



# **PARKS, RECREATION AND SPORT COMMITTEE MEETING**

## **AGENDA**

**16 NOVEMBER 2016**

*Your attendance is required at a meeting of the Parks, Recreation and Sport Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 16 November 2016 commencing at 12.30pm 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**  
9 November 2016

Next Meeting Date: 07.12.16

**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)  
Councillor R A Swadling  
Councillor N K Fisher  
Councillor C E Smith  
Councillor M D Wickerson

In Attendance:

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

**3 APOLOGIES AND LEAVE OF ABSENCE**

The Mayor, Councillor Margaret Strelow has tendered her apology and will not be in attendance.

**4 CONFIRMATION OF MINUTES**

Minutes of the Parks, Recreation and Sport Committee held 19 October 2016

**5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA**

## **6 BUSINESS OUTSTANDING**

### **6.1 BUSINESS OUTSTANDING TABLE FOR PARKS, RECREATION AND SPORT COMMITTEE**

**File No:** 10097  
**Attachments:** 1. Business Outstanding Table  
**Authorising 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, Recreation and Sport Committee is presented for Councillors' information.*

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

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

# **BUSINESS OUTSTANDING TABLE FOR PARKS, RECREATION AND SPORT COMMITTEE**

## **Business Outstanding Table**

**Meeting Date: 16 November 2016**

**Attachment No: 1**

Meeting Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
20 July 2016	CQ Sports Precinct Inc	<p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Contribute \$10,000 towards a feasibility study for sports development (in multiple locations around the region) subject to: <ul style="list-style-type: none"> <li>• The active and ongoing involvement of Regional Development Australia in the development of the proposal;</li> <li>• The outcomes of the Regional Sport, Recreation and Open Space Strategy:</li> <li>• Central Queensland University contributing a similar amount and be involved where necessary;</li> <li>• Council Officers developing the scope of the feasibility study; and</li> <li>• Council engaging and instructing Central Queensland University for the parts of the feasibility study.</li> </ul> </li> <li>2. Is clear in its statement that we support augmentation of the rowing and other aquatic facilities on the Fitzroy River; and</li> <li>3. The proposed West Rockhampton site is only suitable for aquatic based facilities.</li> </ol>	Brett Nicholls	03/08/2016	MOU with CQUni for Sports Development executed by Council and CQUni. Inception meeting held to settle process to progress study.

Meeting Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
20 July 2016	Naming of Parks and Reserves	<p>THAT Council approve naming of the area:</p> <ol style="list-style-type: none"> <li>1. Between the Somerset Connection Rd and Gracemere Industrial Access Road as 'Bruce Russell Reserve'; and</li> <li>2. At the junction of Poison Creek Road and Razorback Road as 'Ken Rowley Reserve'.</li> </ol>	Margaret Barrett	30/09/2016	All submitters have been advised of Council decision; sign fabrication is in progress.
20 July 2016	Dog Off Leash Areas	<p>THAT Council approve the following area be advertised as a future dog off leash area:</p> <ul style="list-style-type: none"> <li>• Eddie Baker Park, Norman Gardens (access via Currawong Street and Rosella Court) but limited to the areas designated as a dog off leash area by signpost.</li> </ul>	Margaret Barrett	03/08/2016	Advertising period closed; no submissions received. Estimate for increased area at Eddie Baker Park done. Determining requirement for further report to seek amendment to Local Law.
20 July 2016	Third Party Signage on Parkland Policy	THAT Council not adopt the Signage Policy and instead ask for a fact sheet to be established to allow signage of an acceptable size and format to be installed to allow fundraising for our sporting organisations.	Sophia Czarkowski	03/08/2016	Version two has been circulated and feedback collected ready for finalisation.



**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## 8 OFFICERS' REPORTS

### 8.1 PARKS AND OPEN SPACE OPERATIONS REPORT - OCTOBER 2016

<b>File No:</b>	<b>1464</b>
<b>Attachments:</b>	<b>1. Parks and Open Space Operations Report - October 2016</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 Section for the month of October 2016.*

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

THAT the report on the activities and services of Parks and Open Space Section for October 2016 be received.

#### **COMMENTARY**

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

1. Park Visitor Services
  - Kershaw Gardens
  - Rockhampton Botanic Gardens
  - Rockhampton Zoo
  - Cemeteries
2. Park Operations
  - Park and Landscape Maintenance
  - Street & Park Tree management
  - Public Amenity and Cleansing
3. Park Planning and Projects
  - Sport and Recreation
    - Sport and Education Services
    - Aquatic Facilities
  - Park Facilities construction and maintenance
  - Planning and Design
4. Parks Administration and Management
  - Park bookings
  - Customer Service
  - Policy development and service levels review

The attached report contains information on the activities and services of these areas for October 2016.

**PARKS AND OPEN SPACE  
OPERATIONS REPORT –  
OCTOBER 2016**

**Parks and Open Space Operations  
Report - October 2016**

**Meeting Date: 16 November 2016**

**Attachment No: 1**

**MONTHLY OPERATIONS REPORT**  
**PARKS AND OPEN SPACE SECTION**  
**Period Ended 31 October 2016**

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**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 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	0	0	0	0	0	0.00	8		0.00		11.20		10.67	0.00
Cemeteries - General Enquiry	0	0	4	2	2	0	0	-0.48	2		2.50		2.18		3.12	0.81
Sport & Recreation - General Enquiry	1	1	3	1	2	0	0	76.07	10		2.00		10.26		10.94	7.26
Parks Booking Services Request ***Notification***	0	0	0	0	0	0	0	0.00	5		0.00		0.00		9.25	0.67
Tree and Stump Removal - Request	21	18	38	22	19	0	0	7.20	50		6.09		12.24		16.21	13.28
Parks General - Request	31	17	76	49	41	9	0	27.80	10		3.67		9.01		9.87	5.68
Tree Trimming - Request	23	21	158	136	24	0	0	16.01	40		1.50		3.75		8.11	6.27
Council Owned Swimming Pools - General Enquiry	0	0	3	3	0	0	0	0.00	10		2.00		2.20		2.13	2.13

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

### ***Safety Statistics***

The safety statistics for the reporting period are:

	SECOND QUARTER		
	Oct	Nov	Dec
<b>Number of Lost Time Injuries</b>	3		
<b>Number of Days Lost Due to Injury</b>	0		
<b>Total Number of Incidents Reported</b>	7		
<b>Number of Incomplete Hazard Inspections</b>	1		

