

Minutes of the Lithgow Indoor Aquatic Centre Advisory Committee meeting held on Thursday, 31 May 2012 at Lithgow War Memorial Olympic Swimming Centre

Present: Councillor Ray Thompson (Chairman), Councillor Col Hunter, Mr Darren King, Mr Terry Cambourn, Mrs Jodie Stewart, Mr Roger Bailey (General Manager), Mr Iain Stewart (Group Manager Operations), Miss Maddison Bailey (Trainee Engineer) and Miss Leanne Kearney (Assets and Project Engineer).

Apologies: Mrs Karen Luka.

Opened: 4.10pm

1. Minutes of the Previous Meeting – 3 May 2012

The Committee agreed that the minutes of the previous meeting were a true and correct account of proceedings.

2. Construction Progress Report / Tour of the Site

Mr Iain Stewart provided the following progress report as the Committee toured the site:

- Hidroplay equipment is in the process of being installed
- Tiling in kiosk was being completed
- The water tank had been delivered to site, and will be installed in the next week
- Fit out was continuing in plant / store / amenities / change rooms
- Equipment for the kiosk has been ordered, and should be delivered for installation in approximately 3 weeks
- Works are still on schedule to be completed by the second week in July 2012.

3. Entry / Turnstiles Software

Council has received a quotation for \$9,620.00 (ex GST) for software that will enable bar codes to be printed and scanned through the entry turnstiles allowing more accurate data to be collected regarding visitations. This system will enable easy transactions for casual users and season passes, and establishes a "Member" database which will assist Council in collecting statistical data regarding patronage, and ultimately more accurate information to use when making future management decisions. The system also has the ability for future modules to be added for expansion (for instance with a gym / child care centre / sports hall etc), including kiosk inventory.

This additional expenditure can be covered through the remaining contingency allocation of \$22,510.18, and will leave \$12,890.18 for contingencies.

The Committee resolved to recommend for Council to accept and approve the quotation from Links Management Systems for \$9,620.00 (ex GST) for the entry / turnstile software, to be funded from Council's allocation for contingencies.

Moved: Terry Cambourn

Seconded: Darren King

4. General Business

- The Advisory Committee discussed a confidential offer of sponsorship, with a separate report being prepared for presentation to Council once final negotiations have taken place.

The Committee resolved for Council's General Manager to continue discussions in relation to proposed sponsorship for additional Stages of the Lithgow Aquatic Centre, and for a report to be presented to Council when negotiations have been finalised.

Moved: Terry Cambourn

Seconded: Darren King

- A draft timeline for completion of Stage 1 was presented by Mr Iain Stewart.
- Mr Iain Stewart advised that he has met with a consultant regarding fees to undertake a revision of the financial data in the existing business plan, with the initial quotation of \$23,034.00 (inc GST) being revised to approximately \$16,000 (inc GST). Council is seeking an additional quotation from a second consultant and will advise the Committee of this when received. Councillor Ray Thompson advised that he and Councillor Col Hunter have a meeting scheduled with State Member for Bathurst Mr Paul Toole, and will be discussing opportunities for possible funding assistance for the additional Stages of the Lithgow Aquatic Centre. It would be advantageous to know the exact level of detail required by the State Government for any business plan, to ensure that Council is proceeding in the right direction to achieving financial assistance from State and/or Federal Government agencies. The amount of detail required may affect the price of the consultants fees.

The Committee resolved for Councillor Ray Thompson and Councillor Col Hunter to liaise with State Member for Bathurst Mr Paul Toole to determine the level of detail required to complete the Lithgow Aquatic Centre Business Plan prior to engaging a consultant.

Moved: Terry Cambourn

Seconded: Jodie Stewart

- The Committee discussed the colour scheme for the external colours, being Banner Blue, Swedish Yellow and Boyzone.
- Councillor Hunter advised the Committee that Mrs Meg Blowes had passed away, and suggested that the new facility acknowledge the contribution she has made to swimming lessons over many years at the Lithgow War Memorial Olympic Swimming Pool.

The Committee resolved to recommend for Council to install a commemorative plaque or bench seat at the Lithgow War Memorial Olympic Swimming Pool to acknowledge the contribution to local swimming by Mrs Meg Blowes.

Moved: Terry Cambourn

Seconded: Jodie Stewart

- Leanne Kearney advised that an Expression of Interest had been prepared for the existing buildings, and will shortly be released. Submissions close on 29 June 2012, and a report will be provided to the next Committee meeting for discussion.

The next meeting will be held at the Lithgow War Memorial Olympic Swimming Pool on Thursday, 5 July 2012, commencing at 4.00pm.

Closed: 4.34pm