

HTMSAC Minutes

Hockey Teeball Men's Shed Advisory Committee (HTMSAC)

Monday 09 March 2026 at 5.00 pm

City of Kalamunda Administration Building

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.

2.0 Attendance, Apologies and Leave of Absence Previously Approved

Attendance

Cr Mary Cannon – Presiding Member (Online)

Nic Daxter – Leisure Planning Project Manager (LPPM)

Fiona Stuart – Senior Leisure Planning Officer (SLPO)

Caio Moreira – Project Design Officer

Mark Baker – President - Forrestfield Tee Base Soft Ball Association (FTBSBA)

Jason Pontre – Treasurer - FTBSBA

Simon Baildham – President - Kalamunda Districts Hockey Club (KDHC)

John Boogaard – Treasurer – KDHC

Phil Rohrlach – Chair Foothills Men's Shed

Apologies

Cr Brooke O'Donnell – Deputy Presiding Member

Brian Lovell – Treasurer – Foothills Mens Shed (FMS)

3.0 Confirmation of Minutes from Previous Meeting

That the minutes of the meetings of the 10 November 2025 now published and circulated, are confirmed as a true and accurate record of proceedings.

Moved: Simon Baildham

Seconded: Cr Cannon

Vote: 6/0

4.0 Correspondence

Nil

All correspondence is saved to the [One Drive folder](#) for committee reference.

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*)

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*)

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.
- b) Noted KDHC, FTBSBA and FMS members have interest affecting impartiality.

6.0 Items for Committee Consideration

6.1 Revised Concept Design – Future Car Park

Officers presented the final concept design and staging for the future car park as per Attachment One with Committee comments and actions included in Attachment Two.

Summary of Presentation

The Committee were unanimously supportive of the staged approach to the project as below;

- **Stage 1** – Formalisation of the gravel area behind Hockey / Teeball Facility - **Supported**
- **Stage 2** – Renewal of existing Car Park - **Supported**
- **Stage 3A** – Sealing of gravel area next to the Men's Shed - **Not Supported** as Stage 3B allows for a greater number of car parking opportunities to be achieved.
- **Stage 3B** – Re-sheeting of gravel area & installation of bollards to protect tree root zones - **Supported**

Please see comments in Attachment Two to support the above.

It was noted that the project has been submitted for budget consideration, through Council's annual budget deliberation processes, with an outcome to be advised to Clubs after the Special Council Meeting, which traditionally occurs in late June 2026. Officers noted that the City has limited funding available with many competing priority projects.

Should the project receive funding then the concept designs, would progress to the next design stage in readiness for delivery, at which point the clubs would be further engaged on the design, along with understanding the ideal construction timeframes from the Club's perspective. Should the project not receive funding in the 2026/27 financial year, then the project would be placed within the City's Long-Term Financial Plan for re-presentation the following year through Council's annual budget deliberation process.

Officers advised that Stage One is currently estimated to cost \$400,000 to deliver, although full costs would only be realised upon completion of the final designs.

Stages Two and Three are more cost effective and could be delivered concurrently when and if budget is supported.

Officers Comment

That the Committee notes the information provided.

6.2 Final Meeting of the HTMSAC

It was noted that the meeting was the final one for HTMSAC as per the April 2025 Council resolution regarding the revised Committee Terms of Reference.

Officers will continue to meet with the groups in March and September each year through the seasonal Reserve & Leased Building handover meetings, respectively with the Recreation and Property Services Teams.

Officers thanked all current and past Committee representatives for their participation over the last three years and acknowledged the positive impact the Committee has had on building relationships between the Clubs.

KDHC and FTBSBA both acknowledged that the original purpose of the Committee had been met and that the relationship between the clubs was positive and strong.

Both agreed that the clubs were now working collaboratively to share both the facility and the grounds to ensure the long-term viability of both groups.

Officers thanked the committee for its commitment and time noting that everyone was satisfied with the conclusion of the committee.

7.0 General Business with the Approval of the Presiding Member

7.1 FFTBSA noted the following;

- They will continue to work with the KDHC and the City's Property Services team to progress State Government funded upgrades to the kitchen and the storerooms via the Application to Undertake Improvement Process.
- That there had been an increase in dogs and golfers noted on the reserve and that the City should review signage and ranger patrols.
- Recently both Mark Baker and Jason Pontre have decided to take a step back from the FFTBSA Committee, with new Committee member details to be shared with all and introductory meetings to be arranged.

Actions

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| <ul style="list-style-type: none">• Officers to request review of signage (dogs and golfers) and potential consideration towards frequency of range patrols at the site. |
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Attachment Two – Car Park Design comments and responses

09 March 2026	Final Layout As per Attachment One City Comment	Committee Comment
Stage One - Formalisation of the gravel area behind Hockey / Teeball Facility	<ul style="list-style-type: none"> Formalisation of existing gravel area to the rear of the Hockey/Teeball Facility This stage provides an additional 41 bays, with new linkage to existing car park. This stage can be implemented with no closure of other parking spaces required. 	Supported <ul style="list-style-type: none"> Committee asked if lighting was included as part of project. City confirmed that lighting is included within the budget estimate and will be designed in as part of final design drawings.
Stage Two - Renewal of existing Car Park	<ul style="list-style-type: none"> This stage is a re- design of the existing formal car park area to ensure linkage to Stage One and improved parking design. Shows new linemarking and one way directives for traffic flow. Island bays and wheel stops assist with hooning within the area. A new gate to the gravel area is also included. The revised design will reduce the existing from 38 bays to 35 bays as three of the existing bays are lost to facilitate the new entry to Stage One. Implementation of this stage will require site closure for up to 4 weeks. 	Supported <ul style="list-style-type: none"> Committee asked if the small island kerb at the end of the entry be removed to ensure longer vehicles can easily turn in. City noted that this can be removed through the detailed design process.
Stage Three A - Sealing of gravel area next to the Men's Shed	<ul style="list-style-type: none"> This stage proposes the formalisation of the large gravel car park to provide 27 formalised bays – bringing total formal bays at the site with Stage one, two and three combined to 97, which mitigates the requirement to provide new access road to the site, which is triggered by providing 100 bays. –. 	Not supported as combined with Stage One and Two, the project only provides 97 parking bays, whereas the Committee noted that stage 3B will provide an opportunity for increased car parking capacity compared to Stage 3A.
Stage Three B - Resheeting of gravel area & installation of bollards to protect tree root zones	<ul style="list-style-type: none"> Re-sheeting of existing gravel parking area, new path access to site, new gate entry to gravel area – illustrates 50 informal bays. Trees to be bollarded to protect root zones. 	Supported option 3B as site will then provide 126+ bays mixed of formal and informal bays <ul style="list-style-type: none"> Committee asked if bollards need to be installed? City advised that they are required to protect tree root zone
Attachment One page Eight – Design with the inclusion of a second entrance due to compliance	This design shows an additional proposal to formalise the larger gravel area, providing 103 bays and triggering National Standard requirement to provide a separated ingress and egress to site – requires clearing permit.	Not supported at this time, however KDHC and FTBSBA noted that as clubs continue to grow, future expansion of parking will need to be considered and included as part of any overall Car Parking master plan for the site. <ul style="list-style-type: none"> City noted that wider precinct car parking at the site was a future consideration, and part of project planning for the expansion of Morrison Oval, at Hartfield Park.
Attachment One page Nine - Informal bay opportunity along Hartfield Road	Hartfield Road Informal overflow parking, between Hartfield / Teeball / Mens Shed entrance and Hartfield Golf Club entrance, allowing for potentially up to 40 cars.	Supported <i>City Action</i> - Requires confirmation with Rangers to ensure no parking restrictions are applicable or in place within the proposed area, which could form part of thinking for overflow car parking for major events / competition days.

		<p>Committee asked if a pathway will be included to facilitate access to the grounds or will people have to cross Hartfield Road to existing path and then cross back? Noted that pathway exists on opposite side of road and during large events when overflow is used, members will be encouraged to use the existing path</p>
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