### ***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>	30/11/16	20	<p>Procedure Manual review/ update is continuing.</p> <p>Budget approval for further construction deferred to 2016-17</p> <p>On-going</p>
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.	30/09/16	95	<p>Council approved Bushfire Management Plan.</p> <p>MoU to be executed by QPWS and Council.</p>
Tree fails resulting in: injury/death; damage to property; damage to Council's reputation; negative financial impact.	Low 7	<p>1. Review, and submit Street Tree Policy &amp; Procedure.</p> <p>2. Programmed maintenance works to be implemented to</p>	30/04/16	60	Policy review/ update commenced

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
		full capacity. 3. Ergon Service Level Agreement is to be in place and implemented.			Programs drafted, implementation commenced; to be monitored.
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	1. Review, update and implement existing land & conservation management & succession plans.	30/06/17	80	Botanical Collection Management Strategy for Botanic Gardens drafted.
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	1. Develop & implement a Parks Infrastructure Strategy for conditioning of new development. 2. Develop a local parks contribution policy. 3. Complete & implement Landscape Guidelines (as part of CMDG). 4. Open Space Strategy to be reviewed and implemented (inc service levels).	30/04/17	70	Scoping for review of Open Space Strategy commenced
Integrity of land-fill caps, where Council is now using the space for public use (eg parks), is impacted through an event occurring causing exposure of toxins, hazards etc (eg TC Marcia causing tree fall and erosion) resulting in public health and safety; financial and environmental repercussions	Moderate 7	1. Continuous review and updating of Site Management Plan 2. Site remediation priorities to be determined, planned and implemented	30/06/17	15	

**Legislative Compliance & Standards**

Legislative Compliance Matter	Due Date	% Completed	Comments
BioSecurity Qld (Zoo) Three year license renewed in 2016 Update <i>Declared Pest Permit</i> animals to new <i>Wildlife Exhibitor Licence</i> Self-audit and reporting	May 2019 October 2016 As required	Completed	Permit was submitted and approved.
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/ pending</li> <li>• Applications approved</li> </ul>			An application was approved for Botanic Gardens
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	YTD actual (inc committals)
<b>PARKS CAPITAL WORKS PROGRAM</b>					
Upgrade field surface			WIP	70,000	13,057
Comment: Sites prioritised; scopes and estimates being determined.					
Cedric Archer Reserve			WIP	1,553,599	349,868
Comment: Touch of Paradise detail designs received, initial estimates exceed balance of budget available; priorities to be determined for delivery. Contract awarded for demolition of old skatepark. Completed works: line marking of large car park, skatepark lighting. Works underway: supply and installation of three shelters; bollards and water fountain.					
Mt Archer activation plan implementation			WIP	305,000	16,463



Project	Start Date	Expected Completion Date	Status	Budget	YTD actual (inc committals)
Comment: Building Our Regions Round 2 submission lodged. Priority projects being reviewed in event that funding is not received. Identifying and securing approvals required for future works.					
Playground Equipment renewal program			WIP	86,895	103,185
Comment: Renewing playground equipment at end of life. Sand replaced with rubber softfall at Duthie Park. Playground equipment replacement scheduled for Pearson Family Park and John Ritter Park.					
Mount Morgan streetscape improvements			WIP	230,000	1,739
Comment: Civil Ops finalised detail design and costings. Landscape detailed design and staging of works being finalised. Commonwealth Government has allocated funds from Stronger Communities Program towards the project with an additional \$10k approved under this fund towards the refurbishment and relocation of the Mafeking Bell. EOI submitted for further funding under the Local Government Grants and Subsidy Program (LGGSP).					
Playground Shade Construction program			WIP	118,500	80,610
Comment: Shade structures for Ski Gardens (Stonemasons playground) and Leanne Hinchliffe Memorial Park currently being fabricated and to be installed in November. Joseph Harrison Park order still to be raised.					
Parkhurst (Olive St) – planning, design and development			WIP	60,000	18,850
Comment: Feasibility for development of proposed multi-sport precinct at Olive St is underway.					
Gracemere Cemetery			WIP	135,099	2,505
Comment: Ashes Garden detailed landscape plan finalised. Works scheduled to commence in new year.					
Redevelopment 42 <sup>nd</sup> Battalion Memorial Pool	July 2015	Nov 2016	WIP	2,182,490	2,184,669
Comment: Contract works on wet deck and new treatment plant, equipment and reticulation underway. Currently considering contractors requests for extensions of time with pool to be re-opened early – mid December. Project received funding from LGGSP over two years – 2015-16 and 2016-17.					
BBQ Renewal			WIP	64,000	
Comment: Renewals programmed for RBG near lagoon, Leanne Hinchliffe Memorial Park and Johnson Park.					
Rockhampton Botanic Gardens – pathways			C	175,440	103,262
Comment: Works programmed for 2016-17 complete.					
Zoo – renewal of internal pathways			NYC	20,000	

Project	Start Date	Expected Completion Date	Status	Budget	YTD actual (inc committals)
Comment:					
Botanic Gardens – Japanese Garden pond restoration			NYC	30,000	
Comment:					
Victoria Park – drainage (trampoline/ gym/ bowls)	Oct 2016	Nov 2016	WIP	100,000	27,218
Comment: Works commenced.					
Div 6 Parks Project			WIP	15,000	
Comment: Improvements for Col Brown Park - plants being procured and works timing determined.					
Div 7 Queens Park Mosaic	Oct 2016		WIP	50,000	3,000
Comment: Concrete pad restored for artist to restore mosaic.					
Div 7 Kershaw Gardens swings				20,000	
Comment: Allocation is directed at swing as part of playground redevelopment; will be delivered as part of this overall package.					
Div 10 – Stage 2 Frenchmans Creek			WIP	22,268	6,027
Comment:					
Div 2 – Revegetation of Frenchmans Creek				20,000	
Comment: Works will continue from allocation in 2015-16 (Div 10 – Stage 2 Frenchmans Creek)					
Irrigation Renewal	Sept 2016		WIP	474,000	78,401
Comment: Works complete at Stenlake Park and programmed for Webber Park.					
Tables – Picnic Renewal			WIP	60,000	15,814
Comment: Works complete in Littler-Cum-Ingham Park. Works scoped and orders raised for Leanne Hinchliffe Memorial Park, Jack Allenby Park, Yeppen Lagoon Walkway and Botanic Gardens and Yewdale Park.					
Fencing / Gates / Bollards Renewal			WIP	69,400	
Comment: Works programmed for Bolton Park, boundary between Botanic Gardens and golf course and Duthie Park carpark.					
Footpaths Renewal	Oct 2016	Oct 2016	WIP	25,500	18,838

Project	Start Date	Expected Completion Date	Status	Budget	YTD actual (inc committals)
Comment: Works completed at Ted Price Park, estimates exceed the budget; adjustments will be made in Revised budget.					
TCM: Zoo aviary	Oct 2016	Jan 2017	WIP	358,427	1,380
Comment: Restoration and repair of cyclone damage in Rockhampton Zoo. Contract for new aviaries awarded, estimated program of 3 months.					
TCM – RBG Road/ Pathways/ bridges and car-parks			WIP	344,983	15,130
Comment:					
TCM RBG - Fernery & Visitor Centre entry			WIP	266,466	9,237
Comment: Restoration and repair of cyclone damage in Parks.					
TCM – Kershaw remediation/ restoration	Apr 2015		WIP	7,290,799	1,039,574
Comment: Restoration and repair of cyclone damage in Parks. Funding approved under Special NDRRA Category for clean-up costs.					
Botanic Gardens strategic framework			WIP	51,000	
Comment: Scope for this is being drafted.					
Major Project seed funding – improved sport facilities			WIP	400,000	400,000
Comment: Council allocated funding to Rockhampton Hockey Association to support application for State funding for second artificial playing surface. Funding agreement being drafted.					
Div 3 Shade Sail Elizabeth Park and Play equipment			WIP	30,000	27,375
Comment: Councillor approved shade sail purchase. Order placed.					
Div 5 Zoo Improvements			NYC	142,500	
Comment: \$70,000 of this allocation is included in the budget for new aviaries. Contract awarded, estimated program of 3 months.					
Div 1 Parks Improvement in Div 1 (Currajong Park and others)			WIP	70,000	
Comment: Scope discussions with Councillor, estimates being obtained in order for priority works in Eddie Baker Park and Germans Street Park.					
Div 2 Playground equipment			NYC	15,000	
Comment: Councillor to advise on priority for this allocation.					

Project	Start Date	Expected Completion Date	Status	Budget	YTD actual (inc committals)
Enhancement Program for (new) Local Parks			WIP	89,656	14,798
Comment: LED lighting to be installed in Central Park fountain. Plan for other works in Central Park included in this report for information. EOI submitted for further funding under the Local Government Grants and Subsidy Program (LGGSP).					
Parks – Plant & Equipment	Aug 2016	Apr 2017	WIP	245,000	
Comment: Procurement underway for additional equipment for Operational maintenance.					
RBG Cenotaph switchboards and irrigation	May 2016	Aug 2016	C	70,000	40,411
Comment: Works complete to replace switchboards and irrigation in Cenotaph area of Botanic Gardens.					
Yeppen Roundabout		Oct 2016	C	12,645	18,603
Comment: Works completed.					

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

Project	Revised Budget	Actual (incl. committals)	% budget committed	Explanation
Median restoration	\$90,000	\$20,442	23%	Works completed on next stage of Gladstone Road
Open Space Strategy revision	\$60,000	\$58,400	97%	Sport Parks Active Recreation and Community Strategy (SPARC) underway.
Tree renewals/ planting	\$90,000	\$9,079	10%	Tree replacements in Gracemere and Yaamba Road
Project	Explanation			
Policy Reviews: • Street Tree Policy	Current version being reviewed and updated; work to commence on Procedure.			

#### **Kershaw Gardens**

Parts of Kershaw Gardens remain closed to the public. Council has endorsed the design elements and staging plan for construction of the earthworks, services and embellishments in the Central Precinct. Urbis is progressing “for construction plans”, seeking relevant statutory approvals and proceeding to issue of tender/s.

Restoration works have continued in the southern section. Approximately 50% of the Gardens are available for public access.

Temporary remediation staff last day was Friday 28 October. 7100 tonnes of capping (top dress) and 6000 Cubic meters of mulch was spread inside the southern area on this remediation.

Australasian Training and Conditioning Workshop 2016

The Australasian Training and Conditioning Workshop (titled Giving Animals Purpose) was hosted by the Rockhampton Zoo from 23 to 26 October. The event was highly successful with over 100 delegates and guest speakers from as far away as the US.

Tenure Renewal

78 agreements due to expire prior to 30 June 2018 are currently being progressed:

- 15 are completed.
- 19 are waiting on the Club to return/finalise documentation.
- 13 are waiting on Council including approvals or updated plans.
- 31 have not yet expired, however, the renewal process has commenced

2017 Sports and Health Expo

Planning for the 2017 Sports and Health Expo is underway with the following event particulars being set:

Event Date:	Sunday 12 February 2017
Event Time:	9am to 1:30pm
Location:	Robert Schwarten Indoor and Outdoor Pavilions
Registrations to date:	14
Confirmed Sponsorship:	
Naming Rights:	CQ Health and Hospital Service
Major Sponsor:	Channel Seven
Event Sponsor:	Get Logo'd

Sporting clubs, health service providers, gyms, personal trainers and sport retailers will again be invited to attend the 2017 Sports and Health Expo.

Officers are currently finalising sponsorship arrangements and organising marketing collateral.

Parks Redevelopment / upgrades – Central Park, Rockhampton

A review of Central Park and the adjacent traffic medium strips in Gladstone Road/ George Street found that the formal intent of the original layout has not been realised. The design (see following) seeks to accentuate the symmetrical formal design of the Rainbow Fountain.

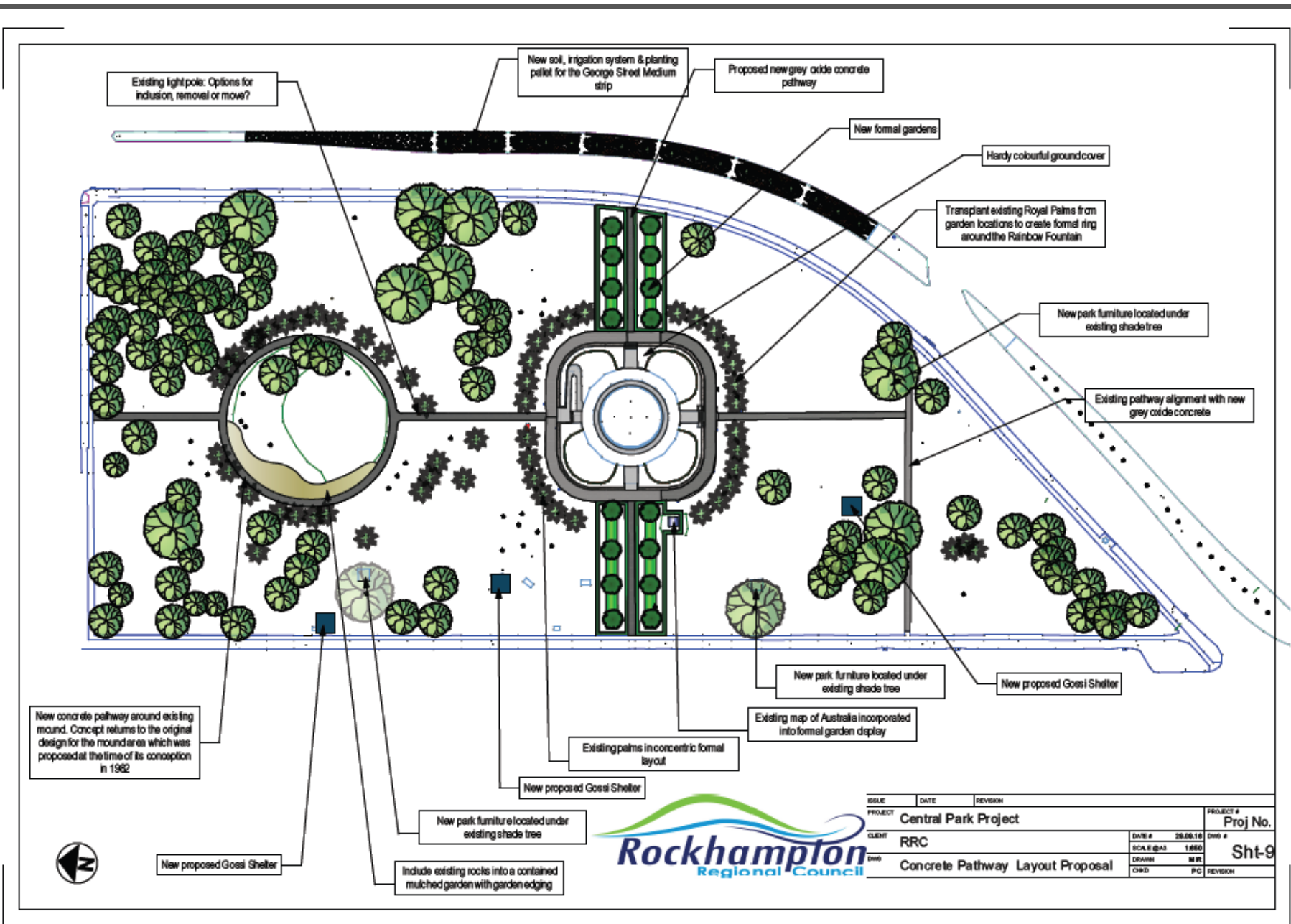
The lights in the Rainbow Fountain are currently being recommissioned, while the rainbow sign and associated garden bed will be removed. The upper gardens around the Rainbow Fountain will be planted with a hardy low growing colourful plant species.

The proposed changes to the park landscape include the relocation of the Cuban Royal palms from existing east-west axis gardens and transplanting these around the central plaza and fountain, to match the one quadrant of the circle that already has palms. The removal of the Cuban Royal palms from the existing garden beds will reduce competition for nutrients and moisture, which has had an adverse effect on the current horticultural displays.

The garden beds along the east-west axis will receive new concrete edging, removal of existing plant material, soil modification, new irrigation and new formal planting, to create a formal garden with strong axis lines, symmetry, clipped hedges and topiary standards.

All proposed and existing paths will receive new concrete treatment, while the existing northern mound area will be encircled with a concrete path together with new plantings. New custom made shelters and park furniture will be installed and the old colonial style lamps from the Riverside will be installed alongside the new pathways. The existing Map of Australia installation will be incorporated into the formal garden layout.

As part of the study, a comprehensive assessment has been carried out for each tree in the park and a tree planting and succession schedule formulated for ongoing implementation.



New concrete pathway around existing mound. Concept returns to the original design for the mound area which was proposed at the time of its conception in 1962

Existing light pole: Options for inclusion, removal or move?

New soil, irrigation system & planting pallet for the George Street Medium strip

Proposed new grey oxide concrete pathway

New formal gardens

Hardy colourful ground cover

Transplant existing Royal Palms from garden locations to create formal ring around the Rainbow Fountain

New park furniture located under existing shade tree

Existing pathway alignment with new grey oxide concrete

New park furniture located under existing shade tree

New proposed Gossli Shelter

Existing palms in concentric formal layout

Existing map of Australia incorporated into formal garden display

New proposed Gossli Shelter

New park furniture located under existing shade tree

New proposed Gossli Shelter

Include existing rocks into a contained mulched garden with garden edging



ISSUE	DATE	REVISION	PROJECT #	Proj No.
PROJECT	Central Park Project		DATE #	29.08.16
CLIENT	RRC		DWG #	Sht-9
DWG	Concrete Pathway Layout Proposal		SCALE @A3	1:800
			DRAWN	MR
			CWD	PC
			REVISION	



**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 in the current financial year	78	15 (FYTD)
Playground Inspections completed (month of October)	11	15

<b>Progressive Measures / Indicators</b>	<b>Previous Period</b>	<b>Current Period</b>
Pool Patronage (previous period is same month last year) 42nd Battalion Memorial Pool remains closed due to pool refurbishment	20,146	18,242
Burials (previous period is same month last year)	15	11
Ashes Interments (previous period is same month last year)	5	7
Chapel/ other Services (previous period is same month last year)	5	7
Zoo visitors (previous period is same month last year) Counter malfunctioned over 9 days during period	11,281	6,421
Zoo donations (previous period is same month last year)	\$965.25	\$1,664.65
Parks bookings (number of events and celebrations in month / FYTD) (previous period is same month last year)	53 / 262	79 / 341
Volunteer Participation (hours) – Zoo (previous period is same month last year)	212	451
Volunteer Participation (hours) – Regional Cemeteries (previous period is same month last year)	72	0



**FINANCIAL MATTERS**

As at period ended 31 October 2016 – 33.3% of year elapsed.

	Adopted Budget \$	Revised Budget	Adopted Budget (Pro Rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target 33.3% of Year Gone
<b>PARKS</b>							
<b>Parks Operations</b>							
1 - Revenues	(47,000)	0	(15,667)	(13,364)	(13,364)	28%	✘
2 - Expenses	5,193,007	0	1,731,002	1,586,455	1,731,425	31%	✓
3 - Transfer / Overhead AI	1,446,238	0	482,079	409,219	409,219	28%	✓
<b>Total Unit: Parks Operations</b>	<b>6,592,245</b>	<b>0</b>	<b>2,197,415</b>	<b>1,982,310</b>	<b>2,127,280</b>	<b>30%</b>	<b>✓</b>
<b>Parks Planning &amp; Projects</b>							
1 - Revenues	(160,000)	0	(53,333)	(63,744)	(63,744)	40%	✓
2 - Expenses	2,695,244	0	898,415	888,977	1,864,353	33%	✓
3 - Transfer / Overhead AI	481,546	0	160,515	148,226	148,226	31%	✓
<b>Total Unit: Parks Planning &amp; Projects</b>	<b>3,016,790</b>	<b>0</b>	<b>1,005,597</b>	<b>973,459</b>	<b>1,948,835</b>	<b>32%</b>	<b>✓</b>
<b>Parks Management</b>							
1 - Revenues	(55,900)	0	(18,633)	(10,848)	(10,848)	19%	✘
2 - Expenses	5,330,359	0	1,776,786	1,426,165	1,438,337	27%	✓
3 - Transfer / Overhead AI	64,608	0	21,536	21,735	21,735	34%	✘
<b>Total Unit: Parks Management</b>	<b>5,339,066</b>	<b>0</b>	<b>1,779,689</b>	<b>1,437,051</b>	<b>1,449,224</b>	<b>27%</b>	<b>✓</b>
<b>Parks Visitor Services</b>							
1 - Revenues	(292,020)	0	(97,340)	(148,245)	(148,245)	51%	✓
2 - Expenses	4,520,847	0	1,506,949	1,223,843	1,373,050	27%	✓
3 - Transfer / Overhead AI	494,841	0	164,947	128,526	128,526	26%	✓
<b>Total Unit: Parks Visitor Services</b>	<b>4,723,668</b>	<b>0</b>	<b>1,574,556</b>	<b>1,204,124</b>	<b>1,353,331</b>	<b>25%</b>	<b>✓</b>
<b>Total Operations:</b>	<b>19,671,770</b>	<b>0</b>	<b>6,557,257</b>	<b>5,596,945</b>	<b>6,878,670</b>	<b>28%</b>	<b>✓</b>

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**8.2 THE ROCKHAMPTON GRAMMAR SCHOOL REQUEST FOR REASSIGNMENT OF LEASE OVER DIGGER'S PARK**

**File No:** 6348  
**Attachments:** 1. Submission from The Rockhampton Grammar School  
**Authorising Officer:** Michael Rowe - General Manager Community Services  
**Author:** Margaret Barrett - Manager Parks

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**SUMMARY**

*The Rockhampton Grammar School, has made a request for the reassignment of the lease over Diggers Park, L522 Blackall Street, The Range (being Lot 522 SP120476). It proposes to renovate and develop the facility for a range of sports for school and community use.*

**OFFICER'S RECOMMENDATION**

THAT:

1. Council supports The Rockhampton Grammar School's investigations into developing Diggers Park, L522 Blackall Street, The Range (being Lot 522 SP120476) into a sporting precinct;
2. Council request the surrender of the current lease, from the liquidator; and
3. Council approves a Trustee Lease over Lot 522 SP120476 for five (5) years for The Rockhampton Grammar School as outlined in the report.

**COMMENTARY**History:

Diggers Park, 522 Blackall St, The Range is State Reserve under Council's trusteeship and is currently under a trustee lease with Central Queensland Rugby Union Limited (in liquidation). The Central Queensland Rugby Union Ltd was placed in voluntary administration on 3 September 2015. The Liquidation process is nearing completion, with The Rockhampton Grammar School being the successful purchaser of the freehold property adjacent to the Trust Reserve. As outlined in the report to Council on 12 April 2016, the option that remains indicated Council's approval would be requested for a re-assignment of the Trustee Lease to the successful purchaser.

Site Characteristics:

Diggers Park is accessed via Blackall or Normanby Streets (from Upper Dawson Road) and is situated in close proximity to residential properties and borders the Rockhampton Botanic Gardens. . It is a large flat park with some established sport facilities (lighting, seating, fencing) that is approximately 84,000m<sup>2</sup> in size.

**BACKGROUND**

The Rockhampton Grammar School has a maximum enrolment of 1,508 students. In support of its request, The Rockhampton Grammar School has provided a copy of its 2016 Strategic Plan and has indicated a history of forming community partnerships to allow community groups and organisations access to its facilities.

The Rockhampton Grammar School contacted Council following notification of the successful purchase of 34 Normanby St, regarding the proposal to seek transfer/ re-assignment of the Trustee Lease over Diggers Park. Subsequent discussions with school staff indicated the additional/ alternative tenure options available;

The Rockhampton Grammar School is now seeking Council's support of the redevelopment of Diggers Park for sport and community purposes and for the Trustee Lease to be re-assigned.

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The Rockhampton Grammar School has made this request in order to use the balance of the lease term (to February 2022) to work with Council on the detail of the redevelopment, prior to seeking a longer term Trustee Lease.

#### The Proposal:

The Rockhampton Grammar School envisages a significant renovation and redevelopment of the combined facility (freehold and trust reserve) in order to host rugby union, rugby league, touch and soccer, athletics and grandstand. In order to allow time to work with Council on detailed design and business case for the facility for the future, The Rockhampton Grammar School believes that reassigning the lease will enable this process.

#### Options for Tenure:

A number of tenure options have been considered and discussed by Council Officers, including the reassignment, issuing a Trustee Permit or Trustee Lease Agreement with Council.

A re-assignment of the current lease would mean that the conditions within that lease would bind The Rockhampton Grammar School's use of the fields. The conditions were formulated approximately 30 years ago are no longer current, are restrictive in that the fields can only be used for Rugby; and may not enable The Rockhampton Grammar School to undertake an increasing amount of use, including by other community groups in the interim.

