



PARKS & RECREATION COMMITTEE MEETING

AGENDA

30 SEPTEMBER 2014

Your attendance is required at a meeting of the Parks & Recreation Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 30 September 2014 commencing at 9.00am for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "C. R.", is positioned above the printed name of the Chief Executive Officer.

CHIEF EXECUTIVE OFFICER
24 September 2014

Next Meeting Date: 04.11.14

Please note:

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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1 OPENING

2 PRESENT

Members Present:

Councillor C R Rutherford (Chairperson)
The Mayor, Councillor M F Strelow
Councillor A P Williams
Councillor N K Fisher
Councillor S J Schwarten

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr M Rowe – General Manager Community Services

3 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence for the meeting was previously granted to Councillor Rose Swadling

4 CONFIRMATION OF MINUTES

Minutes of the Parks & Recreation Committee held 2 September 2014

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 BUSINESS OUTSTANDING TABLE FOR PARKS AND RECREATION COMMITTEE

File No: 10097

Attachments: 1. **Business Outstanding Table for Parks and Recreation Committee**

Responsible Officer: Evan Pardon - Chief Executive Officer

Author: Evan Pardon - Chief Executive Officer

SUMMARY

The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Parks and Recreation Committee is presented for Councillors information.

OFFICER'S RECOMMENDATION

THAT the Business Outstanding Table for the Parks and Recreation Committee be received.

BUSINESS OUTSTANDING TABLE FOR PARKS AND RECREATION COMMITTEE

Business Outstanding Table for Parks and Recreation Committee

Meeting Date: 30 September 2014

Attachment No: 1

Meeting Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
11 February 2014	Petition – Renaming Rockhampton’s Northside Skate Park	<ol style="list-style-type: none"> 1. THAT the petition requesting the Naming of a Council Facility be received and that a further report be presented to a future Parks and Recreation Committee meeting. 2. That a working group with 5 members of the Skate Park users group, with Councillors Williams, Rutherford, Fisher and council officers be formed. 	Michael Rowe	18/2/2014	

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 COMMUNITY SERVICES CAPITAL WORKS MONTHLY REPORT – SEPTEMBER 2014 – PARKS AND RECREATION COMMITTEE

File No: 1464

Attachments: 1. Parks and Recreation - Current Capital Projects

Authorising Officer: Michael Rowe - General Manager Community Services

Author: Andrew Collins - Special Projects Officer

SUMMARY

Project summary report for Capital Projects currently being delivered by Community Services Department on behalf of the Parks and Open Spaces section.

OFFICER'S RECOMMENDATION

THAT That the Community Services Capital Works monthly report for September 2014 for Parks and Recreation be 'received'.

COMMENTARY

The attached is an update of projects currently being delivered for Committee's information. Full confidential Monthly Reports are produced by the Special Projects Officer for each project and are available on request.

**COMMUNITY SERVICES CAPITAL
WORKS MONTHLY REPORT –
SEPTEMBER 2014 – PARKS AND
RECREATION COMMITTEE**

**Parks and Recreation -
Current Capital Projects**

Meeting Date: 30 September 2014

Attachment No: 1

Project Title	2014/2015 Approved Budget	Total Committed Cost	Project Status	% Complete	Comment Period
Southside Memorial Pool Redevelopment	\$3,262,092	\$2,511,825 (cost of Wet Play yet to be committed)	Work In Progress	88%	<ul style="list-style-type: none"> o New 25m pool now under defects liability o Amenities block – <ul style="list-style-type: none"> o All complete PC granted 15 August 2014 o Café / Entry building <ul style="list-style-type: none"> o Ceiling installed o Glass fronts installed o Patio slabs poured / stairs rectified o Perforated soffits o LTS <ul style="list-style-type: none"> o Sails installed to roof soffit o Concrete concourse completed o Tiles to LTS pool 98% complete o Plant installed for LTS & WPA o Lights to LTS installed o Wet Play Area <ul style="list-style-type: none"> o First 2/3 concrete shell completed o Stormwater to concourse installed o Floor perimeter tiles installed o Dive Pool <ul style="list-style-type: none"> o Concrete repairs to both platforms completed. o 10m & 5m platforms and structure now encapsulated in epoxy paint. Site Works <ul style="list-style-type: none"> o Irrigation system installed and top soil laid between 25m pool and Amenities.
Zoo Redevelopment – New Animal Enclosures	\$153,601	\$132,393	Work in Progress	Otters 25%	<ul style="list-style-type: none"> Crocs <ul style="list-style-type: none"> o New croc ponds reached practical completion on the 5 June 2014. Otters <ul style="list-style-type: none"> o Pool shell completed o Footings completed

					<ul style="list-style-type: none"> o Base wall erected. o Off site fabrication under way.
Kershaw Garden – Stage II upgrade	\$600,000	\$229,560	Planning & procurement	5%	<p>Tender documentation has been compiled with tenders called for the following :</p> <ul style="list-style-type: none"> o Supply & Delivery of electric BBQ. In depot o Supply & Installation of Electronic interactive playground. Equipment ordered. 12 weeks manufacture o Supply & Delivery of new picnic shelters, tables and restroom. To be awarded o Site survey completed o Rising main design awarded o Masterplan design awarded
Cedric Archer Reserve - Development of town sport and recreation precinct	\$300,000		Scope development		Project control group meeting held on 22 July to define scope. District playground items procured (siting to be confirmed)
Lighting Bridge	\$200,000	\$14,950	Design in progress	5%	Start up meeting held between CITELUM and RRC. Design concept work under way. Design concept to be presented to council PCG on the 22 September.

8.2 AUGUST CAPITAL PROGRESS REPORT FOR PARKS AND RECREATION - FACILITIES MANAGEMENT UNIT**File No:** 1484**Attachments:** 1. Facilities Capital Progress Report for August 2014**Responsible Officer:** Cheryl Haughton - Manager Community Services
Michael Rowe - General Manager Community Services**Author:** Sharon Sommerville - Coordinator Facilities

SUMMARY

This report provides information on progress during August 2014 with Parks and Recreation capital projects being undertaken by the Communities and Facilities Section.

OFFICER'S RECOMMENDATION

THAT the August Progress Report from the Communities and Facilities Section in relation to Parks and Recreation capital projects be received.

**AUGUST CAPITAL PROGRESS
REPORT FOR PARKS AND
RECREATION - FACILITIES
MANAGEMENT UNIT**

**Facilities Capital Progress Report for
August 2014**

Meeting Date: 30 September 2014

Attachment No: 1

Adopted Budget	Asset No.	Asset Description	Actuals	Committals	Total Committals	% Complete	Comment
\$ 50,000	0943056	[R] Amenities Program Renew and Upgrade	\$ 403	\$ -	\$ 403		Working with parks to Scope.
\$ 100,000	0943086	[U] Heritage Village Hydrant System-Upgrade	\$ -	\$ -	\$ -		On hold until FRW install ring main.
\$ 75,000	1033806	[R] Rton Riverfront Promenade & Lookout	\$ -	\$ -	\$ -		Painting scoped and quoted, waiting on parks scope of Works.
\$ 30,000	1033807	[R] Ann Street Residence - defects	\$ 29,998	\$ -	\$ 29,998	100	Completed - Installation of new roof, New concrete path replacing trip hazards 9 x 4.8m and new front stair step stringers.
\$ 35,500	1033809	[R] Botanic Gardens - Garage & Wshop Site	\$ 2,243	\$ 13,220	\$ 15,463		Completed - Installation of new roller doors to front of workshop, installation of new personal door and treating of rusted shed frame.
\$ 32,000	1033810	[R] Botanic Gardens Kiosk Defect Rectification	\$ -	\$ -	\$ -		scoped, waiting on quotes
\$ 59,500	1033842	[U] Botanic gardens - Amenities & Lunchroom	\$ 7,588	\$ 19,465	\$ 27,053	95	All original works scoped are completed. Installation of new kitchen, new seamless floors, Internal repaint, new vanities and repairs to windows. Now internal works are complete more works will be scoped.
\$ 382,000			\$ 40,232	\$ 32,685	\$ 72,917		

8.3 THE CATHEDRAL COLLEGE ROCKHAMPTON REQUEST FOR TENURE OVER BOLTON PARK FOR MULTIPURPOSE COURTS**File No:** 1464**Attachments:**

1. The Cathedral College Rockhampton's request for tenure
2. Map of Bolton Park, Gladstone Road
3. Proposed layout of multipurpose courts
4. Advice from Duty Planners

Authorising Officer: Margaret Barrett - Manager Parks
Michael Rowe - General Manager Community Services**Author:** Sophia Czarkowski - Sports & Education Officer

SUMMARY

The Cathedral College Rockhampton, trading as Roman Catholic Trust Corporation Diocese of Rockhampton, has made a request to enter into a Trustee Lease Agreement with Council over Bolton Park, 36-40 Gladstone Road, Allenstown (being Lot 438 LN 2082). It proposes to construct a multi-purpose concrete court area conducive to training and playing of tennis, netball, basketball and school sport curriculum activities.

OFFICER'S RECOMMENDATION

THAT:

1. The Chief Executive Officer be authorised to make an application for exemption under Section 236(1)(e) of the *Local Government Regulation 2012* in order to lease part of Bolton Park, 36-40 Gladstone Road, Allenstown (being Lot 438 LN 2082) to The Cathedral College, trading as Roman Catholic Trust Corporation Diocese of Rockhampton, subject to the following conditions:
 - The Rent be \$240.00 per annum (inclusive GST). If an independent valuation is required for the Ministerial application, it must be provided by Roman Catholic Trust Corporation Diocese of Rockhampton at its cost.
 - The total Lease term be 20 years.
 - The Lease is subject to the following Special Conditions
 - The Trustee Lessee must ensure community access to the facility is provided at the following times and days:
 - Weekdays after 4:30pm to 8pm
 - Weekends, public holidays and school holidays from 8am to 8pm
 - The Trustee Lessee owns the infrastructure, and the Trustee Lessee is responsible for all maintenance of the infrastructure
 - Within two (2) years from the commencement date, the Trustee Lessee must complete the construction of at least two (2) of the multi-purpose courts (to the satisfaction of the Trustee, as per Clause 5.4). Failure to fulfil this Special Condition may result in termination of the Trustee Lease.
 - Within four (4) years from the commencement date, the Trustee Lessee must complete the construction of the remaining two (2) multi-purpose courts (to the satisfaction of the Trustee, as per Clause 5.4). Failure to fulfil this Special Condition may result in a reduction of the Trustee's Leased area.
 - The Cathedral College is responsible for all survey and registration costs, and Council's reasonable legal costs with regards to the Lease.

