



MINUTES

Strategic Sports and Recreation Advisory Group (SSRAG)

Monday 19 February 2024

6:00pm – 7.30pm

City of Kalamunda Administration Building
2 Railway Road Kalamunda

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 MCD opened the meeting at 6.05pm.

2.0 Attendance, Apologies and Leave of Absence Previously Approved

2.1 Attendance

Committee Members

Doug Harvey	Committee Member
Brett Ashdown	Deputy Presiding Member (Appointed in meeting)
Darryl Downing	Presiding Member (Appointed in meeting)
Greg Geier	Committee Member
Annaliese Arndt	Committee Member
Ash Johnson	Committee Member

Staff

Darren Jones	Manager Community Development (MCD)
Nic Daxter	Leisure Planning Project Manager (LPPM)
Fiona Stuart	Senior Leisure Planning Officer (SLPO)

Apologies

Sinead McGuire	Director Asset Services
Gary Ticehurst	Director Corporate Services (DCS)

2.2 Leave of Absence Previously Approved

Nil

3.0 Election of Presiding Member and Deputy Presiding Member

The Committee’s Terms of Reference states that the Committee shall appoint a Presiding Member and Deputy Presiding Member to conduct its business. The Presiding Member shall

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ensure that Minutes of the proceedings are kept, and that business is conducted in accordance with the Agenda.

As this is the first Committee meeting since the Local Government Elections held in October 2023, the positions for Presiding Member and Deputy Presiding Member must be decided.

The CEO has delegated authority to the Manager Community Development to conduct the election of the Presiding Member.

3.1 Presiding Member

Darryl Downing – Nominated himself to the position of Presiding Member.

Moved: Brett Ashdown
 Seconded: Doug Harvey

Carried Unanimously 5/0

3.2 Deputy Presiding Member

Brett Ashdown nominated himself for the position of Deputy Presiding Member/

Moved: Greg Geier
 Seconded: Ashley Johnson

Carried Unanimously 5/0

4.0 Confirmation of Minutes from Previous Meeting

The Committee noted that the last meeting was held on 21 February 2022.

Officers Comment

The Committee noted the information provided.

5.0 Disclosure

5.1 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

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Disclosure of Interest Affecting Impartiality

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.

Annaliese Arndt and Ashley Johnson declared Interest in regard to impartiality as they hold Committee positions on their respective clubs, who have both submitted a Capital Grant application.

6.0 Overview of SSRAG Terms of Reference, Purpose and Overview of Capital Grants Process & External Funding Opportunities

6.1 The LPPM provided a brief overview of SSRAG Terms of Reference and the Capital Grants Program, noting main purpose is to;

- To Review, Assess & Prioritise new Sport and Recreation (S&R) related projects.
- To Review & Validate S&R Projects within the City's Long Term Financial Plan (LTFFP).
- Make Recommendation to Council on projects submitted through the Capital Grants Program.

The LPPM provided an overview of the two main S&R infrastructure funding avenues for Local Governments and sporting clubs being the State Government administered Club Night Light Program (CNLP) and the Community Sporting and Recreation Facilities Fund (CSRFF). It was noted that the City's approach is to always to maximise grant funding opportunities available to reduce the impact on Rate Payers.

Officers Comment

That Committee noted the information provided.

6.2 Budget Overview

MCD noted the following in regards to the City's annual budget and the Long Term Financial Plan (LTFFP) being:

- Significant competing priorities and capital works program.
- Local Government's deliver a vast array of services.
- City continues to experience rising utility and construction costs.
- City is very much reliant on State / Federal Funding to support projects.
- Community expectation for City to keep rates sustainable.
- Council will determine the 24/25 budget through a series of strategic workshops throughout April – June 2024.
- The LTFFP Outlines the City approach to delivering community service and infrastructure over the a 10 year period (Inclusive of: Asset Renewal / New Assets for Roads, Parks, Buildings, Drainage, Reserve Master Plans, etc.)

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Officers Comment

That Committee notes the information provided.

6.3 Capacity to Deliver and Project Manage

LPPM advised that under the Capital Grants Policy, all projects are project managed (delivered) by the City, however clubs can request to Project Manage smaller projects, with City oversight.

It was noted that the City has an extensive list of projects underway (design / construction) and only has limited financial and human resources to deliver projects.

Officers will help guide the Committee to understand the City's capacity to deliver, in its recommendations to Council.

Officers Comment

That Committee notes the information provided.

6.4

Update on Reserve Master Plans

LPPM presented an update on the City's reserve master plan's, highlighting key projects already underway (design / construction) and key outstanding projects to be funded.

Officers Comment

That Committee notes the information provided.

6.5 Capital Grant Applications Received

LPPM provided an overview of the two applications received through the Capital Grants Program, including feedback received from the Technical Officers Review meetings.

The SSRAG noted the applications received and discussed each proposal.

Further information on the Committees discussion is provided within 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".

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6.6 Confirmation of Upcoming Meeting Dates

The Committee discussed the proposed upcoming meeting dates. LPPM advised following the meeting that the all Club application information and assessment matrix will be made available for the Committee to review and complete prior to the next meeting.

Officers Comment

The Committee agreed to reconvene on Monday, 26 February 2024 at 6pm, to finalise their assessments and make recommendations to Council.

8.0 Urgent Business with the Approval of the Presiding Member

Nil

8.0 Closure - meeting closed.

There being no further business, the Presiding Member declared the Meeting closed at 7.14pm.

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.