A Trustee Permit can be issued for no more than three (3) years at a time under the *Land Act 1994* (Qld) and this does not provide The Rockhampton Grammar School with the required surety of tenure or sufficient time for the planning and development of the renovation.

Therefore, it is recommended that Council provides approval to enter into a Trustee Lease for a period of 5 years with The Rockhampton Grammar School and condition such agreement to ensure that the redevelopment planning proceeds for Council's further consideration, including the aspects of community access. Any further special conditions would be determined on lodgement of finalised plans for the site and presented to Council for consideration.

#### Fees and Charges:

Under Council's Fees and Charges for the 2016/17 Financial Year it is proposed that The Rockhampton Grammar School be advised that there are currently no fees and charges associated with sporting fields or other sport areas (e.g. courts).

The table below identifies the proposed maintenance responsibilities:

<b>Activity</b>	<b>Responsible Party</b>
Grounds maintenance including mowing, irrigation and upkeep of surrounds	The Rockhampton Grammar School
Maintenance of infrastructure	The Rockhampton Grammar School
Payment of utility charges (water connection, sewer, waste, fire levy)	The Rockhampton Grammar School
Payment of water bills associated with irrigation	Council / The Rockhampton Grammar School *
Payment of General Land Rates	Nil

*\*An average consumption figure will be determined for similar facilities which Council will pay; The Rockhampton Grammar School will pay for any consumption over this amount.*

#### **BUDGET IMPLICATIONS**

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

**CONCLUSION**

Providing The Rockhampton Grammar School with support for the project and approval to enter into a tenure arrangement provides The Rockhampton Grammar School with the commitment it needs to further investigate its proposal. The specifics of a longer term tenure agreement and the finalised plans will be presented to Council on completion for consideration.

**THE ROCKHAMPTON GRAMMAR  
SCHOOL REQUEST FOR  
REASSIGNMENT OF LEASE OVER  
DIGGER'S PARK**

**Submission from The Rockhampton  
Grammar School**

**Meeting Date: 16 November 2016**

**Attachment No: 1**



The Rockhampton Grammar School

Established 1881

**VISION**

**RUGBY PARK**

**11 October 2016**

**1. Introduction**

Rockhampton Grammar School is intending to renovate and in the future develop Rugby Park so that it will be a significant feature in the school's educational and co-curricular programme. Rugby Park will reinforce the school's reputation as an educator and for the quality of infrastructure it provides for its students. This project will not only be a prominent addition to the school but will also make a significant addition of an asset for community use.

**2. Key Objectives**

The key objectives for the renovation and development of Rugby Park are as follows:

- In the future the renovated and developed facility will include a well-manicured main oval capable of hosting rugby union, rugby league, touch football and soccer matches; a second oval that will be surrounded by a 400 metre athletics track and capable of being used internally as a multipurpose oval for the football codes as well as athletic training (e.g., throws); supporters grandstand that enable viewing across both oval spaces; clubhouse capable of hosting a variety of functions.
- The new facility will promote the RGS Strategic Plan and the RGS Master Plan as provided in separate documents.
- Create a facility of stature that expresses Rockhampton Grammar School's position as a leader in education in Central Queensland.
- Rugby Park will be a key facility of the School, i.e. it will provide a student centred athletic facility which will provide the boys and girls with learning experiences of the highest quality across a range of sports.
- Rugby Park will complement and enhance the existing School offerings and enable the pursuit of the School's Mission Statement (provided in the appendix to this paper).
- The project is anticipated to be central to the School's academic and co-curricular programmes for many decades to come. Consequently, renovation and development will need to accommodate future change in the way the spaces may be physically used as well as serviced communications technologies.
- Renovation and development of Rugby Park will need to be achievable within the defined budget and pursued with the support of the Rockhampton Regional Council.
- Rugby Park should not only be viewed as a School Asset but also as a community asset, with the wider community being able to make use of the facility for societal good.
- Development of a concrete and defined business plan for the renovation and development of Rugby Park will take two to three years to complete due to the wish and need to involve Rockhampton Regional Council and the community.

3. **Project Description**

The proposed renovation and development of Rugby Park will be a significant offering of the School and provide an athletic development space for the RGS community in particular, and the Rockhampton community in general. The project aims to integrate the development of two oval spaces with viewing areas and a functions facility.

The renovation and development would be designed to deliver a vibrant space that facilitates research, learning and the development of understanding in the physical domain.

4. **Reassignment of Lease**

The School is requesting that the lease held previously by Central Queensland Rugby Union be reassigned to The Rockhampton Grammar School to provide time for the School to work with Rockhampton Regional Council in the development of a business case for the future of Rugby Park that enhances both the School's offering and offering for the Rockhampton Community.

The School has a very strong track record in enabling community access to facilities including oval space, tennis courts, swimming pool and sports hall and would view access to Rugby Park in a similar way.



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**8.3 THE CATHEDRAL COLLEGE REQUEST FOR SUPPORT FOR DEVELOPMENT OF KETTLE PARK**

<b>File No:</b>	<b>374</b>
<b>Attachments:</b>	<b>1. Development option for Kettle Park 2. The Cathedral College's proposal for Kettle Park</b>
<b>Authorising Officer:</b>	<b>Margaret Barrett - Manager Parks Michael Rowe - General Manager Community Services</b>
<b>Author:</b>	<b>Sophia Czarkowski - Sports and Education Supervisor</b>

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**SUMMARY**

*The Cathedral College Rockhampton, trading as Roman Catholic Trust Corporation Diocese of Rockhampton, has made a request to enter into a Trustee Lease Agreement with Council over Kettle Park, 12 Elizabeth Street, Allenstown (being Lot 450 R2665). It proposes to construct three grass playing surfaces, amenities, canteen and an athletics precinct for the purposes of school sport and curriculum activities.*

**OFFICER'S RECOMMENDATION**

THAT

1. Council supports The Cathedral College's investigations into developing Kettle Park, 12 Elizabeth Street, Allenstown (being Lot 450 R2665) into a sporting precinct; and
2. Council provides in principle approval to enter into a tenure arrangement with The Cathedral College Rockhampton, trading as Roman Catholic Trust Corporation Diocese of Rockhampton as outlined in the report.

**COMMENTARY**History:

Kettle Park is the former home of Rockhampton Cricket Inc (RCI) which reportedly leased the land directly from the Queensland Government until 2004 when the Club requested Council take control of the land and its maintenance. On 15 November 2010 Council resolved to take control of the land and issue RCI with a Permit to Occupy. In 2010, RCI formally contacted Council and advised that it intended to relinquish its interest in Kettle Park.

