



Donnybrook Recreation Centre Advisory Committee Meeting Minutes

Held on

Thursday, 29 April, 2015

Commencing at 5.05pm

At the Donnybrook Recreation Centre
Steere Street, Donnybrook WA 6239

A handwritten signature in black ink, appearing to read "Greg Harris".

Greg Harris
A/Chief Executive Officer

30 April 2015

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The advice and information contained herein is given by and to the Council without liability or responsibility for its accuracy. Before placing any reliance on this advice or information, a written inquiry should be made to the Council giving entire reasons for seeking the advice or information and how it is proposed to be used.

Please note these minutes contain recommendations which have not yet been adopted by Council.



DONNYBROOK RECREATION CENTRE ADVISORY COMMITTEE MEETING MINUTES

29 April, 2015

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SHIRE OF DONNYBROOK/BALINGUP

DONNYBROOK RECREATION CENTRE ADVISORY COMMITTEE MEETING MINUTES

Held at the Donnybrook Recreation Centre, Wednesday, 29 April 2015
at 5.05pm

ATTENDANCE

COMMITTEE MEMBERS

Cr Mitchell
J Bishop
L McCabe
A Julian
R Horton

STAFF

D Vanallen – Community/Recreation
Development Team Leader

1 APOLOGIES

R Licciardello
J McLean – Manager Recreation Centre

2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

2.1 *Donnybrook Recreation Centre Advisory Committee – 19 November, 2014*

Moved: R Horton

Seconded: L McCabe

That the Minutes of the Donnybrook Recreation Centre Advisory Committee Meeting held on 19 November, 2014 be confirmed as a true and accurate record.

Carried 5/0

3 GENERAL BUSINESS

- 3.1 An overview of the Centre's year-to-date financial performance for the period July 2014 to February 2015 was presented. It was reported that the Centre is performing above budget expectations year to date, and that this trend is expected to continue.
- 3.2 An overview of the Centre's year-to-date attendance statistics July 2014 to February 2015 was not available.
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- 3.3 A review and discussion of the key performance areas identified in the Donnybrook Recreation Centre's 2014 – 2015 Business Plan was presented. Reference was made to the Six Monthly Report to the 2014 – 2015 Business Plan.
- 3.4 An update of the year to date equipment purchases and building upgrades which have taken place during the July 2014 – April 2015 period was presented. The Committee discussed the following major building maintenance issues:

Stadium - Floor

Towards the end of the winter season in 2014, it became apparent that the wooden surface of Donnybrook Recreation Centre's indoor stadium was being adversely affected by water.

Water marks and lifting wooden boards worsened over a 4 – 6 week period while attempts were made to identify the source of the water entry. Towards the end of 2014, deterioration of the wooden surface slowed, and work commenced on repairs to the sub-soil drainage. Additional work will be carried out in the coming months in an attempt to eliminate any further water damage to the stadium.

Damage to the stadium's wooden surface is significant, and major repair work is necessary. However, it has been recommended that major repairs and resealing of the surface be deferred until the stadium roof is repaired/replaced, and other points of water entry are fully repaired.

In the interim, the uneven surface poses a risk to public safety, and remedial rectification work is necessary in order that the stadium remains open for use by the community.

Specialty Timber Flooring WA have been contracted to repair the stadium floor by removing and replacing two small sections of the wooden surface, sand cupped areas (approx. 100sqm), apply 3 coats of sports floor finish and replace line markings to sanded areas. In addition, the remaining floor surface will be cleaned, sanded and one coat of sealant applied. It is anticipated that this remedial work will enable full use of the stadium for an 18 month to 2 year period. This work will be conducted in the first or second week of June, 2015 and the stadium will be out of action for 5 – 7 days.

Stadium – Roof

A budget allocation for the repair/replacement of the stadium roof was included in the 2015/16 budget, however as mentioned above, this work was deferred and will be reassessed as part of the 2015/16 budget.

Quotes ranging from approx. \$80,000 - \$220,000 were received. These quotes will be reassessed.

Indoor Pool – Roof Sheeting

Funding is available through a Department of Sport and Recreation 'Pool Revitalisation' grant to replace the clear roof sheeting on the indoor pool. This project has been scheduled for late May/June 2015. A new product has been selected which will also improve safety when accessing the roof space. This work will have minimal impact on pool users. Max. 1 – 2 days pool shut down.

Indoor Pool – Ceiling Panels

Funding is available through a Department of Sport and Recreation 'Pool Revitalisation' grant to replace and refit damaged ceiling panels on the indoor pool. This project has been scheduled for late May/June 2015 in conjunction with the above scheduled work.

Indoor Pool – Grandstand Surface

Funding is available through a Department of Sport and Recreation 'Pool Revitalisation' grant to repair the surface of the grand stand seating on the indoor pool. This project has been scheduled for late May/June 2015 and will ideally be scheduled at the same time as the above work.

Indoor Pool – Rust-proof and Repaint Steel Frames

Major work to sand/rust proof and repaint all of the steel support frames on the indoor pool is required. Quotes ranging from \$32,000 - \$36,000 have been received with an expected shut down period of 3 weeks. Funding will be sought through the 2015/16 Dept. for Sport and Recreation 'Pool Revitalisation' grant with the view to this work being conducted in May 2016.

3.5 2015-2016 Financial Year – Operating and Capital Budget and long term project plan – capital improvements/upgrades were discussed and the Committee made the following suggestions:

- Review the Centre's hours of operation with a view to extending the mid-week opening times. It is felt that there is significant community demand for earlier opening times to both the pool and the gym. It was suggested that the Centre open at 6am on Monday, Wednesday and Friday mornings. This will be discussed at the staff planning sessions in May and costed for Council consideration in the 2015/16 financial year.
- With growing competition, and a number of 24 hour gym options available in the greater Bunbury region, it is felt that there is a need to investigate options which will ensure the Donnybrook Rec Centre remains competitive. It was suggested that the Centre conduct a detailed feasibility/cost benefit analysis of converting the existing Gym to 24 hour use. CDO – Team Leader to discuss with staff and action. There is the possibility of reallocating the \$5,000 allocated to the 3rd court feasibility study to the 24 hour gym assessment.
- OS&H – recommendation that all incidents/near misses should be reported. This allows the senior staff/OS&H reps/LGIS to identify trends and eliminate potential hazards. CDO – Team Leader to discuss with staff.
- In considering energy consumption and future capital improvements/upgrades at the Centre, it was suggested that some preliminary investigation into geothermal energy sources at Donnybrook Recreation Centre be investigated. CDO – Team Leader to discuss with Centre Manager on her return from leave.
- The Committee expressed concern about the need to improve access to the Centre for people with mobility issues and other disabilities. Access into the pool is considered a priority. Judy Bishop to source supplier details from a venue in Vancouver.

Committee's Decision

Moved: A Mitchell

Seconded: A Julian

That the above discussion points are noted.

Carried 5/0

5 CLOSURE OF MEETING

The Chairperson advised that the next Donnybrook Recreation Centre Advisory Committee meeting will be held during October 2015 at the Donnybrook Recreation Centre.

The Chairperson declared the meeting closed 6.35pm.