



Plant & Property Committee

**Tuesday
15th July 2013**
**(immediately following the Works & Planning
meeting scheduled at 1pm)**

Members: Cr J Crighton (Chairman)
Cr J Dwyer
Cr P Dwyer
Cr R Howard
Cr M Ireson
Cr R McGrath
Cr M Rutledge
Cr R (Bill) Sheaffe

AGENDA

- 1. Air Conditioning in Supper Room at War Memorial Hall**

A Dwyer
GENERAL MANAGER

15th July 2014

C1 – Request for Air Conditioning in Supper Room of Memorial Hall

REPORTING OFFICER	Allen Dwyer – General Manager
ATTACHMENTS	Correspondence to and from the Hay Art Group
RELEVANCE TO STRATEGIC COMMUNITY PLAN	<p>6.2 Liveable and vibrant community</p> <p>6.2.1 <i>Our community values its safe, healthy lifestyle that cares for the welfare of each other.</i></p> <p>6.2.1.1 Address community needs through the provision of services targeting identified groups</p> <p>6.2.1.5 Build partnerships to foster and promote community well-being</p> <p>6.2.1.6 Engage the community through a coordinated engagement structure on issues affecting their lifestyles</p> <p>6.2.2 <i>Our Community is Vibrant</i></p> <p>6.2.2.2 Actively promote the well-being of the community and its members</p> <p>6.2.2.3 Build on our recreation and cultural facilities and services</p>
FINANCIAL IMPLICATION	\$7000 to be allocated from property maintenance vote in 2014/15 Delivery Plan
LEGISLATIVE IMPLICATION	Nil
POLICY IMPLICATION	Nil

INTRODUCTION

The Hay Art Group has requested Council meet the cost of installing the air conditioning unit from “Ashwill” into the supper room at the Hall.

COMMENTARY

At the time of demolition of “Ashwill” Council retrieved the air conditioning unit as being suitable for installation in the supper room at the War Memorial Hall. A subsequent assessment by Council staff and two electricians casts some considerable doubt on the suitability of the unit. The costs involved in the gas replacement and ducting installation to accommodate a used unit may not be funds well spent.

A very effective result could be achieved by installing two 9kw split system units at an approximate cost of \$7000 with a running cost of between \$1.60 and \$2.00 per hour, about \$10 per day.

Hay Art Inc have enjoyed the use of the Hall and Supper room (mainly the supper room) for the past 9 years at a fixed fee of \$500 per year. During this period some \$80,000 of Council funds and

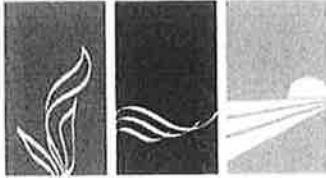
\$50,000 of Government grant funds have been expended in upgrading the facility. The other regular user of the facility is the "Exercise Group" which pays around \$1,500 per year based on an hourly fee of \$10. All other users are for special events and pay the set fees which are considerably higher.

There is currently no heating or cooling in the supper room with the main hall being somewhat cooled by a large evaporative system. The installation of an effective heating and cooling system in the supper room may assist in attracting more users to the facility.

RECOMMENDATION

That Council install two 9kw split systems in the supper room of the War Memorial Hall.

That the yearly fee for the use of the facility by Hay Art Inc be increased from \$500 per year to \$1000 per year, and indexed by CPI from 1st July 2015. (Fee for 2014/15 has already been paid.)



Hay Shire
COUNCIL

Hay Shire Council

ABN: 84 075 604 155
134 Lachlan Street PO Box 141 HAY NSW 2711
Telephone: 02 6993 1003 Facsimile: 02 6993 1288
Email: mail@hay.nsw.gov.au Website: www.hay.nsw.gov.au

Ref : G:14/

25 June 2014

Mrs Dianne Smith
374 Leonard Street
Hay NSW 2711

Dear Mrs Smith,

Re: Air Conditioner in Supper Room

I refer to your correspondence of 17th June 2014 addressed to the Mayor regarding the costs of installation of an air conditioner in the supper room at the Memorial Hall.

The matter will be further assessed and you will receive advice in the near future.

Yours faithfully,

Allen Dwyer
General Manager

G 14/1142
± 14/1987

Hay Shire Council

Lachlan St

Hay 2711

Hay Art Inc

P.O. Box 209

Hay 2711

17th June 2014p

Dear Mayor,

I am writing on behalf on the local art group. Last year we approached council to ask for permission to install an air conditioner in the Supper Room, which the group rents on a yearly basis, at the Memorial Hall. We received help from the engineer but on further investigation the unit offered would be too expensive for our group to install.

We are a small group with limited resources and cannot afford to pay for the installation.

At our recent meeting it was suggested that we ask Council to install the unit in the Supper Room, acknowledging that we are not the only group that uses the room. We are very happy to make a contribution to help with the costs.

Hoping that you will be able to help,

Yours sincerely,



Dianne Smith (69931351)



Allen Dwyer

From: Greg Stewart
Sent: Tuesday, 1 July 2014 10:55 AM
To: Allen Dwyer
Cc: Travis Cunningham
Subject: War Memorial Hall

Allen,

To heat or cool the supper room in the War Memorial Hall it will require 2 x 9Kw split system units. It is estimated that the running cost would be between \$1.60 and \$2.00 per hour. The cost to supply and install the recommended 2 x units is approximately \$7,000.00.

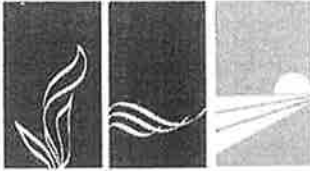
Thanks.

Greg Stewart

Infrastructure Manager

Hay Shire Council

0429931272



Hay Shire Council

ABN: 84 075 604 155
134 Lachlan Street PO Box 141 HAY NSW 2711
Telephone: 02 6993 1003 Facsimile: 02 6993 1288
Email: mail@hay.nsw.gov.au Website: www.hay.nsw.gov.au

Ref : G:13/

Hay Shire
COUNCIL

5 August 2013

Mrs Dianne Smith
Hay Art Inc
C/- PO Box 209
Hay 2711

RE: Memorial Hall Supper Room Air-conditioning/Heating

Dear Dianne

I refer to your letter received 8 July 2013 concerning the air-conditioning and heating of the Memorial Hall Supper Room.

I have had a number of discussions with Ian Curtayne concerning options for cooling/heating the supper room and we have agreed that the air-conditioning unit that Council has recently removed from Ashwill Cottage is the unit that Ian Curtayne will install in the supper room.

The offer that the Hay Art Inc has provided to bear the cost of any parts needed is appreciated and it is anticipated that the "parts cost" for installing the preferred unit will be similar to that of the initially suggested air-conditioning unit. It is proposed that the split system air-conditioning unit will be installed in the supper room and operational by the end of this month.

If you require any further information please contact me during office hours at Hay Shire Council on 69901100.

Yours faithfully

Aaron Drenovski



Hay Art Inc

c/- P.O. Box 209

Hay 2711

July 2013

Dear General Manager

The Hay Art group rents the Supper Room at the Memorial Hall for use as a painting and workshop venue. As our group grows older, we notice the heat and the cold more, especially in this room. We already run more than one radiator for heating which is not economical.

We have been offered a used reverse cycle industrial air conditioner. Ian Curtayne, a qualified electrician, has offered to install it for us, at no cost to the Council. The Art Group would bear the cost of any parts needed. Ian has ascertained that the unit is sound and safe. The vent would be installed in the ceiling and the unit would be outside on the ground.

We are asking for permission to have this unit installed in the Supper Room of the Memorial Hall. If you need any more information, please contact Dianne Smith or Ian Curtayne.

Looking forward to your reply,

Dianne Smith (diannsmith117@bigpond.com)

Secretary

28 March 2006

C17 – Hay Art Group

REPORTING OFFICER	Roger McGrath
ATTACHMENTS	Letter from Hay Art Group
FILE NUMBER(S)	

INTRODUCTION

Council has received a request from the Hay Art Group for another twelve months use of the Hay War Memorial Hall

COMMENTARY

Last year Council agreed to grant approval for the Hay Art Group to use the supper room at the War Memorial Hall for a trial period of twelve months for a fee of \$500.00. Since that time the art group has used the facility very successfully in harmony with the other hall users. DES is not aware of any complaints being received, however they do require the use of the full length of the supper room on occasions. In addition the group staged a very successful art exhibition during this period.

The Hay Art Group is now requesting that they be granted a further twelve months consent to use the hall supper room based on the same agreement as before, bearing in mind the fee was set low for the trial period.

In addition the Art Group is also seeking approval to lay carpet in the supper room. The carpet would be second-hand (from the High School) but of good quality and professionally laid. The installation of carpet would make the supper room much more comfortable and warmer in the winter period. It will not be possible to have carpet in the kitchen area as this would not be permitted under the food regulations. The cleaners have also advised that they have no objections or issues to the installation of the carpet. At present there are two existing carpet squares in the supper room which are old and untidy and in need of replacement.

RECOMMENDATION

1. Council renew the agreement to provide the supper room at the Hall to the Hay Art Group and determine the required fee.
2. Council determine if it will allow the installation of the second hand carpet in the supper room.

C17. Hay Art Group (D)

1536 **RESOLVED** that Council renew the agreement for 2006/07 to provide the supper room at the Hall to the Hay Art Group and that Council allow the installation of second hand carpet in the supper room. (Payle/McRae)

Hay Shire Council

Received
20 MAR 2006

Paper/Fax/Email
Trim No.....

Hay Art Group
365 Lang Street
Hay 2711

19 March 2006

Mr Roger McGrath
Director of Environmental Services
Hay Shire Council
PO Box 141
Hay 2711

Dear Mr McGrath,

Use of War Memorial Hall Supper Room

In your letter of 30 June 2005 you advised of Council's approval for the Hay Art Group to use the supper room of the War Memorial Hall for a trial period of twelve months subject to the payment of a fee of \$500.

The trial period is drawing near to a close and, from the perspective of this group, has worked well and without any inconvenience to any other users of the hall. We would like to request the Council to extend the agreement for a further twelve month period.

We also seek approval to lay carpet in the supper room. The carpet we are proposing is second-hand but of good quality and would be professionally laid.

Yours sincerely,



Colleen Behl
Honorary Secretary



HAY SHIRE COUNCIL

PO Box 141, HAY NSW 2711
Telephone: (02) 6993 1003 Fax: (02) 6993 1288
Email: mail@hay.nsw.gov.au

File: 9051

Contact: PRV
RM

30th June 2005

D. Donohue
Secretary Hay Art Group.
"Emsarell"
Hay NSW 2711

Dear Debbie,

Re – Hay Art Group use of Hay War Memorial Hall.

Please be advised that at the last ordinary meeting of the Hay Shire Council your application to use the Hay War Memorial Hall supper room was considered.

I am pleased to inform you that Council consented to the trial use of the supper room by the Art Group for a period of one year. The fee for this year is to be \$500.00. Any work to be carried out at the hall for the purpose of storage will be at the cost of the Art Group.

You should now arrange for the payment of the fee and the construction of the storage you require. Please keep me fully informed of the planned storage progress in the planning, pre-construction and construction phases. This will ensure that there are no misunderstandings and the work proceeds smoothly.

I am arranging for a new lock to be installed on the rear door of the supper room for which a key will be provided. Any additional keys will need to be obtained by the Art Group. It is recommended that the Art Group keep tight control and a register of the keys in use. Please recover any keys when people move away etc to ensure security at the hall.

Please Note. All equipment etc left at the hall will be at the Art Groups own risk.

Should you have any queries or require clarification on any of the above, please do not hesitate to contact me.

Yours faithfully

Roger McGrath
Director of Environmental Services

28 June 2005

C5 - Hay Art Group – Use of War Memorial Hall

REPORTING OFFICER	R McGrath
ATTACHMENTS	Letter from Hay Art Group
FILE NUMBER(S)	

INTRODUCTION

Hay Art Group have requested the use of the War Memorial Hall supper room on a trial basis.

COMMENTARY

Following the public meeting of potential users of the Hay War Memorial Hall and a subsequent meeting with the Director of Environmental Services and the Hay Art Group at the War Memorial Hall, the group has formally requested use of the supper room and some of the connecting side hallway for storage.

At the meeting in the Hall it was made clear to the Art Group that they would need to use the building in sympathy with the other users of the premises and ensure their own security for any materials stored there. The group was very interested in using the supper room and having some storage constructed at the end of the hallway where they could store equipment securely and ensure that they would not interfere with the other users of the Hall. In addition they would see it advantageous to be able to access the hall from the rear side door. The group is interested in a trial use of the hall for one year and they will undertake any work required at their own cost. The group has offered \$500 for this trial year.

