



# MINUTES

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# SPORTSGROUND ADVISORY COMMITTEE

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18 AUGUST 2020



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**Bill Atkinson**  
ACTING CHIEF EXECUTIVE OFFICER

## GIFTS DISCLOSURE INFORMATION

**The Gifts Register contains the disclosures of gifts that have been made by Elected Members, the Chief Executive Officer and Employees in their official capacity.**

To adhere with the changes to gift disclosure regulations in the *Local Government Legislation Amendment Act 2019*, passed by Parliament on 27 June 2019, the Shire of Wagin provides gift disclosure information in the interests of accountability and transparency.

Elected Members and the Chief Executive Officer are required to disclose gifts which are valued over \$300 or are two or more gifts with a cumulative value over \$300 (where the gifts are received from the same donor in a 12 month period) within 10 days of receipt [Sections 5.87A & 5.87B *Local Government Act 1995*].

The Act and Regulations require the Chief Executive Officer to publish an up to date version of the Gifts Register on the Shire's website after a disclosure is made. To protect the privacy of individuals, the register published on the website does not include the address disclosed by an individual donor and will instead include the town or suburb.



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## SHIRE OF WAGIN

Minutes for the Sportsground Advisory Committee meeting held at the Wagin Recreation Centre, Wagin on Tuesday 18 August 2020 commencing at 5:50pm

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## 1. OFFICIAL OPENING

Opened the meeting 5:50pm.

## 2. RECORD OF ATTENDANCE/APOLOGIES/LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

### 2.1 ATTENDANCE

Cr Sherryl Chilcott	Chairperson
Cr Geoff West	Councillor
Cr David Atkins	Councillor
Cr Wade Longmuir	Councillor
Brian Roderick	Deputy Chief Executive Officer
Kevin Spurr	Wagin Trotting Club
Paul Powell	Wagin Agricultural Society
Keven Nordstrom	Wagin Agricultural Society
Dane Tulley	Wagin Football Club
Brenden Hall	Wagin Cricket Club

### 2.2 APOLOGIES

Jodie Sercombe	Wagin Playgroup
Mandy Scardetta	Wagin Netball Club
Dwight Kellow	Wagin Hockey Club
Emily Holt	Wagin Hockey Club
Cr David Reed	Councillor

## 3. ELECTION OF CHAIRPERSON

### COMMITTEE DECISION

**Moved Cr G K B West**

**Seconded Keven Nordstrom**

**That Cr S M Chilcott be nominated to the position of Chairperson of the Sportsground Advisory Committee and with no further nominations, Cr S M Chilcott accepted the nomination and is elected as Chairperson.**

**Carried 9/0**

## 4. PUBLIC FORUM

*Council conducts open Committee Meetings. Members of the public are asked that if they wish to address the Committee that they state their name and put the purpose of their address as precisely as possible. A minimum of 15 minutes is allocated for public forum. The length of time an individual can speak will be determined at the Chairperson's discretion.*



## **5. PETITIONS/DEPUTATIONS/PRESENTATIONS**

## **6. DISCLOSURE OF FINANCIAL AND OTHER INTERESTS**

### **6.1 DISCLOSURE OF FINANCIAL INTEREST – Local Government Act Section 5.60a**

### **6.2 DISCLOSURE OF PROXIMITY INTEREST – Local Government Act Section 5.6**

- Cr G K B West declared a Proximity Interest in item 9.1.2 - Sportsground Ticket Box

### **6.3 DISCLOSURE OF IMPARTIALITY INTEREST – Administration Regulation Section 34c**

## **7. CONFIRMATION OF PREVIOUS MEETING MINUTES**

### **7.1 MINUTES FROM THE SPORTSGROUND ADVISORY COMMITTEE MEETING HELD 22 MAY 2019**

#### **COMMITTEE DECISION**

**Moved Cr G K B West**

**Seconded Cr D I Atkins**

**That the minutes of the Sportsground Advisory Committee meeting held on 22 May 2019 and circulated to all Councillors, be confirmed as a true and accurate record.**

