

S355 General Sportsground Committee Meeting

13 March 2017



Meeting Notes

HELD AT BVSC Chambers

Present

Cr Mitchell Nadin (Chair)	Ian McAlpin – Pambula Sporting Complex	Glen Baker - Pambula Sporting Complex
Mike Sheppard – George Brown Oval	Kim Martyn – Berrambool	Adrian Day – Bega Sporting Complex
John Dedman - Bega Sporting Complex	Zip Summerell – Wolumla Recreation Ground	Adam Donaldson – Barclay Street Sports Complex
Anthony Basford (BVSC) Director Community, Relations & Leisure	John Grady (BVSC) Manager Leisure & Recreation	Justin Welsford (BVSC) Leisure & Recreation Coordinator

1. Apologies

Cr Tony Allen
Mick Trenerry – Dickinson Oval
Greg Barrett - Wolumla Recreation Ground

2. Confirmation of Minutes – August Meeting

Moved - Kim Martyn Seconded - Mike Sheppard

3. Update of Actions - August Meeting

Overview of works undertaken in response to actions identified in the August 22 meeting notes:

Action Council staff to progress the survey and design phases of the sportsground master planning projects (Bega and Pambula) with money in the 2016-17 capital works budget allocated.

Outcome

The tender process is nearing completion for Bega. Positive response with 12 companies lodging a tender for the work. Currently working through the shortlist.

Caddey Searle and Jarman (successful tenders) have undertaken the surveying work at Pambula.

Their report is expected very soon.

Action

All committee nominations to be put before Council for adoption by the end of 2016.

Outcome

Sportsground committee nominations included in a report alongside the cemetery and hall committees and adopted by Council on 2 November 2016.

Action Council officers to contact the schools and clubs, with the assistance of the sportsground committees, to encourage the use of the sportsground booking forms.

Outcome

Booking form use continues to improve with only a small number of clubs failing to lodge forms. Officers continue to work with all users to ensure forms are completed.

4. New Business

a. Committee Nominations

Leisure and Recreation Coordinator Justin Welsford informed the meeting that Council had received a total of 56 nominations for the various site committees across the Shire. A committee had formed for the Bega Sporting Complex for the first time in many years, however there was work to do to ensure Barclay Street and Candelo were able to form. A note of appreciation for the work done by retiring committee members was also put forward.

Action

Leisure and Recreation Coordinator to work with the main user groups at Barclay Street and Candelo in order for site committees to form at these sites.

Council officers to work with all committees on the implementation of the various Facility Management Plans.

b. Sportsground Bookings

With the winter season nearing the importance of all user groups completing booking forms was again raised with delegates, with mowing schedules, etc based upon bookings and home games in many cases.

Action

Leisure and Recreation coordinator to work with the site committees to ensure the booking process is followed by all user groups.

c. Sporting Complex Master Plans

Leisure and Recreation Manager John Grady gave an update on the sporting complex master plans with the survey and design works for Bega and survey work for Pambula about to go out to tender.

Action Council staff to continue to progress the survey and design phases of the sportsground master planning projects (Bega and Pambula) with money in the 2016-17 capital works budget allocated.

d. User Fees

Leisure and Recreation Coordinator Justin Welsford informed the meeting that the site committees had until the end of March to forward their regular user fees breakdown in order for the 2016-17 sportsground fee invoices to be raised. Some committees had already provided the information and were thanked for doing so. If committees were unable to meet the March 31 deadline officers would be undertaking this task.

Action 2016-17 user fees to be calculated as per the previous resolution of the s355 committee and Council and invoices raised and distributed.

e. Renovation Program - Ag Enviro report

Leisure and Recreation Coordinator Justin Welsford updated the meeting on the sportsground renovation program for 2016-17. Background was given on the Ag Enviro report that the program is based on for the new delegates and Councillors.

The meeting was told that the work completed had included pre-emergent spraying for summer grasses, spraying broadleaf weeds, spraying for pests, fertilising, aerating and some top dressing. Budget constraints meant that further more extensive top dressing was unable to be carried out.

Action Council staff to continue to plan and budget for renovation works recommended in the Ag Enviro report.

f. Website Additions and Functions

Officers spoke of a desire to continue to progress and add to the sportsgrounds page on Council's website. Glen Baker (Pambula) raised the prospect of an online booking process being developed in the future. This received good support from the meeting.

Action Council officers to explore the prospects and potential costs of an online booking procedure being developed in the future.

g. Sports Expo

Leisure and Recreation Coordinator Justin Welsford informed the meeting that Laurie Delle Virgin of the Pambula-Merimbula Bulldogs had raised the prospect of a 'sports expo' type event being held in the shire. The meeting had a positive response to the idea.

Action Officers to remain in touch with Laurie around the progression of the idea and give support where possible.

5. Standing Business

Workplace Health & Safety

Nil

Operations and Maintenance

Discussion around the progression of the Facility Management Plans, with a question raised by Adam Donaldson (Barclay Street) around a review process for these. The meeting was informed that the FMP's are live documents that will be updated as circumstances change – the example of Berrambool was given where a drop off in volunteer capacity had meant the need for Council to pick up more of the surrounds mowing.

Finance and Accounts

Mike Sheppard (George Brown Oval) raised a question around capital works at the sportsgrounds and the "sports levy" that had existed.

The Director Community, Relations & Leisure Anthony Basford informed the meeting that rates levy that originally had been used for sports facility improvements had been made far more broad in the subsequently SRV applications and was now applicable across the entire Leisure and Recreation area. A request was made by delegates that the amount raised by the levy and what it has been spent on be reported to future meetings.

Action Officers to provide an update on the levy to future meetings.

Reporting and Information

Nil

6. General Business

Glen Baker (Pambula) asked about the potential of using new Pambula Sporting Complex committee member Pat Wilson (the superintendent of Pambula-Merimbula Golf Club) to develop programs and undertake some of the work on the ovals as a potential pilot program.

The meeting was informed that Council was committed to managing, operating and improving the sportsgrounds in the most efficient and effective manner possible and that options such as this could be explored, however there were many factors that needed to be considered.

Action Officers to speak further with the works team about capacity, staffing, etc and Leisure and Recreation Coordinator to meet with Pat about what he may be able to offer considering his current workload.

7. Meeting Close

7.26pm

8. Next Meeting

June 26