ATTACHMENTS

WORKS AND SERVICES
COMMITTEE MEETING

13 April 2016

6.00pm

City of Albany Council Chambers

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Memorandum of Understanding

This document represents an agreement between Water Corporation, the Department of Water and City of Albany

Purpose

The purpose of this Memorandum of Understanding (MOU) is to outline The City of Albany's commitment to the Waterwise Council Program (the Program) and detail the organisation's commitment to build a cooperative working relationship to improve water use in the City of Albany area and increase awareness of the importance of water efficiency and conservation in the community.

Term

This MOU will guide the working relationship between the parties to achieve the MOU intent for a period from the date of its signing until either party decides it no longer wishes to participate in the Program. At that time, the working relationship between the parties will be reviewed.

Background

Water Corporation and the Department of Water launched the Waterwise Council Program in 2009 to build a cooperative working relationship with local government to improve water use efficiency in their operations and their communities.

Population and economic growth combined with the changing climate are placing additional pressures on those planning, managing and using our water resources. In response, the State Government is creating a portfolio of options to meet our future water demands highlighting the importance of water use efficiency.

The partnership with local government is an essential component in achieving water savings in our communities. The Program will assist local government to improve water management of potable and non-potable sources for public open space and facilities. The Program also supports behavioural changes in the community by encouraging the use of products and services designed to reduce water demand.

Water Corporation and the Department of Water:

- **Will present the council with an official acknowledgement of achievement on completion of the program criteria. Additional recognition will be provided to endorsed councils that have achieved significant progress towards best practice water efficiency in council operations and the community.**
- **Will provide the council with branding to promote the council as Waterwise.**
- **Will promote the council as Waterwise through any relevant advertising campaigns and on both the Corporation and Department's websites.**

- **Will provide access to Waterwise training including all training materials at no charge to councils participating in the Program.**

City of Albany:

- **Will work with Water Corporation and the Department of Water to improve water management and champion water efficiency, take part in appropriate promotional activities and encourage all appropriate staff to undertake relevant waterwise training.**

- **Will commit to meeting the Program criteria as detailed below:**

    1. **Council commitment – sign this Memorandum of Understanding confirming the council's commitment to participate in the Waterwise Council Program.**

    2. **Review council water consumption and create a Water Efficiency Action Plan for potable and non-potable water sources for all council operations and the community.**

    3. **Ensure that appropriate staff members complete Waterwise training.**

    4. **No breaches of groundwater licence terms or conditions set by the Department of Water and no breaches of scheme water usage in the past 12 months. (This includes permanent water efficiency measures)**

    5. **Report annually to retain Waterwise Council endorsement. Evidence to demonstrate compliance with the Program criteria will be requested every year. Should a council fail to meet the criteria, Water Corporation and the Department of Water may remove the council's endorsement status. If endorsement is withdrawn this automatically removes the council's right to use the Program branding.**

- **Will recognise the partnership with Water Corporation and the Department of Water through promotion where appropriate on the council's website, on materials and at events.**

Future Commitments

1. **The parties commit to:**

    1. **Recognise and protect the intellectual property that parties may invest in the preparation of any promotion or offer.**

    2. **Ensure logos used on all promotional materials are used in accordance with the organisation's guidelines and that the appropriate approvals are received prior to use.**

    3. **Nominate a point of contact at each organisation that will be responsible for overseeing progress towards the purpose of this MOU.**

2. The parties will not disclose, advertise, or publish the details of this MOU without the prior written consent of the other parties, unless required to do so under law.

No Obligations

The parties agree that in working towards the purpose of this MOU they will deal with each other and conduct themselves in accordance with good commercial business and industrial practice.

The relationship between the parties is limited to carrying out the purpose of the MOU.

This MOU does not preclude either organisation from developing similar mutually beneficial understandings with other parties.

Date of Effect

<XX/XX/XXXX >

For Water Corporation

By: _____

Name:

Title:

Date:

For Department of Water

By: _____

Name:

Title:

Date:

For City of Albany

By: _____

Name:

Title:

Date:

Government of Western Australia
Department of Water

WATER CORPORATION

GSRRG ROAD PROJECT - IMPROVEMENT														
Program	**Type**	**Road Name**	**Road ID**	**Locality**	**Work Required**	**Section**	**SLK Start**	**SLK End**	**Extent**	**State Funding**	**CoA Funding**	**TOTAL**	**Seal Width**	**Year**
ROAD CONSTRUCTION	Upgrade	MILLBROOK RD	0004	Millbrook	Reconstruct and widen		9.12	10.6	1.48	400,000	200,000	600,000		2016/17
ROAD CONSTRUCTION	Upgrade	NORWOOD RD	0003	Lower King	Undertake localised reconstruction where pavement shows signs of failure and reseal existing surface		1.10	2.40	1.3	400,000	200,000	600,000		2016/17
ROAD CONSTRUCTION	Upgrade	MILLBROOK RD	0004	Millbrook	Reconstruct, widen and improve drainage		10.60	12.20	1.60	400,000	200,000	600,000	7.0	2018/19
ROAD CONSTRUCTION	Upgrade	MILLBROOK RD	0004	Millbrook	Reconstruct, widen & improve drainage		12.20	14.00	1.80	400,000	200,000	600,000	7.0	2019/20
ROAD CONSTRUCTION	Upgrade	NORTH RD	1015	Yakamia	Construct new roundabout	Sanford Rd Intersection	1.62	1.72	0.10	666,667	333,333	1,000,000		2019/20
ROAD CONSTRUCTION	Upgrade	MILLBROOK RD	0004	Millbrook	Reconstruct, widen & improve drainage	To Albany Hwy	14.00	16.20	2.20	500,000	250,000	750,000	7.0	2020/21
ROAD CONSTRUCTION	Upgrade	TOWNSEND ST	1042	Lockyer	Reconstruct & widen		0.00	0.72	0.72	300,000	150,000	450,000	7.2	2020/21
ROAD CONSTRUCTION	Upgrade	RUFUS ST	0137	Milpara	Reconstruct, widen & improve drainage		0.00	0.62	0.62	240,000	120,000	360,000	7.2	2021/22
ROAD CONSTRUCTION	Upgrade	LOWER KING RD	0605	Bayonet Head	Reconstruct, widen & improve drainage		1.46	2.15	0.69	333,333	166,667	500,000	8.0	2022/23
ROAD CONSTRUCTION	Upgrade	PALMDALE RD	0010	Kalgan	New seal on gravel road		11.83	14.10	2.27	500,000	250,000	750,000	6.0	2022/23
ROAD CONSTRUCTION	Upgrade	LOWER KING RD	0605	Collingwood Park	Reconstruct, widen & improve drainage		0.27	1.46	1.19	466,667	233,333	700,000	8.0	2023/24
ROAD CONSTRUCTION	Upgrade	PALMDALE RD	0010	Kalgan	New seal on gravel road		14.10	16.35	2.27	500,000	250,000	750,000	6.0	2024/25

GSRRG ROAD PROJECT - PRESERVATION														
Program	**Type**	**Road Name**	**Road ID**	**Locality**	**Work Required**	**Section**	**SLK Start**	**SLK End**	**Extent**	**State Funding**	**CoA Funding**	**TOTAL**	**Seal Width**	**Year**
ROAD PRESERVATION	Renewal	LOCKYER AVE	1009	Albany	Reconstruct failing section of pavement and renew drainage		0.72	0.97	0.25	200,000	100,000	300,000	12.9	2016/17
ROAD PRESERVATION	Renewal	ALBANY HWY	1269	Albany	Undertake extensive Geotechnical investigation, to determine underlying causes of pavement defects, and possible remediation options.	Wellington Street to Barker St (E)	1.00	1.58	0.58	16,667	8,333	25,000		2016/17
ROAD PRESERVATION	Renewal	MIDDLETON RD	1007	Albany	Remove & resurface		0.12	2.60	2.48	1,000,000	500,000	1,500,000		2017/18
ROAD PRESERVATION	Renewal	ALBANY HWY	1269	Albany	Reconstruct	Wellington Street to Barker St (E)	1.00	1.58	0.58	300,000	150,000	450,000	7.5 (E side)	2018/19
ROAD PRESERVATION	Renewal	LOWER DENMARK RD	0607	Mt Elphinstone	Reconstruct, improve drainage		0.76	2.02	1.26	400,000	200,000	600,000	6.3	2018/19
ROAD PRESERVATION	Renewal	KOJANEERUP WEST RD	0021	South Stirling	Second Coat Seal of primer seal		0.00	13.44	13.44	270,000	135,000	405,000	7.0	2019/20
ROAD PRESERVATION	Renewal	PALMDALE RD	0010	Kalgan	Reconstruct sections showing signs of failure		2.4 4.28	2.94 4.8	1.06	300,000	150,000	450,000	6.5	2020/21
ROAD PRESERVATION	Renewal	CAMPBELL RD	1009	Mira Mar	Reconstruct & asphalt	North Rd to Cockburn Rd	0.47	0.57	1.00	400,000	200,000	600,000	9.2	2021/22
ROAD PRESERVATION	Renewal	COLLINGWOOD RD	0294	Collingwood Park	Asphalt Overlay	Angove Rd to Troode St	0.40	2.14	1.74	300,000	150,000	450,000	8.1	2021/22
ROAD PRESERVATION	Renewal	COLLINGWOOD RD	0294	Collingwood Park	Second Coat Seal of primer seal	Troode St to End	2.14	3.73	1.59	60,000	30,000	90,000	7.2	2021/22
ROAD PRESERVATION	Renewal	BRUNSWICK RD	1004	Albany	Asphalt overlay	Stirling Tce to Bolt Tce	0.00	0.38	0.38	100,000	50,000	150,000	8	2021/22
ROAD PRESERVATION	Renewal	STIRLING TCE	1003	Albany	Asphalt overlay	Festing St to York St, Spencer St to Bridges	0.00 0.70	0.39 1.03	0.72	240,000	120,000	360,000	10.8, 8.9	2022/23
ROAD PRESERVATION	Renewal	ALBANY HWY	1269	Albany	Reconstruct & asphalt	Jeffries Street to Wellington St (W)	1.00	1.70	0.70	400,000	200,000	600,000	7.5	2023/24
ROAD PRESERVATION	Renewal	GOLF LINKS RD	1014	Collingwood Park	Reconstruct & asphalt		0.00	0.90	0.90	400,000	200,000	600,000		2023/24

