



# **COMMUNITIES COMMITTEE MEETING**

## **AGENDA**

**20 SEPTEMBER 2022**

*Your attendance is required at a Communities Committee meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 20 September 2022 commencing at 9:00am for transaction of the enclosed business.*

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

**ACTING CHIEF EXECUTIVE OFFICER**  
15 September 2022

Next Meeting Date: 18.10.22

**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**

1.1 Acknowledgement of Country

**2 PRESENT**

Members Present:

Acting Mayor, Councillor N K Fisher (Chairperson)  
Councillor S Latcham  
Councillor C E Smith  
Councillor C R Rutherford  
Councillor M D Wickerson  
Councillor D Kirkland  
Councillor G D Mathers

In Attendance:

Mr R Cheesman – Acting Chief Executive Officer  
Ms A Cutler – General Manager Community Services (Executive Officer)

**3 APOLOGIES AND LEAVE OF ABSENCE**

Councillor Tony Williams - Leave of Absence from 5 September 2022 to 30 September 2022

**4 CONFIRMATION OF MINUTES**

Minutes of the Communities Committee held 16 August 2022

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

**6 BUSINESS OUTSTANDING**

Nil

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

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## 8 OFFICERS' REPORTS

### 8.1 THE COMMON MASTER PLAN ENGAGEMENT

**File No:****Attachments:** 1. [Draft The Common Master Plan](#)**Authorising Officer:** **Angus Russell - Executive Manager Strategy and Planning**  
**Alicia Cutler - General Manager Community Services****Author:** **Brandon Diplock - Strategic Planner**  
**Steven Ellis - Coordinator Community Master Planning**

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#### SUMMARY

*Officers are seeking endorsement of the Draft Master Plan document for The Common to allow a high level of community engagement to take place.*

#### OFFICER'S RECOMMENDATION

THAT the draft master plan for The Common be endorsed to allow community engagement to take place.

#### COMMENTARY

In line with the Operational Plan, officers have been actively working on preparing master plan documentation for 'The Common'. The purpose of the master plan is to guide development within 'The Common' precinct and ensure future development supports appropriate uses whilst also meeting community expectation and strengthening site character.

In consultation with the key stakeholders of the precinct, a master plan has been prepared to reflect the desired outcomes for its long-term development. The document has a focus on encouraging active and passive recreation whilst complimenting and leveraging the natural setting in which they reside. A copy of the draft master plan has been attached and provides further detail and conceptual level design of the key objectives for the site.

It is proposed that community consultation will involve the following levels of engagement:

- Launch consultation on Council's online engagement platform – EHQ
- Media release
- Facebook post to launch and prior to closing date

#### BACKGROUND

Our network of open spaces, parks, sports fields and recreation facilities are part of the social, environmental and economic fabric of our cities and towns. There are a number of key sporting and recreation precincts throughout the region and the existing and proposed social infrastructure in these spaces is critical to the liveability of our region. They enable our communities to socialise, engage in leisure activities and organised sport that in turn improves physical and mental health and the community's overall wellbeing. They are also an essential part of our economy, supporting the tourism sector, major events, recreation businesses and associated jobs in our community.

Rockhampton Regional Council's sporting and events precinct planning, and proposed infrastructure investment aims to continue to improve and enhance the capacity of identified locations through a master planned approach. The key to successful planning will be to develop long term action plans that look to address site constraints such as topography and flooding and provide the community with better multi-purposed facilities.

Planning within these precincts also needs to consider promoting infrastructure that supports and enhances event capacity as well as meeting current sporting and events requirements.

The outcomes sought from these master plans is to develop a long-term action plan which will provide a framework to guide ongoing development and supports appropriate uses that meet community expectations and strengthens site character.

**PREVIOUS DECISIONS**

Nil

**BUDGET IMPLICATIONS**

Nil. No budget is assigned to the master plan document. The document has been designed to guide the long-term development of the precinct subject to funding and grants.

**LEGISLATIVE CONTEXT**

Nil

**LEGAL IMPLICATIONS**

Nil

**STAFFING IMPLICATIONS**

Sufficient staff resources exist to ensure the completion of the project's engagement and endorsement phase. It is important to recognise that there are no direct actions required by Council as a result of endorsing this draft master plan. Rather, the master plan provides a long-term action plan that assists in guiding ongoing development within the precinct.

**RISK ASSESSMENT**

Nil

**CORPORATE/OPERATIONAL PLAN**

The proposed master plan supports the following Operational Plan activities:

2.2.1.1 Undertake planning for major sports and events precincts.

**CONCLUSION**

To proceed to the community consultation phase of the project, it is recommended Council endorse the draft master plan document.

# **THE COMMON MASTER PLAN ENGAGEMENT**

## **Draft The Common Master Plan**

**Meeting Date: 20 September 2022**

**Attachment No: 1**

CONSULTATION DRAFT

# THE COMMON

PRECINCT MASTER PLAN





THE COMMON PRECINCT MASTER PLAN



## Foreword

### Parks Sport and Public Spaces Councillor Cherie Rutherford



Our network of open spaces, parks, sports fields and recreation facilities are part of the social, environmental and economic fabric of our cities and towns. The Common is one of six key sporting precincts identified for the region. These precincts and the proposed social infrastructure are critical to the liveability of our region and enables our communities to socialise, engage in leisure activities and organised sport that in turn improves physical and mental health and the communities overall wellbeing. They are also an essential part of our economy, supporting the tourism sector, major events, recreation businesses and associated jobs in our community.

Rockhampton Regional Council's (RRC) sporting and events precinct planning and proposed infrastructure investment aims to continue to improve and enhance capacity of the identified locations through a master planned approach. The key to successful planning will be to develop long term action plans that look to address site constraints such as parking, and flooding and also looks to provide the community with better facilities by having a focus of providing multiple use facilities. Any planning for the precincts will also need to consider promoting infrastructure that allows and enhances event capacity as well as enhancing existing infrastructure to meet current sporting and events requirements.

This master plan captures a vision of how the site may be developed taking into consideration its existing uses and looking to build on the passive recreation elements in the short to long term (subject to funding). The vision for the site is to create a sporting and recreational precinct, taking advantage of its attractive open space and natural, environment, while enhancing and promoting the backdrop of the Berserker Ranges, Fitzroy River and Rockhampton CBD.

