



# **PARKS & RECREATION COMMITTEE MEETING**

## **AGENDA**

**4 NOVEMBER 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 4 November 2014 commencing at 9.00am for transaction of the enclosed business.*

A handwritten signature in blue ink, consisting of several overlapping, sweeping strokes.

**ACTING CHIEF EXECUTIVE OFFICER**  
29 October 2014

Next Meeting Date: 02.12.14

**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 this meeting was previously granted to Councillor Rose Swadling.

**4 CONFIRMATION OF MINUTES**

Minutes of the Parks & Recreation Committee held 30 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:** Michael Rowe - Acting Chief Executive Officer

**Author:** Michael Rowe - Acting Chief Executive Officer

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#### **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: 4 November 2014**

**Attachment No: 1**

Meeting Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
03 June 2014	Mt Archer Development Plan	<p>THAT a structured project for the provision of integrated pedestrian and vehicular traffic at Mt Archer be developed.</p>	Michael Rowe	10/06/2014	<p>Councillor steering committee endorsement of the Community Engagement Plan on 08.10.2014</p>

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## 8 OFFICERS' REPORTS

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

**File No:** 1464

**Attachments:** 1. Community Services Capital Works - Current Projects

**Authorising Officer:** Michael Rowe - Acting Chief Executive Officer

**Author:** Andrew Collins - Special Projects Officer

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#### **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 the Community Services Capital Works monthly report for October 2014 for Parks and Recreation be 'received'.

#### **COMMENTARY**

The attached is an update of projects currently being delivered for Committees 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 –  
OCTOBER 2014 – PARKS AND  
RECREATION COMMITTEE**

**Community Services Capital Works -  
Current Projects**

**Meeting Date: 4 November 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	\$3,173,544 (cost of Wet Play concourse still to be committed)	Work In Progress	92%	<ul style="list-style-type: none"> <li>o New 25m pool now under defects liability</li> <li>o Amenities block –                             <ul style="list-style-type: none"> <li>o All complete PC granted 15 August 2014</li> </ul> </li> <li>o Café / Entry building                             <ul style="list-style-type: none"> <li>o Final stages of fitout and finish</li> </ul> </li> <li>o LTS                             <ul style="list-style-type: none"> <li>o Fabric ductwork installed</li> <li>o Danpalon wall cladding completed</li> <li>o Window installation commenced</li> <li>o Tiling commenced</li> </ul> </li> <li>o Wet Play Area                             <ul style="list-style-type: none"> <li>o Shell completed</li> <li>o Tiling 65% completed</li> <li>o Equipment and features installed</li> <li>o Concourse 70% completed</li> </ul> </li> <li>o Dive Pool                             <ul style="list-style-type: none"> <li>o Tiling nearing completion</li> <li>o Access stairs fabrication off site</li> <li>o Piles and footing slab completed</li> </ul> </li> <li>Site Works                             <ul style="list-style-type: none"> <li>o Irrigation works installed around wet play area.</li> </ul> </li> </ul>
Zoo Redevelopment – New Animal Enclosures	\$135,197	\$132,393	Work in Progress	Otters 85%	<ul style="list-style-type: none"> <li>Crocs                             <ul style="list-style-type: none"> <li>o New croc ponds reached practical completion on the 5 June 2014.</li> </ul> </li> <li>Otters                             <ul style="list-style-type: none"> <li>o Pool shell completed</li> <li>o Footings completed</li> <li>o Retaining wall completed</li> <li>o Front wall completed</li> <li>o Structural steel</li> <li>o Mesh panels 40% completed</li> <li>o Pathway set out and excavation completed.</li> </ul> </li> </ul>
Kershaw Garden – Stage II upgrade	\$600,000	\$285,681	Planning & procurement	25%	<ul style="list-style-type: none"> <li>o BEAT engaged for masterplan</li> <li>o Master plan concepts delivered and discussed at PCG</li> <li>o BBQ ordered and in depot</li> <li>o Amenities ordered</li> </ul>