The amount offered for the use of the supper room is not substantial, however the proposal is on a trial basis and they will need to carry out some minor construction work. Importantly the art group will increase the use of the hall. The current rental on the hall is \$15.50 per hour. At this rate, if the group were to use the hall, the hire for one hour's use per week would equate to \$806 per year. I would suggest that the fee for the use of the hall should be more than has been offered, at least \$1,000 per year. In any event the fee should be adjusted annually as Council sees appropriate.

Provided the Art Group securely stores their equipment after each use of the building I can see no reason why their use of the building would not be compatible with other users of the hall. If it proves successful the use should continue in subsequent years.

RECOMMENDATION

Council consent to the trial use of the supper room by the Art Group for a period of one year and Council determine the appropriate fee.

C5. Hay Art Group – Use of WMH
<i>Note: The General Manager declared a non pecuniary interest in the matter and did not take part in the discussions.</i>

227 **RESOLVED** that Council consent to the trial use of the supper room by the Art Group for an annual fee of \$500. (*Headon/McRae*)

GENERAL MANAGER'S REPORT TO THE ORDINARY MEETING OF COUNCIL

HAY SHIRE COUNCIL

TRIM NO 105/

Hay Art
PO Box 415
Hay 2711

30 May 2005

Mr R Behl
General Manager
Hay Shire Council
PO Box 141
Hay 2711

Dear Sir,

Proposed Use of War Memorial Hall

I refer to the discussions at the public meeting held on Thursday 19 May 2005 to consider the use of the War Memorial Hall and our subsequent on-site meeting with Director of Environmental Services Roger McGrath on 25 May 2005.

As indicated on both those occasions and in our written submission, the Hay Art Group is keen to obtain a "home" for our activities and the War Memorial Hall appears to offer the best option we have been able to ascertain.

Whilst our original interest centred on the hall proper, it became evident in the discussions that the use of this part of the hall had the potential to cause conflict with other users of the facility.

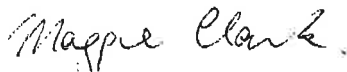
Following an inspection of the hall and our discussions with Mr McGrath we would like to formally lodge our interest in using the part of the building known as the supper room. We believe that our use of this section of the building would not conflict with any other users, even if the usages should be concurrent. We realise that there will be a few occasions when we would not be able to use the area, such as the debutante ball.

We have discussed with Mr McGrath the need to provide some partitioning and or storage area in the supper room for the storage of some of our materials. We understand that such works would need to be undertaken at our cost and under the supervision of Mr McGrath.

At this stage it is not known how many of our members would make use of the facility or how regularly. We understand that we would be responsible for leaving the supper room in a clean and tidy condition after each use.

We are requesting permission to use the supper room when and as required for a trial period of twelve months following which the situation could be reviewed. We make the offer of an annual contribution of \$500 for such usage.

Yours sincerely,



Maggie Clark
President



Debbie Donohue
Secretary

Hay Shire Council
Received
11 MAR 2005
Paper/Fax/Email
Trim No.....

HAY ART

President: M. Clark.
Secretary: D. Donohoe, "Emsarell", Hay.
Treasurer: C. Schiller.
Coordinator: W. Meggs.
Publicity Officer: N. Summers.

To the Mayor and the Members of the Hay Shire Council

A proposal from the group known as "Hay Art"

Re: An "Expression of Interest" in the use of the Hay War Memorial Hall.

"Hay Art" as a group was formed twenty one years ago this year and due to the increasing number of members we have been looking for a permanent venue for use as a workshop, studio area and public gallery.

We are endeavouring to put Hay on the Art map, so to speak, by holding Exhibitions, not only for ourselves but as support for charity, Motor Neurone Disease, and to add an extra attraction to Bishop's Lodge Spring Fair weekend, and at the time of writing, displaying art works, both at the Regional Shire Conference and Women's International Day.

The War Memorial Hall would make a great working gallery and tourist attraction for our town, it would suit us perfectly both in size and location. As we have become a strong group that is meeting twice a week and finding a suitable venue which is large enough has become a problem.

We would be willing to share the building as in having the Gallery accessible to all Art and Craft type groups as a community based gallery and also such groups as the gentle exercise group, would be welcome to use the hall.

We have visions that in the future the gallery would fund itself with sales, workshops and community use.

Please give this proposal your serious consideration, as we would like to promote the arts in our town for the benefit of Hay and its people.

Yours faithfully,



Hon. Secretary,
D. Donohoe,