



PARKS, RECREATION AND SPORT COMMITTEE MEETING

AGENDA

27 MARCH 2019

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 27 March 2019 commencing at 12.30pm for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "C.P.", written in a cursive style.

CHIEF EXECUTIVE OFFICER
20 March 2019

Next Meeting Date: 01.05.19

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

In Attendance:

Ms C Worthy – General Manager Community Services (Executive Officer)
Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES

Minutes of the Parks, Recreation and Sport Committee held 27 February 2019

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 PARKS OPERATIONAL REPORT - FEBRUARY 2019

File No:	1464
Attachments:	1. Operational Report - February 2019 2. Project Delivery - Monthly Report February 2019
Authorising Officer:	Colleen Worthy - General Manager Community Services
Author:	Aaron Pont - Manager Parks

SUMMARY

This report provides information on the activities and services of the Parks section for February 2019.

OFFICER'S RECOMMENDATION

THAT the report on the activities and services of the Parks Section for February 2019 be received.

COMMENTARY

1. Botanic & Kershaw Gardens
 - Rockhampton Botanic Gardens
 - Kershaw Gardens
 - Nursery
 - Visitor Services
2. Parks Operations
 - Mowing Maintenance
 - Irrigation
 - Horticulture
 - Sports Fields
3. Parks Management
 - Sport and Education
 - Customer Service
 - Park Bookings
4. Rockhampton Zoo

The attached report contains information on the activities and services of these areas for February 2019.

PARKS OPERATIONAL REPORT - FEBRUARY 2019

Operational Report - February 2019

Meeting Date: 27 March 2019

Attachment No: 1

MONTHLY OPERATIONS REPORT

PARKS

PERIOD ENDED FEBRUARY 2019



1. Operational Summary

Kershaw Gardens

- Much work has been undertaken to plant-out and mulch the gardens beds along the Lagoons and display beds leading up from the Central Precinct to the Waterfalls.
- Irrigation has been connected to some parts of the rainforest behind the Central Precinct and is now being planted out.

Botanic Gardens

- Much overtime has been focused on tidying up beds surrounding the Cenotaph precinct in preparation for ANZAC Day
- Cacti and Succulent collection is undergoing a major tidy up

Nursery

- Cleaning up of benches and stock to increase quality of stock
- Propagation gazania material for Parks Operations
- Continuing work on translocation project of Cycads and Grass Trees from Mount Archer

Visitor Services

- Collaborating with Advance Rockhampton and Mayor's office for Botanic Gardens 150th Birthday

Parks Operations

- Regional Services Team were commended by the public for their efforts in keeping Huish Drive and Victoria Park playground looking clean and tidy. It's good to see their hard work is appreciated by the public.
- Preparations being finalised for median refurbishments of Gladstone Road from April-September. Works will aim to infill gaps in plantings

Sport & Education

- The CQ Health 2019 Sports & Health Expo was held on Sunday 24 February in the Robert Schwarten Pavilion at the Rockhampton Showgrounds. The event reached the target of 4000 attendees. This expo saw the introduction of sporting clinics, which sold out within days of their release. Another year of great support from our Sponsors;

CQ Health (Naming Rights)

Optus (Main Stage)

Triple M (Media)

Channel Seven (Media)

FM Studios (Marketing)

SSS Events (Events)

Get Logo'd (Competition)

Terry White Chemmart (Clinic)

- Application submitted in the Move It Aus! funding program to get inactive Australians active

Zoo

- Capri's first birthday party
 - 150 people attended (Facebook event) including councillors, management and media team
 - 41 Media mentions over 28 different mediums (some radio broadcasts mentioned a few times, some TV news the same)
 - 3 x media crew attended – TV In Rockhampton, Mackay and Canberra
 - Multiple newspapers ran articles over Queensland – Rockhampton, Townsville, Cairns, Mackay, Gladstone, Gympie, Toowoomba, Sunshine Coast, Gold Coast and Brisbane (Courier Mail). Front page spread in the Morning Bulletin.
 - 4 radio stations also broadcast. ABC broadcast from the Zoo.