2. The Manager Parks be authorised to negotiate the final layout and plans with The Cathedral College Rockhampton.

COMMENTARY

History:

The former Saleyards Reserve situated on Gladstone Road was officially named Bolton Park by Rockhampton City Council in 1931. The naming was in honour of Michael Bolton, a pioneer businessman of Allenstown as well as Alderman of the Council circa the First World War.

Accounts from The Morning Bulletin during the early 1930s identify the Park as the home of Bolton Park Cricket Club (The Morning Bulletin, 24 September 1931).

Bolton Park was gazetted for Park and Recreation Purposes on 20 November 1976

In 2003 a Trustee Lease was granted to the Rockhampton Pipe Band Incorporated and the current agreement expires on 30 June 2017.

Requests from NASHO CC RSL and Rockhampton Little Theatre to enter into Trustee Leases over part of Bolton Park were approved by Council, but have since been relinquished at the respective Clubs' requests.

Site Characteristics:

Bolton Park is surrounded by Gladstone Road, Talford and Derby Streets and residential and retail uses. The park is easily accessible. It has a large open area, formerly a small cricket field, and has large shade trees.

Current Use:

Rockhampton Pipe Band Incorporated is the only formal (tenured) users of the site. The park also caters to the community for recreation purposes.

BACKGROUND

The Cathedral College Rockhampton, trading as Roman Catholic Trust Corporation Diocese of Rockhampton, currently has 950 students with an increase to 1,120 students expected in 2015. It estimates its College Community is approximately 5,000 (including staff and parents).

The Cathedral College Rockhampton contacted Council in April 2014 regarding its proposed development of Bolton Park, including four multipurpose concrete courts conducive to the school sport curriculum as well as basketball, netball and tennis.

The Cathedral College has a demonstrated history of forming community partnerships to allow community groups and organisations access to its facilities. It has provided evidence of this in the attached letter from the Principal with access being provided to the school hall, classrooms, pools, multi-purpose centre and school oval.

The Cathedral College proposes to use the courts on weekdays until 4:30pm and will provide community access to the facilities between 4:30pm and 8pm on weekdays and between 8am and 8pm on weekends, public holidays and school holidays. It is proposed that the facility will be locked overnight to minimise the risk of vandalism.

The proposal will allow community access to the courts on Bolton Park at no cost and provide access to training and playing facilities for sports such as netball, basketball and tennis.

Bolton Park is located approximately 45m from The Cathedral College Rockhampton and is within walking distance for students and teachers accessing the proposed facilities during school hours and for the purposes of extracurricular school sport. There are three parks within a 500m radius, being Central Park, Goss Park and Saleyards Park. Based on the current purpose of the parks none are suitable for the proposed redevelopment or as accessible for the College.

There are no full size multipurpose courts in the immediate vicinity of Bolton Park with the closest tennis courts at Athelstane Tennis Club, Ward Street and netball and basketball courts located in Wandal.

Options for Tenure:

A number of tenure options have been considered and discussed by Council Officers, including a Lease directly through the State Government as well as a Trustee Permit or Trustee Lease Agreement with Council. A Lease directly between The Cathedral College and State Government would result in Council losing control of Bolton Park and the ability to condition public access to the park outside of the hours of school use proposed by The Cathedral College.

Council Officers recommend that Council enters into a Trustee Lease with The Cathedral College and condition such agreement to ensure community access is maintained. Issuing a Trustee Lease for a period up to a maximum of twenty years ensures security of tenure based on the financial investment from The Cathedral College and access to facilities.

Based on the recommendation it is noted that Section 227 of the Local Government Regulation 2012 stipulates that Council can only dispose of valuable non-current assets by tenders or auction. This includes leases. Section 236 lists a number of exemptions, but if none apply then Council has the option to seek the Minister's approval under Section 236(1)(e). Council must demonstrate to the Minister that it is in the best interest of the community to proceed without tender or auction. The proposed Trustee Lease will allow The Cathedral College tenure in order to construct the four courts and to use the courts beyond the construction phase. Under Council's Fees and Charges for the 2014/15 Financial Year it is proposed that the College be charged the Outdoor sport, court or rink charge which is \$60 per court per annum.

Initial Planning advice is that the site is mapped as "public open space" and that the use of multi-purpose courts is defined as Outdoor Sport and Recreation under the Planning Scheme. In accordance with the Rockhampton Regional Council Planning Scheme the proposal is considered to be self-assessable. The proposal will incur Infrastructure Charges for an impervious area of approximately \$5,520.00 to which a 50% discount may be applied under the Development Incentives Policy.

BUDGET IMPLICATIONS

At this time, The Cathedral College has not requested financial assistance from Council and has indicated that it will cover the cost of the development.

CONCLUSION

The proposal will allow the development of four (4) concrete multi-purpose courts for use by The Cathedral College and community at Bolton Park.

**THE CATHEDRAL COLLEGE
ROCKHAMPTON REQUEST FOR
TENURE OVER BOLTON PARK FOR
MULTIPURPOSE COURTS**

**The Cathedral College Rockhampton's
request for tenure**

Meeting Date: 30 September 2014

Attachment No: 1

THE CATHEDRAL COLLEGE



3 September 2014

Ms Sophia Czarkowski
Sport and Education Supervisor
Rockhampton Regional Council
PO Box 1860
ROCKHAMPTON Q 4700

Dear Sophia

Re: Application for College Use of Bolton Park

I thank you for the work done so far and for your assistance with this proposal. I was able to meet with Councillor Rutherford during August and found her both encouraging and informative.

Our College has an enrolment of 950 students, which will grow to 1120 students in 2015 as we welcome Year 7 for the first time and our capacity is expected to be capped at 1150 students. The vast majority of our students come from the Rockhampton Regional Council area, however we accommodate 160 boarders. We estimate our College community (staff, parents and siblings) to extend to around 5000.

Our proposal for redevelopment is to construct a multi-purpose concrete court area in Bolton Park which allows tennis, netball and basketball to be played. We would utilise this area for other small space activities which could include ball games, adapted cricket and hockey.

The wider community would benefit from this proposal because we intend to make these facilities freely available to them. Whilst our parents provide about 20% of the College's \$15m income, the remainder is Government-provided and this means our facilities should and are shared with the entire community. The community would see Bolton Park, largely unused currently, gain an asset which would be available to them at no direct cost to ratepayers.

Community access would be available after 4.30pm weekdays and 8am – 5pm over weekends. We would seek to secure the facility after dark. We would seek guidance about matters pertaining to public liability from Council and our own legal advisors. School staff would be in charge of locking/unlocking the facility. I would indicate a strong willingness to work with Council and the community on availability. It could be made available as additional facilities for a major carnival at any time, for instance.

The College has a growing population, yet due to our location, we have been only able to provide a proper oval space since 2011. We have a multi-purpose indoor space which accommodates one basketball/netball court, two volleyball courts, four badminton courts. We have a bitumen netball court and a 25 metre swimming pool. Any other sporting facilities, we must travel to. Given we have 17 netball teams, 8 rugby league teams, approximately 30 teams in other sports and more than 700 students access Physical Education as a subject, the College has a goal to develop more sporting facilities on/near to its campus. Transporting students during lesson times loses valuable learning time.

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We are very proud of community partnerships with our current facilities. We provide all usage for a modest donation or no charge at all. We are aware that community groups are very rarely "flush" with funds. The facilities we allow access to currently include:

- Our Lady's Hall
- Classrooms
- Swimming Pool
- Multi-Purpose Centre
- Oval

Groups that use these include (but are not limited to):

- Dance school
- Yoga group
- Various church groups/conferences
- Charity fundraising events
- Capras RL squads
- AFL clubs
- Swimming club
- RL First Aid courses
- Soccer coaching clinics
- Capricorn Claws, Brothers, Colts and Junior Representative Netball teams.

As you can see we have a very open policy on community usage and this would continue with this proposal.

The length of Lease we would seek would be guided by Council but we would prefer a longer term (at least 10 years) if possible. I would not want the proposal to not proceed if this wasn't possible.

In conclusion, my vision is that this proposal would be clearly promoted as a partnership between Rockhampton Regional Council and The Cathedral College and would have signage to indicate this. I believe it could be a considerable asset to both communities.

Yours sincerely



Rob Alexander
Principal

**THE CATHEDRAL COLLEGE
ROCKHAMPTON REQUEST FOR
TENURE OVER BOLTON PARK FOR
MULTIPURPOSE COURTS**

Map of Bolton Park, Gladstone Road

Meeting Date: 30 September 2014

Attachment No: 2



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Bolton Park

0 0.00425 0.0085 00:17 Km

708 at A4.



**THE CATHEDRAL COLLEGE
ROCKHAMPTON REQUEST FOR
TENURE OVER BOLTON PARK FOR
MULTIPURPOSE COURTS**

**Proposed layout of multipurpose
courts**

Meeting Date: 30 September 2014

Attachment No: 3



Bolton Park Map 4

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659 at A4.



**THE CATHEDRAL COLLEGE
ROCKHAMPTON REQUEST FOR
TENURE OVER BOLTON PARK FOR
MULTIPURPOSE COURTS**

Advice from Duty Planners

Meeting Date: 30 September 2014

Attachment No: 4

		<h2 style="margin: 0;">Development Assessment</h2> <p style="margin: 0;"><i>Town Planning and Development Enquiries</i></p>	
Street Address:		36-40 Gladstone Road, Allenstown	
Real Property Description:		Lot 438 LN2082	
Planning Scheme:		Rockhampton City Plan 2005	
Zone/Planning Area:		South Rockhampton Highway Commercial Area	
Proposed Development:		Four (4) Multipurpose Courts at Bolton Park	
Application Required:		Nil (Town Planning)	
Level of Assessment:		Self-Assessable	
Additional Information:			
<p>The site is mapped as being 'public open space' within the South Rockhampton Highway Commercial Area. The use of multipurpose courts would be defined as 'outdoor sport and recreation' under the Scheme. The applicable table of assessment stipulates that outdoor sport and recreation is self-assessable against the Sport and Recreation Code. It appears that the use complies. Please conduct a self-assessable assessment against this code.</p>			
Comments:			
<p>An infrastructure charge may be applicable for the impervious area of the courts. TBA.</p>			
<p><i>Please do not hesitate to contact the Duty Planner should you require any additional information.</i></p>			
Planning Officer:		Corina Hibberd	Date: 10 September 2014

Please be advised that nothing in this correspondence alleviates the need to observe all relevant legislation, Council planning Scheme and local Laws. The normal process for approval / certification of building work maybe required.

Disclaimer: Please note that information provided by the Duty Planner is given in good faith, but in no way binds the Council. Final decisions on applications are based both on the advice of staff and other information that Planning staff may not be aware of. Any advice provided by the Duty Planner therefore does not indicate in any way the outcome of any subsequent formal development assessment process. Any advice given to you by the Duty Planner is based upon information you have provided. If the information that you provide to the Duty Planner is conceptual, incomplete, incorrect, or in any way changes by the time of formal application, then the advice provided by the Duty Planner may not be correct, and should not be solely relied on in determining probable outcomes. It is important that you provide the Duty Planner with as complete and detailed information as possible in relation to your proposed development or use. Whilst every care has been taken to ensure the accuracy of this advice, Rockhampton Regional Council accepts no responsibility for decisions or actions taken by you.

9 STRATEGIC REPORTS

9.1 PARKS AND OPEN SPACE MONTHLY REPORT - AUGUST 2014

File No:	1464
Attachments:	1. Parks and Open Space Monthly Operations Report - Period ended 31 August 2014
Authorising Officer:	Michael Rowe - General Manager Community Services
Author:	Margaret Barrett - Manager Parks

SUMMARY

This report provides information on the activities and services of Parks and Open Space unit for the month of August 2014.

OFFICER'S RECOMMENDATION

THAT the report on the activities and services of Parks and Open Space Unit for August 2014 be received.

COMMENTARY

The Parks and Open Space Unit is responsible for the following areas:

1. Park Recreation Services
 - Kershaw Gardens
 - Rockhampton Botanic Gardens
 - Rockhampton Zoo
 - Cemeteries
 - Sport and Recreation
 - Sport and Education Services
 - Healthy Communities Initiative
 - Swimming Pools

2. Park Operations

The attached report contains information on the activities and services of these areas for August 2014.

PARKS AND OPEN SPACE MONTHLY REPORT - AUGUST 2014

Parks and Open Space Monthly Operations Report - Period ended 31 August 2014

Meeting Date: 30 September 2014

Attachment No: 1

MONTHLY OPERATIONS REPORT
PARKS AND OPEN SPACE SECTION
Period Ended 31 August 2014

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

Improvements / Deterioration in Levels of Services or Cost Drivers

Nil

LINKAGES TO OPERATIONAL PLAN

1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

The response times for completing the predominant customer requests in the reporting period for Parks are as below:

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	Under Long Term Investigation	Avg W/O Issue Time (days) 12 months	Completion Standard (days)	Avg Completion Time (days)		Avg Completion Time (days) 12 Months (complete and incomplete)	
			Received	Completed						Current Mth	6 Months		
Cemeteries - Complaint	0	0	2	1	1	0	0	0.00	8	● 3.00	● 2.13	● 3.60	1.13
Cemeteries - General Enquiry	0	0	2	2	0	0	0	0.00	2	● 0.50	● 1.08	● 1.33	0.47
Sport & Recreation - General Enquiry	0	0	4	3	1	0	0	138.84	10	● 1.00	● 10.45	● 11.32	2.61
Parks Booking - Request	3	1	2	2	2	0	0	0.01	5	● 1.00	● 0.83	● 5.79	0.70
Tree and Stump Removal - Request	48	36	56	21	47	0	0	31.65	50	● 7.14	● 15.04	● 17.87	14.71
Parks General - Request	30	21	95	67	37	2	0	28.93	10	● 4.04	● 7.25	● 8.49	5.41
Tree Trimming - Request	37	27	107	81	36	0	0	86.81	40	● 1.30	● 10.64	● 11.90	9.51
Swimming Pools - General Enquiry	0	0	0	0	0	0	0	0.00	10	● 0.00	● 0.00	● 3.75	3.75

Over the Counter transactions (not included in above table)

CEMETERIES TELEPHONE AND COUNTER ENQUIRIES										
QUERY	TELEPHONE					COUNTER				
	<5 MINS	5-15 MINS	15-30 MINS	>30 MINS	TOTAL EXCHANGES	<5 MINS	5-15 MINS	15-30 MINS	>30 MINS	TOTAL ENQUIRIES
Plaques/Memorials	42	2	2	1	47		7		1	8
Family History	20	3			23	1	1			2
Complaints					0		1			1
Funeral/Services	48		2		50		3	2		5
Other	30	1		1	32	1				1
TOTAL CALLS/ ENQUIRIES	140	6	4	2	152	2	12	2	1	17

2. COMPLIANCE WITH STATUTORY AND REGULATORY REQUIREMENTS INCLUDING SAFETY, RISK AND OTHER LEGISLATIVE MATTERS

Safety Statistics

The safety statistics for the reporting period are:

	FIRST QUARTER		
	July	Aug	Sept
Number of Lost Time Injuries	4	0	
Number of Days Lost Due to Injury	22	18	
Total Number of Incidents Reported	7	2	
Number of Incomplete Hazard Inspections	3	5	

Risk Management Summary

Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
<p>Animal housing at the Zoo does not meet the required standard (inclusive of; animal husbandry, record keeping, staffing & asset renewal) resulting in:</p> <p>Loss of zoo licences / closure of facility;</p> <p>Injury or death to an animal;</p> <p>Negative public perception;</p> <p>Staff turnover;</p> <p>Injury or death to zookeepers.</p>	Moderate 6	<p>1. Documented procedures rolling review.</p> <p>2. Develop, implement, and annually review development plan (linkage to budget required) to upgrade exhibitions and achieve implementation of the approved/ultimate zoo master plan.</p> <p>3. Staff to monitor and contribute to review/formation of industry guidelines standards.</p>	30/06/14	10	<p><i>Procedure Manual</i> review/ update is underway</p> <p>Budget approval for further construction deferred to 2016-17</p> <p>On-going</p>
<p>1. UniCEM (cemetery business system) no longer supported. Vendor advised RRC of cessation of business July 2012.</p> <p>2. Critical/ vital records not kept in appropriate storage conditions.</p> <p>3. Poor/ unreliable network connections.</p>	Moderate 5	<p>Seek funds through budget to purchase, install and transfer data to new/ alternative database for storage and management of cemetery records.</p>	30/11/14	50	<p>Contractor appointed and work underway (IT managing delivery).</p> <p>Current network connection best available option for site at present time.</p>

Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
Lack of a holistic fire mitigation plan for the region detailing responsibilities within Council.	High 4	Manager Parks to finalise development and implementation of a regional fire mitigation strategy in collaboration with state government agencies and property owners.	31/12/14	30	Regional strategy development commenced
Tree fails resulting in: injury/death; damage to property; damage to Council's reputation; negative financial impact.	Low 7	<ol style="list-style-type: none"> 1. Review, update and submit Street and Parks Tree Master Plan for approval to implement. 2. Programmed maintenance works to be implemented to full capacity. 3. Ergon Service Level Agreement is to be in place and implemented. 	31/12/15	60	<p>Policy review/ update commenced</p> <p>Programs drafted, implementation commenced; to be monitored.</p>
Loss of significant/ historic/ iconic botanical collections resulting in negative publicity and loss of: reputation; region's "green" status; iconic material; and research opportunities.	Moderate 6	<ol style="list-style-type: none"> 1. Review, update and implement existing land & conservation management & succession plans. 2. Complete the identification of the current collection as part of the succession plan. 	Being revised	40	<p>Nearing completion of Succession Strategy for Botanic Gardens.</p> <p>GPS still to be completed for some plantings plus indexing of all.</p>
Inadequate/ inappropriate open space does not meet the community's requirements/ expectations resulting in lack of: standardised infrastructure charges; consistency and quality of the asset including land; lack of benchmark for Council/ developer Standards; unwanted contributed assets; leading to reputational damage; social problems and; financial impacts.	Moderate 5	<ol style="list-style-type: none"> 1. Develop & implement a Parks Infrastructure Strategy for conditioning of new development. 2. Develop a local parks contribution policy. 3. Complete & implement Landscape Guidelines (as part of CMDG). 4. Open Space Strategy to be reviewed and implemented (inc service levels). 	31/12/16	70	

Legislative Compliance & Standards

Legislative Compliance Matter	Due Date	% Completed	Comments
BioSecurity Qld (Zoo) Three year license renewed in 2013 Self-audit and reporting	May 2016 As required		Current. Existing breach (freshwater crocodile enclosure) will be resolved once crocodiles are moved to new enclosure.
Births, Deaths & Marriages (Cemeteries) Burials reporting	Within 7 days of burial	100%	
Heritage Act (Various sites) General exemption certificate applications <ul style="list-style-type: none"> • Applications lodged • Applications approved • Applications pending 			

3. ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

Detailed project scoping, estimating and procurement proceeding as appropriate.
The following abbreviations have been used within the table below:

WIP	Work in progress
NYC	Not yet commenced

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (inc committals)
PARKS CAPITAL WORKS PROGRAM					
Playground Shade Construction – No 7 Dam, Mt Morgan	July 2014	October 2014	WIP	100,000 130,000	129,955
Comment: Quotes exceed the budget, will be managed within overall capital allocation and adjusted at October Revised. Order raised and construction/ installation scheduled for October.					
Enhancement Program for (new) Local Parks			NYC	88,000	
Comment:					
Irrigation Renewal Program			WIP	80,000	
Comment: Program of works for Saleyards Park drafted, estimates to be updated, will be delivered in conjunction with sportsfield works at this site					

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (inc committals)
Riverside Parks - upgrade			NYC	75,000	
Comment:					
Cedric Archer Reserve -			WIP	432,668	
Comment: Councillors' visit to site has confirmed approximate location for playground.					
Kershaw Gardens Still upgrade			WIP	600,000	238,686
Comment: Procurement underway for playground, BBQ's, shelters and amenities.					
Drain Repair – Southside Cemetery			WIP	95,000	
Comment: Design completed, details and estimates to be confirmed					
Upgrade Sportsfield surfaces			WIP	130,000	15,500
Comment: Program of works for Saleyards Park drafted; estimates to be updated; consultation with tenant clubs to confirm scope and timing.					
Rockhampton Botanic Gardens – pathways			WIP	305,000	4,192
Comment:					
Animal Enclosures – Zoo	July 2014	Nov 2014	WIP	135,197	132,393
Comment:					
Plant & Equipment - Parks			WIP	76,000	
Comment: Orders placed with Fleet Services. Partially complete with mower trailer delivered and in use.					

4. ACHIEVEMENT OF OPERATIONAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

Project	Revised Budget	Actual (incl. committals)	% budget committed	Explanation
Yaamba Road median restoration	\$ 65,747	\$ 41,813	63	Works completed, minor irrigation works to be finalised
Town Hall Landscape				
Regional Fire Management Strategy	\$ 30,000	\$ 29,780	99	Consultant in Rockhampton in September
Australian White Ibis control – Botanic Gardens	\$ 30,000	\$ 34,980	117	Ecosure fortnightly nest removal continuing.

Policy Reviews:	
<ul style="list-style-type: none"> • Street Tree Policy 	Current version being reviewed and overall scope for revised policy drafted
<ul style="list-style-type: none"> • Naming of Parks 	Current version being reviewed
<ul style="list-style-type: none"> • Fitzroy River rowing course install and removal 	Current version being reviewed, revisions will be informed by recent experiences

Kershaw Gardens

Grevillea Hill Extension:

The area known as *Grevillea Grove* has been extended to allow the collection to expand. Preparation and planting continues. Once established, the area will provide a colourful display visible from the highway.



Charles Street / Compound Entrance:

The new Hibiscus display at the Charles St compound entrance has had the first stage of works completed. This included new irrigation, mulching and the first round of planting.



Fish Ladder – Moores Creek

Under the supervision of *Reef Catchments*, further works were carried out on the Fish Ladder that was partially damaged after the storms earlier this year. The work extended the ladder downstream to restore functionality.



Memorial Gardens

Maintenance was carried out as required. Clearing of undergrowth along the creek banks was also progressed.

North Rockhampton Cemetery

Maintenance was carried out as required. Photographing of sites to assist in plot identification is continuing as time allows.

South Rockhampton Cemetery

Usual maintenance was completed along with some re-profiling of lower areas with granite to level uneven surfaces.

Maintenance pruning of Fig Trees was undertaken. A maintenance program is being implemented to reduce\ eliminate the incidence of damage caused to headstones and other memorialisation through root incursion.

Mount Morgan

Maintenance continues in accordance with the schedule. Recently a number of positive comments have been received on the state of the grounds.

Administration

During the month of August the Cemeteries Web Site recorded 2587 page views from 928 unique views.

Tenure Renewal

Currently Council is following up on 54 outstanding tenure renewals. Of those 54:

- 38% - Council requires information from the Lessee/ Licensee/ Permittee (e.g. paperwork, signed agreements etc)
- 17% - New tenure documents are currently being prepared
- 45% - being investigated

2015 Sports and Health Expo

- Date 22 February 2015
- Venue Booked – Rockhampton Showgrounds
- Site holder registrations sent to organisations
- Sponsorship being sought from companies within the Region
- Confirmed Sponsors:
 - Major – FM Studios – provision of marketing collateral associated with the expo

Healthy Communities Initiative

The HCI, KickStartCQ – Cook It! Move! Do It! funded initiative formally ceased on 31 August 2014. There are six (6) programs that are continuing:

- Heart Moves - \$3 per participant per session
 - Free room hire from Good Life Health Clubs has enabled this program to continue at low cost.
 - Fit 360 (formally Move Fit and Men's Sessions) - \$5 per participant per session
 - The Move Fit and Men's Sessions will be merged and three sessions per week will be offered to participants at CrossFitCq. Free room hire and
-

storage from CrossFitCQ has minimised the costs associated with this program.

- Yeppoon Seniors Fitness Sessions (formally Move Fit) - \$2 per participant per session
 - Funding from Livingstone Shire Council will allow this program to continue operating at low cost to participants
- Heart Foundation Walking – Free
 - Established Heart Foundation Walking Groups will continue at Stockland and Rockhampton Botanic Gardens
- CQUni Sports Centre - \$35 per participant per month
 - CQUni Sports Centre is offering KickStartCQ participants a discounted membership rate for twelve months, participants will be required to pay \$35 per month. The usual cost for members is \$600 per annum or \$50 per month.

Under the HCI banner unspent funding money will be allocated to the promotion of healthy lifestyle and physical activity initiatives for the project's target market over the next nine months. As part of the continuing delivery Lane 4 has been engaged to provide Aquafit classes for an additional 18 weeks (36 sessions).

Typically participants attending the Aquafit classes are over the age of 55 and have poor mobility due to joint issues and have great trouble entering and exiting a pool without a ramp. Our participants benefit greatly from attending Aquafit and becoming more mobile as well as building up strength and stamina leading some of them to be able to integrate into the other programs.

The \$2 per person general entry to all pools and the integration of water confidence and learn to swim based activities into the AquaFit classes combine to give participants the confidence and skills to safely attend the pool for activities other than Aquafit, utilising the \$2 general entry fee.

5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS

These service levels are not formally adopted but are operational standards to show overall progress across the Parks section.

Service Delivery Standard	Target	Current Performance
Pool Operator reporting (Rec'd by 7 th of Month)	On-time	Achieved
Tenure Renewals – Resolved	10/mth	0 (FYTD)

Progressive Measures / Indicators	Previous Period	Current Period
Pool Patronage (previous period is same month last year)	1,441	1,516
Healthy Communities Initiative – Registrations (previous period is previous month)	731	735
Burials (previous period is same month last year)	18	13
Ashes Interments (previous period is same month last year)	7	9
Chapel/ other Services (previous period is same month last year)	6	9
Zoo guided tours – School/ outside school care/ other (previous period is previous month)	8	4
Volunteer Participation – Memorial Gardens (previous period is previous month)	44 hrs	38.5 hrs

FINANCIAL MATTERS

As at period ended 31 August 2014 – 16.67% of year elapsed.

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 16.7% of Year Gone
COMMUNITY SERVICES							
PARKS							
<i>Parks Administration</i>							
Revenues	(83,500)	0	0	(1,597)	(1,597)	2% ✘	
Expenses	3,734,408	0	15,357	635,930	651,287	17% ✘	
Transfer / Overhead Allocation	82,290	0	0	5,987	5,987	7% ✓	
Total Unit: Parks Administration	3,733,798	0	15,357	640,320	655,677	18% ✘	
<i>Recreation Services</i>							
Revenues	(507,316)	0	200	(110,953)	(110,753)	22% ✓	
Expenses	3,269,812	0	214,326	563,430	777,756	24% ✘	
Transfer / Overhead Allocation	266,344	0	0	57,929	57,929	22% ✘	
Total Unit: Recreation Services	3,028,840	0	214,526	510,405	724,932	24% ✘	
<i>Parks Operations</i>							
Revenues	(54,000)	0	0	(91)	(91)	0% ✘	
Expenses	8,440,845	0	190,745	942,661	1,133,406	13% ✓	
Transfer / Overhead Allocation	1,829,925	0	0	252,207	252,207	14% ✓	
Total Unit: Parks Operations	10,216,770	0	190,745	1,194,777	1,385,521	14% ✓	
Total Section: PARKS	16,978,808	0	420,628	2,345,502	2,766,130	16% ✓	
Total Department: COMMUNITY SERVICES	39,708,313	0	2,302,972	4,191,009	6,493,981	16% ✓	
Grand Total:	39,708,313	0	2,302,972	4,191,009	6,493,981	16% ✓	

10 NOTICES OF MOTION

Nil

11 URGENT BUSINESS/QUESTIONS

Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting

12 CLOSED SESSION

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

RECOMMENDATION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

13.1 Request from Rockhampton Grammar School to conduct geological testing at Georgeson Oval

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

13.2 State Government 'Get Playing Plus' Funding Initiative

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

13 CONFIDENTIAL REPORTS

13.1 REQUEST FROM ROCKHAMPTON GRAMMAR SCHOOL TO CONDUCT GEOLOGICAL TESTING AT GEORGESON OVAL

File No: 1464

Attachments:

1. Request from Rockhampton Grammar School for geological testing
2. Map of Georgeson Oval
3. Draft Initial Proposal from Rockhampton Grammar School
4. Report on Georgeson Oval from 18 March 2014
5. Resolution on Georgeson Oval from 18 March 2014

Authorising Officer: Margaret Barrett - Manager Parks
Michael Rowe - General Manager Community Services

Author: Sophia Czarkowski - Sports & Education Officer

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

SUMMARY

The Rockhampton Grammar School is requesting Council's in principle support for their proposed development of Georgeson Oval, 61-79 Pennycuick Street, The Range (being Lot 293 LN2017). The school proposes to develop a multipurpose field sports area conducive to training and competition for athletics, cricket, field sports (rugby league, rugby union etc.) and school sport curriculum activities.

13.2 STATE GOVERNMENT 'GET PLAYING PLUS' FUNDING INITIATIVE

File No: 349
Attachments: 1. 'Get Playing Plus' factsheet
Authorising Officer: Michael Rowe - General Manager Community Services
Margaret Barrett - Manager Parks
Author: Vincent Morrice - Coordinator Parks Recreation Services
Previous Items: 17.2 - Royalties for the Regions Round 4 Expressions of Interest - Ordinary Council - 09 Sep 2014 9.00 am

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

SUMMARY

The report seeks endorsement of Northside Pool Redevelopment as the project to be submitted for consideration through the State Government's 'Get Playing Plus' funding initiative.

14 CLOSURE OF MEETING