



PARKS & RECREATION COMMITTEE MEETING

MINUTES

1 APRIL 2014

The Committee Recommendations contained within these Minutes
were adopted at the Council Meeting on 8 April 2014

Excluding the following item:

8.3 Request for Reduction in Lease Fees from Rockhampton Mt Archer Lions Club

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**REPORT OF THE PARKS & RECREATION COMMITTEE MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY 1 APRIL 2014 COMMENCING AT 3:01PM**

1 OPENING**2 PRESENT**

Members Present:

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

Observer:

Councillor C E Smith

In Attendance:

Mr E Pardon – Chief Executive Officer
Mr M Rowe – General Manager Community Services
Ms M Barrett – Manager Parks
Mr A Collins – Special Projects Officer
Ms A Bartlett – Marketing and Media Officer
Ms L Leeder – Committee Support Officer

3 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence for the meeting was previously granted to Councillor Rose Swadling

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

THAT the minutes of the Parks & Recreation Committee held on 4 March 2014 be taken as read and adopted as a correct record.

Moved by: Councillor Schwarten

Seconded by: Councillor Williams

MOTION CARRIED

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

6.1 BUSINESS OUTSTANDING TABLE FOR PARKS AND RECREATION COMMITTEE

File No: 10097

Attachments: 1. Business Outstanding Table for Parks and Recreation Committee

Responsible Officer: Evan Pardon - Chief Executive Officer

Author: Evan Pardon - Chief Executive Officer

SUMMARY

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

COMMITTEE RECOMMENDATION

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

Moved by: Councillor Schwarten

Seconded by: Mayor Strelow

MOTION CARRIED

7 PUBLIC FORUMS/DEPUTATIONS

Nil

THAT pursuant to s15(2) *Council Meeting Procedures* the Order of Business be amended to consider Item 9.1 Community Services Capital Works Monthly Report – March 2014 – Parks and Recreation Committee next.

8 OFFICERS' REPORTS

9.1 COMMUNITY SERVICES CAPITAL WORKS MONTHLY REPORT – MARCH 2014 – PARKS AND RECREATION COMMITTEE

File No: 5840826
Attachments: 1. Community Services Capital Works Monthly Report - March 2014
Authorising Officer: Michael Rowe - Acting Chief Executive Officer
Author: Andrew Collins - Special Projects Officer

SUMMARY

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

3:08PM Councillor Fisher attended the meeting

COMMITTEE RECOMMENDATION

THAT the Community Services Capital Works monthly report for March 2014 for Parks and Recreation be received.

Moved by: Councillor Williams
Seconded by: Councillor Schwarten
MOTION CARRIED

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

File No: 1484
Attachments: 1. Facilities Capital Progress Report February 2014
Responsible Officer: Cheryl Haughton - Manager Community Services
Michael Rowe - Acting Chief Executive Officer
Author: Sharon Sommerville - Coordinator Facilities

SUMMARY

This report provides information on progress of Parks and Recreation capital projects being undertaken by the Facilities Management Unit during February 2014.

COMMITTEE RECOMMENDATION

THAT the February Progress Report from the Facilities Management Unit in relation to Parks and Recreation capital projects be received.

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

8.2 REQUEST FOR COUNCIL TO RESCIND PREVIOUS MOTION GRANTING PERMISSION FOR A LEASE TO ROCKHAMPTON LITTLE THEATRE**File No:** 1464

Attachments:

1. Copy of email from Rockhampton Little Theatre withdrawing interest in Bolton Park
2. Copy of resolution from Parks and Recreation Committee Minutes 6 August 2013
3. Copy of original report requesting Lease over Bolton Park

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

Author: Sophia Czarkowski - Sports & Education Officer

SUMMARY

On 6 August 2013 Council Officers presented a report to Parks and Recreation Committee requesting permission to enter into a ten (10) year Trustee Lease with Rockhampton Little Theatre over part of Bolton Park (part Lot 438 LN2082). Rockhampton Little Theatre has since released its interest in holding a Trustee Lease over part of Bolton Park.