For more information contact

**Strategic Planning Unit**  
Rockhampton Regional Council

**Ph:** 07 4932 9000

**Email:** StrategicPlanning@rrc.qld.gov.au





## Strategic Intent:

The outcomes sought from this master plan is to develop an action plan which will provide a framework to guide ongoing development, supports appropriate use that meets community expectations and strengthens site character. In particular, this master plan sets out to achieve the following objectives:

- A mixed and multi-use precinct that caters for a range of sporting activities, recreational pursuits, leisure activities and events.
- A precinct and uses that leverage its location on the bank of the Fitzroy River and close proximity to the Rockhampton CBD.
- Provides a key link along the Fitzroy River with connections to the CBD and North Rockhampton.
- Builds on existing uses and the strength of the sites, taking advantage of the amenity of the Fitzroy River and backdrop of the Berserker Ranges, while working within the constraints of the site.

DRAFT ONLY / NOT FOR PUBLIC RELEASE

THE COMMON PRECINCT MASTER PLAN

# Location Map

## The Common, Rockhampton Qld





## Site Characteristics & Constraints:

'The Common' is located on the doorstep of Rockhampton's CBD and is generally bounded by the Fitzroy River and Lakes Creek Road. It provides a high level of amenity with views across the Fitzroy River to the CBD, a backdrop of the Berserker Ranges and is separated to an extent from residential areas that may be negatively affected by more active and intensive uses of the site

The site is currently used for a range sporting and equine purposes and encompasses large areas of undeveloped open space.

The site is constrained by a number of factors that need to be considered in planning of any future development. The site is impacted by flooding from the Fitzroy River and contains environmental values of both local and State significance. The site is traversed by high voltage power lines and parts of the site are identified as having bushfire risk. These constraints are clearly articulated in Council's Planning Scheme and have guided the development of this Master Plan.

## Site Opportunities:

The Common in its entirety has a land area of roughly 89ha with a lot of this made up of open space and natural environments that is under the care and control of Council. The precinct presents the following opportunities:

- The sites strategic location on the doorstep of the CBD presents an opportunity, utilising the vast open space, natural environmental beauty to create a place where people and families flock to socialise, walk, cycle and run.
- Its location and existing facilities make it the ideal area to hold large sporting and entertainment events.
- The site has a number of organised sporting team and club that utilise the site and there are opportunities to work with these organisation to develop the precinct further.
- The Common is also a popular fishing area, and there are opportunities to build upon the recently built boat ramp and fishing facilities to connect more people to the area.
- An increased use of recycled water for irrigation purposes and overall greening of the precinct.

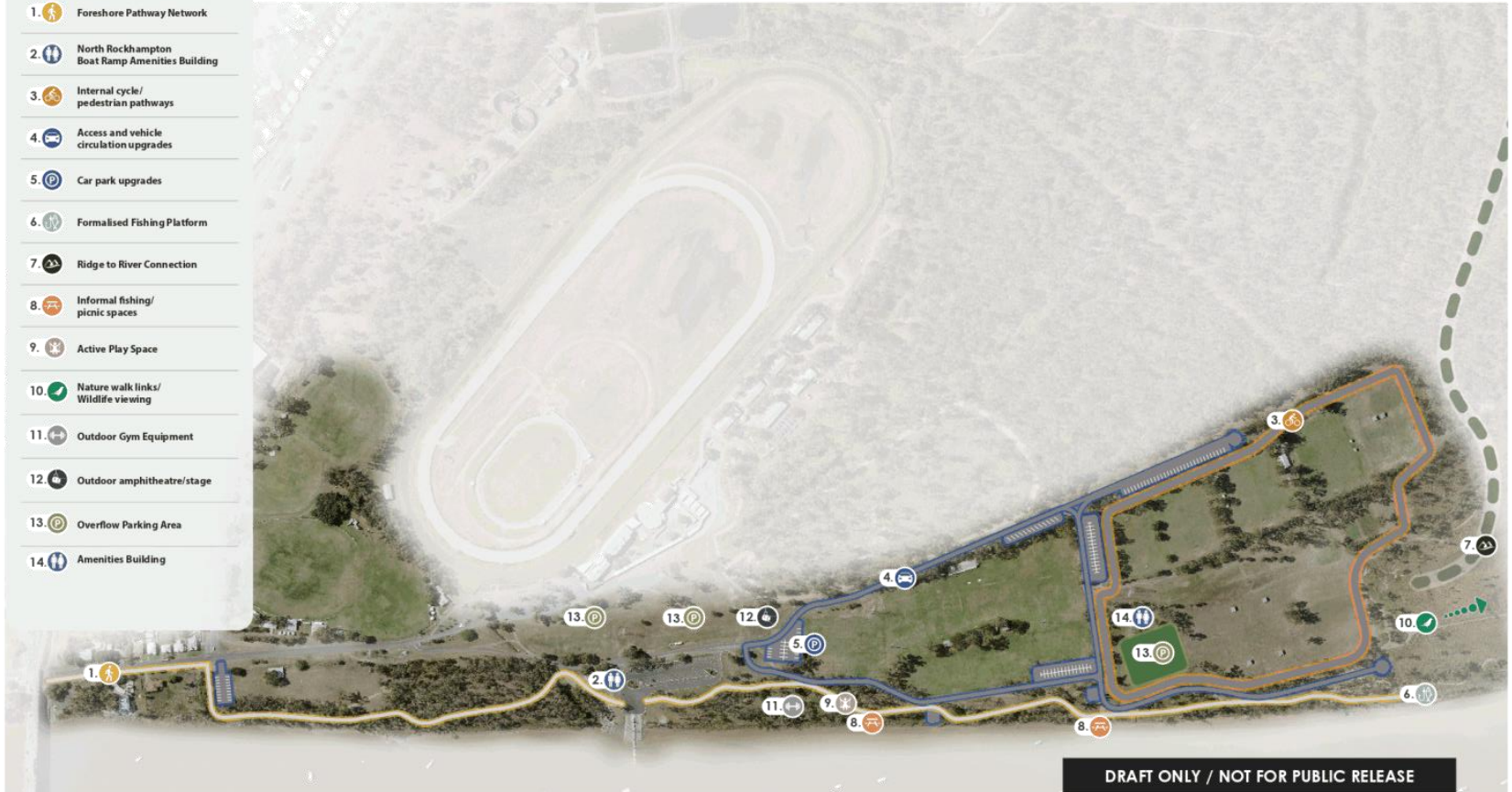


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MASTER PLAN LEGEND

- 1. Foreshore Pathway Network
- 2. North Rockhampton Boat Ramp Amenities Building
- 3. Internal cycle/pedestrian pathways
- 4. Access and vehicle circulation upgrades
- 5. Car park upgrades
- 6. Formalised Fishing Platform
- 7. Ridge to River Connection
- 8. Informal fishing/picnic spaces
- 9. Active Play Space
- 10. Nature walk links/Wildlife viewing
- 11. Outdoor Gym Equipment
- 12. Outdoor amphitheatre/stage
- 13. Overflow Parking Area
- 14. Amenities Building

## The Common Masterplan



THE COMMON PRECINCT MASTER PLAN

Priority Projects:



**Foreshore Pathway Networks**

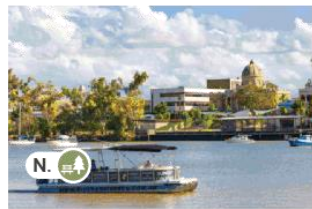
The Foreshore Pathway Network provides a 1.73km connection between The Common and the Rockhampton CBD whilst providing an attractive location to undertake active recreation on the doorstep of the CBD. The foreshore pathway networks project has been identified in four (4) distinct stages. The stages have been designed to be able to be delivered incrementally or as a whole.



**North Rockhampton Boat Ramp Amenities**

In line with the Rockhampton Recreational Fishing Development Strategy, the provision of toilets, drinking water and a fish cleaning area is to be included at the site of the North Rockhampton Boat Ramp. The development and delivery of an amenities building is a key outcome which services the increase of users within the precinct.

Character Images:





**Vehicular Circulation  
Parking upgrades**

This project delivers upgrades to vehicular circulation and parking within the precinct and may ultimately include kerbing and channelling the entire network, new formal parking spaces, formalising existing parking spaces, upgrades to the existing road surface and improvements to safety. This project can be delivered in stages.



CHARACTER IMAGES LEGEND

- A. Formal Pathway Networks

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- B. Informal Pathway Networks

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- C. Informal picnic/fishing space

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- D. Formalised Access and Parking

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- E. Active Play Space

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- F. Outdoor gym facility

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- G. Precinct Wayfinding

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- H. Formal Fishing Platform

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- I. Outdoor Amphitheatre/stage

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- J. Internal cycle/pedestrian pathways

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- K. Nature Education opportunities

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- L. Recreational multi-function sports equipment

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- M. Informal picnic areas

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- N. Revitalised bank creating opportunities to stay, relax and take in the views of the CBD

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- O. Crime Prevention Through Environmental Design (CPTED)

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- P. Seating

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### Key Stakeholders





## THE COMMON PRECINCT MASTER PLAN

## Key Stakeholders continued 1.



## Rockhampton Jockey Club

The Rockhampton Jockey Club own a large piece of freehold land within The Common precinct and are identified as the largest QLD training centre outside of SEQ. Currently the RJC have 120 horses stabled on track and host approximately 45 thoroughbred race meetings in a calendar year. RJC have progressed their plans for an extension to the members bar/administration offices and new mounting yard which are all shovel ready projects pending further funding. In addition to this, they are in the process of constructing two (2) additional barns to increase their on course stable capacity to 160 horses. RJC are also actively working on advancing opportunities for expansion in the training/education of horses through to jockeys and handlers as well as catering for horses in their post racing career.

**Immediate 18 Month Priorities:**

- Construction of two (2) additional barns (40 horse stables)
- Upgrades to Members Bar, Administration offices and mounting yard (\$750k funding required)
- Ongoing track maintenance

**5 Year Priorities:**

- Track Lighting upgrades
- Track maintenance upgrades and extension
- Development of a training and education Horse Racing Hub
- Advancing opportunities for horses post racing career/rehoming



## Football Qld

Norbridge Park is identified as the home of Junior Football in Rockhampton with more than 2,000 participants, coaches, managers and referees involved in the game each weekend. There is currently a need for significant investment in football infrastructure to meet the growing demands of participants in the Central Coast region. Norbridge Park has been identified as a zone priority in FQ's Strategic Infrastructure Plan with the opportunity to create a Football Queensland Academy Hub in Rockhampton. Investment in infrastructure for the precinct includes:

**Immediate 18 Month Priorities:**

- Develop field maintenance plan
- Upgrade field irrigation
- Upgrade field lighting
- Install signage and field maps
- Clubhouse upgrade with office spaces

**5 Year Priorities:**

- Create female friendly facilities
- Construct disability access and suitable toilets/change rooms
- Install additional field lighting
- Install seating and grandstands
- Improve car parking and install fencing

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**Rockhampton Touch Association**

Rockhampton Touch Association has been situated at the Cyril Connell Fields since 1987. The association have a very loyal club and team base as well as a wide range of ‘social’ teams who participate in either mixed competition or in Mens/Ladies/Masters Men competitions as well as a very strong junior competition catering for all age groups. The facility boasts 7 x full size fields and 3 x modified fields with a high level of utilisation 7 days a week. Lighting is accessible to most fields with the exception of those located on the lower portion of the site closest to the river. With an increasingly high member base and utilisation of the existing facilities, investment in infrastructure that supports this will be key to the continued success of the club.

**5 Year Priorities:**

- Expansion of canteen facilities providing a larger sales capacity for larger events.
- Addition of lighting to the lower fields to increase field capacity/utilisation.
- Upgrades to ageing irrigation system.
- Increased spectator seating and shade throughout the precinct.
- Ongoing maintenance upgrades to fields.

**Rockhampton Cricket Inc.**

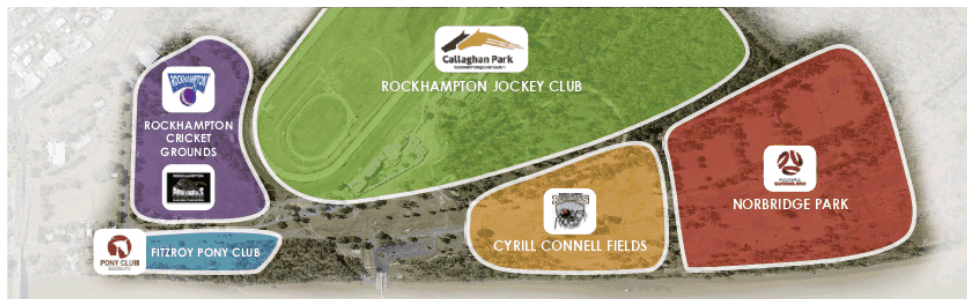
Rockhampton Cricket is the organising association for cricket in Rockhampton, Central Queensland and have called the Rockhampton Cricket Grounds their home for a long period of time. The Cricket Grounds offers 4 x turf wickets, change rooms and amenities for the main oval as well as shade structures and storage sheds to support the cricket fields. In review of their most recent 2021-2022 Season, there were over 550 association fixtures involving 79 teams and 650+ players across senior men, ladies juniors and corporate competitions. Investment in infrastructure to support all levels of cricket throughout the region is considered a priority.

