

minutes

Capital Works Committee

MEETING HELD ON **TUESDAY 26 NOVEMBER 2013**

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CITY OF JOONDALUP

MINUTES OF THE CAPITAL WORKS COMMITTEE MEETING HELD IN
CONFERENCE ROOM 2, JOONDALUP CIVIC CENTRE, BOAS AVENUE, JOONDALUP
ON TUESDAY 26 NOVEMBER 2013.

ATTENDANCE

Committee Members:

Cr Philippa Taylor	<i>Deputy Presiding Member</i>	
Mayor Troy Pickard		<i>from 5.50pm</i>
Cr Geoff Amphlett, JP		
Cr Brian Corr		
Cr Christine Hamilton-Prime		
Cr Tom McLean	<i>Deputising for Cr Kerry Hollywood</i>	
Cr Teresa Ritchie, JP		

Officers:

Mr Mike Tidy	Director Corporate Services
Mr Andrew Murphy	Acting Director Infrastructure Services
Mr Michael Hamling	Manager Operation Services
Mr Brad Sillence	Manager Governance
Mrs Deborah Gouges	Governance Officer

Observers:

Cr Liam Gobbert
Cr Mike Norman

DECLARATION OF OPENING

The Deputy Presiding Member declared the meeting open at 5.49pm.

DECLARATIONS OF INTEREST

Nil.

APOLOGIES/LEAVE OF ABSENCE

Apology

Cr Kerry Hollywood.

Leave of Absence

Nil.

Mayor Pickard entered the Room, the time being 5.50pm.

CONFIRMATION OF MINUTES

MINUTES OF THE CAPITAL WORKS COMMITTEE HELD 3 SEPTEMBER 2013

MOVED Cr Hamilton-Prime, **SECONDED** Cr Amphlett that the minutes of the meeting of the Capital Works Committee held on 3 September 2013 be confirmed as a true and correct record.

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Taylor, Mayor Pickard, Crs Amphlett, Corr, Hamilton-Prime, McLean and Ritchie.

MINUTES OF THE SPECIAL CAPITAL WORKS COMMITTEE HELD 5 NOVEMBER 2013

MOVED Cr Hamilton-Prime, **SECONDED** Cr Amphlett that the minutes of the special meeting of the Capital Works Committee held on 5 November 2013 be confirmed as a true and correct record.

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Taylor, Mayor Pickard, Crs Amphlett, Corr, Hamilton-Prime, McLean and Ritchie.

ANNOUNCEMENTS BY THE PRESIDING MEMBER WITHOUT DISCUSSION

Nil.

IDENTIFICATION OF MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

In accordance with Clause 5.2 of the City's *Meeting Procedures Local Law 2013*, this meeting was not open to the public.

PETITIONS AND DEPUTATIONS

Nil.

REPORTS**ITEM 1 ADOPTION OF 2014 MEETING DATES - CAPITAL WORKS COMMITTEE**

WARD	All
RESPONSIBLE DIRECTOR	Mr Jamie Parry Governance and Strategy
FILE NUMBER	102496, 101515
ATTACHMENT	Nil.
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.

PURPOSE

For the Capital Works Committee to consider the proposed schedule of committee meeting dates for 2014.

EXECUTIVE SUMMARY

In order to assist with forward planning for all Elected Members, management and staff, a schedule of meeting dates has been prepared for the Capital Works Committee, ensuring synergy between meeting dates and the flow of information and decision-making.

It is therefore recommended that the Capital Works Committee ADOPTS the meeting dates and times for the Capital Works Committee of the City of Joondalup to be held at the Joondalup Civic Centre, Boas Avenue, Joondalup.

BACKGROUND

The Capital Works Committee was established at the Ordinary Council Meeting held on 15 May 2012 (CJ094-05/12 refers). The purpose of the committee is to:

- oversee the monthly progress of the City's annual Capital Works Program and review of the City's Five Year Capital Works Program
- oversee the long term planning of major capital works projects not being the role of a Council Committee established for such purposes
- consider recommendations to modify the City's Capital Works.

At its meeting held on 19 November 2013 (CJ208-11/13 refers) Council adopted the meeting dates for its Strategy and Briefing sessions, and Ordinary Council meetings.

The schedule of Council meeting dates was based on the format used for the last five years; a monthly meeting format with Strategy Sessions held on the first Tuesday of each month; Briefing Sessions held on the second Tuesday and Council meetings on the third Tuesday.

This enables committee meetings to be scheduled on the Monday, Tuesday or Wednesday of weeks one, two and three so as to minimise potential conflicts with other Council activities and provide a 'meeting-free' week in the fourth week of each month.

At its meeting held on 5 November 2013 (JSC06–11/13 refers), Council noted that the Capital Works Committee had previously suggested that future meetings of the committee be held on a bi-monthly basis.

DETAILS

In 2012 and 2013, the Capital Works Committee met prior to Strategy Sessions with the start time being 5.45pm. It is proposed that this meeting time and scheduling be retained for 2014.

In establishing a bi-monthly meeting schedule, it is recommended that the first meeting of the year be held in February, thereby enabling a total of six meetings to be held during the year, with the last meeting being held in late November.

Issues and options considered

The Capital Works Committee can either:

- adopt the meeting dates as proposed in this report
or
- amend the meeting dates.

Legislation / Strategic Community Plan / policy implications

Legislation	<i>Local Government Act 1995.</i> <i>Local Government (Administration) Regulations 1996.</i> <i>Meeting Procedures Local Law 2013.</i>
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Strategic Community Plan

Key theme	Governance and Leadership.
Objective	Corporate Capacity.
Strategic initiative	Not applicable.
Policy	Not applicable.

Risk management considerations

Should forward planning of committee meetings not be identified, then there is a risk for meetings to be held on an ad-hoc basis; lacking coordination with other key meetings and corporate planning processes.

Financial/budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The dates proposed have been designed on the basis of the 2012 and 2013 meeting cycles and are intended to provide Council, committee members and staff with an indicative meeting timeline for the Capital Works Committee.

It should be noted that the committee had previously suggested that meetings be held on a bi-monthly basis in the future.

VOTING REQUIREMENTS

Simple Majority.

MOVED Cr Amphlett, **SECONDED** Cr Hamilton-Prime that the Capital Works Committee **ADOPTS** the following meeting dates and times for the Capital Works Committee of the City of Joondalup to be held at the Joondalup Civic Centre, Boas Avenue, Joondalup:

Capital Works Committee
To be held in Conference Room 2
5.45pm on Tuesday, 4 February 2014
5.45pm on Tuesday, 1 April 2014
5.45pm on Tuesday, 3 June 2014
5.45pm on Tuesday, 5 August 2014
5.45pm on Tuesday, 7 October 2014
5.45pm on Tuesday, 25 November 2014

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Taylor, Mayor Pickard, Crs Amphlett, Corr, Hamilton-Prime, McLean and Ritchie.

ITEM 2 UPDATE ON 2013-14 CAPITAL WORKS PROGRAM

WARD	All
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services
FILE NUMBER	102496, 101515
ATTACHMENT	Attachment 1 Capital Works Project Report 2013-14
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

PURPOSE

For the Capital Works Committee to note the update on the *2013-14 Capital Works Program*.

EXECUTIVE SUMMARY

The Capital Works Project Report for the 2013-14 program, as at 31 October 2013, is attached (Attachment 1 refers).

It is therefore recommended that the Capital Works Committee NOTES the report on the Capital Works Projects for 2013-14 as at 31 October 2013 forming Attachment 1 to this Report.

BACKGROUND

At its meeting held on 15 May 2012 (CJ094-05/12 refers), Council resolved inter alia to establish a Capital Works Committee to:

- *oversee the monthly progress of the City's annual Capital Works Program and review of the City's Five Year Capital Works Program*
- *oversee the long term planning of major capital works projects not being the role of a Council Committee established for such purposes*
- *consider recommendations to modify the City's Capital Works.*

DETAILS

The Capital Works Project Report for the 2013-14 program, as at 31 October 2013, is provided at Attachment 1.