					<ul style="list-style-type: none"> <li>o Rising main being designed</li> <li>o Quotes called for power reticulation</li> <li>o Geotech investigation and platform design completed for Electronic playground</li> <li>o Electronic playground platform under construction.</li> <li>o Electronic playground programmed for install in mid-November</li> </ul>
Cedric Archer Reserve - Development of town sport and recreation precinct	\$300,000		Scope development		<ul style="list-style-type: none"> <li>o BEAT engaged for masterplan</li> <li>o Scoping meeting held with PCG</li> </ul>
Lighting Bridge	\$200,000	\$14,950	Design in progress	20%	<ul style="list-style-type: none"> <li>• Design concept presented to council PCG on the 22 September.</li> <li>• TMR present at the meeting</li> <li>• Draft design and specification received</li> <li>• Information sent to TMR for approval.</li> </ul>

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**8.2 AUGMENTATION OF CHIMPANZEE POPULATION - ROCKHAMPTON ZOO**

**File No:** 3066  
**Attachments:** Nil  
**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - Acting Chief Executive Officer  
**Author:** Vincent Morrice - Coordinator Parks Recreation Services

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**SUMMARY**

*Rockhampton Zoo houses exhibits of various native and exotic animals, including Chimpanzees (*Pan troglodytes*). Current best practice management approaches for the species include the provision that captive populations should allow for appropriately sized social groups for the benefit of the animals and for the educational value for visitors. The current chimpanzee population at Rockhampton Zoo does not necessarily constitute an appropriate sized social group and it is highly desirable that plans are made to augment the population with animals of appropriate background, age, gender, sexual maturity and genetic diversity.*

**OFFICER'S RECOMMENDATION**

THAT Council endorse the proposal to augment the chimpanzee population at Rockhampton Zoo through the importation of two suitable animals and that the costs of the importation be funded as outlined in the report.

**COMMENTARY**

Rockhampton Zoo is an accredited member of the Zoo and Aquarium Association (ZAA), which is the peak body representing the zoo and aquarium community throughout Australasia. The Life Sciences Coordinator at Rockhampton Zoo (Graeme Strachan) has been working on collaborative species programs with ZAA to meet the needs of both the regional programs and those of Rockhampton Zoo. The Australasian Species Management Program (ASMP) produces annual recommendation reports for managed species to promote decision making on a regional basis. Not only do these recommendations attempt to meet the needs of member Zoos but also to ensure the long term genetic viability of regional animal populations both for display and conservation programs. Without careful planning, regional animal populations can reach 'genetic bottle necks' resulting in overly high inbreeding co-efficiencies and the weakening of the species.

Recently, two Chimpanzees were identified by the European species coordinator as being appropriate for the needs of Rockhampton. They are a six year old male and 20 year old female both currently housed at the Ramat Gan Safari Park in Israel. These Chimpanzees have been identified as being available and suitable for transfer.

During the 2008 Chimpanzee management workshop held at Taronga Zoo, it was identified that if Zoos were going to hold Chimpanzees, they should be working towards a group of at least twelve due to their highly evolved social needs, and for visitor education. The new enclosure at Rockhampton Zoo was designed and constructed to accommodate up to 12 adult Chimpanzees. This proposed import would be a realistic milestone towards attaining this goal for Rockhampton and would bring Rockhampton's total to five.

As Rockhampton Zoo does not have facilities to quarantine great apes to Federal Department of Agriculture standards, negotiations will be required to allow the Chimpanzees to be quarantined elsewhere.

Adelaide Zoo is known to have the facility and capacity required for the 30 day quarantine period and discussions with Zoo management indicate their willingness to provide this service.

In accordance with best practice and to minimise stress on the Chimpanzees being transferred it is desirable that Rockhampton Zoo's designated Primate Keeper (Richard Johnston) is introduced to the animals prior to their departure from Israel (approx. one week is required) and that he then accompanies the animals to Adelaide and facilitates their transition to quarantine (approx. 3-5 days). Richard would then return to Adelaide for approx. 3-5 days to re-familiarise with the Chimpanzees immediately prior to their transfer to Rockhampton Zoo.

Should this proposal proceed, it is anticipated that the Chimpanzees could be introduced into the Rockhampton Zoo as early as April 2015.

## BACKGROUND

The Chimpanzees at Rockhampton Zoo have become icons of the region since the arrival of Ockie and Cassie in 1986. The arrival of two females (Samantha and Holly) in 2012 heralded a new chapter in the history of Chimpanzees at the Zoo following the construction of the new enclosure several years earlier. Their introduction brought Rockhampton Zoo one step closer to establishing a functional social group as Ockie and Cassie moved into a higher welfare level with the increased interactions and activities stimulated by the presence of other Chimpanzees. The passing of Ockie in late 2013 has altered the group dynamic and reduced the capacity of the group to function socially.

## BUDGET IMPLICATIONS

There is no "purchase price" for the animals however, it is expected that Rockhampton Zoo will be responsible for all costs associated with the transfer (including care of the animals during this time).

### Staffing:

The difference in workload between managing three Chimpanzees or five Chimpanzees is negligible once they are settled into their routines. In general, the larger the group, the more stable they are to manage as, once established, the social hierarchy dictates the acceptable behaviours and interactions.

The introduction of two additional Chimpanzees is considered to be manageable with the existing establishment Zoo staffing.

### Food:

The Chimpanzee's diet consists largely of fresh fruit and vegetables, the cost of which can vary greatly from week to week depending on seasonal availability and the market pressures of supply and demand.

Analysis of historical costs has led to the following estimate of food costs, which represent an increase of between 7.0% and 10.4% of the 2014-2015 Zoo food budget. Indexation of costs at 3.5%pa is included.

### *Annualised Cost Comparison (food):*

Financial year	3 Chimps		5 Chimps	
	Low estimate	High estimate	Low estimate	High estimate
2014-2015*	\$13,728	\$20,280	\$16,016	\$23,660
2015-2016	\$14,208	\$20,990	\$23,681	\$34,983
2016-2017	\$14,706	\$21,724	\$24,510	\$36,207

\* 5 chimps for 3 months only

### Veterinary Costs:

Veterinary costs for the existing three Chimpanzees from 1/1/14 until present are approx. \$1,055. This is predominantly associated with the supply of anti-biotic medication to treat wounds. Occasionally (about once every 2 years) the Chimpanzees require a full anaesthetic procedure to undertake, for example, dental work or more invasive examinations. These incidents are not common although costs can be in the vicinity of

\$1,000 when this is required. As at 1 October, 2014 the budget for Veterinary Services was 12% expended (\$4,817 of \$40,000)

No additional budget provision is considered necessary.

#### Importation Costs:

To minimise stress on the Chimpanzees being transferred it is necessary that a Keeper from Rockhampton Zoo is introduced to the animals prior to their departure from Israel (approx. one week is required). The Keeper would accompany the animals to Adelaide Zoo and transition to quarantine (approx. 3-5 days). The Keeper would then return to Adelaide (for approx. 3-5 days) to re-familiarise with the Chimpanzees immediately prior to their transfer to Rockhampton Zoo.

Wages have been included in the costs as "backfill" staffing will be required at Rockhampton Zoo to continue desired levels of service within the captive animal management programs.

Item Description	Budget Estimate	Totals
Wages & On-costs	\$ 3,900	
International Airfares	\$ 3,000	
Domestic Airfares	\$ 900	
Transit costs (Taxi's etc.)	\$ 400	
Accommodation	\$ 3,400	
Meals	\$ 1,615	\$ 13,215
Freight (Chimps)	\$ 21,000	
Quarantine	\$ 10,000	\$ 31,000
		<u>\$ 44,215</u>

#### **Funding Sources:**

The adopted budget for 2014-2015 includes a provisional sum of \$30,000 for *Freight*, which is utilised for the trans-shipment of inbound animals. Year to date costs are currently \$3,069 including committals. Allowing for known movements such as the Otters (est. cost \$500), it is likely that \$20,000 could be allocated from this line item towards the overall cost of importation with the balance to be appropriated through the March 2015 budget revision process.

#### **CONCLUSION**

As an accredited member of the Zoo and Aquarium Association, Rockhampton Zoo should strive to achieve and sustain management programs which are appropriate and stimulating for our captive animals and reinforce the "four pillars" of the Zoo, being Environment, Education, Conservation and Research. The addition of two (appropriate) Chimpanzees is considered a desirable step towards establishing a functional social group which will allow a higher welfare level for the current population through the increased interactions and activities stimulated by the presence of other members of their species.

## 9 STRATEGIC REPORTS

### 9.1 PARKS AND OPEN SPACE MONTHLY REPORT - SEPTEMBER 2014

<b>File No:</b>	<b>1464</b>
<b>Attachments:</b>	<b>1. Parks and Open Space Monthly Operations Report - Period ended 30 September 2014</b>
<b>Authorising Officer:</b>	<b>Michael Rowe - Acting Chief Executive Officer</b>
<b>Author:</b>	<b>Margaret Barrett - Manager Parks</b>

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#### **SUMMARY**

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

#### **OFFICER'S RECOMMENDATION**

THAT the report on the activities and services of Parks and Open Space Unit for September 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
    - Swimming Pools
2. Park Operations

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

# **PARKS AND OPEN SPACE MONTHLY REPORT - SEPTEMBER 2014**

## **Parks and Open Space Monthly Operations Report - Period ended 30 September 2014**

**Meeting Date: 4 November 2014**

**Attachment No: 1**

**MONTHLY OPERATIONS REPORT**  
**PARKS AND OPEN SPACE SECTION**  
**Period Ended 30 September 2014**

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**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) Current Mth	Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and	Avg Completion Time (days) Q1
			Received	Completed										
Cemeteries - Complaint	0	0	2	2	0	0	0	0.00	8	● 0.00	● 2.30	● 3.38	1.00	● 2.75
Cemeteries - General Enquiry	0	0	2	1	1	0	0	0.00	2	● 0.00	● 1.00	● 1.33	0.50	● 0.40
Sport & Recreation - General Enquiry	0	0	7	6	1	0	0	169.11	10	● 1.00	● 7.63	● 9.14	2.13	● 1.90
Parks Booking - Request	0	0	17	16	1	0	0	0.00	5	● 0.82	● 1.88	● 5.07	0.49	● 2.72
Tree and Stump Removal - Request	42	34	56	9	55	0	0	35.88	50	● 6.22	● 14.93	● 17.79	14.88	● 12.56
Parks General - Request	22	10	101	78	35	6	0	35.71	10	● 3.20	● 6.29	● 8.06	6.64	● 5.47
Tree Trimming - Request	29	22	73	47	33	0	0	89.52	40	● 0.87	● 9.99	● 11.57	9.38	● 4.81
Swimming Pools - General Enquiry	0	0	0	0	0	0	0	0.00	10	● 0.00	● 0.00	● 1.00	1.00	● 0.00

## 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
<b>Number of Lost Time Injuries</b>	4	0	3
<b>Number of Days Lost Due to Injury</b>	22	18	22
<b>Total Number of Incidents Reported</b>	7	2	11
<b>Number of Incomplete Hazard Inspections</b>	3	5	4

### **Risk Management Summary**

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

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 underway
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"> <li>1. Review, update and submit Street and Parks Tree Master Plan for approval to implement.</li> <li>2. Programmed maintenance works to be implemented to full capacity.</li> <li>3. Ergon Service Level Agreement is to be in place and implemented.</li> </ol>	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"> <li>1. Review, update and implement existing land &amp; conservation management &amp; succession plans.</li> <li>2. Complete the identification of the current collection as part of the succession plan.</li> </ol>	Being revised	40	<p>Nearing completion of Botanical Collection Management 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"> <li>1. Develop &amp; implement a Parks Infrastructure Strategy for conditioning of new development.</li> <li>2. Develop a local parks contribution policy.</li> <li>3. Complete &amp; implement Landscape Guidelines (as part of CMDG).</li> <li>4. Open Space Strategy to be reviewed and</li> </ol>	31/12/16	70	

Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
		implemented (inc service levels).			

**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 resolved with relocation of freshwater crocodiles 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"> <li>• Applications lodged</li> <li>• Applications approved</li> <li>• Applications pending</li> </ul>	Approved – Rockhampton City Hall landscape restoration  Approved – Mt Morgan Cemetery ‘Lost grave’s’ memorial wall near shelter		

### 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
PC	Practical Completion

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (inc committals)
<b>PARKS CAPITAL WORKS PROGRAM</b>					
Playground Shade Construction – No 7 Dam, Mt Morgan	July 2014	October 2014	WIP	100,000 130,000	130,228
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			WIP	88,000	
Comment: Works scoped with Divisional Councillor, estimates being revised and quotes sought.					
Irrigation Renewal Program	September 2014		WIP	80,000	60,106
Comment: Program of works underway; Saleyards Park closed to the public on 22 September. Works delivered in conjunction with sportsfield works at this site					
Riverside Parks - upgrade			NYC	75,000	
Comment:					
Cedric Archer Reserve -			WIP	432,668	
Comment: Work commenced on masterplan to guide upgrade works.					
Kershaw Gardens Still upgrade			WIP	600,000	284,080
Comment:					
Drain Repair – Southside Cemetery	September 2014	October 2014	WIP	95,000	50,416
Comment: Work commenced on 10 September. Expected completion date is late October.					
Upgrade Sportsfield surfaces	September 2014		WIP	130,000	49,104
Comment: Program of works underway; Saleyards Park closed to the public on 22 September.					
Rockhampton Botanic Gardens – pathways			WIP	305,000	4,192

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (inc committals)
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.					
Yeppen Roundabout Landscape Renewal			PC	20,505	5,590
Comment: Planting complete, power supply for lighting to be resolved.					
Div 10 PCYC SkatePark Improvements			WIP	10,000	
Comment: Quotes assessed, programming of works to be determined					
Div 8 PCYC seating, graffiti			WIP	10,000	
Comment: Quotes assessed, programming of works to be determined					

**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	\$ 51,591	78	Works complete
Town Hall Landscape				Exemption certificate received. Works programmed to commence in October.
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:				
• Street Tree Policy	Current version being reviewed and overall scope for revised policy drafted			
• Naming of Parks	Current version being reviewed			
• Fitzroy River rowing course install and removal	Current version being reviewed, revisions will be informed by recent experiences			

### Kershaw Gardens

The beds for the Grevillea Hill extension have now settled and awaiting the arrival of the plants. A new 4 station irrigation controller was installed at Grevillea Hill to save on manual watering.

### Rockhampton Zoo

The transfer of salt and freshwater crocodiles to the new enclosures was completed; the Colonel travelled from Koorana Crocodile Farm and two freshwater crocodiles from an existing enclosure. All have settled well and the enclosures were opened to the public during the school holidays, proving to be very popular with visitors.

The Zoo staff hosted a display of some animals at Stockland Shopping Centre on 6 September for Threatened Species Day.

### Memorial Gardens

Various garden renovations were undertaken this month – removing dead plants, replanting and mulching. This is an ongoing project. Maintenance was carried out as required.

### North Rockhampton Cemetery

Maintenance activities and burials conducted as required. Preparation for the new Memorial Wall is underway.

### South Rockhampton Cemetery

Usual maintenance was completed

### Mount Morgan

Mapping and collection of visual records (photography) continues. Maintenance conducted as required.

### Cemeteries Administration

During the month of September the Cemeteries Web Site recorded 2367 page views from 887 unique visits. This averages to 2.66 views per visit

### Events

World Parks Day was held throughout Kershaw Gardens on Saturday 20 September. Several community organisations hosted stalls along with some other Council areas. The Spring Garden Spectacular competition presentations were held at the Slab Hut with Councillors and Council officers present for the event. Fitzroy River Catchment Coordinators hosted a planting next to the Fish Ladder on Moores Creek as part of the event.

### Swimming Pools

All pools are now open for the summer season, with Mt Morgan Swimming Pool, Gracemere Swimming Pool and 42<sup>nd</sup> Battalion Memorial Pool opening on 20 September for the school holidays.

Tenure Renewal

Currently Council is following up on 51 outstanding tenure renewals. Of those 51:

- 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

CQ Health 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:
  - Naming Rights – CQ Health (Central Queensland Hospital and Health Service, Queensland Government)
  - Major –
    - FM Studios – provision of marketing collateral associated with the expo
    - Channel Seven – provision of television advertising

#### **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 <sup>th</sup> of Month)	On-time	Achieved
Tenure Renewals – Resolved	10/mth	8 (FYTD)

Progressive Measures / Indicators	Previous Period	Current Period
Pool Patronage (previous period is same month last year)	9513	5010
Burials (previous period is same month last year)	12	17
Ashes Interments (previous period is same month last year)	7	8
Chapel/ other Services (previous period is same month last year)	1	6
Zoo guided tours – School/ outside school care/ other (previous period is previous month)	4	4
Volunteer Participation – Memorial Gardens (previous period is previous month)	38.5 hrs	78 hrs

This table shows the change in area of land maintained over the first quarter. The minor variations are due to mapping corrections.

