



NOTICE OF MEETING

Dear Councillors

I respectfully advise that the ORDINARY COUNCIL MEETING will be held in Council Chambers, York Town Hall, York on Tuesday, 25 June 2024, commencing at 5:00pm.

MEETING LATE AGENDA ATTACHED

Chris Linnell

CHRIS LINNELL
CHIEF EXECUTIVE OFFICER
Date: 19 June 2024

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MISSION STATEMENT
"Building on our history to create our future"

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12 BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

SY059-06/24 EARLY TERMINATION - MANAGEMENT CONTRACT FOR YORK RECREATION & CONVENTION CENTRE AND FORREST OVAL PRECINCT

File Number:	4.6762
Author:	Alina Behan, Executive Manager Corporate & Community Services
Authoriser:	Chris Linnell, Chief Executive Officer
Previously before Council:	27 April 2021 (080421) 22 June 2021 (070621) 28 September 2021 (010921) 19 December 2023 (081223) 26 March 2024 (040324)
Disclosure of Interest:	Nil
Appendices:	<ol style="list-style-type: none">1. Default Notice 6 June 2024 - Confidential2. Incident/Complaints Register 4 June 2024 - Confidential3. Deed of Acknowledgement & Release - Confidential4. All Clubs Consultation Minutes 20 March 2024 ↓5. York Bowling Club Committee Minutes 29 May 2024 ↓6. All Clubs Consultation Minutes 4 June 2024 ↓7. York Bowling Club Proposal 11 June 2024 ↓8. York Bowling Club Request for Support ↓9. YRCC Licensed Area ↓

NATURE OF COUNCIL'S ROLE IN THE MATTER

Executive

PURPOSE OF REPORT

This report presents Council with details of the follow up to actions taken since the request from Belgravia Leisure (BL) to seek an early withdrawal from the Management Contract for the management of the York Recreation & Convention Centre (YRCC) and Forrest Oval Precinct. Officers now present the York Bowling Club's (YBC) request for start-up funds for consideration.

BACKGROUND

At its December 2023 Ordinary Meeting, Council resolved (081223):

“That, with regard to the Early Termination - Management Contract for York Recreation & Convention Centre and Forrest Oval Precinct, Council:

- 1. Notes the request for early termination from Belgravia Leisure as presented in Appendix 2.***
- 2. Acknowledges the formal response from the Chief Executive Officer outlining the contractual requirements of Belgravia Leisure's default against the contract as presented in Addendum - Appendix 7.***
- 3. Directs the Chief Executive Officer to progress the Club Development Model as outlined within the body of the Council report (SY164-12/23).***

4. ***Directs the Chief Executive Officer to finalise a transition plan with Belgravia Leisure, acknowledging transitioning could take three (3) to six (6) months (March – June 2024).***
5. ***Directs the Chief Executive Officer to undertake consultation with clubs with an existing user licence within the Forrest Oval Precinct.***
6. ***Authorises the Chief Executive Officer to finalise the contract completion with Belgravia Leisure and undertake any necessary legal acceptance.***
7. ***Authorises the Chief Executive Officer to finalise the inventory of equipment at the point of handover.***
8. ***Directs the Chief Executive Officer to update Council on progress at the March 2024 Ordinary Meeting of Council.”***

COMMENTS AND DETAILS

The following actions have been undertaken since 10 March 2024:

1. Legal and Contractual

As reported at the March 2024 Ordinary Meeting Officers attempted to reach an agreement to allow the transition of the YRCC back to Shire management. Both BL and the Shire were unable to reach an agreement on the outstanding issues and as a result on 5 June 2024, the Shire issued a breach notice to BL outlining the underperformance against the contract and notifying the intent to terminate the contract under Clause 27 of the Management Contract should the issues not be rectified within five (5) business days. The letter and accompanying complaints/incidents register are presented in confidential Appendix 1 and 2 respectively.

On 11 June 2024, BL's Chief Executive Officer met with the Shire's Chief Executive Officer and Executive Manager Corporate & Community Services to agree terms for a settlement. In accordance with Clause 27.3(3) the Shire withheld payment of BL Management Fees to offset monies that may have become owing to the Shire because of the transition. Should BL have been performing all the duties under the contract it would have been entitled a payment of \$155,242 for the period 1 January 2024 to 30 June 2024. Offsetting this sum against the reduction in the service levels at the YRCC and transition costs, but acknowledging that BL have incurred staff costs, a final payment to BL has been agreed at \$31,647.

The administration of the YRCC, including bookings and management of the gym, was returned to Shire management on 18 June 2024. BL have agreed to work with the Shire and YBC to transition the liquor licence. The signed Deed of Acknowledgement and Release is presented in confidential Appendix 3.

2. Club Consultation

On 13 March 2024, Officers attended a start-up meeting with business consultants 150 Square and a plan was agreed for the consultation process. Following the initial meeting, review of associated documentation and discussion with the YBC, Clubs WA and Department of Local Government, Sport & Cultural Industries (DLGSC) several models were prepared for consideration.

On 20 March 2024, the Shire and 150 Square met with the YBC to finalise proposal details and then with the members of the YRCC sporting clubs to discuss potential management options. Representatives from the YBC, York Lawn Tennis Club (YLTC), York Football Club (YFC), York Junior Football Club (YJFB), York Imperials Cricket Club (YICC), and York Basketball Club (YBC2) were in attendance. A preferred option was chosen for further discussion and representation at a future workshop. This information is presented in Appendix 4. The consultant then worked with members of the YBC Committee to review financials and develop a workable business plan. 150 Square emailed meeting minutes to the above clubs and contacted them on 8 April 2024 seeking further feedback.

On 12 April 2024 150 Square provided a Progress Report to the Shire, outlining an overview of findings, and the preferred model for the YBC. Officers met to discuss the report with the

Chairman and Vice-Chairman of the YBC on Thursday 2 May 2024. The YBC stated it is not able to take on management of the restaurant, but believe they are able to manage the bar facilities on behalf of all YRCC clubs.

The YBC sought confirmation from its Committee on 29 May 2024 of the willingness to commit to the proposal. The minutes of the meeting are presented in Appendix 5.

A further review of the proposal was conducted with all clubs on 4 June 2024 and copies of these minutes are presented in Appendix 6.

The final YBC Club Management Model was presented to Council at its June 2024 Concept Forum. A copy of the proposal is presented in Appendix 7. The formal request from the YBC for in-principal support for the Club Management Model is presented in Appendix 8.

In summary the YBC requests that the Shire of York:

1. Enters into a licence agreement with the YBC for management and operation of the bar at the YRCC.
2. Provides a 'start up' grant to the value of \$40,000 to the YBC to assist with establishment costs associated with managing the bar at the YRCC.
3. Provides a contribution of \$7,000 towards wages each month for the first twelve (12) months of operation, from the date of commencement.
4. Provide ongoing guidance to the YBC throughout the first twelve (12) months of operation.
5. Commences a review of the Club Management Model after the first six (6) months of YBC operations to ascertain ongoing needs for the 2025/26 financial year.

The plan is staged, based on the YBC being the lead entity for the first year of operation and opening at reduced hours during this twelve (12) month period (with minimum being cover for home games for bowls, tennis, cricket and football organised and fixtured district competitions). During this time the YBC will work towards the creation of a combined sports management committee, with representatives from all clubs, to take over management in subsequent years. The intent is that the combined sports management committee would be incorporated and include representatives from those clubs with an interest in maintaining an operational bar and the potential to earn funds for their clubs. A Shire of York representative would also be a requirement on the Committee. Officers propose to make an allocation of \$5,000 in the 2024/25 budget to facilitate any external support required for this transition.

The YBC have stated that without this support, it is not able to proceed.

Liquor Licence

The YBC have indicated its intention to progress an application to transfer the tavern liquor licence immediately.

BL indicated in its correspondence to the CEO that it intends to transfer the license as a matter of urgency, setting a firm deadline of 30 June 2024.

A site plan of the licensed area is presented in Appendix 9.

The Shire of York will fund the application to transfer the liquor licence.

Bar and Kitchen

The Shire will work with the YRCC users to ascertain their needs to provide as smooth a transition as possible from the 18 June 2024.

Cleaning, Maintenance and Repair

The responsibility for keeping the Shire's equipment, buildings and surrounds in a clean, hygienic and tidy condition, which includes maintenance, repair and replacement of equipment, reverted to the Shire on 18 June 2024.

As with all user hire agreements for Shire facilities, clubs, users and event organisers will be responsible for returning shared spaces in a neat and tidy condition as per the hire of similar Shire

facilities. A Conditions of Use Form has been developed in the manner of the Conditions of Hire for the York Town Hall.

The Shire continues to be responsible for general repairs and maintenance, including grounds maintenance of the playing portions of the Centre, reticulation and turf maintenance.

Bookings

Management of the bookings for the YRCC transferred back to the Shire on 18 June 2024. Advertising has commenced to ensure the community are aware that bookings for the YRCC facilities can be made through the Shire Administration Office or the Club Development Officer (CDO) at the YRCC.

OPTIONS

Council has the following options:

Option 1: Council could choose to support the YBC Club Management Model by agreeing to provide a 'start up' grant to the value of \$40,000 and wages support of \$7,000 per month for the first twelve (12) months of operation with an allowance of \$5,000 for external support.

Option 2: Council could choose not to provide financial support to the YBC, noting the YBC will not be able to progress taking over management of the bar facilities at the YRCC and an alternative would need to be put forward.

Option 1 is the recommended option.

IMPLICATIONS TO CONSIDER

Consultative

As part of the transition back to Shire management the following groups have been consulted:

1. YBC
2. YRCC Sporting Clubs
3. BL
4. McLeod's Barristers & Solicitors
5. DLGSC

Strategic

Strategic Community Plan 2020-2030

Goal 1: The Place to Be

To be a close-knit community, full of life, in a welcoming and accessible place for all.

Goal 5: Strong Leadership and Governance

To have effective and responsive leadership and governance, where a sense of collective purpose and shared direction combine to work together.

Policy Related

G13 Community Engagement and Consultation

G23 Commissioning Legal Advice

Financial

A final figure of \$31,647 has been negotiated with BL to assist with staffing costs was accommodated with no budgetary implications.

Support for the YBC of \$124,000 for the first twelve (12) months of operation will be incorporated into the 2024/25 budget which will be presented to Council for adoption in July 2024.

Legal and Statutory

Nil

Risk Related

Outlined below are the identified risks related to the Officer’s recommendations.

TABLE 1.

IDENTIFIED RISK	RISK TYPE	LEVEL OF RISK	MITIGATION
Community criticism of new in-house management model & YBC license	Reputational	Moderate/ High	There is a reputational risk to the Shire relating to the reduction in service levels. This will be mitigated by staff support and through regular reporting to Council during the first twelve (12) months of operation.
Financial burden created by new in-house management model	Financial	Low	The proposed Club Development Model requires a high level of support from the Shire in the first year. However, this expected to reduce in future years.
Operational risk during transition	Operational	Moderate	There is an operational risk associated with maintaining an acceptable level of service during the transition period. The timing of the transition could affect clear communications. This will be mitigated by club/user engagement and a robust transition plan.

Workforce

Support for the operations and licencing requirements of this request can be accommodated by the current workforce.

A budget allocation for YRCC cleaning is already available in the 2023/24 budget to accommodate the 18 June 2024 commencement. An allowance has been made in the draft 2024/25 budget for this service.

VOTING REQUIREMENTS

Absolute Majority: No

RECOMMENDATION

That, with regard to the Early Termination - Management Contract for York Recreation & Convention Centre and Forrest Oval Precinct, Council:

- 1. Enters into a licence agreement with the York Bowling Club to manage and operate the bar (inclusive of the licenced area) at the York Recreation and Convention Centre.**
- 2. Agrees to provide a 'start up' grant to the value of \$40,000 to the York Bowling Club to assist with establishment costs associated with managing the bar at the York Recreation and Convention Centre.**
- 3. Agrees to support the York Bowling Club in this initiative by providing \$7,000 per month for the first twelve (12) months of operations for salaries support.**
- 4. Notes the York Bowling Club will be required to submit an acquittal report at the end of the term, for presentation to Council, detailing the use of the funds included at points 2 and 3 above.**
- 5. Agrees to support the formation of a combined sports management committee by allocating \$5,000 towards external consultant support.**
- 6. Directs the Chief Executive Officer to include the amounts stated at points 2, 3 and 5 above in the 2024/25 budget.**
- 7. Directs the Chief Executive Officer to provide Council with an update on progress at its September 2024 Ordinary Meeting.**



MEETING NOTES

YORK SPORTS CLUBS

6pm – 7.30pm

WEDNESDAY 20th MARCH 2024

Committee Room, York Recreation Centre

ATTENDEES: York Cricket (Nick Bush), York Lawn Tennis Club (Peter Monger, Mia Monger, Aaron Marwick, Emma Draper (from 6.45pm)), York Football Club (Greg Jones, Meagan Walker), York Junior Football Club (Aaron Marwick), York Bowls Club (Peter Thord, Brian Ogden), York Basketball Club (Emma Draper (from 6.45pm)), Shire of York (Chris Linnell, Alina Behan, Samantha Good), 150Square (Caroline Robinson).

OVERVIEW

150Square, the Shire of York and the York Bowls Club met prior to the combined clubs meeting to discuss options for the bar and restaurant, as the lead club in this process.

The purpose of the combined clubs meeting was to workshop two potential Recreation Centre Management Models (bar and restaurant) for the York Recreation Centre.

Clubs were provided with written summaries of two models as well as five case studies on Recreation Centre management models from Wheatbelt communities.

Clubs workshopped two models over the 1.5hrs and provided feedback on specific questions as well as comments during general discussion.

It was agreed in principle to progress with Option 1 with two financial models to be prepared: employees under a lead sports club and; a hybrid of employees and volunteers under a lead sports club. 150Square will prepare this information for the Shire of York and all clubs.

There was also potential to stage Option 1, which will also be explored.

The next stage will involve a formal presentation of the preferred model to all clubs for their consideration and a decision. There is a desire to continue to progress this work in a timely manner to ensure a smooth transition of the unrestricted tavern licence and to continue to provide access and a service to the bar and kitchen for the upcoming Winter sports season.

YORK BOWLING CLUB

COMMITTEE MEETING

Wednesday 29 May 2024

YCRC Meeting Room, 6pm – 7.30pm

Attendees: Peter Thorp, Brian Ogden, Jenny Jones, Christine Pert, John Pert, Rob Parker

Apologies: Sue Collins, Max Nottle, Phil Jones, Dean Wickham

Meeting opened at 6pm.

Caroline Robinson from 150Square came online and presented two management models for the YCRC bar and kitchen. The Committee was provided with a copy of the presentation prior to the meeting. The first year budget was also discussed.

Following her presentation, Caroline left the meeting.

The Committee resolved the following:

1. Proceed with the preferred management model however request the Shire increase funding to \$7,000pm so as we can achieve break even position so as we can present to York Bowling Club members as an achievable proposition.
2. We request Caroline Robinson to present the preferred management model to Football, Cricket & Tennis Club, Ag Society
3. We request Caroline Robinson to prepare: House Policy, Code of Conduct, Management Plan, Contract for Sales/Assignment to enable tavern liquor license transfer from Belgravia to the York Bowling Club
4. Request Caroline Robinson present to the Shire of York Councillors for their Vision of the YRCC space so as we can adjust our model as such. Including future use of Forrest Oval Precinct. Request Councillors to revisit Strategic Plan for Sport & Rec and ensure that our Councillors are representing the vision of the people of the Shire of York.
5. Request Caroline Robinson to prepare Year 2 budget under a combined sports model. Shire of York has supported YRCC for 14 years, and needs to continue to support Sporting Clubs with their transition (financial and no financial).
6. Bar & Kitchen to be maintained in its present condition, so as the facility can run complimentary to one another.
7. Quarterly review of the model to be conducted for the mutual benefit of all parties.

CARRIED

Peter Thorp will make contact with Caroline to discuss the Committee's decision.

The meeting was closed at 7.30pm.

MEETING NOTES

4th June 2024

7pm – 7.30pm on TEAMS

Attendance: Bernie (Ag Society), Greg (Football), Nick (Cricket), Emma (Tennis), Caroline (150Square)

Business:

Presentation of the preferred management model and alternative. Followed by open discussion.

York Football Club	Supports YBC to open, do not have capacity to run the bar/kitchen in their own right. Happy to support YBC during busy periods as they have volunteers with RSA. Seeking confirmation from the Shire of York they will support the YBC and clubs to progress towards club management and 2 nd year financial support (if required). Needs to stay open. Focus is to bring people back to the centre and build patronage.
York Ag Society	Supports YBC to open. Needs support from all clubs and the Shire of York. Show day is important for the Ag Society and potential earner for the YBC.
York Tennis Club	Tennis does not have the capacity to run the bar/kitchen but supports the YBC. Some volunteers have RSA's and can help. Everyone involved in multiple clubs, we are working together, cross over in members of Winter and Summer sports. Facility must be open.
Cricket	Supports YBC. Small membership, not a bit spectator sport. Would consider financial contribution to wages in the combined model.

