



COMMUNITIES COMMITTEE MEETING

AGENDA

18 NOVEMBER 2025

Your attendance is required at a Communities Committee meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 18 November 2025 commencing at the conclusion of Infrastructure Committee for transaction of the enclosed business

A handwritten signature in black ink, appearing to be "C. P.", is positioned above the printed name of the Chief Executive Officer.

CHIEF EXECUTIVE OFFICER
12 November 2025

Next Meeting Date: 17.02.26

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.

TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT	1
3	APOLOGIES AND LEAVE OF ABSENCE	1
4	CONFIRMATION OF MINUTES.....	1
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA	1
6	BUSINESS OUTSTANDING	2
6.1	BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE	2
7	PUBLIC FORUMS/DEPUTATIONS	6
	NIL	6
8	PRESENTATION OF PETITIONS.....	6
	NIL	6
9	COMMITTEE REPORTS.....	6
	NIL	6
10	COUNCILLOR/DELEGATE REPORTS	7
10.1	PORTFOLIO UPDATE.....	7
11	OFFICERS' REPORTS	8
11.1	PROJECT DELIVERY CAPITAL REPORT - COMMUNITY SERVICES - OCTOBER 2025	8
11.2	COMMUNITY ASSETS & FACILITIES SIGNIFICANT PROJECTS STATUS REPORT.....	22
11.3	PARKS SIGNIFICANT PROJECT STATUS REPORT - OCTOBER 25/26	27
11.4	PROPOSED TENURE FOR MOUNT MORGAN SQUASH COURTS - 36 THOMPSON AVENUE	35
11.5	MOUNT MORGAN ST ENOCH'S CHATTELS HIRE AGREEMENT	38
11.6	MOUNT MORGAN COMMONWEALTH BANK OPTIONS	40
11.7	HERITAGE VILLAGE RV DUMP POINT	119
11.8	ROCKHAMPTON ZOO CONSERVATION CONTRIBUTION.....	123
11.9	ROCKHAMPTON HERITAGE VILLAGE COLLECTION MANAGEMENT POLICY	127
11.10	UPDATE TO DOG OFF LEASH AREA REGISTER.....	135
11.11	PROPOSED DOG OFF-LEASH AREA FOR CEDRIC ARCHER PARK, GRACEMERE	143
11.12	RIGARLSFORD PARK DOG OF LEASH AREA CONSULTATION REPORT	148

11.13	ROCKHAMPTON REGIONAL TENNIS CENTRE - MEMBERSHIP & PARTICIPATION	157
11.14	VICTORIA PARK CRICKET RELOCATION PROJECT UPDATE & FREEHOLD LEASE REQUEST.....	160
12	NOTICES OF MOTION	169
	NIL	169
13	QUESTIONS ON NOTICE	169
	NIL	169
14	URGENT BUSINESS/QUESTIONS	169
15	CLOSURE OF MEETING.....	169

1 OPENING

- 1.1 Acknowledgement of Country

2 PRESENT

Members Present:

The Mayor, Councillor A P Williams (Chairperson)
Deputy Mayor, Councillor M D Wickerson
Councillor S Latcham
Councillor E W Oram
Councillor C R Rutherford
Councillor M A Taylor
Councillor G D Mathers
Councillor E B Hilse

In Attendance:

Mr D Morrison – Acting General Manager Community Services
Mr E Pardon – Chief Executive Officer

3 APOLOGIES AND LEAVE OF ABSENCE

4 CONFIRMATION OF MINUTES

Minutes of the Communities Committee held 21 October 2025

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE

File No: 10097

Attachments: 1. November 2025 [📎](#)

Authorising Officer: Damon Morrison - Acting General Manager Community Services

Author: Damon Morrison - Acting General Manager Community Services

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 Communities Committee is presented for Councillors' information.

OFFICER'S RECOMMENDATION

THAT the Business Outstanding Table for the Communities Committee be received.

BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE

November 2025

Meeting Date: 18 November 2025

Attachment No: 1

Action Sheets Report		Division: Committee: Communities Committee Officer:	Date From: Date To: Printed: Monday, 10 November 2025 1:13:40 PM
-----------------------------	--	--	---

Meeting Date	Subject	Resolution	Officer	Target Date	Notes
15/07/2025	Proposed Tenure for Mount Morgan Squash Courts - 36 Thompson Avenue	COMMITTEE RESOLUTION THAT the matter lay on the table pending a site inspection.	Dwyer, Emma-Jane	10/10/2025	10 Oct 2025 9:10am Dorman, Kerri Site Inspection for Squash Courts undertaken 10th October 2025. Further, report to Council to follow. 13 Oct 2025 2:00pm Kellett, Katie-Lea Report to be presented for consideration by Council on the 18 November 2025
15/07/2025	Mt Morgan Commonwealth Bank Options	COMMITTEE RESOLUTION THAT the matter lay on the table pending a site inspection.	Dwyer, Emma-Jane	29/10/2025	08 Sep 2025 10:04am Kellett, Katie-Lea - Target Date Revision Target date changed by Kellett, Katie-Lea from 29 July 2025 to 10 October 2025 - site inspection of Mount Morgan facilities is scheduled with Councillors for 10 October 2025. 10 Oct 2025 9:11am Dorman, Kerri Site Inspection for Mt Morgan Commonwealth Bank undertaken 10th October 2025. Further, report to be presented to Council on 18 November 2025
19/08/2025	Assessment of Petition – Victoria Park Gymnastics & Trampoline Club Inc	COMMITTEE RESOLUTION THAT Council: <ol style="list-style-type: none"> 1. Acknowledge receipt of the petition submitted by Victoria Park Gymnastics and Trampoline Club Inc; 2. Endorse the proposed short-term solution outlined in this report to increase the capacity of the Western Car Park; 3. Support continued engagement with Victoria Park Gymnastics and Trampoline Club to identify co-investment opportunities aligned with their future facility expansion and infrastructure upgrades. 	Bulwinkel, Justin	30/06/2026	02 Sep 2025 9:26am Bulwinkel, Justin - Target Date Revision Target date changed by Bulwinkel, Justin from 02 September 2025 to 30 June 2026 - The completion date has been extended to the end of the current financial year. The decision to deliver an extension to the existing car park amenity will be incorporated into the cricket relocation project. 10 Nov 2025 12:46pm Bulwinkel, Justin - Target Date Revision Target date changed by Bulwinkel, Justin from 30 June 2026 to 30 June 2026

Action Sheets Report		Division: Committee: Officer:	Communities Committee	Date From: Date To:	Printed: Monday, 10 November 2025 1:13:40 PM
19/08/2025	Mount Morgan Rugby Union Club Inc. - Freehold Lease Extension & Renewal	COMMITTEE RESOLUTION THAT <ol style="list-style-type: none"> Pursuant to Sections 236(1)(b)(ii) and 236(1)(c)(iii) of the <i>Local Government Regulation 2012 (Qld)</i>, Council approve the request to extend Mount Morgan Rugby Club's Freehold Lease area, as identified in Attachment 2 of the report, and approve the renewal of the Freehold Lease over part of Brad Newman Oval (Lot 4 on SP124256). Council authorises the Chief Executive Officer (Sports and Active Communities Coordinator) to negotiate the terms and conditions of the agreements in preparation for execution by the delegated officer. 	Bulwinkel, Justin	30/11/2025	02 Sep 2025 9:34am Bulwinkel, Justin - Target Date Revision Target date changed by Bulwinkel, Justin from 02 September 2025 to 30 September 2025 - The Club has been requested to finalise a payment plan to address the outstanding lease fee. Once formalised, the lease renewal/extension will be completed. 10 Nov 2025 12:46pm Bulwinkel, Justin - Target Date Revision Target date changed by Bulwinkel, Justin from 30 September 2025 to 30 November 2025 - Since the Council's resolution, the club has entered into a payment plan to settle outstanding lease fees. The lease will be issued to the club by the end of November for signing and finalisation.
19/08/2025	Trustee Lease Request - Bluebirds Football Club Inc	COMMITTEE RESOLUTION THAT: <ol style="list-style-type: none"> Pursuant to Section 236(1)(b)(ii) of the Local Government Regulation 2012 (Qld), Council approve the request to grant a new Trustee Lease to Bluebirds United Football Club Inc. over part of Webber Park, described as Lot 340 on SP144834, 403-417 Richardson Road, Norman Gardens, as identified in Attachment 1 of the report; Bluebirds United Football Club Inc. commit to replanting two (2) trees for each tree removed (totalling eight), in consultation with Council's Parks section, with planting locations to be determined through future tree planting programs; and Council authorises the Chief Executive Officer (Sports and Active Communities Coordinator) to negotiate the terms and conditions of the agreements in preparation for execution by the delegated officer. 	Bulwinkel, Justin	31/12/2025	02 Sep 2025 9:24am Bulwinkel, Justin - Target Date Revision Target date changed by Bulwinkel, Justin from 02 September 2025 to 31 October 2025 - Time will now be afforded to BUFC Inc. to finalise designs and secure a lease survey plan to support formal tenure. Lease is Pending 10 Nov 2025 12:37pm Bulwinkel, Justin - Target Date Revision Target date changed by Bulwinkel, Justin from 31 October 2025 to 31 December 2025 - Club to finalise facility designs and provide Lease Survey Plans to Council so that the lease agreement can be drafted.

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

Nil

10 COUNCILLOR/DELEGATE REPORTS

10.1 PORTFOLIO UPDATE

File No: 10097
Attachments: Nil
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Damon Morrison - Acting General Manager Community Services

SUMMARY

Portfolio Councillors for Planning and Regulation; Parks, Sport and Public Spaces; Environmental Sustainability will provide an update on matters of interest within their portfolio.

OFFICER'S RECOMMENDATION

THAT the Portfolio Updates for Planning and Regulation, Parks Sport and Public Spaces and Environmental Sustainability be received.

BACKGROUND

Councillors have requested an opportunity to speak about their relevant Portfolio during Committee Meetings.

The following Councillors will provide an update on their Portfolio at Communities Committee:

Councillor Grant Mathers – Planning and Regulation Portfolio

Councillor Cherie Rutherford – Parks, Sport and Public Spaces Portfolio

Councillor Elliot Hilse – Environmental Sustainability

11 OFFICERS' REPORTS

11.1 PROJECT DELIVERY CAPITAL REPORT - COMMUNITY SERVICES - OCTOBER 2025

File No: 16255

Attachments: 1. Community Services Status Reports - October 2025 [↓](#)

Authorising Officer: Peter Kofod - General Manager Regional Services

Author: Andrew Collins - Manager Project Delivery

SUMMARY

Monthly Status Report on Community Services Capital projects currently managed by the Project Delivery Unit.

OFFICER'S RECOMMENDATION

THAT the Project Delivery Capital Report – Community Services – October 2025 be received.

COMMENTARY

The Project Delivery section submits the monthly project report outlining the status of capital projects managed by the Unit on behalf of the Community Services Department.

Expenditure against the capital budget is progressing in line with current cashflow forecast. We are managing a total Capital budget of \$14,649,713 for the Community Services Department of this we have an actual expenditure of \$907,868. This represents approximately 6.2% of the total capital budget.

The following projects are reported on for the month of October 2025 and detailed individual reports are attached:

Project
Kershaw Gardens Waterfall Structure Repairs
Botanic Gardens Pathway Renewals 25/26
RBGZ Enclosures 25/26
Rockhampton Sports Precinct
Victoria Park Tennis Courts – Stormwater Remediation and Resurfacing
Gracemere Hall Roof and Air Conditioning
Historic Library Roof and Gutters
Pilbeam Theatre Redevelopment Master Plan
Pilbeam Theatre Chiller Renewal
Pilbeam Theatre Carpark Safety Works
Pilbeam Theatre Roof Repairs
Showgrounds (Robert Archer) Grandstand Repairs

**PROJECT DELIVERY
CAPITAL REPORT
COMMUNITY SERVICES
OCTOBER 2025**

**Community Services Status Reports -
October 2025**

Meeting Date: 18 November 2025

Attachment No: 1

PD-PRO-2024 Kershaw Gardens Waterfall Structure Repairs

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Parks	Project Manager:	Darren Toohey	Project Phase:	Design & Construction			
Activity	Scope			Traffic Light	Scope Change			
Design & Construction	The Kershaw Gardens Waterfall has reached the end of its life. As a significant asset to both the local community and visiting tourists, this project aims to review and refurbish the waterfall to preserve its sentimental value while enhancing its design for increased longevity and in service safety.			G	No scope change			
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$2,650,000	\$359,078	\$91,750	\$2,199,172	G	No financial change		
External Funding:	\$0							
Total Project Budget:	\$2,650,000							
	2025/26FY			Traffic Light	Monthly Update			
	Budget	Actuals	Committals	Remaining Budget				
	\$1,186,664	\$145,741	\$91,750	\$949,172	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Procurement of Consultant	17-Oct-24	20-Nov-24	17-Oct-24	20-Nov-24	100%	100%	G	No schedule change
Detail Design and Specifications	27-Nov-24	01-Jul-25	27-Nov-24	17-Nov-25	95%	90%	G	Previously reported change
Procurement of Contractor	18-Jul-25	06-Aug-26	17-Oct-25	20-Dec-25	20%	0%	G	Previously reported change
Construction	01-Sep-25	01-Jun-26	05-Jan-26	06-Aug-26	0%	0%	G	Previously reported change
Project Milestones								Date
Design tender award								20-Nov-24
Detail Design and Specification Final Design report								17-Nov-25
Construction tender award								20-Dec-25
Project completion								06-Aug-26
Commentary								
The preliminary design report has been received from the consultant. It details the proposed design concepts, key technical specifications, and confirms compliance with project requirements. Construction procurement activities will now commence.								
Risk Categories		Risks (Cause, Risk, Impact)			Risk Responses			
Existing	The Facade is showing signs of structural fatigue and the internal pump station is a servicing a hazard.			The proposed structural stabilisation and construction of the external plant room will address the risk.				
Budget	The Project budget has not been validated against a confirmed scope of works or a design.			A P 90 Cost Estimate to be provided as part of the Design Development package. This will confirm budget and provide a tender benchmark.				
Key Tasks & Deliverables This Month								
Design reports received, Project team workshop scheduled for early November to discuss design.								
Three Month Horizon								
Nov-2025			Dec-2025			Jan-2026		
Preliminary Design Report and Design Review continues.			Preliminary Design Report and Design Review continues.			Procurement of Contractor		

PD-PRO-2025 Botanic Gardens Pathway Renewal

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Parks	Project Manager:	Darren Toohey	Project Phase:	Construction			
Project Scope								
Activity	Scope			Traffic Light	Scope Change			
Construction	Renewal program for Botanic Gardens pathways - Priorities as directed by Botanic Gardens Curator.			G	No scope change			
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$317,250	\$153,945	\$0	\$163,305	G	No financial change		
External Funding:	\$0							
Total Project Budget:	\$317,250							
2025/26FY					Traffic Light	Monthly Update		
Budget	Actuals	Committals	Remaining Budget					
\$183,231	\$153,945	\$0	\$29,286	G	No financial change			
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Botanic Gardens Internal Pathway Network (Staged Yearly Program)	15-Sep-25	30-Mar-25	15-Sep-25	30-Nov-25	59%	100%	G	No schedule change
Project Milestones							Date	
Priority 1 - From the Cenotaph past the cycad gardens to the tea house entrance of the Japanese Gardens. Purpose: Establishes the main visitor flow into the Japanese Gardens - 222m2.							15-Sep-25	
Priority 2 - Entry next to the Kindy and formalises the path toward the Tea house. Purpose: Enhances access from the Kindy side and improves connectivity to the Tea House - 135m2.							30-Sep-25	
Priority 3 - Along the Kindy side of the Japanese flats. Purpose: Supports movement along the edge of the Japanese Flats adjacent to the Kindy - 175m2.							20-Oct-25	
Priority 4 - Borders the tamarind tree boundary and arid garden bed. Purpose: Defines the edge of the garden and protects sensitive planting areas - 120m2.							28-Oct-25	
Priority 5 - Connects the tamarind boundary path to the Cenotaph pathway. Purpose: Completes the loop and improves movement between key garden features - 38m2.							28-Oct-25	
Commentary								
Works all now Completed.								
Key Tasks & Deliverables This Month								
Nil								
Three Month Horizon								
Nov-2025		Dec-2025			Jan-2026			
Completed		Nil			Nil			

PD-PRO-2025 Zoo Enclosure Renewals

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Parks	Project Manager:	Darren Toohey	Project Phase:	Strategic Assessment			
Project Scope								
Activity	Scope			Traffic Light	Scope Change			
Enclosure Refurbishment Program Design, construction or refurbishment of series of existing animal enclosures								
Preliminary Evaluation	Refurbishment of Chimpanzee Enclosure			G	No scope change			
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$2,961,261	\$0	\$0	\$2,961,261	G	No financial change		
External Funding:	\$0							
Total Project Budget:	\$2,961,261							
	2025/26FY							
	Budget	Actuals	Committals	Remaining Budget	Traffic Light	Monthly Update		
	\$1,161,261	\$0	\$0	\$1,161,261	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Early Investigation	01-Sep-25	30-Nov-25	01-Sep-25	30-Nov-25	0%	20%	G	No schedule change
Commentary								
CAF is currently coordinating several preliminary site investigations, including a structural assessment of the existing structure to determine its integrity and condition. In addition, a comprehensive tree audit is being arranged to identify any tree impacts associated with the proposed works. A detailed site survey is also being scheduled to capture accurate topographical and site feature data, which will inform the design and planning stages of the project.								
Risk Categories	Risks (Cause, Risk, Impact)			Risk Responses				
Budget	Budget required unknown until structural investigations completed.			Future Year enclosure renewals budget available.				
Key Tasks & Deliverables This Month								
The structural assessment has been completed and received. CAF, Project Delivery, and internal stakeholders will review the findings and work together to define the scope of required structural works.								
Three Month Horizon								
Nov-2025		Dec-2025			Jan-2026			
Received Structural Assessment late in October, Project team and CAF and internal stakeholders to have meeting to discuss outcome of report.		Plan Works			Plan works			

PD-PRO-2024 Rockhampton Sports Precinct

Monthly Status Report

Oct-2025

Project Management											
Council Custodian:		Community Assets & Facilities		Project Manager:		Aaron Pont		Project Phase:		Detail Design	
Project Scope											
Activity		Scope						Traffic Light		Scope Change	
Detail Design		The aim of this Project is to prepare detailed designs and design specifications in a manner that aligns with the project's progression from its preliminary design phase and planning approvals to staged construction of the Sports Precinct. The key activities include the development of preliminary design and planning approval documentation. A Detailed Business Case and Project Validation Report will also be developed.						G		No scope change	
Project Funding and Finance											
Funding Source		Funding Amount		Project Life (10 Years) as at 05/11/2025			Traffic Light		Monthly Update		
				Actuals	Committals	Remaining Budget					
Council Allocation:		\$0		\$1,517,362	\$3,258,227	\$42,224,411	G		No financial change		
External Funding:		\$47,000,000									
Total Project Budget:		\$47,000,000									
		2025/26FY						Traffic Light		Monthly Update	
		Budget		Actuals	Committals	Remaining Budget					
		\$1,917,217		\$434,579	\$3,258,227	-\$1,775,589	G		No financial change		
Project Schedule											
Scope		Baseline		Forecast/Actuals				Traffic Light		Schedule Update	
		Start	Finish	Start	Finish	Plan%	% Complete				
Rockhampton Sports Precinct		16-Jan-25	30-Jul-26	16-Jan-25	30-Jul-26	38%	32%	G		No schedule change	
Engagement of Consultant For Design Development and Project Planning Approval Package		16-Jan-25	29-Jul-26	16-Jan-25	29-Jul-26	32%	27%	G		No schedule change	
Phase 1: Whole of Site Preliminary Planning		16-Jan-25	24-Oct-25	16-Jan-25	24-Oct-25	100%	79%	G		No schedule change	
Phase 2: Detail Design for Whole Of Site		24-Oct-25	29-Jul-26	24-Oct-25	29-Jul-26	2%	4%	G		No schedule change	
Engagement of Consultant For Project Validation Report Package		16-Jan-25	30-Jul-26	16-Jan-25	30-Jul-26	74%	58%	G		No schedule change	
Phase 1: Masterplan Validation		16-Jan-25	05-Mar-25	16-Jan-25	05-Mar-25	100%	100%	G		No schedule change	
Phase 2: Project Validation Report		05-Mar-25	30-Jul-26	05-Mar-25	30-Jul-26	47%	12%	G		No schedule change	
Project Milestones										Date	
Commencement of Consultant Engagement For Design Development and Project Planning Approval Package										16-Jan-25	
Phase 1: Whole of Site Preliminary Planning										24-Oct-25	
Phase 2: Detailed Design for Whole Of Site										29-Jul-26	
Commencement of Consultant Engagement For Project Validation Report Package										16-Jan-25	
Phase 1: Masterplan Validation										05-Mar-25	
Phase 2: Project Validation Report										30-Jul-26	
Commentary											
Detailed Business Case (DBC) Briefing Session was undertaken with Council 15 October 2025 with valuable input provided into operating models, fees and charges and sports tourism. Establishing core principles and objectives will enable consultant team to progress the DBC with further briefing sessions and reports to Council.											
Premier David Crisafulli visited site with a media op celebrating progress of Stage 1 to the current detailed design phase. This was also attended by Mayor Tony Williams and state members Donna Kirkland and Nigel Hutton.											
Stage 1 (Netball and Recreation Area) design works remain on schedule, with progress continuing towards detailed design. The 100% detailed design milestone is expected late Feb 2026.											
The Development Approval is progressing with Economic Development Queensland's (EDQ) assessment. No issues to date.											
Risk Categories	Risks (Cause, Risk, Impact)						Risk Responses				
Land Tenure	Land currently state owned with CQU as trustee						Land Tenure and RRC ownership being addressed with State Gov / CQU				
Project	Project is in early stages of planning, as part of the project's development workshops have been programmed to assess design and construction risks.						Risk Management / Safety in Design Workshops				
Key Tasks & Deliverables This Month											
November 14: Stage 1 50% detailed design to be submitted.											
Three Month Horizon											
Nov-2025				Dec-2025				Jan-2026			
Stage 1 50% detailed design due 14 November 2025.				Progress towards 90% detailed design.				Receive 90% Detailed Design (Stage 1).			
50% design review including stakeholder engagement.								Updated cost estimate.			

PD-PRO-2025 Victoria Park Tennis Courts – Stormwater Remediation and Resurfacing

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Community Assets & Facilities		Project Manager:		Dan Farlow		Project Phase:	Design & Construction
Activity	Scope					Traffic Light	Scope Change	
Design & Construction	This Project is to address the poor condition of the tennis court playing surfaces at Victoria Park Tennis Complex. The project scope includes: *Resurfacing of up to 15 tennis courts, including replacement of asphalt surfacing and regrading gravel base; and *Installation of drainage to redirect overland stormwater flow to Fitzroy River.					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$1,901,969	\$73,000	\$55,525	\$1,773,444	G	No financial change		
External Funding:	\$0							
Total Project Budget:	\$1,901,969							
	2025/26FY					Traffic Light	Monthly Update	
	Budget	Actuals	Committals	Remaining Budget				
	\$1,847,824	\$18,855	\$55,525	\$1,773,444	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Victoria Park Tennis Courts – Stormwater Remediation and Resurfacing	14-Aug-25	30-Dec-26	14-Aug-25	30-Dec-26	6%	6%	G	No schedule change
Detail Design	14-Aug-25	30-Dec-25	14-Aug-25	30-Dec-25	56%	55%	G	No schedule change
Contractor Procurement	10-Jan-26	15-Feb-26	10-Jan-26	15-Feb-26	0%	0%	G	No schedule change
Construction	08-Mar-26	30-Dec-26	08-Mar-26	30-Dec-26	0%	0%	G	No schedule change
Project Milestones								Date
Detail Design completed								30-Dec-25
Construction Procurement								15-Feb-26
Construction Completion								30-Dec-26
Commentary								
The design consultant has commenced the detailed design phase for the courts and associated drainage systems, with work progressing steadily. Concurrently, ongoing consultation is being maintained with Tennis Queensland and the Centre Operator to incorporate stakeholder feedback and operational considerations into the design process.								
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses		
Budget	Budget is based off concept level design. Once design is complete and tender prices received, project cost may exceed budget.					Reduce scope of project from 15 courts to 10 courts.		
Operations	Construction activities may cause excessive disruption to operations of tennis centre.					Stakeholder engagement with operator, staging of works to minimise disruption Schedule works to avoid major events.		
Key Tasks & Deliverables This Month								
Ongoing Detailed Design.								
Three Month Horizon								
Nov-2025			Dec-2025			Jan-2026		
Detailed Design of Courts and Drainage.			Review design and draft tender.			Tender preperation and tender period.		

PD-PRO-2025 Gracemere Hall Roof and Air Conditioning

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Community Assets & Facilities		Project Manager:		Darren Toohey		Project Phase:	Construction
Project Scope								
Activity	Scope					Traffic Light	Scope Change	
Construction	This Project comprises of a complete roof replacement of Hall, Kitchen foyer/breezeway and renewal of all end of life existing air conditioning plant.					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$400,000	\$4,421	\$16,800	\$378,779	G	No financial change		
External Funding:	\$0							
Total Project Budget:	\$400,000							
	2025/26FY					Traffic Light	Monthly Update	
	Budget	Actuals	Committals	Remaining Budget				
	\$400,000	\$4,421	\$16,800	\$378,778	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	% Plan	% Complete		
Gracemere Hall Roof and Air Conditioning	14-Aug-25	30-Jun-26	14-Aug-25	30-Jun-26	4%	8%	G	No schedule change
Scoping and detail Design	14-Aug-25	20-Nov-25	14-Aug-25	20-Nov-25	40%	75%	G	No schedule change
Contractor Procurement	04-Dec-25	15-Feb-26	04-Dec-25	15-Feb-26	0%	0%	G	No schedule change
Construction	08-Mar-26	30-Jun-26	08-Mar-26	30-Jun-26	0%	0%	G	No schedule change
Project Milestones								Date
Design Consultation Completion								20-Nov-25
Proposed Completion of Contractor Procurement								15-Feb-26
Proposed Completion of Construction Phase								30-Jun-26
Commentary								
The project has moved into the planning phase, focusing on developing strategies to address identified risks and define the scope of works. Information gathered during earlier investigations will guide the preparation of a detailed tender brief to support upcoming procurement activities. Finalisation of the mechanical design remains a key dependency and is expected by the end of the year. The project budget may not be sufficient.								
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses		
Safety	Working at Heights, Fall prevention					Edge protection supplied, Safety management Plan - SWMS		
Environmental	Impact to construction delayed due to wet weather.					Construction scheduled dry season.		
Key Tasks & Deliverables This Month								
Scoping and tender documentation								
Three Month Horizon								
Nov-2025			Dec-2025			Jan-2026		
Finalise Scoping.			Design Specification to be received for Airconditioning Plant.			Advertise Tender.		

PD-PRO-2025 Historic Library Roof and Gutters

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Community Assets & Facilities		Project Manager:	Darren Toohey		Project Phase:	Construction	
Project Scope								
Activity	Scope					Traffic Light	Scope Change	
Construction	This project comprises of a complete roof replacement and renewal of all end of life existing air conditioning plant which includes installation of dehumidifiers to archive and negatives storerooms and upgrade of the current BMS system.					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$850,000	\$11,481	\$13,940	\$824,579	G	No financial change		
External Funding:	\$0							
Total Project Budget:	\$850,000							
	2025/26FY				Traffic Light	Monthly Update		
	Budget	Actuals	Committals	Remaining Budget				
	\$850,000	\$11,481	\$13,940	\$824,578	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Historic Library Roof and Gutters	14-Aug-25	30-Jun-26	14-Aug-25	30-Jun-26	4%	8%	G	No schedule change
Scoping and detail Design	14-Aug-25	20-Dec-25	14-Aug-25	20-Dec-25	40%	75%	G	No schedule change
Contractor Procurement	10-Jan-26	15-Feb-26	10-Jan-26	15-Feb-26	0%	0%	G	No schedule change
Construction	08-Mar-26	30-Jun-26	08-Mar-26	30-Jun-26	0%	0%	G	No schedule change
Project Milestones								Date
Design Consultation Completion								20-Nov-25
Proposed Completion of Contractor Procurement								15-Feb-26
Proposed Completion of Construction Phase								30-Jun-26
Commentary								
The project is still in scoping stage, with a focus on exploring potential solutions to address identified risks. Information gathered during this phase will inform the development of a detailed tender brief to support future procurement activities. Currently waiting on Mechanical design to be finalised, which is expected late November.								
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses		
Safety	Working at Heights, Fall prevention					Edge protection supplied, Safety management Plan - SWMS		
Environmental	Impact to construction delayed due to wet weather					Construction Scheduled dry season		
Safety	Council Staff working below roof					Move staff to areas out of risk of falling objects		
Key Tasks & Deliverables This Month								
Scoping completion								
Three Month Horizon								
Nov-2025			Dec-2025			Jan-2026		
Finalise Scoping, Design Specification to be received for Airconditioning Plant.			Tender Documentation.			Advertise for tender.		

PD-PRO-2024 Pilbeam Theatre Redevelopment Master Plan

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Communities & Culture		Project Manager:		Edward Brooks		Project Phase:	Business Case
Project Scope								
Activity	Scope						Traffic Light	Scope Change
Concept Design	The Pilbeam Theatre has reached the end of its service life. A review of the current concept design is required to ensure alignment with Council and community needs, and to confirm the development is value managed for cost-effectiveness. A Detailed Business Case will assess the most practical and sustainable option for renewal moving forward.						G	No scope change
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$187,500,000	\$85,010	\$11,600	\$187,403,390	G	No financial change		
External Funding:	\$0							
Total Project Budget:	\$187,500,000							
	2025/26FY				Traffic Light	Monthly Update		
	Budget	Actuals	Committals	Remaining Budget				
	\$1,428,310	\$13,320	\$11,600	\$1,403,390	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Pilbeam Theatre Redevelopment Master Plan-Pilbeam Concept validation	01-Jun-24	01-Jun-26	01-Jun-24	01-Sep-26	26%	26%	G	No schedule change
Scope Definition	01-Jun-24	30-Sep-24	01-Jun-24	30-Sep-24	100%	100%	G	No schedule change
Procurement of Design Consultant for Review	30-Sep-24	30-Oct-24	30-Sep-24	30-Oct-24	100%	100%	G	No schedule change
Stage 1: Design Report	30-Oct-24	28-Feb-25	30-Oct-24	28-Feb-25	100%	100%	G	No schedule change
Stage 2: Business Case Procurement	01-Aug-25	30-Sep-25	01-Aug-25	28-Oct-25	100%	65%	A	Minor schedule change
Stage 2: Business Case	01-Oct-25	01-Jun-26	29-Oct-25	01-Sep-26	0%	0%	G	No schedule change
Project Milestones								Date
Scope Definition								30-Sep-24
Procurement of Design Consultant for Review								30-Oct-24
Stage 1: Concept Design Report								28-Feb-25
Stage 2: Commence Business Case Procurement								01-Aug-25
Stage 2: Business Case Completion								01-Sep-26
Commentary								
The tender for the Performing Arts Centre Renewal Detailed Business Case has closed, attracting strong interest from consultants. Tender evaluations and adjudication process is now underway.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Design	Current Concept Design no longer valid requiring significant design redevelopment.				Design to be validated and updated. Retain completed design where applicable.			
Existing	Failure of roof and chiller to existing Pilbeam Theatre.				Maintenance projects have been initiated to extend the current life of the existing Pilbeam Theatre and specifically target the roof and AC chiller system.			
Key Tasks & Deliverables This Month								
Tender received very good interest and submissions for the business case which are currently under review for evaluation.								
Three Month Horizon								
Nov-2025			Dec-2025			Jan-2026		
Tender evaluation to be completed, with any negotiations and the award of contract.			Start Business Case.			Business Case continues and workshops to be planned in this month.		

PD-PRO-2024 Pilbeam Theatre Chiller Renewal

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Communities & Culture	Project Manager:	Nathan Everton	Project Phase:	Construction			
Project Scope								
Activity	Scope				Traffic Light	Scope Change		
Construction	* Chiller 2 to be replaced with a chiller capable of meeting the likely 'coincident' cooling load (approximately 460kW). The new chiller to be set to operate as the 'run' chiller including new pumps and modified pipework. * Chiller 3 to be repaired and set to operate as the standby (and possibly peak load) chiller. * Extensive maintenance on mechanical plant and duct work.				G	No scope change		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$0	\$193,418	\$808,052	\$198,530	G	Previously reported change		
External Funding:	\$1,200,000							
Total Project Budget:	\$1,200,000							
		2025/26FY			Traffic Light	Monthly Update		
Budget		Actuals	Committals	Remaining Budget				
	\$1,037,026	\$30,444	\$808,052	\$198,530	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Develop Detail Design Brief	05-Aug-24	25-Nov-24	05-Aug-24	25-Nov-24	100%	100%	G	No schedule change
Design	10-Dec-24	24-Jan-25	10-Dec-24	11-Apr-25	100%	100%	G	No schedule change
Construction Contractor Procurement	24-Jan-25	23-Feb-25	02-May-25	28-Jun-25	100%	100%	G	Previously reported change
Construction of AC	23-Feb-25	16-Sep-25	21-Jun-25	28-Feb-26	52%	7%	G	Previously reported change
Project Milestones								Date
Design Consultation Completion								25-Nov-24
Proposed Completion of Contractor Procurement								28-Jun-25
Proposed Completion of Construction Phase								28-Feb-26
Commentary								
Design clashes in the plantroom have been identified, with design review continuing. Ordering of long lead items has been completed.								
Possession of Site delayed due to delay in paperwork submission from Contractor. Expected to be issued November.								
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses		
Funding	Funding insufficient for this project					Reallocate funding from roof project.		
Work Clashes	Work clashes with the carpark and laneway works for the installation, must coincide with chiller work due to booking schedule for Pilbeam Theatre.					Work closely with other Project Manager to resolve any conflicts.		
Key Tasks & Deliverables This Month								
Issue Possession of Site. Finalise works plan. Design works of plant room layout. Cut in temporary chiller connection points and Plan for temporary backup chiller.								
Nov-2025			Dec-2025			Jan-2026		
Issue Possession of Site. Continue to finalise works plan. Further reconfigure plant room layout. To fit equipment, cut in new temporary connection points for back up chiller.			Early pipework modifications and demolition of chiller 2. Start remediation works of air handler units. Design of BMS System.			Remediation works of air handler units. Full plantroom fitout and installation of new chiller. Commissioning of chiller.		