**Carried 9/0**



## 8. STATUS REPORT - JUNE 2020

Date	Description	Responsible Person	Action	Status	Comments
25 July 2018	Sportsground Track Lights	Brian Roderick	Council, in the 2018/2019 Budget, put away \$25,000 in their Recreation Development Reserve Fund towards future upgrades of the lighting system.	<b>Completed</b>	<b>Council has also allocated \$25,000 in the 2019/2020 and 2020/2021 Budgets towards upgrading the Sportsground Track Lights.</b>
22 May 2019	Wagin Trotting Club Upgrades	Brian Roderick	The commentary / judges box is still very old and does not meet OHS standards. The Trotting Club has estimated it will cost \$70,000 to replace the commentary / judges box with a new pre-fabricated facility. They are confident of securing most of the funding from Racing Wagering WA, however will also need funds from the Shire. They have submitted a budget request from the Shire for \$10,000.	<b>Ongoing Mr K Spurr advised that funding through RWWA is an on-going issue and at this stage is there s no funds towards the project. This project is still required and will need to be progressed sometime in the future when funding is available.</b>	<b>The Trotting Club to provide an update on this development.  Council have again carried over the Shire's \$10,000 contribution to the 2020/2021 Budget.</b>



22 May 2019	Permanent Ticket Box	Brian Roderick	The Sportsground Committee is requested to look at the merits of building a permanent small brick ticket box at the main entrance of the Showgrounds. Staff are looking for direction from this Committee regarding the placement of a box.	<b>Ongoing Budget Item in 2020/2021</b>	<b>There is an item in this agenda to consider to progress this project.</b>
22 May 2019	Sportsground Precinct Redevelopment	Brian Roderick	Final site master plan option, facility concept plans, cost implications and other associated documentation/information will be completed by September this year.	<b>Ongoing</b>	<b>Please refer to the update in this meeting agenda.</b>
22 May 2019	Recreation Centre Lounge Area Furniture	Brian Roderick	Some of the furniture in the Recreation Centre members Lounge is starting to show significant signs of wear and tear and require replacing. This is mainly the black tub chairs and lounges.	<b>Completed</b>	<b>The lounges and tub chairs have been replaced well under budget.</b>
22 May 2019	Recreation Centre Grandstand Steps	Brian Roderick	Cr West advised that it was difficult for elderly members of the community to access the top levels of the grandstand as there is too big of a gap between the	<b>Not Required</b>	<b>Management has consulted the Recreation Centre Manager and users and they do not believe this is warranted.</b>

			levels. He believes there needs to be a step installed between each level for easier access.		
22 May 2019	Recreation Centre Outside Security Lights	Brian Roderick	It was requested that the Shire investigate issues with security lights around the Recreation Centre not working. This is proving very hazardous for users and pedestrians.	<b>Completed</b>	<b>Security lighting has been repaired and is operational.</b>
22 May 2019	Indoor Courts Playing Surface	Brian Roderick	Mandy Harrington, from the Wagin Netball Club, advised the Committee of a problem with a small area of the western end court where it had bubbled and become dangerous to play on.	<b>Ongoing Committee would like staff to continue to investigate the cause of the problem with a view to a solution before next year's winter sport season</b>	<b>Staff have consulted manufacturers/repairers of the surface and at this stage there does not seem to be a reasonable solution. Further information will be provided at the meeting.</b>
22 May 2019	Hockey Grassed Playing Surface	Brian Roderick	Tavis Hamersley, from the Wagin Hockey Club, advised the Committee that the hockey grassed playing surface is currently not up to scratch. They are experiencing problems with grass coverage, divots and the surface being uneven.	<b>Completed</b>	<b>Shire Works staff have rectified the issues with the hockey grassed playing surface</b>





## 9. CORRESPONDENCE AND REPORTS

### 9.1.1. WAGIN CRICKET CLUB – USE OF RECREATION CENTRE

PROPONENT:	Wagin Cricket Club
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Wagin Sportsground
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	04 August 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.DE.1
ATTACHMENTS:	Email from the Wagin Cricket Club

#### OFFICER RECOMMENDATION/COMMITTEE DECISION

**Moved Cr G K B West**

**Seconded Paul Powell**

**That the Committee recommend to Council that approval be granted to the Wagin Cricket Club to use the Wagin Recreation Centre as their clubrooms including use of the changerooms.**

**Carried 9/0**

#### BRIEF SUMMARY

For the Committee to consider a request from the Wagin Cricket Club to use the existing Wagin Recreation centre as their clubrooms during the cricket season.

#### BACKGROUND/COMMENT

The Wagin Cricket Club has written to the Shire requesting that the Cricket club move from their home at the old Scout Hall into the Wagin Recreation centre during cricket season.

The Cricket Club currently share the old Scout Hall with the Hockey Club, the Shire concedes the building is not ideal with poor shower and kitchen facilities and is somewhat past it's use by date. Council will shortly be endorsing the final Sportsground Precinct Masterplan, in the final plan this building is earmarked for demolition and replaced with a new sporting clubhouse facility. This new building will be the clubhouse facility for cricket, hockey, tennis and bowls.

The cricket season runs from October to March, during this time the Wagin Recreation centre lounge area gets minimal use, other than a couple of Trotting meetings and Woolorama at the beginning of March. The move of the Cricket club into the Wagin Recreation Centre will have minimum impact on other sporting clubs and users.

The Recreation centre also has home and away male changerooms and shower facilities, the Wagin Football Club has indicated it has no issues with the Cricket Club using the home changerooms.



As the Recreation Centre is a multi-user facility and the Shire also hires out the venue to the community, the Cricket Club will need to ensure the lounge and bar area is cleaned after every use.

#### **CONSULTATION/COMMUNICATION**

Nil

#### **STATUTORY/LEGAL IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

Nil

#### **STRATEGIC IMPLICATIONS**

Nil

#### **VOTING REQUIREMENTS**

Simple Majority

**From:** Nathan Pearce <[nathan.pearce@midaliasteel.com](mailto:nathan.pearce@midaliasteel.com)>  
**Sent:** Wednesday, 22 July 2020 4:26 PM  
**To:** Bill Atkinson <[ceo@wagin.wa.gov.au](mailto:ceo@wagin.wa.gov.au)>  
**Subject:** WAGIN CRICKET CLUB

To whom it may concern.

I am writing this email on behalf of the Wagin Cricket Club. Our current facility's in the club rooms are just out dated and unsafe. With no working showers and kitchen we are requesting to move into the main pavilion.

Doing that we can use the kitchen facility's and showers after games, also have access to the BBQ area.

If you would like to get in contact with me regarding this my phone number is 0407904449.

Look forward to hearing from you.

President of Wagin Cricket Club

Many thanks

Kind regards

**Nathan Pearce**



Declaration of a Proximity Interest in Item 9.1.2.- Cr G K B West

Prior to any consideration in regard to Item 9.1.2 – Sportsground Ticket Box, Councillor G K B West declared a proximity interest and requested to remain in the room during the discussion.

**COMMITTEE DECISION**

**Moved Cr D I Atkins**

**Seconded Keven Nordstrom**

**That Cr G K B West, having declared a proximity interest, be allowed to remain in the room for the discussion pertaining to Item 9.1.2. – Sportsground Ticket Box**

**Carried 8/0**

**9.1.2. SPORTSGROUND TICKET BOX**

PROPONENT:	N/A
OWNER:	Shire of Wagin
LOCATION/ADDRESS:	Wagin Sportsground
AUTHOR OF REPORT:	Deputy Chief Executive Officer
SENIOR OFFICER:	Acting Chief Executive Officer
DATE OF REPORT:	4 <sup>th</sup> August 2020
PREVIOUS REPORT(S):	Nil
DISCLOSURE OF INTEREST:	Nil
FILE REFERENCE:	CP.DE.1
ATTACHMENTS:	Nil

**OFFICER RECOMMENDATION/COMMITTEE DECISION**

**Moved Paul Powell**

**Seconded Keven Nordstrom**

**That the Committee recommend to Council that a 2.5 metre x 2 metre brick ticket box be built with a covering 5 metre x 4 metre gable roof patio at the south western corner of the Sportsground entrance. The new ticket box and shelter will be fixed, however there will be provision to move part of the structure if required.**

**Carried 8/0**

**BRIEF SUMMARY**

The Committee to recommend to Council a design of the new ticket box at the main Sportsground entrance.

