

# minutes

## Capital Works Committee

MEETING HELD ON **MONDAY, 24 NOVEMBER 2014**

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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 MONDAY 24 NOVEMBER 2014.

#### ATTENDANCE

##### Committee Members

Cr Kerry Hollywood	<i>Presiding Member</i>	
Mayor Troy Pickard		
Cr Brian Corr		
Cr Teresa Ritchie, JP		
Cr Philippa Taylor	<i>Deputy Presiding Member</i>	<i>from 5.46pm</i>

##### Observers

Cr John Chester		
Cr Russ Fishwick, JP		<i>until 6.57pm</i>

##### Officers

Mr Mike Tidy	Director Corporate Services
Mr Nico Claassen	Director Infrastructure Services
Mr Mike Smith	Manager Leisure and Cultural Services
Mr Brad Sillence	Manager Governance
Mr Andrew Murphy	Manager Infrastructure Management Services
Mr John Byrne	Governance Coordinator
Mrs Dawn Anderson	Governance Officer

##### Guests

Mr David Cowell	(President) Undercroft Bridge Club	<i>from 5.50pm to 6.05pm</i>
Mr Graham Millward	(Committee Member) Undercroft Bridge Club	<i>from 5.50pm to 6.05pm</i>

#### DECLARATION OF OPENING

The Presiding Member declared the meeting open at 5.45pm.

#### DECLARATIONS OF INTEREST

##### Disclosures of Financial / Proximity Interest

Nil.

**Disclosures of interest affecting impartiality**

Elected Members (in accordance with Regulation 11 of the *Local Government [Rules of Conduct] Regulations 2007*) and employees (in accordance with the Code of Conduct) are required to declare any interest that may affect their impartiality in considering a matter. This declaration does not restrict any right to participate in or be present during the decision-making process. The Elected Member/employee is also encouraged to disclose the nature of the interest.

<b>Name/Position</b>	<b>Cr Brian Corr.</b>
<b>Item No./Subject</b>	Item 3 - Percy Doyle Reserve - Refurbishment of Existing Facilities.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Cr Corr's wife is Secretary of the Undercroft Bridge Club.

<b>Name/Position</b>	<b>Cr Brian Corr.</b>
<b>Item No./Subject</b>	Item 4 - Proposed Refurbishment - Undercroft Bridge Club.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Cr Corr's wife is Secretary of the Undercroft Bridge Club.

*Cr Taylor entered the room at 5.46pm.*

**APOLOGIES/LEAVE OF ABSENCE****Apology:**

Cr Geoff Amphlett, JP.

**Leave of Absence previously approved**

Cr Brian Corr	2 December to 7 December 2014 inclusive;
Cr Sam Thomas	3 December 2014 to 5 December 2014 inclusive;
Cr Christine Hamilton-Prime	6 December 2014 to 5 January 2015 inclusive.

**CONFIRMATION OF MINUTES****MINUTES OF THE CAPITAL WORKS COMMITTEE HELD 7 OCTOBER 2014**

**MOVED Mayor Pickard, SECONDED Cr Ritchie that the minutes of the meeting of the Capital Works Committee held on Tuesday 7 October 2014 be confirmed as a true and correct record.**

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr Hollywood, Mayor Pickard, Crs Corr, Ritchie and Taylor.

**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**

**ITEM 4 – PROPOSED REFURBISHMENT - UNDERCROFT BRIDGE CLUB**

Mr David Cowell (President) and Mr Graham Millward (Committee Member) addressed the Elected Members in support of the club's application for building extensions.

*Mr David Cowell and Mr Graham Millward of Undercroft Bridge Club entered the room at 6.50pm and left the room at 7.05pm.*

**REPORTS****ITEM 1                    UPDATE ON 2014-15 CAPITAL WORKS PROGRAM**

<b>WARD</b>	All
<b>RESPONSIBLE DIRECTOR</b>	Mr Nico Claassen Infrastructure Services
<b>FILE NUMBER</b>	102496
<b>ATTACHMENT</b>	Attachment 1      Capital      Works      Project      Report 2014-15
<b>AUTHORITY / DISCRETION</b>	Information - includes items provided to Council for information purposes only that do not require a decision of Council (that is for 'noting').

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**PURPOSE**

For the Capital Works Committee to note the update on the *2014-15 Capital Works Program*.

**EXECUTIVE SUMMARY**

The Capital Works Project Report for the 2014-15 program, as at 11 November 2014 is attached (Attachment 1 refers).

*It is therefore recommended that the Capital Works Committee NOTES the report on the Capital Works Projects for 2014-15 as at 11 November 2014 forming Attachment 1 to this Report.*

**BACKGROUND**

At its meeting held on 15 May 2012 (CJ094-05/12 refers), Council resolved in part, 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 2014-15 program as at 11 November 2014, is provided at Attachment 1.

**Issues and options considered**

Not applicable.

**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 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 2014-15 program provides an update on the capital works activities undertaken as at 11 November 2014.

## **VOTING REQUIREMENTS**

Simple Majority.

**MOVED** Cr Ritchie, **SECONDED** Mayor Pickard that the Capital Works Committee **NOTES** the report on the Capital Works Projects for 2014-15 as at 11 November 2014 forming Attachment 1 to this Report.

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr Hollywood, Mayor Pickard, Crs Corr, Ritchie and Taylor.

*Appendix 1 refers*

To access this attachment on electronic document, click here: [Attach1agnCWC241114.pdf](#)

## ITEM 2 BI-MONTHLY CAPITAL WORKS PROJECT REPORTS

<b>WARD</b>	All	
<b>RESPONSIBLE DIRECTOR</b>	Mr Nico Claassen Infrastructure Services	
<b>FILE NUMBER</b>	102496	
<b>ATTACHMENT</b>	Attachment 1	Broadbeach/Flinders park upgrades
	Attachment 2	Seacrest Park floodlighting
	Attachment 3	Iluka District Open Space – sports lighting upgrade
	Attachment 4	Ocean Reef Road dualling
	Attachment 5	Whitfords Avenue dualling
	Attachment 6	Joondalup City Centre lighting
	Attachment 7	Iluka Sports Centre refurbishment
	Attachment 8	Bramston Park facility
	Attachment 9	Multi Storey car park – Boas Avenue
	Attachment 10	Marmion Angling and Aquatic Club parking
	Attachment 11	Synthetic Hockey project Warwick
	Attachment 12	Otago Park – sump beautification
<b>AUTHORITY / DISCRETION</b>	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 5 August 2014 the Committee determined which capital works project reports were required and the frequency of reporting. The bi-monthly project reports are attached (Attachments 1-12 refer).

*It is therefore recommended that the Capital Works Committee NOTES the bi-monthly capital works project reports forming Attachments 1-12 to this Report.*

## BACKGROUND

At its meeting held on 5 August 2014 the Capital Works Committee requested that the following project reports from the *2014-15 Capital Works Program* be provided on a bi-monthly basis:

- Broadbeach/Flinders Park upgrades.
- Seacrest Park floodlighting.
- Iluka District Open Space – sports lighting upgrade.
- Entry Statements Joondalup Drive.
- Shenton Avenue landscaping.
- Ocean Reef Road dualling.
- Whitfords Avenue dualling.
- Joondalup City Centre lighting.
- Iluka Sports Centre refurbishment.
- Bramston Park facility.
- Multi Storey car park – Boas Avenue.
- Marmion Angling and Aquatic Club parking.
- Synthetic Hockey project Warwick.
- Delamere Park construction.
- Otago Park – sump beautification.

The following projects which required bi-monthly project reports have now been completed and the final report was presented to the Capital Works Committee held on 7 October 2014:

- Entry Statements – Joondalup Drive.
- Shenton Avenue landscaping.
- Delamere Park construction.

## DETAILS

A summary of the projects and their current status is detailed in the bi-monthly project reports forming Attachments 1-12 to this Report.

### Issues and options considered

Not applicable.

### 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 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 two months.

**VOTING REQUIREMENTS**

Simple Majority.

**MOVED** Mayor Pickard, **SECONDED** Cr Taylor that the Capital Works Committee **NOTES** the bi-monthly capital works project reports forming Attachments 1-12 to this Report.

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr Hollywood, Mayor Pickard, Crs Corr, Ritchie and Taylor.

*Appendix 2 refers*

To access this attachment on electronic document, click here: [Attach2agnCWC241114.pdf](#)

**Disclosures of interest affecting impartiality**

<b>Name/Position</b>	<b>Cr Brian Corr.</b>
<b>Item No./Subject</b>	Item 3 - Percy Doyle Reserve - Refurbishment of Existing Facilities.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Cr Corr's wife is Secretary of the Undercroft Bridge Club.

### **ITEM 3                    PERCY DOYLE RESERVE - REFURBISHMENT OF EXISTING FACILITIES**

<b>WARD</b>	South
<b>RESPONSIBLE DIRECTOR</b>	Mr Mike Tidy Corporate Services
<b>FILE NUMBER</b>	02056, 00967, 03078, 09631, 07512, 05066, 04185, 17817, 07430 49665
<b>ATTACHMENT</b>	Attachment 1      Percy Doyle Reserve land ownership Attachment 2      Percy Doyle Reserve existing facilities
<b>AUTHORITY / DISCRETION</b>	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 revised priority and recommended budget years for the future community facility refurbishment projects, that now includes the buildings at Percy Doyle Reserve.

**EXECUTIVE SUMMARY**

The Percy Doyle Master Plan project commenced in February 2009 following the endorsement of the City's revised *Master Planning Process*. Since then, stages one of the project (planning and initiation) and two (site and needs analysis) have been completed. Most recently, preliminary concept plans were developed as part of stage three (concept design).

The completed feasibility study, concept plans and estimated capital costs for the project were presented to an informal workshop of Elected Members in April 2014 seeking feedback on this information and the future direction of the project. At the workshop, while a preferred concept plan was established, it was suggested that the Percy Doyle Master Plan was not a high priority project for the City with other current significant projects being undertaken such as the Performing Arts and Cultural Facility. It was requested the City consider what critical facility refurbishment works would be required to enable ongoing use of the facilities if the master plan project was delayed.

Based on this request, for budgeting purposes, as part of the recent review of the City's *20 Year Strategic Financial Plan* (SFP), high level preliminary desktop assessments were made on the existing facilities at Percy Doyle Reserve. The following allocations were made for critical refurbishment works:

- \$1,602,900 in 2016-17 for short term priority works required in 0-5 years.
- \$3,397,600 in 2020-21 for medium term priority works required in 5-10 years.
- \$465,800 in 2024-25 for long term priority works required in 10-15 years.

It is important to note that the preliminary desktop assessment only outlined critical refurbishment works. Not yet factored into the projects is any critical maintenance that would be required for each building.

The City has undertaken one or two community facility refurbishment projects each year since 2007. The planning for refurbishment projects commences two years prior to the listing within the *Five Year Capital Works Program* so that detailed scoping, consultation, design and estimated costings can be completed the year prior to construction and amendments made to the budget allocation, if required.

As part of the recent Community Facility Review project undertaken and considered by Council at its July 2014 meeting (CJ116-07/14 refers), a list of community facility refurbishment projects and the recommended priority order, was agreed to be used in the development of the City's future *Five Year Capital Works Program* and *20 Year Strategic Financial Plan*. The facilities at Percy Doyle Reserve were not included in the recommended refurbishment project list as they were considered part of the overall master plan project at the time.

Rather than add the Percy Doyle Reserve facility refurbishment projects to the bottom of the existing list of priorities, it is recommended that a new facility refurbishment priority list be considered. The revised recommended priority includes all the facilities that were recommended for refurbishment as part of the recent Community Facility Review and the new projects for the facilities at Percy Doyle Reserve.

The new recommended facility refurbishment priority order is based on the City's current resource and financial capacity to undertake the projects. The priority order was determined using the criteria developed as part of the Community Facility Review which included an assessment of usage; age of the facility; previous works undertaken; community service provision; and the results of the functionality audit.

*It is therefore recommended that Council:*

- 1 *AGREES that the priority list and budget years for future community facility refurbishment projects as outlined in this Report, will be used as a guide in the development of the City's future Five Year Capital Works Program and 20 Year Strategic Financial Plan;*
- 2 *NOTES that during the planning and consultation stage of the projects, any works identified by the facility user groups or any maintenance that is determined as critical will be included in the scope and budget of the project for consideration.*

## BACKGROUND

Percy Doyle Reserve is a 22.83 hectare sport and recreation area located on the corner of Marmion Avenue and Warwick Road, Duncraig and is classified as a Regional Park within the City's existing *Parks and Public Open Spaces Classification Framework* (PPOSCF). In addition to the existing PPOSCF, the City has adopted as a management guideline, a revised PPOSCF. In the revised PPOSCF, Percy Doyle Reserve is classified as a Regional Sports Park.

The majority of the site is Crown land vested in the City for the purpose of parks and recreation (Attachment 1 refers). It consists of Duncraig Library, Duncraig Leisure Centre and various sporting infrastructure including tennis courts, bowling greens, croquet court, four active sporting ovals and a number of community and sporting buildings (Attachment 2 refers). The facilities service both the local community and over 35 sporting clubs and community groups.