PD-PRO-2024 Pilbeam Theatre Carpark Safety Works

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Communities & Culture	Project Manager:	Daniel Farlow		Project Phase:	Construction		
Project Scope								
Activity	Scope				Traffic Light	Scope Change		
Construction	Install safety crossing and carpark islands. Formalisation of carpark entry from Bolsover Street. Reconfigure and Resurface carpark.				G	No scope change		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$0	\$26,212	\$955,438	\$318,350	G	No financial change		
External Funding:	\$1,300,000							
Total Project Budget:	\$1,300,000							
	2025/26FY				Traffic Light	Monthly Update		
	Budget	Actuals	Committals	Remaining Budget				
	\$1,293,774	\$19,986	\$955,438	\$318,350	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Design Review	16-Oct-24	28-Apr-25	16-Oct-24	28-Apr-25	100%	100%	G	No schedule change
Contractor Procurement	29-Apr-25	28-Aug-25	29-Apr-25	28-Aug-25	100%	100%	G	No schedule change
Construction	05-Jan-26	14-Mar-26	05-Jan-26	14-Mar-26	0%	0%	G	No schedule change
Project Milestones								Date
Design Review								28-Apr-25
Contractor Procurement								28-Aug-25
Construction Phase								14-Mar-26
Commentary								
Construction Contractor engaged and currently undertaking planning and preparing management plans. Early Community Consultation (by Contractor) to commence November 2025 to provide advance warning to stakeholders. RRC Media will also issue Media Release on 24 November 2025. Construction scheduled to commence 5 January 2026. Overall project dates still remain on track.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Schedule	Impact on the Pilbeam Theatre operations.				Close communications between Project Manager and Pilbeam Theatre staff to confirm best time to complete the works.			
Weather	Impact on construction from weather due to construction of works in typically wet season				Contractor's construction schedule has been condensed to reduce exposure to weather risk			
Key Tasks & Deliverables This Month								
Contractor planning and design underway								
Three Month Horizon								
Nov-2025			Dec-2025			Jan-2026		
Planning and standby for construction window. Community Engagment Commencement.			Planning and standby for construction window.			Construction of laneway and carpark surface.		

PD-PRO-2024 Pilbeam Theatre Roof Repairs

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Communities & Culture	Project Manager:		Darren Toohey	Project Phase:	Construction		
Project Scope								
Activity	Scope				Traffic Light	Scope Change		
Construction	Replace multiple sections of the roof. Replace all flashings and install new flashings to all roof penetrations. Replace defective ceiling hangers.				G	No scope change		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$0	\$921,394	\$10	\$2,778,596	G	Previously reported change		
External Funding:	\$3,700,000							
Total Project Budget:	\$3,700,000							
	2025/26FY				Traffic Light	Monthly Update		
	Budget	Actuals	Committals	Remaining Budget				
	\$2,844,407	\$65,801	\$10	\$2,778,596	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Roof Inspection and Defining the Scope	02-Sep-24	16-Dec-24	02-Sep-24	16-Dec-24	100%	100%	G	No schedule change
Construction Contractor Procurement	17-Dec-24	19-Feb-25	17-Dec-24	19-Feb-25	100%	100%	G	No schedule change
Construction of Roof	20-Feb-25	29-Oct-25	20-Feb-25	29-Oct-25	100%	100%	G	No schedule change
Project Milestones								
Design Consultation Completion							Date	
Proposed Completion of Contractor Procurement							16-Dec-24	
Proposed Completion of Construction Phase							19-Feb-25	
Proposed Completion of Construction Phase							29-Oct-25	
Commentary								
Project Completed. Significant savings generated.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Funding	Expenditure prior to W4Q approval will be ineligible for reimbursement under the agreement.				Funding Received, risk closed.			
Key Tasks & Deliverables This Month								
Nil								
Three Month Horizon								
Nov-2025		Dec-2025			Jan-2026			
Project Completed.		-			-			

PD-PRO-2025 Showgrounds (Robert Archer) Grandstand Repairs

Monthly Status Report

Oct-2025

Project Management								
Council Custodian:	Community Assets & Facilities	Project Manager:	Eliza Crossley	Project Phase:	Preliminary Evaluation			
Project Scope								
Activity	Scope			Traffic Light	Scope Change			
Preliminary Evaluation	The scope of general repairs to the Robert Archer Grandstand includes conducting a comprehensive structural and condition assessment to identify and confirm any necessary remediation and restoration works required to ensure the integrity and safety of the facility.			G	No scope change			
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 05/11/2025			Traffic Light	Monthly Update		
		Actuals	Committals	Remaining Budget				
Council Allocation:	\$500,000	\$9,295	\$0	\$490,705	G	No financial change		
External Funding:	\$0							
Total Project Budget:	\$500,000							
	2025/26FY				Traffic Light	Monthly Update		
	Budget	Actuals	Committals	Remaining Budget				
	\$500,000	\$9,295	\$0	\$490,706	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Showgrounds (Robert Archer) Grandstand Repairs	10-Aug-25	30-Jun-26	10-Aug-25	30-Jun-26	9%	9%	G	No schedule change
Structural Assessment and Defining of Scope	-	-	10-Aug-25	10-Nov-25	88%	88%	G	No schedule change
Detail Design	10-Aug-25	20-Nov-25	15-Nov-25	15-Jan-26	0%	0%	G	No schedule change
Contractor Procurement	30-Nov-25	15-Feb-26	30-Nov-25	15-Feb-26	0%	0%	G	No schedule change
Construction	01-Mar-26	30-Jun-26	01-Mar-26	30-Jun-26	0%	0%	G	No schedule change
Project Milestones								Date
Structural Assessment and Defining of Scope								10-Nov-25
Design Consultation Completion								15-Jan-26
Proposed Completion of Contractor Procurement								15-Feb-26
Proposed Completion of Construction Phase								30-Jun-26
Commentary								
The project is in the early investigation and scoping stage, with a focus on addressing and prioritising previous identified risks. The structural assessment is now complete and under review to determine and inform the scoping stage. After review, this will inform development of a detailed tender brief to support future procurement activities. It is anticipated the cost will be somewhere around \$100K.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Scope	Due to the unknown nature of the scope the project may exceed time and estimated costs.				Investigation review and determination of allowable scope within the budget allocation will be completed and confirmed.			
Key Tasks & Deliverables This Month								
Structural Assessment Complete - in review.								
Three Month Horizon								
Nov-2025			Dec-2025			Jan-2026		
Structural Assessment and Project Scope Review			Structural Assessment and Project Scope Review			Design specification and documentation		

11.2 COMMUNITY ASSETS & FACILITIES SIGNIFICANT PROJECTS STATUS REPORT

File No: 1464

Attachments: 1. [Playground Renewal Status Update October 2025](#)
2. [City Hall Refurbishment Status Update October 2025](#)

Authorising Officer: Damon Morrison - Acting General Manager Community Services

Author: Emma-Jane Dwyer - Manager Community Assets and Facilities

SUMMARY

This report provides the status for the Community Assets and Facilities significant projects endorsed for the current financial year.

OFFICER'S RECOMMENDATION

THAT the Community Assets and Facilities Significant Projects monthly status reports be received and any feedback noted for consideration

COMMENTARY

The following projects are being delivered by Community Assets and Facilities:

- Playground Renewal Project
- City Hall Landscaping

The attachments provide a status update of the projects.

CONCLUSION

Monthly reports are provided for the current active projects for information.

COMMUNITY ASSETS & FACILITIES SIGNIFICANT PROJECTS STATUS REPORT

Playground Renewal Status Update October 2025

Meeting Date: 18 November 2025

Attachment No: 1

Playground Renewal Program
Monthly Status Report

Oct-25

Project Management

Council Custodian:	Community Assets & Facilities	Project Manager:	Donna Richardson	Project Phase:	Scoping
---------------------------	-------------------------------	-------------------------	------------------	-----------------------	---------

Project Scope

Activity	Scope	Traffic Light	Scope Change
Renewal	Playgrounds nominated for 25/26 FY are: Duthie Park Curtis Park Anderson Park		

Project Funding and Finance

Funding Source	Funding Amount	Project Life as at				DATE	Traffic Light	Monthly Update
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$300,000	\$0	\$275,462	\$300,000	\$24,538			
External Funding:	\$0							
Total Project Budget:	\$300,000							

Project Schedule

Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Playground Renewals	01/09/2025	30/06/2026	01/09/2025	30/06/2026	0%	0%		
Duthie Park Renewal	01/09/2025	30/06/2026	27/01/2026	30/06/2026	0%	0%		Commencement 27/01/2025
Curtis Park Renewal	01/09/2025	30/06/2026	TBC					Construction dates determined upon order placement.
Anderson Park Renewal	01/09/2025	30/06/2026	TBC					Construction dates determined upon order placement.

Project Milestones	Date
Purchase orders raised	30-Sep-25

Commentary

Orders for all 3 playgrounds have been placed.
 Commencement date of 27th January 2026 for Duthie Park - awaiting contractor confirmation for start dates or Curtis and Anderson Park

Duthie Park renewal to include:
 - Fencing around new playground
 - Bollard replacements
 - Asphalt connection for footpath
 - Sand softfall

Curtis Park renewal to include:
 - 2 new seats
 - Hard shade structure
 - Updated park signage
 - Old picnic table replacement

Anderson Park renewal to include:
 - 2 new seats
 - Hard shade structure
 - Updated park signage

Risk Categories	Risks (Cause, Risk, Impact)	Risk Responses

Key Tasks & Deliverables This Month

Placement of purchase orders

Three Month Horizon		
Sep-25	Oct-25	Nov-25
Place purchase orders		

COMMUNITY ASSETS & FACILITIES SIGNIFICANT PROJECTS STATUS REPORT

City Hall Refurbishment Status Update October 2025

Meeting Date: 18 November 2025

Attachment No: 2

City Hall Refurbishment
Monthly Status Report

Oct-25

Project Management

Council Custodian:	Community Assets & Facilities	Project Manager:	Damon Richardson	Project Phase:	Scoping
--------------------	-------------------------------	------------------	------------------	----------------	---------

Project Scope

Activity	Scope	Traffic Light	Scope Change
Renewal	Renewal of city hall landscaping and remediation works.		

Project Funding and Finance

Funding Source	Funding Amount	Project Life as at				DATE	Traffic Light	Monthly Update
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$441,245	\$4,298	\$5,071	\$441,245	\$436,174			
External Funding:	\$0							
Total Project Budget:	\$441,245							

Project Schedule

Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
City Hall Refurbishment	01/09/2025	30/06/2026	01/09/2025	30/06/2026	0%	0%		
Design Works	01/09/2025	30/06/2026	27/01/2026	28/02/2025	20%	20%		Designs to be presented to Council Feb 2026
Stage 1 deliverables	01/09/2025	30/06/2026	01/03/2026	30/06/2026	0%	0%		Construction dates determined upon final design
Building works	01/09/2025	30/06/2026	01/09/2025	30/06/2026	0%	0%		

Project Milestones

	Date
Purchase orders raised	30-Sep-25

Commentary

Design for City Hall landscaping currently underway and expected to be presented to Council in February 2026.

Once design is endorsed staging to be developed with a focus on remediating alongside the finance section to the building.

Working on the Exemption Certificate for building works which include resealing the windows.

Sourcing quotes to complete the works.

Risk Categories	Risks (Cause, Risk, Impact)	Risk Responses
Design	Design delays	

Key Tasks & Deliverables This Month

Obtain exemption certificate and quotes for building works

Three Month Horizon		
Oct-25	Nov-25	Dec-25
Obtain Quotes and EC for building works	Raise PO for building works	

11.3 PARKS SIGNIFICANT PROJECT STATUS REPORT - OCTOBER 25/26

File No:	15225
Attachments:	<ol style="list-style-type: none">1. State Sporting Carnival - Status Report - Oct 25↓2. Kele Park Irrigation Renewal - Status Report - October 2025↓3. Rockhampton Cricket Grounds Irrigation Renewal - Status Report - October 2025↓
Authorising Officer:	Damon Morrison - Acting General Manager Community Services
Author:	Justin Bulwinkel - Sports and Active Communities Coordinator

SUMMARY

This report provides updates on significant Parks capital projects for the months of September and October 2025/26.

OFFICER'S RECOMMENDATION

THAT the Parks 2025/26 Monthly Significant Project Status Report be received.

COMMENTARYProject Status: State Sporting Carnival Activation

Project remains in progress while detailed lighting designs are finalised.

All construction activities, including those previously reported as outstanding, are now complete. Previously reported bollard installation has been cancelled due to budget limitations.

Consultation continues with Football QLD, with potential inclusion of bollard scope in future masterplan stages. Football QLD will consider the proposed parking and vendor space delineation within their masterplan and return to Council for feedback once complete.

Key project outcomes:

- Car park development and open space improvements across Norbridge Park, Cyril Connell Fields & Rockhampton Cricket Grounds.
- Playing surface upgrades at Saleyards Park, Norbridge Park, Cyril Connell Fields, and Vic Park Rugby League (Top Field)
- Detailed lighting designs underway

Project Status: Parks Irrigation Renewal Program

Year 1 (24/25): Kele Park renewal remains on track, with construction underway and completion targeted for the end of November 2025.

Year 2 (25/26): Rockhampton Cricket Grounds has been identified as the next irrigation renewal site within the 10-year plan. The project currently holds 80% detailed design. This year's budget allocation of \$181,000 will focus on finalising design, lodging development application/s, and producing a staged project plan. Due to the site's scale, cost, and community occupancy, delivery is expected to span over three to four years.

**PARKS SIGNIFICANT PROJECT
STATUS REPORT
OCTOBER 25/26**

**State Sporting Carnival - Status Report
OCTOBER 2025**

Meeting Date: 18 November 2025

Attachment No: 1

State Sporting Carnival Monthly Status Report

OCTOBER 2025

Project Management

Council Custodian:	PARKS	Project Manager:	Justin Bulwinkel	Project Phase:	Finalising
---------------------------	-------	-------------------------	------------------	-----------------------	------------

Project Scope

Activity	Scope	Traffic Light	Scope Change
NEW	Enhance sporting facilities to support state events with significant economic value while providing direct benefits to regional and community users.	G	MINOR CHANGE

Project Funding and Finance

Funding Source	Funding Amount	Project Life as at: 07-Oct-25				Traffic Light	Monthly Update
		Actuals	Commitals	Forecast	Remaining Budget		
Council Allocation:	\$93,424	\$245,177	\$66,548	\$311,725	\$18,275	G	Lighting Designs - In progress
External Funding:	\$0						
Total Project Budget:	\$330,000						

Project Schedule

Scope	Baseline		Forecast / Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan %	Complete %		
Sport Facility Improvements	01/11/2024	30/06/2025	01/11/2024	30/06/2025	80%	90%	G	No schedule change
Stage A: Car park & Open Space Improvements								
Car Park Development / Improvements	01/11/2024	30/04/2025	01/11/2024	30/04/2025	100%	100%	G	Complete
Open Space Improvements	01/11/2024	01/11/2024	01/11/2024	01/11/2025	100%	90%	G	Pedestrian gates & Solar Lighting outstanding
STAGE A.1: New Bollards - REMOVED FROM SCOPE								
Quote	01/02/2025	30/04/2025	01/02/2025	30/04/2025	100%	100%	G	Complete
STAGE B: Field Preparation								
Vic Park Rugby League	30/09/2024	31/12/2024	30/09/2024	31/12/2024	100%	100%	G	Complete
Norbridge Park & Cyril	01/12/2024	30/06/2025	01/12/2024	30/06/2025	100%	100%	G	Complete
Saleyards Park	01/12/2024	30/06/2025	01/12/2024	30/06/2025	100%	100%	G	Complete
STAGE C: Lighting Designs								
Norbridge Park	01/07/2025	31/12/2025	01/07/2025	31/12/2025	0%	30%		Contract Awarded
Cyril Connell Fields	01/07/2025	31/12/2025	01/07/2025	31/12/2025	0%	30%		Contract Awarded

Project Milestones	DATE
Car Park Formalised	31/12/2024
Saleyards Park: Club Relocation Planning and deployment	01/02/2025
Field Improvement works	30/06/2025
Open Space Improvements (Gates, Bollards security lighting)	31/12/2025
Field Lighting Design	31/12/2025

Commentary
Remaining bollard installation has been removed from scope pending Football QLD master plan submission.
Lighting Designs awarded to consultant

Risk Categories	Risks (Cause, Risk, Impact)	Risk Responses
Weather	Works planned for wet season	Manage case by case during construction
Key Tasks and Deliverables this month		
Solar lighting, pedestrian gates and lighting designs consultation		
Three Month Horizon		
OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025
Lighting Design - Consultation	Lighting Design - Field Surveys	Lighting Design(s) - Complete

PARKS SIGNIFICANT PROJECT STATUS REPORT - OCTOBER 25/26

Kele Park Irrigation Renewal – Status Report - October 2025

Meeting Date: 18 November 2025

Attachment No: 2

Kele Park Irrigation Renewal Monthly Status Report

OCTOBER 2025

Project Management

Council Custodian:	PARKS	Project Manager:	Justin Bulwinkel	Project Phase:	Tender Awarded
--------------------	-------	------------------	------------------	----------------	----------------

Project Scope

Activity	Scope	Traffic Light	Scope Change
NEW	A 10-year program to renew aging irrigation infrastructure across community sporting facilities, ensuring long-term sustainability and supporting future participation and growth	G	MINOR CHANGES

Project Funding and Finance

Funding Source	Funding Amount	Project Life as at: 07-Oct-25				Traffic Light	Monthly Update
		Actuals	Commitals	Forecast	Remaining Budget		
Council Allocation:	\$373,575	\$154,787	\$361,164	\$525,000	\$9,049	Y	Contract Awarded / Commenced
External Funding:	\$151,425						
Total Project Budget:	\$525,000						

Project Schedule

Scope	Baseline		Forecast / Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan %	Complete %		
Kele Park Irrigation Renewal – Year 1	01/02/2025	30/06/2025	01/07/2025	30/11/2025	100%	10%	G	Soil testing / Building approval
Project Detail Design	01/11/2024	31/12/2024	01/11/2024	31/12/2024	100%	100%	G	Complete
Consultation	01/11/2024	31/12/2024	01/11/2024	30/11/2025	100%	100%	G	Complete
Tender & Award	01/11/2024	31/12/2024	01/02/2025	31/06/2025	100%	100%	G	Complete
Construct & Complete	01/02/2025	30/06/2025	01/07/2025	30/11/2025	100%	30%	G	Commenced 1 July 2025

Project Milestones	DATE
Detailed Design Completed	Dec-2024
External Funding Redirected to RRC from Club (State Sport & Recreation)	Feb-2025
Tender Released to Market and Contract Awarded	Jun-2025
Construction Commenced and Project Completed	Nov-2025

Commentary
Construction Commenced
Completion forecast - November 2025

Risk Categories	Risks (Cause, Risk, Impact)	Risk Responses
Weather	Delay in delivery of works	Manage case by case during construction

Key Tasks and Deliverables this month
Resolved financial deficits

Three Month Horizon		
OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025
Construction	Practical Completion	Project Close

PARKS SIGNIFICANT PROJECT STATUS REPORT - OCTOBER 25/26

Rockhampton Cricket Grounds Irrigation Renewal - Status Report – October 2025

Meeting Date: 18 November 2025

Attachment No: 3

Rockhampton Cricket Grounds Monthly Status Report

OCTOBER 2025

Project Management

Council Custodian:	PARKS	Project Manager:	Justin Bulwinkel	Project Phase:	Design
---------------------------	-------	-------------------------	------------------	-----------------------	--------

Project Scope

Activity	Scope	Traffic Light	Scope Change
Irrigation Renewal	A 10-year program to renew ageing irrigation infrastructure across community sporting facilities, ensuring long-term sustainability and supporting future participation and growth	G	NIL

Project Funding and Finance

Funding Source	Funding Amount	Project Life as at: 07-Oct-25				Traffic Light	Monthly Update
		Actuals	Commitals	Forecast	Remaining Budget		
Council Allocation:	\$216,000	\$5,179	\$1,727	\$216	\$209,094	G	Design Review / Planning
External Funding:	\$0						
Total Project Budget:	\$216,000						

Project Schedule

Scope	Baseline		Forecast / Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan %	Complete %		
RCG Renewal – Year 2	01/11/2025	30/06/2026	01/11/2025	30/06/2026	100%	100%	G	Detail design phase
Design Review	01/11/2025	01/03/2026	01/11/2025	01/03/2026	80%	80%		In progress
Engage Consultant / Finalise Designs	01/01/2026	31/03/2026	01/01/2025	31/03/2026	0%	0%		Not Started
Engage Consultant / Development Application	01/03/2025	31/07/2026	01/03/2025	31/07/2026	0%	0%		Not Started
Construction - Stage 1	TBC	TBC	TBC	TBC	0%	0%		Not Started

Project Milestones	DATE
Detailed Design & Project Plan Prepared	
Development Application Lodged / Approved	
Stage 1 Construction Commenced	

Commentary

Design in review

Risk Categories	Risks (Cause, Risk, Impact)	Risk Responses
Resource	Contractor/Consultant availability	Review project time line

Key Tasks and Deliverables this month

Finalise Internal Design Review

Three Month Horizon		
OCTOBER 2025	NOVEMBER 2025	DECEMBER 2025
Design Review	Engage Consultant for final designs, project plan	Engage Consultant / Development Applications

11.4 PROPOSED TENURE FOR MOUNT MORGAN SQUASH COURTS - 36 THOMPSON AVENUE

File No: 12534
Attachments: Nil
Authorising Officer: Damon Morrison - Acting General Manager Community Services
Author: Emma-Jane Dwyer - Manager Community Assets and Facilities
Erica Smith - Sports and Active Communities Advisor

SUMMARY

This report presents two (2) options for Council to consider regarding the establishment of a tenure agreement for the Mount Morgan Squash Courts building located at 36 Thompson Avenue.

OFFICER'S RECOMMENDATION

THAT Council release an expressions of community interest for the use of the building at 36 Thompson Avenue, Mount Morgan.

COMMENTARY

The old Squash Court building at Mount Morgan, located at Boyd Park, 36 Thompson Avenue, was constructed in the early 1970's. The building has not been used for a number of years.

The old Squash Court building is located in a prime recreational precinct surrounded by a playground, skate park and swimming pool. A decision was made in the design phase of the Mount Morgan Swimming Pool to retain the Squash Courts. The facility is in relatively good condition requiring only minor works to be utilised. A new kitchenette has been recently installed.

There is a need within Mount Morgan for more hire space for community organisations as the Green Shed in Mount Morgan has regular bookings weekly each Tuesday, Wednesday, Friday and Saturday and is at full capacity for additional programming.

36 Thompson Avenue is freehold land. It is zoned sports and recreation zone. All use of the building must be in accordance with this land use.

There are two options presented for consideration:

Option 1 – Tender the building for Commercial Use

Call for tenders from Commercial organisations for a leasing opportunity of the old Squash Court Building located at Boyd Park, 36 Thompson Avenue, Mount Morgan.

This call for tenders aims to identify organisations ready to maximise the potential of this community asset in accordance with the land use. Where the proposed use does not comply with a zoning, a Material Change of Use may be required.

Option 2 – Advertise the building for Community Use via Expression of Community Interest Process

Invite Expressions of Community Interest (ECI) from incorporated (non-profit) community organisations for a leasing opportunity of the old Squash Court Building located at Boyd Park, 36 Thompson Avenue, Mount Morgan.

This call for community interest aims to identify organisations ready to maximise the potential of this community asset for broader benefit or existing need that complements the existing use of the site.

The selection criteria would focus on key factors such as the demonstrated need for the asset, the organisation's capacity to effectively operate the facility, and the potential for maximising utilisation and community benefit. This process ensures that the property is allocated to the organisation best positioned to deliver significant value to the community with demonstrated needs, supporting both program growth and community engagement.

Internal photos of the building:



Other Options available but recommended

An option also exists to utilise the building for casual bookings similar to the green shed in Mount Morgan. This would mean no permanent tenant and the ongoing management is undertaken by Council. This option is not put forward due to the layout requiring improvement as well as the installation of a Gallagher card system being required and not in budget.

BACKGROUND

The Mount Morgan squash courts have been vacant and closed for many years.

PREVIOUS DECISIONS

On 15 July 2025 Council resolved that the matter lay on the table pending a site inspection.

BUDGET IMPLICATIONS

This building is currently owned and maintained by Council.

The lease agreement will be subject to an annual fee set by Council's adopted fees and charges schedule.

LEGISLATIVE CONTEXT

Section 236(1)(b)(ii) of the *Local Government Regulation 2012 (Qld)* allows a Local Government to enter into a Lease to a community organisation, provided that 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.

LEGAL IMPLICATIONS

A Freehold Lease of building and land (building site +1 metre) will be issued for a period of up to 6 years to the successful organisation.

STAFFING IMPLICATIONS

There are sufficient resources within the Parks, Community Assets & Facilities and Property & Insurance teams to manage the requirements of the proposed options.

RISK ASSESSMENT

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.

CORPORATE/OPERATIONAL PLAN

2.1 – Our places and spaces enhance the livability and diversity of our communities

2.2 – We support our communities through our activities and programs.

5.1 – Our Region has Infrastructure that meets current and future needs

CONCLUSION

It is recommended that Council proceed with Option 2 as detailed in the report and call for Expressions of Community Interest for a lease of the building. This Option will ensure a transparent and impartial approach that maximises the property's full potential. This option invites all interested parties to submit a tender that demonstrates why their community group is a best fit for the property, and how they can best support the community through the usage of the building.

11.5 MOUNT MORGAN ST ENOCH'S CHATTELS HIRE AGREEMENT

File No: 374
Attachments: Nil
Authorising Officer: Damon Morrison - Acting General Manager Community Services
Author: Emma-Jane Dwyer - Manager Community Assets and Facilities

SUMMARY

Manager Community Assets and Facilities presenting a report on the proposed hire of Mount Morgan St. Enoch's chattels to the Mount Morgan Citizen's Club Inc.

OFFICER'S RECOMMENDATION

THAT:

1. Council agrees to enter into a hire agreement with the Mount Morgan Citizen's Club Inc. for a period of 3 years for the hire of the Mount Morgan St Enoch's chattels as listed in the report, for a nil fee; and
2. Council authorise the Chief Executive Officer (Manager Community Assets and Facilities) to negotiate the terms and conditions of the agreement between Council and the Mount Morgan Citizen's Club inc.

COMMENTARY

Council lease the property located at 78 East Street, Mount Morgan to the Mount Morgan Citizen's Club Inc. The property is known within the community as the Mount Morgan Arts Precinct. Ownership of the large Church building at the property, formerly known as St Enoch's Church, transferred to the Mount Morgan Citizen's Club in 2022 with the ownership of all internal chattels remaining with Council.

The Council owned chattels include:

- 1 x Technics E33 Organ and Stool
- 1 x Bondoir Semi Grand
- 13 x Pine Pews 2770cm x 450cm x 1070cm
- 4 x Pine Pews with stools 2130cm x 450cm x 1360 & 1220
- 16 x Pine Pews 1840cm x 450cm x 1070cm
- 6 x Sily Oak Chairs (6 with plaques)
- 1 x large cabinet
- 1 x Estey Organ
- 5 x side tables
- 2 x Organ Stools
- 1 x cabinet

These items have remained in storage at the Dooley St Council depot since 2022 and are taking up valuable space that could be repurposed for other Council business.

Council officers have been in recent discussions with the Mount Morgan Citizen's Club who have indicated they still request the items to be returned to Mount Morgan for the use and enjoyment of the community.

The Mount Morgan's Citizen's Club have advised they have capacity for 4 long pews and 2 short pews at 78 East St currently but no capacity to store any of the other items until the old hall at 78 East St has been restored.

The Mount Morgan's Citizen's Club have further advised they have capacity to utilise the remain chattels at the Mount Morgan Soldiers Rooms located at 18 Morgan Street until such time the restoration is complete. The Mount Morgan Soldiers Rooms are also owned by the Mount Morgan Citizen's Club Inc.

BACKGROUND

Council acquired the property previously operated as St Enoch's Church on 21 October 2019.

The large church when acquired held a lot of original décor and fittings and was considered to hold significant value to Council and the Community.

PREVIOUS DECISIONS

On the 16th August 2022 Council resolved that:

1. Council transfer the ownership of all three buildings at 78 East Street, Mount Morgan to the Mount Morgan Citizens Club in an 'as is' condition, for \$1.
2. Pursuant to Section 236(1)(b)(ii) of the Local Government Regulation 2012 (Qld) Council approve the lease of the land at 78 East Street Mount Morgan to the Mount Morgan Citizens Club Inc, and authorises the Chief Executive Officer (General Manager Community Services) to negotiate the terms of the agreement in preparation for execution by the delegated officer.
3. Council retains ownership of the contents of the large Church.
4. Furthermore Council proceed to make alterations to the Planning Scheme as in regards to the proposed purpose of these buildings.

BUDGET IMPLICATIONS

There are minimal implications to the 25/26 FY budget to proceed with the hire arrangement.

LEGISLATIVE CONTEXT

Nil

LEGAL IMPLICATIONS

The required hire agreement will be entered into.

STAFFING IMPLICATIONS

There are adequate resources within Community Assets and Facilities to manage the transition.

Community Assets and Facilities will be responsible for relocating the chattels from the Dooley St depot to Mount Morgan.

RISK ASSESSMENT

Council manages all risks in accordance with the relevant hire agreements. The hire agreement will consider the risk of:

- Poor use and / or storage conditions
- Poor ongoing maintenance

CORPORATE/OPERATIONAL PLAN

1.2 Regional public places that meet our community's needs.

CONCLUSION

It is recommended that Council enter into a hire agreement with the Mount Morgan Citizen's Club Inc. for the St Enoch's chattels to be utilised in community facilities within Mount Morgan owned by the Mount Morgan Citizen's Club.

11.6 MOUNT MORGAN COMMONWEALTH BANK OPTIONS

File No:	13866
Attachments:	1. Mt Morgan Commonwealth Bank Concept Design <u>↓</u> 2. Conservation Management Plan <u>↓</u> 3. Property Valuation Report (Confidential)
Authorising Officer:	Damon Morrison - Acting General Manager Community Services
Author:	Emma-Jane Dwyer - Manager Community Assets and Facilities

SUMMARY

The purpose of this report is to present options for the Mount Morgan Commonwealth Bank Building.

OFFICER'S RECOMMENDATION

THAT Council authorise the Chief Executive Officer (Manager Community Assets & Facilities) to proceed with Option A as outlined in the report.

COMMENTARY

The former Commonwealth Bank at Mount Morgan, located on 38 Morgan Street, was constructed in 1913. The bank closed in 1998 and has since been used for other ad hoc storage purposes. The Commonwealth Bank was registered on the Queensland Heritage Register in 1992 (QHR 600746).

The Commonwealth Bank is in a prime CBD location within Mount Morgan. There have been numerous requests over the past few years to lease the building for short term commercial projects, but none have progressed due to the investment required to the building to make viable.

Planning Advice

The building is located on freehold land at 38 Morgan Street, Mount Morgan. It is within a Local Centre Zone where there are a number of uses that are "accepted development subject to requirements" of the Local Centre Zone Code, and the Works Code, where reusing the existing building and not involving more than minor building work (not increasing the gross floor area).

Two options are presented for consideration.

Option A

Restore the property, maintaining the existing open plan design and advertise for tender for commercial use of the facility once works are completed.

It is proposed that the works for this option would primarily be completed by Council employees to reduce cost and increase knowledge within the team of requirements to work on Heritage listed buildings. This knowledge would be beneficial to the team and transfer to works required on other significant buildings such as City Hall, School of Arts and Customs House for example.

This option is expected to cost approximately \$450,000 over the 3-year restoration project. The commercial rent would offset some of these costs.

Option B

That Council sell the property in its as-is condition, including listing on the State Heritage Register.

Removal of the property from the State Heritage Register would require the implementation of the Local Heritage Register.

The property valuation is in the attached confidential attachment.

There is a risk the property will not sell due to the poor condition of the building as it will encumber any potential buyers with the repairs required.

There is a reputational risk with this option as it could be perceived by the community that Council is selling the property to a buyer who will not preserve the history and heritage of the property.

BACKGROUND

The former Mount Morgan Commonwealth Bank building is considered to retain a low level of integrity as the building has been extensively altered since construction and has fallen into disrepair. The building is currently in a dilapidated state and receives little to no maintenance. There is a substantial amount of condition issues internally, externally and within the surrounding grounds.

PREVIOUS DECISIONS

On 15 July 2025 Council resolved that the matter lay on the table pending a site inspection.

A site inspection was undertaken on 10 October 2025.

On 28 June 2022 Council resolved "That the matter regarding the Heritage Status of the Mount Morgan Commonwealth Bank lay on the table until further consultation with the community."

Since this resolution a local heritage study has been conducted for the purposes of implementing a local heritage register and the Heritage Status of the Mount Morgan Commonwealth Bank will be considered and consulted on as part of this project.

BUDGET IMPLICATIONS

There is sufficient budget within the 25/26, 26/27 and 27/28 Capital program for the restoration of the asset as detailed in Option A within the report.

An independent market valuation of the property was undertaken in May 2025. The valuation report determined the property to be valued as per the attached confidential evaluation if not Heritage listed and approximately 30% less should the Heritage listing remain.

The commercial rent would be determined by the tender submissions received.

LEGISLATIVE CONTEXT

The property is currently listed on the Queensland Heritage register.

The building does not appear to meet threshold for entry on the Queensland Heritage Register (QHR) but does meet the threshold at a local level (as a local heritage place). A local heritage register is required to be implemented for an application to remove the building from the State Heritage register.

LEGAL IMPLICATIONS

A contract with any successful buyer will be entered into under Option B.

STAFFING IMPLICATIONS

Existing resources within Community Assets and Facilities will manage the execution of the project.

RISK ASSESSMENT

There is potential reputational risk proceeding with Option B as it could be perceived by the local community that Council is selling the property to a buyer who will not preserve the Heritage of the property.

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.

CORPORATE/OPERATIONAL PLAN

Goal 1.1 – We are fiscally responsible

Goal 2.1 – Our places and spaces enhance the liveability and diversity of our communities

Goal 2.3 – Our Region's heritage and culture are preserved and celebrated

CONCLUSION

It is recommended that Council proceed with restoration of the building as outlined in Option A.