Legislation / Strategic Community Plan / policy implications**Legislation**

Sections 5.17 and 6.8 of the *Local Government Act 1995*.

A committee cannot make decisions, on behalf of the Council, that require an absolute majority decision (section 5.17 of the *Local Government Act 1995*), in which case, and in accordance with Section 6.8 of the *Local Government Act 1995*, includes approving expenditure not included in the City's Annual Budget. The Capital Works Committee could only recommend to the Council to approve or modify capital works projects.

Strategic Community Plan**Key theme**

Financial Sustainability.

Objective

Major project delivery.

Strategic initiative

Not applicable.

Policy

Not applicable.

Risk management considerations

Not applicable.

Financial/budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The Capital Works Project Report for the 2013-14 program provides an update on the capital work activities undertaken as at 31 October 2013.

VOTING REQUIREMENTS

Simple Majority.

MOVED Mayor Pickard, **SECONDED** Cr Hamilton-Prime that the Capital Works Committee **NOTES** the report on the Capital Works Projects for 2013-14 as at 31 October 2013 forming Attachment 1 to this Report.

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Taylor, Mayor Pickard, Crs Amphlett, Corr, Hamilton-Prime, McLean and Ritchie.

Appendix 1 refers

To access this attachment on electronic document, click here: [Attach1agnCWC261113.pdf](#)

ITEM 3 BI-MONTHLY CAPITAL WORKS PROJECT REPORTS

WARD	All	
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services	
FILE NUMBER	102496, 101515	
ATTACHMENT	Attachment 1	Currambine Community Centre
	Attachment 2	Hodges Drive duplication
	Attachment 3	Warrandyte Park – landscape upgrade
	Attachment 4	Mawson Park - landscape upgrade
	Attachment 5	Hillarys Park - landscape upgrade
	Attachment 6	Delamere Park construction
	Attachment 7A	Arterial Roads Entry Statements
	Attachment 7B	Suburban Entry Statements
	Attachment 8	Shenton Avenue landscaping
	Attachment 9	Admiral Park refurbishment
	Attachment 10	Marmion Foreshore car park
	Attachment 11	Iluka District Open Space – sports light upgrade
	Attachment 12	Otago Park – sump beautification
	Attachment 13	Joondalup City Centre lighting
	Attachment 14	Warwick Leisure Centre extension
	Attachment 15	Multi-storey car park – Boas Avenue
AUTHORITY / DISCRETION	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').	

PURPOSE

For the Capital Works Committee to note the bi-monthly project status reports for capital works projects.

EXECUTIVE SUMMARY

At the Capital Works Committee meeting held on 6 August 2013 the committee determined which capital works project reports were required and the frequency of reporting. The bi-monthly project reports are attached (Attachments 1-15 refer).

It is therefore recommended that the Capital Works Committee NOTES the bi-monthly capital works project reports as submitted in Attachments 1-15 to this Report.

BACKGROUND

At its meeting held on 6 August 2013 the Capital Works Committee requested that the following project reports from the *2013-14 Capital Works Program* be provided on a bi-monthly basis:

- Currambine Community Centre.
- Hodges Drive duplication.
- Warrandyte Park – landscape upgrade.
- Mawson Park – landscape upgrade.
- Hillarys Park – landscape upgrade.
- Delamere Park construction.
- Arterial Roads Entry Statements.
- Suburban Entry Statements.
- Shenton Avenue landscaping
- Admiral Park refurbishment.
- Marmion Foreshore car park.
- Iluka District Open Space – sports lighting upgrade.
- Otago Park – sump beautification.
- Joondalup City Centre lighting.
- Warwick Leisure Centre extension.
- Multi-storey car park – Boas Avenue.

DETAILS

A summary of the projects and their current status is detailed in the bi-monthly project reports as submitted in Attachments 1-15 to this Report.

Legislation / Strategic Community Plan / policy implications

Legislation Sections 5.17 and 6.80 of the *Local Government Act 1995*.

A committee cannot make decisions, on behalf of the Council, that require an absolute majority decision (section 5.17 of the *Local Government Act 1995*), in which case, and in accordance with Section 6.8 of the *Local Government Act 1995*, includes approving expenditure not included in the City's Annual Budget. The Capital Works Committee could only recommend to the Council to approve or modify capital works projects.

Strategic Community Plan

Key theme Financial Sustainability.

Objective Major project delivery.

Strategic initiative Not applicable.

Policy Not applicable.

Risk management considerations

Not applicable.

Financial/budget implications

Not applicable.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

The attached capital works project reports provide an update on the activities undertaken in the last month.

VOTING REQUIREMENTS

Simple Majority.

MOVED Cr Hamilton-Prime, **SECONDED** Cr McLean that the Capital Works Committee **NOTES** the bi-monthly capital works project reports as submitted in Attachments 1-15 to this Report.

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Taylor, Mayor Pickard, Crs Amphlett, Corr, Hamilton-Prime, McLean and Ritchie.

Appendix 2 refers

To access this attachment on electronic document, click here: [Attach2agnCWC261113.pdf](#)

ITEM 4 ARTERIAL ROADS ENTRY STATEMENT: NORTH-EAST INSTALLATION

WARD	North	
RESPONSIBLE DIRECTOR	Mr Nico Claassen Infrastructure Services	
FILE NUMBER	55541, 101515	
ATTACHMENTS	Attachment 1	Proposed location
	Attachment 2	2001 Hierarchical Map
	Attachment 3	Cost Estimate
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

PURPOSE

For Council to approve the installation of a third priority one entry statement located in the north-east corner of the City boundary as per Attachment 1 and reallocation of funds from Capital Works project SSE2020 Suburban Entry Statements to fund the installation of a third entry statement.

EXECUTIVE SUMMARY

In 2007 the City appointed Greg Grabasch, Landscape Architect, Urban Design and Landscape Architecture (UDLA) to undertake the design of entry statements to the City. The design was developed during a number of workshops with Elected Members to create an entry statement unique to the City of Joondalup.

An amount of \$375,750 was included in the City's *2009-10 Capital Works Program* for the construction of three entry statements. A revised cost estimate provided by UDLA highlighted a funding shortfall and only two entry statements could be installed with the available budget. Tenders were called for the installation of the two entry statements on Marmion Avenue. The resulting submissions exceeded the budget and were declined. Subsequently the design was revised, reduced in scope and additional safety measures, as requested by Main Roads WA, were included.

The entry statements are currently being installed within the median in two locations on Marmion Avenue. The northern entry statement is sited 215 metres south of the local government boundary and the southern entry statement is sited 50 metres north of the local government boundary. Construction works are scheduled to be completed by the end of November 2013.

As part of the original entry statements project a map was produced determining the priority and locations of entry statements within the City of Joondalup. This map has been used in determining the location of the third entry statement. The map will also be used in determining the priority and location of future suburb entry statement signs for the City of Joondalup to be explored in a separate report.

It is therefore recommended that Council:

- 1 *APPROVES the installation of a third priority one entry statement in the north-east corner of the City, sited within the Joondalup Drive median, approximately 40 metres west of the local government boundary as detailed in Attachment 1 to this Report;*
- 2 *APPROVES BY AN ABSOLUTE MAJORITY the reallocation of \$170,000 from Capital Works project SSE2020 Suburban Entry Statements, to fund the installation of a third priority one entry statement as detailed in Part 1 above;*
- 3 *APPROVES an amount of \$41,500 being listed for consideration in the 2014-15 Capital Works Program for the third priority one entry statement;*
- 4 *REQUESTS the drafting of a separate report outlining the locations and an indicative design for priority two and three entry statements as per Attachment 2 to this Report.*

BACKGROUND

The concept for the City's entry statements is to provide a memorable gateway into the City of Joondalup. *"A clear Joondalup sign informs people of where they are entering while the rest of the design mimics a city skyline and the individual elements are an interpretive reflection of what is the City of Joondalup (past, present and future)."* In 2007 the City appointed Greg Grabasch, Landscape Architect Urban Design and Landscape Architecture (UDLA) to undertake the design of entry statements to the City of Joondalup. The design was developed during a number of workshops with Elected Members to create an entry statement unique to the City of Joondalup.

At its meeting held on 17 February 2009 (CJ028-02/09 refers), Council resolved to:

- 1 *ENDORSE the concept design for the entry statements for the City of Joondalup;*
- 2 *LIST for consideration in the draft budget 2009-2010 an amount of \$375,750 for entry statements.*

An amount of \$375,750 was included in the City's 2009-10 Capital Works Program for the construction of three entry statements and the entry statements were to be installed in the road verges and medians. A revised cost estimate was provided from UDLA and it was determined that there was insufficient funds to construct three entry statements and only two could be constructed with the available budget. The total cost of construction for the two entry statements was estimated to be \$293,894. The entry statements were to be constructed within the median and road verges.

It was resolved at its meeting held on 16 February 2010 (CJ026-02/10 refers), that Council:

APPROVES the construction of two entry statements on Marmion Avenue at the following locations:

- 1 North of Beach Road;*
- 2 Adjacent to the northern boundary of Cranston Park.*

Based on the revised designs for the construction of the two entry statements and associated landscaping works, tenders were advertised on 31 March 2012 through state-wide public notice. The period was for two weeks and tenders closed on 18 April 2012 with quotes ranging in value from \$572,691 to \$885,987. Consequently tenders were declined and the design revised and reduced in scope to fit the budget.

Approval was then sought from Main Roads WA for the installation of the southern entry statement north of Beach Road. The original design was required to be revised to include road safety measurements such as the inclusion of a wire rope safety barrier either side of the median strip. The inclusion of the safety barrier incurred an additional cost to the project that was not previously included.

Revised designs for the entry statements were presented to the Capital Works Committee meeting held on 2 April 2013. The entry statement design was to only be installed within Marmion Avenue median and have the interpretative poles and monolith signs contained within a landscaped garden bed. The same number and designs of poles and monolith signs were retained to mirror the original design approved in 2009.

To expedite the entry statements installation, the works were project managed in-house and constructed using approved tender contracts and contractors in lieu of calling new tenders.

The City is currently installing the northern entry statement sited 215 metres south of the local government boundary on Marmion Avenue and the southern entry statement sited 50 metres north of the local government boundary on Marmion Avenue. Construction works are scheduled to be completed by the end of November 2013.

Mapping of hierarchical locations for entry statements for the City of Joondalup was part of the original Entry Statements Project and the map at Attachment 2, was used as a guide to determine the locations of the priority one entry statements. The map also indicates the location of a third priority one entry statement within the north-east corner of Joondalup Drive.

DETAILS

Due to the high volumes of traffic that enter and exit the City of Joondalup along Joondalup Drive and via Burns Beach Road the placement of an entry statement at this location will provide a memorable gateway. Approximately 37,000 (October 2010 vehicle count) vehicles drive along Joondalup Drive entering and exiting the City of Joondalup.

Two options were assessed when positioning the entry statement within the north-east corner of the local government boundary:

Option 1

Located within the median of Joondalup Drive

It is recommended due to the clear vehicular sight lines and visibility and in keeping with the locations of the northern and southern entry statements within the median, that the entry statement be installed within the median of Joondalup Drive approximately 40 metres west of the local government boundary as shown on Attachment 1.

Option 2

Located within the roundabout at the intersection of Joondalup Drive and Burns Beach Road

It is not recommended to install the entry statement within the roundabout as three roads converge into the roundabout requiring the entry and exit signs to be installed on the same lineal plane for the statement to be visible from all entry roads and an additional exit sign would most likely be required. Secondly approximately 29 existing trees would need to be removed.

The proposed landscape treatment around the entry statement will reflect the planting species and concrete colour used at the eastern end of Burns Beach Road thus creating a uniformed harmonious drive through the City of Joondalup.

Once approval is obtained design documentation will be undertaken and the entry statement will be phased to be installed towards the end of the 2013-14 financial year and completed in the first quarter of 2014-15. No approval is required from Main Roads WA as Joondalup Drive is not within their jurisdiction. However like the northern entry statement, to minimise potential vehicular and pedestrian risk the same Main Roads WA safety requirements such as the Brifen wire rope with deflection setbacks and frangible bases to the monolith signs will be installed.

It is recommended to reallocate funds from Capital Works Project SSE2020 Suburban Entry Statements to fund the installation of the third entry statement. A cost estimate, (Attachment 3 refers), has been prepared based on rates and prices for the installation of the northern entry statement. There is an estimated project shortfall of \$41,500, which includes contingency costs. This shortfall will need to be funded from savings within the *2013-14 Capital Works Program* or listed for consideration in the *2014-15 Capital Works Program*.

By installing a third entry statement within the north-east corner of the City of Joondalup the three major entry and exit points into the City have been addressed and the City will finalise its mandate of providing a memorable gateway into the City of Joondalup.

Priority Two and Three Entry Statement Report

A separate report will be presented to Council outlining the proposed locations, designs, cost implications and programming for the priority two and three entry statements. The hierarchical entry statement map (Attachment 2 refers) will be used as a guide to locate the priority two and three entry statements.

There are no additional funds listed in the *Five Year Capital Works Program* for the installation of priority two and three entry statements. This issue will be addressed in the separate report.

Issues and options considered

Due to the high volume of traffic that pass through the roundabout and the confusion drivers experience about which lane they should be in when going around the roundabout, the entry statement has been located away from the entry and exit points of the roundabout to avoid distraction to drivers and minimise the risk of vehicular crashes.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Quality Urban Environment.

Objective Quality built outcomes.

Strategic initiative Buildings and landscaping is suitable for the immediate environment and reflect community values.

Policy Not applicable.

Risk management considerations

The entry statements have been designed in accordance with Australian Standards to minimise any risks associated with vehicle and pedestrian movement through the proposed area.

Financial/budget implications

Account no.	SSE2020.
Budget Item	Construction of suburban entry statements at various locations.
Budget amount	\$ 170,000
Amount spent to date	\$ 0
Current Project Balance	\$ 170,000
Proposed cost of north-east entry statement	\$ 211,500
Estimated project shortfall	\$ 41,500

All amounts quoted in this report are exclusive of GST.

It is not anticipated that the construction of suburban entry statements at various locations throughout the City will occur this financial year, and these funds therefore can be used for the third priority one entry statement.

The proposed cost for the installation of the third priority one entry statement is based on the cost for installing the northern entry statement within Marmion Avenue, Kinross as per Attachment 3.

Regional significance

Not applicable.

Sustainability implications

Not applicable.

Consultation

Not applicable.

COMMENT

Due to the high volumes of traffic that enter and exit the City of Joondalup along Joondalup Drive and via Burns Beach Road the placement of an entry statement within the median of Joondalup Drive will provide a memorable gateway into the City of Joondalup.

VOTING REQUIREMENTS

Absolute Majority.

OFFICER'S RECOMMENDATION

That Council:

- 1 APPROVES the installation of a third priority one entry statement in the north-east corner of the City, sited within the Joondalup Drive median, approximately 40 metres west of the local government boundary as detailed in Attachment 1 to this Report;
- 2 APPROVES BY AN ABSOLUTE MAJORITY the reallocation of \$170,000 from Capital Works project SSE2020 Suburban Entry Statements, to fund the installation of a third priority one entry statement as detailed in Part 1 above;
- 3 APPROVES an amount of \$41,500 being listed for consideration in the *2014-15 Capital Works Program* for the third priority one entry statement;
- 4 REQUESTS the drafting of a separate report outlining the locations and an indicative design for priority two and three entry statements as per Attachment 2 to this Report.

MOVED Mayor Pickard, SECONDED Cr Hamilton-Prime that Council:

- 1 APPROVES the installation of a third priority one entry statement in the north-east corner of the City, sited within the Joondalup Drive median, subject to the Capital Works Committee approving an alternate site to the south of the Joondalup Drive / Burns Beach Road roundabout;
- 2 APPROVES BY AN ABSOLUTE MAJORITY the reallocation of \$170,000 from Capital Works project SSE2020 Suburban Entry Statements, to fund the installation of a third priority one entry statement as detailed in Part 1 above;

- 3 APPROVES an amount of \$41,500 being listed for consideration in the Mid-Year Budget Review for the third priority one entry statement;
- 4 REQUESTS the drafting of a separate report outlining the locations and an indicative design for priority two and three entry statements as per Attachment 2 to this Report.

The Motion was Put and

LOST (3/4)

In favour of the Motion: Mayor Pickard, Crs Amphlett and Hamilton-Prime.

Against the Motion: Crs Taylor, Corr, McLean and Ritchie.

MOVED Cr Corr, SECONDED Cr McLean that Council DOES NOT PROCEED with the installation of a third priority one entry statement in the north-east corner of the City, sited within the Joondalup Drive median.

The Motion was Put and

CARRIED (4/3)

In favour of the Motion: Crs Taylor, Corr, McLean and Ritchie.

Against the Motion: Mayor Pickard, Crs Amphlett and Hamilton-Prime.

Appendix 3 refers

To access this attachment on electronic document, click here: [Attach3agnCWC261113.pdf](#)

ITEM 5 2014-15 COMMUNITY FACILITY REFURBISHMENT PROJECTS

WARD	All	
RESPONSIBLE DIRECTOR	Mr Mike Tidy Corporate Services	
FILE NUMBER	08127, 101515; 02046; 77575	
ATTACHMENT	Attachment 1	Aerial map of Beaumaris Community Centre
	Attachment 2	Beaumaris Community Centre floor plan (existing)
	Attachment 3	Aerial map of Iluka Sports Complex
	Attachment 4	Iluka Sports Complex floor plan (existing)
	Attachment 5	Aerial map of Heathridge Park Clubroom
	Attachment 6	Heathridge Park Clubroom floor plan (existing)
	Attachment 7	City's endorsed Master Planning Process
	Attachment 8	Beaumaris Community Centre concept plan
	Attachment 9	Beaumaris Community Centre cost estimate
	Attachment 10	Iluka Sports Complex concept plan
	Attachment 11	Iluka Sports Complex cost estimate
	Attachment 12	Heathridge Park Clubroom concept plan
	Attachment 13	Heathridge Park Clubroom cost estimate
AUTHORITY / DISCRETION	Executive - The substantial direction setting and oversight role of Council, such as adopting plans and reports, accepting tenders, directing operations, setting and amending budgets.	

PURPOSE

For Council to consider the concept plans and estimated capital costs for the proposed refurbishment of Beaumaris Community Centre, Ocean Reef; Iluka Sports Complex, Iluka; and Heathridge Park Clubroom, Heathridge.

EXECUTIVE SUMMARY

Each year the City plans to undertake one or two refurbishments of community and sporting facilities.

In 2011, the City undertook an internal review of community facilities in order to identify and prioritise future redevelopment and refurbishment projects for the City's *Five Year Capital Works Program*. As a result of this review, three community facilities were identified for refurbishment and listed in the *2014-15 Capital Works Program*.

Beaumaris Community Centre, located in Ocean Reef was constructed in 1994 and includes a main hall, kitchen, furniture store, two meeting rooms, toilets and storage. Eight groups utilise the hall annually for functions and regular meetings. The facility design and layout meets the needs of the users groups well, however the current kitchen is outdated and is proposed to be refurbished. Currently, there is a listing of \$130,000 in the City's *2014-15 Capital Works Program* for this project.

Iluka Sports Complex, located in Iluka is currently occupied by the Beaumaris Sports Association. A number of regular hirers book the facility through the Association and the facility is used for weddings, events and functions. Currently, the facility includes two function rooms, kitchen, bar, two meeting rooms, four changerooms, office space and storage areas. Currently, there is a listing of \$350,000 in the City's *2014-15 Capital Works Program* for this project.

Heathridge Park Clubroom is located in Heathridge. Four groups use the facility which includes a meeting room, kitchen/kiosk/bar and small store. Hirers currently use the toilets and changerooms at the rear of the Heathridge Leisure Centre, and furniture and user group belongings are kept within the meeting room reducing its usable size and aesthetics. In addition, the meeting room for the facility is limited to 100 patrons due to a lack of toilets within the facility. Currently, there is a listing of \$262,840 in the City's *2014-15 Capital Works Program* for this project.

A budget of \$265,225 was also listed for Kingsley Memorial Clubrooms within the City's *2014-15 Capital Works Program*. As the City is unable to undertake four refurbishment projects in one year, planning for this has not been completed and it will be deferred to 2015-16, where adequate funds are available to undertake this project.

As part of the needs analysis stage of the project, stakeholder consultation was undertaken with existing user groups who hire each facility on a regular basis. Considering the feedback from user groups and priorities identified by the City, a scope of works was developed in order to develop concept plans and a cost estimate for each project.

Each project's cost estimate has been itemised and the feasibility of each item determined. As the cost estimates exceed the current amounts listed in the *2014-15 Capital Works Program*, it is recommended to remove certain items from each project to enable cost savings.

The recommended works for the Beaumaris Community Centre are estimated to cost \$124,000 which is within the \$130,000 project budget, it is recommended that the full \$130,000 remains allocated within the City's *2014-15 Capital Works Program*.

The recommended works for the Iluka Sports Complex is \$225,000 which is currently within the \$350,000 budget in the City's *2014-15 Capital Works Program*. In addition, the Beaumaris Sports Association has requested that the remaining \$125,000 be allocated towards other items not yet scoped. It is recommended that the City work with the Association regarding additional works for the \$125,000 remaining, ensuring that the final project does not exceed \$350,000.

Given the total cost estimate for the recommended works at the Heathridge Park Clubroom is \$582,000, and two users groups are willing to contribute to the additional items; the total funding required from the City would be \$524,500. As the cost of the overall recommended works is \$261,660 above the project budget, the opportunity exists to re-allocate funds listed for the Kingsley Memorial Clubrooms refurbishment (\$265,225) resulting in no additional funds required for this project. The refurbishment of Kingsley Memorial Clubrooms will be undertaken in 2015-16.

It is therefore recommended that Council:

- 1 *NOTES the following amounts are currently listed within the City's Five Year Capital Works Program for 2014-15:*
 - 1.1 *\$130,000 for Beaumaris Community Centre;*
 - 1.2 *\$350,000 for Iluka Sports Complex;*
 - 1.3 *\$262,840 for Heathridge Park Clubroom;*
- 2 *APPROVES the proposed refurbishment works at the Beaumaris Community Centre as detailed in this report at a project cost estimate of \$124,000;*
- 3 *APPROVES the proposed refurbishment works at the Iluka Sports Complex as detailed in this report at a project cost estimate of \$225,000;*
- 4 *APPROVES the remaining \$125,000 listed for the refurbishment of Iluka Sports Complex be used for items not scoped, subject to the City working with the Beaumaris Sports Association and the total project expenditure does not exceed \$350,000;*
- 5 *LISTS for consideration in the 2014-15 Capital Works Program \$582,000 for the proposed refurbishment works at the Heathridge Park Clubroom;*
- 6 *NOTES the committed contribution from the Ocean Ridge Junior Football Club and the Ocean Ridge Amateur Football Club of the maximum amount of \$57,500 for the proposed refurbishment works at the Heathridge Park Clubroom;*
- 7 *LISTS for consideration in the 2015-16 Capital Works Program the refurbishment of the Kingsley Memorial Clubrooms.*

BACKGROUND

Since 2007, the City has planned to undertake one or two refurbishments of community and sporting facilities each year. Refurbishment projects intend to improve the functionality and aesthetics of the facility and are not designed to undertake general maintenance. The scope of each project is generally confined to:

- painting
- replacing fixtures and fittings
- upgrading external environments i.e. pathways, landscaping, signage
- kitchen facilities
- floor coverings
- toilets and changerooms (including refurbishment or new extensions)
- storage facilities (extensions to the facility)
- heating/cooling system
- window treatments.

Construction of new buildings, major facility extension works and/or re-design works are considered a redevelopment project. These projects are outside the scope of a refurbishment project and are normally addressed as a separate redevelopment project within the Capital Works Program.

In 2011, the City undertook an internal review of community facilities in order to identify and priorities future redevelopment and refurbishment projects for the City's *Five Year Capital Works Program*. As a result of this review, three community facilities were identified for refurbishment listed in the *2014-15 Capital Works Program*.

Beaumaris Community Centre

The Beaumaris Community Centre is located at 66 Constellation Drive, Ocean Reef (Attachment 1 refers). The building was constructed in 1994 and includes a main hall, kitchen, furniture store, two meeting rooms, toilets and storage (Attachment 2 refers).

Eight groups (approximately 475 participants) utilise the hall annually for functions and regular meetings. The facility design and layout meets the needs of the users groups well, however the current kitchen is outdated and is proposed to be refurbished. Currently, there is a listing of \$130,000 in the City's *2014-15 Capital Works Program* for this project.

Iluka Sports Complex

Iluka Sports Complex is located at 6 Miami Beach Promenade, Iluka (Attachment 3 refers). The facility is currently occupied by the Beaumaris Sports Association (approximately 1,800 members) which includes the following sporting groups:

- Joondalup Bowling Club.
- Joondalup District Cricket Club.
- Joondalup City Soccer Club.
- Joondalup Lakers Hockey Club.

A number of regular hirers book the facility through the Association and the facility is used for weddings, events and functions. Currently, the facility includes two function rooms, kitchen, bar, two meeting rooms, four change rooms, office space and storage areas (Attachment 4 refers). The existing kitchen limits the opportunities the Association can provide to those who hire the facility and currently those who use the facility for functions are required to arrange catering off-site. The Association would like to expand their opportunities to provide catering for functions for facility hirers and the option to deliver counter meals to assist overall revenue streams and financial sustainability. Furthermore, due to the recent addition of the Joondalup City Soccer Club to the Association, there is increased pressure on storage available for sporting club equipment, furniture and the Association's food and beverage stock which have become an environmental health issue. Currently, there is a listing of \$350,000 in the City's *2014-15 Capital Works Program* for this project.

Heathridge Park Clubroom

Heathridge Park Clubroom was built in 1991 and is located at 16 Sail Terrace, Heathridge (Attachment 5 refers). The facility was constructed at an approximate cost of \$90,000 and records indicate the Ocean Ridge Senior Cricket Club contributed \$5,000 and the Ocean Ridge Junior Football Club contributed \$15,000 towards the construction.

In 2009-10, floodlighting for Heathridge Park was installed at a total project cost of \$201,600. The project was funded on a one-third basis between the City, the Ocean Ridge Junior Football Club and the Department of Sport and Recreation's – *Community Sporting and Recreation Facilities Fund* (CSRFF) program with each contributing \$67,200.

Also, in 2009-10 minor refurbishment of the facility was undertaken through the Federal Government's *Regional and Local Community Infrastructure Program* (RLCIP). Works included a new kitchen/bar, a storage area, painting, security screens and external walls rendered/painted. At the time it was determined that the facility also required toilets accessible from inside the facility, storage for furniture and new community groups in order for the facility to be used during weekdays, however funds were not available to complete the additional works.

At the Capital Works Committee (CWC) meeting held in October 2012, the committee considered the projects listed for refurbishment in 2013-14, which were at the time the Sorrento Soccer Clubroom and Sorrento Tennis Clubroom. These facilities are both at Percy Doyle Reserve and given the master plan and future potential redevelopment works at the site, it was endorsed not to refurbish these facilities. It was decided to refurbish the Timberlane Park Clubroom in 2013-14 and the Heathridge Park Clubroom in 2014-15.

It is important to note that the budget amounts discussed for these facilities were indicative and the figures were not based on any project scoping, concept plan or cost estimate. As an outcome of the October 2012 CWC meeting, \$262,840 was listed in the City's *Five Year Capital Works Program* to undertake works for toilets and a storage extension in 2014-15 for Heathridge Park Clubroom.

The facility is used by the following groups:

- Ocean Ridge Junior Cricket Club (160 members).
- Ocean Ridge Senior Cricket Club (100 members).
- Ocean Ridge Junior Football Club (730 members).
- Ocean Ridge Amateur Football Club (170 members).

The existing facility includes a 145m² meeting room, kitchen/kiosk/bar and small store (Attachment 6 refers). Hirers currently use the toilets and changerooms at the rear of the Heathridge Leisure Centre, and furniture (tables and chairs) and user group belongings are kept within the meeting room reducing its usable size and aesthetics. In addition, the meeting room for the facility is limited to 100 patrons due to a lack of toilets within the facility. These issues impact the number of bookings received during weekdays (9.00am – 4.00pm) for the meeting room to be hired by the local community and sporting clubs.

A budget of \$265,225 was also listed for Kingsley Memorial Clubrooms within the City's *2014-15 Capital Works Program*. As the City is unable to undertake four refurbishment projects in one year, planning for this has not been undertaken and it will be deferred to 2015-16, where adequate funds are available to undertake this project.

DETAILS

Stakeholder Consultation

Planning for the projects commenced in line with the City's endorsed *Master Planning Process* (Attachment 7 refers). As part of the needs analysis stage of the project, stakeholder consultation was undertaken with existing user groups who hire each facility on a regular basis. A consultation package was sent to each regular user group which included a cover letter, frequently asked questions sheet and comment form. Stakeholder consultation was undertaken for a period 21 days from Monday 24 June - Friday 12 July 2013.

The following is a summary of the stakeholder consultation.

Beaumaris Community Centre

The regular user groups of the Beaumaris Community Centre were asked to indicate their feedback on the inclusions of the following items as part of the refurbishment project:

- Replacement of the kitchen sink, taps, bench tops and cabinets.
- Painting of hall and foyer.
- Sanding and polishing of floorboards in main hall.
- New alarm system.

The majority of user groups supported all of the above items to be included as part of the refurbishment project. In addition, user groups were allowed to make additional comments. Various groups requested consideration of the following items and these were included in the scope of work to progress to concept design:

- Smoke detectors.
- False ceiling for main hall (for more efficient heating/cooling).

Other requests such as a shade sail to the playground and reducing noise from the air-conditioning ducts were not included in the scope as they were deemed either not feasible, a building maintenance issue or outside the scope of a refurbishment project.

Iluka Sports Complex

The Beaumaris Sports Association was asked to provide comments on the proposed scope of the refurbishment project. The Association requested the following items as part of their refurbishment in order of priority:

- 1 Upgrade kitchen to a commercial standard.
- 2 New storage area for furniture and sporting equipment.
- 3 Painting of internal and external areas of the building.
- 4 Brick pave the northern external area of the facility and provide an additional shade shelter.

During the consultation period, the City met with the Association to provide an overview of the project. The Association was made aware of the existing project budget and that a financial contribution to the project from the Association may be required. Furthermore, the Association outlined the desire for a commercial kitchen as it provides a revenue opportunity while the main function area is hired out externally during times the member clubs of the Association are not using the space.

In October 2013, the City met with the Association to provide an overview of the concept plans and cost estimate. The project scope of work was discussed with Association and subsequent information has been provided in the issues/options section of this Report.

Heathridge Park Clubroom

The regular user groups of the Heathridge Park Clubroom were asked to indicate their support on new toilets being accessible from inside the clubroom, a new furniture store and a new community group storage area. The majority of user groups supported all the above items to be included as part of the refurbishment project. In addition, user groups were allowed to make additional comments and some groups requested consideration of the following items which were included in the scope of works to progress to concept design:

- Undercover verandah extension.
- Increased shade around BBQ areas.
- Extension of the meeting area to accommodate 200 patrons.
- Bi-Fold style glass doors opening on to verandah for better viewing over the oval.

In October 2013, the City met with all regular user groups to provide an overview of the concept plans and cost estimate. The project scope of works was discussed with the user groups and subsequent information has been provided in the issues/options section of this Report.

Concept Plans and Capital Cost Estimates

A scope of works was developed for each facility based on addressing the challenges identified by the internal review undertaken in 2011, any new challenges identified during a site tour by City officers and stakeholder consultation with user groups. Facility concept plans were developed based on the scope of works for each facility and a cost estimate was obtained by an external Quantity Surveyor. The following is a summary of each facility's scope of works, concept plan and capital cost estimate.

