



# **PARKS, RECREATION AND SPORT COMMITTEE MEETING**

## **AGENDA**

**19 APRIL 2017**

*Your attendance is required at a meeting of the Parks, Recreation and Sport Committee to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 19 April 2017 commencing at 10.00am for transaction of the enclosed business.*

A handwritten signature in black ink, appearing to be "C. R.", is positioned above the printed name of the Chief Executive Officer.

**CHIEF EXECUTIVE OFFICER**  
11 April 2017

Next Meeting Date: 17.05.17

**Please note:**

In accordance with the *Local Government Regulation 2012*, please be advised that all discussion held during the meeting is recorded for the purpose of verifying the minutes. This will include any discussion involving a Councillor, staff member or a member of the public.

## TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT .....	1
3	APOLOGIES AND LEAVE OF ABSENCE .....	1
4	CONFIRMATION OF MINUTES .....	1
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA.....	1
6	BUSINESS OUTSTANDING .....	2
6.1	BUSINESS OUTSTANDING TABLE FOR PARKS, RECREATION AND SPORT COMMITTEE.....	2
7	PUBLIC FORUMS/DEPUTATIONS .....	7
	NIL .....	7
8	OFFICERS' REPORTS.....	8
8.1	PARKS AND OPEN SPACE OPERATIONS REPORT - MARCH 2017 .....	8
8.2	SPRINGERS LAGOON GRACEMERE .....	25
8.3	REVEGETATION PROJECTS .....	37
8.4	WORKS IN PARKS AND PUBLIC AREAS (INCLUDING "ADOPT A PARK") .....	83
8.5	FEEDING OF WILDLIFE: ROCKHAMPTON BOTANIC GARDENS.....	93
8.6	REQUEST FOR EXTENSION OF LEASED AREA FOR ROCKHAMPTON TOUCH FOOTBALL ASSOCIATION, REANEY STREET .....	98
8.7	REQUEST FOR EXTENSION TO LEASED AREA FOR ROCKHAMPTON AND DISTRICT MOTOCROSS CLUB INC, 370 SIX MILE ROAD.....	106
8.8	REQUEST FROM ATHELSTANE TENNIS CLUB REGARDING RETENTION OF EXISTING TOILET BLOCK.....	120
8.9	REQUEST FOR RENEWAL OF FOUR (4) TRUSTEE LEASES .....	144
8.10	REQUEST FOR WAIVING OF GENERAL ENTRY FEES FOR PUBLIC SWIMMING POOLS ON 27 MAY 2017 IN RESPONSE TO THE 50TH ANNIVERSARY OF THE 1967 REFERENDUM.....	146
9	NOTICES OF MOTION.....	150
	NIL .....	150
10	URGENT BUSINESS/QUESTIONS .....	151
11	CLOSURE OF MEETING .....	152





**1 OPENING**

**2 PRESENT**

Members Present:

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

In Attendance:

Mr M Rowe – General Manager Community Services (Executive Officer)  
Mr E Pardon – Chief Executive Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

**4 CONFIRMATION OF MINUTES**

Minutes of the Parks, Recreation and Sport Committee held 15 March 2017

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

## **6 BUSINESS OUTSTANDING**

### **6.1 BUSINESS OUTSTANDING TABLE FOR PARKS, RECREATION AND SPORT COMMITTEE**

**File No:** 10097  
**Attachments:** 1. Business Outstanding Table  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Evan Pardon - Chief Executive Officer

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#### **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, Recreation and Sport Committee is presented for Councillors' information.*

#### **OFFICER'S RECOMMENDATION**

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

# **BUSINESS OUTSTANDING TABLE FOR PARKS, RECREATION AND SPORT COMMITTEE**

## **Business Outstanding Table**

**Meeting Date: 19 April 2017**

**Attachment No: 1**

Meeting Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
16 November 2016	The Rockhampton Grammar School request for reassignment of lease over Digger's Park	<p>THAT:</p> <ol style="list-style-type: none"> <li>1. Council request the surrender of the current lease, from the liquidator; and</li> <li>2. Council approves a Trustee Lease over Lot 522 SP120476 for five (5) years for The Rockhampton Grammar School as outlined in the report.</li> </ol>	Margaret Barrett	24/02/2017	Negotiations on Special Conditions within Lease continuing with Grammar School. Alternative arrangements made to enable use of grounds for community and school sport.
16 November 2016	Tree Planting Program for Rockhampton Region	THAT officers prepare a discussion paper on a strategy for tree planting throughout the Rockhampton Region.	Michael Rowe	30/11/2016	
16 November 2016	Rigalsford and Ollie Smith Parks - Rotary Club of Rockhampton Collaborative Proposal	THAT Council support the proposal 'in principle' and that Officers prepare a report to enable consideration of an "Adopt a Park" program for the Rockhampton Region.	Michael Rowe	30/11/2016	
07 December 2016	Request for tenure from Full Draw Field Archers Inc	<p>THAT Council will not support a freehold lease with the Full Draw Field Archers Inc. over the subject land due to the following:</p> <ol style="list-style-type: none"> <li>1. Unsuitability of land</li> <li>2. Constraints due to Unexploded Ordnance, Access and Planning Scheme requirements; and</li> </ol> <p>THAT Council offer to work with the Club to find another location for their proposed activity.</p>	Brett Nicholls	21/12/2016	Meeting with Club and Councillors / Council Officers held. Agreed that Club may write to Council seeking matter to be reconsidered

