



Special Council Meeting Minutes

Purpose: Consider the Application for Funding to Upgrade the Football Oval Sports Lights at the VC Mitchell Sporting and Recreational Precinct.

Held on

Wednesday, 12 September 2018

Commencing at 5.00pm

Shire of Donnybrook Balingup Council Chambers, Donnybrook.

Benjamin Rose
Chief Executive Officer

13 September 2018

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SPECIAL COUNCIL MEETING MINUTES

Consider the Application for Funding to Upgrade the Football Oval Sports Lights at the VC Mitchell Sporting and Recreational Precinct

12 September 2018

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SHIRE OF DONNYBROOK BALINGUP SPECIAL COUNCIL MEETING

Held at Shire of Donnybrook Balingup Council Chamber, Donnybrook
Wednesday, 12 September 2018 at 5.00pm

DECLARATION OF OPENING / ANNOUNCEMENT OF VISITORS

Shire President – Acknowledgment of Country

The Shire President acknowledged the traditional custodians of the land, the Noongar People, paying respects to Elders, past and present.

The Shire President declared the meeting open and welcome the public gallery

Shire President - Public Notification of Recording of Meetings

The Shire President advised that the meeting was being digitally recorded to assist with minute taking in accordance with Council Policy 1.25. The Shire President further states the following:

If you do not give permission for your participation to be recorded, please indicate this at the meeting. Members are reminded that no other visual or audio recording of this meeting by any other means is allowed without the permission of the Chairperson.

Shire President – Advice of purpose of Special Meeting of Council

The Shire President advised that the purpose of this Special Meeting of Council is to consider the application for funding for upgrading the football oval sports lights located at the VC Mitchell Sporting and Recreational Precinct. Public questions presented tonight are required to be related to the VC Mitchell Sporting and Recreational Precinct.

ATTENDANCE

COUNCILLORS	STAFF
Cr Piesse (President)	Ben Rose – Chief Executive Officer
Cr Wringe (Deputy)	Greg Harris – Manager Finance and Administration
Cr Atherton	Leigh Guthridge – Manager Development and Environmental
Cr Lindemann	Services
Cr Mills	Kate O'Keeffe – Executive Assistant
Cr Mitchell	
Cr Tan	

PUBLIC GALLERY

Julian Burgess
Brett Moulton

Peter Hearmann

Lucille Piesse

APOLOGIES

Cr King

1 PUBLIC QUESTION TIME

Nil.

2 APPLICATION FOR LEAVE OF ABSENCE

Nil.

3 DECLARATION OF FINANCIAL/IMPARTIALITY INTEREST

Division 6: Sub-Division 1 of the *Local Government Act 1995*. Care should be taken by all Councillors to ensure that a financial/impartiality interest is declared and that they refrain from voting on any matter, which is considered to come within the ambit of the Act.

Cr Atherton declared an interest affecting impartiality with regards to agenda item 5.1.1. Cr Atherton is a committee and life member of the Donnybrook Football Club.

4 PETITIONS/DEPUTATIONS/PRESENTATIONS

Peter Hearman, President of the Donnybrook Football Club, delivered a deputation to Council regarding agenda item 5.1.1 - Application for funding to upgrade the football oval sports lights located at the VC Mitchell Sporting and Recreational Precinct. Deputation commenced 5.05pm and concluded 5.09pm.

COUNCIL DECISION (Procedural Motion)

Moved: Cr Piesse

Seconded: Cr Lindemann

That Council permit three deputations for item 5.1.1.

Carried 7/0

Julian Burgess delivered a deputation to Council regarding agenda item 5.1.1 - Application for funding to upgrade the football oval sports lights located at the VC Mitchell Sporting and Recreational Precinct. Deputation commenced 5.09pm and concluded 5.14pm.

Brett Moulton delivered a deputation to Council regarding agenda item 5.1.1 - Application for funding to upgrade the football oval sports lights located at the VC Mitchell Sporting and Recreational Precinct. Deputation commenced 5.14pm and concluded 5.18pm.

5 REPORTS OF OFFICERS

5.1 MANAGER DEVELOPMENT AND ENVIRONMENTAL SERVICES

5.1.1 APPLICATION FOR FUNDING FOR UPGRADING THE FOOTBALL OVAL SPORTS LIGHTS LOCATED AT THE VC MITCHELL SPORTING AND RECREATIONAL PRECINCT

Location	Steere Street Donnybrook
Applicant	Shire of Donnybrook Balingup
File Reference	PWF 18W
Author	Leigh Guthridge – Manager Development and Environmental Services
Attachments	5.1.1(1) - ESC Engineering VC Mitchell Park Football Oval Lighting Upgrade Report 5.1.1(2) - Letter from the Donnybrook Football Club - Confirming its financial commitment
Voting Requirements	Absolute Majority required to amend the budget and to raise a loan
Executive Summary	The report seeks Council approval to make application to the Australian Sports Commission (ASC) for a grant, as part of the Community Sport Infrastructure Grant Program, to upgrade the football oval sports lights at the VC Mitchell Sporting and Recreational Precinct. The report also seeks Council approval to commit up to \$100,000 from borrowings, towards this project if successful in obtaining the grant.