Beaumaris Community Centre

The internal review of community facilities in 2011 outlined the kitchen was the main priority to be refurbished at the Beaumaris Community Centre. Subsequently the facility concept plan (Attachment 8 refers) has focused on this area. A number of other items were included as part of the scope to investigate as they were identified as part of the stakeholder consultation. The following is a summary of the items and a cost estimate (Attachment 9 refers):

Item	Cost (\$)
Refurbishment of existing kitchen	104,700
Painting of hall and foyer	12,000
Sanding and polishing of floor boards (main hall)	30,300
False ceiling for main hall (including modification of existing gas heaters and lighting) ¹	77,300
Bin wash down area	2,400
New locks and re-keying	4,400
Push bars and modifications to external gates	6,100
Toilet grab rails	1,700
Signage (Disability)	2,100
Smoke detectors and alarm system	6,000
TOTAL	247,000

¹Recycled air-conditioning could be installed as an additional option for the false ceiling to efficiently heat and cool the facility. Including this item in the scope would cost an extra \$55,000.

The above summary includes, preliminaries and small works margin (20%), professional fees in order to undertake detailed design (12%), design contingencies (5%), building contingencies (5%) and cost escalation to January 2015 (2.9%).

Iluka Sports Complex

The main priority identified by the Beaumaris Sports Association is to refurbish the facility to include a commercial kitchen. Early during concept design, the existing kitchen location was not deemed suitable for the purpose the Association desired due to the physical size, layout and access to sewer for a grease trap. In addition, storage for furniture and two user groups is a high priority. Also, some additional items have been included as part of the facility concept plan (Attachment 10 refers) which have been identified by the Association and subsequently itemised in the following capital cost estimate (Attachment 11 refers):

Item	Cost (\$)
New commercial kitchen area (no fit-out)	160,000
Commercial kitchen fit-out (including cool room, freezer and kitchen exhaust)	320,000
Grease trap (requirement for commercial kitchen)	40,000
Refurbishment of existing kitchen to bar store	20,000
New office store	60,000
New sport store	80,000
Bin wash down area	3,000
Repainting to lobby/internal foyer	6,000
Refurbishment of existing changerooms	25,000
External brick paving and shade shelter	16,000
Relocate existing dance floor (required for new location of commercial kitchen)	15,000
Allowance for modifications and extensions to external services (as necessary)	35,000
TOTAL	780,000

The above summary includes, preliminaries and small works margin (15%), professional fees in order to undertake detailed design (10%), design contingencies (5%), building contingencies (5%) and cost escalation to January 2015 (2.9%).

Heathridge Park Clubroom

Currently the Heathridge Park Clubroom is not used by community groups due to the lack of internally accessible toilets and storage. Toilets and storage are the main priorities for the City for this facility for both environmental health compliance and so the facility can attract community group bookings. Furthermore, a heating and cooling system and new flooring to the meeting room are considered highly desirable elements to attract new users to the facility.

In addition, during stakeholder consultation the user groups requested the following items to be considered within the facility refurbishment:

- Extension of the meeting area to accommodate 200 patrons.
- Undercover verandah extension.
- Bi-fold style glass doors opening on to verandah for better viewing over the oval.

As a result of stakeholder consultation, two facility concept plans were developed. One facility concept plan option included an extension to the meeting room. Due to site constraints, an increase of only 36m² could be obtained. A cost estimate was undertaken for both concept plans and the larger meeting room option was deemed not feasible by all the user groups and the City and therefore was removed from the scope. The proposed facility concept plan is included as Attachment 12. The following is a summary of the items included and a summary of the cost estimate (Attachment 13 refers):

Description	Cost
New toilets and storage (including associated external works and services)	\$393,000
Heating and cooling system	\$52,000
New internal flooring to meeting room	\$22,000
SUBTOTAL OF CITY PRIORITY WORKS	\$467,000
Bi-fold doors (sliding aluminium) ²	\$42,000
Undercover verandah extension	\$73,000
SUBTOTAL OF ADDITIONAL ITEMS REQUESTED BY CLUBS	\$115,000
TOTAL PROJECT	\$582,000

²As an option, additional windows to enable better viewing of the oval can be included as a cost saving measure in lieu of the bi-fold doors. This would enable a saving of \$23,000.

The above summary includes, preliminaries and small works margin (15%), professional fees in order to undertake detailed design (12%), design contingencies (5%), building contingencies (5%) and cost escalation to January 2015 (2.9%).

Issues and options considered

It is important to note that the budget amounts within the *2014-15 Capital Works Program* for each facility were indicative and the figures were not based on any project scoping, concept plan or cost estimate.

Each project's cost estimate has been itemised and the feasibility of each item determined. As the cost estimates exceed the current amounts listed in the *2014-15 Capital Works Program*, there is an option to remove certain items from each project to enable cost savings.

Furthermore, options exist to phase costs and works over two separate financial years (2014-15 and list additional funds in 2015-16) and/or re-allocate funds remaining from other projects within the *2014-15 Capital Works Program*.

Beaumaris Community Centre

The total cost estimate to undertake the refurbishment project is \$247,000, although a number of items included in the scope were added as desirable items and are not required to the facility meeting compliance standards, safety and user functionality. In addition, a number of items can be undertaken as programmed maintenance items.

Upgrading the kitchen, installing a new bin wash down area, installing push bars and modifications to external gates, installing toilet grab rails, new signage (disability), and smoke detectors and alarm system are considered items that meet compliance standards or are important to the user group's (predominately senior groups) functionality of the facility. Therefore the following items have been removed from the project scope:

- Painting of hall and foyer – \$11,000.
- Sanding and polishing of floorboards – \$30,300.
- False ceiling (including modification of existing gas heaters and lighting) – \$77,300.
- New locks and re-keying - \$4,400.

Painting of the hall and foyer, and sanding and polishing of floor boards are deemed as building maintenance and will be listed within the operating budget. New locks and re-keying are part of the City's program of re-keying facilities and are scheduled to be updated in early 2014. The false ceiling was deemed not feasible or necessary as modifications to the existing heating and cooling system are required or a new recycled air-conditioning system would need to be installed.

Removing these items from the project will reduce the total project cost to \$124,000, which is within the project budget of \$130,000 within the City's *2014-15 Capital Works Program*.

Iluka Sports Complex

During initial stakeholder consultation, four main items were requested by the Association. This included upgrade of the kitchen to a commercial standard; additional storage for furniture, food and beverage and sporting groups; re-painting of the internal lobby/foyer and external brick paving and a shade shelter.

The total cost estimate to undertake all items in the refurbishment project is \$780,000, although during the stakeholder consultation in October 2013 the City outlined to the Association that the proposed kitchen fit-out specification is higher than the level provided at other community facilities across the City of Joondalup. For example, the Currumbine Community Centre (currently under construction) will have the highest standard of fit-out for a kitchen across the City of Joondalup. A pre-tender estimate for the Currumbine Community Centre outlined that the estimated fit-out cost for the kitchen is \$77,500.

The Currumbine Community Centre pre-tender estimate does not include additional fees such as, preliminaries, professional fees, and design and building contingencies. Therefore, in order to make a comparison, the Iluka Sports Complex proposed kitchen should have additional fees removed resulting in a cost estimate of \$217,500. Therefore the cost difference between the highest standard of fit-out the City provides for a kitchen (Currumbine Community Centre) and the proposed kitchen at the Iluka Sports Complex is \$140,000.

The City requested that the Association contribute the financial difference between Currumbine Community Centre kitchen fit-out and the cost estimate for the kitchen fit-out at the Iluka Sports Complex proposed refurbishment (\$140,000).