Meeting Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
07 December 2016	Springers Lagoon Gracemere	THAT Council include Springers Lagoon in its regular maintenance programme and a report be brought back to the Parks and Recreation meeting early in 2017. This report to address the erosion and general condition and potential of the reserve.	Margaret Barrett	07/04/2017	
07 December 2016	Revegetation Projects	THAT a report identifying suitable Council maintained land for revegetation projects be prepared for presentation in early 2017.	Margaret Barrett	24/02/2017	
15 February 2017	Parks Asset Management Plan	THAT in accordance with S.167 of the <i>Local Government Regulation 2012</i> , the Parks Asset Management Plan be adopted.	Alicia Cutler	01/03/2017	
15 March 2017	Cemeteries Policy: Supplementary Report	THAT: <ol style="list-style-type: none"> <li>1. The supplementary report on the Cemeteries Policy be received;</li> <li>2. A further report be prepared on the impacts and implications of a Cemetery Maintenance Trust for the Gracemere Cemetery; and</li> <li>3. A further report be presented in regard to the reservation and pre-purchase of burial plots at Gracemere Cemetery.</li> </ol>	Vincent Morrice	29/03/2017	

Meeting Date	Report Title	Resolution	Responsible Officer	Due Date	Comments
15 March 2017	Request for tenure from Rockhampton Mountain Bike Club Inc at First Turkey	THAT Council accede to the request from Rockhampton Mountain Bike Club Inc for a Freehold Licence over Lot 1 RP618495 and Lot 83 LN2079 for a period of three (3) years for the purposes of mountain bike riding and the creation, maintenance and upkeep of trails as detailed in the report.	Sophia Czarkowski	29/03/2017	
15 March 2017	Update on Tenure at Norbridge Park	THAT Council renew the Freehold Lease and Freehold Licence with Football Rockhampton over Norbridge Park (Lot 1 RP613517) from 19 March 2016 to 31 January 2018.	Sophia Czarkowski	29/03/2017	

## **7 PUBLIC FORUMS/DEPUTATIONS**

Nil

## 8 OFFICERS' REPORTS

### 8.1 PARKS AND OPEN SPACE OPERATIONS REPORT - MARCH 2017

**File No:** 1464

**Attachments:** 1. Parks and Open Space Operations Report - March 2017

**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 Section for the month of March 2017.*

#### OFFICER'S RECOMMENDATION

THAT the report on the activities and services of Parks and Open Space Section for March 2017 be received.

#### COMMENTARY

The Parks and Open Space Section is responsible for the following areas:

1. Park Visitor Services
  - Kershaw Gardens
  - Rockhampton Botanic Gardens
  - Rockhampton Zoo
  - Cemeteries
2. Park Operations
  - Park and Landscape Maintenance
  - Street & Park Tree management
  - Public Amenity and Cleansing
3. Park Planning and Projects
  - Sport and Recreation
    - Sport and Education Services
    - Aquatic Facilities
  - Park Facilities maintenance
  - Planning, Design and Project delivery
4. Parks Administration and Management
  - Park bookings
  - Customer Service
  - Policy development and service levels review

The attached report contains information on the activities and services of these areas for March 2017.



# **PARKS AND OPEN SPACE OPERATIONS REPORT - MARCH 2017**

## **Parks and Open Space Operations Report - March 2017**

**Meeting Date: 19 April 2017**

**Attachment No: 1**

**MONTHLY OPERATIONS REPORT**  
**PARKS AND OPEN SPACE SECTION**  
**Period Ended 31 March 2017**

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**VARIATIONS, ISSUES AND INNOVATIONS*****Innovations***

Nil

***Improvements / Deterioration in Levels of Services or Cost Drivers***

The unseasonally high rainfall through mid and late March has meant that capital projects still in progress have been delayed, landscape maintenance will be caught up through April and May and Anzac Day preparations are on schedule, exception will likely be Stenhouse Park (flood effected).

