



# **ORDINARY MEETING**

## **AGENDA**

**10 JUNE 2025**

*Your attendance is required at an Ordinary meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 10 June 2025 commencing at 9:00 AM 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**  
5 June 2025

Next Meeting Date: 24.06.25

**Please note:**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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## **1 OPENING**

- 1.1 Acknowledgement of Country
- 1.2 Opening Prayer

## **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 E Pardon – Chief Executive Officer

## **3 APOLOGIES AND LEAVE OF ABSENCE**

## **4 CONFIRMATION OF MINUTES**

Minutes of the Ordinary Meeting held 27 May 2025

Minutes of the Special Meeting held 28 May 2025

Minutes of the Special Meeting held 2 June 2025

Minutes of the Special Meeting held 9 June 2025

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

## **6 BUSINESS OUTSTANDING**

### **6.1 BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL**

**File No:** 10097

**Attachments:** 1. May 2025 [↓](#)

**Authorising Officer:** Evan Pardon - Chief Executive Officer

**Author:** Evan Pardon - Chief Executive Officer

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#### **SUMMARY**

*The Business Outstanding Table is used as a tool to monitor outstanding items resolved at previous Council or Committee meetings. The current Business Outstanding Table for Ordinary Council is presented for Councillors' information.*

#### **OFFICER'S RECOMMENDATION**

THAT the Business Outstanding Table for Ordinary Council be received.

# **BUSINESS OUTSTANDING TABLE FOR ORDINARY COUNCIL**

**May 2025**

**Meeting Date: 10 June 2025**

**Attachment No: 1**

BUSINESS OUTSTANDING TABLE – COUNCIL – AS AT 4 JUNE 2025

Meeting Date	Subject	Resolution	Officer	Target Date	Notes
14/09/2021	Notice of Motion - Councillor Shane Latcham - Rockhampton Regional Council Floral Emblem	<b>COUNCIL RESOLUTION</b>  THAT Council undertake a Community Engagement Program when appropriate on civic symbols including a Floral Emblem, representative of the Rockhampton Region Local Government area.	Stafford, Lucy	30/09/2025	<b>02 Feb 2023</b> Action reassigned to Dwyer, Genevieve <b>31 May 2023</b> Action reassigned to Brodel, Emma <b>27 Feb 2025</b> Action reassigned to Stafford, Lucy. Target Date has been amended by Emma to 30 June 2025 <b>17 Apr 2025</b> Target date changed by Stafford, Lucy from 30 June 2025 to 30 September 2025 - Scheduled for later this calendar year pending resource capacity
28/06/2022	CMP Updates - Heritage Management Strategy	<b>COUNCIL RESOLUTION</b>  THAT Council resolves that the matter lay on the table until further consultation with the community.	Wyatt, Cameron	30/06/2025	<b>05 Nov 2024 9:47am Dorman, Kerri</b> Matter sitting with Cameron Wyatt for inclusion in Local Heritage Register. Community consultation to take place in conjunction with this. Please re-assign to Cameron Wyatt <b>05 Nov 2024</b> Action reassigned to Wyatt, Cameron by Conrad, Trudi <b>27 Feb 2025</b> Cameron Wyatt: This matter was scheduled for Consultants to present to Briefing Session 26/2/25 but was cancelled on the day. Waiting for new date for Briefing Session." <b>27 Feb 2025</b> Target date changed by Conrad, Trudi from 12 July 2022 to 30 June 2025 - Cameron Wyatt has revised target date <b>30 Apr 2025 1:44pm Wyatt, Cameron</b> Council Briefing Session held on 19 March to discuss the results from the Mount Morgan Heritage Study <b>02 Jun 2025</b> Cameron Wyatt: We are currently still working with the consultants to complete the Mount Morgan Heritage Study. It is expected that this will be completed by the end of June 2025.
13/12/2022	Draft Community Engagement Framework	<b>COUNCIL RESOLUTION</b>  THAT Council:  1. Adopts the draft Community Engagement Framework as detailed in the report; and  2. Approves officers to revise policy and procedure for further consideration by Council.	Stafford, Lucy	30/09/2025	<b>16 Feb 2023</b> Target date changed from 27 December 2022 to 30 June 2023 - Policy and Procedure to be revised. Development of toolkits will be ongoing process <b>02 May 2023</b> Action reassigned to Brodel, Emma <b>27 Feb 2025</b> Action reassigned to Stafford, Lucy by Conrad, Trudi - Emma Brodel on maternity leave <b>17 Apr 2025</b> Target date changed by Stafford, Lucy from 30 June 2023 to 30 September 2025 - Scheduled for later this calendar year pending resource capacity

## BUSINESS OUTSTANDING TABLE – COUNCIL – AS AT 4 JUNE 2025

24/01/2023	Renewal of Lease - Telecommunication s Tower, 10 Pilbeam Drive, Mt Archer	<b>COUNCIL RESOLUTION</b> THAT: 1. Pursuant to Section 236(1)(c)(iii) of the Local Government Regulation 2012 (Qld), Council approve the renewal of the Lease to BAI Communications Pty Ltd A.C.N 086 048 562 for the premises located at part of 10 Pilbeam Drive, Mt Archer (Lot 10 on RP617127); and 2. Council authorises the Chief Executive Officer (Coordinator Property & Insurance) to negotiate the terms and conditions of the lease in preparation for execution by the delegated Officer.	Roberts, Kellie	30/06/2025	<b>21 Oct 2024 Roberts, Kellie</b> Waiting for a response from BAI Communications <b>04 Nov 2024</b> Target date changed by Roberts, Kellie from 31/10/24 to 31/12/24 - Target Date extended - lease renewal under negotiation. <b>18 Dec 2024</b> Target date changed by Roberts, Kellie from 31/12/24 to 31/1/25 - Extension for lease negotiations. <b>18 Feb 2025</b> Target date changed by Roberts, Kellie from 31/1/25 to 30/4/25 - Ongoing lease negotiations <b>17 Apr 2025</b> Target date changed by Roberts, Kellie from 30/4/25 to 30/5/25 - Waiting for lease execution <b>29 May 2025</b> Target date changed by Roberts, Kellie from 30/5/25 to 30/6/25 - Waiting for tenant
23/07/2024	Telecommunication s Policy Review	<b>COUNCIL RESOLUTION</b> THAT Council review the Telecommunication Facilities on Council Land Policy.	Roberts, Kellie	30/06/2025	<b>24 Jul 2024</b> Action reassigned to Roberts, Kellie <b>09 Aug 2024</b> Target date changed by Roberts, Kellie from 6/8/24 to 30/9/24 - Allow time to review policy and consult with stakeholders prior to presenting to Council Briefing. <b>29 Aug 2024</b> Target date changed by Roberts, Kellie from 30/9/24 to 20/12/24 - Allowance of time to develop policy review <b>29 Nov 2024</b> Target date changed by Roberts, Kellie from 20/12/24 to 28/2/25 - Extended timeframe due to resourcing. <b>18 Feb 2025</b> Target date changed from 28/2/25 to 30/4/25 <b>17 Apr 2025</b> Target date changed by Roberts, Kellie from 30/4/25 to 30/6/25 - Extended due to resource constraints.
09/10/2024	Tender 16020 - Sale of Land	<b>COUNCIL RESOLUTION</b> THAT the Chief Executive Officer (Coordinator Property & Insurance) be authorised to proceed with Option 1 as outlined in the report.	Roberts, Kellie	30/06/2025	<b>21 Oct 2024</b> Target date changed by Roberts, Kellie from 23/10/24 to 31/1/25 - Contract executed. Extended target date to allow for settlement to occur. <b>04 Nov 2024</b> Target date changed by Roberts, Kellie from 31/1/25 to 14/2/25 - Settlement due on 31 January 2025. <b>18 Feb 2025</b> Target date changed by Roberts, Kellie from 14/2/25 to 01/4/25 - Settlement due 31 March 2025 <b>17 Apr 2025</b> Target date changed by Roberts, Kellie from 01/4/25 to 30/5/25 - Settlement extended. <b>29 May 2025</b> Target date changed from 30/5/25 to 30/6/25

## BUSINESS OUTSTANDING TABLE – COUNCIL – AS AT 4 JUNE 2025

10/12/2024	Action Progress Report	<b>COMMITTEE RECOMMENDATION</b>  THAT the Action Progress Report, as at 13 September 2024, be received.  THAT an improvement process be implemented and be reported back to the Audit and Business Improvement Committee.	Cheesman, Ross	24/12/2024	<b>11 Dec 2024</b> Action reassigned to Cheesman, Ross <b>30 Apr 2025 amended</b> Target Completion Date 30/06/2025
10/12/2024	High Street 48Hr Free Camp (Kershaw Gardens)	<b>COUNCIL RESOLUTION</b>  THAT Council: <ol style="list-style-type: none"> <li>1. Endorse an increase in budget to redevelop the High Street Free Camp as detailed in Option One of the report and be included in the revised budget.</li> <li>2. Consideration be given during the revised budget to delay the northern roundabout development project to a later date and redirect the funds to the High Street Free Camp Redevelopment project.</li> <li>3. Consideration be given during budget deliberation for toilet facilities to be provided at the site.</li> </ol>	Dwyer, Emma-Jane	24/12/2024	<b>11 Feb 2025 3:19pm Dwyer, Emma-Jane</b> High St Car Park budget increased and works scheduled for April 2025 <b>01 May 2025 11:04am Dwyer, Emma-Jane</b> High St Car Park works delayed until May. Site closed from 5th May.
25/03/2025	Investigation and Legal Matters Progress Report	<b>COMMITTEE RECOMMENDATION</b>  THAT the update of Investigation and Legal Matters Progress report be received.	Pegrem, Travis	08/04/2025	
25/03/2025	Potential Lease of Unused Portion of Water Allocation	<b>COUNCIL RESOLUTION</b>  THAT the matter lay on the table until the next Ordinary Council meeting on the 8 <sup>th</sup> April 2025.	Taylor, Marnie	08/04/2025	

## BUSINESS OUTSTANDING TABLE – COUNCIL – AS AT 4 JUNE 2025

26/03/2025	DRAFT 2025-2026 OPERATIONAL PLAN	<b>COUNCIL RESOLUTION</b> THAT the matter lay on the table.	Jennings, Shannon	09/04/2025
08/04/2025	Potential Lease of Unused Portion of Water Allocation	<b>COUNCIL RESOLUTION</b> THAT the matter lay on the table until the matter is considered at a Briefing Session.	Taylor, Marnie	22/04/2025
13/05/2025	2024-25 Operational Plan Quarterly Report - Quarter 3 and Proposed Amendments to the 2024-25 Operational Plan	<b>COUNCIL RESOLUTION</b> THAT Council: (a) Receive the 2024-25 Operational Plan Quarterly Report for Quarter Three as at 31 March 2025; and (b) Adopt the proposed amendment to the 2024-25 Operational Plan detailed within this report and outlined in Attachment 2 of the report.	Jennings, Shannon	27/05/2025
13/05/2025	Approval sought for Nominated Supplier to be deemed as a Specialised Supplier	<b>COUNCIL RESOLUTION</b> THAT pursuant to s235 (b) of the <i>Local Government Regulation 2012</i> , Council approves Bishopp Advertising as a specialised supplier.	Cheesman, Ross	27/05/2025
14/05/2025	DRAFT 2025-2026 OPERATIONAL PLAN	<b>COUNCIL RESOLUTION</b> THAT Council considers the draft Operational Plan actions and targets to work towards a final Operational Plan for 2025-2026 which will be adopted in conjunction with Council's budget.	Jennings, Shannon	28/05/2025

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

**8 PRESENTATION OF PETITIONS**

Nil

**9 COMMITTEE REPORTS**

Nil



**10 COUNCILLOR/DELEGATE REPORTS****10.1 LEAVE OF ABSENCE - COUNCILLOR MARIKA TAYLOR - 25 AUGUST TO 1 SEPTEMBER 2025**

**File No:** 10072  
**Attachments:** Nil  
**Authorising Officer:** Nicole Semfel - Executive Assistant to the Mayor  
Justin Kann - Manager Office of the Mayor  
Evan Pardon - Chief Executive Officer  
**Author:** Megan Careless - Executive Support Officer

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**SUMMARY**

*Councillor Marika Taylor is seeking leave of absence from Monday 25 August 2025 to Monday 1 September 2025 inclusive.*

**OFFICER'S RECOMMENDATION**

THAT Councillor Marika Taylor be granted leave of absence from Monday 25 August 2025 to Monday 1 September 2025 inclusive.

**BACKGROUND**

Councillor Marika Taylor has advised the Chief Executive Officer she is seeking leave of absence from Monday 25 August 2025 to Monday 1 September 2025 inclusive.

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**10.2 COUNCILLOR DISCRETIONARY FUND APPLICATION - NORTH  
ROCKHAMPTON SENIOR CITIZENS CLUB**

**File No:** 8295  
**Attachments:** Nil  
**Authorising Officer:** Nicole Semfel - Executive Assistant to the Mayor  
Justin Kann - Manager Office of the Mayor  
Evan Pardon - Chief Executive Officer  
**Author:** Sharnie De Klerk - Executive Support Officer

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**SUMMARY**

*This report requests Council's consideration and approval for an allocation from Councillor Discretionary Funds towards the North Rockhampton Senior Citizens Club, to support Seniors Month events and activities in October 2025.*

**OFFICER'S RECOMMENDATION**

THAT Council approves the allocation of Councillor Discretionary Fund (CDF) to support the North Rockhampton Senior Citizens Club, Seniors Month events and activities, totalling \$2,800 as follows:

- \$400 from Councillor Elliot Hilse's CDF
- \$800 from Councillor Cherie Rutherford's CDF on behalf of herself and Mayor Williams; and
- \$1,600 from Councillor Mathers' CDF

**BACKGROUND**

North Rockhampton Senior Citizens Club has submitted a request for financial assistance to support the below mentioned Seniors Month events and activities.

- Octoberfest Senior Luncheon Celebrations on Friday 3 October providing morning tea and a two course luncheon from 9.30am until 1.30pm. Attendees cost will be \$10 pp.
- Day bus trip to Mt Morgan which will include morning tea at the Mt Morgan Railway Station, a visit to the dam, entry to the Art Museum and a two course luncheon at one of the local hotels.
- Seniors Event on Friday 17 October where our volunteers will once again serve morning tea and a two course luncheon with great entertainment by "Bob's Music" a local singer from Rockhampton. Attendees cost will be \$10 pp.
- Belated Grandparents Day on Friday 31 October between 9.30am until 1.30pm including a delicious morning tea and a two course luncheon. Attendees cost will be \$10pp.

Mayor and Councillors have previously contributed a combined \$1,750 from their Councillor Discretionary Funds this financial year to support monthly seniors events held at Bauhinia House and as such, approval is sought from the Council table.

## 11 OFFICERS' REPORTS

### 11.1 HOUSING INDUSTRY ASSOCIATION - INDUSTRY OUTLOOK SPONSORSHIP PROPOSAL

File No:	11715
Attachments:	1. HIA - Sponsorship Proposal - Page 10 <a href="#">↓</a> 2. HIA - Event Flyer <a href="#">↓</a>
Authorising Officer:	Wade Clark - Economic Development Manager Angus Russell - Executive Manager Advance Rockhampton
Author:	Brendan Ryan - Senior Advisor Investment Attraction Jack Barnett - Economic Development & Industry Engagement Advisor

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#### SUMMARY

*Housing Industry Association (HIA) has been representing the Australian residential building industry for over seventy-five (75) years. HIA is seeking sponsorship to deliver an industry engagement in the Rockhampton Region.*

#### OFFICER'S RECOMMENDATION

THAT Council sponsors HIA's Rockhampton Industry Outlook on 9 July 2025 at a total cost of \$3,500 (incl. GST).

#### COMMENTARY

The Housing Industry Association (HIA) Rockhampton Industry Outlook presents a strategic opportunity for Rockhampton Regional Council to further support and engage with the local building and construction sector. Housing supply in the Rockhampton Region is a significant economic issue as the region requires an uplift in housing to assist with further accommodation options for a growing workforce and also to assist the growth of the region's population.

This event will feature HIA Economist Maurice Tapang, who will deliver a comprehensive economic update tailored to Queensland's residential building industry, with a strong focus on local market conditions and regional housing trends.

Similar in nature to the Bowen Basin Mining Club functions previously supported by Council, this event brings together key stakeholders from across the residential construction sector to share insights, economic forecasts, and regional market trends. With housing in short supply across the region, particularly in growth areas like Rockhampton, the event's focus on residential construction and economic outlook is both timely and essential.

The event aligns with Council's economic development objectives by:

1. Providing critical market insights to local builders, suppliers, and industry professionals, enabling informed decision-making and business planning.
  2. Fostering regional economic resilience through timely analysis of housing trends, construction forecasts, and broader economic influences.
  3. Encouraging industry collaboration and networking, which supports local supply chains and strengthens the region's construction ecosystem.
  4. Promoting Rockhampton as a proactive and supportive region for industry growth, investment, and innovation.
-

With the residential construction sector being a key economic driver and housing constraint in Central Queensland more broadly, Council's sponsorship of this event would demonstrate its commitment to supporting industry-led initiatives that contribute to job creation, housing supply, and regional prosperity.

This sponsorship also complements Council's ongoing efforts through Advance Rockhampton to connect local businesses with major projects and economic opportunities.

As part of the sponsorship deliverables, Advance Rockhampton will be provided with a speaking opportunity and exhibitor space at the event, allowing Council to directly communicate its economic vision, highlight current and future development opportunities, and reinforce its support for the building and construction sector. This presence enhances Council's visibility among key industry stakeholders and strengthens its role as a facilitator of regional growth and investment.

## **BACKGROUND**

The Housing Industry Association (HIA) began in 1945 when two builders, Bill Hunt and Perce Newton, met by chance and decided to form an association to support local builders facing post-war challenges. By 1965, it evolved into the national body now known as HIA. Today, HIA represents over 60,000 members across the housing industry and continues to advocate for a strong, secure future while honoring its grassroots beginnings.

## **PREVIOUS DECISIONS**

No previous decisions made.

## **BUDGET IMPLICATIONS**

The Rockhampton Industry Outlook event will cost Council \$3,500 (incl. GST), noting that this will be allocated from the Advance Rockhampton Economic Development budget.

## **STAFFING IMPLICATIONS**

HIA will undertake all relevant logistics in the organisation of the event with Advance Rockhampton undertaking additional marketing to support and attend the event.

## **RISK ASSESSMENT**

No risk assessment required.

## **CORPORATE/OPERATIONAL PLAN**

### Corporate Plan

Our Economy Goal 3.2 Our work attracts business and industry to our region | We facilitate business development and capacity building.

### Rockhampton Economic Action Plan

Pillar: Regional Collaboration & Partnerships | Goal: Increase collaborative networking

Outcome: Local businesses are engaged with B2B networking opportunities and collaboratively drive regional priority industry areas.

## **CONCLUSION**

Sponsorship of the HIA Industry Outlook event represents a strategic investment in the region's economic future. The event's alignment with Council's economic development priorities, particularly in addressing housing supply, supporting local industry, and promoting regional resilience, makes it a valuable opportunity for engagement. The inclusion of a speaking opportunity for Advance Rockhampton further enhances Council's visibility and influence within the construction sector. It is recommended that Council support this initiative as part of its ongoing commitment to fostering sustainable growth and industry collaboration across the Rockhampton Region.

# **HOUSING INDUSTRY ASSOCIATION - INDUSTRY OUTLOOK SPONSORSHIP PROPOSAL**

## **HIA - Sponsorship Proposal - Page 10**

**Meeting Date: 10 June 2025**

**Attachment No: 1**



HIA NORTH QUEENSLAND  
Continuing our **partnership**  
in 2025

2023 HIA-CSR NORTH QUEENSLAND HOME OF THE YEAR  
WINNER: SWELL PACIFIC

North Queensland





## Who are we

### HIA

Over 80 years HIA has become the leading voice providing advocacy and support for the businesses that are building Australian homes.

Whether it is through hands-on work on a building site or the use of materials used in construction, HIA members have input into every new home built in Australia today.



Largest national association for the housing industry

### Industry

23,000 member businesses. We reach decision makers from small to large businesses.



Contractors  
19%



Manufacturers /  
Suppliers  
7%



Professional services 4%



Builders  
70%

Source: HIA membership records December 2022

### Members

The residential building industry constructs 170,000 homes on average each year, contributing billions to the Australian economy and creating employment for a large portion of Australia's workforce.

**\$116**

billion dollar market



Over 1 million industry employees



Residential building activity accounts for nearly 7% of expenditure in the Australian economy\*







HIA is **generously supported** by partners who play an essential role in enabling us to **lead and advocate** for the residential building industry and provide **support and resources** to members.