2. Customer Service Requests

Response times for completing customer requests in the February reporting period



All Monthly Requests (Priority 3) Parks 'Traffic Light' report February 2019




	Balance B/F	Completed In Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	On Hold	Completion Standard (days)	Avg Completion Time (days)		Avg Completion Time (days) 12 Months (complete and incomplete)	
			Received	Completed					Current Mth	6 Months		
Sport & Recreation - General Enquiry	0	0	5	3	2	0	0	10	● 4.33	● 13.07	● 12.72	2.95
Parks Booking Services Request ***Notification***	0	0	0	0	0	0	0	5	● 0.00	● 0.00	● 1.33	1.33
Tree and Stump Removal - Request	41	22	36	4	51	0	0	50	● 2.75	● 15.85	● 17.66	15.50
Parks General - Request	20	14	105	69	42	3	0	10	● 2.78	● 7.52	● 8.90	4.78
Tree Trimming - Request	110	65	129	35	139	0	0	40	● 2.29	● 98.15	● 52.48	48.81




3. Capital Projects

Details of capital projects not reported regularly to Council or a particular Committee in other project specific report updates as at period ended January 2019 – 59% of year elapsed










In terms of scope, schedule and budget, the project is;






		
on track	generally on track, with minor issues	off track





Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
<i>Irrigation Renewal Program</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$480,717</i>	<i>\$172,404</i>
Comments	<i>Sports field designs are nearing completion. Projects to shortly be prioritised and scheduled in consultation with clubs</i> <i>Development of Irrigation specifications and suite of documents is in development</i> <i>Cloud based controllers roll out to commence May-July</i>				
<i>Upgrade Field Surface</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$17,244</i>	<i>\$14,864</i>
Comments	<i>Works ongoing at Saleyards Park in conjunction with complete rest of fields. Positive results so far</i> <i>Works recently completed at McLeod Park to accommodate Oztag</i>				
<i>Yeppen Roundabout Landscape Renewal and entrance medians</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$88,753</i>	<i>\$1,059,483</i>

Comments	<i>Being delivered by Andrew Collins major projects, works have commenced</i>				
<i>Rockhampton Botanic Gardens – Paving</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$2,386</i>	<i>\$0</i>
Comments	<i>Works pending development of soil pathogen management plan</i>				
<i>Frenchman's Creek – Stage 2</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$12,505</i>	<i>\$0</i>
Comments					
<i>Botanic Gardens – Enhancements to Improve Visitor Experience</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$9,016</i>	<i>\$2,616</i>
Comments					
<i>Enclosure Demolition Rockhampton Zoo</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$75,000</i>	<i>\$16,520</i>
Comments	<i>Jobs QLD have commenced dismantling old fencing, aviaries and general “trash” collection. Once this is completed, demolition of old buildings and enclosure foundations can occur.</i>				
<i>Master Plan Rockhampton Zoo</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$40,000</i>	<i>\$0</i>
Comments	<i>Scoping to commence on completion of visitor surveys- expected start of May 2019</i>				
<i>Median Refurbishments</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$75,000</i>	<i>\$899</i>

Comments	<i>Works will be programmed post mowing season April-July – This is progressing with plans and sourcing of material in readiness for TMR approvals.</i>				
<i>Synthetic Roundabout Program</i>	1 July 2018	30 June 2019		\$50,000	\$46,110
Comments	<i>Majority of works completed with 2 roundabouts remaining.</i>				
OPEN SPACE FACILITIES (Capital projects over \$100k and Councillor projects)					
Project	Planned Start Date	Planned End Date	On Track	Budget Estimate	YTD actual (incl committals)
<i>Playground Equipment Renewal Program</i>	1 July 2018	30 June 2019		\$479,000	\$440,350
Comments	<ul style="list-style-type: none"> • <i>Bill Neven Park (Parkhurst) \$70k. Install to commence 4 March.</i> • <i>Alan Bray Park (Koongal) \$25/30k. Install to commence late March.</i> • <i>Ken Baker Park (Koongal) \$35/40k. Install scheduled by April.</i> • <i>Eichelberger Park (Frenchville) \$25k. Install to commence late March.</i> • <i>Kershaw Gardens (Berserker) – Liberty Swing \$45k + \$70k from Cr Rutherford. Proposed equipment type and location settled. Stakeholder meeting scheduled for 6 March to confirm suitability.</i> • <i>Conaghan Park (Gracemere) – playground and rubber soft-fall \$102k. Install scheduled by April.</i> • <i>Frenchville Road Fitness Equipment (Frenchville) \$25k. Quote received. Will be progressed last with balance funds.</i> 				
<i>Footpaths Renewal Program</i>	1 July 2018	30 June 2019		\$149,598	\$68,780

