



MUCHEA RECREATION CENTRE REFERENCE GROUP

THURSDAY, 22 JULY 2021

Held at

**MUCHEA HALL CLUBROOMS
32 ARCHIBALD STREET, MUCHEA WA 6501**

1. DECLARATION OF OPENING OF MEETING

The Chairperson declared the meeting open at 5:40pm

Welcome to everyone. We wish to acknowledge the traditional custodians of the land we are meeting on, the Yued people. We would like to pay respect to the Elders of the Nyoongar nation, past and present, who have walked and cared for the land, we acknowledge and respect their continuing culture, and the contributions made to this region.

Cr Ross expressed that all reference group members will need to be able to speak openly as part of our meetings and, at times we may disagree, but with this must be handled with respect and we must maintain confidentiality of meetings.

Nathan acknowledged the work that the existing MHUG members, particularly Cricket, Football and Netball have put into this project.

1.1 ANNOUNCEMENTS OF VISITORS

Kylie Hughes attended meeting along with the President of the Muchea Netball Club as they were unsure who would be the most valuable representative for the Netball Club. A decision over Kylies continued attendance will be made following this meeting.

Post note: At the MHUG meeting held on 27 April 2021 appointment of club representatives was determined. The MHUG members in attendance at this meeting determined that due to a conflict of interest as Shire President, it was deemed that Kylie should not sit on the reference group as the Netball Representative as she has a vested interest in the facility.

2. RECORD OF ATTENDANCE / APOLOGIES

2.1 MEMBERSHIP

Membership of the Reference Group shall consist of:

- The elected representative appointed to the Muchea Hall User Group (MHUG)
- Project Manager;
- 4 representatives of the existing Muchea Hall User Group – 1 (Cricket) 1 (Football) 1 (Netball) 1 (Judo);
- 3 independent Community representatives and;
- Other intermittent stakeholders as determined and invited by the Project Manager.

2.2 Attendance

The following members were present:

Members:	Cr Carmel Ross	Council Delegate (Chairperson)
	Nathan Gough	Project Manager
	Lachlan Chilman	Cricket representative
	Brian Chipchase	Community representative
	Will Grimshaw	Football representative
	Liz Puglsey	Netball representative
	Kylie Hughes	visitor
	Simon Cox	Community representative

	Stephen Hart	Architect
	Naomi McCabe	Architect
Minute taker:	Lisa Kay	Community Development Coordinator
Invited guests:	Matthew Gilfellow	Chief Executive Officer

2.3 Apologies

Nil

3. DISCLOSURE OF INTEREST

It is noted that the club representatives of Chittering Junior Football, Chittering Junior Cricket, Muchea Senior Cricket, Muchea Netball Club, and Muchea Judo Club have an inherent interest in this project as existing users of this facility.

4. ANNOUNCEMENTS WITHOUT DISCUSSION

Nil

5. TERMS OF REFERENCE

All members revisited the terms of reference. No questions arising.

6. INTRODUCTIONS

All representatives introduced themselves to the group.

Site Architecture provide an overview of their organisation and experience across other projects both regionally and metropolitan based. Site have a focus building relationships with their clients based on collaboration and a design journey. All projects are different with their own design briefs. It is important to them that they understand how you want to use your facility and our needs for years to come. Attachment 1 & 2.

Question from Brian – Who are the owners of the company.

Site response – 2 Directors of which Stephen is one.

Question from Brian - Flashiness, does this increase cost.

Site response – **We** will work to the budget and prioritise functional build, aiming to provide an attractive architectural building. Work to the design brief provided by the client refining the design to create economic solutions to meet higher priorities for the client. With this in mind is the reference group open to exploring design changes to the presented concept plans?

All in agreement: open to look at suggestion and design concepts presented by Site Architecture. Site will consider the current position and look to options across the whole site, considering the relationships to the building between all elements of the entire facility. They will develop a Masterplan for the facility that will be based on design principles that will provide us with the best outcome.

7. CHANNELS OF COMMUNICATION

All channels of communication between the Architect and Reference Group members is to be directed through Nathan Gough as the Project Manager. All correspondence to also be cc'd to Lisa Kay as the administrative officer for the group.

8. TIMELINES FOR EXPECTED MILESTONES

Site Architecture are currently amending expected timelines and will forward to Nathan once finalised

9. ARCHITECT REQUIREMENTS OF REFERENCE GROUP

Existing hall user groups members were asked to provide responses to briefing questions from Site Architecture. Details contained in attachment 3. Further clarification was provided to Site on the responses to these questions.

Umpire rooms: Site outlined that there may be an opportunity to combine the umpire space.

Canteen / kitchen facilities: Shire to provide detailed needs of casual users of the facility including Kitchen / function space. This is of particular importance if there is casual use of these facilities during club season activities.

Food sold through the canteen is a source of income for the club so need point of sale options.

Query over the inclusion of such a large dry store – MHUG included this as this has been lacking in the existing hall. Footy club as the need for a large cold storage area.

There is a need to accommodate the use of the kitchen for casual functions separate to the canteen functions of the clubs.

Bar area: a key driver for this area will be whether we plan to sell keg/tap beer and enabling a liquor licence within a facility that has a large youth and child membership base to enable the kids to interact with other club members.

Main room: concept of 2 spaces enables the facility to be hired out for 2 separate activities similar to what is currently possible within the existing hall. The existing hall and clubroom area is not big enough.

Fire regulations (500sqm): mechanisms can be included in the design to meet mandatory requirements on the building.

Change rooms: Site will aim to optimise the space in the change rooms and suggest that it is more cost effective to have the change rooms adjacent to each other (combining plumbing and service ducts). Toilets will be worked out on a ratio basis to the maximum number of users.

At present there is a lot of underutilised space that could be utilise a bit more efficiently and not so extravagantly. Discussion and feedback from Clubs highlights the need for 4 change rooms. The capacity to divide the 4 rooms into 2 larger ones does not provide any advantage to the clubs.

Connectivity to all playing area: Cricket practice nets and Netball courts currently positioned at back of proposed building with no connectivity for all playing areas.

Retaining parts of existing facility: If Site can provide a compelling argument to Council for retaining some aspects of the original building, this could be considered.

Civic works: the Shire is managing all aspects of the civic works. A Geotech report will be required before structural engineers are engaged.

10. SCHEDULE FOR FUTURE REFERENCE GROUP MEETINGS

Mondays are the preferred day for future meetings. Site Architecture are update their timeframes for project milestones which will inform future meeting dates. Reference group to be advised shortly.

11. NEXT MEETING

The next meeting of the Muchea Recreation Centre Reference Group is to be advised. At this stage it will be approximately 3 weeks' time.

12. CLOSURE

The Chairperson declared the meeting closed at 8pm.