



COMMUNITIES COMMITTEE MEETING

MINUTES

19 AUGUST 2025

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**REPORT OF THE COMMUNITIES COMMITTEE MEETING
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON
ON TUESDAY, 19 AUGUST 2025 COMMENCING AT 10:01 AM**

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 M A Taylor
Councillor G D Mathers
Councillor E B Hilse

In Attendance:

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

3 APOLOGIES AND LEAVE OF ABSENCE

Leave of Absence for the meeting was previously granted to Councillor Edward Oram.

Councillor Cherie Rutherford tendered her apologies.

4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING

COMMITTEE RESOLUTION

THAT the minutes of the Communities Committee of 15 July 2025 be confirmed.

Moved by: Councillor Hilse
Seconded by: Councillor Mathers
MOTION CARRIED

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

Nil

6 BUSINESS OUTSTANDING

6.1 BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE

File No: 10097

Authorising Officer: Evan Pardon - Chief Executive Officer

Author: Damon Morrison - Acting General Manager Community Services

SUMMARY

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

10:03AM Councillor Wickerson attended the meeting

COMMITTEE RESOLUTION

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

Moved by: Councillor Taylor

Seconded by: Councillor Latcham

MOTION CARRIED

6.2 LIFTING MATTERS FROM THE TABLE

File No: 11715
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Evan Pardon - Chief Executive Officer

SUMMARY

This report is being presented in order for matters that have been laid on the table at previous meetings to be formally lifted from the table prior to being dealt with at this meeting.

COMMITTEE RESOLUTION

THAT the following matter be lifted from the table and dealt with accordingly:

- Petition – Victoria Park Gymnastics and Trampoline Club Inc.

Moved by: Mayor Williams
Seconded by: Councillor Taylor

MOTION CARRIED

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 PRESENTATION OF PETITIONS

Nil

9 COMMITTEE REPORTS

Nil

10 COUNCILLOR/DELEGATE REPORTS

10.1 PORTFOLIO UPDATE

File No: 10097
Authorising Officer: Damon Morrison - Acting General Manager Community Services
Author: Damon Morrison - Acting General Manager Community Services

SUMMARY

Portfolio Councillors for Communities and Heritage; Planning and Regulation and Environmental Sustainability will provide an update on matters of interest within their portfolio.

COMMITTEE RESOLUTION

THAT the Portfolio Updates for Communities and Heritage, Planning and Regulation and Environmental Sustainability be received.

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

11 OFFICERS' REPORTS

11.1 COMMUNITY ASSISTANCE PROGRAM - AMENDED POLICY & PROCEDURE

File No: 12535

Authorising Officer: Damon Morrison - Acting General Manager Community Services

Author: Kerri Dorman - Supervisor Community Services Directorate

SUMMARY

Seeking Council's support and adoption of amendments to the Community Assistance Program's Policy and Procedure.

COMMITTEE RESOLUTION

THAT in accordance with Part 5 of the *Local Government Regulation 2012*, Council adopt amendments to the Community Assistance Program Policy and the Community Assistance Program Procedure as proposed with a review period of 3 years.

Moved by: Councillor Latcham

Seconded by: Councillor Wickerson

MOTION CARRIED

11.2 PROJECT DELIVERY CAPITAL REPORT - COMMUNITY SERVICES - JULY 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.

COMMITTEE RESOLUTION

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

Moved by: Councillor Wickerson

Seconded by: Councillor Hilse

MOTION CARRIED

COMMITTEE RESOLUTION

THAT a report be brought back to the table on membership numbers at Victoria Park Tennis.

Moved by: Councillor Mathers

Seconded by: Councillor Hilse

MOTION CARRIED

11.3 ASSESSMENT OF PETITION – VICTORIA PARK GYMNASTICS & TRAMPOLINE CLUB INC

File No: 4203
Authorising Officer: Doug Scott - Acting Manager Parks
Damon Morrison - Acting General Manager Community Services
Author: Justin Bulwinkel - Sports and Active Communities Coordinator

SUMMARY

Council has received a petition from Victoria Park Gymnastics and Trampoline Club Inc. signed by 131 community members, requesting improvements to parking infrastructure and access along Hall Street, Wandal. The petition highlights concerns regarding safety, drainage, and the lack of structured parking to support the club's operations and broader community use of the Victoria Park precinct.

10:56AM The Chief Executive Officer left the meeting room
10:59AM The Chief Executive Officer returned to the meeting room

COMMITTEE RESOLUTION

THAT Council:

1. Acknowledge receipt of the petition submitted by Victoria Park Gymnastics and Trampoline Club Inc;
2. Endorse the proposed short-term solution outlined in this report to increase the capacity of the Western Car Park;
3. Support continued engagement with Victoria Park Gymnastics and Trampoline Club to identify co-investment opportunities aligned with their future facility expansion and infrastructure upgrades.

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

11.4 MOUNT MORGAN RUGBY UNION CLUB INC. - FREEHOLD LEASE EXTENSION & RENEWAL

File No: 1464
Authorising Officer: Doug Scott - Acting Manager Parks
Damon Morrison - Acting General Manager Community Services
Author: Justin Bulwinkel - Sports and Active Communities Coordinator
Erica Smith - Sports and Active Communities Advisor

SUMMARY

In accordance with Section 236(1)(b)(ii) and Section 236(1)(b)(iii) of the Local Government Regulation 2012 (Qld) a Council resolution is sought to extend and renew the existing Freehold Lease for Mount Morgan Rugby Union Club Inc. over part of Newman Oval, Mount Morgan.

COMMITTEE RESOLUTION

THAT

1. Pursuant to Sections 236(1)(b)(ii) and 236(1)(c)(iii) of the *Local Government Regulation 2012 (Qld)*, Council approve the request to extend Mount Morgan Rugby Club's Freehold Lease area, as identified in Attachment 2 of the report, and approve the renewal of the Freehold Lease over part of Brad Newman Oval (Lot 4 on SP124256).
2. Council authorises the Chief Executive Officer (Sports and Active Communities Coordinator) to negotiate the terms and conditions of the agreements in preparation for execution by the delegated officer.

Moved by: Councillor Taylor
Seconded by: Councillor Latcham

MOTION CARRIED

11.5 COMMUNITY PROJECTS – INFRASTRUCTURE CHARGES

File No: 8747
Authorising Officer: Doug Scott - Acting Manager Parks
Damon Morrison - Acting General Manager Community Services
Author: Justin Bulwinkel - Sports and Active Communities Coordinator

SUMMARY

This report seeks Council's approval to waive infrastructure charges applied in accordance with Resolution No. 1 of 2022 for two (2) impending community development projects:

- 1. North Rockhampton Golf Club Inc. – New Storage Shed*
- 2. Fitzroy Rowing Club Inc. – Shed Extension*

Both projects are fully funded and set to be delivered by the respective community organisations to enhance facilities and improve service delivery. The sites are located on Council-managed land and support community sport and recreation activities.

COMMITTEE RESOLUTION

THAT:

1. Council resolves to grant a reduction to infrastructure charges of one hundred per cent (100%), being \$6,301.49, upon compliance with the conditions of the relevant development approval (Reference number: B/237-2025/North Rockhampton Golf Club); and
2. Council resolves to grant a reduction to infrastructure charges of one hundred per cent (100%), being \$5,910.00, upon compliance with the conditions of the relevant development approval (Reference number: D/177-2024/Fitzroy Rowing Club).

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

11.6 TRUSTEE LEASE REQUEST - BLUEBIRDS FOOTBALL CLUB INC

File No: 8166
Authorising Officer: Doug Scott - Acting Manager Parks
Damon Morrison - Acting General Manager Community Services
Author: Justin Bulwinkel - Sports and Active Communities Coordinator

SUMMARY

Council approval is sought to grant a new Trustee Lease at Webber Park, Norman Gardens (Lot 340 on SP144834) to Bluebirds United Football Club Inc, enabling delivery of a compliant, accessible clubhouse supported by \$900,000 in State funding.

This report also highlights Council's capital lighting renewal program scope to be delivered at Webber Park this financial year, prioritising an LED upgrade to replace aging infrastructure. The project also includes establishing a dedicated point of supply to improve service reliability, facility governance and point of connection for the community project described.

COMMITTEE RESOLUTION**THAT:**

1. Pursuant to Section 236(1)(b)(ii) of the Local Government Regulation 2012 (Qld), Council approve the request to grant a new Trustee Lease to Bluebirds United Football Club Inc. over part of Webber Park, described as Lot 340 on SP144834, 403–417 Richardson Road, Norman Gardens, as identified in Attachment 1 of the report;
2. Bluebirds United Football Club Inc. commit to replanting two (2) trees for each tree removed (totalling eight), in consultation with Council's Parks section, with planting locations to be determined through future tree planting programs; and
3. Council authorises the Chief Executive Officer (Sports and Active Communities Coordinator) to negotiate the terms and conditions of the agreements in preparation for execution by the delegated officer.

Moved by: Councillor Latcham

Seconded by: Councillor Hilse

MOTION CARRIED

11.7 PARKS SIGNIFICANT PROJECT STATUS REPORT

File No: 15225
Authorising Officer: Doug Scott - Acting Manager Parks
Damon Morrison - Acting General Manager Community Services
Author: Justin Bulwinkel - Sports and Active Communities Coordinator

SUMMARY

End of financial year update on significant Parks capital projects for 2024/25, including outstanding scope items that will carry into the 2025/26 financial year and the next planned stages for each program.

COMMITTEE RESOLUTION

THAT the Parks 2024/25 End-of-Financial-Year Significant Project Status Report be received.

Moved by: Councillor Taylor

Seconded by: Councillor Hilse

MOTION CARRIED UNANIMOUSLY

11.8 COMMUNITY ASSETS AND FACILITIES SIGNIFICANT PROJECT UPDATE

File No: 1464
Authorising Officer: Damon Morrison - Acting 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 24/25 financial year.

COMMITTEE RESOLUTION

THAT the monthly status reports be received.

Moved by: Councillor Mathers
Seconded by: Councillor Taylor
MOTION CARRIED

11.9 2025/26 COMMUNITY SERVICES: SIGNIFICANT PROJECTS

File No: 2199
Authorising Officer: Evan Pardon - Chief Executive Officer
Author: Damon Morrison - Acting General Manager Community Services

SUMMARY

This report provides the 2025/26 capital program for the Department of Community Services and presenting a draft proposed list of nominated significant projects for the consideration and endorsement of the Committee.

COMMITTEE RESOLUTION

THAT Council endorses the following significant projects for future reporting:

1. City Hall Refurbishment
2. Playground Renewal

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

11.10 PLACE OF LAST RESORT - PROJECT PLAN

File No: 16381
Authorising Officer: Damon Morrison - Acting General Manager Community Services
Author: Doug Scott - Acting Manager Parks

SUMMARY

This report seeks Council's endorsement of the Place of Last Resort Project Plan, which outlines the establishment of a temporary site to support individuals experiencing homelessness in the Rockhampton Region. The plan includes site selection, governance, planning compliance, budget, and community engagement. The Music Bowl in Parkhurst has been identified as the preferred location. The project proposes a staged implementation, beginning with temporary use while the Material Change of Use (MCU) process is undertaken.

COMMITTEE RESOLUTION

THAT the matter be referred to a Special Council meeting at a time to be arranged by the Chief Executive Officer.

Moved by: Councillor Mathers

Seconded by: Councillor Hilse

MOTION CARRIED

12 NOTICES OF MOTION

Nil

13 QUESTIONS ON NOTICE

Nil

14 URGENT BUSINESS\QUESTIONS

Nil

15 CLOSURE OF MEETING

There being no further business the meeting closed at 11:34am.

SIGNATURE

CHAIRPERSON

DATE