existing town clock and tower as recommended by the Townscape Advisory Committee and the Draft 2016 Townscape Study Review located on the corner of Federal and Fortune Streets.
2. Considers an allocation of an additional \$4,000 as part of the budget review to account number 4110365 for the removal of the existing town clock and tower.

The Shire President advised that an alternative motion has been presented by Cr Fisher.

COUNCIL RESOLUTION 0217.011

Moved: Cr Fisher

Seconded: Cr Schutz

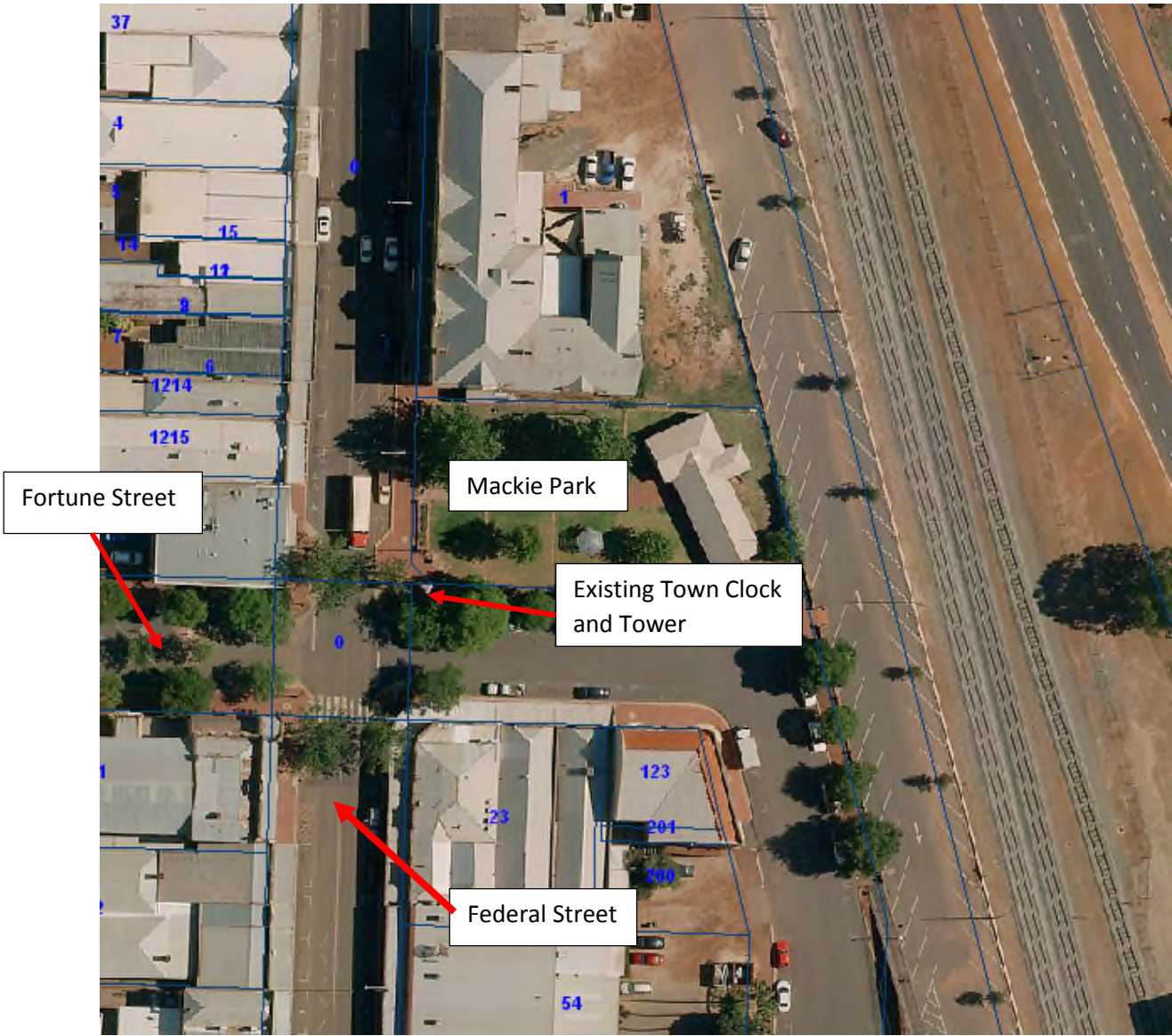
That Council:

Authorise the removal of the existing town clock and tower as recommended by the Townscape Advisory Committee and the Draft 2016 Townscape Study Review located on the corner of Federal and Fortune Streets in conjunction with future capital upgrades identified in the location to minimise the additional expense to ratepayers. The expense for removal of the clock be added to the budget of the future capital upgrades.

CARRIED 6/3

Against: President Ballard, Cr Bartron, Cr Seale

Reason for change: The alternate motion was moved so that the town clock would not be removed until it was required to be removed for a planned capital upgrade and incorporated into the costs of that capital upgrade.



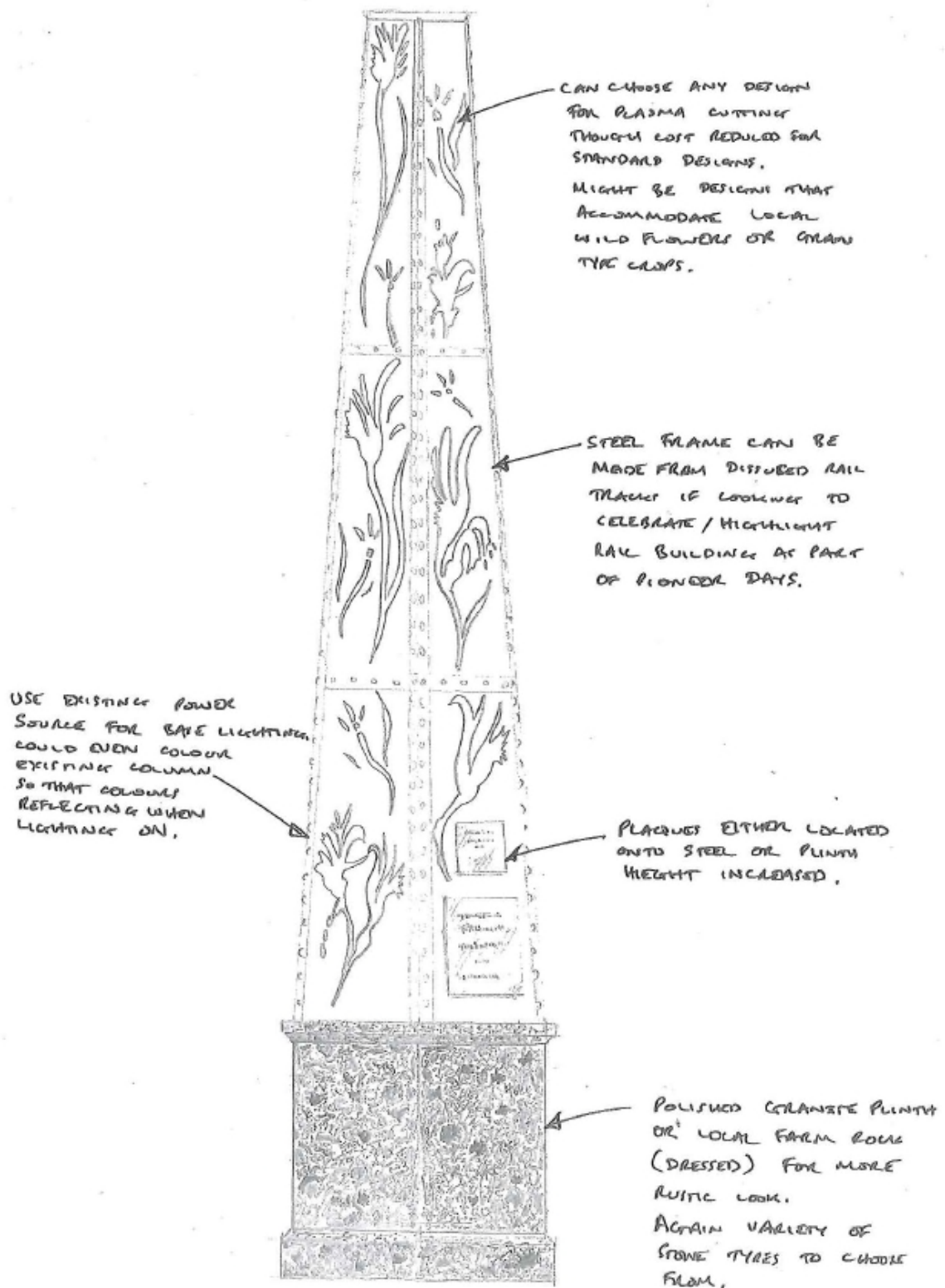
Attachment 1 - Location Plan



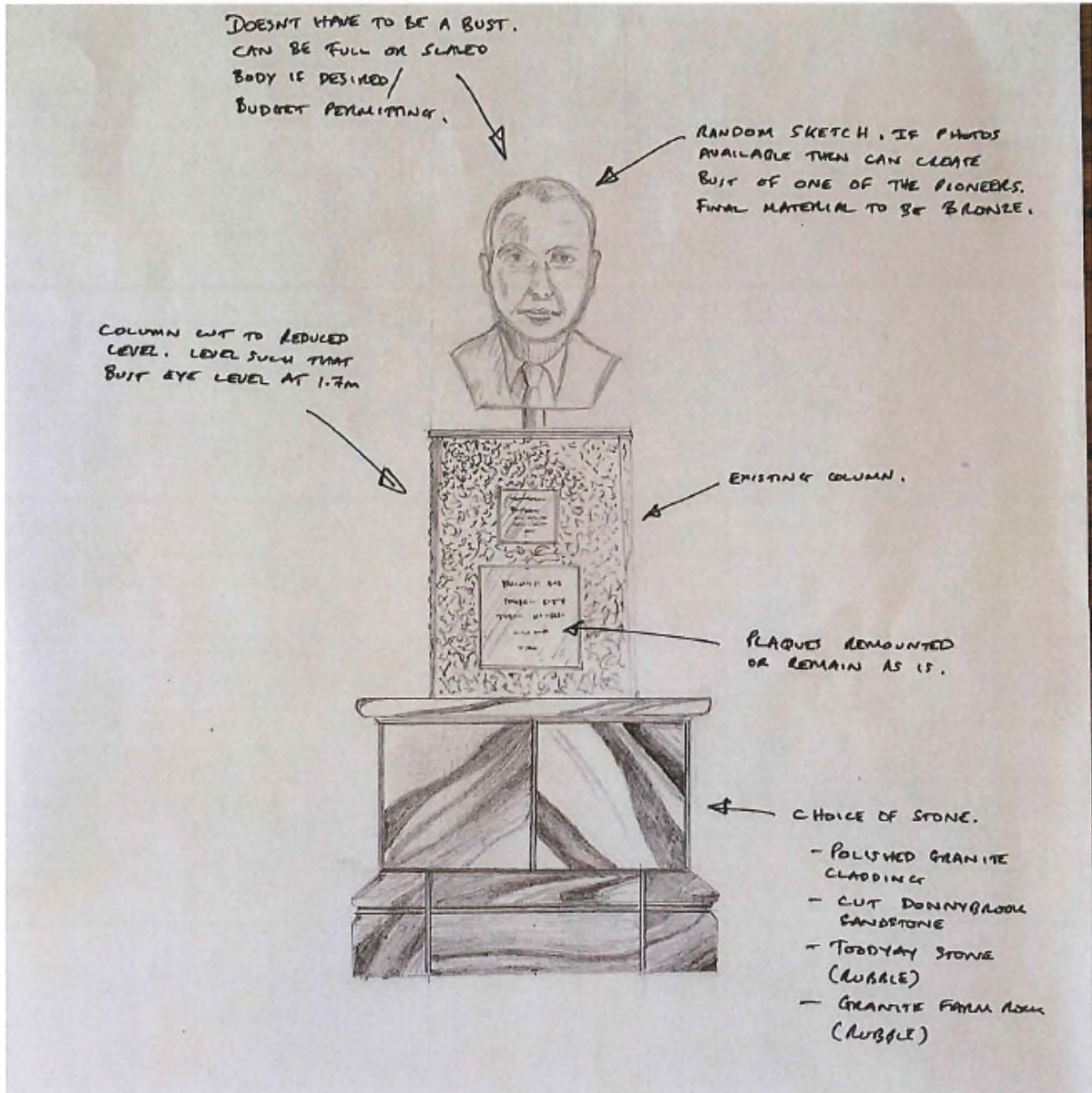
Attachment 2 – Aerial Photograph of existing Town Clock Tower



Attachment 3 - Concept Design for Clock Tower by David Coates



Concept Design by David Coates



Concept Design by David Coates

10.1.009 TOWNSCAPE STUDY REVIEW JULY 2016

File Reference: 26.4.1
Disclosure of Interest: Nil
Applicant: Narrogin Townscape Advisory Committee
Previous Item Nos: No
Date: 15 February 2017
Author: Azhar Awang, Executive Manager Development and Regulatory Services and Loriann Bell, Administrative Support Officer

Attachments

- Narrogin Townscape Study Review July 2016 Final Draft Att1
- Narrogin Townscape Study Review July 2016 Final Draft Att2
- Narrogin Townscape Study Review July 2016 Final Draft Att3
- Narrogin Townscape Study Review July 2016 Final Draft Att4
- Schedule of Submissions

Summary

Council is requested to endorse the Townscape Study Review July 2016 prepared by H+H Architects.

