



# **PARKS & RECREATION COMMITTEE MEETING**

## **MINUTES**

**6 OCTOBER 2015**

The Committee Recommendations contained within these Minutes  
were adopted at the Council meeting on 13 October 2015.

Excluding the following item:

8.4 Rockhampton Regional Cemeteries - North Rockhampton and Gracemere

## TABLE OF CONTENTS

| ITEM | SUBJECT                                                                                        | PAGE NO |
|------|------------------------------------------------------------------------------------------------|---------|
| 1    | OPENING.....                                                                                   | 3       |
| 2    | PRESENT .....                                                                                  | 3       |
| 3    | APOLOGIES AND LEAVE OF ABSENCE .....                                                           | 3       |
| 4    | CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....                                               | 3       |
| 5    | DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA .....                                        | 3       |
| 6    | BUSINESS OUTSTANDING .....                                                                     | 5       |
| 6.1  | BUSINESS OUTSTANDING TABLE FOR PARKS AND RECREATION COMMITTEE .....                            | 5       |
| 7    | PUBLIC FORUMS/DEPUTATIONS .....                                                                | 6       |
|      | NIL .....                                                                                      | 6       |
| 8    | OFFICERS' REPORTS .....                                                                        | 7       |
| 8.1  | REQUEST FROM ROCKHAMPTON AND DISTRICT HISTORICAL SOCIETY INC FOR REDUCTION IN LEASE FEES ..... | 7       |
| 8.2  | LIGHTHOUSE BAPTIST SCHOOL REQUEST FOR TENURE OVER JUDS PARK .....                              | 8       |
| 8.3  | STATE GOVERNMENT 'GET PLAYING PLUS' FUNDING INITIATIVE .....                                   | 9       |
| 8.4  | ROCKHAMPTON REGIONAL COUNCIL CEMETERIES - NORTH ROCKHAMPTON AND GRACEMERE .....                | 10      |
| 8.5  | KERSHAW GARDENS CONCEPT MASTER PLAN - COMMUNITY ENGAGEMENT .....                               | 11      |
| 9    | STRATEGIC REPORTS .....                                                                        | 12      |
| 9.1  | PARKS AND OPEN SPACE OPERATIONS REPORT - AUGUST 2015 .....                                     | 12      |
| 8    | OFFICERS' REPORTS .....                                                                        | 13      |
| 8.6  | CEDRIC ARCHER PARK IMPLEMENTATION PLAN.....                                                    | 13      |
| 10   | NOTICES OF MOTION .....                                                                        | 14      |
|      | NIL .....                                                                                      | 14      |
| 11   | URGENT BUSINESS\QUESTIONS .....                                                                | 15      |
| 12   | CLOSED SESSION .....                                                                           | 16      |
| 13.1 | REQUEST FROM ROCKHAMPTON RACING PIGEON CLUB FOR REDUCTION OF LEASE FEES.....                   | 16      |

|           |                                                                                 |           |
|-----------|---------------------------------------------------------------------------------|-----------|
| <b>13</b> | <b>CONFIDENTIAL REPORTS.....</b>                                                | <b>17</b> |
| 13.1      | REQUEST FROM ROCKHAMPTON RACING PIGEON CLUB FOR<br>REDUCTION OF LEASE FEES..... | 17        |
| <b>14</b> | <b>CLOSURE OF MEETING.....</b>                                                  | <b>18</b> |

**REPORT OF THE PARKS & RECREATION COMMITTEE MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY, 6 OCTOBER 2015 COMMENCING AT 9.07AM**

**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

Observer:

Councillor C E Smith

In Attendance:

Mr M Rowe – General Manager Community Services (Executive Officer)  
Mr E Pardon – Chief Executive Officer  
Ms M Barrett – Manager Parks  
Mr W Clark – Community Engagement Officer  
Ms F McRae – Marketing and Media Officer  
Ms I Taylor – Governance 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 1 September 2015 be taken as read and adopted as a correct record.

Moved by: Councillor Williams

Seconded by: Councillor Fisher

**MOTION CARRIED**

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

**COMMITTEE RESOLUTION**

**9:09AM** Councillor Rutherford declared a recess.

**Moved by:** Councillor Rutherford

**Seconded by:** Mayor Strelow

**MOTION CARRIED**

**COMMITTEE RESOLUTION**

**9:21AM** Councillor Rutherford declared that the meeting resume.

**Moved by:** Councillor Rutherford

**Seconded by:** Councillor Williams

**MOTION CARRIED**

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 M Rowe – General Manager Community Services (Executive Officer)  
Mr E Pardon – Chief Executive Officer  
Ms M Barrett – Manager Parks  
Mr A Collins – Special Projects Officer  
Ms F McRae – Marketing and Media Officer  
Ms I Taylor – Governance Support Officer

## 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.*

9.22AM Councillor Smith left the meeting.