Subsequently, the Association deemed that making a financial contribution to the project was not feasible and has requested that the following scope of work be undertaken:

Item	Cost (\$)
New office store	60,000
New sport store	80,000
Bin wash down area	3,000
Repainting to lobby/internal foyer	6,000
Refurbishment of existing changerooms	25,000
External brick paving and shade shelter	16,000
Allowance for modifications and extensions to external services (as necessary)	35,000
TOTAL	225,000

Undertaking the abovementioned works are estimated to cost \$225,000, which is within the listing of \$350,000 within the City's *2014-15 Capital Works Program*. This will leave \$125,000 remaining from the budget for the Iluka Sports Complex. This amount could be allocated towards alternative projects within 2014-15 or could be considered as an overall saving for the City. However, the Association has requested those funds be used for non-scoped items for the project including upgrading/replacement of existing kitchen equipment and re-painting to all internal and external areas of the Iluka Sports Complex. The Association has requested that the \$350,000 budget remains and the Association and the City work towards expending the remaining funds on the Iluka Sports Complex, keeping within the project budget.

Notably, these items have not been scoped and therefore a cost has yet to be attributed, however it is expected that re-painting of the Iluka Sports Complex and upgrade of priority kitchen equipment will fit within the budget allocated. Additionally, the Association will be required to provide information regarding use of their kitchen to ensure its use and purpose remains within the *Food Act WA (2008)* guidelines and relevant Australian Standards.

Heathridge Park Clubroom

The total cost estimate to undertake the refurbishment project is \$582,000, however new toilets and storage are the main priorities for the refurbishment of Heathridge Park Clubroom. New flooring, a heating and cooling system, bi-fold doors and an undercover area were raised and included as part of the stakeholder consultation. The following items could be removed from the project scope:

- New heating and cooling system – \$52,000.
- Internal flooring to the meeting room - \$22,000.
- Bi-Fold doors (sliding aluminium) - \$42,000.
- Undercover verandah extension - \$73,000.

However, a heating and cooling system and new flooring to the meeting room are considered highly desirable elements to attract new users to the facility. Furthermore, discussions between the user groups and the City in April 2013 suggested if the project estimate exceeded the existing budget, the City would give consideration to increasing the budget if the clubs were to make a financial contribution to the project.

The two remaining requested items for consideration from the user groups are the bi-fold doors and the undercover verandah extension. The total estimate for these two items is \$115,000. Stakeholder consultation in October 2013 identified that two of the four groups (Ocean Ridge Amateur Football Club and Ocean Ridge Junior Football Club) are willing to make a financial contribution in order to include additional items. It was suggested to the groups that at least a 50% contribution of the cost of the additional items would be requested.

The Ocean Ridge Amateur Football Club has outlined to the City that they are willing to make a \$5,000 contribution to the additional items in the project, while the Ocean Ridge Junior Football Club is willing to make up to a \$52,500 contribution for the additional items requested for the project. However, this is based on the Ocean Ridge Junior Football Club working with the City through the detailed design stage of the project, their approval and a pre-tender estimate confirming their contribution. As the capital cost estimate stands, both groups would contribute a combined total of up to \$57,500 for the additional two items.

With a financial commitment to the project for the bi-fold doors and undercover verandah extension, and given the proposed works proceed; new toilets and stores, heating and cooling system and internal flooring to the meeting room, the total project cost would be \$582,000. Although, the groups contribution of \$57,500 will reduce the City's contribution to \$524,500, which is \$261,660 above the existing budget of \$262,840 within the City's *2014-15 Capital Works Program* for this project.

Importantly, the inclusion of bi-fold doors and/or an outdoor undercover area may set a precedent for requests by other user groups across other City facilities.

It has also been highlighted that an undercover verandah area has the potential to become a 'skateable' location which also may be prone to anti-social behaviour due to the limited passive surveillance to that area of the building. The 'skateable' issues can be mitigated during the detailed design stage of the project, however there is no opportunity to reduce the possible anti-social behaviour challenge as passive surveillance opportunities cannot be improved. In addition, the inclusion of bi-fold doors may pose security issues to the clubroom as the site provides minimal passive surveillance opportunities to that area of the building.

The Heathridge Leisure Centre and Guy Daniels Clubroom are also located on the Heathridge park site. As three facilities are located in close proximity, the site presents an opportunity to be redeveloped with a Master Plan in the future.

Legislation / Strategic Community Plan / policy implications

Legislation Not applicable.

Strategic Community Plan

Key theme Community Wellbeing.

Objective Quality facilities.

Strategic initiative

- Support a long-term approach to significant facility upgrades and improvements.
- Understand the demographic context of local communities to support effective facility planning.
- Employ facility design principles that will provide for longevity, diversity, inclusiveness and where appropriate support the decentralising of City services.

Policy Not applicable.

Risk management considerations

The Ocean Ridge Amateur Football Club and Ocean Ridge Junior Football Club (user groups of the Heathridge Park Clubroom) have identified they are willing to make a financial contribution to the project. All groups have been requested to supply the following documents to validate their financial contribution:

- A letter to the City outlining the financial contribution to the project and the source of these funds.
- A copy of the group's most recent audited financial statement.
- A copy of the group's most recent balance sheet and profit and loss statement.

If the project proceeds to detailed design, a pre-tender estimate from an external Quantity Surveyor should be obtained in order to better understand the financial cost of each project. At this time, the user groups who have suggested they will commit financially to the project will be asked to re-confirm their contribution and will provide the City with the cash amount prior to the project being released for tender.

All capital projects bring risks in relation to contingencies and over runs against original design. The capital cost estimate is based on high level concept designs and may differ once further detailed designs are undertaken for the project.

Financial/budget implications

Beaumaris Community Centre

The following is listed within the City's *2014-15 Capital Works Program*:

Account no.	BCW2523.
Budget Item	2014-15 Beaumaris Community Centre Refurbishment.
Budget amount	\$ 130,000
Amount spent to date	\$ 0
Balance	\$ 130,000

The estimated capital cost as provided by the external Quantity Surveyor for this project is \$247,000. However, this estimate includes desirable items as outlined in the issues/options section of this report. Subsequently, the following items are recommended to be completed as part of the refurbishment project:

- Refurbishment of existing kitchen.
- Bin wash down area.
- Push bars and modifications to external gates.
- Toilet grab rails.
- Signage (Disability).
- Smoke detectors and alarm system.

The overall estimated cost for these items is \$124,000.

Furthermore, the refurbishment works will not have any impact on future operational and maintenance costs for the facility.

Iluka Sports Complex

The following is listed within the *City's 2014-15 Capital Works Program*:

Account no.	BCW2106.
Budget Item	2014-15 Iluka Sports Complex Refurbishment.
Budget amount	\$ 350,000
Amount spent to date	\$ 0
Balance	\$ 350,000

The estimated capital cost as provided by the external Quantity Surveyor for this project is \$780,000. However, the estimate includes scoping the cost for a commercial kitchen which has been deemed not feasible to construct for the Association as outlined in the issues/options section of this report. Subsequently, the following items have been requested by the Association:

- New office store.
- New sport store.
- Bin wash down area.
- Repainting to lobby/internal foyer.
- Refurbishment of existing changerooms.
- External brick paving and shade shelter.
- Allowance for modifications and extensions to external services (as necessary).

The overall estimated cost for these items is \$225,000.

Currently, the Iluka Sports Complex operates on lease arrangement between the City and the Association. The City has explained that as part of the existing lease arrangement, the Association will be responsible for all increases in rent, utility, maintenance and any additional operating costs associated with any refurbishment works as outlined in the lease agreement.

Heathridge Park Clubroom

The following is listed within the *City's 2014-15 Capital Works Program*:

Account no.	BCW2522.
Budget Item	2014-15 Heathridge Park Clubroom Refurbishment.
Budget amount	\$ 262,840
Amount spent to date	\$ 0
Balance	\$ 262,840

The estimated capital cost as provided by the external Quantity Surveyor is \$582,000. However, this estimate includes additional items including the undercover verandah extension (\$73,000) and bi-fold doors (\$42,000) which can be removed from the project providing a combined saving of \$115,000. This reduces the project cost to \$467,000 which results in a shortfall of \$204,160 from the existing budget.

However, the undercover verandah extension and bi-fold doors have been listed as an item requested by two user groups during stakeholder consultation and both groups have outlined their proposal to contribute 50% of the capital costs to these two items.