ROAD PRESERVATION	Renewal	ALBANY HWY	1269	Albany	Reconstruct failed sections & asphalt	South Coast Hwy to Wellington St (E & W)	0.00	1.00	1.00	500,000	250,000	750,000	15	2024/25

STATE BLACK SPOT PROJECT

Program	Type	Road Name	Road ID	Locality	Work Required	Section	SLK Start	SLK End	Extent	State Funding	CoA Funding	TOTAL	Seal Width	Year
ROAD CONSTRUCTION	Upgrade	BAY VIEW DR	514	Little Grove	Install line marking and splitter islands to increase visibility and priority of intersections	Jeffcott St/Queen St	1.30	1.34	0.04	20,000	10,000	30,000		2016/17
ROAD CONSTRUCTION	Upgrade	COOGEE ST	317	Milpara	Local Area Traffic Calming – Blister islands		0.00	0.70	0.70	29,333	14,667	44,000		2016/17
ROAD CONSTRUCTION	Upgrade	HILL ST	329	Albany	Delineation and shift of road movement priority.					15,583	8,457	24,040		2016/17
ROAD CONSTRUCTION	Upgrade	SERPENTINE ROAD	1017	Albany	Traffic calming / Intersection upgrades	Alicia St to Parade St	0.234	0.24		40,000	20,000	60,000		2017/18
ROAD CONSTRUCTION	Upgrade	WAKEFIELD CRES	1203	Mira Mar	Realign the intersection, improve advanced warning signage and installation of centre lead-in line to improve the approach to the intersection		0.23	0.25		12,000	6,000	18,000		2018/19

NATIONAL BLACK SPOT PROJECT

Program	Type	Road Name	Road ID	Locality	Work Required	Section	SLK Start	SLK End	Extent	State Funding	CoA Funding	TOTAL	Seal Width	Year
ROAD CONSTRUCTION	Upgrade	TENNESSEE ROAD SOUTH	35	Albany	Install curve warning signage, undertake vegetation pruning, improve vertical curves, cutting and reshaping of table drains		3.40	5.10	1.70	150,000	150,000	150,000		2016/17

COMMODITY ROUTES SUPPLEMENTARY FUNDING (CRSF)

Program	Type	Road Name	Road ID	Locality	Work Required	Section	SLK Start	SLK End	Extent	State Funding	CoA Funding	TOTAL	Seal Width	Year
ROAD CONSTRUCTION	Upgrade	PALMDALE ROAD	0010	Palmdale	Resheet and seal		9.03	11.83	2.80	106,667	53,333	160,000		2016/17
ROAD CONSTRUCTION	Upgrade	WARRIUP ROAD	0018	Green Range	Resheet existing gravel road, clear and reshape drains		8.40	12.00	4.60	100,000	50,000	150,000		2016/17

CONCEPT PLAN LEGEND :

- Coloured concrete path - light
- Coloured concrete path - dark
- Grey concrete path
- Rotunda pavement
- Turf
- Planting mixes
- Existing tree
- Proposed tree
- Concrete seat
- Block pavers
- Bench seat
- Urn and plinth
- Existing retaining wall
- Proposed retaining wall
- Universal access
- Pedestrian crossing points
- Public artwork location
- Bollards
- Stage boundary
- Existing electrical box

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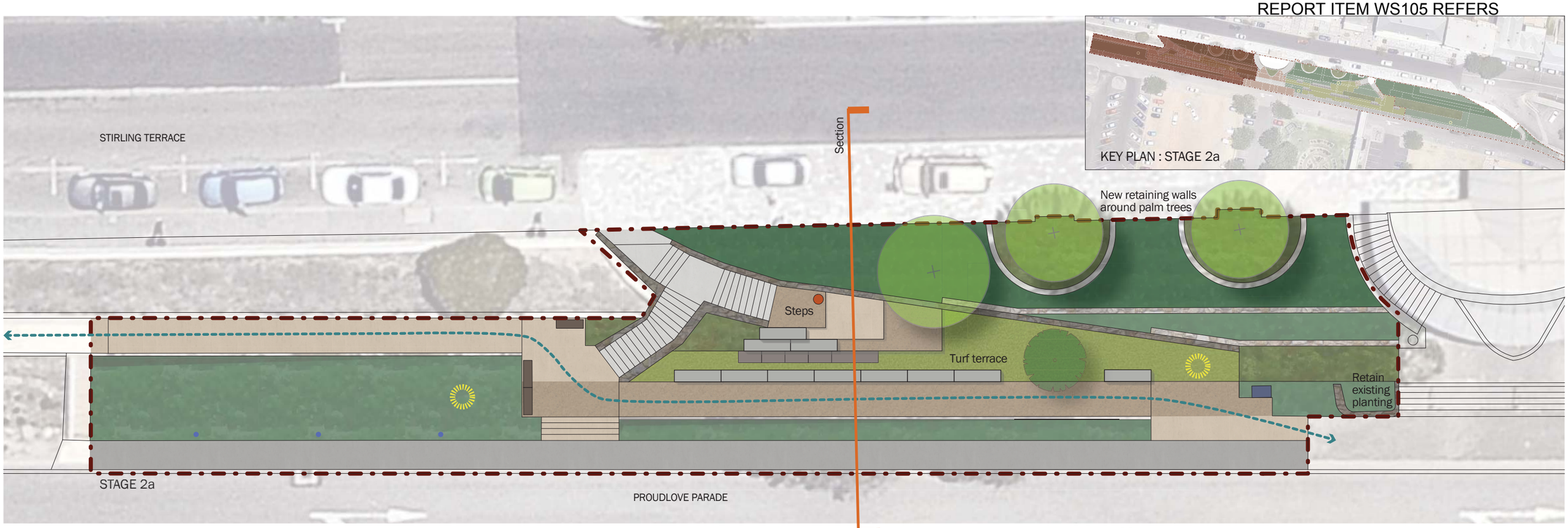
Queens Gardens, Proudlove Parade: Concept Design, General Layout

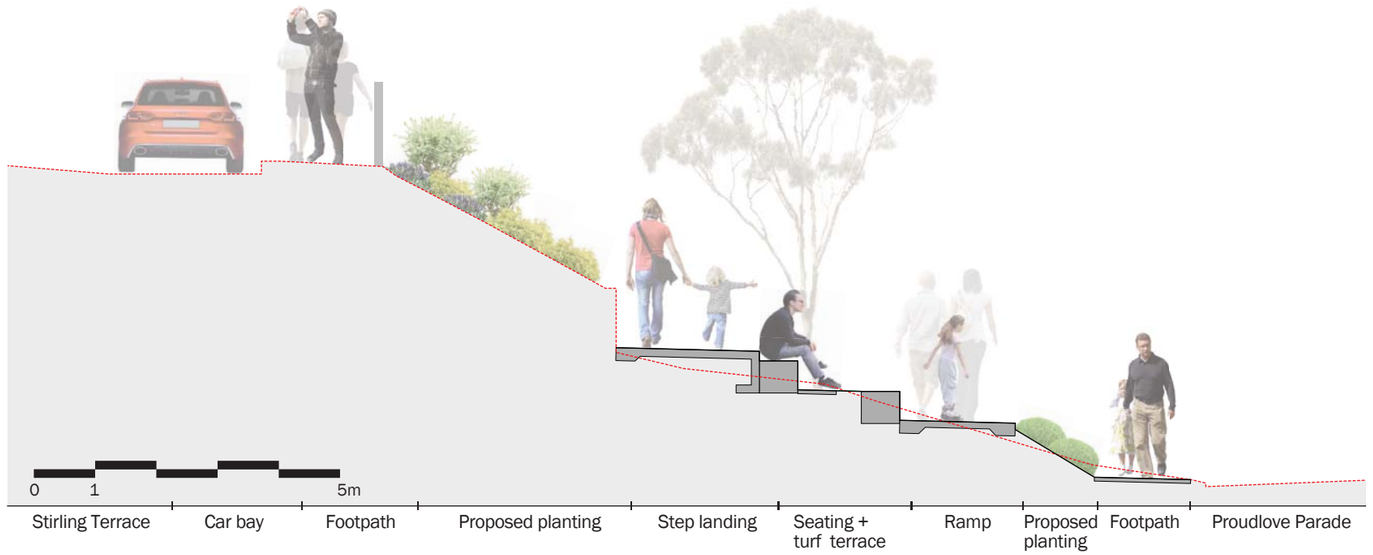
Scale: 1:250 at A1 | Drawing: W-A5509.00 | Sheet: 01 | Revision: 01 | Date: 27/11/2015

Client: City of Albany



CONCEPT PLAN LEGEND :

- Coloured concrete path - light
- Coloured concrete path - dark
- Grey concrete path
- Turf
- Planting mix 1
- Planting mix 2
- Planting mix 3
- Existing tree
- Proposed tree
- Concrete seat
- Block pavers
- Bench seat
- Existing retaining wall
- Proposed retaining wall
- Universal access
- Public artwork location
- Existing bollards relocated
- Stage boundary
- Existing electrical box
- Urn and plinth



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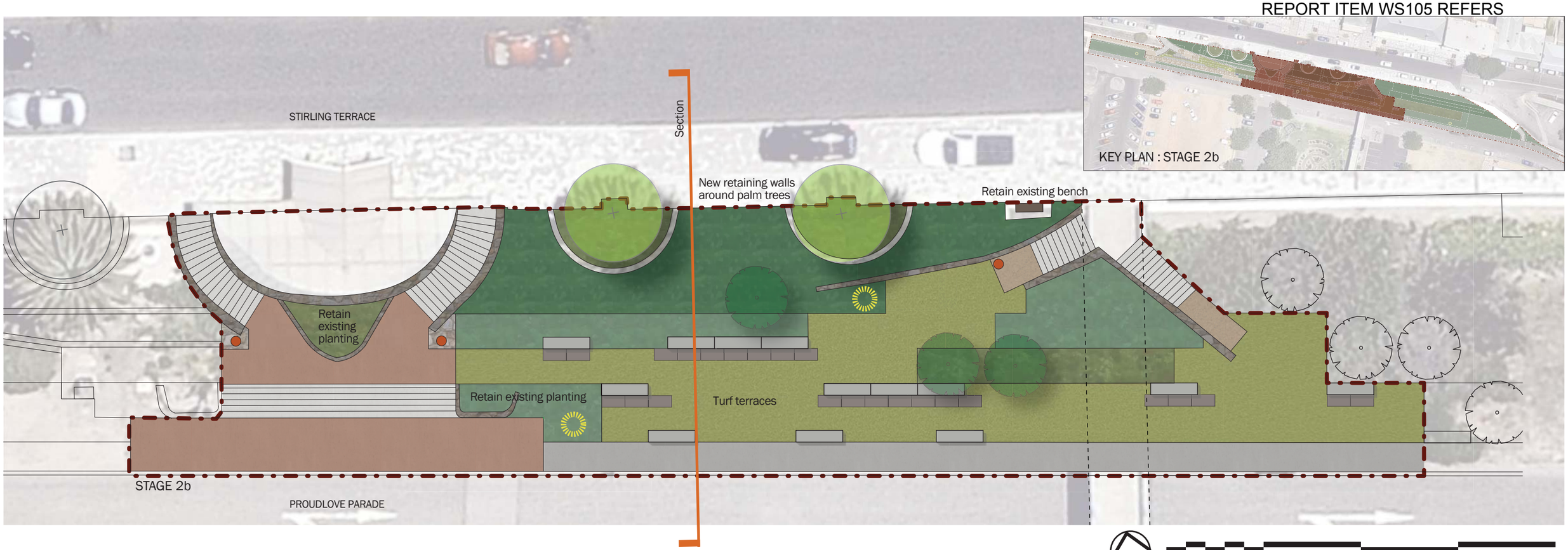
Queens Gardens, Proudlove Parade: Concept Design - Stage 2a

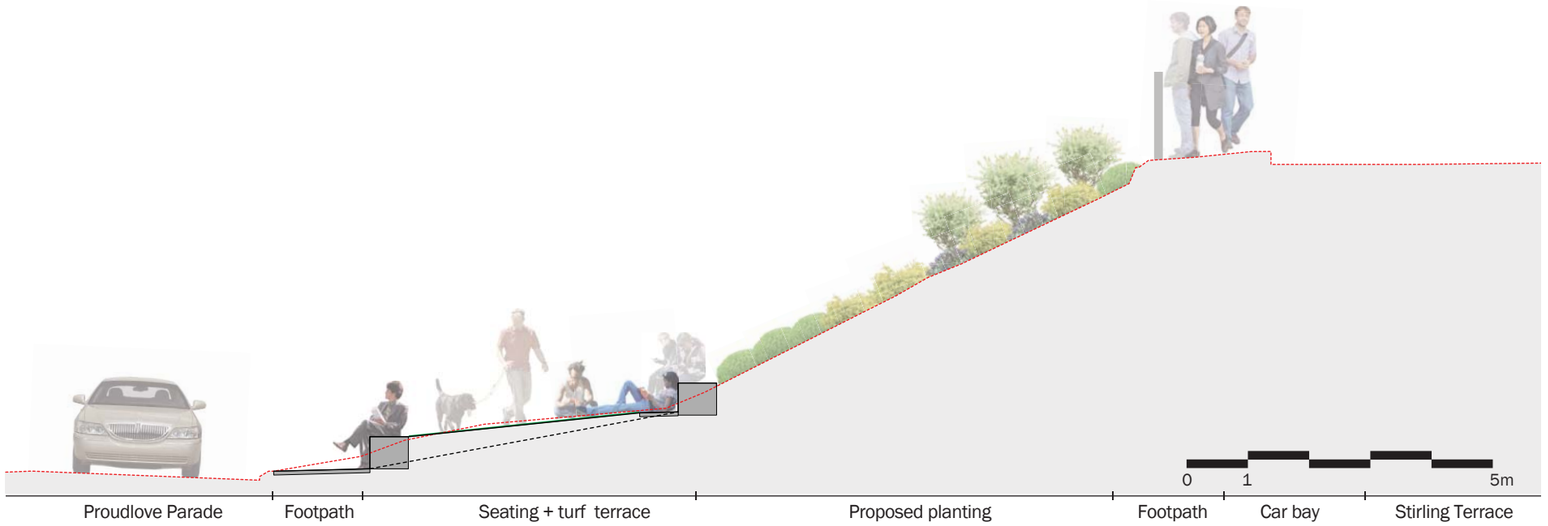
Plan Scale: 1:200 at A3
Section Scale: 1:100 at A3
Drawing: W-A5509.00
Sheet: 02
Revision: -
Date: 27/11/2015
Client: City of Albany

REPORT ITEM WS105 REFERS



CONCEPT PLAN LEGEND :

- Coloured concrete path - light
- Coloured concrete path - dark
- Grey concrete path
- Rotunda pavement
- Turf
- Planting mix 1
- Planting mix 2
- Planting mix 3
- Existing tree
- Proposed tree
- Concrete seat
- Block pavers
- Bench seat
- Urn and plinth
- Existing retaining wall
- Public artwork location
- Stage boundary



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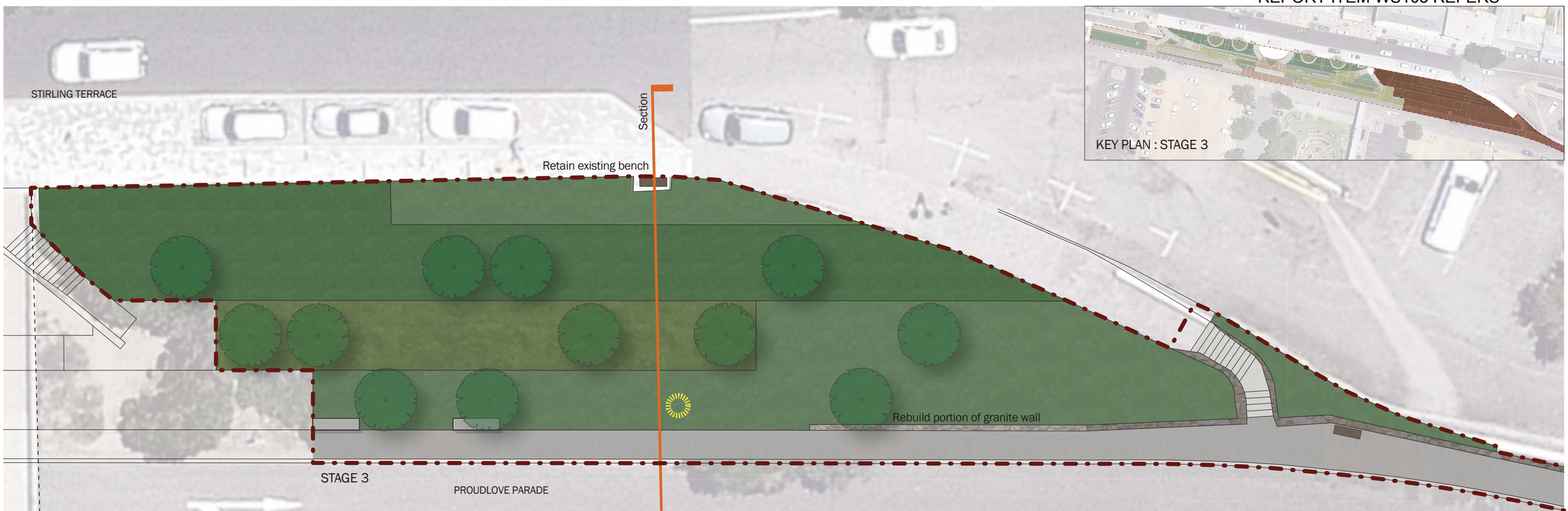
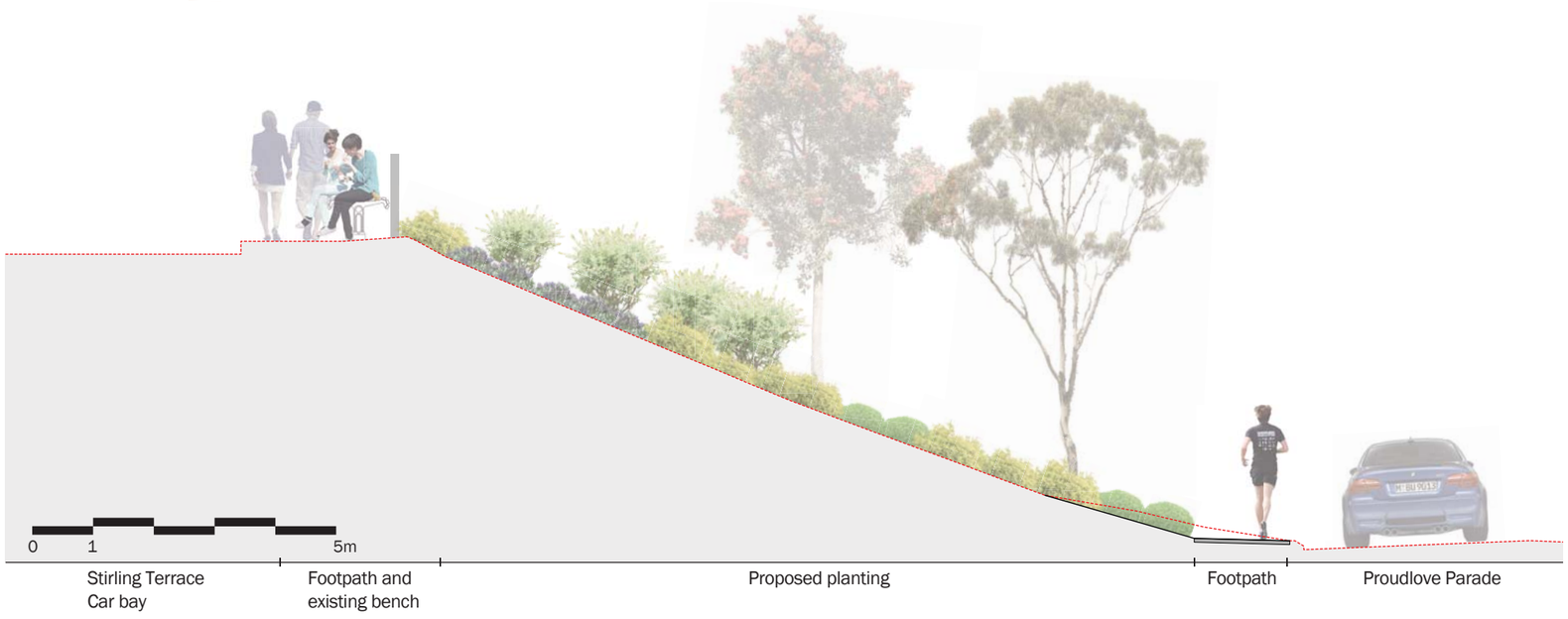
Queens Gardens, Proudlove Parade: Concept Design - Stage 2b

