

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 GENERAL COMMITTEE MEETING**

Members: Councillor K McKay (Presiding Member), Mayor J Trainer,  
Councillors: R Haese, G Vlahos, J Woodward, G Demetriou, S Tsiaparis, G Nitschke

**of the**

**CITY OF WEST TORRENS**

will be held in the Council Chambers, Civic Centre  
165 Sir Donald Bradman Drive, Hilton

on

**TUESDAY, 25 SEPTEMBER 2018  
at 6.00pm**

**Terry Buss PSM  
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 recommendations may be altered or changed by the Council in the process of making the formal Council decision.

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**1 MEETING OPENED****1.1 Evacuation Procedures****2 PRESENT****3 APOLOGIES****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 24 July 2018 be confirmed as a true and correct record.

**6 COMMUNICATION BY THE CHAIRPERSON****7 PRESENTATIONS**

Nil

**8 OUTSTANDING REPORTS / ACTIONS**

Nil

## 9 REPORTS OF THE CHIEF EXECUTIVE OFFICER

### 9.1 Badminton SA - Lease

#### Brief

This report advises Committee Members' that the SA Badminton Association (the Association) has been selected to hold a major championship event in April 2019 and, given this, wishes to upgrade the facility. The Association is also seeking a grant of a long term lease to recognise its financial contribution.

#### RECOMMENDATION

The Committee recommends to Council that:

1. Council provide its, in principle, consent to the proposed lease of 15 years (5+5+5 years) to the SA Badminton Association for the Council owned premises in the south-eastern corner of the Lockleys Oval complex. The new lease to commence on the expiry of the existing lease term i.e. 1 April 2019.
2. The commencing rental of the lease be \$10,000 pa plus GST and to escalate each year on the anniversary of the lease commencement by Adelaide All Groups Consumer Price Index (or similar index should that index cease to apply).
3. As is required under the relevant section(s) of the *Local Government Act 1999*, and Council's public consultation policy, public comment be sought and considered regarding the proposed grant of lease to the SA Badminton Association.
4. In the event that any meaningful adverse comment is received during the public consultation process, a further report be provided to the Community Facilities General Committee/Council to consider such public comment.
5. Should no meaningful adverse comment be received during the public consultation period the Mayor and Chief Executive Officer be authorised to sign and seal any documentation to give effect to the grant of lease.

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#### Introduction

The SA Badminton Association (the Association) has written to Council (**Attachment 1**) advising that the WA Satterley Hall facility, which is sited at the southern end of the Lockleys Oval complex, has been selected as the venue for the World & Regional Under 17 Championships in April 2019. As a result, the Association is proposing to fund an upgrade of the facility (to replace the flooring at an estimated cost of \$100,000) and, in return for this, desires the grant of a long term lease to enable the investment to be recouped.

The existing (5 year) lease the Association holds over the premises expires on 31 March 2019. The current rental paid by the Association is \$9,557.04 pa plus GST. In addition, to this the Association pays rates (\$6,217.55pa for the 18/19 financial year) and operational costs and reimburses the building insurance premium, which for the 18/19 year is \$2,854.69 pa plus GST.

## Discussion

Whilst the Association has acknowledged that the flooring at the WA Satterley Hall facility is at or near the end of its useful life, and that they have been contemplating whether or not to replace it for some time, the award of the World & Regional Under 17 Championships has resulted in a call to action. As indicated above, the Association has been advised that the World Championships have been awarded to the Satterley Hall facility and that they are to be held in April 2019 and that the cost of replacing the flooring is circa \$100,000. Given this quantum of proposed investment and the imminent expiry of the existing lease term (31 March 2019), the Association seeks the grant of a long term lease to enable the investment to be recouped or amortised over a reasonable timeframe.

Prior to notification of the Association being awarded to hold this event, and as part of its asbestos removal program, the Administration has scheduled to remove the remaining asbestos within the facility. The asbestos is generally located in the upper portion of the northern, southern and eastern walls. These works will require closure of the centre for a period of approximately 4 weeks.

The asbestos removal works will require repainting of those areas and the cost of this been accounted. However, the Association has requested that Council give consideration to the repainting of all internal walls to negate issues that may occur should colour matching (of new to existing) arise. In this respect, the Association has advised that:

*"Given the line of sight requirement (in badminton) a variance in paintwork would render us ineligible to hold any fully sanctioned tournament or indeed any state pennant where international tournament qualification points are earned."*

Whilst the responsibility for painting would generally fall to the lessee, the Administration notes that:

- The removal of the asbestos will trigger the need for repainting of the upper areas of the building (which may create a disparity in colour between those sections and the lower wall sections);
- The cost of these works has been included; and
- The additional cost to repaint the lower sections of the building will not be significant and funded with existing budgeted programs.

and acknowledges the above advice of the Association and accordingly suggests that Council agree to this request and fund this component sought by the Association.

Initially, these Council works were planned to occur in September/October of this calendar year. However, given the award of the World Championships, and the Association's desire to replace the flooring, their commencement has been delayed to allow a single (longer) closure, rather than two discrete and disruptive closures, such that all works will be undertaken at the one time. To minimise damage to the new flooring, it is also planned that the Council works precede flooring replacement. The commencement of these, and timeframe for all, works is now proposed to occur in February-March 2019.

As the lease term sought by the Association exceeds 5 years the matter will need to go to public consultation. Given that the Club wishes/needs to undertake the flooring works early in the 2019 calendar year (and wishes to coordinate the Council works at this time) so that this is completed prior to the World Championships, it is proposed that the consultation occur during the Local Government Council Election Caretaker period. Results of the consultation can then be provided to, and considered by, the new Council following the conduct of the Local Government Council Election. Alternatively, and has been the case with a number of other leases recently considered by Council, Council could agree to provide its consent to the grant of lease at this time, subject to no adverse comment or submissions being received during or as a result of the public consultation process.

The proposed long term lease which has been negotiated, utilises the standard lease agreement developed and provided by Council's solicitors.

The essential elements of this particular agreement are as follows:

- The SA Badminton Association seeks a term of 15 years (5+5+5). A term of this length is sought to recover the Association's significant investment;
- Commencing rental is proposed to be \$10,000pa plus GST; and
- The Association will continue to be responsible for rates and all user costs including power, water, gas, telephone and building insurance premiums or the reimbursement of such premiums if taken out by Council;

It is also noted that the Association has offered to formally reduce its hours of operation on Friday, Saturday and Sunday nights (i.e. to have these reduced hours of operation codified within the new lease agreement). The reductions proposed by the Association will see activities at Satterley Hall cease at 10pm on Friday and Saturday nights and at 9:30pm on Sunday nights. Also, and as advised by the Association, following complaints received from a nearby resident and discussions with the Administration, it agreed to cease Friday night social hiring's at 10pm and to terminate the arrangements it had with an existing long term hirer. Monday to Thursday hours of use are governed by competition matches and generally cease at 11:00pm.