STRATEGIC ALIGNMENT

The following outcomes from the Corporate Business Plan relate to this proposal:

Outcome	Strategy	Action No.	Actions
3.3 - A safe and healthy community environment for all ages	Support a safe, healthy and active community	3.3.3.1	Within resource capacity, maintain and develop sport and recreation facilities in line with sport and recreation masterplans

BACKGROUND

The Shire of Donnybrook Balingup – *VC Mitchell Park and Balingup Sports Master Plan* has identified an upgrade to the sports lighting at the VC Mitchell Park as part of the strategic improvements to the precinct. The VC Mitchell Park and Balingup Sports Master Plan states:

The placement of floodlights to the perimeter of the oval should be considered to allow for greater use of the area by the football club and the spreading of the load over a greater period of time.

To provide some context to this statement, the Master Plan advocates that by improving lighting at the VC Mitchell Park Football Oval, (thus broadening the area of usable space after hours after sunset), an increased number of user groups would be attracted to the venue during and outside of the football season i.e. allowing “for a larger spread of use over a greater time schedule”

It should be noted that the Shire has allocated funds in the 2018/19 Budget to undertake a review of the Mitchell Park and Balingup Sports Master Plan (The Master Plan). It is proposed that the review will be part funded by an application through the CSRFF.

DETAILS

This agenda report was presented to Council at its August 2018 Ordinary Meeting and Council resolved:

“That the meeting proceed to the next item of business”

The basis of this procedural motion was for Council to secure a commitment from the Donnybrook Football Club prior to deliberating on this issue and have some understanding of the typical scope of works prior to committing to the project.

Attached to this agenda report is:

- A letter of a financial commitment from the Donnybrook Football Club; and
- ESC Engineering - VC Mitchell Park Football Oval Lighting Upgrade Report (the Feasibility Study)

Comment

The sports lights at the football oval at VC Mitchell Park do not meet the standard for amateur sports, as per *AS 2560 Guide to Sports Lighting*. It is one of a few football venues within the South West Football League (SWFL) that is unable to host night fixtures during the Donnybrook Football Club’s home and away season.

Anecdotal information indicates that the existing sports lighting infrastructure was installed by the Donnybrook Football Club in two stages:

- Two lights poles on the western side of the oval (that adjoin the club house) in the 1980’s; and
- Two light poles on the eastern side of the oval in the 1990’s.

In May 2018, one of the lighting poles at the oval collapsed. Following investigation, including that undertaken by the Shire’s insurers, it was determined that although high winds were recorded on the night, it would be expected that such light towers would be built to withstand such wind speeds. In this regard, it was resolved that failure to withstand the wind speeds, was directly due to extensive rusting at the base of the pole, rather than the weather conditions themselves.

The Shire has subsequently undertaken necessary repairs to the lighting poles. The exercise highlighted that the physical infrastructure for the lights were coming to the end of their life, the quality of the lighting was substandard and not uniform, and that planning for upgrading the lighting infrastructure should occur.

On the 2 August 2018 the Australian Sports Commission (ASC) announced the Community Sport Infrastructure Grant Program that aims to support the improvement of Sports Lighting Infrastructure. The grant aligns with the Shire's endeavours to upgrade the sports lights at the football oval at the VC Mitchell Sporting and Recreational Precinct. The application deadline is 14 September 2018.

The Feasibility Study (Attachment 5.1.1(1)) estimates the capital cost for this project up towards \$500,000. This estimate provides the basis for completing the application for funding via the ASC.

A summary of the scope of works is as follows:

- Decommission old lighting infrastructure
- 6 × 30 metre hinged poles
- 24 × LED PLT1200 Floodlight (wide beam – see illustration below)
- 12 × LED PLT 1200S Spotlight (narrow beam)
- Increase the power supply coming into the site (Western Power will undertake this work)
- Upgrade the Site Main Switchboard and Distribution Board
- Renew all the circuits
- Contemporise the switching arrangements so that it can be automated and controlled by the Community
- Install a sub-metering system that can accurately apportion power use from the Donnybrook Football Club and other users.

PLT 1200 Series 2

IP67

IK09

t_a 40°C



Driver Module Remote

The feasibility has also provides some analysis and cost for improving lighting at the carpark adjoining the Football Club. As there are no lights servicing the car park this is a potential safety

risk for patrons. It is proposed that this issue can be investigated with future planning and funding sought for same at that time.