Plan Scale: 1:200 at A3
Section Scale: 1:100 at A3
Drawing: W-A5509.00
Sheet: 03
Revision: -
Date: 27/11/2015
Client: City of Albany



CONCEPT PLAN LEGEND :

- Grey concrete path
- Planting mix 4 (group arrangement to complement formal European heritage design)
- Proposed tree
- Concrete seat
- Bench seat
- Existing retaining wall
- Proposed retaining wall
- Public artwork location
- Stage boundary



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Queens Gardens, Proudlove Parade: Concept Design - Stage 3

Plan Scale: 1:200 at A3
Section Scale: 1:100 at A3
Drawing: W-A5509.00
Sheet: 04
Revision: -
Date: 27/11/2015

Client: City of Albany


arget.


Target
McDonald's

City of Albany
Heritage Assets
Maintenance and Conservation Issues

Site: OLD POST OFFICE (now UWA) – **Table of Background Information**

Building/Location	**Problem**	**Notes**
Timber verandah (south)	Deterioration	Historic photographs dated from 1870 confirm that the verandah is an original element of the 1869 building, and for the most part is the same today as was built. The western verandah and returns were removed to accommodate the 1897 building. The other major change was the installation of the concrete plinths on which the ground floor posts are sitting. There is no evidence to suggest that major reconstruction of the verandah has ever occurred but likely only replacement/repair on a needs basis. Therefore the majority of the verandah is likely to be authentic fabric. The balustrading could be replacement definitely on the east and verandah return section but could be all balustrading (*Baxendale report notes the balustrading appears relatively recent replacement and currently overall in good condition*). **Conservation Plan** • The concrete plinths are noted as Intrusive (p. 98) • The 50mm jarrah boards on verandah floor are noted as intrusive (p. 97) The CP makes a case for "Reconstruction" (p. 104) where there is clear evidence for accurate reconstruction; where circumstances make it appropriate, and that the necessary skills are available. It also notes that conservation of other elements could be achieved during reconstruction such as restore windows.

Roof	Weight loading Replacement fabric	Shingles were original roof fabric on both sections Roof was reshingled in 1925 – possibly only the 1896 section Shingles replaced with Marseille tiles 1949 **Conservation Plan** • The tiles are noted as intrusive (p. 98). It recommends reverting back to shingles or to a smaller tile that would look more like a shingle. • Roof plumbing should be ogee form gutters, circular downpipes with decorative rainwater heads (p. 111)
General		Check Hobbs Smith and Holmes report (1984) "Report of Old Albany Post Office Roof and Front Verandah Restoration" which might elucidate further on replacement fabric and other conservation works that were undertaken at this time that might have a bearing on authenticity. No original plans are included in the CP – some plans are available form National Archives.

COMMENTS AND RECOMMENDATIONS

Building Condition Assessment Report

A Building Condition Assessment Report on the verandah was prepared for the City of Albany by Peter Baxindale Consulting Engineer (Feb 2015). Overall Peter suggests that the original structural members of the verandah are generally sound but there are some serious problems in localised areas. As the work has commenced, further issues of deterioration and structural integrity are becoming evident. The roof tiles were also mentioned in the report as degraded and needing replacement and/or refixing.

Peter notes in his report that no documents were available at the time of inspection. I have therefore reviewed the Conservation Plan (2001) which is the most relevant document. I do not have a copy of the Hobbs Smith and Holmes "Report of Old Albany Post Office Roof and Front Verandah Restoration" (1984) but this should also be reviewed for relevant information. There is not a great deal of detail on the verandah in the CP but a few pieces of helpful information none-the-less.

Peter notes (p. 6) that the age of the structure is not clear but likely to be a '…replacement of the original by some generation' with probably some fabric recycled/reused, some of which dates back to the original construction. As noted in the table above, apart from some site specific repair/remediation, there is no available documentary evidence to suggest that the verandah has undergone a major reconstruction but only ad-hoc works as required. There is certainly evidence of repair to original fabric (e.g. new scarf joints) and new material being added (steel fascias) but generally the verandah would be considered to have a medium-high level of authenticity. In this light several considerations need to be given to how to manage the present and ongoing conservation and maintenance of this structure. Any options need to be measured against best practice and heritage principles.

Peter's report does not identify what timber is to be used for replacement members or for scarfing. It can be assumed that this is possibly jarrah.

OPTION 1: LOCALISED CONSERVATION AND REPAIR WORK

Do the localised repair work as outlined by Peter in his report and including the additional areas that have also been revealed as requiring attention. This work is regarded as "reconstruction".

This is a good conservation approach and aligns with the principles of the *Burra Charter*.

A major program of "preservation" would still need to be undertaken in concert with this approach to retard future deterioration of the original fabric that is retained. Preservation will also aid the structural integrity and safety of the verandah. For example:

- a regime of painting all painted timber and oiling all unpainted timber to be implemented
- the application of a fungal rot deterrent into all timbers
- checking all roof plumbing is in good working order.

> ***Note on painting*** *– ensure that the paint is not so impenetrable that moisture is trapped behind it and therefore will rot the timber. Some permeability needs to be factored into the paint.*

Also, other works would need to be attended to (as per Peter's report) such as:

- Replacement of metal fixings with more durable contemporary metals (i.e. stainless steel)
- ensuring that there is drainage allowed for the verandah floor
- replacing all steel fascias with timber and ensure slightly proud of beam to allow drying/ventilation.

Other issues:
The availability and quality of jarrah (hardwood) – well seasoned dry jarrah is difficult to source. Using green timber is problematic as it can compromise structural integrity as it dries and settles.
An appropriate other wood needs to be identified for use.
Option:
An option might be to source a stock of jarrah now and store securely and safely to allow for time to season and dry. This would be a good approach for Option 1 or 2.

CONCERN: More deterioration will/may be revealed during this work program and continue to occur on an ongoing basis particularly in cases where other fundamental problems are not resolved. Therefore structural and safety issues could be ongoing.

OPTION 2. REMOVE THE VERANDAH COMPLETELY AND UNDERTAKE A PROGRAM OF RECONSTRUCTION

There could be a case made for this if the bespoke repair work becomes too onerous, costly and not practical because of the ongoing use and need of the verandah by the university. Safety of the verandah is paramount.

As this might be a medium to longer term strategy (it may depend on ability to fund the work) then localised repair work should be carried out as a short term solution as per Peter's report.

Reconstruction of this scale would involve a major task of documenting the existing verandah, all parts and all stages of the process of removal, salvaging as much original timber and other fabric as possible and reinstating (where possible) back into its original location when the verandah is reinstated. It would also mean introducing some new fabric (wood) as well as other elements (such as the fixings). These new elements should be documented and also potentially readable as new only on close inspection (i.e. from a general view the verandah should look 'authentic').

This could be considered also as a good conservation outcome and aligning with the principles of the *Burra Charter* as long as it is undertaken in a methodical, informed and supervised manner.

Intention
The intention of this approach covers the following:

- To resolve all current structural issues that are evident and also those that are not evident
- To make the verandah structurally sound and safe both when walking on or in proximity to the verandah

- To reconstruct the verandah back to its original design (i.e. remove concrete plinths and other introduced intrusive elements)
- To give the verandah a renewed long life – noting that regular maintenance will be committed to particularly of original remaining and fragile fabric.

Approach

- This would need the input of both a heritage architect and a structural engineer.
- Original plans of the verandah should be sourced as well as historic photographs
- Impact needs to be measured (*refer below*)
- The identification of the type of any replacement timber to be used.
- Proper and safe storage of all salvaged fabric needs to be secured for the duration of the works.
- A demolition management plan and archaeological watching brief may be required.

Impacts

The potential or known physical impact on the building of both the removal and reinstatement of the verandah will need to be considered and investigated by a heritage architect and structural engineer. This will need to be done prior to commencement of any work. Although it is not realistic to assume that all impacts can be known until work proceeds, some analysis of likely impacts as well as how to manage exposed fabric for the duration of the construction works needs to be undertaken.

OTHER ISSUES THAT NEED TO BE CONSIDERED IN ANY APPROACH

Concrete Plinths

The question of the concrete plinths also needs to be considered as they are causing deterioration of the level 1 columns. They are also identified as intrusive in the Conservation Plan. However, because the timber columns have been cut to sit on the plinths a new scarfing joint would need to be installed or new columns fabricated and installed. Also a new solution to supporting the columns on the ground would need to be identified. Timber posts/columns are best supported on free draining aggregate.

Reroofing

Significant retiling is needing to be undertaken in the short term as failing and degraded tiles are exacerbating the deterioration of the timber members and floor of the verandah. It is likely that a whole re-roofing will be required in the medium term. Clay tiles in this environment (which could be classified as coastal/marine) will degrade faster because of the salts in the air.

Much of the damage to the verandah is being caused by the additional loading of the roof owing to the weight of the tiles which replaced original timber shingles.

The question now arises about whether this is the opportune time to consider the re-roofing. This would particularly be the case should the verandah be removed and reconstructed. The Conservation Plan recommends reverting back to shingles or replacing the current tiles with smaller profile tiles which would be more akin to shingles. However, re-shingling is not a practical solution. Changing to a smaller tile is only introducing another new element and would likely require a more onerous

maintenance regime. The most practical solution, and one which could be argued with regards good conservation practice, would be to reroof in corrugated galvanised iron.

RECOMMENDATIONS:

Ask Peter Baxindale to undertake another analysis/assessment to observe the other issues that have subsequently been revealed, as well as to provide advice specifically on, or a case for, the potential to dismantle and reconstruct the verandah.

Should the work continue as he originally outlined then advice still needs to be sought or further investigations made on the best and most appropriate:

- paint
- treatment for unpainted timbers
- fungal rot treatment
- replacement timber

Should dismantling/reconstruction of the verandah be considered a viable option then the following should be done:

- Have Peter Baxindale provide a report on why this approach is being taken
- Approach a heritage architect for some preliminary advice on methodology, conservation outcomes, best practice etc. to the reconstruction work – this can be done in association with the structural engineer.
- An informal approach to be made to the State Heritage Office (SHO) to sound out their response to this proposal.
- If the SHO are amenable to the strategy, then formal Development Application documentation (including heritage impact statement) can be prepared for planning approval with the City and for formal advice from SHO.

Note that the approval for reconstruction of the verandah may also include approval for reroofing of the building in new fabric (corrugated gavlanized iron). If this is the case then both matters should be dealt with concurrently.