The Percy Doyle Master Plan project commenced in February 2009 following the endorsement of the City's revised *Master Planning Process*. Since then, stages one of the project (initiation and planning) and two (site and needs analysis) have been completed. Most recently, preliminary concept plans were developed as part of stage three (concept design).

The completed feasibility study, concept plans and estimated capital costs for the project were presented to an informal workshop of Elected Members in April 2014 seeking feedback on this information and the future direction of the project. At the workshop while a preferred concept plan was established, it was suggested that the Percy Doyle Master Plan was not a high priority project for the City with other current significant projects being undertaken such as the Performing Arts and Cultural Facility. However, it was requested that a Commercial Analysis and Retail Needs Assessment be undertaken and the results of these presented to Elected Members so that Council could make a formal decision on the project and give some certainty of the project's future to the existing facility and park user groups.

Also requested at the April 2014 workshop, was for the City to consider what critical facility upgrades (refurbishments) and the associated estimated costs would be required to enable ongoing use of the facilities if the master plan project was delayed. This information was then to be presented back to Elected Members.

For budgeting purposes, as part of the recent review of the City's *20 Year Strategic Financial Plan* (SFP), high level preliminary desktop assessments were made on the existing facilities at Percy Doyle Reserve. The following allocations were made for critical refurbishment works:

- \$1,602,900 in 2016-17 for short term priority works required in 0-5 years.
- \$3,397,600 in 2020-21 for medium term priority works required in 5-10 years.
- \$465,800 in 2024-25 for long term priority works required in 10-15 years.

It is important to note that the preliminary desktop assessment only outlined critical refurbishment works in order to ensure that the facilities remain operational as a result of the delay in the master plan project. It did not consider facility expansions, nor did it factor into the projects any critical maintenance that would be required for each building.

Since 2007, the City has undertaken one or two community facility refurbishment projects each year. Refurbishment projects intend to improve the functionality and aesthetics of a building and the scope of each project is generally confined to aspects such as painting; replacing fixtures and fittings; kitchen facilities; floor coverings; toilets and changerooms; storage facilities; and heating/cooling systems.

Typically a refurbishment project is not intended to address maintenance issues. However, since the buildings at Percy Doyle Reserve have had limited major maintenance over the last few years due to the expected master plan project, maintenance work will be required and considered with the proposed works of each facility.

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. Given the future master plan project, recommended works have not included any extension or redesign/redevelopment proposals.

## **DETAILS**

Currently there are nine buildings at Percy Doyle Reserve being considered as part of the overall master plan for the site. The buildings range in age with some up to 40 years old. Many of the buildings have only had minor maintenance and refurbishments works undertaken since the master plan project began in 2009. The library, leisure centre and three of the community facilities are managed by the City with the remaining four buildings leased to community and sporting groups.

A high level preliminary desktop assessment was made on each of the buildings to determine the critical refurbishment works that would be required to be undertaken at the facilities over the coming years.

### Duncraig Leisure Centre

The Duncraig Leisure Centre was constructed in 1976 and consists of a sports hall, two meeting rooms, crèche, office, gym, dance studio, workshop (pottery) room, kiosk, toilets, playgroup room and storerooms. In 2011-12 the toilets, sports hall and gym were refurbished. Sixteen community groups including badminton and basketball clubs, a playgroup, art club and other community groups hire the rooms within the facility on a regular basis. 57,210 visitors attended the Duncraig Leisure Centre in 2013-14.

The desktop assessment determined that the critical works required for the Duncraig Leisure Centre include a refurbishment of the changerooms, upgrade to heating/cooling systems and general refurbishment to the entrance.

### Duncraig Library

The Duncraig Library was constructed in 1974 and consists of the main collections area, staff workroom and toilets. The staff kitchen was refurbished in 2009-10 and in 2011-12 the eaves and collection area carpets were replaced. In 2012-13, the ceiling and lighting was upgraded and the staffroom carpet was replaced. During July 2013 to September 2014, there was an average of 1,915 visitors per week to the facility.

The desktop assessment determined that the critical works required for the Duncraig Library include a refurbishment of the children's area.

### Duncraig Community Centre

The Duncraig Community Centre was constructed in 1991 and consists of two halls (can be combined to make one large hall), a meeting room, office, kitchen, toilets, and storerooms. Eight community groups (approximately 900 participants) including a scout group, church group, playgroup, childcare group and other community groups, utilise the facility on a regular basis. Recently, the facility had replacement cupboards installed in the kitchen.

The facility design and layout meets the needs of the user groups well with the building used predominately by the playgroup and childcare group. The desktop assessment determined that the critical works required for the Duncraig Community Centre include a refurbishment of the existing toilets and kitchen.

### Mildenhall

Mildenhall was constructed in 1981 and consists of a main hall, four activity rooms, kitchen, toilets, office, hairdresser, consult room and storerooms. The facility is used predominately by the Duncraig Senior Citizens Club (approximately 165 participants) and three other community groups (approximately 168 participants) including an art group and other community groups that utilise the facility on a regular basis. In addition, the Undercroft Bridge Club, who have out-grown their nearby leased facility, also utilise Mildenhall on a regular basis. The Duncraig Senior Citizen Club has exclusive use of two of the activity rooms, office, hairdresser and consult room.

The facility design and layout meets the needs of the user groups. The desktop assessment determined that the critical works required for Mildenhall include a refurbishment of the existing toilets and kitchen. It has also been determined that the building needs the roof replaced.

### Percy Doyle Football/Teeball Clubroom

The Percy Doyle Football/Teeball Clubroom was constructed in 1989 and consists of a hall, kitchen, toilets, changerooms and storerooms. In 2010-11 the kitchen was refurbished, gas was connected to the site and the hot water services were upgraded. Further refurbishments works were undertaken in 2011-12 which included refurbishing the changerooms, constructing a small storage extension and installing new window security screens to the site.

The facility is used by the following sporting clubs that also hire the oval on a seasonal basis:

- Sorrento Duncraig Junior Football Club (874 members).
- Wanneroo Joondalup Tee Ball Club (526 members).
- North Beach Amateur Football Club (313 members).
- Northern Knights Cricket Club (50 members).

The facility design and layout meets the needs of the user groups well. The desktop assessment determined that given the recent refurbishment works undertaken at the facility, there are no critical works required for the Percy Doyle Football/Teeball Clubroom.

