



PARKS & RECREATION COMMITTEE MEETING

AGENDA

6 OCTOBER 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 6 October 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
29 September 2015

Next Meeting Date: 03.11.15

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 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

Councillor Rose Swadling is on Leave of Absence from 29 September 2015 to 14 October 2015.

4 CONFIRMATION OF MINUTES

Minutes of the Parks & Recreation Committee held 1 September 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

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: 6 October 2015

Attachment No: 1

Meeting Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
2 June 2015	Concept Plan for the development of Gracemere Cemetery	THAT the report be received and the Chief Executive Officer be authorised to progress the conversion of SP163921/2 from Reserve for Park to Reserve for Cemetery, with requisite public consultation.	Margaret Barrett	28/8/2015	Consultation period closed and results analysed.
04 August 2015	Reuse of Timber Salvaged from Rockhampton Botanic Gardens and Kershaw Gardens	THAT Council approves: <ol style="list-style-type: none"> 1. Accepting the offers to purchase specified amounts from Simon McCubbin and from Roundyard Rocking Horses; 2. An application to be made to RADF for funding to conduct community arts workshops to create items from the timber, with the participants to own any made pieces; 3. Inclusion of a sculptural or public art piece within the scope of the Riverside Park/ Quay Street redevelopment; and 4. A contract arrangement to be made to process the timber and manufacture souvenir and/or household items, including the provision of stools for story-time at the City Child Care Centre. 	Margaret Barrett	18/08/2015	Tenders & Contracts advised successful submitters
04 August 2015	Kershaw Gardens Remediation and Restoration Project - progress report	THAT: <ul style="list-style-type: none"> • The verbal briefing on progress of remediation at Kershaw Gardens be received; • Master plans for the entire site be developed and presented to Council; • Detailed planning for the area of Knight Street area be commenced as soon as possible; and • An update on remediation be made to the community and a new sign be made as soon as the Master Plan is available. 	Margaret Barrett	18/08/2015	Detailed scope for central activity area prepared and sent to consultant for pricing.

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 REQUEST FROM ROCKHAMPTON AND DISTRICT HISTORICAL SOCIETY INC FOR REDUCTION IN LEASE FEES

File No:	4221
Attachments:	<ol style="list-style-type: none">1. Rockhampton and District Historical Society Reduction Request Letter2. 2014 Reduction Letter from CEO to Rockhampton and District Historical Society Inc3. Map of Stapleton Park
Authorising Officer:	Margaret Barrett - Manager Parks Michael Rowe - General Manager Community Services
Author:	Jacinta James - Sports and Education Supervisor

SUMMARY

Rockhampton and District Historical Society utilise a Council-owned building at Stapleton Park. The Society has requested a reduction in rental fees for the 2015/16 Financial Year to assist the Club in its ongoing operations post Tropical Cyclone Marcia.

OFFICER'S RECOMMENDATION

THAT Council accede to the request from Rockhampton and District Historical Society for a reduction of Lease fees for the 2015/16 Financial Year as per Option One detailed in the report.

COMMENTARY

Rockhampton and District Historical Society utilise a Council-owned building located at Stapleton Park (being part Lot 3 on SP262805), Bridge Street, North Rockhampton. Under the terms and conditions of the Lease Agreement Council is responsible for building maintenance.

Stapleton Park is a recreation precinct servicing the Region and includes a youth club, skate park, bike track and hosts regular events, including markets and amusement ride events during school holidays.

The following organisations have tenure at Stapleton Park:

- Rockhampton and District Historical Society – Freehold Lease expires 30 June 2019
- Rockhampton PCYC – Trustee Lease expired 07 July 2015 and Freehold Licence expired 01 May 2007. The tenure arrangements for Rockhampton PCYC are currently being finalised.

The Rockhampton and District Historical Society (the Club) are charged annual rental fees in line with Council's Schedule of Fees and Charges. With the amendments to the fee schedule for 2014/15 Financial Year the Club's annual Lease fee was corrected to reflect the building's ownership and maintenance requirements.

The amendments to the fee schedule affected a number of Clubs and on 12 August 2014 Council resolved *THAT Council authorise the Chief Executive Officer to negotiate any reductions in fees under the Parks, Properties and Structures for the 2014/15 Financial Year for sport, recreation or community organisations.*

The Club successfully requested a fee reduction from \$1,940 to \$622 for the 2014/15 Financial Year.

BACKGROUND

The Rockhampton and District Historical Society (the Club) contacted Council on 3 August 2015 requesting a reduction in fees for the 2015/16 financial year from \$1940 (inclusive GST) to \$622 (inclusive GST).

The Club's request identified a number of reasons for the reduction, primarily related to damage sustained by Tropical Cyclone Marcia and the effect this had on its ability to operate. The building was severely impacted by the cyclone resulting in the need for its roof to be replaced. The Club was without access to the building for a number of months and therefore was unable generate income.

The Club has advised it has developed and implemented a number of strategies to improve its financial position. The Club has reported the following action items from its plan as being completed or underway:

- Introducing fees for business to hire exhibits
- Seeking sponsorship from local organisations

Council Officers have identified the following options that are available to the Club:

Option One: Council accede to the request for a reduction in fees and charges for the 2015/16 Financial Year from \$1940.00 (inclusive GST) to \$622.00 (inclusive GST). Such reduction will allow the Club the opportunity to rebuild after damage caused by Tropical Cyclone Marcia.

Option Two: Council decline the request from the Club and request it pays the outstanding amount in full or via a payment plan. It is possible that declining the request may lead to the Club becoming unviable and potentially ceasing to operate.

The Treasurer detailed the Club has ongoing expenses associated with cleaning costs to prevent mould forming on exhibits and historical records and to ensure that the displays are in good condition. The Club also has fees associated with utility charges, electricity consumption and insurances.

It is recommended that Council accede to Option One in the report affording the Club the opportunity to work towards financial sustainability over the coming twelve months.

Council Officers will further request the Club's Committee attend a meeting with officers to discuss opportunities for improving its financial capacity. Such opportunities will be documented and Council Officers will monitor the Club's achievements to assist it in becoming more sustainable.

BUDGET IMPLICATIONS

Should Council accede to the request as recommended it will result in foregone revenue of \$1,318 this financial year.

CONCLUSION

The Rockhampton and District Historical Society is currently experiencing financial difficulties due to damage caused by Tropical Cyclone Marcia. The requested reduction in fees and charges will assist the Club to manage its financial issues over the 2015/16 Financial Year and assist in continuing operations.

**REQUEST FROM ROCKHAMPTON AND
DISTRICT HISTORICAL SOCIETY INC
FOR REDUCTION IN LEASE FEES**

**Rockhampton and District Historical
Society Reduction Request Letter**

Meeting Date: 6 October 2015

Attachment No: 1

ROCKHAMPTON & DISTRICT HISTORICAL SOCIETY INC.

ABN 40421062963



Borough Chambers, Stapleton Park, North Rockhampton

(PO Box 169, Rockhampton 4700)

Telephone: (07) 4927 8431

Rockhampton Regional Council

PO Box 1860

ROCKHAMPTON QLD 4700

To whom it may concern,

RE: REQUEST FOR REDUCTION IN FEES AND CHARGES FOR 2015/16 FINANCIAL YEAR

I refer to an invoice from Rockhampton Regional Council regarding Rockhampton and District Historical Society fees and charges for the 2015/16 financial year.

Rockhampton and District Historical Society requests that the 2015/16 Financial Year fee be reduced to \$622 as the Club is unable to afford the fee set by Council due to the following reasons:

- Considerable damage to the building as a result of Tropical Cyclone Marcia
- The inability to operate for months while repair works were underway

Our club currently survives with the help from volunteers and gold coin donations from the public to help cover the upkeep and cleaning of the building as well as the keeping artworks in a good condition.

The Club requests Council consider its application for a reduction in fees and charges for the 2015/16 Financial Year.

Yours Sincerely

A handwritten signature in black ink, appearing to read 'John Fletcher', written over a white background.

John Fletcher

Treasurer

**REQUEST FROM ROCKHAMPTON AND
DISTRICT HISTORICAL SOCIETY INC
FOR REDUCTION IN LEASE FEES**

**2014 Reduction Letter from CEO to
Rockhampton and District Historical
Society Inc**

Meeting Date: 6 October 2015

Attachment No: 2



21 August 2014

Mrs Helen Harris
Rockhampton and District Historical Society
PO Box 169
ROCKHAMPTON QLD 4700

Our Ref: LEA/36
Enquiries: Sophia Czarkowski
Telephone: 07 4936 8022
Facsimile: 1300 22 55 79
Email: Sophia.Czarkowski@rc.qld.gov.au

Dear Mrs Harris

RE: REQUEST FOR REDUCTION IN FEES AND CHARGES FOR 2014/15 FINANCIAL YEAR

I refer to your letter dated Tuesday 12 August 2014 regarding Rockhampton and District Historical Society's request for a reduction in fees and charges for the 2014/15 Financial Year.

I have reviewed the request from Rockhampton and District Historical Society and have acceded to the request to reduce the fees and charges. The Club's charge will reduce from \$1,940.00 per annum to \$622.00 per annum for the 2014/15 Financial Year only.

Accordingly, Invoice 5944 for \$1940.00 has now been cancelled and replaced with the attached Invoice 6037 for \$622.00.

If you would like additional information or to discuss this further please contact Sophia Czarkowski, Sport and Education Supervisor on 4936 8022 or email Sophia.Czarkowski@rc.qld.gov.au

Yours sincerely

A handwritten signature in black ink that reads "Ross Cheesman".

Ross Cheesman
Acting Chief Executive Officer
RC:sc

Enc: Tax Invoice number 6037

Rockhampton Regional Council proudly supports the CQ **NRL** **BID**



Rockhampton Regional Council PO Box 1860, Rockhampton Q 4700 | Phone 4932 9000 or 1300 22 55 77
Fax 4936 8862 or 1300 22 55 79 | Email enquiries@rc.qld.gov.au | Web www.rockhamptonregion.qld.gov.au



PO Box 1860
 Rockhampton Qld 4700
 Telephone – 1300 22 55 77
 Facsimile - 1300 22 55 79
 ABN - 59 923 523 766

TAX INVOICE

Rockhampton and District Historical
 Society
 PO BOX 169
 ROCKHAMPTON QLD 4700

Date 21-Aug-2014
 Invoice Number 6037
 Lease/Licence ID LEA/36

Description	GST	Amount
Freehold Lease		
Location: 16-20 Bridge Street, Berserker QLD 4701, L 1 RP 607622		
Multipurpose Building (per annum) (reduced fee for 2014/15 only)	56.54	622.00
Period: From 1 July 2014 to 30 June 2015		
Total Owing (inc GST if applicable)		\$622.00

Please Note – Terms are nett 30 days.

For account enquiries, please contact the Property & Insurance Section on the above details.

Payment Methods: - Cash, Cheque, Money Order, EFTPOS, Credit Card at any Customer Service Centres
 Cheque or Money Order posted to PO Box 1860, Rockhampton Qld 4700
 Call 1300 22 55 77 to pay by Credit Card

Remittance Advice – Please detach and return with payment to above address.

Rockhampton and District Historical
 Society
 PO BOX 169
 ROCKHAMPTON QLD 4700

Date 21 August 2014
 Invoice Number 6037
 Lease/Licence ID LEA/36
 Total Owing \$622.00

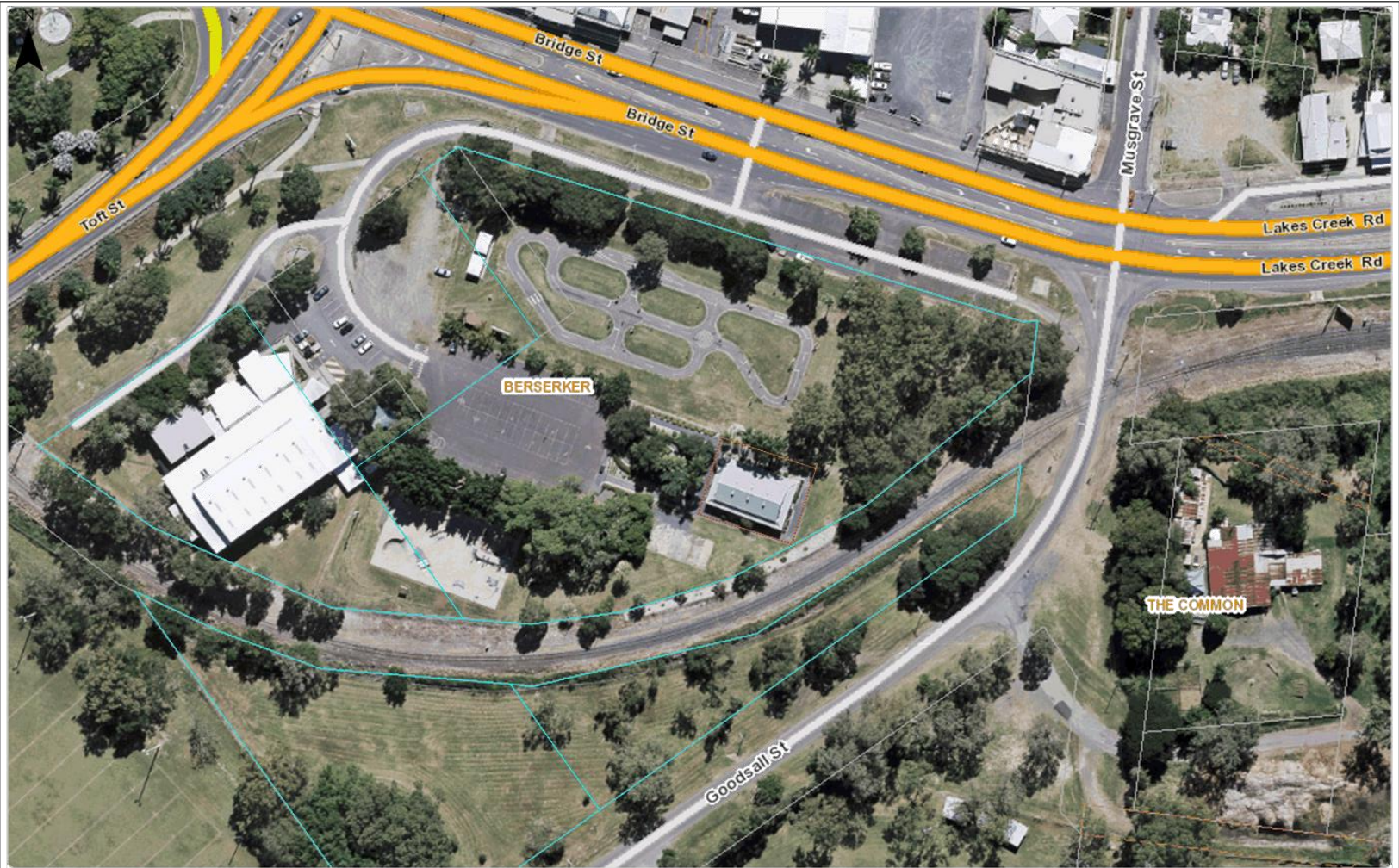
If you require a receipt please tick box

**REQUEST FROM ROCKHAMPTON AND
DISTRICT HISTORICAL SOCIETY INC
FOR REDUCTION IN LEASE FEES**

Map of Stapleton Park

Meeting Date: 6 October 2015

Attachment No: 3



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Stapleton Park

0 0.0075 0.015 0.03 Km

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8.2 LIGHTHOUSE BAPTIST SCHOOL REQUEST FOR TENURE OVER JUDS PARK

File No:	1464
Attachments:	1. Request for Tenure Letter from Lighthouse Baptist School 2. Map of Juds Park
Authorising Officer:	Margaret Barrett - Manager Parks Michael Rowe - General Manager Community Services
Author:	Jacinta James - Sports and Education Supervisor

SUMMARY

The Lighthouse Christian School is located beside Juds Park, 460 Norman Road, Norman Gardens and the school utilises the park land for school based activities including school sport and lunch breaks. After a number of discussions the School has formally requested tenure over Juds Park for its proposed usage times and days as detailed in the report.

OFFICER'S RECOMMENDATION

THAT

1. Council accede to the request from Lighthouse Christian School to enter into a Trustee Permit with Council over Juds Park (being Lot 100 CP 860388) for a period of three (3) years commencing on 1 January 2016; and
2. Council accede to the request from Lighthouse Christian School to enter into a Freehold Licence with Council over Juds Park (being Lot 1 RP 608019) for a period of three (3) years commencing on 1 January 2016.

COMMENTARY

Juds Park is located on Norman Road, Norman Gardens and is located across both Council-owned and Reserve Land for which Council is Trustee as identified in the attached map.

Cricket is the primary use at Juds Park, there is currently one cricket wicket and cricket nets. North Rockhampton Cricket Club are the only formal users of the site and hold a Trustee Permit, Freehold Licence and Freehold Lease which expired on 30 June 2015 and is currently being renewed. Rockhampton Primary School Cricket utilise the Park between September and November each year through a Sporting Field Application for the purpose of primary school sport.

BACKGROUND

Lighthouse Christian School have been utilising Juds Park for the purposes of school sport activities associated with its curriculum and during lunch breaks for students to play. The use is reportedly due to a lack of open space within the school's grounds.

As a result of the ongoing use and to formally recognise the use, Council Officers met with the School administration in 2014 to discuss formalised tenure arrangements with the school.

On 13 August, 2015 the school requested, in writing, to enter into a tenure arrangement with Council from 9am to 3pm on weekdays during the school term. The School is aware that recreation and community use will be given first priority to utilise the land should bookings be made. The school will be notified, in writing, if Juds Park is required for use by the North Rockhampton Cricket Club or other community purposes at such times Lighthouse Baptist School's access to Juds Park may be limited or prohibited.

Juds Park currently sits over two lots on Norman Road; 460 Norman Road, Trustee Land and 1 Norman Road, Freehold Land. As Trustee Permits can only be issued for a maximum of three (3) years, it is proposed that Council only issue a Freehold Licence for a period of three (3) years instead of the standard five (5) years.

The benefit of aligning the two (2) tenure agreements means that the renewal process is simpler for the School and Council. Additionally, should Lighthouse Christian School not wish to renew upon the expiry of the Trustee Permit, the school will not have a Freehold Licence outstanding for a further two (2) years.

BUDGET IMPLICATIONS

As per 2015/16 Fees and Charges, Lighthouse Christian School will not be charged for tenure over the sporting field.

CONCLUSION

Formalising the tenure arrangements for Lighthouse Christian School's use of Juds Park will give the School the ability to increase access to play opportunities for students during sport classes and lunch breaks.

**LIGHTHOUSE BAPTIST SCHOOL
REQUEST FOR TENURE OVER
JUDS PARK**

**Request for Tenure Letter from
Lighthouse Baptist School**

Meeting Date: 6 October 2015

Attachment No: 1

Lighthouse
CHRISTIAN SCHOOLPo Box 9829, Frenchville, Q 4701
480 Norman Road, Norman Gardens, Q 4701

Principal: John Buchholz

13th August, 2015

Chief Executive Officer
Rockhampton Regional Council
PO Box 1860
ROCKHAMPTON QLD 4700

Dear Mr Pardon

RE: REQUEST FOR TENURE OF JUDS PARK

Lighthouse Christian School requests tenure over Juds Park, Norman Road, North Rockhampton for the purposes of school activities.

The school utilises the cricket field between the hours of 9am and 3pm during school terms for school-based sport activities as well as during lunch breaks. Use of the park allows students increased access to play opportunities as the school does not have sufficient land to cater for some of these activities.

Lighthouse Christian School acknowledges that this land is for used for community purposes and that from time to time Council may notify the school advising of activities within the park which may prohibit the school's access. It is also understood that primary school sport may request access to this area on Friday afternoons.

Lighthouse Christian School accepts the proposed rental charge under Council's Schedule of Fees and Charges for Parks, Sport and Recreation - Parks, Properties and Structures as outlined by Council Officers.

Kind Regards

John Buchholz
Principal
Lighthouse Christian School

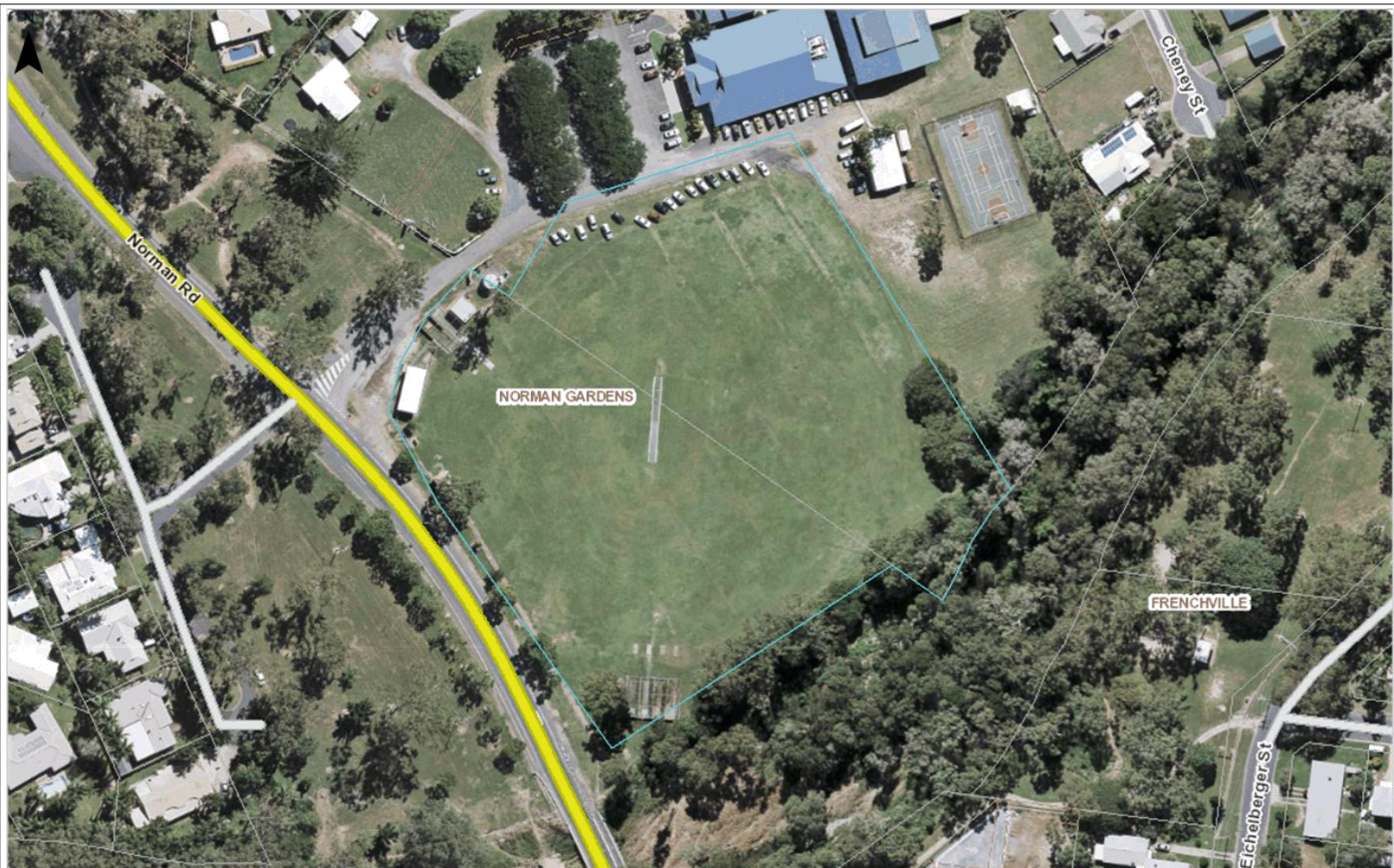


**LIGHTHOUSE BAPTIST SCHOOL
REQUEST FOR TENURE OVER
JUDS PARK**

Map of Juds Park

Meeting Date: 6 October 2015

Attachment No: 2



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Juds Park



1:1,467 at A4.



8.3 STATE GOVERNMENT 'GET PLAYING PLUS' FUNDING INITIATIVE

File No:	349
Attachments:	1. 'Get Playing Plus' Fact Sheet
Authorising Officer:	Margaret Barrett - Manager Parks Michael Rowe - General Manager Community Services
Author:	Jacinta James - Sports and Education Supervisor
Previous Items:	State Government 'Get Playing Plus' Funding Initiative - Parks & Recreation Committee - 30 Sep 2014 9.00am Royalties for the Regions Round 4 Expressions of Interest - Ordinary Council - 09 Sep 2014 9.00am Redevelopment Priorities for 42nd Battalion Memorial Pool - Performance & Service Committee - 26 May 2015 9.00am

SUMMARY

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

OFFICER'S RECOMMENDATION

THAT Council endorse the submission of an application for funding for the 42nd Battalion Memorial Pool Redevelopment project under the State Government's 'Get Playing Plus' funding program.

COMMENTARY

The Queensland Government has recently released information on funding opportunities available through the 'Get Playing Plus' program. Funding is available from a minimum of \$300k through to a maximum of \$1.5m with Rockhampton Regional Council's contribution to be at least 50%. Registration of Interest closes 15 October 2015 and Project Proposals must be submitted by 1 April 2016.

Council has the opportunity to update and re-submit an expression of interest to bring forward items to achieve the redevelopment of the site occupied by the 42nd Battalion Memorial Pool, North Rockhampton, to develop a new age aquatic leisure facility in order to provide a broader range of leisure opportunities for the growing communities in northern Rockhampton Region. The intent of the redeveloped facility is to cater for families and teenagers, providing challenging recreation opportunities, entertainment and physical activity suitable in the area's tropical climate. The facility will be primarily aquatic recreation based and associated amenities.

BACKGROUND

The North Rockhampton Swimming Pool Reserve was gazetted as a Park and Recreation reserve in 1987. However, the Rockhampton Regional Council has been trustee of the site since 24 October 1964.

The site has developed from a largely vacant parcel of land into one of the most diverse sporting and recreational venues in this city. Over the years, additional uses have been added to the site including a swimming pool complex, velodrome, lawn bowls and various other community organisations.

The redevelopment of the 42nd Battalion Memorial Pool from a 50m pool, wading pool and amenities to become Rock Pool Water Park commenced on assignment of the Lease to the Ireland Group in 2003. Ireland Group constructed a number of assets on the facility including the dry playground (2003), slides (2004), wet play area (2004), lagoon pool (2005) and putt putt (2006).

The slides, water play and dry play areas were closed to the public from 2012 and have since been demolished in mid-2015. The 50m pool, wading pool and amenities continuing to operate and are open from September to April each year.

BUDGET IMPLICATIONS

Projects require a financial contribution of at least 50% from Council and/or other sources. Council currently has a Capital Budget Allocation of \$1,074,119 for the 2015/16 Financial Year for works at the complex, including demolition and plant upgrades. Approximately \$200,000 has been expended from this budget.

Estimates for the redevelopment of the 42nd Battalion Memorial Pool, indicate that the estimates for the purposes outlined could be as follows:

North Rockhampton Leisure Complex	
Description of Use	Total Estimated Cost \$
Project Design and Preliminaries	\$38,500
Existing 50m Pool: Retention and improvements to 50m pool	\$844,100
New Sanitation and Filtration System	\$396,000
New Plant Room / Plant Yard	\$237,000
Total	\$1,515,600

STAFFING IMPLICATIONS

The detailed application process will require considerable time and effort to complete a funding application, however the previous 'Get Playing Plus' application 2014 will be able to be leveraged for this application.

CORPORATE/OPERATIONAL PLAN

The proposed project contributes to a range of Corporate goals including the following:

- Safe, secure and reliable infrastructure serving current and future community needs
- A healthy and liveable environment for everyone to enjoy
- A safe, caring and healthy community that we all belong to
- Grow a strong, resilient and diversified economy
- Liveable and distinctive communities that we are proud to be part of

CONCLUSION

The redevelopment of the 42nd Battalion Memorial Pool is a priority for Council, with the required investment beyond the existing budget, requiring submissions to be made to other levels of government. The National Parks, Sport & Racing (State Government) release of guidelines for a new infrastructure funding program, Get Playing Plus, provides another source of potential funding.

STATE GOVERNMENT 'GET PLAYING PLUS' FUNDING INITIATIVE

'Get Playing Plus' Fact Sheet

Meeting Date: 6 October 2015

Attachment No: 1



Fact Sheet

What is *Get Playing Plus*?

Get Playing Plus is one of the programs that comprise the Queensland Government's *Get in the Game* initiative to support sport and recreation at the grassroots level.

Get Playing Plus assists in developing places and spaces that increase participation opportunities, meet service gaps and address regional needs.

What funding is available?

The **minimum** departmental funding contribution for projects is \$300,000 (GST exclusive).

The **maximum** departmental funding contribution for projects is \$1,500,000 (GST exclusive). Maximum departmental funding contributions are dependent on the geographic location of the applicant in Queensland.

Important dates

The following table provides dates for the next rounds of the program.

	Round 2
Registration of Interest opens	1-Sept-15
Registration of Interest closes	15-Oct-15
Project Proposals Open	3-Feb-16
Project Proposals Close	1-Apr-16
Successful projects approved	16-May-16
Construction Period	From 1-Jul-16

Who can apply?

Organisations eligible to apply are:

- Councils constituted under *the Local Government Act 2009* and the *City of Brisbane Act 2010*
- Queensland not-for-profit sport and recreation organisations and not-for-profit community organisations (whose primary objective is sport or recreation) incorporated under the:
 - *Associations Incorporation Act 1981* (Qld)
 - *Corporations Act 2001* (Cwlth)
 - *Cooperatives Act 2002* (Cwlth).

Organisations must also:

- be compliant with the Office of Fair Trading
- have met any contractual obligations of projects currently funded by the department.

What projects are eligible?

Projects must be a new or major upgrade to a place or space that supports participation in sport and recreation activities.

Need further information?

For further information on the program, contact your local Sport and Recreation Services advisor on 1300 656 191.

Information about the registration of interest process will be available at the Sport and Recreation website at www.qld.gov.au/recreation/sports/funding/getinthegame/



**8.4 ROCKHAMPTON REGIONAL COUNCIL CEMETERIES - NORTH
ROCKHAMPTON AND GRACEMERE**

File No:	1464
Attachments:	1. Gracemere Cemetery Consultation Report
Authorising Officer:	Margaret Barrett - Manager Parks Michael Rowe - General Manager Community Services
Author:	Sophia Czarkowski - Coordinator Parks Recreation Services
Previous Items:	Concept Plan for the development of Gracemere Cemetery - Parks & Recreation Committee - 02 Jun 2015 9.00am Concept Plan for the development of Gracemere Cemetery - Parks & Recreation Committee - 07 Apr 2015 9.00am Rescind Resolution - Gracemere Redbacks Football Club Lease on Johnson Road Gracemere - Ordinary Council - 12 May 2015 9.00am Gracemere Redbacks Football Club's proposed lease - Parks & Recreation Committee - 05 Mar 2013 12.00pm Regional Cemeteries - Capacity Assessment - Parks & Recreation Committee - 01 Apr 2014 3:00pm Regional Cemeteries - Capacity Assessment - Rockhampton Memorial Gardens - Cost Comparison - Parks & Recreation Committee - 01 Jul 2014 9.00am

SUMMARY

Council has previously resolved (June 2015) that the concept plans for the Gracemere Cemetery be received and that the Chief Executive Officer be authorised to process the conversion of Lot 2 SP163921 from Reserve for Park to Reserve for Cemetery. This report presents the outcome of the community consultation required for the conversion and feedback on the proposed plans as well as options for new burials within Rockhampton.

OFFICER'S RECOMMENDATION

THAT

1. The Proposed Gracemere Cemetery Expansion Consultation report be received;
2. Council Officers commence construction of stage one at Gracemere Cemetery in line with the intent of the Concept Plans provided, utilising approved Capital Budget for 2015/16 Financial Year; and
3. Council permit new burials at North Rockhampton Cemetery.

COMMENTARY

The operation and maintenance of cemeteries, particularly regional cemeteries, in Australia is commonly carried out by the relevant local government although there are also numerous Cemetery Trusts and Boards which also manage cemetery operations.

Rockhampton Regional Council operates and/ or maintains six (6) cemeteries across the Region, two of which are heritage listed (Mount Morgan Cemetery and the closed South Rockhampton Cemetery).

In 2009, as a response to the dwindling number of available burial sites, a management decision was taken to halt pre-selling sites in all cemeteries in order to ensure availability for the immediate and short term future.

BACKGROUNDRockhampton Memorial Gardens:

Since 2013 a number of discussions and reports surrounding options for the growth of cemeteries within the Region have been tabled. No budgetary allocations have been provided since this time to allow for further earth dug graves or crypt systems at Memorial Gardens. Currently, Memorial Gardens has only 12 new burial sites available and three (3) new burial sites for babies. It is estimated that the new burial sites will be exhausted in late December and no new burials can be accommodated under the existing conditions. Interments will remain available for families with existing graves that have sufficient space.

North Rockhampton Cemetery:

Anecdotal information suggests that the North Rockhampton Cemetery was closed to new burials in the 1990s, however, remains open for interments in reserved or family graves. Recently, Council Officers examined Council records to determine the strength of the 'anecdotal closure' and have conducted Ground Penetrating Radar (GPR) works on site to identify possible available gravesites within the Cemetery.

To date this work has identified 279 available gravesites translating to approximately 4.22 years' worth of new burials (on current trends). Further sites were identified as possibly being vacant however higher resolution testing will be required to determine the actual number of available graves.

A review of the current operational standing at North Rockhampton Cemetery identified that it is considered an "operating cemetery" under Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011. Under the current Local Laws adopted in 2011 no differentiation is made between interments, ashes and new burials at North Rockhampton Cemetery, indicating the cemetery can operate and receive new burials.

Searches by Department of Natural Resources and Mines was unable to locate a gazettal indicating that North Rockhampton Cemetery had been officially closed and therefore, Council was able to re-open new burials at the site. No further action is required from a planning perspective to re-commence new burials on site.

Gracemere Cemetery:

The Gracemere Cemetery consultation required as part of the conversion of Lot 2 SP163921 from Reserve for Park to Reserve for Cemetery was completed on 11 September 2015. The Proposed Gracemere Cemetery Expansion Consultation analysis report is attached. Overall, very few responses were received despite the number of engagement methods utilised. The community members that responded did not raise any significant issues.

The outcome of the consultation will be forwarded to Department of Natural Resources and Mines to progress the conversion of the reserve purpose.

The concept plans were also provided to the community for feedback and responses indicated that the plans were well thought out and the expanded cemetery would be attractive. Council Officers are currently finalising Stage One plans based on the Concept Plans provided, including the landscaping and visual amenity. It is hoped Stage One will commence in late October or early November with the replacement of an existing beam. This will be followed by improved aesthetics in the existing cemetery area, upgraded infrastructure and new landscaping.

BUDGET IMPLICATIONSGracemere Cemetery:

Stage One works can be commenced utilising the existing Capital Budget allocation for 2015/16 Financial Year being \$153,615.

North Rockhampton Cemetery:

If new burials occur at North Rockhampton Cemetery there will be no additional costs not already budgeted for as the cost of burials is allocated within the existing operational budget.

The Schedule of Fees and Charges 2015/16 covers the purchase of new burial plots by the public.

STAFFING IMPLICATIONS

No additional staff resourcing will be required for the North Rockhampton Cemetery should new burials occur.

CORPORATE/OPERATIONAL PLAN

Corporate Plan 2012-2017 (Updated 1 July 2013)

Living, Learning & Leisure | Parks & Open Spaces

Deliver regional cemetery and associated services that meet current and future burial and remembrance needs.

**ROCKHAMPTON REGIONAL COUNCIL
CEMETERIES - NORTH
ROCKHAMPTON AND GRACEMERE**

**Gracemere Cemetery
Consultation Report**

Meeting Date: 6 October 2015

Attachment No: 1



**Proposed Gracemere Cemetery
Expansion Consultation**

Date: 10 August to 11 September 2015

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Executive Summary

Rockhampton Regional Council Parks and Recreation Committee (2 June 2015) recommended that the CEO be authorised to progress the conversion of SP163921/2 from Reserve for Park to Reserve for Cemetery, with requisite public consultation which was supported through a Council resolution (9 June 2015).

As Council is Trustee of the land proposed for conversion to Reserve for Cemetery, authorisation from the Department of Natural Resources and Mines (DNRM) is required and this agency also provided guidelines on their requirements for community engagement to support any approach for conversion of the Reserve purpose.

Considering the information required, the changes being proposed, this consultation was rated by the Council's Community Engagement Matrix as a Level 2 High Local type engagement and an extensive level of engagement with the community was undertaken. This included:

- Written correspondence to all owners and residents along Johnson Road, Fisher Street, Bland Street and adjoining streets in Gracemere where local residents would be presumed to utilise this park for recreational reasons. The correspondence outlined the proposed changes, a draft design concept and a submission form (with a reply paid envelope). Please see Map of Site, P5.
- Promotion through Council's website outlining the proposed changes, the draft design concept and an online submission form.
- Providing face to face meetings to affected persons (where requested).
- Undertaking a drop in centre at the Gracemere Shopping World.
- Undertaking meetings with the Gracemere Community Voice, Gracemere CWA and Funeral Directors that utilise the existing site.

The engagement was conducted over a four week period from 10 August to September 11 2015. Total response to the online and mail based submission forms was 5 official responses, feedback received at meetings with groups outlined above was positive with no issues with the proposal.

Main messages from participants

- **No significant issues raised by the community**
 - Through the engagement there was only one negative comment from one person, which related to the size of the proposed cemetery.
- **Positive comments from the community included:**
 - Well thought out and planned.
 - It will give an attractive look.
 - Gracemere population is large and increasing, needs more places in the cemetery.
- **There was interest from residents at the drop in centre – and all positive**
- **Gracemere Community Voice provided positive comments on the proposal**
 - There was interest in the history of the site with the group providing positive feedback on the look and feel of the proposed concepts.
- **Gracemere CWA has no concerns with the proposal**
 - There was a discussion on the fenced element of the proposal with all other comments being positive on the development of a larger cemetery.
- **Queensland Hospital and Health Service had no concerns with the proposal**

Feedback from Submission Forms

<p>4th September 2015 Rockhampton Regional Council Rockhampton 4700 I am in wholeheartedly in favour of the Proposed Gracemere Cemetery Expansion Concept Plans for the following reasons. 1. It was previously zoned for cemetery purposes. 2. The land is flood free and close to Gracemere residential areas with good access and parking design particularly for the elderly who are more likely to be visitors to a cemetery than any other age group. 3. By retaining the old historic parts of the cemetery with the expanding cemetery, we will be assured the whole area will be well maintained. 4. The design brings the cemetery into 'modern times' with modern ideas such as a grieving area for parents of babies lost pre full term, nice garden areas and shade cover. 5. It will give an attractive look to passing traffic on what is a busy road now and will become busier. 6. It will look a whole lot more attractive than a housing estate. 7. Because of the topography and slope of the land, it will come up as really nice to look at. 8. Other amenities around it - fire station and ambulance centre, can be noisy with sirens, it is better the land be passive and not filled with houses. 9. Gracemere population is large and increasing, the need will grow for more places in the cemetery. 10 The costs of establishing a cemetery elsewhere and then objections which invariably arise no matter what from certain politically motivated people who have no other interest other than objecting to Council ideas would delay or halt any future plans. 11. Gracemere is fortunate to have the land adjoining an existing cemetery and the outlook, aesthetic plans will be a great asset to the community. I support in full the planned expansion and the design of the extension to the Gracemere Cemetery.</p>
<p>The viewing of the plans for the proposed expansion of the Gracemere Cemetery has confirmed my belief that the proposed expansion is in fact a proposal for a regional super - cemetery to be located in the centre of our pretty little town of Gracemere. Statistics show that there are approximately 6.5 deaths per thousand people in Australia with approximately two thirds of these being cremated with the remaining one third being buried. This equates to a town with a population of 15,000 having approximately 33 people being buried per year. The proposed expansion to the Gracemere Cemetery allows for an extra 3,688 sites. Statistics show that this would last a town the size of Gracemere approximately 112 years. So the only conclusion that can be drawn that this is really is a regional super-cemetery being dumped on the township of Gracemere. I believe that a cemetery is not a regional asset but a local community asset and is part of a locality's history. This should be appreciated and accepted. I believe that expanding the Gracemere Cemetery as per the proposed plans is an insult to our community and should not go ahead. The lack of Rockhampton Regional Council's ability to maintain this area at present does not give any confidence in their ability to maintain any further improvement to the area. Shouldn't Rockhampton Regional Council show some respect to the Gracemere Community and develop and maintain the area in a more community friendly way?</p>
<p>I have looked at the plans & I fully agree to the expansion & improvements. I live approx. 1 street away & would not mind if this was to happen. It looks very nice & I think it would improve the look of that area seeing as it has been terrible for over 20yrs now. The only concern I would have is if it was over used by Rockhampton residents (or they were forced to use it) because nothing was being done to improve burial facilities in Rockhampton itself. I would like to see the people with a connection to Gracemere be given first rights on being buried there.</p>
<p>Yes I think Gracemere cemetery needs the redevelopment and am impressed by the plans</p>
<p>It looks well thought out and will allow the community to engage much nicer surrounds for saying farewell to loved ones. I have attended a funeral at the cemetery about 8 years ago and we had to use the St Pauls School church for the service and then move to the cemetery for the graveside farewell.</p>

P Florian
P12-01-011
Central Queensland Public Health Unit
4920 6999



Central Queensland
Hospital and Health Service

15 September 2015

Ms Margaret Barrett
Manager Parks
Rockhampton Regional Council
PO Box 1880
Rockhampton Qld 4700

Dear Ms Barrett

RE: Gracemere Community Consultation – Gracemere Cemetery

Thank you for your letter dated 1 September 2015 concerning the proposed change of purpose of Lot 2 Bland Street, Gracemere (being Lot 2 on SP163921) from a Reserve for Park to a Reserve for Cemetery. The following comments are offered for your consideration.

After assessing the proposal document and visiting the Gracemere cemetery site it was considered that the Central Queensland Public Health Unit has no concerns with the proposal. The corner community use/access parkland marked on the Concept Master Plan as Note 13 would be regarded as an improved recreational area should these areas be developed with a high amenity.

I trust that this is of assistance. Please contact Mr Paul Florian, Manager Environmental Health on 4920 6895 if further assistance is required.

Yours sincerely

A handwritten signature in black ink, appearing to read "Kerryn Coleman", written over a horizontal line.

Kerryn Coleman
Director, Public Health Physician
Central Queensland Public Health Unit

Page 1 of 1

Central Queensland Public Health Unit
Central Queensland
Hospital and Health Service
82-86 Bolsover Street
PO Box 946 Rockhampton

[Map of Site](#)



8.5 KERSHAW GARDENS CONCEPT MASTER PLAN - COMMUNITY ENGAGEMENT

File No:	11716, 11717
Attachments:	1. Minutes Parks & Recreation Committee 04 August, 2015
Authorising Officer:	Margaret Barrett - Manager Parks Michael Rowe - General Manager Community Services
Author:	Vincent Morrice - Coordinator Parks Restoration Project
Previous Items:	Kershaw Gardens Remediation and Restoration Project - progress report - Parks & Recreation Committee - 04 Aug 2015 9:00am

SUMMARY

Council has engaged specialist consultants to assist with the development of a Concept Master Plan for Kershaw Gardens. The Concept Master Plan will help to guide immediate and future decisions on development options and priorities and will assist in informing future budgets. There is broad community interest in Kershaw Gardens and it is considered that a structured Community Engagement program is necessary to ensure the appropriate level of information and consultation is achieved.

OFFICER'S RECOMMENDATION

THAT Council undertakes four (4) weeks of Community Engagement for the Kershaw Gardens Concept Master Plan and endorses the use of the concept documents presented as the foundation for same.

COMMENTARY

Council has engaged specialist consultants to assist with the development of a Concept Master Plan for Kershaw Gardens. The Concept Master Plan will help to guide immediate and future decisions on development options and priorities and will assist in informing future budgets.

The concept presented thus far builds upon the theme of "Rockhampton's Big Backyard" and proposes delivery guided by the following three desired outcomes:

- a canvas of connected and inclusive spaces
- a narrative of people, place and community
- an interactive + flexible natural environment

The consultants, Urbis, will be present at the meeting to present the draft Kershaw Gardens Concept Master Plan.

BACKGROUND

On Friday 20 February 2015, Tropical Cyclone Marcia hit Central Queensland as a category 3 cyclone, causing extensive damage across the region.

As a result Kershaw Gardens, one of Rockhampton's premier attractions, was severely damaged and is now largely closed while Council clears the debris and commences remediation and restoration of the area.

PREVIOUS DECISIONS

Parks and Recreation Committee 4 August, 2015 (copy attached).

BUDGET IMPLICATIONS

Engagement staff wages funded from relevant budget and marketing collateral expensed against Kershaw Gardens.

CORPORATE/OPERATIONAL PLAN

Living, Learning & Leisure

Goal: A safe, caring and healthy community that we all belong to

Parks & Open Spaces

- Plan for appropriate open space within the Region
- Ensure botanical collections are maintained and developed

CONCLUSION

There is broad community interest in Kershaw Gardens and a structured Community Engagement program is necessary to ensure the appropriate level of information and consultation is achieved.

**KERSHAW GARDENS CONCEPT
MASTER PLAN - COMMUNITY
ENGAGEMENT**

**Minutes Parks & Recreation Committee
04 August, 2015**

Meeting Date: 6 October 2015

Attachment No: 1

13 CONFIDENTIAL REPORTS**13.1 KERSHAW GARDENS REMEDIATION AND RESTORATION PROJECT -
PROGRESS REPORT**

File No: 1464
Attachments: Nil
Authorising Officer: Michael Rowe - General Manager Community Services
Author: Margaret Barrett - Manager Parks

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

Kershaw Gardens has been closed to the public since February; a remediation project commenced works on site on 21 April 2015, this report is an update on progress.

COMMITTEE RECOMMENDATION

THAT:

- The verbal briefing on progress of remediation at Kershaw Gardens be received;
- Master plans for the entire site be developed and presented to Council;
- Detailed planning for the area of Knight Street area be commenced as soon as possible; and
- An update on remediation be made to the community and a new sign be made as soon as the Master Plan is available.

Moved by: Mayor Strelow
Seconded by: Councillor Rutherford

MOTION CARRIED

11:07AM Councillor Williams left the meeting

9 STRATEGIC REPORTS

9.1 PARKS AND OPEN SPACE OPERATIONS REPORT - AUGUST 2015

File No:	1464
Attachments:	1. Parks and Open Space Operations Report - August 2015
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 2015.

OFFICER'S RECOMMENDATION

THAT the report on the activities and services of Parks and Open Space Unit for August 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
 - Aquatic Facilities
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 August 2015.

PARKS AND OPEN SPACE OPERATIONS REPORT - AUGUST 2015

Parks and Open Space Operations Report - August 2015

Meeting Date: 6 October 2015

Attachment No: 1

**MONTHLY OPERATIONS REPORT
PARKS AND OPEN SPACE SECTION
Period Ended 31 August 2015**

VARIATIONS, ISSUES AND INNOVATIONS

Innovations

Improvements / Deterioration in Levels of Services or Cost Drivers

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 Bf	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	● 0.00	● 1.00	1.00
Cemeteries - General Enquiry	0	0	0	0	0	0	0	0.00	2	● 0.00	● 2.00	● 3.27	1.42
Sport & Recreation - General Enquiry	5	3	2	0	4	0	0	161.83	10	● 0.00	● 5.63	● 8.10	4.53
Parks Booking Services Request***Notification***	0	0	1	1	0	0	0	0.00	5	● 2.50	● 19.16	● 12.21	4.18
Tree and Stump Removal - Request	19	13	55	19	42	0	0	8.83	50	● 9.11	● 19.04	● 21.53	13.57
Parks General - Request	47	39	81	57	32	6	1	34.61	10	● 4.00	● 14.87	● 14.71	10.19
Tree Trimming - Request	20	12	62	49	20	0	0	39.92	40	● 2.10	● 12.14	● 11.81	7.01
Swimming Pools - General Enquiry	0	0	0	0	0	0	0	0.00	10	● 11.00	● 5.50	● 4.13	3.14

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		
	Jul	Aug	Sept
Number of Lost Time Injuries	1	0	
Number of Days Lost Due to Injury	4	2	
Total Number of Incidents Reported	8	8	
Number of Incomplete Hazard Inspections	4	4	

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 & 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	90	<p>Contractor appointed and work underway (IT managing delivery).</p> <p>Current network connection best available option for site at present time.</p>
Lack of a holistic fire mitigation plan for the	High 4	Manager Parks to finalise development	31/12/14	90	Regional strategy

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
region detailing responsibilities within Council.		and implementation of a regional fire mitigation strategy in collaboration with state government agencies and property owners.			development completed. Mt Archer sub-plan drafted for review MoU drafted and with QPWS for review and input.
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. 	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"> 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 	31/12/16	70	

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
		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	ZAA accreditation review conducted
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 			Application lodged for two (2) families requesting restoration and plaque attachments to family memorials located at South Rockhampton Cemetery. Application lodged to remove Norfolk pine from Rockhampton Botanic Garden Reserve
Land Act Land Management Plans			

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:

<i>WIP</i>	<i>Work in progress</i>
<i>NYC</i>	<i>Not yet commenced</i>
<i>PC</i>	<i>Practical Completion</i>
<i>C</i>	<i>Works Complete</i>

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (inc committals)
PARKS CAPITAL WORKS PROGRAM					
Enhancement Program for (new) Local Parks			WIP	129,436	5,435
Comment: Works scoped with Divisional Councillor and underway at Ski Gardens; scope for 2015/16 works still to be completed.					

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (inc committals)
Riverside Parks – upgrade			WIP	43,040	44,603
Comment: Design drawings for upgrade of Riverside Park					
Cedric Archer Reserve -			WIP	934,427	172,423
Comment: Playground construction completed and opened. Budget amended with approved carry-over					
Kershaw Gardens Still upgrade			WIP	137,754	21,915
Comment: Works on hold until remediation completed.					
Playground Equipment renewal program			NYC	85,000	
Comment: Renewing playground equipment at end of life					
Mount Morgan Pool Heating Reconfiguration			WIP	70,000	
Comment: Ergon undertaking power supply capacity review					
Plant & Equipment – Parks				245,000	
Comment: Business case for new elevated work platform for tree management crew approved.					
Yeppen Roundabout Landscape Renewal			WIP	14,915	
Comment: Power supply issue to lighting remains to be resolved.					
Gracemere Cemetery			WIP	153,615	284
Comment: Concept prepared, presented to Committee; community consultation conducted through August, and finishing in early September. Report to Committee at October meeting. Timeframes for delivery of construction drafted.					
Redevelopment 42 nd Battalion Memorial Pool	July 2015	June 2016	WIP	1,074,119	157,406
Comment: Demolition of redundant facilities underway.					
Southside Memorial Pool – Shade Structure	July 2015	Sept 2015	WIP	50,000	
Comment: Order raised and installation programmed for completion in September					
Rockhampton Botanic Gardens – pathways			WIP	134,662	7,622
Comment: Priority areas for rectification to be re-assessed due to TC Marcia impact.					
Amenities - German St Park			NYC	40,000	

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (inc committals)
Comment: Allocation from Div 9 and Div 10.					
Div 8 Pilbeam Park			WIP	10,000	
Comment:					
Div 5 Zoo Improvements			NYC	70,000	
Comment:					
Div 8 Additional playground equipment			WIP	10,000	
Comment: Elizabeth Park - initial site planning and scope completed. Installation timing dependent on Facilities demolition of toilet block					
Div 9 Allocation Swadling Park enhancements			WIP	69,670	93,080
Comment: Amenities procured, cost exceed budget.					
Div 6 Parks Project			WIP	15,000	
Comment: Improvements for Col Brown Park					
Div 7 Church Park shade structure			C	12,000	11,184
Comment: Installation completed.					
Div 4 Playground Equipment - Leanne Hinchliffe Memorial Park			NYC	10,000	
Comment:					
Div 9 - Anna St Park - border landscaping and exercise machines			NYC	15,000	
Comment:					
TCM Playground Equipment			WIP	89,000	
Comment: Restoration and repair of cyclone damage in Parks					
TCM: Fencing/ Gates/ Bollards	May 2015	Dec 2015	WIP	6,660	
Comment: Restoration and repair of cyclone damage in Parks					
TCM: Riverside Park lighting	June 2015		WIP	117,737	
Comment: Restoration and repair of cyclone damage in Parks					

Project	Start Date	Expected Completion Date	Status	Budget Estimate	YTD actual (inc committals)
TCM: Zoo aviary			WIP	70,000	
Comment: Restoration and repair of cyclone damage in Rockhampton Zoo					
TCM: Park facilities	May 2015	Dec 2015	WIP	19,221	
Comment: Restoration and repair of cyclone damage in Parks					
TCM – RBG Road/ Pathways/ bridges and car-parks				350,000	
Comment: Restoration and repair of cyclone damage in Parks. Budget amended with approved carry-over					
TCM RBG - Fernery & Visitor Centre entry			WIP	275,000	
Comment: Restoration and repair of cyclone damage in Parks.					
TCM – Kershaw remediation	Apr 2015		WIP	2,000,000	
Comment: Restoration and repair of cyclone damage in Parks. Budget amended with approved carry-over. Expenditure to be journalled to Capital from Operational.					
TCM – Kershaw restoration	Aug 2015			760,000	
Comment: Restoration and repair of cyclone damage in Parks. Budget amended with approved carry-over.					