Action:

- Caroline to provide this feedback to the YBC and Shire of York.
- 2nd year budget to be developed, moving into combined sports.

York Recreation and Convention Centre

Management Model Update



Meeting Purpose

1

The Shire of York is updated on the management model. Consideration towards the vision of the Precinct and forward plans (budget etc).

2

A timely transfer of the tavern liquor licence (currently held by Belgravia Leisure) can be made.

3

York Bowling Club can prepare for transition and open when the contract ceases between the Shire of York and Belgravia Leisure.

Roles and Responsibilities

ROLE

Develop a business plan for the York Bowling Club to guide them through the transition of the Forrest Bar and Café from Belgravia Leisure to themselves.

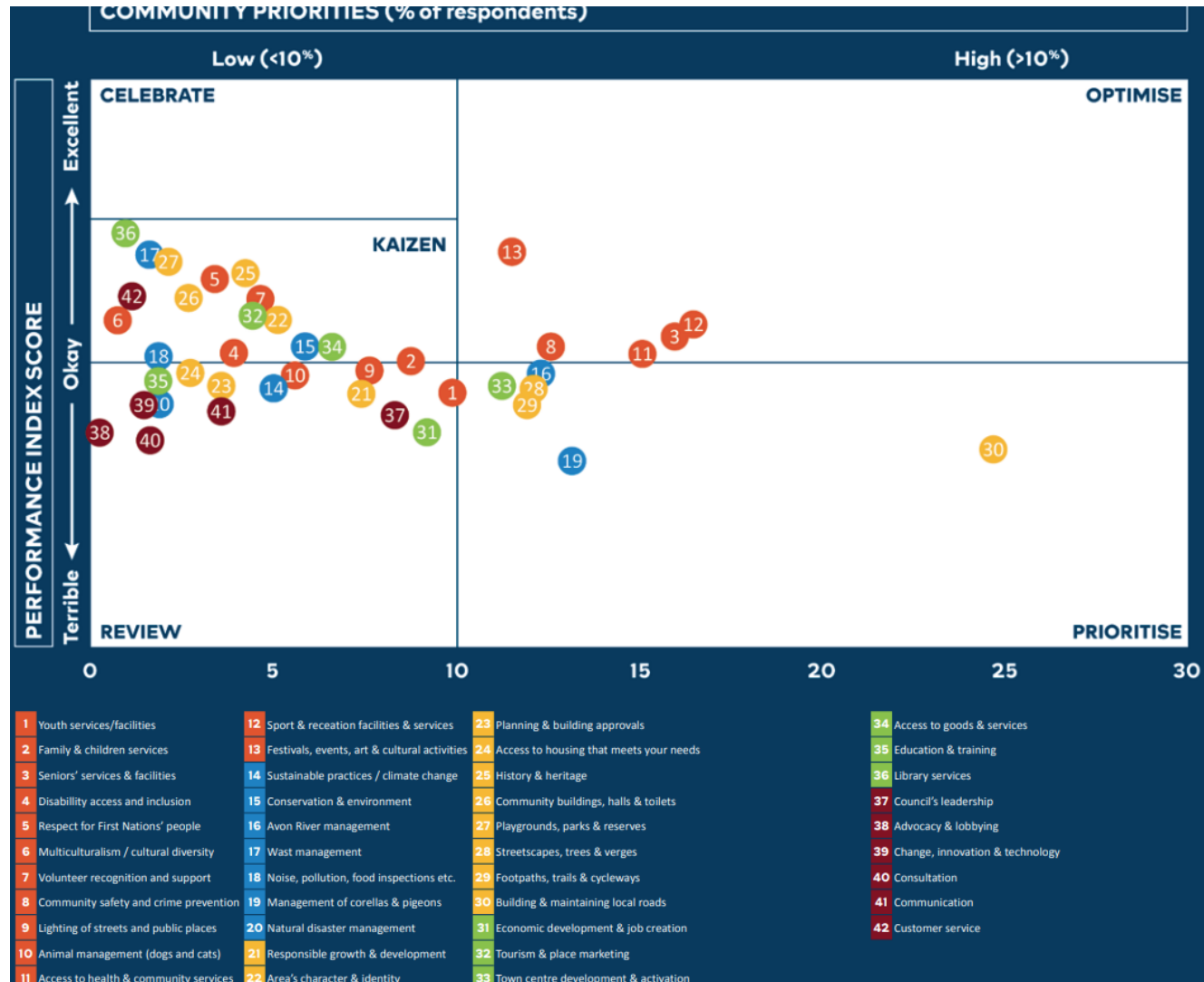
RESPONSIBILITIES

Long term approach for the Shire of York, clubs and community that delivers upon the Strategic Community Plan.

Sustainable and viable service delivery, confidence to clubs and the community.

Ensure the facility can be open and activated for social connection, physical activities and community events.

Contributes to the achievement of the Precinct vision.



Shire of York Strategic Plan 2020 - 2030

GOAL 1

To be a close-knit community, full of life, in a welcoming and accessible place for all

1.5 Facilitate access to community facilities and services to enable wellbeing, diversity and inclusion

1.5.2 Optimise use of community assets and facilities, such as York Town Hall, for business, tourism, arts and culture attractions and programs

Why is this important to know?