MOUNT MORGAN COMMONWEALTH BANK OPTIONS

Mt Morgan Commonwealth Bank Concept Design

Meeting Date: 18 November 2025

Attachment No: 1



SITE PLAN
1 : 200

DRAWING LIST		
DWG No.	DRAWING NAME	ISSUE
A-01	SITE PLAN AND SHEET LIST	1
A-02	EXISTING FLOOR PLAN	1
A-03	DEMOLITION PLAN	1
A-04	PROPOSED FLOOR PLAN	1
A-05	EXTERNAL ELEVATIONS	1
A-06	PERSPECTIVE VIEWS	1

project:
**MOUNT MORGAN
COMMONWEALTH BANK
BUILDING UPGRADE**

client:
**ROCKHAMPTON REGIONAL
COUNCIL**



Shop 5/10 Denham St
Rockhampton
QLD, 4700
p 0749 222880

building design - documentation



QBCC MEM. NO # 1123040
BDAQ MEM. NO # 0000761



title:
SITE PLAN AND SHEET LIST

scale:
1 : 200

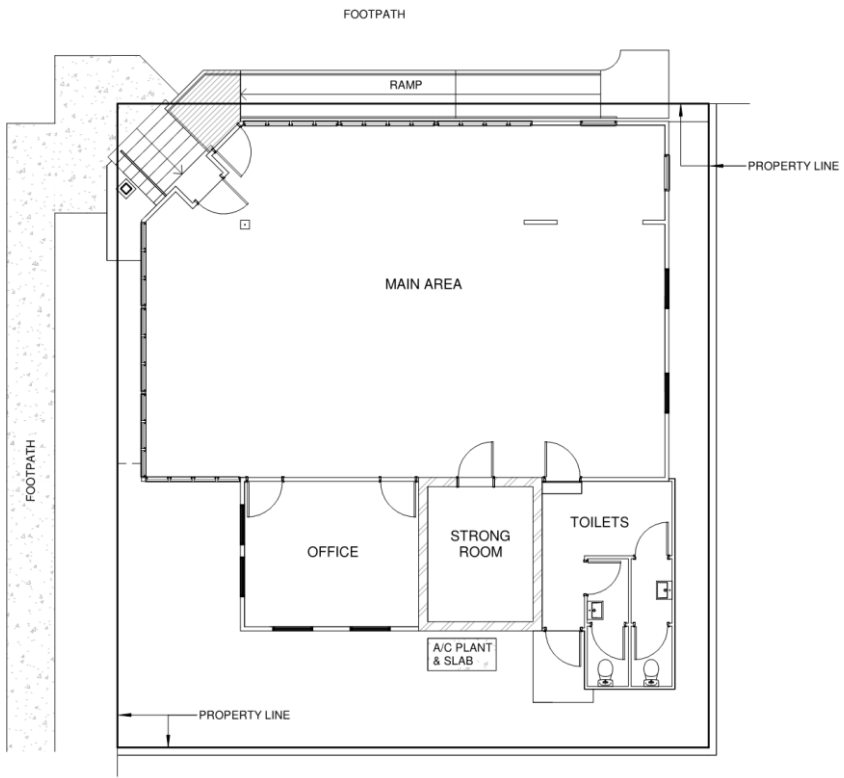
project no:
2502-21

drawn:
EM

drawing no
A-01

rev:
1

12/11/2025 10:30:28 AM

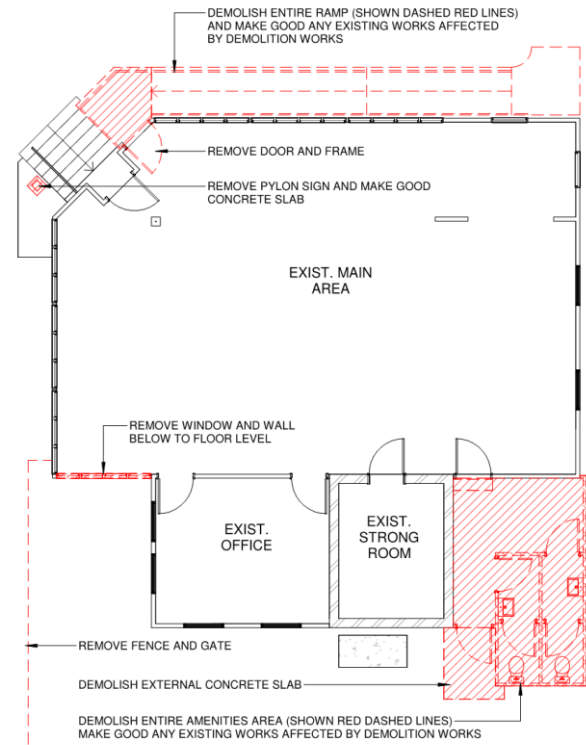


EXISTING FLOOR PLAN

1 : 100

project: MOUNT MORGAN COMMONWEALTH BANK BUILDING UPGRADE		
client: ROCKHAMPTON REGIONAL COUNCIL		
<div> Shop 5/10 Denham St Rockhampton QLD, 4700 p 0749 222880 building design - documentation</div> <div> QBCC MEM. NO # 1123040  BDAQ MEM. NO # 0000761</div>		
title: EXISTING FLOOR PLAN		
scale: 1 : 100	project no: 2502-21	rev: 1
drawn: EM	drawing no A-02	

12/11/2025 10:30:29 AM

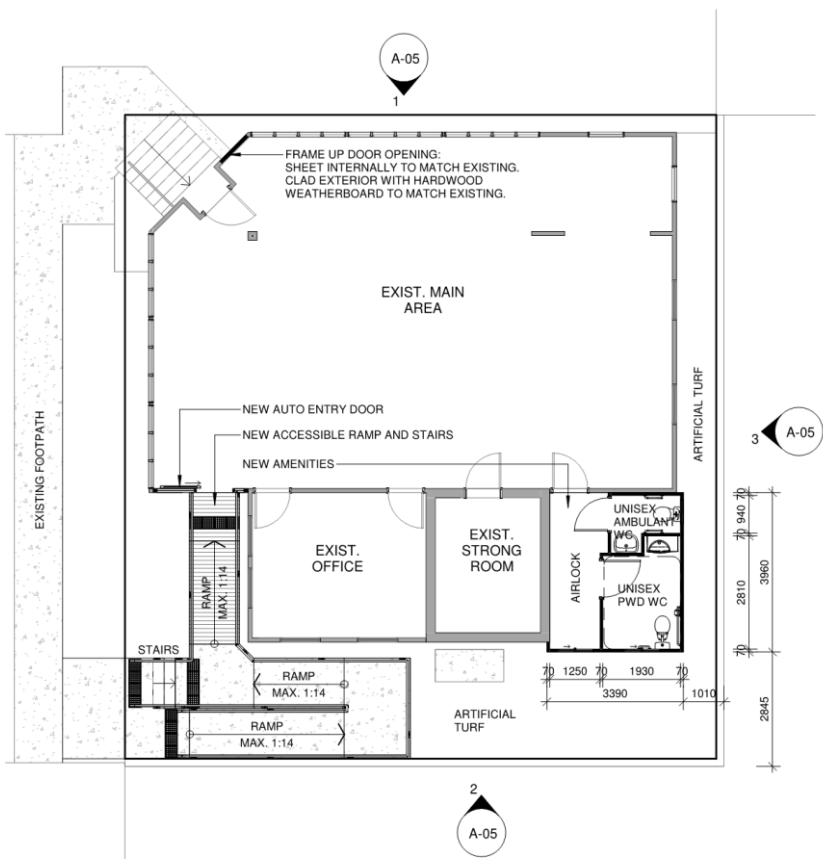


DEMOLITION PLAN

1 : 100

project: MOUNT MORGAN COMMONWEALTH BANK BUILDING UPGRADE		
client: ROCKHAMPTON REGIONAL COUNCIL		
<div> Shop 5/10 Denham St Rockhampton QLD, 4700 p 0749 222880</div> <div>building design - documentation</div> <div> QBCC MEM. NO # 1123040  BDAQ MEM. NO # 0000761</div>		
title: DEMOLITION PLAN		
scale: 1 : 100	project no: 2502-21	rev: 1
drawn: EM	drawing no A-03	

12/03/2025 10:30:29 AM

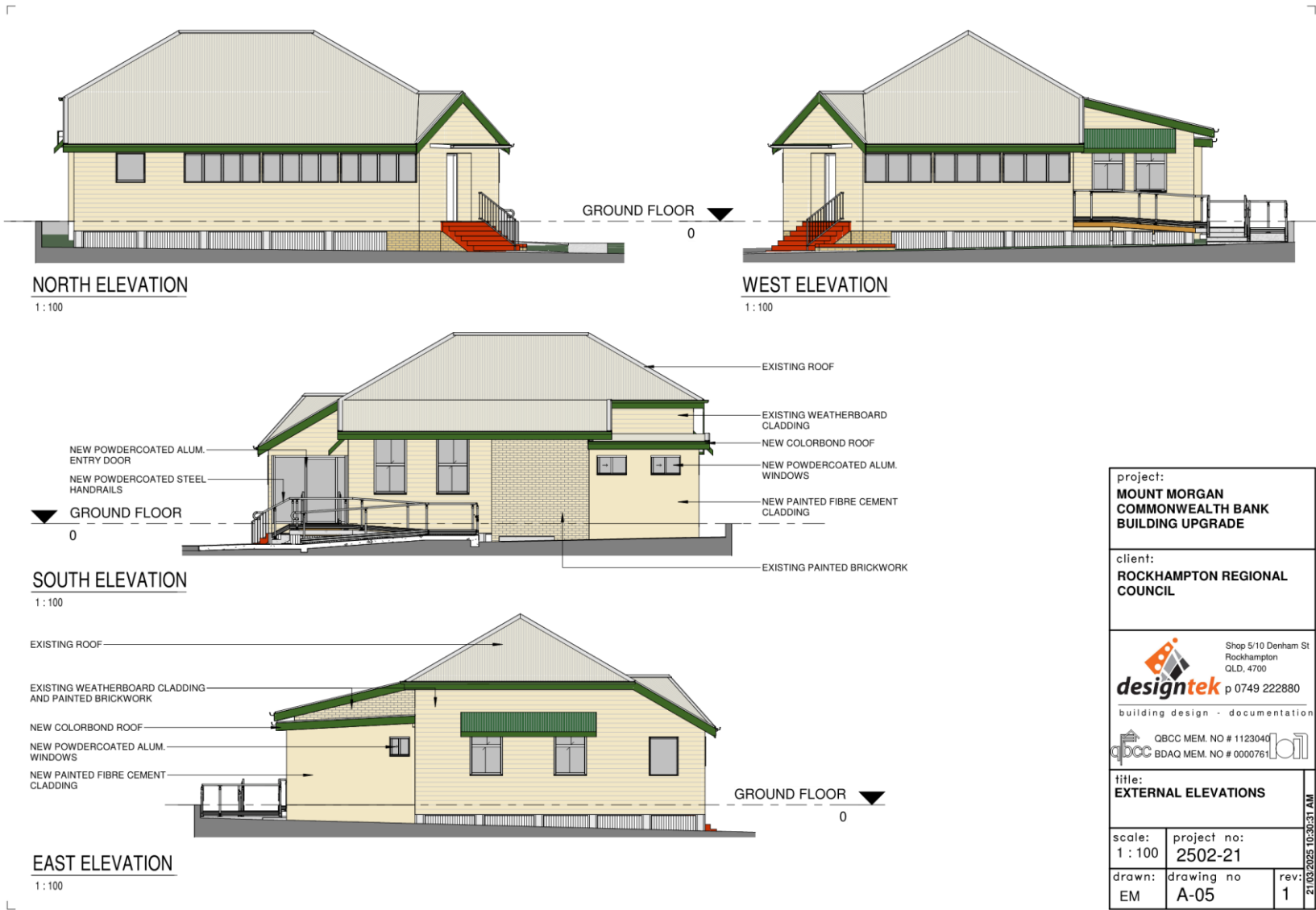


PROPOSED FLOOR PLAN

1 : 100

project: MOUNT MORGAN COMMONWEALTH BANK BUILDING UPGRADE		
client: ROCKHAMPTON REGIONAL COUNCIL		
 Shop 5/10 Denham St Rockhampton QLD, 4700 p 0749 222880 building design - documentation		
 QBCC MEM. NO # 1123040  BDAQ MEM. NO # 0000761		
title: PROPOSED FLOOR PLAN		
scale: 1 : 100	project no: 2502-21	rev: 1
drawn: EM	drawing no A-04	

12.03.2025 10:30:29 AM

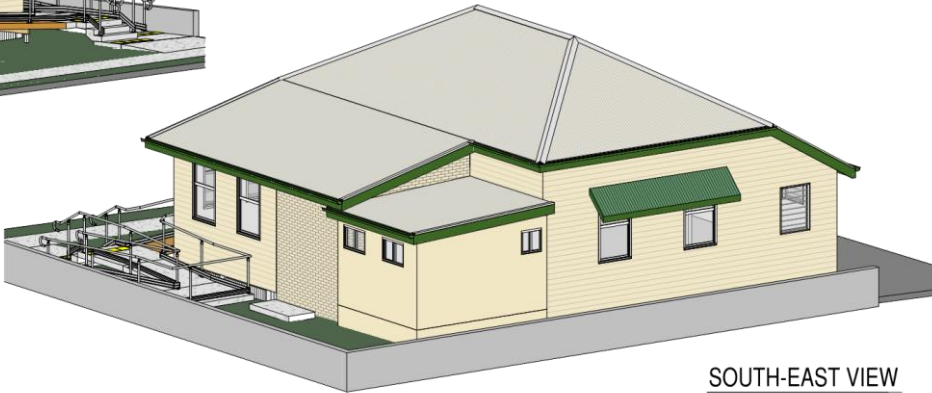


project: MOUNT MORGAN COMMONWEALTH BANK BUILDING UPGRADE		
client: ROCKHAMPTON REGIONAL COUNCIL		
<div> Shop 5/10 Denham St Rockhampton QLD, 4700 p 0749 222880</div> <div>building design - documentation</div> <div> QBCC MEM. NO # 1123040  BDAQ MEM. NO # 0000761</div>		
title: EXTERNAL ELEVATIONS		
scale: 1 : 100	project no: 2502-21	rev: 1
drawn: EM	drawing no A-05	

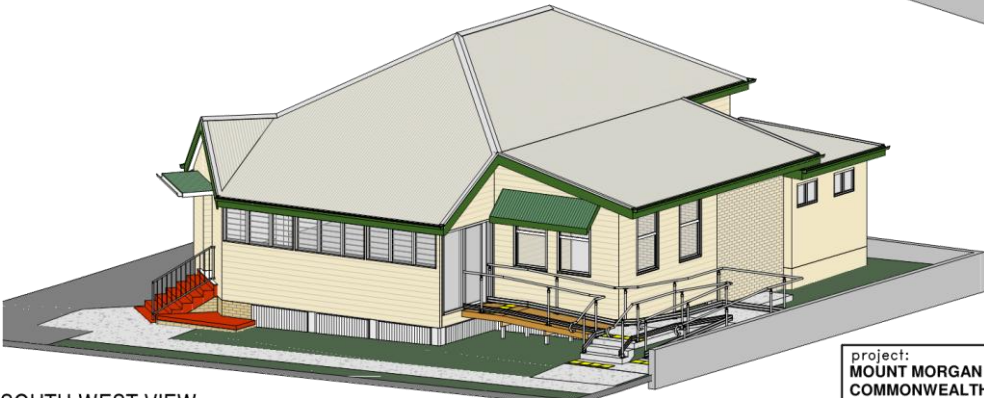
12/03/2025 10:30:31 AM



CENTRAL / MORGAN STREET VIEW



SOUTH-EAST VIEW



SOUTH-WEST VIEW

project: MOUNT MORGAN COMMONWEALTH BANK BUILDING UPGRADE	 Shop 5/10 Denham St Rockhampton QLD, 4700 p 0749 222880	title: PERSPECTIVE VIEWS		
		scale:	project no:	
		sheet no:	2502-21	
		drawn: EM	drawing no: A-06	rev: 1
client: ROCKHAMPTON REGIONAL COUNCIL	 QBCC MEM. NO # 1123040  BDAQ MEM. NO # 0000761	building design - documentation		

21/03/2025 10:30:35 AM

12/11/2025 10:30:35 AM

MOUNT MORGAN COMMONWEALTH BANK OPTIONS

Conservation Management Plan

Meeting Date: 18 November 2025

Attachment No: 2

CONSERVATION MANAGEMENT PLAN MOUNT MORGAN COMMONWEALTH BANK (FORMER)

FOR ROCKHAMPTON REGIONAL COUNCIL

JULY 2024



Australian Heritage Specialists Pty Ltd

Contact details are:

Benjamin Gall

Director

ABN: 51 605 153 419

Level 8, 231 North Quay, Brisbane Qld 4000

Tel: (07) 3221 0000

Email: projects@ahspecialists.com.au

Copyright © 2024

Cover Image: Mount Morgan Commonwealth Bank (former) (AHS 2023).

Document Verification	
Project	Rockhampton Various CMP's 2022 Review
Project Number	22095
Document Title	Mount Morgan Commonwealth Bank Building (former), Conservation Management Plan
File Location	Z:\Projects\22095 ROCKHAMPTON Various CMPs 2022 Review
Client	Rockhampton Regional Council (RRC)

Version history				
Revision	Date	Nature of revision	Prepared by	Authorised by
00	30/11/2023	Draft report for issue	ML,FW,SS	BG, JP
01	25/07/2024	Final report for issue	JR	BG



Contents

1	Introduction	2
1.1	Background	2
1.2	Study Area and Subject Site	2
1.3	Aims.....	4
1.4	Previous Reports	4
1.5	Dates	4
1.6	Personnel	4
1.7	Glossary of Terms.....	4
2	Historical Context	5
2.1	Overview	5
2.2	Early Settlement.....	5
2.3	Government Savings Banks.....	8
2.4	Alterations.....	9
2.5	Timelines	10
3	Physical Description.....	13
3.1	Overview	13
3.2	Exterior.....	13
3.3	Interior	15
3.4	Landscape and Setting	21
3.5	Site Integrity.....	22
3.6	Site Condition.....	23
4	Cultural Heritage Significance	25
4.1	Determining Historic Cultural Heritage Significance.....	25
4.2	Comparative Analysis.....	25
4.3	Statement of Significance	28
4.4	Updated Analysis of Significance	28
4.5	Hierarchy of Significant Elements	29
4.6	Archaeological Potential	32
5	Obligations and Opportunities	33
5.1	Obligations for Making Change.....	33
5.2	Procedure for Managing Change	37
5.3	Opportunities	39



6	Conservation Policies.....	41
6.1	Conservation Approach.....	41
6.2	Conserving the Place.....	43
6.3	Priority Works	45
6.4	Managing Change	45
7	Implementation Plan	47
7.1	Summary of CMP Findings	47
7.2	Purpose of the Implementation Plan.....	47
7.3	Action Plan	47
7.4	Maintenance Plan	51
	References.....	54
	Appendices.....	56
	Appendix A – Best Practice Methodology – <i>The Australian ICOMOS Burra Charter 2013</i>	56
	Appendix B – QHR Entry for the Commonwealth Bank (former) (QHR: 600746).....	57
	Appendix C – Asset Services Building Inspection (Australian Asbestos Management 2011).	58
	Appendix D –Archaeological Discovery Protocol (AHS 2023).	59
	Appendix E – Application Guide: Removing a State Heritage Place from the QHR (DES).	60

List of Tables

Table 1:	Study Area (AHS 2023).....	2
Table 2:	Glossary of Terms (AHS 2023).....	4
Table 3:	Brief historic timeline (AHS 2023).....	11
Table 4:	Integrity Observations (AHS 2023).	22
Table 5:	Condition and observations of the Mount Morgan Commonwealth Bank (AHS 2023).	23
Table 6:	QHR criterion for entry.	25
Table 7:	QHR Comparisons (AHS 2023).	26
Table 8:	Statement of significance for the Mount Morgan Commonwealth Bank (former).....	28
Table 9:	Results of review of the former Mount Morgan Commonwealth Bank (AHS 2023).	28
Table 10:	Criteria for hierarchy of significance (AHS 2023).	29
Table 11:	Hierarchy of significant elements for the former Mount Morgan Commonwealth Bank	30
Table 12:	DES levels of assessment and approvals (AHS 2023).....	34
Table 13:	<i>Burra Charter</i> terms.	41
Table 14:	DES standard and conditions (AHS 2023).	47
Table 15:	Action Plan (AHS 2023).	48
Table 16:	Maintenance plan (from DES <i>technical note: maintenance and cleaning</i> (AHS 2023)).	51

List of Figures

Figure 1:	Study Area Mt Morgan Commonwealth Bank Building (former) (Queensland Globe 2023)..	2
Figure 2:	QHR Boundary for the Mount Morgan Commonwealth Bank (former)I (QHR: 600746).....	3
Figure 3:	Early days of Mount Morgan, c.1883 (SLQ Negative No:141543).	5
Figure 4:	Miners working at the cutting at Mount Morgan Mine, c.1897 (SLQ Negative No: 202022). 6	
Figure 5:	Miners underground in the Mt Morgan Mine, 1903 (SLQ Image No: APU-014-0001-0009)..	6



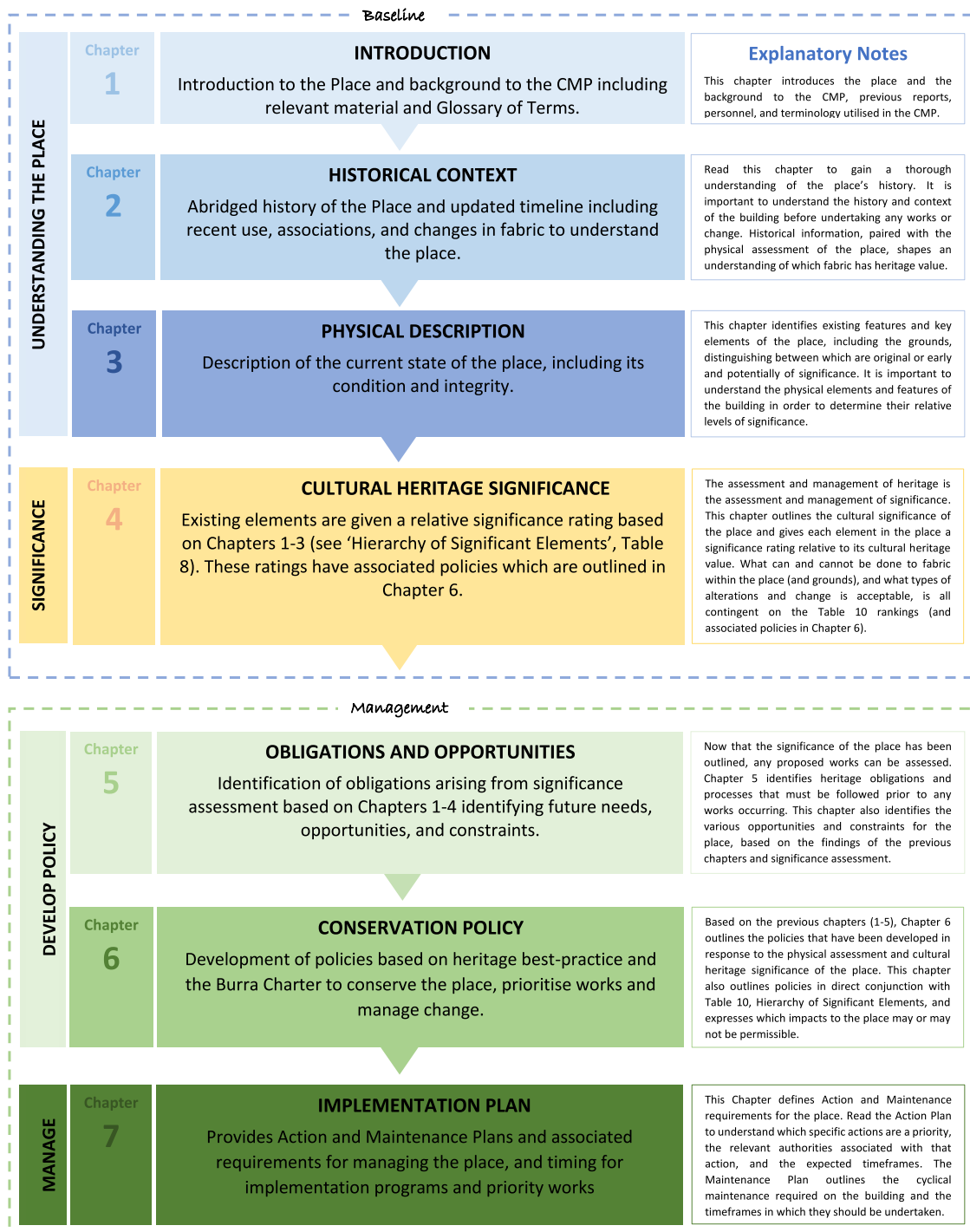
Figure 6: Town view of Mount Morgan, 1895 (SLQ Negative No:9990).	6
Figure 7: View of Morgan Street from the east, c.1910 (LA 2010:10).	7
Figure 8: Commonwealth Bank, 1922 (SLQ Negative 17788).	9
Figure 9: Commonwealth Bank, 1989 (SLQ Negative 201658).	9
Figure 10: Commonwealth Bank Building, 1994 (QHR 600746).	10
Figure 11: Commonwealth Bank Building, 2001 (QHR 600746).	10
Figure 12: Commonwealth Bank Building, 2016 (AHS 2016).	10
Figure 13: Commonwealth Bank Building, 2023 (AHS 2023).	10
Figure 14: 1953 aerial imagery of the Mt Morgan Commonwealth Bank (QImagery 2023).	11
Figure 15: 1968 aerial imagery of the Mt Morgan Commonwealth Bank (QImagery 2023).	12
Figure 16: 2022 aerial imagery of the Mt Morgan Commonwealth Bank (Google Earth Pro 2023).	12
Figure 17: Former Commonwealth Bank Building (AHS 2023).	13
Figure 18: Western elevation showing main building (left) and extension (right) (AHS 2023).	13
Figure 19: Southern elevation showing both skillion extensions (AHS 2023).	13
Figure 20: Damage to paint and weatherboards of western elevation (AHS 2023).	14
Figure 21: Rust damage to gutter of the western elevation (AHS 2023).	14
Figure 22: Rust damage to gutter of the western elevation (AHS 2023).	14
Figure 23: Northern elevation (AHS 2023).	14
Figure 24: Damage to paint and weatherboards of northern elevation (AHS 2023).	14
Figure 25: Access ramp (AHS 2023).	15
Figure 26: Damage to access ramp (AHS 2023).	15
Figure 27: Internal floor plan (AHS 2016) [dotted lines show removed verandah walls]	15
Figure 28: Main Office Area (AHS 2023).	16
Figure 29: Damage to glass of sash window along eastern wall (AHS 2023).	16
Figure 30: Southern wall of main office area (AHS 2023).	16
Figure 31: Countertops and slips counter relating to banking activity (AHS 2023).	17
Figure 32: Single post (foreground) and kitchenette wall (background) (AHS 2023).	17
Figure 33: Infilled section of early door (AHS 2023).	17
Figure 34: Northern wall showing white ant activity (AHS 2023).	18
Figure 35: Kitchenette showing the transition from VJ to FC (AHS 2023).	18
Figure 36: Kitchenette (AHS 2023).	18
Figure 37: Western wall (AHS 2023).	19
Figure 38: Four panel access door from main office area (AHS 2023).	19
Figure 39: Southern wall of skillion office (AHS 2023).	20
Figure 40: Northern wall showing air conditioning vent (AHS 2023).	20
Figure 41: Door to strong room (AHS 2023).	20
Figure 42: Strong room internally (ASH 2023).	20
Figure 43: Steel cabinet of strong room (AHS 2023).	20
Figure 44: VJ door leading to ablutions (AHS 2023).	21
Figure 45: Female toilets (AHS 2023).	21
Figure 46: Ablutions area and external door (AHS 2023).	21
Figure 47: Remanent of white picket fence (AHS 2023).	21
Figure 48: National Trail Memorial (AHS 2023).	22
Figure 49: Commonwealth Bank sign (AHS 2023).	22
Figure 50: Rockhampton City Hall Condition Issue Map (AHS 2022).	24
Figure 51: Assessment and approval process flow chart (AHS 2023).	33
Figure 52: Procedure for managing change (AHS 2023).	37





CONSERVATION MANAGEMENT PLAN

Report outline, including steps for planning and managing cultural heritage significance of the Mount Morgan Commonwealth Bank (former) (QHR:600746).



Chapter 1

Introduction

This chapter introduces the Mount Morgan Commonwealth Bank Building (former) and provides a background to the Conservation Management Plan, and outlines previous reports, key personnel, and terminology utilised in the report.

Chapter 2: Historical Context

1 Introduction

1.1 Background

Australian Heritage Specialists Pty Ltd (AHS) have been commissioned by Rockhampton Regional Council (RRC) to prepare a *Conservation Management Plan* (CMP) for the former Mount Morgan Commonwealth Bank Building. The former Commonwealth Bank at Mount Morgan, located on 38 Morgan Street, was constructed in 1913 as the Queensland Government Savings Bank, becoming a branch of the Commonwealth Bank of Australia in 1921. The bank closed in 1998 and has since been used for other commercial purposes. The Commonwealth Bank at Mount Morgan was registered on the Queensland Heritage Register in 1992 (QHR 600746).

This CMP updates a previous CMP prepared by AHS in 2016. This current CMP provides updated heritage advice regarding the ongoing maintenance and conservation of the site and is the primary guiding document for any future renovation, restoration, adaptive re-use, and interpretive planning of the place, ensuring all future decisions are carried out with regard to its cultural heritage significance.

This CMP was prepared in accordance with best practice heritage management principles and processes defined in the *Australia ICOMOS Burra Charter 2013* (Burra Charter), James Semple Kerr's *Conservation Plan* (7th Edition, 2013), and associated guidelines and procedures for understanding studies and reports.

1.2 Study Area and Subject Site

The former Commonwealth Bank at Mount Morgan Study Area is outlined below:

Table 1: Study Area (AHS 2023).

Item	Description
Address	38 Morgan Street, Mount Morgan
Description	Mount Morgan Commonwealth Bank Building (former)
LGA	Rockhampton Regional Council
Heritage Status	State Heritage Place (QHR 600746)
Property Description	L18 RN1545



Figure 1: Study Area [Red] (Queensland Globe 2023).



Chapter 2: Historical Context

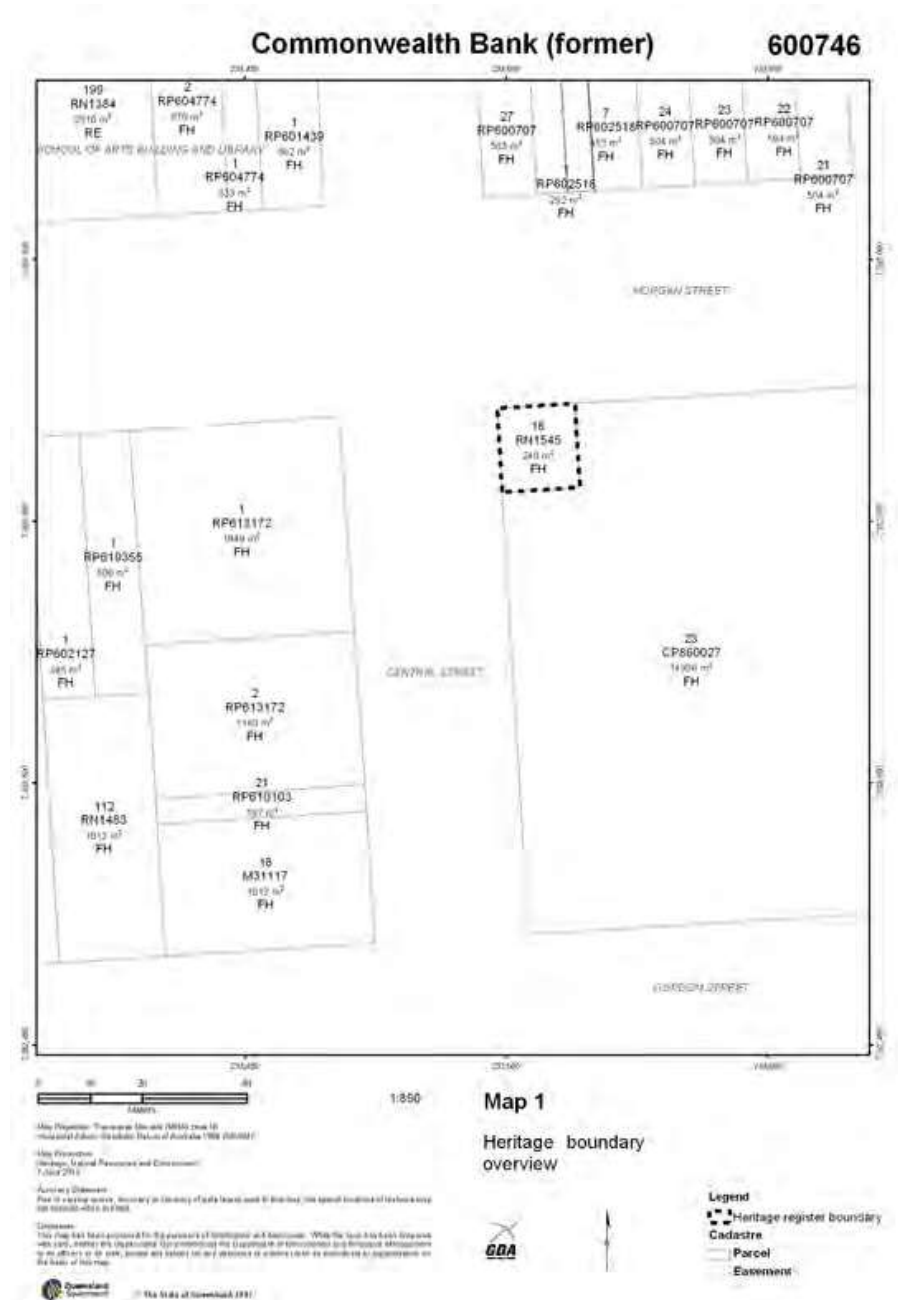


Figure 2: QHR Boundary for the Mount Morgan Commonwealth Bank (former)l (QHR: 600746).



Chapter 2: Historical Context

1.3 Aims

The aim of this CMP is to provide:

- A brief updated history of the place based on the 2016 CMP and existing records.
- Results of a site inspection including consideration of key significant elements.
- Review of the current significance statement, providing an update if necessary.
- An outline of issues and obligations arising from the significance of the place.
- Conservation policies, including general advice and conservation objectives.
- An Action Plan, including maintenance and action items to manage the place.
- Deliver a sound and up to date framework for the delivery of the proposed heritage landscape master plan.

Unless stated otherwise, figures and images are provided by Australian Heritage Specialists (AHS).

1.4 Previous Reports

This CMP is an update to the previous report developed by AHS in 2016. The CMP also utilises information provided by the following previous reports:

- Commonwealth Bank (former) (QHR: 600746) (Appendix B).

1.5 Dates

AHS commenced the updated CMP in January of 2023. The fieldwork was undertaken on the 24 January 2023. This DRAFT CMP was completed in November 2023.

1.6 Personnel

The following personnel contributed to the development of this CMP:

- Benjamin Gall (AHS), Principal and Conservation Specialist.
- Mary-Louise Lambourne (AHS), Archaeologist and Cultural Heritage Consultant.
- Fletcher Webster (AHS), Archaeologist and Cultural Heritage Consultant.

1.7 Glossary of Terms

Table 2: Glossary of Terms (AHS 2023).

Abbreviation	Definition
AHS	Australian Heritage Specialists
Burra Charter	ICOMOS Australian Burra Charter for the Conservation of Heritage Places
CMP	Conservation Management Plan
DA	Development Application
DES	Department of Environment and Science
EC	Exemption Certificate
GEC	General Exemption Certificate
LGA	Local Government Area
MCU	Material Change of Use
MMGMC	Mount Morgan Gold Mining Company
MML	Mount Morgan Limited
QH Act	<i>Queensland Heritage Act 1992</i>
QHR	Queensland Heritage Register
RRC	Rockhampton Regional Council
SARA	State Assessment and Referral Agency
SLQ	State Library of Queensland



CMP – Mount Morgan Commonwealth Bank (former)

4

Chapter 2

Historical Context

This chapter provides relevant historical information and a contextual overview of the Mount Morgan Commonwealth Bank Building (former) which informs any assessment of significance.

The historical information provided in this chapter is paired with the physical assessment provided in Chapter 3, and together these chapters shape an understanding of what elements across the site have heritage value.

Chapter 2: Historical Context

2 Historical Context

The historical background provided by the *Mount Morgan Commonwealth Bank Building Conservation Management Plan* (2016) by AHS is regarded as having a robust and well researched history for the Mount Morgan Commonwealth Bank and has been largely adopted to form the basis of this chapter. Previous reports, the QHR entry for the place and other relevant and published sources have also been used to complete this history. This historical overview discusses significant events relevant to the history and development of the Mount Morgan Commonwealth Bank and provides a foundation on which conservation management policies are developed.

2.1 Overview

The former Commonwealth Bank building at Mount Morgan was constructed in 1913 and initially operated as a branch of the Queensland Government Savings Bank. After the amalgamation of the Queensland Government Savings Bank with Commonwealth Bank in 1921 the bank operated as the Mount Morgan Commonwealth Bank branch. The Commonwealth Bank ceased operation in Mount Morgan in 1998.

2.2 Early Settlement

Mount Morgan is located around 40km southwest of Rockhampton. The first European settlers in the Rockhampton region were Charles and William Archer in 1853 who established a pastoral station at Gracemere. The establishment of this first station led to further pastoral expansion in the area and the growth of a small town (Bird 1904:4). By 1858 the growing population increased with the arrival of “fortune hunters” following a minor gold rush in Canoona, just north of Rockhampton. With the Fitzroy River being used to receive goods and transport wool from pastoral stations, Rockhampton was declared an entry port in 1858. Along with the Canoona gold rush, this saw Rockhampton develop as the premier port servicing central Queensland, becoming a thriving and prosperous port for merchants to base their business (McDonald 2003:2).



Figure 3: Early days of Mount Morgan, c.1883 (SLQ Negative No:141543).

Mount Morgan was originally part of the Calliungal pastoral station. In 1881 stockman William Mackinlay discovered gold on what was then known as Ironstone Mountain. However, at the time, little was done with his initial find as the gold was mixed with ironstone rather than quartz and covered with iron oxide thus, making it difficult to recognise. The following year a relative of Mackinlay persuaded brothers Edwin and Thomas Morgan, experienced miners, to take specimens from the area for assay in Gympie. Subsequently, the value of the gold was discovered, and the Morgan brothers pegged out 259 hectares with capital provided by a local banker in 1883 (Fitzgerald 1982:172; Queensland Places 2018).



Chapter 2: Historical Context

By the 1880s Mount Morgan had one of the richest gold deposits in the world. Believing the riches did not extend to any depth, the Morgan brothers sold to a syndicate, which in 1886 floated the Mount Morgan Gold Mining Company (MMGMC) with William Knox D'Arcy being the leading shareholder. The town and mine developed concurrently, and as the enormous wealth of the mine was realised, the towns of Mount Morgan and Rockhampton boomed. Six years after the establishment of the gold mine in 1883, the town reached a mining population of 5,836 people; Mount Morgan's fortunes had attained their first peak (Bell 2002: 15; Fitzgerald 1982:172).



Figure 4: Miners working at the cutting at Mount Morgan Mine, c.1897 (SLQ Negative No: 202022).



Figure 5: Miners working underground in the Mount Morgan Mine, 1903 (SLQ Image No: APU-014-0001-0009).

The initial means of living in the areas were scattered camps of tents and canvas dwellings along the banks or watercourses near the mine. Eventually, permanent timber and iron dwellings were established (Cosgrove 2001:10; LA 2010:11). Gold mining helped the town prosper, especially into the 1880s. The first town survey was undertaken in 1884 and the first land sale was held in Rockhampton the following year as services required by the growing town began to be established. A state school opened in 1884, followed by a mail service, churches, a hospital, and a branch of the Queensland National Bank, the first in town, which opened in 1887. The first local council was elected in 1890 (Golding 1978:79).



Figure 6: Town view of Mount Morgan, 1895 (SLQ Negative No:9990).



Chapter 2: Historical Context

The rapid development of the town in the 1880s and 1890s signified a permanent settlement. A railway line was finally constructed in the 1890s with the first section of the line, linking Kabra with Moonmera, opening in June 1898. East Street became the main thoroughfare and commercial area, and a track south through the town from the Dee River later became Central Street (currently part of the Burnett Highway). After the construction of a traffic bridge, Central Street was able to connect with the track heading north over the Razorback Mountains and on to Rockhampton (Golding 1978:84-85; LA 2010:11).

New schools were erected, and the first technical classes were held in the old School of Arts Hall. Mine workers were trained in the Technical College (opened in 1908), followed closely by the high school two years later. In 1910 the population reached its peak of 13,000 and the first major smelter was erected at the mine (Golding 1978: 78-79).

From 1903, copper was extracted from the mine, helping to preserve Mount Morgan's prosperity despite declining gold yields. Mining accidents and strikes plagued the mine in the 1910s and despite the demand for copper brought on by the war in the late 1920s, the MMGMC went into liquidation following major strikes. In 1929 a new company, Mount Morgan Limited (MML), took over from MMGMC and established an open cut mine to extract the copper ore (Fitzgerald 1982:174-175; Queensland Places 2018).



Figure 7: View of Morgan Street from the east, c.1910 (LA 2010:10).

Aside from mining, timber-cutting continued as a prominent industry in the area well into the 20th century. Mount Morgan needed many above ground structures, shaft timbering, mine and works buildings. For underground works, chambers were timbered as mining went deeper into the mountain. Mount Morgan became a quickly developing town and as it grew and developed so too did its population (Bell 2002:9; Cosgrove 2001:12).

2.2.1 Mount Morgan Infrastructure

The Borough of Mount Morgan had been proclaimed in 1890, however, despite the mining boom, infrastructure was still slow to take off. Council funds were always scarce and the constant demand for new roads and bridges took precedence over other needs such as water and sanitation. Development was often more reactive than proactive (Golding 1978:79-80; LA 2010:12).



Chapter 2: Historical Context

Lack of town water became a primary concern especially as the mine works had polluted the river and its associated creeks. This meant that there was a dependence on water tanks and wells for domestic use. This difficulty to access water hampered Council works. Eventually Council built dams and installed some standpipes in the town, but the use of these pipes was monitored, and any overuse meant that the pipes would be sealed, causing tension in the community (Cosgrove 2001: 15; Golding 1978:80).

Also causing difficulties for the township was the natural devastation of fire. The business centre of Mount Morgan was devastated by fires on three occasions. Single fires also destroyed many buildings and the new designs that replaced the old styles fragmented existing streetscapes where surviving shops had remained (Golding 1978:80; LA 2010: 13).

2.3 Government Savings Banks

2.3.1 Queensland Government Savings Bank

The Queensland Government Savings Bank was founded by one of the earliest pieces of legislation enacted by the government of the new colony of Queensland in 1861. Intended to encourage small deposit savings by working people, savings banks could be established by the gazettal of an application by ten or more house or landholders in any community of more than 500 people (The Courier 1861:2; Maryborough Chronicle 1861:3). In 1864, the *Government Savings Bank Bill* provided a government guarantee to protect trustees and deposits and to allow depositors to easily transfer accounts from one town to another (Queensland Parliamentary Debates 1864:99-103). On 9 May 1887, the Savings Bank opened an agency at the Mount Morgan Post Office (QHR 600746; The Telegraph 1887:2).

2.3.2 The Commonwealth Bank of Australia

The Commonwealth Bank of Australia was founded under the *Commonwealth Bank Act of 1911*. This empowered the Bank to transact both savings and trading business under the security of a guarantee from the Federal government. It opened its first branch for business on 15 July 1912 in Melbourne and soon opened agencies in post offices throughout Victoria (The Argus 1912:6). The Queensland branch of the then Savings Bank Department of the Commonwealth Bank opened on 16 September 1912 (The Telegraph 1912:7). The main office in Brisbane operated branches through 194 post offices across the state. Post offices were used as agencies throughout the country as they had been transferred to Commonwealth control after Federation. The Commonwealth Bank of Australia merged with the state banks of Tasmania in 1913, Queensland in 1920 and Western Australia and New South Wales in 1931 (Commonwealth Bank 2023; QHR 600746).

In 1913, the Queensland Government Savings Bank opened its own branch on the corner of Morgan and Central Streets on an area that was designated a reserve for the purpose (The Catholic Press 1918:45). It was a modest timber building with timber dowel balustrades along both streets (QHR 600746). The site was adjacent to the Central State School, which had constructed its first building in 1887 (QHR 600747).

The business and assets of the Queensland Government Savings Bank were transferred to the Commonwealth Bank on 8 December 1920 and the Commonwealth Bank in Mount Morgan operated from the premises from 3 January 1921.



Chapter 2: Historical Context



Figure 8: Commonwealth Bank, 1922 (SLQ Negative 17788).

2.4 Alterations

By the 1920s, there were three banks operating in Mount Morgan: The Queensland National Bank, the Bank of New South Wales and the Commonwealth Bank. Following the closure of the Bank of New South Wales in 1928 and the Queensland National Bank in 1929 (The Evening News 1929:9; The Telegraph 1929:6), the Commonwealth remained the only bank in Mount Morgan (The Evening News 1929:9) until 1950 when the ANZ bank opened a branch there. During the Second World War the Commonwealth Bank, its branches and agencies, acted as an agent for the government. As part of post-war growth in Australia, home loans were offered from 1946 (QHR 600746).

An office extension and brick strong room appear to have been added around the interwar period. The original verandahs of the bank were enclosed with weatherboard and louvres around 1950-1960, probably coinciding with the construction of the rear skillion for toilets and wash area at the rear of the building.



Figure 9: Commonwealth Bank, 1989 (SLQ Negative 201658).



Chapter 2: Historical Context



Figure 10: Commonwealth Bank Building, 1994 (QHR 600746).



Figure 11: Commonwealth Bank Building, 2001 (QHR 600746).



Figure 13: Commonwealth Bank Building, 2016 (AHS 2016).



Figure 12: Commonwealth Bank Building, 2023 (AHS 2023).

The external walls of the main building have been cut through some time after the enclosure of the verandahs. This was done to increase the interior office space for the main room, possibly in the 1970s. A set of concrete steps was added around 1980 (QHR 600746).

In 1990, the Mount Morgan mine closed, leading to a reduction of population and business in the town. The Commonwealth Bank ceased trading from this site in 1998. The building was subsequently used as the offices of Learning Network Queensland (QHR 600746).

The roof has been replaced also, presumed to have been undertaken in the last decade of the twentieth century. The original ridge ventilation detail appears to have been lost at this time (see Figure 8). Between 2001 and 2016 an additional entry door and ramp was installed. The building is not currently used for any permanent activity (QHR 600746).

2.5 Timelines

2.5.1 Brief Historic Timeline

The following brief timeline provides a background of the events related to the former Commonwealth Bank at Mount Morgan:

[See over the page for the Brief Historic Timeline.](#)



Chapter 2: Historical Context

Table 3: Brief historic timeline (AHS 2023).

Date	Event
1850	Calliungal pastoral station established following Charles and William Archer's settlement and development of Gracemere station.
1861	The Queensland Government established the Queensland Savings Bank.
1882	Morgan Brothers pegged claims at Mount Morgan. The township immediately followed.
1884s	First town survey of Mount Morgan. School and hospital opened.
1887	Queensland Savings Bank agency commenced at the Mount Morgan Post Office.
1911	Commonwealth Bank Act of 1911 founded the Commonwealth Bank of Australia.
1913	The Queensland Government Savings Bank (the project site) opened on the corner of Morgan and Central Streets, Mount Morgan - on an area designated a reserve for the purpose.
1920s	The Commonwealth Bank of Australia merged with the Queensland Savings Bank. (The Commonwealth Bank in Mount Morgan operated from the premises from 3 January 1921).
	Three banks operating in Mount Morgan; the Queensland National Bank, the Bank of New South Wales and the Commonwealth Bank.
	Skillion office added to the southern elevation.
	Bank of NSW closed in Mount Morgan 1928.
	Queensland National Bank closed in Mount Morgan 1929
1950	ANZ bank opens in Mount Morgan
1950s-1970s	Enclosure of verandahs with weatherboard and louvres, removing dowel balustrades. Likely period of construction for strong room (note the 1922 photograph shows the northern verandah was possibly enclosed). Likely phase for construction of skillion toilets.
	The exterior walls of the main building were largely removed to combine verandahs into the office space.
1980	A set of concrete steps were added, replacing the original timber entrance stairs.
1990	Mount Morgan Mine closed.
	Roof replaced with zinculume single sheet (custom orb), losing the vented ridge detail (c.1990)
1998	Commonwealth Bank ceased using the site.
c.2000	Learning Network Queensland commence use of the site and an additional entry door and ramp was installed during this period.
c.2010	The former Mount Morgan Commonwealth Bank has fallen into general disuse.

2.5.2 Aerial Timeline

Aerial Imagery for the former Mount Morgan Commonwealth Bank is first available from 1953 although this quality of this imagery is poor. However, the Commonwealth Bank building is visible in this imagery on the corner of Morgan and Central Streets (Figure 14).

**Figure 14:** 1953 aerial imagery of the Mount Morgan Commonwealth

Chapter 2: Historical Context

The earliest, clear aerial imagery is available from 1968, in which the footprint of the building is visible (Figure 15). Aerial imagery from 1968 onwards shows that while the town of Mount Morgan continues to evolve, very little change to the Commonwealth Bank Building can be discerned. The most recent aerial imagery from 2022 (Figure 16), similarly shows little change has occurred apart from the re-sheeting of the roof. Changes to the former Mount Morgan Commonwealth Bank are more accurately captured through the use of historical photographs and the history outlined above (Figures 8-13).



Figure 15: 1968 aerial imagery of the Mount Morgan Commonwealth Bank (QImagery 2023).



Figure 16: 2022 aerial imagery of the Mount Morgan Commonwealth Bank (Google Earth Pro 2023).



Chapter 3

Physical Description

This chapter identifies existing features and key elements of the Mount Morgan Commonwealth Bank Building (former) and the setting, distinguishing those which are original or early and potentially significant.

It is important to understand the physical elements and features of the place to determine their relative levels of significance.

By understanding the physical features, better outcomes and decisions can be made in conserving the cultural heritage significance of the place.

3 Physical Description

3.1 Overview

The former Commonwealth Bank building is situated on the corner of Morgan and Central Streets, Mount Morgan, in the north east corner of the Central State School site. The building is a single storey, timber framed structure clad in weatherboards and set on low stumps (Figure 17).



Figure 17: Former Commonwealth Bank Building (AHS 2023).

3.2 Exterior

The building has a rectangular plan, truncated at the northeast to allow for a principal corner entrance, with concrete steps and a small, cantilevered awning existing (see Figure 17). The western and southern elevations of the building show evidence of two skillion extensions accommodating offices, a brick strong room and ablutions areas. Banks of glass louvred windows line the original building footprint of the western elevation under the eave while the skillion extension and southern elevations possess four light sash windows, shaded by an awning on the western elevation.



Figure 18: Western elevation showing main building (left) and extension (right) (AHS 2023).



Figure 19: Southern elevation showing both skillion extensions (AHS 2023).



The paint to this elevation is in poor condition along with dilapidation present to the weatherboards, likely from subterranean termite (white ant) attack (Figure 20). Gutters along this elevation also show signs of rust damage in multiple places (Figures 21 and 22).

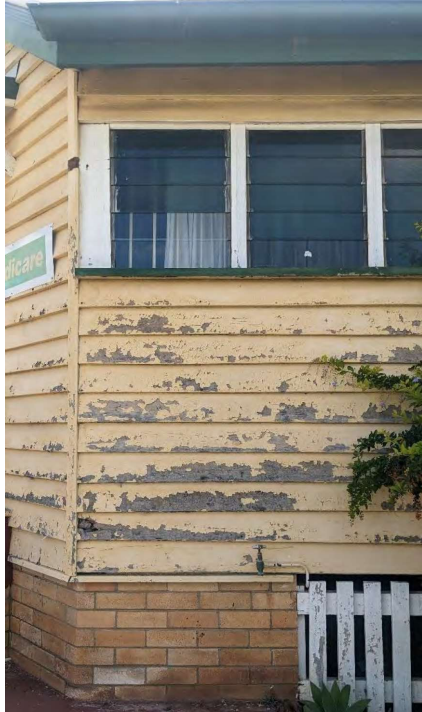


Figure 20: Damage to paint and weatherboards of western elevation (AHS 2023).



Figure 21: Rust damage to gutter of the western elevation (AHS 2023).



Figure 22: Rust damage to gutter of the western elevation (AHS 2023).

Similar to the western elevation the northern elevation of the building is characterised by sections of glassed louvered windows and poor condition of paint and weatherboards (Figures 23 and 24).



Figure 23: Northern elevation (AHS 2023).



Figure 24: Damage to paint and weatherboards of northern elevation (AHS 2023).



An access ramp also exists to this elevation which continues from concrete to timber with stainless steel handrails and is currently overhung with vegetation (Figure 23 and 25). The timber of the access ramp and landing bears evidence of both damage and replacement of boards (Figure 26).



Figure 25: Access ramp (AHS 2023).

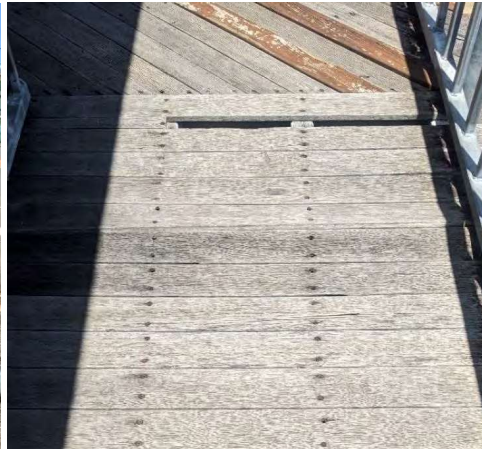


Figure 26: Damage to access ramp (AHS 2023).

The eastern elevation of the building was screened at the time of the site visit by vegetation however this elevation possesses two sash windows to the main office area shaded by a single sun hood, a single two casement window to the north of the elevation and louvered windows to the rear ablutions skillion extension.

3.3 Interior

The interior layout consists of the main building and enclosed verandahs, which are now open plan. There is a skillion office to the southwest. The strong room and toilets are adjacent to the skillion office on the rear, the latter under its own roof.

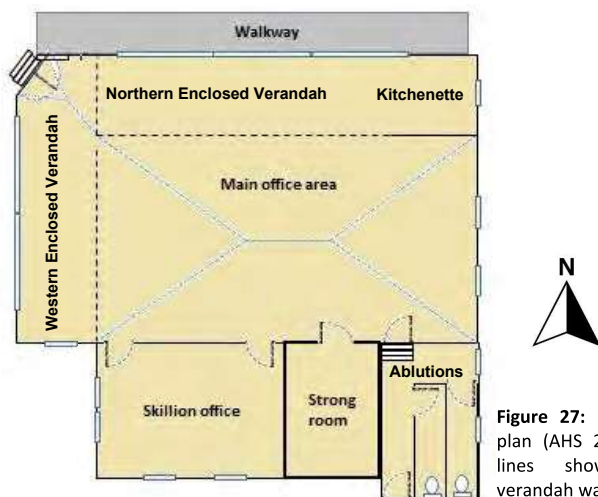


Figure 27: Internal floor plan (AHS 2016) [dotted lines show removed verandah walls]



3.3.1 Main Office Area

The floor of the main office area is carpeted (likely 1908s) with timber skirts present. Due to the enclosure of the northern and western verandahs original walls of the main office area are only present to the east and south which are lined with tongue and groove vertical joint (VJ) timber boards. The walls of the main office are dramatically impacted by insect (white ant) activity which is visible on almost every plane and aspect. Further, evidence of water ingress, suggesting roof leaks, is present in multiple locations (Figure 28).



Figure 28: Main Office Area showing eastern and southern walls and the presence of damage from water ingress [Blue] and insect activity [Red] (AHS 2023).

Two four light sash windows with bars internally are present along the eastern wall which are likely to be early or original fabric. However, it is suggested that the glass, which is damaged in places, is likely not original (Figure 29). Four doors along the southern wall provide access to the skillion extensions (Figure 30). Tongue and groove VJ timber boards with evidence of white ant activity are present.



Figure 29: Damage to glass of sash window along eastern wall (AHS 2023).



Figure 30: Southern wall of main office area (AHS 2023).



To the west of the main office area evidence remains of countertops and benches from when the building was used as bank. Slips counter also remains aligning the western wall on the inside edge of the verandah proper.



Figure 31: Countertops and slips counter relating to banking activity (AHS 2023).

The fit-out of the office area is quite sparse due to the lack of current continued use and currently consists of a fridge, a 1950/60's air-conditioning unit with extensive ducting over the southern wall, 1950/60's era Fluro lighting, bar heaters to the western portion of the room and sparse furniture related to the current tenancy.

3.3.2 Northern Enclosed Verandah and Kitchenette

Internally the former interna; walls of the northern verandah have been largely demolished when the verandahs were enclosed, c. 1970's. Remaining sections of the VJ T&G walls survive highlight former doorways and associated details at height (Figure 32).

The presence of a portion of an early infilled door suggests a kitchenette may have been located in this area from early times (Figure 33), however, it is uncertain if it is an original feature.



Figure 32: Corner post (foreground) and kitchenette wall (background) (AHS 2023).



Figure 33: Infilled section of early door (AHS 2023).



VJs are present along the northern wall of the building to a height of approximately 1.2 metres at which point they meet the sections of louvred windows with internal bars. A small portion of VJs also exists above the windows along the wall. Evidence of substantial white ant activity is present on these boards, particularly to the west of this wall (Figure 34). The pitched ceiling of the verandah is clad with 100mm VJs which likely date to the verandah enclosure.



Figure 34: Northern wall showing white ant activity (AHS 2023).

The kitchenette is located to the east of the northern enclosed verandah which unlike the northern wall is sheeted with fibre cement (FC) cladding and possesses linoleum flooring (Figure 35). A two-casement window with damaged artic glass is present on the eastern wall of the kitchen and a single louvred window present on the northern wall (Figure 36).

The fit-out of the kitchenette is likely from the 1950's and consists of cupboards along the northern and eastern walls and a sink.



Figure 35: Kitchenette showing the transition from VJ to FC (AHS 2023).



Figure 36: Kitchenette (AHS 2023).



3.3.3 Western Enclosed Verandah

The western enclosed verandah possesses fabric similar to the of the northern verandah. Again, substantial insect activity is present to the VJ timber walls (Figure 37).



Figure 37: Western wall (AHS 2023).

3.3.4 Skillion Office

The skillion office to the south-west of the building is likely a bank managers office and can be accessed from the main office area and from behind the bank counter through four panel doors. The four-panel door leading from the main office however has had the lower panels cut through and replaced with louvres (Figure 38).

Inside the skillion office two sets of four panel sash windows are present to both the southern and western walls with internal bars. The glass of these windows appears to have been replaced with yellow/orange tempered glass to the lower panels likely dating to the 1980's (Figure 39).

Similar to the main office area the skillion office possesses 1980's carpet, timber skirts, tongue and groove vertical joint and VJ ceilings. This room also possesses evidence of white ant damage on both the walls and ceiling. A small cut through for air conditioning vents has been made to the northern wall of the office (Figure 40).



Figure 38: Four panel access door from main office area (AHS 2023).





Figure 39: Southern wall of skillion office (AHS 2023).



Figure 40: Northern wall showing air conditioning vent (AHS 2023).

3.3.5 Strong Room

To the rear of the middle of the main office area is a purpose built brick strong room, also visible externally on the southern elevation of the building. The strong room is entered through a xxx door, the plaque of which has been removed (Figure 41).

Inside the vault is largely intact possessing early timber pine shelving related to the early banking era (Figure 42) and a steel cupboard with brass handles likely used to store change or paperwork dating to c.1950's at the latest (Figure 43).

To the side of the strong room door is a capped metal tube which can be unscrewed from the inside of the strong room which is likely to allow coins/notes to be dropped into the vault during bank operation.



Figure 41: Door to strong room (AHS 2023).



Figure 42: Strong room internally (ASH 2023).



Figure 43: Steel cabinet of strong room (AHS 2023).



3.3.6 Ablutions

To the eastern rear of the main office area is a skillion extension housing ablutions accessed through a VJ door. The material of this door suggests it was originally built as an external door with a low waist with the hardware and locks of the door suggest it is original (Figure 44).

This door leads down concrete steps into what would originally have been open but now lies under a skillion roof providing cover to one male and one female toilet (Figure 45) and a second VJ door leading outside (Figure 46). The fabric of the toilets indicates their construction c. 1950's and louvered windows are present within the cubicles.



Figure 45: VJ door leading to ablutions (AHS 2023).



Figure 44: Female toilets (AHS 2023).



Figure 46: Ablutions area and external door (AHS 2023).

3.4 Landscape and Setting

The building resides in a central location within the Mount Morgan Township, on the corner of Morgan and Central Streets and in direct proximity to the school. The setting is simple and uncluttered, apart from the recent access ramp, which poorly corresponds with the original intention of the truncated entry from the street.

To the northeast corner of the building a small section of white timber picket fence remains (Figure 47). Early imagery (see Figure 8) indicates that a white picket fence was present at the property thus it is possible this fence is a remanent of early fabric.



Figure 47: Remanent of white picket fence (AHS 2023).



A few small hedges and plantings, overgrown in places, exist around the building. A chain wire fence is located along various boundaries, including the rear from Central Street. There is a signpost (c.1990s) and memorial noting “The National Trail No. 166” with associated horseshoe motif located adjacent to the entrance (Figure 48). Finally, a Commonwealth Bank sign remains to the northwest corner of the building, however the sign shows evidence of previously being painted over (Figure 49).



Figure 48: National Trail Memorial (AHS 2023).



Figure 49: Commonwealth Bank sign (AHS 2023).

3.5 Site Integrity

3.5.1 Mount Morgan Commonwealth Bank Building Integrity

The former Mount Morgan Commonwealth Bank building is considered to retain a low level of integrity as the building has been extensively altered since construction and has fallen into disrepair in recent history. External alterations have dramatically changed the appearance of this building particularly with the enclosing of verandah spaces, installation of new roofing and the later addition of a poorly integrated ramp. Internal alterations include the removal of walls to open the main office space. The following table outlines the key alterations and changes to the former Mount Morgan Commonwealth Bank building.

Table 4: Integrity Observations (AHS 2023).

#	Alteration / Change
1	Verandah areas enclosed.
2	Access ramp installed to the front of building.
3	New roofing installed.
4	Concrete steps.
5	Removal of internal walls.
6	Installation of skillion extensions to the rear of the building.



3.6 Site Condition

Due to the former Mount Morgan Commonwealth Bank falling into disuse, the building is currently in a dilapidated state and has not been maintained. Therefore, a number of condition issues were observed internally, externally and within the surrounding grounds.

3.6.1 Identified Condition Issues

This section outlines key condition and issues observed during the physical inspection and should be read in conjunction with the physical description. A rigorous inspection has not been completed.

Note: Only elements that demonstrated a condition issue or warrant an observation (usually about impact to the integrity of the place) are included below. If an element has not been noted then, in general, it can be assumed that it is in good condition, is relatively intact or not deemed to be a significant component of the place (see Chapter Four).

Table 5: Condition and observations of the Mount Morgan Commonwealth Bank (AHS 2023).

Element	#	Condition/Observation
Utilities	1	Power is currently disconnected at the site.
Walls	2	The internal walls on the northern and western side of the building have been significantly damaged by termites. (This appears to have reached the frame and external cladding also in these areas). Several walls also show signs of damage from water ingress.
Ceiling boards	3	The ceiling boards show damage from both insect activity and water damage.
Ceiling boards (skillion office)	4	The pine ceiling boards in the skillion office are loose in places; (however it does not appear to be from termite damage).
Roof	5	The roof sheeting is in good condition, however the roof line appears to be sagged on the northern side this could due to the excessive span in the main office area where walls could have removed at some stage or suggested structural issues from termite attack.
Drainage	6	A number of downpipes have failed and/or are discharging water onto the footings and sub-floor areas.
Finishes (internally)	7	Internal finishes, including paintwork, floor coverings, kitchenette, toilets, furniture and fittings are all in extremely poor condition.
External paintwork*#	8	External elements require repainting generally. In some areas, the substrate has completely failed, including the front door.
Vegetation	9	Vegetation in front of the access ramp has grown well out onto the footpath, which is a hazard. Other shrubs on the western and eastern sides are also promoting issues for building and pest management.
Gutters	10	Guttering shows signs of rust damage in several places.
Access ramp	11	The timber boards need replacing due to failures.
Windows	12	Glass within several windows throughout the building has broken and thus need to be replaced.

*An Asbestos register has been prepared for the site and has confirmed asbestos is present (Please refer to Appendix C).

See over the page for the table of conditions and observations for the Mount Morgan Commonwealth Bank.



Chapter 4

Cultural Heritage Significance

This chapter is important.

Based on the information compiled in Chapters 1-3, this chapter outlines the cultural significance of the Mount Morgan Commonwealth Bank (former) and gives each element in the place a significance rating relative to its cultural heritage value.

What *can* and *cannot* be done to fabric within the building, and what types of alterations and change is acceptable for the place, is all contingent on the findings of this chapter and the rankings provided in Table 10 (as well as associated policies in Chapter 6).

Chapter 4: Cultural Heritage Significance

4 Cultural Heritage Significance

4.1 Determining Historic Cultural Heritage Significance

Heritage recognises that some things from the past are important to people in the present and should be conserved for future generations. Heritage can be both tangible (buildings, archaeological places, landscapes, objects) or intangible (traditions, ideas, cultural practices). While some things are important because of their age, others are recognised for their associations, regardless of age.

The significance of a place including its elements is determined through the application of heritage criteria. The assessment and management of heritage is therefore the assessment and management of significance. In Australia, best-practice frameworks are guided by the *Burra Charter*, which outlines that tangible heritage exists in a place if it holds aesthetic, historic, scientific or social value for past, present or future generations. It is these values that are used to frame heritage criteria used by heritage agencies and statutory authorities. In Queensland, the *Queensland Heritage Act 1992* (Qld) identifies significance as:

Table 6: QHR criterion for entry.

Criterion for entry onto the Queensland Heritage Register (state significance)	
A	If the place is important in demonstrating the evolution or pattern of Queensland's history.
B	If the place demonstrates rare, uncommon or endangered aspects of Queensland's cultural heritage.
C	If the place has potential to yield information that will contribute to an understanding of Queensland's history.
D	If the place is important in demonstrating the principal characteristics of a particular class of cultural places.
E	If the place is important because of its aesthetic significance.
F	If the place is important in demonstrating a high degree of creative or technical achievement at a particular period.
G	If the place has a strong or special association with a particular community or cultural group for social, cultural or spiritual reasons.
H	If the place has a special association with the life or work of a particular person, group or organisation of importance in Queensland's history.

The relevant criteria for a place are grouped together into statements, which are collectively referred to as the statement of significance. (Note: a place must threshold for one or more criterion to be entered on the QHR).

4.2 Comparative Analysis

An assessment of significance is generally supported by a comparative analysis. A comparative analysis is used to identify sites of an equivalent heritage status to compare the representativeness and rarity (amongst other things) of the subject site against similar heritage places.

The Comparative Analysis shows that the former Mount Morgan Commonwealth Bank is an example of a small, modest, timber regional town bank reflective of the expected growth of Mount Morgan in the early 20th century.





When comparing the Mount Morgan Commonwealth Bank to other similar places, the following criteria were assessed:

- Bank structures constructed during the early 20th century.
- Bank structures of a similar timber-based construction.
- Bank structures constructed and servicing regional towns.
- Bank structures utilised by the Commonwealth Bank.





Chapter 4: Cultural Heritage Significance

Table 7: QHR Comparisons (AHS 2023).

Place	Comparisons / Associations
<p>QHR: 600757 – Charleville Queensland National Bank (former)</p> 	<ul style="list-style-type: none"> Constructed in 1888 in a style considered to be common up until the 20th century. The Queensland National Bank is a single storey timber structure, with a corrugated roof and verandah area. The Queensland National Bank once serviced the rural/remote township of Charleville. This structure was utilised by the Queensland National Bank.
<p>QHR: 600512 – Helidon Bank of New South Wales premises and attached residence (former)</p> 	<ul style="list-style-type: none"> Constructed in 1915-1916 with styling characteristic of the early 20th century. The Bank of New South Wales is a timber structure set on low stumps and retains a gabled and corrugated roof. The Bank of New South Wales once serviced the rural community of Helidon. The structure was originally constructed for the Royal Bank of Queensland Limited.
<p>QHR: 600616 – Childers National Australia Bank</p> 	<ul style="list-style-type: none"> Constructed c.1900 in a 'turn of the century' style. The National Australia Bank is a single storey chamferboard structure with a corrugated roof and verandah. The structure also presents a number of decorative timber elements. The National Australia Bank once serviced the rural town of Childers. The bank was first utilised by the Bank of North Queensland and then the National Bank in 1922.
<p>QHR: 602471 – Townsville Commonwealth Bank of Australia (former)</p> 	<ul style="list-style-type: none"> Constructed in 1923 in a 'classical style'. The Commonwealth Bank of Australia is a two-storey, reinforced concrete structure with a flat roof. The former Commonwealth Bank of Australia once serviced the rural city of Townsville. This structure was utilised by the Commonwealth Bank of Australia.



Chapter 4: Cultural Heritage Significance

Place	Comparisons / Associations
<p>QHR: 601338 – Gladstone Commonwealth Bank Building (former)</p> 	<ul style="list-style-type: none"> Constructed in 1928-1929 with Mediterranean styling cues and Interwar design. The Commonwealth Bank Building is a two-storey brick and concrete structure with a gabled, terracotta tiled roof. The former Commonwealth Bank Building once serviced the rural city of Gladstone. This structure was utilised by the Commonwealth Bank of Australia.
<p>QHR: 600671 – Mackay Commonwealth Bank of Australia</p> 	<ul style="list-style-type: none"> Constructed in 1880 in a style typical of a North Queensland bank building. The Mackay Commonwealth Bank is a two-storey masonry building with a corrugated iron roof and cast-iron balustrading. The Mackay Commonwealth Bank of Australia once serviced the rural city of Mackay. Originally operating as the Australian Joint Stock Bank Limited, then the Australian Bank of Commerce, during the 1930s the building was utilised by the Commonwealth Bank of Australia.

4.2.1 Comparative Analysis Conclusions

A comparative analysis is used to identify sites of an equivalent heritage status to compare the representativeness and rarity of the subject site against similar heritage places. The above examples represent similar sites entered on the State heritage register.

The comparative analysis concludes that the former Mount Morgan Commonwealth Bank is representative of an early 20th century bank that once serviced a relatively small, regional Queensland mining town.

As an example of a Commonwealth Bank building in a rural town setting, the former Mount Morgan Commonwealth Bank is not of the same scale and grandeur exhibited in the rural city Commonwealth Banks (as seen in Townsville, Gladstone, Mackay) and in design is thus more comparable with Banks seen in Queensland townships of a comparable size (Charleville, Helidon, Childers).

The former Mount Morgan Commonwealth Bank therefore represents a simple early 20th century, timber Commonwealth Bank structure that once serviced a rural township.

Structurally the building has, however, been highly altered and is unlikely to be as intact as the examples listed above. Further, the examples listed above have had more sustained periods of occupation after no longer operating as a bank, including residential and community purposes. Again, therefore, they are more likely to have been maintained at a higher condition than the former Mount Morgan Commonwealth Bank.



Chapter 4: Cultural Heritage Significance

4.3 Statement of Significance

The former Mount Morgan Commonwealth Bank is entered on the QHR as provided below.

Table 8: Statement of significance for the Mount Morgan Commonwealth Bank (former) (QHR:600746).

Cultural Heritage Significance	
Criterion A	The former Commonwealth Bank as a branch of the Queensland Government Savings Bank demonstrates the regional development of the state and its presence is suggestive of the large number of workers present in the town because of the Mount Morgan Mine.
Criterion D	The building is characteristic of small timber banks in regional towns, modest in scale and finish, but occupying a prominent corner site.
Criterion E	The former bank building has aesthetic value for its contribution to the Central State School site, a large complex of timber buildings similar in form, scale and material to which the former bank building, sited prominently at the street intersection, forms a centrepiece.
Criterion G	As Mount Morgan's only bank for 21 years and one which served the community for the best part of the 20th century, and as the premises of the institution which acted as an agent of the Commonwealth during the war, the former bank building has an important connection with the Mount Morgan community.

4.4 Updated Analysis of Significance

A review of the QHR statement of significance finds that the current listing potentially conflates the significance of the place. This CMP recommends that the listing be revised and the criterion of which the building thresholds re-evaluated to better reflect the significance of the structure in its current state. Ultimately the review finds that the former Mount Morgan Commonwealth Bank be removed from the Queensland Heritage Register and be considered for entry onto a Local Heritage Register.

The following points provide additional information that can be used when reviewing the current State listing of the Mount Morgan Commonwealth Bank.

Table 9: Results of review into the state heritage significance of the former Mount Morgan Commonwealth Bank (AHS 2023).

Cultural Heritage Significance	
Criterion A	<p>Whilst the former Commonwealth Bank has a known history as a branch of the Queensland Government Savings Bank (1913-1920), and later as a Commonwealth Bank of Australia branch (1921-1928), this assessment finds that the place does not demonstrate 'regional development of the state' or 'that its presence is suggestive of the large number of workers present in the town because of the Mount Morgan Mine.' outlined by the QHR criterion.</p> <p><u>The place is therefore considered to be of local heritage significance rather than state heritage significance. Its association is linked to the development of the Mount Morgan Township in the twentieth Century, demonstrating the evolution or pattern of the local area's history.</u></p>
Criterion D	This assessment accepts 'The building is characteristic of small timber banks in regional towns, modest in scale and finish, but occupying a prominent corner site'. It appears that whilst there is an unknown quantity of smaller regional examples of banks of this type, the place is not of State significance under this criteria, due particularly to the condition and integrity of the building. Comparative examples of small timber banks in regional towns appear to have been maintained to a higher quality than the former Mount Morgan Commonwealth Bank.



Chapter 4: Cultural Heritage Significance

Cultural Heritage Significance

Criterion (cont.)	D	<u>The place is considered to potentially threshold for entry at a local level rather than a state level.</u>
Criterion E		<p>While the former bank building does still possess its prominent position at the street intersection, it does not hold aesthetic values as part of the Central State School site. The timber buildings of the Central State School are of a larger scale to that of the former bank and have been maintained in a much higher condition.</p> <p><u>As such, given its prominent street corner position and the current condition of the former Mount Morgan Commonwealth Bank, detracts from the aesthetic value of the school site.</u></p>
Criterion G		<p>Whilst the place was Mount Morgan's only bank for 21 years (1929-1950) and 'served the community for the best part of the 20th century', the former bank building seems regarded for its function as a local bank, which in itself is not 'an important connection with the Mount Morgan community' at local or state heritage significance.</p> <p>All Commonwealth Banks acted as an agent of the Commonwealth during the war, not just Mount Morgan's branch.</p> <p><u>The place is not considered therefore to threshold for entry at a local or state level.</u></p>

4.5 Hierarchy of Significant Elements

The former Mount Morgan Commonwealth Bank is comprised of a number of discrete elements. Not all elements of a heritage place will contribute equally to its cultural heritage significance. Different components make a different relative contribution. These elements are graded with relative levels of significance according to the extent in which they demonstrate and contribute to the significance of the place as defined within the statement of significance provided in the heritage Citation (QHR Statement of Significance).

Best practice initiatives to assess relative levels of significance generally operated under a five or six-tiered system for State heritage places. The hierarchy of significant elements for the former Mount Morgan Commonwealth Bank is guided by the following criteria:

Table 10: Criteria for hierarchy of significance (AHS 2023).

Grading	Description
Exceptional	Rare or outstanding element, exhibiting a high degree of intactness or other such quality(s) and is interpretable to a high degree, although alteration or degradation may be evident.
High	Featuring a high degree of original or early fabric or demonstrative of a key part of the place's significance, with a degree of alteration which does not unduly detract from that significance
Moderate	Altered or modified elements. Elements with some heritage value which contribute to the overall significance of the place.
Low	Difficult or unable to be interpreted, not an important function, subject to high alteration, potentially detracting from the significance of the place.
None	The element does not contribute to or detract from the significance of the place.
Intrusive	Damaging the site's overall significance, an aspect of the site's significance and/or significant fabric.

See over the page for the Hierarchy of Significant Elements for the Mount Morgan Commonwealth Bank (former).



Chapter 4: Cultural Heritage Significance – Hierarchy of Significant Elements

Table 11: Hierarchy of significant elements for the former Mount Morgan Commonwealth Bank (AHS 2023).

Location	Area	Element	Grading	Comments
External	Landscape	Setting	High/Moderate	The setting of the bank retains its prominent position on the corner of Morgan and Central Streets and reflects the early design intention and as such is considered to hold high heritage significance.
		The National Trail Memorial (at entrance / footpath)	None	The National Trail Memorial is not considered to hold heritage significance as an element unrelated to the Commonwealth Bank.
		Vegetation	None/Intrusive	The vegetation at the site is contemporary and not considered to be of heritage significance. In places this vegetation is overhanging gutters and the access ramp and is therefore considered to be intrusive.
		White picket fence	Moderate	The remaining portion of white picket fence to the north of the building is likely an early element and as such is of moderate heritage significance.
		Commonwealth Bank Sign	None	The Commonwealth Bank sign dates to a later period of operation of the bank (c.1970s) and as such is considered to have no heritage significance.
		Wire fence	None	The wire fence to the western elevation of the building is a contemporary addition to the site and as such not significant.
	Building	Hipped Roof (with Skillion Verandahs and Gable Entry)	Low	The hipped roof is an important design feature however the material was replaced c.1990 removing the original vented ridge detail and short sheet iron. As such it is considered to hold low heritage significance.
		Main Office Building	Moderate	The main office building is the original bank structure however has been highly altered over time and as such is considered to hold moderate significance.
		Skillion Extension (Office/Strong Room)	Moderate	While an extension the skillion office and strong room likely date to an early design phase and reflect the needs of the bank. As such they are considered to be of moderate heritage significance.
		Skillion Toilet Extension (c.1950-60s)	Low	The skillion toilet extension, c. 1950-1960's demonstrates the needs of the continued use of the bank and is therefore of low heritage significance.
		Weatherboard Cladding	Moderate	Important design feature. Weatherboards on northern verandah may be early or even original (note 1922 photo) and therefore also potentially of primary significance. <u>Note:</u> weatherboards on western verandah are from the later enclosure (c.1950?) and of secondary significance.
		Sash Windows and Hoods	Moderate	The windows of both the main office building and skillion extension are likely early, or original fabric, with some replacement of glass, and as such are of moderate heritage significance.
		VJ Lining – Main Office and Skillion Office	High	The VJ lining of the main office building and skillion extension office are likely to be early/original features and as such are of high heritage significance.
		VJ Lining – Enclosed Verandah(s)	Low	The VJ lining of the enclosed verandahs are a later element (dating to the enclosure of the verandahs) and as such are of low heritage significance.



Chapter 4: Cultural Heritage Significance – Hierarchy of Significant Elements

Location	Area	Element	Grading	Comments
Internal		Louvres (to enclosed verandahs)	Low	The louvered windows to the main office building were installed at the time of the verandahs being enclosed and as such are of low heritage significance.
		Entrance door and concrete steps (main)	Low	The concrete steps and entrance door reflect the early/original entrance to the building however they are newer additions and therefore of low heritage significance.
		Entrance door and PWD access ramp	Intrusive	The entrance door and PWD access ramp have not been constructed using fabric complementary to the design of the building and are considered intrusive.
	General	Electrical / Mechanical installations (internally and externally)	None	No early or original installation are present.
	General (cont.)	Kitchenette	Low	The fit-out of the kitchenette (c.1950's) dates to a later period of use of the bank and reflects the need of the bank employees. As such it is considered to be of low heritage significance.
		Banking and slips counters	Moderate	The banking and slips counters, while likely dating to a later period of use of the bank, do reflect the needs and use of the space and are therefore considered to hold moderate heritage significance.
		Fixtures/furniture	None	The remaining fit-out and furniture are contemporary and considered to hold no heritage significance.
		Stumps and batten screening (under)	None	Sub-floor detail survives in places
		Air-conditioning	Intrusive	The air-conditioning (c.1960s) has caused major penetrations through early/original fabric and as such is considered an intrusive element.



Chapter 4: Cultural Heritage Significance**4.6 Archaeological Potential**

A review of archaeological potential for the place has found that there is very low archaeological potential existing for sub-surface finds that relate to an earlier history of the site, including its former use as a bank.

Appendix D outlines the necessary procedures and process to be followed in the event of archaeological material being discovered. Any archaeological finds should follow this protocol, as well as the [DES Guideline: Archaeological Investigations](#).



CMP – Mount Morgan Commonwealth Bank (former)

32

Chapter 5

Issues and Obligations

Chapter 5 identifies the various issues, opportunities, and constraints for the Mount Morgan Commonwealth Bank Building (former), based on the findings of the previous chapters and significance assessments.

This chapter also identifies heritage obligations and processes that must be followed prior to any works or changes occurring.

5 Obligations and Opportunities

This chapter outlines some of the readily identifiable issues, obligations and opportunities associated with the former Mount Morgan Commonwealth Bank and is based upon the assessment completed in the previous sections of this report and its entry as a State heritage place on the QHR.

5.1 Obligations for Making Change

Most changes proposed to heritage places are regarded as development and require approval before any work is undertaken. The *Planning Act 2016* and the *Queensland Heritage Act 1992* regulate development on State heritage places entered on the Queensland Heritage Register to protect their cultural heritage significance and ensure their values are not unduly or inadvertently reduced, damaged or destroyed. There are three different types of approvals required, (depending on the type of work proposed) on a State heritage place entered on the QHR:

1. [General Exemption Certificate \(GEC\)](#): Provides approval for certain work without the need for an application to DES.
2. [Exemption Certificate \(EC\)](#): Required for work that is not covered by the General Exemption Certificate but will have a low impact on the significance of a place. Application is made directly to DES.
3. [Development Approval \(DA\)](#): Required for development activities that will impact the significance of the place. 'Development' is defined by the *Planning Act 2016*, and each definition includes additional clauses that apply only to places on the QHR (see [State Code 14](#) – Queensland Heritage). Development Approval applications for this project are submitted to the State Assessment and Referral Agency (SARA) with DES as concurrence agency.

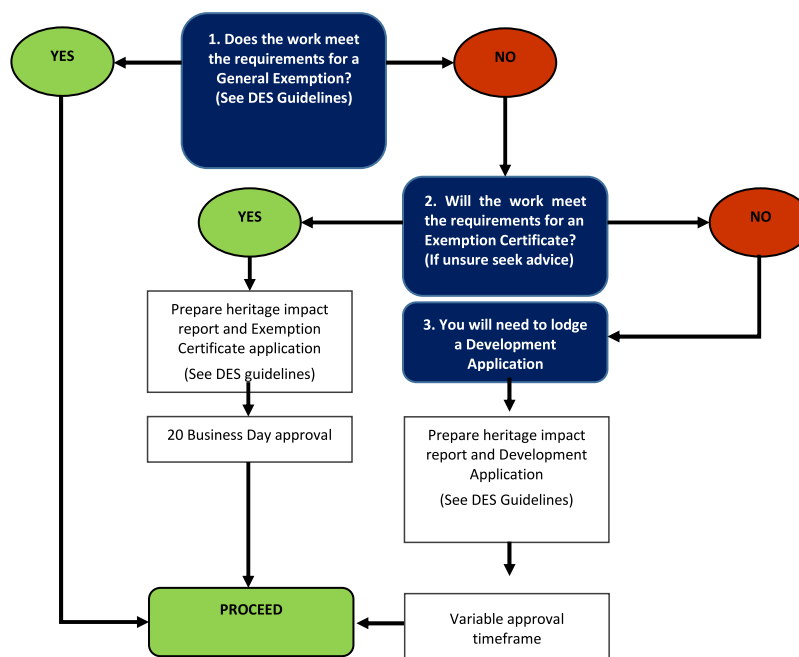


Figure 51: Assessment and approval process flow chart (AHS 2023).



Chapter 5: Issues and Obligations

Table 12: DES levels of assessment and approvals (AHS 2023).

Level	Comments
General Exemption Certificate	<p>Approval, with conditions, for:</p> <ul style="list-style-type: none"> • Regular maintenance and cleaning of structures to preserve their condition, prevent deterioration and monitor maintenance issues. • Maintaining surface condition of painted finishes to protect building fabric from deterioration. • Maintenance and repair of existing services (e.g. electricity, telecommunications, fire control and detection, plumbing, drainage). • Upgrade and installation of services generally. • Clearing of plumbing and drainage lines. • Maintenance of fittings, fixtures or plant and equipment to retain or maintain their condition or operation. • Minor repairs, following the Burra Charter principle of doing as little as possible and only as much as is necessary to retain and protect the element (e.g. roof guttering, roof sheeting). • Replacement of severely deteriorated timber, steel or concrete stumps, with conditions. • Regular maintenance and ongoing care of parks, gardens, and other landscape elements helps to preserve planting schemes, keep important specimens in good health and monitor arising maintenance issues. <p>Always read the General Exemption Certificate for particular actions in detail before undertaking work. Approved actions are supported by technical notes.</p>
Exemption Certificate	<p>Typical work may include (but not limited to):</p> <ul style="list-style-type: none"> • Prune more than 20% of the canopy (height or width) of trees. • Removal of healthy trees that have no cultural heritage significance (and not a Class 1 declared pest). • Minor work to built structures. • Removal of debris from former structures. • Removal of intrusive elements (must demonstrate first the element is intrusive). <p>Always contact DES to determine if the proposed work will be covered by an Exemption Certificate.</p>
Development Approval	<p><u>All</u> 'development' as defined in the <i>Planning Act 2016</i> requires approval. Development to a DES place includes:</p> <ul style="list-style-type: none"> • Building work, as well as: <ul style="list-style-type: none"> ❖ Altering, repairing, maintaining or moving a built, natural or landscape feature on the place. ❖ Excavating, filling or other disturbances to land that damage, expose or move archaeological artefacts, as defined under the QHA, on the place. ❖ Altering, repairing or removing artefacts that contribute to the place's cultural heritage significance, including, for example, furniture and fittings. ❖ Altering, repairing or removing building finishes that contribute to the place's cultural heritage significance, including, for example, paint, wallpaper and plaster. ❖ Building work in these circumstances does not include development for which an Exemption Certificate has been issued.¹ • Plumbing or drainage work. • Operational work. • Reconfiguring a lot. • Material Change of Use (MCU).

¹ DES should indicate which application is required in the early planning stage of a project.



Chapter 5: Issues and Obligations

5.1.1 Essential Maintenance Work

DES may give a notice to the owner of a Queensland heritage place that requires them to undertake [essential maintenance work](#). The work is generally of a 'minor nature' intended "to prevent serious or irreparable damage or deterioration". Examples of essential maintenance work provided by DES include:

- Refixing loose roof or wall boards.
- Removing fire hazards.
- Maintaining existing fire management systems.
- Keeping a building secure.
- Shutting down electricity or gas services to an unoccupied building.
- Taking steps for managing or eradicating termites or other insects.

DES will generally identify the need for essential maintenance during a review of places on the QHR. DES will contact the owner and advise them of the required work. If the work is not carried out, then DES will issue the notice requiring the work to be completed in a reasonable period of time.

5.1.2 Archaeological Potential

Archaeological potential is [protected](#) under section 89-91 of the QHA. The relevant clauses of the QHA state:

Requirement to give notice about discovery of archaeological artefact:

- 1) A person who discovers a thing the person knows or ought reasonably to know is an archaeological artefact that is an important source of information about an aspect of Queensland's history must give the chief executive a notice under this section.
- 2) The notice must:
 - a) be given to the chief executive as soon as practicable after the person discovers the thing; and
 - b) state where the thing was discovered; and
 - c) include a description or photographs of the thing.

Offence about interfering with discovery:

- 1) This section applies to a thing for which a person has, under section 89, given the chief executive a notice.
- 2) A person who knows that the notice has been given must not, without the chief executive's written consent or unless the person has a reasonable excuse, interfere with the thing until at least 20 business days after the giving of the notice.

5.1.3 Emergency Work

[Emergency work](#) is sometimes required if a structure fails and becomes a safety hazard (typically following a severe storm or flooding). Immediate emergency work to stabilise the structure is permissible if the following conditions are met:

Emergency work can be carried out at a Queensland Heritage Place and a local heritage place without first seeking a permit. Emergency work is work that is necessary because of an emergency endangering the life or health of a person or the structural safety of a building. If practicable before starting the work, the advice of a registered engineer or heritage professional should be obtained. In planning and carrying out the emergency work, the person undertaking the work must take all reasonable steps to ensure the work is reversible.



Chapter 5: Issues and Obligations

If it is not reversible, the person must be able to demonstrate that they have tried to keep the impact of the work on the cultural heritage significance of the place to a minimum. As soon as possible after starting the work, the person must:

- Give written notice to DES that they are carrying out emergency work.
- Apply for any permits that would otherwise be required for the work.

If approval is subsequently refused, all emergency work must be removed as soon as practicable.

5.1.4 General Maintenance and Repair Guidelines

When proposed works are covered under a GEC, the works must adhere to the conditions specified in the GEC as well as the technical notes provisioned under each type of approved development work:

- Parks, Gardens and Landscapes
 - [Technical Note: Parks, Gardens and Landscapes – Maintenance](#)
- Safety and Security
 - [Technical Note: Safety and Security—Minor and Temporary Works](#)
- Signage
 - [Technical Note: Signage—Minor and Temporary Works](#)
- Temporary Structures
 - [Technical Note: Temporary structures](#)
- Buildings and Structures
 - Maintenance and Cleaning
 - [Technical Note: Inspection, Cleaning and Maintenance](#)
 - Painting
 - [Technical Note: Painting-Maintenance](#)
 - [Technical Note: Painting-Surface Preparation](#)
 - [Technical Note: Painting-Surface Glossary](#)
 - Technical Note: Painting Lead Paint (unavailable online, contact DES)
 - Minor Repair
 - [Technical Note: Minor Repairs—Door and Window Hardware](#)
 - [Technical Note: Conserving Roofs](#)
 - Technical Note— Slate and Terracotta Roof Tiles (unavailable online, contact DES)
 - [Technical Note: Minor Repairs—Metal Work](#)
 - [Technical Note: Minor Repairs—Steel Door and Window](#)
 - Technical Note: Minor repairs—Stone and Masonry (unavailable online, contact DES)
 - [Technical Note: Minor Repairs—Timber](#)
 - [Technical Note: Minor Repairs—Timber Doors and Windows](#)
 - Building Services
 - [Technical Note: Building Services—Maintenance and Repairs](#)
 - [Technical Note: Building Services—Upgrades and Installation](#)
 - Technical Note: Building Services—Planning (unavailable online, contact DES)
 - [Technical Note: Building Services—Lighting](#)
 - [Technical Note: Building Services—Heating and Cooling](#)
 - [Technical Note: Passive Cooling in Queensland](#)

The technical notes are designed to help owners and managers of heritage listed places understand their place and to provide ongoing care, maintenance and repairs.

The GEC technical notes should always be checked for update. For up-to-date technical notes visit: <https://www.qld.gov.au/environment/land/heritage/publications>.



5.2 Procedure for Managing Change

A 5-step procedure for managing change has been developed which should be used as a checklist prior to undertaking works or making changes to the heritage place.

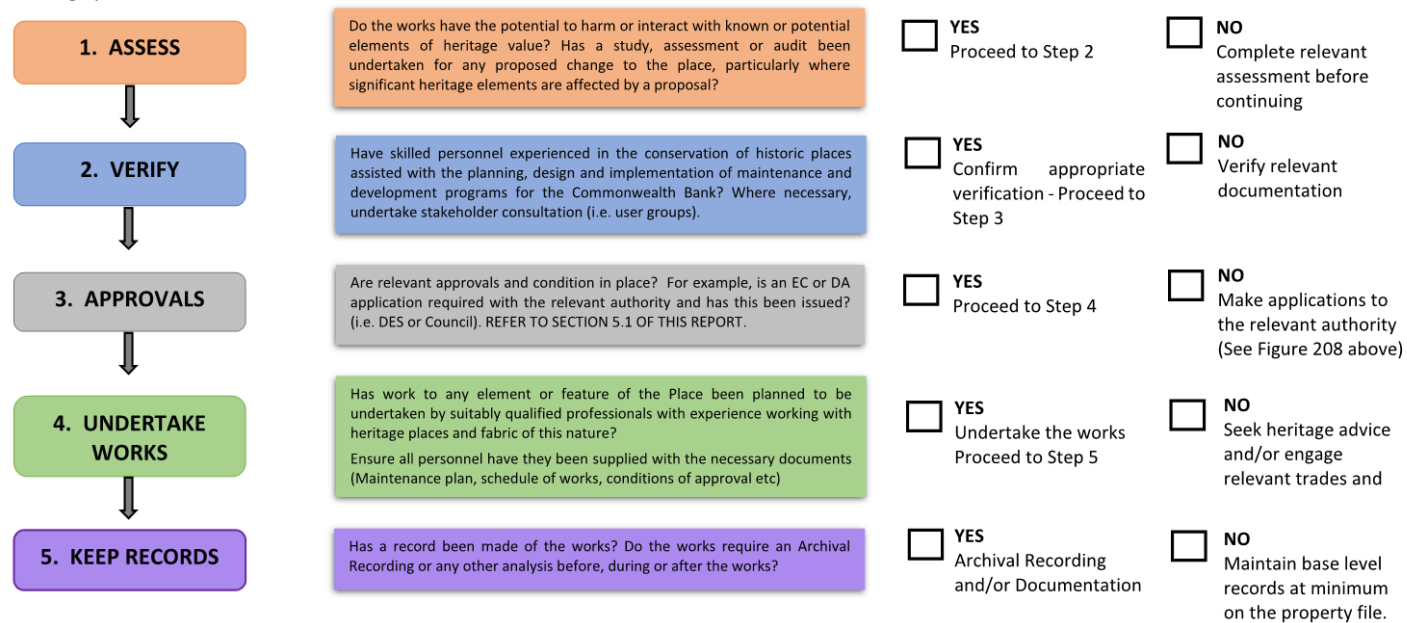
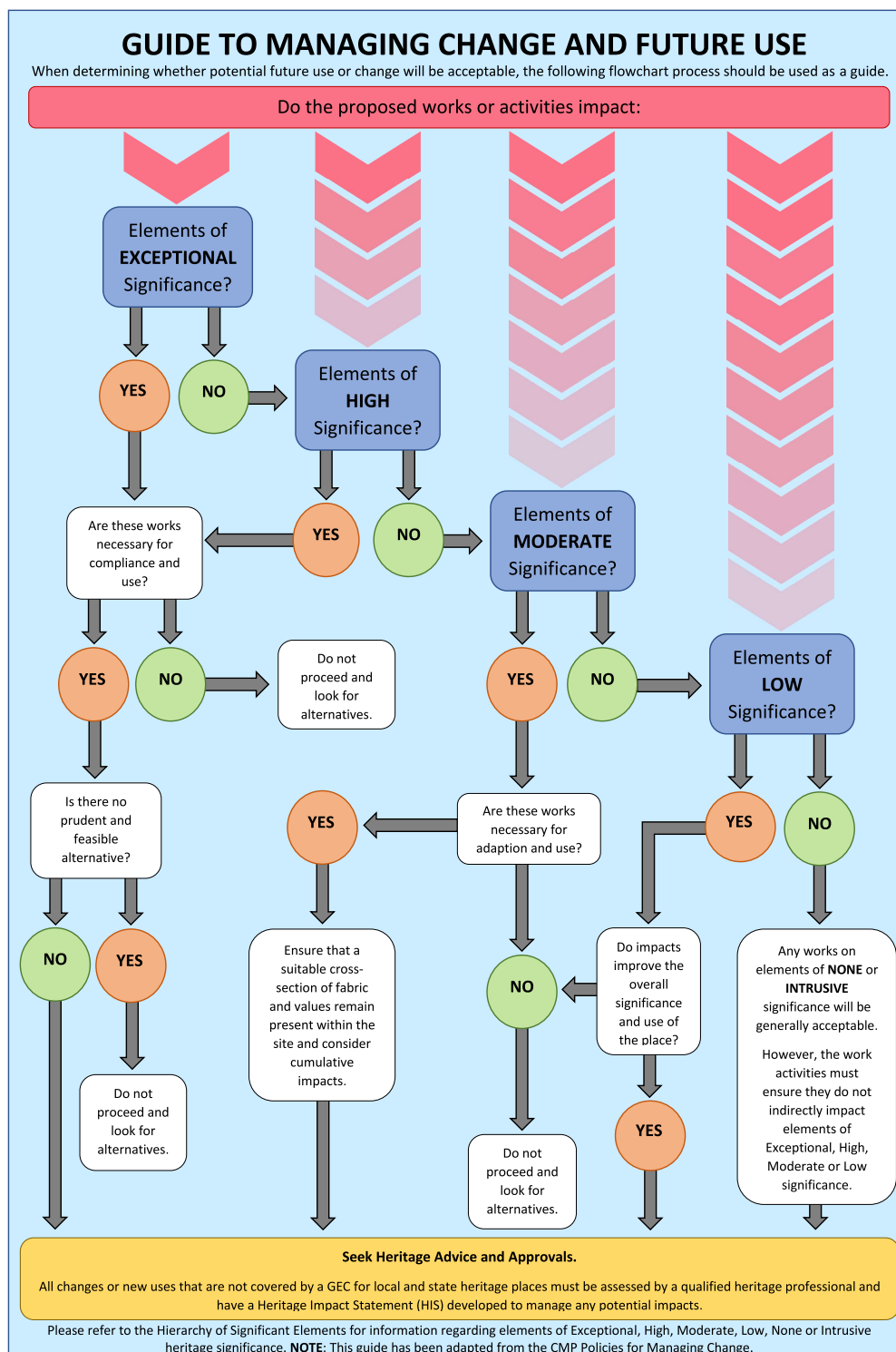


Figure 52: Procedure for managing change (AHS 2023).





5.3 Opportunities

The key findings of this CMP indicate that the Mount Morgan Commonwealth Bank (former) has been heavily altered over time and is currently in poor condition due to long periods of disuse.

The following opportunities are considered appropriate to help maintain/retain the significance of the place.

5.3.1 Revision of the current status of the heritage listing

This assessment has completed an up-to-date review of the significance of the former Mount Morgan Commonwealth Bank. This review has found that the place does not appear to threshold strongly for entry on the Queensland Heritage Register (QHR) but does threshold at a local level (as a local heritage place).

In this instance, Section 36 of the *Queensland Heritage Act 1992*, permits a person or other entity to apply to the chief executive to have a State heritage place removed from the register. As per Section 36 of the *Queensland Heritage Act 1992*, and the 'Application Guide: Removing a State Heritage Place from the Queensland Heritage Register' published by DES (see Appendix E) the application must be accompanied by a written statement about how the place does not satisfy each of the cultural heritage criteria relevant for the place.

In this case, it is recommended that a copy of this CMP be provided as evidence for the matters to be considered. Liaison with DES Cultural Heritage officers is recommended prior to the application being lodged.

Note: Timeframes for an application to remove a State Heritage Place from the Queensland Heritage Register and lengthy (at minimum 140 business days) and this timeframe is able to be extended substantially in many cases.

5.3.2 Local Heritage Provisions

The obligations for a local heritage place are not as detailed as for the QHR entry and are mainly concerned with the building exteriors and configurations. The key points are:

- Approval is not required by RRC for maintenance or minor work.
- The only time approval is required from the RRC is in the case of development, as defined by the *Sustainable Planning Act 2009*.
- 'Development' does not include the special clauses that apply to QHR places.
- If a development application is required, DES approval is necessary before RRC can approve the development. If DES approves the development, in theory RRC could still refuse the development (although in practice this is unlikely as DES applies a more rigorous and stringent assessment process than local government).
- A development application requires a SOHI. However, as DES approval will also be required, the SOHI for DES will be suitable for the RRC.

The RRC will assess a development application using relevant local planning provisions and the Code for IDAS (contained within the *Queensland Heritage Regulation 2003*), which co-exists with the [Rockhampton Regional Plan - Heritage Place Overlay Code](#).

Should the former Mount Morgan Commonwealth Bank be removed from the QHR, as recommended by this report, then the abovementioned compliance measures for a place entered on the Queensland Heritage Register (Section 5.2) will lapse. Those measures outlined above for a local heritage place (Section 5.3) will continue.



5.3.3 Restoration

Given the condition of the building there exists there is an urgent requirement for repairs and re-use of the structure.

These repairs should aim to not only repair the conditions noted in Section 3.6 Site Condition, but should also seek to reconstruct the building to its original condition where possible (i.e. reconstruction of demolished exterior walls and re-opening of verandahs).

A scope of work for this restoration process should be prepared by appropriately qualified experts with experience in working with heritage buildings of this nature. Further, this scope should be lead at all time by qualified heritage consultants (M. ICOMOS) to ensure that all elements of the buildings heritage are protected and should be guided by this CMP.

5.3.4 Heritage Options Study

Due to the lack of current use and the condition issues surrounding the building, there is an obvious opportunity for the RRC to consider future re-use options for the site. As ownership of the building by Council is not linked to the significance of the place, a study should be prioritised to look practically at the options for retention or disposal of the site.

The options study should seek to find the best possible options to ensure a new use is found for the place, which is compatible with the heritage significance of the place.

Re-use of the building should consider the option to rectify the damaged (removed) sections of verandah walls, fixtures and fittings which have failed, as well as the front entry, which currently diminishes the cultural heritage significance of the place.

5.3.5 Interpretation Opportunities

A common misconception about heritage is that entry to a statutory register only ever implies obligations. Entry of a place to a register identifies that a place is significant to the community and therefore there are also other opportunities that may be explored and developed.

The former Mount Morgan Commonwealth Bank naturally presents an opportunity to interpret the space, in a simplistic manner. An important opportunity remains to ensure that the future re-use of the place capitalises with the heritage values of the place by emphasising significant elements and removing or reducing elements identified as intrusive in this report.



Chapter 6

Conservation Policy

Chapter 6 outlines policies that have been developed in response to the previous chapters (1-5) and the cultural heritage significance of the Mount Morgan Commonwealth Bank (former).

Chapter 6 also outlines policies in direct conjunction with Table 10- Hierarchy of Significant Elements and expresses which impacts to the place may or may not be permissible.

Chapter 6: Conservation Policies

6 Conservation Policies

This conservation management plan has developed the following conservation policies for the Mount Morgan Commonwealth Bank (former) using best practice principles. It provides the framework for managing the place's heritage values. The policies have been developed to reflect and support the assessment presented in this CMP in order to retain the heritage significance of the place.

The policies refer to specific terms outlined in the *Burra Charter*.

Table 13: *Burra Charter* terms.

Term	Definition
Conservation	Conservation means looking after a heritage place to ensure its cultural significance is conserved and maintained.
Fabric	Fabric refers to all physical materials of the place, including elements, fixtures, contents and objects.
Restoration	Restoration means restoring existing fabric to an earlier condition.
Preservation	Preservation is the maintenance of the place's existing fabric in its present condition.
Adaptation	Adaptation refers to additions or additions or changes for with compatible uses.

6.1 Conservation Approach

These policies underpin the management of the heritage values of the former Mount Morgan Commonwealth Bank by providing guidance about heritage best practice. All policies have been prepared in accordance with the *Burra Charter*, which states that places of cultural significance must be conserved for present and future generations. The key conservation principles as outlined in the *Burra Charter* are:

- Places of cultural significance should be conserved.
- A place's significance should be retained.
- Conservation must form part of the place's management framework.
- Respect existing fabric, uses, associations and meanings.
- Use qualified and experienced personnel.
- Do as much as necessary but as little as possible.

6.1.1 Conservation Overview

- Policy 1:** *The former Mount Morgan Commonwealth Bank should be managed in accordance with the significance of the place and the principles established in the Burra Charter.*
- Policy 2:** *People skilled and experienced in the conservation of historic places should assist with the planning, design and implementation of maintenance and development programs for the former Mount Morgan Commonwealth Bank.*
- Policy 3:** *Activities that occur in or near the former Mount Morgan Commonwealth Bank, including use, maintenance and new development, should not impact the significance of the place as identified in the heritage citation and this CMP.*
- Policy 4:** *All work undertaken at the former Mount Morgan Commonwealth Bank should be in accordance with the Queensland Heritage Act 1992 and the Rockhampton Region Planning Scheme 2015.*
- Policy 5:** *Work undertaken to any element or feature of the place should be undertaken by suitably qualified professionals with experience working with comparative heritage places and fabric, and includes direct consultation a qualified heritage professional (M. ICOMOS).*



Chapter 6: Conservation Policies

6.1.2 Documentation and Review

This Conservation Management Plan is an important document relating to the management and future use of the *former Mount Morgan Commonwealth Bank* and should be acknowledged formally by Rockhampton Regional Council and DES, including the Action Plan.

Policy 6: *The CMP should be formally endorsed by RRC as the framework for managing the place's heritage values.*

This CMP is based on current circumstances and uses available evidence. To ensure the continued conservation and care of the place the management policies will require review.

Policy 7: *This CMP should be reviewed within five years of endorsement and revisions and amendments undertaken as necessary to maintain a current and relevant guide for the place's heritage values.*

6.1.3 Access to this Document

The *Burra Charter* outlines that all records associated with a place must be maintained and made publicly accessible (where appropriate).

