

S355 General Sportsground Committee Meeting

24 July 2017



Meeting Notes

HELD AT **Balawarn Rooms 1&2**

Present

Cr Mitchell Nadin (Chair)	Cr Tony Allen	Zip Summerell – Wolumla Recreation Ground
Peter Fazey – Dickinson Oval	Mike Sheppard – George Brown Oval	Cr Robyn Bain
Ian McAlpin – Pambula Sporting Complex	John Grady (BVSC) Manager Leisure & Recreation	Justin Welsford (BVSC) Leisure & Recreation Coordinator

1. Apologies:

Mick Trenerry – Dickinson Oval	Kim Martyn – Berrambool	Adrian Day – Bega Sporting Complex
Adam Donaldson – Barclay Street Sports Complex	John Dedman - Bega Sporting Complex	Glen Baker - Pambula Sporting Complex
Greg Barrett - Wolumla Recreation Ground		

2. Confirmation of minutes

Moved - Ian McAlpin Seconded - Zip Summerell

3. Overview of Actions - March Meeting

Overview of works undertaken in response to actions identified in the 13 March meeting notes:

Action - Committee Nominations

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.

Outcome – Nominations received for both site committees. Positive progress is being made in the implementation of the FMP's.

Action - Sportsground Bookings

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

Outcome – The vast majority of users are completing the booking forms with site committees supportive of the process. Some of the longstanding sporting user groups are still not participating.

Action - Sporting Complex Master Plans

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.

Outcome – Bega Sporting Complex design tender process nearing completion (shortlist). Surveying work being undertaken at Pambula.

Action - User Fees

2016-17 user fees to be calculated as per the previous resolution of the S355 committee and Council and invoices raised and distributed.

Outcome – User fees calculated with the input of the site committees and invoices distributed. The majority of fees have already been paid.

Action - Renovation Program

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

Outcome – Renovation works included in 2017-18 budget, with work to commence in October.

Action – Online booking procedure

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

Outcome - Council's Manager Leisure & Recreation, John Grady, informed the meeting that there plans to introduce an online booking system in the future, however it wasn't included in the 2017-18 budget.

Action - Sports Expo

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

Outcome – Expo will not be proceeding.

Action – Special Rate Variation

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

Outcome – Council's Manager Leisure & Recreation, John Grady, gave an outline to the meeting on the Recreation Special Rate Variation and what projects it had contributed to over the past 3 years.

The relevant wording from 2013/14 IPART APPROVAL is

\$507,0003 towards recreation facilities and access roads, with an option to use this amount for other purposes in line with the Long Term Financial Plan (such as debt servicing, annual project works or recreation asset upgrade, renewals and access)

The application and implementation of the Special variation is broad. It is able to be utilised across all recreation assets.

A breakdown of past SV expenditure related to project costs is included below.

BVSC Recreation Projects - Special Rate Variation Contribution		SV \$K	Total Project \$K	SV Funding %
Year	Project			
14/15	Wonboyne Boat Ramp	\$245	\$490	50
14/15	Beach Street Seawall Paths Access	\$277	\$400	69
15/16	Curalo Lake Pathway Stage 2	\$245	\$248	99
15/16	Ford Park Accessible playground	\$165	\$300	55
15/16	Bega Park Playground	\$125	\$150	83
16/17	Mogareka Boat Ramp	\$120	\$500	24
16/17	Kianninny Boat Ramp	\$35	\$120	29
16/17	Planning Bega Sports Complex	\$50	\$50	100
16/17	Survey Pambula Sports Complex	\$50	\$50	100
16/17	SAC Air Handling	\$0	\$500	0
16/17	Thatchers Flat Bridge	\$50	\$50	100
16/17	Beach Signs & Beach Access	\$120	\$120	100

The Council directs / endorses the expenditure of funds raised through the SV (along all expenditure) through the adoption of annual budgets. The current Council has taken an 'Asset Management' approach through the adoption of asset management plans. This approach directs funding toward asset renewals as they fall due. The adopted Recreation Asset Management Plan, including forecast asset renewals program, is available on Council's website.

