

CITY OF WEST TORRENS



## Notice of Committee Meeting

**NOTICE IS HEREBY GIVEN** in accordance with Sections 87 and 88 of the Local Government Act 1999, that a meeting of the

### **COMMUNITY FACILITIES PRESCRIBED GENERAL COMMITTEE**

Members: Councillor K McKay (Presiding Member), Mayor Trainer,  
Councillors: R Haese, G Vlahos, R Dua, S Rypp, G Demetriou, S Tsiaparis.

of the

### **CITY OF WEST TORRENS**

will be held in the Mayor's Reception Room, Civic Centre  
165 Sir Donald Bradman Drive, Hilton

on

**TUESDAY, 24 MAY 2016**  
**at 6.00 PM**

**Terry Buss**  
**Chief Executive Officer**

#### **City of West Torrens Disclaimer**

Please note that the contents of this Committee Agenda have yet to be considered by Council and Committee recommendations may be altered or changed by the Council in the process of making the formal Council decision.

## INDEX

1.	MEETING OPENED.....	1
1.1	Evacuation Procedure .....	1
2.	PRESENT .....	1
3.	APOLOGIES.....	1
4.	DISCLOSURE STATEMENTS.....	1
5.	CONFIRMATION OF MINUTES .....	1
6.	COMMUNICATIONS BY THE CHAIRPERSON.....	1
7.	REPORTS OF THE CHIEF EXECUTIVE OFFICER.....	2
7.1	Lockleys Oval and Apex Park Masterplans.....	2
7.2	Weigall Oval - Update Report .....	5
7.3	Camden Oval - Update Report .....	6
7.4	Torrensvile Bowling Club - Update Report .....	7
8.	OUTSTANDING REPORTS/ACTIONS.....	8
9.	OTHER BUSINESS .....	8
10.	NEXT MEETING .....	8
11.	MEETING CLOSE .....	8

**1. MEETING OPENED**

**1.1 Evacuation Procedure**

**2. PRESENT**

**3. APOLOGIES**

**Leave of Absence**

Cr Demetriou (25 April - 4 June 2016)

**4. DISCLOSURE STATEMENTS**

Committee Members are required to:

1. Consider Section 73 and 75 of the *Local Government Act 1999* and determine whether they have a conflict of interest in any matter to be considered in this Agenda; and
2. Disclose these interests in accordance with the requirements of Sections 74 and 75A of the *Local Government Act 1999*.

**5. CONFIRMATION OF MINUTES**

**RECOMMENDATION**

That the Minutes of the meeting of the Community Facilities General Committee held on 22 March 2016 be confirmed as a true and correct record.

**6. COMMUNICATIONS BY THE CHAIRPERSON**

## **7. REPORTS OF THE CHIEF EXECUTIVE OFFICER**

### **7.1 Lockleys Oval and Apex Park Masterplans**

#### **Brief**

This report provides Committee members with a progress update in regard to the Lockleys Oval and Apex Park Masterplan projects.

#### **RECOMMENDATION(S)**

The Committee recommends to Council that:

1. The report be noted.
2. An internal Reference Group be established comprising the Presiding Member of this Committee, the applicable Ward Councillors and relevant Administrative staff to oversee the progress of these projects.

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#### **Introduction**

At its meeting of 24 March 2015, the Community Facilities Committee recommended to Council that it make allowance for the provision of \$2.5M to fund Stage 1 works for the upgrade of Lockleys Oval and Apex Park (in accordance with the Masterplan developed by Walter Brooke). The Committee's recommendations were subsequently endorsed by Council at its meeting of 7 April 2015 and funds have been allocated in the 2016/17 budget for these works to occur.

At its meeting of 22 March 2016, Committee members were advised that:

- the public consultation exercise for the Lockleys Oval and Apex Park Master Plans had concluded;
- the petitions, submissions and comments received had been analysed; and
- suggested amendments to the Masterplans, and strategies to address the concerns raised through the public consultation process, would, if implemented, serve to significantly allay the concerns that had been raised.

The report further indicated that, as the concerns which had been raised were able to be satisfactorily addressed, there was no impediment to proceeding to the detailed design phase of these projects.

#### **Discussion**

In accordance with this prior advice, and since the previous meeting, the Administration has conducted an open tender process using the SA Tenders website to procure architectural services for the detailed design phase of these projects. The tender period opened on 21 March 2016 and closed on 14 April 2016. A total of 20 tenders were received.

The Administration has assessed the submissions received against a number of predetermined criteria and weightings being:

- Demonstrated experience in architectural design and documentation of similar works (use, scale and complexity)
- Proposed methodology/approach
- Qualifications & experience of the personnel nominated for key roles over all phases of the project
- Value for money

Subsequent to evaluation of the tenders, the contract for architectural services was awarded to Walter Brooke and Associates and an initial meeting was scheduled for Monday 23 May 2016 to commence the project.

An indicative program for the delivery of the project is as follows:

**PHASE 1 PROJECT REVIEW - (4 WEEKS) LATE MAY 2016**

- Carry out initial discussions confirming goals, objectives and standards in collaboration with nominated project control group.
- Review and develop brief and programme
- Investigate site inspection, confirm existing conditions including condition capacity of services in particular existing fire, water and electrical infrastructure.
- Assist in preparation of documents including return brief required for approvals from necessary parties.
- Liaise with sub consultants regarding spatial requirements for plant and equipment
- Run/attend design meetings / as required by the Project Managers
- Initiate cost discussions and implications with client, cost manager and sub consultants
- Define project risks

**PHASE 2 DESIGN DEVELOPMENTS - (6 WEEKS) - MID JUNE 2016**

- Develop Design
- Coordinate and liaise with consultants
- Develop finishes components, wayfinding and schedules including furniture and equipment
- Develop services requirements including security and data
- Attend design meetings as necessary to communicate ideas and progress the final solution
- Provide package for cost manager
- Provide documents required and apply for planning approval
- Revise programme informing team of forecast project programme
- Assist in approvals required
- Discuss and recommend proposed procurement
- Request approval to proceed into documentation

**PHASE 2 CONTRACT DOCUMENTATION - (8 WEEKS) AUGUST - OCTOBER 2016**

- Prepare necessary documentation including drawings, specifications and schedules necessary for a pre-tender estimate.
- Liaise with consultants and organise preparation of pre-tender option of costs for services
- Liaise with consultants in applying for approvals from authorities including laboratory certification.
- Resolve site issues including site occupation during construction.
- Provide value management where required.
- Seek approval and proceed with Building Rules Approval.

To assist the carriage of the project and to promote communication between the Elected Member body and the Administration, it is suggested that a reference or advisory group be formed comprising the Presiding Member of this Committee, the applicable Ward Councillors and relevant Administrative staff, namely General Manager Urban Services, Manager City Assets, Manager City Works and Senior Property Asset Advisor. The intended function of this body is not one of decision making (decision making will continue to vest with Council) but rather to provide opportunities for feedback and guidance throughout this phase of the project. Other relevant staff could also be co-opted to the group as, and if, required.

An arrangement similar to this operated during the development of the Weigall Oval Masterplan and appeared to meet and fulfil the expectations of both the Elected Member body and the Administration.

The development of the Amenity Masterplan for the Apex Park site (being undertaken by consultants TCL) is continuing to progress.

### **Conclusion**

Following the conclusion of the public consultation period, the Administration has conducted an open tender process to select a consultant to prepare detailed design plans for the Lockleys Oval and Apex Park projects. The successful tenderer is Walter Brooke and Associates.

It is suggested that a Reference Group, comprising relevant Elected Members and staff, be established to oversee the progress of these projects.

## **7.2 Weigall Oval - Update Report**

### **Brief**

This report provides Committee members with a brief update of the actions that have occurred in regard to the project at Weigall Oval since the decision of Council to provide budget funding of \$1 million for the Weigall Oval project in its fourth quarter budget review.

### **RECOMMENDATION(S)**

The Committee recommends to Council that the report be noted.

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### **Introduction**

Following consultation and negotiations between the sporting club stakeholders, and subsequent public consultation, the Masterplan for the Weigall Oval complex was presented to Council for final endorsement at its meeting of 7 July 2015. At that time, and acknowledging the requests from the community for amendments to the original plan (principally to increase the number of tennis courts planned to be retained from 3 to 4 and to also provide fencing around the new playground which is proposed to be installed on the western side of the site), the Council resolved to endorse the updated/amended Weigall Oval Masterplan.

### **Discussion**

At its meeting of 19 April 2016 Council resolved to allocate funding of \$1 million in the 2015/16 fourth quarter review period to allow the Weigall Oval Stage 1 project to commence.

Given the above, the Administration met on-site with JPE Design Studio, the consultants who assisted with the development of the Masterplan for the Weigall Oval complex, on 12 April 2016. During that meeting JPE were requested to provide a quote to undertake the detailed design works. At the time of writing this report the quote has not been received from JPE however it is anticipated that this will be received prior to, and thus be able to be discussed at, the Committee meeting.

A full topographic survey of the site has also been sought as this will be required for the detailed design process.

Representatives from the sporting user groups have been advised of the funding allocation and it is proposed that information relating to the Weigall Oval project (together with a link to the endorsed Weigall Oval Masterplan) will be placed on Council's webpage in the near future.

### **Conclusion**

As a result of Council's recent decision to provide funding to allow the Weigall Oval complex project to proceed, an initial meeting and request for quotation to undertake detailed design works, has been sought from JPE Design Studio.

### **7.3 Camden Oval - Update Report**

#### **Brief**

This report provides Committee members with a brief update in regard to the actions that have occurred in regard to the project at Camden Oval since the last meeting of this Committee.

#### **RECOMMENDATION(S)**

The Committee recommends to Council that the report be noted.

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#### **Introduction**

At its meeting of 22 March 2016, Committee members were advised that there had been ongoing discussions with the stakeholder clubs and continuing development of concept plans/sketches for the built structures at Camden Oval based upon the clubs' desires. The Committee was further advised that carriage of the project has now been passed to City Assets and that, in association with this transfer, a landscape Masterplan was to be undertaken.

#### **Discussion**

The Administration held an initial on-site meeting (on 12 April 2016) with JPE Design Studio who have been engaged to provide a landscape masterplan for the site. As previously advised this plan will, amongst other things, consider the relationships with and between the various site users and components of the site, aim to address the valid concerns that have been raised by the Plympton High Old Scholars & Camden Sports and Social Club (particularly in regard to traffic matters) and also to provide an optimal site layout which will be enhanced and reinforced by appropriate site linkages.

Both Plympton High Old Scholars (PHOS) and the West Torrens Birkalla Soccer Club have been advised of this process.

It is anticipated that the plan will be completed by late July 2016 and that it will be presented to the Committee for its consideration once received. The masterplan project will then inform the development of detailed design for the Camden Oval Precinct Development.

#### **Conclusion**

Whilst there has been considerable work undertaken in regard to the existing built structures and proposed upgrade of facilities at the Camden Oval complex, there has not been a study to determine how the interplay between the various facilities could be enhanced or strengthened. JPE Design Studio has been engaged to undertake this work for Council. A further report will be provided to Council once the plan has been received.



## 7.4 Torrensville Bowling Club - Update Report

### Brief

This report provides Committee members with a brief update of the actions that have occurred in regard to the project at the Torrensville Bowling Club since the last meeting of this Committee.

### RECOMMENDATION(S)

The Committee recommends to Council that the report be noted.

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### Introduction

At its meeting of 22 March 2016 the Committee was advised that, subsequent to a merger between the Hindmarsh Bowling Club and the Underdale Airport Bowling Club, the newly amalgamated body, the Torrensville Bowling Club had developed and progressed with a concept plan for an undercover artificial bowling green at the rear of its site.

Whilst the location of the new green acknowledged the likely redevelopment of South Road (and the possible loss of land), concerns were expressed in regard to:

- (a) the need for the South Australian Amateur Football League (SAAFL) to relinquish some land it currently holds under lease from Council;
- (b) the interface arrangements which may impact the shared path that runs along the eastern side of Thebarton Oval; and
- (c) the need for the provision of additional carparking.

Following its consideration of the report the Committee resolved to recommend to Council that:

1. *The report be noted;*
2. *Further discussions occur between the Administration and the Club's representatives in relation to the concept plan provided by the Torrensville Bowling Club;*
3. *The Administration continue to develop designs for the relocation of the stormwater drainage basin and a budget allocation for the undertaking of the works be referred to the budget review process.*
4. *A further report be provided to this Committee and/or Council following further discussions.*

### Discussion

In accordance with the above resolution, the Administration met on-site with representatives from the Bowling Club and its consultants on 28 April 2016. The principal reason for this meeting was to provide a further appreciation of the interface issues and concerns that were highlighted to the Committee at its meeting of 22 March 2016. During the on-site meeting the club's consultants were requested to further develop and provide an updated preliminary plan to Council for its consideration. Topographic information has been provided to the club's consultants to assist this process.

The Administration has also continued to progress with its investigations, and design, of the alternate/replacement stormwater detention basin which is proposed to be located to the north of the bowling club site (and west of the carpark).

### Conclusion

The Torrensville Bowling Club is continuing to progress with the development of its plans to construct an undercover artificial green at the rear of its site. Concurrent with this process Council is continuing to progress with its investigations to relocate the existing stormwater detention basin.

**8. OUTSTANDING REPORTS/ACTIONS**

**9. OTHER BUSINESS**

**10. NEXT MEETING**

26 July 2016, 6.00pm in the Mayor's Reception Room.

**11. MEETING CLOSE**