

**Ord River Sports Club Inc**  
**77 Chestnut Avenue, Kununurra, WA, 6743**  
**Kununurra, WA, 6743 Ph 08 9169 1778**



4 October 2024

**Re: Facility Grant – Ord River Sports Club**

Dear Shire Officers and Councillors,

I am writing to you, as President of the Ord River Sports Club Inc. (the Club), with regards to the Buildings and Facilities Grant which was granted to the Club in the 2023-2024 financial year for the amount of \$20,000 to assist with the proposed accessible toilet upgrade for the Club building.

Following careful consideration of the current operational requirements of the Club, the Committee collectively agreed that the Club should write to you and request an extension of time and change of purpose for the funds.

The Club is committed to providing disabled compliant ablutions, however it has been established the proposal put forward for the original funding application isn't achievable without significant works being undertaken. Proceeding with the proposal in its current form would, while providing an accessible ablution facility, be a reactive development ultimately impacting the usability and the available floor space of the existing bar function area. The existing ablutions at the Club need an upgrade, so from a long-term perspective it would be better to consider the project as a whole, rather than just adding a single ablution. A new floor plan layout is required to enable this, which will ensure an overall better project by reimagining the spaces to provide more user friendly and greatly improved facilities.

Hence, I am applying on behalf of the Club to request a change of purpose for the funding to enable the Club to obtain updated plans of the existing building (to accurately reflect what is existing), to then develop new plan/s, including a revised floor layout plan, to include an upgrade of the existing ablution facilities (including disabled accessible ablution/s), and finally to use the remaining funding allocation to engage the services of a qualified consultant to prepare a new Strategic Business Plan and Development Strategy to ensure the long term viability of the Club and to plan for future expansion.

The most recent Strategic Business Plan was prepared in 2013 and is in need of an update to reflect the current requirements and future direction of the Club beyond 2024. The preparation of a new Strategic Business Plan and Development Strategy will allow the Club to set priorities in relation to future requirements, activities and development/s, ultimately improving the Clubs competitiveness in applying for future funding opportunities.

The Club envisages the Strategic Business Plan shall include, but is not limited to:

- Identifying the mission, main objectives and goals of the Club,
- Identifying and ensuring effective use of resources (human, physical and financial),
- Provision of Financial planning direction,
- Identify opportunities for education to groups/stakeholders external to the Club and to strengthen the Clubs connection to the community - ultimately to increase use of the facility by community and community sporting groups,
- Identifying actions to be achieved, who will achieve them and how they will be achieved,

The Development Strategy will focus on providing a quality facility which meets community and sporting group needs into the future, including but not limited to:

- Key stakeholder engagement, including Club Members, specific user groups and the general

- community - engaging with all key stakeholders to establish user needs and requirements;
- Following engagement, prepare a strategic assessment of current and future needs;
- Identifying development priorities and projects for the Club and facilities, including:
  - Requirements identified by user groups,
  - Improving inclusivity and accessibility to the facility
- Concepts for future re-development at the facility, focusing on delivering a high quality facility which meets the needs of identified users, Club members and the community;
- Prioritising identified projects and setting goals and timeframes to achieve identified projects and opportunities;
- Framework for identifying internal funding opportunities and, for identifying and obtaining external funding opportunities to realise projects.

The Club has sought a quote from a draftsman with respect to the initial new floor layout plan, which is attached, and it is anticipated that the new plans required for the ablution re-design will be in the vicinity of \$5000-10,000. The Club respectfully requests that the remainder of the funding allocated, be utilised to engage a consultant to prepare a new Strategic Business Plan and Development Strategy. The Club will continue to engage with the Shire on a regular basis with respect to quotes for the re-design of the ablutions and the engagement of a suitably qualified consultant to prepare the Strategic Business Plan and Development Strategy. Noting the Club's contribution to the project still remains.

In addition to the above, the Club requests an extension of time of an additional twelve months to expend the funding, to enable due diligence and preparation of the above documentation, with the intention that the funding be acquitted by 30 June 2026.

In light of the above, the Ord River Sports Club Inc. (the Club) respectfully requests the Shire and Councillors to consider a request for an extension of time for a further twelve months to 30 June 2026 for acquittal and a change of purpose for the grant funding to allow the Club to meet the following deliverables:

(a) Engage a draftsman to prepare:

- updated plan/s of the site to accurately depict the existing layout and development; and
- new plans, suitable for submission for planning and building approval, to accurately reflect a re-design of the existing layout to achieve new and updated ablution facilities (including disabled compliant ablutions) to service both the bar and function rooms;

and

(b) Engage a suitably qualified consultant to prepare a new Strategic Business Plan and Development Strategy for the Ord River Sports Club Inc. to ensure the long-term viability of the Club and plan for future development.

The Ord River Sports Club Inc. remains committed to providing an inclusive and accessible facility, supporting the needs of community sporting groups, members and the general community into the future. The Club looks forward to hearing from you with respect to the above and looks forward to working with the Shire into the future.

Kind regards,

**Jerry Kelleher**  
President  
0423 218 447



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