



COMMUNITY SERVICES COMMITTEE MEETING

MINUTES

30 OCTOBER 2019

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	2
6	BUSINESS OUTSTANDING	3
	NIL	3
7	PUBLIC FORUMS/DEPUTATIONS	4
	NIL	4
8	OFFICERS' REPORTS	5
8.1	PROJECT DELIVERY MONTHLY REPORT - SEPTEMBER 2019 - CBD CULTURAL PRECINCT - CUSTOM HOUSE DESIGN.....	5
8.2	PROJECT DELIVERY MONTHLY REPORT - SEPTEMBER 2019 - PILBEAM THEATRE REDEVELOPMENT	6
8.3	PROJECT DELIVERY MONTHLY REPORT - SEPTEMBER 2019 - VISITOR INFORMATION CENTRE UPGRADE (W4Q)	7
8.4	PROJECT DELIVERY MONTHLY REPORT - SEPTEMBER 2019 - HERITAGE VILLAGE LIGHTING UPGRADE (W4Q)	8
8.5	COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019.....	9
8.6	COMMUNITY ASSISTANCE PROGRAM - MAJOR SPONSORSHIP	10
8.7	COMMUNITY ASSISTANCE PROGRAM - MINOR SPONSORSHIP	11
8.8	COMMUNITIES AND CULTURE SOLE SUPPLIER PROVISION.....	12
8.9	REGIONAL ARTS DEVELOPMENT FUND QUICK RESPONSE GRANT APPROVAL PROCESS.....	13
8.10	COMMUNITIES & CULTURE OPERATIONAL REPORT SEPTEMBER2019.....	14
9	NOTICES OF MOTION	15
	NIL	15
10	URGENT BUSINESS\QUESTIONS	16
11	CLOSURE OF MEETING.....	17

**REPORT OF THE COMMUNITY SERVICES COMMITTEE MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON WEDNESDAY, 30 OCTOBER 2019 COMMENCING AT 9.01AM**

1 OPENING**2 PRESENT**

Members Present:

Councillor R A Swadling (Chairperson)
The Mayor, Councillor M F Strelow
Councillor N K Fisher
Councillor C R Rutherford
Councillor M D Wickerson

In Attendance:

Ms C Worthy – General Manager Community Services (Executive Officer)
Mr P Kofod – General Manager Regional Services
Mr J Webb – Manager Communities and Culture
Mr R Dunkley – Manager Community Assets and Facilities
Ms S Czarkowski – Coordinator Facilities
Ms B Jahnke – Coordinator Community Assets
Ms G Dwyer – Media Officer
Ms K Walsh – Committee Support Officer

3 APOLOGIES AND LEAVE OF ABSENCE

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 Community Services Committee held on 25 September 2019 be taken as read and adopted as a correct record.

Moved by: Councillor Wickerson

Seconded by: Councillor Fisher

MOTION CARRIED

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

9:01AM

The Mayor Councillor Strelow informed the meeting of a material personal interest in Item 8.2 Project Delivery Monthly Report – September 2019 – Pilbeam Theatre Redevelopment.

“I declare that I have a material personal interest in this matter due to owning property in the vicinity and will leave the meeting when the matter is discussed and voted on.”

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 PROJECT DELIVERY MONTHLY REPORT - SEPTEMBER 2019 - CBD CULTURAL PRECINCT - CUSTOMS HOUSE DESIGN

File No: 7028
Attachments: 1. CBD Cultural Precinct - Customs House Design
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Project Delivery

SUMMARY

Monthly reports on the projects currently managed by Project Delivery.

COMMITTEE RECOMMENDATION

THAT the Project Delivery Monthly Report for September 2019 – CBD Cultural Precinct – Customs House Design be received.

Moved by: Councillor Swadling
Seconded by: Councillor Wickerson
MOTION CARRIED

8.2 PROJECT DELIVERY MONTHLY REPORT - SEPTEMBER 2019 - PILBEAM THEATRE REDEVELOPMENT

9:04AM Mayor Strelow left the meeting room having earlier declared a material personal interest in this matter.

File No: 7028
Attachments: 1. Pilbeam Theatre Redevelopment
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Project Delivery

SUMMARY

Monthly reports on the projects currently managed by Project Delivery.

COMMITTEE RECOMMENDATION

THAT the Project Delivery Monthly Report for September 2019 – Pilbeam Theatre Redevelopment be received.

Moved by: Councillor Wickerson
Seconded by: Councillor Fisher

MOTION CARRIED

9:06AM Mayor Strelow returned to the meeting room.

8.3 PROJECT DELIVERY MONTHLY REPORT - SEPTEMBER 2019 - VISITOR INFORMATION CENTRE UPGRADE (W4Q)

File No: 7028
Attachments: 1. Visitor Information Centre Upgrade (W4Q)
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Project Delivery

SUMMARY

Monthly reports on the projects currently managed by Project Delivery.

COMMITTEE RECOMMENDATION

THAT the Project Delivery Monthly Report for September 2019 – Visitor Information Centre Upgrade (W4Q) be received.

