

Ordinary Council Meeting - 12 December 2023

10.2.3. Scott Reserve Pavilion: Adoption of Final Design

Declaration of financial / conflict of interests to be recorded prior to dealing with each item.

Previous Items	OCM 251/2018; OCM 100/2020; OCM 122/2022
Directorate	Asset Services
Business Unit	Asset Planning & Delivery
File Reference	3.010346
Applicant	N/A
Owner	N/A
Attachments	<ol style="list-style-type: none"> Attachment 1 - Scott Reserve Pavilion [10.2.3.1 - 7 pages] Attachment 2 - Revised Scott Reserve Master Plan Concept [10.2.3.2 - 1 page]

TYPE OF REPORT

Advocacy	When Council is advocating on behalf of the community to another level of government/body/agency
✓ Executive	When Council is undertaking its substantive role of direction setting and oversight (e.g. accepting tenders, adopting plans and budgets)
Information	For Council to note
Legislative	Includes adopting Local Laws, Town Planning Schemes and Policies. When Council determines a matter that directly impacts a person's rights and interests where the principles of natural justice apply. Examples include town planning applications, building licences, other permits or licences issued under other Legislation or matters that could be subject to appeal to the State Administrative Tribunal

STRATEGIC PLANNING ALIGNMENT

Kalamunda Advancing Strategic Community Plan to 2031

Priority 1: Kalamunda Cares and Interacts

Objective 1.1 - To be a community that advocates, facilities and provides quality lifestyles choices.

Strategy 1.1.1 -- Ensure the entire community has access to information, facilities and services.

Strategy 1.1.2 - Empower, support and engage all of the community.

Priority 1: Kalamunda Cares and Interacts

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Objective 1.2 - To provide a safe and healthy environment for community to enjoy.

Strategy - 1.2.3 Provide high quality and accessible recreational and social spaces and facilities.

Strategy 1.2.2 - Advocate and promote healthy lifestyle choices by encouraging the community to become more active citizens.

Priority 1: Kalamunda Cares and Interacts

Objective 1.3 - To support the active participation of local communities.

Strategy 1.3.1 - Support local communities to connect, grow and shape the future of Kalamunda.

Strategy 1.3.2 - Encourage and promote the active participation in social and cultural events in the City of Kalamunda.

EXECUTIVE SUMMARY

1. The purpose of this report is to seek endorsement of the tender issued drawings and funding strategy for the redevelopment of the Scott Reserve Pavilion.
2. The project has progressed to tender documentation stage which includes tender issued drawings and a Pre-Tender Estimate (PTE).
3. The tender issue design for Scott Reserve Pavilion was endorsed by user groups following a meeting held on 6 November 2023.
4. The PTE has identified that the cost to deliver the Scott Reserve Pavilion is \$5,529,576. As a result, in September 2023 the City submitted a Community Sporting and Recreation Facilities Fund (CSRFF) grant application to the Department of Local Government, Sport and Cultural Industries (DLGSCI) for an amount of \$1,300,000. The funding difference of \$179,575 is proposed for consideration at the mid-year budget review, following feedback on the success of the CSRFF grant.
5. It is recommended that Council endorse these designs such that tenders can be called for construction. It is recommended that Council review the funding strategy following the City's mid-year budget review process and the outcome of the on CSRFF grant in March 2024 before proceeding with contract award. It is also recommended that Council adopt the revised Scott Reserve Master Plan as per Attachment 2.

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BACKGROUND

6. Council endorsed the Scott Reserve Master Plan (SRMP) at the Ordinary Council Meeting held in June 2020 (OCM 100/2020). The Master Plan provides a strategy to guide development in a sustainable manner to maximise opportunities for active and passive recreation for the community. The new Scott Reserve Pavilion was a key project identified within the SRMP.
7. Through the 2021 State Election, the City was successful in securing a \$2 million grant through DLGSCI towards the new Scott Reserve Pavilion. At the August 2023, OCM Council (122/2022) approved a co-contribution through a \$2m loan. During this time the City also secured a \$50,000 grant from the Western Australian Football Commission (WAFC) towards the project.
8. During the new Scott Reserve Pavilion design process, the City were successful in securing a \$60m funding commitment for the High Wycombe Community Hub (HWCH), which includes a new community centre.
9. As a result of securing funding for both projects, the City undertook a review of the SRMP, which identified the need to:
 - Remove the proposed new Community Centre and its associated users from Scott Reserve, in favour of the HWCH development; and
 - The outdoor fitness equipment and youth space in favour of planned upgrades at Fleming Reserve.
10. A revised SRMP incorporating the above is included as Attachment 2.

DETAILS AND ANALYSIS

11. The City engaged a design consultant Donovan Payne Architects to progress the detailed design development.
12. The design for Scott Reserve Pavilion is provided as Attachment 1.
Key elements include:
 - 6 x change rooms, 4 of which contain operable walls;
 - Function room;
 - Kitchen and servery;
 - Internal toilets and external UAT;
 - External store rooms;
 - Meeting room;
 - First aid and umpire rooms;

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- Undercover spectator area.

13. The key user groups identified which the Pavilion will service includes: High Wycombe Cricket Club (HWCC), High Wycombe Amateur Football Club (HWAFC) and High Wycombe Junior Football Club (HWJFC). These user groups were involved in several stakeholder meetings throughout the design process. All user groups endorsed the detailed design of the Scott Reserve Pavilion following a meeting held on 6 November 2023.

14. The PTE for the Scott Reserve Pavilion project is as follows:

Element	Cost (ex GST)
Construction	\$4,481,000
Design / Documentation	\$394,000
Contract Management	\$105,509
Other Costs	\$46,378
Contingency	\$502,688
Total Project Budget	\$5,529,575

15. The design has now reached the issue for tender milestone and is presented to Council for endorsement to continue through to a Request for Tender process.