Together as industry  
leaders, **our  
partnership** will  
connect you with the  
Australian  
residential **building  
industry** allowing  
you to:



Cultivate credibility



Build brand awareness



Increase the reach  
throughout the industry



Engage with target  
audiences



Generate leads



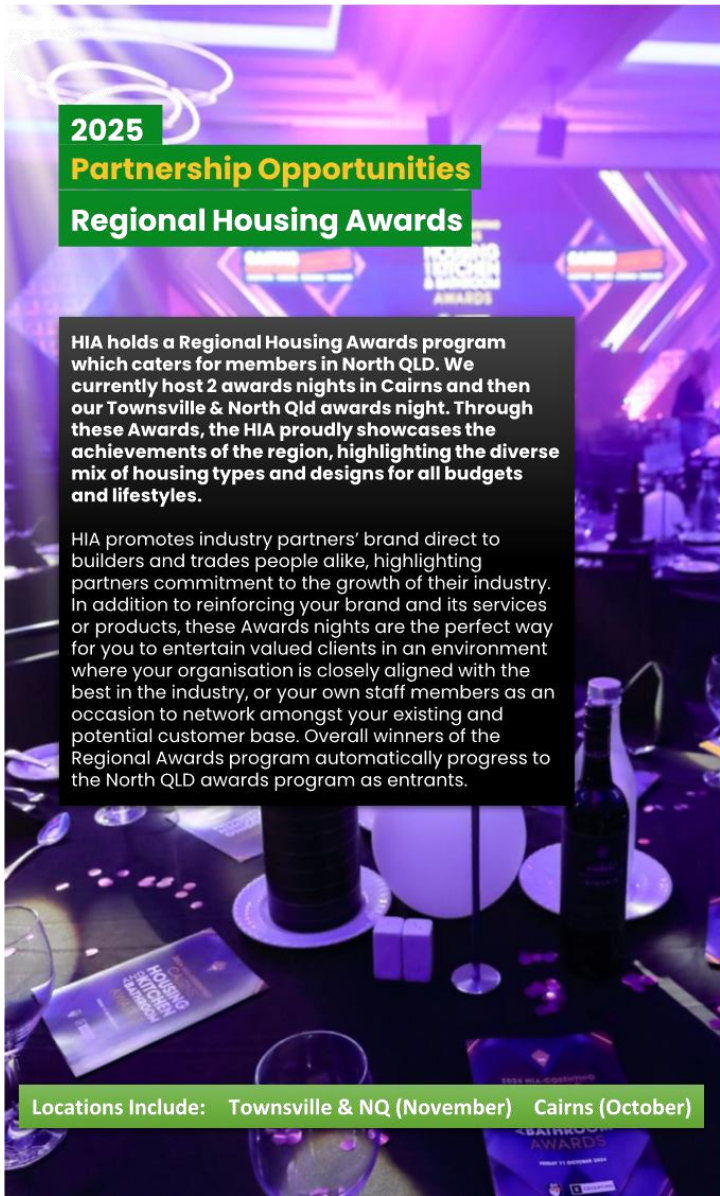
Showcase the innovation and  
design excellence within the  
residential building industry



- **Marketing Your Brand**  
All Partnering companies of the HIA Events & Awards Program are given a platform to create meaningful promotional opportunities that can help cement relationship with builders, developers, consultants, suppliers and government agencies, across the state.
- **Partner Recognition**  
Partnership with the HIA allows a partner to generate goodwill amongst the industry through the recognition of mutual interests in improving service standards and overall business environments within the Residential Building Industry of the North Queensland.
- **Networking**  
Partnership of the HIA North QLD Events & Awards Program provides businesses with outstanding opportunities to meet and network with key decision-makers in the industry. Partners are also able to utilise the HIA's communications network and mediums to facilitate communications to the industry and assist in the promotion of products and services.
- **Credibility**  
Partnership of the HIA Events & Awards Program also provides a level of credibility as a preferred supplier to the industry that can be utilised as a marketing tool.
- **Market Presence**  
Market presence achieved through Partnership with the HIA, can create awareness and recognition, leading to greater market penetration and share. Partnership is an effective way of passing a message or information to a targeted market segment.







**2025**

**Partnership Opportunities**

**Regional Housing Awards**

HIA holds a Regional Housing Awards program which caters for members in North QLD. We currently host 2 awards nights in Cairns and then our Townsville & North Qld awards night. Through these Awards, the HIA proudly showcases the achievements of the region, highlighting the diverse mix of housing types and designs for all budgets and lifestyles.

HIA promotes industry partners' brand direct to builders and trades people alike, highlighting partners commitment to the growth of their industry. In addition to reinforcing your brand and its services or products, these Awards nights are the perfect way for you to entertain valued clients in an environment where your organisation is closely aligned with the best in the industry, or your own staff members as an occasion to network amongst your existing and potential customer base. Overall winners of the Regional Awards program automatically progress to the North QLD awards program as entrants.

**Locations Include: Townsville & NQ (November) Cairns (October)**

**Gold Partner**

- 6 tickets to the Awards presentation ceremony event
- 30 second video advertisement to be played at the event
- Company representative to present one (1) Gold Category Award
- Company logo will appear on all promotional material
- Logo profile with website link on the North Queensland Awards Web page at <https://hia.com.au/awards/regional-housing-awards/north-qld/2025>
- E-News Tile (linking back to your website) – as scheduled by HIA
- A media kit consisting of press releases and a list of winners.

**Silver Partner**

- 4 tickets to the Awards presentation ceremony event
- 30 second video advertisement to be played at the event
- Company representative to present one (1) Silver Category Award
- Company logo will appear on all promotional material
- Logo profile with website link on the North Queensland Awards Web page at <https://hia.com.au/awards/regional-housing-awards/north-qld/2025>

**Bronze Partner**

- 2 tickets to the Awards presentation ceremony event
- Company logo will appear on printed material
- 30 second video advertisement to be played at the event
- Company Representative to present the Bronze Category Award

CATEGORY	CAIRNS OR TOWNSVILLE/ CENTRAL QLD	NORTH QUEENSLAND	BUNDLE (CAIRNS, TOWNSVILLE & CENTRAL QLD & NORTH QUEENSLAND)
Gold Partner	\$4,500*	\$4,800*	\$9,100*
Silver Partner	\$3,500*	\$3,800*	\$7,100*
Bronze Partner	\$2,700*	Not Available	Not Available



2025

Partnership Opportunities

Regional Housing Awards

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Locations Include: Townsville & NQ (November) Cairns (October)

- Welcome Drinks Partner

  - 2 tickets to the Awards presentation ceremony event
  - Company logo will appear on printed material
  - Static display signage at guests' welcome area
  - Recognition as partner on night
- Band Partner

  - 2 tickets to the Awards presentation ceremony event
  - Company logo will appear on printed material
  - Logo advertisement to be played at the introduction of the entertainment
  - Recognition as partner on night
- Table Brand Partner

  - 2 tickets to the Awards presentation ceremony event
  - Company logo will appear on printed material
  - Recognition as partner on night
  - Opportunity to have a brand product on the table

CATEGORY	CAIRNS OR TOWNSVILLE/CENTRAL QLD & NORTHQUEENSLAND	BUNDLE (CAIRNS, TOWNSVILLE & CENTRAL QLD & NORTH QUEENSLAND)
Welcome Drinks Partner	\$2,700*	\$5,000*
Band Partner	\$2,700*	\$5,000*
Table Brand Partner	\$2,700*	\$5,000*



**2025**  
**Partnership Opportunities**  
**Industry Outlook**

HIA Industry Outlook not only provide key staff with the opportunity to network with builder members but also to obtain valuable insight into the state of the industry. The event brings together key industry decision makers to focus on the latest industry issues that impact the residential construction industry.

They feature a range of keynote speakers such as senior government representatives and leading industry practitioners, as well as a representative from HIA's National Economics team. They will discuss housing activity, affordability, skill and regulatory reform, in a private environment. This assists the association in its policy development, lobbying strategies and future forecasting.

**Locations Include:** Rockhampton Mackay Townsville Cairns

### Headline Partner

- Branding as a Headline Partner on all promotional material
- Company logo will appear on all promotional material available
- Acknowledgement as Headline Partner during presentation
- Opportunity to address the audience for maximum 10 minutes
- Complimentary ticket to each area event as specified below
- Invitation to two key representatives to sit at the speaker's table
- Opportunity to provide product and promotional material to attendees at the event
- Static or product display within function room

*Partnership - \$3,500 (GST Inclusive)*

### Speaker Partner

- Company logo will appear on all promotional material available
- Acknowledgement as a Partner during the presentation
- Complimentary ticket to each area event as specified below
- Invitation for two invited guests
- Opportunity for you and your invited guests to have 15 minutes with guest speaker
- Opportunity to provide product and promotional material to attendees at the event

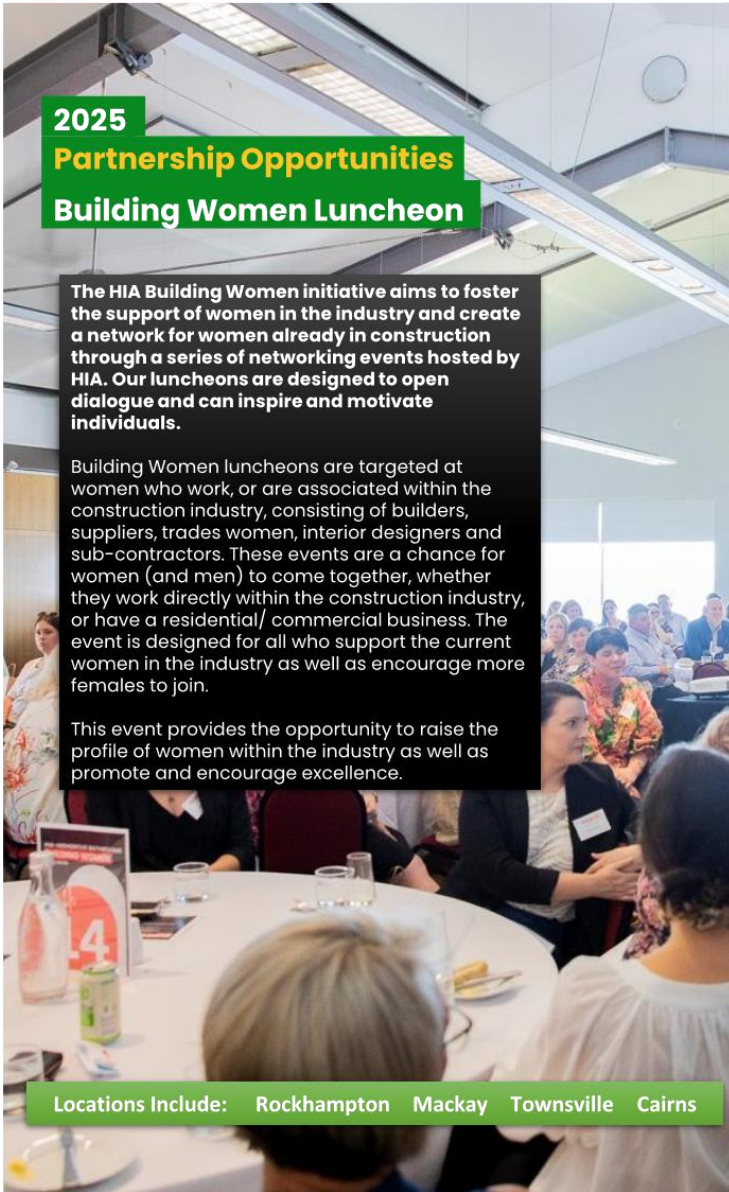
*Partnership - \$1,500 (GST Inclusive)*

### Supporting Partner

- Company logo will appear on all promotional material available
- Acknowledgment as a Partner during presentation
- Complimentary ticket to each area event as specified below
- Opportunity to provide product and promotional material to attendees at the event

*Partnership - \$1,100 (GST Inclusive)*





**2025**  
**Partnership Opportunities**  
**Building Women Luncheon**

The HIA Building Women initiative aims to foster the support of women in the industry and create a network for women already in construction through a series of networking events hosted by HIA. Our luncheons are designed to open dialogue and can inspire and motivate individuals.

Building Women luncheons are targeted at women who work, or are associated within the construction industry, consisting of builders, suppliers, trades women, interior designers and sub-contractors. These events are a chance for women (and men) to come together, whether they work directly within the construction industry, or have a residential/ commercial business. The event is designed for all who support the current women in the industry as well as encourage more females to join.

This event provides the opportunity to raise the profile of women within the industry as well as promote and encourage excellence.

**Locations Include:** Rockhampton Mackay Townsville Cairns

### Headline Partner

- Branding as a Headline Partner on all promotional material
- Acknowledgement as Naming Rights Partner during event
- Opportunity for a 5-minute presentation to the audience
- Static display and opportunity for promotional material and product
- 2 complimentary tickets

*Partnership - \$3,500 (GST Inclusive)*

### Event Drinks Partner

- Branding as a Supporting Partner on all promotional material
- Recognition as Supporting Partner during event
- Static display and opportunity for promotional material and product
- 1 complimentary ticket

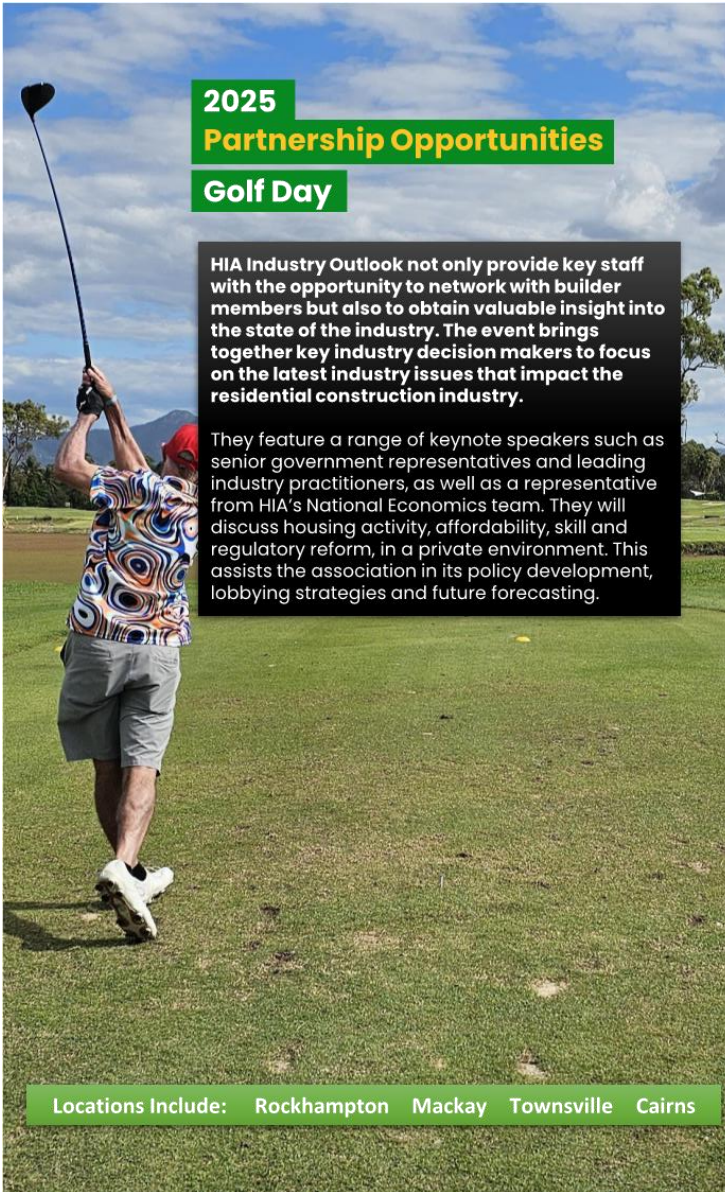
*Partnership - \$1,500 (GST Inclusive)*

### Supporting Partner

- Branding as a Supporting partner on all promotional material
- Acknowledgment as a Supporting Partner during event
- 1 complimentary ticket

*Partnership - \$1,100 (GST Inclusive)*





**2025**  
**Partnership Opportunities**  
**Golf Day**

**HIA Industry Outlook not only provide key staff with the opportunity to network with builder members but also to obtain valuable insight into the state of the industry. The event brings together key industry decision makers to focus on the latest industry issues that impact the residential construction industry.**

They feature a range of keynote speakers such as senior government representatives and leading industry practitioners, as well as a representative from HIA's National Economics team. They will discuss housing activity, affordability, skill and regulatory reform, in a private environment. This assists the association in its policy development, lobbying strategies and future forecasting.

**Locations Include: Rockhampton Mackay Townsville Cairns**

### Headline Partner

- Recognition as a Headline Partner on all promotional material and signage
- 1 complimentary team of 4 Players
- 2 complimentary Motorised Carts
- Opportunity to display signage around the course
- Opportunity to provide promotional material to distribute at event.
- Opportunity to address guests at the prize presentation and present prizes.

*Partnership - \$3,500 (GST Inclusive)*

### Drinks Cart Partner

- 2 complimentary players
- Recognition as a partner on all promotional material
- Opportunity to display signage around the course and on the drinks cart
- Opportunity to provide promotional material to distribute at the event
- Acknowledgement of your support during the prize presentation

*Partnership - \$1,500 (GST Inclusive)*

### Club House Drinks Partner

- 2 complimentary players
- Opportunity to display signage around the course
- Opportunity to provide promotional material to distribute at event
- Acknowledgement of your support during the prize presentation

*Partnership - \$1,300\* (GST Inclusive)*





**2025**  
**Partnership Opportunities**  
**Golf Day (Continued)**

HIA Industry Outlook not only provide key staff with the opportunity to network with builder members but also to obtain valuable insight into the state of the industry. The event brings together key industry decision makers to focus on the latest industry issues that impact the residential construction industry.

They feature a range of keynote speakers such as senior government representatives and leading industry practitioners, as well as a representative from HIA's National Economics team. They will discuss housing activity, affordability, skill and regulatory reform, in a private environment. This assists the association in its policy development, lobbying strategies and future forecasting.

**Locations Include:** Rockhampton Mackay Townsville Cairns

### Breakfast or Lunch Partner

- 1 complimentary player
- Recognition as a partner on all promotional material
- Opportunity to display signage around the course
- Opportunity to provide promotional material to distribute at the event
- Acknowledgement of your support during the prize presentation

*Partnership - \$1,100 (GST Inclusive)*

### Hole Partner

- 1 complimentary player
- Opportunity to display signage around the course
- Opportunity to provide promotional material to distribute at event
- Acknowledgement of your support during the prize presentation

*Partnership - \$750\*/hole (GST Inclusive)*

### Recognition Partner

- 1 complimentary player
- Recognition as a partner on all promotional material
- Opportunity to display signage around the course
- Opportunity to provide promotional material to distribute at the event
- Acknowledgement of your support during the prize presentation

*Partnership - \$950 (GST Inclusive)*

2025

## Partnership Opportunities

### Builders Lunch

The HIA Builders Lunch aims to foster and support the men and women in the industry by creating networking event hosted by HIA. Our lunches are designed to open dialogue and can inspire and motivate individuals.

The HIA Builders Lunch is targeted at individuals who work, or are associated within the construction industry, consisting of builders, suppliers, trades people, interior designers and sub-contractors. These events are a chance for the industry to come together, whether they work directly within the construction industry, or have a residential/ commercial business. The event is designed for all who support us in the industry as well as encourage more future members to join.

This event provides the opportunity to raise the profile of business within the industry as well as promote and encourage excellence

Locations Include: Rockhampton Mackay Townsville Cairns

#### Headline Partner

- Branding as a Headline Partner on all promotional material
- Acknowledgment as Naming Rights Partner during event
- Opportunity for a 5-minute presentation to the audience
- Static display and opportunity for promotional material and product
- 2 complimentary tickets to each area event

*Partnership - \$3,500 (GST Inclusive)*

#### Event Drinks Partner

- Branding as a Supporting Partner on all promotional material
- Recognition as Supporting Partner during event
- Static display and opportunity for promotional material and product
- 1 complimentary ticket

*Partnership - \$1,500 (GST Inclusive)*

#### Supporting Partner

- Branding as a Supporting partner on all promotional material
- Acknowledgment as a Supporting Partner during event
- Static display
- 1 complimentary ticket

*Partnership - \$1,100 (GST Inclusive)*



**2025****Partnership Opportunities****Presidents Luncheon**

**The HIA Builders Lunch aims to foster and support the men and women in the industry by creating networking event hosted by HIA. Our lunches are designed to open dialogue and can inspire and motivate individuals.**

The HIA Builders Lunch is targeted at individuals who work, or are associated within the construction industry, consisting of builders, suppliers, trades people, interior designers and sub-contractors. These events are a chance for the industry to come together, whether they work directly within the construction industry, or have a residential/ commercial business. The event is designed for all who support us in the industry as well as encourage more future members to join.