### Undercroft Bridge Clubroom

The Undercroft Bridge Clubroom was constructed in 1993 and consists of a hall, meeting room, kitchen and toilets. The facility is leased to the Undercroft Bridge Club who have approximately 425 members. The facility had a heating/cooling system upgrade in 2011-12.

The facility design and layout meets the needs of the Undercroft Bridge Club. However, for a number of years, the club has previously identified that they have out-grown the space. The club have recently submitted an application to the City for a “Club Funded Facility Upgrade” project that would create an extension to the west of the existing building by 11 metres and a refurbishment of the existing toilets. The club has requested the City consider a contribution to the project and this is detailed in a separate report. The desktop assessment determined that the critical work required for the Undercroft Bridge Clubroom include a refurbishment of the existing kitchen.

### Sorrento Tennis Clubrooms

The Sorrento Tennis Clubrooms were constructed in 1981 and consists of a hall, office, crèche, pro-shop, kitchen, bar, toilets and storerooms. A refurbishment of the kitchen was completed in 2011-12. Over the last few years the facility has had minor works such as repainting, new flooring in some rooms and a heating/cooling system in the crèche. The facility is leased by the Sorrento Tennis Club who has approximately 330 members. The club also leases the 20 adjacent synthetic tennis courts.

The facility design and layout meets the needs of the Sorrento Tennis Club fairly well. The desktop assessment determined that the critical works required for the Sorrento Tennis Clubrooms include a refurbishment of the existing toilets and changerooms. The facility also needs some general refurbishment work such as new flooring and painting.

### Sorrento Bowling Clubrooms

The Sorrento Bowling Clubrooms were constructed in 1976 and consists of a hall, meeting room, office, kitchen, bar, toilets, changerooms and storerooms. The facility and adjacent four bowling greens and croquet court are leased to the Sorrento Bowling Club who have approximately 320 members. In 2009-10 the roof was replaced and the kitchen had some equipment replaced. In 2010-11 the heating/cooling system was upgraded and in 2013 the toilets were refurbished. In 2013 the club funded a new patio area.

The facility design and layout meets the needs of the Sorrento Bowling Club well. However, recently, the club has submitted an application to the City for a “Club Funded Facility Upgrade” project identifying that they would like to extend the facility to the west by approximately five metres and refurbish the kitchen facilities with a request for the City to consider funding the project. The desktop assessment determined that the critical works required for the Sorrento Bowling Clubrooms include a refurbishment of the existing kitchen.

### Sorrento Football (soccer) Clubrooms

The Sorrento Football (soccer) Clubrooms were constructed in 1980 and consists of a hall, meeting room, referee room, physiotherapy room, kitchen, bar, toilets, changerooms and storerooms. The facility is leased to the Sorrento Football Club who have approximately 434 members. The club also hires the two adjacent soccer ovals on a seasonal basis. In 2012-13 the club funded a new umpire changeroom and in 2013-14 a new patio area was installed by the City.

The facility design and layout meets the needs of the Sorrento Football Club fairly well. The club have recently submitted an application to the City for a “Club Funded Facility Upgrade” project that would replace the fencing around the perimeter of the main soccer pitch. The desktop assessment determined that the critical works required for the Sorrento Football Clubrooms include a refurbishment of the existing kitchen/bar, toilets and changerooms. The facility also needs some general refurbishment work such as new flooring and painting.

### Issues and options considered

The City has undertaken one or two community facility refurbishment projects each year since 2007. The planning for refurbishment projects commences two years prior to the listing within the *Five Year Capital Works Program* so that detailed scoping, consultation, design and estimated costings can be completed the year prior to construction and amendments made to the budget allocation if required.

Currently within the future years of the City's *Five Year Capital Works Program*, the following community and sporting facilities are listed for consideration for refurbishment:

Facility	Funds listed	Year
Kingsley Park Memorial Clubrooms	\$650,000	2015-16
Flinders Park Community Hall	\$450,000	2016-17
Woodvale Community Care Centre	\$300,000	2017-18
Connolly Community Centre	\$250,000	2017-18
MacNaughton Park Clubroom	\$700,000	2018-19

Based on the City's planning process for facility refurbishment projects, the planning, consultation, concept design and cost estimates for the Kingsley Park Memorial Clubrooms and Flinders Park Community Hall have been recently completed.

As part of the recent review of community facilities undertaken and considered by Council at its July 2014 meeting (CJ116-07/14 refers), it was agreed that the following recommended priority order would be used in the development of the City's *Five Year Capital Works Program* and *20 Year Strategic Financial Plan*:

Priority	Facility	Proposed year to be listed in budget
1	Heathridge Park Clubroom, Heathridge#	2014-15
2	Iluka Sports Complex, Iluka#	2014-15
3	Beaumaris Community Centre, Ocean Reef#	2014-15
4	Timberlane Park Clubrooms, Woodvale^	2015-16
5	Kingsley Memorial Clubrooms, Kingsley^	2015-16
6	Flinders Park Community Hall, Hillarys^	2016-17
7	Connolly Community Centre, Connolly	2017-18
8	Woodvale Community Care Centre, Woodvale	2017-18
9	Ellersdale Park Clubroom, Warwick	2018-19

Priority	Facility	Proposed year to be listed in budget
10	MacNaughton Park Clubroom, Kinross	2019-20
11	Warrandyte Park Clubroom, Craigie	2020-21
12	Windermere Park Clubroom, Joondalup	2021-22
13	Padbury Hall, Padbury	2022-23

# projects have been endorsed by Council as part of the *2014-15 Budget*.

^ planning, consultation and concept design for these projects has been undertaken.

It is important to note that the facilities at Percy Doyle Reserve were not included in the recommended refurbishment project list as they were considered part of the overall master plan project at the time.

Based on the request to consider critical refurbishment works for the buildings at Percy Doyle Reserve, a new facility refurbishment priority list has been developed. The table, which is shown over the page, includes all the facilities that were recommended for refurbishment as part of the Community Facility Review and the new projects for the facilities at Percy Doyle Reserve (except the Percy Doyle Football/Teeball Clubroom as this has no critical refurbishment works recommended).

The new recommended facility refurbishment priority order is based on the City's current resources and financial capacity to undertake one or two large refurbishment projects in a year (some exceptions apply when the projects are considered smaller). The refurbishment of Flinders Park Community Hall has been retained as previously listed in 2016-17 as planning, scoping, consultation, concept design and estimated costings have been undertaken for this project.

The priority order was developed using the same process used to identify those determined as part of the Community Facility Review:

- knowledge of the existing facility.
- existing and potential future usage.
- results of the functionality audit.
- levels of provision as determined in the community facility hierarchy.
- community service provision.
- previous works undertaken at a facility.
- age of the facility.

The refurbishment projects for the buildings at Percy Doyle Reserve have been shaded grey for quick reference.

Building	Critical works	Estimate Amount	Priority	Year currently listed	Proposed year
Undercroft Bridge Clubroom	Kitchen.	\$95,900	1	N/A	2016-17
Duncraig Library	Children's area.	\$82,200	2	N/A	2016-17
Flinders Park Community Hall	Kitchen; toilets; flooring; storage.	\$450,000	3	2016-17	2016-17
Craigie Leisure Centre (major refurbishment)	Extension and refurb of gym; fitness; crèche.	\$2,250,000	4	2017-18	2017-18
Sorrento Tennis Clubrooms	Toilets; changerooms; general.	\$438,400	5	N/A	2017-18
Duncraig Leisure Centre	Roof; changerooms; entrance; heating/cooling.	\$822,000	6	N/A	2017-18
Warrandyte Park Clubroom	Heating/ cooling; power upgrade.	\$250,000	7	N/A	2017-18
Sorrento Football (soccer) Clubrooms	Kitchen; toilets; changerooms; general.	\$438,400	8	N/A	2018-19
Sorrento Bowling Clubrooms	Kitchen; general.	\$137,000	9	N/A	2018-19
Windermere Park Clubrooms	Heating/ cooling; power upgrade.	\$250,000	10	N/A	2018-19
Percy Doyle Reserve Oval Floodlighting	Soccer and AFL.	\$2,849,600	11	N/A	2019-20
Mildenhall	Kitchen; toilets; roof.	\$369,900	12	N/A	2019-20
Duncraig Community Centre	Kitchen; toilets.	\$232,900	13	N/A	2019-20
MacNaughton Park Clubroom	Kitchen; changerooms; general.	\$850,000	14	2018-19	2020-21
Ellersdale Park Clubroom	Toilets; changerooms; general.	\$850,000	15	N/A	2021-22
Padbury Hall	Heating/ cooling; power upgrade; storage.	\$500,000	16	N/A	2022-23
Woodvale Community Care Centre	Kitchen; storage; windows.	\$300,000	17	2017-18	2023-24
Connolly Community Centre	Kitchen.	\$250,000	18	2017-18	2023-24

The preliminary estimates have been determined based on similar recent developments that have been completed. It is important to note that the cost estimates are indicative and are not based on any project scoping, concept plans or cost estimates. Planning for the projects commences two years prior to the proposed construction to allow for more accurate cost estimates to be obtained and budget amendments to be made if required.

It is important to note that the preliminary desktop assessment undertaken for the Percy Doyle projects, only outlined critical refurbishment works. Not yet factored into the projects is any critical maintenance that would be required for each building.

No allowance for escalation has been made so when allocating budget funds, an appropriate amount should be added depending on the year of listing.

### **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 and inclusiveness and where appropriate, support decentralising the delivery of City services.

**Policy** Not applicable.

### **Risk management considerations**

All capital projects bring risks in relation to contingencies and over runs against original budgets. The estimated costs for each facility are indicative only and are based on a preliminary desktop review and are not based on any project scoping, concept plan or cost estimate.

It is possible, that a club/group may identify they are willing to make a financial contribution to a facility refurbishment project to enable additional works not determined critical by the City to be undertaken. As part of the City's standard process for a club to make a financial contribution to a project, financial capacity needs to be demonstrated. Until this is undertaken there is a risk that a contribution from a club/group may not occur.

### **Financial / budget implications**

#### Existing budget allocation

For budgeting purposes, as part of the recent review of the City's *20 Year Strategic Financial Plan* (SFP), high level preliminary desktop assessments were made on the existing facilities at Percy Doyle Reserve. The following allocations were made for critical refurbishment works:

- \$1,602,900 in 2016-17 for short term priority works required in 0-5 years.
- \$3,397,600 in 2020-21 for medium term priority works required in 5-10 years.
- \$465,800 in 2024-25 for long term priority works required in 10-15 years.

As outlined previously, the budget allocations made were indicative only and were based on a preliminary desktop review and were not based on any project scoping, concept plans or cost estimates. It is important to note that the preliminary desktop assessment also only outlined critical refurbishment works. Not yet factored into the projects is any critical maintenance that will be required for each building.

Based on the proposed revised facility refurbishment project priorities, it is recommended that the *Five Year Capital Works Program* and *20 Year Strategic Financial Plan* be revised with the allocation and years outlined in the table presented. An appropriate allowance for escalation should also be included in budget allocations.

It is important to note that the allocation of funds for the Percy Doyle refurbishment projects is currently listed in 2016-17, 2020-21 and 2024-25 of the *20 Year Strategic Financial Plan*. The proposed priority will now see these projects all undertaken by the end of 2019-20.

Planning for the projects commences two years prior to the proposed construction to allow for more accurate cost estimates to be obtained and budget amendments to be made if required. During the planning stages, any critical maintenance items will be identified and added to the project scope and cost estimate.

#### Future financial year impact

##### **Annual operating cost**

The operating cost for the facilities at Percy Doyle Reserve is estimated at \$372,639 for 2014-15.

It is anticipated that the majority of refurbishment works will not increase the operating costs of the facilities at Percy Doyle Reserve due to most of the work being for replacement items for example, kitchen refurbishment. However, the following two projects will have an impact on operating costs:

- New floodlighting proposed for the ovals estimated to increase the annual operating costs by \$30,000 per year from 2019-20.
- New air conditioning system for the Duncraig Leisure Centre (sports hall) estimated to increase the annual operating costs by \$8,760 per year from 2017-18.

The annual operating costs, once both projects are implemented are expected to increase from \$372,639 to \$411,399 (an annual increase of \$38,760).

##### **Estimated annual income**

The income for the facilities that are managed by the City on a hire arrangement at Percy Doyle Reserve is estimated at \$49,352 for 2014-15.

It is expected that the proposed refurbishment works would not have an impact on the annual income for the facilities.

##### **20 Year Strategic Financial Plan impact**

The estimated net cash impact over the current adopted *20 Year Strategic Financial Plan* is estimated to be \$521,400. This is based on the estimated increase to the annual operating costs up to 2032-33 (does not include escalation/inflation costs).

All amounts quoted in this report are exclusive of GST.

## **Regional significance**

Percy Doyle Reserve is the largest active sporting area in the City with a size of 22.83 hectares. It is the only City managed facility that is currently classified as a regional park, meaning that it services not only the local area but also the surrounding suburbs in the northern corridor. Given the size and level of use of Percy Doyle Reserve, the proposed refurbishment works will be of significant local and regional importance.

