

A Profit and Loss report and Balance Sheet for the year to date are included with the attachment.

Treasurers report accepted- Moved-David Mackay Seconded-Amy Hill

All in favour-Passed

Southern Highlands Hockey Centre Committee (Turf Committee) Report

Current balance of the Turf Committee bank accounts is \$266,878.51 Cr. Balance of the interest free loan to Council for construction of the Mackay/Sharpe field is \$378,646.20 Dr.

A copy of the SHHCC report is included as an attachment.

Representative Team Coordinator Report

Tammy Parker forwarded a written report which is included with these minutes.

Dan also advised the Committee-

- Ben Bragg and Brayden Dawes were selected in the NSW Under 15's squad and Gus Schofield has been selected in the Open Mens NSW Country side. The Committee asked their congratulations be passed onto these representative players.
- Participation in representative teams increased this year from 172 in 2021 to 186 in 2022
- Goulburn Hockey Association have invited our rep teams to participate in a Gala Day type competition against their rep teams. It was agreed that this would be held over until the representative program concludes at the end of July.

Correspondence

Three items of correspondence were received-

- BDCU statement for the mat replacement bank account.
- An email from Moss Vale carried into General Business
- An email from Bowral carried into General Business

General Business

Concussion Policy- following events related to a player being struck with a ball in a recent competition match the Executive Committee were presented with a proposal to roll out Hockey Australia's Concussion Policy and Management guidelines across the Association Clubs. The policy documents and guidelines were discussed, and the committee members were asked to review these and come back to the Secretary on the 24th June with their agreeance which has now occurred.

The HA Concussion Policy will be rolled out to Clubs along with specific instructions relating to Junior players participating in the Senior competition.

While speaking on policies Mindy asked whether we could check whether there is blood policy that we should be adopting. This will be checked with HNSW.

Bowral Hockey Club email- the Club forwarded a copy of an email from one of their parents expressing concern about dogs in the Hockey Centre and coaches on the field questioning Junior umpires.

In respect to handling of dogs the committee members agreed this had escalated as a problem especially on Saturday mornings with dogs off-leash in the facility and others not being properly controlled by their owners. The committee decided to forward a reminder to all members of their responsibility for dog control when Juniors resume after the holidays and that we contact Council to have rangers conduct periodic patrols of the centre which has been done.

In respect to the questioning of Junior umpires this was not the first instance reported of similar behaviour and it was agreed that a competent adult supervisor will be appointed as a Duty Officer for Saturday morning games to act on unacceptable behaviour of coaches or other adults involved in Junior games.

Mindy will respond to their parent.

Moss Vale Hockey Club email- the Club raised a number of concerns, TO Duties clashing with games, Clubs not turning up for TO Duties, Drinking and Glass in Dugouts and late Draw Changes.

The TO Duty concerns have been addressed with the weekly draw being reviewed by a committee member, there is no penalty for teams not fulfilling TO Duties and it was suggested that the Club can submit that as a change to the Winter Competition Rules.

Signs have been placed adjacent to the gates on both fields advising that no alcohol or glass is allowed past the field gates. The Turf Committee would be considering a policy at their next meeting of passing onto Clubs the cost of cleaning the turf of broken glass which has to be carried out by the cleaning contractor which is \$1600-2000.

Late changes to the draw are sometime unavoidable but these are generally being communicated 5-6 days beforehand which was considered suitable notice.

David has responded to Moss Vale Hockey Club.

Goal Keeping Clinic- Amy brought to the committees attention that HNSW had booked goalie clinics with Toni Cronk. We tried to get one of these scheduled at the Hockey Centre but it was too late to change the bookings. Clubs have been advised of those clinics and provided with the link to book.

It was agreed that we would continue to pursue a local clinic especially for our juniors and Glenn will speak with some contacts and advise.

Deferrals of Matches- Mindy raised concerns with the scheduling of deferred matches and believed that it was unfair that Clubs were being forced to reschedule in training times. The committee were not aware of this occurring but highlighted problems with teams arranging for playing of deferred matches without advising the Coordinator so that arrangements could be made for lights and opening.

The training schedule included with the 2022 Welcome Pack recorded Sunday mornings as the allocated time for playing deferred matches and the committee agreed that the Coordinator will reschedule these games on that day within 2 weeks of the original date the match was supposed to be played. If a Club has a genuine reason why it can't play within the 2 weeks they can submit that to the Executive Committee for consideration.

Bowral Hockey Club team change- the Club advised that discussions around their player Kaelen Read to play on the field in 2nd Grade women were not properly recorded in the Grading Panel minutes and they were not approved for her to be included in that team list.

Meegan was asked to contact the Grading Panel members to clarify if this was discussed.

Umpiring Costs- the projected umpiring costs were presented to the meeting and those costs have been tabulated in an attachment to these minutes. This year the umpiring program will run at a nominal loss of \$1032 excluding forfeits and Grand Final day payments. This was recognised as a significant turn-around from recent years where the annual operating deficiency of the paid umpiring program was between \$5-6000.

The improved financial operation of the paid umpire program is a result of moving to payment by grade officiated rather than on assessed level of the umpire and has ensured that a paid umpire program is more sustainable under that structure.

Amy indicated that she had been asked to raise with the Executive Committee returning to the old system of payment by level of umpire by a member in attendance at the recent umpires briefing. The committee agreed that the figures show that not to be viable.

Senior Umpiring Meeting Minutes and Umpires Instructions- a brief outline of the umpires meeting was provided by Mindy and the minutes will be uploaded to the website.

Discussions around proposed instructions in the attached email took place and it was agreed with all those except there were concerns on the instruction for tackles from behind. It was noted that tackling from behind was not illegal under the rules although it is considered a high-risk manoeuvre by players. Mindy read the annexure that is to be circulated to umpires from discussions at their meeting and it instructs them on penalties if this manoeuvre is dangerous. That description was accepted by the Executive Committee and will be published on the website with the minutes as well as being circulated to senior umpires.

Junior Umpiring- Mindy advised that it was expected 3 Junior umpires would be signed off shortly to officiate junior matches by themselves and indicated that the program was running very well.

Discussion was held around the shirts for Junior umpires and a request was made that while umpiring as appointed under the roster that all Junior umpires wear the SHHI shirt. Mittagong Hockey Club purchased shirts under a sponsorship arrangement for their Junior umpires at the start of the year, and prior to our decision to run a Junior umpire development program. It was agreed that it wouldn't be reasonable for the Executive Committee to have MHC instruct their Junior umpires to stop wearing their sponsored shirts.

Under 18's Competition 2023- Glenn flagged the idea for running an Under 18's mixed competition early next year. The committee agreed that we circulate an expression of interest in this competition to gauge interest.

The next meeting will be Tuesday 26th July 6.30 pm at Mittagong RSL Club.

There being no further business the meeting closed at 9.55 pm



Glenn Fleming
President SHHA

Treasurers report meeting. 21/06/2022

1. Accounts

Opening balance S5 account

22/05/2022 \$56,957.08

Payments out \$21,662.55 (Xero, Coordinator fee, Trophy expenses 2021 season & representative team/attire expenses)

Payments received \$25,300.45 (Umpire payments, Representative/ Attire Income & Affiliation fees)

Closing balance 19/06/2022. \$82,257.53

Opening balance S90 Sports grant

22/05/2022. \$56,375.87

Payments out Nil Payments in Nil

Closing balance 19/06/2022. \$56,375.87

There is only one Club yet to pay the affiliation fees and three clubs and one school to pay team fees.

Rep expenses for U18 boys & girls & U15 girls are all paid with Open mens invoice outstanding.

Just waiting on a bill then invoices for Open women's and U15 boys will be sent to rep coordinator.

Balance Sheet

Southern Highlands Hockey Association

As at 19 June 2022

Cash Basis

19 JUN 2022

Assets

Bank

Southern Highlands Hockey Grant Acct	56,375.87
Southern Highlands Hockey Inc	82,257.53
Total Bank	138,633.40

Current Assets

BDCU	20.00
Total Current Assets	20.00

Fixed Assets

Canteen Equipment	11,684.37
Canteen/Toilet Renovation	6,407.06
CCTV Equipment Hockey Centre	2,268.18
Field 1 Goals & New Junior Goals Field 2	5,043.00
Field Lights Project	272,718.00
Garbage Bin Stands	2,084.00
Less Accumulated Depreciation - Property, Plant & Equipment	(12,993.95)
Mat Replacement for Field 1 (2021)	320,138.30
Playground Softfall Upgrade	19,884.03
Spectator Shelters	26,924.52
Total Fixed Assets	654,157.51

