



MINUTES

Ray Owen Sports Centre Management Committee Thursday 2 May 2024 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 SLPO opened the meeting at 6.15pm.

2.0 Attendance, Apologies and Leave of Absence Previously Approved

Welcome to new Committee member, Luke Sunderland.

2.1 Voting Members

Cr Geoff Stallard	Councillor Delegate
Scott Parker	Presiding member & Kalamunda and Districts Basketball Association (KDBA)
Nicole McKennay	Kalamunda and Districts Netball Association (KDNA)
Cherie Stoodley	Kalamunda and Districts Netball Association (KDNA)
Luke Sunderland	Kalamunda and Districts Basketball Association (KDBA)

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 08 February 2024 published and circulated, are confirmed as a true and accurate record of proceedings.

Moved: Nicole McKennay

Seconded: Cherie Stoodley

Vote: Carried (3/0)

Statement by Presiding Member

"Based on the above Motion, I now sign the Minutes as a true and accurate record of the meeting of 08 February 2024."

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.

Nil.

5.0 Items for Committee Consideration

5.1 Ray Owen Master Plan update

5.1.1 Court Extension, Advocacy Strategy and Access Driveway

KDBA advised that during a recent meeting with the Mayor, it was advised that the Ray Owen Sports Centre Court extension was one of the City's top two priorities for advocacy.

Councillor Stallard advised that at the April 2024, Ordinary Council Meeting that the Ray Owen Sports Centre four-court extension project was endorsed as a priority advocacy project.

Officers Comment

That the Committee notes the information provided.

5.2 Table of Responsibilities – Ray Owen Sports Centre Licence Agreement

The current Ray Owen Sports Centre licence agreement expires in December 2025 and the Associations have the option to extend the licence agreement for a further term of 10 years, expiring in 2035.

Both KDBA and KDNA Presidents agreed to commence reviewing the table of responsibilities and will provide comments/feedback at the August 2024 meeting.

Cr Stallard noted the current condition of the outdoor netball court lighting. Officers noted that the Ray Owen Master Plan identified the need to upgrade lighting to all the outdoor netball courts, noting the four court extension project will be built over the top of netball courts 7-10.

Cr Stallard noted, that the oval floodlighting project at Ray Owen Reserve will now include a future-proof option to cater for 300LUX lighting level which will cater for cricket night games.

Action:

- ROMC members to commence reviewing the table to provide comment/feedback at August 2024 meeting.

Officers Comment

That the Committee notes the information provided.

5.3 Budget items 2023/24

- *Grandstand renewal project Court 1 & 4 (carry over)*

KDBA has requested a meeting with the City's A/CEO and Director of Asset Services to discuss the grandstand renewal project and the recent advice provided by Asset Delivery staff regarding the floor load-bearing weight.

KDBA advised that their pursuit of mobile / retractable seating is due to being in a Tier 2 competition, where there is an expectation to provide a certain level of amenities at the facility and if they cannot provide, then KDBA will not be able to host a certain level of competition at the centre.

Cr Stallard suggested that it may be worthwhile including the proposed seating manufacturer, Pacific Seating, to be part of the conversation, so any specific questions can be answered at that time.

The group agreed this project has been ongoing for many months now (already carried over once from 22/23 budget) due to numerous on-site meetings to discuss options.

KDNA advised that whilst they understand KDBA's pursuit of mobile / retractable seating, however the outcome doesn't affect KDNA and is awaiting a decision.

SLPO noted that it is important to ensure that KDNA also attends the meeting.

Officers Comment

That the Committee notes the information provided.

5.4 Running Action Register

Please refer to Running Action Register.

Officers Comment

That the updated Running Action Register be received.

5.5 OCE - Cleaning Company

KDBA requested this item be included in the agenda due to the ongoing cleaning issues that both Associations have experienced with the cleaning contractor over the past few years.

Asset Maintenance oversees the cleaning contract and has had numerous meetings with the contractor due to various complaints across the City's facilities and is documenting all concerns, in the lead up to new cleaning contract tenders being considered in April/May 2025.

Associations asked about waste management at the site, as the skip bins need to be changed to larger bins with increased frequency now that the winter season has commenced. Associations suggested a Monday and Friday for emptying.

Action:

- Officers to provide update to Associations regarding recent cleaning meeting held between City and OCE.
- Officers to contact the City's Waste Services Team to confirm and discuss skip bin requests.

Officers Comment

That the OCE comments are noted.

6.0 Urgent Business with the Approval of the Presiding Member

6.1 Use of change rooms – Mazonod Junior Football Club (MJFC)

KDBA advised that the change rooms will not be available for MJFC to use Sunday 5 May as this is the one occasion of a Sunday home fixture.

Officers advised they would contact MJFC, in the morning after the Committee meeting (3 May) to discuss alternate arrangements.

KDBA also advised they would contact and advise the MJFC after the ROMC meeting.

Action:

- Officers to contact MJFC on Friday morning (3 May) regarding no access to the ROSC change rooms for Sunday morning (5 May)

6.2 Outdoor Netball Courts – Request for regular sweep/tidy-up

KDNA requested a scheduled sweep/tidy-up of the outdoor netball courts and surrounds, confirming that Fridays would be ideal if possible.

Action:

- City Officers to liaise with Waste Services and request a fortnightly/monthly sweep of the courts on Fridays.

7.0 Date of Next Meeting

City staff advised that the next meeting is scheduled for Thursday 1 August.

However, due to scheduled staff leave, it was requested the meeting be brought forward one week to Thursday 25 July 2024.

The Committee confirmed and agreed to the change of date.

8.0 Closure

There being no further business, the Presiding Member declared the Meeting closed at 7.15pm.

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

ATTACHMENT 1

Ray Owen Running Action Register

Date of meeting	Item	Status	Responsible Officer/s	Comments
February 2023	Maida Vale Netball Courts	Ongoing	Asset Renewal	<ul style="list-style-type: none"> Committee agreed to keep this item on the running action register.
January 2023	New key system	Ongoing	Asset Maintenance	<ul style="list-style-type: none"> Asset Maintenance has raised a budget bid for the 24/25 financial year for Council to consider a new bilock key system at various centres. Outcome of this will be known in July 2024.
January 2023	Fire Doors	Ongoing	Asset Maintenance	<ul style="list-style-type: none"> Officers to ascertain how many doors have been completed and how many doors to be finalised
August 2022	Grandstand seating project	Ongoing	Asset Maintenance	<ul style="list-style-type: none"> Please see item 5.3 within the agenda
August 2022	Flooring reseal	Ongoing	Asset Maintenance	<ul style="list-style-type: none"> Court reseal – end of year – Associations have again requested that they would like the indoor courts to be resurfaced every year on a 50/50 split basis with the City, subject to KDBA/KDNA confirmation of contribution. Officers to liaise with Asset Maintenance RE: operating budget. Associations keen to retain current contractor.
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.