

Meeting Agenda No. 9

Wednesday 26 April 2023 at 6.00pm

Tirkanthi Kuu room, Level 1, Payinthe, 128 Prospect Road, Prospect

Attendees invited:

Mayor Larwood (City of Prospect)	Sam Dilena (Chair) (Director City Works and Presentations, City of Prospect)
Cr Lillian Hollitt (City of Prospect)	Josie Meyer (Community Representative)
Cr Mark Standen (City of Prospect)	Rob Clutterham (Prospect Bowling Club)
Shane Hodby (President Broadview Football Club)	Jaime Gardner (Community Representative)
Angela White (Community Representative)	Farlie Taylor (Director City Strategy, Community and Culture)
Dwaine Bickerdike (City of Prospect)	Russell Mountford (Neighbourhood Representative)
Tom Reynolds (City Collective)	Katrina Broad (City of Prospect)
David Callan (Prospect District Cricket Club)	Theo Dalkos (Collingrove Tennis Club)
Klinton Devenish (Broadview Tennis Club)	Varun Agheda (Community Representative)
Apologies	

1	Agenda	Action
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2	Project Overview - Status	
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- Construction Works – Status
 - In ground services installed including sewer, power, grease arrestor, stormwater
 - Concrete ground floor slab poured
 - Lift shaft blockwork constructed to roof level
 - Structural Steel Erection Commenced 24 April 2023
 - External brickwork to Commence – May 2023

3	Design Discussion Items	
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- Kitchen | Kiosk Update
- Bar Services – BFC interface works – Beverage’s servicing bar – beer lines, post mic etc
- Hearing Loop – Under review to determine what would be appropriate and the use it would receive.
- Signage – Statutory signage design complete, Wayfinding to be discussed.

4 Program Update

- January – March 2023 – Completed
Stage 1 | Below ground level/ foundation (substructure) construction begins
- March – July 2023 – In progress
Stage 1 | Above ground level (superstructure) construction begins
- July – September 2023
Stage 1 | Building fit out (eg. finishes, tiling, joinery, toilet + shower partitions)
- October 2023
Stage 2 | Broadview Football Club relocation to new building
- November – January 2024
Stage 2 | Existing building demolition, carpark construction and landscaping
- January 2024
Stage 2 | Construction concludes

Future Events

- Spring Fair – Discussion and status
- Building Opening date TBC – Date and nature of the opening to be discussed - \$10k allowance to Opening Event in 23/24 Draft Budget out for consultation

5 Facilities Management

- Facilities Working Group Updated
 - Benchmarking occurring at other venues
 - Status of Lease
 - Function Room booking approach – to be managed by the BFC through an electronic booking system
- Community Use
 - Function Room A+B – Promotion and community use

6 CRG Raised Items

- CoP to update discussions with Payintha Kumangka [PK]
 - Building Naming – Themes for discussion and consideration with preferred theme(s) to be recommended by CRG from the options presented – PK will then provide a name to be presented to Elected Members.
 - Indigenous Artwork – Options under review

7 Other Business

- Design Updates to be circulated via emails
- Website Community Engagement Hub has been updated and will be progressively updated as the works progress.

8 Next Meeting – July 2023 – Date to Be Confirmed

Agreed that meeting frequency should be each quarter unless an urgent matter arises.

Community Reference Group Design Input Log

Completed Items shaded

Date	Issue	Raised by	Closed Off Y/N	Result
23/2/22	Final sign off on Design	Angela White	Y	Elected members to sign off on final design
23/2/22	Salvage of existing plant and goods in clubrooms	Josie Meyer	Y	Salvage where possible
23/2/22	2 nd stair to level 1 required – general view oval side is best	Paul Caretti	Y	updated
23/2/22	Extent of new parking – general aim to increase parking- Northern entry should be away from building	Josie Meyer	Y	Refer updated planning plans, retain northern car park (funding)
23/2/22	Cricket Nets & Location	Varun Agheda	Y	Consider in design development, no budget for crickets nets in this phase
23/2/22	Retain club pergola	Shane Hodby	Y	retained
23/2/22	Waste Management/Building Plant	Paul Caretti	Y	Design team to review in line with Planning application
23/2/22	Roof Design	Paul Caretti	Y	Part of planning submission/ Refer to architect
23/2/22	Operable Wall to level 1	Shane Hodby	Y	Cost option as part of tender
23/2/22	Portable Stage to level 1/ furniture layouts	Shane Hodby	Y	Design team to review, function space now increased with additional funding support from Council
23/2/22	Kiosk and public toilet locations	All	Y	Relocate to northern side of building
23/2/22	Medical room scope	Shane Hodby	Y	Updated in draft planning set
23/2/22	Extent of level 1 deck and construction type	Paul Caretti	Y	Design team subject to budget
23/2/22	Running track integration/ ball sports interface		Y	Design team to review
23/2/22	Audio visual requirements	Mayor O'Loughlin	N	Design team to review
23/2/22	Reverse kitchen and bar location	Shane Hodby	Y	Refer updated plans
23/2/22	Prefer fridges to kiosk in lieu of cool room	Shane Hodby	Y	Design team to review
23/2/22	Ambulance/ roller access to oval	Russell Mountford	Y	Design team to review
23/2/22	Confirm capacity of function space current is 280 persons	Shane Hodby		Design team to review in line with revised funding
23/2/22	Emergency access from L1	Jamie Gardner	Y	Lift provision
23/2/22	Hoon behaviour on Thursday nights	Russell Mountford	Y	Consider traffic slowing devices – refer concerns direct to Shane Hodby

23/2/22	Verify tree protection zone	Klinton Devenish	Y	Encroachment into TPZ less than 10% as per Aust Standards
23/2/22	Which trees are to be removed/protected	All	Y	Design Team/Council Review
23/2/22	Coaches Boxes – Not in Building scope	Shane Hodby		Relocate to wings and within swales
23/2/22	Consider location of kegs	Shane Hodby	Y	Refer updated planning set
23/2/22	Kitchen equipment log	Mayor O'Loughlin		Design team to detail
4/5/22	Best position for lift	CRG		Refer to design team
4/5/22	Foyer access point	CRG		Refer to design team
4/5/22	Gym required/can this function on level 1?	Architect		Refer to Design team
4/5/22	Best configuration for kitchen/bar	BFC		Refer to Design team
4/5/22	Need 280m2 of function space	BFC		Refer to Design team
4/5/22	Can balcony be built later/potential staging of project	CRG	Y	Possible but unlikely to provide value
4/5/22	Levels of compromise subject to budget? Can the building be designed for future extension?	CRG		
24/5/22	Window sills to first floor to be floor level to improve views to oval	Council	Y	Design cost option
6/6/22	Fit out of kiosk, bar and kitchen	Council/Club	Y	To be detailed through design development and MOU process
19/09/22	Operable Wall Location – Review location for the operable, consider acoustic separation, wet joinery unit	CRG Members	Y	Operable wall in alternative locaion
19/09/22	Hearing Loop – to be reviewed and considered as part of design	CRG Members		CoP Admin to review
19/09/22	Wayfinding – CRG to be advised of final wayfinding for the project	CRG Members		CoP Admin to review