## LINKAGES TO OPERATIONAL PLAN

### 1. COMPLIANCE WITH CUSTOMER SERVICE REQUESTS

The response times for completing the predominant customer requests in the reporting period for Parks are as below:

	Balance B/F	Completed In Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	Under Long Term Investigation	Avg W/O Issue Time (days) 12 months	Completion Standard (days)	Avg Completion Time (days) Current Mth	Avg Completion Time (days) 6 Months	Avg Completion Time (days) 12 Months	Avg Duration (days) 12 Months (complete and	Avg Completion Time (days) Q3
			Received	Completed										
Cemeteries - Complaint	0	0	0	0	0	0	0	0.00	8	● 0.00	● 0.00	● 9.33	0.00	● 0.00
Cemeteries - General Enquiry	0	0	0	0	0	0	0	0.65	2	● 0.00	● 4.25	● 3.33	1.59	● 4.17
Sport & Recreation - General Enquiry	2	2	6	5	1	0	0	15.97	10	● 1.80	● 6.21	● 7.80	5.32	● 4.83
Parks Booking Services Request ***Notification***	0	0	1	1	0	0	0	0.00	5	● 1.00	● 1.00	● 0.50	0.50	● 1.00
Tree and Stump Removal - Request	23	15	61	21	48	0	0	1.42	50	● 5.29	● 10.35	● 12.27	12.24	● 9.41
Parks General - Request	28	21	82	54	35	10	0	73.70	10	● 2.43	● 7.21	● 9.67	4.77	● 6.78
Tree Trimming - Request	27	22	179	130	54	0	0	11.08	40	● 1.73	● 3.76	● 4.59	4.24	● 3.09
Council Owned Swimming Pools - General Enquiry	0	0	0	0	0	0	0	0.00	10	● 0.00	● 8.43	● 7.11	3.25	● 6.00

### 2. COMPLIANCE WITH STATUTORY AND REGULATORY REQUIREMENTS INCLUDING SAFETY, RISK AND OTHER LEGISLATIVE MATTERS

#### *Safety Statistics*

The safety statistics for the reporting period are:

		Number of Lost Time Injuries	Number of Days Lost Due to Injury	Total Number of Incidents Reported	Number of Incomplete Hazard Inspections
THIRD QUARTER	Jan	0	0	7	3
	Feb	1	2	8	4
	Mar	1	1	5	5

**Risk Management Summary**

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
<p>Animal housing at the Zoo does not meet the required standard (inclusive of; animal husbandry, record keeping, staffing &amp; asset renewal) resulting in:</p> <p>Loss of zoo licences / closure of facility;</p> <p>Injury or death to an animal;</p> <p>Negative public perception;</p> <p>Staff turnover;</p> <p>Injury or death to zookeepers.</p>	Moderate 6	<p>1. Documented procedures rolling review.</p> <p>2. Develop, implement, and annually review development plan (linkage to budget required) to upgrade exhibitions and achieve implementation of the approved/ ultimate zoo master plan.</p> <p>3. Staff to monitor and contribute to review/formation of industry guidelines standards.</p>	30/11/16	20	<p>Procedure Manual review/ update is continuing.</p> <p>Budget approval for further construction deferred to 2016-17</p> <p>On-going</p>
<p>Tree fails resulting in: injury/death; damage to property; damage to Council's reputation; negative financial impact.</p>	Low 7	<p>1. Review, and submit Street Tree Policy &amp; Procedure.</p> <p>2. Programmed maintenance works to be implemented to full capacity.</p> <p>3. Ergon Service Level Agreement is to be in place and implemented.</p>	30/04/16	60	<p>Revised Policy adopted</p> <p>Programs drafted, implementation commenced; to be monitored.</p>
<p>Loss of significant/ historic/ iconic botanical collections resulting in negative publicity and loss of: reputation; region's "green" status; iconic material; and research opportunities.</p>	Moderate 6	<p>1. Review, update and implement existing land &amp; conservation management &amp; succession plans.</p>	30/06/17	80	<p>Botanical Collection Management Strategy for Botanic Gardens drafted.</p>
<p>Inadequate/ inappropriate open space does not meet the community's requirements/ expectations resulting in lack of: standardised infrastructure charges; consistency and quality of the asset including land; lack of benchmark for Council/ developer Standards; unwanted contributed assets; leading to reputational damage; social problems and; financial impacts.</p>	Moderate 5	<p>1. Develop &amp; implement a Parks Infrastructure Strategy for conditioning of new development.</p> <p>2. Develop a local parks contribution policy.</p> <p>3. Complete &amp; implement Landscape Guidelines (as part of CMDG).</p> <p>4. Open Space Strategy to be reviewed and implemented (inc service</p>	30/04/17	70	<p>Review of Open Space Strategy commenced</p>

