



**MINUTES**  
**Hockey and Tee Ball Advisory Committee (HaTBAC)**  
**Monday 12 February 2024 at 5.00 pm**  
**City of Kalamunda Administration Building**

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**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 5.05 pm.

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

**2.1 Voting Members**

Cr Dylan O'Connor	Presiding Member (PM)
Jason Pontre	Treasurer – Forrestfield Tee Base Soft Ball Association (FTBSBA)
Joel Kenworthy	Secretary – (FTBSBA) – Deputy Member
Belinda O'Reilly	President - Kalamunda Districts Hockey Club (KDHC)
John Boogard	Treasurer - (KDHC)

**City of Kalamunda Staff**

Freya Ayliffe	Acting Director Community Engagement (ADCE)
Brett Jackson	Director Strategic Projects (DSP)
Darren Jones	Manager Community Development (MCD)
Nic Daxter	Leisure Planning Project Manager (LPPM)
Fiona Stuart	Senior Leisure Planning Officer (SLPO)

**2.2 Apologies**

Josh Van Der Togt – President – (FTBSBA)

**2.3 Leave of Absence** Nil  
**Previously Approved**

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

That the minutes of the HaTBAC meeting held on 13 November 2023 published and circulated, are confirmed as a true and accurate record of proceedings.

Moved: Belinda O'Reilly  
 Seconded: Jason Pontre  
 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 13 November 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.
- b) Noted KDHC and FTBSBA members have interest affecting impartiality.

**5.0 Items for Committee Consideration**

**5.1 Hartfield Park Master Plan Stage 2 (HPMP2) - Design Phase – Foothills Mens Shed (FMS)**

Director Strategic Projects provided an update on the FMS Project which forms part of the HPMP2. The new FMS is to be located at the current Hockey / Teeball area of the Hartfield Park Reserve, off Hartfield Road.

This discussion is noted as Confidential and recorded as per Minutes 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".*

**Officers Comment**

The Committee noted the information and feedback provided on FMS project.

**5.2 Shared Seasonal Calendar of Activities – Winter Season**

KDHC and FTBSBA will be meeting to discuss the Winter Shared Seasonal Calendar and provide an update on anticipated usage to the City prior to Reserve bookings being submitted to the City for the 2024 winter season.

**Officers Comment**

KDHC and FTBSBA to provide a copy of the shared calendar to the City once completed.

**5.3 Running Action Register**

Refer to Attachment One.

**Officers Comment**

All completed items will be removed from the register prior to next meeting.

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

Both KDHC and FTBSBA request clarity over items raised for maintenance as recently requested items have either been dismissed and both groups told the items are to be fixed as a club expense, this included:

- A tap outside of the storage shed;
- The storage shed eaves (damaged as a result of vandalism); and
- Reline marking of the car parking bays.

**Officer comment**

Officers noted as a reminder that all items related to the facility are to be referred to the City's Property Services team as they relate to the lease, whereas matters relating to the grounds / car park can be referred through to the City's Recreation Team. Officers will provide a list of contacts to the clubs for their reference.

**7.0 Date of Next Meeting**

Monday, 13 May 2024 at 5.00pm.

**8.0 Closure**

There being no further business, the Presiding Member declared the Meeting closed at 5.37pm.

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

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

Presiding Member

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2024.





Date of meeting	Item	Status	Responsible Persons	Comments
November 2023	<b>Defibrillator Shared cost</b>	Completed	FTBSBA	<ul style="list-style-type: none"> <li>• FTBSBA Committee agree to share costs of replacement pads and batteries.</li> </ul>
November 2023	<b>Removal of Audio and other items from Cleaners cupboard</b>	Complete	KDHC	<ul style="list-style-type: none"> <li>• Items have been removed</li> </ul>
November 2023	<b>Key Register</b>	Completed	KDHC	<ul style="list-style-type: none"> <li>• Keys and register provided to Officers.</li> </ul>
				<ul style="list-style-type: none"> <li>•</li> </ul>
				<ul style="list-style-type: none"> <li>•</li> </ul>
				<ul style="list-style-type: none"> <li>•</li> </ul>
				<ul style="list-style-type: none"> <li>•</li> </ul>