



# Community Centre Upgrade Working Group - Minutes

## 12/10/2021 at 7:00pm

### 1. DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Max Watts declared the meeting open at 7:03pm

#### 1.1. DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Division 6 Subdivision 1 of the Local Government Act 1995 requires Council Members and Employees to declare any direct or indirect financial interest or general interest in any matter listed in this Agenda.

The Act also requires the nature of the interest to be disclosed in writing before the meeting or immediately before the matter be discussed.

NB: A Council member who makes a disclosure must not preside or participate in, or be present during, any discussion or decision-making procedure relating to the declared matter unless the procedures set out in Sections 5.68 or 5.69 of the Act have been complied with.

#### DISCLOSURE OF INTEREST AFFECTING IMPARTIALITY

Disclosures of Interest Affecting Impartiality are required to be declared and recorded in the minutes of a meeting. Councillors who declare such an interest are still permitted to remain in the meeting and to participate in the discussion and voting on the particular matter. This does not lessen the obligation of declaring financial interests etc. covered under the Local Government Act.

To help with complying with the requirements of declaring Interests Affecting Impartiality the following statement is recommended to be announced by the person declaring such an interest and to be produced in the minutes.

"I (give circumstances of the interest being declared, eg: have a long-standing personal friendship with the proponent). As a consequence, there may be a perception that my impartiality on this matter may be affected. I declare that I will consider this matter on its merits and vote accordingly".

### 2. RECORD OF ATTENDANCE / APOLOGIES

<b>Present:</b>			
Cr M Watts	Chair/Lions	Ms L Boddy	Wandering CWA
Cr G Curtis	Shire	Ms S Little	Community
Cr P Treasure	Shire		
Ms L Muller	Bowls	Mr C Garrick	Cricket
Ms D Dowsett	Tennis	Ms J Curtis	Community
Ms Rosalie Peck-Eva (Zoom)	Architect	Ms Tara Whitney (Zoon)	Consultant
Ms E Parsons	Cricket		
<b>Staff:</b>			
Ms B Knight CEO	Mr B Gibbs EMTS		
<b>Apologies</b>			
Ms D Ebsary	Mr C Garrick	Cr B Whitely	

### 3. ITEMS LISTED FOR DISCUSSION/DECISION

#### 3.1. SCOPE REVISIONS

Rosalie Pech-Eva has provided an additional option to incorporate the amended ablutions under the main roof by removing the showers and adding showers to the external 24-hour UA facility, as follows:



**ACTIONS:**

- Agree with the new design, and subsequent cost savings.
- Note – any structural change to a public building triggers the need to have universal access & facilities.
- ORA have now provided the final plans in preparation for any community consultation.

**3.2. FUNDING OPTIONS**

Ms Tara Whitney joined the meeting via Zoom to discuss funding options for the facility.

**CSRFF GUIDELINES**

The Community Sporting and Recreation Facilities Fund (CSRFF) exemplifies the Western Australian Government’s commitment to the development of sustainable infrastructure for sport and recreation across the State.

The program aims to maintain or increase participation in sport and recreation with an emphasis on physical activity, through rational development of good quality, well designed and well-utilised facilities.

The maximum grant offered for standard grant applications is one third of the total estimated project cost (excluding GST) up to a maximum grant of \$2 million.

**LIFE CYCLE COST GUIDELINES**

An important part of the funding process is to make sure the community can bear the true cost of running and maintaining a facility well into the future. A life cycle cost analysis must be provided for projects with a total cost over \$500,000. Projects over \$1.2M value must also demonstrate that there is a full-time manager of the facility.

**ASSESSMENT OF APPLICATIONS**

Throughout the planning process you must liaise with DLGSC officers to ensure that you adequately address the assessment criteria and that information in your application can be clearly understood. The emphasis of the assessment factors is on a planned approach to facility provision and will require the applicant to demonstrate need and to consider planning, design, and management issues to substantiate the need for the proposed project.

Officers assessing applications will provide a rating against the level of project consultation. Where no consultation has occurred, the rating will be zero which will affect your chances of obtaining a grant.

**FINANCIAL IMPLICATIONS**

If the community is only eligible for funding for one-third of the cost of the development, and the Shire can match the one-third contribution, how is the community going to fund the remaining one-third.

**ACTIONS:**

- CSRFF is available for sporting or playing fields, that can demonstrate an increase in user participation. Funding is not available for building refurbishment that cannot demonstrate that sporting use will increase (significantly).
- Lotterywest funding may be available for the development, however may be limited to \$400,000. Increased community participation will need to be demonstrated. Lotterywest have a community framework that will need to be addressed.
- A Business Case and Asset Management Plan are a requirement for a project of this scale. Estimated cost - \$25,000. Plans have a lifespan of 2 years.
- It is the recommendation of Tara Whitney that Council decide what it wants to do, and then arrange meetings with Dept Sport & Rec and Lotterywest. CEO, Cr Watts & Erin Parsons are the Group’s nominees to meet with these organisations.

## SHIRE OF WANDERING

22 Watts Street, Wandering WA 6308  
Ph: 08 9884 1056  
www.wandering.wa.gov.au



- It is the recommendation of Tara Whitney that Council pull back on expectations as you may get some funding but not the full amount.

#### 4. PUBLIC CONSULTATION

The Group needs to consider what level of public consultation it wants to proceed with. For example:

- How Group members can be the advocates for the Project
- Public meetings/workshops
- Public displays
- Website/social media
- Other

#### ACTIONS

No actions were discussed, pending discussions with Council.

#### 5. CLOSURE OF MEETING

Max Watts thanked everyone for attending.

There being no further business, the meeting closed at 8:05pm