Policy 8: *A copy of this CMP should be kept by RRC and also submitted to DES's Cultural Heritage Branch as a record of the place's conservation policies.*

Policy 9: *All Rockhampton Regional Council staff responsible for the former Mount Morgan Commonwealth Bank should receive a copy of this CMP to ensure the significant values and conservation policies are understood and implemented by the relevant department when planning, maintenance or development is undertaken that may impact the place.*

Policy 10: *A copy of this CMP should be made available to the general public and users of the place, for example a copy should be kept at the site, Rockhampton Regional Council Libraries or made available on-line.*

Policy 11: *In order to guide decisions to undertake work on any part of the place in the future, consideration should be given to:*

- *Provision of copies of historical documents in hard copy to RRC and to enable each associated party to gain access to information.*
- *Inclusion of all documents for repairs and new works carried out at the site.*
- *Inclusion of all conservation reports and conservation plans, including this CMP and any future revisions of the CMP.*

6.1.4 Archival Recording

An Archival Recording is generally utilised when significant changes occur. The rigour of the details captured in the archival recording are generally dependent upon the level of work proposed to be undertaken and the significance of the fabric potentially affected. Should an archival recording be required, the following policies apply:

Policy 12: *An Archival Recording to the Department of Environment and Science (DES) standards should be prepared prior to any substantial changes to the place.*

Policy 13: *The Archival Recording should be prepared by a qualified heritage consultant and seek to ensure the current fabric and condition is recorded in detail and a record kept by DES and RRC.*



Chapter 6: Conservation Policies

6.1.5 Updating the QHR Entry

Policy 14: *Liaison with DES Cultural Heritage officers should be undertaken to discuss the proposed update of the QHR entry (as outlined in Section 4.4 of this CMP). A copy of this CMP should be forwarded to DES staff to assist with these discussions.*

6.1.6 Compliance and Training

Compliance and training measures should be implemented so that people remain aware of the significance of the place and take appropriate steps to maintain the place's heritage values.

Policy 15: *Cultural heritage training material that outlines the significance of the former Mount Morgan Commonwealth Bank and the responsibilities required to manage this significance should be developed and form the basis for staff and contractor induction and training.*

Policy 16: *The information and material used for training should be based upon this CMP.*

Policy 17: *Awareness training should be developed on the basis of the training material for staff that are involved with the maintenance and work undertaken on the site as well as relevant Council personnel.*

Policy 18: *Suitable supervision of repairs and maintenance activities should be completed, particularly when extensive works at the site are proposed, to ensure that compliance is maintained across the heritage boundaries of the place.*

6.2 Conserving the Place

The former Mount Morgan Commonwealth Bank is one place within a city and environment which is of a high significance to the State of Queensland.

A gentle approach is recommended for the conservation of the Mount Morgan Commonwealth Bank site. In that approach, all aspects of the history of the place are of equal importance and all historical phases of the development of the building, for example, should be conserved.

The patination and evidence of use of the Mount Morgan Commonwealth Bank is important. The aim should be to allow the place to exist in a 'gently decaying' state rather than making the building and its site look new and 'over restored'. This does not mean that decay from penetration by water or white ant activity should be allowed to go unchecked. Rather, it is about a philosophy of conservation, which calls for gentle and minimal intervention in the fabric and the idea that the early fabric has stories to tell about the place, which is included in the patina of age.

6.2.1 General Guidelines

The following principles apply to the place generally:

Policy 19: *Significant elements on the site should be retained and conserved.*

A gentle conservation approach for the site is called for in which existing elements are conserved and maintained rather than being replaced. The most appropriate approach to the conservation of this site is a gentle one, which does 'as much as necessary and as little as possible'.

Policy 20: *The early fabric should be retained and conserved rather than necessarily be restored or replaced.*

Policy 21: *Any conservation work necessary should attempt to retain the evidence of wear and 'patina of age' along with the evidence of its original use as a bank.*



Chapter 6: Conservation Policies

6.2.2 Archaeological Potential

Policy 22: *Management of any potential historical archaeological matters during general maintenance activities or development should be done through the appointment of an 'Archaeologist on-call' process, which ensures compliance with the Queensland Heritage Act 1992 is maintained at all times.*

Policy 23: *The archaeologist on call process should follow the Archaeological Discovery Protocol (see Appendix D) and the DES Guideline: Archaeological Investigations.*

Policy 24: *As the site is registered on the QHR, any historical archaeological findings of State heritage significance should be reported immediately to DES (See Section 89-91 of the Queensland Heritage Act 1992).*

Policy 25: *All other historical archaeological findings (not of State significance) should be archivally recorded.*

6.2.3 Maintenance and other works

The key to the care of the former Mount Morgan Commonwealth Bank lies not in major restoration, but in constant and regular maintenance of the existing fabric of the buildings and the grounds. Some elements will require more radical intervention to ensure that structural integrity or long-term conservation is addressed but most will require an approach that repairs damage as it occurs.

Policy 26: *Adequate and intelligent cyclical maintenance and timely major repair should be accepted as a vital part of the conservation program.*

Policy 27: *The maintenance guidelines in Section 7.4 should be utilised and kept relevant and up to date – (as a guide for regular necessary inspections).*

Policy 28: *Address the other minor repair issues noted in the condition assessment presented in this CMP (these are included also in the master plan).*

6.2.4 Use

The former Mount Morgan Commonwealth Bank building is currently unused and should be considered immediately for re-use. A heritage options study is recommended to resolve this matter.

Policy 29: *A heritage options study should be implemented to develop appropriate options for re-use of the former Mount Morgan Commonwealth Bank.*

Policy 30: *Ideally the re-use of the building should be of a commercial nature, however residential use may be possible, depending on other planning requirements.*

Policy 31: *Any change of use of the building should be carefully considered to minimise the impact it will have on the significance of the place, including original significant fabric.*

Policy 32: *Re-use of the building should also consider the possibility to rectify the damaged (removed) sections of verandah walls, as well as reconstruct a more suitable front entry, which currently diminishes the cultural heritage significance of the place.*

6.2.5 Interpretation

The *Burra Charter* outlines that if the significance of a place is not readily available it should be explained through interpretation.



Chapter 6: Conservation Policies

Policy 33: *An interpretation strategy should be developed that specifically focuses on measures to interpret the history of the Mount Morgan Commonwealth Bank site, as well as in relation to the fabric and setting of the heritage place.*

Policy 34: *The interpretation and presentation of Rockhampton City Hall should be an evolving and developing process and seek to enhance its associations and be culturally appropriate.*

6.3 Priority Works**6.3.1 Urgent Repairs**

Overall, the Mount Morgan Commonwealth Bank is in a dilapidated/very poor condition, with major issues that require urgent attention.

Policy 35: *Urgent repairs to the buildings should be considered as a priority, particularly the storm water overflowing in the south east section and releveling of pathways at the entrance.*

Policy 36: *Maintenance of the Mount Morgan Commonwealth Bank should follow the Maintenance Guidelines (Section 7.4) and adhere to the Action Plan (Section 7.3) which is the recommended program to maintain the Rockhampton City Hall. Items of HIGH priority work ideally should be undertaken as part of a single, coordinated program if possible.*

6.4 Managing Change**6.4.1 Change informed by Significance**

The understanding of the levels of significance helps introduce the flexibility necessary for the management of change.

Policy 37: *Any new developments at the Mount Morgan Commonwealth Bank should not impact on the heritage significance of the place.*

Policy 38: *Changes which have the potential to directly impact significant elements and fabric should be carefully planned and should be carried out in a reversible manner.*

Policy 39: *Any changes to the place should consider the procedure for managing change outlined in Section 5.2.*

Policy 40: *Elements identified in the Hierarchy of Significance should be retained and conserved unless these are identified as intrusive. Elements of low significance could be removed or altered if the overall conservation of the place is improved by this action.*

Policy 41: *Elements of Exceptional significance must not be impacted, and all fabric and/or usage should be retained and conserved. Conservation actions must only include maintenance, preservation, restoration, and reconstruction as defined in the Burra Charter (2013).*

If any other alteration to or removal of these elements is required there must be no prudent and feasible alternative to the proposal.

Policy 42: *Elements of High significance must be retained and conserved. Conservation actions must prioritize maintenance, preservation, restoration, and reconstruction as defined in the Burra Charter. There are only limited opportunities for adaptation and any adaptation must be reversible and must avoid detrimental impact on the significance of the place and minimise and mitigate impacts that cannot be avoided.*



Chapter 6: Conservation Policies

If alteration to, or removal of, High elements is required, an archival recording must be conducted.

Policy 43: *Elements of Moderate significance should be retained and conserved. Should opportunities for adaptation be considered, these should be reversible and must avoid detrimental impact on the significance of the place.*

If adaptation or change is necessary, more changes are permissible than that of the fabric and/or usage to elements of higher significance. Ensure that suitable cross-sections of fabric and values remain present within the site and consider cumulative impacts. Removal of the element should only be undertaken if no prudent and feasible alternative exists and the overall outcome would not impact or cause damage to more significant fabric and/or uses.

Policy 44: *Elements of low significance should be conserved and maintained. These elements may be altered and may be removed where it is demonstrated change would improve overall significance or where reconstruction in accordance with the Burra Charter would be inappropriate. Any change must not impact or cause damage to more significant fabric and/or uses.*

Policy 45: *Elements of no significance may be removed or altered. Any change must not impact or cause damage to more significant fabric and/or uses.*

Policy 46: *Existing elements of intrusive heritage value should be removed as soon as opportunity arises.*

Policy 47: *The more significant a concept, fabric, relationship, space or vista, the more rigour and care should be exercised in preparing proposals that may affect the place – the objective being to ensure that any new work will not reduce, but instead reinforce, the identified significance of the place.*

Policy 48: *No other elements or structures should be relocated to this site from other sites.*

Policy 49: *Should it be decided to introduce a new infrastructure onto the site, then the following general principles should apply:*

- *No adjacent building should be constructed which dominates City Hall. Significant view and streetscape qualities of the place should be retained.*
- *Any new structure should be well clear of the building and key landscape elements.*
- *Any new elements that are added to the place should not upstage or overwhelm the significance of the original building and landscape.*
- *No period detailing or decorative elements that distort the interpretation of the overall site and buildings should be applied to new structures. New elements should be compatible with earlier fabric but be visibly distinguishable as new work.*
- *New infrastructure such as car parking or access should be designed carefully to minimise impact on existing heritage values and where possible be reversible in nature.*
- *Archaeological zones should be managed in accordance with the Queensland Heritage Act 1992.*



Chapter 7

Implementation

This Chapter defines Action and Maintenance requirements for the Mount Morgan Commonwealth Bank Building (former).

The Action Plan outlines which specific actions are a priority, the relevant authorities associated with those actions, and the expected timeframes.

The Maintenance Plan outlines the cyclical maintenance required on the building and the places within it, and the timeframes in which they should be undertaken.

Chapter 7: Implementation Plan

7 Implementation Plan

7.1 Summary of CMP Findings

The following summary is provided to highlight the key points raised in the CMP:

- The former bank building was established in 1913. Further additions were added to the building in the interwar and post war periods respectfully.
- The building is entered on the Queensland Heritage Register, however there is a recommendation for it to be removed from the QHR, but remain as a local heritage place (subject to further action).
- The building is currently unused and in a poor condition generally.
- The significance of the place is encapsulated by a heritage boundary and all work undertaken within the boundary must conform to the standards and conditions applied by DES.
- The standards and conditions generally (as a rule of thumb) consist of the following 'levels':

Table 14: DES standard and conditions (AHS 2023).

Work	Standard	Actions
Maintenance	General Exemption Certificate	See General Exemption Certificate and technical notes .
Minor work	Exemption Certificate	Requires application to DES.
Major work	Development application	Requires application to local government/IDAS system

- Always consult the CMP for further information about the place and for more detailed information about obligations. It is also ideal to familiarise yourself with the [DES website](#) and relevant [heritage publications](#).
- Work covered by a General Exemption Certificate Development "must be specified, supervised and carried out by people with relevant knowledge, skills and experience in conservation of heritage places" (DES condition).

7.2 Purpose of the Implementation Plan

The implementation plan consists of two 'plans': Action and Maintenance. The action plan applies to recommended actions identified in the CMP for particular elements of the heritage listed place. The maintenance plan includes recommended maintenance tasks that should occur at regular intervals. A basic summary of planning requirements is provided for each task, but any proposal for work not covered by the General Exemption Certificate will generally require further planning prior to application to DES.

7.3 Action Plan

Actions identified in this plan are organised according to priority. Each level of priority is identified by a colour system and a time frame in which the action should ideally be completed. The time frame is based on a period of ten years.

- **HIGH** [within 1-2 years].
- **MEDIUM** [within 3-5 years]
- **LOW** [within 5-10 years].

Note: all **HIGH** priority work ideally should be undertaken as part of a single, coordinated program. This will enable an efficient and logical approach to urgent conservation matters and reduce the number of applications made to DES, thereby saving time and cost.



Chapter 7: Implementation Plan

Table 15: Action Plan (AHS 2023).

Element	Action	Policy	Priority	Approval process	Planning
Endorsement of CMP	Endorse this CMP (via appropriate delegates within RRC), including the implementation Plan.	6,7	HIGH	RRC	<ul style="list-style-type: none"> Appoint delegate to endorse the CMP internally within RRC. Ensure a copy is provided to identified Party(s) when approved. Submit CMP to DES for QHR file.
Statutory Listing	Liaise with DES officers regarding the removal of the place from the QHR.	14	HIGH	DES	<ul style="list-style-type: none"> Liaise with DES Cultural Heritage officers to discuss the update of the QHR entry (see Section 4.4). A copy of this CMP should be used to assist with these discussions.
Training and Compliance	A training and awareness strategy for all persons conducting works at the Mount Morgan Commonwealth Bank, including volunteers workers and tradespersons.	9-10, 15-17	HIGH	RRC	<ul style="list-style-type: none"> Prepare a suitable strategy for completing ongoing training for the complex. Ensure the strategy is delivered to all relevant staff, tenants, community, tradespersons and family members who are identified by the strategy.
Structural and Condition Issues	Investigate structural and condition issues of the building.	35	HIGH	None	<ul style="list-style-type: none"> An engineer's assessment regarding the overall condition and structural issues should be prepared to inform the heritage options study and action plan. The report should look also at the previous white ant damage, as well as advice relating to any issues regarding the previously removed verandah walls. Subject to the engineer's advice, consider any additional factors that may be contributing to the overall conservation and re-use of the place within the action plan and heritage options study.



Chapter 7: Implementation Plan

Element	Action	Policy	Priority	Approval process	Planning
Heritage Options Study	Investigate the future use (re-use) options for the site.	29-32	HIGH	None	<ul style="list-style-type: none"> Undertake a heritage options study to consider re-use option for the building. Consider options that are compatible with the significance of the place as a former bank and the adjacent commercial area within Mount Morgan. Consider whether the building should remain in Council ownership or whether it could be sold to another party.
Maintenance Plan	Commence the maintenance plan.	5, 17-18, 26-28	HIGH	None	<ul style="list-style-type: none"> Utilise maintenance plan to manage short, medium and long term condition issues. Update the maintenance plan to compensate for changes and condition issues as they arise.
Urgent Repairs	Address the urgent repair issues noted in the condition assessment (i.e.): <ul style="list-style-type: none"> Power is currently disconnected at the site. Vegetation in front of the access ramp has grown well out onto the footpath, which is a hazard. Other shrubs on the western and eastern sides are also promoting issues for building and pest management. Toilets are no longer functional and require repairs. 	5, 19-20, 26-28, 35-36	HIGH	To be determined	<ul style="list-style-type: none"> Commence a coordinated program to identify nature and extent of urgent repairs. Depending on the nature and extent of work, approval may be required from DES / RRC.



Chapter 7: Implementation Plan

Element	Action	Policy	Priority	Approval process	Planning
Repairs	<p>Address the remaining repair issues noted in the condition assessment:</p> <ul style="list-style-type: none"> A number of downpipes have failed and/or are discharging water onto the footings and sub-floor areas. Internal finishes, including paintwork, floor coverings, kitchenette, toilets, furniture and fittings are all in extremely poor condition. The pine ceiling boards in the skillion office are loose in places; (however it does not appear to be from termite damage). <p>External elements require repainting generally. In some areas the substrate has completely failed, including the front door.</p>	5, 19-20, 26-28	MEDIUM	To be determined	<ul style="list-style-type: none"> Continue repairs to the remaining condition issues once the Heritage Options Study and Structural Condition assessment has been completed and a new use for the building has been confirmed. Depending on the nature and extent of work, approval may be required from DES / RRC.
Interpretation	Develop an interpretation strategy and plan.	33-34	LOW	To be determined	<ul style="list-style-type: none"> A review of existing interpretation needs should be undertaken to ensure adequate interpretation planning exists, including content of current visitation. Limited signage and visual aids may be included. Approval may be required for implementation of the plan.
Update this CMP	Maintain the CMP in an up to date order.	7	LOW	To be determined	<ul style="list-style-type: none"> Undertake revisions and amendments as necessary to maintain a current and relevant guide for the place's heritage values.



Chapter 7: Implementation Plan

7.4 Maintenance Plan

The following Maintenance Plan provides general instructions which outline what should be done to maintain the Mount Morgan Commonwealth Bank. These guidelines should form the basis for the places management.

Table 16: Maintenance plan (adapted from DES *technical note: maintenance and cleaning* (AHS 2023).

Frequency	Item	Maintenance Guidelines
Half-Yearly	Roof	<u>Look for:</u> <ul style="list-style-type: none"> Loose or missing sheets and fixings. Metal sheets for rust (particularly at the laps). Missing or loose flashings near chimneys or parapets.
	Gutters and Downpipes	<ul style="list-style-type: none"> Gutters and downpipes, including guards, sumps and rainwater heads are clear of leaves and other debris. Gutters and downpipes for cracks, rust, drips on the outside, loose and missing brackets, moss and stains near downpipes. Fall of gutter. Discharge of downpipes adjacent to the building.
	Ceiling Spaces	<ul style="list-style-type: none"> For light visible through holes or water staining on framing elements. Water often travels a tortuous path from where it enters a building to where it exits. For wildlife or vermin. Signs of termite infestation (this may be reduced to an annual inspection if an effective termite management system is in place).
	Internal	<ul style="list-style-type: none"> Timber cladding and joinery for splits, cracking joints or failed fixings. Condition of timber stain to internal features. Sills and bottom rails of windows and doors to ensure they are solid. Check for condition of toilets, sinks and kitchenette (functionality). Check security for windows and doors. Check power is connected and lights are working.
	Exterior	<ul style="list-style-type: none"> External timber cladding for splits, cracking or failed fixings. For fire hazards, such as rubbish, undergrowth, combustible materials. That doors and windows are secure. Paint failing or chalking. That water is not entering the building. For cracks, leaning or subsidence in external walls. Overhanging tree branches, trim if necessary.
Yearly	Termite/Insect Inspections	<ul style="list-style-type: none"> For termite infestations and other notable insect or vermin attack.
	Fabric (generally)	<ul style="list-style-type: none"> Grime, growth in mortar joints, bird excretion, graffiti, damp problem.



Chapter 7: Implementation Plan

Frequency	Item	Maintenance Guidelines
1-2 Years	Roof Flashings and Capping	<ul style="list-style-type: none"> Loose or raised sheets or deformities to roof structure. Cappings that have lifted, slipped or are deformed from wind damage.
	Steel Gutters and Downpipes	<p><u>Look for:</u></p> <ul style="list-style-type: none"> Rust stains around downpipe outlets, internal/external corners. Overhangs and downpipe offsets. Cracks in gutter and downpipe joints, incl. loose or missing brackets to gutters and downpipes. Organic growth, moss or stains surrounding downpipes—this can indicate blockages. Downpipes that are squashed or damaged and restrict water flow. Soundness of connection between downpipes and the stormwater system. Blockages of stormwater drains.
	Eaves	<ul style="list-style-type: none"> Holes from old service pipes where birds can nest. Surface stains to fascia and soffit that indicate roof or valley and gutter failure. Blocked ventilation holes and clear. Paint failure and/or decay to linings—this can indicate roof covering failure. Cobwebs and wasp or hornet nests and remove.
	Timber - Fabric	<ul style="list-style-type: none"> Loose or missing cladding, corner stops, mouldings, soffits and fascias. For weathering and potential decay around window sills. Boarding in contact with the ground or plants. Termite activity.
5 Years (structural condition audit be engineer)	Roof	<ul style="list-style-type: none"> Loose or raised fixings—loose fixings can indicate batten failure. Sheet edges and surfaces that are deformed from being walked on. Rust stains around fixings, where sheets are lapped around flashings.
	Building (timber, brickwork and stumps)	<ul style="list-style-type: none"> For cracks. Walls are straight and true. Loose, fretted, broken or missing mortar joints and bricks. Crumbling brickwork or timbers—this can indicate a moisture or termite problem. Air vents that are blocked or covered over with soil. Failed stumps or sub-floor members. Cracked or drummy render.
	Timber – (Framing)	<ul style="list-style-type: none"> Members are secure and true. For movement of vertical beams and posts. Members are not in direct contact with the ground. For termite activity.



Chapter 7: Implementation Plan

Frequency	Item	Maintenance Guidelines
As Necessary As Necessary (cont.)	Broken Glass	<ul style="list-style-type: none">• DES advises using hardboard to cover broken glass as a temporary measure.• Replacement for like for like glass is appropriate.
	Painting	<ul style="list-style-type: none">• Check internal and external paint condition (repaint every 7-10 years as required)
	Walls and Structure	<ul style="list-style-type: none">• Record and monitor all cracks. Seek advice from a structural engineer for large cracks / defects.
	Shrubs	<ul style="list-style-type: none">• Prune and maintain shrubs and plantings.



References

The Argus:

Tuesday 16th July 1912

Bell, P. 2002. *History of Mount Morgan Mine: Report to Austral Archaeology Pty Ltd.*

Bird, J.T.S. 1904 *The Early History of Rockhampton: Dealing Chiefly with Events Up Till 1870.*
Rockhampton: The Morning Bulletin.

The Catholic Press:

Thursday 14th February 1918

Commonwealth Bank 2023. History. Retrieved January 2023 <
<https://www.commbank.com.au/about-us/our-company/history/amalgamations.html>>.

Cosgrove, B.A. 2001. Mount Morgan: Images and realities – dynamics and decline of a mining town.
Unpublished PhD thesis, Faculty of Arts, Health and Sciences, Central Queensland University.

The Courier:

Thursday 25th July 1861

The Evening News:

Wednesday 27th February 1929

Fitzgerald, R 1982. *From the Dreaming to 1915: A history of Queensland.* University of Queensland Press: Brisbane.

Golding, F.L. 1978 *An old mining town in Queensland, Mount Morgan, Mount Morgan and District*
Historical Society.

Google Earth Pro 2022: Satellite Imagery of the Study Area – accessed January 2023.

Laleo Architecture (LA) 2010 *Mt Morgan School of Arts and Library Conservation Management Plan.*

The Maryborough Chronicle, Wide Bay and Burnett Advisor (Maryborough Chronicle):

Thursday 20th August 1861

McDonald, Laura. 2003. An Overview of Rockhampton's History. Retrieved January 2023
<<https://library-resources.cqu.edu.au/cqcollection/manuscripts/short-manuscripts/rockhampton.pdf>>

QImagery 2022: Satellite Imagery of the Study Area -accessed January 2023.

Queensland Globe 2023: Satellite Imagery of the Study Area – accessed January 2023.

Queensland Heritage Register (QHR):

Bank of New South Wales premises and attached residence (former): (QHR: 600512)

Central State School: (QHR 600747)

Commonwealth Bank (former): (QHR: 600746)

Commonwealth Bank of Australia: 600671

Commonwealth Bank Building (former): 601338

Commonwealth Bank of Australia (former): 602471



National Bank Australia: 600616

Queensland Parliamentary Debates 1964. Legislative Assembly: Friday, 20 May 1864.

Queensland Places 2018. Mount Morgan. Retrieved January 2023 <
<https://www.queenslandplaces.com.au/exhibit/photograph/flp170>>.

State Library of Queensland (SLQ):

Negative Nol: 201658 – Commonwealth Bank, Mount Morgan 1989.

Negative No: 17788 – Commonwealth Bank Building, Mount Morgan, 1922.

Negative No: 141543 – Early Days of Mount Morgan, ca. 1883.

Negative No: 202022 – Miners working at the cutting, Mount Morgan Mine, ca. 1897.

Negative No: 9990 – Town view of Mount Morga, 1895.

Image No: APU-014-0001-0009 – Miners working underground in the Mount Morgan Mine, 1903.

The Telegraph

Wednesday 17th July 1929

Monday 16th September 1912

Thursday 5th May 1887



CMP – Mount Morgan Commonwealth Bank (former)

55

Appendices

Appendix A – Best Practice Methodology – *The Australian ICOMOS Burra Charter 2013*

This CMP was prepared in accordance with the principles expressed in the *Australia ICOMOS Burra Charter, 2013 (Burra Charter)*. The *Burra Charter* underpins all cultural heritage management and statutory regulation in Australia. In particular, the charter “sets a standard of practice for those who provide advice, make decisions about, or undertake works to places of cultural significance, including owners, managers and custodians” (*Burra Charter*: 1). It defines conservation as “the processes of looking after a place so as to retain its cultural significance” (*Burra Charter*: Article 1.4). Most importantly,

The *Burra Charter* advocates a cautious approach to change: do as much as necessary to care for the place and to make it usable, but otherwise change it as little as possible so that its cultural significance is retained (*Burra Charter*: 1).

This approach represents the paramount philosophy guiding cultural heritage management and, along with the definition of conservation, provides the simplest explanation for managing a heritage place.

The *Burra Charter* also provides a clear and precise process that guides the conservation of a place, which is represented in the figure below. This CMP is the product of steps 1-5 and steps 6-7 are the responsibility of the manager(s) of the place, with the assistance of qualified heritage practitioners.

[A full copy of *The Australian ICOMOS Burra Charter 2013* is attached.](#)



11.7 HERITAGE VILLAGE RV DUMP POINT

File No: 11025
Attachments: Nil
Authorising Officer: Damon Morrison - Acting General Manager Community Services
Author: Zac Tomkins - Coordinator Community Assets and Technical Services
Emma-Jane Dwyer - Manager Community Assets and Facilities

SUMMARY

This report evaluates four options to address ongoing issues at the Nuttall Street dump point.

OFFICER'S RECOMMENDATION

THAT Council endorse option ' ' as detailed in this report.

COMMENTARY

This report outlines four options for addressing ongoing issues with the Nuttall Street dump point, which has experienced consistent blockages due to a partially failed sewer line. None of these options are deliverable within budget whilst maintaining current service levels.

Option 1 – Front Car Park (Heritage Village)

Install a dump point at the front car park of the Heritage Village shown in figure 1.

This option benefits from existing sealed surfaces and designated caravan parking.

The total project cost of this option is approximately \$130,000 as the location requires the installation of a sewer pump station due to the distance from existing connections.

Concerns have been raised that this option, particularly during bookings and events, could cause congestion in the car park.

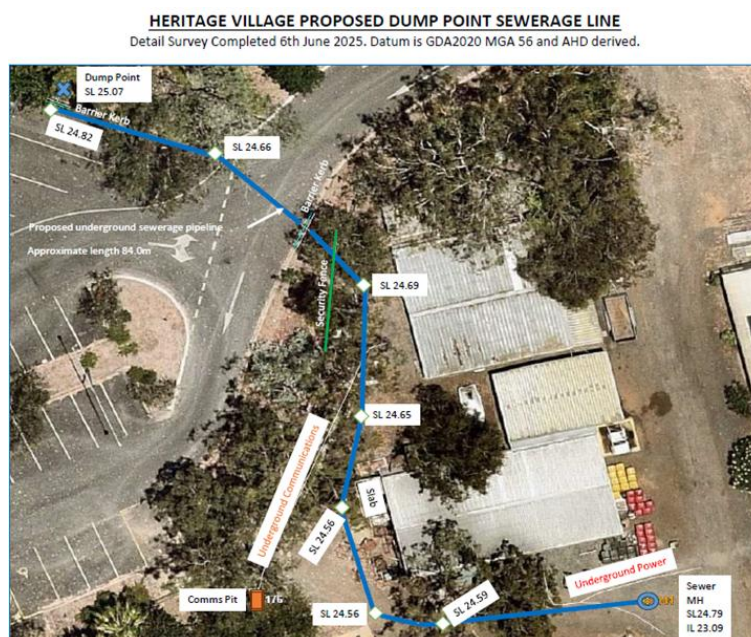


Figure 1: Option 1

Option 2 – Overflow Car Park (Heritage Village)

Install a dump point at the overflow car park shown in figure 2.

This option can be supported by a gravity-fed sewer line, eliminating the need for a pump system and is supported by existing lighting and fencing.

The total project cost of this option is approximately \$80,000 which includes costs to formalise the roadway. The roadway will remain unsealed.

Further additional budget may be required in the future in order to maintain existing service levels as access to this location is via a gravel road which may be impacted and closed during wet weather events. There may be a need to further restrict use of this dump point overnight to discourage illegal camping.

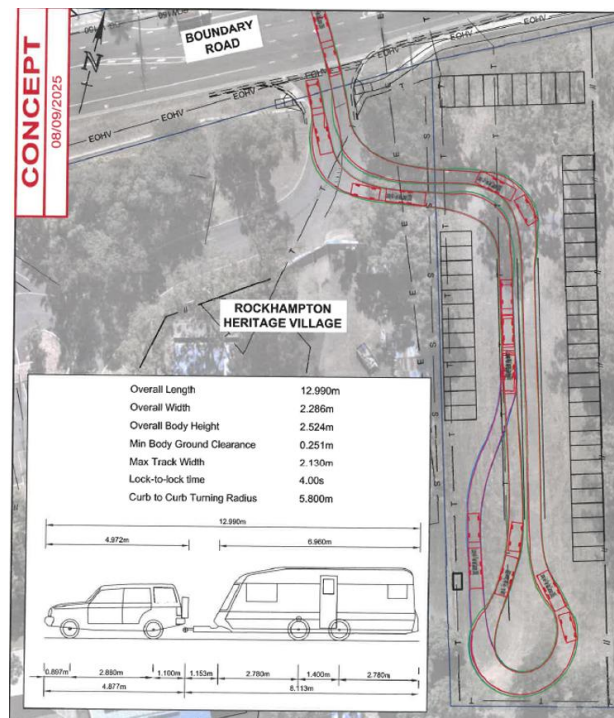


Figure 2: Option 2

Option 3 – Repair Nuttall Street Sewer Line

Repair the existing sewer line at Nuttall Street and reevaluate the location for a dump point at the Heritage Village. The sewer line at Nuttall Street is shared between the dump point and the upper amenities. Repairs are required to this sewer line if regular use of the amenities is required regardless, and this option utilises existing infrastructure.

The total project cost of this option is approximately \$70,000.

This option does not address the existing access challenges for travelers to enter Nuttall Street, who may be required to double back or turn across traffic to reach the site.

Option 4 – Do nothing

Do nothing and reduce service levels in North Rockhampton.

Install signage encouraging users to use the two alternative RV dump points in the region at the Rockhampton Information Centre, Allenstown and Cedric Archer Park, Gracemere.

BACKGROUND

The Nuttall Street dump point has been subject to repeated blockages, attributed to a compromised sewer line requiring significant investment to undertake repairs. The Heritage Village was identified as an alternative location due to its proximity to major transport routes and its potential to attract increased visitation.

PREVIOUS DECISIONS

Nil

BUDGET IMPLICATIONS

There is currently \$50,000 in the 25/26 FY Capital budget allocated to the installation of a dump point at the Heritage Village to replace the existing dump point at Nuttall St.

Budget amendments are required for options 1, 2 and 3.

- **Option 1:** Additional budget allocation of approximately \$80,000 required to incorporate the pump station.
- **Option 2:** Additional budget allocation required to formalise the roadway of approximately \$30,000. The roadway will remain unsealed.
- **Option 3:** Additional \$20,000 budget allocation required.

LEGISLATIVE CONTEXT

All works will be undertaken in accordance with relevant plumbing regulations.

RPZ installation and sewer connections will comply with applicable standards.

LEGAL IMPLICATIONS

Nil foreseen.

STAFFING IMPLICATIONS

There are sufficient resources within Community Assets and Facilities to manage the delivery of the endorsed option.

RISK ASSESSMENT

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.

There are risks associated with all options including:

- **Option 1:** Risk of mechanical failure potential and installation complexity due to the requirement for pump station due to the inability to gravity feed into an existing sewer connection.
- **Option 2:** Risk of reduction of service due to location and risk of site being used for illegal camping.
- **Option 3:** Risk of site being used for alternative purposes inconsistent with the placement of a RV dump point.
- **Option 4:** Risk of reduction of service.

CORPORATE/OPERATIONAL PLAN

A RV dump point in North Rockhampton aligns with several goals from the RRC Corporate Plan 2022-2027:

- **Goal 2.1:** Our places and spaces enhance the liveability and diversity of our communities
- **Goal 3.3:** Our work attracts visitors to the Region
- **Goal 5.1:** Our Region has infrastructure that meets current and future needs

CONCLUSION

It is recommended that Council consider the options presented within this report with consideration to determining the most appropriate option for a RV dump point in North Rockhampton.

11.8 ROCKHAMPTON ZOO CONSERVATION CONTRIBUTION

File No: 3066
Attachments: Nil
Authorising Officer: Thomas Svenson - Manager Parks
Damon Morrison - Acting General Manager Community Services
Author: Tegan Gargett - Acting Director | Rockhampton Zoo

SUMMARY

Rockhampton Zoo holds funds in trust to be used to support conservation initiatives. These funds are raised through 15% of all visitor donations made to the zoo, as well as 15% of all animal encounters, guest experiences and animal sponsorships. This report is recommending conservation groups to support in 2025-2026 and 2026-2027.

OFFICER'S RECOMMENDATION

THAT Council endorses the following conservation groups to be recipients of money raised through Rockhampton Zoo donations, animal sponsorships and paid zoo experiences:

	Amount	2025-2026	2026-2027
National/Local Conservation Group	50%	Great Barrier Reef Foundation	The Wombat Foundation
International Conservation Group	50%	FFI – Sapo National Park Project	FFI – Hairy-nosed Otter Project

COMMENTARY

Providing exceptional welfare standards for animals within our care, providing conservation based education to the public, participating in conservation efforts and supporting wildlife during crisis are important responsibilities of zoos today, and are expected by the industry and the general public. Contribution to conservation is now part of the Zoo and Aquarium Association accreditation requirements.

BACKGROUND

In 2020 Council agreed to donate 100% of zoo donations to the ZAA Bushfire Appeal to help the animals affected by bushfires across Australia. This resulted in raising approximately \$30,000 donated in a 12-month period.

For the first time in its nearly 100-year history, Rockhampton Zoo contributed funds itself to conservation. Previous fundraising efforts had been through our keepers volunteering their time for fundraisers.

In 2021 when we stopped collecting for the bushfire appeal, in conjunction with the launch of animal encounters it was agreed to donate 15% of zoo donations to conservation. The percentage agreed on was consistent with 15% donated from funds raised from animal encounters, since then we have also introduced animal sponsorship which also carry a 15% donation to conservation.

