



NOTICE OF SPECIAL COUNCIL MEETING

To: Mayor Jan-Claire Wisdom

Councillor Kirrilee Boyd
Councillor Adrian Cheater
Councillor Nathan Daniell
Councillor Pauline Gill
Councillor Chris Grant
Councillor Malcolm Herrmann
Councillor Lucy Huxter
Councillor Leith Mudge
Councillor Mark Osterstock
Councillor Kirsty Parkin
Councillor Louise Pascale
Councillor Melanie Selwood

Notice is hereby given pursuant to the provisions under Section 82 of the *Local Government Act 1999* that a Special meeting of the Council will be held on:

Monday 6 November 2023
6.30pm
36 Nairne Road Woodside

Business of the meeting:

1. Houghton Hub Funding Request
2. CEO Performance Review Process

A copy of the Agenda for this meeting is supplied under Section 83 of the Act.

Meetings of the Council are open to the public and members of the community are welcome to attend. Public notice of the Agenda for this meeting is supplied under Section 84 of the Act.

Natalie Armstrong
A/Chief Executive Officer



AGENDA FOR SPECIAL COUNCIL MEETING

**Monday 6 November 2023.
6.30pm
36 Nairne Road Woodside**

ORDER OF BUSINESS

1. COMMENCEMENT

2. OPENING STATEMENT

Council acknowledges that we meet on the traditional lands and waters of the Peramangk and Kurna people. They are Custodians of this ancient and beautiful land and so we pay our respects to Elders past, present and emerging. We will care for this country together by ensuring the decisions we make will be guided by the principle that we should never decrease our children's ability to live on this land.

3. APOLOGIES/LEAVE OF ABSENCE

3.1. Apology

3.2. Leave of Absence

Cr Chris Grant from 30 October 2023 to 10 November 2023 approved at Council 10 October 2023

4. DECLARATION OF INTEREST BY MEMBERS OF COUNCIL

5. PRESIDING MEMBER'S OPENING REMARKS

6. PUBLIC FORUM

7. BUSINESS OF THE MEETING

7.1 Houghton Hub Funding Request

- 1. *That the report be received and noted.***
- 2. *To note that the Council has already provided \$40,000 (plus GST) as a contribution to Stage One of the Houghton, Inglewood and Hermitage Memorial Park Committee's Houghton Hub project.***
- 3. *That Council makes a financial contribution of up to \$325,000 (plus GST) as a contribution to Stage Two Houghton, Inglewood and Hermitage Memorial Park Committee's Houghton Hub project.***
- 4. *That the funding contribution is allocated and administered in the same manner as Council's Community and Recreation Facility Grants Program guidelines and processes.***
- 5. *That the Chief Executive Officer, or delegate, be authorised to develop and enter into, on the Council's behalf, an appropriate funding agreement which contains conditions including, but not limited to:***
 - a. meeting appropriate milestones;***
 - b. that the Council's funding is contingent on the Committee securing necessary funding by 30 June 2024 from other sources to complete the project and that the project itself is to be completed by 30 June 2025;***
 - c. that a project management plan is developed to the satisfaction of the Council;***
 - d. that the Council accepts no responsibility for cost overruns related to the project;***
 - e. that the funding commitment can be terminated by the Council if the terms of the funding agreement are not met by the other party.***
 - f. that the scope of the project includes the outcome being a shared, multi-use community facility with outcomes in line with the Council's Community and Recreation Facilities Policy as it relates to the development of community facilities.***

8. CONFIDENTIAL ITEM

- 8.1. CEO Performance Review Process**

9. CLOSE SPECIAL COUNCIL MEETING

**ADELAIDE HILLS COUNCIL
SPECIAL COUNCIL MEETING
Monday 6 November 2023
AGENDA BUSINESS ITEM**

Item: 7.1

Responsible Officer: Renee O'Connor
Coordinator Sport & Recreation
Environment & Infrastructure

Subject: Houghton Hub – Request for Funding

For: Decision

SUMMARY

The purpose of this report is to provide, for the Council's consideration, a request for funding by the Houghton, Inglewood and Hermitage Memorial Park Committee for Stage 2 of their development for a new multi-purpose multi-user community facility in the north western part of the district.

The Council has already contributed \$40,000 to Stage 1 and the latest request is for a \$325,000 contribution toward the \$2.1m Stage 2 works.

The facility is at a site owned by a community committee, i.e. not the Council. As such, the Council has no obligation to fund the work, but has discretion to do so.

The proponents have already sourced significant funding from other tiers of government, local community sources and their own funds toward works in Stage 1 and Stage 2.

It is at the Council's discretion to determine how much, if any, funding is committed to the Stage 2 works.

The Administration is recommending the Council provide the funding requested on the basis that it:

- does not own facilities in that part of the district which would otherwise be the responsibility of Council
- the proposal has been community led and appears to have been designed to meet community needs and aspirations
- that the investment in terms of ratepayer funds as a proportion of the total project costs is considered to represent good value in relation to the community outcomes to be achieved.

The Administration is, however, recommending a series of conditions be placed on the funding commitment, all of which seek to ensure the return on investment is achieved.