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

Project	Revised Budget	Actual (incl. committals)	% budget committed	Explanation
Median restoration	\$50,000			Planning underway for median restoration/ renovation, with priority - Moores Ck Road between High and Knight St
Project		Explanation		
Policy Reviews:				
<ul style="list-style-type: none"> Street Tree Policy 		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"> Naming of Parks 		Current version being reviewed		

Project	Revised Budget	Actual (incl. committals)	% budget committed	Explanation
<ul style="list-style-type: none"> Fitzroy River rowing course install and removal 				Current version being reviewed

Kershaw Gardens

Kershaw Gardens remains closed to the public. The process of vegetation clearance and site sampling commenced on 21 April with the establishment of a compound at the Charles St entrance to control site access; this area includes a vehicle wash-down facility to facilitate decontamination of vehicles, plant & equipment operating on the site. Appropriate site management equipment/ facilities and essential first aid are in place.

Detailed remediation planning has commenced and design consultants engaged to develop a new masterplan to guide the restoration of the Gardens. A new water supply point has been identified and approved. Liaison continues with the relevant state agencies and funding submissions have been submitted to the State Government.

Rockhampton Botanic Gardens

The primary focus has been undertaking usual maintenance duties and continuing site restoration works. Beautification works around the Japanese Gardens was commenced with mulching of garden beds and painting of tables. Options for fixing the pond's filtration system are being investigated.

Fitzroy River Water completed its work at the entrance to the Botanic Gardens via Spencer Street.

Planning has commenced for an Open day in the Rockhampton Botanic Gardens on 1 November 2015. The aim of the event is to provide recreational and educational experiences within the Rockhampton Botanic Gardens and to further demonstrate/ publicise that the Botanic Gardens are open and available following the impact (closure) of TC Marcia. All activities will be free of charge to members of the public, with the exception of those that involve catering for example Chai Tea and Tai Chi. An example of the activities being organised includes:

- Face painting
- Arts and Craft
- Comedy
- Music
- Dancing displays
- Yoga
- Handmade Markets
- Tours (Gardens and Zoo)

The event will be run at low cost and Council Officers are working with providers who are able to provide free or minimal cost activities on Council's behalf.

Rockhampton Zoo

Lleyton, the Zoo's male koala, passed away on 1 August 2015 from pneumonia. Caramello was treated for a respiratory infection and is recovering. Arrangements are being made for a koala transfer from Australia Zoo.

Final logistics were put in place for the final leg of the transport of two chimpanzees coming from Israel. Following 40 days in transit and quarantine the chimps arrive at the Zoo in early September.

Works on the enclosure for the juvenile freshwater crocodiles were completed and the crocodiles transferred over.

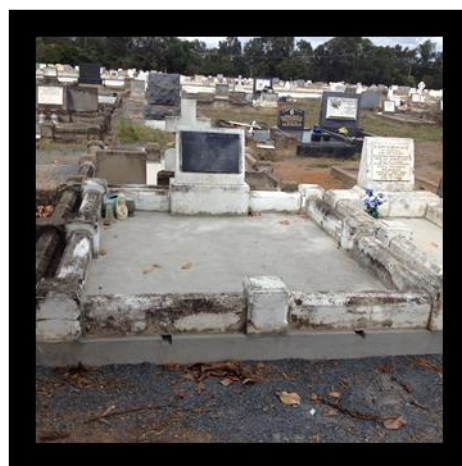
Regional Cemeteries

Throughout the month of August Council Officers have been completing community consultation and preparing for the release of the new Cemeteries data management system. It is anticipated that the new software will go live in September.

Cyclone remediation works were conducted in creeks at Memorial Gardens with the removal of trees and debris. The major damage to graves at North Rockhampton Cemetery has been completed and only two (2) engraved granite plaques waiting on repairs.



Before Photo



After Photo

Spring Garden Spectacular 2015 (Garden Competition)

- Competition Opens: July 2015
- Competition Closes: 30 September
- Judging: 5 – 7 October
- Presentation: 10 October, Rockhampton Botanic Gardens Tearooms
- Bus Tours: Date to be confirmed

Sponsorship:

Naming Rights	Betascapes
Major – Media	Channel 10 4RO 990 AM
Category	Gunna-Do Hardware Fitzroy River Water Gracemere & Mt Morgan Hardware Total Eden Water Solutions Troy Weir Tree Services Rockhampton Tree Services
Bus Tours	Rothery’s Coaches
Accommodation	Under negotiation
Presentation Day	Rockhampton Tree Services
Prizes	Native Plants Queensland (formerly SGAP) Yarrandoo Nursery Tropicals Flower Box Brushwood Glen Nursery

Marketing Campaign update:

- Flag banners displayed throughout the Region
- Council website up to date
- Television and radio advertising underway
- Regular media releases
- Previous entrants and garden clubs have been advised that the competition is open
- Facebook posts occurring
- Currently there are 43 entries from 18 unique addresses

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 in the current financial year	64	6 (FYTD)

Progressive Measures / Indicators	Previous Period	Current Period
Pool Patronage (previous period is same month last year)	1,975	4,867
Burials (previous period is same month last year)	16	13
Ashes Interments (previous period is same month last year)	9	1
Chapel/ other Services (previous period is same month last year)	10	3
Zoo visitors (previous period is previous month)	16,133	10,950
Zoo guided tours – School/ outside school care/ other (previous period is previous month)	0	2
Zoo donations (previous period is previous month)	\$1,266.05	\$1,296.95
Volunteer Participation – Zoo (previous period is previous month)	526 hrs	332 hrs
Volunteer Participation – Memorial Gardens (previous period is previous month)	60.5 hrs	63 hrs

FINANCIAL MATTERS

As at period ended 31 August 2015 – 16.6% of year elapsed.

	Adopted Budget \$	Adopted Budget (Pro Rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target 17%
PARKS						
Parks Operations						
1 - Revenues	(1,545,000)	(257,500)	(10,455)	(10,455)	1%	✘
2 - Expenses	7,046,186	1,174,364	1,257,887	2,210,770	18%	✘
3 - Transfer / Overhead Allocation	1,860,900	310,150	315,495	315,495	17%	✓
Total Unit: Parks Operations	7,362,086	1,227,014	1,562,927	2,515,810	21%	✘
Parks Recreation Services						
1 - Revenues	(366,500)	(47,750)	(121,600)	(121,600)	33%	✓
2 - Expenses	5,002,538	874,543	858,104	1,724,177	17%	✓
3 - Transfer / Overhead Allocation	458,155	81,902	63,921	63,921	14%	✓
Total Unit: Recreation Services	5,094,194	908,695	800,426	1,666,498	16%	✓
Parks Management						
1 - Revenues	(71,000)	(11,833)	(8,820)	(8,820)	12%	✘
2 - Expenses	4,911,671	818,612	429,131	439,234	9%	✓
3 - Transfer / Overhead Allocation	90,880	15,147	15,945	15,945	18%	✘
Total Unit: Parks Management	4,931,551	821,925	436,256	446,359	9%	✓
Grand Total:	17,387,831	2,957,635	2,799,609	4,628,667	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 Racing Pigeon Club for Reduction of Lease fees

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 RACING PIGEON CLUB FOR REDUCTION OF LEASE FEES

File No: 3805

Attachments:

1. Reduction request letter from Rockhampton Racing Pigeon Club
2. Financial Statements of Rockhampton Racing Pigeon Club
3. Invoice from RRC to Rockhampton Racing Pigeon Club
4. Map of Church Park

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

Author: Jacinta James - Sports and Education Supervisor

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

Rockhampton Racing Pigeon Club utilises a building at Church Park and has requested a reduction in its Lease fees for the 2015/16 Financial Year to assist the Club in its ongoing operations.

14 CLOSURE OF MEETING