



M I N U T E S

Ray Owen Sports Centre Management Committee Thursday 6 February 2025 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 Presiding Person opened the meeting at 6.05pm.

2.0 Attendance, Apologies and Leave of Absence Previously Approved

Apology – Zac Acott - Kalamunda Districts Basketball Association

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)

Jarod Avila Kalamunda and Districts Basketball Association (KDBA)

City of Kalamunda Staff

Fiona Stuart Senior Leisure Planning Officer (SLPO)

Jordie Maxwell Club Development Officer (CDO)

Observers/Guests

Cr John Giardina Deputy Councillor Delegate

Cr David Modolo Councillor

Mpumi Sibiyi Project Manager (PM) – Left meeting at 6.30pm

**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 14 November 2024 published and circulated, are confirmed as a true and accurate record of proceedings.

Moved: Nicole McKennay

Seconded: Cr Stallard

Vote: Carried (5/0)

Statement by Presiding Member

"Based on the above Motion, I now sign the Minutes as a true and accurate record of the meeting of 25 July 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

6.0 Ray Owen Master Plan Update

6.1.1 Four Court Extension and Car Parking Update from City's Project Manager

The Presiding member welcomed the City's Project Manager for attending to provide an update on the Court Extension and car park design project.

PM advised that the project is progressing well to date. The consultants (Site Architectural Services) are providing preliminary plans with two options for consideration.

Preliminary costs and draft concept plan are anticipated to be provided by the end of February.

PM advised that the Architect is considering multiple design options as current placement of 4 court extension is not favourable to netball.

KDNA advised that the Club will be greatly impacted if the reinstatement of Court 17 & 18 does not occur – this would result in a loss of the overall number of outdoor courts for netball.

The Committee discussed what options there are for the site if funding support is not pledged through either of the Election cycle processes.

Committee considered a staged approach, however, this would ultimately result in higher costs over time.

KDBA emphasised that it is important to consider a balance of what is important and needed from both Associations.

SSA compliance is required from both the sports Governing bodies.

Committee agreed that the court extension and carpark are two projects that must go together, one cannot occur without the other.

Committee noted that a \$1.1M pledge has been made by the Labor Government to support the resurfacing and lighting upgrades at the Maida Vale outdoor netball courts.

This project will greatly assist KDNA to continue to run their competitions at Maida Vale at a time when the court extension project proceeds.

6.1.2 Advocacy Strategy –Court Extension and Car Parking

This item remains as a standing item on agenda as requested by the Committee.

The City and Associations remain committed to Advocacy for the project prior to upcoming State and Federal elections.

Committee Action

That the Committee notes the information provided and for all parties to align their advocacy messaging.

6.2 Table of Responsibilities – Licence Agreement Review

With the licence extension due for extension in December 2025, City Officers advised that preliminary discussions continue to take place internally.

Consideration on what impact extending for another ten years may have, especially if the new build does take place and the agreement needs to be renegotiated at that point.

Committee discussed whether changes are made such as 5+5 instead of a further 10 years or any variations to current usage need to be considered.

Committee noted that any licence duration less than 10+10 will impact on the Association’s ability to apply for funding loans in the future so this will need to be taken into account.

Both City Officers and the Associations are keen to ensure that the way forward for the licence will best meet everyone’s current needs, noting that usage and growth of the sports has been significant since the first term was established.

Committee Action

That the Committee notes the information provided.

Action:

- City to liaise with the City’s internal Business Units to understand City direction with the Ray Owen Management Committee licence agreement.

6.3 Budget items 2024/25

Grandstand renewal project Court 1 & 4 (carry over)

The Grandstand project was carried forward as part of the Council adopted budget for the 2024/2025 Financial year.

Works commenced in January 2025, with the project being managed by A & E Hoskins.

Site set up and demolition phase have been completed and all materials are onsite.

The Project is progressing well although some issues were identified during demolition phase.

The PM and officers meet regularly with the Associations and the Contractor to resolve any issues and approve solutions, as such, it is anticipated that the project will remain on track for completion in late February 2025.

