



# AGENDA

## LATE REPORTS COUNCIL MEETING

27 JULY 2023

Our Community Vision

"We are a thriving region which is safe, liveable and welcoming.

We value our quality of life and embrace our natural environment which affords us both economic and recreational pursuits.

Our industries are recognised for their resilience, quality and innovation and for their contribution to the state of Western Australia.

Our economic diversity provides business and employment opportunities for all."

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**L.1 Request for Additional Funding Allocation - Pemberton Community Co-location Project/Balang Maya - Lot 500 (Reserve 46734) Brockman Street, Pemberton**

<b>PROPONENT OWNER</b>	Shire of Manjimup Crown vested
<b>LOCATION / ADDRESS:</b>	Lot 500 (Reserve 46734) Brockman Street, Pemberton
<b>WARD:</b>	West
<b>ZONE:</b>	Public Purposes
<b>DIRECTORATE:</b>	Office of the Chief Executive Officer
<b>FILE REFERENCE:</b>	F200384
<b>LEGISLATION:</b>	<i>Local Government Act 1995</i>
<b>AUTHOR:</b>	Brian Robinson
<b>DATE OF REPORT:</b>	25 July 2023
<b>DECLARATION OF INTEREST:</b>	Nil

**BACKGROUND:**

The Pemberton Community Co-location Project relates to the establishment of a “fit for purpose” development to house a number of community groups and the Shire Library within the Pemberton townsite. The project is a collaboration between six Pemberton community groups and the Shire.

In January 2021, Council resolved to award a Tender for the construction of a substantial new development (Balang Miya) incorporating the existing Returned Service League (RSL) and Pemberton Infant Health Clinic buildings.

During the informal Council briefing session held in March 2023, Councillors undertook a brief inspection of the site. During that meeting, some flooring issues were noted within the RSL Hall, although it was assumed that the issue partially related to the building not being used. Since that time, the appointed builder has progressed works to finalise the development and an occupancy permit has been issued.

More recently, it has been observed that substantial areas of the newly installed flooring within the RSL Hall are lifting. A small portion of floor covering is also lifting within the Old Infant Health Clinic. The state of the flooring within the original RSL Hall is now preventing the Pemberton Visitors Centre (PVC) and the Pemberton Community Resource Centre (PCRC) from moving into the building until a solution is identified and implemented.

The author of this report, together with the Shire’s Manager of Building Services have been investigating the issue in consultation with the Shires contract Building Supervisor, the Director of Community Services and the appointed building contractor. The investigations have identified that some substantial works are required to ensure the issues and their underlying causes are addressed. Left unaddressed, these issues are likely to continue, impacting on the future use of the building.

Council is requested to consider endorsing the allocation of additional municipal funding to allow a long-term solution to be implemented. Further information regarding the issue and proposed solution is provided in the comment section below.

**PUBLIC CONSULTATION UNDERTAKEN:**

Nil. Information regarding consultation with the PVC and PCRC is provided within the comment section below.

**COMMENT (Includes Options):**

Undertaking the redevelopment of a building the age of the RSL Hall is not without risk. Issues that are not visible to the eye can often be unearthed during the process. For example, non-compliant electrical wiring located sub floor.

The RSL Hall is constructed with a timber sub floor structure covered with a chipboard material on which the floor coverings are installed, previously carpet. Air vents are installed below the floor level assisting with cross ventilation and reducing moisture levels under the building. As part of their contract, the appointed building contractor was required to “make good” the existing floor. To do so, a material (Masonite) was fitted to the chipboard flooring, with the floor covering then fixed to the Masonite.

Prior to elected members attending the site in March 2023, there was some evidence that portion of the floor covering had lifted or bubbled. At the time, it was considered that with some attention from the flooring contractor and heat associated with occupation of the building, the floor would potentially settle.

Whilst the author of this report was in attendance at an inspection of the RSL Hall earlier this month, the appointed building contractor took moisture readings. These readings together with inspection of the outside of the building demonstrated that:

- a) Sub floor moisture levels were substantially higher than those taken earlier in the year when the flooring was being installed;
- b) Moisture has penetrated the chipboard material, which is impacting on the Masonite material and the floor covering;
- c) The types of flooring material selected, being impervious, prevents internal heating having any impact on drying the sub floor structure; and
- d) A number of the external sub floor vents had been covered over by soil associated with the new external paving, effectively preventing cross flow ventilation and exacerbating the moisture issues. It is considered that this is likely the most significant factor in rising moisture.

Notwithstanding that there appears to be some evidence that the Masonite and floor coverings may not have been installed exactly as per the manufacturer’s standards, this does not change the fact that moisture levels have substantially increased.