**BACKGROUND/COMMENT**

The building or erection of a ticket box structure at the main Sportsground entrance has been discussed for the past two years. The following resolution was agreed to by Council, however the project was not funded in the 2019/2020 Budget due to other priorities

#### **4016 COUNCIL DECISION**

Moved: Cr. S M Chilcott

Seconded: Cr. G R Ball

That Council consider a new structure/ticket box be erected on the southern side of the main Sportsground entrance to include ticket selling facilities to both the pedestrian side gate and the vehicle entrance. The structure to be made of brick and colorbond and to provide shelter over the pedestrian entrance.

That Council consider this infrastructure upgrade to the Sportsground in the 2019/2020 Council budget.

Carried 7/0

Through the recent federal government funding of the Local Roads and Community Infrastructure program grant, Council has allocated \$10,000 to the ticket box project in the 2020/2021 financial year budget. However, the Council is concerned that any ticket box erected may need to be moved when the Sportsground Precinct development is progressed.

With that in mind Council has requested that the structure needs to be made so the ticket box can be moved if the main entrance is moved or changed due to future development.

Shire staff are recommending the ticket box be built, with sizing at a length of 2.5 metres and a width of 2 metres. It will have a window opening on the northern and southern sides and an entry door on the eastern side. The ticket box will sit under a gable roof patio that gives some shelter to people entering the pedestrian gate during Woolorama.

The gable roof shelter will be in the Shire heritage burgundy colour with cream posts, window trims and door. The shelter will be 5 metres along by 4 metres wide and will set in concrete by stirrups so it can be moved in the future if required.

The ticket box could also be made from colorbond steel so it could be moved, however this may not be the best look. The author believes a brick structure is still a good option due to this being the main sportsground entrance and the Sportsground redevelopment being a number of years away and with recent changes to the plans the main entrance should not be impacted. In the unlikely scenario the entrance needs to be shifted then only the brick building needs to be demolished which is only a few thousand dollars of the entire project.

The ticket box and patio shelter will match the existing western Woolorama entrance ticket box structure (off dog trial building) creating synergy between the two main entrances.

It is also intended to renew and extend the chip seal to the area south west of the pedestrian gate, which will also mean removing the old kerb and constructing a new one further south.

This recommendation will need to be ratified at the August Ordinary meeting of Council, if approval is given then we will seek quotations from local contractors with view to completing the project in October.

A concept plan is attached as guide for your information.



The following email request was received by the Wagin Agricultural Society requesting electricity / power to connected to the new ticket box. **The committee discussed this and agreed to include installation of power to the ticket box.**

*I refer to item 9.1.2 of the Wagin Sports Advisory Committee Agenda scheduled for Tuesday 18<sup>th</sup> August 2020. The Wagin Agricultural Society requests that the new ticket booth being proposed has electricity connected to the building. We would also request that sufficient PowerPoints be installed for the purpose of running equipment for electronic ticketing for the Woolorama such as laptops and mobile phone chargers.*

**Amy Kippin**

**Secretary**

**Wagin Agricultural Society Inc.**

PO Box 241 Wagin WA 6315

Ph: 08 9861 1611

Email: [secretary@woolorama.com.au](mailto:secretary@woolorama.com.au)

Web: [woolorama.com.au](http://woolorama.com.au)