## **Sustainability implications**

### Environmental

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 will include consultation with existing user groups to ensure that feedback received represents their needs. However, unlike a typical refurbishment project, it is recommended that works to be undertaken be restricted to those considered critical to sustain the building until the future of the master plan project is determined. All facility refurbishment projects consider access and inclusion principles where possible within the project budget.

### Economic

One of the main aims of the master plan project is the development of 'shared' and 'multi-purpose' facilities to avoid their duplication, and to reduce the ongoing maintenance and future capital expenditure requirements at the site. The recommended refurbishment works have been restricted to those considered critical to sustain the building until the future of the master plan project is determined.

## **Consultation**

All facility refurbishment projects involve consultation with the existing user group/s (stakeholders) of the building during the planning stages. The consultation will be undertaken in line with the City's approved *Community Consultation and Engagement Policy and Protocol*. While feedback from stakeholders will be taken into consideration, unlike a typical refurbishment project, it is recommended that works to be undertaken be restricted to those considered critical to sustain the building until the future of the master plan project is determined.

Preliminary discussions have been held between the Mayor and clubs that lease facilities at Percy Doyle Reserve in regard to the future refurbishment projects. These clubs include the Sorrento Bowling Club; Sorrento Tennis Club; Undercroft Bridge Club and Sorrento Football (soccer) Club.

**COMMENT**

With the expected delay in the Percy Doyle Reserve Master Plan, it is important that the existing facilities at the site have any critical refurbishment and maintenance work undertaken to ensure these facilities continue to support the numerous community and sporting clubs/groups and local residents. The buildings at the site range in age with some up to 40 years old and many having only had minor maintenance and refurbishments works undertaken since the master plan project began in 2009.

The recent addition of funds to the City's *20 Year Strategic Financial Plan (SFP)* for the projects was based on a high level preliminary desktop assessment and were listed within three allocations across 2016-17, 2020-21 and 2024-25 until further work could be undertaken on proposed priority and years for consideration. It is important to note that the preliminary desktop assessment only outlined critical refurbishment works. Not yet factored into the projects is any critical maintenance that may be required for each building.

Rather than add the Percy Doyle Reserve facility refurbishment projects to the bottom of the existing list of community facility refurbishment priorities, it was determined that a new facility refurbishment priority list be developed.

The revised recommended priority includes all the facilities that were recommended for refurbishment as part of the recent Community Facility Review and the new projects for the facilities at Percy Doyle Reserve.

The new recommended facility refurbishment priority order is based on the City's current resources and financial capacity to undertake the projects. The priority order was determined using the criteria developed as part of the Community Facility Review which included an assessment of usage; age of the facility; previous works undertaken; community service provision and the results of the functionality audit.

**VOTING REQUIREMENTS**

Simple Majority.

**OFFICER'S RECOMMENDATION**

That Council:

- 1 AGREES that the priority list and budget years for future community facility refurbishment projects as outlined in this Report and the table below, will be used as a guide in the development of the City's future *Five Year Capital Works Program* and *20 Year Strategic Financial Plan*;

Building	Critical works	Estimate Amount	Priority	Year currently listed	New year to be listed
Undercroft Bridge Clubroom	Kitchen.	\$95,900	1	N/A	2016-17
Duncraig Library	Children's area.	\$82,200	2	N/A	2016-17
Flinders Park Community Hall	Kitchen; toilets; flooring; storage.	\$450,000	3	2016-17	2016-17
Craigie Leisure Centre (major refurbishment)	Extension and refurb of gym; fitness; crèche.	\$2,250,000	4	2017-18	2017-18
Sorrento Tennis Clubrooms	Toilets; changerooms; general.	\$438,400	5	N/A	2017-18
Duncraig Leisure Centre	Roof; changerooms; entrance; heating/cooling.	\$822,000	6	N/A	2017-18
Warrandyte Park Clubroom	Heating/cooling; power upgrade.	\$250,000	7	N/A	2017-18
Sorrento Football (soccer) Clubrooms	Kitchen; toilets; changerooms; general.	\$438,400	8	N/A	2018-19
Sorrento Bowling Clubrooms	Kitchen; general.	\$137,000	9	N/A	2018-19
Windermere Park Clubrooms	Heating/cooling; power upgrade.	\$250,000	10	N/A	2018-19
Percy Doyle Reserve Oval Floodlighting	Soccer and AFL.	\$2,849,600	11	N/A	2019-20
Mildenhall	Kitchen; toilets; roof.	\$369,900	12	N/A	2019-20
Duncraig Community Centre	Kitchen; toilets.	\$232,900	13	N/A	2019-20

Building	Critical works	Estimate Amount	Priority	Year currently listed	New year to be listed
MacNaughton Park Clubroom	Kitchen; changerooms; general.	\$850,000	14	2018-19	2020-21
Ellersdale Park Clubroom	Toilets; changerooms; general.	\$850,000	15	N/A	2021-22
Padbury Hall	Heating/cooling; power upgrade; storage.	\$500,000	16	N/A	2022-23
Woodvale Community Care Centre	Kitchen; storage; windows.	\$300,000	17	2017-18	2023-24
Connolly Community Centre	Kitchen.	\$250,000	18	2017-18	2023-24

- 2 NOTES that during the planning and consultation stage of the projects, any works identified by the facility user groups or any maintenance that is determined as critical will be included in the scope and budget of the project for consideration.

**PROCEDURAL MOTION – THAT THE ITEM BE REFERRED BACK TO THE CEO**

**MOVED Mayor Pickard, SECONDED Cr Ritchie that the matter relating to the proposed community facility refurbishment projects within Percy Doyle Reserve, Duncraig, be REFERRED BACK to the Chief Executive Officer for further investigation, including the development of detailed scope of works and costings following further engagement with the relevant user groups of the following facilities:**

- 1 Sorrento Football (Soccer) Clubrooms;
- 2 Sorrento Tennis Clubrooms;
- 3 Sorrento Bowling Clubrooms;
- 4 Undercroft Bridge Club Clubrooms.

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr Hollywood, Mayor Pickard, Crs Corr, Ritchie and Taylor.

*Appendix 3 refers*

To access this attachment on electronic document, click here: [Attach3agnCWC241114.pdf](#)

**Disclosures of interest affecting impartiality**

<b>Name/Position</b>	<b>Cr Brian Corr.</b>
<b>Item No./Subject</b>	Item 4 - Proposed Refurbishment - Undercroft Bridge Club.
<b>Nature of interest</b>	Interest that may affect impartiality.
<b>Extent of Interest</b>	Cr Corr's wife is Secretary of the Undercroft Bridge Club.

## **ITEM 4                      PROPOSED REFURBISHMENT - UNDERCROFT BRIDGE CLUB**

<b>WARD</b>	South-West	
<b>RESPONSIBLE DIRECTOR</b>	Mr Mike Tidy Corporate Services	
<b>FILE NUMBER</b>	17817	
<b>ATTACHMENT</b>	Attachment 1	Aerial map of Undercroft Bridge Club
	Attachment 2	Undercroft Bridge Club floor plan (existing)
	Attachment 3	Undercroft Bridge Club concept plan
	Attachment 4	Undercroft Bridge Club cost estimate
<b>AUTHORITY / DISCRETION</b>	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 request from the Undercroft Bridge Club (UBC) for approval and financial consideration to extend the UBC building at Percy Doyle Reserve, Duncraig.

**EXECUTIVE SUMMARY**

The UBC has applied to the City to consider a refurbishment and extension to the leased clubrooms at Percy Doyle Reserve, Duncraig.

The works would include extending the current building 11 metres further west, creating a new office and store room within this extension and refurbishing the existing toilet area. The project would also require some minor works to the external building infrastructure (paths and drainage). The club has identified the works are required to meet increasing demand by its members and visitors to play bridge.

The project has been planned, designed and costed by the club with the City making some minor alterations to the cost estimate to also include escalation costs to June 2015. The total project cost is estimated at \$445,547, with the club identifying \$140,000 available as a club contribution. The club has requested that the City manage the project and fund the deficit of \$305,547.

Should the project be approved, the City would manage the project (including detailed design, approvals and construction) and would therefore be required to list the works (including the income from the club) within the Capital Works Program.

Alternatively, the City may choose to contribute to the project but not manage it. This would result in the club managing the project with the City providing oversight. There would be cost savings involved in this model due to a decrease in the contingency amount, with the total project cost decreasing to \$381,898 and the City's contribution being \$241,898. This model would require the City listing only its contribution in the capital works budget and providing this to the club.

*It is therefore recommended that Council:*

- 1 *NOTES and ACKNOWLEDGES the level of documentation undertaken by the Undercroft Bridge Club towards the planning and costing for the proposed extension to the Undercroft Bridge Club building located at Percy Doyle Reserve, Duncraig;*
- 2 *NOTES that there are no funds allocated within the current Five Year Capital Works Program, and the City's 20 Year Strategic Financial Management Plan to undertake an extension to the existing facility;*
- 3 *As a result of part 2 above, DOES NOT AGREE to fund the proposed extension to the Undercroft Bridge Club building located at Percy Doyle Reserve, Duncraig in 2015-16;*
- 4 *AGREES to include a possible extension to the Undercroft Bridge Club building located at Percy Doyle Reserve, Duncraig as part of a scope of works for a future refurbishment of that building.*

## **BACKGROUND**

The UBC building is located at Percy Doyle Reserve, Duncraig. The building was completed in 1993 and is currently leased to the UBC. The lease was renewed in January 2014 and has a ten year term with two options for an additional five years each.

The club has been in existence since 1972 and was heavily involved in fundraising and lobbying for the construction of its current clubrooms.

In July 2014, the City received a Club Funded Facility Upgrade (CFFU) application from the club for approval to extend its clubrooms at Percy Doyle Reserve, Duncraig.

The project includes extending the clubrooms approximately 11 metres to the west over an area currently covered in grass (passive space). The extension would include some internal works including refurbishment of the male, female, ambulant and disabled toilets, construction of a new store room and relocation of the office space. The land the extension is proposed to be built on is Crown Land under a City of Joondalup management order and is zoned "Parks and Recreation".

The project is identified by the club as necessary to meet the increase in membership that it has experienced over the past decade. The club currently has a membership of 420 (425 in 2013 and 405 in 2012) and utilise its clubrooms six afternoons, four nights and three mornings a week as well as three or four Sundays a year. It also currently hire the nearby Mildenhall facility for three and a half hours each Saturday due to a lack of space within the clubrooms.

After consideration of the first application by the club in July 2014, the City provided a letter of in-principle support for the CFFU application allowing the UBC to develop a concept design and cost estimate.

In September 2014, the club submitted a new CFFU for formal consideration of the extension project as well as consideration of a request for financial assistance.

## DETAILS

Various business units provided feedback on the CFFU application with no concerns being raised with the construction of the facility. It has been noted that the extension would require both a development application and a building approval to be completed before any works commenced and significant site works would be required including re-aligning an existing drainage line that runs beneath the proposed expansion area.

Within the September CFFU application, the UBC provided detailed designs for the extension which have been approved by a structural engineer as well as a cost estimate prepared by a quantity surveyor. Both of these have been assessed by the City. It is believed that the cost estimate is acceptable, however, historically it has been difficult to assess the accuracy of cost estimates for extensions to buildings.

The UBC has submitted within its application a desire for the City to manage the works. This would allow the City to ensure all works meet the required standard and specifications of a City asset, however, managing the project would require additional resources from the City in appointing a Project Manager to manage any further designs as well as the tender and construction.

The UBC could also be charged with managing the project with the City providing oversight and the financial contribution. This would provide a significant cost saving to the project as a result of lower overheads and contingencies. This option would require the club to engage and appoint a builder to undertake the works. The City would wish to approve the builder and have oversight over the project to ensure the building meets the City's expected level of finish.

Two cost estimates have been prepared. The City managed price includes contingencies of 42.9% (includes the City's standard cost escalation for small works and escalation to June 2015). The club managed price includes contingencies of 22.9% (as identified in Club prepared cost estimate) and reflects the cost savings created should the club manage the project.

The club has provided comment that they would be able to contribute \$140,000 to the project.

	City Managed	Club Managed
Budget (Est \$330,279 - Furniture & Fit out \$21,000)	\$309,279	\$309,279
Contingencies (City 40%, Club 20%)	\$123,712	\$61,856
Cost Escalation (2.9% to June 2015)	\$12,557	\$10,763
<b>Total</b>	<b>\$445,547</b>	<b>\$381,898</b>
Club Contribution	\$140,000	\$140,000
<b>City Contribution</b>	<b>\$305,547</b>	<b>\$241,898</b>

The cost estimate also allocates a cost of \$21,000 which was included for furniture and fit out. The club has indicated that they will provide this equipment at their cost and that this figure is not included within the clubs contribution, so this figure has been removed from consideration.

Should the project be approved, the City would require approval from the Minister of Lands to extend the current leased area of the UBC to include the addition.

