



## M I N U T E S

### Ray Owen Sports Centre Management Committee Thursday 3 August 2023 6.00pm 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 6.08pm.

#### 2.0 Attendance, Apologies and Leave of Absence Previously Approved

Scott Parker – arrived at meeting at 6:25pm.

Travis Linaker – left meeting at 7.00pm

#### 2.1 Voting Members

Cr Geoff Stallard	Councillor Delegate
Scott Parker	Deputy Presiding member & Kalamunda and Districts Basketball Association (KDBA)
Nicole McKennay	Kalamunda and Districts Netball Association (KDNA)
Travis Linaker	Kalamunda and Districts Basketball Association (KDBA)
Cherie Stoodley	Kalamunda and Districts Netball Association (KDNA)
<b>City of Kalamunda Staff</b>	
Fiona Stuart	Senior Leisure Planning Officer (SLPO)
Jordie Maxwell	Club Development Officer (CDO)

#### 2.2 Apologies

Nil

2.3 Leave of Absence Previously Approved Nil

#### 3.0 Confirmation of Minutes from Previous Meeting:

That the minutes of the Ray Owen Management Committee meeting held on 04 May 2023 published and circulated, are confirmed as a true and accurate record of proceedings.

Moved: Nicole McKennay

Seconded: Travis Linaker

Vote: Carried (4/0)

#### **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 04 May 2023."*

#### **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 Court Extension & Advocacy Strategy**

Officers advised there was no further updates to be provided to Committee at this time.

Cr Stallard confirmed that the remaining projects that form part of the Ray Owen Master Plan remain as a high priority for Council.

KDBA noted for the minutes that;

- City of Kalgoorlie Boulder are redeveloping the basketball Stadium in Kalgoorlie, receiving State funding of \$5million, Federal Government \$3 million and Building Better Regions Funding \$4.4 million and \$500,000 from the City and;
- City of Rockingham have been pledged \$10M to upgrade the existing Mike Barnett Sports Complex. The project includes the construction of new indoor courts to support basketball, netball, volleyball and other sports.

**Officers Comment**

That the Committee notes the information provided.

**5.2 Local Government Elections – Nominations for Committee positions**

Hard copies of the Nomination forms for current members were provided at the meeting and all four current KDNA and KDBA committee representatives re-nominated for positions on the ROMC.

Copies will be recorded electronically and provided to the Governance team at the City of Kalamunda.

Action:

- Copies of the signed nomination forms for 2023-2025 for the ROMC members to be saved electronically and provided to the City’s Governance team.

**Officers Comment**

That the Committee notes the information provided.

**5.3 Table of Responsibilities**

It was recently noted with internal City staff that the review of the current licence agreement would commence in mid-2024, in the lead up to the Ray Owen Sports Centre Licence agreement’s expiration date in December 2025.

The last review of the Table of Responsibilities, that form part of the Licence agreement occurred in 2020.

Officers noted that whilst there is no urgent rush to review the table, it is a task that can take some time to consider.

Both KDBA and KDNA Presidents agreed to commence reviewing the table and can provide comment/feedback at December 2023 meeting.

Action:

- City Officers to provide the Table of Responsibilities electronically to ROMC members.
- ROMC members to commence reviewing the table to provide comment/feedback at December 2023 meeting.

**Officers Comment**

That the Committee notes the information provided.

**5.4 Budget items 2023/24**

Officers confirmed that the following items have been included within the 2023/24 budget, adopted by Council at the Special Council Meeting held on 26 June 2023:

- *Resurfacing of the outdoor netball courts*

Officers confirmed the City's Asset Delivery Team will oversee the management of the project. KDNA's preferred timeframes to undertake the project have been passed on to the team so that the contractor can be secured.

KDNA requested to be included in the discussions with the contractor, specifically regarding the scope as they would like to include a review of the condition of the sleeves for the netball poles prior to work commencing.

KDNA confirmed that the Association would cover the additional costs as this was not included within the original scope and subsequently costs were not included in the current City 23/24 budget.

Officers advised when an updated quote for the resurfacing project is sought by Asset Delivery , scope to review condition of all pole sleeves be included and a quote for any additional works provided to association.

- *Grandstand renewal project Court 1 & 4 (carry over)*

Officers advised that no further updates are available at this stage. It was noted that there has been a change in the City appointed contractor for Facility Maintenance.

AE Hoskins was recently awarded the contract at OCM 22 August 2023.

Action:  
Officers to liaise with the Asset Delivery Team regarding KDNA's request for a review of sleeves on outdoor courts to be included as part of scope of works for resurfacing of courts.

**Officers Comment**

That the Committee notes the information provided.

