

MINUTES

Ray Owen Sports Centre Management Committee Thursday 6 November 2025 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 Committee officially welcomed Councillor Delegate, David Modolo, and also welcomed back Councillor Giardina as Deputy Delegate.

2.0 Attendance, Apologies and Leave of Absence Previously Approved

2.1 Voting Members

Cr David Modolo	Councillor Delegate
Jarod Avila	Kalamunda and Districts Basketball Association (KDBA) - Presiding Member
Nicole McKennay	Kalamunda and Districts Netball Association (KDNA) – Deputy Presiding member
Cherie Stoodley	Kalamunda and Districts Netball Association (KDNA)
Zac Acott	Kalamunda and Districts Basketball Association (KDBA)
Cr John Giardina	Councillor Deputy Delegate

City of Kalamunda Staff

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

2.2 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 07 August 2025 published and circulated, are confirmed as a true and accurate record of proceedings.

Moved: Nicole McKennay
Seconded: Jarod Avila

Vote: Carried Unanimously (4/0)

Statement by Presiding Member

"Based on the above Motion, I now sign the Minutes as a true and accurate record of the meeting of 07 August 2025.

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

Since the Local Government Elections were held in October 2025, the positions for Presiding Member and Deputy Presiding Member must be decided.

The Senior Leisure Planning Officer conducted the election of the Presiding Member in accordance with the Local Government Act 1995 – Schedule 2.3.

SLPO called for nominations for Presiding Member.

One nomination was received for Presiding Member being that of Jarod Avila.

Vote: Carried Unanimously (4/0)

Presiding Member called for nominations for Deputy Presiding Member

One Nomination was received for the position of Deputy Presiding Member that being Nicole McKennay.

Vote: Carried Unanimously (4/0)

5.0 Disclosure of Interest

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.

5.2 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.

6.0 Items for Committee Consideration

6.1 Ray Owen Master Plan Update

6.1.1 Four Court Extension and Car Parking Project

The revised concept designs have been workshopped with key representatives from KDNA and KDBA.

The finalised draft Needs Assessment report has also been completed, confirming the need for ROSC 4 court expansion.

Despite Advocacy efforts, the project remains unfunded.

Officers are currently reviewing potential staging opportunities and intend to workshop again with Councillors as the next step, to consider the best advocacy approach moving forward.

Committee Action

That the Committee NOTES the information provided.

6.1.2 Ray Owen Reserve – Oval Redevelopment

The Ray Owen Reserve Oval redevelopment commenced in September 2025 and is still on track for completion by mid-2026.

Officers advised that whilst completion was on track for mid- 2026, the required timeframe for the grass to settle was an approximate 8-week period.

Officers noted that the contractor is aware of the Associations concern regarding dust mitigation – especially during the court reseal in mid December. The Committee was advised that the contractor will spray the entire surface area with a dust mitigation product.

Associations were reminded that if there were any issues, to contact the City via the SLPO so concerns can be raised with the City's Project Manager and contractor.

Committee requested dates for when the dust mitigation will occur.

ACTION:

- City to obtain timeframe for dust mitigation process and advise Associations.

Committee Action

That the Committee NOTES the information provided.

6.2 Cleaning Contract

At the May ROSC Committee meeting, the Committee were advised that the City-wide cleaning contract was re- awarded to OCM Group.

Cr Modolo advised that Council was involved in discussions around the time of engaging the same cleaning contractor again and noted concerns with their re-engagement. Council relies on feedback from the community, the Associations and staff to better understand the contractor's performance.

As part of the re-engagement the City committed to the following.

- Spot checks at City facilities
- Feedback forms to monitor issues.

Since the new monitoring procedures in place, the Committee advised that to date, they had not experienced notable issues of concerns to raise.

The Associations queried the cleaning over the Christmas Shutdown period and after the courts are resealed. Officers to confirm the 'deep clean' definition from OCE.

ACTION:

- City to send through cleaning feedback form to groups
- Spot checks by City Asset maintenance team - City Officers to ascertain if this has occurred since May.
- Request from the groups for the cleaners to leave the inside bins where they are – City to advise OCE.

6.3 Storage For City Classes

City Officers advised Committee that the matter of storage for the City's Recreation Class equipment remains unresolved and requires further consultation to provide a small amount of space / shelves (approx. 5sqm) at the centre.

A meeting is requested with both groups to identify suitable areas for City storage.

KDBA raised what the City's appetite would be to install a sea container onsite or extend the building to add on a small storage space between the centre and Ray Owen Pavilion.

City noted that, in general, the installation of sea containers onto managed reserves is generally not supported, however, advice could be sought through the City's Approval Services to determine the process relevant to Ray Owen Reserve.

SLPO noted that perhaps the requirement for additional storage is a staged approach, with Associations first considering the existing spaces and how they are currently used and what is stored within them.

KDBA noted that they currently store items at an offsite storage facility and would consider that hire cost going towards an alternative storage solution onsite.

ACTION:

- Associations to review current storage areas and usage to determine how this can be improved.
- City staff to investigate requirements and approval processes to install a sea container at the site.

Committee Action

That the Committee NOTES the information provided.

6.4 Running Action Register

The Committee discussed items on the Running Action Register.

Refer to the attached Running Action Register.

Committee Action

That the Committee NOTES the information provided.

7.0 Urgent Business with the Approval of the Presiding Member

7.1 – Ray Owen Licence Agreement

The City would like to remind that Associations that the current Licence Agreement will technically go into 'holding over' mode, once the renewal date in December 2025 is reached.

The City is conscious that both Associations are currently in discussion to consider their proposals for amendments and noted that City staff are available to assist when required.

Committee Action

That the Associations provide their proposed amendments to the current licence agreement to allow continued discussion and City consideration of any such proposed amendments.

7.2 Movable grandstand – Court 5/6

KDBA advised Committee that they would like to start investigating options for a movable grandstand on court 5/6, which would replace the existing, steel structures.

KDBA would like to understand the limitations, requirements, safety regulations, load bearing limits for the floor and any other variables that need to be considered before progressing research.

Committee requested that the City provide the Committee with information on any regulations for moveable grandstands, to ensure that quotes can be sought.

ACTION:

- City to seek information on any regulations for moveable grandstands.

Committee Action

That the Committee NOTES the information provided.

8.0 Dates for 2026 Meetings

5 February 2026

7 May 2026

6 August 2026

5 November 2026

9.0 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 7th day of May ~~2025~~ 2026

ATTACHMENT 1

Ray Owen Running Action Register

Date of meeting	Item	Status	Responsible Officer/s	Comments
November 2025	Advertising & Sponsorship signage	Ongoing	Community Development	<ul style="list-style-type: none"> • City staff in Development Services are drafting an Advertising and Sponsorship Policy. This Policy will be relevant for all leased facilities and City owned buildings. • Associations would like to have a separate document due to the unique nature of the licence agreement. Associations do not agree with the timeframes required to being any requests for sponsorship signage through the Committee for consideration and consensus • KDBA and KDNA are currently drafting a document for consideration by City which will include, but not limited to: <ul style="list-style-type: none"> ○ Location of advertising ○ Size of advertising ○ Timing of advertising (netball finals on Court 5/6) ○ Material type

<p>August 2025</p>	<p>Lock Box for KDBA</p>	<p>Ongoing</p>	<p>Asset Maintenance</p>	<ul style="list-style-type: none"> • KDBA raised request to install a locked box with a pin code for access for their coaches. This is for centre use at times outside of City hours, as city hours use would require a booking confirmation and payment. • Officers to liaise with building maintenance regarding the feasibility of the lock box and implications of having one on site. • Committee discussed other sites with a lock box. • The Committee were concerned regarding who would have access to the pin code and if the code would be shared to others.
<p>August 2025</p>	<p>Resurfacing of the Maida Vale Netball Courts</p>	<p>Ongoing</p>	<p>Asset Renewal</p>	<ul style="list-style-type: none"> • Committee agreed to keep this item on the running action register as MVNC is proposed to be utilised during the construction of the 4-court extension at Ray Owen. • In early 2025, the Labour Party (now State Government) pledged \$1.1M to upgrade lighting and courts at MV. • Noted that there are currently only four serviceable courts with lighting at MVNC. Once a funding agreement is secured, a detailed design and costing process will confirm the scope of the project. • Scope and updated costings are currently being obtained for the \$1.1M and the City are exploring options of providing multi-use courts for the wider community, including potentially line marking for basketball, netball, pickleball and/or soccer.
<p>August 2025</p>	<p>Flooring reseal - 6 courts</p>	<p>Ongoing</p>	<p>Building Maintenance</p>	<ul style="list-style-type: none"> • Floor reseal - Dec 2025 • Dates have been provided to Building Maintenance to secure contractor for 15 December

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. • Courts to be reinstated as netball courts during 4 court extension project. • Committee noted that this project is subject to the final design outcomes of the ROSC - 4 court expansion project.
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