#### COMMITTEE RECOMMENDATION

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

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

## **7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## 8 OFFICERS' REPORTS

### 8.1 REQUEST FROM ROCKHAMPTON AND DISTRICT HISTORICAL SOCIETY INC FOR REDUCTION IN LEASE FEES

File No: 4221

Attachments: 

1. Rockhampton and District Historical Society Reduction Request Letter
2. 2014 Reduction Letter from CEO to Rockhampton and District Historical Society Inc
3. Map of Stapleton Park

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

Author: Jacinta James - Sports and Education Supervisor

---

#### SUMMARY

*Rockhampton and District Historical Society utilise a Council-owned building at Stapleton Park. The Society has requested a reduction in rental fees for the 2015/16 Financial Year to assist the Club in its ongoing operations post Tropical Cyclone Marcia.*

9.24AM Councillor Smith returned to the meeting.

#### COMMITTEE RECOMMENDATION

THAT Council accede to the request from Rockhampton and District Historical Society for a reduction of Lease fees for the 2015/16 Financial Year as per Option One detailed in the report.

Moved by: Mayor Strelow  
Seconded by: Councillor Fisher

**MOTION CARRIED**

**8.2 Lighthouse Baptist School Request for Tenure over Juds Park**

**File No:** 1464

**Attachments:**

1. Request for Tenure Letter from Lighthouse Baptist School
2. Map of Juds Park

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

**Author:** Jacinta James - Sports and Education Supervisor

---

**SUMMARY**

*The Lighthouse Christian School is located beside Juds Park, 460 Norman Road, Norman Gardens and the school utilises the park land for school based activities including school sport and lunch breaks. After a number of discussions the School has formally requested tenure over Juds Park for its proposed usage times and days as detailed in the report.*

**COMMITTEE RECOMMENDATION**

THAT

1. Council accede to the request from Lighthouse Christian School to enter into a Trustee Permit with Council over Juds Park (being Lot 100 CP 860388) for a period of three (3) years commencing on 1 January 2016.
2. Council accede to the request from Lighthouse Christian School to enter into a Freehold Licence with Council over Juds Park (being Lot 1 RP 608019) for a period of three (3) years commencing on 1 January 2016.

**Moved by:** Councillor Fisher

**Seconded by:** Mayor Strelow

**MOTION CARRIED**

**8.3 STATE GOVERNMENT 'GET PLAYING PLUS' FUNDING INITIATIVE**

**File No:** 349  
**Attachments:** 1. 'Get Playing Plus' Fact Sheet  
**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - General Manager Community Services  
**Author:** Jacinta James - Sports and Education Supervisor  
**Previous Items:** State Government 'Get Playing Plus' Funding Initiative -  
Parks & Recreation Committee - 30 Sep 2014 9.00am  
Royalties for the Regions Round 4 Expressions of  
Interest - Ordinary Council - 09 Sep 2014 9.00am  
Redevelopment Priorities for 42nd Battalion Memorial  
Pool - Performance & Service Committee - 26 May 2015  
9.00am

---

**SUMMARY**

*The report seeks endorsement of the Northside Pool Redevelopment as the Council project to be nominated for the State Government's 'Get Playing Plus' funding initiative.*

**COMMITTEE RECOMMENDATION**

THAT Council endorse the submission of an application for funding for the 42<sup>nd</sup> Battalion Memorial Pool Redevelopment project under the State Government's 'Get Playing Plus' funding program.

**Moved by:** Councillor Rutherford

**Seconded by:** Councillor Fisher

**MOTION CARRIED**

---

**8.4 ROCKHAMPTON REGIONAL COUNCIL CEMETERIES - NORTH ROCKHAMPTON AND GRACEMERE**

**File No:** 1464

**Attachments:** 1. Gracemere Cemetery Consultation Report

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

**Author:** Sophia Czarkowski - Coordinator Parks Recreation Services

**Previous Items:** Concept Plan for the development of Gracemere Cemetery - Parks & Recreation Committee - 02 Jun 2015 9.00am  
Concept Plan for the development of Gracemere Cemetery - Parks & Recreation Committee - 07 Apr 2015 9.00am  
Rescind Resolution - Gracemere Redbacks Football Club Lease on Johnson Road Gracemere - Ordinary Council - 12 May 2015 9.00am  
Gracemere Redbacks Football Club's proposed lease - Parks & Recreation Committee - 05 Mar 2013 12.00pm  
Regional Cemeteries - Capacity Assessment - Parks & Recreation Committee - 01 Apr 2014 3:00pm  
Regional Cemeteries - Capacity Assessment - Rockhampton Memorial Gardens - Cost Comparison - Parks & Recreation Committee - 01 Jul 2014 9.00am

---

**SUMMARY**

*Council has previously resolved (June 2015) that the concept plans for the Gracemere Cemetery be received and that the Chief Executive Officer be authorised to process the conversion of Lot 2 SP163921 from Reserve for Park to Reserve for Cemetery. This report presents the outcome of the community consultation required for the conversion and feedback on the proposed plans as well as options for new burials within Rockhampton.*

**COMMITTEE RECOMMENDATION**

THAT

1. The Proposed Gracemere Cemetery Expansion Consultation report be received.
2. Council Officers commence construction of stage one at Gracemere Cemetery in line with the intent of the Concept Plans provided, utilising approved Capital Budget for 2015/16 Financial Year.
3. Council permit new burials at North Rockhampton Cemetery.

