

## 12.3 Mudgee Sports Council Meetings 26 November 2018 and 29 January 2019

REPORT BY THE MANAGER RECREATION SERVICES  
TO 20 FEBRUARY 2019 ORDINARY MEETING  
GOV400066, A0360013

### RECOMMENDATION

#### That Council:

1. **receive the report by the Manager Recreation Services on the Mudgee Sports Council Meetings 26 November 2018 and 29 January 2019;**
2. **note the minutes for the Mudgee Sports Council meeting held 26 November 2018; and**
3. **endorse the increase of sports grants for athlete assistance from \$450 to \$500 and amend the Mudgee Sports Council Terms of Reference to reflect this change.**

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### Executive summary

The purpose of this report is to advise Council of the considerations and recommendations of the Mudgee Sports Council meeting held on 26 November 2018 and 29 January 2019.

### Disclosure of Interest

Nil.

### Detailed report

The Mudgee Sports Council receives an updated Works Request and Matters in Progress report together with updated financial details each month prior to their meetings.

At the Mudgee Sports Council meeting held 29 January 2019 a motion was put forward to increase the sports grants for affiliated Sports Council members for athlete assistance from a maximum of \$450 to \$500 per individual.

### Community Plan implications

Theme	Looking After Our Community
Goal	Effective and efficient delivery of infrastructure
Strategy	Provide infrastructure and services to cater for the current and future needs of our community

## Strategic implications

### **Council Strategies**

Not Applicable.

### **Council Policies**

Not Applicable.

### **Legislation**

The Mudgee Sports Council is operating under Section 355 of the Local Government Act (1993), which allows it to exercise a function of Council.

## Financial implications

Not Applicable.

## Associated Risks

Nil.

TRACEY KANE  
MANAGER RECREATION SERVICES

SIMON JONES  
DIRECTOR COMMUNITY

24 January 2019

*Attachments:* 1. Mudgee Sports Council Meeting Minutes 26 November 2018.  
2. Mudgee Sports Council Meeting minutes 29th January 2019.  
3. Terms of reference.

### APPROVED FOR SUBMISSION:

BRAD CAM  
GENERAL MANAGER

**Mudgee Sports Council meeting****26-11-2018 1810.**

**Present:** P. Mitchell, R. Smith ( Rugby), K. Marshall(Netball), N. Richards(Hockey), G. Robinson, K. Bennetts(Little Athletics), T. Kane (MWRC Staff), R. Lang(touch), J. Johnson.

**Apologies:** L. Humphries (Rugby), P. Blackwell (MWRC), S. Jones (MWRC), Councillor J. O'Neill (MWRC). Moved apologies be accepted K. Bennetts, seconded R. Lang.

Minutes read as true and correct, with amendment to commencement time to 1830. Moved R. Smith seconded K. Bennetts.

**Business arising from previous meeting:**

1. Nil.

**Treasurers Report:**

1. as per council report \$85,620.30
2. ? As to if Hockey has now paid fees Hockey rep to check.

Treasurers report moved G. Robinson, seconded R. Smith.

**Secretary Report:**

1. Softball fees of \$163 waived by council, this is the same as the PSSA knockout, clarified for local schools are free not out of towners.
2. Letter from Tracey re ground closures'- ground closures' for 2019 Glen Willow Fields 1 & 2, Jubilee, Cahill Park 4<sup>th</sup> March reopen 5<sup>th</sup> April for Rye grass reseeding, Victoria Park 4<sup>th</sup> April reopen 4<sup>th</sup> may, prior to closure of Victoria Park Hockey clinic 03/04/19.
3. **Council requesting AFL and Cricket remove gear from canteen and storage area at Victoria Park prior to 4<sup>th</sup> April so Hockey can move from west End to Victoria Park, Cricket need to do major clean up prior 4<sup>th</sup> April, Tracey will be contacting both groups.**
4. Tracey will do template for ground usage whilst fields are closed to allow training, she will also factor in Hockey for training in the upcoming season, whilst Victoria Park closed.

**Works Request Updates:**

1. Bollards should be installed.
2. Roll tops for Cahill and fencing Jubilee to be inspected.
3. Lights still waiting for cherry picker.
4. Weeds sprayed walkers Oval.
5. Broken window ongoing.
6. Concrete at Netball awaiting new budget.
7. Painting Netball carpark on going.

**Works Requests:**

1. Lock broken on Hockey storeroom door.
2. Request for seating to run along Netball courts may be 4 seats 2 on each court, Tracey will get quote.

3. Glen Willow- Lock broke apart to main gates to touch/soccer fields.

**General Business:**

1. **Reminder to all sports that sports award nominations are now due .**
2. How do we encourage sporting bodies to get grants, is there for all affiliated clubs?
3. Could council modify their application for assistance policy for yearly events like the Rugby 7's, to just a letter for long term events that occur yearly. Should be included with season booking form as an addition, also ground waiving fees for annual events like Rugby 7's.
4. **Please be aware of the Park usage policy Sports groups driving on fields. cars seen on Glen Willow fields whilst Cricket being played, vehicles on fields compact the surface as well as damage irrigation.**
5. Requesting sign in and sign out for events- we don't know who is on the fields when large events taking place, the sign in/out would be for club volunteers and events staff, also need to let on site staff know who is there, council staff will be instructed to be more vigilant and ask. Request all users to be more vigilant with who is around.
6. Main stadium- again the BBQ area left dirty prior to event on 10<sup>th</sup> November usage, where are we up to with the cleaning program, problem with who is responsible for cleaning when event held in conjunction with council, problem with who is responsible for cleaning BBQ area which continues to be left out, resulting in next user spending unnecessary time cleaning before using.
7. Audit done for Glen willow as requested by NSW Soccer.
8. Parking around Glen Willow- need to remind user groups to encourage safe parking in car parks around Glen Willow.

Meeting closed

18:57

Next Meeting

28<sup>th</sup> January 2019

**Mudgee Sports Council meeting****Mudgee Netball clubhouse****29-01-2019 1802.**

**Present:** P. Mitchell, R. Smith (Rugby), J. Copps (Netball), G. Robinson, K. Bennetts (Little Athletics), L. Humphries (Rugby), M. Brydon (Jnr League), E. Flack (Snr League), A. Whale (Jnr Cricket), & J. Johnson.

**Apologies:** T. Kane (MWRC), P. Blackwell (MWRC), S. Jones (MWRC), Councillor J. O'Neill (MWRC), N. Cavangah (Jnr Cricket) & K. Marshall (Netball) Moved apologies be accepted L. Humphries, seconded E. Flack .

Minutes read as true and correct, with amendment to commencement time to 1830. Moved R. Smith seconded I. Humphries.

**Business arising from previous meeting:**

AFL and cricket will need to remove equipment by end of cricket season to accommodate the move of Hockey to Victoria Park from West End, Cricket is aware and will do so at end of season, unsure at this stage if anything has been organised by AFL, council may need to organise cleaning services to bring canteen area up to standard.

Treasurers Report:

As per council report \$89,346.39, only out going sports grant to assist athlete.

All winter sports paid for 2018 season, All Summer sports are reminded that 18/19 season fees are due.

Treasurers report moved G. Robinson, seconded M. Brydon..

**Secretary Report:**

Nil.

Works Request Updates:

Bollards have been installed.

Roll tops for Cahill and fencing Jubilee to be inspected.

Lights to be repaired the 19/02/19.

Broken window ongoing.

Lights fields 3 & \$ Glen Willow out.

Painting Netball carpark on going.

Lock fixed on Hockey storeroom door.

Works Requests:

Victoria Park- 5 lights out on light tower request they be added to list.

Request for sensor lighting at Netball clubhouse, for added security.

No water at Netball clubhouse.

General Business:

**Training timetable-** sent to all user groups for March/April whilst grounds are closed for reseeding by Tracey, the combination posts don't have tracks for soccer nets to be installed, there may be an issue with league who are now training Wednesday and Friday nights to accommodate shift workers, clubs need to discuss any issues with Tracey.

**SPORTS AWARDS –** Nominations will now close the 8<sup>th</sup> February, selections will take place the 16<sup>th</sup> February at MacDonald Lawson at 9am, emails have been sent to swimming, Tennis, Marshall Arts, Mudgee Golf club, Cudgie Jumping Club, Mudgee Softball, Mudgee gymnastics, Mudgee Dirt bikes, Mudgee Bowling club, Mudgee show jumping, Mudgee Clays,. We are still looking for a guest speaker, Robbo to chase same. **We are booked into the Mudgee Golf club on 22<sup>nd</sup> February at 6 for 6;30pm. For catering numbers must be in by 17<sup>th</sup> February, clubs will be allocated tickets, children will also require tickets, the policy will be no ticket no entry. MOTION; THAT MUDGEE SPORTS COUNCIL MEET THE COST OF THE SPORTS AWARDS DINNER: Moved L. Humphries seconded K. Bennetts, carried.**

Should we round the sports grants for athlete assistance up to \$500 from \$450, **MOTION: THAT MUDGEE SPORTS COUNCIL INCREASE ATHLETE ASSISTANCE GRANT FROM \$450 TO \$500** Moved G. Robinson seconded R. Smith. Motion carried.

closed

18:40

Next Meeting

25<sup>th</sup> February 2019.

