



# **PARKS & RECREATION COMMITTEE MEETING**

## **AGENDA**

**7 APRIL 2015**

*Your attendance is required at a meeting of the Parks & Recreation Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 7 April 2015 commencing at 9.00am for transaction of the enclosed business.*

A handwritten signature in black ink, appearing to be the initials "C R" followed by a long horizontal stroke.

**CHIEF EXECUTIVE OFFICER**  
1 April 2015

Next Meeting Date: 05.05.15

**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 R A Swadling  
Councillor N K Fisher  
Councillor S J Schwarten

In Attendance:

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

**3 APOLOGIES AND LEAVE OF ABSENCE**

**4 CONFIRMATION OF MINUTES**

Minutes of the Parks & Recreation Committee held 3 February 2015

**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

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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: 7 April 2015**

**Attachment No: 1**

Meeting Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
03 June 2014	Mt Archer Development Plan	Mayor Strelow requested that a structured project plan be developed to improve the safety of walkers on Mt Archer.	Michael Rowe	10/06/2014	Draft Master Plan undergoing peer review.
03 February 2015	Victoria Park Playground Area - Request to Fence	<p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Acknowledges receipt of the petition; and</li> <li>2. Reduce the speed environment; and</li> <li>3. Seeks a further report on options for a trial partial road closure with the aim of providing safe children and pedestrian access and use of the area between the swimming pool and the existing play area.</li> </ol>	Vincent Morrice	17/02/2015	



**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## 8 OFFICERS' REPORTS

### 8.1 COMMUNITY SERVICES CAPITAL WORKS MONTHLY REPORT - JANUARY 2015 - PARKS AND RECREATION COMMITTEE

**File No:** 1464  
**Attachments:** 1. Community Services Capital Works - January 2015  
**Authorising Officer:** Michael Rowe - General Manager Community Services  
**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 January 2015 be 'received'.

#### **COMMENTARY**

The attached is an update of projects currently being delivered for the 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 -  
JANUARY 2015 - PARKS AND  
RECREATION COMMITTEE**

**Community Services Capital Works -  
January 2015**

**Meeting Date: 7 April 2015**

**Attachment No: 1**

Project Title	2014/2015 Approved Budget	Total Committed Cost	Project Status	% Complete	Comment Period
Southside Memorial Pool Redevelopment	\$3,262,092	\$3,184,750 (cost of Wet Play concourse still to be committed)	Building & Pool works complete. Carpark works under construction	98%  (exc car park status)	<ul style="list-style-type: none"> <li>• Buildings &amp; pool works completed (Under defects liability)</li> <li>• Kitchen fitout complete ( cost to be funded in budget review)</li> <li>• Carpark works underway. Expected mid to end of March weather depending. A number of areas of unsuitable ground have been uncovered. Reconstruction costs approximately \$40K ( Will need to confirm funding)</li> </ul>
Kershaw Garden – Stage II upgrade	\$600,000	\$415,244	Construction	30%	<ul style="list-style-type: none"> <li>o Electronic Play ground installed and opened 23 January</li> <li>o Power reticulation completed to 80%</li> <li>o BBQ and Amenities Kit purchased and in Depot</li> <li>o Rising main design completed, tenders called and being evaluated.</li> <li>o Tenders called for the Amenities construction.</li> <li>o Project budget to be reviewed on Rising main and Amenities erection costs are known.</li> </ul>
Cedric Archer Reserve - Development of town sport and recreation precinct	\$300,000	\$6,500	Scope development	2.5%	<ul style="list-style-type: none"> <li>o Master plan completed</li> <li>o PCG confirming layout and play value of proposed equipment.</li> <li>o Tenders to be called for the playground construction including pathways, soft fall and shade.</li> </ul>
Lighting Bridge	\$200,000	\$14,950	Design in progress	20%	<ul style="list-style-type: none"> <li>• Drawings amended following meeting with TMR on the 23 January.</li> <li>• Drawings now in final stages</li> <li>• POS application submitted to ERGON.</li> <li>• Environment Management Plan submitted to TMR.</li> <li>• Installation / operational , maintenance and decommissioning plan being developed for submission to TMR.</li> <li>•</li> </ul>

**8.2 FEBRUARY CAPITAL PROGRESS REPORT FOR PARKS AND RECREATION - FACILITIES MANAGEMENT UNIT****File No:** 1484**Attachments:** 1. Facilities Capital Progress Report for February 2015**Responsible Officer:** Cheryl Haughton - Manager Community Services  
Michael Rowe - General Manager Community Services**Author:** Sharon Sommerville - Coordinator Facilities

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**SUMMARY**

*This report provides information on progress during February 2015 with Parks and Recreation capital projects being undertaken by the Communities and Facilities Section.*