Potential Risk	Current Risk Rating	Future Control & Risk Treatment Plans	Due Date	% Completed	Comments
		levels).			
Integrity of land-fill caps, where Council is now using the space for public use (eg parks), is impacted through an event occurring causing exposure of toxins, hazards etc (eg TC Marcia causing tree fall and erosion) resulting in public health and safety; financial and environmental repercussions	Moderate 7	1. Continuous review and updating of Site Management Plan 2. Site remediation priorities to be determined, planned and implemented	30/06/17	15	

**Legislative Compliance & Standards**

Legislative Compliance Matter	Due Date	% Completed	Comments
BioSecurity Qld (Zoo) <i>Wildlife Exhibitor Licence</i> <i>Exhibition Permit</i> Self-audit and reporting	May 2019 October 2019 As required		
Births, Deaths & Marriages (Cemeteries) Burials reporting	Within 7 days of burial	100%	
Heritage Act (Various sites) General exemption certificate applications <ul style="list-style-type: none"> <li>Applications lodged/ pending</li> <li>Applications approved</li> </ul>			
Land Act (Land Management Plans)			

### 3. ACHIEVEMENT OF CAPITAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME

Detailed project scoping, estimating and procurement proceeding as appropriate. The projects listed and the budget figures have been adjusted to reflect the September 2016 approved budget revision. The project list has been expanded with the addition of the approved Works for Queensland projects within Parks.

The following abbreviations have been used within the table below:

<i>WIP</i>	<i>Work in progress</i>
<i>NYC</i>	<i>Not yet commenced</i>
<i>PC</i>	<i>Practical Completion</i>
<i>C</i>	<i>Works Complete</i>

Project	Start Date	Expected Completion Date	Status	Budget	YTD actual (inc committals)
<b>PARKS CAPITAL WORKS PROGRAM</b>					
<b>WORKS AT INDIVIDUAL SITES</b>					
Parkhurst (Olive St) – planning, design and development			C	60,000	60,000
Comment: Feasibility for development of proposed multi-sport precinct at Olive St and detail design and investigations for development of new Hockey facilities.					
Cedric Archer Reserve			WIP	956,702	394,093
Comment: Touch of Paradise works tender closed, in evaluation. Estimates, process offered exceed budget available.					
Gracemere Cemetery			WIP	180,100	98,292
Comment: Ashes Garden works commenced.					
Botanic Gardens strategic framework	Feb 2017	June 2017	WIP	51,000	

Project	Start Date	Expected Completion Date	Status	Budget	YTD actual (inc committals)
Comment: Invitation to Quote closed and evaluation underway.					
Major Project seed funding – improved sport facilities			WIP		400,000
Comment: Funding allocated in 2016-17 and 2017-18 financial years to the RHA will be applied to the development project.					
Yeppen Roundabout		Oct 2016	C	12,645	15,280
Comment: Works completed.					
Purchase replacement Fitzroy River Rowing Course		Apr 2017	WIP	150,000	63,202
Comment: Project added in September 2016 approved revision. Order raised for supply of new course.					
Mt Archer activation plan implementation			WIP	6,870	256,241
Comment: Moores Creek crossing completed. First Turkey Mountain Bike Trails works tendered. Preliminary design for canopy walk, car park and helipad at Fraser Park under development.					
<b>ASSET RENEWAL PROGRAMMED WORKS</b>					
Upgrade field surface			WIP	120,000	102,263
Comment: Works nearing completion at Saleyards Park to address field condition issues.					
Playground Equipment renewal program			WIP	103,185	115,105
Comment: Renewing playground equipment at end of life. Playground equipment replacement scheduled for Pearson Family Park, John Ritter Park, Leichhardt Park and Athelstane Park.					
Mount Morgan Streetscape Improvements	May 2015	Dec 2017	WIP	80,000	310,054