The Shire of York's desired outcome for the Recreation Centre and surrounding amenities, is that it is a community hub for sport, recreation and leisure and that it contributes to creating a close knit, healthy and inclusive community.

Progress to date

1. Met with Football Club, Junior Football Club, Tennis Club, Basketball Club and Cricket Club
2. Ongoing planning with the York Bowling Club and Shire of York.
3. Preferred management model and budget has been presented to the York Bowling Club Committee and agreed upon (York Bowling Club transfers tavern liquor licence, operates bar and transitions to combined club operation model).
4. Presentation to Ag Society, Football Club, Tennis Club and Cricket Club to proceed and gain their commitment towards a York Sports Association model to operate the bar and kitchen within next 12 - 18 months

Agreed Management Model

Stage 1 (July – Q1 2025)

Stage 2 (planning concurrently and delivery in Q2/3 2025)

Bar (tavern liquor licence) held and operated by the York Bowling Club

Bar (tavern liquor licence) held and operated by a York Sports Association (collective of clubs)

Critical success factors

- ✓ Articulated Council vision for the Precinct.
- ✓ User and cross club communication.
- ✓ Support for volunteers (mostly seniors) running a business, employing staff and operating a liquor licence. After 12 months, the York Bowling Club should not be worse off financially, retention of volunteers should not be impacted, club governance is of a high standard, they have a positive community and club image.
- ✓ Building patronage, social connection and a sense of place at the Centre is critical.
- ✓ Communication between York Bowling Club and Shire of York Administration.
- ✓ Formal review points throughout the process.

Agreed Management Model

ITEM	DETAILS	NOTES
<p>BAR AND DINING Opening Hours</p>	<p>Summer Wednesday 12pm – 7pm Saturday 12pm – 8pm Sunday 12pm – 8pm Winter Wednesday 12pm – 7pm Sunday 12pm – 8pm</p>	<ul style="list-style-type: none"> • Preference is for the bar to be open for use by other sports as well as the Bowling Club e.g. Sunday football, cricket, pennant tennis etc • Access to the Recreation Centre and surrounding amenities is through the Shire of York (toilets, gym, canteen, oval, access during emergencies etc). • York Bowling Club has responsibility for the bar area only (and dining when Bowls is operating the bar). • Access to the dining area for meetings outside of these opening times is under the responsibility of the Shire of York, and their booking system.
<p>Workforce</p>	<p>Bar Manager x 1 (or job share) Casual staff (1 or 2, 4 -6hr shifts each week) Additional volunteers for busy periods Responsible Service of Alcohol for each member of staff or volunteer behind the bar</p>	<ul style="list-style-type: none"> • York Bowling Club is responsible for bar and dining area cleaning (bar wipe down, restocking, vacuuming, furniture re-set etc) after each shift. • Shire of York could assist with deep clean as required. • York Bowling Club needs one Committee member to manage staff performance, rosters etc
<p>Governance</p>	<p>Tavern liquor licence to be held by the Bowling Club To be established: a subcommittee of the York Bowling Club to manage the service</p>	<ul style="list-style-type: none"> • Progress towards a combined York Sports Association within 12 -18 months.
<p>Marketing</p>	<p>York Bowling Club to work with all clubs Support from the Shire of York Club Development Officer</p>	<ul style="list-style-type: none"> • Increased patronage is a priority

Potential Combined Clubs Operation

1. New incorporated association (those clubs party to the model)
2. Governing Committee made up of club representatives (those party to the model) - volunteers
3. Potential for profit sharing
4. Minimum opening hours on organised competition days e.g. Sunday football, pennant tennis etc
5. Hybrid staffing model – employed Bar Manager, some casual staff and volunteers to support service during peak periods
6. Stock purchase considerations to establish (implications on club funds)
7. Transition of assets (point of sale, bar merchandise etc) to new entity from the York Bowling Club

Shire of York Requested Support

1. Support in establishing the agreed management model (currently underway).
2. Club Development Officer commitment to assist with club communication, increasing use of the facility, cross club relationship building, governance support, marketing etc.
3. Start up financial support of \$40K plus GST for equipment, software etc needed to run the bar (exclusive of stock) to the York Bowling Club.
4. 12 months wages support of \$7K monthly (\$84K) to the York Bowling Club (break even is \$2,928 with this support)
5. Assistance with monthly deep cleans (cost).
6. Independent external review of the model prior to the York Sports Association transition.
7. 25/26 Budget for wages support when the York Sports Association transitions into place, subject to the formal review and forecast cash flow projections.
8. Commitment to work towards a Precinct vision (community, sport and recreation space).

RISK	LIKELIHOOD	CONSEQUENCE	IMPACT	MITIGATION
Tavern licence restrictions / compliance issues with Belgravia Leisure (unknown) and potentially may not be successfully transferred	Possible (3)	Major (4)	High (12)	Details from DLGSC to be provided before transfer of liquor licence is initiated
Liquor licence transfer needs a contract, policies and management plan which is not currently in place (timeliness)	Almost Certain (5)	Major (4)	Extreme (20)	Shire of York has agreed to fund transfer cost (\$960) Minimum supporting material may be able to be prepared by 150Square within current scope of work
Low patronage at the bar, previously poor service and management of patrons carries through into new management effecting profitability	Possible (3)	Major (4)	High (12)	Consensus on opening hours with existing clubs (users) Review opening hours after Spring 2024 Sub Committee sets budget, budget v actuals presented at each meeting, updates to the Shire of York Job descriptions, code of conduct etc implemented Club Development Officer support Monthly wage support (\$5K) to be provided and confirmed by the Shire of York before proceeding Training of all staff / volunteers with RSA
Volunteers managing paid employees, liquor licence compliance impacts volunteer wellbeing, attraction and retention at the York Bowling Club and the future of the management model	Likely (4)	Major (4)	Extreme (16)	Sub Committee of the York Bowling Club to be established Terms of Reference to be adopted Job descriptions, roles and responsibilities, policies required Club Development Officer support (potential inclusion in Sub Committee) Communication to other clubs to gain their support and acknowledge liquor licence requirements e.g. no alcohol in changerooms
Lack of volunteers to assist during busy periods / employee unavailability impacts the management model	Likely (4)	Major (4)	Extreme (16)	Monthly employee rosters to be developed (supported with available volunteers) RSA training for multiple volunteers at Bowls (and potentially other clubs) Contact details of all volunteers made available Volunteer appreciation activities
York Sports Association fails to be established within 12 months	Possible (3)	Major (4)	High (12)	York Bowling Club needs to consider this as a possibility from the beginning of the management model discussions Club Development Officer supports the establishment and operations of the York Sports Association All clubs (main users) of the bar and dining invited to participate Does not require all clubs to participate in the final model Profit sharing part of the planning