Background

In 1988 the Town of Narrogin engaged P&M Toobey Pty Ltd Landscape Architects, and Donaldson Smith Architects and Urban Designers, to develop an overall concept plan for the "core area" of the town. The essence of the project was the consolidation of the town centre, the "affirmation of a heart in the town".

In October 2015 H+H Architects were engaged to undertake a review of the 1988 Townscape Study. The scope of works involved the Consultant undertaking workshops with members of the community, Councillors and the Narrogin Townscape Advisory Committee which was conducted at the Shire of Narrogin Administration Building in February 2016.

In June 2016 the first draft of the review was presented to the Townscape Advisory Committee. H+H Architects attended the Committee meeting to discuss the drawings and receive feedback to be incorporated into the second draft.

In August 2016 the second draft of the Townscape review was emailed to the Committee for comment.

On 8 September 2016, at the Townscape Advisory Committee Meeting, two members of the Committee submitted comments for consideration in the final draft. Community members from the initial consultation session were also invited to submit comments. Two submissions were received from members of the community and is attached in this report under the schedule of submissions.

In November 2016 H+H Architects submitted the 2016 Townscape Study Review Final Draft for Council consideration.

Comment

The 2016 Narrogin Townscape Study Review was to examine the 1988 study, and provide comment on what has been achieved, and what works should be undertaken now, to reinforce the core values of the town centre. The review also considers the validity of proposals such as the arcade and mall developments.

The Consultant in its review identified three key aspects to the project which include:

- Assessment and analysis;
- Re-activation and place-making; and
- Implementation.

The study also focuses on a number of core values to enhance the unique identity of the town and to provide future direction in developing the areas. The elements identified are:

- Central Precinct
- Developing a Civic and Cultural Heart
- Improve visitor experience
- Greening the Central Business District (CBD)
- Walkability
- Parking
- Consolidation of the CBD

The report also looks at other elements such as the heritage aspect of the number of heritage buildings in the Shire that are listed in the State Heritage Register and the local Municipal Heritage Inventory, streetscapes (seatings, bollards, pedestrian crossings, street and feature lights, rubbish bins, bike rails, tree furniture, paving, signage and colour scheme to buildings), tree planting, main access routes, intersections and other dominant features such as the Hordern Hotel, Mackie Park and the Town Clock.

Under each of the element, the consultants provided recommendations for a future program of works which will enhance the vitality of the CBD, protect its significant streetscapes, and provide opportunities for future growth.

Public Submissions

Two written submissions were received from members of the community which is attached in the schedule of submissions. The submissions received can be summarised as follows:

- Concern regarding the visual aspect of Mackie Park;
- Introducing residential development to repurpose and infill the existing vacant buildings within the CBD;
- Improve Harris and Rowley Streets in terms of parking and walkability;
- Concern regarding the proposed islands and nibs in Egerton Street as this would reduce the available street parking;
- Support the idea for a colour scheme on buildings within the CBD;
- Concern on the implementation on the improvements to private property;
- Cannot see the need for pedestrian access to Clayton Road between the paint shop and the bowling green.

The officer's comments in regard to the submissions is attached in the Schedule of Submissions.

The 2016 Narrogin Townscape Study Review provides Council the opportunity to further develop and improve the Town centre area in years to come in order to create a vibrant town centre for the community. The document will form the basis for future detail plans to further develop aspects of the Town Centre.

It is therefore recommended that Council endorse the 2016 Narrogin Townscape Study Review in developing the town centre to achieve the social and economic stimulation for the community.

Consultation

- Aaron Cook, Chief Executive Officer
- Narrogin Townscape Advisory Committee
- H+H Architects
- Community Workshops

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

Nil

Strategic Implications

Strategic Community Plan 2012-2022

Key objective 6 – Infrastructure and Asset Management

6.5 Develop a Town Site revitalisation plan focusing on the central business district and additional generic street scape design for residential areas.

Voting Requirements

Simple Majority

COUNCIL RESOLUTION 0217.012 AND OFFICER'S RECOMMENDATION

Moved: Cr Bartron

Seconded: Cr Schutz

That Council:

Endorse the 2016 Narrogin Townscape Study Review prepared by H+H Architects and Malone Design.

CARRIED 9/0

2016 NARROGIN TOWNSCAPE STUDY REVIEW

PREPARED FOR THE SHIRE OF NARROGIN

July 2016 Final Draft



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INTRODUCTION

H+H Architects have been engaged by the Shire of Narrogin to undertake a review of the 1988 Narrogin Townscape Study prepared by Donaldson Smith Architects and Urban Designers, and P & M Tooby Landscape Architects. A number of key items proposed in the 1988 study have been addressed and implemented in the town, with various aspects not yet complete but still remain as feasible options for consideration in 2016 and the near future. Some options proposed in the study are no longer relevant or desirable.

This study has been undertaken by H+H Architects with assistance from Sally Malone from Malone Design.

The methodology in approaching this review has been to examine the 1988 study and provide comment on what has been achieved and what works should be undertaken now to reinforce the core values of the town centre. The review also considers what is not recommended from the 1988 proposal, such as arcade and mall developments. These are now deemed as not appropriate additions for a town of this scale and nature.

H+H Architects recognises the importance of this project to the Shire of Narrogin, and the opportunity it presents in achieving social and economic stimulation for the local community. We believe the success of this project will lie in the development of clear project outcomes, regular communication, engagement with the wider community, and the further planning of long term sustainable projects that enable the Shire of Narrogin to apply for funding to undertake the proposed works.

Based on a review of the preliminary project brief, H+H Architects have identified three key aspects to the project, namely;

- Assessment and analysis
- Re-activation and place-making
- Implementation

All of these aspects combine to create a 2016 Townscape Plan that addresses the specific constraints and opportunities of the Narrogin CBD. By investigating practical solutions for appropriate re-activation of key public spaces, and the insertion of new elements/uses/activity nodes in key spaces, this will provide an outcome to better support community use and improve economic opportunities in the town.

1988 STUDY

The 1988 study identified the architectural and landscape opportunities that could be considered to enhance the town of Narrogin at that time. The original brief compiled by the consultants in discussion with Council Officers, incorporated:

- *The resolution of a town strategy including the development of an overall concept plan for the 'core area' of the town.*
- *Design development of various areas:*
 - *Mackie Park*
 - *Civic Precinct*
 - *Entry Statements*
 - *Town Theme Planting*
 - *New Retail Centre*
 - *Streetscape proposals for Federal, Fortune and Egerton.*

It was also noted in the report that:

"It was particularly important to consider the impact of the proposed large new retail development in the area bounded by Earl, Fortune, Federal and Egerton streets, the key central streets defining the 'core area.' The relationship of the development to the streetscape, along with vehicle movement, parking and pedestrian movement around the town had to be addressed to ensure it could be integrated into the existing heritage fabric of the area."

2016 REVIEW**CORE VALUES**

This revised study focuses on a number of core values to enhance the unique identity of the town and to provide direction over the coming years. The following elements are outlined on the attached drawings.

- **Central Precinct**
 - Create a central precinct incorporating the area bounded by Egerton, Federal, Fortune and Earl Streets.
 - Protect the important buildings and streetscapes of this precinct
 - Improve pedestrian links through the precinct
 - Build on the leafy green character of the CBD
- **Developing a Civic and Cultural heart**
 - Build and enhance existing civic amenities
 - Create a central civic space in the CBD
 - Increase links between eastern parkland and town centre
 - Develop opportunities for cultural and community buildings and facilities
- **Improve visitor experience**
 - Develop the Rail Heritage theme through the town centre with historic interpretation and street furniture
 - Relocate the visitors centre to within the newly created civic and cultural heart.
 - Provide access and parking for large recreational vehicles within close proximity to visitor centre
- **Greening the CBD**
 - Build on the existing leafy character within the town
 - Improve pedestrian amenities including shade and shelter
 - Reduce the 'heat island' effect in the summer months
 - Improve amenities for motorists including parking under shade

OVERVIEW

- **Walkability**
 - Develop a consistent palette of materials and quality within the town centre
 - Increased shaded pathways
 - Ensuring paths are linked to key areas
 - Ensuring pathways are accessible for the whole community including aged and disabled residents
 - Develop a signage scheme throughout the town
- **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
 - Examine opportunities for more and better located parking
 - Increase accessibility with a family friendly and aged accessible outcome
- **Consolidation of the CBD**
 - Support the existing businesses and residents
 - Enhance built form and streetscape fabric
 - Create a shared vision with the business community
 - Develop strategies to reduce the number of vacant buildings
 - Develop a consistent colour palette for buildings
 - Protect and conserve existing heritage buildings

UNIQUE CHARACTER

With community input H+H Architects have identified a number of existing aspects that contribute towards the unique character of Narrogin including;

- Views into town
- Trees, greenery and gardens
- Flowering trees
- Nestled within a valley
- Importance of the creek and green space around the CBD
- Woodland surrounding the town
- Heritage characteristics and Federation heritage buildings
- Railway town
- Streetscape width
- Centre for a wide geographical area
- Compact CBD with a good proportion of quality heritage buildings

These aspects have informed the outcomes and proposals of the 2016 study.

HERITAGE

There are a number of significant places that are listed on the State Heritage Register and local heritage inventory in Narrogin. These buildings form the primary identifying built characteristics of the town centre, and should be retained and conserved. Opportunities for adaptive reuse of the empty and unused spaces should be explored and encouraged by the Shire of Narrogin.

State Registered Heritage sites (defined on the Site Analysis plan in dark blue)

- Mardoc Building
- Courthouse Museum
- Narrogin Post Office
- Narrogin Railway Station
- Anglican Church
- National Bank
- Commonwealth Bank

OVERVIEW

- Narrogin Memorial Park and War Memorial Pavilion
- Narrogin Town Hall Complex

Other Heritage sites (defined on the Site Analysis plan in light blue)

- Narrogin Road Board Office
- Bushalla's House
- Soldiers Memorial Institute
- Narrogin Business Enterprise Centre
- West Australian Bank and Quarters (fmr)
- Narrogin Trading and Agency Company
- Baptist Church
- Union Bank and Quarters
- Nurse Ness's Hospital
- Palm trees (associated with Chippers Store)
- AMP Building
- Horden Hotel
- Amusu
- Mackie Park
- Canberra bakery and tearooms

Mackie Park, Horden Hotel and the Town Hall form the cornerstone elements to Fortune and Federal Streets, and would benefit greatly from the development of a civic heart and a defined centre for the town.

Redevelopment of Mackie Park and the intersection of these streets would help to create a town square style space and strengthen the character of the streetscapes in this precinct. See attached photorealistic render in Appendix 5. The role of Mackie Park is discussed further in The Intersections component of this report.



Some of the key Heritage buildings within the CBD.

OVERVIEW

2016 SITE ANALYSIS

Whilst the 1988 study focussed on an overall area bounded by Earl, Federal, Egerton and Fortune Streets, in 2016, given the growth of the town, the study area has been extended north and south to include Park, Smith and Ensign Streets. However the central precinct shown on the attached drawings (appendix 3) is considered to be the most important element of the CBD and works should be concentrated in this area first.

The following elements have been identified as the primary characteristics of the town, and are highlighted on the Site Analysis plan (appendix 1)

- Intact / Active streetscape

The areas identified on the site plan as intact and active streetscapes are the main streets in the CBD that have retained their character, heritage fabric and businesses. The key heritage buildings listed above are situated within these main streets, with a focus on the key intersection of Fortune and Federal Streets.

- Leafy character

There are a number of street trees and green spaces throughout the study area that enhance the streets and CBD, soften the building facades and provide shaded spaces for recreation.

- Weak character

Some of the minor streets in the CBD have been identified as having gaps in the streetscape, are dominated by parking, or large blank walls and fences are not pedestrian friendly, and have a poor quality of finishes and surfaces.

- Access

The key vehicle access points into the CBD are identified as entering from Williams Road, and both the south and the north ends of Federal Street.

- Pedestrian Through Routes

A number of pedestrian links and paths are present throughout the town, and link the access points between the primary streets.

- Key Entry Nodes

Key vehicular entry points are highlighted on the plan to identify the initial interface with the CBD upon arrival into town.

- Key CBD intersection

Situated at the junction of Fortune and Federal Streets, this intersection is identified as the most important node in the CBD, and the most appropriate location for the development of a defined town square.

OVERVIEW KEY RECOMMENDATIONS

- **Central Precinct**
- **Developing a Civic and Cultural heart**
- **Improve visitor experience**
- **Greening the CBD**
- **Walkability**
- **Parking**
- **Consolidation of the CBD**

TOWNSCAPE STUDY REVIEW

1988 STUDY

A number of suggestions and considerations were outlined in the 1988 study including;

- *Re-development of Mackie Park and adjacent street space*
- *Introduction of centre street parking to Fortune Street*
- *Highlighting the junctions at various intersections at Federal, Egerton, Fortune and Earl Streets*
- *Re-opening a pedestrian link across the railway at Egerton Street*
- *Providing an alternative rear access to the Hordern Hotel and other buildings*
- *The possibility of access through arcades into the new retail development*
- *Re-development of many building frontages, including restoration of verandahs*
- *Resuming some Westrail land for various purposes.*
- *Ensuring that the significant composition of the three major buildings in Federal Street are retained;*
 - *Town Hall*
 - *Hordern Hotel*
 - *Mardoc Building*
- *The potential for siting the retail development and car parking areas within the given area.*

2016 REVIEW

This 2016 review of the previous Townscape study identifies the items which have been achieved since 1988, items which have not yet been achieved but are still recommended, and a number of additional elements to consider;

What has been achieved since 1988;

- Re-development of Mackie Park and adjacent streetspace (to some extent)
- Highlighting the junctions at various intersections at Federal, Egerton, Fortune and Earl Streets (to some extent)
- Re-opening a pedestrian link across the railway at Egerton Street
- Providing an alternative rear access to the Hordern Hotel and other buildings (to some extent)
- The potential for siting the retail development and car parking areas within the given area. (Some of this has been achieved and is still supported)
- The possibility of additional access through arcades into the new retail development has not been addressed and is not supported as a viable option for the scale and nature of the town

What has not been achieved but is still recommended in 2016;

- Re-development of many building frontages, including restoration of verandahs
- Resuming some Westrail land for various purposes
- Ensuring that the significant composition of the three major buildings in Federal Street are retained;
 - Town Hall
 - Hordern Hotel
 - Mardoc Building
- The potential for siting the retail development and car parking areas within the given area.

Summary of additional elements to consider (as outlined in the above Core Values and Unique Character;)

- Create a central precinct
- Create a civic and cultural heart
- Continue the greening of the town centre
- Review of the general parking, signage and accessibility throughout the town
- Reinforce the unique character of the town
- Improve walkability within the town and linking to adjacent residential areas

An observation in small towns is that Arcades and Malls are not successful. This review does not support the proposal for developments of any additional pedestrian arcades and malls within the town centre

CONSOLIDATION OF THE TOWN CENTRE

1988 STUDY

The 1988 Study discussed the need to consolidate the Town centre as summarised below;

“Narrogin has a clear and coherent urban structure. The town sits in a valley surrounded by hills with a stream following through the middle and the railway following alongside. The roads to the surrounding towns radiate from the centre and either run into or connect into Federal Street; the natural main street. The town centre proper is comprised of the block bounded by Federal, Egerton, Earl and Fortune Streets.

This structure means that Narrogin has all the basic characteristics to make it a convenient place for those who live there, and an easily understood place for those who visit from elsewhere. Furthermore, its building stock is comprised of a large number of attractive buildings from about the same period. The importance of Federal Street is reflected in the location of the Shire Offices at the northern end and the Old Town Hall at the southern end.”

The main items identified to assist with consolidation in the 1988 study were:

- **Streetscape Improvement**
 - *Specific designs and development guidelines for buildings and street works will enhance the integrity of the town’s visual character.*
- **New Retail Development**
 - *The creation of a new and major retail centre in the heart of the town made possible through the Council’s initiative will help enormously to overcome the decentralising effect of the existing Coles development.*
- **Civic and Social Amenity**
 - *Design proposals for Mackie Park and the inclusion of a plaza in the proposed new retail development will provide the kind of social space presently lacking in the central area.*

2016 REVIEW

In 2016, the statements above are still relevant. By creating a central precinct, extending the greening of the town centre and improving the pedestrian walkability, it will assist in enhancing streetscapes and the consolidation of the defined town centre zone.

- **Creation of a Central Precinct** bounded by Egerton, Federal, Fortune and Earl Streets will emphasise the importance of this core area of the town centre. This precinct has the most intact streetscapes and contains the majority of the recognised heritage buildings within the CBD.

Townscapes improvements and revitalisation efforts should be concentrated in this precinct before they are spread further afield into the rest of the town centre.

To succeed as a precinct, planning policies and guidelines should be put in place to protect the area and provide incentives for its improvement and revitalisation.

- **Streetscape Improvement** remains as a key aspect for enhancing the town, along with improving some of the existing facades. This is proposed to be via the improvement of pathways, introduction of street furniture, greening throughout the CBD and improving and revitalising some of the old building facades.
- **New Development** within existing buildings will greatly improve and enhance the townscape. However, due to the scale of the regional town and the demographics within it, a Plaza style development is not a recommended approach. Revitalisation of existing empty buildings is recommended. The 1988 study was primarily focused on retail development, but in 2016 we believe it is also commercial and residential development that could be introduced to repurpose and infill

CONSOLIDATION OF THE TOWN CENTRE

existing buildings within the CBD. Re-use development proposals are beyond the scope of this report and should be investigated through separate more detailed studies as opportunities arise

- **Civic and Social amenity** is supported and recommended, but with an emphasis on expanding Mackie Park to allow more civic use and provide a visitor hub within the CBD, more details on this are contained later in this report.

Narrogin is not alone in experiencing a change in the character of its town centre. The growth of on-line retail, reducing populations and socio-economic challenges are leading to a contraction of retail in many town centres. When coupled with the gradual reduction of anchor services such as banks, and the ease with which residents are able to drive to neighbouring larger centres, this contraction is further exacerbated.

The challenge for smaller regional towns lies in how to manage these changes so that the civic 'heart' of the town is not irreparably destroyed. There are a number of tools that can be used, and these may in some cases require structural changes to Shire planning schemes and building codes, as well as to the actual fabric of the streetscape.

As a general guiding philosophy, the Shire and community should recognize that the town centre has a key role in the economic and social fabric of the community, and endeavour to consistently make decisions which focus resources and activity into the core. Wherever possible, new businesses and enterprises should be encouraged to establish their operations in the CBD.

'Encouragement' may take the form of planning and building concessions. For example; reduced parking requirements, rate relief for the first 12 months, technical assistance and advice on retro-fitting older buildings and building requirement concessions for adaptive re-use projects. It may also entail the active discouragement of decentralization. For example by using policies which prevent businesses setting up in CBD fringe residences, zoning plans which clearly draw a ring around the central area and variable rates which allow for reductions in the CBD area for tenanted buildings.

Wherever possible, efforts should be made in the core of the town to:

1. Retain existing businesses;
2. Enhance the character of the streetscape;
3. Ensure infrastructure is of a high standard throughout the CBD
4. Market the town centre to the community and visitors;
5. Activate the town heart through managed events, large and small, and
6. Actively attract new businesses.

Attracting new businesses will require some work around economic development and trends – there is no point in putting resources into enterprises with little chance of success, but there may be sectors which have opportunities that could be developed. A brief discussion of potential opportunities follows.

If retail is a contracting sector, initiatives around other types of businesses may need to be developed. For example, Narrogin is situated in a relatively stable and established agricultural area, and agribusiness is a dynamic sector which is experiencing global changes around: food security; enhanced productivity; new technologies (eg. GPS assisted harvesting); environmental management and crop diversification. An agricultural innovation centre located in a currently unused CBD building with: excellent internet; meeting and workshop spaces; multi-department connections, and a programme of networking and skills development events may be one way that a catalyst enterprise could help to attract and anchor other related businesses. Programmes which help develop local entrepreneurs and support start-ups are also valuable.

Actively recruiting outside firms (and Government departments) also has value, and the Shire may need to seek specialist assistance in how and who to target and what incentives may be able to be offered. Businesses

CONSOLIDATION OF THE TOWN CENTRE

which require a large floor space may be harder to accommodate in the ‘fine-grained’ character of the town CBD, but there may also be ways to ‘broker’ consolidation of separate buildings to meet area needs.

Encouraging tourists to stop and then finding ways to get them to spend additional time in the town and CBD is also important. There are two trends to consider when looking at visitors. Australian tourists – mostly grey nomads – are travelling in increasing numbers. However, this cohort is becoming notorious for being wholly self contained (cooking all their own meals and tea breaks for instance) and demanding towns to provide facilities for them for free – the “RV friendly” campaign being a case in point where towns are expected to provide free waste dumps, free wifi and free one night campsites. The value of these visitors is becoming harder to find in some cases and creative thinking will be required to find ways to encourage them to spend in the town and stay longer, marketing unique experiences and giving visitors a way to connect with local people are some of the approaches that can be explored.

The second trend is the phenomenon of Chinese tourists (and to a lesser but still significant extent Indian visitors) who are now travelling independently of organised tours and seeking unique experiences. This trend represents an opportunity due in part to the sheer number of this group who are now travelling, but also in terms of their interest in food, wine, natural assets and Australian rural experiences. The Shire may need to develop this potential asset as part of a regional or sub-regional strategy, but there is an opportunity to bring outside income into the community by marketing to this group of visitors.

Narrogin is relatively unusual for a wheat belt town in that it has a largely intact built form in the town centre, high quality buildings – many of which are two storey, and an urban fabric that is not a one-sided main street (many other towns are a rail line and a row of shops). These are a point of difference and great bones from which to build a town that visitors will want to spend time in - the key is activating empty shop-fronts and creating welcoming streetscapes. There may also be an opportunity to support new visitor enterprises such as boutique hotels.

In conclusion, the challenges created by contracting ‘main street’ economies call for innovative thinking, a focus of resources into the core of the town and strategic physical (townscaping) and policy changes to encourage business investment into the town centre. These actions will take time to implement and have an impact, and so a long-term and consistent approach will be needed by the Shire and community.

Unfortunately a less pro-active approach is likely to result in further loss of vitality in the town’s heart, which will have significant implications for the Narrogin community.

CONSOLIDATION KEY RECOMMENDATIONS

- **Creation of a Central Precinct**
- **Streetscape Improvement**
- **New Development**
- **Civic and Social amenity**
- **Attract new business**
- **Encourage Tourists**

STREETSCAPE**1988 STUDY**

The 1988 report states;

“The motivation for improving the streetscape is the desire to create a stronger sense of place that is unique to a particular town. That sense of place will produce a memorable image comprised essentially of the buildings and the spaces in and around the buildings. This image will ideally be different from other towns, thus making for a special experience for the visitor, and a sense of pride for the local residents.”

2016 REVIEW

The recommendations of the 1998 study are still relevant in 2016. The principle elements that contribute to the unique streetscape character of Narrogin are:

- The built environment
- Hard landscaping – paving roads etc
- Street furniture and signage
- Soft landscaping and street trees

These elements are discussed in more detail in the individual sections below.

FEDERAL STREET 1988

“Narrogin has enormous potential for a strong memorable town centre image. There is a very clear and coherent architectural style amongst the collection of buildings comprising the central area. In addition to the largely intact fabric from the early part of this century in Federal and Fortune Streets, Federal Street is in itself an impressive formal composition between Egerton and Fortune Streets. The Egerton Street intersection has the Shire Offices, the grand Mardoc Building and, before its demise, the Duke of York. The street is dominated by the Hordern Hotel, a marvellous asset to the streetscape which must also be seen as a great asset to any future capitalising on the potential for a tourist route through Wandering, Narrogin, Wagin and onto Albany.