Comments	<ul style="list-style-type: none"> • <i>Yeppen Lagoon (The Range) north to the emu compound \$25/30k. Majority of works completed.</i> • <i>Ollie Smith Park (Koongal) \$70k. Culvert completed. Contractor to commence path on 4 March.</i> • <i>North Rocky Boat Ramp to Pump Station (The Common) \$50k. Engineer drafting design for culvert.</i> • <i>Apex Park (Frenchville) \$35k. Quotes secured. Works to be scheduled.</i> 				
<i>BBQ Renewal Program</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$116,000</i>	<i>\$25,245</i>
Comments	<ul style="list-style-type: none"> • <i>Huish Drive (Wandal) – 5 including on 3 pontoons \$50k. Quoted and liaising with electrical contractors.</i> • <i>Queens Park (Park Avenue) \$20k. Quoted and liaising with electrical contractors.</i> • <i>Curtis Park \$25k. Completed.</i> • <i>Rockhampton Botanic Gardens (The Range) \$10k. Bbq received and to be installed by Council's electrician.</i> 				
<i>Extension of Gracemere Cemetery</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$157,609</i>	<i>\$45,962</i>
Comments	<ul style="list-style-type: none"> • <i>ITQ for engagement of engineering consultant to progress detailed design; MCU and Development Application; and construction plans for Stage 1B closes 20 March.</i> 				
<i>Access Roads & Carparks Renewal Program</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$123,000</i>	<i>\$0</i>
Comments	<ul style="list-style-type: none"> • <i>Open Space Facilities Team settled scope with Parks in January.</i> • <i>Kele Park (West Rockhampton) entries (access road and two car parks). Quote secured.</i> • <i>Tom Nutley Field (Park Avenue). Quote secured.</i> • <i>Kenrick Tucker Velodrome, Janet Pajolas Park (Berserker). Works commenced.</i> • <i>Bridge Club (Wandal). Quote to be secured. Will be progressed last with balance funds.</i> • <i>Newman Oval (Mt Morgan) Quote to be secured. Club seeking more works than funds allow, to be considered in 19/20</i> 				
<i>New/Renewed Signage as per Signage Strategy</i>	<i>1 July 2018</i>	<i>30 June 2019</i>		<i>\$115,000</i>	<i>\$95,512</i>

Comments	<ul style="list-style-type: none"> • Scope is focussing on Category 4 & 5 sign defects and behavioural signage. • Cemetery Team and Marketing Team preparing draft signage proposal for Cemetery sites. • Contractor engaged to assist with signage install. 				
Springers Lagoon - Gracemere (Crs Smith & Wickerson)	1 July 2018	30 June 2019		\$79,269 W4Q2 \$12,996 Cr Smith \$2,600 Cr Wickerson	\$3,758 \$12,996 \$2,552
Comments	<ul style="list-style-type: none"> • Fishing / Viewing Platform. Construction ITQ closes 6 March. • Interpretive Signage. Content settled and currently being fabricated. Delivery scheduled for early March. • Opening to be scheduled for June. 				
Rigarlsford Park - Koongal (Cr Williams)	1 July 2018	30 June 2019		\$12,000	\$12,000
Comments	<ul style="list-style-type: none"> • Contractor to complete works to relocate shelter to Heritage Village by 7 March, funded by Telco money. 				
Bajool War Memorial (Cr Wickerson)	1 July 2018	30 June 2019		\$3,000	\$3,000
Comments	<ul style="list-style-type: none"> • Kwik Curb to be installed in March. 				
Apex Park – Frenchville (Cr Fisher)	1 July 2018	30 June 2019		\$20,000	\$19,839
Comments	<ul style="list-style-type: none"> • Playground being fabricated and to be installed by April. • Apex Park sign to be replaced at the same time. 				
Bill Neven Park – Parkhurst and Sunset Drive Parkland – Norman Gardens	1 July 2018	30 June 2019		\$90,000 approx	\$0