Since beginning to contribute financially to conservation, Council has made a significant impact as seen below:

Financial Year	Amount	Conservation Organisation
2024-2025	\$7,106	Local - Rainforest Rescue
	\$7,106	International - The Macaw Recovery Network
2023-2024	\$9,109	Local – Birdlife Capricornia
	\$9,109	International - Fauna & Flora International - Gibbon Project
2022-2023	\$6,133	Local – Turtles of CQ - TBC
	\$6,133	International – International Otter Survival Fund
2021-2022	\$8,819	Local – Koala Research CQ
	\$8,819	International – FFI Chimp Project
2020-2021	\$30,756	ZAA's Australian Bushfire Crisis
Total	\$93,090	

Benefits

- Help protect animals and their habitats in the wild
- Positive public image – expected that zoos contribute to conservation. This is promoted on our website as well as in keeper talks when encouraging the visitors to donate. Has been received very positively.
- Positive media / exposure for Rockhampton Zoo and Council. Multiple media opportunities promoting our contribution as well as the work the projects do.
- Consistency with the Rockhampton Zoo Management Policy of supporting conservation initiatives.
- Positive reputation within the zoo industry.
- Increases collaboration, visibility and relationships with both local and international stakeholders

Conservation Funds Recommended

An internal process undertaken by the Rockhampton Zoo team nominated conservation groups they considered appropriate to support with team consensus reached on the recommendations within this report.

Financial Year	Name	Information	Charity Status
2025-2026	Great Barrier Reef Foundation	Australian/Local https://www.barrierreef.org/ The Great Barrier Reef Foundation is an Australian charity dedicated to protecting and restoring the reef. Through science-based projects and partnerships, they tackle climate change, improve water quality and revive coral ecosystems.	ACNC

2025-2026	Fauna and Flora International – Sapo National Park Project	International – (Chimpanzees, Mongoose, Pigmy Hippo and Elephants) https://www.fauna-flora.org/projects/implementing-effective-management-sapo-national-park/ Sapo National Park is Liberia's largest protected area and one of the most biologically rich and endangered	ACNC
-----------	--	--	------

		terrestrial ecosystems in the world. To ensure Sapo National Park and its wildlife are protected, Fauna & Flora are working with communities and the Forestry Development Authority (FDA) of Liberia to manage the park by improving law enforcement, reducing threats to biodiversity and promoting local livelihoods.	
2026-2027	The Wombat Foundation	<p>Australian/local https://www.wombatfoundation.com.au/</p> <p>The Wombat Foundation is an organisation solely dedicated to securing a future for the critically endangered northern hairy-nosed wombat. Through habitat protection, research and awareness campaigns, they work to conserve one of Australia's rarest marsupials.</p> <p>The Wombat Foundation:</p> <ul style="list-style-type: none"> • Supports scientific research to monitor and protect wombat populations • Funds habitat restoration and predator-proof fencing • Raises public awareness and advocates for conservation action 	ACNC
2026-2027	Fauna and Flora International – Hairy-nosed Otter Project	<p>International – Hairy-nosed Otter https://www.fauna-flora.org/appeals/save-hairy-nosed-otters/</p> <p>Fauna & Flora is the world's oldest conservation charity, working globally to protect endangered species like the critically rare hairy-nosed otter (once thought extinct). Their efforts focus on safeguarding habitats, deterring poachers and supporting local patrol teams in Southeast Asia.</p> <p>Fauna and Flora supports local communities to:</p> <ul style="list-style-type: none"> • Remove snares and combat illegal wildlife trade • Equip and train local rangers to protect otters • Use camera traps and GPS to monitor populations 	ACNC

PREVIOUS DECISIONS

18/02/2020 – Council endorsed 12 months contributing 100% of guest donations to support the Zoo and Aquarium Association Wildlife Fund.

02/02/2021 – Council Workshop held to discuss Zoo Experiences moving forward. It was discussed that a percentage of all paid experiences be committed to conservation.

07/06/2022 – Council endorsed conservation organisations for 2021-2022 and 2022-2023.

14/11/2023 – Council endorsed conservation organisations for 2023-2024 and 2024-2025

BUDGET IMPLICATIONS

Minimal budget implications associated with the proposal; donations are not seen as revenue.

LEGISLATIVE CONTEXT

There is no legislative context for consideration in relation to this report.

LEGAL IMPLICATIONS

There are no legal implications for consideration in relation to this report

STAFFING IMPLICATIONS

There are no staffing implications for consideration in relation to this report

RISK ASSESSMENT

There are no identified risks associated with the recommendation.

CORPORATE/OPERATIONAL PLAN

4.2.5 Our practices protect and conserve our natural assets

CONCLUSION

Contributing to conservation is seen as a key requirement for zoos and is expected by the general community and zoo industry. Observable and measurable contributions to conservation is now part of the Zoo and Aquarium Association accreditation requirements. Progress made by Rockhampton Zoo has been positively received by the Zoo and Aquarium Association, keepers and the general public and has positively impacted Rockhampton Zoos standing and reputation. Through our donations Rockhampton Zoo has actively helped both local and international conservation efforts.

11.9 ROCKHAMPTON HERITAGE VILLAGE COLLECTION MANAGEMENT POLICY

File No: 11025

Attachments: 1. Heritage Village Collection Management Policy [↓](#)

Authorising Officer: Damon Morrison - Acting General Manager Community Services

Author: John Webb - Manager Communities and Culture
Patric Lilleboe - Heritage and Village Operations Supervisor

SUMMARY

This report presents the Heritage Village Collection Management Policy for Council's consideration and adoption.

OFFICER'S RECOMMENDATION

THAT Council:

1. adopts the Rockhampton Heritage Village Collection Management Policy attached to the report; and
2. approves a review date for the Rockhampton Museum of Art Collection Management Policy and Procedure of November 2027.

COMMENTARY

Rockhampton Heritage Village (RHV) supports and fosters community identity, cultural continuity, educational engagement and enhances cultural tourism in the presentation of social history within the Rockhampton Region between 1860 and 1950.

The Collection Management Policy provides a framework for the management, acquisition, and deaccessioning of heritage and replica items within the collection.

The policy identifies strengths of the collection, areas for development including the need for sustainable management of storage capacity to support conservation and presentation.

The policy also establishes governance structures including the RHV Collection Advisory Group (CAG) and outlines ethical guidelines for collection management including loans.

BACKGROUND

The Rockhampton Heritage Village grew from Gangalook Museum, a privately owned collection of local historic memorabilia near The Caves township. The Gomersall and Hinz families saw the need for the formation of a heritage museum and were responsible for much of this original collection. The families donated the Gangalook Museum in its entirety to the people of Rockhampton, through Rockhampton City Council in 1989. The collection was moved to the Heritage Village in 1997.

PREVIOUS DECISIONS

There are no previous decisions creating a formal collection management policy or similar guiding document.

BUDGET IMPLICATIONS

There are no immediate budget implications associated with the adoption of this policy. Application of the policy will occur as part of establish operating resources. Any additional collection management projects will be considered as part of future budget submissions.

LEGISLATIVE CONTEXT

This policy and its application align with relevant legislation.

LEGAL IMPLICATIONS

Adoption of the policy ensures compliance with legislative and ethical standards for collection management, including asset disposal and donor agreements.

STAFFING IMPLICATIONS

The policy will be implemented by existing staff within the Communities and Culture section, including the RHV Collection Advisory Group. No additional staffing resources are required at this time.

RISK ASSESSMENT

The policy mitigates risks associated with improper acquisition, storage, and disposal of collection items by establishing clear procedures and governance structures.

CORPORATE/OPERATIONAL PLAN

Corporate Plan:

Goal 2.3: Our Region's heritage and culture are preserved and celebrated.

Effort 2.3.1 Our services, activities and community assets provide opportunities to celebrate our culture and creative arts and preserve the Region's heritage.

CONCLUSION

The Heritage Village Collection Management Policy provides a framework for the responsible management of the RHV collection. It supports Council's commitment to preserving the Region's heritage and enhancing community engagement. It is recommended that Council adopts the policy as presented.

ROCKHAMPTON HERITAGE VILLAGE COLLECTION MANAGEMENT POLICY

Heritage Village Collection Management Policy

Meeting Date: 18 November 2025

Attachment No: 1

ROCKHAMPTON HERITAGE VILLAGE COLLECTION MANAGEMENT POLICY

COMMUNITY POLICY



1 Scope

This policy applies to the Rockhampton Heritage Village collection of heritage and replica items.

2 Purpose

The purpose of this policy is to ensure the collection is culturally and historically significant, and an accessible record of and for the Region's community for the past, present and future.

3 Related Documents

3.1 Primary

Nil

3.2 Secondary

Copyright Act 1968 (Cwth)

Income Tax Assessment Act 1997 (Cwth)

Asset Disposal Policy

Code of Conduct

Conflicts of Interest Policy

Employee Gifts, Benefits and Hospitality Procedure

Rockhampton Heritage Village Collection Management Procedure

4 Definitions

To assist in interpretation, the following definitions apply:

Acquisition	The act of gaining physical possession of an item or object by purchase, gift, bequest or donation.
Asset Disposal	A process where Council divests itself of an asset in a systematic and authorised manner as directed by the Asset Disposal Policy.
Bequest	The bestowal by will of privately owned items to Council.
CAG	Collection Advisory Group
Carrying Value	The amount at which an asset is recognised after deducting any accumulated depreciation and accumulated impairment losses. Also known as written down value.
Collection	An identifiable selection of objects, buildings, or digital assets with shared historical, cultural, or thematic significance, managed under this policy.
Council	Rockhampton Regional Council

LEGAL AND GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Communities and Culture
Reviewed Date:		Page No:	Page 1 of 5

Councillor	The Mayor and Councillors of Council, within the meaning of the <i>Local Government Act 2009</i> .
Conservation	The processes and practices used to preserve and protect collection items from deterioration, damage, or loss.
Deaccession	The process of removing an item from the collection and the recording of the disposal/removal of an item from the collection when it is sold, donated, destroyed, lost, or repatriated.
Employee	Local government employee: (a) The Chief Executive Officer; or (b) A person holding an appointment under section 196 of the <i>Local Government Act 2009</i> .
Loan	A temporary transfer of collection items to or from RHV without transfer of ownership, governed by a formal agreement.
Provenance	The documented history of ownership, origin, and use of an item, used to establish authenticity and significance.
Region	Rockhampton Regional Area defined by the Local Government Areas of Queensland.
RHV	Rockhampton Heritage Village The public institution owned and operated by Council that develops and manages Council's RHV Collection.
Volunteer	Any person, who of their own free will, offers to undertake unpaid work for Council and is accepted as a volunteer by the Chief Executive Officer and/or their authorised delegates.

5 Policy Statement

Council recognises that the RHV plays a vital role in preserving and interpreting the cultural, technological, and social history of Rockhampton and Central Queensland. The RHV Collection is a significant regional resource that fosters community identity, supports education, and enhances cultural tourism.

The RHV collection contributes to the Region's heritage and community development in three key areas:

- (a) Identity: The collection reflects the lived experiences, trades, technologies, and domestic life of Central Queenslanders between 1850 and 1950. It includes but not limited to vehicles, tools, machinery, and artefacts that represent settler life and the evolution of the Region.
- (b) Cultural Continuity and Engagement: The collection is a living resource that supports storytelling, exhibitions, and immersive experiences. It connects generations through shared heritage and provides opportunities for community participation, volunteerism, and intergenerational learning. The collection also serves as a platform for cultural tourism and regional pride.
- (c) Education: The collection acts as an important reference for academic and historical studies and is a valuable resource for schools.

5.1 Identified Strengths

5.1.1 Motor Vehicles and Agricultural Machinery

The collection includes historically significant vehicles such as carts, wagons, vintage cars, motorcycles, fire engines, buses and agricultural equipment illustrating key milestones in technological advancement.

LEGAL AND GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Communities and Culture
Reviewed Date:		Page No:	Page 2 of 5

5.1.2 Artefacts of Daily Life

The collection includes domestic items, tools, clothing and furnishings that illustrate everyday life in the Region during the 19th and early 20th centuries. These artefacts are displayed within contextually appropriate buildings to enhance interpretive storytelling.

5.1.3 Educational and Interpretive Potential

The collection is uniquely suited to immersive, hands-on learning experiences. It supports school programs, public tours and community events that engage visitors with the Region's heritage in meaningful and memorable ways.

5.2 Identified Areas for Development

The following areas have been identified as priorities in the development of the RHV Collection.

5.2.1 Digital Collections

As digital preservation becomes increasingly important, RHV aims to develop its capacity to manage digitised materials. This includes photographs, scanned documents and digital storytelling assets.

5.2.2 Educational and Interpretive Resources

To support curriculum-aligned learning and public engagement, RHV aims to expand its collection of interpretive materials, including replicas, models and multimedia content. These resources will enhance the visitor experience and support hands-on learning without compromising the preservation of original artefacts.

5.2.3 Sustainable Management, Conservation and Storage Infrastructure

To affect the sustainable management of the collection RHV will prioritise rationalising the focus to single best representative examples, the development of improved storage solutions and conservation facilities. This includes pest management, environmental controls, and secure storage for both large-scale and fragile items. Expansion of storage capacity is a prerequisite for accepting new large or sensitive acquisitions.

5.3 Deaccessioning

To deaccession is to remove an item from the RHV collection. This action is undertaken with transparent and well-recorded decision-making process in accordance with the Asset Disposal Policy this policy and the RVH Collection Management Procedure. The decision to deaccession is made cautiously and for a variety of reasons including, but not limited to:

- (a) The item does not fit the criteria of this policy, or has little cultural, curatorial or historical value to the collection;
- (b) The item is redundant, is a duplicate, is not necessary for historical or educational purposes, or was created as an exhibition prop;
- (c) The item is of lesser quality than other objects of the same type either already in the collection;
- (d) The authenticity, attribution or genuineness of the item is questionable or determined to be false or fraudulent or lacks provenance or supporting documentation;
- (e) RHV is unable to conserve or store the item in a responsible manner or it is determined that it is damaged beyond repair; and/or
- (f) A substantiated request for return is received from the original owner, donor, or community (for example Indigenous repatriation).

LEGAL AND GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Communities and Culture
Reviewed Date:		Page No:	Page 3 of 5

Ethical guidelines for deaccessioning:

- (a) Items proposed for deaccession, or asset disposal are assessed against the criteria for deaccession as outlined in the RHV Collection Management Procedure.
- (b) All funds received from deaccessioned works that are sold must return to Council ideally in support of RHV.
- (c) The following individuals are not permitted to acquire, directly or indirectly, an item deaccessioned by RHV:
 - (i) Members of the RHV CAG;
 - (ii) Councillors;
 - (iii) Employees and volunteers with an association with RHV that may give them advantage in acquiring an item.

Deaccessioned items must be approved by the Manager Communities and Culture after consultation with the RHV CAG. In accordance with the Asset Disposal Policy, written approval to dispose of an asset must be given by a manager who has the appropriate financial delegation at the level of the carrying value of the asset to be disposed.

5.4 Rockhampton Heritage Village Collection Advisory Group

The RHV CAG provides advice and guidance regarding proposed acquisitions and deaccessions. The group includes the following employees:

- (a) Heritage Services Supervisor;
- (b) Workshop and Restoration Team Leader; and
- (c) Administration and Tourism Support Officer.

The RHV CAG makes recommendations regarding acquisitions and deaccessions, however the Manager Communities and Culture makes the final decision.

5.5 Acquisition

5.5.1 Methods of Acquisitions

All of the following methods must satisfy the collecting principles and essential criteria listed in the RHV Collection Management Procedure before being considered for entry into the collection. There are two methods for an item to enter the RHV Collection:

- (a) **Deed of gift:** RHV receives a high number of unsolicited donation offers and offers of items as gifts. RHV does not automatically accept any gift/donation of an item.
 - (i) RHV does not accept responsibility for the disposal of unsolicited gifts left with employees that do not meet the criteria for acquisition as outlined in the RHV Collection Management Procedure. Unsolicited gifts are dealt with in accordance with the Employee Gifts, Benefits and Hospitality Procedure.
- (b) **Bequest:** Any donors planning a bequest to RHV should seek independent legal counsel and include family members in discussions to avoid complications regarding perceived or real undue influence upon the donor's passing. RHV requires comprehensive documentation of the bequest in order to consider acquisition.

5.6 Loans

RHV may lend and borrow collection items to support exhibitions, research, education, and community engagement. The loaning of items must be in accordance with the RHV Collection Management Procedure.

LEGAL AND GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Communities and Culture
Reviewed Date:		Page No:	Page 4 of 5

6 Review Timelines

This policy is reviewed when any of the following occur:

- (a) The related information is amended or replaced; or
- (b) Other circumstances as determined from time to time by the Council.

7 Document Management

Sponsor	Chief Executive Officer
Business Owner	General Manager Community Services
Policy Owner	Manager Communities and Culture
Policy Quality Control	Legal and Governance



LEGAL AND GOVERNANCE USE ONLY			
Adopted/Approved:	DRAFT	Department:	Community Services
Version:	1	Section:	Communities and Culture
Reviewed Date:		Page No:	Page 5 of 5

11.10 UPDATE TO DOG OFF LEASH AREA REGISTER

File No:	15228
Attachments:	1. Kershaw Gardens South Precinct Dog Off-Leash Area ↓ 2. Remembrance Park Dog Off-Leash Area ↓ 3. Eddie Baker Park Dog Off-Leash Area ↓
Authorising Officer:	Steven Ellis - Coordinator Community Master Planning Damon Morrison - Acting General Manager Community Services
Author:	Jacinta Daniels - Community Master Planner

SUMMARY

Council approval is sought to designate Dog Off-Leash Areas in line with Local Law No. 2 (Animal Management) 2011 and Subordinate Local Law No. 2 (Animal Management) 2011. The areas will be recorded in Council's Dog Off-Leash Area Register, now required under Schedule 7 of the amended subordinate local law.

OFFICER'S RECOMMENDATION

THAT Council resolves to designate the following areas, and maps attached to the report, as permitted Dog Off-Leash Areas for inclusion in Council's 'Dog Off-Leash Area Register' in accordance with Schedule 7 of the *Subordinate Local Law No 2 (Animal Management) 2011*:

1. Remembrance Park, 35 Arthur Street, Gracemere, limited to the designated area.
2. Kershaw Gardens – Southern precinct, Lot 230 Moores Creek Road, Park Avenue, limited to the designated area.
3. Eddie Baker Park, 8-26 Currawong Street, Norman Gardens, limited to the designated area.

COMMENTARY

Following the adoption of *Subordinate Local Law No. 2 (Animal Management) 2011*, on 11 December 2023, Council was required to adopt a Dog Off-Leash Area Register.

As a result, a report was presented to Council in January 2024 seeking approval to designate dog off-leash areas within the Region in the Dog Off-Leash Area Register. Three areas; Kershaw Gardens – Southern Precinct (Park Avenue), Remembrance Park (Gracemere) and Eddie Baker Park (Norman Gardens) were temporarily designated until 30 June 2024, following the 2022 trial of unfenced dog off-leash areas in the Region.

The unfenced dog off-leash area trial generated minimal complaints for the abovementioned parks. Community feedback indicated strong support for the concept, with some concerns raised regarding Eddie Baker Park, requesting it remain a fenced off-leash area due to its impact on neighbouring properties, increased traffic and parking congestion along narrow streets.

The signage remained in place throughout the trial period and has remained since its conclusion. No further complaints have been received. Based on this, officers recommend that Eddie Baker Park remains an unfenced dog off-leash area, as mapped.

BACKGROUND

Council continues to pursue opportunities to support dog owners through the provision of dog off-leash areas, recognising the Region's high rate of dog ownership.

Community engagement in recent years has highlighted a strong desire for additional dog off-leash areas, with a clear preference for fenced and spacious facilities.

Officers will continue to plan for future dog off-leash areas to ensure adequate provision across the Region.

PREVIOUS DECISIONS

Dog Off-Leash Register – 23 January 2024

Subordinate Local Law No. 2 (Animal Management) 2011 – 11 December 2023

Dog Friendly Parks Community Engagement Results – 15 November 2022

BUDGET IMPLICATIONS

There are no budgetary implications.

LEGISLATIVE CONTEXT

The Local Law permits the designation of areas, within the Rockhampton Region, as off-leash areas.

LEGAL IMPLICATIONS

There are no legal implications.

STAFFING IMPLICATIONS

There are no staffing implications.

RISK ASSESSMENT

If these areas are not designated in the Dog Off-Leash Area Register, dog owners will not be legally permitted to have their dogs off-leash in those locations, and Council officers will be authorised to issue fines for non-compliance.

CORPORATE/OPERATIONAL PLAN

Goal 2.1 – Our place and spaces enhance the liveability and diversity of our communities.

CONCLUSION

This report seeks to update the register to permanently designate Kershaw Gardens – Southern Precinct, Remembrance Park (Gracemere) and Eddie Baker Park (Norman Gardens) in the Dog Off-Leash Area Register.

UPDATE TO DOG OFF LEASH AREA REGISTER

Kershaw Gardens South Precinct Dog Off-Leash Area

Meeting Date: 18 November 2025

Attachment No: 1

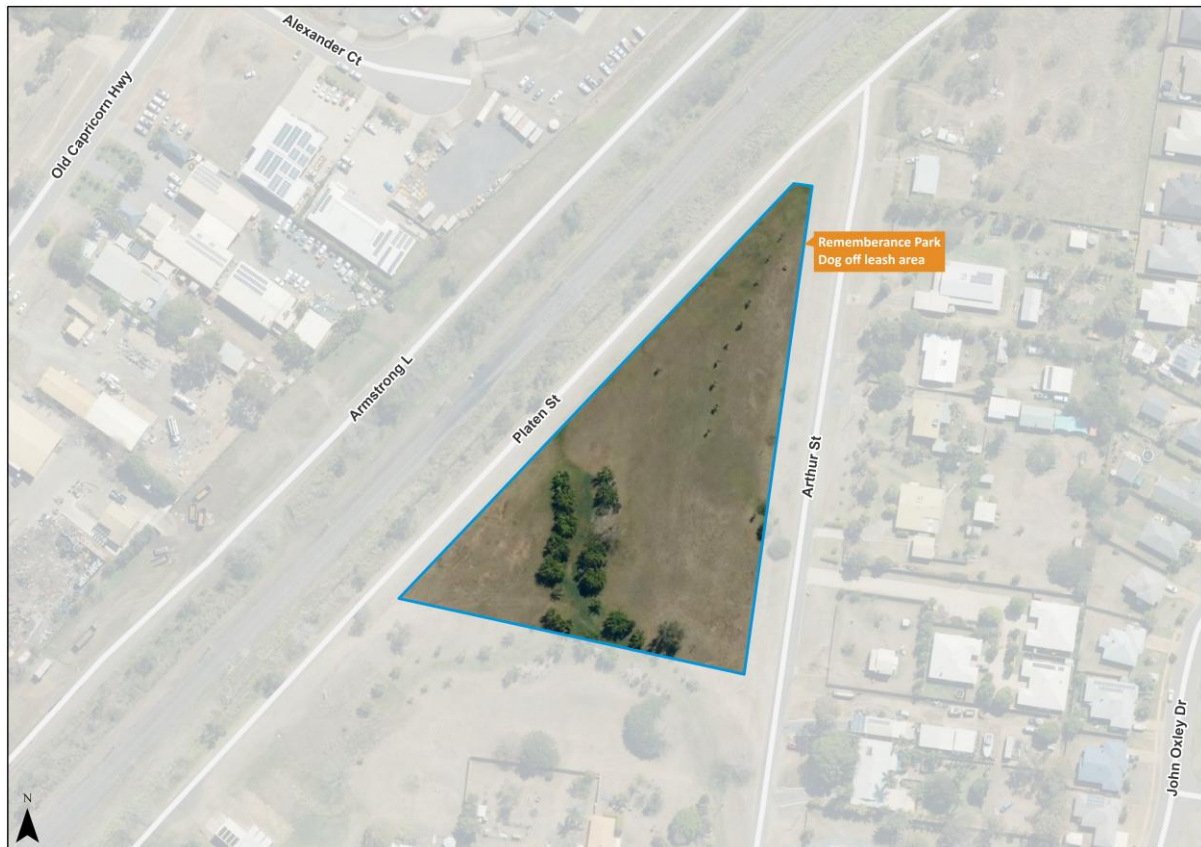


UPDATE TO DOG OFF LEASH AREA REGISTER

Remembrance Park Dog Off-Leash Area

Meeting Date: 18 November 2025

Attachment No: 2

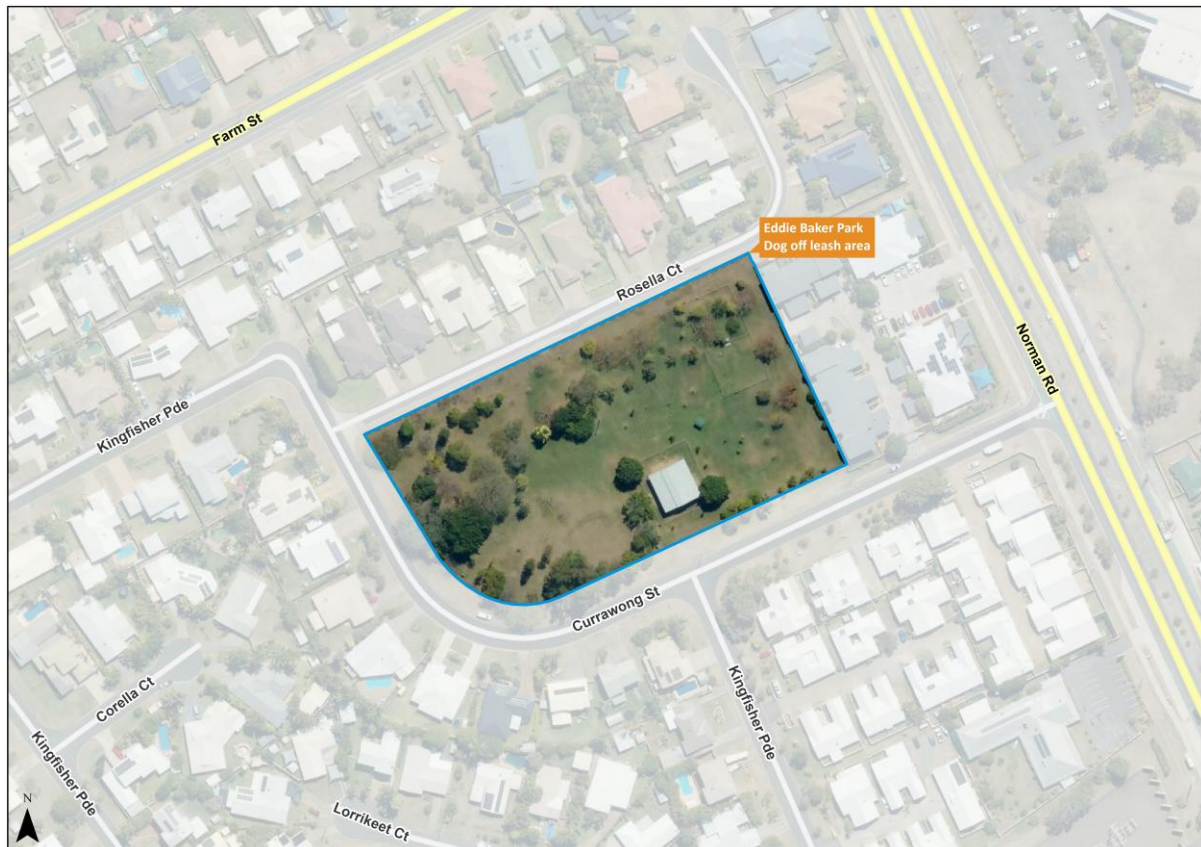


UPDATE TO DOG OFF LEASH AREA REGISTER

Eddie Baker Park Dog Off-Leash Area

Meeting Date: 18 November 2025

Attachment No: 3



11.11 PROPOSED DOG OFF-LEASH AREA FOR CEDRIC ARCHER PARK, GRACEMERE

File No: 15224
Attachments: 1. **Proposed DOLA Location**[↓](#)
Authorising Officer: Steven Ellis - Coordinator Community Master Planning
Damon Morrison - Acting General Manager Community Services
Author: Jacinta Daniels - Community Master Planner

SUMMARY

This report seeks Council endorsement to commence community engagement regarding the proposed development of a fenced dog off-leash area at Cedric Archer Park, Gracemere.

OFFICER'S RECOMMENDATION

THAT Council endorses officers to undertake community engagement regarding the proposed development of a dog off-leash area at Cedric Archer Park.

COMMENTARY

Council officers propose the development of a fenced dog off-leash area within Cedric Archer Park, following reported safety concerns from park users.

The proposed dog off-leash area will include all mandatory embellishments for dog off-leash areas, including:

- Fencing with dual-lock gates (~200m perimeter / 2,200m² area)
- Waste disposal
- Rubbish bag dispenser
- Regulatory signage
- Bubbler, new water connection and specialised rubble pit
- Bench seating
- Site preparation and landscaping, including the protection of existing vegetation

Site Considerations

Local Catchment Flooding: Much of the suitable land within Cedric Archer Park is subject to local creek catchment flooding. To address this, the design will incorporate a specialised rubble pit to manage stormwater and ensure durability during heavy rainfall, which will increase associated costs.

Residential Proximity: The site is adjacent to Fisher Street, and consultation with nearby residents, lessee's and stakeholders will be essential to address potential concerns.

Fencing: Due to the site's proximity to sporting fields and a nearby road, fencing is recommended to ensure safety for dogs, owners, and other park users.

Bollards: There are currently no bollards installed along Fisher Street, however officers consider the gully easement adjacent to the road to offer adequate protection for both the park and the proposed new infrastructure.

Community Benefit

This project presents a valuable opportunity to enhance recreational offerings in Gracemere, responding directly to community feedback and promoting responsible pet ownership. A fenced facility will improve safety for dogs, owners, and other park users, and encourage greater use of the park.

However, it is of note that some regular users of Cedric Archer Park have expressed to Local Laws a preference for walking their dogs off leash along footpaths, enabling them to walk together, rather than using fenced exercise areas.

Community Engagement

In accordance with Council's Community Engagement Matrix, the project has been assessed as a 'Low Regional' level of impact. As such, the following engagement activities are proposed to ensure appropriate community awareness and feedback:

- Engage HQ Survey
- Letters to adjacent residents on Fisher Street and lessee's/stakeholders of Cedric Archer Park
- Media Release
- Notification to all Councillors
- Notice on Council website
- On-site signage
- Social media

It will be highlighted in the engagement correspondence that the delivery of the project will be subjects to the feedback received from the consultation, and further assessment of how a DOLA works with other uses at the site, and if favourable the allocation of funding for the DOLA's delivery.

The engagement period will run for three (3) weeks, providing ample opportunity for community members to participate and share their views.

BACKGROUND

Cedric Archer Park is a well-utilised regional park that serves as a key recreational space for Gracemere residents. While there is an existing dog off-leash area located nearby at Remembrance Park, community feedback has consistently indicated a desire for additional, accessible, and fenced dog off-leash areas. The park currently experiences significant informal use by dog owners, both on and off-leash.

Previous community engagements undertaken by Council highlight strong support for expanding dog-friendly infrastructure, with fencing being the most frequently requested feature to ensure safety and usability for all park users.

BUDGET IMPLICATIONS

Funding has not been allocated for the Delivery of this DOLA.

The total estimated cost for the development of the dog off-leash area is approximately \$90,000, inclusive of the proposed embellishments.

Of the initial \$200,000 capital budget allocated to the Dog Off-Leash Area Embellishment Program, \$180,000 has been carried forward for delivery in the next financial year (2026/27).

While it is possible that the remaining budget could fund the development at Cedric Archer Park, doing so may limit the ability to deliver embellishments at other dog off-leash areas. As a result, additional funding may need to be sought in the 2026/27 financial year or the 2027/28 financial year to complete the broader embellishment program.

LEGISLATIVE CONTEXT

Should the proposal receive community support, a subsequent report will be presented to formally add Cedric Archer Park, limited to the designated area, to the Dog Off-Leash Area Register, in accordance with *Local Law No. 2 (Animal Management) 2011* and *Subordinate Local Law No. 2 (Animal Management) 2011*.

RISK ASSESSMENT

The development of a fenced dog off-leash area within Cedric Archer Park presents several risk mitigation benefits. By providing a clearly defined and regulated space for dog owners, the likelihood of uncontrolled dog interactions in shared park areas will be reduced, enhancing safety for all users. Fencing will ensure dogs remain within the designated area, minimising risks to nearby sporting fields, playgrounds, and pedestrian pathways.

CORPORATE/OPERATIONAL PLAN

The proposal aligns with the following Corporate Plan objectives:

2.1 – Our places and spaces enhance the liveability and diversity of our communities

4.3 – Our public spaces add value to our Region and our communities

5.1 – Our Region has Infrastructure that meets current and future needs

CONCLUSION

Cedric Archer Park is currently well-utilised by on and off leash dog owners. This report seeks Council's approval to commence community engagement regarding the proposed development of fenced dog off-leash area within the park.

Following community engagement, officers will provide a summary of engagement findings. If the proposal is supported, a subsequent report will be presented seeking approval and funding to proceed with the development and to formally add Cedric Archer Park to the dog off-leash area register.

PROPOSED DOG OFF-LEASH AREA FOR CEDRIC ARCHER PARK, GRACEMERE

Proposed DOLA Location

Meeting Date: 18 November 2025

Attachment No: 1



11.12 RIGARLSFORD PARK DOG OF LEASH AREA CONSULTATION REPORT

File No: 11206
Attachments: 1. 15 April 2025 - Previous Report [🔗](#)
Authorising Officer: Damon Morrison - Acting General Manager Community Services
Author: Justin Bulwinkel - Sports and Active Communities Coordinator

SUMMARY

This report presents the outcomes of community consultation regarding the proposed establishment of a Dog Off-Leash Area (DOLA) at Rigarlsford Park, Koongal.

OFFICER'S RECOMMENDATION

THAT:

1. Council does not proceed with the establishment of a Dog Off-Leash Area (DOLA) at Rigarlsford Park; and
2. Council declines the request to deliver public amenities (toilets) at Duthie Park.

COMMENTARY

The proposal to establish a Dog Off-Leash Area (DOLA) at Rigarlsford Park was initiated following Council's resolution in April 2025 to pursue Option 5 from the Duthie Park report. This option recommended that Council investigate the feasibility of a new unfenced DOLA at Rigarlsford Park and take the concept to community consultation. The decision was made in response to a petition from the Duthie Park Four Paws Off-Leash Dog Owners Group and other community members, who advocated for improved public amenities at Duthie Park, including toilets, barbeques, and a dog-friendly drinking station.

Rigarlsford Park was identified as a suitable alternative due to its existing infrastructure (public toilets, car parking, and a fenced playground), generous open space, and proximity to Duthie Park (approximately 1.6 km). The site offered an opportunity to extend Council's unfenced DOLA network and provide a like-for-like facility that could serve residents who typically connect with Duthie Park, while avoiding the financial and planning constraints associated with upgrading Duthie Park itself.

Community consultation was undertaken from 16–30 July 2025. The process received 224 survey responses, one formal petition (opposed) with 61 signatures, and two written submissions. Based on the survey data and qualitative feedback, it is estimated that approximately 70% of respondents expressed concerns or opposition to the proposal. Key issues included safety risks associated with unfenced off-leash areas near playgrounds and family zones, strong preference for fencing, impact on existing park use, parking and traffic concerns, environmental considerations, and a general preference for enhancements at Duthie Park rather than developing a new facility.