RECOMMENDATION

Council resolves:

1. That the report be received and noted.

2. **To note that the Council has already provided \$40,000 (plus GST) as a contribution to Stage One of the Houghton, Inglewood and Hermitage Memorial Park Committee’s Houghton Hub project.**
3. **That Council makes a financial contribution of up to \$325,000 (plus GST) as a contribution to Stage Two Houghton, Inglewood and Hermitage Memorial Park Committee’s Houghton Hub project.**
4. **That the funding contribution is allocated and administered in the same manner as Council’s Community and Recreation Facility Grants Program guidelines and processes.**
5. **That the Chief Executive Officer, or delegate, be authorised to develop and enter into, on the Council’s behalf, an appropriate funding agreement which contains conditions including, but not limited to:**
 - a. **meeting appropriate milestones;**
 - b. **that the Council’s funding is contingent on the Committee securing necessary funding by 30 June 2024 from other sources to complete the project and that the project itself is to be completed by 30 June 2025;**
 - c. **that a project management plan is developed to the satisfaction of the Council;**
 - d. **that the Council accepts no responsibility for cost overruns related to the project;**
 - e. **that the funding commitment can be terminated by the Council if the terms of the funding agreement are not met by the other party.**
 - f. **that the scope of the project includes the outcome being a shared, multi-use community facility with outcomes in line with the Council’s Community and Recreation Facilities Policy as it relates to the development of community facilities.**

1. BACKGROUND

The Houghton Oval was developed in the 1950’s by the local community. Today it is a community owned and managed facility, operated by the Houghton, Inglewood and Hermitage Memorial Park Committee (HIHMP), an incorporated and not for profit entity.

As per their constitution, the group represents and provide facilities for the communities of Houghton, Inglewood, Upper Hermitage, Lower Hermitage, Paracombe and Millbrook.

The site has been the home of the Houghton Football Club since the 1990’s, the Houghton Country Womens Association branch, a men’s kitchen, darts and men’s groups and hosts the annual Houghton Oval Spring Fair, Remembrance Day and Anzac Day events and monthly First Responder meetings. It is also a popular space for the community to use for informal leisure and recreation activities.

The site has three existing building assets of note:

- Clubrooms with non-compliant kitchen and bar constructed from two 40 year old, double garage sheds
- A better-brick structure housing male and female toilets and a canteen that has no accessible amenity

- Non-compliant changerooms on the opposite side of the oval with no accessible amenity.

The HIHMP developed a masterplan for the site in 2003 and in 2018 began seeking funding for the construction of a new community facility (the Houghton Hub) at the site that included compliant changerooms and multi-purpose community space – a key outcome of their masterplan.

Construction has commenced on Stage One of the project which includes compliant changerooms on the lower level of the building. Plans of the proposal are provided in the following Appendices:

- Houghton Hub – Location Plan (**Appendix 1**)
- Houghton Hub – Site Plan (**Appendix 2**)
- Houghton Hub – Floor Plans (**Appendix 3**)

Stage One has been funded via the following contributors:

Source	Amount	Proportion
State Government (via the ORSR)	\$478,500	23%
HIHMP	\$1,562,500	75%
Adelaide Hills Council	\$44,000	2%
TOTAL	\$2,085,000	

The HIHMP group are now seeking funding for Stage Two (multi-purpose community space on the upper level). Upon completion the besser-brick structure will be demolished. The existing changerooms will be retained and utilised as storage until an increase in car parking capacity is required and the existing clubroom will be retained to increase flexibility and functionality of the site. The HIHMP reports that changerooms included in stage one will become available and functional once stage two of the project reaches the 'lock up' phase.

The HIHMP group has presented its vision and request for support to Council on numerous occasions over a number of years. The group has endeavoured to minimise its request for Council funding support by doing its own fundraising and seeking grants from other sources.

Following a presentation in 2018, Council contributed an initial \$40,000 (plus GST) towards the project via the *2018-19 Annual Business Plan and Budget*. This commitment enabled HIHMP to leverage funding from other levels of government.

Following a presentation from the HIHMP group to Council in early 2023, and with Stage One works underway, Council made an in-principle commitment to Stage Two via inclusion of support for the project in its *2023-24 Annual Business Plan and Budget*. It should be noted however that a specific funding amount was not included.

At the group's most recent presentation to Council (24 October 2023 meeting via a deputation) they requested financial support of \$325,000.

Stage Two project cost and funding sources are as follows:

Source	Amount	Proportion	Status
Federal Government	\$600,000	28%	Confirmed

In-kind trades and materials	\$571,565	27%	Confirmed
HIHMP	\$150,000	7%	Confirmed
State Government (via the ORSR)	\$499,897	23%	Requested and being assessed
Adelaide Hills Council	\$325,000	15%	Requested
TOTAL PROJECT COST	\$2,146,462		

The grant funding application to the State Government via the Office for Recreation, Sport and Racing for \$499,897 was submitted in October 2023. Applications are being assessed in November 2023 and a contribution from Council will have significant impact on the likelihood of success of the application.

2. ANALYSIS

➤ Strategic Management Plan/Functional Strategy/Council Policy Alignment

Strategic Plan 2020-24 – A brighter future

Goal 1	A functional Built Environment
Objective B2	Preserve and enhance the unique character of the Hill for current and future generations
Priority B2.1	Continue to embrace and support community led public place revitalisation across our district.
Objective B4	Sustainable management of our built assets ensures a safe, functional and well serviced community.
Priority B4.3	Ensure Council owned or anaged assets, including staff accommodation are functional and adaptive to meet service requirements. Also, where appropriate and endorsed by Council, equitably assist community owned site (halls and recreation sites) to ensure their facilities are functional and met service standards.
Goal 2	Community Wellbeing
Objective C1	A community for everyone – that is inclusive, welcoming and accessible
Priority C1.1	provide welcoming spaces and places for the community through our libraries, community centres, and Council and community facilities
Objective C2	A connected, engaged and supported community
Priority C2.1	Work with community to provide a range of programs and opportunities to connect and engage around shared interests
Objective C3	A community that grows together
Priority C3.3	Empower our community group and leaders to shape and determine change in their community through the provision of training opportunities, grants that meet strategic priorities, building relationships and supporting communities to be cohesive in progressing local projects
Objective C4	An active, healthy, thriving and resilient community
Priority C3.3	Support the provision of formal and informal sport, recreation and play spaces for the community to enjoy

Priority C4.4 Support clubs and groups to continue to provide sport and recreation activities to the community

The Houghton Hub project aligns with Council’s *Strategic Plan* through two goals and several subsequent objectives and priorities as outlined above. Particular consideration should be given to the community led aspect of this project and the ongoing community connection opportunities that delivery of this project will create.

The project also has links to Council’s *Sport and Recreation Strategy* and *Community and Recreation Facilities Framework* and associated Policy.

At the time of publishing in 2017, Council’s *Sport and Recreation Strategy* stated that there were 27 ovals/pitches in the Council district, creating a facility to population ratio of 1 : 1,483 with a industry benchmark of 1 : 4,000. While this suggests an over supply of assets, Council’s 2022 *Community and Recreation Facilities Framework* document acknowledges the importance and significance of the district’s dispersed population and township structure (and the subsequent facilities in each township) and the ‘home and away’ configuration and culture of sport in the Adelaide Hills through the following Policy statement:

“Community, sport and recreation facility provision is unique in the Adelaide Hills Council, with a relatively equal number of assets that are Council Owned and Community Owned. Also unique is the number of community, sport and recreation facilities in the Adelaide Hills Council area due to the township nature of the district, which provides challenges for the funding of maintenance, renewal, upgrade and new facilities.”

In addition, the *Community and Recreation Facilities Policy* (a component of the *Community and Recreation Facilities Framework*) outlines an aim to facilitate equitable support for all facilities in the region, despite their ownership.

The Policy states that Council may consider a contribution to a building upgrade that results in:

- A facility that reflects the Adelaide Hills community and its built and natural form
- A structure that reflects the local user needs, current demographics and considers long term sustainability
- A facility that considers diverse opportunities, inclusion, and accessibility and facilitates increased participation from a wide variety of users
- An upgrade that has been linked with an approved master planning process
- The consolidation of assets, or higher usage levels of fewer assets
- Meeting current legislation compliance or requirements
- Facilities that are genuine ‘multiple use’ facilities
- An increased range of activities, services, programs being offered
- A facility that meets relevant peak body guidelines
- Consideration of Council’s commitment to energy efficiency and sustainability
- A facility its associated management that has considered governance and financial sustainability.

The Houghton Hub project can meet each of the above mentioned factors.

Council’s *Community and Recreation Facilities Framework* documentation outlines a facility hierarchy with classifications that assist in determining the type of facility that will meet the

needs of the catchment it serves. They also aim to limit facility duplication in a region. While Council cannot apply its hierarchy and classifications to sites that it does not own, like Houghton, the thinking can be applied when determining the appropriateness of the design and Council's preparedness to support the provision of a community owned facility in lieu of its own.

The group's constitution lists the following towns as their catchment:

Township	Population (at 2021 Census)	Township Community Facilities
Houghton	511	Oval
Inglewood	378	No facilities
Upper Hermitage	273	Decommissioned courts
Lower Hermitage	195	No facilities
Paracombe	435	Oval (cricket), courts, hall, playspace, pony club, golf course
Millbrook	133	No facilities
TOTAL	1,925	

Considering these population numbers, existing ratios in the region, the Adelaide Hills 'township' structure and hierarchy information provided above, it is also reasonable to accept that one town in the Houghton region would have a facility as proposed.

There are four other oval facilities within the Houghton Oval region that are worth noting in this analysis:

Site	Distance to Houghton Oval	Notes
Paracombe Oval	4.7 kms (6 minutes)	Closest oval facility, lacks community space
Pertaringa Oval (Banksia Park)	5.5 kms (8 minutes)	Closest AFL facility (TTG)
Kersbrook Oval	15 kms (16 minutes)	Closest AFL facility in AHC, includes community space
Gumeracha Oval	15.6 kms (17 minutes)	Closest AHC owned facility, includes community space

There are six other community halls / spaces within the Houghton Oval region that are worth noting in this analysis:

Site	Distance to Houghton Oval	Notes
Highercombe Golf Club, Paracombe	3 kms (4 minutes)	The site includes a golf 'clubhouse'
Paracombe Hall	4.7 kms (6 minutes)	Adjacent the Paracombe Oval
Tea Tree Gully RSL & Community Hall	4.8 kms (6 minutes)	
Cudlee Creek Hall	11.2 kms (12 minutes)	Adjacent the Cudlee Creek Tennis Courts
Kersbrook Hall	14.2 kms (14 minutes)	
Gumeracha Hall / Torrens Valley Community Centre	15.6 kms (17 minutes)	

Considering the sites listed above, it is worth noting that the Kersbrook Oval (also community owned), which is 14km away, is the only facility within this part of the Adelaide Hills Council area that is of a similar offering and amenity.

Finally, Council has prioritised the Houghton Hub project through inclusion in the 2023-24 *Annual Business Plan and Budget*, and while a specific funding amount was not listed, it does foreshadow a contribution.

➤ **Legal Implications**

The HIHMP has received all relevant statutory approvals for the implementation and construction of the project.

➤ **Risk Management Implications**

Utilising principles outlined in Council’s *Community and Recreation Facilities Policy* to determine if a funding contribution towards the HIHMP group project is reasonable, will assist in mitigating the risk of:

Council funding a community led project and a project on land owned by the community leading to precedence being set for future funding requests from other community groups.

Inherent Risk	Residual Risk	Target Risk
High (2B)	Medium (2C)	Low

Council funds a project that is not appropriately planned or designed, leading to a poorly functioning and inaccessible building.

Inherent Risk	Residual Risk	Target Risk
Medium (4D)	Low (2D)	Low

Council funds a project for which other funding sources cannot be secured, leading to ratepayers funds allocated to a project which does not achieve the expected outcomes.

Inherent Risk	Residual Risk	Target Risk
High (4C)	Medium (3C)	Medium

Administration has had some concerns about the project management and the group’s ability to deliver the project in full to completion. However, through the compilation of this report and the HIHMP group’s submission to the Office for Recreation, Sport and Racing’s grant program, the processes and risk mitigations that the group has in place have become more clear.

Of initial concern was the reliance on a significant (\$571,565) ‘in-kind’ contribution to and required by the Group to ensure project completion. The Group has provided evidence to substantiate this commitment and has demonstrated, through works already underway, that the in-kind support can be relied on. The Administration can confirm that all in-kind contributions have been appropriately committed by relevant parties.

In addition, staff have viewed the project’s construction drawings and costings, and have noted that they have a project manager and all necessary insurances and approvals in place.

The HIHMP group have also provided substantial information to both Council and the Office for Recreation, Sport and Racing. Project risk has been reduced by:

- Carefully integrating the floor levels to enable easy access and minimal siteworks to each level.
- The ground floor retaining wall enables the building to be built into the site, reducing the visual bulk from the oval and presenting a single storey elevation to Lower North East Road. The wall has been structurally designed, detailed and water-proofed by the structural and civil engineers.
- The long narrow profile gives good viewing amenity from the upper level common balcony.
- This balcony is cantilevered out over the ground floor changerooms to avoid an oval-side supporting columns.
- The provision of a 200-person function space, the bar and a catering kitchen will all allow income to be generated which will support the local community.

The Council’s risk exposure is proposed to be further mitigated by inclusion of key caveats in the funding agreement, such as locking in other funding sources by a defined date, completing the project by a defined date and producing a satisfactory project management plan amongst other risk mitigation activities.

➤ **Financial and Resource Implications**

Following a presentation in 2018, Council committed an initial \$40,000 (plus GST) towards the project via the 2018-19 Annual Business Plan and Budget. This amount was used as leverage in grant applications to other levels of government and facilitated Stage One of their project. This amount has been carried forward in Council’s budget since 2018-19 and has recently been paid to the group following the project’s commencement.

The HIHMP group is now requesting an additional \$325,000 (plus GST) from the Adelaide Hills Council to ensure progression of their project. Project cost and funding sources (excluding GST) are as follows:

Source	Amount	Proportion	Status
Federal Government	\$600,000	28%	Confirmed
In-kind trades and materials	\$571,565	27%	Confirmed
HIHMP	\$150,000	7%	Confirmed
State Government	\$499,897	23%	Requested and being assessed
Adelaide Hills Council	\$325,000	15%	Requested
TOTAL PROJECT COST	\$2,146,462		

Project costings have been developed by cost consultancy firm Chris Sale Consulting and the Administration considers them to be in the order of what one may expect for a similar project, noting that staff have not undertaken or commissioned an independent analysis.

Council has prioritised the Houghton Hub project through inclusion in the *2023-24 Annual Business Plan and Budget*, and while a specific funding amount was not listed, it does foreshadow a contribution.

Eligibility for the Federal Government’s Local Roads and Community Infrastructure Program has been explored by the Administration and it has been determined that the project does not meet the funding program’s guidelines as the land is not owned by the Council or the Crown.

Considering that both the land and the building associated with the project is privately owned, under accounting standards a Council funding contribution cannot be considered a capital cost, but should be allocated as an operating expense.

Council adopted a budget with an operating surplus of \$1,228,000 for 2023-24 financial year. A \$325,000 contribution towards the Houghton Hub project would reduce this amount to \$903,000. The impact on Net Financial Liabilities would be an increase of 0.6%. A higher or lesser contribution would impact the operating surplus accordingly.

Although a contribution to the Houghton Hub project cannot be capitalised, it should be noted that it is a ‘once off’ operating expense and therefore the impact on the operating surplus is also ‘once off’ and there is no structural change to the Council’s recurrent operating position.

➤ **Customer Service and Community/Cultural Implications**

The Houghton site and its associated amenity is not currently accessible by members of the community who are living with a disability. The building project has addressed this issue by using principles of universal design in their planning, including:

- Providing universal access toilets on both floor levels.
- Providing easy at-grade access on both floor levels by carefully setting the appropriate floor-to-floor level change.
- An external-access future lift shaft has been planned now into the design, enabling easy access for anyone between the 2 levels.
- A compliant landscape ramp feature has been designed as a future stage, enabling easy access.
- The disabled parking bays are located close to the main front entrance, as required by the National Construction Code.

Universal design principles will also make accessing the building straightforward for older members of the community.