Action – Involvement of Patrick Wilson in Pambula Sporting Complex Program

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.

Outcome – Pat has provided advice on a renovation program, however with the changes to the mowing team (including a qualified greenkeeper) the execution of the plan will be undertaken internally.

New Business

a. User Fees

Council's Leisure and Recreation Coordinator, Justin Welsford, informed the meeting that all 2016-17 user fees invoices had been distributed to the respective groups – these totalled \$77,395.

At the time of the S355 meeting a total of \$51,235 had already been paid.

A survey will be distributed to the user groups around the impact the new system was having on their club and a report will be prepared for Council.

Action: Officers to report the findings of the survey to Council.

b. Sportsground Bookings

Council's Leisure and Recreation Coordinator, Justin Welsford, informed the meeting that the use of booking forms continued to improve with the vast majority of users complying. Work continues with some groups, in particular some who have traditionally used a particular site.

c. Sporting Complex Master Plans

Council's Manager Leisure & Recreation, John Grady, gave an overview of the progress with the two master plans.

The final tender assessment for the design of the Bega project was being undertaken and survey work was underway at Pambula.

Action: Officers to continue to progress the implementation of these plans.

d. Facility Management Plans – Progress

Council's Leisure and Recreation Coordinator, Justin Welsford, praised the site committees for their commitment to the Facility Management Plans.

The plans will be reviewed with the assistance of the committees in coming months.

e. Oval Renovations Spring 2017

Council's Leisure and Recreation Coordinator, Justin Welsford, informed the meeting that the annual renovation programs were being set up for 2017-18 and works would be carried out in accordance with these plans.

Council officers will be better equipped to undertake some of the work with savings a potential outcome.

Action: Officers to work with the committees in identifying the key areas to be targeted and the works to be carried out by a mix of Council staff and contractors.

f. Project Update

Pambula Pony Club Building

Council's Leisure and Recreation Coordinator, Justin Welsford, gave an update on the Pambula Pony Club building.

Staff were continuing to work with the club on some design elements and location.

Sportsground Signage

Council's Leisure and Recreation Coordinator, Justin Welsford, gave an update on the sportsgrounds signage project.

The initial phase will include the design, construction and erection of the smaller information signs, while officers have already touched base with a number of families and committees

around putting together some larger interpretative signage with the aim of giving context to some of the names.

g. Grey water opportunities

There was broad discussion on the prospect of pursuing further grey water opportunities and water use in the general at sites.

The meeting was informed of a Council resolution around the matter and that the use of grey water would be included as a key element of the Merimbula Sewage Treatment Plant upgrade and Deep Ocean Outfall project.

In regards to historic and future water use at the ovals a motion was put by Mike Sheppard and seconded by Paddy McAlpin – “That Council staff provide a report to Council incorporating outstanding historical water accounts; future use and future water allocations.”

The motion was carried unanimously.

Standing Business

a. Operations and Maintenance

Council’s Leisure and Recreation Coordinator, Justin Welsford, informed the meeting that as part of the upcoming season changeover staff would be undertaken a condition audit of all the sites.

There would also be a formal ‘clean up’ arranged with the local waste contractor to enable the clubs and site committees to affordably remove unwanted items from the sites.

Action: Audit and ‘clean up’ work to be planned and implemented.

b. Finance and Accounts

Council’s Manager Leisure & Recreation, John Grady, informed the meeting that Council had adopted the budget, with asset renewals to be a key focus of the capital works program in 2017-18.

c. Reporting and Information

Council’s Leisure and Recreation Coordinator, Justin Welsford, informed the meeting that a new contractor works reporting document had been introduced as a key measure in providing an ongoing history of each site and informing future work.

General Business

Cr Bain asked officers why not all sportsground committees were represented at the S355 meeting.

Officers noted that the guidelines for the committee had outlined that only the ‘Regional’ and ‘District’ be represented, however this is something that could be discussed in more depth and resolved at future S355 meetings.

Meeting Close

7.21pm