Total Assets	792,810.91
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Liabilities

Current Liabilities

GST	7,720.47
Rounding	270.04
Total Current Liabilities	7,990.51

Total Liabilities	7,990.51
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Net Assets	784,820.40
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Equity

Current Year Earnings	390,043.78
Retained Earnings	394,776.62
Total Equity	784,820.40

Profit and Loss

Southern Highlands Hockey Association

For the period 1 October 2021 to 19
June 2022

Cash Basis

Account	1 Oct 2021-19 Jun 2022
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Trading Income

Club Team Fees	19,000.02
NSW Registration/Affiliation Fees	6,308.64
Rep Team Contributions	20,401.81
Umpire Fees	21,968.14
Uniform sales	4,800.73
Total Trading Income	72,479.34

Gross Profit	72,479.34
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Operating Expenses

Accounting	2,640.00
Cleaning	727.27
Co-Ordinators Fees	8,787.84
General Expenses	202.20
Hockey NSW Affiliation Fees	5,782.50
Office Expenses	445.36
Rep Team Expenses	27,746.81
Security	1,600.00
Subscriptions & Memberships	1,840.90
Trophy Costs	1,840.99
Umpiring Costs for Assoc.	130.00
Uniforms	5,171.55
Waste Removal	659.64
Feminine hygiene waste removal	480.00
Lawn Maintenance	4,722.50
Total Operating Expenses	62,777.56

Net Profit	9,701.78
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Other Income

Office of Sport Grant received Mat Repl	380,342.00
Total Other Income	380,342.00

Southern Highlands Hockey Centre Committee Report 21/6/2022

Bank Balance \$266,878.51 Cr

Council Loan Balance \$378,646.20 Dr

Balance owing from Office of Sport funding to SHHI \$98,482

The only expenditure by the SHHCC through the month since the last report was \$320 for no glass signs on the two fields. Turf fees were invoiced and emailed to Clubs early June and payments have been received from Sports, Revels, Moss Vale and Mittagong. Payment is due end June.

Total turf fees invoiced this year was \$69,580 which was down \$2,900 from the shortened season last year due to a drop in senior teams in 2022.

The payment from SHHI back to the SHHCC to cover the loan provided for bridging the second mat replacement progress payment pending receipt of the Office of Sport third payment is still outstanding. It is expected these funds will return to the committee in around 60 days.

The Committee is working on two priorities which are the construction of a car park for the Hockey Centre and an Administration/Amenities building. A letter has been forwarded to Council requesting their assistance in bringing the car park project to shovel ready status so we can start applying for funding. A copy of the letter is with this report. The Administration/Amenities building was reported to members early this year and has been DA approved by Council which enables us to pursue grant opportunities as they arise for this project.

The Committee has also submitted a grant application to purchase an electric/hydraulic wheelie bin lifter which would be used as part of a revamp of our waste management handling at the Hockey Centre. It is proposed to construct an enclosure for the skin bins and to provide all-weather access for trucks so that we don't have to remove the bins outside the centre in wet periods. It is anticipated that this work will be carried out over the summer.

Follow up is continuing on ambulance access and audit of injury response measures at the centre. NSW Ambulance were contacted on the 4th April and have now indicated that this is a service for a commercial provider or St Johns Ambulance. The request has been directed to St Johns 2 weeks ago and we are waiting for them to book a date.

In the meantime the committee have arranged AED signage for the playing fields, spectator areas and for the canteen building which should be to hand this week.

Additionally we have approved the purchase of two large outdoor notice boards to be mounted in the officials dugouts to place policy documents, player/officials information and resuscitation instructions. They also should arrive in the next week or two.

SHHCC Committee



Southern Highlands Hockey Inc.

ABN 91 913 949 753

P.O. Box 519

BOWRAL NSW 2576

secretary@shhockey.com.au

www.shhockey.com.au

9th June 2022

Ms Lisa Miscamble
General Manager
Wingecarribee Shire Council
68 Elizabeth Street
MOSS VALE NSW 2577

Dear Lisa,

Carpark for Southern Highlands Hockey Centre

On opening of the Hockey Centre in 2004, Council completed a Plan of Management for the Welby Heights Fields to scope full development of this precinct incorporating the now completed second hockey field along with supporting infrastructure such as a 130 space carpark. A copy of the precinct plan is attached.