COMMITTEE RECOMMENDATION

THAT Council rescind its previous motion recommended by Parks and Recreation Committee on 6 August 2013 and moved by Council on 13 August 2013 acceding to the request from Rockhampton Little Theatre for a ten (10) year Trustee Lease over part of Bolton Park (part Lot 438 LN2082) measuring 32m x 22m for the purposes of Rockhampton Little Theatre activities provided that the request for tenure is endorsed by Department of Natural Resources and Mines, with the following special condition:

- Within two (2) years from the commencement date, the Trustee Lessee must complete the construction of the facility (to the satisfaction of the Trustee, as per clause 5.4). Failure to fulfill this Special Condition may result in the termination of the Trustee Lease.

Moved by: Mayor Strelow
Seconded by: Councillor Williams

MOTION CARRIED

8.3 REQUEST FOR REDUCTION IN LEASE FEES FROM ROCKHAMPTON MT ARCHER LIONS CLUB

File No: 1464
Attachments: 1. Letter from Rockhampton Mt Archer Lions Club requesting a reduction of Lease fees
Authorising Officer: Margaret Barrett - Manager Parks
Michael Rowe - Acting Chief Executive Officer
Author: Sophia Czarkowski - Sports & Education Officer

SUMMARY

The Rockhampton Mt Archer Lions Club has requested a reduction in its annual Lease fee from \$1,870 per annum to \$600 per annum to assist with its ongoing operations and to support the Club in giving back to the community.

3:19PM Chief Executive Officer attended the meeting
3:21PM Councillor Schwarten left the meeting
3:23PM Councillor Schwarten returned to the meeting

COMMITTEE RECOMMENDATION

THAT Council accede to the request from Rockhampton Mt Archer Lions Club to reduce its fees and charges from a 'Rockhampton Regional Council Multipurpose Building (use)' to a 'Building Site leased by organisation' in line with Council's current schedule of fees and charges for the duration of the proposed Lease Agreement (1/07/2012 to 30/06/2017).

Moved by: Councillor Williams

Seconded by: Mayor Strelow

MOTION CARRIED

8.4 REGIONAL CEMETERIES - CAPACITY ASSESSMENT

File No: 5775

Attachments:

1. Cemetery Site Situation, February 2014
2. Locality Map - Rockhampton Memorial Gardens
3. Possible Layout - Earth Dug Graves at RMG

Authorising Officer: Margaret Barrett - Manager Parks
Michael Rowe - Acting Chief Executive Officer

Author: Vincent Morrice - Coordinator Parks Recreation Services

SUMMARY

Rockhampton Regional Council operates and/or maintains 6 (six) cemeteries across the region, including the closed heritage listed South Rockhampton Cemetery. This report contains an overview of the current capacity at each site along with an assessment of future capacity and makes recommendations to sustain the availability of burial places (and burial options) for the future.

COMMITTEE RECOMMENDATION

THAT

1. the report be received;
2. a Development Plan for Gracemere Cemetery be progressed to facilitate use as an earth dug grave cemetery;
3. a further report that discusses the cost benefit for competing burial systems at the Rockhampton Memorial Gardens site be brought back to the table.

Moved by: Mayor Strelow
Seconded by: Councillor Schwarten

MOTION CARRIED

8.5 ANNUAL GARDEN COMPETITION - 2014

File No: 6560
Attachments: 1. Review of 2013 Garden Competition
Authorising Officer: Margaret Barrett - Manager Parks
Michael Rowe - Acting Chief Executive Officer
Author: Vincent Morrice - Coordinator Parks Recreation Services

SUMMARY

In recent years Council has conducted and managed an annual Garden Competition (Spring Garden Spectacular) predominately as a tool to promote and foster civic pride within the region. This is a progress report on preparation for the 2014 event.

COMMITTEE RECOMMENDATION

THAT Council authorise the Committee Chair, Councillor Rutherford, and the Chief Executive Officer to contact Livingstone Shire Council regarding the conduct of the 2014 Annual Garden Competition on a partnership basis prior to determining sponsorship, promotion marketing and arrangements for judging.