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

8.4 PROJECT DELIVERY MONTHLY REPORT - SEPTEMBER 2019 - HERITAGE VILLAGE LIGHTING UPGRADE (W4Q)

File No: 7028
Attachments: 1. Heritage Village Lighting Upgrade (W4Q)
Authorising Officer: Peter Kofod - General Manager Regional Services
Author: Andrew Collins - Manager Project Delivery

SUMMARY

Monthly reports on the projects currently managed by Project Delivery.

COMMITTEE RECOMMENDATION

THAT the Project Delivery Monthly Report for September 2019 – Heritage Village Lighting Upgrade (W4Q) be received.

Moved by: Councillor Swadling
Seconded by: Councillor Wickerson
MOTION CARRIED

8.5 COMMUNITY ASSETS AND FACILITIES MONTHLY OPERATIONAL REPORT - SEPTEMBER 2019

File No: 1464

Attachments: 1. Community Assets and Facilities Monthly Report - September 2019

Authorising Officer: Richard Dunkley - Manager Community Assets and Facilities
Aaron Pont - Acting General Manager Community Services

Author: Sophia Czarkowski - Coordinator Facilities

SUMMARY

This report provides information on the activities of Community Assets and Facilities for the month of September 2019.

COMMITTEE RECOMMENDATION

THAT the Community Assets and Facilities monthly operational report for September 2019 be received.

Moved by: Councillor Fisher

Seconded by: Councillor Rutherford

MOTION CARRIED

8.6 COMMUNITY ASSISTANCE PROGRAM - MAJOR SPONSORSHIP

File No: 12535
Attachments: Nil
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Kerri Dorman - Administration Supervisor

SUMMARY

An application from the Cathedral Parish of St Joseph for Major Sponsorship Assistance towards the Lights of Christmas 2019 event is presented for Council consideration.

COMMITTEE RECOMMENDATION

THAT Council considers the application made under the Major Sponsorship scheme for the staging of 'The Lights of Christmas' event to be held from 17 to 23 December 2019 and approve a cash sponsorship of \$15,000.00.

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

8.7 COMMUNITY ASSISTANCE PROGRAM - MINOR SPONSORSHIP

File No: 12535
Attachments: Nil
Authorising Officer: Aaron Pont - Acting General Manager Community Services
Author: Kerri Dorman - Administration Supervisor

SUMMARY

An application from Rockhampton Touch Association Incorporated for Minor Sponsorship assistance towards Red Rooster Junior Carnival.

COMMITTEE RECOMMENDATION

THAT Council considers the Minor Sponsorship application from Rockhampton Touch Association Incorporation for funding to assist with the staging of the Red Rooster Junior Carnival to be held on 2 and 3 November 2019, and approves an amount of \$3,000 in sponsorship.

Moved by: Councillor Rutherford
Seconded by: Councillor Swadling

MOTION CARRIED

8.8 COMMUNITIES AND CULTURE SOLE SUPPLIER PROVISION

File No: 7104
Attachments: Nil
Authorising Officer: John Webb - Manager Communities and Culture
Aaron Pont - Acting General Manager Community Services
Author: Louise Hales - Programs and Development Officer

SUMMARY

Council Presents an annual program of exhibitions and performance, it is necessary to resolve that it would be impractical of Council to invite quotes for the content and physical productions.

COMMITTEE RECOMMENDATION

THAT Council resolve that 'it is satisfied that there is only one supplier who is reasonably available' and that 'because of the specialised nature of the services that are sought, it would be impractical for Council to invite quotes for the supply of the productions. Exhibition and services' as detailed in the report.

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

**8.9 REGIONAL ARTS DEVELOPMENT FUND QUICK RESPONSE GRANT
APPROVAL PROCESS**

File No: 8944
Attachments: Nil
Authorising Officer: John Webb - Manager Communities and Culture
Aaron Pont - Acting General Manager Community Services
Author: Louise Hales - Programs and Development Officer

SUMMARY

The Regional Arts Development Fund offers a Quick Response grant for projects requiring funding within a short time frame. Currently all RADF recommendations must be endorsed by Council. As this timeframe can exceed six weeks, an alternative process is sort to better respond to community needs.

COMMITTEE RECOMMENDATION

THAT approval of RADF Quick Response Grants be delegated by Council to the Chief Executive Officer for endorsement by the appropriate General Manager.

Moved by: Councillor Swadling

Seconded by: Mayor Strelow

MOTION CARRIED

8.10 COMMUNITIES & CULTURE OPERATIONAL REPORT SEPTEMBER 2019

File No: 1464
Attachments: 1. September 2019
Authorising Officer: Aaron Pont - Acting General Manager Community Services
Author: John Webb - Manager Communities and Culture

SUMMARY

The report provides information on the programs and activities of the Communities and Culture Section for September 2019.

COMMITTEE RECOMMENDATION

THAT the Communities and Culture Operational Report of September 2019 be 'received'

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

9 NOTICES OF MOTION

Nil

10 URGENT BUSINESS\QUESTIONS

11 CLOSURE OF MEETING

There being no further business the meeting closed at 9:36am.

SIGNATURE

CHAIRPERSON

DATE