The construction of the carpark was identified in the plan as of high priority and for it to commence within two years of the report, obviously subject to funding being available. As our sport has grown over the years our management committees have flagged the need for this carpark to all the standing Councils, and as recently as 18 months ago the former Mayor gave a commitment to this project at the opening of our second synthetic field.

With the opening of the second playing field the demand for parking at our complex has grown significantly as we now have double the number of cars at the Hockey Centre at any given time. This totals upwards of 100 or more vehicles especially on Saturday mornings when juniors play.

While casual parking has been allowed on the grass field adjoining the Hockey Centre this has deteriorated badly with the weather this year, making it unsuitable to park on when wet and resulting in players and visitors cars overflowing into neighbouring streets.

Since we opened the Hockey Centre we have held a good relationship with local residents and are very cognisant of being in a residential area that we do whatever we can to minimize intrusion on those people. However this year we have received complaints about vehicles parking in front of homes during the week, and while they are parked lawfully it is the inconvenience for residents losing their street parking.

There are 30 car spaces on the eastern side of the Hockey Centre but these are also used by the mountain bike riders and bush walkers frequenting the nearby trails and with the growing popularity of these activities more pressure has been placed on our members finding parking around our facility.

At the recent opening of our field resurfacing Nathaniel Smith MP committed to helping us secure funding for a new carpark along with some other projects within the Hockey Centre. To be in a position to take advantage of funding opportunities we need to have the carpark project shovel ready with design work, approvals and costings in place.

Accordingly we are asking for Councils assistance to get this carpark to that stage to enable us to be eligible for grant funding.

Council assisted our Association with a \$300,000 contribution towards the construction of our first field in 2003. At that time a study into sport and community facilities was being conducted by Councils consultants, Parsons Brinckerhoff, who supported the concept for establishing a home for each sport in the shire. Southern Highlands Hockey were the first to centralise to one venue which occurred when the Hockey Centre opened in 2004. The consultants assessed the saving to Council from us centralising to one all-weather field, as against the 16 grass fields over 6 different venues we were playing on throughout the shire, to be over \$150,000 per year.

Even based on that 2004 cost, these savings have repaid Council's \$300,000 contribution to our first field in 2 years. As our Association maintains the Hockey Centre, the following 16 years after recovering their initial investment in the facility, Council have saved a further \$2.4m from centralisation of our sport.

The construction of a carpark will not only benefit local residents, it will allow our Association to apply for State Hockey Championships which bring up to 1000 players to the region over a weekend generating substantial financial gains for local businesses.

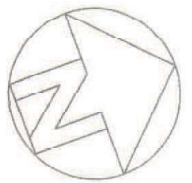
We would appreciate you letting us know if any additional information is required on our part to move this project forward and would appreciate the opportunity to meet with your staff to discuss this proposal in detail.

Our contact for this proposal is David Mackay Ph 0412 298 643 E: mackay@acenet.com.au

Yours sincerely

Glenn Fleming
President
Southern Highlands Hockey Inc

Paul Sabatier
Chairperson
Southern Highlands Hockey Centre Committee



Cycleway

CEMETERY

WELBY HEIGHTS OVAL PLAN OF MANAGEMENT

Scale 1:500 @ A1

Prepared by: WINGECARRIBEE SHIRE COUNCIL
August 2004

30 Space Carpark

COLO STREET

Emergency and
Maintenance Entrance

Hockey Field
Entrance Statement

Formal Entrance to
Carpark

Formal Entrance
Statement

JOADJA STREET

COLO STREET

LEGEND.

- Existing trees
- Proposed trees
- Proposed feature trees
- Proposed shrubs
- Lawn area
- Proposed cycleway
- Proposed hockey field fencing