Moved by: Mayor Strelow
Seconded by: Councillor Schwarten
MOTION CARRIED

9 STRATEGIC REPORTS

9.2 PARKS AND OPEN SPACE REPORT

File No: 1464
Attachments: 1. Parks and Open Space Monthly Report
Authorising Officer: Michael Rowe - Acting Chief Executive Officer
Author: Margaret Barrett - Manager Parks

SUMMARY

This report provides information on the activities and services of Parks and Open Unit for February 2014.

COMMITTEE RECOMMENDATION

That the report on the activities and services of Parks and Open Space Unit for February 2014 be received.

Moved by: Councillor Fisher
Seconded by: Councillor Williams
MOTION CARRIED

10 NOTICES OF MOTION

Nil

11 URGENT BUSINESS\QUESTIONS

11.1 JOE LEO OAM FIELD - ALL BLACKS SPORTS GROUND

File No: 8052, 8246

Responsible Officer: Michael Rowe – General Manager Community Services

SUMMARY

The Parks & Recreation Committee notes advice received from the president of the Rockhampton branch of the Order of Australia Association, per medium of Councillor Schwarten, that in the recent naming of the JOE LEO FIELD at the All Blacks sporting grounds in Lakes Creek Road, Council inadvertently breached the protocols that are part of the Order of Australia honours system in that the any plaque or signage affixed to or erected in the vicinity of any public structure or facility that is named in honour of a recipient of an Award in the Order of Australia shall also bear the letters indicating the Award that has been bestowed on the recipient.

Further, the committee notes that Mr Joe Leo was awarded the Order of Australia Medal (OAM) several years ago in honour of his many long years of dedicated voluntary service to the community.

COMMITTEE RECOMMENDATION

THAT the existing sign “Warren ‘Joe’ Leo Field” be replaced as soon as practicable with a new sign, “Warren ‘Joe’ Leo OAM Field”.

Moved by: Councillor Schwarten

Seconded by: Mayor Strelow

MOTION CARRIED

12 CLOSED SESSION

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

COMMITTEE RESOLUTION

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

13.1 Operation of the WWII Memorial Pool Complex - Winter 2014

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

Moved by: Councillor Schwarten

Seconded by: Mayor Strelow

MOTION CARRIED

COMMITTEE RESOLUTION

3:52PM

THAT pursuant to s341)(k) and s44 *Council Meeting Procedures* the meeting moves into Closed Session and be closed to the public.

Moved by: Councillor Schwarten

Seconded by: Mayor Strelow

MOTION CARRIED

COMMITTEE RESOLUTION

4:03PM

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

Moved by: Councillor Fisher

Seconded by: Councillor Schwarten

MOTION CARRIED

13 CONFIDENTIAL REPORTS

13.1 OPERATION OF THE WWII MEMORIAL POOL COMPLEX - WINTER 2014

File No: 8643
Attachments: Nil
Authorising Officer: Margaret Barrett - Manager Parks
Michael Rowe - Acting Chief Executive Officer
Author: Sophia Czarkowski - Sports & Education Officer

This report is considered confidential in accordance with section 275(1)(e), of the *Local Government Regulation 2012*, as it contains information relating to contracts proposed to be made by it.

SUMMARY

This report provides options and cost estimates for the operation of World War II Memorial Pool Complex over Winter 2014 and seeks endorsement from Council for the required variation to the management agreement.

COMMITTEE RECOMMENDATION

THAT Council approve a variation to the contract to facilitate operation of the World War II Memorial Pool Complex during Winter 2014 (1 May – 31 August 2014) as outlined as Option Three of the report.

Moved by: Councillor Fisher

Seconded by: Mayor Strelow

MOTION CARRIED

14 CLOSURE OF MEETING

There being no further business the meeting closed at 4:03pm.

CHAIRPERSON

SIGNATURE

DATE