At the time of relinquishment RCI requested permission to use the park for its annual country carnival; however, the park has not been used for this purpose since approximately 2013.

RCI has indicated that over the coming months it will be reviewing its future strategic plan to ensure that junior cricket is sufficiently catered for within the Region. The plan, which RCI is yet to commence, would not rule out future use of Kettle Park, however, discussions have occurred with Council identifying other parcels of land RCI is also interested in.

Site Characteristics:

Kettle Park is accessed via Elizabeth Street (off Gladstone Road), Allenstown and is situated in close proximity to residential and commercial properties. It is a large flat park that is approximately 54,000m<sup>2</sup> in size.

Current Use:

At present there is no formal use of this land.

**BACKGROUND**

The Cathedral College Rockhampton (TCC), trading as Roman Catholic Trust Corporation Diocese of Rockhampton, currently has 1,125 students. It estimates its College Community is approximately 5,000 (including staff and parents).

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TCC has a demonstrated history of forming community partnerships to allow community groups and organisations access to its facilities. It provides community members with access to its hall, classrooms, pools, multi-purpose centre and school oval and has recently developed the new \$800,000 multipurpose courts at Bolton Park for school and community use.

TCC contacted Council in mid-2016 regarding its proposed development of Kettle Park and is seeking Council's support of the project and in principle approval to enter into a tenure agreement with TCC prior to the school making any financial commitments or investments in the preparation of plans.

The option exists for Council to delay making a determination on this request in order to monitor the success of community use of the facilities at Bolton Park.

The particulars for the support and in principle approval are detailed below.

#### The Proposal:

TCC envisages a million dollar investment including sporting fields, cricket nets, an athletics precinct, irrigation, amenities and canteen all of which would be maintained by TCC. As such it is requesting to be granted a Trustee Lease for a period of 20 years to ensure security of tenure given the significant financial investment being proposed.

Kettle Park is located within close proximity to TCC (1.6km walk/ drive) and the proposal is to use the park between 7:30am and 5pm Monday to Friday and 12pm to 5pm on Saturdays, the park would be open to the community at all other times

#### Options for Tenure:

A number of tenure options have been considered and discussed by Council Officers, including issuing a Trustee Permit or Trustee Lease with Council.

A Trustee Permit can be issued for no more than three (3) years at a time under the *Land Act 1994* (Qld) and this does not provide TCC with the required surety of tenure sufficient for its million dollar capital investment.

Therefore, Council Officers would recommend that Council provides in principle approval to enter into a Trustee Lease for a period of 20 years with The Cathedral College and condition such agreement to ensure community access is maintained. Any further special conditions would be determined on lodgement of finalised plans for the site and presented to Council for consideration.

#### Planning Advice:

Kettle Park is located within the Sport and Recreation Zone and the proposal (as presented by TCC) will be defined as an 'Outdoor Sport and Recreation' use. A Code Assessable Material Change of Use (MCU) is required for the proposal under the *Rockhampton Regional Planning Scheme 2015*.

The park is triggered by Low, High and Extreme flooding, with the majority of the site being Extreme Flooding, therefore TCC will need to address the Flood Prone Land Code as part of the MCU application.

#### Fees and Charges:

Under Council's Fees and Charges for the 2016/17 Financial Year it is proposed that TCC be charged a building site fee and that it be acknowledged that there are currently no fees and charges associated with sporting fields or other sport areas (e.g. courts).

The table below identifies the proposed maintenance responsibilities:

<b>Activity</b>	<b>Responsible Party</b>
Grounds maintenance including mowing, irrigation and upkeep of surrounds	TCC
Maintenance of infrastructure (including buildings)	TCC
Payment of utility charges (water connection, sewer, waste, fire levy)	TCC
Payment of water bills associated with irrigation	Council / TCC*
Payment of water bills associated with building and amenities	TCC
Payment of General Land Rates	Nil

*\*An average consumption figure will be determined for similar facilities which Council will pay; TCC will pay for any consumption over this amount.*

### **BUDGET IMPLICATIONS**

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

### **CONCLUSION**

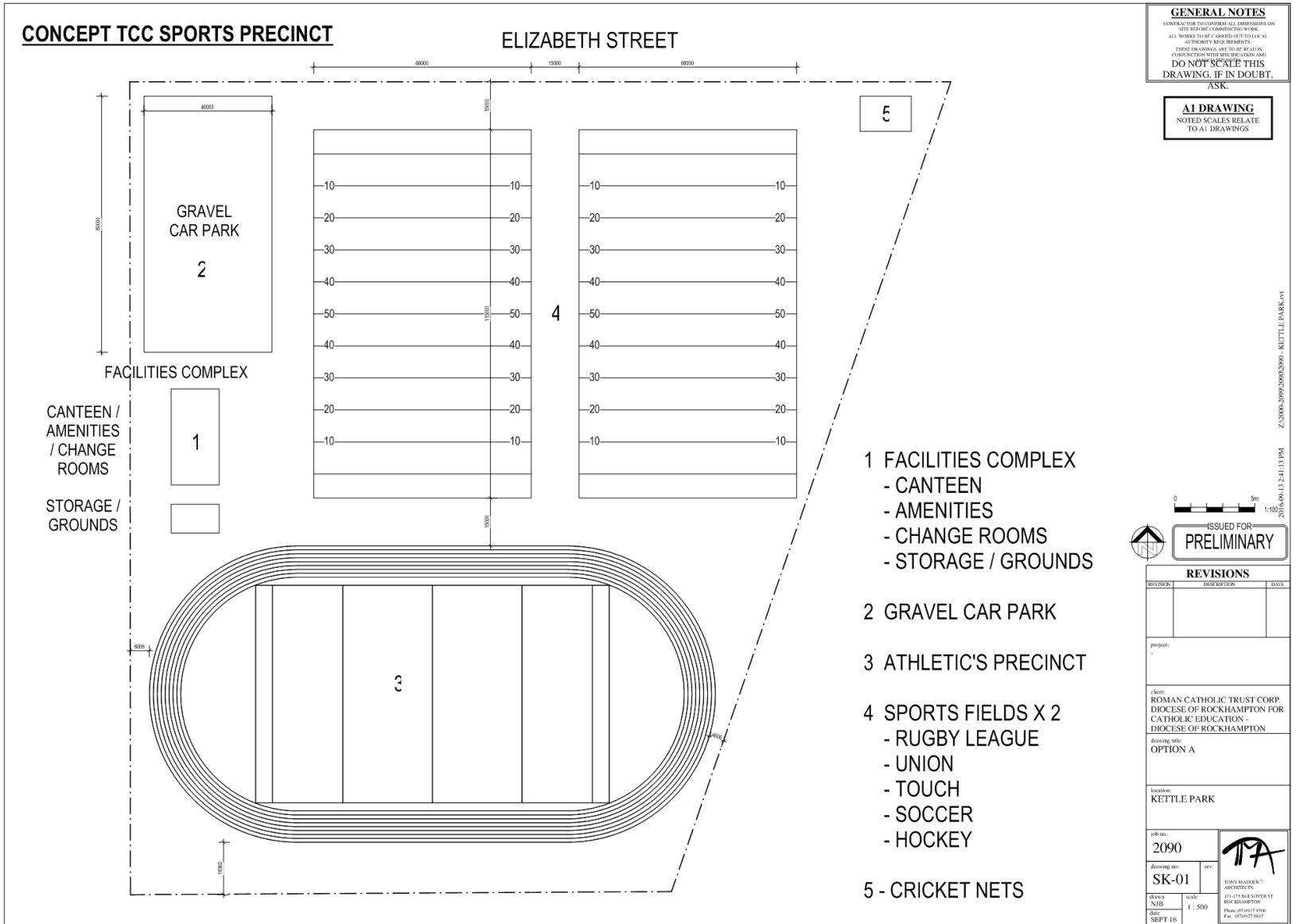
Providing The Cathedral College with support for the project and in principle approval to enter into a tenure arrangement provides TCC with the commitment it needs to further investigate its proposal. The specifics of such tenure agreement and the finalised plans will be presented to Council on completion for consideration.

# **THE CATHEDRAL COLLEGE REQUEST FOR SUPPORT FOR DEVELOPMENT OF KETTLE PARK**

## **Development option for Kettle Park**

**Meeting Date: 16 November 2016**

**Attachment No: 1**



# **THE CATHEDRAL COLLEGE REQUEST FOR SUPPORT FOR DEVELOPMENT OF KETTLE PARK**

## **The Cathedral College's proposal for Kettle Park**

**Meeting Date: 16 November 2016**

**Attachment No: 2**



07 October 2016

### THE CATHEDRAL COLLEGE PROPOSAL FOR KETTLE PARK

The Cathedral College seeks a legitimate partnership with the Rockhampton Regional Council (RRC) which seeks to advantage the ratepayers of RRC, the College community and both organisations, RRC and TCC.

This will happen via a development of Kettle Park which will be funded by the financial resources of the College and Catholic Education. After its redevelopment, Kettle Park will be a sought after venue for many sports including Soccer, Athletics, AFL, Rugby League, Rugby Union and Touch. We will add infrastructure such as irrigation, change rooms, toilets, showers and an administration block with the ability to sell pre-packaged foods and drink.

The College would also remove from RRC the responsibility for the maintenance of these grounds. We would mow and maintain Kettle Park in a condition that all parties will be proud of.

To be able to make such an investment of College funds, TCC would need a guarantee of permanency at Kettle Park. A Permit renewed every three years **would not** provide the solid tenure that would be needed before a significant investment was undertaken. We would be seeking a Lease of 20 years duration. In exchange, we would be looking to spend around \$1 million to make this facility a first-class asset to Rockhampton's sporting groups.

In addition, we would be very keen for other groups to utilise the facility wherever this was possible. I would imagine an athletics facility would be in demand on the southern side of Rockhampton, especially by other schools and community groups. We don't have plans to fence the park hence community access will remain open.

TCC has one strong partnership with RRC and its ratepayers in Bolton Park. We have worked in a spirit of cooperation with RRC to bring this project to completion and soon the ratepayers will see a new facility that they can utilise available to them at no cost. This project to build 4 multi-purpose courts (tennis, netball, basketball) has cost TCC \$800k. RRC has provided unused park space which the College could never have acquired in such proximity. It is a win-win partnership and I am full of praise for Council in its willingness to work with groups such as ourselves to benefit the entire community.

We hope to work closely with RRC on this next project.

Rob Alexander

Principal (2010- )

**9 NOTICES OF MOTION**

Nil



## **10 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.*

## 11 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.

#### 12.1 Request for a reduction of Lease fees from Berserker Masonic Lodge

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.

#### 12.2 Request for reduction in fees for Rockhampton Dog Obedience Club

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.

#### 12.3 Request for reduction in fees for Rockhampton Racing Pigeon Club Inc

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.

## 12 CONFIDENTIAL REPORTS

### 12.1 REQUEST FOR A REDUCTION OF LEASE FEES FROM BERSERKER MASONIC LODGE

**File No:** 6424

**Attachments:**

1. Update from Berserker Masonic Lodge on request for reduction in fees
2. Initial request from Berserker Masonic Lodge for a reduction in Lease fees

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

**Author:** Sophia Czarkowski - 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.

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#### SUMMARY

*Berserker Masonic Lodge has a Freehold Lease over Musgrave Park, 19 Larnach Street, Allentown (being Lot 2 RP610854) which is currently being renewed, the Club has requested a reduction in fees to assist it with ongoing operations.*

**12.2 REQUEST FOR REDUCTION IN FEES FOR ROCKHAMPTON DOG OBEDIENCE CLUB****File No:** 5078**Attachments:** 1. Requestion from Rockhampton Dog Obedience Club Inc for a reduction in fees**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - General Manager Community Services**Author:** Sophia Czarkowski - 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.

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**SUMMARY**

*Rockhampton Dog Obedience Club Inc currently has tenure over part of Duthie Park, Mills Avenue, North Rockhampton (Lot 202 LN2700) and has requested a reduction in fees to assist in its ongoing operations.*

**12.3 REQUEST FOR REDUCTION IN FEES FOR ROCKHAMPTON RACING PIGEON CLUB INC****File No:** 3805**Attachments:** 1. Letter from Rockhampton Racing Pigeon Club regarding reduction in fees**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - General Manager Community Services**Author:** Sophia Czarkowski - 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 .

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**SUMMARY**

*Rockhampton Racing Pigeon Club utilises a building at Church Park and has requested a reduction in its Lease fees to assist the Club in its ongoing operations.*

**13 CLOSURE OF MEETING**