The Fortune Street intersection has the Old Town Hall, Mackie Park and the R & I Bank. The R & I Bank, although an interruption to the relative integrity of the style of the street is not entirely incompatible with the general form and scale of its context. The later section of this report which details proposals for individual buildings has suggestions for this building which would dramatically improve its contribution. Federal Street is the traditional high street of Narrogin and everything possible should be done to maintain its overall form and to enhance the existing character of the buildings' facades.”

FEDERAL STREET 2016

Because of the development works to Fortune Street over the past 20 years, Federal Street's significance and desirability has decreased. This will be further impacted on by the likely loss of the Shire offices on this Street.

In 2016, Federal Street still contains the majority of the impressive Federation Architecture of Narrogin's CBD. To ensure the significance and vitality of Federal Street is maintained it is recommended that the town;

- Encourage reinstatement of verandahs to significant buildings in Federal Street
- Encourage building owners to paint and restore facades
- Create a civic heart in Mackie Park
- Encourage a diverse range of retail, community, commercial and residential use throughout Federal Street.
- Rationalise hard landscaping throughout the street
- Increase street trees where possible
- Provide street furniture consistent with a CBD wide scheme

STREETSCAPE**FORTUNE STREET 1988**

The considerations outlined in the 1988 study below have since been implemented within the town and have significantly improved the amenities and accessibility of the street.

“Fortune Street has become the main commercial street of the town. It contains an interesting collection of buildings making a street of great character which could be significantly improved with some modest changes. These would include over time the reinstatement of some verandahs, and the more creative use of both signage and the painting of facades.

Fortune Street was identified as the first priority project in the Narrogin Townscape Improvement Programme. It was proposed to transform the street into a “parking street” with the intention to optimise:

- *The convenience of car parking within a retail or commercial area*
- *The spatial quality and pedestrian convenience normally associated with a pedestrian mall*
- *Accessibility for vehicular traffic without interrupting the normal traffic patterns in the town*

FORTUNE STREET 2016

The ideas and concepts outlined in the 1998 study have successfully contributed to the enhancement of Fortune Street over the past 20 years. Incorporating central parking, increasing pedestrian convenience and greening throughout the street are still some of the key recommended approaches for the other key streets in the CBD.

Fortune Street remains one of the main commercial street in town, and it was discussed at the community meeting that the enhancements that have been made since 1988 have satisfied the need of the town. Minor improvements could still be considered to improve the streetscape by introducing more of the “core values” as outlined above.

Fortune Street is currently viewed as the success of the 1988 study, and can be used as an established example of what else could be achieved throughout the town centre.

Further works should include the provision of additional trees, streetscape features and a paved pedestrian link adjacent to the Post Office.

EGERTON STREET 1988

“Egerton Street does not at present have the qualities one would expect of the main road into town from Williams. With the closure of the railway crossing and rise of Fortune Street as the commercial heart, the pattern of the town centre has become a little confused and the significance of Egerton Street undermined. However, a major opportunity now exists for the dramatic revitalisation of Egerton Street. The appropriate planning of the new retail development in the central area would create a new north-south axis from the State Government offices in the south to Coles in the north, with Egerton Street being the central link between the two major retail components. Further, the feasibility of relocating Town Council's offices to the Mardoc Building and a new commercial development is being mooted for Egerton Street itself. If all these possibilities were to be realised, Egerton Street would be transformed and become recognisable as the entry to the town. In summary, the central area already contains many of the qualities of an historic town-centre precinct. A number of planning strategies and design proposals are identified in this report to consolidate that precinctual character.”

EGERTON STREET 2016

The above still applies in 2016, however the relocation to the Mardoc Building is no longer relevant. A similar upgrade to that undertaken on Fortune Street is considered appropriate with improved parking, pedestrian

STREETScape

access, street trees and street furniture. An outline plan for these works is shown on the drawing included as appendix 3.

Further detailed investigations will be required to finalise positions of parking, pedestrian links, street trees, park benches, bins and street lighting would significantly revitalise the street and enhance the aesthetics of the streetscape.

SMITH STREET 2016

Smith Street was not considered significant in 1988, however this streets is now part of the central town area and provides an important link to the main CBD. In 2016 it is proposed to enhance the central section of Smith Street where the majority of pedestrians cross the supermarket car park towards Egerton Street. This should include:

- Introduce traffic calming measures consisting of landscaping and new paved surfaces around key pedestrian crossing points.
- Plant new street trees

STREET FURNITURE

The introduction of consistent paving and street furniture throughout the CBD would assist in enhancing the streetscapes, making the civic spaces more accessible for the local community and encourage visitors to the town. With the underlying theme of Rail Heritage throughout the town, these ideas could be incorporated into the materials and designs for benches and bollards, light fittings etc. There may also be opportunities to fund special street furniture pieces which are bespoke furniture art.

Benches

In the CBD area we recommend that the Shire of Narrogin continue to use existing Furphy benches. The timber batten version should be used in areas where there is no shade, as metal straps can become very hot in full summer sun.



In areas where feature landscaping and interpretation is being developed - such as Mackie Park – special ‘artwork’ benches could be commissioned. In Mackie Park these would celebrate the rail history of Narrogin.

STREETScape

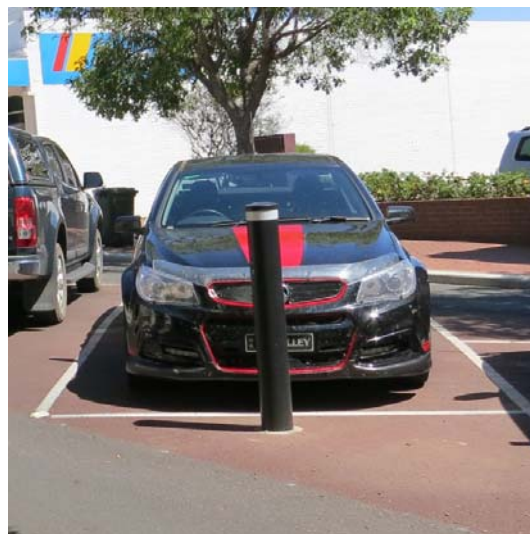


Bollards

In the central precinct the Heritage style bollards should continue to be used on feature corners.



In the wider CBD area the simple pipe and cap style bollard is suitable for traffic management and low-key areas.



CBD Pedestrian crossings

The existing solar bollard should continue to be used at key pedestrian crossing points.

STREETSCAPE

Street Lights

Generally the standard MRWA traffic light can continue to be used in the CBD, although the Shire may like to consider painting the lower 2m – 3m of the poles in townscape colours.

Feature Lights

The 'heritage Style' feature lights pictures should continue to be used on key intersections at pedestrian crossings where the solar bollards are not being used.



Rubbish Bins

Many Shires are moving away from small post-top bins to reduce 'clutter' on the street and suit automated bin emptying systems. Narrogin may consider doing the same. The plastic 'wheelie' bins are somewhat unsightly however, so in high profile areas such as the CBD - and especially the Core Zone - bins should be housed in surrounds.

The surround pictures below (from Exteria) have been used by the City of Subiaco to celebrate their history. A similar approach could be taken by the Shire of Narrogin.



STREETSCAPE

Another option is to select a bin style that will allow the Shire to affix printed core-flute sheets or surrounds for special occasions or to promote festivals and events, see the image below.



Bike Rails

Simple 'u' rails are recommended, these should be either stainless steel or galvanised steel and left unpainted (to reduce maintenance requirements). A number of suppliers make these bike rails (those pictured below are from Exteria) but local fabricators should also be able to supply these to order.



STREETScape

Tree Furniture

Tree pits with grates and root directors are recommended for all tree planting in paved areas - aim for the largest size possible to give the tree roots space to grow, and protect from compaction with tree grates.



Tree guards may be necessary in areas when vehicles are damaging trees or vandalism is an issue. These may be as simple as installing robust tree stakes, but if a more permanent solution is needed, the following style is suggested:



Suppliers: Exteria 'Urban' or Furphy Foundry 'Pipe Line'

STREETScape

Options for protecting trees planted between parking bays include tall plain bollards (pictured below) and wheel stops. Wheel stops need to be set well back to allow for car front and back overhang, but may be a better solution than bollards – which can require regular straightening from being bumped. Wheel stops are available in concrete (Agcrete) and recycled plastic (Replas)



Pots

There are a number of locations in the Core Zone where a pot could add colour and greenery. When choosing pots, the following elements should be considered:

- Location, pots adjacent to the Town Hall need to be sympathetic in style to that building, pots elsewhere can have a different 'look' if necessary;
- Unless the pot is in shade, avoid black or red ironstone glazes, as the pot walls will heat to the point where they are too hot to touch – burning plant roots, drying the soil and adding to radiant heat in the street.
- For trees and shrubs, try and purchase the largest pot possible to provide root space. Use granulated soil wetting agents liberally.
- Consider options for an inner pot housed in a decorative surround. This provides shade to the inner pot helping to keep the soil cooler, and it is easier to replace a surround than a whole pot if vandalism is an issue. Surrounds can also be repainted easily if a fresh colour is needed in the street at a later date.
- Ensure the pot / surround material is relatively robust. Fiberglass pots are lightweight but may be easily damaged if the wall thickness is inadequate.

STREETScape

The pot pictured below is perfect for a small tree. Botton and Gardiner supply a white version of this pot (the Mamba).



Paving

The newly enhanced pavement styles in Fortune Street should continue to be rolled out into the Core Zone and a high level of finish and detail installed to enhance the pedestrian areas. The same materials but simpler detailing can be used throughout the wider CBD area.



Signage

Signage management and enhancement is a project in its own right, and the following guidelines are provided to assist the Shire in discussing signage improvements in the CBD.

There are two signage types in the CBD – Commercial signage (which is generally on private buildings but also includes pylon signs, sandwich boards and hoarding signs) and public direction and information signage.

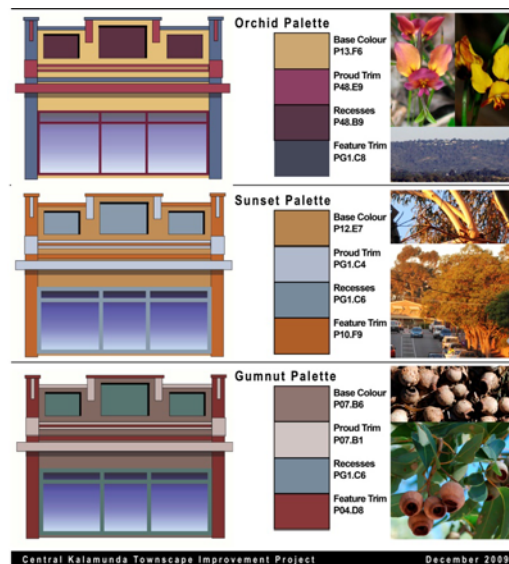
Commercial signage is generally governed under the Shire's planning and building codes, which aim to ensure safety, streetscape legibility, appropriateness (i.e. to a historic building), fairness between businesses and visual amenity. Good signage policies are enforceable, and are backed up by clearly illustrated design guidelines which help explain the requirements and assist businesses to comply.

STREETSCAPE

Narrogin would benefit from the introduction and gradual enforcement of commercial signage controls in the CBD to help build a sense of character and a quality pedestrian experience in the town. Instances where a whole building has been painted in brand colours essentially turns the entire façade into a sign and undermines the amenity of the street as a whole. Unfortunately it also encourages neighbouring businesses to do likewise and in time the street front becomes a series of garish signs, all competing to the extent where none stands out and the legibility of the street for shoppers is reduced.



An adopted Narrogin Townscape Colour Palette could be used in tandem with signage control, so that in time the street facades in the CBD form a cohesive and attractive environment. A palette which is developed specifically for Narrogin would help create a unique and memorable streetscape, and if it includes plenty of harmonising options for colour use, should be attractive to businesses to implement. The example pictured below was developed for the Shire of Kalamunda based on the surrounding natural environment.



Public direction and information signage includes street signs, way finding signs (i.e. Hospital), interpretation, event signage and street maps. A consistent comment received during this review process, was that direction signage to and within the town centre needs improvement. The Shire is reaching the conclusion of the link road/bypass project, and this is a good point to undertake an audit of existing signage in order to:

STREETScape

- Identify and remove out-of-date and incorrect direction signage;
- Reduce footpath clutter by co-signing on single or existing poles wherever possible;
- Work with MRWA to reinforce correct traffic flows (i.e. remove heavy haulage vehicles from the town centre);
- Update signage to special destinations;
- Highlight underutilised parking areas for shoppers;
- Clarify entry point and special parking locations for visitors (particularly those with over-sized vehicles and caravans, and for people with disabilities), and
- Identify opportunities for special 'gateway' signage to the CBD.

The Town and Shire amalgamation process has also just been completed, and may raise opportunities for re-branding the town. The Streetscape Committee have discussed direction signage and town signage in previous meetings, ideally these discussions should be revisited and any recommendations used to help inform new decisions.

The examples below show how small elements could be incorporated into signage, perhaps inspired by Narrogin's rail heritage?



The signage audit process should also consider the information bays on the town approaches (ie located near the caravan park on the Williams Road approach). Maps and information in these bays should be updated and the general appearance checked to make sure they provide a welcoming impression of the town. In the future the way information is provided in these bays could be included in a town wide digital strategy to ensure that it is always kept up to date.

STREETScape KEY RECOMMENDATIONS

- Reinforce unique character
- Restore and retain buildings, reinstate verandahs
- Rationalise Hard Landscaping
- Increase street trees where possible
- Provide consistent street furniture
- Introduce signage controls and guidelines

NEW RETAIL DEVELOPMENT

The 1988 report suggests the introduction of arcades and malls for the town, which hasn't eventuated in the past 20 years and is not deemed appropriate for the town in 2016.

1988 STUDY

"The proposed planning for the overall strategy for the development employed the same knowledge of shopping centre dynamics used in planning of major regional centres. The basic strategy is:

- *Generation of one primary and a few secondary pedestrian routes through the centre, the secondary routes feeding into the primary*
- *Car parking is organised at the ends of the pedestrian routes and the perimeter roads feed into these*
- *Major pedestrian "traffic generators" are placed at the ends of the primary route, such as supermarkets and department stores*
- *Specialty shops are located along the pathway between, usually a mall, and a significant social space is located somewhere near the middle, often referred to as a central hall.*

The pedestrian entrances to the central block containing the new retail development will be via arcades from each of the three main surrounding streets : Fortune, Federal and Egerton."

2016 REVIEW

To revitalise and maximise foot traffic on the main streets, rather than creating new short cuts between them, a more favourable and sustainable outcome for the town centre would be to concentrate on improving walkability of the existing streets and provide a coherent palette of quality paved surfaces and street furniture across the CBD. Further details and examples of recommended materials and fixtures are included at the end of this report.

The proposed plan highlights the key streets as Fortune, Federal, Egerton and to a lesser extent Smith Street. Concentration should be focused on reactivating these primary existing streets and the facades of the buildings in these streets.

Since the 1988 report, there has been increased retail development in the town centre, but it appears to be quite disconnected and separate from the key CBD areas. By enhancing parking, greening, and primarily pedestrian links to the development, this will aid in a better connection to this northern area of the town. It is recommended that no further large scale development of this scale be introduced into this key CBD precinct in the future.

NEW RETAIL DEVELOPMENT KEY RECOMMENDATIONS

- **Improve walkability**
- **Encourage any new retail development to occur in the CBD**

THE INTERSECTIONS

It is recommended in the 1988 study that the four junctions associated with the streets Federal, Egerton, Fortune and Earl Street be addressed in a consistent manner.

EGERTON AND FEDERAL STREETS 1988 STUDY

“This very significant intersection will gain even greater prominence if the Town Council Offices are relocated to the Mardoc Building. However, even if this does not happen a high priority should be given to the upgrading of the intersection. This will complete the proposed upgrading of Federal Street so far as street works are concerned, following that work included in the upgrading of Fortune Street.

The composition would be comprised of the following:

- *Two new street lights to each corner*
- *Two new bollards to each corner*
- *Two new trees to each corner*
- *Extended pedestrian paving to the width of the car parking bays, accommodating the lights, bollards and trees.*
- *Pedestrian crossing in paving similar to the new footpath paving.*

These works should be considered as part of an overall upgrading of the area of Egerton Street approaching the railway reserve. A new pedestrian crossing and associated landscaping is proposed. This will reinforce Egerton Street's original role as the integrating link between the eastern and western sides of the town.”

EGERTON AND EARL STREETS 1988 STUDY

“It is important that the Town Centre area is an immediately recognisable precinct. Clear demarcation of the limits of the area can be facilitated through the identification of its four corners. These will act as a kind of entry to the precinct.

Given that Williams Road runs into this intersection it is obviously a good opportunity to announce the beginning of the central retail and civic precinct. The treatment of the intersection would encompass:

- *Extended pedestrian paving to the width of a car bay at all four corners of the intersection*
- *Pedestrian crossings in a paving material similar to that used in the new pedestrian area above*
- *Two new street lights to each corner of the intersection*
- *Two new bollards to each corner of the intersection*
- *Two new street trees to each corner of the intersection”*

2016 REVIEW

A central part of the 2016 review of the townscape study is the upgrade of the Egerton Street and Federal Street intersection and the Fortune and Federal Street intersection in association with links to Mackie Park. With a focus on revitalising these two key areas, the creation of a defined civic heart for Narrogin could be realised.

EGERTON AND FEDERAL STREETS 2016 REVIEW

The eastern end of Egerton Street is currently a secondary street that is utilised solely for parking adjacent to the petrol station and alongside the railway station. The Shire Offices are the last double storey character building on this side of the road, which breaks the streetscape and changes the dynamic from this intersection and onwards to the north. There are

There is an established street tree on one of the four corners, which could be enhanced with additional planting to add more greening to this space. 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

THE INTERSECTIONS

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.

Detailed investigations should be undertaken to identify works required to improve vehicle access to the parking area alongside the railway line, to allow large vehicles (including those towing caravans) to access this site as part of the visitor centre relocation works.



The current Egerton and Federal Streets intersection. View to railway line.

FORTUNE AND FEDERAL STREETS 2016 REVIEW

With the historic Town Hall opposite the open space of Mackie Park, this intersection has been identified as the key CBD intersection. The impressive heritage fabric of the Town Hall is the cornerstone of these two streets, and with a revitalised approach to Mackie Park, this could become the most attractive and useful public open space for the town of Narrogin.

It has been identified in the investigations for this report and the community consultations that Narrogin lacks a formal civic space for events and other large community gatherings. As shown on the attached sketch and perspective render it would be possible to create a civic heart for Narrogin at the intersection of Fortune and Federal Street that could be used in conjunction with the Narrogin Town Hall. Mackie Park

This space could also accommodate a revitalised visitors centre.

The key points of this proposal are:

- Removal of clock tower and low height walls, with the stonework from the walls reused in new structures in the park.
- Creation of distinctive central paved space that could be closed to traffic and used as a town square for civic events, markets etc.
- Ability to close down the traffic to the east end of Fortune Street to create varying amounts of pedestrian space.
- Upgrading of Mackie Park including stage and performance area.
- Within the civic heart, design, reinforce and interpret Narrogin's Rail heritage
- Creation of a site for a relocated and revitalised visitors centre.

THE INTERSECTIONS



The current Fortune and Federal Streets intersection. View of Mackie Park.



The proposed Fortune and Federal Streets intersection. View of Mackie Park.

INTERSECTIONS KEY RECOMMENDATIONS

- Upgrade Egerton and Federal Street intersection
- Create civic heart at intersection of Federal and Fortune Streets.

THE HORDERN HOTEL, MACKIE PARK AND THE TOWN CLOCK

1988 STUDY

THE HORDERN HOTEL

“The Hordern Hotel is a dominant Feature of Narrogin's main street; Federal Street. In urban design terms, it occupies one of the principal locations in the town, adjacent to the railway and to Mackie Park with the Shire Offices a few doors to the north and the Old Town Hall few doors south and across the road.

It is a very sound building with a strong architectural character and with renovation, the hotel has tremendous potential to be a primary component of a tourism marketing promotion of the route from Albany Highway via Wandering and on to Wagin, Katanning and south.

The dining room is a fine room, typical of the grand hotels of its period. With a new restaurant, and the potential to establish a positive relationship with Mackie Park, it would prove to be not only a draw for tourists, but also a great asset for Narrogin residents. If an outdoor dining terrace were created, it could also benefit Mackie Park, as vital social spaces need a direct relationship with the buildings around them.

The reinstatement of verandah posts to the Federal Street elevation and the original verandah to the Mackie Park elevation would contribute enormously to restoring the full character of the building.”

MACKIE PARK

“Currently, Mackie Park is uninviting and receives little use. It needs to be more accessible from the street areas and relate more to the adjacent buildings. It should provide some shade and shelter and be accessible to all. The whole of the space between the Hordern and the shops on Fortune Street needs to be considered as a single integrated space.

The following suggestions would help to enhance the park area;

- *Create one flat central area enclosed in walling and vegetation but open to the street.*
- *Make Fortune Street one way, with some angle parking.*
- *Adjust parking regime, perhaps allowing for tourist bus parking, in Fairway Street and also traffic flow through in this area as far as Park Street.*
- *Adjust Westrail access.*
- *Acquire some Westrail land to accommodate parking, planting and additional useful space for the Day Care Centre and to soften the sudden transition between the Hordern Hotel and the railway.*
- *Add tree planting to Park Street, which becomes the main through route from Fairway.*
- *Furnishings (seats, bollards, lamps, etc.) would be in line with those used elsewhere.*
- *Dependent on how the Hordern Hotel develops it may be possible to have semi-outdoor dining adjacent to the park.*
- *Pavement design and kerbing layout would be such that the vehicles will enter the area on pedestrian terms.*
- *The existing clock tower to be refaced in brick etc.”*

THE TOWN CLOCK

“The existence of a town clock in a prominent location such as Mackie Park is all too rare these days. It is a great asset to a civic space. Whilst the form of the clock tower is not at all surprising in the light of the preoccupations of the day, its form is not the most appropriate in the context of the current desire to reinforce a consistent and consolidated Town Centre image.

It was proposed that a project is mounted to give the clock a facelift. These suggested modifications are based on the idea of leaving the present clock and its support column intact. An outer skin of brickwork would be built around the column and structurally integrated with the column with steel rods epoxy glued into holes drilled in the column. The proposed form was intended to create a suitable landmark strongly integrated with the character of the whole Town Centre.”

THE HORDERN HOTEL, MACKIE PARK AND THE TOWN CLOCK

2016 REVIEW

THE HORDERN HOTEL

Building on the recommendations of the 1988 study, we propose that the town should encourage the reinstatement of the Hordern Hotel verandahs alongside a revitalised Mackie Park. Reinstating the heritage fabric to this building will have a positive impact on Federal Street, and will reinforce some of the original and unique character of the town.



Current Hordern Hotel facade on Federal Street that could be significantly improved with the verandahs reinstated.

MACKIE PARK AND THE TOWN CLOCK

It is proposed that the clock tower should be removed and the intersection of Egerton and Federal Streets be paved to create a town square that can be used for civic and community events. Mackie Park should be enhanced a key element in the civic heart of the town, as described previously and illustrated in the render and plan, appendix 4 and 5

REAR OF THE HORDERN HOTEL

The 1988 study explored the possibility of re-opening a pedestrian link across the railway at Egerton Street and also to extend a pathway to the rear of the Hordern Hotel and Mackie Park.

1988 STUDY

In a development of this theme, the following proposals are put; the basic premise being that they will improve the viability and attractiveness of the shops adjacent as well as the Hordern Hotel:

- *The Mackie Park proposals remove some parking bays from Federal Street.*
- *Allow for possible extension of the Hordern Hotel to its rear, including re-siting of the bottle shop. Alternatively, the bottle shop could be sited in the alleyway.*
- *Two way vehicular access to the parking area from Egerton Street.*
- *One way vehicular access from Federal Street, through alleyway.*
- *Turning circle provision for delivery vehicles.*

THE HORDERN HOTEL, MACKIE PARK AND THE TOWN CLOCK

- *Improved access for service to rear of shops.*
- *Improved yards and fencing to these shops and to the Hordern Hotel.*
- *Resumption of a parcel of Westrail land, which would partially be taken up by the proposals above and partially by a planting buffer. This planting to link with the Mackie Park planting.*

Quite evidently much of these proposals rest with the possibility of resuming the Westrail land required. Only twelve car parking bays are shown, and again this may be increased, dependant on how much Westrail land may be resumed.

2016 REVIEW

Building on the recommendations from the 1988 report, 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 façade of the buildings and make a more pedestrian friendly space.

In addition in 2016 it is now proposed to upgrade the parking at the rear of the Horden Hotel to support the introduction of the visitors centre into Mackie Park. This includes the introduction of large vehicle and caravan parking.

To provide additional access from the parking area at the rear of the Horden Hotel through to Federal Street the undercover pedestrian link should be retained and strengthened by creating a pedestrian island with street trees in Federal Street aligned with the walk through.



Rear of the Hordern Hotel along the railway line.

HORDERN HOTEL, MACKIE PARK KEY RECOMMENDATIONS

- **Reinforce pedestrian link across railway line at the end of Edgerton Street**
- **Reinstate Hordern Hotel verandahs facing Mackie Park**
- **Remove town clock**
- **Create civic heart at intersection of Federal and Fortune Streets.**

TREE PLANTING

Following the recommendations below from the 1988 study, there has since been additional greening of Fortune and Federal Streets which has greatly enhanced the streetscape of these areas.

1988 STUDY

“Trees in street settings form a number of functions:

- *They are aesthetically pleasing*
- *They provide shade and shelter*
- *They help define and articulate space*
- *They bring "nature" into the city*
- *They may screen unsightly elements*

In selecting an appropriate tree the following criteria should be considered:

- *It should have a clear stem (ultimately) to at least three metres above ground level. Or it should be capable of being trained (pruned) to a clean trunk without other detriment to the tree*
- *It should have a reasonable sized canopy to give shade and shelter*
- *It should not be prone to casting branches*
- *It should not have an invasive root system*

Traditionally, the best trees for built-up locations are thought to be the deciduous varieties such as the London Planes or smaller trees such as the Claret Ash. However, in examining the Narrogin situation one has to consider the potential climatic changes that are predicted over the next decades, and the bearing this has on plant selection. In simple terms the predictions are that the area will become hotter and drier for longer periods than are now experienced.

Perhaps then the best trees to consider for this situation are those species that occur naturally in more arid areas. To that end then we have identified the most appropriate trees to be Eucalyptus dundasii, the Dundas Blackbutt and Eucalyptus campaspe, the Silver Topped Gimlet. Both of these trees occur naturally in the Goldfields area.

We recommend that E. dundasii be used as the main street tree and also in settings such as Mackie Park. E. campaspe we see being used in settings such as at the entry statements and also in association with E. dundasii in Mackie Park and other massed tree and shrub plantings.”

2016 REVIEW

The above recommendations to increase street trees and greening of the key streets within the town is still strongly supported and encouraged for the positive development of the town. Three of the key observations from the 1988 study remain as the primary focal points for the 2016 review with regards to tree planting;

- To provide shade and shelter
- To help define and articulate space
- To screen unsightly elements

An assessment of the tree types that are already introduced and are successfully established in the CBD was done in 2010 and suggestions of alternative options that could be considered to strengthen the greening throughout the town centre was provided by a local committee.

This document – Town of Narrogin, Street Tree Planning, Selection and Recommendations – has guided tree selection for the past 6 years. As part of this project the document has been reviewed for the CBD streets, and after discussion with staff and streetscape committee member Peter White, some amendments are recommended. These recommendations are included as appendix 6

TREE PLANTING KEY RECOMMENDATIONS

- **Increase tree planting using recommended species**

MAIN ACCESS ROUTES

The 1988 study outlined the need for a distinctive Entry Statement to the town with the suggestion of gates, fence posts or flagpoles. In the 28 years since this study, it is suggested that an Entry Statement to the town is not required from every entry point, and should be concentrated at key entry points.

1988 STUDY

“Typically, the entry to a town should create a sense of arrival and invitation. This is often achieved unconsciously through a towns setting in the landscape, but may also be achieved consciously through the introduction of gate-like elements. These elements can take many forms, from the use of avenue planting for example or through the use of signage.

The best way is to allow the landscape to speak for itself, perhaps only adding some information/name signage. In essence the entire approach to the town needs to be considered. Critical aspects to address include;

- *How far outside of the town should the signage be?*
- *Is the route to the heart of the town clearly identified?*

Narrogin has five entry routes to be considered;

- *From Williams: a direct route to the heart of the town*
- *From Wagin: a route via the light industrial area*
- *From Wickopin: a good view of the town on approach*
- *From Cuballing: a good view of the town from afar*
- *From Wandering: an attractive arrival into the town, a potential tourist route*

The desire was expressed that simple signage be used, as Narrogin does not have a particular story or theme to tell. Typically, each of these entrance routes is fairly well treed, although no particular theme runs through the planting. It is not recommended to clear large areas of reserve to plant avenues of trees. It may be worthwhile filling gaps, taking care not to block views etc.”

2016 REVIEW

VEHICLE ACCESS APPROACHES

In 2016, the main vehicle access approaches to the town centre are along Williams Road, Earl Street and Clayton Road. The corner of Clayton Road and Earl Street and the adjacent roundabout present a very poor entry to the town, and require revitalisation. The 2016 review recommends;

- Improving landscaping on the roundabout at the Clayton and Federal Streets junction (photo below)
- Introducing larger tree planting
- Improving the paved surfaces
- Introducing a signage or community billboard to welcome visitors as they approach Narrogin.

MAIN ACCESS ROUTES



Entry Statement examples that could be explored for the key Entry points into the town

MAIN ACCESS ROUTES

GNAROGIN PARK

We understand that the Shire is planning to undertake additional enhancements to Gnarogin Park, which follows the Narrogin Brook along the western edge of the railway line. The northernmost area of the Park at the corner of the Great Southern Highway and Gordon St (adjacent to the large roundabout) is highly visible to visitors and could provide additional amenity for locals and tourists. Accessible toilets and improved picnic facilities are planned and this location could be ideal to direct visitors towing caravans and young families to.

It will be important to also provide excellent and clear pedestrian links from this park to the CBD and visitor centre. There are two key rail crossing links into town from the northern end of the park, one at Clayton Road and one at Egerton St. These crossing points need to be:

- Clearly identified with engaging signage that lets the pedestrian know how far they need to walk and how to get to their destination (maps);
- Shaded with tree planting as much as is possible within the constraints of the rail reserve requirements;
- Provided with safe crossing infrastructure at the rail lines;
- Paved to a fully accessible level (wheelchair and pushchair friendly);
- Lit at night with good visibility to the surrounds (CPTED principles), and
- Enhanced with a 'breadcrumb' trail - elements that encourage people to walk, engage children and lead the pedestrian in the right direction and reassure them that they are on the right path.

The two long vehicle parking bays which have been created on the bypass road also need to be connected to the crossing link paths, as these are likely to be used by visitors as well.



The blue pillar signs are visible from a distance and include a map. The playful paving inserts lead pedestrians to an eating area.

MAIN ACCESS ROUTES

Gnarogin Park as a whole is an asset to the town, with its artworks and brookside path. Continuing to enhance it with planting, interpretation and strengthened connections across the rail line is strongly recommended. The more that it is used and activated, the more it will be 'owned' by the community, respected and cared for. Antisocial activity can be managed by keeping a clear mid-storey (although trees and shade are essential), lighting trouble spots and main thoroughfares at night (possibly with solar if power is unavailable) and attending to vandalism damage and rubbish quickly.

The watercourse itself has the potential to be quite lovely, and work has already been done to manage weeds and enhance the banks. Some of the principles of 'Living Streams' could be used to further improve the environmental and aesthetic values of Narrogin Brook.



The native sedges and rushes in this stream out-compete weeds and slow water speed to reduce bank erosion.'

The rocks and feature planting in this storm water drainage channel provide an area for people to see the water flow and access the water in a safe and managed location.

MAIN ACCESS ROUTES KEY RECOMMENDATIONS

- **Improving landscaping on the roundabout at the Clayton and Federal Streets junction**
- **Improve hard and soft landscaping on approaches**
- **Introducing a signage or community billboard to welcome visitors as they approach Narrogin.**
- **Enhance Gnarogin Park**

CONCLUSION

The 2016 review of the 1988 Narrogin Townscape Study builds on the works completed since 1988 and provides recommendations for a future program of work that will enhance the vitality of the CBD, protect its important streetscapes and provide opportunities for future growth.

Many of the recommendations from the earlier study are still applicable and should be used in conjunction with this study to enhance the streetscapes and atmosphere of the town. A number of core values have been identified to address the revitalising of the town, including creating a central precinct, greening of the streets, increasing walkability and parking facilities, and consolidating the notion of a town centre and a civic heart. Increased street trees, street furniture and signage throughout the town would revitalise the overall appearance and improve the amenities throughout.

A review of access and disability compliance throughout the key streets should also be undertaken to ensure access is equitable throughout the town centre.

As shown on the attached Site Plan, "Possible Actions," six key ideas are proposed to enhance the spaces and streetscapes throughout the primary town precinct which have been addressed throughout this report.

- **Central Precinct**
 - Create a central precinct incorporating the area bounded by Egerton, Federal, Fortune and Earl Streets
 - Protect the important buildings and streetscapes of this precinct
 - Improve pedestrian links through the precinct
 - Build on the leafy green character of the CBD

- **Developing a Civic and Cultural heart**
 - Build and enhance existing civic amenities
 - Create a central civic space in the CBD
 - Increase links between eastern parkland and town centre
 - Develop opportunities for cultural and community buildings and facilities

- **Improve visitor experience**
 - Develop the Rail Heritage theme through the town centre with historic interpretation and street furniture
 - 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

- **Greening the CBD**
 - Build on the existing leafy character within the town
 - Improve pedestrian amenities including shade and shelter
 - Reduce the 'heat island' effect in the summer months
 - Improve amenities for motorists including parking under shade

- **Walkability**
 - Develop a consistent palette of materials and quality within the town centre
 - Increased shaded pathways
 - Ensuring paths are linked to key areas
 - Ensuring pathways are accessible for the whole community

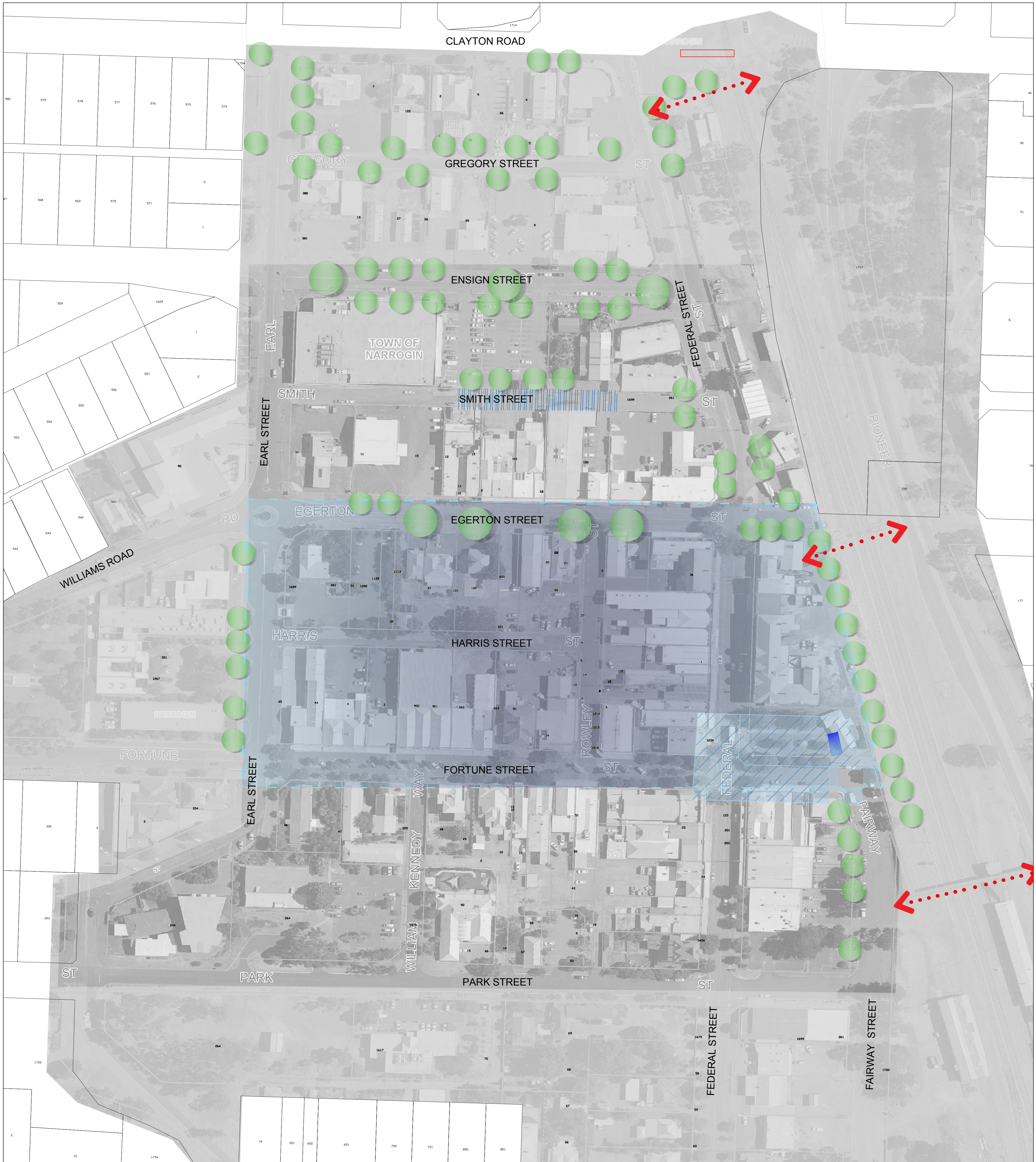
CONCLUSION

- Develop a signage scheme throughout the town
- **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
 - Examine opportunities for more and better located parking
 - Increase accessibility with a 'family friendly' outcome
- **Consolidation of the CBD**
 - Support the existing businesses and residents
 - Enhance built form and streetscape fabric
 - Create a shared vision with the business community
 - Reduce the number of vacant buildings
 - Develop a consistent colour palette for buildings

The implementation of these concepts and elements would significantly enhance the streetscapes and character of the Narrogin town centre. These recommendations could be evaluated and implemented as a staged process for the current and future townscape vision for the town.

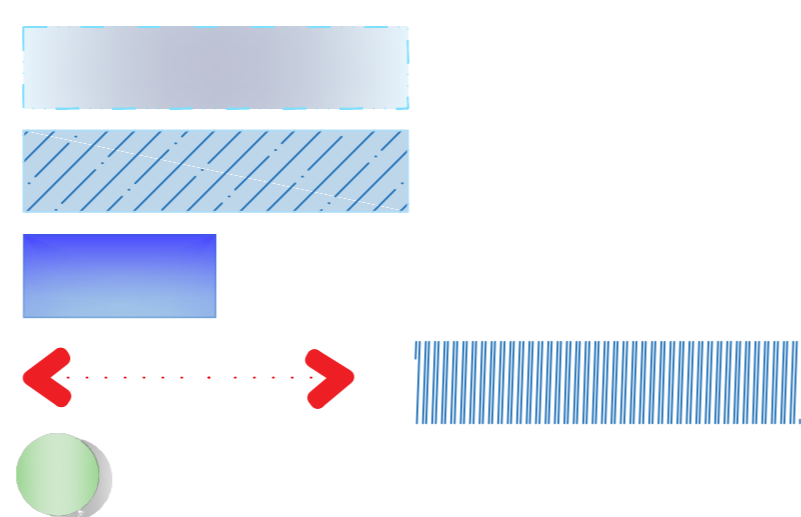
Our recommended priorities are:

- **Egerton Street enhancement (see Appendix 3 for details)**
- **Mackie Park and town square development (See appendix 4 and 5 for details)**
- **Signage audit and improvements including entry signage opportunities**
- **Create policies to enhance and protect values in the central precinct (See appendix 3 for precinct area)**

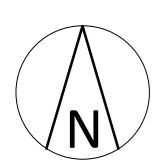


PRIORITIES

- CREATE A CENTRAL PRECINCT
- CREATE A CIVIC HEART
- IMPROVE VISITOR EXPERIENCE
- IMPROVE PEDESTRIAN LINKS
- GREEN THE CBD



POSSIBLE ACTIONS



**2016 NARROGIN TOWNSCAPE
STUDY REVIEW**
SHIRE OF NARROGIN

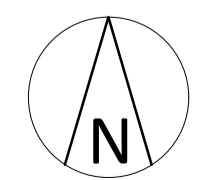
DRAWING No SK 3
DRAWING POSSIBLE ACTIONS
SCALE 1:1000 @ A1
JOB NUMBER 0132-15
DATE 02.08.2016
DRAWN GS

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APPENDIX 3



**2016 NARROGIN TOWNSCAPE
STUDY REVIEW**
SHIRE OF NARROGIN

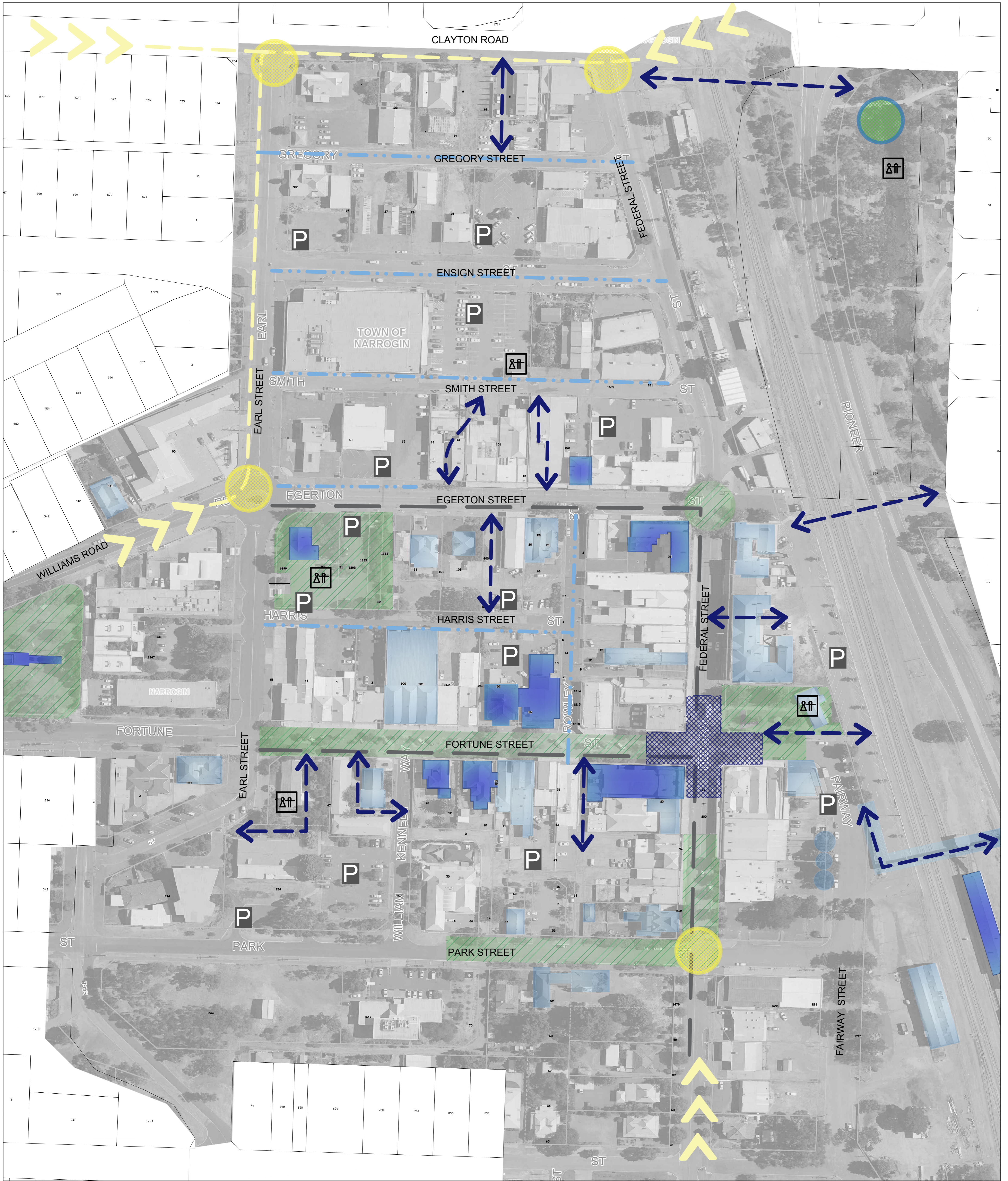
DRAWING No SK 4
DRAWING CENTRAL ZONE STREETScape ENHANCEMENTS
SCALE 1:500 @ A1
JOB NUMBER 0132-15
DATE 28.06.2016
DRAWN GS

NOTES:

1. NEGOTIATE WITH LAND OWNER TO PLANT TREES IN THEIR PROPERTY
2. REMOVE PALMS
3. SEE PARK DETAIL DRAWING

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- INTACT / ACTIVE STREETSCAPE
- LEAFY CHARACTER
- WEAK CHARACTER
- ACCESS - MAIN VEHICLE ENTRY POINT
- PEDESTRIAN THROUGH ROUTES

- STATE REGISTERED HERITAGE SITES
- OTHER HERITAGE SITES
- KEY ENTRY NODES
- KEY CBD INTERSECTION

- PUBLIC TOILETS
- NARROGIN PARKLAND

SITE ANALYSIS

APPENDIX 1

2016 NARROGIN TOWNSCAPE STUDY REVIEW
SHIRE OF NARROGIN

DRAWING No SK 2
DRAWING SITE ANALYSIS PLAN
SCALE 1:1000 @ A1
JOB NUMBER 0132-15
DATE 02.08.2016
DRAWN GS

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10.1.010 WESTERN AUSTRALIA NATURAL DISASTER RELIEF AND RECOVERY ARRANGEMENT (WANDRRA) CONSULTANT

File Reference: 28.2.1
Disclosure of Interest: Nil
Applicant: NA
Previous Item Nos:
Date: 16 February 2017
Author: Executive Manager, Technical & Rural Services

Attachments

- Nil

Summary

Council is requested to consider endorsing the Chief Executive Officer (Chief Executive Officer) to engage Greenfield Technical Services to fully facilitate the Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA) claim process on behalf of the Shire of Narrogin.

Background

On 10 & 11 February 2017 a severe storm hit Narrogin and most parts of Western Australia. The storm caused extensive flood damage to the Shire's gravel road network and also lane ways and verges within the town site. As a result of this storm and the damage that was caused throughout the state, it was declared a natural disaster under WANDRRA to which Local Governments can submit a claim for funds to repair roads using contractors and consultants.

Comment

The Works Manager advises that a claim in the vicinity of 1.6-1.7 million dollars to repair Councils assets i.e. roads is a conservative figure based on his inspection throughout the Shire's gravel road network while recording evidence of damage. Staff are still working to collate the required data ready for the submission to be prepared.

The Technical Service Department does not have the staff capacity to process and facilitate the claim including administration and supervision of the works as this would result in programmed works and other services being compromised. Therefore it is necessary to engage a specialist consultant that is experienced in all facets of the WANDRRA claim process to facilitate a claim on behalf of the Shire. The WANDRRA guidelines allow for funds to be fully claimed for fees charged by consultants to facilitate a WANDRRA claim.

Due to the unknown cost of the consultant a request for quote from appropriate consultants within the WALGA preferred supplier list and has received 2 quotes, i.e. rates and fees chargeable by the consultant. This process was facilitated to ensure that Councils purchasing and tender process is being adhered to in the unforeseen instance that the Tender threshold of \$150,000 is breached. A lump sum quote was not obtainable due to the unknown factors

within facilitating such a claim i.e. time lines on administration for the claim process, tender process, engaging and supervision of contractors etc.

Of the two quotes received, the author advises that Green Fields Technical Services was the cheaper of the two quotes. The author also contacted other Local Governments to conduct reference checks prior to making any determination.

In addition when speaking to Main Roads staff, Greg Willis and Sez Cornwell they advise, through their contact with other Councils, that other Councils do engage consultants to facilitate WANDRRA claims on their behalf due to the complexity of the process and the time required by Council staff to facilitate such a claim.

It is worth mentioning that The Shire is expected to contribute \$155,000 towards the claim (this is referred to as the trigger point) with all other expenses (contractors and consultant) above this trigger point being claimable.

Consultation

- Aaron Cook, Chief Executive Officer
- Gary Rasmussen, Shire Works Manager
- Greg Willis, Main Roads (WANDRRA claims facilitator)
- Sez Cornwell, Main Roads (WANDRRA claims facilitator)

Statutory Environment

Local Government Act 1995 S3.57 Tenders for providing goods or services

Local Government (Functions and General) Regulations Part 11 (2) – When tenders have to be publicly invited

(2)Tenders do not have to be publicly invited according to the requirements of this Division if—

- (a) the supply of the goods or services is to be obtained from expenditure authorised in an emergency under section 6.8(1)(c) of the Act; or*
- (b) the supply of the goods or services is to be obtained through the WALGA Preferred Supplier Program; or*

Policy Implications

Nil.

Financial Implications

The costs to engage the consultant to provide the administrative and project management facilitation for the WANDRRA claim are fully claimable.

Due to the time for the grant to be processed and the works commenced it is expected that Council will be able to facilitate the required expenditure within the upcoming budget, however, if funding is required prior to this time the Roadwork Reserve will need to be utilised.