In order to ensure a long-term solution, it is recommended that:

- i) The now installed paving abutting the building needs to be temporarily lifted so as to:
  - Allow the re-establishment of the external vents to facilitate cross ventilation; and
  - Ensure that an appropriate water proofing material has been applied to the masonry walls of the RSL Building to prevent water passing through wall;
- ii) As the paving needs to be temporarily lifted abutting the building, take that opportunity to install sub-surface drainage so as to direct sub-soil water flows away from the building;
- iii) That appropriate mechanical ventilation is installed on the Doc Ryan Place side of the building, running on a timer to increase cross ventilation; and
- iv) Removing and replacing the existing chipboard material with a water proofing material laid beneath non-porous particle board before the new carpet and vinyl planks are re-laid.

Similar to the RSL Hall, inspection of the Old Infant Health Clinic has confirmed that two sub-floor vents on the Brockman Street side of the building have been covered over. It is Shire Officers opinion that the moisture issues at that location can be addressed through sub-surface drainage and mechanical ventilation.

It should be noted that sub-surface drainage, the installation of mechanical ventilation and replacement of the subfloor structure did not form part of the scope of works for the building contractor. To minimise cost and the associated disruption, it is recommended that the Shire's Manager of Building Services proceed to procure the materials as a matter of urgency and appoint/supervise appropriate local contractors. Initial enquiries indicate that appropriate local contractors are prepared to make themselves available.

#### Estimated Cost

Cost estimates obtained indicate that the purchase of materials is likely to exceed \$25,000. In total the replacement of the chipboard sub floor material with a more appropriate material, water proofing, the introduction of mechanical ventilation and sub-surface drainage is likely to cost between \$50,000 and \$70,000.

#### Likely Timeframe for Works

As mentioned above, initial contact has been made with appropriate contractors who have indicated that they can make themselves available. Given that there is an available supply of materials and the contractors are available, it is expected that the works should take no longer than 3-4 months to complete. Shire Officers will of course be aiming for the shortest time frame possible.

### Alternative Solutions

In addition to the recommended being recommended, Shire Officers examined three other possible options. These options are summarised as follows:

- a) Request the contractor to lift and relay sections where lifting/bubbling in the floor material is observed;
- b) Option a), with the addition of mechanical ventilation; or
- c) Replace the current sub floor structure with a concrete floor.

The above options are not recommended given that option a) will not address the sub floor moisture issues and cross ventilation and option b) would rely in the existing flooring settling down after the moisture level is reduced. Option c) outlined above has the potential to cost substantially more and will involve a greater delay due to the need for the concrete to cure prior to the laying of floor covering materials.

### Consultation with PVC and PCRC

A meeting has been held with both the PVC and PCRC today (25 July) whereby they have been briefed on the situation and the proposed solution. Whilst both parties have rightly expressed disappointment with the current situation, they are supportive of a long-term solution being implemented.

This is likely to result in both parties needing to remain in their current location until the new works are completed.

### Conclusion

It appears that moisture issues underneath the existing flooring of the RSL Hall have been substantially exacerbated due to water inundation and the loss of sub floor ventilation which previously allowed cross air flow.

It is strongly recommended that prior to allowing occupation of the building, replacement flooring, sub surface drainage and mechanical ventilation be installed. To facilitate this, Council is requested to an additional allocate \$70,000 to the project.

### **STATUTORY ENVIRONMENT:**

*Local Government Act 1995.*

### **POLICY / STRATEGIC IMPLICATIONS:**

The preferred option of replacing the existing floor and other associated works should ensure that flooring within the RSL Hall will be in good serviceable condition for the remainder of the building's life.

### **ORGANISATIONAL RISK MANAGEMENT:**

Failure to implement a long-term solution has the potential to impact on the short-term operations of the PVC and PCRC and result in damage to organisations reputation should failure occur.

**FINANCIAL IMPLICATIONS:**

Discussion with the Shire's Director of Business has identified that within the 2023/24 Adopted Budget, there is a line item of unallocated General Purpose Grant (\$131,804). It is recommended that the \$70,000 required be sourced from that line item.

This will represent a one-off budget expenditure, with no implications for future budgets.

**SUSTAINABILITY:**

Environmental: Nil.

Economic: As per Comment Section and comments included under Financial Implications.

Social: The Pemberton Visitors Centre and Pemberton Community Resource Centre provide invaluable social and visitor services in Pemberton. Flooring Issues associated with moisture must be addressed prior to those services relocating into the Old RSL

**VOTING REQUIREMENTS:****ABSOLUTE MAJORITY****OFFICER RECOMMENDATION:**

**That Council:**

**Acknowledge that increased moisture levels located sub-floor within the previously Returned Service League Hall/Library must be addressed prior to the Pemberton Visitors Centre and Pemberton Community Resource Centre occupying the building; and**

**Amend the 2023/24 Shire of Manjimup adopted budget by:**

- a) Allocating \$70,000 to Pemberton Co-location Project – Flooring Repair; and**
- b) Reduce the line item “General Purpose Grant Unallocated” from \$131,804 to \$61,804.**