**OFFICER'S RECOMMENDATION**

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

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

**Facilities Capital Progress Report for  
February 2015**

**Meeting Date: 7 April 2015**

**Attachment No: 1**

Adopted Budget	Asset No.	Asset Description	Actuals	Committals	Total Committals	% Complete	Comment
\$ 50,000	0943056	[R] Amenities Program Renew and Upgrade	\$ -	\$ -	\$ -		See below individual sites
\$ 100,000	0943086	[U] Heritage Village Hydrant System-Upgrade	\$ -	\$ -	\$ -	5	Tender to close on the 27th of March, Quote received from FRW for Main line from Boundary road.
\$ 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	\$ 17,389	\$ -	\$ 17,389	100	Completed
\$ 32,000	1033810	[R] Botanic Gardens Kiosk Defect Rectification	\$ 27,195	\$ -	\$ 27,195	100	completed
\$ 59,500	1033842	[U] Botanic gardens - Amenities & Lunchroom	\$ 29,309	\$ -	\$ 29,309	100	completed
\$ 16,000	1037916	[R] Amenities Program - Upgrade Ski Gardens Amenities Block	\$ 14,591	\$ 809	\$ 15,400	100	Completed - Scope internal painting, lighting upgrade, solid plastering to external brickwork and removal and replace of asbestos roof.
\$ 25,000	1040217	[R] Amenities Program - Mt Morgan Cemetery - Design and Replace	\$ 803	\$ 20,000	\$ -		Order to be placed, Design received.
\$ 15,000	1040216	[R] Amenities Program - Huish Drive Amenities Block - Install Roller Doors and Security	\$ 774	\$ 10,090	\$ -	5	Order placed on Easy lift doors - Works to supply and install roller doors to toilet cubicles to stop vandalism at nights. To be completed on the 18th of February.
\$ 22,000	1042757	[R] Botanic Gardens - Garage & Wshop Site - Replace Retaining Wall to the back of Botanic Gardens Workshop	\$ 751	\$ 21,175		5	waiting on quote to remove timber stacks and trees before works can be carried out - estimated completion date 20th of April 2015
\$ 30,000	1037650	[R] Amenities Program - Kershaw Gardens - Design and Replace septic sysytem	\$ 3,129	\$ -	\$ 3,129	5	Quotes received waiting on Plumbing compliance approval.
<b>\$ 219,000</b>			<b>\$ 123,939</b>	<b>\$ 52,074</b>	<b>\$ 122,420</b>		

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**8.3 PROPOSAL TO HOST TACTIC 2016 CONFERENCE IN ROCKHAMPTON**

**File No:** 8066  
**Attachments:** 1. TACTIC June 2014 information and registration brochure  
**Authorising Officer:** Michael Rowe - General Manager Community Services  
**Author:** Margaret Barrett - Manager Parks

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**SUMMARY**

*Rockhampton Zoo proposes to host the TACTIC 2016 workshop.*

**OFFICER'S RECOMMENDATION**

THAT Council approve the submission of a proposal to host the TACTIC 2016 training and conditioning workshop in Rockhampton in the second half of 2016.

**COMMENTARY**

Professional development of the Rockhampton Zoo's keepers is a high priority to ensure continued high quality animal care. A workshop held biennially for keepers is seeking a host for TACTIC 2016.

**BACKGROUND**

This event is proposed to be hosted by the Rockhampton Zoo and conducted over two to three days following a conference-type schedule with a number of speakers. Detail of the program is still to be confirmed with the general outline being keynote speakers opening each morning session. The afternoon sessions are proposed to include tours or demonstrations delivered away from the conference venue; some examples (still to be confirmed) are visits to the Rockhampton Zoo, Korana Crocodile Farm, and The Caves. These activities would be for small groups that delegates can sign up to attend, or choose to have their own time to explore the Rockhampton Region.

A conference dinner is proposed to be included in the program and could include a silent auction to raise funds for a pre-determined conservation project.

The Leichhardt Hotel has indicated their interest in sponsoring the workshop through provision of the primary workshop/ conference venue. This sponsorship is still to be formalised.

It's estimated that approx. 60 to 100 delegates could attend.

The previous workshop in 2014 was held at Taronga Zoo, the registration brochure from this event is attached for information. The Taronga Conservation Trust will oversee the organising of the event, and Council Zoo keepers or Parks Administration will organise the majority of the event.

If the proposal to host TACTIC 2016 is supported, further reports will follow as the detail of the workshop firms and sponsorship agreements are drafted.

**BUDGET IMPLICATIONS**

Sponsorship will be sought from other organisations that support the Zoo. Delegates will pay a registration fee to cover costs. Estimates are still being gathered, so a preliminary budget is not available at this time. Any budgetary impacts will be in the 2016-17 budget.

**STAFFING IMPLICATIONS**

The Taronga Conservation Trust will oversee the organising of the event, and Council Zoo keepers with support from Parks Administration will organise the majority of the event.

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**CONCLUSION**

This professional development event will enhance the profile of the Rockhampton Zoo and its staff as well as showcase the Region to visitors to the workshop.

