



# **PARKS & RECREATION COMMITTEE MEETING**

## **MINUTES**

**2 JUNE 2015**

The Committee Recommendations contained within these Minutes  
were adopted at the Council Meeting on 9 June 2015.

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**REPORT OF THE PARKS & RECREATION COMMITTEE MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON ON  
TUESDAY, 2 JUNE 2015 COMMENCING AT 9.05AM**

**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

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 V Morrice – Coordinator Parks Restoration Project  
Mr A Collins – Special Projects Officer  
Ms F McRae – Marketing and Media Officer  
Ms I Taylor – Governance Support Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

Councillor Schwarten has tendered his apology and will not be in attendance.

**4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****COMMITTEE RESOLUTION**

THAT the minutes of the Parks & Recreation Committee held on 7 April 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**

## 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:** Mayor Strelow  
**Seconded by:** Councillor Swadling

**MOTION CARRIED**

**6.2 LIFTING MATTERS LAYED ON THE TABLE**

**File No:** 805  
**Attachments:** Nil  
**Authorising Officer:** Michael Rowe - General Manager Community Services  
**Author:** Margaret Barrett - Manager Parks  
**Previous Items:** Concept Plan for the development of Gracemere Cemetery - Parks & Recreation Committee - 07 Apr 2015 9.00am  
Rescind Resolution - Gracemere Redbacks Football Club Lease on Johnson Road Gracemere - Ordinary Council - 12 May 2015 9.00am

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**SUMMARY**

*Items lying on the table require a report to be lifted from the table before being dealt with. This report is designed to lift all necessary reports for the table to be dealt with at the current meeting 2 June 2015.*

**COMMITTEE RECOMMENDATION**

THAT the following matter, "lying on the table" be lifted from the table and be dealt with accordingly:

- Concept Plan for the Development of Gracemere Cemetery

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

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## 8 OFFICERS' REPORTS

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

<b>File No:</b>	805
<b>Attachments:</b>	<ol style="list-style-type: none"><li>1. Perspective View</li><li>2. Staging</li><li>3. Extract from Queensland Government Gazette, 12 February 1898</li></ol>
<b>Authorising Officer:</b>	Michael Rowe - General Manager Community Services
<b>Author:</b>	Margaret Barrett - Manager Parks
<b>Previous Items:</b>	Concept Plan for the development of Gracemere Cemetery - Parks & Recreation Committee - 07 Apr 2015 9.00am Rescind Resolution - Gracemere Redbacks Football Club Lease on Johnson Road Gracemere - Ordinary Council - 12 May 2015 9.00am Gracemere Redbacks Football Club's proposed lease - Parks & Recreation Committee - 05 Mar 2013 12.00pm Regional Cemeteries - Capacity Assessment - Parks & Recreation Committee - 01 Apr 2014 3:00pm Regional Cemeteries - Capacity Assessment - Rockhampton Memorial Gardens - Cost Comparison - Parks & Recreation Committee - 01 Jul 2014 9.00am

#### SUMMARY

*Council has previously resolved (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. The concept plans were presented to the Parks and Recreation Committee meeting on 7 April 2015 and layed on the table. The impediment to further consideration of the concepts and resolution has been dealt with, and the report is now presented for consideration by Council.*

9.24AM Chief Executive Officer left the meeting.

#### COMMITTEE RECOMMENDATION

THAT the report be received and the Chief Executive Officer be authorised to progress the conversion of SP163921/2 from Reserve for Park to Reserve for Cemetery, with requisite public consultation.

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

**MOTION CARRIED**



**8.2 COMMUNITY SERVICES CAPITAL WORKS MONTHLY REPORT - JUNE 2015**

**File No:** 1464  
**Attachments:** 1. Community Services Capital Works - March - April 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.*

9.30AM Chief Executive Officer returned to the meeting.

**COMMITTEE RECOMMENDATION**

THAT the Community Services Capital Works monthly report for June 2015 for Parks and Recreation be 'received'.

**Moved by:** Councillor Williams

**Seconded by:** Councillor Fisher

**MOTION CARRIED**

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**8.3 REQUEST TO INCREASE THE FREEHOLD LEASE AREA FOR NERIMBERA FOOTBALL CLUB AT PILBEAM PARK****File No:** 1464**Attachments:**

1. Map of Pilbeam Park
2. Map of Pilbeam Park showing current Leased and Licenced areas
3. Map of Pilbeam Park showing proposed new Leased area

**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - General Manager Community Services**Author:** Sophia Czarkowski - Coordinator Parks Recreation Services

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**SUMMARY**

*Nerimbera Football Club's clubhouse sustained significant damage during Tropical Cyclone Marcia, resulting in its demolition. The Club is in the process of finalising building plans for its new clubhouse, however, requires an increase in the Leased area to accommodate the new building footprint.*

**COMMITTEE RECOMMENDATION**

THAT:

1. Council accede to the request to Lease the whole of Lot 3 RP611713 to Nerimbera Football Club for the purposes of activities associated with the operation of the Club; and
2. Council cover the costs of surrender and registration of the new Freehold Lease Agreement totalling \$325.80 from Sport and Recreation Operational Budget.

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

**8.4 REQUEST FROM THE 42ND AUSTRALIAN INFANTRY BATTALION ASSOCIATION (ROCKHAMPTON) TO ERECT A CAIRN AND MEMORIAL PLAQUE AT SIR RAYMOND HUISH DRIVE**

**File No:** 1464  
**Attachments:** 1. Proposed Site for Cairn  
**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - General Manager Community Services  
**Author:** Vincent Morrice - Coordinator Parks Restoration Project

**SUMMARY**

*The 42nd Australian Infantry Battalion Association has made a request to Council to install a small cairn and plaque on Sir Raymond Huish Drive in recognition of the unit's service in the First and Second World Wars and its long affiliation with Rockhampton and Central Queensland.*

9.48AM Councillor Williams left the meeting.

**COMMITTEE RECOMMENDATION**

THAT the 42nd Australian Infantry Battalion Association (Rockhampton) be granted permission to erect a cairn and memorial plaque at Sir Raymond Huish Drive, subject to the following conditions:

1. The cairn and plaque are erected in the position designated by Council;
2. The cairn and plaque are installed and maintained at no cost to Council. This includes the cost of any future repair work and the cost of relocating the cairn to another site should this need arise; and
3. The cairn and plaque are installed in accordance with all applicable Australian Standards/Codes of Practice by suitably qualified, licensed tradespersons who hold public liability insurance for performing such work.

**Moved by:** Councillor Swadling

**Seconded by:** Councillor Fisher

**MOTION CARRIED**

9.50AM Councillor Williams returned to the meeting.

**COMMITTEE RECOMMENDATION**

THAT Council develop a policy on war memorials and commemorative plinths, as a matter of urgency.

**Moved by:** Mayor Strelow

**Seconded by:** Councillor Rutherford

**MOTION CARRIED**

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**8.5 APPLICATION: QUEENSLAND ANZAC CENTENARY GRANTS PROGRAM  
(ROUND THREE) - RESTORATION OF CENOTAPH LANDSCAPE**

**File No:** 1855  
**Attachments:** 1. Palm Layout  
**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - General Manager Community Services  
**Author:** Vincent Morrice - Coordinator Parks Restoration Project

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**SUMMARY**

*As a result of damage arising from Tropical Cyclone Marcia the circle of twelve (12) Canary Islands Date Palms, which form part of the Heritage Listed Rockhampton War Memorial (Cenotaph), was severely compromised. Only five (5) palms remain standing. Officers are requesting Council support for the lodgement of a submission to the Queensland Anzac Centenary Grants Program seeking funding to undertake restoration of the Landscape to reinstate the original planting intent.*

**COMMITTEE RECOMMENDATION**

THAT Council endorse the lodgement of a submission to the Queensland Anzac Centenary Grants Program seeking funding to undertake restoration of the Landscape to reinstate the original planting intent of the Rockhampton War Memorial (Cenotaph) in accordance with Option Three (3) of this report.

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

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## 9 STRATEGIC REPORTS

### 9.1 PARKS AND OPEN SPACE OPERATIONS REPORT - MARCH AND APRIL 2015

**File No:** 1464  
**Attachments:** 1. Parks and Open Space Operations Report -  
March & April 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 months of March and April 2015.*

10.20AM Chief Executive Officer left the meeting.

#### COMMITTEE RECOMMENDATION

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

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

#### MOTION CARRIED

10.22AM Councillor Williams left the meeting.  
10.22AM Chief Executive Officer returned to the meeting.

**10 NOTICES OF MOTION**

Nil

**11 URGENT BUSINESS QUESTIONS**

## 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.

10.23AM Councillor Swadling left the meeting.  
10.24AM Chief Executive Officer left the meeting.  
10.24AM Councillor Williams returned to 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 Kershaw Gardens Remediation and Restoration Project - progress report

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 .

**Moved by:** Mayor Strelow  
**Seconded by:** Councillor Fisher

**MOTION CARRIED**

### COMMITTEE RESOLUTION

**10.25AM**

**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 Rutherford  
**Seconded by:** Councillor Williams

**MOTION CARRIED**

10.26AM Councillor Swadling returned to the meeting.  
10.26AM Chief Executive Officer returned to the meeting.  
10.39AM Chief Executive Officer left the meeting.  
10.40AM Chief Executive Officer returned to the meeting.

### COMMITTEE RESOLUTION

**11.27AM**

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

**MOTION CARRIED**



## 13 CONFIDENTIAL REPORTS

### 13.1 KERSHAW GARDENS REMEDIATION AND RESTORATION PROJECT - PROGRESS REPORT

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

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

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#### SUMMARY

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

#### COMMITTEE RECOMMENDATION

THAT the verbal briefing on progress of remediation at Kershaw Gardens be received.

**Moved by:** Councillor Williams  
**Seconded by:** Councillor Swadling

**MOTION CARRIED**

**14 CLOSURE OF MEETING**

There being no further business the meeting closed at 11.29am.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE