

**PRESENT:** Cr Dale Hogden (Chairperson), Cr Kathryn Rindfleish, Ms Monica Foran, Mr Matthew Guan and Mr Chris Sullivan.

**IN ATTENDANCE:** Mr Gary Murphy (Director Technical Services), Mr Ian Bailey (Project Manager), Mrs Nicole Benson (Manager Urban Services & Facilities) and Ms Kylie Rose (DCDO – *arrived at 5.24pm*).

**APOLOGIES:** Nil.

#### **CONFIRMATION OF MINUTES**

**08/2122 RECOMMENDED** that the minutes of the Robertson Oval Advisory Committee meeting held on 5 May 2021 be confirmed.

**Sullivan/Foran**

#### **BUSINESS ARISING FROM THE MINUTES**

- Bricks – the bricks that were specified in the tender for the amenities building had to be changed as they had gone out of production by the time the order was due to be placed. Bricks as close in colour as the ones specified were purchased.

#### **AGENDA ITEMS**

a) Election of Chairperson

Director Technical Services, Gary Murphy called for nominations for the position of Chairperson. Monica Foran nominated Cr Dale Hogden and he accepted the nomination unopposed.

b) Committee Terms of Reference

The Director Technical Services noted that some of the Terms of Reference were null and void as the project is near complete. It was noted that Mr Chris Sullivan was accepted as a Committee Member at the 19 May 2022 Council meeting.

c) Model Code of Conduct Policy

The Director Technical Services explained the Code of Conduct with emphasis on declaring conflicts of interest and how that may occur.

d) Update on Robertson Oval Amenities Building Project

Project Manager, Ian Bailey provided an update on the amenities building project and the following points were discussed:

- Completion of the amenities is very close, it is functional and it will be ready to be used on Saturday 28 May. Turf is scheduled for Friday and other outstanding works include minor fit out items, installation of roller doors on the storage shed and any defects identified in the completion inspection with the contractor.
- Delays due to the wet weather across the timeframes of the project were acknowledged.
- Budget – the Project Manager explained the original tendered price did not meet the project budget. The specification was reviewed, and some items removed from the scope to save money, such as car parking, stainless steel toilet pans, tiles and the stainless steel hood and exhaust for the barbecue area. Council added LRCI funds to the Building Better Regions grant and the project is currently approximately \$85,000 under budget. The Committee discussed using the balance of funds to install sub soil drainage and construct the car park that was originally removed from the scope.

- The Project Manager was congratulated by Cr Dale Hogden for delivering the project.
- A formal opening was discussed as one is required as part of the Building Better Regions funding deed. The proposed dates are 30 July, 6 August and 20 August 2022.  
**ACTION** – Council’s Manager Urban Services & Facilities to contact funding body with proposed dates for official opening.

e) Review of Master Plan for Robertson Oval Complex

Chris Sullivan explained the background and stages of the Master Plan and the following points were discussed by the Committee:

- The future Master Plan stages and priorities are as follows: -

Priority	Item
High	New poles and LED floodlights positioned outside the oval boundary fence.
High	Tiered seating in front of the new amenities.
High	Electronic score board.
Med	*Metal shed for a barbecue area.
Low	Drainage on the roadway around the south west corner of the oval.
Low	Shade shelters/sails centrally positioned for spectating either netball or events on the main oval.
Low	Bus parking area.
Low	Shed near netball courts for time keeping.

*\*It was discussed that the way the new barbecue area functions would be observed before the shed is considered further. Other sporting facilities have separate stand-alone barbecue areas that function well and this could be duplicated here if necessary.*

- It was noted that there is no power to the new storage sheds and that this may be completed using some of the remaining project budget.  
**ACTION** – Project Manager to obtain costs for installation of power and a light in each storage bay and proceed to install if the price is within the project budget.
- A discussion was held around whether the existing toilets should stay or be decommissioned. The Committee was advised that a public toilet review is underway and once completed can assist with understanding more about operational costs of toilets such as cleaning, stocking, maintenance and so on.
- It was discussed that the cost of installing tiered seating be investigated and the price brought back to the Committee.  
**ACTION** – Project Manager to obtain costs for the seating and advise the Committee.
- Oval entry sign is tired looking and has been graffitied.  
**ACTION** – Manager Urban Services & Facilities to investigate and take appropriate action.

**GENERAL BUSINESS**

The following items were discussed without resolution:

- Mathew Guan was thanked for his constant liaison with Project Manager, Ian Bailey over the duration of the project and throughout the sporting season.

There being no further business the meeting closed at 5.58pm.

The next meeting is to be held as and when required.

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CHAIRPERSON