Matter of Urgent Business

Report Item 16.1:
Harvey Lesser Hall Floor Refurbishment – Harvey Library Relocation

Harvey Council Chamber
Tuesday, 24 November 2026
4PM

Item No.:	**16.1**
Subject:	**Harvey Lesser Hall Floor Refurbishment – Harvey Library Relocation**
Proponent:	**Shire of Harvey**
Location:	**Shire of Harvey**
Reporting Officer:	**Manager Property Services**
Authorising Officer:	**Chief Executive Officer**
File No:	**F/37/00207**
Attachments:	**Nil**

Summary

Construction of the new Harvey Library requires the existing library to be relocated to the Lesser Hall during the construction period. To accommodate this relocation, refurbishment works are required at the Lesser Hall, including refurbishment of the Lesser Hall floor to allow for the additional load requirements of library infrastructure.

This item seeks Council approval for unbudgeted expenditure from the Building Maintenance Reserve to allow for the works to be completed and relocation to proceed.

Background

Shire Officers identified the Lesser Hall as a suitable temporary location for the existing Harvey Library while the new library building is being constructed. The Shire of Harvey's new library project was first endorsed by Council as part of the Harvey Community Precinct Master Plan on Tuesday, 23 August 2022 (Resolution 22/142)

Officers, in preparation for the relocation of the Harvey Library, undertook investigation of the Lesser Hall existing floor structure to ensure the floor has sufficient capacity to carry the loads required to relocate the existing library.

The existing floor was designed for a loading capacity of approximately 2 kPa (200 kg/m²), whereas a typical library floor loading requirement is 4 kPa (400 kg/m²), due to the additional imposed loads associated with bookshelves, book collections, equipment and public occupancy.

The condition investigation required the removal of existing floorboards to allow access to investigate the condition of the timber stumps, bearers and joists. It was found there was widespread significant damage due to termites and moisture being retained within the substructure area, the damage also included many structural timbers being situated within the soil profile. Significant remedial works and strengthening was identified as being required before the library could be relocated.

As a result, officers have undertaken a detailed design to allow for quotations to be sought. The works will comprise of a screw-pile foundation system, steel bearers and timber joists, with the existing timber floorboards being retained and reinstalled wherever possible.

This will provide the load-bearing capacity required and ensure the building is structurally suitable for its intended use as a temporary library facility.

Comment

The reinstatement of the Lesser Hall floor is a critical component of the overall Harvey Library relocation project. Completion of these works will allow the building to be utilised for its intended purpose and provide the necessary accommodation for library services while the new library is being constructed.

The project is time-sensitive, as the completion of the Lesser Hall refurbishment is directly linked to the relocation of the Harvey Library and the broader new library reconstruction project. Further delays in appointing a contractor may affect the overall project programme and the availability of the Lesser Hall for library operations.

The preferred contractor has advised that, if approved now, they can commence without delay. The required materials must be ordered and manufactured but are currently available. They have suggested they will attempt to complete the works by Christmas, the more likely delivery timeline will be mid-January if there are no further delays.

This would bring the project back into the required timeframes to allow for the relocation to occur in early 2027.

Statutory/Policy Environment

- *Local Government Act 1995*. section 6.8(1)(b) - allows Council, by Absolute Majority to authorise expenditure from the Municipal Fund for a purpose that was not included in the adopted annual budget.
- Local Government (Financial Management) Regulations 1996.
- Shire of Harvey Purchasing Policy.

Strategic Framework

The Shire's Council Plan 2025–2035, states:

Pillar 3 – Place:	A liveable, sustainable and well-designed built environment that is accessible to all.
Objective 15:	Ensure Shire facilities, buildings, gardens and grounds are fit for purpose and well maintained.

Community Engagement

Community Participation Goal

Inform: To provide the public with balanced and objective information to assist them in understanding the problems, alternatives and/or solutions.

The refurbishment works are primarily operational and relate to the renewal of an existing Shire building asset. No separate community consultation has been undertaken specifically for the floor reinstatement works. Community communication regarding the temporary relocation of library services will be managed as part of the broader library relocation project.

Promise to the Community

Inform: We will keep you informed.

The Shire is committed to maintaining access to essential community services and ensuring its facilities remain safe and fit for purpose.

Risk Management

The Risk Theme Profile identified as part of this report is **Inadequate Asset Sustainability Practices**. The probable consequence could be ***Financial***. The rating is assessed as ***Moderate*** and the likelihood as ***Possible***, resulting in a ***Medium*** Risk being present.

The following risks have been identified in relation to the project:

- Financial risk: Delays in approving the additional funding may impact the Shire's ability to complete the refurbishment within the anticipated timeframe which will also impact the New Library Reconstruction Project.
- Operational risk: Delays in completing the floor reinstatement may affect the planned relocation of the Harvey Library and the associated operational arrangements.
- Project delivery risk: Delays in issuing the Purchase Order may affect the contractor's availability and the procurement of materials, particularly the fabrication of the steel bearers.
- Building condition risk: Further delays in reinstating the floor may prolong the period during which the Lesser Hall cannot be utilised for its intended purpose.

Budget Implications

The overall estimated cost of the Lesser Hall refurbishment and library relocation project is $221,753 (excluding GST). The project currently has an approved budget allocation of $100,000 (GL115105), with a further $24,000 and $15,862 identified from the Harvey Library Maintenance (GL 70179) and Main Hall Maintenance (GL 70060) budgets respectively. This leaves an estimated funding shortfall of $81,891.

It is proposed the Shire allocated the additional $81,891 against Job Number 70701 – Harvey Town Hall Capital Maintenance and transfer funds from the Building Reserve (General Ledger Account – 111405) to support the completion of the Lesser Hall refurbishment project. at an estimated cost of $105,891 excluding GST.

Authority/Discretion

Executive: The substantial direction setting and oversight role of the Council e.g., adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

Voting Requirements

Absolute Majority

Officer's Recommendation

That Council:

1. Approves additional unbudgeted expenditure of $82,000 against Job Number 70701 – Harvey Town Hall Capital Maintenance, pursuant to section 6.8(1)(b) of the *Local Government Act 1995*, towards the refurbishment and reinstatement of the Lesser Hall floor as part of the Harvey Library relocation project.

2. Approves the transfer of $82,000 from the Building Reserve to the Municipal Fund to fund the additional expenditure.

3. Authorises the Chief Executive Officer to depart from the requirements of clause 3.3.4 of the Shire's Purchasing Policy 2.2.8, where it is considered in the public interest to maintain the progress of the Harvey Library relocation project, and to undertake all necessary arrangements to facilitate the completion of the works.

BY ABSOLUTE MAJORITY