### 5.5 Budget items 2024/25

Opportunity for Committee to discuss any budget items they wish to put forward for consideration for inclusion in the 24/25 financial budget.

The Associations provided the following items for consideration:

- Four court extension – Priority for both Associations.
- Renovation/refurbishment of the existing score benches to movable benches.
- New water fountains – require more robust and vandalism-proof tapware. (note that a contract for supply and maintenance is in place)

Officers will discuss further with Asset Maintenance regarding the score benches and water fountains.

Action:

- Officers to liaise with Asset Maintenance regarding relevant scoping of budget bids.

#### Committee Action

That the Committee notes the information provided.

### 5.6 Investigation for new access driveway between Ray Owen Reserve carparks

Discussion around implementation of Stage 2 of car parking redevelopment at the site, with reference to the connecting road.

Cr Stallard advised Committee that any future works at the site that require the removal of trees and bushland may result in community angst and will need Council to consider any potential environmental impact.

Implementation of Stage 2 is subject to future advocacy and funding.

Committee agreed to include any future car park redevelopments as part of the recurring item **5.1 – Ray Owen Master Plan Update** in future agendas.

This is to ensure the connecting access driveway is not overlooked during advocacy and planning discussions.

Officers noted that the new signage at both car park entries has been reviewed as requested at the previous committee meeting and new skins have been designed to reflect both basketball and netball parking at both entry points.

Action:

- Include the carpark as a recurring item **5.1 – Ray Owen Master Plan Update** in future agendas.

**Committee Action**

That the Committee notes the information provided.

**5.7 Running Action Register**

Please refer to Running Action Register.

**Officers Comment**

That the updated Running Action Register be received.

**6.0 Urgent Business with the Approval of the Presiding Member**

**6.1 Hill Top Group**

Committee would like to formally acknowledge and thank Hill Top Group for the 22 years of great service and work.

Action:

- Associations to provide through letter of thanks to be formally tabled.

**6.2 Request for new keys and lock – old kiosk and canteen**

Associations noted that currently the Home School Group that utilise the centre every Wednesday, have access via the master key, to the canteen.

As this is a restricted area, the associations have requested that a new lock be installed with access only for designated users and City. (Internal access door to canteen)

Associations also noted that numerous keys have been cut and recut for the Old Kiosk, and there are now issues with some of the keys. Request for new keys to be cut from original to ensure access going forward. (note KDBA and City should have key that works)

Action:

- CDO to arrange keys to be cut from a master key, for the old kiosk entry door.
- CDO to request that a new lock be installed on the internal canteen door, with a request from the Associations for the provision of 5 keys.

**Officers Comment**

That the Committee notes the information provided.

**7.0 Date of Next Meeting**

Thursday 7 December 2023 at 6:00pm

**8.0 Closure**

There being no further business, the Presiding Member declared the Meeting closed at 7.40pm.

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

Signed: \_\_\_\_\_

Presiding Member

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

**ATTACHMENT 1**

**Ray Owen Running Action Register**

Date of meeting	Item	Status	Responsible Officer/s	Comments
May 2023	<b>Level 2 Building Condition Report</b>	Yet to commence	Asset Maintenance	<ul style="list-style-type: none"> <li>Committee agreed to keep this item on the running action register</li> <li>Report to be undertaken in August</li> </ul>
February 2023	<b>Maida Vale Netball Courts</b>	Ongoing	Asset Renewal	<ul style="list-style-type: none"> <li>Committee agreed to keep this item on the running action register.</li> </ul>
January 2023	<b>New key system</b>	Ongoing	Building Maintenance	<ul style="list-style-type: none"> <li>Consideration to put forward again in 2023/24</li> </ul>
January 2023	<b>Fire Doors</b>	Ongoing	Building Maintenance	<ul style="list-style-type: none"> <li>To be inspected during the Building Condition Report process</li> </ul>
August 2022	<b>Grandstand seating project</b>	Ongoing	Building Maintenance	<ul style="list-style-type: none"> <li>Ct 1 design being redeveloped by Architect with further input from associations.</li> </ul>
August 2022	<b>Outdoor netball courts – resurface/repairs</b>	Ongoing	Asset Renewal	<ul style="list-style-type: none"> <li>Project Delivery Officer to be appointed.</li> <li>See item 5.4 for further details</li> </ul>
August 2022	<b>Flooring reseal</b>	Ongoing	Building Maintenance	<ul style="list-style-type: none"> <li>Next reseal is scheduled for December 2023.</li> <li>Suitable dates have been provided by Associations</li> </ul>
2020	<b>Reinstatement of Cts 17 &amp; 18</b>	Ongoing	SLPO	<ul style="list-style-type: none"> <li>Reinstatement request from Associations noted. Implementation is linked to Master Plan.</li> </ul>