



MINUTES

Ray Owen Sports Centre Management Committee Thursday 3 February 2022 6.30pm 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 elder’s 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 6.40pm.

2.0 Attendance, Apologies and Leave of Absence Previously Approved

2.1.1 Welcome

The Committee officially welcomed new members Rachel Bolton (KDBA), Cherie Stoodley (KDNA) and Scott Parker (KDBA).

2.1 Attendance

Voting Members

Cr Geoff Stallard	Councillor Delegate (Presiding Person)
Nicole McKennay	Kalamunda and Districts Basketball Association (KDNA)
Scott Parker	Kalamunda and Districts Basketball Association (KDBA)
Rachel Bolton	Kalamunda and Districts Basketball Association (KDBA)

City of Kalamunda Staff

Fiona Stuart	Senior Leisure Planning Officer (SLPO)
Jordie Maxwell	Club Development Officer (CDO)

2.2 Apologies

Cherie Stoodley Kalamunda and Districts Netball Association (KDNA)

Cr John Giardina Councillor Deputy Delegate

2.3 Observers

NIL

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 19 August 2021, as published and circulated, are confirmed as a true and accurate record of the proceedings.

Moved: Nicole McKennay

Seconded: Geoff Stallard

Vote: Carried **(2/2)**

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 19 August 2021."

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

Works update

SLPO advised the Committee of the current works being undertaken as part of the carpark project which includes the following:

- Rock removal
 - Earthworks and subgrade preparation
 - Road base preparation
 - Drainage works – this has been delayed by rock removal when excavating.
- The Committee was advised that the Grove Road entrance would be closed from Monday 7 February 2022 to Friday 11 February 2022 inclusive and access via Sanderson Road would be provided temporarily.
 - KDNA noted that the Project Manager had confirmed that timeframes have been pushed back due to rock breaking delays, which means the completion date is now likely to be mid-late March. SLPO confirmed this and that the City will continue to work with stakeholders to assist with any parking concerns raised due to the delays.
 - Committee discussed the upcoming Basketball carnival scheduled for the 5 March and how the parking would to be managed.
 - City noted that further updates would be provided in a fortnights time after liaison with the Project Manager. City will also work with other internal officers to consider contingency measures for parking should the project not be completed by 05 March.
 - KDBA to provide numbers of patrons expected for the carnival and provide through to the City to assist with contingency plans.
 - It is noted that Lesmurdie Mazenod Cricket Club will most likely host a grand final on 5 March.

Dust Issues

- The Committee advised that dust inside the centre is still an on-going issue and has not been addressed. Whilst the contractor has been spoken to and increased watering is occurring, dust suppression is still a constant problem.
- KDNA advised that hours of cleaning by the volunteers are being undertaken. Photos were also provided to the Committee of the dust before cleaning and after cleaning.
- SLPO confirmed that the Project Manager will be notified as well as the City's Building Maintenance Team.
- Cr Stallard advised that he has been approached by several local residents regarding the tree removal. Six to seven mature trees have recently been removed – could advice please be provided as to why these were removed?

- City Officers will further investigate and provide response.

ACTION:

- KDBA to review numbers anticipated at the Grading carnival on 05 March and provide City with update - Complete
- City to meet internally to discuss contingency measures to assist with parking for carnival and advise KDBA. Meeting to be held 10/02/2022 - Complete
- City to advise Project Manager and Building Maintenance of ongoing dust concerns and seek further assistance. Complete – extra cleans being organised.
- City Officers to seek response for Cr Stallard regarding the recent removal of additional mature trees as part of the car park project. Email sent to Project Manager 04/02/2022 – Response provided to Cr Stallard – Complete
- City to confirm whether new cleaning contract has been appointed – Successful tenderer will be advised in the upcoming OCM at the end of February.

5.1.2 Court Extension

See item 5.1.3

5.1.3 Advocacy Strategy

- SPLO advised that advocacy is still occurring and thanked both Associations for continuing to support the process. It is important for Candidates to be contacted and hear directly from the groups.
- SPLO also confirmed that the Manager of Community Development will contact the Associations and arrange a meeting next week to further discuss the Advocacy strategy going forward.
- The City will continue to meet regularly with local MP's.
- The Committee discussed the GAPP funding group and that this continues to be a strong advocate for the Ray Owen project. Updated costings have recently been provided to the group.

ACTION:

- Meeting with Manager Community Development to be arranged – Meeting confirmed for 09/02/2022

5.2 Budget items – 2021/22

Design for Grandstand Seating – Court 4

CDO advised the following update from Asset Management regarding the Design for Grandstand Seating – Courts 1 & 4:

- Meeting has been held on-site with Associations on 26/8/21
- Three different options have been put forward by Associations – Fixed, retractable and mobile.
- Site visit to various centres - to be held in February 2022.
- Request for quotations are currently being prepared by the City to engage a consultant to consider options, including cost estimates. Estimated timeframe - late February / early March 2022.
- Once options have been prepared by appointed Consultant, further discussion with Associations will be undertaken in approximately April 2022.
- The Consultant will then prepare the final design and technical specifications of preferred option (May 2022) for proposed delivery of Court 4 in 22/23 subject to Council approval of funding.
- The upgrade of Court 1 will be considered in subsequent Capital Works programs and subject to Council approval of funding.

Committee discussed and confirmed that the design only costs were included within this current financial year’s budget and implementation of the project would be subject to budget deliberation and Council approval for inclusion within the 2022/23 budget.

Associations raised concerns that the grandstand on court 1 was still subject to maintenance works and that there was an urgent safety concern for patrons. Some of the boards on the grandstand were warped and need to be replaced.

ACTION:

- CDO to raise an ICS request for the Court 1 Grandstand to be inspected and repaired where possible due to safety concerns – ICS raised - ICS-233837

5.3 Running Action Register

The Committee discussed the Running Action Register and new items that have been included as per the previous minutes.

Floor seal

- Associations confirmed they were very happy with the works undertaken, the timeframe and the outcome.

- Currently, the Court re-seal program is undertaken on a rotational basis with Court 1 -4 one year, then Court 5-6 the following year.
- The Committee has requested that this be reviewed by the City due to the heavy wear and tear throughout the year and constant usage, warranting a reseals of all 6 courts every year.
- Officers advised that the request would have to be raised by Building Maintenance and would be subject to budget and Council consideration.

Centre front doors

- Associations confirmed that the centre main entry doors are an ongoing issue. The lock is difficult to manage and representatives are choosing to enter the building through court 5/6 entrance. With the heavy flow of traffic coming in and out, the associations feel that the centre would benefit from a new automated door.

Court 5/6 lighting issues (shadows)

- Associations advised that the lighting and shadows are a constant issue and would like this investigated and resolved.

Action:

- Officers to liaise with Building Maintenance regarding the request for an annual reseal of all six indoor courts.
- Officers to liaise with Building Maintenance regarding the request for a new front centre door
- Officers to liaise with Building Maintenance to ascertain how the issue for the court 5/6 lighting can be resolved – Meeting held on-site 09/02/22 to discuss way forward

5.4 Government COVID 19 Restrictions & Public Health Directions

SLPO thanked both Associations for the ongoing work around COVID and the directives provided through the State Government.

The time and effort working through and interpreting the restrictions has not gone unnoticed. Managing a six court stadium such as Ray Owen Sports Centre through the COVID restrictions and mandates has not been a straightforward process.

Committee Action

That the Committee notes the information provided.

6.0 Late Business with the Approval of the Presiding Member

KDNA

- Advised Committee that their competition starts in late April. KDNA are currently working with City's Booking Officer in regards to the use of Maida Vale Netball courts for training.
- KDNA and KDBA are working together to manage weekend time slots for games and training so that the centre can close earlier

Officers Comment

That the Committee notes the information provided.

7.0 Date of Next Meeting

05 May 2022 at Ray Owen Sports Centre at **6.00pm**.

8.0 Closure

There being no further business, the Presiding Member declared the Meeting closed at 7.35pm.

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

Signed: _____

Presiding Member

Dated this _____ day of _____ 2022.

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.
	Licence Agreement	On-going	City Officers	Investigate signing hard copy of agreement
6/11/2020	Reinstatement of Cts 17 & 18	To be revisited 6 May 2021	Coordinator Recreation Services	Budget bid completed for inclusion in LTFP
19/8/21	Court reseal	Ongoing	Building Maintenance	Scope of works provided to Committee, works to be scheduled in line with association requested dates.
19/8/21	Sports centre front doors	Ongoing	Building Maintenance	ICS raised and repair works to be undertaken.
19/8/21	White ant treatment	Ongoing	Building Maintenance	Timing to be confirmed
19/8/21	Court 5 & 6 shadows	Ongoing	Building Maintenance	Quote being sourced by KDBA for additional lighting.

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:
6/11/2020	Potential programmed maintenance	Ongoing	Associations	On-going