



# Donnybrook Recreation Centre Advisory Committee Meeting Minutes

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Held on

Wednesday, 12 April 2017

Commencing at 5.03pm

In the Function Room, Donnybrook Recreation Centre  
Steere Street, Donnybrook WA 6239

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**Benjamin Rose**  
Chief Executive Officer

**19 April, 2017**

## **DISCLAIMER**

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 may contain recommendations, which have not yet been adopted by Council.

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## MINUTES OF THE DONNYBROOK RECREATION CENTRE ADVISORY COMMITTEE MEETING

12 April, 2017

### TABLE OF CONTENTS

1	<b>APOLOGIES</b> .....	3
2	<b>CONFIRMATION OF MINUTES OF PREVIOUS MEETING</b> .....	3
	<b>2.1 Donnybrook Recreation Centre Advisory Committee – 30 November, 2016</b> .....	3
3	<b>GENERAL BUSINESS</b> .....	4
	<b>3.1 Financial Update</b> .....	4
	<b>3.2 Attendance Statistics</b> .....	4
	<b>3.3 Key Performance Areas</b> .....	4
	<b>3.4 Recreation Centre Upgrade</b> .....	4
	<b>3.5 Equipment Purchases</b> .....	5
	<b>3.6 2017/18 Budget Considerations</b> .....	5
	<b>3.7 Recreation Centre’s Long Term Project Plan</b> .....	6
	<b>3.8 Committee Resignation</b> .....	6
4	<b>OTHER BUSINESS</b> .....	6
5	<b>CLOSURE OF MEETING</b> .....	7

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# SHIRE OF DONNYBROOK BALINGUP

## MINUTES OF THE DONNYBROOK RECREATION CENTRE ADVISORY COMMITTEE MEETING

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Held at the Donnybrook Recreation Centre, Wednesday,  
12 April 2017 at 5.03pm

### ATTENDANCE

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COMMITTEE MEMBERS	STAFF
S Dilley (Chair)	D Vanallen – Community/Recreation Development Officer
J Bishop (arrived 5.40pm)	J McLean – Manager Recreation Centre
L McCabe	
R Licciardello (arrived 5.10pm)	
B Brown	

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### 1 APOLOGIES

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A Julian

### 2 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

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#### *2.1 Donnybrook Recreation Centre Advisory Committee – 30 November, 2016*

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**Moved: B Brown**

**Seconded: S Dilley**

**That the Minutes of the Donnybrook Recreation Centre Advisory Committee Meeting held on 30 November, 2016 be confirmed as a true and accurate record.**

**Carried 3/0**

Cr Dilley, at the conclusion of the meeting, called for the members to vote on item 2.1 again in order to include the vote from all members present.

**Moved: B Brown**

**Seconded: S Dilley**

**That the Minutes of the Donnybrook Recreation Centre Advisory Committee Meeting held on 30 November, 2016 be confirmed as a true and accurate record.**

**Carried 5/0**

### **3 GENERAL BUSINESS**

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#### **3.1 Financial Update**

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An overview of the Centre's year-to-date financial performance for the period July 2016 to February 2017 was presented and discussed. It was reported that the Centre's bottom-line financial performance is in line with the year to date budget expectations; however, there has been some significant variations. Pool attendance has continued to be strong with all existing programs showing good numbers. Of major concern, is a reduction in memberships numbers, both new and renewing memberships are significantly lower than expected. In addition, the financial performance in the stadium is also trending down at present with reduced participation in junior basketball during the 2016/2017 season, as well as greatly reduced number of teams participating in the mixed netball competition.

\*\*5.10pm - R Licciardello arrived at the meeting.

#### **3.2 Attendance Statistics**

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An overview of the Centre's year-to-date attendance statistics from July 2016 to February 2017 was discussed and evaluated in conjunction with the financial statements.

#### **3.3 Key Performance Areas**

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A review and discussion of the key performance areas identified in the Donnybrook Recreation Centre's 2016 – 2017 Business Plan was presented. The committee was presented with action items and initiatives which have been implemented in an effort to boost attendance figures for the Recreation Centre.

#### **3.4 Recreation Centre Upgrade**

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\*\*5.40pm – J Bishop arrived at the meeting.

The Committee was given an overview of the preliminary planning which took place in the lead up to Council's decision to proceed with the redevelopment at the Special Meeting of Council on 5 April, 2017.

It was advised that Smith Construction has been awarded the tender to re-develop the Donnybrook Recreation Centre. They will work under the direction of Gresley Abas Architects and their consultant team to deliver the project strictly in accordance with the design and construction documentation.

The Centre will remain open throughout the redevelopment with the project to be completed in discrete stages:

- **Stage 1: Sport Stadium**  
Work will commence in the first week of May, 2017 and is expected to be completed in 5 to 6 weeks.
- **Stage 2: Aquatic Centre**  
Work will commence in mid-June, 2017 and is expected to last for approximately 8 weeks.

Unfortunately, sufficient funds are not available for an extension or an upgrade to the gymnasium or group fitness areas. These areas will be considered in the Centre's Long Term Project Plan.

Shire officers are liaising with Smith Construction and Gresley Abas Architects on a plan to ensure that interruption to the Centre's programs will be minimised wherever possible. Although sections of the building will be closed for part of the redevelopment, programs and activities will be rescheduled into alternate areas within the Centre wherever possible.

The Shire allocated \$711,112 in its 2016/17 Budget for this project. To date, Council has committed \$102,000 on planning the project which includes feasibility and investigation, specialised services, architectural and superintendence services and WALGA procurement services. The project is being funded as follows:

Country Local Government Fund 2012/13 (State Government)	\$607,112
Pool Revitalisation Fund (State Government)	\$64,000
Building Reserve (Shire Reserve)	\$40,000 plus \$75,000

The funding from the Country Local Government Fund and the Pool Revitalisation Fund has conditions tied to expenditure outcomes relating to improvements for building infrastructure. The Country Local Government Funding is required to be acquitted by the 31 December 2017.

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### **3.5 Equipment Purchases**

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An update of the year to date equipment purchases and building upgrades which have taken place during the 2016/17 Financial Year was discussed.

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### **3.6 2017/18 Budget Considerations**

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The Operating and Capital Budget and the Long Term Project Plan – capital improvements/upgrades were discussed. The Committee made the following suggestions:

- Continue to improve access to the Centre for people with mobility issues and other disabilities. Judy Bishop noted that better access into the pool, and further improvements to the accessible change rooms is considered a priority. It was noted that the new 'pool lift' is being well used and has been well received by carers and users. Judy Bishop noted the need to have a 'hoist' available soon which would enable wheel chair bound participants to be moved from their chair to the pool hoist to enter the pool.
- Bill Brown presented a new concept which could be considered by the Centre. The State Basketball Association is promoting a three-on-three competition which can be played on a 'transportable/clip together' court which could be positioned in the Centre's car park. Officers will liaise with Bill and the Donnybrook Basketball Association to explore the opportunity to utilise this resource.
- Bill Brown mentioned the South West Basketball League is keen to access courts for their Sunday League. Officers will contact the League to discuss options of utilising Donnybrook Recreation Centre.

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### **3.7 Recreation Centre's Long Term Project Plan**

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The Centre's Long Term Project Plan will be reassessed following the completion of the redevelopment. Areas for future consideration include:

- Strip, remark and re seal the sports stadium;
- Extension of the gymnasium and group fitness areas;
- Exploration of a 24 hour gym; and
- Redevelop the indoor pool to create a leisure pool with beach entry and a ramp entry for people with limited mobility.

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### **3.8 Committee Resignation**

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Mrs Jill Tuia has submitted her resignation from the Donnybrook Recreation Centre Advisory Committee. Mrs Tuia's resignation was accepted by the Committee under Regulation 4 of the *Local Government (Administration) Regulations 1996*. The Committee thanked Mrs Tuia for her valuable support of the Centre.

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## **4 OTHER BUSINESS**

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Nil

## **5 CLOSURE OF MEETING**

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The Chairperson advised the date of the next Donnybrook Recreation Centre Advisory Committee meeting will be held approximately three months, or when a major redevelopment milestone is completed.

The Chairperson declared the meeting closed at 6.45pm.

**These Minutes were confirmed as a true and accurate record at the Donnybrook Recreation Centre Advisory Committee meeting held on:**

<b>Shire President</b>		<b>Presiding Member</b>