This event provides the opportunity to raise the profile of business within the industry as well as promote and encourage excellence

**Locations Include:** Rockhampton Mackay Townsville Cairns

**Headline Partner**

- Branding as a Headline Partner on all promotional material
- Acknowledgment as Naming Rights Partner during event
- Opportunity for a 5-minute presentation to the audience
- Static display and opportunity for promotional material and product
- 2 complimentary tickets to each area event

*Partnership - \$3,500 (GST Inclusive)*

**Event Drinks Partner**

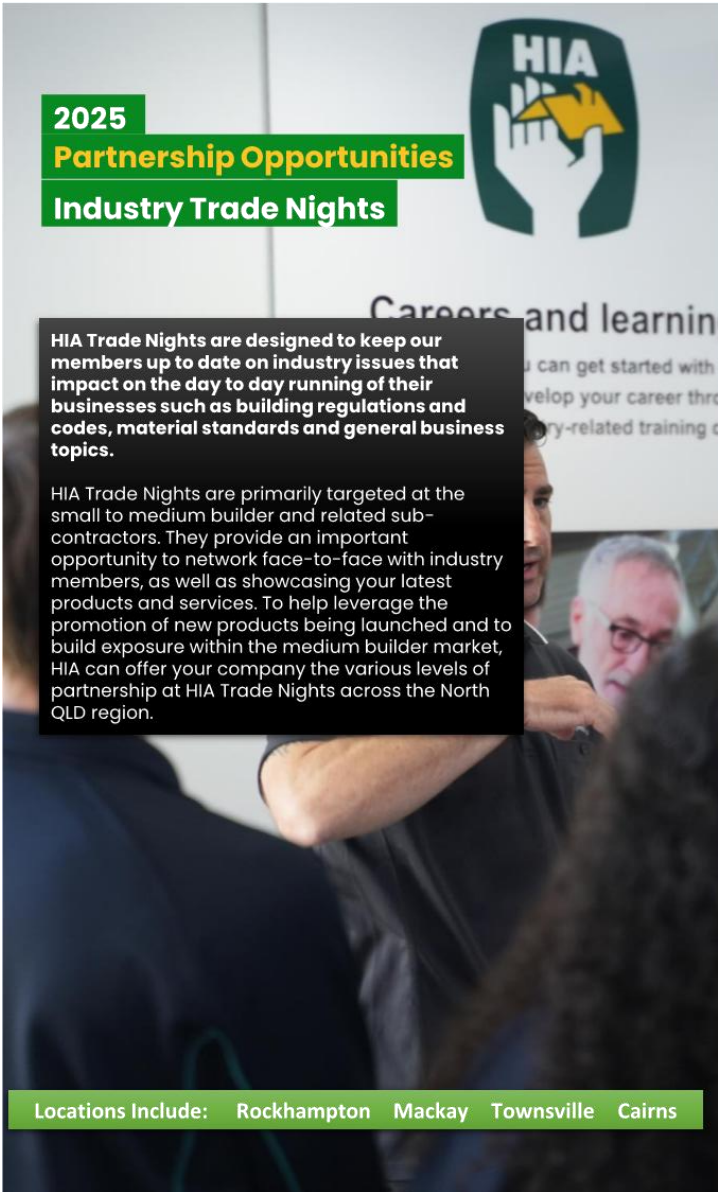
- Branding as a Supporting Partner on all promotional material
- Recognition as Supporting Partner during event
- Static display and opportunity for promotional material and product
- 1 complimentary ticket

*Partnership - \$1,500 (GST Inclusive)*

**Supporting Partner**

- Branding as a Supporting partner on all promotional material
- Acknowledgment as a Supporting Partner during event
- Static display
- 1 complimentary ticket

*Partnership - \$1,100 (GST Inclusive)*



**2025**  
**Partnership Opportunities**  
**Industry Trade Nights**

**HIA Trade Nights are designed to keep our members up to date on industry issues that impact on the day to day running of their businesses such as building regulations and codes, material standards and general business topics.**

HIA Trade Nights are primarily targeted at the small to medium builder and related sub-contractors. They provide an important opportunity to network face-to-face with industry members, as well as showcasing your latest products and services. To help leverage the promotion of new products being launched and to build exposure within the medium builder market, HIA can offer your company the various levels of partnership at HIA Trade Nights across the North QLD region.

**Locations Include: Rockhampton Mackay Townsville Cairns**

### Headline Partner

- Logo recognition on all promotional materials including event invitation
- Acknowledgement as a Major Partner on the evening (includes logo on screen)
- The opportunity to present a 10-minute address to the audience
- The opportunity to provide a lucky door prize
- The opportunity to host a static display table to network face-to-face, display promotional materials and products and a free-standing banner

*Partnership - \$1,100 (GST Inclusive)*

### Supporting Partner


- Logo recognition on all promotional materials including event invitation
- Acknowledgement as a Supporting Partner on the evening (includes logo on screen)
- The opportunity to host a static display table to network face-to-face, display promotional materials and products and a free-standing banner

*Partnership - \$750 (GST Inclusive)*





**2025**  
**NORTH QUEENSLAND**  
**ONLINE INTERVIEWS &**  
**DIGITAL ADVERTISING**



**2025**  
**Partnership Opportunities**  
**HIA Matters**

**HIA Matters will explore current conditions and future trends that are shaping the building and housing industry across North Qld. What matters to our members, what matters to our industry and what matters to our community.**

Join our host Glenn (Minty) Minter who will explore what matters to the building industry. Glenn will talk with experts, industry insiders, change-makers, members, and professionals in exploring the challenges and changes that matter in our residential building industry. Asking the questions that matter most.

The HIA Matters video will be promoted through HIA North Qld social media and will be available for members from HIA North Queensland webpage.

**Locations Include: Rockhampton Mackay Townsville Cairns**

### Headline Partner

- Branding as a Headline Partner on promotional material
- Acknowledgment as Naming Partner during video "this edition bought to you by (your brand)"
- 30 second promo video to be played at start
- Brand logo to be displayed during the video segment
- Acknowledgment as a Naming Partner at end of video
- \* 12-month partnership – Brand promoted as Regional supporting partner at HIA Awards night

*Partnership - \$2,100 (GST Inclusive) Per Edition*

*\$16,500 (GST Inclusive) Per Year – Min 10 Editions*

### Supporting Partner

- Branding as a Supporting Partner on promotional material
- Acknowledgment as a Supporting Partner at end of video
- Static display table to display promotional material and product
- Brand logo to be displayed during the video

*Partnership - \$950 (GST Inclusive) Per Edition*

*\$7,500 (GST Inclusive) Per Year – Min 10 Editions*

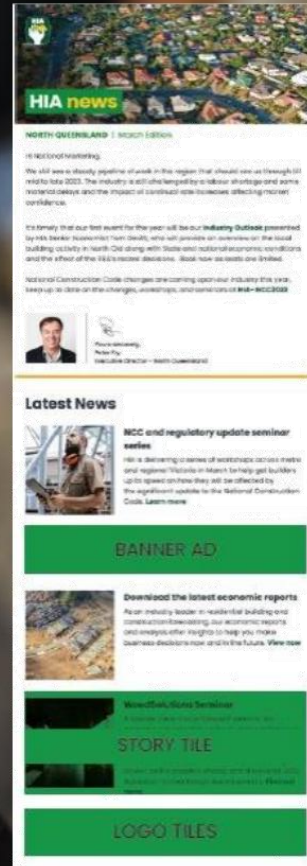


2025  
Partnership Opportunities  
Digital Marketing

In an industry of changes and challenges, HIA provides information, support and advice to our member businesses. We regularly communicate and engage with members across our regions.

Our region currently sends Regional E-News and What's On eDM's.

Please find financials on next page.



**HIA news**  
NORTH QUEENSLAND | MARCH EDITION

**It's National Housing Week**  
We will see a steady upturn in the region that should see an upturn in the end to late 2023. The industry is still challenged by inflation shortages and some financial issues and the impact of continued new business affecting recent workloads.

It's timely that our first event for the year will be our **Industry Outlook** presented by the Senior Executive from HIA, who will provide an overview on the local building activity in North Queensland along with State and national economic conditions and the effect of the HIA's recent decisions. Book now as seats are limited.

National Construction Code changes are coming upon our industry this year. Keep up to date on the changes, workshops, and seminars at **HIA-NCC2024**

**Latest News**  
**NCC and regulatory update seminar series**  
HIA is delivering a series of workshops across metro and regional Victoria in March to help get builders up to speed on how they will be affected by the significant updates to the National Construction Code. Learn more

**BANNER AD**

**Download the latest economic reports**  
As an industry leader in residential building and construction, downloading our economic reports and insights offer insights to help you make business decisions now and in the future. [View now](#)

**Workforce Skills Seminar**  
A seminar series to help members understand the importance of skills and training in the industry.

**STORY TILE**  
HIA's new digital marketing strategy will be a significant step forward in the industry's digital marketing efforts.

**LOGO TILES**



**What's on**  
March

**It's National Housing Week**  
Towards the end of this month our award program gets underway without it is industry history presented across the region's four business hubs. Don't miss out on an overview of local, state, and national issues. If you haven't registered yet, it's your last chance to do so. Contact your local HIA office for more information and to get your ticket.

Don't forget to book the road trip and start your entries into the 2023 awards program now. It's on our list!

What's on for your go-to place for up-to-date information, training and professional development courses along with details of our new and exciting upcoming events will be our continuing learning activities.

**Highlights**  
**Early Bird Award Entries are now open!** (March)  
HIA is proud to be the 2023 HIA Housing & Building Awards. Early Bird entries are now open. So if you would like to get in ahead of the game, book them now. It's your last chance to do so.

**NCC - Volume Two | March 16**  
This course provides an overview of the changes to the National Construction Code (NCC) 2023, including the new building, housing, plumbing and drainage, and electrical rules. [View now](#)

**BANNER AD**

**Workforce Skills Seminar**  
A seminar series to help members understand the importance of skills and training in the industry.

**STORY TILE**  
HIA's new digital marketing strategy will be a significant step forward in the industry's digital marketing efforts.

**LOGO TILES**



2025  
Partnership Opportunities  
Digital Marketing

EDM Banners

- PNG File – 600 x 100px at 72dpi
- Please supply the destination URL
- Supplying a higher resolution file may result in a crisper image, but it will display at 600 x 100px
- Will link to your website

**Investment –**

**\$1,320 (GST Inclusive) High Position Per Edition**

**\$1,200 (GST Inclusive) Lower Position Per Edition**

Story Tiles

- Title: 25 characters, including spaces
- Text: 120–200 characters
- Image: (Story tiles include an image with no text)
- The title and the copy sits to the right of the image (not overlaid)
- PNG File – 1080 x 1080px at 72 dpi
- Supplying a higher resolution file may result in a crisper image, but it will display at 1080 x 1080px
- Please supply the destination URL

**Investment –**

**\$1,700 (GST Inclusive) Per Edition**

Logo Tiles

- PNG File with transparent background
- 200 x 100px at 72dpi

**Investment –**

**\$440 (GST Inclusive) Per Edition**

## 2025 Partnership Package Ruby Partnership

### PARTNER INCLUSIONS:

#### HIA INDUSTRY OUTLOOK (1 x EVENT)

- 2 Event Tickets
- Supporting Partner Inclusions

#### HIA BUILDING WOMENS (1 x EVENT)

- 2 Event Tickets
- Supporting Partner Inclusions

#### HIA REGIONAL AWARDS

- Bronze Partner Award Bundle  
Cairns Awards  
Townsville & Central Queensland Awards
- In person award presentation opportunity
- 30 second corporate video at event
- Appreciation plaque
- Digital branding at event
- 2 Event Tickets (to each awards)

#### HIA BUILDERS LUNCH (1 x EVENT)

- 2 Event Tickets
- Supporting Partner Inclusions



Package value: \$8,700 (GST Inclusive)

**Discounted Value: \$8,350 (GST Inclusive)**





## 2025 Partnership Package Sapphire Partnership

### PARTNER INCLUSIONS:

#### HIA INDUSTRY OUTLOOK (1 x EVENT)

- 2 Event Tickets
- Supporting Partner Inclusions

#### HIA BUILDING WOMENS (1 x EVENT)

- 2 Event Tickets
- Supporting Partner Inclusions

#### HIA CORPORATE GOLF DAY (1 x EVENT)

- 2 Player Places
- Supporting Partner Inclusions

#### HIA REGIONAL AWARDS

- Silver Partner Awards Bundle
  - Cairns Awards
  - Townsville & Central Queensland Awards
  - North Queensland Awards
- In person award presentation opportunity
- 30 second corporate video at event
- Appreciation plaque
- Digital branding at event
- 4 Event Tickets (to each awards)

#### HIA BUILDERS LUNCH (1 x EVENT)

- 2 Event Tickets
- Supporting Partner Inclusions



Package value: \$10,250 (GST Inclusive)

**Discounted Value: \$10,000 (GST Inclusive)**



## 2025 Partnership Package

### Diamond Partnership

#### PARTNER INCLUSIONS:

##### HIA INDUSTRY OUTLOOK (1 x EVENT)

- 4 Event Tickets
- Speaker Partner Inclusions

##### HIA BUILDING WOMENS (1 x EVENT)

- 4 Event Tickets
- Event Drinks Partner Inclusions

##### HIA CORPORATE GOLF DAY (1 x EVENT)

- 2 Player Places
- Breakfast or Lunch Partner Inclusions

##### HIA REGIONAL AWARDS (1 x EVENT)

- Gold Partner Awards Bundle
  - Cairns Awards
  - Townsville & Central Queensland Awards
  - North Queensland Awards
- In person award presentation opportunity
- 30 second corporate video at event
- Appreciation plaque
- Digital branding at event
- 6 Event Tickets (to each awards)

##### HIA BUILDERS LUNCH (1 x EVENT)

- 4 Event Tickets
- Event Drinks Partner Inclusions



Package value: \$14,700 (GST Inclusive)

**Discounted Value: \$14,400 (GST Inclusive)**







## North Queensland Contact Details



Shania Price  
Events & Partnership Coordinator  
07 4755 6608 | 0481 295 404



Peter Fry  
Regional Executive Director  
07 4755 6601 | 0437 966 382

[hia.com.au](http://hia.com.au)



# **HOUSING INDUSTRY ASSOCIATION - INDUSTRY OUTLOOK SPONSORSHIP PROPOSAL**

## **HIA - Event Flyer**

**Meeting Date: 10 June 2025**

**Attachment No: 2**



[hia.com.au/events](https://hia.com.au/events)  
BOOK ONLINE TODAY

# ROCKHAMPTON INDUSTRY OUTLOOK BREAKFAST

Join us at the HIA Rockhampton Industry Outlook Breakfast on Wednesday 9 July at the Regent Hotel Rockhampton.

This important mid-year event will feature HIA's Economist, Maurice Tapang, who will deliver an in-depth economic update tailored to Queensland's residential building sector. Maurice will provide timely analysis and commentary on market performance, forecast trends, and the broader economic influences shaping our industry in 2025.

With insights spanning regional, state, and national levels, this session is designed to keep you informed and prepared for the opportunities and challenges ahead.

Whether you're a builder, supplier, or industry professional, this breakfast is an essential opportunity to connect with peers, gain valuable data, and make informed decisions for the future.



**Wednesday 9 July**



7.30am – 9.30am



Regent Hotel Rockhampton



HIA Member \$55  
Non-Member \$65



RSVP by 2 July



1300 650 620  
[n\\_events@hia.com.au](mailto:n_events@hia.com.au)



Maurice Tapang  
HIA Economist

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**11.2 SPONSORSHIP OF THE ABF FUTURE IMMORTALS RIVER TO REEF FISHING EVENT**

**File No:** 11715  
**Attachments:** Nil  
**Authorising Officer:** Angus Russell - Executive Manager Advance Rockhampton  
**Author:** Angus Russell - Executive Manager Advance Rockhampton

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**SUMMARY**

*The report details a sponsorship opportunity for Rockhampton to host the ABF Future Immortals River to Reef Fishing Event in 2026 and 2027.*

**OFFICER'S RECOMMENDATION**

THAT:

1. Council approve a sponsorship of \$30,000 towards the 2026 and 2027 ABF Future Immortals River to Reef Fishing Event to be held in Rockhampton in April/May 2026 and 2027; and
2. Council authorise the Chief Executive Officer (Executive Manager Advance Rockhampton) to negotiate the full terms and benefits of the sponsorship.

**COMMENTARY**

The Arthur Beetson Foundation (ABF) Future Immortals Tour - River to Reef Fishing Competition is set to make a splash in Rockhampton, marking the inaugural event of its kind. This unique fishing extravaganza will bring high-profile former Rugby League players to the region, offering fishing enthusiasts the opportunity to compete alongside some of the sport's greats. Community members from across Central Queensland and beyond will form teams of 3-4 anglers to test their skills over two days on the iconic Fitzroy River.

- There will be 230 participants of which 184 participants will be from out of region.
- An additional 2,000 accompanying partners will attend with participants, of which, 1,500 will be travelling from outside the region, requiring overnight stays.
- 1,684 total visitors staying on average 3 nights
- This translates to 5,052 bed nights across the event
- Based on Tourism Research Australia's calculation that on average a sports tourist will spend \$412 per person per day (Q2 2024), this will translate into an economic benefit of approximately \$2,081,424 direct spend per annum.

Beyond the competition, the event is designed to create a lasting impact in the community. The former Rugby League stars will participate in a series of engagement activities, promoting healthy lifestyles, pathways to higher education, and employment opportunities, all through the lens of sport. The event will conclude with an awards ceremony recognising the competition's standout anglers, followed by an exhibition Rugby League match featuring the ABF Future Immortals Tour players. More than just a fishing competition, this event will celebrate the power of sport to unite communities and inspire the next generation.

The event offers extensive exposure through multiple promotional channels.

- Digital and Social Media Reach:
- Engaging content across Facebook, Instagram, and YouTube, reaching thousands of fishing enthusiasts.



- Live updates, leaderboards, and highlights generating high online engagement.
- Sponsorship and Brand Activation:
- Premium branding opportunities for sponsors, exhibitors, and local businesses.
- Sponsor-led activities, product demos, and interactive experiences.
- Traditional Media and Broadcast Coverage:
- TV, radio, and print media features highlighting key moments of the event.
- Event coverage through fishing publications, outdoor adventure media, and sports news platforms

Regarding community benefits, this event a community-driven event that brings people together, supports local businesses, and promotes sustainable fishing practices:

1. Boosting Local Businesses and Tourism

- Drives increased spending in local hotels, restaurants, retail stores, and marine-related businesses.
- Attracts interstate and intrastate visitors, enhancing the Central Queensland's reputation as a top fishing destination.

2. Supporting Fishing and Outdoor Lifestyles

- Encourages participation in recreational fishing, fostering a love for the outdoors.
- Provides a platform for juniors and families to get involved in fishing.
- Promotes responsible catch-and-release fishing and conservation practices aligning with our Voluntary Code of Practice.

3. Strengthening Community Engagement

- Offers volunteering opportunities, allowing locals to contribute to a major event.
- Creates a family-friendly atmosphere with activities for all ages.
- Strengthens relationships between local businesses, sponsors, and the fishing community.

4. Charity and Environmental Impact

- Encourages eco-friendly fishing practices and supports sustainability initiatives.
- Raises awareness and funds for local charities and community programs.

In addition to its social and community benefits, the River to Reef Fishing Competition is expected to provide a significant economic boost to Rockhampton and the broader Central Queensland region. With participants and spectators traveling from across the state and beyond, local businesses including accommodation providers, restaurants, tackle shops, and tourism operators who will experience an influx of visitors, generating increased revenue and broader exposure for the region. The event will further showcase Rockhampton as a premier destination for both recreational fishing and sporting events, strengthening our reputation as a must-visit location in Queensland's tourism landscape.

By drawing in passionate anglers, rugby league fans, and community members alike, this event will highlight the natural beauty and rich sporting culture of the region. The long-term benefits extend beyond just a single weekend, as the Arthur Beetson Foundation's involvement will help foster ongoing engagement in sport, education and employment pathways, ensuring a positive and lasting legacy for the local community.

## **BACKGROUND**

This is a new initiative that brings together football greats and fishing enthusiasts together and in the great outdoors. The Future Immortals Tour has been running since 2022.