### **Conclusion**

The SA Badminton Association has advised that it has been awarded to hold the 2019 Under 17 World Championships in April 2019 and wishes to replace the aging and deteriorated flooring within the Satterley Hall premises which it leases from Council on the south-eastern corner of the Lockleys Oval complex. Given the anticipated expenditure (of approximately \$100,000) it seeks the grant of a long term lease from Council.

### **Attachments**

1. **Letter from Badminton SA**



SA Badminton Association Inc PO Box 307 Brooklyn Park South Australia 5032 Phone/Fax: (08) 8354 0320  
 Court Hire (08) 8443 5422 • badmintonsa@bigpond.com • www.badminton.sa.org.au

Dear Mr. Watson,

As per our recent conversations. The South Australian Badminton Association has recently been awarded the hosting of the world & regional Under 17 Championships in 2019. This is quite a prestigious event for us to be awarded and the Under 17 age category is the largest and most logistically challenging of the different junior brackets. In addition: it provides significant exposure for The Association with both teams and individual events taking place and plenty of visitors from all parts. The event will see us partner with local businesses for promotion and accommodation requirements.

The current venue at Lockley's has served us well for an extended time-period and has well and truly become The Association's home. However; the venue is ageing both aesthetically on the interior and operationally. The vinyl composite floor installed in the 1980's has come to the end of its lifespan and in addition to showing signs of wear and tear is now beginning to break up and wear through to the concrete layer beneath. It no longer affords protection for the players in terms of a forgiving surface and The Association must look at replacing it during the next 12 months. It is our intention as a single use, non-owned venue to self-fund this exercise to the tune of approximately one hundred thousand dollars. A significant time span of approximately 3 weeks will be required to complete the work. We are investigating several options but regardless of if the current floor is replaced in entirety or a new medium is installed over it the cost will be similar. We would like this project completed in time for our Under 17 Championships which takes place in late April 2019.

We note that the council has been in the process of reviewing the requirement to address the remaining asbestos infrastructure present at Satterley Hall and as such request that this work take place in or around February in 2019 to coincide with one, long closure of the venue as opposed to two significant periods of work. In addition: it is preferable that any work being completed on the walls of the venue be finalized before the installation of a floor so as not to require heavy equipment to be placed on the new service and or risk soiling with paint etc. We request that during the asbestos removal process the entire of the interior walls of the Satterley Hall venue be freshly painted. This has not been done for a significant amount of time (I believe since the 1980's) and the current appearance is tatty and worn. This would result in us having a fresh and professional looking venue equipped to take us forward for a significant time period into the future and would perfectly compliment the recent upgrades to the kitchen and toilets along with our intended upgrade of the floor. The circumstance that we are trying to avoid in the process is both an extended period of closure for two separate work projects and most importantly a variance in the paint work of the higher parts of the badminton venue. Given the line of sight requirement in our sport a variance in paintwork would render us ineligible to hold any fully sanctioned tournament or indeed state pennant where international tournament qualification points are earned. We would like to work with the council to co-ordinate all these works to take place in a linear time frame.



Government of South Australia  
 Office for Recreation and Sport





SA Badminton Association Inc PO Box 307 Brooklyn Park South Australia 5032 Phone/Fax: (08) 8354 0320  
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As a secondary consideration to the above. The investment in the floor would represent the majority of our association's funds which demonstrates the gravity of the need for us to act. We further request a review of our current lease arrangement ideally replacing the existing agreement with a 5 years +5 +5 style lease to secure our long-term residence in a building from which our investment could not be removed. We believe that we have been a successful long-term tenant of the council and would wish to remain so with added security to underpin our expenditure. To address recent concerns raised by residents we would welcome the addition to the current lease of a limit of our operating hours on a Friday and Saturday night to a 10pm finish and Sunday night to a 9.30pm finish. These measures are already voluntarily in place and have significantly reduced traffic and noise in the area during those times.

We look forward to hearing back from you and welcome further discussion/negotiation as required.

Kind Regards

A handwritten signature in black ink, appearing to read "Simon Oaten". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Simon Oaten  
President – South Australian Badminton Association



**Government of South Australia**  
Office for Recreation and Sport

**be active.**

## **9.2 Messinian Association (MA Hawks) - Grant of Licence - Kings Reserve**

### **Brief**

This report seeks approval for the grant of a new licence for the use of a portion of Kings Reserve and the associated change rooms and canteen for the playing of soccer and associated activities for a period of 5 years to the Messinian Association of SA Inc (in its capacity as the incorporated body on behalf of the MA Hawks).

### **RECOMMENDATION**

The Committee recommends to Council that:

1. A licence for a period of five (5) years, commencing on 1 December 2018 and expiring at midnight on 30 November 2023, be granted to the Messinian Association of SA Inc for use of portion of Kings Reserve, the change rooms and canteen by the MA Hawks, at a commencing rental of \$1,600 pa plus GST. The licence fee be indexed by the Adelaide All Groups CPI on each anniversary of the licence commencement and the licensee be responsible for meeting user costs attributable to its use of the facility.
2. The Mayor and the Chief Executive Officer be authorised to sign and seal any documentation relating to the Licence Agreement.

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### **Introduction**

The previous 5 year licence held by the MA Hawks for the portion of Kings Reserve and associated change rooms and canteen building expired on 1 January 2018. Since that time the MA Hawks continued to occupy the premises on a holding over basis. Rental under the previous licence was adjusted annually by the Adelaide All Groups CPI (the current rental is \$1,580.60 pa plus GST).

The MA Hawks have written to Council seeking a further licence term for its use of Kings Reserve and the Messinian Association of SA Inc (the umbrella organisation of the MA Hawks) have given their consent indicating acceptance to be a licensee.

### **Discussion**

As the tenure being granted by Council envisages that the facility may be used by other groups during the term, the appropriate vehicle to provide such an arrangement is a licence agreement.

The negotiated agreement allows exclusive use of the reserve and infrastructure by the MA Hawks during the following periods and on the following days and times in each year of the licence term:

- (a) Period - 1 January and 31 October in each year of the Licence term:
  - Tuesday and Thursday afternoons - between the hours of 6.00pm and 9.30pm; and
  - Saturdays (with the exception of the first Saturday of May in each year during the Licence term) - between the hours of 9.30am and 6.00pm.
- (b) Period - 1 November and 31 December in each year of the Licence term:
  - Wednesday afternoons - between the hours of 6.00pm and 9.00pm; and
- (c) On the Third Sunday of March each year during the Licence Term for a Family Fun Day.

The proposed licence agreement includes a number of alterations to the previous executed Licence Agreement, including:

- Redefinition of the Premises and Land (resulting from action of the Land Titles Office to renumber the respective and relevant Certificates of Title);
- Changing the term to reflect that of the new agreement;
- Changing the Times of Use to specifically exclude the first Saturday in May (Japanese Festival) and to include the additional sessions requested by MA Hawks during November and December each year and the Family Fun Day;
- Commencing Licence fee increases to \$1,600pa plus GST;
- Review dates changed in accordance with new licence term;
- Special Events clause changed to incorporate/specifically acknowledge non-availability of Kings Reserve for 1<sup>st</sup> weekend in May each year during the Licence term (Japanese Festival);
- Sunday usage - acknowledgement of non-availability on 1<sup>st</sup> Sunday in May each year during the Licence term for MA Hawks Family Fun Day event;
- Kings Reserve Masterplan - to acknowledge the plan and that implementation of the Plan may impact use of the Premises;
- Significant Change in Circumstances clause - acknowledges Torrens to Torrens plan and that implementation of this may impact use of the Premises.

The Kings Reserve Masterplan was adopted by Council in June 2018. The Masterplan was developed in consultation with the community and stakeholders (including the MA Hawks). The Masterplan envisaged that the Reserve continue to be used for active and passive recreation and sport activities by sporting clubs into the future. Nevertheless, it is crucial that as the Masterplan is implemented over the coming years, future leases and licences be considered prior to being negotiated, to ensure the Reserve continues to meet community expectations and the intent of the Masterplan.

The MA Hawks have sole use of their canteen building and storeroom in the back of the 'Home' change rooms. The reserve and remainder of the change rooms are available for use by other groups/parties at times other than those specified above. Additionally, clauses within the proposed agreement provide Council with the ability to suspend the licence in circumstances where an emergency occurs, to use (or permit use of) the Reserve and infrastructure for special events and to end the licence should redevelopment of the facility be proposed.

### **Conclusion**

The licence of the Kings Reserve (portion) to the MA Hawks expired on 1 January 2018. Since that time the Club has continued to occupy the premises on a "holding over" basis.

The grant of a new five (5) year licence to the Messinian Association of SA Inc (for the use of the Reserve and related infrastructure by the MA Hawks for soccer related activities) is supported and is in line with the community land management plan's objectives for the management of this Reserve, being (amongst other things) a venue for organised sports for the use of clubs and organisations under lease or licence.

### **Attachments**

Nil

### 9.3 Hilton RSL - Update on Relocation

#### Brief

This report provides Committee Members' with an update of the potential relocation of the Hilton RSL from the current location of 145 Sir Donald Bradman Drive, Hilton to 173-187 Sir Donald Bradman Drive, Cowandilla.

#### RECOMMENDATION

The Committee recommends to Council that the report be noted

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#### Background

At its meeting held on 28 March 2017, the Committee considered a building and condition audit report of the Hilton RSL's currently leased premises at 147 Sir Donald Bradman Drive, Hilton. The report outlined the required costs of approximately \$920,000 (March 2017) to address and rectify the poor condition of the building. The expenditure would not result in any improvement to the building, it would merely address the general condition identified from compliance and structural perspectives.

At its meeting on 28 November 2017, the Committee was advised that:

- the Administration organised a viewing of the two civic buildings located at 173-187 Sir Donald Bradman Drive (i.e. *also known as the "bluestone cottage" and the red brick community hall space*) on 10 November 2017 in order to ascertain whether the Hilton RSL Members may seek to relocate/co-locate to these premises;
- the Administration provided a number of copies of the floor plans for both the buildings to the RSL representatives to assist with their determination as to whether the premises would satisfy the Club's future needs; and
- Subsequent to the meeting, the RSL provided some initial written feedback to the Administration on 22 November 2017. Essentially the written feedback provided, suggested that the RSL has a preference for utilisation of the entire former RLSS Building (*red brick building*) but that it may consider an arrangement whereby it uses the bluestone cottage as its base and uses the hall for those activities that require additional space etc.

The Committee was further advised at its meeting held 24 July 2018 that:

- a meeting was held between the Administration and the State RSL representative Mr Steve Larkins and the new President of the Hilton RSL Mr Ian Gardiner on 29 June 2018;
- the meeting was an opportunity to update the new Hilton RSL President and Committee Members with a summary of discussions that had occurred over the past 12 months;
- the President of the Hilton RSL advised that due to the decline of the existing facility, relocation seems favourable and although many members are not opposed to relocating to the new premises, there were concerns that the alternate premises are too small;
- the President also expressed concerns over the structure (set-up) of their operation should a relocation go ahead, (i.e. two liquor licence areas and two sets of charges for services such as electricity and gas);
- a letter of intent was provided to Council by the Hilton RSL in order for the Administration to further progress the matter with some degree of confidence; and

- the Administration confirmed that consultants would work with the RSL representatives regarding the investigation, design and fitout of the proposed premises to ensure that the needs of the Sub-branch are met.

## Discussion

Following the Committee Meeting of 24 July 2018, the Administration has continued to progress matters in relation to the possible relocation of the Hilton RSL, from its existing premises at 147 Sir Donald Bradman Drive to the buildings at 173-187 Sir Donald Bradman Drive.

Consultancy architects, *JPE Design Studio*, were appointed to assist the RSL representatives to investigate options for the proposed premises (*bluestone cottage* and *red brick building community hall space*).

A meeting was held on 4 September 2018 with representatives of the Hilton RSL and the Administration to determine the level and types of use of the existing RSL Sub-branch facility.

A summary of current activities which take place in the existing facility can be found below, with approximate attendance numbers. Attendance for the Anzac Day event is approximately 250 people (*plus*) and approximately 150 people attend the Remembrance Day event.

	Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
RSL	AM		Admin. & Meetings	Maintenance				
	PM	Bar Opens 2:30-6			Bar Opens 2:30 Darts Comp. 6:30 8 Ball Comp.	Bar Opens 2:30-6	Members Night <i>i.e</i> Cocktail Night	Band Night possibly (hosted by RSL monthly)
Community	AM		Art Classes	Meditation		Bingo 11-2	Legacy Hallmark	
	PM	Bingo 12-4	Martial Arts		Taekwondo	Keno		Hire Night ( <i>Varies</i> )
<b>Typical Capacity</b>		<b>20-30</b>	<b>10-20</b>	<b>10</b>	<b>40-70</b>	<b>10-20</b>	<b>50-60</b>	<b>100/month</b>

The existing Hilton RSL premises currently includes:

- Informal Dining Space*  
Holds two 8 ball tables; three dart boards; informal seating and dining area; the bar; and memorabilia display. This space is used predominantly by the RSL and its members.
- Function Hall (For Hire)*  
Separated by an operable partition wall, this area is connected to informal dining. This is available for hire from any community member or group. It is used by RSL for major functions or events (approximately once per month).
- Kitchen area*  
Adjacent the bar and has access from the informal dining area and the function hall. The kitchen is divided into two spaces with commercial equipment but lacks preparation space is not efficient due to being divided. There is also no access from the kitchen to the cold room.

- Office  
The office is accessible from the Function Hall and is used for administration, payroll, confidential work and communication.
- Storage, Toilets and Outdoor Space  
Minimal storage is available. Holds memorabilia, furniture, dry food storage and hireable equipment. There is only one accessible toilet and one male toilet accessible from the informal dining area and two female toilets accessible from the function hall. Outdoor space is used as a smoker's area and is accessible through the kitchen. Includes storage of the BBQ.

Following the meeting and viewing of all premises (existing at 147 Sir Donald Bradman Drive; and *bluestone cottage* and *red brick building community hall space* at 173-187 Sir Donald Bradman Drive), the Administration have summarised two potential options which could be developed further, in consultation with the Hilton RSL Committee:

**Option 1:**

***RSL Sub-branch relocated to Bluestone Cottage and Community Activities separated into Red Brick Building (Community Hall)***

Option 1 seeks to reuse the existing bluestone cottage for sub-branch activities. Due to the scale of the bluestone cottage, this facility would undergo focused refurbishment for the RSL functions only, including an updated commercial kitchen, bar and space for informal dining as well as sports bar, including pool tables and dart boards. Additionally, the building would require an administration area, including meeting room and office, outdoor space and compliant DDA toilets.

The remaining activities (a hireable community facility and large space for monthly and special events) would need to occur within the adjacent red brick building (community hall space) located on the corner of Sir Donald Bradman and Brooker Terrace.

The current footprint of the bluestone cottage is too small to accommodate the RSL's day-to-day activities, and would therefore need to be extended either to the south or west of the building.

*Positives:*

- Clear identity separate from Council facility;
- More ownership over a separate space;
- Use of a Council asset;
- No need to demolish existing building (bluestone cottage);
- Building has charm and great aesthetic potential.

*Negatives:*

- Two separate buildings - separated function space from sub-branch;
- Restricted for RSL growth due to size constraints of the cottage;
- Larger functions will need to occur in separate building;
- Street presence needs improvement.

**Option 2:**

***Extension of Red Brick Building (Community Hall) to accommodate consolidated RSL Sub-branch and Community Activities***

Option 2 seeks to consolidate the RSL Sub-branch activities and the hireable community functions into one building, the existing red brick building to the corner of Brooker Terrace and Sir Donald Bradman Drive, by extending the Community Hall west into the existing carpark.

There are practical reasons for providing a consolidated solution. The red brick building would be extended into the existing carpark to include area for RSL Sub-branch activities to occur as well as space for a central bar and associated storage/cool room. Existing facilities such as commercial kitchen, DDA toilets and community function space will, however, be utilised with minimal need to upgrade.

The Bluestone Cottage could be demolished and the area used for replacement car parking (reduced due to the extension of the redbrick building into existing carpark).

Having a connected RSL Sub-branch and community function space means greater scope for larger gatherings and catering for events such as ANZAC Day and Remembrance Day.

This option retains Council Administration occupation to the Brooker Terrace side of the facility, however the uses are viewed as compatible in regard to day/night use.

More investigation will have to be conducted to ensure a design can be developed where any extension can connect directly into the existing function space.

*Positives:*

- Makes use of existing function facilities such as, commercial kitchen, toilets and hireable function space;
- Creates a focused community hub and RSL with clear street presence and branding opportunities;
- Investigates a shared outdoor function space for community and RSL;
- Improves connections from adjacent Memorial Gardens and RSL;
- Car park provides a buffer from the residential edge, therefore noise can be mitigated.

*Negatives:*

- The Administration staff will be occupying a portion of the building during the day and event compatibility will need to be considered;
- Demolition of the bluestone cottage will need to occur to allow more space for car parking.

Further information on the two options will be provided to the Committee at the meeting on 25 September 2018.

Following this meeting of the Committee, it is proposed a subsequent meeting be held with relevant members of the Hilton RSL Sub-branch and consultants to discuss and further explore options relating to the Hilton RSL Sub-branch relocating to 173-187 Sir Donald Bradman Drive. Concept Plans of preferred options will then be developed by consultants and presented to Council at a future date.

## **Conclusion**

The Administration recently met with representatives from the Hilton RSL and consultants in an endeavour to progress the possible relocation of the Hilton RSL to alternative facilities.

Two potential options for the redevelopment of 173-187 Sir Donald Bradman Drive have been presented to this Committee. The Administration will continue working with consultants and, in consultation with members of the Hilton RSL Sub-branch, and will explore these and other options in order to develop concept plans for presentation to Council at a future meeting.

## **Attachments**

Nil

## 9.4 Cummins House - Update

### Brief

This report provides Committee Members' with an update on the lease of Cummins House.

### RECOMMENDATION

The Committee recommends to Council that the report be noted.

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### Background

The initial (varied/extended) lease of the Cummins House property expired on 30 June 2017. Following preliminary discussions with the State Government this initial term was further extended for a period of 18 months and is due to expire on 31 December 2018.

The Administration engaged the National Trust to act as Managers of the property during this short-term interim period.

The lease variation was requested by Council and agreed by the State Government to allow negotiations to occur and proceed for the possible disposal of the property to Council.

### Introduction

At Council's meeting held on 21 August 2018, it was advised that although initial advice received from the State Government indicated that the property *may* be offered to Council at a lesser value than market value as it had been declared surplus to the Government's requirements, correspondence was received contrary to this advice.

The State Government confirmed that Cummins House would not be offered to Council for other than market value, and furthermore, as the property was used for commercial purposes (functions including weddings), disposal could only occur following a competitive market based sale process.

Council was requested to advise the State Government in writing of its intention to vacate (or otherwise) Cummins House by 30 September 2018.

As a result of the State Government's confirmation that any sale of Cummins House would only occur in a competitive open market and given the expected costs of acquisition, coupled with anticipated maintenance and other holding costs, Council at its meeting held on 21 August 2018 resolved to:

*"advise the State Government of its intention to vacate the Cummins House property on expiry of the current extended/varied lease term on 31 December 2018".*

### Discussion

Subsequent to Council's meeting held on 21 August 2018, the Administration have written to the State Government advising of Council's decision to vacate the Cummins House property on 31 December 2018 (**Attachment 1**).

The Administration has also sought to arrange a meeting with State Government representatives to discuss transitional arrangements such as the return of assets on loan from the Morphett family and Cummins Society.

The Cummins Society have been updated on the recent correspondence with the State Government in which they have voiced their disappointment in the potential closing of Cummins House. Members of the Society have requested assistance from Council to vacate the premises by the end of the year.

The National Trust who were engaged to act as Managers of the property during the interim (extended) lease period, have also been notified that their contract will not be extended beyond 2018.

The Administration has sought a meeting with the Minister to further discuss options, but failing future potential negotiations, arrangements will begin to be made to vacate the site from November to ensure that the 31 December 2018 deadline is met.

Mayor John Trainer also wrote directly to the Minister by letter dated 14 September 2018 (**Attachment 2**) but at the time of finalising this agenda report, no response has been received.

### **Conclusion**

As requested by the State Government, the Administration has provided written confirmation that Council intends to vacate the Cummins House property on expiry of the current extended/varied lease term on 31 December 2018.

The Cummins Society and the National Trust have been advised of this decision and the Administration has offered support to the Cummins Society in vacating the premises.

The Administration has sought a meeting with the Minister to further discuss this matter, however contact from the Minister is yet to be received.

### **Attachments**

1. **Letter to Department of Planning, Transport and Infrastructure - Cummins House**
2. **Letter from Mayor John Trainer to the Minister for Transport, Infrastructure and Local Government**



5 September 2018

Your Reference 2013/08738/01

Mr Steve McQuillan  
General Manager Property  
Department of Planning, Transport and Infrastructure  
GPO Box 1533  
**ADELAIDE SA 5001**

Dear Mr McQuillan,

**Cummins House**

I acknowledge receipt of your letter dated 31 July 2018 regarding the lease arrangements of Cummins House.

A report was presented to Council at its meeting 21 August 2018 which informed Council that any disposal of property by the Government is required to be undertaken in accordance with the *Department of Premier and Cabinet Circular 114 Government Real Property Management (PCC114)*, and most likely via a competitive based market approach.

At this meeting, Council resolved the following:

*"to advise the State Government of its intention to vacate the Cummins House property on expiry of the current extended/varied lease term on 31 December 2018".*

Consequently, this letter is confirmation that the City of West Torrens will vacate the Cummins House premises by 31 December 2018.

We would like to arrange a meeting to discuss transitional arrangements, such as returning assets on loan from the Morphett family and Cummins Society.

To schedule a suitable meeting date, please contact Manager City Property, Mr Dean Ottanelli on 0439 864 483.

I trust that together, we will be able to provide a smooth transition of these arrangements.

Yours sincerely,

Terry Buss PSM  
**Chief Executive Officer**

## From the Office of the Mayor



14 September 2018

The Hon Stephan Knoll  
Minister for Transport, Infrastructure and Local Government  
GPO Box 1533  
**ADELAIDE SA 5001**

Email: [ministerknoll@sa.gov.au](mailto:ministerknoll@sa.gov.au)

Dear Minister Knoll

### Cummins House

I cannot stress too strongly the need for your government to pay closer attention to the loss of community value associated with your departmental officers' attitude towards the historic Cummins House property in Novar Gardens, one of the last surviving colonial homesteads in South Australia, and the last of its type to be accessibly located close to the CBD, complete with its garden and many of its outbuildings, and furnished appropriately.

It has served a very useful educational function over the years and provided an attractive heritage setting for social functions while being maintained by my council and by a small army of dedicated volunteers who are devastated at the possibility that they may have to disband and that much of the furniture must be returned to the benefactors who have placed items on loan.

As a result of a change of heart by DPTI officers, the West Torrens Council has reluctantly voted to not renew the lease we have held since 1987 and to vacate the premises on 31 December, unless you are able to intervene.

I urge you and the Premier to visit the site with me, volunteers from the Cummins Society and descendants of the Morphett family, and see for yourself just what is at stake.

The remaining homestead core of the Cummins Farm developed in 1842 by early settler John Morphett (after whom nearby Morphettville and Morphett Road were named) was purchased by the Government in 1977 to be visited and enjoyed in perpetuity by the people of South Australia.

In 1987, it was placed in the care of the West Torrens Council on a peppercorn rental, and over the 31 years since then the ratepayers of West Torrens have contributed an amount in today's dollars of somewhere between \$2 million and \$3 million for its operation and upkeep.

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That is a ball park estimate based on recent costs of \$100,000 pa for a manager/ caretaker plus power, water etc., a cost only partially offset by \$30,000 pa in revenue from event hire, though this activity has to be kept at a very low level in terms of size, frequency etc. because Cummins House is in a residential area. The majority of events involve education excursions or meeting room hire, along with a small number of weddings and funerals. (The circumstances of the location are such that any idea of a profitable large scale venue being run by a commercial operator on the site is quite delusional.)

My Council is not at all enthusiastic about spending ratepayers' funds on a heritage listed property belonging to the State, particularly as we currently face renovation work estimated at \$400,000 along with about \$100,000 more on compliance issues.

We have been engaged in a belt-tightening exercise for several years, well before the current proposals of externally imposed rate-capping came to the fore. That frugality has meant deferring in our current capital works program perhaps \$2 million in restoration work that is needed on another venue in West Torrens that we provide for the benefit of all South Australians, the iconic Thebarton Theatre. But that theatre is a venue that we actually own – it is much more difficult to justify the above mentioned expenditure on a State property which we do not own.

For some time officers of DPTI indicated that they considered it appropriate for Cummins House to be transferred into the ownership of the Council either gratis or at a minimal cost.

Our current lease expiring on 30 June last year was extended to 31 December of this year while discussions continued, an important factor being the need to establish some security for wedding bookings which as you would be aware are made six to twelve months in advance. The wonderful couple who for a decade had been resident caretaker/managers chose to retire, necessitating us sub-contracting the National Trust to manage events hire, with mixed success. We continued in a climate of uncertainty, but confident that an acceptable purchase arrangement would be achieved.

This was shattered by DPTI's insistence that because of the small (and restricted by circumstances) revenue of \$30,000 pa from venue hire, the premises could only be transferred after a process involving Council bidding for the property at market value, currently \$2.25 million according to the Valuer General's estimate, or possibly much more than that conservative estimate.

Council's response to your department's letter of 31 July 2018 was to assume there must be some mistake, and we resolved to write directly to you Minister seeking your confirmation that your view was being accurately conveyed to us.

