

NOTICE OF MEETING & AGENDA

Special Meeting

Wednesday 17 September 2025

NOTICE OF MEETING

Date: 17 September 2025

Mayor: Councillor W M Taylor

Deputy Mayor: Councillor C J O'Neil

Councillors: Councillor J R P Birkett
Councillor M K Brumpton
Councillor A K Davis
Councillor P J Flynn
Councillor J M Hancock
Councillor B R Seawright
Councillor J R Vincent

Chief Executive Officer: Robert Hayward

Executive Management: Cameron Hoffmann – Deputy CEO – Strategic Roads,
Airports & Major Projects
Brett Exelby – Director Corporate Services
Seamus Batstone – Director Engineering
Jamie Gorry – Director Regional Development,
Environment and Planning

Attached is the agenda for the **Special Meeting** to be held at the Roma Administration Centre on
17 September 2025 at 3:45 PM.



Robert Hayward
Chief Executive Officer

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	Prepared by: Lead Local Development Officer Overseer - Roma
	Closure

OFFICER REPORT

Meeting: Special 17 September 2025

Date: 17 September 2025

Item Number: 3.1

File Number: D25/95512

SUBJECT HEADING: Roma Rugby Union Football Club - Request for Assistance

Classification: Open Access

Officer's Title: Lead Local Development Officer

Executive Summary:

The Roma Rugby Union Football Club has secured \$750,000 through the Federal Government's *Play Our Way* Program to upgrade facilities at Gallas Fox Park. The Club has requested in-kind assistance from Council to support delivery of the project.

Officer's Recommendation:

That Council:

1. Support the Roma Rugby Union Football Club in the delivery of its *Play Our Way* project at Gallas Fox Park.
 2. Provide in-kind assistance to the project to the maximum value of \$37,030, including:
 - a. Council management staff oversight and support
 - b. Development fee waivers (excluding State levies)
 - c. Remove white fence
 - d. Erect and dismantle temporary fencing
 - e. Remove rubbish and sand from rear of second field
 - f. Assist with irrigation system installation (2 staff × 2 days)
 - g. Assist with turf and stolon laying (2 staff × 2 days)
 3. Provide cash support via engagement of contractors to the maximum value of \$98,860.90 (Ex GST):
 - a. Cricket pitch removal (contractor required)
 - b. Tree removal (contractor required)
 - c. Stormwater Management Plan (Brendons)
 - d. Flood Study (GHD)
 - e. Directional drill & stormwater pumped connection
 - f. RPZD/Break Tank for irrigation
 4. Be formally acknowledged by the Roma Rugby Union Football Club across all project communications, signage, media releases, and at community and sporting events associated with the project.
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Context (*Why is the matter coming before Council?*):

Council is being asked to consider a request from RRUFC for in-kind assistance to support their successful *Play Our Way* grant project.

At the 25 September 2024 Council meeting, Council resolved:

Resolution No. OM/09.2024/67

Moved Cr Brumpton

Seconded Cr Flynn

That Council:

- 1. Provide a letter of agreement to the Roma Rugby Union Football Club for their application for the Play Our Way Program to upgrade Gallas Fox Park.**
- 2. Provide in-principal support to the Roma Rugby Union Football Club for in-kind assistance, pending they are successful in their grant application.**
- 3. Be provided a further report confirming the outcome of their grant application and specific in-kind assistance requests.**

Background (*Including any previous Council decisions*):

- RRUFC was awarded **\$750,000** under the *Play Our Way* Program.
 - Scope includes:
 - Reconstruct Field 1 (irrigation and drainage).
 - Construct Field 2 (irrigation, drainage, lighting).
 - Construct player rooms (women and girls focus).
 - Construct standalone ablution block.
- RRUFC has requested a variation to remove the ablution block (awaiting outcome, funding value unchanged).
- In-kind requests from RRUFC total approximately **\$100,000**, including site preparation, irrigation and turf assistance, and stormwater/flood studies.
- Cricket has agreed to removal of the pitch (not currently used) conditional on reinstatement if their clubhouse is not upgraded by 2027.

RRUFC In-Kind Support Requests to MRC

The Club has requested Council's in-kind assistance with the following:

1. Confirm and provide details of any required building/development approvals and waive associated fees where practicable.
2. Remove the cricket pitch and waive dump fees.
3. Remove the gravel pile beside the Pump Shed.
4. Remove the low white fence on the northern boundary, fill holes and smooth fence line.
5. Provide and install temporary fencing along the northern boundary.
6. Clear and remove trees, shrubs, and debris from the southeastern corner.
7. Provide staff support for installation of irrigation on the secondary field.
8. Provide staff support for laying turf and stolons.
9. Clean and level the swale/drain in front of Homestead Motor Inn to ensure proper fall.
10. Install "K" wire fencing along the northern boundary.