A budget estimate is included in the Feasibility Study and is reflected below:

Item	No of	Per Unit	Total
Luminaire	36	\$ 4,500.00	\$ 162,000.00
30 metre Pole	6	\$ 20,000.00	\$ 120,000.00
Site Main Switchboard	1	\$ 12,000.00	\$ 12,000.00
Distribution Board	1	\$ 6,000.00	\$ 6,000.00
Trenching and Conduits	660	\$ 60.00	\$ 40,000.00
Pole Control enclosure	6	\$ 500.00	\$ 3,000.00
Switching System	1	\$ 2,000.00	\$ 2,000.00
Demolition	1	\$ 10,000.00	\$ 10,000.00
Western Power Headworks	1	\$ 43,000.00	\$ 43,000.00
Sub-mains to Distribution Board	65	\$ 42.00	\$ 2,730.00
Circuits (6 Poles)			\$ 27,576.00
Labour at 15%			\$ 64,246.00
Total			\$ 492,552.00

CONSULTATION

Should the Council resolve to apply for funding for this project, the Shire will seek a letter of support from all possible user groups, as part of the funding application.

FINANCIAL IMPLICATIONS

The Shire has allocated \$6,000 in its draft 2018/2019 budget to undertake a Feasibility Study to analyse infrastructure improvements and subsequent costs to improve the football oval lighting at VC Mitchell Park.

The ASC funding program states that grant applications offering co-contributions (including in-kind) from the applicant, are not mandatory but will be considered favourably and could score higher than non-co-contribution applications. The qualitative weighting for financial or in-kind contributions within the funding guidelines is 5%.

It is proposed that the Shire contribute up to \$100,000 towards the upgrade of the sports lighting at VC Mitchell Park as part of the application for funding to the Community Sport Infrastructure Grant Program and that the funds be sourced from borrowings. This is a sound approach to funding the project as it places the onus on future users of the improvements to repay the debt. Furthermore, the Shire does not have an infrastructure or recreation reserve for this purpose.

Section 6.20 of the Local Government Act 1995 details the power of the local government to raise a loan. If Council resolves to raise a loan for this project (outside the budget process) it must do so by an absolute majority decision and it must give public notice of its intention to raise a loan.

The Donnybrook Football Club has provided a written commitment that it will contribute \$50,000 if the Shire is successful in obtaining funding for this project.

POLICY COMPLIANCE

Nil.

STATUTORY COMPLIANCE

Nil.

CONCLUSION

It is proposed that the Shire make application to the ASC Community Sport Infrastructure Grant Program to upgrade the football oval sports lights at the VC Mitchell Sporting and Recreational Precinct. It is recommended that Council commit \$100,000 towards this project if successful in obtaining the grant.

EXECUTIVE RECOMMENDATION

Moved: Cr Lindemann

Seconded: Cr Wringe

That Council:

- 1) Instruct the Chief Executive Officer to apply for funding through the Australian Sports Commission Community Sport Infrastructure Grant Program, to upgrade the football oval sports lights at VC Mitchell Park; and
- 2) Allocate up to \$100,000 in the 2018/19 budget towards the project to be funded by raising a loan;
- 3) Amend the 2018/19 Budget as follows:

Account Number	Description	Amount	
171550	Proceeds from a loan	\$100,000	Increase Capital Income
171550	Proceeds from the Donnybrook Football Club and/or the Community	\$50,000	Increase Capital Income
104750	Community Sport infrastructure Grant	\$350,000	Increase Capital Income
111840	Upgrade the sports lighting to football oval at VC Mitchell Park	\$500,000	Increase Capital Expenditure

Cr Tan moved an Amendment:

Moved: Cr Tan

Seconded: Cr Lindemann

That Point 4 be added to the Executive Recommendation:

- 4) Instruct the CEO to review the lease agreement between the Shire of Donnybrook Balingup and the Donnybrook Football Club with regards to the operating and maintenance costs, if the grant application is successful.**

Carried 7/0

The motion was put.

AMENDED MOTION

Moved: Cr Lindemann

Seconded: Cr Wringe

That Council:

- 1) Instruct the Chief Executive Officer to apply for funding through the Australian Sports Commission Community Sport Infrastructure Grant Program, to upgrade the football oval sports lights at VC Mitchell Park;**
- 2) Allocate up to \$100,000 in the 2018/19 budget towards the project to be funded by raising a loan;**
- 3) Amend the 2018/19 Budget as follows:**

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111840	Upgrade the sports lighting to football oval at VC Mitchell Park	\$500,000	Increase Capital Expenditure

- 4) Instruct the CEO to review the lease agreement between the Shire of Donnybrook Balingup and the Donnybrook Football Club with regards to the operating and maintenance costs, if the grant application is successful.**

Carried 7/0

The Chief Executive Officer gave a vote of thanks to the Manager Development and Environmental Services and the Executive Management Team for coordinating a comprehensive report on short notice.

6 CLOSURE OF MEETING

The Shire President advised that the date of the next Ordinary Council Meeting will be held on Wednesday 26 September, 2018, commencing at 5.00pm at the Council Chamber.

The Shire President declared the meeting closed at 6.28pm.

These Minutes were confirmed by the Council as a true and accurate record at the Ordinary Council Meeting held on 26 September 2018.		
Shire President		Presiding Member