Land maintained	Sept/ Oct 2014	May/ June 2014	Ha Chg	% Chg
<b>Total</b>	<b>884.48</b>	<b>876.77</b>	<b>7.71</b>	0.88%
Parks	209.32	210.33	-1.00	-0.48%
Sport	213.17	210.30	2.86	1.36%
Vacant Land (Council)	40.14	35.57	4.57	12.86%
Road Reserve	418.23	416.95	1.28	0.31%
Civic	3.61	3.62	-0.01	-0.29%

**FINANCIAL MATTERS**

As at period ended 30 September 2014 – 25% of year elapsed.

	Adopted Budget \$	Revised Budget \$	EOM Commitments \$	YTD Actual \$	Commit + Actual \$	Variance %	On target 25% of Year Gone
<b>PARKS</b>							
<b>Parks Administration</b>							
Revenues	(83,500)	0	0	(3,596)	(3,596)	4%	✘
Expenses	3,734,408	0	14,379	848,343	862,722	23%	✓
Transfer / Overhead Allocation	82,290	0	0	13,759	13,759	17%	✓
<b>Total Unit: Parks &amp; open Spaces</b>	<b>3,733,198</b>	<b>0</b>	<b>14,379</b>	<b>858,506</b>	<b>872,884</b>	<b>23%</b>	<b>✓</b>
<b>Parks Recreation Services</b>							
Revenues	(507,316)	0	218	(159,562)	(159,344)	31%	✓
Expenses	3,269,812	0	1,204,096	1,071,641	2,275,737	70%	✘
Transfer / Overhead Allocation	266,344	0	0	107,360	107,360	40%	✘
<b>Total Unit: Planning &amp; Collections</b>	<b>3,028,840</b>	<b>0</b>	<b>1,204,314</b>	<b>1,019,439</b>	<b>2,223,753</b>	<b>73%</b>	<b>✘</b>
<b>Parks Operations</b>							
Revenues	(54,000)	0	0	(15,737)	(15,737)	29%	✓
Expenses	8,440,845	0	215,385	1,620,310	1,835,695	22%	✓
Transfer / Overhead Allocation	1,829,925	0	0	409,762	409,762	22%	✓
<b>Total Unit: Maintenance &amp; Construction</b>	<b>10,216,770</b>	<b>0</b>	<b>215,385</b>	<b>2,014,336</b>	<b>2,229,720</b>	<b>22%</b>	<b>✓</b>
<b>Grand Total:</b>	<b>16,978,808</b>	<b>0</b>	<b>1,434,077</b>	<b>3,892,280</b>	<b>5,326,358</b>	<b>31%</b>	<b>✘</b>

**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 Mount Morgan Rugby Union Club for a waiver of Lease and Licence fees

This report is considered confidential in accordance with section 275(1)(c), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget.

#### 13.2 Request from Rockhampton Racing Pigeon Club for a reduction in Lease Fees

This report is considered confidential in accordance with section 275(1)(c), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget.

## 13 CONFIDENTIAL REPORTS

### 13.1 REQUEST FROM MOUNT MORGAN RUGBY UNION CLUB FOR A WAIVER OF LEASE AND LICENCE FEES

**File No:** 1464

**Attachments:**

1. Letter from Mt Morgan Rugby Union Club seeking a waiver of fees
2. Copy of Invoice for Lease Fees
3. Copy of invoice for Licence fees
4. Copy of unaudited financial statements for Mt Morgan Rugby Union Club
5. Copy of accountant's review of financial statements
6. Copy of Resolution to enter into a Tenure Agreement with Mt Morgan Rugby Union Club

**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)(c), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget.

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#### SUMMARY

*Mount Morgan Rugby Union Club has requested that Lease and Licence Fees be waived for the 2013/14 and 2014/15 Financial Years to assist the Club in its ongoing operations.*

**13.2 REQUEST FROM ROCKHAMPTON RACING PIGEON CLUB FOR A REDUCTION IN LEASE FEES****File No:** 1464**Attachments:**

1. Request from Rockhampton Racing Pigeon Club for a reduction in fees
2. Copy of financial information supplied by Club

**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)(c), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget.

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**SUMMARY**

*Rockhampton Racing Pigeon Club has requested that Lease fees be reduced for the 2014/15 Financial Year to assist the Club in its ongoing operations.*

**14 CLOSURE OF MEETING**