**PREVIOUS DECISIONS**

Council's previous (and ongoing) sponsorship of similar events like the Barra Bash has proved successful at attracting anglers from around the nation to the Barra Capital of Australia.

**BUDGET IMPLICATIONS**

The 2026 and 2027 event sponsorship costs of \$12,500 excl. GST per year (\$25,000 excl. GST for the sponsorship to ABF Future Immortals River to Reef Fishing and \$5,000 excl. GST as a service fee to Sports Marketing Australia) will be allocated from the Advance Rockhampton, Major Event Attraction Operational Budget.

**LEGISLATIVE CONTEXT**

Not applicable.

**LEGAL IMPLICATIONS**

The standard Advance Rockhampton event sponsorship agreement will be prepared and final terms negotiated for this event prior to final commitment.

**STAFFING IMPLICATIONS**

No additional resources required. Current Advance Rockhampton resources will be used to deliver the tourism and city activation component of the event.

**RISK ASSESSMENT**

This is a third-party event sponsored by Council. The risks associated with this event are reputational, not operational.

**CORPORATE/OPERATIONAL PLAN**

3.3.2.1 Develop a diverse events calendar that supports liveability and visitability within the Region.

**CONCLUSION**

The economic and social benefits of hosting a high-profile fishing event in the region will be significant including but not limited to:

- A significant event to be enjoyed by many local and visiting attendees showcasing our region/city
- Statewide marketing coverage and brand exposure
- Visitor hotel room nights
- Hospitality venues
- Increased general retail and business activity
- Community/City pride

If this sponsorship proposal is approved, Rockhampton Regional Council through the Executive Manager of Advance Rockhampton will proceed to negotiate the full terms and benefits of the sponsorship. The final terms of the event sponsorship agreement would then be approved by the Chief Executive Officer or his delegate.

**11.3 INTERIM MANAGEMENT REPORT FOR ROCKHAMPTON REGIONAL COUNCIL**

**File No:** 8151  
**Attachments:** 1. RRC Management Interim Letter 2024/2025 [↓](#)  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

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**SUMMARY**

*Following the interim audit work performed to 28 April 2025, the Interim Management Letter was received from HLB Mann Judd (as delegate of the Auditor-General of Queensland). As required by the Local Government Regulation 2012, this is now presented to the next ordinary meeting of Council.*

**OFFICER'S RECOMMENDATION**

THAT the Interim Management Letter for the 2024/2025 financial audit for the Rockhampton Regional Council be received.

**COMMENTARY**

Interim Audit works performed to 28 April 2025, where assessment of the design and implementation of Council's internal controls and whether they are operating effectively was undertaken.

To date the Interim Management Letter has not identified any significant deficiencies in Council's internal controls.

It is a requirement under s213 of the *Local Government Regulation 2012* that this report be provided to the next ordinary meeting of Council.

This report was presented to the Audit and Business Improvement Committee in June as part of the quarterly action progress report.

# **INTERIM MANAGEMENT REPORT FOR ROCKHAMPTON REGIONAL COUNCIL**

## **RRC Management Interim Letter 2024/2025**

**Meeting Date: 10 June 2025**

**Attachment No: 1**



2025 INTERIM REPORT

**Rockhampton Regional Council**  
27 May 2025

Cr Tony Williams  
Mayor  
Rockhampton Regional Council

Dear Cr Williams

**2025 Interim report**

We present our interim report for the Rockhampton Regional Council for the financial year ending 30 June 2025. This report details the results of our interim work performed to 28 April 2025. Under section 213 of the Local Government Regulation 2012, you must present a copy of this report at your council's next ordinary meeting.

**Results of our interim audit**

In this phase, we assessed the design and implementation of your internal controls relevant to the financial report, and whether they are operating effectively. We assessed the key controls we intend to rely on in auditing your financial statements. Our audit does not assess all controls that management has implemented across the organisation.

During our interim audit, we have not identified any new deficiencies or financial reporting matters for reporting to management.

**Significant deficiencies:**

- Two unresolved from prior years in relation to the capitalisation of operating expenditure and the timely capitalisation of work in progress. We have had detailed discussions with management in relation to the capitalisation of works in progress for the year ended 30 June 2025. We have not performed any testing to date on this as management are currently completing their procedures over this in line with the agreed financial reporting timeline.

**Deficiencies:**

- Two unresolved from prior years in relation to required improvements to asset capitalisation policies and the identification of assets not previously recognised.

Based on the results of our testing completed to date and the resolution of certain prior year issues, we have determined your internal control environment does support an audit strategy where we can rely upon your entity's controls for selected financial statement line items tested.

Refer to *section 1* for further details.

I'd like to thank your team for the positive engagement over our interim testing. If you have any questions or would like to discuss the audit report, please contact me on 1300 000 452.

Yours sincerely



Richard Watkinson  
Partner

Enc.  
cc.

Mr Evan Pardon, Chief Executive Officer  
Mr Graham Mathews, Chair of the Audit and Business Improvement Committee

## OFFICIAL

2025 Interim report

## 1. Status of issues

### Internal control issues

The following table identifies the number of deficiencies in internal controls and other matters we have identified. We have not identified any new deficiencies during our interim audit. Refer to section 2 *Matters previously reported* for the status of previously raised issues.

Year and status	Significant deficiencies	Deficiencies	Other matters*
Current year issues	0	0	0
Prior year issues – unresolved	2	2	0
<b>Total issues</b>	<b>2</b>	<b>2</b>	<b>0</b>

Note: \*Queensland Audit Office only tracks resolution of other matters where management has committed to implementing action.

Our ratings are as follows. For more information and detail on our rating definitions, please see the webpage here: [www.qao.qld.gov.au/information-internal-controls](http://www.qao.qld.gov.au/information-internal-controls) or scan the QR code.



## 2. Matters previously reported

The following table summarises the status of significant deficiencies and deficiencies previously reported to you.

Ref.	Rating	Issue	Status
24CR-1	<b>S</b>	<p><b>Operating expenses capitalised to work in progress</b></p> <p>In the 2023-24 financial year management identified approximately \$3.1 million of expenditure which had been capitalised to work in progress in a prior financial year which should have been expensed as the nature of the expenditure was operating rather than capital. This largely related to costs which did not meet Council's capitalisation thresholds and/or recognition criteria and has resulted in a prior period restatement being reported in the financial statements for the year ended 30 June 2024.</p> <p>This was also identified in the audit of the financial statements for the financial year ended 30 June 2023 where approximately \$7.6 million of expenditure capitalised to work in progress was considered to be operating in nature and should have been expensed in earlier financial years.</p>	<p><b>Work in progress</b></p> <p>A standard approach to the review of all capital projects for potential operational expenditure has been established. Resourcing of this task is a priority, with reviews currently in progress. We have allocated additional resourcing from other accounting teams to ensure work in progress does not include any operational expenditure.</p> <p>Responsible officer: Coordinator Accounting Services</p> <p>Original Action date: 31 December 2025</p>

## OFFICIAL


2025 Interim report

Ref.	Rating	Issue	Status
20CR-1	<b>S</b>	<b>Capitalisation of capital works in progress</b> <p>There have been significant balances of completed projects in work-in-progress (WIP) identified during the 30 June 2021 and 30 June 2022 financial reporting periods not transferred to Infrastructure, Property, Plant and Equipment asset classes. Manual adjustments were processed at each reporting date so that the financial statements were not materially misstated.</p>	<b>Work in progress</b> <p>At 30 June 2024 the balance of work in progress eligible for capitalisation had been reduced to \$3.8M. The amount of work in progress eligible for capitalisation has since increased due to ongoing resourcing issues.</p> <p>The work in progress is being monitored and eligible projects capitalised, however estimates of capitalisations and related depreciation impacts at end of year will be considered, if required.</p> <p>In conjunction with matter 24CR-1, works are being undertaken to ensure that there are no operating expenses remaining within work in progress for the year ended 30 June 2025.</p> <p>Responsible officer: Coordinator Accounting Services</p> <p>Original action date: 30 June 2021 Revised action date: 30 June 2025</p>
24CR-2	<b>D</b>	<b>Asset Capitalisation Policies could be improved</b> <p>During our final audit, we noted that the content of the following key policies had not been updated for a number of years:</p> <ul style="list-style-type: none"> <li>Asset capitalisation policy - last updated in 2018</li> <li>Asset disposal policy - last updated in 2019</li> </ul> <p>Council has experienced issues in recent years relating to the timeliness of capitalisations on project completion as well as capitalising operating expenditure that has resulted in material errors and prior period restatements reported in the financial statements.</p>	<b>Work in progress</b> <p>Updated asset capitalisation and disposal policies have been drafted and are currently under consideration. This is expected to be completed within the agreed deadline.</p> <p>Responsible officer: Chief Financial Officer</p> <p>Original Action date: 30 June 2025</p>
23CR-1	<b>D</b>	<b>Assets not previously recognised</b> <p>As part of Council's processes for continual improvement of data integrity and completeness relating to asset information, \$1.2 million in errors were identified in opening asset balances as at 1 July 2022. These related to assets not previously recognised, and other adjustments arising from data cleansing activities and matching of asset data to other available asset information.</p> <p>We note that there were approximately \$1.5 million in assets not previously recognised identified in the year ended 30 June 2024.</p> <p>Management should investigate the processes in place to capture accurate asset information and seek any improvements that can provide information in a more timely manner to enable asset transactions to occur in the appropriate financial year.</p>	<b>Work in progress</b> <p>Council will continue to utilise geospatial systems and other sources of information to undertake an orderly data cleansing process.</p> <p>Ongoing data improvement and process reviews are being undertaken with the view of the timely capture of assets, within the appropriate financial year where sufficient information and agreement is available.</p> <p>Responsible officer: Coordinator Accounting Services</p> <p>Original Action date: 30 June 2025</p>



## OFFICIAL

2025 Interim report

Ref.	Rating	Issue	Status
23CR-3		<b>Domain Admin Access</b> Council has a high number of service accounts at the domain administrator level within Council's network. Management should review the service accounts at the domain administrator level to ensure access is kept to minimum levels required for operational tasks. In addition to this, management should periodically review activity logs for all domain administrator accounts to assess whether activities are within expectations.	<b>Resolved</b> Domain Administrator level access for service accounts has been reviewed and limited as much as reasonably practical. Some further service accounts will be removed at the completion of some current projects. Domain Administrator activity logs are being reviewed monthly via a maintenance task in Service Desk Plus.

## OFFICIAL

2025 Interim report

## Appendix 1 Climate-related financial disclosures

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The following developments have occurred since our update in the external audit plan.

- The Australian Auditing and Assurance Standards Board (AUASB) has published a timetable that outlines when entities reporting under the *Corporations Act 2001* need to obtain assurance over their climate-related disclosures. The timetable is in ASSA 5010 *Timeline for Audits and Reviews of Information in Sustainability*. It's available on the AUASB website in summary form [here](#).

As a non-mandatory reporting entity, your entity does not need to prepare climate-related financial disclosures in compliance with AASB S2 *Climate-related Disclosures* and have this audited under the ASSA 5010 timetable noted above. Your entity may choose to voluntarily report against AASB S2. We strongly encourage you to engage with us prior to making this decision. Planning to develop a valuable report is a significant commitment.

It is also an important decision to determine the level of assurance you will seek to support your climate-related financial disclosures. ASSA 5010 may provide you with a guide on current industry practice. It reflects a mix of limited and reasonable assurance over time. Because the level of assurance obtained in a limited assurance engagement is substantially lower than in a reasonable assurance engagement, the procedures we will perform in a limited assurance engagement will vary in nature and timing from, and are less in extent than for, a reasonable assurance engagement. Our assurance engagement plan for the following year will provide more details on our approach should you voluntarily report against AASB S2.

- The AUASB has issued the assurance standard ASSA 5000 *General Requirements for Sustainability Assurance Engagements*. We will undertake our assurance engagements under this standard. It is based on the international standard ISSA 5000 *General Requirements for Sustainability Assurance Engagements*.

We have developed a methodology to ensure our audits are compliant with ASSA 5000. This includes developing a framework to determine if, or when, we need to engage subject matter experts; and how to assess the in-house or out-sourced subject matter experts you have engaged.

- At the Queensland Treasury and QAO technical audit update in February 2025, Queensland Treasury shared its update. While its proposed framework does not apply to your organisation, it may help inform your future decisions on whether, and when, you may wish to prepare climate-related financial disclosures.

The slide pack is available on our website here: [www.qao.qld.gov.au/reports-resources/events](http://www.qao.qld.gov.au/reports-resources/events)

We will share thematic findings from our readiness assessment for all public sector entities who meet the Group 1 requirements under the *Corporations Act 2001* in our reports to parliament on the results of financial audits for 2025.



[qao.qld.gov.au/reports-resources/reports-parliament](https://qao.qld.gov.au/reports-resources/reports-parliament)



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PO Box 15396, City East Qld 4002



**11.4 CENTRAL QUEENSLAND HEALTH EXPO SPONSORSHIP PROPOSAL**

**File No:** 11715  
**Attachments:** Nil  
**Authorising Officer:** Wade Clark - Economic Development Manager  
Angus Russell - Executive Manager Advance  
Rockhampton  
**Author:** Jackson Powell - Senior Advisor Industry Engagement

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**SUMMARY**

*The CQ Health Expo has been developed by the Regional Medical Pathway partners (CQUniversity, University of Queensland, Central Queensland Hospital and Health Service, and Wide Bay Hospital and Health Service) to focus industry conversation on an engagement program delivered over a two-day period.*

**OFFICER'S RECOMMENDATION**

THAT Council sponsors the CQ Health Expo to be held on 20-21 June 2025 for \$5,000 excluding GST.

**COMMENTARY**

The inaugural CQ Health Expo is a two-day event designed to strengthen the regional health workforce pipeline, enhance engagement with the broader healthcare industry, and advocate for the continued development of the Regional Medical Pathway (RMP). The event has been conceptualised and endorsed by the RMP partners: CQUniversity, The University of Queensland, Central Queensland Hospital and Health Service, and Wide Bay Hospital and Health Service.

In 2023–2024, the Health Care and Social Assistance sector was the largest employer in Rockhampton, accounting for 9,569 jobs, representing 21.1% of the local workforce. According to Jobs Queensland modelling, this sector is projected to grow by an additional 2,250 jobs in Central Queensland by 2027–2028.

The CQ Health Expo complements existing initiatives such as the Capricorn Mega Careers Expo by offering a more targeted focus on healthcare careers. As the region's labour market expands in line with projected population growth, it is essential to continue building a robust recruitment pipeline into the region's largest employing industry.

The event program includes a School Leaders' Breakfast, which will bring together principals, guidance officers, industry liaison officers, and other school leadership representatives. This session will outline the educational and career pathways available through the Regional Medical Pathway, equipping schools with the knowledge to guide students, starting as early as Year 9, toward a future in medicine.

The Student Expo will feature up to 25 exhibitor stalls representing both public and private healthcare providers. The space will be organised by health profession, allowing students to explore a wide range of career options, including dentistry, occupational therapy, medical imaging, social work, speech pathology, and more. Schools from across the Rockhampton LGA, as well as Banana Shire, Central Highlands, Gladstone, Woorabinda, and Theodore, are being invited to attend, with anticipated attendance exceeding 750 students.

The State of the Region Advocacy Dinner will highlight the achievements of the Regional Medical Pathway, advocate for expanded specialist training opportunities for junior doctors, and foster collaboration with regional industry stakeholders.

The final component of the Expo is the Community Day, which will open the event to the broader public.

Community members and young people will have the opportunity to explore healthcare careers through interactive exhibits, including Destination Doctor rotations, healthcare seminars, Q&A sessions with students and professionals, and hands-on activities designed to inspire interest in the sector.

Council's sponsorship of the CQ Health Expo aligns with the Rockhampton Region Economic Action Plan, specifically under the *Talent Retention & Attraction* pillar: "*Work with industry and stakeholders to implement actions to improve the Region's workforce capability.*" It also supports State and Federal Government initiatives such as the Rockhampton Health Sciences Academy, reinforcing Council's commitment to strengthening the regional health workforce.

In addition to financial support for AV equipment, bus hire, and signage, Advance Rockhampton is contributing in-kind support through industry engagement, brand development, event promotion, and participation. Advance Rockhampton will also host a stall at the event aimed at attraction and retention of skills health care professionals to the Rockhampton Region.

This event not only supports local career development but also enhances Council's brand visibility and industry engagement, further positioning Rockhampton as a hub for regional health education and workforce development.

### **BACKGROUND**

The CQ Health Expo is an initiative developed under the Regional Medical Pathway (RMP), a pioneering partnership between CQUniversity, the University of Queensland (UQ), Central Queensland Hospital and Health Service, and Wide Bay Hospital and Health Service. Launched in 2021, the RMP was established to address critical health workforce shortages in regional, rural, and remote Queensland by creating a fully integrated, end-to-end medical education and training pathway.

The RMP enables students to complete their entire medical education, from undergraduate studies through to postgraduate training, within the Central Queensland and Wide Bay regions. Students begin with a three-year Bachelor of Medical Science (Pathway to Medicine) at CQUniversity in Rockhampton or Bundaberg, followed by a four-year Doctor of Medicine (MD) program delivered by UQ, also based in the regions.

This locally delivered pathway not only reduces the need for aspiring doctors to relocate to metropolitan centres but also increases the likelihood that graduates will remain and practice in regional communities. The program is already showing strong results, with nearly 50% of students in recent intakes coming from local areas.

### **BUDGET IMPLICATIONS**

The CQ Health Expo will cost Council \$5,000 (excluding GST), noting that Advance Rockhampton's Economic Development team has allocated budget for this expense.

### **STAFFING IMPLICATIONS**

A representative from the Economic Development team will participate in monthly meetings, assist to engage local industry for the event, and assist in the delivery of the event.

### **CORPORATE/OPERATIONAL PLAN**

Corporate Plan

Goal 3.2: Our work attracts business and industry to our region.

Effort: We work collaboratively with business and industry partners and stakeholders.

Rockhampton Region Economic Action Plan

Pillar: Talent Retention & Attraction

Outcome: Work with industry and stakeholders to implement actions to improve the Region's workforce capability.



**CONCLUSION**

With the Healthcare and Social Assistance industry growing rapidly, the CQ Health Expo will provide our future workforce with an opportunity to engage with industry, begin their educational pathway, and strengthen our talent pool for years to come.

**11.5 PROJECT REFERENCE GROUP 3 JUNE 2025****File No:** 11979**Attachments:**

1. Progress Reference Group - Minutes 3 June 2025 [↓](#)
2. Progress Reference Group - Agenda 3 June 2025 [↓](#)

**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Evan Pardon - Chief Executive Officer

---

**SUMMARY**

*The Agenda and Minutes of the Project Reference Group meeting held on 3 June 2025 are provided in accordance with the adopted Terms of Reference.*

**OFFICER'S RECOMMENDATION**

THAT the Agenda and Minutes (as shown in Attachment 1 and 2) of the Project Reference Group meeting held on 3 June 2025 be received.

**COMMENTARY**

Following feedback from Council and the adoption of the 2025 Meeting Schedule, the Infrastructure and Communities Project Reference Groups will now combine into a single Project Reference Group.

The amended Capital Project Framework Policy (including Terms of Reference) was adopted at Council meeting on 26 November 2024.

As stated in the Terms of Reference, the purpose of the Infrastructure Project Reference Group is to endorse Project Management Plans, provide guidance and feedback, as well as receiving updates on major and significant projects. It also forms an important part of the change control process by considering variations above officer threshold for recommendation to Council or Committee.

**BACKGROUND**

As stated in previous report to Council, the Capital Project Framework Policy will provide better oversight and also provides a more robust governance structure around Council's capital works program and its delivery.

Meetings of the Project Reference Group are held on the first Tuesday of each month.

Section 5.2.1 of the Capital Project Framework Policy adopted on 26 November 2024 states "Council receives the agendas and minutes of the PRG at an Ordinary Council meeting to provide transparency for the community."

**PREVIOUS DECISIONS**

Council meeting 26 November 2024:

*THAT Council adopt the Capital Project Framework Policy as presented.*

*THAT Council approve the Project Reference Group Terms of Reference as presented.*

**BUDGET IMPLICATIONS**

Nil

**LEGISLATIVE CONTEXT**

This process meets legislative requirements.

---

**LEGAL IMPLICATIONS**

Nil.

**STAFFING IMPLICATIONS**

Some additional use of existing resources with the additional reporting has been required.

**RISK ASSESSMENT**

Provides for better governance of Council's Capital Program.

**CORPORATE/OPERATIONAL PLAN**

Corporate Plan Goal 1.1 – We are fiscally responsible.

**CONCLUSION**

It is recommended that the Agenda and Minutes of the Project Reference Group meeting be received and endorsed.

# **PROJECT REFERENCE GROUP 3 JUNE 2025**

## **Progress Reference Group - Minutes 3 June 2025**

**Meeting Date: 10 June 2025**

**Attachment No: 1**





# **PROJECT REFERENCE GROUP MEETING**

## **MINUTES**

**3 JUNE 2025**

PROJECT REFERENCE GROUP (PRG) MINUTES

3 JUNE 2025

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## PROJECT REFERENCE GROUP (PRG) MINUTES

3 JUNE 2025

**REPORT OF THE PROJECT REFERENCE GROUP (PRG) MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY, 3 JUNE 2025 COMMENCING AT 9:00 AM**

Deputy Mayor, Councillor Wickerson assumed the Chair.

**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 G D Mathers  
Councillor C R Rutherford (Teams)  
Councillor M A Taylor  
Councillor E B Hilse

In Attendance:

Mr E Pardon – Chief Executive Officer  
Mr P Kofod – General Manager Regional Services  
Ms M Taylor – Chief Financial Officer  
Mr D Morrison – Manager Workforce and Governance (Teams)  
Mr A Collins – Manager Project Delivery  
Mr D Scott – Acting Manager Parks  
Mr D Toon – Manager Water and Wastewater  
Ms E Dwyer – Manager Community Assets and Facilities  
Mr B Gwydir – Manager Civil Operations  
Mr J Bulwinkel – Sports and Active Communities Coordinator  
Mr Z Tomkins – Coordinator Community Assets and Technical  
Mr D Richardson – Coordinator Community Facilities  
Mr C Wyatt – Coordinator Strategic Planning (Teams)  
Ms L Stafford – Coordinator Communications and Engagement (Teams)  
Ms L Gill – Community Project Officer  
Ms C Steinberger – Senior Communications Officer (Teams)  
Ms R Yelland – Senior Media and Communications Officer (Teams)  
Ms K Walsh – Governance Support Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

Nil

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

Nil

PROJECT REFERENCE GROUP (PRG) MINUTES

3 JUNE 2025

---

**5 OFFICERS' REPORTS****5.1 PROJECT DELIVERY CAPITAL REPORT - INFRASTRUCTURE - APRIL 2025****File No:** 16255**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*Monthly Status Report on Infrastructure Capital projects currently managed by the Project Delivery Unit.*

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Capital Report – Infrastructure – April 2025 be received.



## PROJECT REFERENCE GROUP (PRG) MINUTES

3 JUNE 2025

---

**5.2 PROJECT DELIVERY CAPITAL REPORT - COMMUNITIES - APRIL 2025****File No:** 16255**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY***Monthly Status Report on Communities Capital projects currently managed by the Project Delivery Unit.*

9:18AM Councillor Oram left the meeting room.

**COMMITTEE RECOMMENDATION**

THAT the Project Delivery Capital Report – Communities – April 2025 be received.

## PROJECT REFERENCE GROUP (PRG) MINUTES

3 JUNE 2025

---

**5.3 CIVIL OPERATIONS SIGNIFICANT PROJECTS STATUS REPORT****File No:** 7028**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** John Gwydir - Manager Civil Operations

---

**SUMMARY***This report provides status updates on significant projects delivered by Civil Operations.***COMMITTEE RECOMMENDATION**

THAT the Civil Operations Significant Projects monthly status report be received, and any feedback be noted for consideration.

## PROJECT REFERENCE GROUP (PRG) MINUTES

3 JUNE 2025

---

**5.4 FITZROY RIVER WATER SIGNIFICANT PROJECTS STATUS REPORT****File No:** 7028**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Dan Toon - Manager Water and Wastewater

---

**SUMMARY**

*This report provides the status for the Fitzroy River Water significant projects endorsed for the current financial year determined at the 17 July 2024 except for the Bulk Water Meter Replacement Project which has been abandoned.*

9:29AM Councillor Oram returned to the meeting room.

**COMMITTEE RECOMMENDATION**

THAT the Fitzroy River Water Significant Projects monthly status reports to the end of April 2025 be received and any feedback be noted for consideration.

## PROJECT REFERENCE GROUP (PRG) MINUTES

3 JUNE 2025

---

**5.5 PARKS SIGNIFICANT PROJECTS STATUS REPORT****File No:** 15225**Authorising Officer:** Alicia Cutler - General Manager Community Services**Author:** Justin Bulwinkel - Sports and Active Communities Coordinator

---

**SUMMARY**

*This report provides the May 2025 status update on significant Parks capital projects for the 2024/25 financial year.*

9:41AM Councillor Latcham attended the meeting.

9:43AM Mayor, Councillor Williams attended the meeting.

**COMMITTEE RECOMMENDATION**

THAT Parks May 2025 significant project status report be received.



## PROJECT REFERENCE GROUP (PRG) MINUTES

3 JUNE 2025

---

**5.6 COMMUNITY ASSETS AND FACILITIES SIGNIFICANT PROJECT UPDATE**

**File No:** 1464  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities

---

**SUMMARY**

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

**COMMITTEE RECOMMENDATION**

THAT the monthly status reports be presented to the Communities Committee.

**6 CLOSURE OF MEETING**

There being no further business the meeting closed at 9:48am.

# **PROJECT REFERENCE GROUP 3 JUNE 2025**

## **Progress Reference Group - Agenda 3 June 2025**

**Meeting Date: 10 June 2025**

**Attachment No: 2**



## **PROJECT REFERENCE GROUP MEETING**

### **AGENDA**

**3 JUNE 2025**

*Your attendance is required at a meeting of the Project Reference Group (PRG) to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 3 June 2025 commencing at 9:00 AM 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**  
28 May 2025

Next Meeting Date: 01.07.25



**Please note:**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

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PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

---

**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 G D Mathers  
Councillor C R Rutherford  
Councillor M A Taylor  
Councillor E B Hilse

In Attendance:

Mr E Pardon – Chief Executive Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

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

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

---

**5 OFFICERS' REPORTS****5.1 PROJECT DELIVERY CAPITAL REPORT - INFRASTRUCTURE - APRIL 2025**

**File No:** 16255  
**Attachments:** 1. Infrastructure Status Reports - April 2025 [🔗](#)  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*Monthly Status Report on Infrastructure Capital projects currently managed by the Project Delivery Unit.*

**OFFICER'S RECOMMENDATION**

THAT the Project Delivery Capital Report – Infrastructure – April 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 Regional Services Department.

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

Project
Mount Morgan Water Pipeline Project
NRSTP Upgrade
GWTP Solar Farm
GWTP Roof Replacement
Airport Solar

**PROJECT DELIVERY  
CAPITAL REPORT - INFRASTRUCTURE  
APRIL 2025**

**Infrastructure Status Reports –  
April 2025**

**Meeting Date: 3 June 2025**

**Attachment No: 1**



## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

PD-PRO-2021-008 Mount Morgan Water Pipeline Project								
Monthly Status Report				Apr-2025				
Project Management								
Council Custodian:		Fitzroy River Water	Project Manager:		Edward Brooks	Project Phase:	Design & Construction	
Project Scope								
Activity	Scope				Traffic Light	Scope Change		
Design & Construction	The main scope of works for the project includes the construction of a potable water pipeline from Gracemere to Mt Morgan (about 28 km). The project also includes the construction of two reservoirs and pump station at Lucas Street Gracemere, Pump station at Old Cap Hwy and New pump station and reservoir at Moonmera and re-dosing equipment at termination.				G	No scope change		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			19/05/2025		Traffic Light	Monthly Update
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$17,802,601	\$60,085,341	\$22,284,973	\$0	\$5,782,287		G	No financial change
State Govt Funding:	\$40,350,000							
Federal Govt Funding:	\$30,000,000							
Total Project Budget:	\$88,152,601	*\$454,967 for the Mount Morgan Water Treatment Plant project has been included in the total Project Life Budget.						
		2024/25FY				Traffic Light	Monthly Update	
	Budget	Actuals	Committals	Forecast	Remaining Budget			
	\$30,000,000	\$28,437,351	\$25,274,139	\$0	-\$23,711,490		G	No financial change
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Mt Morgan Water Security	25-Oct-21	19-Dec-25	25-Oct-21	19-Dec-25	73%	82%	G	No schedule change
Construction	01-Oct-23	19-Dec-25	01-Oct-23	19-Dec-25	71%	81%	G	No schedule change
Project Milestones								Date
Commencement of Work on Site								12-Dec-23
Construction completion								19-Dec-25
Commentary								
The laying of pipe is now complete. Only final connections to be installed once the last two hydrostatic pressure tests have been completed. Pipeline cleaning and disinfection will be the next stages to be completed prior to commissioning.								
Lucas St Reservoir 2 roof sheeting is now complete. Reservoir 3 structural roof framing is completed and roof sheeting will be completed this week. Underground pipework installation is progressing well and should near completion by end of the month. Above ground pipework will continue after. Pump station building blockwork complete and structural steel framework nearing completion. Gantry crane has been installed.								
Moonmera Pump Station gantry crane has been installed and underground pipework is progressing.								
Old Cap Highway Pump Station underground pipework will be completed this week, final tie in with FRW network now complete. Switchboard has been placed, awaiting connection and gantry crane has been installed.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Procurement	Delivery timeframes on Gantry cranes and Surge vessels.				Contractor is in regular contact with supplier looking for option for expediting delivery			
Procurement	Mt Morgan South Reservoir bypass proposal works.				Finalising plan for South Reservoir bypass using standard off the shelf materials.			
Key Tasks & Deliverables This Month								
Final hydrostatic testing of last two sections of pipeline and road and vegetation restoration works being finalised this month. Lucas Street Pump Station building roof sheeting will be installed, reservoir 3 roof sheeting will be completed and access platforms would be started. Moonmera Pump Station underground pipework should be complete and access road work will progress. Old Cap Pump Station above ground pipework will start being installed and electrical cabling will continue.								
Three Month Horizon								
May-2025			Jun-2025			Jul-2025		
Pipe laying and hydrostatic testing and cleaning pipeline. Lucas Street reservoir access platforms started and Pump Station roof sheeting. Moonmera structural steel installed. Old Cap cabling and above ground pipework installation.			Pipeline disinfection, commissioning to follow. Lucas Street Reservoir above ground pipework and building connections continue. Moonmera pump station above ground pipework. Old Cap Pump Station electrical and above ground pipework continues.			Lucas Street Pump Station electrical and mechanical connections continue. Moonmera Pump Station works continue. Old Cap Pump Station site works preparing for commissioning.		

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

PD-PRO-2020-009 North Rockhampton Sewage Treatment Plant Upgrade								
Monthly Status Report					Apr-2025			
Project Management								
Council Custodian:		Fitzroy River Water	Project Manager:		Andrew Collins	Project Phase: Construction		
Project Scope								
Activity	Scope				Traffic Light	Scope Change		
Construction	The scope of works includes a range of electrical, mechanical, civil, building, and structural works to upgrade and augment the North Rockhampton Sewage Treatment Plant to support a 75,000 Equivalent Persons (EP) capacity. This project basically creates a new process train (Part 2A) and upgrades the two existing process trains on site (Part 2B).				G	No scope change		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			19/05/2025	Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$76,540,000	\$57,263,944	\$11,104,955	\$0	\$16,631,101	G	No financial change	
State Govt Funding (W4Q/BOR):	\$8,460,000							
Total Project Budget:	\$85,000,000							
		2024/25FY				Traffic Light	Monthly Update	
	Budget	Actuals	Committals	Forecast	Remaining Budget			
	\$13,000,000	\$12,490,848	\$11,104,955	\$0	-\$10,595,803	G	No financial change	
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Part A&B - Construction of New Process & Upgrade of 2 Existing Process	11-Mar-22	19-Dec-25	11-Mar-22	19-Dec-25	83%	83%	G	No schedule change
Part C- Future Proofing Element Design, Documentation & Procurement	01-Jul-24	30-Jun-25	01-Jul-24	30-Jun-25	83%	95%	G	No schedule change
Project Milestones							Date	
Completion of all Works Associated with the NRSTP Upgrade Part A							01-Jun-24	
Completion of Process Proving New Plant							18-Oct-24	
Commence Work Part B (Existing Plant)							02-Jun-24	
Completion of Upgrade Ditch No. 2 (Existing Plant)							01-Sep-25	
Completion of Upgrade Ditch No. 1 (Existing Plant)							19-Dec-25	
Commentary								
The new process train at NRSTP has been put into full operations and is performing well. We have had a failure in one of the band screens. This is now under repair.								
Stage 2B works are currently underway, focusing on several key areas. In Ditch 2, the centre masonry wall has been sealed with epoxy, ensuring it is sealed for durability. Similarly, the junction between the perimeter wall and the floor has been sealed with epoxy. Work has also commenced on caulking the expansion joints, which involves applying a flexible material to the joints to allow for movement and prevent water ingress. Electrical installations are progressing in the centrifuge building, where the necessary electrical systems are being set up to power the centrifuge equipment. Additionally, electrical work is being carried out on the blower infrastructure, which is essential for the operation of Ditch 1 & 2 new aeration systems. Finally, the chemical dosing pipe reticulation is nearing completion.								
Preliminary Detailed Drawings for Part C - UV Treatment have now been received. Drawings for the adjusted boundary and surface drainage underway.								
Risk Categories								
Risk Categories		Risks (Cause, Risk, Impact)			Risk Responses			
Technical	Due to Condition Assessment Report (PS) Ditch No.2 and unknown condition, it may affect time and cost.			Consider contingency of time and cost for project completion. The completed condition assessment has not indicated any major concerns.				
Key Tasks & Deliverables This Month								
Work to continue to advance on Stage 2B.								
		Three Month Horizon						
May-2025		Jun-2025			Jul-2025			
Part B works underway.		Part B works underway.			Part B works underway.			

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

PD-PRO-2021-009 GWTP Solar Farm											
Monthly Status Report						Apr-2025					
Project Management											
Council Custodian:		Fitzroy River Water		Project Manager:		Nathan Everton		Project Phase:		Construction	
Project Scope											
Activity		Scope					Traffic Light	Scope Change			
The project has been split into a Civil Works Package to prepare the site and the solar installation scope.											
Design & Construction		Finalise the Design and construct a small-scale solar power generation facility (solar facilities) at the Glenmore Water Treatment Plant.					G	No scope change			
Project Funding and Finance											
Funding Source		Funding Amount		Project Life as at			19/05/2025	Traffic Light	Monthly Update		
				Actuals	Committals	Forecast	Remaining Budget				
Council Allocation:		\$6,313,458		\$5,690,871	\$388,234	\$0	\$234,353	A	Minor financial change		
External Funding:		\$0									
Total Project Budget:		\$6,313,458									
		2024/25FY						Traffic Light	Monthly Update		
		Budget	Actuals	Committals	Forecast	Remaining Budget					
		\$767,647	\$145,060	\$388,234		\$234,353	A	Minor financial change			
Project Schedule											
Scope		Baseline		Forecast/Actuals			Traffic Light	Schedule Update			
		Start	Finish	Start	Finish	Plan%				% Complete	
Finalize design and construction of Solar generation Plant		01-Sep-22	01-Dec-23	01-Sep-22	20-Jun-25	95%	95%	R	Major schedule change		
Project Milestones								Date			
Onsite works has commenced.								01-Apr-23			
Project Completion.								21-Jul-25			
Commentary											
Variation awarded to the Contractor to supply and install the automatic interlock system required by Ergon.											
Review of the documentation submitted by the contractor identified significant errors in the design of the interlock system. These errors have led to delays as the contractor works to redesign the system to meet the necessary specifications.											
Risk	Risks (Cause, Risk, Impact)					Risk Responses					
Technical	Because of Technical HV interlocking requirements, commissioning may be delayed.					Discussion for FRW to complete Mechanical interlocking. FRW Chasing up With NHP separate to this project.					
Planning	Due to Ergon acceptance of solution to the metering technical requirements, may result in delay of completing the project.					Have been in contact with NHP for alternate Solution.					
Key Tasks & Deliverables This Month											
Design and Construction of Safety Interlock Controls.											
Three Month Horizon											
May-2025				Jun-2025			Jul-2025				
Redesign of interlock				Submission of revised design Delivery of interlock module.			Installation of interlock module.				

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

PD-PRO-2023-007 GWTP Roof replacement								
Monthly Status Report						Apr-2025		
Project Management								
Council Custodian:	Fitzroy River Water		Project Manager:	Darren Toohey		Project Phase:	Design & Construction	
Project Scope								
Activity	Scope					Traffic Light	Scope Change	
Construction	Stage 2: Filter Gallery Roof replacement					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			19/05/2025	Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$2,000,000	\$256,077	\$621,497	\$0	\$1,122,426	G	No financial change	
External Funding:	\$0							
Total Project Budget:	\$2,000,000							
		2024/25FY				Traffic Light	Monthly Update	
	Budget	Actuals	Committals	Forecast	Remaining Budget			
	\$1,058,070	\$14,146	\$621,497	\$0	\$422,427	G	No financial change	
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
GWTP Roof replacement	17-Feb-25	30-Sep-25	17-Feb-25	30-Sep-25	0.2%	0.2%	G	No schedule change
Procurement of Filter Gallery Roof Contractor	17-Feb-25	30-Apr-25	17-Feb-25	30-Apr-25	100%	100%	G	No schedule change
Construction of Filter Gallery Roof	14-May-25	29-Aug-25	14-Jun-25	29-Aug-25	0%	0%	G	No schedule change
Procurement of Pump High lift Contractor	14-Apr-25	30-May-25	10-Jul-25	14-Aug-25	0%	0%	G	No schedule change
Construction of Pump High Lift Roof	30-Jul-25	30-Sep-25	28-Aug-25	30-Sep-25	0%	0%	G	No schedule change
Project Milestones								
							Date	
Completion of Filter Gallery Roof contractor procurement							24-Apr-25	
Filter Gallery Roof Construction completion							30-Aug-25	
Completion of Pump High lift roof contractor procurement							14-Aug-25	
Pump High lift roof Construction completion							30-Sep-25	
Commentary								
Contract awarded for Filter Gallery Roof. Ordering of materials commenced and works scheduled to be completed 30 August 2025. Measures are being implemented to safeguard this critical infrastructure to prevent any water contamination and to ensure that the Filter Gallery remains fully operational and unaffected by the ongoing construction activities.								
High Lift roof currently being inspected by structural engineers for re-engineering of truss structure. Once received, project will be advertised for tender.								
Three Month Horizon								
May-2025		Jun-2025			Jul-2025			
Contractor to order materials.		Start on site with installation of scaffold			Roof replacement			

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

## PD-PRO-2024 Airport Solar Assessment and Installation

## Monthly Status Report

Apr-2025

Project Management											
Council Custodian:		Airport		Project Manager:		Nathan Everton		Project Phase:		Design & Construction	
Project Scope											
Activity		Scope					Traffic Light	Scope Change			
Design & Construction		Installation of 976kW solar generation system on the Airport terminal building roof and enabling infrastructure for other Airport tenancy solar including Ergon approvals.					G	No scope change			
Project Funding and Finance											
Funding Source		Funding Amount	Project Life as at				19/05/2025	Traffic Light	Monthly Update		
			Actuals	Committals	Forecast	Remaining Budget					
Council Allocation:		\$1,391,322	\$529,001	\$1,264,902	\$0	\$517,419	G	No financial change			
External Funding:		\$920,000									
Total Project Budget:		\$2,311,322									
2024/25FY											
Budget		Actuals	Committals	Forecast	Remaining Budget	Traffic Light	Monthly Update				
\$544,307		\$261,986	\$1,264,902	\$0	-\$982,581						
Project Schedule											
Scope		Baseline		Forecast/Actuals				Traffic Light	Schedule Update		
		Start	Finish	Start	Finish	Plan%	% Complete				
Airport Solar Planning and Assessment		13-Apr-23	13-Dec-24	13-Apr-23	13-Dec-24	100%	100%	G	No schedule change		
Airport Solar Contractor Procurement		13-Dec-24	26-Feb-25	15-Dec-24	22-Apr-25	100%	100%	A	Minor schedule change		
Airport Solar Construction		26-Feb-25	24-Oct-25	22-Apr-25	27-Feb-26	2%	2%	G	No schedule change		
Commentary											
Tender for the project has been awarded to local electrical company NRG. Start up meeting to be held on 07 May 2025. In preparation for the commencement of work, the contractor is actively procuring the necessary components.											
Risk Categories	Risks (Cause, Risk, Impact)						Risk Responses				
Planning	Delay of design portion of the Construction Contract due to Ergon Energy. Still waiting executed contract from Ergon Energy.						Verbal approval of the connection agreement has been received. However, following up with Ergon to receive the formal executed contract documents.				
Key Tasks & Deliverables This Month											
Tender closes.											
Three Month Horizon											
May-2025				Jun-2025				Jul-2025			
Pre-Start Meeting and Possession of Site to be issued. Establishment of Contractor.				Establishment and commencement of Contractor.				Installation of Solar system.			



## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

**5.2 PROJECT DELIVERY CAPITAL REPORT - COMMUNITIES - APRIL 2025**

**File No:** 16255  
**Attachments:** 1. Communities Status Reports - April 2025[1](#)  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

**SUMMARY**

*Monthly Status Report on Communities Capital projects currently managed by the Project Delivery Unit.*

**OFFICER'S RECOMMENDATION**

THAT the Project Delivery Capital Report – Communities – April 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 Communities Department.

Expenditure against the capital budget is progressing in line with current cashflow forecast. We are managing a total Capital budget of \$10,326,254 for the Communities Department of this we have an actual expenditure of \$10,361,757. This represents approximately 100.3% of the total capital budget.

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

Project
Botanic Gardens & Zoo Redevelopment (Visitor Hub)
Kershaw Gardens Waterfall Structure Repairs
South Rockhampton Pool Changing Places Facility (W4Q)
North Rockhampton Sports Precinct
Walter Reid Redevelopment
Pilbeam Theatre Redevelopment Master Plan
Pilbeam Theatre Chiller Renewal
Pilbeam Theatre Carpark Safety Works
Pilbeam Theatre Roof Repairs

**PROJECT DELIVERY  
CAPITAL REPORT - COMMUNITIES  
APRIL 2025**

**Communities Status Reports –  
April 2025**

**Meeting Date: 3 June 2025**

**Attachment No: 1**

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

PD-PRO-2020-011 Botanic Gardens & Zoo Redevelopment								
Monthly Status Report					Apr-2025			
Project Management								
Council Custodian:		Parks	Project Manager:		Darren Toohey	Project Phase: Design & Construction		
Project Scope								
Activity	Scope				Traffic Light	Scope Change		
Design & Construction	Design and Construction of RBGZ Visitor Hub Construction of the Rockhampton Botanic Gardens & Zoo Visitor Hub (Stage 1)				G	No scope change		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 19/05/2025				Traffic Light	Monthly Update	
Council Allocation:	\$16,651,512	Actuals	Committals	Forecast	Remaining Budget	G	No financial change	
External Funding:	\$1,500,000	\$9,756,100	\$163,192	\$0	\$8,232,220			
Total Project Budget:	\$18,151,512	2024/25FY				Traffic Light	Monthly Update	
	Budget	Actuals	Committals	Forecast	Remaining Budget	G	No financial change	
	\$6,800,000	\$6,507,243	\$163,192	\$0	\$129,564			
Project Schedule								
Scope	Baseline		Forecast/Actuals			Traffic Light	Schedule Update	
	Start	Finish	Start	Finish	Plan%			% Complete
Construction of RBGZ Visitor Hub (Stage 1a Amenities & Stage 1b Main Building)	24-Jan-24	08-Jan-25	24-Jan-24	28-May-25	100%	99%	R	Major schedule change
Project Milestones							Date	
Construction commencement							19-Feb-24	
Construction: Completion of Construction of RBGZ Visitor Hub Stage 1a & b							28-May-25	
Commentary								
Works on the Visitor Hub and Amenities are nearing completion. The project is almost fully complete, with defects and compliance items being addressed as identified by the building certifier.								
Remaining Tasks:								
Addressing defect compliance items noted during the final building certification.								
Commissioning the people counter and training staff on its use.								
Conducting a thorough clean of the entire site by the builder.								
Official opening being scheduled for early July.								
Category	Risks (Cause, Risk, Impact)				Risk Response			
Official opening scheduled with the Federal.	Contractor caused delays - Building certification.				Working with Contractor to alleviate further delays and work towards completion of the project on time.			
Key Tasks & Deliverables This Month								
All remaining tasks to be completed by 01 June 2025.								
Three Month Horizon								
May-2025		Jun-2025			Jul-2025			
Final Report								

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

## PD-PRO-2024 Kershaw Gardens Waterfall Structure Repairs

## Monthly Status Report

Apr-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 as at 19/05/2025				Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$2,650,000	\$114,790	\$283,131	\$0	\$2,252,080	G	No financial change	
External Funding:	\$0							
Total Project Budget:	\$2,650,000							
		2024/25FY				Traffic Light	Monthly Update	
	Budget	Actuals	Committals	Forecast	Remaining Budget			
	\$200,000	\$114,790	\$283,131	\$0	-\$197,921	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
Detailed Design & Specifications	27-Nov-24	01-Jul-25	27-Nov-24	17-Jul-25	66%	65%	G	No schedule change
Procurement of Contractor	18-Jul-25	06-Aug-26	18-Jul-25	28-Aug-25	0%	0%	G	No schedule change
Construction	01-Sep-25	01-Jun-26	29-Aug-25	06-Aug-26	0%	0%	G	No schedule change
Project Milestones								Date
Design tender award								20-Nov-24
Detailed Design and Specification Final Design report								17-Jul-25
Construction tender award								28-Aug-25
Project completion								06-Aug-26
Commentary								
Field investigations have been successfully completed and the design phase is now underway. Currently, quotes for the Hercules Security Fence are being sourced, with plans to install it as soon as possible. This urgency is due to ongoing vandalism of the existing chain wire fence and unauthorised entry to the rear of the waterfall, which poses a significant fall risk.								
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								
Investigations are continuing, 3D surveying continuing on site, Electrical and Pump room design in process.								
Three Month Horizon								
May-2025			Jun-2025			Jul-2025		
Preliminary design / investigations to be continued.			Preliminary designs to continue.			Preliminary design to continue.		

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

## PD-PRO-2024 South Rockhampton Pool Changing Places

## Monthly Status Report

Apr-2025

Project Management								
Council Custodian:	Community Assets & Facilities		Project Manager:	Darren Toohey		Project Phase:	Construction	
Activity	Scope					Traffic Light	Scope Change	
	The Southside Memorial Pool requires a Changing Places facility to accommodate the needs of individuals with higher support needs and their carers. This upgrade will provide a fully accessible and compliant facility to enhance the pool's inclusivity.					G	No scope change.	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			19/05/2025	Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$0	\$82,239	\$154,971	\$0	\$37,790	G	No financial change	
External Funding:	\$275,000							
Total Project Budget:	\$275,000							
		2024/25FY				Traffic Light	Monthly Update	
	Budget	Actuals	Committals	Forecast	Remaining Budget			
	\$253,000	\$60,552	\$154,971	\$0	\$37,478	G	No financial change	
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Procurement of Contractor	01-Nov-24	20-Dec-24	01-Nov-24	20-Dec-24	100%	100%	G	No schedule change
Construction	03-Feb-25	30-Jun-25	05-Feb-25	31-May-25	72%	100%	G	No schedule change
Project Milestones							Date	
Detailed Design - Completed by Community Assets and Facilities Team.							-	
Procurement of Contractor							20-Dec-24	
Construction Commencement							05-Feb-25	
Construction Completion							31-May-25	
Commentary								
Construction is completed with opening scheduled for Monday 26th May 2025 at 9am.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Construction	Operational Pool, works may cause disruptions resulting in loss of money, access issues or a decrease in stakeholder relationships while works are being completed.				Planning of schedule to align with Operator's requirements, high level of communication to be maintained throughout construction.			
Key Tasks & Deliverables This Month								
Completed								
Three Month Horizon								
May-2025		Jun-2025			Jul-2025			
Final Report								



## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

PD-PRO-2024 North Rockhampton Sports Precinct								
Monthly Status Report				Apr-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 Sporting Precinct. The key activities include the development of preliminary design and planning approval documentation. A Detailed Business Case(PVR) will also be developed.					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project life as at			15/05/2025 Remaining Budget	Traffic Light	Monthly Update	
		Actuals	Commitments	Forecast				
Council Allocation:	\$0	\$598,821	\$3,799,549	\$0	\$601,630	G	No financial change	
External Funding:	\$5,000,000							
Total Project Budget:	\$5,000,000							
2024/25FY								
	Budget	Actuals	Commitments	Forecast	Remaining Budget	Traffic Light	Monthly Update	
	\$300,000	\$598,821	\$3,799,549	\$0	-\$4,098,370	G	No financial change	
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
North Rockhampton Sports Precinct		30-Jul-26	16-Jan-25	30-Jul-26	25%	21%	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	22%	18%	G	No schedule change
Phase 1: Whole of Site Preliminary Planning	16-Jan-25	09-Sep-25	16-Jan-25	09-Sep-25	44%	35%	G	No schedule change
Phase 2: Detailed Design for Whole Of Site	09-Sep-25	29-Jul-26	09-Sep-25	29-Jul-26	0%	0%	G	No schedule change
Engagement of Consultant For Project Validation Report Package	16-Jan-25	30-Jul-26	16-Jan-25	30-Jul-26	55%	49%	G	No schedule change
Phase 1: Masterplan Validation	16-Jan-25	05-Mar-25	16-Jan-25	05-Mar-25	100%	97%	G	No schedule change
Phase 2: Project Validation Report	05-Mar-25	30-Jul-26	05-Mar-25	30-Jul-26	11%	0%	G	No schedule change
Project Milestones								
Engagement of Consultant For Design Development and Project Planning Approval Package							Date	
Phase 1: Whole of Site Preliminary Planning							16-Jan-25	
Phase 2: Detailed Design for Whole Of Site							29-Jul-26	
Engagement of Consultant For Project Validation Report Package							09-Sep-25	
Phase 1: Masterplan Validation							16-Jan-25	
Phase 2: Project Validation Report							05-Mar-25	
30-Jul-26								
Commentary								
Throughout April, significant progress has been made on the design development. The team aimed to achieve 30% completion of the design by the end of April, and this target has been successfully met. Additionally, the preliminary assessment of the master plan has been completed by the Business Case consultant. Preparations are also underway for the upcoming stakeholder workshops scheduled for mid-May. Planning and invitations for these workshops have been prepared to ensure effective engagement and collaboration with all relevant stakeholders. These workshops will provide a platform for discussing the project's progress, addressing any concerns, and gathering valuable feedback to inform the next steps.								
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 / EQU			
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								
Follow up workshops with key stakeholders will be undertaken for input into 80% preliminary design.								
Three Month Horizon								
May-2025		Jun-2025		Jul-2025				
Review of 30% Design Submission, Workshops with Consultants and Community Stakeholders.		Progress to 80% Preliminary Design.		Review 80% Preliminary Design.				

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

## PD-PRO-2023-006 Walter Reid Redevelopment

## Monthly Status Report

Apr-2025

Project Management								
Council Custodian:	Communities & Culture		Project Manager:	Darren Toohey		Project Phase:	Design & Construction	
Project Scope								
Activity	Scope					Traffic Light	Scope Change	
Design & Construction	<b>Walter Reid Refurbishment</b> - Façade works to Quay Lane which include repointing brickwork, render repairs and salts removal. - Roof replacement including all new box gutters and downpipes. - Trade waste upgrades to meet current RRC compliancy standards to leased areas. - Demolition of Unit 1 and supply council office accommodation.					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at 19/05/2025				Traffic Light	Monthly Update	
Council Allocation:	\$2,500,000	Actuals	Committals	Forecast	Remaining Budget	G	No financial change	
External Funding:	\$0	\$2,056,857	\$95,170	\$0	\$347,974			
Total Project Budget:	\$2,500,000							
2024/25FY						Traffic Light	Monthly Update	
	Budget	Actuals	Committals	Forecast	Remaining Budget	G	No financial change	
	\$1,675,112	\$1,906,968	\$95,170	\$0	-\$327,026			
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Construction / Installation	12-Aug-24	25-Apr-25	22-Aug-24	30-Jun-25	95%	98%	A	Minor schedule change
Project Milestones							Date	
Construction completion							30-Jun-25	
Commentary								
Scope change works - Rekeying of building - Order placed on contractor and works to be completed by 20 June 2025.								
O&M, warranty and asset info has been sent onto Assets and Facilities Teams.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Response			
Construction	Adverse weather conditions that may impact the building fabric schedule.				The risk will be mitigated by roof removal works not proceeding if rain is forecast.			
Key Tasks & Deliverables This Month								
Start rekeying of building.								
Three Month Horizon								
May-2025		Jun-2025				Jul-2025		
Final Report								

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

## PD-PRO-2024 Pilbeam Theatre Redevelopment Master Plan

## Monthly Status Report

Apr-2025

Project Management								
Council Custodian:	Communities & Culture	Project Manager:	Andrew Collins	Project Phase	Concept Design			
Project Scope								
Activity	Scope				Traffic Light	Scope Change		
Concept Design	A review of the current concept design is required to confirm the development is meeting the requirements of Council and community needs and is value managed to provide the most cost effective facility.				G	No scope change		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			19/05/2025	Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$187,509,787	\$58,279	\$11,600	\$0	\$187,439,908	G	No financial change	
External Funding:	\$0							
Total Project Budget:	\$187,509,787							
2024/25FY						Traffic Light	Monthly Update	
Budget	Actuals	Committals	Forecast	Remaining Budget				
	\$200,000	\$48,492	\$11,600	\$0	\$139,908	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-Jul-24	30-Jun-26	01-Jul-24	30-Jun-26	1%	1%	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							To be determined	
Commentary								
The concept design review and site study analysis have been successfully completed. The findings from this review and analysis were crucial in shaping the next steps of the project.								
On April 1, 2025, a presentation summarising these findings was delivered to the Council Briefing Session. This presentation provided Council with a comprehensive overview of the design concepts and site study results, highlighting key insights and recommendations. The briefing session served as an important platform for discussing the project's progress and addressing any questions or concerns from the Council.								
A Council report has been prepared for presentation at the Council meeting on May 13, 2025.								
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								
Scope definition and concept review.								
Three Month Horizon								
May-2025		Jun-2025			Jul-2025			
Final Report								

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

PD-PRO-2024 Pilbeam Theatre Chiller Renewal								
Monthly Status Report				Apr-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 as at				Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	19/05/2025 Remaining Budget			
Council Allocation:	\$0	\$73,628	\$83,850	\$0	\$842,522	G	No financial change	
External Funding:	\$1,000,000							
Total Project Budget:	\$1,000,000							
2024/25FY								
	Budget	Actuals	Committals	Forecast	Remaining Budget	Traffic Light	Monthly Update	
	\$200,000	\$73,628	\$83,850	\$0	\$42,522	G	No financial change	
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Develop detailed 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	14-Jun-25	0%	20%	A	Minor schedule change
Construction of AC	23-Feb-25	16-Sep-25	18-Jun-25	14-Nov-25	0%	0%	G	No schedule change
Project Milestones							Date	
Design Consultation Completion							25-Nov-24	
Proposed Completion of Contractor Procurement							14-Jun-25	
Proposed Completion of Construction Phase							14-Nov-25	
Commentary								
Tender for the project has been released to market. A site inspection is scheduled for 20 May 2025 to allow potential bidders the opportunity to assess the site conditions and understand the scope of work.								
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								
Detailed design completion.								
Three Month Horizon								
May-2025		Jun-2025			Jul-2025			
Tender Period.		Tender Evaluation and Award			Establishment of contractor			

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

PD-PRO-2024 Pilbeam Theatre Carpark Safety Works								
Monthly Status Report					Apr-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 as at				Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	19/05/2025 Remaining Budget			
Council Allocation:	\$0	\$6,429	\$0	\$0	\$793,571	G	No financial change	
External Funding:	\$800,000							
Total Project Budget:	\$800,000							
	2024/25FY					Traffic Light	Monthly Update	
	Budget	Actuals	Committals	Forecast	Remaining Budget			
	\$50,000	\$6,429	\$0	\$0	\$43,571	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	16-Dec-24	16-Dec-24	28-Apr-25	100%	100%	G	No schedule change
Contractor Procurement	29-Jan-25	19-Feb-25	02-Jun-25	14-Aug-25	25%	0%	G	No schedule change
Construction	19-Feb-25	14-Dec-25	28-Aug-25	04-Jun-26	0%	0%	G	No schedule change
Project Milestones							Date	
Design Review							28-Apr-25	
Contractor Procurement							20-Jul-25	
Construction Phase							14-Mar-26	
Commentary								
The development of a tender package is currently in progress. This package will detail all the requirements and specifications for the project, ensuring that potential tenderers have a clear understanding of what is needed. To ensure smooth operations, the scheduling of this tender package to market is being planned around the other ongoing works on site.								
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.			
Key Tasks & Deliverables This Month								
Prepare documentation for Tender.								
Three Month Horizon								
May-2025		Jun-2025				Jul-2025		
Tender Preparation and release to market.		Tender Period.				Commence Construction in coordination with Roof works and Theatre operations.		

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

PD-PRO-2024 Pilbeam Theatre Roof Repairs								
Monthly Status Report					Apr-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 as at				Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	19/05/2025 Remaining Budget			
Council Allocation:	\$0	\$587,733	\$287,131	\$0	\$3,525,136	G	No financial change	
External Funding:	\$4,400,000							
Total Project Budget:	\$4,400,000							
2024/25FY						Traffic Light	Monthly Update	
Budget	Actuals	Committals	Forecast	Remaining Budget				
\$200,000	\$587,733	\$287,131	\$0	-\$674,864	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	27%	70%	G	No schedule change
Project Milestones							Date	
Design Consultation Completion							16-Dec-24	
Proposed Completion of Contractor Procurement							19-Feb-25	
Proposed Completion of Construction Phase							29-Oct-25	
Commentary								
Currently 70% of roofs have been completed. Two minor scope changes have been approved - the replacement of split system air conditioners to roof D due to age and unservicability and replacement of parapet wall sheet to roof G & H which had to be replaced to allow removal of below apron flashings.								
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								
Works continuing through stages of roof replacements and repairs.								
Three Month Horizon								
May-2025		Jun-2025			Jul-2025			
Construction to continue.		Construction to continue.			Construction to continue.			



## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

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**5.3 CIVIL OPERATIONS SIGNIFICANT PROJECTS STATUS REPORT****File No:** 7028**Attachments:** 1. Civil Operations Significant Project Status Report - April 2025 [🔗](#)**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** John Gwydir - Manager Civil Operations

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**SUMMARY***This report provides status updates on significant projects delivered by Civil Operations.***OFFICER'S RECOMMENDATION**

THAT the Civil Operations Significant Projects monthly status report be received, and any feedback be noted for consideration.

**COMMENTARY**

This project is the current active significant project being delivered by Civil Operations:

- Parkhurst Industrial Area - Road Upgrades

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Infrastructure Committee.

## **CIVIL OPERATIONS SIGNIFICANT PROJECTS STATUS REPORT**

### **Civil Operations Significant Project Status Report – April 2025**

**Meeting Date: 3 June 2025**

**Attachment No: 1**

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

Monthly Status Report						Apr-2025		
Project Management								
Council Custodian:		Civil Operations	Project Manager:		Jason Pierce	Project Phase:	Construction	
Project Scope								
Activity	Scope					Traffic Light	Scope Change	
Construction	Stage 2 : Wade St ( Alexandra St - McLaughlin St )					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life (10 Years) as at 30/04/2025				Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$2,082,400	\$ 5,510,444.00	\$ 281,116.63	-	\$ 4,208,439.37	G	No financial change	
External Funding:	\$7,917,600							
Total Project Budget:	\$10,000,000							
	2024/25FY				Traffic Light	Monthly Update		
	Budget	Actuals	Committals	Forecast				
	\$7,209,000	\$ 2,719,444.00	\$ 281,116.63	-	\$ 4,208,439.37	G	No financial change	
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Parkhurst Industrial Area Roads Upgrade Project	24-Nov-23	30-Jun-25	24-Nov-23	30-Aug-25	70%	85%	G	Minor schedule change
Stage 1: Rehabilitation of McLaughlin Street between Bush Crescent and Johnson Road	24-Nov-23	08-Jul-24	24-Nov-23	23-Aug-24	100%	100%	G	
Stage 2: Rehabilitation of Wade Street between McLaughlin St and Alexandra St	02-Sep-24	01-May-25	02-Sep-24	10-Jun-25	90%	95%	G	Minor schedule change
Stage 3: Upgrading of Alexandra Street and Johnson Road	01-Apr-25	30-Jun-25	01-Apr-25	21-Jul-25	25%	25%	G	Minor schedule change
Project Milestones							Date	
Completion of Stage One (Reopening of McLaughlin Street)							23-Aug-24	
Completion of Stage Two (Reopening of Wade Street)							10-Jun-25	
Completion of Stage Three							21-Jul-25	
Commentary								
Works on Stage two ( Wade St ) are complete with the exception of final trimming, Bitumen spraying, Asphalt sealing and linemarking								
Rain in early April has caused minor delays to stage two								
Delays experienced with Ergon relocation works on Stage three ( Johnson St/Alexandra St ) have resulted in the completion date being pushed into July								

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

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5.4 FITZROY RIVER WATER SIGNIFICANT PROJECTS STATUS REPORT

File No: 7028

Attachments:

1. Barrage Refurbishment[🔗](#)
2. GSTP to SRSTP Diversion Pipeline[🔗](#)
3. GSTP to SRSTP Pump Station[🔗](#)
4. Low Lift WPS Renewal[🔗](#)

Authorising Officer: Peter Kofod - General Manager Regional Services

Author: Dan Toon - Manager Water and Wastewater

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**SUMMARY**

*This report provides the status for the Fitzroy River Water significant projects endorsed for the current financial year determined at the meeting on 17 July 2024 except for the Bulk Water Meter Replacement Project which has been abandoned.*

**OFFICER'S RECOMMENDATION**

THAT the Fitzroy River Water Significant Projects monthly status reports to the end of April 2025 be received and any feedback be noted for consideration.

**COMMENTARY**

These projects are being delivered by the Fitzroy River Water Project Delivery Team and sit under the Water Portfolio.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Infrastructure Committee.

# **FITZROY RIVER WATER SIGNIFICANT PROJECTS STATUS REPORT**

## **Barrage Refurbishment**

**Meeting Date: 3 June 2025**

**Attachment No: 1**

3 JUNE 2025

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# **FITZROY RIVER WATER SIGNIFICANT PROJECTS STATUS REPORT**

## **GSTP to SRSTP Diversion Pipeline**

**Meeting Date: 3 June 2025**

**Attachment No: 2**

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

C1160340 GSTP-SRSTP Sewer Diversion Pipeline						Apr-2025			
Monthly Status Report									
Project Management									
Council Custodian:		Fitzroy River Water	Project Manager:		Evan Davison	Project Phase:	Construction		
Project Scope									
Activity		Scope				Traffic Light	Scope Change		
Design & Construction		This project involves the construction of 8.6km of 375mm DICL sewer rising main which is required in order to decommission the existing Gracemere Sewage Treatment Plant (GSTP). A new 250 dia. effluent main is also required from the SRSTP to join the existing RGC effluent main at Rugby Park. This project will involve the construction of the 250mm effluent main from the SRSTP site to Jellicoe Street to take advantage of a combined trench construction methodology.				A	Minor scope change		
Project Funding and Finance									
Funding Source		Funding Amount	Project Life as at 30/04/2025			Traffic Light	Monthly Update		
			Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:		\$10,000,000	\$3,749,735	\$483,023	\$10,000,000	\$5,767,242	G	No financial change	
State Govt Funding:		\$0							
Federal Govt Funding		\$0							
Total Project Budget:		\$10,000,000							
			2024/25FY						
		Budget	Actuals	Committals	Forecast	Remaining Budget	Traffic Light	Monthly Update	
		\$4,654,094	\$3,703,830	\$483,023	\$4,654,094	\$467,241	G	No financial change	
Project Schedule									
Scope		Baseline		Forecast/Actuals			Traffic Light	Schedule Update	
		Start	Finish	Start	Finish	Plan%	% Complete		
Detailed Design		01-Jun-23	30-Apr-25	01-Feb-24	30-Apr-25	100%	80%	A	Minor schedule change
Construction Total (CH0-CH8630)		11-Nov-24	30-Dec-25	11-Nov-24	30-Dec-25	65%	14%	G	No schedule change
Construction Stage 1 (CH0-CH1500)		11-Nov-24	17-Jan-25	11-Nov-24	17-Jan-25	100%	80%	G	No schedule change
Construction Stage 2 (CH1500-CH3200)		20-Jan-25	30-May-25	20-Jan-25	30-May-25	0%	0%	A	Minor schedule change
Construction Stage 3 (TBC-TBC)		02-Jun-25	TBC	02-Jun-25	TBC	TBC	TBC	A	Minor schedule change
Construction Stage 4 (CH5500-CH8443)		03-Mar-25	08-Aug-25	03-Mar-25	08-Aug-25	10%	7%	A	Minor schedule change
Project Milestones								Date	
Completion of Detailed Design so as to not delay construction any further								30-Apr-25	
Bruce Highway Crossing Construction - Completion of Tender Process and Contractor Engagement								TBC	
Bruce Highway Crossing Construction								TBC	
Stakeholder Approval (DTMR, QR)								TBC	
Practical completion - Pipeline tested and commissioned								31-Mar-26	

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

C1160340 GSTP-SRSTP Sewer Diversion Pipeline		Apr-2025			
Monthly Status Report					
Project Management					
Council Custodian:	Fitzroy River Water	Project Manager:	Evan Davison	Project Phase:	Construction
Commentary					
Pipeline construction continues with approximately 1200m of pipe installed in Stage 1 (CH0-CH1500). Project is still resourced heavily and will remain this way until 'For Construction' plans are produced for future stages, this will then allow multiple crews and work fronts to be established. This will result in significant productivity increases.					
Priority for design department is completion of detailed design for CH1500-CH5500 so as to not delay construction through areas prone to flooding after rainfall. Design for Stage 4 is complete and construction is progressing.					
Change in alignment for Bruce Highway crossing will result in a separate tender process being required for pipe jacking of RCP enveloper through DTMR earthen embankment. This presents a high risk of significant budget implications and potential delays.					
Project schedule and cost estimate to be updated as detailed design progresses. This presents a risk of budget implications due to current estimate being produced based on preliminary design plans subject to significant change.					
Risk Categories	Risks (Cause, Risk, Impact)			Risk Responses	
Construction	Third Party approvals (DTM & Aurizon) delay to construction.			Engagement of Stanlec to manage approvals. Construction staging to work around these areas as long as possible.	
Enviromental	Wet weather will result in construction delays due to large portion of pipeline through Yeppen flood plain and / or poor soils.			Construction staging to work around these areas as long as possible.	
Key Tasks & Deliverables Completed This Month					
Continued pipeline construction and progressed detailed design for future stages. Facilitate media release requirements.					
Three Month Horizon					
May-2025		Jun-2025		Jul-2025	
Complete Stage 1 construction from CH 0 to CH 1500 weather permitting. Continue construction on Stage 4. Complete design from CH1500 to CH5500.		Pipeline construction will continue in Stage 4 and undertake Stage 1 underbore subject to weather. Implement weed management and control strategies in consultation with landholders. Tender for highway and rail line underbore to be released to market.		Continue pipeline construction. Commence directional drilling beneath the first wetland crossing. Plans are being made with caution regarding working in wet areas, as this has already caused delays in January. More rain forecast, potential need to push back work in this areas closer to the dry season.	

# **FITZROY RIVER WATER SIGNIFICANT PROJECTS STATUS REPORT**

## **GSTP to SRSTP Pump Station**

**Meeting Date: 3 June 2025**

**Attachment No: 3**

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

Monthly Status Report				C1160341 GSTP-SRSTP Sewer Diversion Pumpstation		Apr-2025		
Project Management								
Council Custodian:		Fitzroy River Water		Project Manager:		Abby Carolan	Project Phase:	Concept Design
Project Scope								
Activity		Scope				Traffic Light	Scope Change	
Design & Construction		Design and construction of sewer pumpstation to divert all flows from the Gracemere catchment to the South Rockhampton Sewage Treatment Plant. Following completion of pumpstation construction, Gracemere Sewage Treatment Plant will be decommissioned (excluding inlet works). Works include: <ul style="list-style-type: none"><li>reinforced concrete wet well</li><li>submersible pumps to provide duty / standby pumping of flows up to 100% PWWF</li><li>associated receiving chamber, pipework and valving including wet weather bypass augmentation</li><li>all weather access including improvement of existing access road into site</li><li>electrical switchboard and switch room</li><li>ventilation and odour control unit</li><li>emergency overflow manhole and pipework into existing pond / channel</li><li>clean out of existing pond / channel</li><li>potential for surge vessel</li><li>allowance for future connection of chemical dosing</li></ul>				G	No scope change	
Project Funding and Finance								
Funding Source		Funding Amount		Project Life as at: 30/04/2025			Traffic Light	Monthly Update
				Actuals	Commitals	Forecast	Remaining Budget	
Council Allocation:		\$5,700,000		\$5,760	\$757,621	\$5,700,000	\$4,936,619	G
State Govt Funding:		\$0						
Federal Govt Funding:		\$0						
Total Project Budget:		\$5,700,000						
2024/25FY								
Budget		Actuals		Commitals	Forecast	Reassessing Budget	Traffic Light	Monthly Update
\$200,000		\$5,760		\$757,621	\$200,000	-\$563,381	A	Minor financial change
Project Schedule								
Scope		Baseline		Forecast/Actuals			Traffic Light	Schedule Update
		Start	Finish	Start	Finish	Plan%	% Complete	
Phase 0: Project Planning (incl. pipeline hydraulic)		01-Mar-24	01-Jul-24	01-Mar-24	TBC	100%	85%	A
Phase 1: Detailed Design		01-Jul-24	30-Mar-25	15-Mar-25	30-Nov-25	75%	15%	R
Phase 2: Construction Tender Phase		01-Feb-25	30-Mar-25	01-Dec-25	31-Jan-26	0%	0%	R
Phase 3: Construction		30-Mar-25	31-Dec-25	01-Feb-26	31-Jul-26	0%	0%	R
Project Milestones							Date	
Commence detailed design (following award to consultant)							15-Mar-25	
Commence Construction							01-Feb-26	
Complete Construction							30-Jun-26	
Commentary								
Project planning including hydraulic assessment of pump station and pipeline substantially progressed. Discharge to SRSTP or NRSTP to be confirmed.								
Design awarded to AECOM.								
Resourcing deficit has resulted in delay in project progression. Project Supervisor to start late June 2025. W&W Engineer Commenced May 2025.								
Risk Categories		Risks (Cause, Risk, Impact)				Risk Responses		
Design		Connection to SRSTP not confirmed.				Awaiting further confirmation from Beca re SRSTP. Arrangement for connection to SRSTP to be confirmed in consultation with Major Projects team.		
Design		Delay with project progression due to resourcing.				Advertising for internal resources. Utilising consultants on panel to supplement in interim. Refer above.		
Design		Delay in design completion due to market demand.				Include program as key criteria in consultancy brief. Combine with other design to get more consultancy buy in (as opposed to smaller fee).		
Key Tasks & Deliverables Completed This Month								
Design kick off. Basis of Design preparation.								
Three Month Horizon								
May-2025			Jun-2025			Jul-2025		
Confirmation of Basis of Design			Concept design progression			Concept design completion.		

# **FITZROY RIVER WATER SIGNIFICANT PROJECTS STATUS REPORT**

## **Low Lift WPS Renewal**

**Meeting Date: 3 June 2025**

**Attachment No: 4**



## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

C1065033 / 1129383 Low Lift Water Pump Station Mech Elec Renewal										
Monthly Status Report								Apr-2025		
Project Management										
Council Custodian:		Fitzroy River Water		Project Manager:		Luke Hall		Project Phase: Design & Construction		
Project Scope										
Activity		Scope						Traffic Light	Scope Change	
Design & Construction		Renewal Project						R	Major scope change	
		Full mechanical upgrade of pump station (pipes, valves, pumps)								
		Replace existing transformers								
		Emergent Works								
		Repair leaking WYW piece on pumps 3&4								
		Remove and replace existing (inoperable) penstocks in LLPs and intake								
		Further works (unbudgeted)								
		Defects in intake main based on robotic condition assessment (Dec 2024)								
		LLPS temporary bypass								
		Downstream valving inoperable								
		Cathodic protection (added April 2025 update)								
Project Funding and Finance										
Funding Source		Funding Amount		Project Life as at 30/04/2025			Traffic Light		Monthly Update	
				Actuals	Commitments	Forecast	Remaining Budget			
Council Allocation:		\$3,409,653		\$543,322	\$348,662	TBC	\$2,517,669			
State Govt Funding:		\$0								
Federal Govt Funding:		\$0								
Total Project Budget:		\$3,409,653								
				2024/25FY						
		Budget	Actuals	Commitments	Forecast	Remaining Budget			Traffic Light	Monthly Update
		\$750,000	\$447,828	\$348,662	\$796,490	\$-46,490			A	Minor financial change
Project Schedule										
Scope		Baseline		Forecast/Actuals				Traffic Light		Schedule Update
		Start	Finish	Start	Finish	Plan%	% Complete			
Stage 1 - Condition Assessment and Early		01-Jun-24	21-Mar-24	01-Jun-24	30-Jun-25	100%	80%		R	Major schedule change
Stage 2 - Emergent (Repair) Works		01-Jun-24	30-Oct-24	01-Jun-24	20-Dec-24	100%	100%		R	Major schedule change
Stage 3 - Design (inc. design tender period)		16-Oct-24	02-Apr-25	23-May-25	31-Dec-25	100%	7%		R	Major schedule change
Stage 3 - Construction (inc. construction tender period)		03-Apr-25	10-Dec-25	01-Jan-25	31-Dec-26	0%	0%		R	Major schedule change
Project Milestones										
									Date	
Award Contract for commercial diving works to Knight Dive									31-May-24	
Complete first commercial diving visit to remove penstocks									01-Oct-24	
Award emergent repair contract to Re-Pump									17-Sep-24	
Complete emergent Repairs									20-Dec-24	
Award Design									15-Jul-25	
Complete Design									31-Dec-25	
Complete Construction									31-Dec-26	
Commentary										
The first half of the FY24/25 has been focused on the condition assessments, penstock replacement and emergent repairs to the LLPS. This work is allocated as Stage 1 and Stage 2 in the Project Management Plan. Emergent repairs to pipework (Stage 2) were not accounted for in original project plan / budget.										
Investigations / planning for emergent repair works resulted in identification of inability to isolate downstream of pumpstation (major valving). Major works are required to replace these valves. Temporary repairs required to leaking pipework in lieu of replacement (original plan).										
Initial diving works complete to remove penstocks to enable ordering of replacement penstocks to achieve pump station isolation from river. Diving conditions were more challenging than predicted (poor asset condition) resulting in delays / increase cost. Design of new penstocks more challenging than predicted due to original design (not understood until penstocks removed) this has in turn dictated that re-installation may need to be completed in dry environment. This would mean a bypass of the intake structure to complete penstock works. Refer risk below.										
The findings and observations from the work performed in Stage 1 and 2 have further informed the scope for the ultimate design of the LLPS. Pump station isolation constraints listed above have / will increase scope for early works phase and construction.										
The commencement of the LLPS concept design (and therefore ultimate design) has pushed back, as a result of the above. Refer below progress reporting.										
Issues with emergent repairs due to contractor performance and deteriorated pipe condition. Operational Risk not mitigated.										
Condition assessment of intake structure and pipework shows debris and sediment build up. Pipe joints are confirmed to be sound. Silt build up at intake structure is excessive with debris identified within structure. Repair and cleanout works required. Budget Impact. Reviewing reports in February.										

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

C1065033 / 1129383 Low Lift Water Pump Station Mech Elec Renewal

Monthly Status Report

Apr-2025

Project Management		
Count Custodian:	Fitzroy River Water	Project Manager: Luke Hall
		Project Phase: Design & Construction
Risk Categories	Risks (Cause, Risk, Impact)	Risk Responses
Planning	Inability to achieve upstream isolation (river side) Penstock re-installation will require bypass	Increased scope of Stage 1 - Early Works, to renew penstocks and enable isolation for pump station upgrade. Design of new penstocks may require bypass. To be reviewed in concept design phase. Significant forecast increase will have budget impact - cost increase to be detailed during design phase.
Planning	Inability to achieve downstream isolation (treatment plant side). Whole WTP must be offline to complete works on LLWPS.	Valve renewal required. Likely need to bypass WPS and intake structure during works to enable water supply to be maintained. Significant forecast increase will have budget impact - cost increase to be detailed during design phase.
Safety	Insufficient space in existing well to carry out renewal works while pump station is operating.	Likely need to bypass WPS during works to enable water supply to be maintained. Significant budget impact - cost increase to be detailed during design phase.
Construction	Operational risks associated with works on live assets / shutdown requirements.	Contingency in program. Construction during low demand period where possible. Likely need to bypass WPS during works to enable water supply to be maintained. Significant budget impact - cost increase to be detailed during design phase.
Planning	Condition assessments yet to be completed may identify defects in the intake structure and intake main that are currently not budgeted.	PSA awarded to Fulcrum. Reviewing Condition Assessments reports for mitigation confirmation.
Key Tasks & Deliverables Completed This Month		
Procurement of new penstocks - Sole Source contract under review with procurement. Contract negotiations commenced with supplier. Design brief issued to Contracts and Tenders. Due for release to market (invitation to quote under panel) mid-late May 2025. Condition inspections of intake structure and pipes complete - reports under review		
Three Month Horizon		
May-2025	Jun-2025	Jul-2025
Design brief to be released to market. Commence design tender period. Procurement of new penstocks - issue contract Review of condition assessment outcomes and scoping of mitigation and bypass works.	Design tender period. Penstock design. Review of condition assessment outcomes and scoping of mitigation and bypass works.	Award / commence design package Commence concept design Planning for penstock installation

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

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5.5 PARKS SIGNIFICANT PROJECTS STATUS REPORT

**File No:** 15225

**Attachments:**

1. Parks Irrigation Renewal - May Status Report [↓](#)
2. State Sporting Carnival - May Status Report [↓](#)

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

**Author:** Justin Bulwinkel - Sports and Active Communities Coordinator

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**SUMMARY**

*This report provides the May 2025 status update on significant Parks capital projects for the 2024/25 financial year.*

**OFFICER'S RECOMMENDATION**

THAT Parks May 2025 significant project status report be received.

**COMMENTARY**

The Parks section submits its monthly project report outlining the status of capital projects deemed significant. Key updates for May are summarised below, with further detail provided in the attached status reports.

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**Project: State Sporting Carnival Activation**

- Project remains on track to deliver 25/25 scope of works, with completion forecasted for mid to late June ahead of the 2025 Junior State Cup and Confraternity.
    - Carpark & Traffic Mgmt.: Final works include minor bollard installation, fencing, signage, solar lighting and line marking.
    - Lighting designs: For Cyril Connell Fields and Norbridge Park will roll into the 2025/26 capital program. Initial engagement with peak bodies has commenced to define project specifications and explore funding advocacy.
    - Field surface program: Operational Works as previously reported remain unchanged, except for additional work completed at Salyards Park (Field 2) during the month of May due to underperformance of initial field amendments.
  - Budget Status: Tracking well.
- 

**Project: Parks Irrigation Renewal Program**

- Tender Status: Assessment/Award phase
  - Commencement date: To be confirmed
  - Completion date: To be confirmed
  - Budget Status: At risk of exceeding budget, currently under review
- 

**CONCLUSION**

This report presents updates on two active and significant Parks capital projects. It is provided for Council's information ahead of formal submission to the June Communities Committee meeting.

## **PARKS SIGNIFICANT PROJECTS STATUS REPORT**

### **Parks Irrigation Renewal – May Status Report**

**Meeting Date: 3 June 2025**

**Attachment No: 1**

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

Parks Irrigation Renewal Program  
Monthly Status Report

May-25

Project Management											
Council Custodian:		Parks		Project Manager:		Justin Bulwinkel		Project Phase:		Tender/Award	
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				26/05/2025		Traffic Light	Monthly Update
				Actuals	Committals	Forecast	Remaining Budget				
Council Allocation:		\$350,000		\$4,500	\$0.00	\$560,000	\$496,952	Y		Tender Submissions are under review, initially indicating budget deficit against scope/specification	
External Funding:		\$151,425									
Total Project Budget:		\$501,425									
Project Schedule											
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update			
	Start	Finish	Start	Finish	Plan%	% Complete					
Kele Park Irrigation Renewal – Year 1	01-Feb-25	30-Jun-25	01-Feb-25	31-Jan-26	100%	0%	G	Subject to tender outcome.			
Stage A: Carpark Development											
Project Detail Design	01-Nov-24	31-Dec-24	01-Nov-24	31-Dec-24	100%	100%	G	Complete			
Consultation	01-Nov-24	31-Dec-24	01-Nov-24	31-Dec-24	100%	100%	G	Consult with Club & External Funding Body (DTS)			
Tender & Award	01-Sep-25	31-Oct-26	01-Sep-25	31-Oct-26	01-Sep-25	31-Oct-26	Y	Project scope and budget allocation under review to ensure alignment with funding and delivery objectives			
Construct & Complete	01-Feb-25	30-Jun-25	01-Feb-25	31-Jan-26	01-Feb-25	30-Jun-25	Y	Not Started			
Project Milestones										Date	
Detailed Design Completed										Dec 24	
External Funding Redirected to RRC from Club (State Sport & Recreation)										Feb-25	
Tender Released to Market and Contract Awarded										Jun-25	
Construction Commenced and Project Completed										Jan 26	
Commentary											
Tenders are currently being assessed.											
Project commencement targeted to align with end of football season (Sept 2025).											
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses					
Weather	Delay in delivery of works					Manage case by case during construction					
Financial	Project over spend					Review scope and design & consider operational capacity for savings.					

PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

Key Tasks & Deliverables This Month		
Assess and prepare to award Tender. Resolve financial risks		
Three Month Horizon		
May-25	June-25	July-25
Review Tender Submissions	Review Budget & Award Tender	Negotiate Start Date.

## **PARKS SIGNIFICANT PROJECTS STATUS REPORT**

### **State Sporting Carnival – May Status Report**

**Meeting Date: 3 June 2025**

**Attachment No: 2**



## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

State Sporting Carnival Activation  
Monthly Status Report

MAY-25

Project Management								
Council Custodian:	Parks	Project Manager:	Justin Bulwinkel	Project Phase:	Construction			
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 Changes		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			19/03/2024	Traffic Light	Monthly Update  50k supports Lighting designs. Remaining speaks to project savings and contingencies. <b>Note:</b> Solar lighting, Precinct line marking, car park repairs and incidental contractor works i.e. bollards and gates are yet to be committed and will draw down contingencies to forecasted value.	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$450,000	\$156,191	\$81,450	\$410,000	\$211,631	Y		
External Funding:	\$0							
Total Project Budget:	\$450,000							
29240								
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: Carpark Development								
Civil Works (hard stand/bitumen, curbing, Line marking, sandstone)	01-Nov-24	30-Apr-25	01-Nov-24	30-Apr-25	100%	90%	G	Complete
Gate, fence and bollard installation (car park perimeter)	01-Feb-25	30-Apr-25	14-Apr-25	30-Apr-25	100%	0%	G	Scheduled to complete: 15 June 2025
Mulching	01-Apr-25	15-Apr-25	01-Apr-25	15-Apr-25	100%	0%	G	Complete
Solar lighting	01-May-25	30-Jun-25	01-May-25	30-Jun-25	0%	0%	G	Scheduled to complete: 30 Jun 2025
Stage A.1: New Bollards								
Quote	01-Feb-25	30-Apr-25	01-Feb-25	30-Apr-25	100%	100%		Complete
Award Contract	TBC	TBC	TBC	TBC	0%	0%		Complete
Construct/Install	TBC	TBC	TBC	TBC	0%	0%		50% Complete
Stage B: Field Preparation								
Vic Park Rugby League	30-Sep-24	31-Dec-24	30-Sep-24	31-Dec-24	100%	100%		Completed
Norbridge + Cyril Connell	01-Dec-24	30-Jun-25	01-Dec-24	30-Jun-25	100%	80%		The Field Rehabilitation Program is complete. Enhanced monthly programs will continue until the event.

PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

Saleyards Park	01-Dec-24	30-Jun-25	01-Dec-24	30-Jun-25	100%	80%		The Field Rehabilitation Program is complete. Enhanced monthly programs will continue until the event. Variation: 40% re-turf Completed (Field 2)
Stage C: Lighting Designs								
Norbridge Park	01-Jul-25	31-Dec-25	01-Jul-25	31-Dec-25	0%	0%		On Hold
Cyril Connell Fields	01-Jul-25	31-Dec-25	01-Jul-25	31-Dec-25	0%	0%		On Hold
Project Milestones								
								Date
Carpark Formalised								31-Dec-24
Saleyards Park: Club Relocation Planning and deployment								01-Feb-25
Field Improvement works								30-Jun-25
Car Park and Bollards								15-June-25
Field Lighting Design								30-Jun-26
Commentary								
All Project elements remain on track and within budget allocation.								
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses		
Weather	Works planned for wet season					Manage case by case during construction		
Key Tasks & Deliverables This Month								
Program and award scope enhancements (solar lighting + bollard)								
Three Month Horizon								
Mar-25			May-25			June-25		
Civil finalise hardstand works (carpark)			Contractor to deliver fencing, gates and bollards.			Carpark Build complete		

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

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**5.6 COMMUNITY ASSETS AND FACILITIES SIGNIFICANT PROJECT UPDATE****File No:** 1464

- Attachments:**
1. Norman Gardens New Park - May 2025 Status Report [↓](#)
  2. Depot Masterplan - May 2025 Status Report [↓](#)
  3. Playground Renewal - May 2025 Status Report [↓](#)
  4. South Rockhampton Cemetery Drainage - May 2025 Status Report [↓](#)
  5. CAF Solar Program - May 2025 Status Report [↓](#)

**Authorising Officer:** Alicia Cutler - General Manager Community Services**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities

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**SUMMARY**

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

**OFFICER'S RECOMMENDATION**

THAT the monthly status reports be presented to the Communities Committee.

**COMMENTARY**

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

- Norman Gardens New Park Project
- Depot Masterplan Project
- Playground Renewal Project
- South Rockhampton Cemetery Drainage Project
- Solar Program Project

The attachments provide a status update of the projects.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

## **COMMUNITY ASSETS AND FACILITIES SIGNIFICANT PROJECT UPDATE**

### **Norman Gardens New Park – May 2025 Status Report**

**Meeting Date: 3 June 2025**

**Attachment No: 1**

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

1159256 - Local Park - Cascade Gardens  
Monthly Status Report

May-25

Project Management								
Council Custodian:	Community Assets & Facilities		Project Manager:	Emma-Jane Dwyer		Project Phase:	Construction	
Project Scope								
Activity	Scope					Traffic Light	Scope Change	
New	Deliver Park at Normal Gardens					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			26/05/2025	Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$600,000	\$72,007	\$424,311	\$103,689	\$0	Y	Very little contingency. Minor risk of Overrun	
External Funding:	\$0							
Total Project Budget:	\$600,000							
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Park Delivery	01/11/2025	30/06/2025	01/11/2025	30/06/2025	40%	40%	G	Progressing well on Schedule
Civil Infrastructure works	03/03/2025	30/03/2025	28/04/2025	30/06/2025	50%	50%	Y	Behind schedule, no flow on impacts expected
Playground, Shade & furniture construction	01/04/2025	30/04/2025	08/06/2025	30/06/2025	100%	10%	Y	Scheduled for install 8 June
Landscaping & Irrigation	30/04/2025	30/06/2025	28/04/2025	30/06/2025	20%	10%	G	Tree planting its scheduled 4th June
Approvals	23/06/2025	30/06/2025	23/06/2025	30/06/2025	0%	0%	G	No schedule change
Project Milestones								
Purchase Orders Raised							Date	
Proposed civil construction scheduled							25-Nov-25	
Playground construction scheduled							30-Mar-25	
All Construction Complete							08-Jun-25	
							30-Jun-25	
Commentary								
Playground material arrived - Installation delayed for early June.								
Delay with Irrigation design due to minor change in scope.								
Consultation plan being developed for naming of the Park.								
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses		
Weather	Works planned for wet season					Manage case by case during construction		
Key Tasks & Deliverables This Month								
Continue Civil Construction. Begin planting.								
Three Month Horizon								
May-25			Jun-25			Jul-25		
Continue Civil Construction. Begin planting.			Install Playground - Finalise Project			NA		

## **COMMUNITY ASSETS AND FACILITIES SIGNIFICANT PROJECT UPDATE**

### **Depot Masterplan – May 2025 Status Report**

**Meeting Date: 3 June 2025**

**Attachment No: 2**

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

1076603 - Depot Master Planning  
Monthly Status Report

May-25

Project Management								
Council Custodian:	Community Assets & Facilities	Project Manager:	Zachery Tomkins	Project Phase:	Masterplanning Documentation			
Project Scope								
Activity	Scope			Traffic Light	Scope Change			
Design	Conduct a Master planning exercise of RRC's Operational Depots			G	No scope change			
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			26/05/2025	Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$750,000	\$283,348	\$370,448	\$0	\$ 96,204.00	G	No financial change	
External Funding:	\$0							
Total Project Budget:	\$750,000							
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Depot Master Planning	13/09/2024	31/01/2025	13/09/2024	31/05/2025	100%	90%	G	
Project Familiarisation	13/09/2024	27/09/2024	13/09/2024	27/09/2024	100%	100%	G	No schedule change
Overarching Depot Strategy	17/09/2024	18/10/2024	17/09/2024	18/10/2024	100%	100%	G	No schedule change
Strategic Options Assessment	11/11/2024	29/11/2024	11/11/2024	20/02/2025	100%	100%	G	Options Assessment Endorsed by LT
Master planning Documentation	01/12/2024	31/01/2025	28/02/2025	17/06/2025	100%	90%	Y	Draft document complete. To be presented to council
Concept Design	01/02/2025	30/06/2025	18/06/2025	30/12/2025	80%	0%	R	Concept design waiting Council endorsement
Project Milestones								Date
Tender Award								14-Aug-24
Project Familiarisation								27-Sep-24
Overarching Depot Strategy								18-Oct-24
Strategic Options Assessment								20-Feb-25
Commentary								
Draft report Masterplan finalised. To be presented to Council in June 2025								
Concept design works to commence upon endorsement of Masterplan.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Key Tasks & Deliverables This Month								
Master Plan Documentation First Draft finalised and consulted.								
Three Month Horizon								
May-25		Jun-25		Jul-25				
Masterplan First Draft Completion		Masterplan Finalised		Concept design commences				



## **COMMUNITY ASSETS AND FACILITIES SIGNIFICANT PROJECT UPDATE**

### **Playground Renewal – May 2025 Status Report**

**Meeting Date: 3 June 2025**

**Attachment No: 3**

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

0984065 - Playground Equipment Renewal Program  
Monthly Status Report

May-25

Project Management								
Council Custodian:	Community Assets & Facilities	Project Manager:	Emma-Jane Dwyer	Project Phase:	Construction			
Project Scope								
Activity	Scope			Traffic Light	Scope Change			
Renewal	Deliver playground renewals at Michael O'Hanlon and Kerr Park			G	No scope change			
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			26/05/2024	Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$200,000	\$167,091	\$9,231	\$0	\$2,078	G		
External Funding:	\$0							
Total Project Budget:	\$200,000							
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Playground Renewals	25/11/2024	04/04/2025	02/10/2024	04/04/2025	100%	100%	G	No schedule change
Kerr Park Construction	25/11/2024	04/04/2025	10/03/2025	24/04/2025	100%	100%	G	Complete
Mick O'Hanlon Construction	25/11/2024	04/04/2025	17/02/2025	24/04/2025	100%	100%	G	Complete
Project Milestones							Date	
Purchase Orders Raised							25-Nov-25	
Construction Commencement - Kerr Park							10-Mar-25	
Construction Commencement - Mick O'Hanlon							17-Feb-25	
All Construction Completion							24-Apr-25	
Commentary								
Both Playgrounds complete, waiting on invoicing.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Weather	Works planned for wet season				Manage case by case during construction			
Key Tasks & Deliverables This Month								
NA - Project Complete								
Three Month Horizon								
May-25		Jun-25			Jul-25			
Project Completion		Project Completion			Project Completion			

## **COMMUNITY ASSETS AND FACILITIES SIGNIFICANT PROJECT UPDATE**

### **South Rockhampton Cemetery Drainage May 2025 Status Report**

**Meeting Date: 3 June 2025**

**Attachment No: 4**

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

1158270 - South Rockhampton Cemetery Drainage  
Monthly Status Report

May-25

Project Management								
Council Custodian:	Community Assets & Facilities		Project Manager:	Emma-Jane Dwyer		Project Phase:	Pre Construction	
Project Scope								
Activity	Scope					Traffic Light	Scope Change	
Construction	Deliver drainage improvements as per naturalisation plan and Heritage exemption certificate.					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			26/05/2024	Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$830,000	\$12,902	\$491,230	\$63,530	\$262,338	Y	\$63,530 variation	
External Funding:	\$0							
Total Project Budget:	\$830,000							
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Cemetery Drain Project	02/10/2024	30/04/2025	02/10/2024	30/06/2025	100%	10%	G	No schedule change
Tender Award	02/12/2024	16/12/2024	02/12/2024	31/01/2025	100%	100%	G	Tender Clarifications
Construction	28/01/2025	31/03/2025	06/05/2025	27/06/2025	30%	10%	Y	Project started
Project Completion	31/03/2025	30/04/2025	27/06/2025	30/06/2025	100%	0%	G	
Project Milestones							Date	
Tender Award							29-Jan-25	
Proposed Construction Commencement							05-May-25	
Proposed Completion of Construction							27-Jun-25	
Commentary								
Construction has commenced on the South Rockhampton Cemetery Drainage Project following a brief one-week delay. The delay was due to the identification of structural roots from seven additional trees adjacent to the drain alignment, which were impacted by the planned excavation works. Heritage approval and council resolution has been obtained for the removal of 7 trees along the drain directly impacted by construction works.								
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses		
Weather	Works planned for wet season					Pushed out project start date outside wet season		
Key Tasks & Deliverables This Month								
Site prep and tree removal								
Three Month Horizon								
May-25			Jun-25			Jul-25		
Construction Commencing			Construction Continued			Complete		

## **COMMUNITY ASSETS AND FACILITIES SIGNIFICANT PROJECT UPDATE**

### **CAF Solar Program – May 2025 Status Report**

**Meeting Date: 3 June 2025**

**Attachment No: 5**

## PROJECT REFERENCE GROUP (PRG) AGENDA

3 JUNE 2025

1159022 - CAF Solar Program  
Monthly Status Report

May-25

Project Management								
Council Custodian:	Community Assets & Facilities		Project Manager:	Zachery Tomkins		Project Phase:	Construction	
Project Scope								
Activity	Scope					Traffic Light	Scope Change	
Design/Construction	Design and Construct of the largest Feasible solar PV system at the 2nd World War Memorial Aquatic Centre					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at			26/05/2025	Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$280,000	\$62,657	\$196,000	\$0	\$ 21,343.00	G	No financial change	
External Funding:	\$0							
Total Project Budget:	\$280,000							
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
2nd World War Memorial Aquatic Centre	11/12/2024	01/04/2025	11/12/2024	13/06/2025	0%	0%	G	
Tender Award	11/12/2024	11/12/2024	11/12/2024	11/12/2024	100%	100%	G	No schedule change
Construction of SP1	11/03/2025	11/04/2025	15/04/2025	13/06/2025	60%	60%	Y	Panels have arrived in Rockhampton.
Construction of SP2	TBA	TBA	TBA	TBA	TBA	TBA	G	No schedule change
Project Milestones								Date
Tender Award								11-Dec-24
Construction Commenced								15-Apr-25
Proposed Completion of Construction								13-Jun-25
Commentary								
Engineering challenges with LTS roof have been resolved. Panels have arrived in Rockhampton. All supporting infrastructure is in place for install. Install should be complete 6th of June with Practical completion on the 13th of June.								
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses		
Key Tasks & Deliverables This Month								
Racking system installed as per project plan								
Three Month Horizon								
May-25			Jun-25			Jul-25		
Construction Continues			Project Completion			NA		

**6 CLOSURE OF MEETING**

**11.6 TEMPORARY LOCAL PLANNING INSTRUMENT**

**File No:** 15167  
**Attachments:** Nil  
**Authorising Officer:** Angus Russell - Executive Manager Advance Rockhampton  
**Author:** Cameron Wyatt - Coordinator Strategic Planning

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**SUMMARY**

*The region has seen a number of current and proposed renewable facilities and proposed battery energy storage systems (BESS). As a result, consideration should be given to applying for a Temporary Local Planning Instrument (TLPI) in accordance with Section 23 of the Planning Act 2016.*

**OFFICER'S RECOMMENDATION**

THAT Council:

1. resolves to prepare a Temporary Local Planning Instrument (TLPI) in accordance with section 23 of the *Planning Act 2016*; and
2. Undertake public consultation regarding the proposed TLPI, prior to lodgement with the State Government.

**COMMENTARY**

The *Planning Act 2016* enables a local government to make a Temporary Local Planning Instrument (TLPI) to address urgent and emergent planning matters. With the electricity infrastructure available within the region, Council has seen development applications lodged, along with a growing number of enquiries related to renewable projects including Battery Storage. In response, there is a need to address the local planning regulatory framework to determine the suitability of these projects, and when suitable, that the impacts associated with these developments can be appropriately managed. The TLPI is effective up to 2 years.

**BACKGROUND**

Due to the number of Battery Energy Storage System (BESS) development applications that have already been submitted or will be coming to Council for approval, it is suggested that Council consider applying for a Temporary Local Planning Instrument (TLPI) in accordance with Section 23 of the *Planning Act 2016*.

It is recommended that Council specifically choose a TLPI over a conventional planning scheme amendment process due to the urgency of the issue and the desire to regulate renewable energy projects including battery storage within the LGA.

A summary of the Stages for a TLPI is outlined below:

**1. Planning and Preparation**

- The local government must decide to make a TLPI (report to Council)
- Plan making process to prepare the TLPI (TLPI instrument, supporting studies/reports, consultation and report to address s23 (1) of the *Planning Act 2016*)

As per to the TLPI process, Council needs to provide justification in accordance with section 23 (1) of the Planning Act. This would include the significant risk if not undertaken, why other amendment options have not been undertaken (i.e. the delay) and address State interests, including but not limited to the State Planning Policy.



While formal public consultation is not required for a TLPI, it is highly recommended that consultation is undertaken as well, as this will ensure that the plan making process addresses any community concerns and may provide additional justification for the undertaking of the TLPI.

## **2. Minister's approval**

- Council resolves to submit the proposed TLPI to the Minister (Council Report);
- Council must submit the proposed TLPI and the required material as prescribed in Schedule 3 to the Minister;
- Minister may require additional information;
- After receiving the request, the minister must decide if the TLPI satisfies section 23(1) of the Act. Section 23 (1) refers to:

*(1) A local government may make a TLPI if the local government and Minister decide—  
(a) there is significant risk of serious adverse cultural, economic, environmental or social conditions happening in the local government area; and  
(b) the delay involved in using the process in sections 18 to 22 to make or amend another local planning instrument would increase the risk; and  
(c) the making of the TLPI would not adversely affect State interests.*

- Minister has 20 business days to decide on the request (however, its likely to take longer)
- If the Minister approves the TLPI – conditions to be complied with and the effective day of commencement.

Note that time delays may occur if further information is requested by the Minister.

## **3. Adoption**

- Council decides to adopt the TLPI

## **PREVIOUS DECISIONS**

Nil

## **BUDGET IMPLICATIONS**

Preparation of the TLPI will require internal staff resources and potentially external advice.

## **LEGISLATIVE CONTEXT**

The *Planning Act 2016* enables a local government to make a Temporary Local Planning Instrument (TLPI) to address urgent and emergent planning matters.

## **LEGAL IMPLICATIONS**

None known.

## **STAFFING IMPLICATIONS**

Preparation of the TLPI will require internal staff resources.

## **RISK ASSESSMENT**

There has been no specific risk assessment undertaken and this will be considered in the development of the TLPI.

## **CORPORATE/OPERATIONAL PLAN**

GOAL 3.1 We plan for growth with the future needs of the community, business and industry in mind.

**CONCLUSION**

The purpose of this report to resolve to undertake a TLPI for renewable projects, including battery storage facilities, due to the growing demand for these types of developments and to ensure that the local planning framework is suitable to address this growing demand. A TLPI is an interim response used to protect the Rockhampton region, quickly and efficiently from adverse impacts in urgent or emergent situations

**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 CLOSED SESSION****RECOMMENDATION**

THAT Council move into Closed Session pursuant to section 254J(1) of the *Local Government Regulation 2012* and the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

**16.1 2025/2026 Budget Briefing**

In accordance with section 254J(3)(c) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss the local government's budget.

## 16 CONFIDENTIAL REPORTS

### 16.1 2025/2026 BUDGET BRIEFING

**File No:** 8785  
**Attachments:** Nil  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

In accordance with section 254J(3)(c) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss the local government's budget.

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#### SUMMARY

*This report will provide an update to Council on the progress of the 2025/2026 Budget.*

## **17 CLOSURE OF MEETING**