# **PROPOSAL TO HOST TACTIC 2016 CONFERENCE IN ROCKHAMPTON**

## **TACTIC June 2014 information and Registration Brochure**

**Meeting Date: 7 April 2015**

**Attachment No: 1**

# TACTIC

## Sydney 2014

TRAINING AND CONDITIONING TO INSPIRE CHANGE



AUSTRALASIAN TRAINING AND CONDITIONING WORKSHOP

SUNDAY OCTOBER 19 - THURSDAY OCTOBER 23 2014

HOSTED BY

# TARONGA

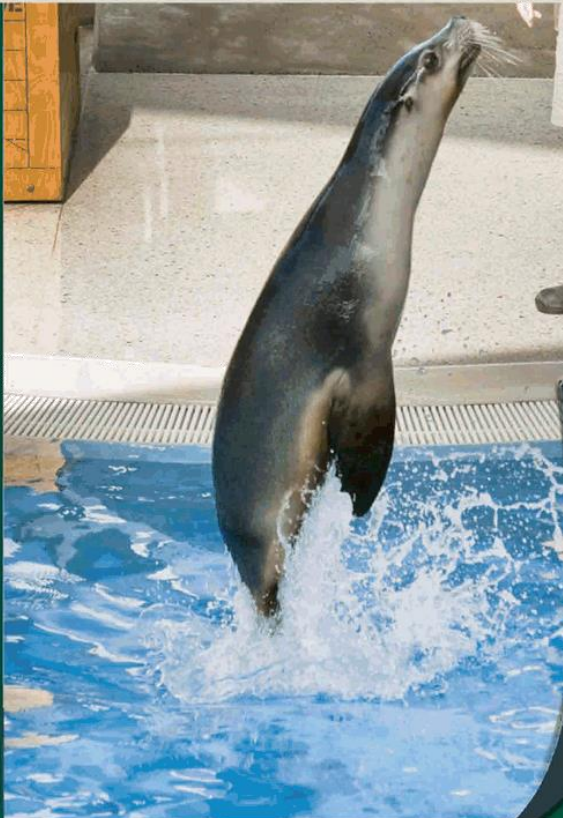


CONSERVATION SOCIETY AUSTRALIA®

# WELCOME

The Australasian Training & Conditioning Workshop provides keepers with the opportunity to develop their training and conditioning skills and knowledge whilst providing the opportunity to network on a national, regional and international basis.

This year we have guests speaker from both the United States and Australia and by registering for this workshop you have exclusive access to training shows, workshops & presentations, restricted behind the scenes Taronga training demonstrations and dog training displays.



TACTIC  
Sydney 2014

This years workshop theme is  
"Training and Conditioning to Inspire Change"  
or "TACTIC"

INSPIRE CHANGE

# GUEST SPEAKERS



Bruce is currently the Curator of elephants and Behavioural management at Woodland Park Zoo in the United States. He has had more than 25 years experience working in elephant management programs, animal management and leading the design, development and implementation of behavioural husbandry programs focusing on positive reinforcement training and environmental enrichment. Bruce worked for Disney with behavioural enrichment and is currently course administrator and an instructor for AZA's (Association of Zoos and Aquariums) course "Principles of Elephant Management". He also teaches in AZA's Managing Enrichment and training programs course and has been a regular presenter at zoo conferences and associations such as the Elephant Managers Association and the American Association of Zoo Keepers. Bruce has enhanced the welfare of animals throughout North America and consults on elephant programs worldwide.

**BRUCE UPCHURCH (United States)**



Steve has been a leading and charismatic figure in the professional pet industry for the past two decades. Renowned worldwide, he's lectured at American Law Enforcement Agencies, trained Australia's first truffle detector dog, taught animal training, lectured and helped out in various zoos around the world and trained dogs in bomb detection at the Mount Everest Kennel Club in Katmandu. Steve has done it all. His knowledge and experience is second to none in Australia. Today Steve Austin is called upon by several agencies including: Tasmania Quarantine, Australian Government Departments, New Caledonia Quarantine, Australian Army, NSW Corrective Services, Local Government, The LAPD, The Australian Armed Forces, World Wildlife Fund, Cheetah Conservation Fund and most recently Steve was chosen to head the NSW Emergency Volunteer Canine Fire and Rescue Unit. This unit is the first of its kind in Australia and will be deployed to help with recovery efforts during tsunamis, earthquakes, fires and floods.

**STEVE AUSTIN (NSW Australia)**



"Dr Kat"...Is a highly qualified and experienced applied animal behaviourist and animal trainer. Over the past several years she has worked extensively with people's pets- particularly dogs, but also birds, cats, rabbits, alpacas and horses - additionally she has worked in the zoo/ aquarium industry- locally and internationally - to facilitate the creation of positive resolutions to a diverse range of problems and challenges in animal behaviour and training. She has been privileged to work with pretty much every species of animal including elephants, marine mammals, falcons, otters, gorillas, sharks, stingrays, seahorses, meerkats, cheetahs, lions, servals and jackals. Kat has also worked professionally as a presenter in educational shows- particularly with free flight birds- primarily raptors and parrots and lots more including flamingos, herons, starlings & penguins. Raptor rehab. is also an ongoing passion, Katrina has also been part of the teaching team in the Animal Studies Department at NMIT (Fairfield campus).

**Dr KATRINA GREGORY (VIC Australia)**

"Good training- it's not about perfect behaviour - your goal is to create reliability, confidence and trust - create resilience in the human- animal relationship.