**Moved by:** Councillor Schwarten

**Seconded by:** Mayor Strelow

**MOTION CARRIED**

**8.5 KERSHAW GARDENS CONCEPT MASTER PLAN - COMMUNITY ENGAGEMENT**

**File No:** 11716, 11717

**Attachments:** 1. Minutes Parks & Recreation Committee 04 August, 2015

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

**Author:** Vincent Morrice - Coordinator Parks Restoration Project

**Previous Items:** Kershaw Gardens Remediation and Restoration Project - progress report - Parks & Recreation Committee - 04 Aug 2015 9:00am

---

**SUMMARY**

*Council has engaged specialist consultants to assist with the development of a Concept Master Plan for Kershaw Gardens. The Concept Master Plan will help to guide immediate and future decisions on development options and priorities and will assist in informing future budgets. There is broad community interest in Kershaw Gardens and it is considered that a structured Community Engagement program is necessary to ensure the appropriate level of information and consultation is achieved.*

**COMMITTEE RECOMMENDATION**

THAT this matter be referred to Ordinary Council Meeting on 13 October 2015.

**Moved by:** Mayor Strelow

**Seconded by:** Councillor Rutherford

**MOTION CARRIED**

## 9 STRATEGIC REPORTS

### 9.1 PARKS AND OPEN SPACE OPERATIONS REPORT - AUGUST 2015

**File No:** 1464

**Attachments:** 1. Parks and Open Space Operations Report - August 2015

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

**Author:** Margaret Barrett - Manager Parks

---

#### SUMMARY

*This report provides information on the activities and services of Parks and Open Space Unit for the month of August 2015.*

#### COMMITTEE RECOMMENDATION

THAT the report on the activities and services of Parks and Open Space Unit for August 2015 be received.

**Moved by:** Councillor Fisher

**Seconded by:** Mayor Strelow

**MOTION CARRIED**

## 8 OFFICERS' REPORTS

### 8.6 CEDRIC ARCHER PARK IMPLEMENTATION PLAN

**File No:** 2043

**Attachments:** 1. Cedric Archer Park Master Plan & Stages

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

**Author:** Michael Rowe - General Manager Community Services

---

#### SUMMARY

*Project Control Group submitting implementation strategy for the delivery of prioritised projects through stages for the redevelopment of Cedric Archer Park.*

10.05AM Councillor Schwarten left the meeting.

10.12AM Councillor Schwarten returned to the meeting.

#### COMMITTEE RECOMMENDATION

THAT the proposed Implementation Strategy for the redevelopment of Cedric Archer Park in the stages as prioritised for stages 1 to 4 be adopted and further consultation be undertaken regarding future stages.

**Moved by:** Mayor Strelow

**Seconded by:** Councillor Schwarten

**MOTION CARRIED**

## **10 NOTICES OF MOTION**

Nil

## **11 URGENT BUSINESS\QUESTIONS**

## 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 Request from Rockhampton Racing Pigeon Club for reduction of Lease fees

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

**Moved by:** Councillor Schwarten

**Seconded by:** Councillor Fisher

**MOTION CARRIED**

### COMMITTEE RESOLUTION

**10.23AM**

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

**Moved by:** Councillor Rutherford

**Seconded by:** Mayor Strelow

**MOTION CARRIED**

10.24AM Mayor Strelow left the meeting and did not return.

### COMMITTEE RESOLUTION

**10.25AM**

**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 Rutherford

**Seconded by:** Councillor Schwarten

**MOTION CARRIED**

## 13 CONFIDENTIAL REPORTS

### 13.1 REQUEST FROM ROCKHAMPTON RACING PIGEON CLUB FOR REDUCTION OF LEASE FEES

**File No:** 3805

**Attachments:**

1. Reduction request letter from Rockhampton Racing Pigeon Club
2. Financial Statements of Rockhampton Racing Pigeon Club
3. Invoice from RRC to Rockhampton Racing Pigeon Club
4. Map of Church Park

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

**Author:** Jacinta James - Sports and Education Supervisor

This report is considered confidential in accordance with section 275(1)(h), of the *Local Government Regulation 2012*, as it contains information relating to other business for which a public discussion would be likely to prejudice the interests of the local government or someone else, or enable a person to gain a financial advantage.

---

#### SUMMARY

*Rockhampton Racing Pigeon Club utilises a building at Church Park and has requested a reduction in its Lease fees for the 2015/16 Financial Year to assist the Club in its ongoing operations.*

#### COMMITTEE RECOMMENDATION

THAT Council accede to the request from Rockhampton Racing Pigeon Club for a reduction of Lease fees for the 2015/16 Financial Year as per Option One detailed in the report.

**Moved by:** Councillor Fisher  
**Seconded by:** Councillor Schwarten

**MOTION CARRIED**

## **14 CLOSURE OF MEETING**

There being no further business the meeting closed at 10.26am.

---

SIGNATURE

---

CHAIRPERSON

---

DATE