At present time, the estimated cost of the bi-fold doors and undercover verandah extension is \$115,000. Given the user groups 50% financial contribution (\$57,500) of these items, the total estimated project cost attributed to the City would be \$524,500.

While the user group contribution provides \$57,500 to the project, the total estimated project cost is still \$261,660 above the existing budget of \$262,840 within the City's 2014-15 Capital Works Program.

It is also important to note that as an outcome of a review of community facilities undertaken in 2011, Kingsley Memorial Clubrooms was originally listed for refurbishment in the City's 2015-16 Capital Works Program with a budget of \$265,225 (BCW2524). As part of the capital works budget process last year, these funds were brought forward to 2014-15 however, as the City is unable to undertake four refurbishment projects in one year, planning for this project has not been completed. This project will need to be deferred back to 2015-16, where adequate funds are available. An opportunity exists to use these funds to cover the shortfall for any of the three projects.

In 2013-14 the Heathridge Park Clubrooms expected expenditure is \$43,817, while income is \$5,638 resulting in a net operating cost of \$38,179.

If the proposed refurbishment works are approved, the expected expenditure is \$64,440, while income is \$7,352, resulting in a net operating cost of \$57,088, per annum based. This results in an increase net operating cost of approximately \$18,909 per annum on the existing facility. These figures include increases in maintenance and cleaning (per square metre), utilities, air-conditioning service, hire income and CPI (3%).

The following is a summary of the options to undertake on all three projects as outlined in this Report.

Project	Existing project budget	Cost for recommended works	Contribution from user groups	Additional funds required by the City
Beaumaris Community Centre	\$130,000	\$124,000	N/A	Nil
Iluka Sports Complex	\$350,000	\$225,000	N/A	Nil*
Heathridge Park Clubroom – Option 1 (City priority works only: new toilets, storage, heating and cooling system and flooring)	\$262,840	\$467,000	Nil	\$204,160 (Nil - if re-allocate Kingsley Memorial Clubrooms funds)
Heathridge Park Clubroom – Option 2 (Full works including user group requested items – bi-fold doors and the verandah extension)	\$262,840	\$582,000	Up to \$57,500	\$261,660 (Nil - if re-allocate Kingsley Memorial Clubrooms funds)

*The Beaumaris Sports Association has requested that the City use the remaining \$125,000 to upgrade existing kitchen equipment and re-paint the facility.

All amounts quoted in this report are exclusive of GST.

Regional significance

Not applicable.

Sustainability implicationsEnvironmental

All facility refurbishment projects are planned to reduce the impact of the carbon footprint and consider environmental sustainability design features where possible within the project budget.

Social

The project has included consultation with existing user groups to ensure that feedback received represents their needs. Furthermore, any refurbishment works will consider access and inclusion principles and will aim to enhance the amenity of the public space.

Economic

One of the main principles of the City's *Master Planning Framework* is the development of 'shared' and 'multipurpose' facilities to avoid their duplication, and to reduce the ongoing maintenance and future capital expenditure requirements.

Consultation

Consultation was undertaken with existing user groups of three facilities during the site and needs analysis stage of the project. In addition, the City also consulted with users of the Iluka Sports Complex and Heathridge Park Clubroom during the concept design stage of the project. Details of the consultation have been highlighted in the details and issues/options sections of this Report.

COMMENT

Refurbishment projects aim to address the functionality and aesthetic issues the City has with facilities. Given that all three facilities service over 3,400 patrons on a regular basis, it's recommended that refurbishment works are undertaken on all three facilities.

As outlined, a number of items can be removed from the proposed refurbishment at Beaumaris Community Centre and it is recommended that the following works be undertaken at this facility:

- Refurbishment of existing kitchen.
- Bin wash down area.
- Push bars and modifications to external gates.
- Toilet grab rails.
- Signage (Disability).
- Smoke detectors and alarm system.

These works are estimated to cost \$124,000 which is within the \$130,000 project budget.

As agreed by the Beaumaris Sports Association, the following works are recommended for the refurbishment at the Iluka Sports Complex:

- New office store.
- New sport store.
- Bin wash down area.
- Repainting to lobby/internal foyer.
- Refurbishment of existing changerooms.
- External brick paving and shade shelter.
- Allowance for modifications and extensions to external services (as necessary).

The total amount for these works is \$225,000 which is currently within the \$350,000 budget in the City's *2014-15 Capital Works Program*. The remaining \$125,000 could be considered as an overall saving to the City, however the Association has requested that the remaining \$125,000 be allocated towards other items not yet scoped. It is recommended that the City work with the Association regarding additional works for the \$125,000 remaining, ensuring that the final project does not exceed \$350,000.

Given two user groups are willing to make a financial contribution for requested additional items at the Heathridge Park Clubroom, it is recommended that the following works be undertaken at this facility:

- New toilets, furniture and user group stores.
- New heating and cooling system.
- Internal flooring to the meeting room.
- Bi-fold doors (sliding aluminium).
- Undercover verandah extension.

The total cost estimate for these works is \$582,000, however as the two users groups are willing to contribute to the additional items; the total funding required from the City would be \$524,500. The cost of the overall recommended works is \$261,660 above the project budget, however there is an opportunity to re-allocate funds currently listed for the Kingsley Memorial Clubrooms refurbishment (\$265,225) to this project and deferring the Kingsley Memorial Clubrooms refurbishment to 2015-16 where there are adequate funds.

VOTING REQUIREMENTS

Simple Majority.

OFFICER'S RECOMMENDATION

That Council:

- 1 NOTES the following amounts are currently listed within the City's *Five Year Capital Works Program* for 2014-15:
 - 1.1 \$130,000 for Beaumaris Community Centre;
 - 1.2 \$350,000 for Iluka Sports Complex;
 - 1.3 \$262,840 for Heathridge Park Clubroom;

- 2 APPROVES the proposed refurbishment works at the Beaumaris Community Centre as detailed in this Report at a project cost estimate of \$124,000;
- 3 APPROVES the proposed refurbishment works at the Iluka Sports Complex as detailed in this Report at a project cost estimate of \$225,000;
- 4 APPROVES the remaining \$125,000 listed for the refurbishment of Iluka Sports Complex be used for items not scoped, subject to the City working with the Beaumaris Sports Association and the total project expenditure does not exceed \$350,000;
- 5 LISTS for consideration in the City's *2014-15 Capital Works Program* \$582,000 for the proposed refurbishment works at the Heathridge Park Clubroom;
- 6 NOTES the committed contribution from the Ocean Ridge Junior Football Club and the Ocean Ridge Amateur Football Club of the maximum amount of \$57,500 for the proposed refurbishment works at the Heathridge Park Clubroom;
- 7 LISTS for consideration in the City's *2015-16 Capital Works Program* the refurbishment of the Kingsley Memorial Clubrooms.

PROCEDURAL MOTION – THAT THE ITEM BE REFERRED BACK

MOVED Mayor Pickard, SECONDED Cr Corr that Item 5 - 2014-15 Community Facility Refurbishment Projects be REFERRED BACK to the Chief Executive Officer:

- 1 for further review of the three projects considering the views expressed by the Capital Works Committee;
- 2 to allow a separate report being prepared for the Capital Works Committee's consideration on the potential for a master planning exercise for Heathridge Park including the Heathridge Leisure Centre, Guy Daniels Clubrooms, tennis courts and surrounding car parks.

The Motion was Put and

CARRIED (7/0)

In favour of the Motion: Cr Taylor, Mayor Pickard, Crs Amphlett, Corr, Hamilton-Prime, McLean and Ritchie.

Appendix 4 refers

To access this attachment on electronic document, click here: [Attach4agnCWC261113.pdf](#)

URGENT BUSINESS

Nil.

MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil.

REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION

Nil.

CLOSURE

There being no further business, the Presiding Member declared the meeting closed at 7.18pm; the following Committee Members being present at that time:

Cr Philippa Taylor
Mayor Troy Pickard
Cr Geoff Amphlett, JP
Cr Brian Corr
Cr Christine Hamilton-Prime
Cr Tom McLean
Cr Teresa Ritchie, JP