RISK	LIKELIHOOD	CONSEQUENCE	IMPACT	MITIGATION
Internal funds required to purchase start up stock, risk of return to the York Bowling Club and no member endorsement	Possible (3)	Major (4)	High (12)	Communication about the management model to Bowling Club members Budget to be prepared Pricing strategy to be adopted (including % mark up) Provide only bottled beer in first 3-4 months Consignment arrangement with local liquor store in first few months
Current Bar Manager hourly rate is higher than the Clubs Award, retention of the Bar Manager may not be achieved	Possible (3)	Moderate (3)	High (9)	Early conversations with current Bar Manager to manage expectations Advertise position if Bar Manager is not retained Volunteer roster if required
Review period at the end of 12 months has not been agreed to between the Shire of York and Bowling Club	Possible (3)	Major (4)	High (12)	Confirm review period at 12 months with the Shire of York prior to entering into management model (does not necessarily mean ongoing financial support by the Shire) Regular meetings with the Shire of York throughout the 12 months Shire of York agreement in place with the York Bowling Club regarding use of start up finances, wages support for 12 months, communication etc
The Shire of York ends financial support after 12 months and the model is not profitable for the Bowling Club or future York Sports Association.	Likely (4)	Major (4)	Extreme (16)	Budget v actuals presented at each Sub Committee meeting Forward cash flow projections required before model commences Educate Bar Manager about budget and financial targets Financial targets to be set with monthly review and communications York Bowling Club agrees to transfer start up equipment to new association New association may need to consider loan funds (from a club or elsewhere) for start up stock
Negative community sentiment if this management model does not succeed (impact on the York Bowling Club and Shire of York)	Very Likely (5)	Minor (2)	Medium (10)	Communication to community if and when the model commences Support from Clubs Development Officer to York Bowling Club Review after 6 months and 12 months, communication to all clubs



York Bowling Club (Inc.)

ABN 44 330 013 052

Forrest Oval Recreation Reserve
South Street
YORK

Email: york.bowls@gmail.com

PO Box 122, YORK WA 6302

ATT: Mr Chris Linnell
Chief Executive Officer
Shire of York
PO Box 22
York WA 6302

13 June, 2024

Dear Mr Linnell,

On behalf of York Bowling Club, we are formally seeking in principle support from the Shire of York to take over the management of the York Recreation and Convention Centre Bar facilities as detailed in the proposal prepared and presented at Council Forum on June 11th, by consultant Caroline Robinson of 150-Square.

Extensive consultation with the Shire, community and respective sporting groups, and our own Bowling Club Committee, indicates support of our proposition. We attach for your reference a copy of the proposal and our committee minutes.

We have scheduled an extraordinary meeting of all Bowling Club members for Saturday 22nd June to verify their support and will provide confirmation via. minutes.

