



# **PARKS & RECREATION COMMITTEE MEETING**

## **MINUTES**

**7 APRIL 2015**

The Committee Recommendations contained within these Minutes were adopted at the Council Meeting on 14 April 2015.

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**REPORT OF THE PARKS & RECREATION COMMITTEE MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY 7 APRIL 2015 COMMENCING AT 9.02 AM**

**1 OPENING****2 PRESENT**

Members Present:

Councillor C R Rutherford (Chairperson)  
The Mayor, Councillor M F Strelow  
Councillor A P Williams  
Councillor R A Swadling  
Councillor N K Fisher  
Councillor S J Schwarten

Observer:

Councillor C E Smith

In Attendance:

Mr M Rowe – General Manager Community Services (Executive Officer)  
Mr E Pardon – Chief Executive Officer  
Ms M Barrett – Manager Parks  
Mr A Collins – Special Projects Officer  
Ms E Brodel – Media and Communications Officer  
Ms I Taylor – Governance Support Officer

**3 APOLOGIES AND LEAVE OF ABSENCE****4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****COMMITTEE RESOLUTION**

THAT the minutes of the Parks & Recreation Committee held on 3 February 2015 be taken as read and adopted as a correct record.

**Moved by: Councillor Swadling**

**Seconded by: Councillor Williams**

**MOTION CARRIED**

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

9:03AM

In accordance with s173(2) of the *Local Government Act 2009*, Councillor Fisher disclosed a potential conflict of interest in respect of Item 13.1 – Concept Plan for the development of Gracemere Cemetery due to business dealings with the Architectural Company involved, the Councillor considered his position, was of the opinion that he could participate in the debate and vote on the matter in the public interest.

## 6 BUSINESS OUTSTANDING

### 6.1 BUSINESS OUTSTANDING TABLE FOR PARKS AND RECREATION COMMITTEE

**File No:** 10097  
**Attachments:** 1. Business Outstanding Table for Parks and Recreation Committee  
**Responsible Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

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#### SUMMARY

*The Business Outstanding table is used as a tool to monitor outstanding items resolved at previous Council or Committee Meetings. The current Business Outstanding table for the Parks and Recreation Committee is presented for Councillors information.*

#### COMMITTEE RECOMMENDATION

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

**Moved by:** Councillor Swadling  
**Seconded by:** Councillor Fisher

**MOTION CARRIED**

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## 8 OFFICERS' REPORTS

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

**File No:** 1464  
**Attachments:** 1. Community Services Capital Works - January 2015  
**Authorising Officer:** Michael Rowe - General Manager Community Services  
**Author:** Andrew Collins - Special Projects Officer

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#### SUMMARY

*Project summary report for Capital Projects currently being delivered by Community Services Department on behalf of the Parks and Open spaces section.*

#### COMMITTEE RECOMMENDATION

THAT the Community Services Capital Works monthly report for January 2015 be 'received'.

**Moved by:** Councillor Rutherford

**Seconded by:** Councillor Swadling

**MOTION CARRIED**

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

**File No:** 1484  
**Attachments:** 1. Facilities Capital Progress Report for February 2015  
**Responsible Officer:** Cheryl Haughton - Manager Community Services  
Michael Rowe - General Manager Community Services  
**Author:** Sharon Sommerville - Coordinator Facilities

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**SUMMARY**

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

**COMMITTEE RECOMMENDATION**

THAT the February 2015 Progress Report from the Communities and Facilities Section in relation to Parks and Recreation capital projects be received.

**Moved by:** Councillor Swadling

**Seconded by:** Councillor Fisher

**MOTION CARRIED**

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

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

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**SUMMARY**

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

**COMMITTEE RECOMMENDATION**

THAT Council give “*In Principal*” support to the submission of a proposal to host the TACTIC 2016 training and conditioning workshop in Rockhampton in the second half of 2016, subject to budget limitation of \$20,000 and sponsorship commitment from external parties.

