



MINUTES

Ray Owen Sports Centre Management Committee Thursday 5 November 2020 Ray Owen Sports Centre

1.0 Official Opening

We wish to acknowledge the traditional custodians of the land we are meeting on, the Whadjuk Noongar people. We wish to acknowledge their elders past, present and future and respect their continuing culture and the contribution they make to the life of this City and this region.

1.1 The Presiding Person opened the meeting at 6:30pm.

2.0 Attendance, Apologies and Leave of Absence Previously Approved

2.1 Attendance

Voting Members

Cr Geoff Stallard	Councillor Delegate (Presiding Person)
Peter Hanson	Kalamunda and Districts Basketball Association (KDBA)
Nicole McKennay	Kalamunda and Districts Netball Association (KDNA)

Staff

Erin Stinton	Coordinator Recreation Services (CRS)
Ruth Chodorowski	Club Development Officer (CDO)

2.2 Apologies

Cr John Giardina	Councillor Deputy Delegate
Marian Rolfe	Kalamunda and Districts Basketball Association (KDBA)
Kerryanne Williams	Kalamunda and Districts Netball Association (KDNA)

2.3 Observers

Scott Parker	Kalamunda and Districts Basketball Association (KDBA)
Fiona Stuart	Leisure Planning Officer (City of Kalamunda)

2.4 Leave of Absence Previously Approved

Nil.

3.0 Confirmation of Minutes from Previous Meeting

- 3.1 That the Minutes of the Ray Owen Management Committee (ROMC) held on 20 August 2020, as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: **Peter Hanson**
 Seconded: **Nicole McKennay**
 Vote: **Carried (3/0)**

Statement by Presiding Member

"On the basis of the above Motion, I now sign the Minutes as a true and accurate record of the meeting of 20 August 2020."

4.0 Disclosure of Interest

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 5.70 of the *Local Government Act 1995*)

Nil.

4.2 Disclosure of Interest Affecting Impartiality

- a) Members and employees 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.

Nil.

5.0 Items for Committee Consideration

5.1 Ray Owen Master Plan Update

5.1.1 Car Park Project

Committee members attended a presentation of Stage 1 Ray Owen Car Park at a Ray Owen Master Plan Stakeholder meeting, held prior to the Management Committee meeting on 5 November 2020 at 5.30pm. At this meeting it was outlined the planned expenditure for the \$5 million promised from the State Government.

- The Committee queried the drainage once the carpark and the unisex changerooms were built, particularly the impact on the outdoor courts.
- The Committee are pleased that the exit driveway will remain in the Concept Plans along with the extra parking bays.
- The Committee noted the proposed completion date is May/June 2021.

5.1.2 Court Extension

Project not funded this financial year, however remains an important project within the City of Kalamunda advocacy projects.

- KDNA stated that Courts 15 and 16 need repairing and that the lighting on the outdoor courts is ineffective. CRS noted the City had previously completed a lighting audit and the Committee requested a copy for their records.
- Discussion took place on the importance of an advocacy and marketing plan for the upcoming March 2021 election. The Committee requested the City's assistance with this.

Actions:

- CDO to organise a meeting with Project Manager, Dan Nelson, for the Committee to discuss drainage and timing concerns.
- CRS to provide lighting audit report to the Committee.
- CRS to assist Committee with advocacy and marketing plan for the upcoming election.

5.2 Running Action Register

Committee received the Running Action Register.

- CCTV is ongoing. KDBA have access to the outside cameras, which are City owned. If Police request to view any footage, they must provide KDBA with a police incident number prior. Once the City-wide approach is up and running the process may need to change to enable the City to have access.
- The amended Table of Responsibilities and Inventory of Assets were emailed to Committee members prior to the meeting. Ten days has been allocated for feedback. It was agreed that the table and inventory will be reviewed annually.
- Upcoming maintenance items:
Gutter cleaning – courts and café – 17 November 2020.
Carpet cleaning – 19 February 2021.
- Floor resurfacing - Courts 5 & 6. KDNA have games up until the 10 December.

- Installation of the LED lights and skylight replacement – the City require 10 days notice and the project will take three weeks to complete. KDBA to advise CDO with suitable dates for the timeframe 11 December through to 31 January. Courts 1 to 4 will need to shut down completely during the replacement.

Action:

- Committee members to review the table of responsibilities and respond by 19 November with any changes.
- The Table of Responsibilities and Inventory of Assets to be reviewed annually.
- CRS to organise a meeting with City Officers regarding the resealing of the courts.
- KDBA to advise of dates for Installation of the LED lights and skylight replacement.

5.3 Licence Agreement

- Licence Agreement amendment, including Appendix A – Table of Responsibilities and Appendix B – Inventory of Assets

Discussed in Running Action Register

5.4 Reinstatement of Courts 17 & 18

Initial proposal received from KDBA to reinstate Courts 17 & 18; included a request for the City to source quotes for:

- Reinstatement of the court surface, with dual use markings and backboards and perimeter fencing and gates.

The following justification was provided:

- Netball and Basketball require more courts for training purposes
- The courts will be required when the construction phase for the four-court extension is underway.

Courts 17 & 18 are currently used for carpark overflow and emergency access for BMX.

During discussion at the meeting the Committee voted to endorse an alternative solution;

- The Committee request the City source quotes for the upgrade of Maida Vale Courts with dual use markings and backboards.
- The Committee would like to keep the reinstatement of Courts 17 & 18 on the agenda with the discussion to be revisited at the May 2021 meeting.

Moved: Nicole McKennay

Seconded: Peter Hanson

Action:

- CRS to complete a Budget Bid for 21/22 FY for the upgrade of Maida Vale Courts.

5.5 Proposed Meeting Dates for 2021:

Thursday 4 February
 Thursday 6 May
 Thursday 5 August
 Thursday 4 November

Committee agreed to the above dates, subject to change as the need arises.

6.0 Urgent Business with the Approval of the Presiding Member

- CDO asked if the Associations had considered signing up to Containers for Change and become a donation place.
- KDNA mentioned that the toilets near Courts 5 & 6 are jamming and continually flushing. KDBA and KDNA are hoping that the toilets being renovated now will be plumbed effectively.

Action:

- CDO to email information on the Containers for Change scheme to KDNA and KDBA.
- CDO to follow up plumbing of toilets with Asset Services.

8.0 Date of Next Meeting

4 February 2020 at Ray Owen Sports Centre at 6:30pm.

9.0 Closure

There being no further business, the Presiding Member declared the Meeting closed at 7:41 pm.

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

Signed: _____

Presiding Member

Dated this _____ day of _____ 2020.

Ray Owen Running Action Register

Date of meeting	To be Actioned	Status	Responsible Officer/s	Comments
9/05/2018	CCTV – review Policy's regarding access	Ongoing	Manager Community Safety Services	City wide approach ongoing.
9/05/2018	Licence Agreement amendments	Ongoing	Coordinator Recreation Services	Committee to review and provide feedback by 19 November

Maintenance Items

Date of meeting	To be Actioned	Status	Responsible Officer/s	Comments
20/8/2020	Scheduled Maintenance	Ongoing	City Officers	Committee to be updated each meeting