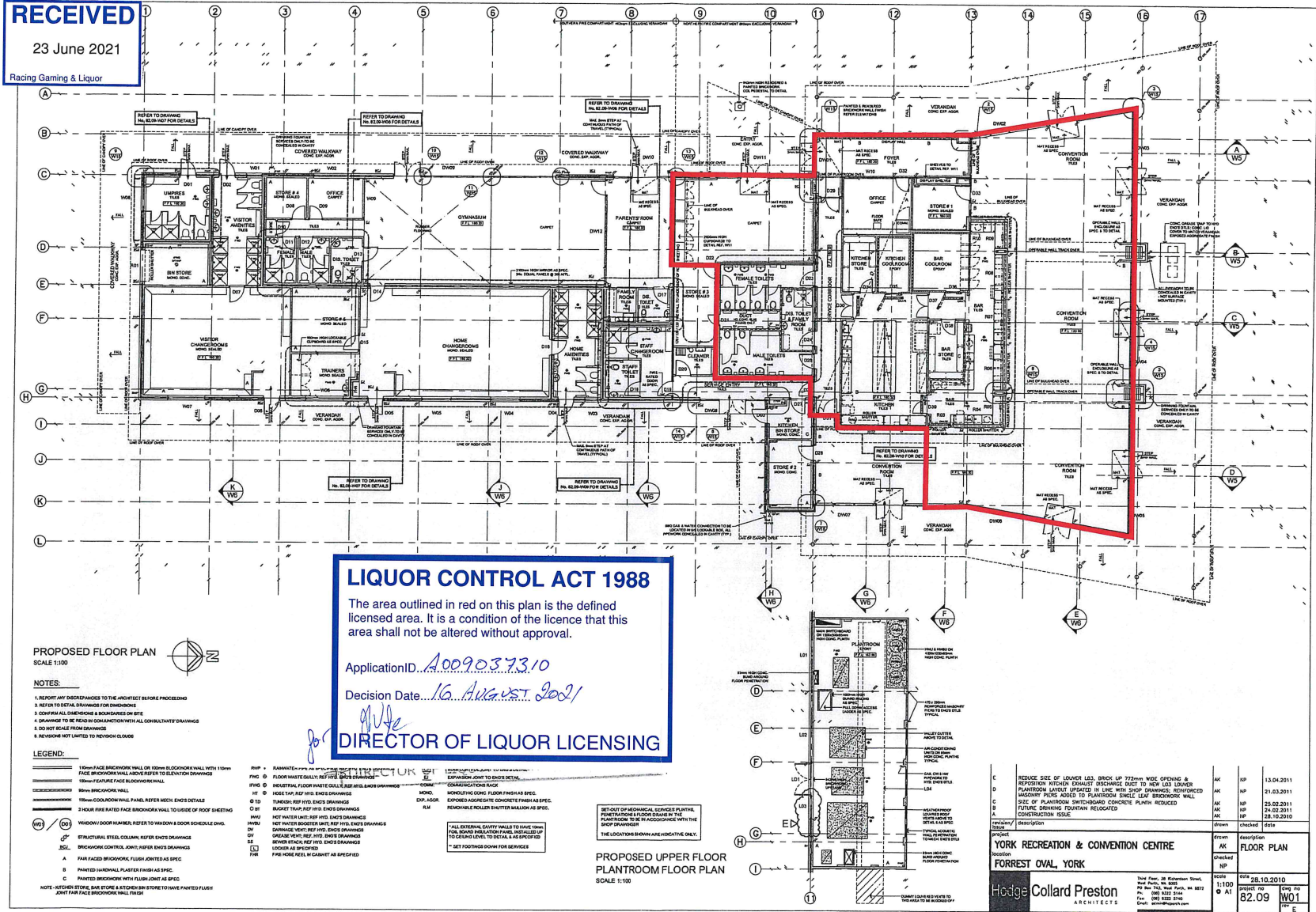
Shire support is integral to progressing this solution; we look forward to your positive confirmation of financial and ongoing operational support.

Yours sincerely

Peter Thorp
President
13/06/2024

Brian Ogden
Vice President
13/06/2024

RECEIVED
23 June 2021
Racing Gaming & Liquor



LIQUOR CONTROL ACT 1988
The area outlined in red on this plan is the defined licensed area. It is a condition of the licence that this area shall not be altered without approval.
Application ID... A009037310
Decision Date... 16. AUG. 2021
[Signature]
DIRECTOR OF LIQUOR LICENSING

PROPOSED FLOOR PLAN
SCALE 1:100

NOTES:

1. REPORT ANY DISCREPANCIES TO THE ARCHITECT BEFORE PROCEEDING
2. REFER TO DETAIL DRAWINGS FOR DIMENSIONS
3. CONFIRM ALL DIMENSIONS & BOUNDARIES ON SITE
4. DIMENSIONS TO BE READ IN CONJUNCTION WITH ALL CONSULTANT DRAWINGS
5. DO NOT SCALE FROM DRAWINGS
6. NEVISIONS NOT LIMITED TO REVISION CLOUDS

LEGEND:

- 150mm FACE BRICKWORK WALL OR 150mm BLOCKWORK WALL WITH 150mm FACE BRICKWORK WALL ABOVE REFER TO ELEVATION DRAWINGS
- 150mm FACE BRICKWORK WALL
- 150mm FACE BRICKWORK WALL
- 150mm COLOURWALL PANEL REFER ARCH ENDS DETAILS
- 3 HOUR FIRE RATED FACE BRICKWORK WALL TO ULCIDE OF ROOF SHEETING
- WINDON / DOOR NUMBER REFER TO WINDON & DOOR SCHEDULE DWG.
- WINDON / DOOR NUMBER REFER TO WINDON & DOOR SCHEDULE DWG.
- STRUCTURAL STEEL COLUMN REFER ENDS DRAWINGS
- STRUCTURAL STEEL COLUMN REFER ENDS DRAWINGS
- FAIR FACED BRICKWORK FLUSH JOINTED AS SPEC.
- PAINTED BRICKWORK WITH FLUSH JOINT AS SPEC.
- PAINTED BRICKWORK WITH FLUSH JOINT AS SPEC.

NOTE: KITCHEN STORE, BAKE STORE & STORES BAK STONE TO HAVE PAINTED FLUSH JOINT FAIR FACED BRICKWORK WALL FINISH

PROPOSED UPPER FLOOR PLANTROOM FLOOR PLAN
SCALE 1:100

SET-OUT OF MECHANICAL SERVICES PLUMBING, PIPING, DUCTS & FLOOR DRAINAGE IN THE PLANTROOM TO BE IN ACCORDANCE WITH THE SHOP DRAWINGS.

THE LOCATION BETWEEN ARE INDICATIVE ONLY.

ALL EXTERNAL CAVITY WALLS TO HAVE 150mm FACE BRICKWORK WITH 150mm BLOCKWORK INSULATION UP TO CEILING LEVEL TO DETAIL & AS SPECIFIED.