The plans for the building and the HIHMP group’s description of activity and function demonstrate genuine multi-purpose use. This will help facilitate broader community connection opportunities and greater participation in sport, recreation and other community activities.

The HIHMP group have had three representatives on the Northern Community Leaders Group. The Community Leaders Group has received assistance from the Council’s Torrens Valley Community Centre to maintain the network and recovery process post Sampson Flat

Fires. In addition to this, it is anticipated that the site could be utilised by various agencies and/or the community for both disaster incident management and recovery as well as community resilience building workshops. Members of the Houghton group are current and active members of the AHC Action Bushfire Network.

➤ **Sustainability Implications**

The HIHMP group report the following in regards to how the project has incorporated environmentally sustainable design principles:

- Maximizing it's long axis in the west/east direction, albeit whilst being on the side of an oval running South West to North East and being adjacent to an underground creek culvert.
- Minimizing the west-facing and east-facing elevations, whilst providing a generous North West-facing balcony, shading to both spectator viewing of the sporting activities on the oval and also provide 100% building shading in the afternoon, when most sport is played.
- The 'built-into the ground' lower floor minimizes heat loss by being in direct ground contact.
- All upper wall and roof surfaces are heavily insulated in line with the National Construction Code.
- The design has paid particular attention to minimizing its acoustic impact through the specification of double-glazing and acoustic insulation throughout and incorporating acoustic sound and operational limits in its function mode.
- The specification of all mechanical equipment will comply with industry best practice and is zoned to enable sections of the building to be separately switched.

➤ **Engagement/Consultation conducted in the development of the report**

Consultation on the development of this report was as follows:

<i>Council Committees:</i>	Not Applicable
<i>Council Workshops:</i>	Not Applicable
<i>Advisory Groups:</i>	Not Applicable
<i>External Agencies:</i>	Office for Recreation Sport and Racing
<i>Community:</i>	Members of the HIHMP

➤ **Additional Analysis**

The HIHMP group can demonstrate significant support and a broad variety of community use upon completion of their project. The group anticipates the following users:

- Houghton Districts Football Club *
- Cricket, in conjunction with Paracombe Cricket Club
- Table tennis (* via relocation)
- Indoor bowls
- Darts *
- Yoga, Calisthenics, Gymnastics and Dance Classes
- Country Women's Association, Houghton Branch * (financial contributor)
- Men's Kitchen *

- Retirees group meetings
- Social Club and Mothers Groups
- Mens Group *
- Fire Responders training and networking *
- Various group for youth
- Adelaide Hills Council via the Torrens Valley Community Centre for outreach and community programs

Those marked with an asterisk are existing users of the site.

The facility (particularly the lower change room level) has been designed to meet both Cricket Australia and the Australian Football League's facility design guidelines. These guidelines ensure inclusivity and accessibility for all genders and abilities and cater for both participants and officials.

Cricket in the local area is currently played at the Paracombe Oval, however the Houghton group have been in discussions with the Cricket Committee regarding the opportunity for overflow matches to be played at the Houghton site.

Despite the poor facilities, the football club have a solid and growing membership base. Administration are aware of some past conflict between the HIHMP Committee and the Houghton Football Club Committee, most of which stems from lack of appropriate facilities for football and progression of the Houghton Hub project. Administration has met with both stakeholders and will continue to do so ensure that issues are addressed appropriately and that use of the site by the football club (both with current and proposed facilities) is suitable. Providing funding to assist with the completion of the project will assist in ensuring all users of the site can maximise opportunities available at the site.

The project's grant funding application to the Office for Recreation, Sport and Racing is likely to have a higher chance of success should the Council make a significant funding contribution. The proposal outlined in this report provides Council with a once in a generation opportunity to partner with the Houghton and surrounding community to provide a facility meeting the needs and aspirations of the community. The project has been developed and led by the community, for the community, within considerable local engagement and input. The HIHMP group has endeavoured to minimise the impact on ratepayers by seeking alternative sources of funding wherever possible. Those endeavours have borne fruit, with significant funding obtained for Stage One and Stage Two. Further avenues have now realistically been exhausted (albeit a State grant is still pending) and it is now time for the Council to consider and determine an appropriate level of funding.

3. OPTIONS

Council has the following options:

- I. That Council makes a financial contribution of up to \$325,000 towards the Houghton, Inglewood and Hermitage Memorial Park Committee's Houghton Hub project as requested by the group. (Recommended)
Should the Council resolve to do this, the project is much more likely to secure the State Government grant currently being assessed, which will allow the project to proceed to completion.

- II. That Council makes a higher or lower contribution toward the project. (Not recommended)
Should the Council make a lower contribution than that requested, it will affect the likelihood of a successful State Government grant and, in all likelihood, impact the scope of what the project will achieve for the community. A higher contribution is not considered necessary as it is not being sought.

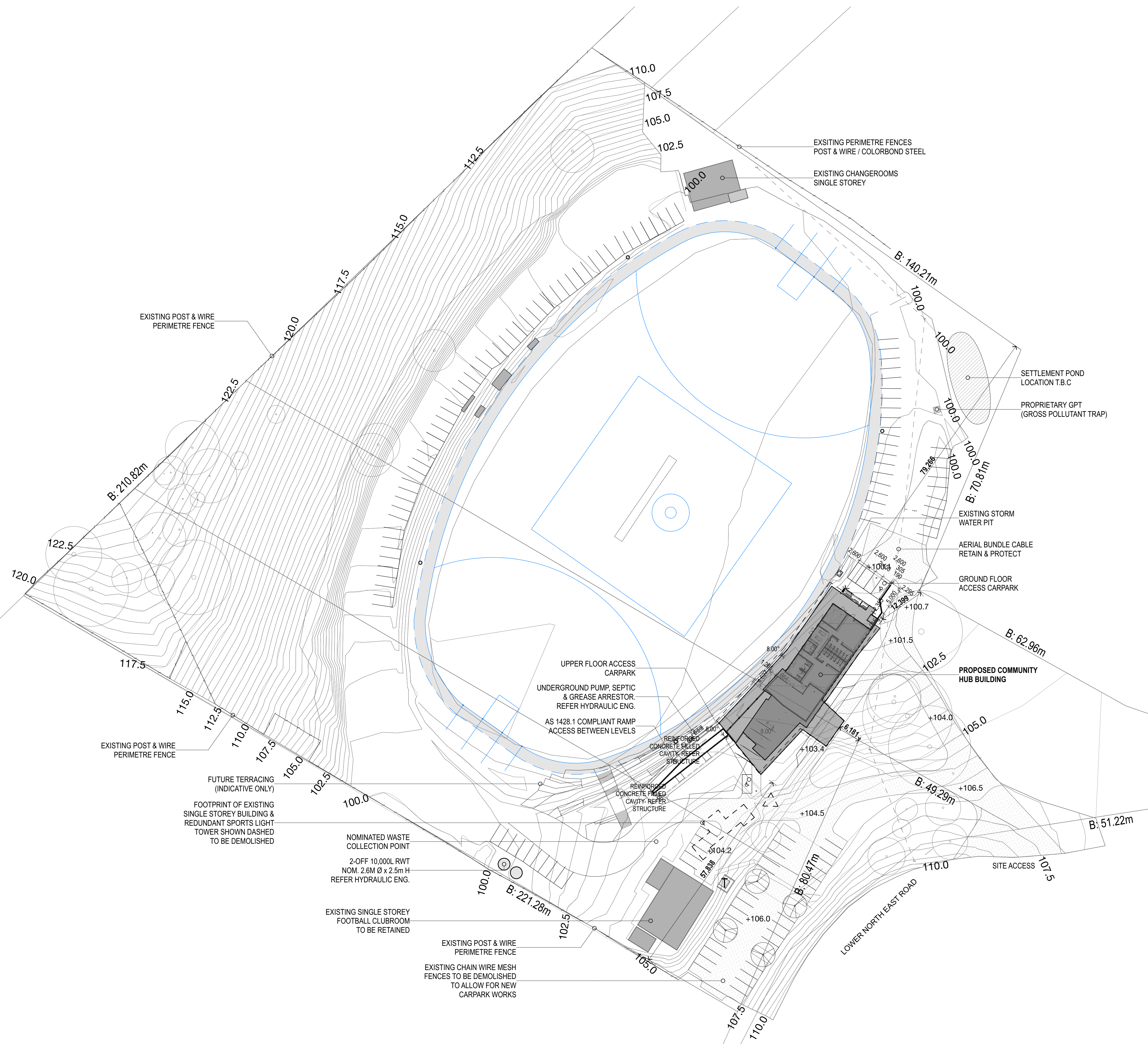
- III. That Council does not make a financial contribution towards the Houghton, Inglewood and Hermitage Memorial Park Committee’s Houghton Hub project (Not Recommended)
Should Council not make a significant contribution to the project, it will jeopardise the HIHMP group’s ability to achieve the vision for the site and provide the planned facilities. There is a significant reputational risk to Council given its foreshadowed commitment in the Annual Business Plan.

4. APPENDICES

- (1) Houghton Hub – Location Plan
- (2) Houghton Hub - Site Plan
- (3) Houghton Hub - Floor Plans

Appendix 1

Houghton Hub – Location Plan



FOR CONSTRUCTION

Volume: PPA Data; JOB FILES: 20602 Houghton Memorial Oval Sports Community Building; 20602 Drawings; CAD Files; Model: 20602 Houghton Oval Community Hub - NOVEMBER 2022.dwg

NOTES
 BUILDER MUST VERIFY ALL DIMENSIONS AT JOB BEFORE COMMENCING ANY WORK OR SHOP DRAWINGS. ANY DISCREPANCIES TO BE REPORTED TO ARCHITECT IMMEDIATELY.

BUILDER TO ALLOW FOR ALL DEMOLITION NECESSARY TO COMPLETE NEW WORK. ITEMS REQUIRED TO BE DEMOLISHED OR REMOVED IN ORDER TO COMPLETE NEW WORK, BUT NOT NOTED, CANNOT BE CLAIMED AS A VARIATION.

C1	FOR CONSTRUCTION	19/1/23
P10	ISSUED FOR BRC	21/11/22
P9	Revised Base Drawings to Consultants	21/6/21
P8	Issued for Building Rules Consent	3/6/21
P7	Issued for Cost Estimate	2/6/21
P6	Issued to QS for Information	18/5/21
P5	Revised Base Drawings to Consultants	13/5/21
P4	W/P Construction Drawings to Client	3/5/21
P3	Issued to Consultants	6/4/21
P2	Issued to Client	24/3/21
Rev	Issue	Date



Phillips/Pilkington Architects P P

165 MacKinnon Parade
 North Adelaide, South Australia 5006
 Phone: +61 (8) 8239 9000
 admin@phillips/pilkington.com.au
 www.phillips/pilkington.com.au

COPYRIGHT © PHILLIPS/PILKINGTON ARCHITECTS PTY LTD
 PROJECT DIRECTORY ARCHITECT: PHILLIPS/PILKINGTON ARCHITECTS PH: 8239 9000
 SERVICES ENGINEER: BESTEC PH: 8232 4442
 CIVIL / STRUCTURAL: CPR ENGINEERS PH: 8332 1344

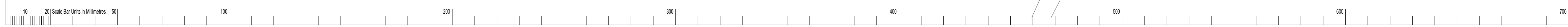
CLIENT
 Houghton Memorial Oval Committee

PROJECT
HOUGHTON MEMORIAL OVAL COMMUNITY HUB
 1377 Lower North East Rd
 Houghton SA 5131

DRAWING TITLE:
LOCATION PLAN

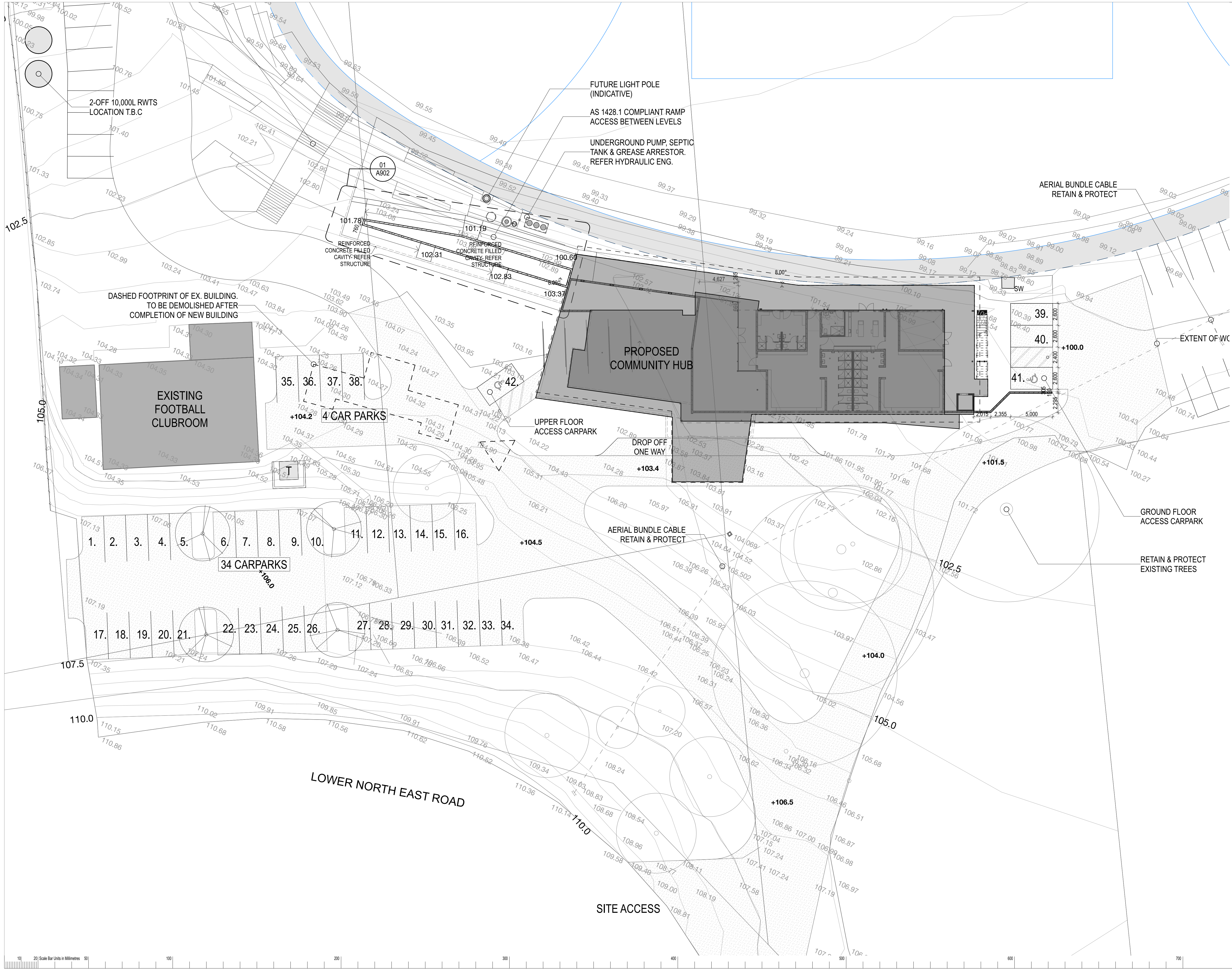
SCALE:	1:500	SHEET SIZE	A1
DRAWING BY:	APR / BK	CHECKED BY:	MP
DATE:	19/1/23	DATE:	19/1/23

PROJECT NO / DRAWING NO:	REVISION:
20602 - A000	C1



Appendix 2

Houghton Hub – Site Plan



FOR CONSTRUCTION

Volume: PPA Data; JOB FILES: 20602 Houghton Memorial Oval Sports Community Building; 20602 Drawings; CAD Files; Model: 20602 Houghton Oval Community Hub - NOVEMBER 2022.dwg

NOTES
 BUILDER MUST VERIFY ALL DIMENSIONS AT JOB BEFORE COMMENCING ANY WORK OR SHOP DRAWINGS. ANY DISCREPANCIES TO BE REPORTED TO ARCHITECT IMMEDIATELY.

BUILDER TO ALLOW FOR ALL DEMOLITION NECESSARY TO COMPLETE NEW WORK. ITEMS REQUIRED TO BE DEMOLISHED OR REMOVED IN ORDER TO COMPLETE NEW WORK, BUT NOT NOTED, CANNOT BE CLAIMED AS A VARIATION.

C1	FOR CONSTRUCTION	19/1/23
P10	ISSUED FOR BRC	21/11/22
P9	Revised Base Drawings to Consultants	21/6/21
P8	Issued for Building Rules Consent	3/6/21
P7	Issued for Cost Estimate	2/6/21
P6	Issued to QS for Information	18/5/21
P5	Revised Base Drawings to Consultants	13/5/21
P4	WIP Construction Drawings to Client	3/5/21
P3	Issued to Consultants	6/4/21
P2	Issued to Client	24/3/21
P1	To CPR for Coordination	24/3/21
Rev	Issue	Date

PROJECT NORTH

Phillips/Pilkington Architects P P
 165 MacKinnon Parade
 North Adelaide, South Australia 5006
 Phone: +61 (8) 8239 9000
 admin@phillipspilkington.com.au
 www.phillipspilkington.com.au

COPYRIGHT © PHILLIPS/PILKINGTON ARCHITECTS PTY LTD
 PROJECT DIRECTORY
 ARCHITECT: PHILLIPS/PILKINGTON ARCHITECTS PH: 8239 9000
 SERVICES ENGINEER: BESTEC PH: 8232 4442
 CIVIL / STRUCTURAL: CPR ENGINEERS PH: 8332 1344

CLIENT
 Houghton Memorial Oval Committee

PROJECT
HOUGHTON MEMORIAL OVAL COMMUNITY HUB
 1377 Lower North East Rd
 Houghton SA 5131

DRAWING TITLE:
SITE PLAN

SCALE: **1:200** SHEET SIZE: **A1**
 DRAWING BY: APR / BK CHECKED BY: MP
 DATE: 19/1/23 DATE: 19/1/23

PROJECT NO / DRAWING NO: **20602 - A101** REVISION: **C1**

Appendix 3

Houghton Hub – Floor Plan



PLANS LEGEND

CONC-XX	CONCRETE TYPE
PV-XX	PAVING TYPE
CP-XX	CARPET TYPE
FT-XX	FLOOR TILE TYPE
RE-XX	RESILIENT FINISH TYPE
MS	MAIN SWITCHBOARD - REFER SERVICES ENG.
FL	FINISHED FLOOR LEVEL
Col	COLUMN - REFER STRUCTURE
DP	DOWNPIPE
BH	BULKHEAD
DB	DISTRIBUTION BOARD - REFER SERVICES ENG.
CC	COMMUNICATION CABINET - REFER SERVICES ENG.
EX	EXTERNAL AND LOAD BEARING WALL TYPE
FX	INTERNAL PARTITION WALL TYPE

FOR ALL OTHER CODES REFER: PRODUCTS AND FINISHES SCHEDULE

FOR CONSTRUCTION

NOTES
 BUILDER MUST VERIFY ALL DIMENSIONS AT JOB BEFORE COMMENCING ANY WORK OR SHOP DRAWINGS. ANY DISCREPANCIES TO BE REPORTED TO ARCHITECT IMMEDIATELY.

BUILDER TO ALLOW FOR ALL DEMOLITION NECESSARY TO COMPLETE NEW WORK. ITEMS REQUIRED TO BE DEMOLISHED OR REMOVED IN ORDER TO COMPLETE NEW WORK, BUT NOT NOTED, CANNOT BE CLAIMED AS A VARIATION.

Rev	Issue	Date
C1	FOR CONSTRUCTION	19/1/23
P10	ISSUED FOR BRG	21/11/22
P9	Revised Base Drawings to Consultants	21/6/21
P8	Issued for Building Rules Consent	3/6/21
P7	Issued for Cost Estimate	2/6/21
P6	Issued to QS for Information	18/5/21
P5	Revised Base Drawings to Consultants	13/5/21
P4	WIP Construction Drawings to Client	3/5/21
P3	Issued to Consultants	6/4/21
P2	Issued to Client	24/3/21
P1	To CPR for Coordination	24/3/21

PROJECT NORTH

Phillips/Pilkington Architects P P
 165 MacKinnon Parade
 North Adelaide, South Australia 5006
 Phone: +61 (8) 8239 9000
 admin@phillips/pilkington.com.au
 www.phillips/pilkington.com.au

COPYRIGHT © PHILLIPS/PILKINGTON ARCHITECTS PTY LTD
 PROJECT DIRECTORY ARCHITECT: PHILLIPS/PILKINGTON ARCHITECTS PH: 8239 9000
 SERVICES ENGINEER: BESTEC PH: 8232 4442
 CIVIL / STRUCTURAL: CPR ENGINEERS PH: 8332 1344

CLIENT
 Houghton Memorial Oval Committee

PROJECT
HOUGHTON MEMORIAL OVAL COMMUNITY HUB
 1377 Lower North East Rd
 Houghton SA 5131

DRAWING TITLE:
GROUND FLOOR & FIRST FLOOR PLANS

SCALE: 1:100	SHEET SIZE: A1
DRAWING BY: APR / BK	CHECKED BY: MP
DATE: 19/1/23	DATE: 19/1/23
PROJECT NO / DRAWING NO: 20602 - A102	REVISION: C1