The project would not be eligible for Community Sport and Recreation Facility Funding (CSRFF) as bridge is not a recognised sport or recreation activity by the Department of Sport and Recreation.

### **Issues and options considered**

The City has identified that the existing kitchen at the facility would require refurbishment in the future. This project was identified in a list of projects proposed to be included within the City's Capital Works Program as a result of the delay of the Percy Doyle Master Plan. Any amount listed for the kitchen refurbishment could be included as a contribution to the extension project.

The City could alternatively provide comment to the club that the City is in support of the project, however, a financial contribution is not available. This would allow the club to either re-evaluate the priority items, possibly reducing the project cost or to seek additional external funding to cover the deficit. Should the City endorse this option, the project would be managed by the club with the City viewing it as a CFFU project.

### **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 planning approach to significant facility upgrades and improvements.

**Policy** Not applicable.

### **Risk management considerations**

All capital projects bring risks in relation to contingencies and over runs against original budgets. The cost estimate was undertaken by a registered quantity surveyor, however, was not commissioned by the City.

As part of the City's standard process for a club to make a financial contribution to a project, financial capacity needs to be demonstrated. Until this is undertaken there is a risk that a contribution from a club/group may not occur.

A "Club managed" model would create risks in the works not being completed to the City's standard level of finish and would require considerable oversight by the City. This model would also bring additional risk to the City should the club not be able to afford any cost overruns. Any requests for additional funding from the club as a result of budget increases during construction could be lengthy and require significant delays to the project.

## Financial / budget implications

There are no funds currently listed as part of the *Five Year Capital Works Program* and the *20 Year Strategic Financial Plan*.

If the decision is to proceed with the project as part of a future financial year, then with the current level of financial commitment across all capital works projects, a decision will need to be made on which current project is to be deferred or delayed.

There are approximate amounts of \$1.6 million in 2016-17, \$3.4 million in 2020-22 and \$500,000 listed within the City's *20 Year Strategic Financial Plan* for works to be undertaken at the various facilities within the Percy Doyle site. The City is about to commence the process to determine which facilities require what level of refurbishment works. It may be possible to include the requested extension to UBC as part of the scope of works in 2016-17 and determine if budget funds are available at that time.

### Current financial year impact

**Annual operating cost** The UBC building is a leased facility, therefore, any increase in utility charges would be absorbed by the club under its lease agreement.

The City would see minimal increases within the costs for insurance and building management (that is building maintenance not covered by the lease).

**Estimated annual income** The UBC currently pay \$995 (ex GST) annually as per its lease agreement. This amount may be reassessed in line with the City's *Property Management Framework* should the project be completed.

**Capital replacement** An increase in the size of the floor plan to the UBC may impact on the future Percy Doyle Masterplan designs as the City has indicated that an attempt would be made to provide "like for like" replacements for all existing assets on the site. An increase in size to the UBC building may then require an increase in size of any proposed new spaces allocated to the club within the Master Plan.

All amounts quoted in this report are exclusive of GST.

### **Regional significance**

The UBC is the largest bridge club that operates within the northern suburbs of metropolitan Perth. Other clubs within the northern suburbs are based within multi-purpose community facilities.

The UBC attracts people from outside of the City of Joondalup who travel to play at the club as both members and visitors.

### **Sustainability implications**

Not applicable.

**Consultation**

Not applicable.

**COMMENT**

The club, at its own cost, has undertaken the planning process to date, preparing concept designs as well as the cost estimate for consideration within this application.

Given the history of the Percy Doyle site and the recent agreement to delay the Master Plan a further 10 years the UBC clubrooms are due for some minor refurbishment works. The Master Plan is expected to take place within the next 20 years (which is likely to result in the demolition of the existing UBC clubrooms), therefore any financial contribution to a capital works project within the site may not provide good financial value given the limited expected life of the asset. There is also concern that should the City support this application, other clubs within the Percy Doyle site may make similar requests.

The club is experiencing similar challenges to a majority of sport and recreation clubs within the City of an expanding membership and limited facility availability. The City has strongly recommended that these clubs need to better consider their usage of the assets available to them and consider alternate methods of program delivery that better suit the assets available and their members.

**VOTING REQUIREMENTS**

Simple Majority.

**OFFICER'S RECOMMENDATION**

That Council:

- 1 NOTES and ACKNOWLEDGES the level of documentation undertaken by the Undercroft Bridge Club towards the planning and costing for the proposed extension to the Undercroft Bridge Club building located at Percy Doyle Reserve, Duncraig;
- 2 NOTES that there are no funds allocated within the current Five Year Capital Works Program, and the City's 20 Year Strategic Financial Management Plan to undertake an extension to the existing facility;
- 3 As a result of part 2 above, DOES NOT AGREE to fund the proposed extension to the Undercroft Bridge Club building located at Percy Doyle Reserve, Duncraig in 2015-16;
- 4 AGREES to include a possible extension to the Undercroft Bridge Club building located at Percy Doyle Reserve, Duncraig as part of a scope of works for a future refurbishment of that building.

**PROCEDURAL MOTION – THAT THE ITEM BE REFERRED BACK TO THE CEO**

**MOVED** Mayor Pickard, **SECONDED** Cr Ritchie that the matter relating to the proposed refurbishment project of the Undercroft Bridge Club be **REFERRED BACK** to the Chief Executive Officer for further investigation and incorporation into the report on the proposed community facility refurbishment projects within Percy Doyle Reserve, Duncraig.

**The Motion was Put and**

**CARRIED (5/0)**

**In favour of the Motion:** Cr Hollywood, Mayor Pickard, Crs Corr, Ritchie and Taylor.

*Appendix 4 refers*

*To access this attachment on electronic document, click here: [Attach4agnCWC241114.pdf](#)*

**URGENT BUSINESS**

Nil.

**MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**

Nil.

*Cr Fishwick left the meeting at 6.57pm.*

**REQUESTS FOR REPORTS FOR FUTURE CONSIDERATION**

**Lighting in Joondalup City Centre.**

Mayor Pickard requested a report on the proposed upgrade to Joondalup City Centre lighting.

**Community Facility Projects, Kingsley Football Club.**

Mayor Pickard requested a report on the possible reconfiguration of the changerooms from east-west to north-south of the proposed refurbishment of the Kingsley Football Club Memorial Changerooms.

**CLOSURE**

There being no further business, the Presiding Member declared the meeting closed at 7.00pm; the following Committee Members being present at that time:

Cr Kerry Hollywood  
Mayor Troy Pickard  
Cr Brian Corr  
Cr Teresa Ritchie, JP  
Cr Philippa Taylor