SEE FOOTINGS DOWN FOR SERVICES

Rev	Description	Drawn	Checked	Date
C	REDUCE SIZE OF LOUVER L&S BRICK UP 725mm WIDE OPENING & REPOSITION RITCHEN EXHAUST DISCHARGE DUCT TO NEW L&S LOUVER PLANTROOM ANDUPDATED IN USE NEW SHOP DRAWINGS. REDUCED MASONRY PILES ADDED TO PLANTROOM SINGLE LEAF BRICKWORK WALL	AK	HP	13.04.2011
D	SIZE OF PLANTROOM SPECIFIC CONCRETE FINISH REDUCED	AK	HP	21.03.2011
B	FUTURE DRINKING FOUNTAIN RELOCATED	AK	HP	25.02.2011
A	CONSTRUCTION ISSUE	AK	HP	24.02.2011
		AK	HP	24.10.2010

Drawn	Checked	Date
AK	HP	13.04.2011
AK	HP	21.03.2011
AK	HP	25.02.2011
AK	HP	24.02.2011
AK	HP	24.10.2010

PROJECT: YORK RECREATION & CONVENTION CENTRE
LOCATION: FORREST OVAL, YORK

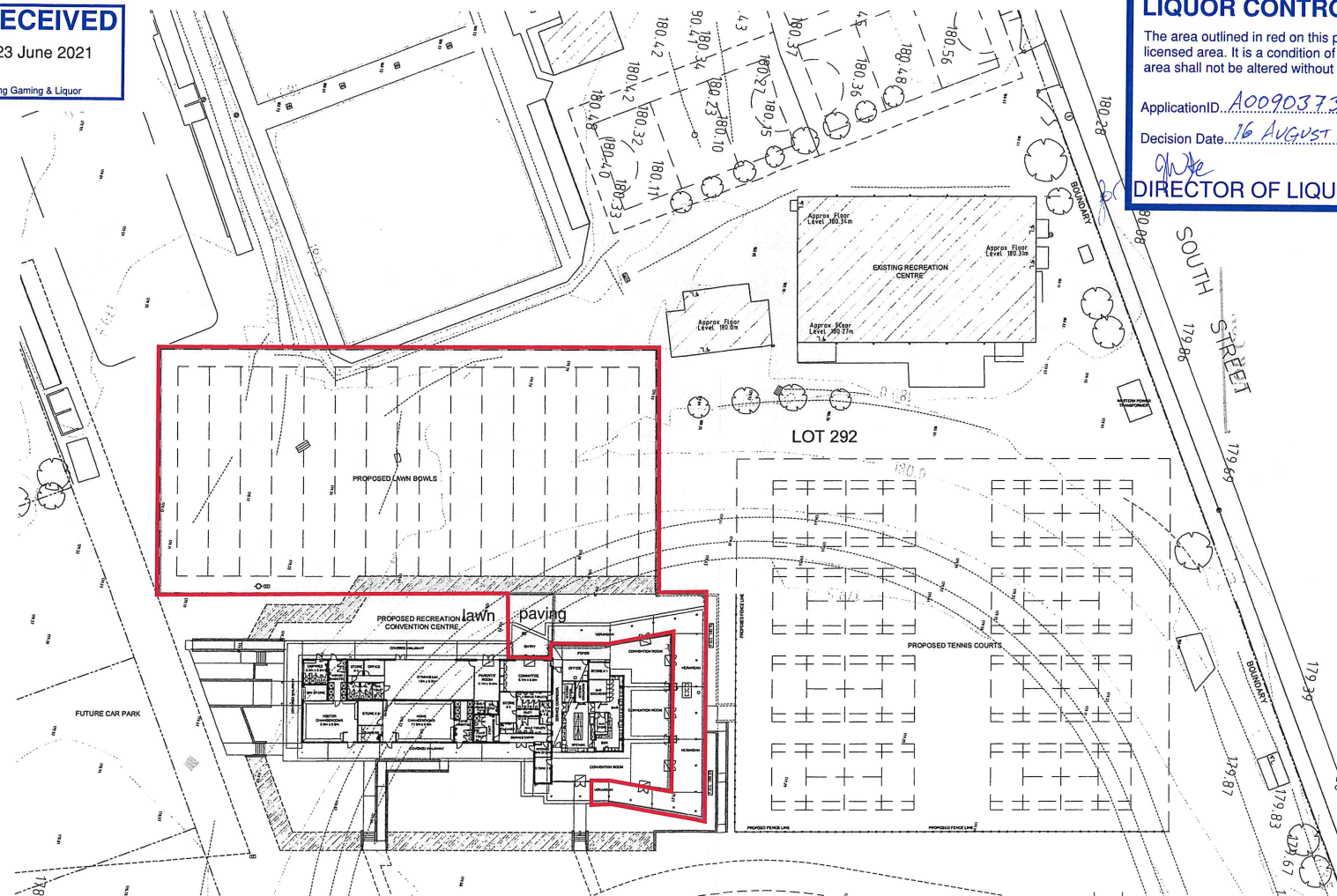
Hodge Collard Preston ARCHITECTS

1100
82.09
W01

DATE: 28.10.2010
SCALE: 1:100
PROJECT NO: 82.09
DWG NO: W01

RECEIVED
23 June 2021
Racing Gaming & Liquor

LIQUOR CONTROL ACT 1988
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Application ID: A009037310
Decision Date: 16 August 2021
globe
DIRECTOR OF LIQUOR LICENSING



PROPOSED SITE PLAN
SCALE 1:500

LEGEND:
[Red Outline] PROPOSED LIQUOR LICENCE AREA

ISSUED FOR LIQUOR LICENCE APPROVAL - AREA REVISED	AC	HP	26.10.2011
ISSUED FOR LIQUOR LICENCE APPROVAL	AC	HP	28.09.2011
Project Description	drawn	checked	date
YORK RECREATION & CONVENTION CENTRE	AK	AK	
FORREST OVAL, YORK	NP	NP	
Project Location	drawn	checked	date
YORK RECREATION & CONVENTION CENTRE	AK	AK	
FORREST OVAL, YORK	NP	NP	
Scale	1:300	date	23.08.2011
Project No	82.09	Project No	82.09
Scale	A1	Project No	CAT5
Scale	B	Project No	B

HODGE + COLLARD ARCHITECTS
 101/102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000