**5 Year Implementation Plan:**

- Upgrade lighting on Main Field
- Upgrade lighting on secondary field
- Electronic score board on main oval
- Shade cover areas around grounds
- Upgraded irrigation system for wickets

**10 Year Implementation Plan:**

- Main oval alignment – Fully fenced
- Concourse seating around main oval
- Practice – Training facilities centre
- Function building & facilities
- Storage sheds – amenities at secondary fields



THE COMMON PRECINCT MASTER PLAN

Key Stakeholders continued 2.



**Panthers**

The Rockhampton Panthers Australian Football Club Inc is steeped in tradition being one of the founding clubs of the Capricornia Australian Football League. In 1983/84 the Panthers joined the Cricket Association as co-tenants of what is now the North Rockhampton Cricket Grounds. Together with the Rockhampton Cricket Association, the Panthers transformed these bare grounds into the excellent facilities that stand today. The venue now holds the premier playing field in Rockhampton and also has a clubhouse, grandstand, canteen newly refurbished change rooms and four lighting towers for night games. The club currently has a member base of 280 players fielding nine (9) competitive teams across juniors, youth, women's, reserves and seniors.

The Rockhampton Panthers AFC have invested significantly in the North Rockhampton Cricket Grounds with the most recent addition of new change room facilities costing in the vicinity of \$850k inclusive of club person volunteer hours and supported by \$445k in funding. It is identified that continued investment in key infrastructure is critical to the ongoing success of the club and development of AFL within the region.

**Immediate 18 Month Priorities:**

- Complete field fencing and pathway networks around main oval.
- Improvements to spectator seating - inclusion of a grass hill and shade structures.
- Scoreboard replacement (move to electronic).
- Field Lighting improvements and upgrades.
- Ongoing field maintenance upgrades.

**5 Year Implementation Plan:**

- Upgrades to Main Grandstand
- Development of a new hardstand car parking area
- Guttering, drainage and hard stand on Reaney Street for designated vehicle parking and pedestrian pathways/crossings. Overall improvements to safety of participants entering and exiting the facility.
- Concrete pedestrian and cyclist pathways to connect with other fields and facilities within the broader precinct.





**North Rockhampton Sewerage Treatment Plant**

This augmentation of the North Rockhampton Sewerage Treatment Plant is estimated to increase the treatment capacity by an additional 25,000 equivalent persons. This increased capacity will ensure that residential and other urban growth in North Rockhampton can be serviced for at least the next 30 years. The project will also further improve the removal of nutrients from the effluent and reduce our environmental footprint on the Fitzroy River estuary. Total approved project budget is \$47.3M.

**Fitzroy Pony Club**

The Fitzroy Pony has been established for approximately 60 years and is located on the foreshore of the Fitzroy River overlooking the Rockhampton CBD. The club has a membership base of 30 families and is associated with the Queensland Pony Club Association. The clubs members use the facility throughout the year to train and the venue is used to hold up to four events throughout the year as well as rallies and the Fitzroy Gymkhana which is held in August of each year. The club has managed to raise its own funds, and secure Government funding for a recent upgrade to the facility, but are looking to continue to improve the venue and its facilities for its Members and visiting riders.

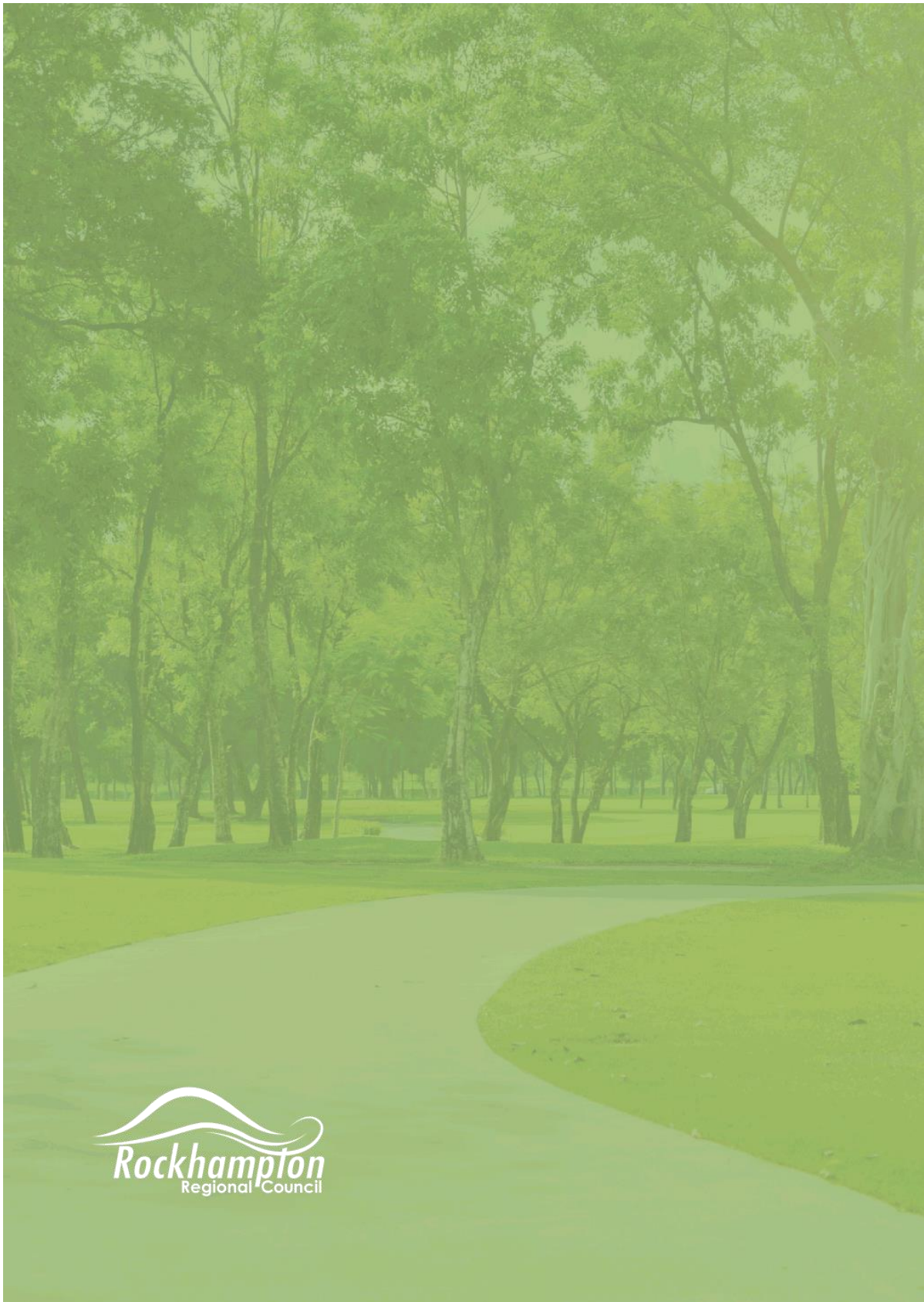
**Immediate 18 Month Priorities:**

- Fencing to the northern and southern ends of the facility
- Fencing along the River Foreshore, aligning with the foreshore Board Walk Project
- Improvements to Holding Yards
- Improvements to Sand roll area

**Longer term Priorities:**

- Improvements to change and toilet Facilities
- Increase Storage capacity at the venue
- Continue to improve the lighting throughout the venue





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## 8.2 PARKS PROGRESS REPORT

**File No:** 8044  
**Attachments:** 1. Parks highlights July-September [↓](#)  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Aaron Pont - Manager Parks

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### SUMMARY

*Manager Parks providing bi-monthly update in relation to Parks Service Standards.*

### OFFICER'S RECOMMENDATION

THAT the Parks Progress Report be received.

### COMMENTARY

Parks have continued working towards achieving our common goal of 'Growing Great spaces everyone enjoys and we are proud of'. Our goal has been shared and adopted by our Parks leaders and other key stakeholders through workshop engagement sessions. Significant progress has been made towards a range of actions and initiatives within the pillars of the goal and this report seeks to provide Council a bi-monthly update.

Key achievements towards the common goal since last meeting include:

- Business Improvement Advisor Community Services (BIA) commenced 8<sup>th</sup> August. This position will play a key role in assisting the General Manager Community Services and the Manager Parks in coordinating all actions with Parks and other key stakeholders.
- Strengthening relationships with key partners Community Assets and Facilities (CAF), Community Master Planning Fleet Services, Workforce and Governance (W & G). Collaborative partnerships and effective communications are central to effective service delivery in Parks and the common goal.
- Reviewing CAF responsibilities and current services provided to Parks. As CAF provides the maintenance of our park assets it is important to have their level of service well defined and in line with our common goal. This will ensure that everything in our parks are neat, tidy and well maintained.
- Parks Categorisation workshop to review existing categorisation and benchmark alternative options has been undertaken. Developing categories for Council consideration will ensure consistent service standards and enable prioritisation of resources.
- Works have commenced on a GIS app with the Assets and GIS section to enable visualisation of maintenance schedules. This app will provide a user-friendly dashboard and mapping system will provide clear visualisation of works progress and support scheduling.
- Drafting of Parks-Fleet Services Service Level Agreement (SLA) has commenced and in negotiation. Ensuring our fleet and equipment are fit for purpose and maintained will support more efficient service delivery.
- Work has been undertaken on a draft Parks People Plan outlining training and development opportunities. Our people are key in achieving our common goal and operational objectives and providing learning and development promotes career progression, improves skills and benefits service delivery. This plan will allow us to improve the service delivery in the short term but also help anticipate some of the upcoming workforce challenges.

Operational highlights in the last month are attached: Zoo tree and garden maintenance undertaken when closed to the public, Norman Road landscape beautification and the new Gibbons enclosure.

The setting of clear short-term objectives has been working well and we are coming to the close of our first 90 day cycle, with all actions being on-track. The table below outlines in more detail the Q1 actions/

Additional Parks site visits with Councillors has been scheduled for October 12.

<b>Pillar</b>	<b>Q1 Actions</b>	<b>Overview</b>
<b>HAPPY PROUD &amp; ENGAGED TEAM</b>	Manager- BIA - Crew site visits	Engagement with outdoor crews
	Parks People Plan	Training/development needs identified and gap analysis
	Parks Leadership workshops	Action planning workshops to share and seek feedback on common goal, pillars and actions
	Parks Celebration Calendar	Identify key celebrations points and milestones for Parks
<b>SYSTEMS PROCESSES &amp; DOCUMENTS</b>	Parks framework	Draft structure of existing documentation and systems and identify gaps for future implementation
	Develop definitions and glossary of key terms	Provide clear and consistent definition to be used across Council
	Parks Categories	Benchmark existing A,B,C categorisation structure and identify alternative options
<b>STAKEHOLDER ENGAGEMENT &amp; COMMUNICATION</b>	Parks-CAF leadership meetings	Strengthening relationships
	Define CAF roles and responsibilities and existing service frequency	Assessing all CAF service delivery
	Parks-Fleet leadership meetings	Strengthening relationships between teams and identifying continuous improvement opportunities

Pillar	Q1 Actions	Overview
<b>RESOURCES</b>	Resourcing plan	Developing an agile and responsive plan to effectively resource the 2022-23 summer growing season
	Recruitment Plan	Promotional recruitment campaign to promote careers within Parks
<b>ISSUES REGISTER &amp; BUSINESS AS USUAL</b>	Mower Safety	Mower Maintenance and Operations work Instructions
	Review Capital Works systems and processes	Continuous improvement of projects delivered for Parks by CAF and Major Projects

**BACKGROUND**

Bi-monthly report was previously received by Council on 16 August 2022.

**PREVIOUS DECISIONS**

No previous decisions relating to this.

**BUDGET IMPLICATIONS**

Action plan development and implementation all within existing budget. No additional funds required at the current point.

**LEGISLATIVE CONTEXT**

No foreseen legislative context.

**LEGAL IMPLICATIONS**

No foreseen legal implications.

**STAFFING IMPLICATIONS**

No foreseen staffing implications.

**RISK ASSESSMENT**

No foreseeable risks.

**CORPORATE/OPERATIONAL PLAN**

Operational Plan 2.1.5.2 Continue the review of current levels of service and maintenance of open spaces to identify opportunities for continuous improvement.

**CONCLUSION**

Significant progress has been made in the last 2 months and is expected to continue. Council will receive an update to Committee in November.



# **PARKS PROGRESS REPORT**

## **Parks Highlights July-September**

**Meeting Date: 20 September 2022**

**Attachment No: 1**

July – September 2022 Parks Highlights

Zoo Maintenance: tree trimming and gardening undertaken with Zoo closed for 1 day



Parks Planning Workshop



Gibbon enclosure construction – Gibbons arriving in October 2022



Norman Road landscaping



## Tree species planted on Norman Road

TREES	Botanical	Size	Container	Quantity
BUC IVO	Buckinghamia celsissima	100ltr	BAG	24
SHRUBS	Botanical	Size	Container	Quantity
ALL SUN	Allamanda cathartica 'Sunee'	140mm	Pot	242
CAL GRE	Callistemon salignus 'Great Balls of Fire'	140mm	Pot	45
CAL LSI	Callistemon viminalis 'Little Silver'	140mm	Pot	210
CAR DST	Carissa macrocarpa 'Desert Star'	140mm	Pot	174
FIC GR6	Ficus microcarpa 'Green Island'	140mm	Pot	191
IXO XSU	Ixora x 'Sunkist'	140mm	Pot	90
RAD SU3	Radermachera x 'Summerscent'	140mm	Pot	307
RHA WRD	Rhaphiolepis indica 'Snow Maiden'	140mm	Pot	147
SCH IHI	Schefflera arboricola 'Madame de Smet'	140mm	Pot	31
TAB LEM	Tabernaemontana corymbosa 'Little Emerald'	140mm	Pot	109

**8.3 PROPERTY MATTER - MICHAEL O'HANLON CLUBHOUSE**

<b>File No:</b>	<b>1464, 374</b>
<b>Attachments:</b>	<b>1. Apex Club of Capricorn West Proposal</b> <a href="#">↓</a> <b>2. Septic System Inspection</b> <a href="#">↓</a>
<b>Authorising Officer:</b>	<b>Alicia Cutler - General Manager Community Services</b>
<b>Author:</b>	<b>Emma-Jane Dwyer - Manager Community Assets and Facilities</b>

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**SUMMARY**

*Manager Community Assets and Facilities reporting on a proposal for property acquisition in Rockhampton.*

**OFFICER'S RECOMMENDATION**

THAT Council authorise the Chief Executive Officer (Manager Community Assets and Facilities, and Coordinator Property and Insurance) to proceed with Option 2 as outlined in the report.

**COMMENTARY**

The Michael O'Hanlon clubhouse has been vacant for at least 20 years. There was an attempt to lease the site between 2008 and 2010 with no success due to lack of amenities and the inability to upgrade the septic system due to locality next to a storm water drain through the site.

In March 2021, Council resolved to demolish this building. In the current budget climate, the costs of maintenance, renewal and installing a water treatment system for the amenities are not financially viable for Council.

A proposal submitted by the Apex Club of Capricorn west has prompted a review of the resolution from 23 March 2021 to dispose of the Michael O'Hanlon Clubhouse.

The submission proposes the building be used for club meetings, community engagement, events / functions to assist in raising funds for future community projects, youth volunteering and other agencies such as the RFS. This use is in alignment with a park reserve.

The club has indicated the restoration of the building will primarily be undertaken by volunteers or in-kind labour with the only costs expected to be \$20,000 over a 12 month period. The club proposes to raise the \$20,000 by fundraising efforts including:

- Manning the bar at the Gympie Muster
- Catering at the Gold Rush Hill Sprint and Golden Mount Festival in Mount Morgan
- Manning the bar at other local events such as Rocky Rum & Rump night
- Smaller BBQ events such as Bunnings and Local athletics carnivals

The club has also indicated that the APEX foundation will cover all insurances and contribute to making the building all abilities access compliant.

The submission covers all the necessary repairs required for the building.

Further investigations have been undertaken on the septic system with no immediate issues found. The APEX club have been made aware that should the septic system fail in the future due to the locality an alternative solution for amenities will have to be sought.

In forming a recommendation, consideration has been given to the following:

- There are a number of more important and significant buildings that require Councils investment.
- Disposing of the site “as is” will encumber another organisation with the repairs.
- Whilst Council retains ownership, any maintenance to buildings also triggers building compliance upgrades, which makes the buildings unviable without a future designated use.
- The ability of the club to finance the short term and long-term repairs and fund the ongoing maintenance costs.

### ***Option 1***

That Council continue with the asset disposal as per Council Resolution dated 23 March 2021.

### ***Option 2***

That Council resolves to:

1. Remove the building from the disposal contract for costs incurred by the contractor and transfer ownership of the building to the Apex Club of Capricorn West.
2. Transfer ownership of the building to the Club in an ‘as is’ condition, for \$1 considerations; and
3. That pursuant to s236(1)(b)(ii) of the Local Government Regulation 2012, Council enter into a Freehold Lease over the building site, part 2-6 Syngé Street Lakes Creek, with the Apex Club of Capricorn West for a term of 6 years.

## **PREVIOUS DECISIONS**

Council resolved on 23 March 2021 to dispose of the nominated properties and associated structures as detailed in the report which included the Michael O’Hanlon Clubhouse.

## **BUDGET IMPLICATIONS**

Option 1 - The cost of disposing of the nominated assets is captured within the 2022/2023 Capital Budget.

Option 2 - A contract has been issued for the disposal of this building for \$37,780. Costs already incurred by the contractor will be payable if the building is removed from the contract. It has been advised that these costs are minor and administrative in nature.

## **LEGAL IMPLICATIONS**

Option 2 will require legal agreements to be put in place. Whilst agreements can be conditioned to protect Council, this does not eliminate the risk to Council for being held liable for an incident relating to the unsafe condition of the building because of the fact that it is located on Council owned land.

## **STAFFING IMPLICATIONS**

There are adequate resources within Community Assets and Facilities and Property and Insurance.

## **RISK ASSESSMENT**

A review of the vacant building has been performed and aspects of the building are considered a hazard to both members of the community and Council workers. Ageing infrastructure at the site has the potential to cause harm without warning.

Option 1 - Council manages all works in accordance with the relevant Service Agreement. Delivery partners develop a detailed risk assessment for each works project and must comply with all relevant workplace health and safety laws, standards, codes of practice, Council policies and procedures.

Option 2 - There is a risk of community perception around not using ratepayer funds wisely.

- Council provided the club an opportunity to submit a proposal before the contract for disposal was issued and funds were committed.
  - The club declined this opportunity at the time but has since submitted a late proposal.
  - We have been advised that costs incurred under the contract are minor and administrative in nature.
- Once the building ownership has transferred, the club could choose not to complete the repairs in the proposal.

### **CORPORATE/OPERATIONAL PLAN**

1.1.18 – Develop and implement three year forward community assets and facilities works program (renewals).

### **CONCLUSION**

Whilst there is a risk of community perception around not using ratepayer funds wisely there is a greater benefit to the community with this building being restored and therefore it is recommended that Council proceed with Option 2 outlined in the report.



