



# MINUTES

## Strategic Sports and Recreation Committee (SSRC)

Monday 14 February 2022

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 6.35pm

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

#### 2.1 Attendance

##### Committee Members

Doug Harvey	Committee Member
Brett Ashdown	Presiding Member (Appointed in meeting)
Phil Barker	Committee Member
Greg Geier	Deputy Presiding Member (Appointed in meeting)

##### Staff

Darren Jones	Manager Community Development (MCD)
Nic Daxter	Leisure Planning Project Manager (LPPM)
Fiona Stuart	Senior Leisure Planning Officer (SLPO)
Nicole O’Neill	Acting Director Corporate Services (ADCS) - Left Meeting at 6.50pm

##### Apologies:

Gary Ticehurst	Director Corporate Services (DCS)
Brett Jackson	Director Asset Services
Darryl Downing	Committee Member
Annaliese Arndt	Committee Member

#### 2.2 Leave of Absence Previously Approved

Nil

### 3.0 Outline of the Purpose of the Committee (Governance)

MCD inducted the Committee on the purpose of the SSRC and the relevant Local Government Laws that they are bound by and the importance of good governance.

#### **Officers Comment**

That Committee notes the information provided.

#### **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.

As this is the first Committee meeting since the Local Government Elections held in October 2021, 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 in accordance with the Local Government Act 1995 – Schedule 2.3.

#### **4.1 Presiding Member**

Brett Ashdown nominated himself as Presiding Member.

As the only nomination; Brett Ashdown was elected as Presiding Member.

**Carried Unanimously 5/0**

#### **4.2 Deputy Presiding Member**

The Presiding Member called for nominations for Deputy Presiding Member.

Greg Geier nominated himself as Deputy Presiding Member.

As the only nomination, Greg Geier was elected at Deputy Presiding Member.

**Carried Unanimously 5/0**

#### **5.0 Confirmation of Minutes from Previous Meeting**

That the Minutes of the SSRC meeting held on 11 March 2020, as published and circulated, are confirmed as a true and accurate record of the proceedings, subject to the following amendment:

- Add to Agenda Item 2.1 - "Attendance", that Brett Ashdown was in attendance at the meeting.

MOVED: Doug Harvey

SECONDED: Brett Ashdown

Carried Unanimously 5/0

## **6.0 Disclosure of Interest**

### **6.1 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.

### **6.2 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.

## **7.0 Items for Committee Consideration:**

### **7.1 Overview of SSRC Terms of Reference, Purpose and Overview of Capital Grants Process & External Funding Opportunities**

LPPM provided an overview of SSRC Terms of Reference, Capital Grants Program, application timelines, funding opportunities available, scope of Capital Grants Program and process. The key external funding opportunity available to the City were also outlined including the State Governments new Club Night Light Program (CNLP), which provides an additional \$10 million to sporting clubs to assist in funding sports lighting installations and upgrades across the State.

#### **Officers Recommendation**

The Committee noted the information provided.

## 7.2 Budget Overview

ADCS provided details of the annual budget process, timelines and outlook.

It was noted that the City has a significant Capital Works Program and projected Long Term Financial Plan. The City is also heavily reliant on receiving grant funding and advocacy funding which is centred on the various State and Federal Election cycles to ensure that rate rises are kept to a minimum.

ADCS noted that over the past two years the impact of COVID on costs within the construction industry has been significant, resulting in higher costs for infrastructure projects, placing pressure on the City to fund these increases.

The Committee noted that it would be important for cost estimates for projects to be realistic due to the recent increases being experienced.

The Committee asked what percentage increase the City were currently applying to their project costings. The ADCS noted that this varied across different projects and various scenarios which are all currently being modelled and will be advised to Councillors as part of the budget deliberation process.

### Officers Recommendation

The Committee noted the information provided.

## 7.3 Capacity to Deliver and Project Management Overview

LPPM noted that under the Capital Grants Policy all projects are to be managed by the City, however for smaller projects the City would consider approving clubs to project manage themselves.

It was noted that the City has a significant number of future Capital Works projects in the current Long Term Financial Plan, particularly due to the recent success of its advocacy and grant funding efforts. Therefore, as the City only has limited staffing and financial resources to deliver projects, the Committee were reminded to consider the City's capacity to deliver additional projects when assessing the current applications.

### Officer Recommendation

The Committee noted the information provided.

## 7.4 Update on Reserve Master Plans

LPPM presented an update on the City's reserve master plan projects, focusing on projects that have recently been funded and are in the process of construction or detailed design.

The LPPM also provided an update on the previous Capital Grants Program projects assessed by the Committee in 2020.

#### **Officers Recommendation**

The Committee noted the information provided.

### **7.5 Capital Grant Applications Received**

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

The SSRC 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”.*

### **7.6 Confirmation of Upcoming Meeting Dates**

Officers presented an overview of the upcoming meeting and process for the SSRC being:

- Club Presentation & Assessment Overview – Monday, 21 February 2022 – 6pm.
- SSRC Consensus Score & Recommendations – Wednesday, 9 March 2022 – 6pm.

#### **Officers Recommendation**

That the committee noted the information provided and confirmed both further meeting dates for 2022.

### **8.0 Urgent Business with the Approval of the Presiding Member**

Nil

### **8.0 Closure - meeting closed at 7.15pm**

There being no further business, the Presiding Member declared the Meeting closed at 7:15 pm.

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

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

Presiding Member

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2022.