
NARROMINE SHIRE COUNCIL
ORDINARY MEETING BUSINESS PAPER – 11 MARCH 2020
REPORTS TO COUNCIL – COMMUNITY AND ECONOMIC DEVELOPMENT

1. HUB N SPOKE PROJECT UPDATE

Author	Director Community and Economic Development
Responsible Officer	Director Community and Economic Development
Link to Strategic Plans	CSP – 2.3.2 Support the growth and development of new and existing businesses and industry

Executive Summary

The purpose of this report is to update Council on the development of the Hub N Spoke Co working space planned for the former Family Day Care Building at 37 Burraway Street.

Report

It has been previously outlined that the former Family Day Care Building be repurposed to host a co working space that would be available to cater for people to utilise as a suitable workspace on a casual basis.

The business premises could cater for a minimum of 12 users at a time with access to semi-permanent and hot desk type of workstations. The outdoor space offers room for break out meetings and over time could be further developed for additional usage.

Since the concept was first discussed at the November 2019 Council meeting and funding allocated staff have been working to finalise a scope of work for the construction to take place. This has included ensuring that disability access is assured and redesigning the amenities within the workspace.

Staff have also been working with potential users to understand what their needs are and what facilities should be made available. Research has also been undertaken to ensure that a modern practice can be applied to booking the facility, casually using the facility and how this might be paid for in the simplest way.

We are expecting that we will soon go out to local suppliers with a Request for Quotation prior to works commencing.

Works will be undertaken over the next several months prior to the Hub becoming available for general usage.

Financial Implications

Finance has previously been allocated to ensure the development of the Co working space. A total of \$237,000 is allocated towards the project including a contribution from Narromine Shire Council and the NSW State Government.

At this time no further contributions are expected.

1. HUB N SPOKE PROJECT UPDATE (Cont'd)

Legal and Regulatory Compliance

- *Environmental Planning & Assessment Act 1979*
- *National Construction Code*
- *Narromine Shire Council Procurement Policy 2019*

Risk Management Issues

There are several risk management issues to mitigate. These include the need to ensure that the budget for the redevelopment of the building is adequate and that the usage of the facility is enough to sustain the cost of maintaining the Hub.

In regard to usage we will aim to begin to market the opportunity once a date can be forecast to open. It is also expected that fees and charges to utilise the facility will be relatively low and will assist in facilitating business development as a result of the business network.

Consultation

NSW Government Agencies
Local business people who may be interested in utilising the facility
Disability access consultants
Narromine Shire Council Economic Development Group

RECOMMENDATION

That Council note the update provided in regard to the progress towards establishing the Narromine Co Working space.

Phil Johnston
Director Community and Economic Development