<i>(Cr Swadling)</i>					
Comments	<ul style="list-style-type: none"> • Awaiting for scope to be settled. 				
<i>Bajool Amenities (Cr Wickerson)</i>	1 July 2018	30 June 2019		\$200,000 (\$40k from divisional allocation)	\$0
Comments	<ul style="list-style-type: none"> • Community settled on location at the Rate Payers Meeting at Upper Ulam on Sunday 17 February. Bajool community engagement underway. • Design, costing and project plan being developed. 				
<i>Mobile Skatepark (Crs Williams and Fisher)</i>	1 July 2018	30 June 2019		\$61,000	\$57,000
Comments	<ul style="list-style-type: none"> • Order to be placed now that freight quote has been received. 10 week delivery time. 				
<i>Cedric Archer Park Pump Track – Gracemere (Cr Smith)</i>	1 July 2018	30 June 2019		\$15,000	\$15,000
Comments	<ul style="list-style-type: none"> • Onsite inspection scheduled for 8 March with contractor engaged to develop designs and costings. • \$500k W4Q3 submission lodged for construction. 				
<i>Janet Pajolas Park Development – Berserker (Cr Fisher)</i>	1 July 2018	30 June 2019		\$80,000 Cr Fisher \$8,250 Cr Swadling	\$39,410 \$8,250
Comments	<ul style="list-style-type: none"> • Contract awarded for all abilities path with conduits underneath. Works scheduled for Easter school holidays. • Liaised with Meals On Wheels and liaising with school on proposed works. • FRW engaged to install water connection across Berserker Street in April. 				




	<ul style="list-style-type: none">• <i>Concept planting plan to be developed for onsite meeting with Cr Fisher once path is completed</i>• <i>Initial irrigation works to commence there-afterwards.</i>• <i>Frontage bollards to be installed last.</i>
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4. Operational Projects

As at period ended December – 59% of year elapsed



In terms of scope, schedule and budget, the project is;

		
on track	generally on track, with minor issues	off track

Project	Planned Start Date	Planned End Date	On Track	Comment	Budget Estimate	YTD actual (incl committals)
Tree Planting	1/4/19	30/6/19		Scopes of work being finalised with anticipated delivery of plantings April to June Consultation meetings have commenced with relevant Councillors	\$250,000	\$0
CEMETERIES						
<ul style="list-style-type: none"> • 7 burials performed. • 4 ashes interments performed. • 3 chapel services held. • Mount Morgan cemetery has only 12 available sites left for use in the lawn cemetery. Based on the first interments from the last year, there were nine sites required for this period. Works are underway to formalise the previous extension to the west and to create an additional expansion to the south for more beams. 						

5. Budget

Financial performance as expected for the reporting period.



End of Month General Ledger - (Operating Only) - COMMUNITY SERVICES

	Adopted Budget	Revised Budget	EOM Commitments	Actuals for 01	Commit + Actual	Variance
	\$	\$	\$	\$	\$	%
COMMUNITY SERVICES						
PARKS						
<i><u>Parks Operations</u></i>						
Revenues	(56,466)	(56,466)	0	(571,772)	(571,772)	1013%
Expenses	6,525,838	6,525,838	215,397	3,460,130	3,675,526	56%
Transfer / Overhead Allocation	1,643,776	1,643,776	0	993,205	993,205	60%
Total Unit: Parks Operations	8,113,148	8,113,148	215,397	3,881,563	4,096,959	50%
<i><u>Parks Management</u></i>						
Revenues	(39,123)	(39,123)	0	(106,539)	(106,539)	272%
Expenses	4,834,992	5,034,992	15,447	3,747,290	3,762,737	75%
Transfer / Overhead Allocation	69,137	69,137	0	71,538	71,538	103%
Total Unit: Parks Management	4,865,007	5,065,007	15,447	3,712,290	3,727,737	74%
<i><u>Botanic & Kershaw</u></i>						
Revenues	(16,794)	(16,794)	0	(4,910)	(4,910)	29%
Expenses	1,692,581	1,692,581	72,412	869,083	941,495	56%
Transfer / Overhead Allocation	256,628	256,628	0	137,734	137,734	54%
Total Unit: Botanic & Kershaw	1,932,415	1,932,415	72,412	1,001,907	1,074,319	56%
<i><u>Rockhampton Zoo</u></i>						
Revenues	(15,423)	(15,423)	0	(11,949)	(11,949)	77%
Expenses	1,139,782	1,139,782	33,513	855,900	889,413	78%
Transfer / Overhead Allocation	23,224	23,224	0	27,816	27,816	120%
Total Unit: Rockhampton Zoo	1,147,583	1,147,583	33,513	871,766	905,279	79%
<i><u>Parks Administration Services</u></i>						
Revenues	(8,120)	(8,120)	0	(1,364)	(1,364)	17%
Expenses	413,476	413,476	318	222,402	222,721	54%
Transfer / Overhead Allocation	(1,000)	(1,000)	0	0	0	0%
Total Unit: Parks Administration Services	404,356	404,356	318	221,039	221,357	55%
Total Section: PARKS	16,462,508	16,662,508	337,086	9,688,565	10,025,651	60%

