



# **PARKS & RECREATION COMMITTEE MEETING**

## **MINUTES**

**1 JULY 2014**

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

Excluding the following item:

9.1.4 - Proposed Use of High Street Car Park at Kershaw Gardens for Short Term Camping.

## TABLE OF CONTENTS

| ITEM | SUBJECT   | PAGE NO |
|------|---|---------|
| 1    | OPENING.....  | 1       |
| 2    | PRESENT .....   | 1       |
| 3    | APOLOGIES AND LEAVE OF ABSENCE .....  | 1       |
| 4    | CONFIRMATION OF MINUTES OF PREVIOUS MEETING .....   | 1       |
| 5    | DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA.....  | 1       |
| 8.3  | PROPOSED USE OF HIGH STREET CAR PARK AT KERSHAW<br>GARDENS FOR SHORT TERM CAMPING .....               | 2       |
| 8.4  | REGIONAL CEMETERIES - CAPACITY ASSESSMENT -<br>ROCKHAMPTON MEMORIAL GARDENS - COST COMPARISON .....   | 3       |
| 6    | BUSINESS OUTSTANDING .....  | 4       |
| 6.1  | BUSINESS OUTSTANDING TABLE FOR PARKS AND<br>RECREATION COMMITTEE .....                                | 4       |
| 7    | PUBLIC FORUMS/DEPUTATIONS .....   | 5       |
|      | NIL .....   | 5       |
| 8    | OFFICERS' REPORTS.....  | 6       |
| 8.1  | MAY CAPITAL PROGRESS REPORT FOR PARKS AND<br>RECREATION - FACILITIES MANAGEMENT UNIT .....            | 6       |
| 8.2  | COMMUNITY SERVICES CAPITAL WORKS MONTHLY REPORT –<br>JUNE 2014 – PARKS AND RECREATION COMMITTEE ..... | 7       |
| 9    | STRATEGIC REPORTS.....  | 8       |
| 9.1  | PARKS AND OPEN SPACE MONTHLY REPORT .....   | 8       |
| 10   | NOTICES OF MOTION.....  | 9       |
|      | NIL .....   | 9       |
| 11   | URGENT BUSINESS\QUESTIONS .....   | 10      |
| 12   | CLOSURE OF MEETING .....  | 11      |

**REPORT OF THE PARKS & RECREATION COMMITTEE MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY, 1 JULY 2014 COMMENCING AT 9.00AM**

**COMMITTEE RESOLUTION**

**THAT** in accordance with s64(3) of the *Local Government (Operations) Regulation 2010*, and s45(8) *Council meeting Procedures*, Councillor Strelow be appointed Chairperson of the Parks and Recreation Committee for the period of Councillor Rutherford's absence.

**Moved by:** Councillor Schwarten

**Seconded by:** Councillor Swadling

**MOTION CARRIED**

**1 OPENING****2 PRESENT**

Members Present:

The Mayor, Councillor M F Strelow (Chairperson)  
Councillor R A Swadling  
Councillor N K Fisher  
Councillor S J Schwarten

In Attendance:

Mr E Pardon – Chief Executive Officer  
Ms C Haughton – Acting General Manager Community Services  
Ms M Barrett – Manager Parks  
Mr A Collins – Special Projects Officer  
Ms F McRae – Media and Communications Officer  
Ms I Taylor – Governance Support Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

Leave of Absence for the meeting was previously granted to Councillor Cherie Rutherford.

Leave of Absence for the meeting was previously granted to Councillor Tony Williams.

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

**THAT** the minutes of the Parks & Recreation Committee held on 3 June 2014 be taken as read and adopted as a correct record.

**Moved by:** Councillor Swadling

**Seconded by:** Councillor Schwarten

**MOTION CARRIED**

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

**8.3 PROPOSED USE OF HIGH STREET CAR PARK AT KERSHAW GARDENS FOR SHORT TERM CAMPING**

**File No:** 1464  
**Attachments:** 1. Aerial of High Street car park  
**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - General Manager Community Services  
**Author:** Vincent Morrice - Coordinator Parks Recreation Services

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09:02AM Councillor Fisher attended the meeting.

**SUMMARY**

*This report includes an overview of the issues to be considered in determining the suitability of the High Street car park at Kershaw Gardens for overnight recreational vehicle (RV) camping or stopovers.*

**COMMITTEE RECOMMENDATION**

THAT the car park off High St in Kershaw Gardens be progressed for overnight stopovers for self-contained recreational vehicles and that appropriate approvals be sought and the Land Use Management Plan be revised and the current overnight stop overs at Washpool be discontinued and be signed accordingly.

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

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**8.4 REGIONAL CEMETERIES - CAPACITY ASSESSMENT - ROCKHAMPTON MEMORIAL GARDENS - COST COMPARISON**

**File No:** 1464

**Attachments:** 1. Report to Committee - April 2014  
2. Photographs - Installation of MBS (2009)

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

**Author:** Vincent Morrice - Coordinator Parks Recreation Services

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**SUMMARY**

*The Regional Cemeteries – Capacity Assessment report presented to the Parks & Recreation Committee on 1 April 2014 provided an overview of current utilisation at each site along with an assessment of future capacity. The report included information which addressed a previous Council resolution from June 2013 calling for information on burial alternatives for Rockhampton Memorial Gardens (RMG) other than the Modern Burial System (MBS).*

*Following consideration of the April 2014 report, Council resolved that “a further report that discusses the cost benefit for competing burials systems at the Rockhampton Memorial Gardens site be brought back to the table.”*

*The April 2014 report estimated that sufficient capacity existed to service demand for new burials at RMG (first Interments) for a further 1.3 years before reserves were exhausted.*

09:22AM Cr Swarten left the meeting.

**COMMITTEE RECOMMENDATION**

THAT the report on Regional Cemeteries – Capacity Assessment be received.

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

## 6 BUSINESS OUTSTANDING

### 6.1 BUSINESS OUTSTANDING TABLE FOR PARKS AND RECREATION COMMITTEE

**File No:** 10097  
**Attachments:** 1. Business Outstanding Table for Parks and Recreation Committee  
**Responsible Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

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09:25AM Councillor Schwarten returned to the meeting.

#### 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 Swadling

**Seconded by:** Councillor Fisher

**MOTION CARRIED**

## **7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## 8 OFFICERS' REPORTS

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

**File No:** 1484  
**Attachments:** 1. Facilities Capital Progress Report for May 2014  
**Responsible Officer:** Cheryl Haughton - Manager Community Services  
Michael Rowe - General Manager Community Services  
**Author:** Sharon Sommerville - Coordinator Facilities

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#### SUMMARY

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

#### COMMITTEE RECOMMENDATION

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

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

**MOTION CARRIED**



**8.2 COMMUNITY SERVICES CAPITAL WORKS MONTHLY REPORT – JUNE 2014 –  
PARKS AND RECREATION COMMITTEE**

**File No:** 1464  
**Attachments:** 1. Parks and Recreation Committee - June 2014  
**Authorising Officer:** Michael Rowe - General Manager Community Services  
**Author:** Andrew Collins - Special Projects Officer

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**SUMMARY**

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

**COMMITTEE RECOMMENDATION**

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

**Moved by:** Councillor Swadling

**Seconded by:** Councillor Fisher

**MOTION CARRIED**

## 9 STRATEGIC REPORTS

### 9.1 PARKS AND OPEN SPACE MONTHLY REPORT

**File No:** 1464

**Attachments:** 1. Parks and Open Space Monthly Report - May 2014

**Authorising Officer:** Michael Rowe - General Manager Community Services

**Author:** Margaret Barrett - Manager Parks

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#### SUMMARY

*This report provides information on the activities and services of Parks and Open Space unit for the month of May 2014.*

#### COMMITTEE RECOMMENDATION

THAT the report on the activities and services of Parks and Open Space Unit of May 2014 be received.

**Moved by:** Councillor Schwarten

**Seconded by:** Councillor Swadling

**MOTION CARRIED**

## **10 NOTICES OF MOTION**

Nil

## **11 URGENT BUSINESS\QUESTIONS**

## **12 CLOSURE OF MEETING**

There being no further business the meeting closed at 09:40am.

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SIGNATURE

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CHAIRPERSON

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DATE