Strategic Implications

The facilitation of the road works to repair the Shire of Narrogin road network is essential to ensure safe roads for all users.

Voting Requirements

Simple Majority

OFFICER'S RECOMMENDATION

That Council:

Endorse the Chief Executive Officer to engage Greenfields Technical Services to fully facilitate the WANDRRA claim process for flood damage to its infrastructure on behalf of the Shire of Narrogin as per the requirements of the *Local Government Act 1995 S3.57* and *Local Government Regulations Part 11 (2)*, utilising any required funding from the Roadwork Reserve.

COUNCIL RESOLUTION 0217.013

Moved: Cr Seale

Seconded: Cr Walker

That Council:

Endorse the Chief Executive Officer to engage Greenfields Technical Services to fully facilitate the WANDRRA claim process for flood damage to its infrastructure on behalf of the Shire of Narrogin as per the requirements of the *Local Government Act 1995 S3.57* and *Local Government Regulations Part 11 (2)*, utilising any required funding from the Roadwork Reserve to a maximum of \$155,000.

CARRIED 9/0

Reason for change: The resolution was amended to incorporate the maximum amount of expenditure for the Roadwork Reserve. The mover and seconder agreed to the amendment.

10.2 CORPORATE AND COMMUNITY SERVICES

10.2.011 REVITALISING REGIONAL CENTRES PROGRAM (NARROGIN CBD ENHANCEMENT)

File Reference:	26.4.1
Disclosure of Interest:	Nil
Applicant:	Chief Executive Officer
Previous Item Nos:	Nil
Date:	15 February 2017
Author:	Mr Aaron Cook – Chief Executive Officer

Attachments

- Service Level Agreement between the Wheatbelt Development Commission (WDC) and the Shire of Narrogin.

Summary

It is presented to Council to commit to the attached Service Level Agreement in which the Shire will be provided \$30,000 that needs to be matched either by cash or in kind works to the project to ensure that all of the technical aspects of the project have been facilitated.

Background

The Wheatbelt Development Commission in consultation with the Shire of Narrogin and several other Regional Centres have been progressing a large scale Central Business District (CBD) Enhancement Program that can be formulated in a grant.

Consultants on behalf of Council last year completed the CBD Townscape Review. This document has been utilised as the basis of the works for the potential grant that is being proposed.

Comment

The Shire of Narrogin has the opportunity to participate with other Regional Centres in the Wheatbelt to present a large-scale grant for some \$25 to \$30,000,000 of which Narrogin would be requesting approximately \$7,000,000.

If this grant was successful, nearly all of the identified works within the Narrogin CBD Townscape review would be completed. Council would be requested to also contribute cash and works in kind of an additional estimated \$1,200,000 bringing the total project to an estimated \$8,200,000.

The impact of this grant would be substantial to the region through the revitalisation of the Narrogin CBD and potentially driving economic and tourist activity. The list of projects include Mackie Park renewal, major street planting, drainage repair, resurfacing carparks, redesign of Egerton Street and various other works.

For Narrogin to commence this process and have the grant document prepared by the WDC, the WDC have facilitated a grant to each of the identified Local Governments of \$30,000 to fund the technical planning. As has been stated, this requires Council to contribute either in cash or Works-in-kind matching the \$30,000 granted. To access these monies the Chief Executive Officer needs to be endorsed to sign the attached Service Level Agreement and the funds will be paid to Council directly.

It is intended that the financial implication to Council be kept to a minimum through providing as much Works-in-kind for the required allocated \$30,000 as possible. The required additional cash cost over the provided \$30,000 can be provided for from within a pre-existing account.

Consultation

- Wheatbelt Development Commission

Statutory Environment

Nil

Policy Implications

Nil

Financial Implications

It is proposed to utilise the Account Other Consultancy – Statutory for any required cash expenses over the provided \$30,000 as these funds have not been utilised in this financial year.

Strategic Implications

1.4	Promote Narrogin to the Business Community, State Government and the general public as a strong and positive economic entity.
2.1	Continue to expand the Town’s capacity and reputation as a venue for events, sports and seminars of local and regional significance.
4.2	Ensure that the Town is proactive in the seeking of grant funding from external sources to reduce the requirement of the Town and community seeking funding from within.
6.3	Redevelop and identify the Town’s Footpath Program.
6.5	Develop a Town Site revitalisation plan focusing on the central business district and additional generic street scape design for residential areas.
7.5	Promote Narrogin as a potential location for large to major Industry to establish or relocate and develop their business.
7.6	Promote the long term development of existing and future businesses within the CBD.

Voting Requirements

Absolute Majority

COUNCIL RESOLUTION 0217.014 AND OFFICER'S RECOMMENDATION

Moved: Cr Schutz

Seconded: Cr Seale

That Council:

Authorise the Chief Executive Officer to sign and execute the Service Level Agreement between the Wheatbelt Development Commission and the Shire of Narrogin for the Wheatbelt Regional Centre's Program – Narrogin CBD Enhancement Project and utilise the Account Other Consultancy – Statutory for any required cash contribution towards the works that Works-in-kind cannot facilitate.

**CARRIED 9/0
BY ABSOLUTE MAJORITY**

Commonly-used abbreviations:
WDC – Wheatbelt Development Commission
CBD – Central Business District

SERVICE LEVEL AGREEMENT

Wheatbelt Development Commission

and

Shire of Narrogin

Wheatbelt Regional Centres Program

Narrogin CBD Enhancement Project

(Royalties for Regions Growing Our South Administration Funding)

January 2017

Parties

Name: Shire of Narrogin

Contact: Aaron Cook

Telephone: 08 9890 0900

Email: enquiries@narrogin.wa.gov.au

Address: PO Box 1145, Narrogin WA
6312

Name: Wheatbelt Development
Commission

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This agreement is made between the Wheatbelt Development Commission (WDC) and the Shire of Narrogin.

1 Purpose

The intention of the Service Level Agreement (SLA) is to detail the service arrangements between the parties covered by the SLA.

This SLA applies specifically to the project to carry out research, stakeholder engagement, engagement of external expertise and development. The engagement area will cover the Wheatbelt region but will not necessarily include all shires within the Region.

The funding will meet the costs of the development of the business case for the following Wheatbelt Regional Centres Program project:

- Narrogin CBD Enhancement Project

2 Parties covered by the agreement

The parties covered by this agreement are the Shire of Narrogin and the Wheatbelt Development Commission (WDC).

External expertise will be used where required and will be the subject of sub-service level agreements as needed by the project working groups.

3 Scope of services covered by the agreement

The Shire of Narrogin is responsible for:

- a) Managing the funds;
- b) Undertaking work on the Shire of Narrogin components of the project – i.e. Narrogin CBD Enhancement Project; and
- c) Undertake community engagement with respect to the Shire of Narrogin project to input into the WDC business case.

WDC is responsible for:

- a) Engagement and negotiation with the four Wheatbelt Local Governments (Shires of Dandaragan, Merredin, Narrogin and Northam) involved in the Wheatbelt Regional Centres Program;
- b) Stakeholder engagement with regionally based Government Departments and Agencies;

- c) Existing baseline data collection and historic information sourcing;
- d) Compilation and drafting of business case documents;
- e) Being part of the working groups;
- f) Developing project plans for each of the four individual business cases including governance processes; and
- g) Verifying expenditure on projects and the preparation of financial and project reporting.

4 Mutual Understandings

- 4.1 The Shire of Narrogin accepts that \$30,000 of this funding is available for Shire of Narrogin work.
- 4.2 The Shire of Narrogin will contribute \$30,000 cash or in-kind to the part of the project that relates to the Narrogin CBD Enhancement Project.
- 4.3 Project funds will be used exclusively on the project in accordance with the budget provided in the table below. This budget is subject to variations upon agreement by both parties.
- 4.4 WDC and the Shire of Narrogin acknowledge that they will hold appropriate insurance for the project including public liability, professional indemnity and workers compensation.
- 4.5 The Shire of Narrogin understands that the costs associated with this SLA, and particular roles as outlined in the Action Table below, are to be borne by the funds allocated to this project and resource expenditure associated with these roles is to be distributed accordingly.
- 4.6 This SLA will be read in accordance with the relevant Project Execution Strategies developed for the business cases subject to this SLA.
- 4.7 Opportunities will be sought to maximise value for money by considering multiple business case needs with each stakeholder engagement and coordinating regional visits between both parties.

5 Operational date

- 5.1 This SLA commences once signed by all parties
- 5.2 The agreement ceases upon completion of the agreed scope of works or on written agreement by both parties.

6 Budget covered by the agreement

The terms of funding are a partnership agreement of \$30,000 (excluding GST) total project cost for the lifetime of the project.

Item of Expenditure	Budget (\$)	Source of Funds
Narrogin CBD Enhancement Project	30,000	WDC (via the Shire of Northam)
Narrogin CBD Enhancement Project	30,000	Shire of Narrogin (cash or in-kind)
Total budget	60,000	

The first stage of this project will be to form the working groups for each project and, through these bodies, determine the Project Execution Strategies (see Action Table).

7 Action Table

Service	Responsibility	Summary of Action	Timeline
Establish administrative partnership	WDC, Shire of Narrogin and Shire of Northam	<ul style="list-style-type: none"> Finalise SLA. Arrange signing of SLA. Obtain the relevant invoice from the Shire of Narrogin. Shire of Narrogin to submit invoice to forward an invoice to WDC for approval, but made out to and addressed to the Shire of Northam for payment. Shire of Northam to transfer funds to the Shire of Narrogin when received as per the invoice. 	January 2017
Set up working groups and hold inaugural meeting for each Wheatbelt Regional Centres program projects	WDC and relevant LGA's	<ul style="list-style-type: none"> Call inaugural meeting of working groups where required. Establish roles and responsibilities and set meeting schedule where required. Confirm working groups, external expertise and stakeholders. Complete Project Execution Strategy and Status Report template for each project. Identify information required for the business case author and other external expertise engaged for project. Endorse administrative arrangements. Clarify resources required to carry out project management and stakeholder engagement. 	February 2017
Undertake project management	WDC	<ul style="list-style-type: none"> Adhere to Project Execution Strategies. Deliver Status Reports as required. Maintain budget and stakeholder list. Deliver business cases on time and on budget. Notify WDC project sponsor of any change 	Ongoing until June 2017

			requests or scope creep.	
Undertake stakeholder engagement	WDC		<ul style="list-style-type: none"> • Visit and communicate with stakeholders where required. • Document and report on findings and information gathered. • Coordinate the appointed external expertise to ensure that they meet requirements of their project brief. • Liaise with business case author and working group where required. • Liaise with external expertise engaged for project where required. 	April 2017
Regular working group meetings	WDC		<ul style="list-style-type: none"> • Report on project status, budget, stakeholder list and any issues. • Manage any SLA's or contracts for external expertise. • Document minutes and agendas. 	Ongoing until June 2017
Finalise administrative arrangements	WDC		<ul style="list-style-type: none"> • Present business cases to Department for Regional Development for the due diligence process. 	June 2017

8 Management of the agreement

The SLA will be reviewed to be on an as needs basis to ensure that it continues to properly guide the project.

9 Changes to the agreement

Any changes to the service levels specified in the SLA will be subject to agreement by both parties. The exception to this will be changes resulting from issues beyond the control of either party. In these circumstances, both parties will still record the changes.

In the event that a change is requested, and agreed to by the parties, WDC will coordinate meetings between the relevant management staff from both parties. Once agreement has been reached, WDC will ensure that an addendum to the SLA is produced and tabled at a meeting between The Shire of Narrogin and WDC.

10 Confidentiality

The Shire of Narrogin and WDC agree not to divulge any information that holds commercial sensitivity.

11 Dispute resolution

Any conflicts arising through work undertaken under this SLA shall be resolved by negotiation between the Shire of Narrogin CEO and WDC Director of Regional Services. If this fails to reach agreement the matter will be escalated to the President of the Shire of Narrogin and the CEO of WDC.

12 Principal contacts

12.1 Shire of Narrogin CEO

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12.2 Wheatbelt Development Commission Director of Regional Services

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13 Signatures and date

Aaron Cook
Chief Executive Officer
Shire of Narrogin

Signature Date

Ms Wendy Newman
Chief Executive Officer
Wheatbelt Development Commission

Signature Date

11. ELECTED MEMBER'S MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

12. NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE PERSON PRESIDING OR BY DECISION OF THE MEETING

Nil

13. CLOSURE OF MEETING

8.57pm – President Ballard declared the meeting closed.