Mudgee Netball clubhouse.



## TERMS OF REFERENCE

### Mudgee Sports Council

*A prosperous  
and progressive  
community*

DATE ADOPTED:	15 FEBRUARY 2017
MINUTE NUMBER:	35/17

REVIEW DATE	FEB 2021
FILE NUMBER	A0360013

## Preamble

Mid-Western Regional Council appreciates the advice, voluntary time, interest and dedication demonstrated by members of its Advisory Committees. Council will give serious consideration to recommendations stated in minutes of Advisory Committees. Such recommendations are considered in the context of Council's Operational and Delivery Plan and strategic planning processes.

## Responsibilities

- a) The Mudgee Sports Council will:
- Provide advice to Council on priorities for capital works on sporting grounds and facilities.
  - Provide advice on recommended fees and charges for the use of sporting grounds and facilities.
  - Promote participation in sport to the widest possible cross section of the community, including through the running of Sports Awards.
  - Assist Council staff in the allocation of sporting grounds to any sporting organisation or person for any organised sporting activity including practice (Affiliated Mudgee Sports Council members – refer section c below). These groups will be accountable to the Council for their appropriate use of the facilities.
  - Submit proposals for minor ground improvements to the Council for its consideration. Urgent ground improvement works (including building issues) shall be submitted via Council's Works Request System.
  - Set affiliation fee for Sports Council members for confirmation by Council.
  - Facilitate liaison between different sporting groups.
- b) Mid-Western Regional Council will be responsible for:
- Managing the bookings and collecting fees and hire charges from Sports Council members and other users of sporting grounds.
  - Ensuring that the Mudgee Sports Council is informed of all bookings and scheduled maintenance
  - Allocating 50% of fees as well as Sports Council membership fees collected from affiliated Mudgee Sports Council members into the Mudgee Sports Council budget.
  - Regular mowing and watering of the fields.
  - Building maintenance on Council-owned buildings.
  - Any major maintenance or works in respect of the sporting grounds.
  - Maintenance of a key register (for keys supplied by Council).
  - Cleaning and stocking of public amenities.

**POLICY: MUDGEES SPORTS COUNCIL**

- c) Affiliated Mudgee Sports Council members will be responsible for:
- Cleaning and maintaining change rooms and canteens and other Council facilities used.
  - Ensuring the security of keys provided to them.
  - The appropriate use of the grounds and associated facilities, ensuring they are not abused in any way and that grounds are left in a clean and tidy state.
  - Provision of toilet paper and paper towels (hand wash) in change rooms.

## Composition of Committee

The Committee shall comprise one (1) delegate from each affiliated incorporated sporting group association in Mudgee and one (1) Councillor delegate from Mid-Western Regional Council.

## Meeting Frequency and Quorum

The Committee shall be scheduled to meet once per month, except in December, with a minimum of four meetings per year.

The meeting will be held on the last Monday of the month from October to March and the last Tuesday of the month from April to September, subject to change as agreed by the Mudgee Sports Council.

The quorum for an ordinary meeting will be five (5). The quorum for an Annual General Meeting will be half of the number of financial members plus one.

## Financial Contributions to Clubs, Individuals and Teams

The Mudgee Sports Council may recommend for Council's approval, funding to affiliated Sports Council members to a maximum of \$3,000 per group per year for ground improvements. This amount is to be reviewed at each Annual General Meeting.

The Mudgee Sports Council may recommend for Council's approval, funding to individual sporting representatives from affiliated Sports Council members to a maximum of \$450 per individual as per the criteria on, and through the submission of, the completed application form. This amount is to be reviewed at each Annual General Meeting.

Applications for funding from sporting teams will be considered under the special assistance clause and is to be submitted on the designated application form.

## Council Contact and Support

The Director, Community or delegate is the Council contact officer for the Mudgee Sports Council.