By the time of our next meeting on 21 August 2018, that correspondence posted to you on 12 July 2018 had not been addressed, so on the assumption that the position conveyed to us above the signature of Steve McQuillan, General Manager Property - DPTI, did indeed represent your position, and, entering caretaker mode, Council voted to not renew the lease on 31 December.

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In that happens, arrangements will need to be made for our property items to be removed and for the property of all those who placed furniture on loan to be returned. Your government will have to take over power and water costs and the cost of maintaining not just the building but also the extensive gardens and significant trees.

At their AGM on Thursday 13 September, the Cummins House Society decided to suspend all membership renewals. These dedicated volunteers who have contributed so much are devastated that this iconic possession of the people of South Australia might not continue to serve as a priceless window to our colonial past.

Unless, of course, Minister, you can envisage a better future for Cummins House.

I again urge you and the Premier to visit the site with me, volunteers from the Cummins Society and descendants of the Morphett family, and see for yourself just what is at stake.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Trainer', written in a cursive style.

**Hon John Trainer OAM  
Mayor  
City of West Torrens**

## **9.5 Weigall Oval Complex Masterplan and Facilities - Update**

### **Brief**

This report provides Committee Members' with an update in regard to the Weigall Oval Complex Masterplan and Facilities Project.

### **RECOMMENDATION**

The Committee recommends to Council that the report be noted.

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### **Introduction**

At its meeting of 24 July 2018, the Committee was advised that:

- Stage 1 works were well underway but due to significant inclement weather through May and June the completion date was extended to late August/early September;
- Detailed design and documentation for Stages 2 and 3 were almost complete;
- A development application had been lodged for the remaining stages of work;
- Stages 2 and 3 would be tendered in two components (one for sports fields/turf works and the other for civil and building works);
- Clubs would be required to vacate Weigall Oval by mid-October 2018 to make way for construction works;
- The Weigall Oval Trainers Association would be acknowledged at a farewell function and Stage 1 Official Opening event in September;
- Stages 1-3 are to be completed by December 2019 in order to meet State / Local Government Infrastructure Partnership grant conditions.

### **Discussion**

#### **Stage 1 Works**

The Stage 1 works for the Weigall Oval Masterplan and Facilities upgrade are complete, subject to a number of minor works being corrected. The final line-marking of the tennis courts will be undertaken in October/November 2018 as it is recommended that line marking be completed at least 8 weeks after the laying of new asphalt due to the potential of asphalt bleeding (i.e. surface settles). Following the designated waiting period, four tennis courts will be line-marked, with one court also featuring line-marking for half-court basketball and a handball court. For the official opening of the Stage 1 works, the tennis courts have been temporary line marked.

#### **Official Opening Community Event**

The official opening of the Stage 1 works was held on Sunday 16 September 2018 from 12noon to 3pm which also celebrated the long standing affiliation of the Weigall Oval Trainers Association with the site. This event was successfully attended by over 500 people which included Members' of the Adelaide Angels Baseball Club, Adelaide Cobras Soccer Club, Weigall Oval Trainers Association, the Local Government Association, the Local Government Finance Committee, Elected Members and local residents.

This family fun day also included a sausage sizzle provided by the West Beach Lions Club along with nature play activities and games.

Official proceedings included the unveiling of commemorative plaques by Ms Jayne Stinson MP, Member for Badcoe and Mayor John Trainer OAM for the completion of the Stage 1 Works along with a dedicated plaque acknowledging the Weigall Oval Trainers Association (WOTA).

Feedback received from attendees was extremely positive with enthusiasm for the completion of the next stages of this project.

## **Stages 2 and 3 works**

A development application for the Stage 2 and 3 works (which includes the construction of a new shared sports and clubroom facility, separate senior playing facilities for soccer and baseball, and a shared junior playing and community space) has been lodged and will be subject to Category 3 public notification. It is anticipated that the public notification will occur in October 2018.

Subsequently, the procurement process will commence in which is anticipated that it will be procured in two components including sports fields/turf works and the civil and building works. Site works are expected to commence in December 2018/January 2019, with project completion in December 2019, in accordance with *State Local Government Infrastructure Partnership* funding guidelines.

Lessees of the site were given two months' notice of termination of lease in July, however due to inclement weather delays in completing Stage 1 works, the site works for Stages 2 and 3 will not commence until late 2018 or early 2019. As a result, the Administration has advised lessees they may continue to use the site until the end of 2018. The Adelaide Angels Baseball Club will therefore takeover the licence for the clubroom and sports field from the soccer Club at the end of September, and it is also expected the WOTA will continue to use the trotting track until the end of the calendar year.

## **Funding requirements**

An annual report is required by the Local Government Association (LGA) (as their role as Administrator of Funds for the *State Local Government Infrastructure Partnership Program*) in August each year of the funding agreement.

An update on the progress at Weigall Oval to date was included along with a summary of the employment opportunities created as a result of this project. Employment data is required to be reported to the LGA on a quarterly basis, with the next report due at the end of September.

The funding is subject to maximising the use of local contractors for project works, only using Australian certified steel and completing the project (Stages 1, 2 and 3) by December 2019.

## **Conclusion**

Members are provided with an update of the Stage 1 works of this project along with details of the official opening community event which celebrated the long standing affiliation of the Weigall Oval Trainers Association.

Public notification of Stage 2 and 3 works will take place in October 2018, following which, the procurement process will commence for the sports fields/turf works and the civil and building works.

Lessees of the site have been advised the site will remain available for use until the end of the calendar year.

## **Attachments**

Nil

## 9.6 Apex Park, Lockleys Oval and Mellor Park Masterplan and Facilities - Update

### Brief

This report updates Committee Members in relation to the Apex Park, Lockleys Oval and Mellor Park Masterplan and Facility development.

### RECOMMENDATION

The Committee recommends to Council that the report be noted.

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### Introduction

The Lockleys Oval, Apex Park and Mellor Park redevelopment and facility projects have a capital cost of \$10,820,000 which is funded by a combination of direct Council sources (\$7,570,000) and a Federal Government grant (\$3,250,000).

At its meeting of 24 July 2018 the Committee was advised that:

- The construction timeframe for the Apex Park project would be approximately 11 months;
- The successful contractor for the Lockleys Oval component was issued a Letter of Intent as the project deliverables were within the allocated project budget;
- The Administration continues waiting for notification regarding a site licence from SA Water as the new facility will encroach on Crown Land at Lockleys Oval;
- Two separate development applications were submitted for Lockleys Oval and are being assessed - one for the demolition works and construction of new clubroom facility and one for the remaining site works (car parking, tennis courts, lighting and impacts on regulated and significant trees);
- Relevant stakeholders of Lockleys Oval had been contacted and given two months formal notice of termination of respective lease/licence agreements;
- The final design of the Mellor Park upgrade was completed in order to meet Commonwealth funding agreement milestones;
- The sale and transfer of ownership of the Lockleys RSL has been completed;
- The Administration were continuing to investigate the preservation of the Windsor Theatre Movie Posters with a report detailing options to be presented at a future meeting date of the Committee;
- The Federal Government Funding Milestone One report was completed and forwarded to the relevant federal department.

### Discussion

#### **Apex Park**

*Camco SA* have been awarded the Apex Park facilities component of the project. Mobilisation of the site has occurred and the construction work has commenced with the community building and clearing of the site.

The construction of the horse riding arena/building, wetland, duck pond, playground and tennis courts will follow due to the community building construction having the longest timeline. The total construction timeframe is estimated at approximately 10 months, with estimated completion by mid-2019.

Consultation continues to occur between the Administration and the stakeholders. Meetings have been held with the Lockleys Riding Club in August and September in order to ensure a smooth transition from the Lockleys Oval to the interim location (Henley South) followed by the permanent move to the completed Apex Park facilities.

A further notification letter advising of the project's progress has been provided to local residents. Council's website has also been updated along with new signage installed on the site.

The Apex Park site is now closed to the public with closure required for at least the coming months. During certain stages of the redevelopment, the playground may be reopened for public use as long as its safe to do so.

### **Lockleys Oval**

The Administration has awarded the contract for the Lockleys Oval facilities component of the project to *Romaldi Constructions*.

As previously reported to this committee, the development application was separated into two components. The demolition of existing buildings, and construction of the new clubroom building, was assessed as one application, and the remaining site works (i.e. car parking, tennis courts, lighting and impacts on regulated and significant trees) will be assessed as a separate application. Planning approval has been granted for the first application and the second application is currently being assessed. The second application is a Category 3 application which requires public notification. It is expected that this will occur in October 2018.

The impacted stakeholders have vacated the baseball, cricket and soccer clubrooms; guide hall and horse riding arena. Storage containers are on site and are holding the Club's equipment until the new facility is completed.

The Administration continues to seek a site licence for the area of which the new building will encroach on Crown Land. The Minister is yet to approve or reject the proposal. The Administration continues to seek a resolution for this issue.

Demolition works will commence this month with a notification letter being provided to residents (in the perimeter of Lockleys Oval) this week advising of the commencement of works. It is anticipated that the project will be completed in mid-2019.

### **Mellor Park**

Detailed documentation is underway for the Mellor Park component in order to prepare for procurement in late 2018/early 2019.

Through the final design, consultants will be exploring options to include the movie posters from the Lockleys Cinema building in the Park. This may involve removing sections of walls from the building, having them treated to minimise weathering, and finally installing them as public art within the reserve. Photographic records of the movie posters have been completed.

A development application has been lodged for the demolition of buildings along the western perimeter of the site (with the exception of the Lockleys Senior Citizens Club building and the former *Child and Family Health Service (CAFHS)* heritage building), which is required for the Masterplan and Facilities upgrade at Mellor Park.

The Lockleys Senior Citizens building located in the centre of buildings on the western perimeter of Mellor Park (between the Lockleys RSL building and the Mellor Park Tennis Club building), is now vacant. The Lockleys Senior Citizens group voted to dissolve their Club at the AGM in late August. The group became unsustainable due to declining numbers and lack of nominations for Committee positions. The building is in good condition and is not part of any demolition works planned for the site.

The items owned by the Club have been bequeathed to Council and any remaining funds will be donated to the Lockleys Primary School (a long-time intergenerational partner of the Club). The Administration is working to connect the remaining members of the (former) Lockleys Senior Citizens Club with other local community groups and activities.

Once the upgrade to Mellor Park is complete, the Administration will seek to activate the site, including the Senior Citizens building, for the benefit of the community.

**Federal Government Funding**

Submission of the first Milestone Report as required by the *Federal Community Development Grants* funding agreement has occurred.

The Administration has negotiated a two-month extension to all subsequent milestones and is currently awaiting confirmation of acceptance by the relevant Minister. The two-month extension provides suitable scope in which to achieve future milestones.

On approval, the next Milestone report will be due at the end of January 2019 where 30% of the physical (on-site) works associated with the project (Apex Park, Lockleys Oval and Mellor Park) is required to be completed.

**Conclusion**

Contracts have been awarded for the Apex Park and Lockleys Oval projects and work has commenced on both sites. The Mellor Park project continues to progress towards detailed documentation for the procurement process.

All stakeholders continue to be informed through the transition period, and residents have been updated regarding project progress for both Lockleys Oval and Apex Park.

The Administration continues to seek a site licence for encroached land at Lockleys Oval and public notification will occur during October for the Category 3 Planning Application for Lockleys Oval.

**Attachments**

Nil

## 9.7 Camden Oval Complex Masterplan and Facilities - Update

### Brief

This report updates Committee Members on information relating to the Camden Oval Complex Masterplan and Facilities project.

### RECOMMENDATION

The Committee recommends to Council that the report be noted.

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### Introduction

At its meeting of 24 July 2018, the Committee was provided with an update regarding the progress of the Camden Oval Masterplan upgrade and was advised that:

- The timeframe for the completion of Stage 1 works (provision of a synthetic soccer pitch for the West Torrens (WTB) Birkalla Soccer Club) had been extended due to a required upgrade to stormwater infrastructure surrounding the pitch. It was anticipated that the soccer synthetic pitch would be completed by the end of the third quarter of 2018;
- The funding for the new lighting upgrade approved by Council in June was progressing well, with a Development Application lodged for the new infrastructure;
- A contract had been awarded for Stage 2 works (with reduced scope of works) and the PHOS Camden Sports and Social Club were in the process of vacating the existing clubrooms to make way for demolition; and
- All user groups of the Camden Oval complex have been informed of project progress.

### Discussion

#### **Stage 1 works**

Stage 1 works for the WTB Birkalla Soccer Club (the Club) have continued and are expected to be completed by early October 2018. Stage 1 includes the provision of a synthetic soccer pitch for the Club through the Football Federation of South Australia with support from Council. The lighting upgrade approved by Council in June 2018 will also be completed.

Members' of the Club's committee continue to be informed on the progress of the project.

#### **Stage 2 works**

*BluBuilt Constructions* have been awarded the contract for Stage 2 works, which includes the construction of a new female friendly change room facility for the soccer club (adjoining the existing club building); and the demolition of the existing and construction of new clubrooms with female friendly change rooms for the football club (and cricket and athletics clubs). Stage 2 also includes car parking, drainage works and relocation and pruning of the heritage olive grove (trees).

Work has commenced on the soccer change room facility with the site mobilised, cleared and base preparation underway for the concrete footing (slab). Work on the soccer facility is expected to conclude in early in 2019.

The PHOS Camden Sports and Social Club site has been mobilised, stormwater works completed and the Club facility has been vacated and demolished. Base preparations are taking place for the new facility and carpark. It is expected the concrete footings for the two buildings will be poured in the coming weeks.

Preparation works surrounding the new PHOS facility has included the relocation of a number of heritage olive trees. These trees were located within the footprint of the new building and, due to their local heritage significance, arrangements were made to relocate them into existing gaps within the local heritage olive grove adjacent the football oval. The relocation has been successful to date.

In addition, as a condition of development approval, a management plan for the local heritage olive grove was required to be developed. The management plan aims to guide the Administration in caring for the grove to ensure its continued health and presence on the site into the future. Qualified arborists have inspected the trees and recommended 'hard pruning' to remove dead wood and open up the canopies to promote new growth. The pruning has taken place and signage has been erected to inform the community as to the reason the hard pruning occurred. Information has also been promoted on social media.

Stakeholders continue to meet and provide updates of the project progress. It is anticipated that works for the PHOS Sports and Social Club new facility and associated car parking will be completed by mid-2019.

### **Conclusion**

Stage 1 works will be complete by early October 2018, and site mobilisation and base preparation has taken place for both the new WTB Birkalla Soccer Club change rooms and the PHOS Sports and Social Club facility and change rooms.

A number of olive trees have been relocated and the trees located within the local heritage olive grove have been pruned in accordance with a new Olive Tree Management Plan.

### **Attachments**

Nil

## **9.8 Community Facilities Project Summary**

### **Brief**

This report provides Committee Members' with a summary of the project plan on the currently scheduled community facilities projects.

### **RECOMMENDATION**

The Committee recommends to Council that the report be noted.

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### **Introduction**

The following report provides a further update to the Committee Members with a summary of the project plan on the currently scheduled community facilities projects.

### **Discussion**

Through the Community Facilities Committee, the Administration is currently advancing a number of redevelopments and upgrades to facilities and building projects within the City.

These projects include:

- Apex Park
- Lockleys Oval
- Mellor Park
- Weigall Oval
- Camden Oval

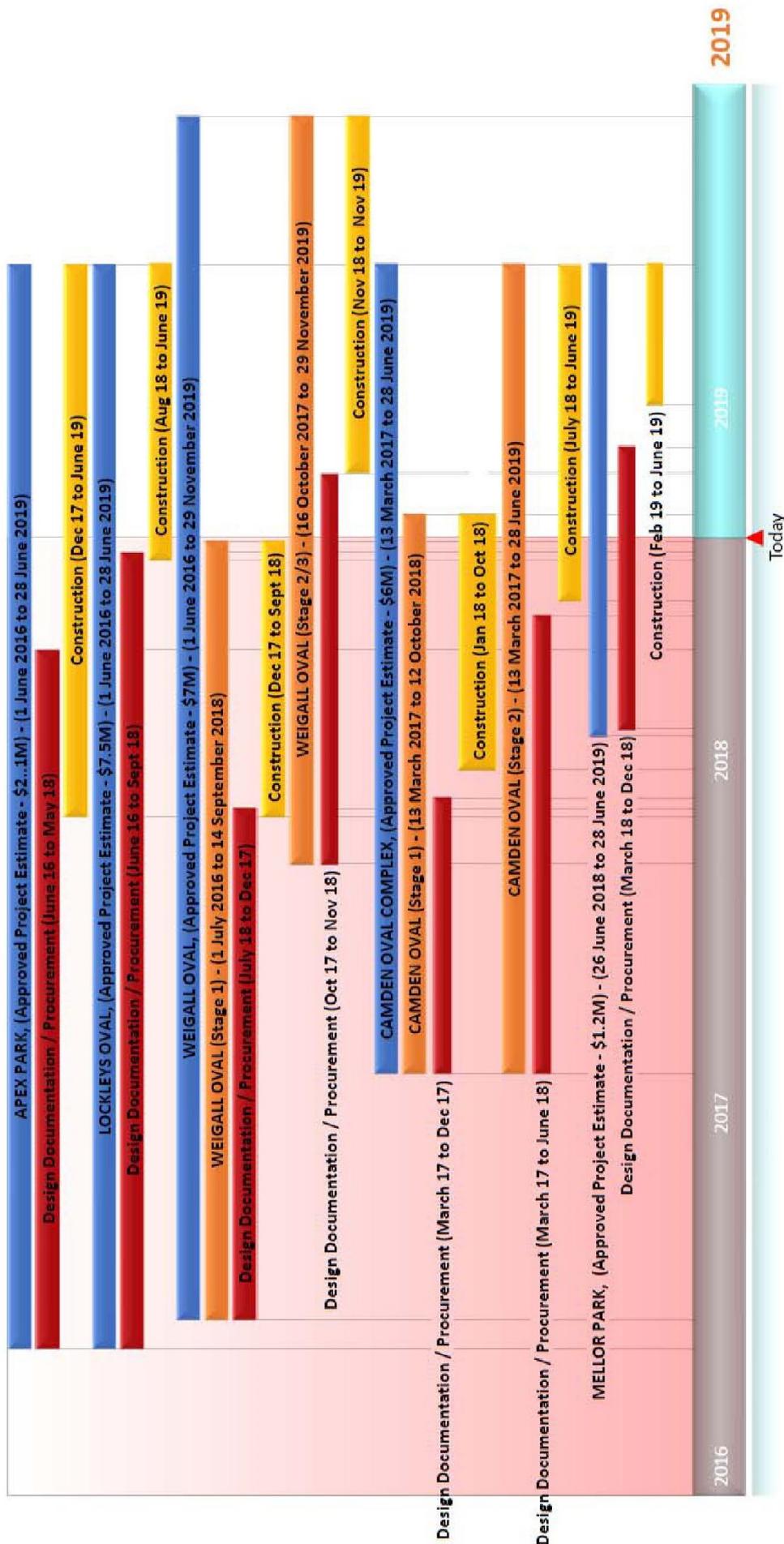
The attached Project Plan (**Attachment 1**) provides Members' with a summary of timeframes and project estimates associated with these nominated projects.

### **Conclusion**

A summary project plan outlining the Community Facility projects currently scheduled with associated timeframes has been prepared and provided to Members' for their information.

### **Attachments**

#### **1. Projects Timeline Summary**



**10 OTHER BUSINESS**

**11 CONFIDENTIAL**

Nil

**12 NEXT MEETING**

TBA, 6.00pm in the Mayor's Reception Room.

**13 MEETING CLOSE**