



**M I N U T E S**  
**STRATEGIC SPORT AND RECREATION COMMITTEE**  
**MONDAY 12 NOVEMBER 2018**  
**CITY OF KALAMUNDA ADMINISTRATION BUILDING,**  
**FUNCTION ROOM**

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**1.0 OPENING**

1.1 The Presiding Member opened the meeting at 6:03pm.

**2.0 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE PREVIOUSLY APPROVED**

**2.1 Attendance Members**

Terry Rolfe

Paul Curtis

Annaliese Arndt

Buster Aamot

Darryl Downing

Doug Harvey

Phil Barker

Allan Mappin

Brett Jackson

Director Asset Services (DAS)

**Staff**

Darren Jones

Nic Daxter

Fiona Stuart

Manager Community Development (MCD)

Leisure Planning Project Manager (LPPM)

Community Facilities Planning Officer (CFPO)

**Observers**

Nil

**2.2 Apologies:**

Frank Scardifield

Gary Ticehurst

Director Corporate Services (DCS)

**2.3 Leave of Absence Previously Approved** Nil

**3.0 CONFIRMATION OF MINUTES**

3.1 That the minutes of the Strategic Sport and Recreation Committee (SSRC) held on 25 October 2018, as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved:	<b>Annaliese Arndt</b>
Seconded	<b>Allan Mappin</b>
Vote	<b>Carried (8/0)</b>

#### **4.0 DISCLOSURE OF INTERESTS**

##### **4.1 Disclosure of Financial and Proximity Interests:**

- a) Members must disclose the nature of their interest in matters to be discussed at the meeting. (Section 5.65 of the *Local Government Act 1995*)
  - b) Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Section 5.7 of the *Local Government Act 1995*)
- Nil.

##### **4.2 Disclosure of Interest Affecting Impartiality**

- a) Members and staff must disclose their interests in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice.
- Buster Aamot declared interest affecting impartiality in regard to the EOI application from Kalamunda Districts Football Club (KDFC) as a member of Lesmurdie Mazenod Cricket Club (LMCC) who co tenant with KDFC at the Ray Owen Pavilion.

#### **5.0 CORRESPONDENCE**

- 5.1 • Nil.

#### **6.0 ITEMS FOR COMMITTEE CONSIDERATION**

##### **6.1 Committee to consider consensus scores for each EOI project and discuss which projects will progress to Stage Two**

Administration presented the consensus scores for review, comment and endorsement by Committee.

##### **6.2 Committee to endorse projects progressing to Stage Two**

The Committee endorsed the following projects to progress to Stage Two - detailed application:

- High Wycombe Junior Football Club – Installation of sports floodlighting at Scott Reserve;
- Kalamunda and Districts Football Club – Construction of two unisex changerooms at Ray Owen Pavilion;
- Kalamunda and Districts Rugby Union Club – Construction of a unisex changeroom at the Rugby Union Pavilion, Hartfield Park;
- Kalamunda Bulldogs Rugby League Club – Installation of sports floodlighting at Hartfield Park (old hockey fields);
- Kalamunda Districts Hockey Club – Construction of a synthetic hockey pitch at Hartfield Park;
- Forrestfield Districts Bowling Club – Extension of the existing clubrooms; and

- Forrestfield United Soccer Club – Needs and Feasibility Study to develop sporting facilities on Pioneer Park South.

The Committee did not endorse the Forrestfield Football Club – Construction of new changerooms or pavilion due to a needs and feasibility study being required to support their proposal. The Committee noted that Administration should work with the club to develop a future Capital Grant submission to undertake a needs and feasibility study for this project. The Committee noted that in the future more clubs will be required to undertake a needs and feasibility studies prior to applying for capital funding, therefore the Administration may wish to consider a budget allocation for clubs to undertake needs and feasibility studies.

Further information on the Committee's discussion on each project is provided within confidential Attachment One.

*Reason for confidentiality: Local Government Act 1995 (WA) Section 5.23 (2) (e) – "matter that if disclosed, would reveal – (i) a trade secret; (ii) information that has a commercial value to a person; or (iii) information about the business, professional, commercial or financial affairs of a person; - where the trade secret or information is held by, or is about a person other than the local government".*

### 6.3 **Reminder of application requirements and timelines for Stage Two**

Administration reviewed the application requirements and timelines for Stage Two applications with the Committee.

Applicants will need to provide the following information along with any additional items requested by the Committee to supplement the application:

- Answers to application form – Demonstrated community need
- Needs Assessment (If required)
- Feasibility Study (If required)
- Letters of support from SSAs and / or other user groups
- Audited financial records of the club for the last three years
- Confirmation of secured external funding sources (i.e. letter) or identified external funding sources to which they are eligible
- Detailed design drawings
- Two written quotes or cost estimate (Quantity Surveyor)
- Copy of minutes from Club committee endorsing project
- Club membership numbers (City representation)

The Stage Two application process closes on the 31 January 2019. The Committee will then be provided with copies of all relevant documentation prior to the next meeting of the SSRC on Monday, 11 February 2019.

### 7.0 **URGENT BUSINESS WITH THE APPROVAL OF THE PRESIDING MEMBER**

- Nil

### 8.0 **DATE OF NEXT MEETING**

Monday, 11 February 2019, 6:00pm City of Kalamunda Administration Building – Function room

**9.0 CLOSURE**

The Presiding Member closed the meeting at 7:55pm.

I confirm these Minutes to be a true and accurate record of the proceedings of this meeting.

Signed: ..... Presiding Member

Dated this ..... Day of ..... 2018