Additional Works Recommended

While not included in the Club's budget, it is recommended that the following essential works are also undertaken to support the project's long-term success:

- Horizontal drills – \$45,266.10
- Stormwater Management Plan (Brandons) – Approx \$7,000.00
- Flood Impact Assessment (GHD) – \$10,000.00
- RPZD /Break Tank for Irrigation - \$10,000

Task / Request	Total Cost (ex GST)
Council Management staff (acknowledge, not costed) –	
Development Fee Waivers	\$5250
Dig up cricket pitch	Approx \$5000
Remove low white fence & smooth	\$4,272.13
Erect / dismantle temporary fence	\$1,272.13
Remove rubbish / sand (rear of 2nd field)	\$1,478.69
Remove trees (rear of 2nd field – Arborist)	\$8,700.00
Assist with irrigation installation	\$10,721.28
Assist with turf & stolons laying	\$8,934.40
Stormwater discharge design / table drain reshape	Not required
Install K wire fence	Not recommended
Additional In-Kind Anticipated:	
Stormwater Management Plan (Brendons)	\$7,000.00
Flood Study (GHD)	\$10,000.00
Directional Drill & Stormwater pumped connection	\$45,266.00
RPZD/Break Tank for Irrigation	\$10,000.00

The 'Additional In-Kind requests' have not been formally requested – discussed at Council briefing 10 September 2025.

The total value of in-kind assistance utilising existing full-time operational staff and existing council-owned plant and equipment is estimated to be \$32,200.

The total value of cash that would be required to accomplish the remaining inkind and anticipated inkind requests is \$85,966.

Total estimated inkind costs are \$118,165 ex GST.

15% contingency – approx. \$17,725.

Overall total cost: \$135,890

Options Considered:

- Approve all in-kind assistance requests.
- Approve selected in-kind assistance only.
- Decline in-kind assistance requests.

Recommendation:

That Council support the Roma Rugby Union Football Club in delivering its *Play Our Way* project at Gallas Fox Park by providing in-kind assistance through Council staff and equipment, including project oversight, development fee waivers (excluding State levies), fence removal, temporary fencing, rubbish removal, and assistance with irrigation and turf installation.

Council also provide cash support for specialist works, including cricket pitch and tree removal, stormwater management, flood study, directional drill, and RPZD/Break Tank installation.

Council's contribution is to be formally acknowledged by the Club across all project communications and signage.

Risks:

Risk	Description of likelihood & consequences
Project scope risk	Delay or cost impacts if in-kind assistance not provided.
Reputation risk	Failure to progress may impact Council's relationship with both sporting groups and broader community expectations.

Policy and Legislative Compliance:

Local Government Act 2009

Community Grants & Events Assistance Policy (in-kind assistance requests above \$5000 – approval of Council sought).

Budget / Funding (Current and future):

<Provide details>

Timelines / Deadlines:

- RRUFC are aiming for project completion by February 2026 to align with the Roma Rugby 7s Tournament.
- Works must also be ready ahead of the regular rugby season commencing in 2026.
- The upgraded facilities are expected to be showcased during the Santos Festival of Rugby in September 2026.

The current project has an estimated program (developed via meetings but not in conjunction with the Rugby Club).

- Poison existing oval – Completed
- Install Irrigation – Required to be completed by early October
- Install Drainage, Level field and install turf – early February
- Install Stormwater discharge line and pump station – early February
- Install player rooms – 26/27 financial year

The Rugby Club is aiming to have the field back online for the Rugby 7s competition in February and has booked Twin View Turf to commence renovation works in October 2025. This proposal was presented to Council staff on Friday, 29 August. Since then, Council staff have been working closely with the Club to ensure the project complies with Council's development requirements and to estimate in-kind requests.

Consultation (Internal / External):

Internal: CEO Rob Hayward, Director – Roma; Director Regional Development, Environment and Planning; Manager - Planning, Building & Development Services; Manager - Regional Facilities Management, Roma Overseer, Roma Local Development Officer.

External: RRUFC and Roma and District Cricket Association

Strategic Asset Management Implications:

(If applicable, outline changes to whole of life costs and / or level of service)

N/A

Acronyms:

Acronym	Description
RRUFC	Roma Rugby Union Football Club

Addition to Operational or Corporate Plan:

Plan Description	Yes / No
Operational	Inclusivity: Continue working with community groups to attract sporting events to the region.
Corporate	Inclusivity: Develop a strategy to attract and host significant events for different age cohorts.

Link to Corporate Plan:

Corporate Plan 2023-2028

Corporate Plan Pillar 5: Inclusivity

5.4 Community pride

Supporting Documentation:

Nil.

Report authorised by:

Director Roma