#### **CONSULTATION/COMMUNICATION**

Nil

#### **STATUTORY/LEGAL IMPLICATIONS**

Nil

#### **POLICY IMPLICATIONS**

Nil

#### **FINANCIAL IMPLICATIONS**

\$10,000 in the 2020/2021 Budget

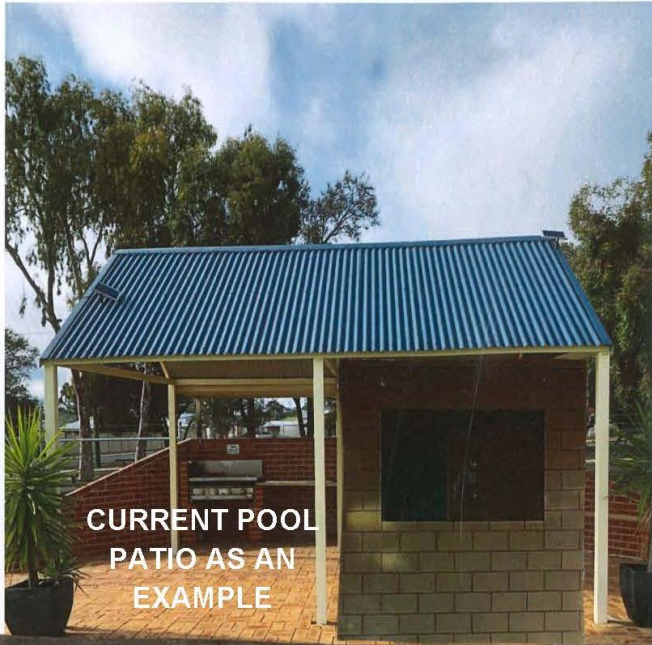
#### **STRATEGIC IMPLICATIONS**

3.7 Support community activities with resources and facilities as required.

#### **VOTING REQUIREMENTS**

Simple Majority

## SPORTSGROUND ENTRANCE TICKET BOX CONCEPT



5M X 4M PATIO SHELTER OVER TICKET BOX

TICKET WINDOW FOR PEDESTRIANS



TICKET WINDOW FOR VEHICLES



TICKET BOX VIEW COMING FROM THE SPORTSGROUND

PEDESTRIAN ENTRANCE



### **9.1.3. SPORTSGROUND PRECINCT REDEVELOPMENT / MASTERPLAN – UPDATE (INFORMATION ONLY)**

The final Sportsground Feasibility Study Report/Masterplan community meeting to discuss the report was held on Wednesday 8<sup>th</sup> July. The meeting was delayed by a number of months due to the restrictions relating to the pandemic. It was a productive and positive meeting with some definitive outcomes. On a whole the Masterplan was well received; however, the Hockey Club would like to see the reconfiguration of the tennis courts and bowling green to cater for a meaningful hockey training area. This was agreed to at the meeting. Also, the Wagin Agricultural Society advised that there is an expectation that the main upgrades pertaining to Woolorama will be factored in the first stage of the development.

The revised sports area will see the bowling green move directly to the north of the new sports clubhouse and abut up to the eastern end of the skate park. The tennis courts are now to the east of the clubhouse with three courts across and running back to back to fit in the six courts. This will give the Hockey Club a larger enough area to mirror a half pitch hockey field to train on. However, this will mean some sort of retractable net will be required between the backcourts of the tennis courts.

Once the plan is endorsed staff will look at engaging a contractor to carry out the site survey of the area. Staff will also look at engaging a country-based cost/quantity surveyor to provide accurate costings. There is \$70,000 in the 2020/2021 budget to carry out these tasks.

**The new updated plan of the sports hub was well received by the Committee.**



## 10. GENERAL BUSINESS

### 10.1 WAGIN AGRICULTURAL SOCIETY MURAL

Mr Keven Nordstrom advised the Wagin Ag Society would like to paint a mural on the side of poultry shed facing the sheep dog trial area, the mural will have an animal/farm theme. The committee had no objections to this proposal.

## 11. CLOSURE

There being no further business the Chairperson thanked those in attendance and closed the meeting at 6:35pm

I certify that this copy of the Minutes is a true and correct record of the meeting held on 18 August 2020

*Signed:*

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*Chairperson*

Date:

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