Comments

6. Section Statistics

Service Level	Target	Current Performance	Service Level Type (Operational or Adopted)
Tenure Renewals – Resolved this financial year	46	29	Operational

Progressive Measures / Indicators	Same Month Last Year	Current Month
Zoo visitors	7,747	7,885
Zoo donations	592	1,070
Volunteer Participation (hours) – Zoo	Not Recorded	380
Parks bookings (number of events and celebrations in month / FYTD)	45 / 522	38 / 415

SAFETY STATISTICS	THIRD QUARTER		
	January	February	March
Number of Lost Time Injuries	1	1	
Number of Days Lost Due to Injury	3	2	
Total Number of Incidents Report	18	10	
Number of Incomplete Hazard Inspections	1	1*	

*Overdue Hazard Inspection is from January. All Hazard Inspections for February have been completed.

PARKS OPERATIONAL REPORT - FEBRUARY 2019

Project Delivery - Monthly Report February 2019

Meeting Date: 27 March 2019

Attachment No: 2

PROJECT DELIVERY – MONTHLY REPORT

Reporting Month	February 19
Project	Cedric Archer Park – Restoration & Remediation for Lagoon 'Touch of Paradise'
Project Number	0984225
Project Manager	Shirley Hynes
Council Committee	Parks, Recreation and Sport

PROJECT SCOPE

Refurbishment of existing storm water retention lagoons and weir, removing debris and silt material in order that they function correctly. Replacement of footpath which have been undermined. Replacement of bridges to island and across lagoon.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning			Complete
Design Development	May 17	May 17	Complete
Procurement	June 17	September 18	Complete
Construction	July 17	May 18	Delay to commencement of works on site due to Environment Agency approval process. Ongoing delays due to ground conditions.

FINANCIAL PROFILE

Initial assessment of Variations due to unforeseen ground conditions indicates works will exceed the approved budget by \$500,000

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$2,723,599	\$1,490,145	\$886,576	-\$173,123	\$2,201,917	\$968,464	\$886,576	-\$173,123
External Funding	Nil							

PROJECT STATUS

Works progressing significantly slower than anticipated due to existing poor ground conditions within the lagoons.
Draining of the lagoon complete, however due to rain events lagoons continue to be pumped out.
Earthworks excavations complete, remedial works and reinstatement of lagoons in progress.
Concrete works, drainage culvert, retaining walls, footpaths, etc. substantially complete.
Bridge manufacture and foundation installation complete. Installation of bridges will commence on completion of works to lagoons.
Costs associated with ground conditions are currently under reviewed in conjunction with the Contractor, these costs are not reflected in the Financial Profile shown above.

PROJECT DELIVERY – MONTHLY REPORT

Reporting Month	February 19
Project	Fraser Park Redevelopment
Project Number	1071733 / 1079665 / 1079363 / 1117029 / 1128509
Project Manager	Thomas Olsen
Council Committee	Parks, Recreation and Sport

PROJECT SCOPE

Fraser Park Redevelopment funded scope incorporates the following components;

- **Stage 1 – Northern part of Fraser Park:**
 - Stage 1A – Nurim Circuit elevated boardwalk part A (including River and CBD lookouts, connection node and interpretive elements), integrated into the existing path network;
 - Stage 1B – Nurim Circuit elevated boardwalk part B (including the Gawula lookout and associated interpretive elements), integrated into the existing path network;
 - Stage 1C – Nurim Circuit concrete pathways (to complete all abilities access from the carpark to the major lookouts and activity areas);
 - Stage 1D – Munda-Gudda Discovery Path (including associated water and electrical services); and
 - Stage 1E – Munda-Gudda Discovery Path nature play area and landscaping (including bush tucker).
- **Stage 2 – Central part of Fraser Park:**
 - Stage 2C – Open air Amphitheatre.
 - Toilet Facilities

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	June 17	November 18	All Stages
Design Development	July 18	December 18	All Stages
Stage 1A – Elevated Boardwalk			
Procurement	August 17		Completed
Construction	April 18		Completed
Stage 1B – Elevated Boardwalk			
Procurement	May 18	June 18	Completed
Construction	May 18	September 18	Completed
Stage 1C – Walkways			
Procurement			Tender Awarded
Construction			Starts Mid-March – to be completed Late April (pending weather)
Stage 1D/E – Munda Gudda Discovery Path			
Procurement	September 18		D&C Tender awarded for Nature Play
Construction			Design 100% Offsite construction and Procurement 95% Onsite construction started 2%
Stage 2C – Amphitheatre			
Procurement	September 18	October 18	Completed
Construction	October 18	January 19	Completed
Stage 2B – Toilet Facilities			
Procurement	May 19		Tender estimated May 2019
Construction	June 19		Letter of acceptance Mid-June 2019

FINANCIAL PROFILE

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$3,900,000	\$2,144,782	\$459,098	\$1,296,118	\$3,070,861	\$1,335,242	\$479,396	\$1,258,022
External Funding	\$3,050,000							

PROJECT STATUS

Nature play Construction Started
 Amphitheatre construction finished, Gardens to be installed at parks request to assist with maintenance.
 1C Walkways – Tender Awarded BT Builders Estimated completion date late April 2019.



Toilet – Concept design approved for further development, Tender ready documents estimated by Early May 2019.

PROJECT DELIVERY – MONTHLY REPORT

Reporting Month	February 19
Project	Hockey Redevelopment (W4Q)
Project Number	0984305 / 1076547 / 1128961 / 1128960
Project Manager	Thomas Olsen
Council Committee	Parks, Recreation and Sport

PROJECT SCOPE

Construct a FIH Global Certified Hockey Field at Kalka Shades
Flood immune both the new and existing fields and offset to Rockhampton Cricket for impact to their infrastructure.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	February 18	February 18	
Design Development	June 18	June 18	
Procurement	June 18	September 18	Tender submissions over budget Contract documents revised
Construction	June 18	April 19	Weather delays.

FINANCIAL PROFILE

Project budget has been increased.

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$5,900,188	\$1,971,848	\$3,349,539	\$578,801	\$5,351,902	\$1,423,562	\$3,349,539	\$578,801
External Funding	\$4,418,188							

PROJECT STATUS

Main construction works have been delayed due to ongoing rain and bad ground.
Rain has caused the water table to rise, resulting in slower construction methods to mitigate water issues.
Contractor has progressed works well considering issues faced, it has been identified that construction will accelerate as all long lead time items will now be procured long before required on site due to previously mentioned rain delays.

Rockhampton Cricket Ground Lighting Project has received 3 submissions under evaluation.

PROJECT DELIVERY – MONTHLY REPORT

Reporting Month	February 19
Project	Hugo Lassen Fernery (W4Q)
Project Number	1079794
Project Manager	Shirley Hynes
Council Committee	Parks, Recreation and Sport

PROJECT SCOPE

Investigation into the structural condition of the existing structure and options appraisal and proposal for development and remedial works; taking into consideration Heritage status of the Botanic Gardens environs and structures.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	July 18		Timeline has been restarted as scope has been redefined
Design Development	January 19		Design and cost plan to be developed prior to Easter 2019

FINANCIAL PROFILE

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$300,000	\$14,530	\$0	\$285,470	\$296,135	\$10,666	\$0	\$285,470
External Funding	\$300,000							

PROJECT STATUS

Heritage Structural condition completed.
The perimeter of the Fernery has been cordoned off for safety.
Concept currently being developed.

PROJECT DELIVERY – MONTHLY REPORT

Reporting Month	February 19
Project	Jardine Park – New Amenities
Project Number	1126303
Project Manager	Thomas Olsen
Council Committee	Parks, Recreation and Sport

PROJECT SCOPE

The scope of this project is to demolish existing toilet facility and construct new toilet facility with change rooms.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	August 18	August 18	Working with RNA to complete, as RNA have a separate portion of refurbishing adjacent courts
Design Development	November 18	December 18	Design value engineered to within budget constraints, detailed design completed
Procurement	December 18	January 19	As previously reported tendered January as tender's team was understaffed.
Construction	April 19	March 19	

FINANCIAL PROFILE

Project is within budget constraints.

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$489,083	\$75,903	\$373,891	\$39,289	\$489,083	\$75,903	\$373,891	\$39,289
External Funding	\$489,083							

PROJECT STATUS

Contractor engaged, with site mobilisation occurring 18th March 2019, estimated construction period 10 weeks.
Council will be providing temporary facilities to Jardine park for the upcoming season.

PROJECT DELIVERY – MONTHLY REPORT

Reporting Month	February 19
Project	Kershaw Gardens Waterfall
Project Number	0988034
Project Manager	Thomas Olsen
Council Committee	Parks, Recreation and Sport

PROJECT SCOPE

This project consists of three separate scopes of work:

1. Repairs to Façade (structural rehabilitation)
2. Improvement to Water Reticulation
3. Upgrade Works

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	November 19		
Design Development	February 19		Design will commence Early-2019
Procurement	March 19		
Construction	April 19		

FINANCIAL PROFILE

At this point in time Budget seems sufficient for upgrade works. Further cost determination will be undertaken during design development.

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$558,000	\$80,342	\$36,600	\$441,058	\$480,426	\$2,768	\$36,600	\$441,058
External Funding	\$Nil							

PROJECT STATUS

Consultant has been engaged to complete the design works and cost plan for the proposed scope. Site investigations 90% complete. Additional scope consideration from TMR (connectivity bikeways to Highway/ Moores creek Rd) received.

PROJECT DELIVERY – MONTHLY REPORT

Reporting Month	February 19
Project	Northside Pool Perimeter Fence
Project Number	1126000
Project Manager	Shirley Hynes
Council Committee	Parks, Recreation and Sport

PROJECT SCOPE

Replacement of boundary/security fence to perimeter of the property to Berserker Street, main entrance elevation and vacant Lot to the north of the site, (excluding Robinson Street, boundary Centenaries Park and Diggers Memorial Bowls Club).

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	December 18		Complete
Design Development	January 19		Complete
Procurement	February 19		
Construction	March 19		

FINANCIAL PROFILE

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$430,000	\$0	\$0	\$430,000	\$10,000	\$0	\$0	\$10,000
External Funding	\$Nil							

PROJECT STATUS

Survey of site complete.

Drafting of Tender document complete

Option for Public Art to be incorporated into project currently being explored, subject to no additional cost or program implication with regard to completion date.

PROJECT DELIVERY – MONTHLY REPORT

Reporting Month	February 19
Project	Southside Pool Shade and Upgrade
Project Number	1126039, 1126002
Project Manager	Thomas Olsen
Council Committee	Parks, Recreation and Sport

PROJECT SCOPE

Create shade cover over the existing 25m pool.

PROJECT MILESTONES

ITEM	TARGET DATE		COMMENTARY
	ORIGINAL	REVISED	
Project Planning	October 18		
Design Development	January 19		
Procurement	Late February 19	March	3 x Tenders received and under evaluation. One is under budget.
Construction	Expected June		Will commence when contract let and design approved. Invasive site investigations and construction to occur during off peak period.

FINANCIAL PROFILE

	Project Life				Current Year			
	Total Budget	Actual to date	Committals	Remaining Budget	Budget	Actual to date	Committals	Remaining Budget
Expenditure	\$200,000	\$5,031	\$0	\$194,969	\$200,000	\$5,031	\$0	\$194,969
External Funding	\$Nil							

PROJECT STATUS

Tenders under evaluation with one tender submission within budget constraints. Design is to be approved prior to construction.

8.2 FREEHOLD LEASE AND TRUSTEE LEASE RENEWALS FOR PARKS UNTIL 30 JUNE 2019

File No: 374
Attachments: Nil
Authorising Officer: Aaron Pont - Manager Parks
Colleen Worthy - General Manager Community Services
Author: Jacinta James - Acting Senior Sports and Education Advisor

SUMMARY

In accordance with Section 236(1)(c)(iii) of the Local Government Regulation 2012 (Qld) a Council resolution is sought for the commencement of the renewal of Freehold Leases and Trustee Leases expiring up until 30 June 2019.

OFFICER'S RECOMMENDATION

THAT

1. Pursuant to Section 236(1)(c)(iii) of the *Local Government Regulation 2012 (Qld)* Council approve the renewal of the Trustee Lease for Grammarians Rowing Club Inc as per the terms listed in the report;
2. Pursuant to Section 236(1)(c)(iii) of the *Local Government Regulation 2012 (Qld)* Council approve the renewal of the Trustee Lease for Rockhampton & District Motocross as per the terms listed in the report;
3. Pursuant to Section 236(1)(c)(iii) of the *Local Government Regulation 2012 (Qld)* Council approve the renewal of the Freehold Lease for The Australian Federation of Totally and Permanently Incapacitated Ex-Service Men and Women Association (CQ TPI) as per the terms listed in the report;
4. The Chief Executive Officer (Supervisor Sports and Administration) be authorised to negotiate the terms and conditions of the agreements with the organisations listed in the report in preparation for execution by the delegated officer.

COMMENTARY

A number of organisations hold Freehold Leases or Trustee Leases over land owned or controlled by Council for the purposes of sport, recreation and/or community activities. A number of these agreements are due for renewal prior to 30 June 2019 and officers seek Council approval to commence renewal processes. This report addresses only those agreements where Parks is identified as the custodian of the relevant asset and where renewal processes have not commenced.

Under Section 236 of the *Local Government Regulation 2012 (Qld)* Council has the ability to renew Leases to existing Lessees, provided that Council has decided, by resolution, that the exception applies to the leasing of valuable non-current assets (i.e. land) other than by tender or auction.

The renewal of Trustee Permits and Freehold Licences generally granted over sports fields will be reviewed and approved by the Manager Parks. Some minor amendments to licenced or permitted areas may be made to ensure that the agreement covers the sports field plus suitable run off area.

BACKGROUND

The following organisations hold Freehold Leases or Trustee Leases that are due for renewal prior to 30 June 2019. On Council resolution, the renewal process will commence and each organisation will be invited to apply for a further tenure.

Grammarians Rowing Club Inc

Located at Ski Gardens Reserve which is Trust land located at 30 Harman Street, Wandal (Lot 371 CP863559) with a part Lease to Grammarians Rowing Club for the purpose of Recreation.

- Term: 6 years;
- Fees and Charges: In accordance with Council's schedule of fees and charges; and
- Special Conditions: As required.

The Club is currently up to date with payments, and there are no known issues.

Rockhampton & District Motocross Club Inc

Located at Six Mile Reserve which is Trust land located at 370 Six Mile Road, Pink Lily (Lot 139 LN2098) with a part Lease to Rockhampton & District Motocross Club Inc for the purpose of Recreation.

- Term: 6 years;
- Fees and Charges: In accordance with Council's schedule of fees and charges; and
- Special Conditions: As required.

The Club is currently up to date with payments, and there are no known issues.

The Australian Federation of Totally and Permanently Incapacitated Ex-Service Men and Women Inc (CQ TPI)

Located at Athelstane Park which is Freehold land located at 6-32 Melbourne Street, West Rockhampton (Lot 101 RP603267) with a part Lease to CQ TPI.

- Term: 6 years;
- Fees and Charges: In accordance with Council's schedule of fees and charges; and
- Special Conditions: As required.

The Club is currently up to date with payments, and there are no known issues.

LEGISLATIVE CONTEXT

Section 236 of the *Local Government Regulation 2012* (Qld) provides Council with the ability to renew a lease to an existing lessee provided there is a Council resolution.

CONCLUSION

It is recommended that Council approve the renewal of the Leases identified in the report and that the Chief Executive Officer (Supervisor Sports & Administration) negotiate the terms and conditions of each in preparation for consideration and execution by the delegated officer.

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 Existing Signage at Six Mile Reserve

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 Rockhampton Police Citizens Youth Welfare Association Building Ownership

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 EXISTING SIGNAGE AT SIX MILE RESERVE

File No: 6696

Attachments:

1. **Aerial - Six Mile Reserve**
2. **Existing Signage**
3. **Council Resolution - Outcome of Community Consultation on Six Mile Reserve**

Authorising Officer: **Aaron Pont - Manager Parks**
Colleen Worthy - General Manager Community Services

Author: **Jacinta James - Acting Senior Sports and Education Advisor**

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

SUMMARY

The existing signage at Six Mile Reserve displays a 'Camping by Permit Only' visual, which is not an approved purpose of the reserve as specified in the Secondary use of Trust land under the Land Act and therefore requires removal.

**12.2 ROCKHAMPTON POLICE CITIZENS YOUTH WELFARE ASSOCIATION
BUILDING OWNERSHIP****File No: 4209****Attachments: 1. Email from PCYC regarding Lease term and building ownership****Authorising Officer: Aaron Pont - Manager Parks
Colleen Worthy - General Manager Community Services****Author: Jacinta James - Acting Senior Sports and Education Advisor**

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

This report discusses the building ownership of the existing Rockhampton Police Citizens Youth Welfare Association building located at 16-20 Bridge Street, Berserker (Stapleton Park) as a result of previous Tenure conditions.

13 CLOSURE OF MEETING