

Ordinary Council Meeting - 12 December 2023

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**10.2.2. Maida Vale (Norm Sadler) 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	1. Attachment 1 - Maida Vale ( Norm Sadler) Pavilion [10.2.2.1 - 7 pages]

**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 Norm Sadler Pavilion at Maida Vale Reserve.
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 Norm Sadler Pavilion was endorsed by user groups at a meeting held on 6 November 2023.
4. The PTE has identified that the cost to deliver the Maida Vale Pavilion is \$3,678,242. The funding difference of \$1,278,242 is proposed for consideration at the mid-year budget review.
5. It is recommended that Council endorse these designs such that tenders can be called for construction. It is also recommended that Council review the funding strategy as part of the City's mid-year budget review process in March 2024 before proceeding with contract award.

**BACKGROUND**

6. Council endorsed the Maida Vale Reserve Master Plan at the Ordinary Council Meeting held in December 2018 (OCM 251/2018). 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 Norm Sadler Pavilion works were identified as a key project within the Master Plan.

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7. Through the 2021 State Election, the City was successful in securing a \$2.4 million dollar grant through the Department of Local Government, Sport and Cultural Industries (DLGSCI) towards the project.

**DETAILS AND ANALYSIS**

8. The City engaged a design consultant Donovan Payne Architects to progress the detailed design development.
9. The design for Norm Sadler Pavilion is provided as Attachment 1.  
Key elements include:
  - New internal toilets;
  - New meeting room;
  - Refurbishment to existing kitchen, servery and social spaces;
  - New first aid room;
  - New umpire’s change room;
  - New publicly accessible Universal Accessible Toilets (UAT);
  - 3 x new and 4 x refurbished changerooms;
  - Secure sports storage with vehicle accessibility; and
  - Extension to viewing platform area.
10. The key user groups identified which the Pavilion will service include the Kalamunda Rangers and Kalamunda United Football Club. These user groups were invited to a meeting on 6 November 2023 where the designs were reviewed and endorsement provided.
11. The PTE for the Norm Sadler Pavilion project is as follows:

<b>Element</b>	<b>Cost (ex GST)</b>
Construction	\$3,097,000
Design / Documentation	\$152,000
Contract Management	\$67,886
Other Costs	\$26,971
Contingency	\$334,385
<b>Total Project Budget</b>	<b>\$3,678,242</b>

12. 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.
13. It is anticipated that construction (from award of contract to completion) of Norm Sadler Pavilion will take approximately twelve (12) months.

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**APPLICABLE LAW**

- 14. *Local Government Act 1995.*

**APPLICABLE POLICY**

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

**STAKEHOLDER ENGAGEMENT**

- 16. Extensive consideration has been undertaken to identify the requirements of the development for the Pavilion via the Master Plan and further User Group consultation. A consultation summary is as follows:
  - Master Plan – 2017/18
  - Functional brief – January 2022
  - Concept Design consultation – 14 December 2022
  - Schematic Design consultation– 7 June and 15 June 2023
  - Final Design and Club Endorsement – 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.

- 17. The DLGSCI 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**

- 18. The anticipated funding strategy for the Norm Sadler Pavilion project is as follows:

<b>Element</b>	<b>Costs</b>
Total Project Cost	\$3,678,242
Total Project Funding	-\$2,400,000
Total Project Difference	\$1,278,242
<b>Funding Proposed to be Allocated as part of Budget Review</b>	<b>\$1,278,242</b>

- 19. 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 funding strategy for Council

consideration on how the funding difference of \$1,278,242 can be considered.

- 20. 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 mid-year budget review so that the funding strategy can be confirmed prior to proceeding with the award of the contract.

**SUSTAINABILITY**

- 21. **Social Implications**  
Investment in Maida Vale 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 competitions.

- 22. **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 Maida Vale community during the construction phase.

- 23. **Environmental Implications**  
All existing trees will be retained and protected where possible.  
  
A new in-ground sewage treatment system has been proposed to meet the capacity requirements of the additional change rooms.  
  
Solar PV connection shall be incorporated into the switchboard unit for future solar PV.

**RISK MANAGEMENT**

- 24. 

<b>Risk:</b> That sufficient budget is not allocated as part of the Mid-Year Budget review in March 2024 to allow project delivery.		
<b>Consequence</b>	<b>Likelihood</b>	<b>Rating</b>
Critical	Likely	Extreme
<b>Action/Strategy</b>		
That 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. This review 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.		

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25.

<b>Risk:</b> Delays result in not meeting Grant body deadlines.		
<b>Consequence</b>	<b>Likelihood</b>	<b>Rating</b>
Major	Possible	High
<b>Action/Strategy</b>		
Regular quarterly reports to DLGSCI, the main funding group have been notified and briefed on all reports. 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.		

**CONCLUSION**

26.

The endorsement of the issue for tender designs and estimate will allow the project to proceed to the Request for Tender process.

27.

The delivery of this project will provide much needed updating of sporting and recreational facilities to the surrounding communities.

**Voting Requirements: Simple Majority**

A Councillor sought clarification on the process the City undertakes to appoint an architect and the detail of scope provided. The Director Asset Services provided clarification.

RESOLVED OCM 181/2023

That Council:

1. ENDORSE the designs for Norm Sadler Pavilion, at Maida Vale Reserve (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 process prior to the tender being awarded.

Moved: **Cr Kathy Ritchie**

Seconded: **Cr Dylan O'Connor**

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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)**