**Moved by:** Councillor Schwarten

**Seconded by:** Mayor Strelow

**MOTION CARRIED**



## 9 STRATEGIC REPORTS

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

**File No:** 1464  
**Attachments:** 1. Parks and Open Space Monthly Operations Report - January and February 2015  
**Authorising Officer:** Michael Rowe - General Manager Community Services  
**Author:** Margaret Barrett - Manager Parks

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#### SUMMARY

*This report provides information on the activities and services of Parks and Open Space unit for the month of January and February 2015.*

9:48AM Councillor Williams left the meeting.

9:51AM Councillor Williams returned to the meeting.

#### COMMITTEE RECOMMENDATION

THAT the report on the activities and services of Parks and Open Space Unit for January and February 2015 be received.

**Moved by:** Councillor Fisher  
**Seconded by:** Councillor Schwarten

**MOTION CARRIED**

**10 NOTICES OF MOTION**

Nil

## 11 URGENT BUSINESS QUESTIONS

### 11.1 LETTER OF INVITATION TO GARDENING AUSTRALIA

**File No:** 1464

**Responsible Officer:** Evan Pardon – Chief Executive Officer

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#### SUMMARY

*Councillor Fisher suggested that Council send a formal invitation to the Producers of Gardening Australia to view our Botanic Assets and the impacts of Tropical Cyclone Marcia.*

#### COMMITTEE RECOMMENDATION

THAT a formal invitation be sent to the Producers of the program “Gardening Australia” to view our Botanic Assets and the impacts of Tropical Cyclone Marcia.

**Moved by:** Councillor Fisher

**Seconded by:** Mayor Strelow

**MOTION CARRIED**

**11.2 FIRE TRAILS****File No:** 840**Responsible Officer:** Evan Pardon – Chief Executive Officer

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**SUMMARY**

*Mayor Strelow requested that a report on fire trails and work to date go to the next Performance and Service Committee Meeting on 28 April 2015.*

**COMMITTEE RECOMMENDATION**

THAT a report on fire trails and work to date go to the next Performance and Service Committee meeting on 28 April 2015.

**Moved by:** Mayor Strelow**Seconded by:** Councillor Williams**MOTION CARRIED**

## 12 CLOSED SESSION

In accordance with the provisions of section 275 of the *Local Government Regulation 2012*, a local government may resolve to close a meeting to the public to discuss confidential items, such that its Councillors or members consider it necessary to close the meeting.

### COMMITTEE RESOLUTION

THAT the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 275 of the *Local Government Regulation 2012*, for the reasons indicated.

#### 13.1 Concept Plan for the development of Gracemere Cemetery

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

**Moved by:** Councillor Rutherford

**Seconded by:** Councillor Swadling

**MOTION CARRIED**

### COMMITTEE RESOLUTION

10:11AM

THAT pursuant to s34(1)(k) and s44 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

**Moved by:** Councillor Swadling

**Seconded by:** Councillor Fisher

**MOTION CARRIED**

10:12AM Councillor Williams left the meeting.  
10:13AM Councillor Williams returned to the meeting.  
10:17AM Councillor Swadling left the meeting.  
10:17AM Chief Executive Officer left the meeting.  
10:20AM Chief Executive Officer returned to the meeting.  
10:20AM Councillor Swadling returned to the meeting.

### COMMITTEE RESOLUTION

10:32AM

THAT pursuant to s34(1)(k) and s44 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

**Moved by:** Councillor Rutherford

**Seconded by:** Councillor Williams

**MOTION CARRIED**

## 13 CONFIDENTIAL REPORTS

### 13.1 CONCEPT PLAN FOR THE DEVELOPMENT OF GRACEMERE CEMETERY

**File No:** 805

**Attachments:**

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

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

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

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

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#### SUMMARY

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

#### COMMITTEE RECOMMENDATION

THAT the report be laid on the table until the next Parks and Recreation Committee meeting on 5 May 2015.

**Moved by:** Councillor Swadling  
**Seconded by:** Councillor Schwarten

**MOTION CARRIED**

**14 CLOSURE OF MEETING**

There being no further business the meeting closed at 10.40am.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE