



## **MINUTES**

# **MOUNT HELENA RECREATION CENTRE AND AQUATIC CENTRE ADVISORY COMMITTEE MEETING**

**27 OCTOBER 2009**



## MOUNT HELENA RECREATION CENTRE AND AQUATIC CENTRE ADVISORY COMMITTEE MEETING

27 OCTOBER 2009

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These minutes are subject to confirmation.

Before acting on any recommendation of the Committee a check must also be made in the Council minutes following the Committee meeting to ensure that Council did not make a decision at variance to the Committee Recommendation.

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## LEGEND

To assist the reader, the following explains the method of referencing used in this document:

| Item                                     | Example   | Description   |
|--|---|---|
| Page Numbers                             | MHRCACAC1 SEPTEMBER 2009<br>(MHRCACAC2, MHRCACAC3<br>etc) | Sequential page numbering of<br>MHRCACAC Agenda or Minutes<br>for September 2009  |
| Item Numbers                             | 8.1 (8.2, 8.3 etc)  | Sequential numbering of<br>reports under the heading "8.0<br>Reports of Officers" |
| Committee<br>Recommendation<br>Reference | MHRCACAC11.9.09   | Committee Recommendation<br>number 11 from MHRCACAC<br>meeting September 2009     |
| Committee Decision<br>Reference          | DMHRCACAC7.9.09   | Committee Decision number 7<br>from MHRCACAC meeting<br>September 2009            |

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**MT HELENA RECREATION & AQUATIC CENTRE ADVISORY COMMITTEE MEETING  
EASTERN HILLS SENIOR HIGH SCHOOL - 3.30 PM**

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**1.0 OPENING PROCEDURES**

*Mr T Smith opened the meeting at 3.32pm and welcomed Cr John Daw to the committee.*

**1.1 Announcement of Visitors**

*Nil.*

**1.2 Record of Attendance/Apologies/Approved Leave of Absence**

|                              |  |   |
|------------------------------|--|---|
| <b>Members</b>               | <i>Mr T Smith<br/>Mr J Dunning<br/>Ms L Bretton<br/>Cr J Daw</i> | <i>Eastern Hills Senior High School<br/>Eastern Hills Senior High School<br/>Community Representative<br/>East Ward</i> |
| <b>Staff</b>                 | <i>Mr K Kitchin<br/>Mr P Duff<br/>Ms P Heath</i>                 | <i>Manager Recreation &amp; Leisure Services<br/>Manager Mt Helena Aquatic Centre<br/>Minute Secretary</i>              |
| <b>Leave of Absence</b>      | <i>Nil</i>   |   |
| <b>Apologies</b>             | <i>Ms S Rimmer</i>   | <i>Eastern Hills Senior High School</i>   |
| <b>Absent</b>                | <i>Nil</i>   |   |
| <b>Guests</b>                | <i>Nil</i>   |   |
| <b>Members of the Public</b> | <i>Nil</i>   |   |
| <b>Members of the Press</b>  | <i>Nil</i>   |   |

### **1.2.1 Election of Presiding Person**

*The Manager Recreation & Leisure Services called for nominations for the position of Presiding Person of the Mount Helena Recreation & Aquatic Centre Advisory Committee.*

*Mr T Smith was nominated by Cr J Daw. Mr T Smith accepted the nomination of Presiding Person of the Mount Helena Recreation & Aquatic Centre Advisory Committee. There being no further nominations, the Manager Recreation and Leisure Services declared Mr T Smith elected as Presiding Person of the Mt Helena Recreation & Aquatic Centre Advisory Committee.*

*The Manager Recreation & Leisure Services then invited Mr T Smith to take the chair.*

### **1.2.2 Election of Deputy Presiding Person**

*The Presiding Person called for nominations for the position of Deputy Presiding Person of the Mt Helena Recreation & Aquatic Centre Advisory Committee.*

*Cr J Daw was nominated by Mr J Dunning. Cr J Daw accepted the nomination of Deputy Presiding Person of the Mt Helena Recreation & Aquatic Centre Advisory Committee. There being no further nominations, the Presiding Person declared Cr J Daw elected as Deputy Presiding Person of the Mt Helena Recreation & Aquatic Centre Advisory Committee.*

## **2.0 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

*Nil.*

## **3.0 PUBLIC QUESTION TIME (LIMIT OF 15 MINUTES)**

Procedures for asking and responding to questions are determined by the Person Presiding. Questions must relate to a function of the Committee.

Note: This is not a verbatim record of questions asked and answers given. It is a summary only.

*Nil.*

#### 4.0 CONFIRMATION OF MINUTES

That the Minutes of the Mt Helena Recreation & Aquatic Centre Advisory Committee meeting held 17 February 2009 be confirmed.

|                               |                                |
|-------------------------------|--------------------------------|
| <b>COMMITTEE DECISION</b>     | <b>DMHRCACAC1.10.09</b>        |
| <i>Moved by: Mr J Dunning</i> | <i>Seconded by: Mr T Smith</i> |

*That the minutes of the meeting of the Mt Helena Recreation Centre and Aquatic Centre Advisory Committee held Tuesday 17 February 2009 be confirmed.*

**CARRIED 4/0**

#### 5.0 ANNOUNCEMENTS BY THE PRESIDING PERSON WITHOUT DISCUSSION

(Includes the granting of permission to speak for members of the public present).

*Nil.*

#### 6.0 PRESENTATIONS

Nil

#### 7.0 DISCLOSURE OF INTERESTS

##### 7.1 Disclosure of Financial Interest and Proximity Interests

Members must disclose the nature of their interest in matters to be discussed at the meeting. (Sections 5.60B and 5.65 of the Local Government Act 1995).

Employees must disclose the nature of their interest in reports or advice when giving the report or advice to the meeting. (Sections 5.70 and 5.71 of the Local Government Act 1995).

*Nil.*

##### 7.2 Disclosure of Interest Affecting Impartiality

Members and staff must disclose their interest in matters to be discussed at the meeting in respect of which the member or employee has given or will give advice. (Shire of Mundaring Code of Conduct, Local Government (Admin) Reg. 34C).

*Nil.*

## 8.0 REPORTS OF OFFICERS

Nil

## 9.0 NEW BUSINESS OF AN URGENT NATURE APPROVED BY PRESIDING PERSON OR BY DECISION OF MEETING

*Nil.*

## 10.0 CORPORATE DISCUSSION

### 10.1 Ablution Block Update/Funding Update

*The Manager Recreation & Leisure Services advised that the Shire are once again applying for funding to CSRFF for one third of the ablution block project, being \$168,000. Applications close on 30 October 2009 and applicants will be advised of the outcome in February/March 2010.*

*Concept plans for the project have been received from the architect, and the total project cost is currently \$483,000. Council have listed for consideration \$342,000 in 2010/2011 the long term financial budget.*

*An item will go to Council before 20 November 2009 requesting \$170,000 from the federal funding stimulus package be allocated to this project also. However, if successful, the project must begin within three months.*

*The Manager Recreation & Leisure Services advised that the anticipated funding options are:-*

- 1. one third from Federal Funding (Stimulus Funding)  
one third from State Funding (CSRFF)  
one third from Council (Long term financial budget)*
- 2. one third from Federal Funding (Stimulus Funding)  
two thirds from Council (Long term financial budget)*
- 3. If the Federal Funding (Stimulus Funding) is not approved for this project and the CSRFF application is not successful then the Shire may not proceed with the project in 2010/2011 unless it is prepared to fund the full amount of the project.*

## 10.2 Security Update

*The Manager Mt Helena Aquatic Centre advised that vandalism at the pool during the Christmas break last year was quite high, therefore this year security may be upgraded for the 6 weeks over Christmas. The Manager Mt Helena Aquatic Centre advised he would be seeking a quotation for increased security services and if it could be accommodated within the budget it would be undertaken.*

*Mr J Dunning advised that the school will not be upgrading security.*

*It was agreed that bar fencing is more secure than wire fencing as it cannot be easily cut. The Manager Mt Helena Aquatic Centre will work with Eastern Hills Senior High School to replace current wire fencing with bar fencing on completion of the ablution block construction.*

## 10.3 Plant Maintenance

*The Manager Mt Helena Aquatic Centre advised the following general information:-*

- *The pool will open on Monday 2 November 2009.*
- *Entry price for high school students is now \$2.80 and in term entry price is now \$2.00.*
- *The new Health Aquatic Facilities Regulations are now in place and can be read in full at the website [www.slp.wa.gov.au](http://www.slp.wa.gov.au).*
- *It is advisable that the school pool water tester attend the Safe Pool Operators course run by Royal Life. The contact for this is Heather on 9383 8200.*
- *The Shire now has a full time Booking Officer, therefore all bookings for the Mt Helena Recreation Centre outside of school hours are now handled by Lisa Johnston at the Shire on 9290 6731.*
- *The pool water was re-tested on Monday 26 October 2009 at the back wash point, and water samples have been sent to a laboratory approved by the Executive Director of Public Health.*

*The Manager Mt Helena Aquatic Centre advised the following maintenance has been carried out:-*

- *The solar system has been checked over and joiners in the matting have been replaced. A sheet of roofing was also found to have a rusted section and will be replaced this week.*
- *Filter sand has been replaced and a new section of internal piping has been installed.*
- *A new gland seal has been fitted to the pump.*
- *New grilles have been purchased to replace the concrete scum gutters.*
- *Picnic sets will be anchored to the ground.*
- *Water cooler is being replaced and will be transportable so it can be locked away in the off season.*

## **10.4 Advisory Committee Model**

A discussion will be opened on the format of the Mt Helena Recreation & Aquatic Centre Advisory Committee. Members will be asked to comment on adopting a less formal meeting format with the possibility of becoming a Volunteer Committee of Council, rather than an Advisory Committee. This would mean:-

- Members do not need to be formally appointed by Council. An item would still need to go to Council, however this would state the number of members on the committee rather than members' names. This means that if one person is unable to attend a meeting, then another person can attend in their place. New members can join the committee within the set numbers without council appointment.
- There is no requirement for Disclosure of Interests.
- If desired, meetings can have a rotating chair person and/or rotating venue (rotating venue can happen with Advisory Group Committee structure).
- People may be co-opted as required while a particular project relevant to that person or group is being discussed.
- Meetings would have a Record of Proceedings rather than Minutes.
- All recommendations from the meetings would still be reported to Council.
- Less paperwork involved for staff.
- Meetings would be less formal and a quorum is not necessary.

*All members agreed to keep the meeting format the same as present format and review again in two years.*

## **10.5 Mt Helena Aquatic Centre Brochures**

*Ms L Bretton asked whether information about the Swim Club could be included in future Mt Helena Aquatic Centre brochures. The Manager Mt Helena Aquatic Centre confirmed this is possible, although this won't be until next year as a large quantity have just been printed.*

*The Manager Recreation and Leisure Services advised that the club's details and forms had been updated on the Shire's website.*

## **10.6 Pool Signs**

*Ms L Bretton suggested erecting a directional/information sign at the roundabout on Sawyers Road and Keane Street East, with information on the pool and activities that are held there.*

## **10.7 Pool Blanket**

*Ms L Bretton asked about the possibility of getting a pool blanket for Mt Helena pool and advised that the Swim Club are willing to do fundraising to assist with the cost.*

*The Manager Recreation & Leisure Services advised that this has been looked into previously and raised various issues, such as:-*

- *More than one staff member is required to get the blanket off and reinstall on the pool, and Mt Helena can be staffed by a single person at opening and closing times.*
- *The blanket could blow off in high winds.*
- *It would be an easy target for vandals.*
- *Storage issues when the blanket is off the pool.*

*The Manager Mt Helena Aquatic Centre to investigate further and advise the Swim Club before the next meeting. The Manager Recreation & Leisure Services advised that the benefits of having a pool blanket will need to be compared to the benefits it provides and its operating costs in relation to staffing.*

## **11.0 CLOSING PROCEDURES**

### **11.1 Date, Time and Place of the Next Meeting**

The next meeting of the Mt Helena Recreation & Aquatic Centre Advisory Committee will be held on Tuesday 23 February 2010 at Eastern Hills Senior High School.

### **11.2 Closure of the Meeting**

*The Presiding Person declared the meeting closed at 4.10pm.*

## **12.0 ATTACHMENTS**

Nil