16. It is anticipated that construction (from award of contract to completion) of Scott Reserve pavilion will take approximately 18 months.

APPLICABLE LAW

17. *Local Government Act 1995.*

APPLICABLE POLICY

18. Risk Management Policy C-HR06
Purchasing Policy C-PP01

STAKEHOLDER ENGAGEMENT

19. Extensive stakeholder consultation has been undertaken to identify the requirements of the project via the SRMP and engagement with key User Groups being HWCC, HWAFC and HWJFC. A consultation summary is as follows:

- SRMP – 2019/20
- Functional brief – Included within SRMP
- Concept Design consultation – 14 December 2022
- Revised SRMP consultation – 13 March 2023

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- Schematic Design consultation – 7 June 2023
- Final Design – 23 November 2023

As part of the consultation process with the User Groups, the club contribution towards components of the fit-out have been discussed.

20. The DLGSCI and WAFC as the grant funding body has been engaged through regular progress reporting inclusive of updates on the City's current timeframes and funding strategy.

FINANCIAL CONSIDERATIONS

21. The anticipated funding strategy for the Scott Reserve Pavilion project is as follows, it should be noted that all costs are for project costs incurred to date:

Element	Cost (ex GST)
Total Project Cost	\$5,529,575
Total Project Funding DLGSCI	-\$2,000,000
Total Project Funding WAFC	-\$50,000
City of Kalamunda Loan	-2,000,000
Total Project Difference	1,479,575
CSRFF Grant	-1,300,000
Total Project Difference with Successful CSRFF Grant	\$179,575

22. The City currently has a CSRFF grant application submitted for an amount of \$1,300,000. It is anticipated that the outcome of the grant will be available to the City in March 2024. It should be noted that CSRFF is a competitive grant application process. Through the assessment process, the CSRFF could elect to approve the grant in full, partially, or not to support.
23. If the CSRFF funding submission is successful for the amount of \$1,300,000 a difference of \$179,575 is proposed for consideration at the mid-year budget review.
24. The City's mid-year budget review is proposed to be presented to the Ordinary Council Meeting (OCM) in March 2024. During this process, Officers will review and propose a final funding strategy for Council consideration on how the funding difference can be considered. The amount of funding sought at the mid-year review process is dependent on the outcome of the CSRFF grant funding application success.

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- 25. A future report will be presented for Council's consideration following the completion of the Request for Tender (RFT) process. At this time Council will have the outcome of the CSRFF funding application and mid-year budget review process. At this time a final funding strategy can be confirmed prior to proceeding with the award of the contract.

SUSTAINABILITY

- 26. **Social Implications**
Investment in Scott Reserve with updated sporting and recreational facilities increases the City's assets, provides benefits to the local community, improves community safety and enhances the user and player experiences for their training and competitions.
- 27. **Economic Implications**
The implementation of this project will assist in providing local benefit to local businesses with possible benefits of employment opportunities. It may provide increased economic activity to the High Wycombe community during the construction phase.
- 28. **Environmental Implications**
All existing trees will be retained and protected where possible. It should be noted that one tree is nominated for removal due to extension of the carpark located in the South East corner.

The Pavilion will be connected to the Water Corporation main sewage line.

Solar PV connection shall be incorporated into the switchboard unit for future solar PV.

RISK MANAGEMENT

29.	<p>Risk: That sufficient budget is not allocated as part of the Mid-Year Budget review in March 2024 to allow project delivery.</p>		
	Consequence	Likelihood	Rating
	Critical	Likely	Extreme
	Action/Strategy		
	<p>The City has submitted a CSRFF grant for the amount of \$1.3 million to reduce the financial risk likelihood and impact to the City's municipal budget.</p> <p>In addition to the CSRFF funding submission, an in-depth Capital Works budget review will be undertaken to identify opportunities for the additional money to be identified for the Council's consideration.</p>		

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This review and the outcome of the CSRFF grant will be undertaken prior to the award of the tender contract, allowing Council to make an informed decision on the funding strategy before the contract to the works is signed.

30.

Risk: Delays resulting in not meeting Grant body deadlines.

Consequence	Likelihood	Rating
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Major	Possible	High
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Action/Strategy

Regular quarterly reports to DLGSCI, the primary funding body, has occurred. This shall be transparent to the Grant body with project construction updates. Contractor to provide fortnightly program updates and report potential delays immediately once construction begins. The City is submitting a variation request to ensure all parties are aware of project construction timeframes.

CONCLUSION

31. The endorsement of the issue for tender designs and estimate will allow the project to proceed to the Request for Tender process.
32. The delivery of these projects will provide much needed updating of sporting and recreational facilities to the user groups of Scott Reserve and the surrounding communities.

Voting Requirements: Simple Majority

RESOLVED OCM 182/2023

That Council:

1. ENDORSE the designs for the new Scott Reserve Pavilion (Attachment 1) for the purposes of finalising tender documents.
2. PROCEED to final design and call construction tenders for this Project.
3. NOTE that the funding strategy for the works will be presented to Council for consideration following the Mid-Year Budget Review and outcome of CSRFF funding process prior to the tender being awarded.
4. ADOPT the revised Scott Reserve Master Plan as per Attachment 2.

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Moved: **Cr Dylan O'Connor**

Seconded: **Cr Mary Cannon**

Vote: For: **Mayor Margaret Thomas, Cr Dylan O'Connor, Cr John Giardina, Cr Geoff Stallard, Cr Mary Cannon, Cr Brooke O'Donnell, Cr Lisa Cooper, Cr Kathy Ritchie and Cr David Modolo**

Against: **Nil**

CARRIED UNANIMOUSLY (9/0)