While some respondents supported the concept conditionally (e.g., if fencing was included), the overall sentiment indicated that Rigarlsford Park is not a suitable location for an unfenced DOLA. Based on these outcomes and findings, officers recommend that Council does not proceed with the proposal.

With the Rigarlsford Park proposal considered as closed, attention returns to the original Duthie Park report and the broader context in which this initiative was first considered. The April 2025 report (Attachment 1) presented five options in response to the community petition, each aimed at addressing the request for improved public amenities at Duthie Park.

These options provided a framework for Council's consideration and remain relevant in assessing next steps.

Summary of Previously Considered Options – Duthie Park Report (April 2025)

Option 1: Repurpose existing Club amenities for public access

Option 2: Construct standalone public amenities block

Option 3: Build new amenities and decommission existing Club facilities

Option 4: Decline enhancements based on Duthie Park's classification as a local park

Option 5: Investigate a DOLA at Rigalsford Park (subject of this report)

Options 1–3 remain available for Council's reference but are not recommended due to planning constraints previously reported against Duthie Park's classification as a local park, the financial implications involved, and leasing limitations and risk.

Option 4 is now recommended, as it aligns with Duthie Park's classification as a local park and reflects Council's planning standards for embellishment levels. This approach avoids the financial and operational impacts associated with the other options and maintains consistency across Council's open space network.

While this outcome does not fully meet the expectations expressed by the community, particularly regarding the lived experience and demand for unfenced DOLA areas with public toilets in this part of the region, officers recommend that Council maintain consistency with its broader planning framework.

With approximately 60 local parks containing play equipment and recreational features across the region, Council's resourcing and forward planning does not support the delivery of district level amenities in local parks. However, Council retains discretion to consider site-specific factors where justified.

PREVIOUS DECISIONS

At the Communities Committee meeting on 15 April 2025, Council endorsed Option 5 and resolved to proceed with community consultation regarding the development of a DOLA at Rigalsford Park.

BUDGET IMPLICATIONS

Options 1–3 remain available for Council's reference. Each of these options would require significant capital investment and ongoing operational expenditure:

Option 1: Repurpose and upgrade existing Club amenities for public access:

- Capital Cost: Estimated at \$200,000, noting a high level of contingency as the project is not yet fully scoped.
- Operational Cost: Up to \$30,000 per annum for daily cleaning and restocking.
- Additional Costs: Includes lease restructuring, installation of security systems (e.g., Gallagher locking system), and a lease survey to redefine boundaries.

Option 2: Construct standalone public amenities block:

- Capital Cost: Estimated at \$350,000.
- Operational Cost: Up to \$30,000 per annum for cleaning and restocking.
- Additional Considerations: Includes security measures such as overnight locking systems.

Option 3: Build new amenities and decommission existing Club facilities:

- Capital Cost: Estimated between \$350,000 and \$370,000.
- Operational Cost: Up to \$30,000 per annum.
- Additional Costs: Includes decommissioning and repurposing of existing spaces.
- Legal cost to manage leasing implications

LEGAL AND LEGISLATIVE CONTEXT

The Trustee Lease is governed under the Land Act 1994 (Qld) and Land Title Act 1994 (Qld). There is no express termination clause allowing Council to unilaterally cancel the lease early unless the Club breaches its obligations.

Any attempt to cancel or modify the lease would likely require:

- Mutual agreement with the Club (e.g., negotiated surrender or variation)
- Or, demonstrated breach of lease conditions (e.g., failure to maintain property or provide required documentation)
- Or, application to the Minister under the Land Act for approval to revoke or amend the trustee lease.

RISK ASSESSMENT

Options 1 and 3 involve repurposing or replacing existing amenities currently leased to the Rockhampton Dog Obedience Club Inc., and as such, their realisation is unlikely to be feasible until the expiry of the current trustee lease agreement, which remains in effect until 30 June 2030.

Legal Risk: Cancelling the lease without cause or mutual agreement could expose Council to legal challenge or reputational damage.

Operational Risk: Disruption to Club activities and community programs, especially if facilities are repurposed or access is restricted.

Reputational Risk: Potential backlash from Club members and the broader community, particularly given the Club's long-standing presence and contribution.

Financial Risk: Costs associated with lease termination (e.g., compensation, legal fees), and additional capital investment required to repurpose or upgrade facilities for public use.

CONCLUSION

Community consultation has confirmed that Rigardsford Park is not a suitable location for an unfenced Dog Off-Leash Area based on community sentiment, and officers recommend the proposal not proceed. With this initiative now concluded, Council's attention returns to the original petition regarding Duthie Park.

Option 4, declining enhancements based on Duthie Park's classification as a local park, is now recommended as the most appropriate response. This approach aligns with Council's planning standards and avoids the financial and operational impacts associated with the other options. While it does not fully meet community expectations, particularly regarding the desire for unfenced DOLA access and public amenities in this part of the region, officers recommend Council maintain consistency with its broader planning framework.

Council acknowledges the strong community interest in this matter and thanks all participants for their feedback throughout the consultation process.

RIGARLSFORD PARK DOG OFF LEASH AREA CONSULTATION REPORT

15 April 2025 - Previous Report

Meeting Date: 18 November 2025

Attachment No: 1

COMMUNITIES COMMITTEE

15 APRIL 2025

11.5 COMMUNITY PETITION - ENHANCEMENT OF FACILITIES AT DUTHIE PARK

File No: 11206
Attachments: 1. Map Rigalsford Park - Dog Off Leash Area
Authorising Officer: Doug Scott - Acting Manager Parks
Alicia Cutler - General Manager Community Services
Author: Justin Bulwinkel - Sports and Active Communities Coordinator

SUMMARY

Officers have investigated and reviewed the petition submitted to Council from the Duthie Park Four Paws Off-Leash Dog Owners Group and other community members, seeking facility improvements at Duthie Park. This report provides four potential options for Council consideration to enhance public amenities at the park while considering operational, financial, and community implications.

OFFICER'S RECOMMENDATION

THAT:

1. Council endorses Option 5 outlined in the report and proceeds with community consultation regarding the development of an unfenced dog off-leash area (DOLA) on part of Rigalsford Park (Lot 3, RP811176, 191 Rush Street, Koongal) and;
2. Officers report back to Council with the outcomes of community consultation.

COMMENTARY

The petition submitted to Council highlights the community's desire for improved public amenities at Duthie Park, specifically calling for the addition of public toilets, barbeques, and a water bubbler with a bottle refill and dog drinking station. This request, supported by 79 signatures, reflects a broader effort by the community to increase accessibility, usability, and inclusivity of the park facilities for all users, rather than limiting them to specific groups.

Officers' investigations have considered the community's needs and the current use and occupancy arrangements with the Rockhampton Dog Obedience Club, which has operated at Duthie Park for many years under a trustee lease. While the Club has contributed significantly to the park's activities and infrastructure, historical limitations on public access to the Club's facilities have led to periodic conflict and dissatisfaction among broader park users. Additionally, as the Club pursues further improvements through grants, it becomes increasingly important to balance their needs with the wider community's expectations for accessible public amenities.

Given the existing infrastructure and the need to balance community and lessee interests, officers have identified four potential options for consideration. The preferred recommendation involves re-purposing and upgrading the existing Club facilities for public access, offering a cost-effective and efficient means to meet community needs. Consultation with the resident Rockhampton Dog Obedience Club has been undertaken, and they have provided in-principal support for this change, noting that the proposed investment would benefit their members and programs through enhanced facilities. This approach would require rescinding and restructuring the current lease arrangements while ensuring the Club can continue its activities with minimal disruption.

The other options, including constructing standalone amenities blocks or reconsidering enhancements altogether, present varying levels of financial and operational implications.

COMMUNITIES COMMITTEE

15 APRIL 2025

Ultimately, the officer's recommendation seeks to optimise the use of existing assets, address public demand, and ensure community inclusivity while balancing cost considerations.

To address the need for smaller embellishments, officers consider these additions reasonable and consistent with services provided in other highly used DOLA parks. The 2024/25 DOLA Capital Budget will include scope for the installation of a dog drinking station and water bubbler. However, the addition of BBQ facilities will be considered in the future, subject to budget availability and a comprehensive review of community BBQ facilities across the region.

Options for Consideration**Option 1:**

Council supports a 2025/26 capital budget submission for the re-purposing and upgrade of existing amenities currently leased by the Rockhampton Dog Obedience Club at Duthie Park to provide community access. This option aims to address the community's request for enhanced public facilities, while utilising existing infrastructure to minimise new construction costs. Key elements of this option include:

- *Estimated Cost:* \$200,000 with confirmation of budget to be provided during the development of the 2025-26 capital budget. It should be noted that this amount presently has a high level of contingency as this project is not yet fully scoped.
- *Security Measures:* Installation of a Gallagher locking system to secure amenities overnight, reducing the risk of antisocial behavior in the park's secluded areas.
- *Operational Costs:* Ongoing costs are estimated up to \$30,000 per annum for daily cleaning and restocking of the upgraded facilities.
- *Trustee Lease Changes:* Council will rescind its previous decision of 21 November 2023 to renew the Rockhampton Dog Obedience Club Inc. Trustee Lease for six years. A new lease agreement will be approved, extending the term up to 31 June 2031, with adjustments to the lease footprint to exclude areas annexed for public amenities while maintaining other leased spaces for the Club's use.
- *Lease Survey:* Council will fund and arrange for a lease survey to define the new lease boundaries, ensuring clarity and proper allocation of public and Club use areas.

This option maximises the utility of existing infrastructure, balances community accessibility needs, and maintains the operational activities of the Rockhampton Dog Obedience Club with minimal disruption. It offers a cost-effective solution, addressing community priorities while considering financial, operational, and logistical impacts.

Option 2:

Council to construct standalone public amenities block within Duthie Park to service the play space and dog off-leash area, with an estimated cost of \$350,000. While this option directly addresses community requests for new public facilities, it involves a higher capital expenditure. Additionally, operational costs for cleaning and restocking the new facilities would be up to \$30,000 per annum for daily cleaning. The new block would also deliver security measures, such as overnight locking systems, to mitigate potential antisocial behavior.

Option 3:

Council to build standalone public amenities block and decommission existing amenities within the Rockhampton Dog Obedience Club's building, converting these areas to storage, subject to community consultation. The estimated cost for this option ranges from \$350,000 to \$370,000. Like Option 1 & 2, it would incur annual operational costs of up to \$30,000 for cleaning and restocking, in addition to any costs associated with the decommissioning and repurposing of the existing space. Security considerations would also be addressed.

Option 4:

Council acknowledges the community's request for improved public amenities at Duthie Park but has declined the request, determining that such enhancements would constitute an over-embellishment based on Duthie Park's classification as a local park under the Rockhampton Regional Planning Scheme.

COMMUNITIES COMMITTEE

15 APRIL 2025

This decision aligns with existing local standards, typically referred to as Park classification (Local, District, Regional). These standards work toward delivering a consistency in the level of embellishments provided across the regions open space and parks network. Council works to adhere to these standards, to ensure there is an appropriate level of open space and park facilities across the region to services the community, while balancing Councils operational and maintenance commitments for the regions open spaces and parks. Local parks are intended to offer minor embellishments and facilities that serve the community within the immediate area (within walking distance), hence the reason modern Local Parks are no longer designed with public toilets typically seen in District or Regional parks that encourage longer stays with greater embellishments and facilities.

Option 5 (Recommended Option):

Council to consider part of Rigarlsford Park, being Lot 3 on RP811176 (191 Rush Street), as an alternative site for a like-for-like unfenced Dog Off-Leash Area (DOLA) in response to the community's submission to offer an area fit for purpose with improved access to public amenities. The primary entrance to Rigarlsford Park is located 1.6 km (22 min walk / 2 min drive) from Duthie Park and offers a range of amenities, including public toilets, car parking, a fenced playground, and ample open space suitable for introducing a DOLA, subject to community consultation.

Attachment 1 indicates the proposed DOLA, which is considered comparable in size to Duthie Park. With a small capital investment (e.g., signage, drinking stations, bench seating), it would create a practical and effective DOLA facility for the community, bolstering existing pathway networks (both formed and natural) with plenty of natural shade. The DOLA would start roughly 100 meters from the car park and playground area.

If this option is endorsed, Councils commitment would be to further investigate a DOLA within Rigarlsford Park and take it to community consultation, at minimum this would consider neighboring residents, and the representatives of the petition submitted. While this option is still conceptual, the option presents considerable cost savings against a scope of works targeted to refurbish or build new amenities at Duthie Park where capacity issues exist with Club programs taking place.

Rigarlsford Park Capital investment:

- 2x bubbler with doggy bowl: \$16,000
- 5x bench seats with slab: \$10,500
- 2x bin stands: \$660
- Signage: \$5,500

Rationale:

Conflict Mitigation: This option aims to mitigate existing conflicts between community users and the Rockhampton Dog Obedience Club, who regularly occupy the primary DOLA within Duthie Park to run their programs consistent with their Trustee Permit provided by Council.

Community Consultation: Engaging the community in the consultation process before implementing the DOLA to ensure the design and amenities meet community needs and

COMMUNITIES COMMITTEE

15 APRIL 2025

references. This approach fosters a sense of ownership and responsibility among community members and helps address any concerns or suggestions they may have.

Cost Efficiency: This option attracts a maximum capital cost of \$30,000. This cost-effective approach leverages existing infrastructure and encourages practical use of the underutilised open space at Rigalsford Park.

BACKGROUND

Council has recently received a petition supported by the Duthie Park Four Paws Off-Leash Dog Owners Group and other community members, requesting improved public facilities at Duthie Park. The petition specifically calls for the addition of public toilets, barbecues, and a water bubbler with bottle refill and dog drinking station, emphasising community access over restricted or exclusive use.

The Rockhampton Dog Obedience Club currently holds a trustee lease for a building within Duthie Park and a trustee permit for designated land. The Club has occupied the area for several decades, running training programs and applying for grants to enhance their facilities, such as the installation of fencing for safety. Historically, while the Club's amenities, including toilets, were intended for broader use, public access has been inconsistent, leading to conflicts during Club activities when the facilities were inaccessible to the public.

Given this context, the reported options aim to balance the needs of the community, the Club's ongoing activities, and efficient use of public infrastructure.

PREVIOUS DECISIONS

THAT the matter lay on the table pending further investigations into alternative options for dog off leash areas near to other amenities and a updated report to be brought back to the next communities committee meeting.

BUDGET IMPLICATIONS

All options, except for Option 4, would involve an initial capital expenditure and an increase in annual operational costs. The following cost estimates are based on current market conditions and recent expenditure trends within Community Assets and Facilities capital and operating budgets:

Option 1:

- Capital Cost: \$200,000
- Annual Operational Cost: \$30,000

Option 2:

- Capital Cost: \$350,000
- Annual Operational Cost: \$30,000

Option 3:

- Capital Cost: \$350,000 - \$370,000
- Annual Operational Cost: \$30,000

Option 5:

- Capital: \$62,500

LEGISLATIVE CONTEXT

Option 1 and 3 would consider section 236(1)(c)(iii) of the Local Government Regulation 2012 (Qld) allows a Local Government to renew a Lease to the existing tenant, provided that 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.

COMMUNITIES COMMITTEE

15 APRIL 2025

LEGAL IMPLICATIONS

Option 1 and 3 would consider Council entering a Trustee Lease with the tenant which satisfies the requirements of the Land Act 1994(Qld).

STAFFING IMPLICATIONS

Existing resources within Community Services, Corporate Services, and the Office of the CEO can adequately manage the inherent actions each option presents.

RISK ASSESMENTOption 1 - 3

Over-Embellishment: The co-location of both Club-operated and new public amenities within a single local park may lead to perceived over-embellishment. This poses a risk of long-term financial strain on Council due to the responsibilities of ownership and maintenance.

Proximity to Existing Facilities: Given the proximity of other public play spaces and amenities within 1,500 meters (Rigarlsford Park), there is a risk of redundancy and unnecessary expenditure if additional standalone facilities are developed, potentially leading to underutilisation of resources.

Option 5

Perception of Relocation: The community representation driving the petition could perceive this option unfavourably as it relocates their interests to another facility.

Their geographical location as a resident may not align with Rigarlsford Park and could hinder practical access to a DOLA.

CORPORATE/OPERATIONAL PLAN

The proposal aligns with the following Corporate Plan objectives:

2.1 – Our places and spaces enhance the livability and diversity of our communities

2.2 – We support our communities through our activities and programs.

5.1 – Our Region has Infrastructure that meets current and future needs

CONCLUSION

Council should consider part of Rigarlsford Park as an alternative site for a like-for-like unfenced Dog Off-Leash Area (DOLA) in response to the community's submission. This option leverages existing infrastructure, promotes practical use of underutilised open space, and offers significant cost savings compared to refurbishing or building new amenities at Duthie Park. Engaging the community in the consultation process first will ensure the design, service offerings, and overall solution meet their needs and preferences.

11.13 ROCKHAMPTON REGIONAL TENNIS CENTRE - MEMBERSHIP & PARTICIPATION

File No: 9242

Attachments: Nil

Authorising Officer: Damon Morrison - Acting General Manager Community Services

Author: Justin Bulwinkel - Sports and Active Communities Coordinator
Erica Smith - Sports and Active Communities Advisor

SUMMARY

The following data regarding membership and participation numbers has been provided to Council from the Operator at Rockhampton Regional Tennis Centre. Additionally, a high-level project status update on impending capital works has been included within the report.

OFFICER'S RECOMMENDATION

THAT:

1. Council receives the officer's report on membership and participation numbers for Rockhampton Regional Tennis Centre; and
2. Council receives the officer's update on the capital works project at Rockhampton Regional Tennis Centre including both Council and Community projects.

BACKGROUND

Following a competitive tender process in 2024, Robert Glenn Vickery (trading as GVTA) commenced operations at the Rockhampton Regional Tennis Centre on 1 March 2025. The current management agreement extends until 30 June 2034.

Member Data

As of August 2025, the Rockhampton Regional Tennis Centre has a total of 349 members, distributed across the following categories:

Junior Membership	147
Club Membership	82
Gold Membership	44
Pickleball Only Membership	76
Total	349

Participation Data

Weekly participation at the centre covers social and competitive tennis as well as pickleball. The below weekly participation numbers have been provided by the operator and are current as of August 2025 for the period March – August of this year.

Weekly Programming – No of average weekly participants

Tennis Coaching	171
Tennis Schools	196
Tennis – Tournaments (total for period)	263
Tennis - Fixtures	92
Tennis – Social Groups	38

Social Court hire – Tennis & pickleball	97
Pickleball – social & fixtures	108
Pickleball – private functions (total for period)	306
Pickleball – schools	68

Rod Laver Hall Usage – Weekly Users

In addition to court usage, the Rod Laver Hall at the Rockhampton Regional Tennis Centre is regularly utilised by community groups and clubs for various functions and activities. Notably, the operator has partnered with the Rockhampton Darts Association to support their relocation from Church Park, providing a dedicated space for the club to continue its sporting operations.

Rockhampton Darts Association	60
Yoga Class	20
Private Functions (total for period)	110

State School Age Championships (Major Event/s)

Annually the centre hosts the 'Head Queensland State Age Championships' from 18–21 September. This event attracted on average:

- 276 entries
- Over 1,400 visitors across four days

The event has previously been recognised as Tennis Queensland's Event of the Year.

Capital Projects

Project A (Council Funded):

Court Resurfacing – \$1.6 million

Resurfacing up to 15 of the 24 courts

Currently in detailed design phase with Council's Project Delivery Team

Project B (Council Funded):

Stormwater Drainage – \$300,000

Addressing site-wide drainage issues

Currently in detailed design phase with Council's Project Delivery Team

Project C (Community Funded):

Multi-Use Court Enhancement – \$120,000

Led by the operator, local tennis association, and Tennis Queensland

Installing permanent pickleball line markings on 4 courts

This project is fully externally funded and is currently progressing through the design phase, with consultation to occur in collaboration with Council's Project Delivery Team.

PREVIOUS DECISIONS

Date: 29-Oct-2024

Subject: Rockhampton Regional Tennis Centre - Court Re-surfacing

Resolution: Council approves Option 1 as outlined in the report, authorising the resurfacing of 10 to 15 priority courts, with a total funding allocation of \$1.6 million from the forward capital budget.

Date: 19-Aug-2025

Subject: Project Delivery Capital Report – Community Services – July 2025

Resolution: A report be brought back to the table on membership numbers at Victoria Park Tennis

BUDGET IMPLICATIONS

All funding amounts are either included in Council's current budget or have been committed by external stakeholders.

CONCLUSION

The Rockhampton Regional Tennis Centre continues to deliver diverse and inclusive programming for the community, including tennis, pickleball, and indoor activities. The centre is well-utilised and supported by both Council and community stakeholders, with ongoing capital improvements enhancing its long-term viability and accessibility.

11.14 VICTORIA PARK CRICKET RELOCATION PROJECT UPDATE & FREEHOLD LEASE REQUEST

File No: 11081

Attachments: 1. Kele Park - Cricket Asset Locations[↓](#)
2. Kalka Shades – Wicket Layout[↓](#)

Authorising Officer: Thomas Svenson - Manager Parks
Damon Morrison - Acting General Manager Community Services

Author: Justin Bulwinkel - Sports and Active Communities Coordinator

SUMMARY

This report provides an update on the Victoria Park Cricket Relocation Project, part of Council's endorsed capital program. The project will relocate cricket activities from Victoria Park to purpose-built facilities at Kele Park and Kalka Shades, delivering improved amenities and operational sustainability for community sport. It also seeks Council's approval to grant a Freehold Lease to Brothers Cricket Club Rockhampton Inc. for the new training facility at Kele Park. The works include construction of a three-bay cricket training facility, installation of three synthetic wickets, rectification works, improved car park amenity, and associated asset disposals.

OFFICER'S RECOMMENDATION

THAT:

1. Council receives the update on the capital works plan to relocate cricket activities from Victoria Park to Kele Park and Kalka Shades;
2. Pursuant to Sections 236(1)(b)(ii) and 236(1)(c)(iii) of the Local Government Regulation 2012 (Qld), Council approve the request for a Freehold Lease over part of Lot 101 on SP123574 (128 Western Street, West Rockhampton) for Brothers Cricket Club Rockhampton Inc., area identified in **Attachment 1 (Nets)**; and
3. Council authorises the Chief Executive Officer (Sports and Active Communities Coordinator) to negotiate the terms and conditions of the agreements in preparation for execution by the delegated officer.

COMMENTARYCapital Works Plan – Overview

The Victoria Park Cricket Relocation Project aims to deliver modern, fit-for-purpose cricket infrastructure at Kele Park and Kalka Shades, enabling the transition of cricket activities from Victoria Park to more suitable venues. This scope has been developed through an extensive consultation process with all impacted clubs and stakeholders, resulting in formal agreement and support for the proposed solutions.

To be considered a reasonable, Council-supported scope, the project must deliver:

- A three-bay cricket training facility that meets or exceeds design standards of Brothers Cricket Club's existing facility at Victoria Park.
- The relocation and installation of two replacement synthetic wickets to maintain the same amenity access for cricket across the region.
- Placement of these assets within purpose-designed open spaces, ensuring they are not only renewed but positioned to enable both organisations to grow and improve the quality of their sport in these locations.

The capital works plan includes three key components:

- **Project A – Kele Park** (128 Western Street, West Rockhampton):

Construction of one synthetic cricket wicket and a fully enclosed, lockable three-bay outdoor cricket training facility, as detailed in Attachment 1. The spatial planning overview illustrates the approved design option (blue configuration) among three proposed layouts, showing:

- The synthetic wicket positioned within the second playing field area.
- The three-bay nets located adjacent to this field within the designated freehold lease area for Brothers Cricket Club Rockhampton Inc.

This configuration ensures optimal use of space while supporting shared use with resident AFL programs through a removable pitch cover system. The design meets Cricket Australia's Community Cricket Facility Guidelines and aligns with Council's commitment to deliver fit-for-purpose infrastructure.

Cost **estimate**: \$215,000

- **Project B – Kalka Shades** (Birdwood Park, 34 Water Street, Koongal):

Installation of two new synthetic cricket wickets is proposed to fully realise the available space at Kalka Shades and maximise the cricket footprint. As shown in Attachment 2, the spatial plan identifies:

- A new wicket located centrally among the existing four wickets to optimise layout and functionality.
- The disposal & replacement of the existing south-west wicket, its new location will be further west to achieve the best field configuration for cricket.

The design also incorporates blue-dotted spatial zones reserved for hockey activation, ensuring sufficient grassed areas remain for hockey operations and field activation. This approach reflects consultation and agreement with partnered user groups, including Hockey, to maintain shared-use capability.

Additionally, the wicket positioned in the far south-east corner, which currently sits away from the existing turf wicket, is noted as a potential future project should cricket transition this site to a single turf wicket configuration.

Cost **estimates** are: \$80,000

- **Project C – Victoria Park Car Park Extension & Asset Disposal**

As part of the endorsed capital program for the Victoria Park Cricket Relocation Project, Council previously approved improvements to car parking amenity within the Hall Street area of Victoria Park. This decision includes extending the existing unsealed car park adjacent to Hall Street, utilising space made available by the removal of cricket nets. The works form part of the rectification commitments associated with the relocation project and will be delivered within the overall capital program scope.

The extension will provide immediate relief to congestion and safety concerns while leaving a purposeful improvement following the disposal of cricket infrastructure. It will remain unsealed and include bollards, signage, and gates to formalise the area. In addition, works on this site deliver:

- Disposal of two failed concrete wickets from Victoria Park.
- Removal of the existing cricket nets, which will be offered to Brothers Cricket Club Rockhampton Inc. for consideration of financial benefit, sale opportunity, or recycling.

Cost **estimate**: \$70,000

Target Outcomes for Project Success:

- Delivery of safe, compliant, and durable cricket facilities aligned with Cricket Australia standards.
- Improved amenity and functionality for cricket while preserving multi-use capability for AFL, Hockey and other sports.
- Formal tenure for Brothers Cricket Club at Kele Park through a Freehold Lease, enabling asset ownership and operation.
- Operational sustainability through clear maintenance responsibilities and shared-use agreements (MOU's).
- Community benefit by reducing Council's ongoing maintenance burden at Victoria Park and supporting cricket future growth opportunities in suitable locations.

External Funding Support:

To supplement Council's capital allocation for the Victoria Park Cricket Relocation Project, an application will be lodged under the Australian Cricket Infrastructure Fund (ACIF) 2025/26 – Round 1, with the support of Queensland Cricket. This funding stream is targeted to provide an additional \$40,000 toward project costs and construction, specifically for infrastructure at Kele Park and Kalka Shades. The application aligns with ACIF objectives to grow participation, improve accessibility, and deliver fit-for-purpose community cricket facilities.

Freehold Lease Requirements:

To support the relocation of cricket, a Freehold Lease is required for Brothers Cricket Club Rockhampton Inc., providing formal tenure over the land within Kele Park that will accommodate the new three-bay practice nets. As shown in Attachment 1, the proposed lease area aligns with the spatial planning for the nets and will be formalised through a lease survey during construction to accurately define the footprint.

This arrangement ensures the club can own and operate the asset upon project completion, delivering Council's commitment to a like-for-like replacement in a more suitable location aligned with cricket's long-term interests.

The lease conditions proposed to support this arrangement are as follows:

- **Asset Responsibility:** Brothers Cricket Club Rockhampton Inc. will assume ownership and maintenance responsibilities for the cricket nets.
- **Lease Term:** Six (6) years, effective from 1 July 2026 to 30 June 2032.
- **Fees and Charges:** Applicable fees will be set in accordance with the Parks, Sports & Recreation adopted fees and charges schedule.
- **Special Conditions:**
 - Tenants must provide the following documents annually:
 - Audited Financial Statements
 - Constitution
 - AGM Minutes
 - Player and Member numbers
- Additional conditions may be negotiated as required.

BACKGROUND

The Victoria Park Cricket Relocation Project was adopted to address long-standing challenges associated with maintaining Victoria Park as a shared space for both major events and sporting activities. Historically, this dual-purpose use created significant financial and operational pressures for Council, as the cost to maintain safe and playable cricket surfaces in an event-heavy precinct was prohibitive.

Relocating cricket infrastructure to purpose-designed open spaces at Kele Park and Kalka Shades will overcome these challenges, reduce ongoing maintenance costs, and provide improved facilities for community sport.

PREVIOUS DECISIONS

Subject: Assessment of Petition – Victoria Park Gymnastics & Trampoline Club Inc

Decision: That Council endorse the proposed short-term solution outlined in this report to increase the capacity of the Western Car ParkType text

BUDGET IMPLICATIONS

The project is supported by an endorsed capital allocation of \$350,000, supplemented by a targeted \$40,000 external funding application through the Australian Cricket Infrastructure Fund.

The project will soon progress to tender, at which point formal pricing will be confirmed and cost estimates refined. Until tenders are received, budget variations remain a risk.

LEGISLATIVE CONTEXT

In accordance with Section 236(1)(b)(ii) of the Local Government Regulation 2012 (Qld), Council may dispose of an interest in land other than by tender or auction when granting tenure to a community organisation. This provision applies to the proposed Freehold Lease for Brothers Cricket Club Rockhampton Inc.

LEGAL IMPLICATIONS

The Freehold Lease will be executed under Council's authority as the owner of freehold land, in compliance with the Local Government Act 2009 (Qld) and Local Government Regulation 2012 (Qld).

STAFFING IMPLICATIONS

Existing resources within the Parks, Community Assets and Facilities, Property and Insurance teams are positioned to manage the required legal documentation and associated project management/delivery responsibilities.

RISK ASSESSMENT

Budget Variations

Project costs may fluctuate due to unknown variables, including rectification works at Victoria Park where car park amenities will replace the existing cricket nets. These costs could escalate until formal tenders are received.

Stakeholder Integration

While Memorandum of Understanding (MOU) and shared-use arrangements for Kele Park are agreed in principle, initial phases of collaboration may present challenges as operational relationships are established.

Synthetic Wicket Management

Integration of a synthetic wicket at Kele Park will require seasonal changeover processes, including installation and removal of a wicket cover. Responsibilities for these tasks are still under negotiation and may create operational impacts for Council's Parks services teams.

CORPORATE/OPERATIONAL PLAN

- 2.1 – Enhance livability and diversity of spaces.
- 2.2 – Support community programs.
- 5.1 – Infrastructure meets current and future needs.

CONCLUSION

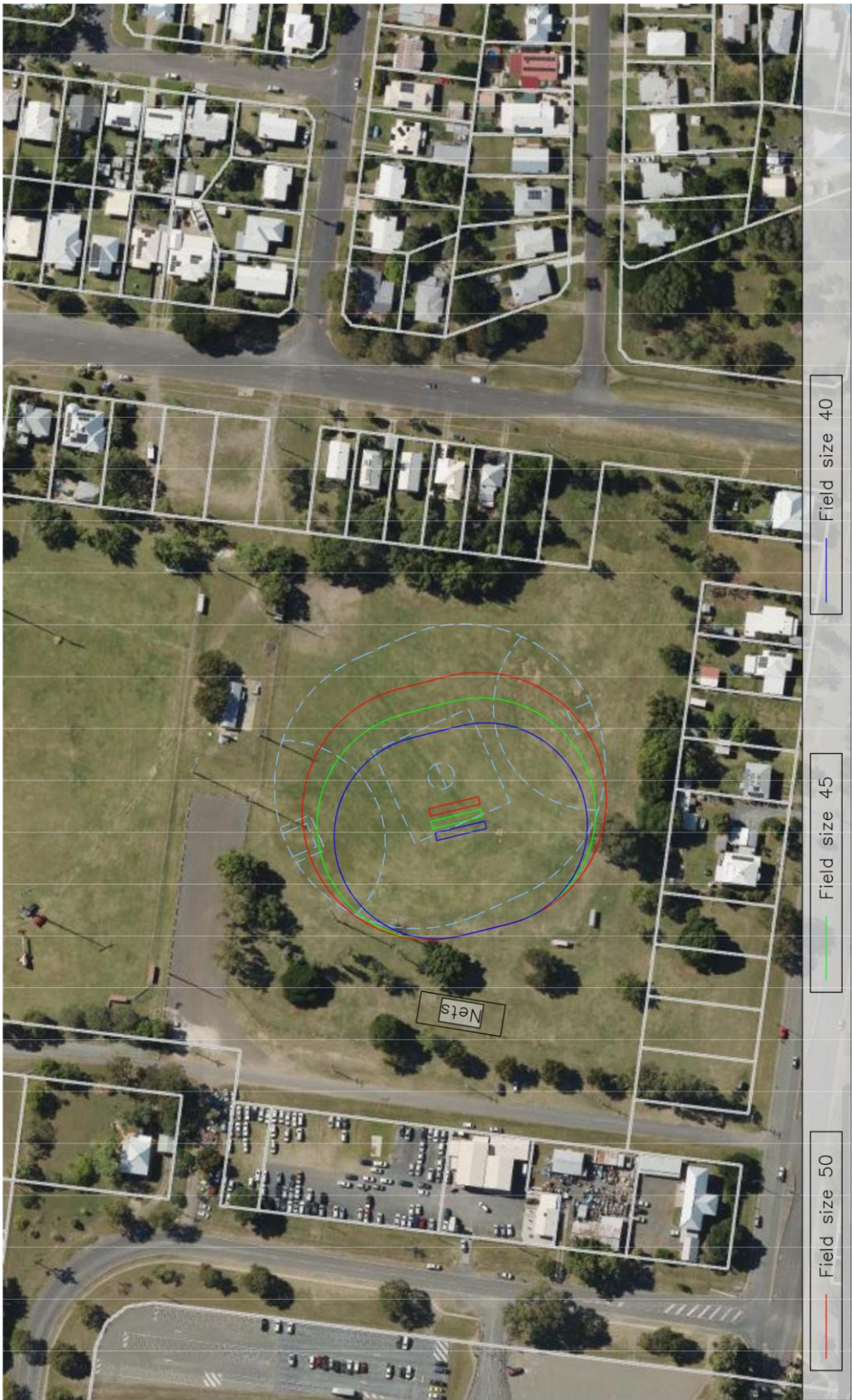
The Victoria Park Cricket Relocation Project delivers on Council's commitment to provide fit-for-purpose cricket infrastructure while addressing long-standing challenges of maintaining Victoria Park as a shared event and sporting space. Through the construction of new facilities at Kele Park and Kalka Shades, supported by formal tenure arrangements and external funding opportunities, the project will enhance community sport, reduce ongoing maintenance costs, and ensure sustainable use of Council-managed open spaces.

VICTORIA PARK CRICKET RELOCATION PROJECT UPDATE & FREEHOLD LEASE REQUEST

Kele Park - Cricket Asset Locations

Meeting Date: 18 November 2025

Attachment No: 1



VICTORIA PARK CRICKET RELOCATION PROJECT UPDATE & FREEHOLD LEASE REQUEST

Kalka Shades – Wicket Layout

Meeting Date: 18 November 2025

Attachment No: 2



12 NOTICES OF MOTION

Nil

13 QUESTIONS ON NOTICE

Nil

14 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

15 CLOSURE OF MEETING