JOADJA STREET

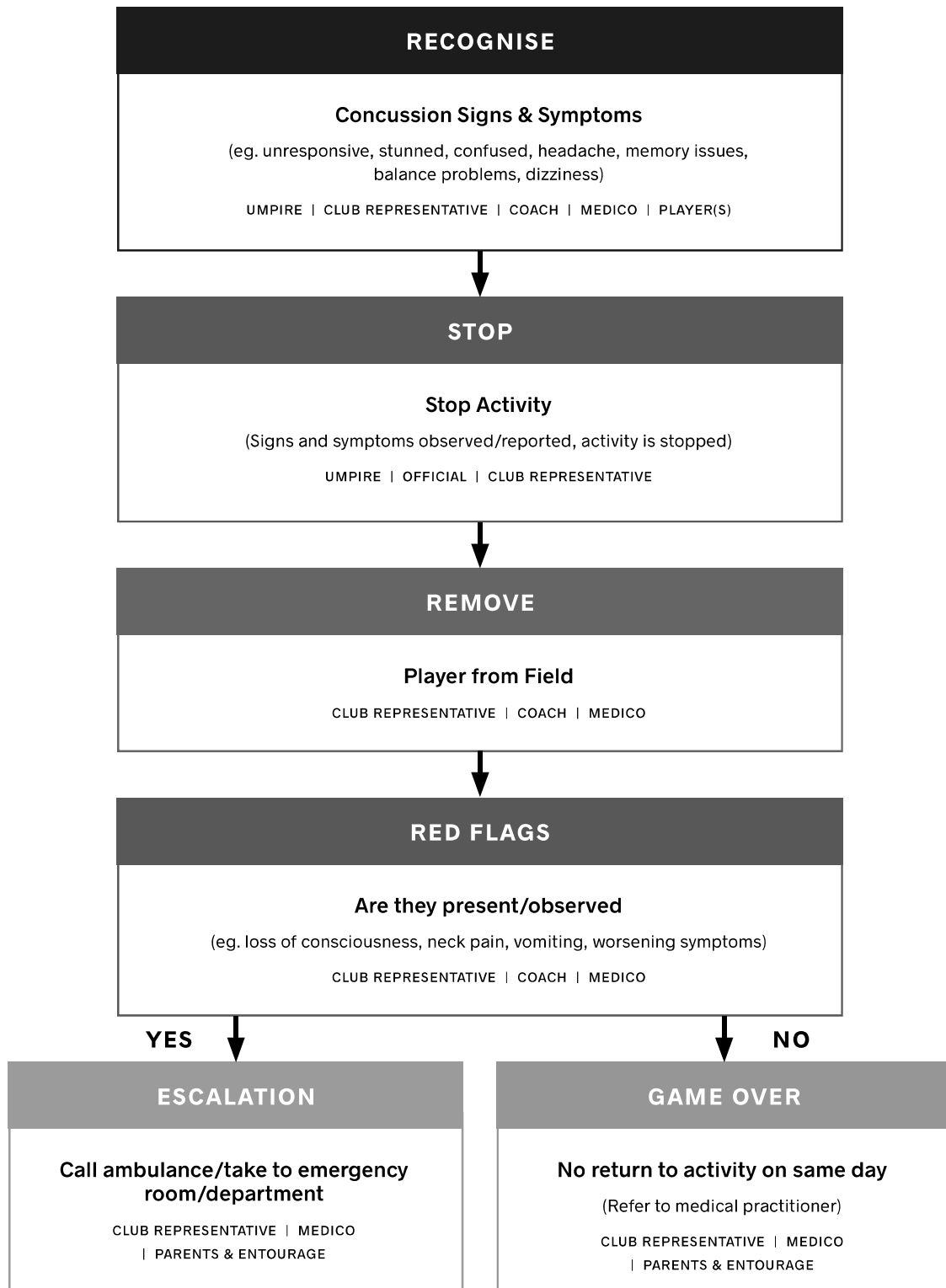
CURROCKBILLY STREET

Bus Parking





CONCUSSION MANAGEMENT WORKFLOW



Need to report a concussion?
Scan the QR code here

Pocket CONCUSSION RECOGNITION TOOL™

To help identify concussion in children, youth and adults



FIFA®



RECOGNIZE & REMOVE

Concussion should be suspected if **one or more** of the following visible clues, signs, symptoms or errors in memory questions are present.

1. Visible clues of suspected concussion

Any one or more of the following visual clues can indicate a possible concussion:

Loss of consciousness or responsiveness

Lying motionless on ground/Slow to get up

Unsteady on feet / Balance problems or falling over / Incoordination

Grabbing/Clutching of head

Dazed, blank or vacant look

Confused/Not aware of plays or events

2. Signs and symptoms of suspected concussion

Presence of any one or more of the following signs & symptoms may suggest a concussion:

- Loss of consciousness
- Seizure or convulsion
- Balance problems
- Nausea or vomiting
- Drowsiness
- More emotional
- Irritability
- Sadness
- Fatigue or low energy
- Nervous or anxious
- "Don't feel right"
- Difficulty remembering
- Headache
- Dizziness
- Confusion
- Feeling slowed down
- "Pressure in head"
- Blurred vision
- Sensitivity to light
- Amnesia
- Feeling like "in a fog"
- Neck Pain
- Sensitivity to noise
- Difficulty concentrating

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3. Memory function

Failure to answer any of these questions correctly may suggest a concussion.

"What venue are we at today?"

"Which half is it now?"

"Who scored last in this game?"

"What team did you play last week / game?"

"Did your team win the last game?"

Any athlete with a suspected concussion should be **IMMEDIATELY REMOVED FROM PLAY**, and should not be returned to activity until they are assessed medically. Athletes with a suspected concussion should not be left alone and should not drive a motor vehicle.

It is recommended that, in all cases of suspected concussion, the player is referred to a medical professional for diagnosis and guidance as well as return to play decisions, even if the symptoms resolve.

RED FLAGS

If **ANY** of the following are reported then the player should be safely and immediately removed from the field. If no qualified medical professional is available, consider transporting by ambulance for urgent medical assessment:

- Athlete complains of neck pain
- Increasing confusion or irritability
- Repeated vomiting
- Seizure or convulsion
- Weakness or tingling/burning in arms or legs
- Deteriorating conscious state
- Severe or increasing headache
- Unusual behaviour change
- Double vision

Remember:

- In all cases, the basic principles of first aid (danger, response, airway, breathing, circulation) should be followed.
- Do not attempt to move the player (other than required for airway support) unless trained to do so
- Do not remove helmet (if present) unless trained to do so.

from McCrory et al. Consensus Statement on Concussion in Sport. Br J Sports Med 47 (5), 2013

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Umpiring Costs 2022

	P/W	Weeks	Season Total
Women			
1st Grade @ \$80 per game x 2	160		
2nd Grade @ \$60 per game x 3	180		
3rd Grade @ \$40 per game x 3	120		
	460	20	9200
Men			
1st Grade @ \$80 per game x 2	160		
2nd Grade @ \$60 per game x 2	120		
3rd Grade @ \$40 per game x 3	120		
	400	20	8000
Juniors			
Under 13's @ \$20 per game x 4	160		
Under 15's @ \$20 per game x 3	120		
	280	16	4480
Semis/Finals			
1st Grade M/W @ \$80 per game x 6	480		
2nd Grade M/W @ \$60 per game x 6	360		
3rd Grade M/W @ \$40 per game x 6	240		
Under 13/15's @ \$40 per game x 6	240		
	1320		1320
Total to be Paid			23000
2022 Umpire Levy Collected			21968
Deficit 2022 excluding Grand Final			-1032

Hi David,

In addition to the other items I sent to be added to the agenda, may I please add Senior Umpire payments? This is a direct request from the umpire meeting.

I will forward the minutes & annexure form the Umpire Meeting to you before Sunday for inclusion within agenda for all to read prior to the meeting.

One thing that came from the meeting that we began doing this week, and I'd like to ask that it is circulated today please, is

All teams will return to a centre run on 2 minutes prior to game commencement time. (Umpires will blow a 2 minute warning and enter the centre of the field to indicate this)

Captains will toss for possession/direction

Umpires will check for shinpads/mouthguards for players

Umpires will provide directives to teams. Standing directive to be given (others may be added if necessary) is

Any tackles from behind will be penalised and the free hit awarded against the defender

Any tackles that take a player to ground will attract a Yellow Card

Any Backchat/abuse to umpires will attract a Yellow Card

Teams will shake hands prior to game commencing.

Thank you

Melinda Armstrong

~ Accredited Strata Consultant ~ Licensed Strata Manager ~

~ Licensed Real Estate Agent ~ #200025432

Compass Consultancy

PO Box 2246

Bowral NSW 2576

p: 02 4862 1914

m: 0401 577 330

e: melinda@compassconsultancy.com.au

w: www.compassconsultancy.com.au



PLEASE CONSIDER THE ENVIRONMENT BEFORE PRINTING THIS EMAIL