PM and Officers will keep Associations updated on any variation to completion dates as they become known.

Committee Action

That the Committee notes the information provided.

6.4 Cleaning Contract

The City's current cleaning contract expires in April, with the City currently in the process of tender assessments.

Information provided by the maintenance team was that the centre was not able to be removed from the contract, or viewed in isolation, from the rest of the City's facilities.

However, a new process for monitoring of the engaged contractor as well as key responsibilities, has been laid out as part of new tender.

This will assist with the management of the contract and ensuring the City has greater control over works undertaken. This also includes sporadic, unplanned checks to ascertain if cleaning duties are being carried out as per the cleaning scope.

Committee agreed that the expectations of the cleaning of the facility must be clear and determined early on.

Peak and off-peak times need to be included within the scope for Ray Owen.

Committee requested a meeting with the appointed contractor onsite to ensure that the complexity and volume of works is understood. If any additional works are to be considered, the City may be required to vary the scope for this site.

Consumables

Officers advised the Associations of the upcoming changes to how consumables will be charged to the Ray Owen Sports Centre.

It was noted that previously, the contractor had split consumable costs evenly across the City's 17 sites, however this method does not accurately reflect the number of consumables used.

Going forward, costs that accurately reflect the consumables provided to Ray Owen Sports Centre will appear on monthly invoicing.

An example of how this impact the associations will be provided to the Committee so that appropriate changes to budgeting can be made.

Action:

- City Officers to provide a spreadsheet indicating example of the changes to the consumable charges.

Committee Action

That the Committee notes the information provided.

6.5 Running Action Register

Please refer to Running Action Register.

6.6 Storage Area requirements

This item was requested to be included in the agenda by KDBA.

The current grandstand project has reduced the existing storage space, for both the City and the Associations, due to the requirements of the grandstand specifications to meet compliance.

Committee discussed options for storage including a mezzanine floor above the KDBA's Referee's Room.

Associations are also requested to review all current areas of storage to ensure that they are being maximised and to see where there is opportunity to increase.

Suggestions to dispose of old or unused equipment to free up space and provide more functional storage areas.

Associations to discuss and prioritise options and to advise City of outcome regarding any future requests.

Committee update

That the Committee notes the information provided.

7.0 Urgent Business with the Approval of the Presiding Member

Nil

8.0 Date of Next Meeting

Thursday 1 May 2025

9.0 Closure

There being no further business, the Presiding Member declared the Meeting closed at 7.30pm.

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
November 2024	Carry over project – Grandstand seating project	Ongoing	Asset Maintenance	Further details – please see agenda item 6.3
November 2024	Advertising & Sponsorship signage	Ongoing	Community Development	Committee agreed that the City would develop a draft advertising and sponsorship strategy for ROSC. The draft will be provided to the Associations for comment/review and then be adopted by the Committee. City staff have commenced the draft strategy and should be in a position to present the draft, prior to the next May Committee meeting.
November 2024	New key system – Bilock	Ongoing	Asset Maintenance	New Bilock system approved for roll out at ROSC. BILOCK system is a high-level locking system which allows key holders to only access certain doors within a facility. Both Associations have provided a list of keys they require to Building Maintenance. Program should commence roll out prior to June 2025.
November 2024	Emergency Exit and Fire Doors	Ongoing	Asset Maintenance	Several doors remaining to be completed before project is closed. Building maintenance to provide update to when doors will be completed.

February 2023	Resurfacing of the Maida Vale Netball Courts	Ongoing	Asset Renewal	Committee agreed to keep this item on the running action register. MVNC is proposed to be utilised during the construction of the 4-court extension at Ray Owen. Labor election pledge of \$1.1M to upgrade lighting and courts at MV.
2020	Reinstatement of Cts 17 & 18	Ongoing	SLPO	Reinstatement request from Associations noted. Implementation is linked to Master Plan. Courts to be reinstated as netball courts during 4 court extension project.