



M I N U T E S

Ray Owen Sports Centre Management Committee Thursday 4 May 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 6.13pm.

2.0 Attendance, Apologies and Leave of Absence Previously Approved

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)
City of Kalamunda Staff	
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 02 February 2023 published and circulated, are confirmed as a true and accurate record of proceedings.

Moved: Cherie Stoodley

Seconded: Scott Parker

Vote: Carried (5/0)

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 02 February 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

City advocacy efforts continue to support the implementation of this project.

KDBA raised concern regarding the recently advertised City of Kalamunda 'Big Picture' document and the funding amount proposed to implement the Ray Owen Master Plan.

The Big Picture is the City's vision for Community Facilities to ensure the provision of efficient facilities to serve the needs of current and future generations. Also, to reduce (over time) the cost burden to ratepayers to operate and maintain and renew poorly utilised aging facilities.

The figure for the Ray Owen Master Plan stipulates \$29M. Whilst it is acknowledged that this amount includes all outstanding, unfunded projects and upgrades for the Master Plan, the Associations are very concerned that significantly increasing costs will impact future advocacy efforts for the four-court extension part of the project.

Cr Stallard requested that Officers request updated costs for the four-court extension project and provide the information back to the committee.

The Associations further noted that listed within the Ray Owen Master Plan projects, the Big Picture identifies outdoor netball courts 17 & 18 to be formalised into car parking.

The Associations would like to make clear that their request and preference is for the two courts to be reinstated back to netball courts and not car-parking.

Action:
City Officers to ascertain itemised costing amount for the four-court extension and provide back to the Committee.

Officers Comment

That the Committee notes the information provided.

5.2 Level Two Building Condition Report

SLPO advised the committee that due to an increase in reactive maintenance items within the centre, Officers have requested that a Level Two Building Report be undertaken to help inform the City's Long Term Financial Plan with respect to the Centre.

The report will help to identify and prioritise building items that need replacing and will inform the budget-setting process.

The report will be undertaken in July and will include an inspection of items such as doors, carpets and court edging, to name a few.

Associations requested to be a part of this process, SLPO advised that communications would be kept open, and closer to the time of the report being undertaken, the City will revisit any of the Association's main concerns.

KDNA raised concerns were around programmed maintenance for the trees surrounding the outdoor courts and regular pruning and sweeping and if the outdoor netball courts are going to be considered as part of the building report.

City Officers advised that this type of programmed maintenance request would be directly for the Parks & Environment team and Officers would progress a request as discussed.

Action:
 City Officers to raise a request to the Parks and Environment Team to schedule in regular, programmed maintenance of the trees and sweeping of the courts.

Officers Comment

That the Committee notes the information provided.

5.3 Hills BMX State event 01 & 02 July 2023

Reminder to the Associations regarding the upcoming BMX event in July and opportunity to discuss any foreseeable issues.

It was noted that KDBA have games on Saturday 01 July and Kalamunda Cougars have three football games scheduled at home, there will also be junior football games on the Sunday.

The Hills BMX event parking plan will be very important, and Officers confirmed that the BMX Club has submitted an event application and are proceeding through the Events approval process.

KDBA advised that the last time the Club hosted this event, the parking marshals were very good and it would assist if the same plan was used this year.

Action:
 City Officers will provide feedback to City Events team re the success of the parking marshals at previous events.

Officers Comment

That the Committee notes the information provided.

5.4 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 Centre front door

The Associations advised that they are still experiencing issues with the centre main entrance front door. The door snib, is causing issues and sometimes, the door cannot be opened.

The Associations have also requested that the lock barrel in the Court 5/6 entrance door be the same as the lock barrel in the main entrance front door.

Some keys can open both doors and some can only open one, It would be much easier if all keys could open both doors.

Action:
 City Officers to raise an ICS for the main entrance front door snib and to investigate options for the lock barrel to be the same for both entry doors. *Raised ICS-258759*

Officers Comment

That the Committee notes the information provided.

6.2 Skip bins – Located behind the centre

Associations advised Committee that the current waste bins located behind the centre seem to have changed without prior consultation with the users, and they are concerned that what is currently provided does not meet operational needs.

Remondis are the contracted supplier and the new bin system is both smaller and difficult to discern what waste can be put in the bins, particularly in the dark when cleaners are accessing them.

The football club, the general public and the Associations all use the bins.

Officers suggested a meeting with a representative from the City's Waste Services Team to further discuss the Centre needs around waste disposal.

Action:
 City Officers to arrange a meeting with a representative from the City's Waste Services Team.

Officers Comment

That the Committee notes the information provided.

7.0 Date of Next Meeting

Thursday 4 August 2023 at 6:00pm

8.0 Closure

There being no further business, the Presiding Member declared the Meeting closed at 7.05pm.

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/ Action
February 2023	New key system	Ongoing	Building Maintenance	<ul style="list-style-type: none"> Item put forward for budget consideration in 2023/24 through Asset Maintenance. Update of outcome to be provided in July 2023.
May 2023	Centre toilet cisterns	Ongoing	Building Maintenance	<ul style="list-style-type: none"> Toilets will be requested to be included in the Level 2 Building Condition report, to be undertaken in July 2023.
May 2023	Cleaning contract	Ongoing	Building Maintenance	<ul style="list-style-type: none"> Associations to provide a 'wish list' for the cleaning contractor as soon as possible. The 'wish list' was discussed at a meeting held on 8 March with the cleaning contractor, Associations and City Officers.
May 2023	Grandstand seating project	Ongoing	Building Maintenance	<ul style="list-style-type: none"> Contractor is in the process of submitting drawings, measurements and quotes anticipated to be received by the end May 2023.
February 2023	Outdoor netball courts – resurface/repairs	Ongoing	Asset Renewal	<ul style="list-style-type: none"> CAPEX Budget submission for 2023/24 completed for consideration as part of Annual Council Budget processes. Full resurface amount requested at an approximate figure of \$102k, noting and confirming a 50% contribution from KDNA. Outcome to be provided in June/July 2023.
February 2023	Maida Vale Netball Courts	Ongoing	Asset Renewal	<ul style="list-style-type: none"> Committee agreed to keep this item on the running action register. KDNA are concerned regarding the court surface and have received complaints.
February 2023	Flooring reseal	Ongoing	Building Maintenance	<ul style="list-style-type: none"> Next reseal is scheduled for December 2025.
2020	Reinstatement of Cts 17 & 18	Ongoing	SLPO	<ul style="list-style-type: none"> Reinstatement request from Associations noted. Implementation is linked to Master Plan.