**PROPERTY MATTER –  
MICHAEL O'HANLON CLUBHOUSE**

**Apex Club of Capricorn West Proposal**

**Meeting Date: 20 September 2022**

**Attachment No: 1**



**Apex Club of Capricorn West Inc.**

Po Box 3553, Red Hill  
Nth Rockhampton  
QLD 4701

E. Capwest@apex.org.au



*The heart of a community... the hope of a nation!*

04/08/2022

Subject: Proposal to transfer ownership of current council owned Michael O'Hanlon Park Building to service organisation 'Apex Club of Capricorn West Inc. '.

**Purpose:**

- Club Meetings / fellowship
- Community engagement
- Events/ functions to assist in raising funds for future community projects.
- Educational programs predominantly targeting youth on volunteering.
- Engage with other agencies such as Emergency services to utilise facilities in preparation for fire season.
- Amenities / kitchen facilities to be accessed by community upon appointment with Club.

**Building Defects to be Rectified / time frame:**

- Remediate braced brick wall
  - Wall has been assessed as non-structural, however will be removed to allow for better disability access. [within 6 months]
- Repair missing bricks
  - Reuse bricks from removed wall [within 6months]
- Remediate internal unsupported wall
  - Remove wall, electrician to reposition power points current located on wall. [within 6 months]
- Replace ceiling sheets (asbestos)
  - All internal inspected by qualified tradesperson no Asbestos found (see attached Document)
  - Replace amenities ceiling sheets. [within 6 months]
- Replace roof sheeting, barge capping, gutters, down pipes and damaged fascia boards.
  - Replace roof sheeting above amenities to ensure building watertight. [within 6 months]
  - Replace roof entirely, barge capping, down pipes, gutters and fascia boards [within 12 months]
- Upgrade electrical switch board, replace service pole and check internal wiring.
  - Replace service pole, upgrade switchboard and check internal wiring (see attached quote) [within 3 months]
- Septic system
  - Initial inspection found septic to be operational, however due to length of time being unused will require service and pump out. [quote has been organised, yet to receive. Will forward once obtained] [within 3 months]



**Apex... it's another word for Aussie made volunteers!**

SERVICE CITIZENSHIP FELLOWSHIP



**Apex Club of Capricorn West Inc.**  
 Po Box 3553, Red Hill  
 Nth Rockhampton  
 QLD 4701  
 E. Capwest@apex.org.au



*The heart of a community... the hope of a nation!*

'Apex Club of Capricorn West' Planned future upgrades:

- Upgrade kitchen / bar area
- Unisex disability toilet and washdown amenity upgrade
- Hot water system
- Security lighting on building / playground
- Totals repaint of building external and render internal walls
- Window screens
- Outdoor covered seating  
 [ within 2 years]

**Funding**

- Financial support from sponsoring club 'Bundaberg Apex Club Inc.'
- Funds currently held by Club.
- Fundraising events
- Community Donations
- Grants
- Corporate donations and sponsorship
- Donations of services

\*Expressions of interest have already been provided by several community members and other organisations to volunteer time and service to assist with labour cost.

If you seek any further clarification on the above proposal, then please don't hesitate to contact myself on the below contact details.

Regards,

.....  
 Cassandra Newby  
 President  
 Apex club of Capricorn West Inc.  
 Ph: 0497350355  
 Email: capwest@apex.org.au



**Apex... it's another word for Aussie made volunteers!**

SERVICE CITIZENSHIP FELLOWSHIP

**QUEENSLAND**  
Associations Incorporation Act 1981  
Section 15  
Form 15

Incorporation Number **IA4497289**

**Certificate of Incorporation**

This is to certify that

**CAPRICORN WEST APEX CLUB INC**  
is, on and from the twenty-eighth day of May, 2021  
incorporated under the *Associations Incorporation Act 1981*.

Dated this eleventh day of June, 2021



Delegate of the Director-General

Office of Fair Trading  
[www.qld.gov.au/fairtrading](http://www.qld.gov.au/fairtrading)



QUEENSLAND  
Government

11/06/2021



## Certificate of Currency

**Date of Issue:** 29 September 2021

Association of Apex Clubs of Australia

**Contact** Maninder Sandhu  
 t 61 2 9253 7240  
 e maninder.sandhu@aon.com

**We hereby certify that the under mentioned insurance policy is current as at the date of this certificate, please refer to the important notices below.**

<b>Policy Type</b>	Public & Products Liability
<b>Insured</b>	Association of Apex Clubs of Australia Limited ACN 138 333 927, a company limited by guarantee; Association of Apex Clubs of Australia Inc ARBN 057 197 350 An incorporated association in NSW; The Apex Australia Charitable Fund Inc ARBN 057 197 314 Apex Consolidated Industries Ltd ACN 003 539 142, a public company; The Association of Apex Youth Clubs of Australia Ltd, Apex 40, and subsidiary and/or related corporations
<b>Insurer</b>	ANSVAR INSURANCE LTD ABN: 21 007 216 506
<b>Policy Number(s)</b>	02.080.0596394
<b>Period of Insurance</b>	From: 4.00 pm 30 <sup>th</sup> September 2021 Local Standard Time To: 4.00 pm 30 <sup>th</sup> September 2022 Local Standard Time
<b>Interest Insured</b>	Legal liability for personal injury or damage to property as a result of an occurrence and happening in connection with the business or as a result of the products sold or supplied by the Insured.
<b>Limits of Liability</b>	Section 1 : Public Liability \$50,000,000 (Australian currency) in respect of any one occurrence or series of occurrences arising out of one event. Section 2 : Products Liability \$50,000,000 (Australian currency) in the aggregate during the period of this insurance. Molestation Extension \$5,000,000 in the aggregate.
<b>Geographical Limit</b>	Anywhere in Australia where Apex declared and approved activities are conducted and anywhere in the world except United States of America and Canada other than in respect of: (a) Products sent to the United States of America and/or Canada without the knowledge of the Insured.

### Further Information

Should you have any queries, please contact us on the details set out at the top of the page.

### Important notes

- Aon does not guarantee that the insurance outlined in this Certificate will continue to remain in force for the period referred to as the Policy may be cancelled or altered by either party to the contract, at any time, in accordance with the terms of the Policy and the Insurance Contracts Act 1984 (Cth).
- Aon accepts no responsibility or liability to advise any party who may be relying on this Certificate of such alteration to or cancellation of the Policy.
- Subject to full payment of premium
- This certificate does not
  - represent an insurance contract or confer rights to the recipient; or
  - amend, extend or alter the Policy
  - contain the full policy terms and conditions

Aon Risk Services Australia Limited ABN 17 000 434 720 AFSL 241141

	(b) Commercial visits by directors and non-manual employees normally resident outside USA and Canada(b) Commercial visits by directors and non-manual employees normally resident outside USA or Canada
<b>Remarks</b>	None noted

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**Further information**

Should you have any queries, please contact us on the details set out at the top of the page.