# DRAFT WORKSHOP PROGRAM



## Day 1 Sunday 19 October 2014

5pm Registration opens - Workshop and Behind the scenes sign up  
6 – 8pm Icebreaker

## Day 2 Monday 20 October 2014

8.30 – 8.45am Workshop opening and welcome  
8.45 – 9.45am Keynote speaker – Bruce Upchurch - Training in a Zoo setting  
9.45 – 10.15am Morning tea  
10.15 – 12.00am Paper sessions - 5 x 15 minute papers  
12.00 – 1.15pm Lunch  
1.15 – 2.45pm Workshops 1: Katrina Gregory – Applied behaviour Analysis: Practical brainstorming  
2: Bruce Upchurch – Problem solving  
3: TZ team - Develop your training skills  
2.45 – 3.15pm Afternoon tea  
3.15 – 4.30pm Paper sessions - 5 x 15 minute papers  
5.30pm Bird Show and BBQ

## Day 3 Tuesday 21 October 2014

8.40am Welcome and housekeeping  
8.45 – 9.45am Keynote speaker – Steve Austin Training Dogs for Conservation  
9.45 – 10.15am Morning tea  
10.15 – 10.30am Dog training Demonstration – Steve Austin  
10.30 – 12.00am Paper sessions - 4 x 15 minute papers  
12.00 – 1.15pm Lunch  
1.15 – 2.15pm Behind the scenes – Training of birds, marine mammals and carnivores  
2.15 – 2.45pm Poster presentations  
2.45 – 3.15pm Afternoon tea – Posters on display  
3.15 – 4.30pm Paper sessions - 5 x 15 minute papers

Free night

## Day 4 Wednesday 22 October 2014

8.40am Welcome and housekeeping  
8.45 – 9.45am Keynote speaker – Dr Katrina Gregory: Collaboration is the Key  
9.45 – 10.15am Morning tea  
10.15 – 12.00am Paper sessions - 5 x 15 minute papers  
12.00 – 1.15pm Lunch - Posters on display  
1.15 – 2.45pm Behind the scenes Lemurs, reptiles, elephants, ungulates, B2B  
2.45 – 3.15pm Afternoon tea  
3.15 – 4.30pm Workshops 1: Katrina Gregory – Applied behaviour Analysis: Practical brainstorming  
2: Bruce Upchurch – Problem solving  
3: TZ team - Develop your training skills  
6.00pm Pre dinner Seal Show  
6.30pm till late Workshop dinner and silent auction

## Day 5 Thursday 23 October 2014

8.40am Welcome and housekeeping  
8.45 – 9.15am Dog training demonstration  
9.15 – 9.45am Keynote speaker – Bruce Upchurch – S.P.I.D.E.R  
9.45 – 10.15am Morning tea  
10.15 – 10.30am Paper sessions - 4 x 15 minute papers  
11.30 – 12.00pm Workshop Close  
2pm Bus departs for Taronga Western Plains Zoo field trip (optional)

 [tactic2014@zoo.nsw.gov.au](mailto:tactic2014@zoo.nsw.gov.au)

**TARONGA WESTERN PLAINS ZOO***Optional extra***DUBBO TOUR****Thursday 23rd October**

- 2pm Depart Sydney
- 8pm Arrive Dubbo – To book own accommodation

**Friday 24th October**

- 8.00 Breakfast at accommodation
- 9.00 Arrive at TWPZ – start with tour around circuit
- 9.30 Elephants
- 10.30 Continue tour around circuit
- 11.15 Morning tea
- 11.45 Black Rhino
- 12.15 Savannah
- 12.45 Return to Plaza for lunch
- 2.15 GOHR – then visit Otters/ Siamang/ Tigers
- 4.00 Dingo keeper talk
- 5.00 Join Billabong Camp program for dinner and overnight accommodation.

**Saturday 25th October**

- 8.30 Breakfast and finish at Billabong Camp
  - 9.00 Tasmanian Devils
  - 10.30 Finish
- Return to Sydney – Deliver to preferred transport option – air/rail/bus


**Price: \$160.00**

This includes;

- Transport from Sydney to Dubbo
- Delivery to accommodation in Dubbo of participants choice.
- Pick up from accommodation to TWPZ
- Behind the scenes tours at TWPZ
- Friday lunch, Dinner and Overnight stay at Billabong Camp and breakfast Sat
- Transfer from TWPZ to transport option of choice (Bus/ Rail/ Air)

There are very limited numbers available for this optional experience  
so get in quick or miss out!

If you are interested in this tour and for more details contact:

 [tactic2014@zoo.nsw.gov.au](mailto:tactic2014@zoo.nsw.gov.au)

INSPIRE CHANGE

# REGISTRATION

ALL PRICES ARE INCLUSIVE OF GST

	COST	DATE OPEN	DATE CLOSED
EARLY BIRD REGISTRATION:	\$390	JUNE 1	OCTOBER 1
STANDARD REGISTRATION:	\$440	OCTOBER 2	OCTOBER 17
SINGLE DAY REGISTRATION:	\$150	JUNE 1	OCTOBER 17
WORKSHOP DINNER ONLY:	\$120	EMAIL:  <a href="mailto:tactic2014@zoo.nsw.gov.au">tactic2014@zoo.nsw.gov.au</a>	
EARLY BIRD REG +DUBBO:	\$550	JUNE 1	OCTOBER 1
STANDARD REG + DUBBO:	\$600	OCTOBER 2	OCTOBER 17
SINGLE DAY REG + DUBBO:	\$310	JUNE 1	OCTOBER 17

Morning tea and lunch provided daily  
 Dinner provided every night except tuesday October 21  
 Early bird & standard registration include workshop dinner on Wednesday October 22  
 Single day registration for Wednesday October 22 **DOES NOT** include the workshop dinner

Taronga Western Plains Zoo (Dubbo) **DOES NOT** include accommodation on Thursday October 23 or dinner that night. It also excludes breakfast on Friday October 24 and return transport back to Sydney on Saturday October 25.

**REGISTER HERE** 

TACTIC - TEE SHIRT  
 Australasian Training & Conditioning Workshop 2014



*We thought we'd carbon offset this workshop*

Taronga Zoo is offsetting this workshop by supporting a Tasmanian native forest protection project. By protecting native forest, we prevent emissions that would occur from logging, processing and use of the timber. As a side benefit, the project preserves the habitat of threatened species like the Tasmanian devil.

 [tactic2014@zoo.nsw.gov.au](mailto:tactic2014@zoo.nsw.gov.au)



## 9 STRATEGIC REPORTS

### 9.1 PARKS AND OPEN SPACE MONTHLY OPERATIONS REPORT - JANUARY AND FEBRUARY 2015

<b>File No:</b>	<b>1464</b>
<b>Attachments:</b>	<b>1. Parks and Open Space Monthly Operations Report - January and February 2015</b>
<b>Authorising Officer:</b>	<b>Michael Rowe - General Manager Community Services</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 January and February 2015.*

#### OFFICER'S RECOMMENDATION

THAT the report on the activities and services of Parks and Open Space Unit for January and February 2015 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
  - Park and Landscape Maintenance
  - Street & Park Tree management
  - Park Facilities construction and maintenance
  - Public Amenity and Cleansing

The attached report contains information on the activities and services of these areas for January and February 2015.

**PARKS AND OPEN SPACE MONTHLY  
OPERATIONS REPORT -  
JANUARY AND FEBRUARY 2015**

**Parks and Open Space Monthly  
Operations Report -  
January and February 2015**

**Meeting Date: 7 April 2015**

**Attachment No: 1**

**MONTHLY OPERATIONS REPORT**  
**PARKS AND OPEN SPACE SECTION**  
**Period Ended 31 January and 28 February 2015**

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**VARIATIONS, ISSUES AND INNOVATIONS***Innovations****Improvements / Deterioration in Levels of Services or Cost Drivers***

Tropical Cyclone Marcia response to and recovery from damage has delayed operational and capital projects, with usual maintenance cycles for parks and landscape maintenance put aside. Parks have been closed and some remain closed to public access as at 28 February.

Parks events and bookings have been cancelled, postponed or relocated.

New projects will be added to the Parks program, as a result of the cyclone. These include

- construction of new aviary in the Rockhampton Zoo;
- Salvage, creation of works/ items and sale of timbers from Rockhampton Botanic Gardens.

**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:

January 2015

	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
			Received	Completed									
Cemeteries - Complaint	0	0	1	1	0	0	0	0.00	8	● 0.00	● 1.38	● 1.67	0.69
Cemeteries - General Enquiry	0	0	3	2	1	0	0	0.00	2	● 0.00	● 2.89	● 1.81	1.05
Sport & Recreation - General Enquiry	0	0	1	1	0	0	0	142.22	10	● 6.50	● 4.13	● 6.36	2.74
Parks Booking - Request	1	0	1	0	2	0	0	0.00	5	● 0.00	● 2.21	● 2.80	1.25
Tree and Stump Removal - Request	34	26	93	55	46	0	0	3.50	50	● 2.95	● 13.50	● 15.18	13.19
Parks General - Request	26	8	177	81	114	4	0	38.83	10	● 7.29	● 8.57	● 10.26	8.51
Tree Trimming - Request	34	31	211	122	92	0	0	82.56	40	● 4.11	● 6.56	● 9.64	7.95
Swimming Pools - General Enquiry	0	0	3	2	1	0	0	0.00	10	● 0.00	● 0.40	● 0.40	2.67

February 2015

	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
			Received	Completed									
Cemeteries - Complaint	0	0	1	1	0	0	0	0.00	8	● 8.00	● 2.00	● 2.06	1.21
Cemeteries - General Enquiry	0	0	0	0	0	0	0	0.00	2	● 0.00	● 4.38	● 2.40	0.94
Sport & Recreation - General Enquiry	1	0	3	2	2	0	0	170.14	10	● 3.33	● 4.18	● 6.38	6.90
Parks Booking - Request	2	1	1	1	1	0	0	0.00	5	● 2.50	● 2.63	● 2.29	1.78
Tree and Stump Removal - Request	44	29	93	27	81	0	0	3.50	50	● 3.11	● 12.29	● 15.12	13.03
Parks General - Request	60	39	117	80	58	5	0	37.03	10	● 4.96	● 8.99	● 10.59	9.00
Tree Trimming - Request	92	77	193	132	76	0	1	93.13	40	● 1.48	● 6.13	● 8.95	7.96
Swimming Pools - General Enquiry	1	1	0	0	0	0	0	0.00	10	● 0.00	● 3.67	● 3.67	3.67

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

### ***Safety Statistics***

The safety statistics for the reporting period are:

	THIRD QUARTER		
	Jan	Feb	Mar
<b>Number of Lost Time Injuries</b>	0	1	
<b>Number of Days Lost Due to Injury</b>	0	10	
<b>Total Number of Incidents Reported</b>	6	6	
<b>Number of Incomplete Hazard Inspections</b>	2	5	

### ***Risk Management Summary***

Potential 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 &amp; 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>	30/06/16	10	<p><i>Procedure Manual</i> review/ update is continuing.</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	70	<p>Contractor appointed and work underway (IT managing delivery).</p> <p>Current network connection best available option for site at</p>

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
					present time.
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	80	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>	30/06/16	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	

Potential 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	
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>			South Rockhampton Cemetery – aerial root maintenance around existing headstones
Land Act Land Management Plans			Kershaw Gardens – Consultation draft submitted to Department Natural Resources and Mines seeking approval to release for community consultation

In the October 2014 Parks Operations report to the Park and Recreation Committee, advice was provided that The Exhibited Animals Bill had been tabled in State Parliament for its First Reading. With the dissolution of the State Parliament in January, all unpassed Bills automatically lapsed; including the Exhibited Animals Bill. Advice from the Parliamentary Counsel indicates that the Bill may be re-introduced into the new Parliament. If passed into law this legislation impacts the Zoo ....

### 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	July 2014	October	Comp	100,000	131,061

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (inc committals)
Morgan		2014		130,000	
Comment: Installation completed.					
Enhancement Program for (new) Local Parks			WIP	88,000	12,495
Comment: Works scoped with Divisional Councillor, estimates being revised and quotes sought.					
Irrigation Renewal Program	September 2014	November 2014	PC	80,000	85,890
Comment: Practical completion at Saleyards Park achieved. The facility remains closed to the public. Works delivered in conjunction with sportsfield works at this site					
Riverside Parks - upgrade			NYC	75,000	
Comment: Design drawings for water play feature					
Cedric Archer Reserve -			WIP	432,668	6,580
Comment:					
Kershaw Gardens Still upgrade			WIP	600,000	430,702
Comment:					
Drain Repair – Southside Cemetery		Mid to late October	Stage One Completed	95,000	69,044
Comment: Survey and Design underway for upstream side of culvert					
Upgrade Sportsfield surfaces	September 2014		WIP	130,000	69,337
Comment: Practical completion at Saleyards Park achieved. The facility remains closed to the public.					
Rockhampton Botanic Gardens – pathways			WIP	305,000	34,312
Comment: Priority areas for rectification to be re-assessed due to TC Marcia impact.					
Animal Enclosures – Zoo	July 2014	Nov 2014	WIP	135,197	150,753
Comment:					
Plant & Equipment - Parks			WIP	76,000	
Comment: Orders placed with Fleet Services. Delivery completed.					
Yeppen Roundabout Landscape Renewal			PC	20,505	5,590
Comment: Power supply issue to lighting remains to be resolved.					



Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (inc committals)
Div 10 PCYC SkatePark Improvements			WIP	10,000	107
Comment: Contractor delays and weather concerns have postponed commencement to 14 April 2015.					
Div 8 PCYC seating, graffiti			WIP	10,000	450
Comment: Contractor delays and weather concerns have postponed commencement to 14 April 2015.					
Div 7 Church Park shade structure & Playground equip			WIP	39,000	
Comment: Orders made, actual timing of construction to be confirmed. Liaison continues with 5 Star group					
Div 8 Additional playground equipment			WIP	10,000	
Comment: Elizabeth Park - initial site planning and scope completed. Installation timing dependent on Facilities demolition of redundant toilet block					
Div 9 Allocation Swadling Park enhancements			WIP	70,000	
Comment: Amenities to be installed. Quotes and design selected. Information to be circulated to surrounding community.					

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

Project	Revised Budget	Actual (incl. committals)	% budget committed	Explanation
Centenary of ANZAC preparations:				
• Dawn Service				Detailed planning underway
• City Hall landscape				Heritage works certificate received, works commenced
• Bridge Square				TMR denied approval – not proceeding
• Anzac Park, Mt Morgan				Works planned.
Regional Fire Management Strategy	\$ 30,000	\$ 29,780	99	Draft reports received and comments made
Australian White Ibis control – Botanic Gardens	\$ 30,000	\$ 34,980	117	Ecosure fortnightly nest removal continued pre-cyclone. Post cyclone – frequency altered
Div 10 Frenchmans Crk – Clean and Plant	\$ 30,000			This work is associated with Council’s participation in

			National Tree Day. Scoping and programming works commenced.
Div 10 Mt Archer - Cleanup & re-establish plantings	\$ 15,000		This allocation was included as Council's contribution to an application (unsuccessful) for a Green Army project to restore Fraser Park.
Project		Explanation	
Policy Reviews: <ul style="list-style-type: none"> <li>• Street Tree Policy</li> </ul>		Current version being reviewed and overall scope for revised policy drafted. The learning from the effects of TC Marcia on the street and park tree population will influence this revision	
<ul style="list-style-type: none"> <li>• Naming of Parks</li> </ul>		Current version being reviewed	
<ul style="list-style-type: none"> <li>• Fitzroy River rowing course install and removal</li> </ul>		Current version being reviewed	

Kershaw Gardens

Electronic playground commissioning and staff training was completed.

Wild weather around the 21 January brought down large branches through-out the gardens.



The effect of TC Marcia (20 February) has been widespread with significant tree fall. Full damage assessment is still to be completed. Exposed land-fill waste and required remediation will delay the full restoration and re-opening of the Gardens.



Kershaw Gardens remains closed to the public.

Botanic Gardens

A new memorial plaque has been put installed near the bbq's and shelter shed at the playground. This plaque commemorates "The Forgotten Australians", and was unveiled by representatives from Lotus Place.



The effect of TC Marcia (20 February) has been widespread with significant tree fall. Full damage assessment is nearing completion, with recovery and restoration works proceeding.



The Botanic Gardens remain closed to the public.

### Rockhampton Zoo

The otters have had a number of periods in the macaque enclosure. Work has begun on a new Boyd's Forest dragon enclosure and juvenile fresh water crocodile enclosure. Two empty koala enclosures have had old perching taken out to be replaced by new ones.

The effect of TC Marcia (20 February) has been widespread with significant tree fall, fencing damage, but minor enclosure and building damage. Two (2) birds were lost directly attributable to the cyclone.

The Zoo remains closed to the public, but has been staffed under normal rosters.

### Cemeteries Administration

Discussions have continued with IT to progress the cemetery data transfer project, with dates being negotiated in late April for the transfer.

### Mount Morgan Cemetery

All trees in the cemetery have been inspected, an Arborist report compiled and sent to EHP for approval to remove a Flea Tree and a dead acacia. The flea tree had been growing through the fence surrounding a grave. The inspection revealed the tree was not healthy and should be removed completely. Further works arising from the report remain to be completed.

The effect of TC Marcia (20 February) has been minimal with washouts on some internal roads.

Gracemere Cemetery

The effect of TC Marcia (20 February) has been minimal with a sign damaged and a tree cordoned off for further remedial work.

North Rockhampton Cemetery

The effect of TC Marcia (20 February) has been widespread with significant tree fall, damage to graves (surrounds and headstones) primarily disturbance from tree fall.

Full cemetery services were re-established on 25 February.

South Rockhampton Cemetery

The effect of TC Marcia (20 February) has been minimal, with some tree fall, headstones falling and fence damage.

Tenure Renewal

Currently Council is following up on 37 outstanding tenure renewals. Of those 37:

- 46% - Council requires information from the Lessee/ Licensee/ Permittee (e.g. paperwork, signed agreements etc)
- 54% - Awaiting action from Council (e.g. survey plans, preparation of Agreements, review of documentation etc)

Of the 37 outstanding tenure renewals, 14 will be on hold pending Council's negotiations with Department of Natural Resources and Mines regarding Trustee Leases.

CQ Health 2015 Sports and Health Expo

- The CQ Health 2015 Sports and Health Expo was postponed due to TC Marcia
- Date: 21 June 2015
- Time: 9am to 1:30pm
- Venue: Robert Schwarten Pavilions, Rockhampton Showgrounds
- 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
    - Southern Cross Austereo – provision of radio advertising
  - Event Sponsors –
    - Australian Sports Nutrition
    - Stanwell Corporation
    - Get Logo'd
  - Other Sponsors –
    - Lane 4 Aquatics – promotional bag sponsor
    - Pimp My Party – amusement ride sponsor
    - GoodLife Health Clubs – stage sponsor
- Site Holders: 83 site holders currently registered
  - 53 – sport and recreation or community organisations
  - 16 – gyms or health service providers
  - 14 – retailers

Aquatic Facilities

The aquatic facilities were closed for varying times due to impacts (primarily power supply and minor fencing damage) from TC Marcia (20 February):

- |   |                |
|---|----------------|
| • 2 <sup>nd</sup> World War Memorial Aquatic Centre | 20-26 February |
| • Gracemere Pool                                    | 20-28 February |
| • Mount Morgan Pool                                 | 20-26 February |

The 42<sup>nd</sup> Battalion Memorial Pool remains closed and will not re-open until the new season on 1 September 2015.



### **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.

<b>Service Delivery Standard</b>	<b>Target</b>	<b>Current Performance</b>
Pool Operator reporting (Rec'd by 7 <sup>th</sup> of Month)	On-time	Achieved
Tenure Renewals – Resolved	3/mth	15 (FYTD)

January 2015

<b>Progressive Measures / Indicators</b>	<b>Previous Period</b>	<b>Current Period</b>
Pool Patronage (previous period is same month last year)	11,163	24,971
Burials (previous period is same month last year)	17	11
Ashes Interments (previous period is same month last year)	4	5
Chapel/ other Services (previous period is same month last year)	0	2
Zoo guided tours – School/ outside school care/ other (previous period is previous month)	4	0
Volunteer Participation – Zoo (previous period is previous month)	342 hrs	462 hrs
Volunteer Participation – Memorial Gardens (previous period is previous month)	28 hrs	31.3 hrs

February 2015

<b>Progressive Measures / Indicators</b>	<b>Previous Period</b>	<b>Current Period</b>
Pool Patronage (previous period is same month last year)	9466	15049
Burials (previous period is same month last year)	11	9
Ashes Interments (previous period is same month last year)	6	4
Chapel/ other Services (previous period is same month last year)	4	3
Zoo guided tours – School/ outside school care/ other (previous period is previous month)	0	0
Volunteer Participation – Zoo (previous period is previous month)	462 hrs	56
Volunteer Participation – Memorial Gardens (previous period is previous month)	31.3 hrs	31.15

**FINANCIAL MATTERS**

As at period ended 31 January 2015 – 58.3% of year elapsed.

	Adopted Budget \$	Adopted Budget (Pro Rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target 58.3% of Year Gone
<b>PARKS</b>						
<b>Parks Administration</b>						
1 - Revenues	(83,500)	(48,708)	(33,465)	(33,465)	40%	✗
2 - Expenses	3,734,408	2,178,405	2,029,802	2,042,458	54%	✓
3 - Transfer / Overhead Allocation	82,290	48,003	41,137	41,137	50%	✓
<b>Total Unit: Parks Administration</b>	<b>3,733,198</b>	<b>2,177,699</b>	<b>2,037,473</b>	<b>2,050,129</b>	<b>55%</b>	✓
<b>Park Recreation Services</b>						
1 - Revenues	(507,316)	(295,934)	(292,782)	(292,782)	58%	✗
2 - Expenses	3,269,812	1,907,390	2,563,118	3,475,160	78%	✗
3 - Transfer / Overhead Allocation	266,344	155,367	252,974	252,974	95%	✗
<b>Total Unit: Park Recreation Services</b>	<b>3,028,840</b>	<b>1,766,823</b>	<b>2,523,309</b>	<b>3,435,357</b>	<b>83%</b>	✗
<b>Park Operations</b>						
1 - Revenues	(54,000)	(31,500)	(127,600)	(127,600)	236%	✓
2 - Expenses	8,440,845	4,923,826	3,907,123	4,104,199	46%	✓
3 - Transfer / Overhead Allocation	1,829,925	1,067,456	1,003,784	1,003,784	55%	✓
<b>Total Unit: Park Operations</b>	<b>10,216,770</b>	<b>5,959,783</b>	<b>4,783,307</b>	<b>4,980,383</b>	<b>47%</b>	✓
<b>Grand Total:</b>	<b>16,978,808</b>	<b>9,904,305</b>	<b>9,344,088</b>	<b>10,465,863</b>	<b>55%</b>	✓

As at period ended 28 February 2015 – 66.7% of year elapsed

	Adopted Budget \$	Adopted Budget (Pro Rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target 66.7% of Year Gone
<b>PARKS</b>						
<b>Parks Administration</b>						
1 - Revenues	(83,500)	(55,667)	(35,222)	(35,222)	42%	✗
2 - Expenses	3,734,408	2,489,605	2,387,010	2,404,620	64%	✓
3 - Transfer / Overhead Allocation	82,290	54,860	46,066	46,066	56%	✓
<b>Total Unit: Parks Administration</b>	<b>3,733,198</b>	<b>2,488,799</b>	<b>2,397,854</b>	<b>2,415,464</b>	<b>64%</b>	✓
<b>Park Recreation Services</b>						
1 - Revenues	(507,316)	(338,211)	(341,056)	(341,056)	67%	✓
2 - Expenses	3,269,812	2,179,875	2,837,507	3,725,923	87%	✗
3 - Transfer / Overhead Allocation	266,344	177,563	283,961	283,961	107%	✗
<b>Total Unit: Park Recreation Services</b>	<b>3,028,840</b>	<b>2,019,227</b>	<b>2,780,413</b>	<b>3,668,829</b>	<b>92%</b>	✗
<b>Park Operations</b>						
1 - Revenues	(54,000)	(36,000)	(127,600)	(127,600)	236%	✓
2 - Expenses	8,440,845	5,627,230	4,540,198	4,791,161	54%	✓
3 - Transfer / Overhead Allocation	1,829,925	1,219,950	1,198,371	1,198,371	65%	✓
<b>Total Unit: Park Operations</b>	<b>10,216,770</b>	<b>6,877,180</b>	<b>5,610,969</b>	<b>5,861,932</b>	<b>55%</b>	✓
<b>Grand Total:</b>	<b>16,978,808</b>	<b>11,319,206</b>	<b>10,789,236</b>	<b>11,946,225</b>	<b>64%</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 Concept Plan for the development of Gracemere Cemetery

This report is considered confidential in accordance with section 275(1)(c) (h), of the *Local Government Regulation 2012*, as it contains information relating to the local government's budget; AND 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 CONCEPT PLAN FOR THE DEVELOPMENT OF GRACEMERE CEMETERY

**File No:** 805

**Attachments:**

1. Resolution - April 2013
2. Resolution - April 2014
3. Resolution - July 2014
4. Perspective View
5. Staging

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

**Author:** Vincent Morrice - Coordinator Parks Recreation Services

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

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#### SUMMARY

*Council has previously resolved (April 2014) that "a Development Plan for Gracemere Cemetery be progressed to facilitate use as an earth dug grave cemetery". Concept Plans, including staging for development, have been prepared and are now presented for consideration by Council.*

**14 CLOSURE OF MEETING**