**Important notes**

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  - amend, extend or alter the Policy
  - contain the full policy terms and conditions

Aon Risk Services Australia Limited ABN 17 000 434 720 AFSL 241141



26 July 2022

To Whom it May Concern,


I **Kevin Coughran**,  
Declare I have inspected Building Structure  
located at '**Michael O'Hanlon Park**' (Totteridge St, Lakes Creek)  
on behalf of **Apex Club of Capricorn West Inc.**

Upon full inspection of both internal and external structure of above premise I found **NO EVIDENCE** of **ASBESTOS**.

I estimate the fibro currently found throughout the building to be approx. installed 10-15 years ago.

I have also Pledged my support to Apex Club of Capricorn West Inc. in any future projects they may have and believe this structure to be an ideal dwelling for both the club and community.

If you wish to seek further clarification, please don't hesitate to give me a call.  
Kind Regards,

  
Kevin Coughran - 0428678096

www.jjkerrs.com.au





A.B.N. 14 641 684 291 QBCC 15212456 RTA AU52385 Electrical Licence 87630



SALES !!!!!  
sales@jjkerrs.com

SERVICE !!!!!  
service@jjkerrs.com

PARTS !!!!!  
parts@jjkerrs.com

144 Musgrave St North Rockhampton Qld 4701      Ph: (07) **4922 1688** Fax: (07) **4922 5185**

# Quotation

Date : **2/08/2022**  
 Quote Number : **TW220728**  
 Valid Until : **1/10/2022**

To:

Ref:  
 Client: **Apex Club Of Capricorn West**  
 Address: **Michael Ohanlan Park Building**

Ph. (w)  
 Ph. (h)  
 Mobile:  
 Fax:

Email: [steven.gross@defence.gov.au](mailto:steven.gross@defence.gov.au)

We appreciate that you have chosen J.J. Kerr's to submit a quote on the items below

Qty	Description	Unit Price (ex GST)	Line Total (ex GST)
<b><u>Scope of works</u></b>			
Checked over building located consumer mains switchboard and earth electrode to be upgraded. Please see below quote to upgrade consumers mains to 16mm, new mains connection box, new switchboard including all new switch gear, new earth electrode and all sundrys and materials to fit off to required standards.			
1	<b>Proxy Pole</b> Replacement of proxy pole	\$2,000.00	<b>\$2,000.00</b>
1	<b>Materials</b> Materials required for Electrical upgrade	\$886.36	<b>\$886.36</b>
1	<b>Labour</b> Labour to fit off	\$872.73	<b>\$872.73</b>
Quotation prepared by: <b>Trevor Walker</b>			
<b>Sub Total</b> (EX GST)			<b>\$3,759.09</b>
<b>G.S.T</b>			<b>\$375.91</b>
<b>Total</b> (In GST)			<b>\$4,135.00</b>

To accept this quotation, sign here and return: \_\_\_\_\_



## ALTON DOWNS RURAL FIRE BRIGADE



### Serving the community since 1959

**Chairman: - Rick Ouston**  
0455077569

**Secretary: - Carol Stokes**  
0427573443

To Whom It May Concern

We the Alton Downs Rural Fire Brigade would like to show our support for the Apex Club of Capricorn West Inc.

We understand there is a building at Michael Ohanlon Park which Capwest are in talks with Council regarding this building becoming their club house. After an inspection of the building and the grounds this facility in my opinion would and could also be utilised by the Rural Fire Service when there is a need for a control point to be set up during a large wildfire event or any natural disaster.

With two Volunteer organisations coming together with a common cause to assist the community and this also promotes community involvement and also Volunteer helping Volunteer.

If any further information or clarification is required please do not hesitate to give me call on the number listed below.

Regards,

Owen  Buckle

First Officer

Alton Downs RFB

PH: 0408196556

Email: owen.buckle@rfs.qfes.qld.gov.au

# **PROPERTY MATTER - MICHAEL O'HANLON CLUBHOUSE**

## **Septic System Inspection**

**Meeting Date: 20 September 2022**

**Attachment No: 2**

**PLUMBER,DRAINER,GASFITTER**

126 MOSTYN STREET

BERSERKER, QLD, 4701

MOBILE; 0427265802. (PAUL) DIRECTOR

E-Mail: [pnlangdon@bigpond.com](mailto:pnlangdon@bigpond.com)

ABN: 16 159 083 486

QBCC/1235680-1087921

OCCUPATIONAL PLUMBERS, DRAINERS LICENCE NO:16153

23/08/2022

To Mr Simon Watson, RRC, M-S Officer,

On inspection to Michael O'Hanlon Park, Koongal, Q, 4701.

Work Order: 1041298

Asset Id:0581849

RE: Septic Assessment;

On my inspection on this day being the 23/8/22 to the Clubhouse Septic Tank.

Jet Rod down the drainage side to the Septic Tank

Jet Rod down into the soakage trench, this allowed rodding to go around 8 meters in length

By doing this there were no significant signs of any backing up

Also, no holes the Septic Tank

Good condition for its age

In my professional opinion, after conducting a full investigation the drainage/soakage trench on the Septic Tank appears is in working order

If you request any additional information regarding the above information, I am only happy to assist.

Sincerely

Paul Langdon

Owner/Director

Paul Langdon Plumbing Pty Ltd

**9 NOTICES OF MOTION**

Nil

**10 QUESTIONS ON NOTICE**

Nil

**11 URGENT BUSINESS/QUESTIONS**

*Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting.*

## 12 CLOSED SESSION

In accordance with the provisions of section 254J(3) 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 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

#### 13.1 Property Matter - Disposal of Site Improvement Assets

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

## 13 CONFIDENTIAL REPORTS

### 13.1 PROPERTY MATTER - DISPOSAL OF SITE IMPROVEMENT ASSETS

**File No:** 11795

**Attachments:** 1. Condition Assessment Report

**Authorising Officer:** Alicia Cutler - General Manager Community Services

**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities  
Justin Bulwinkel - Supervisor Business Support

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

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#### SUMMARY

*The site improvement nominated in this report requires significant remedial or maintenance works in order to retain it. This report details a plan to dispose of the nominated site improvement and best future use for the area.*

**14 CLOSURE OF MEETING**