Project	Start Date	Expected Completion Date	Status	Budget	YTD actual (inc committals)
Comment: Commonwealth and State Government funding allocated of \$378,000 (Stronger Communities & Local Government Grants and Subsidy Program (LGGSP)). Tender for Civil works released.					
Playground Shade Construction Program			WIP	108,765	122,246
Comment: Works complete; exception of shade structure (ordered) at Joseph Harrison Park.					
Irrigation Renewal	Sept 2016		WIP	300,000	134,085
Comment: ITQ in evaluation for works at Newman Oval. Survey and scoping for works finalised for Rockhampton Botanic Garden. Works complete at Stenlake Park and Webber Park.					
Tables – Picnic Renewal Program			WIP	60,000	16,389
Comment: Works completed in Leanne Hinchliffe Memorial Park, Jack Allenby Park and along Yeppen Lagoon Walkway. Works scheduled for Yewdale Park.					
Redevelopment 42 <sup>nd</sup> Battalion Memorial Pool	July 2015	Feb 2017	WIP	2,306,490	2,403,311
Comment: Redevelopment works completed. Work commenced on concept design for balance of site to inform future upgrade works programs.					
BBQ Renewal Program			WIP	64,000	42,270
Comment: Renewing parks barbeques at end of life: RBG near lagoon; Leanne Hinchliffe Memorial Lions Park and Johnson Park.					
Fencing / Gates / Bollards Renewal Program			WIP	119,400	8,075
Comment: Works programmed for Bolton Park and Botanic Gardens					
Footpaths Renewal	Oct 2016	Oct 2016	C	64,500	15,606
Comment: Works completed.					



Project	Start Date	Expected Completion Date	Status	Budget	YTD actual (inc committals)
Rockhampton Botanic Gardens – pathways			C	101,558	101,567
Comment: Works programmed for 2016-17 complete.					
Zoo – renewal of internal pathways			WIP	20,000	
Comment: Survey complete and design underway					
Vic Park – Rugby League – renew field lighting			WIP	115,000	69,900
Comment: Project added in September 2016 approved revision. Commencement of works delayed due to wet weather.					
RBG Cenotaph switchboards and irrigation	May 2016	Aug 2016	C	33,689	46,366
Comment: Works completed.					
Botanic Gardens – Japanese Garden pond restoration			NYC	30,000	
Comment: Work being scoped.					
Enhancement Program for (new) Local Parks			WIP	60,000	24,755
Comment: Works to upgrade Central Park.					
Victoria Park – drainage (trampoline/ gym/ bowls)	Oct 2016	Nov 2016	C	100,000	142,396
Comment: Construction completed.					

DIVISIONAL COUNCILLOR ALLOCATIONS					
Div 6 Parks Project		Apr 2017	WIP	15,000	8,409
Comment: Improvements for Col Brown Park - plants being procured and determining timing.					
Div 7 Queens Park Mosaic	Oct 2016		C	3,650	3,419
Comment: Artist installed mosaic and Parks to tile border in early Feb. Works completed.					
Div 7 Kershaw Gardens swings				20,000	
Comment: Allocation is directed at swing as part of playground redevelopment; will be delivered as part of this overall package.					
Div 10 – Stage 2 Frenchmans Creek			WIP	5,832	6,656
Comment: Replanting and maintenance of creek bank vegetation					
Div 2 – Revegetation of Frenchmans Creek			NYC	15,000	
Comment: Works will continue from allocation in 2015-16 (Div 10 – Stage 2 Frenchmans Creek)					
Div 3 Shade Sail Elizabeth Park and Play equipment			C	27,375	27,375
Comment: Works completed.					
Div 5 Zoo Improvements			WIP	70,000	29,033
Comment: \$70,000 of this allocation is included in the budget for new aviaries. Construction commenced December 2016. Original estimated program of 3 months exceeded. Mesh for Aviaries supply delayed.					
Div 1 Parks Improvement in Div 1 (Currajong Park and others)			WIP	61,615	37,207

Comment: Works completed in Eddie Baker Park. Order made for shade structure for German Street Park playground.					
Div 2 Playground equipment			NYC	15,000	
Comment: Councillor to advise on priority for this allocation.					
<b>TC MARCIA RESTORATION WORKS</b>					
TCM: Zoo aviary	Oct 2016	Jan 2017	WIP	358,427	358,427
Comment: Restoration and repair of cyclone damage in Rockhampton Zoo. Construction commenced December 2016. Original estimated program of 3 months exceeded. Mesh for Aviaries supply delayed.					
TCM – RBG Road / Pathways / bridges and car-parks		June 2017	WIP	344,983	15,130
Comment: Scoping complete. Priorities for works being finalised for issue.					
TCM RBG - Fernery & Visitor Centre entry			WIP	3,466	21,649
Comment: Restoration and repair of cyclone damage in Parks. Concept design in final draft, progressing to detailed design.					
TCM – Kershaw remediation/ restoration	Apr 2015		WIP	2,474,429	3,089,038
Comment: Restoration and repair of cyclone damage in Parks. Funding approved under Special NDRRA Category for clean-up costs. Operational Works approval issued. Tenders for Civil works and redevelopment closed and in evaluation. Works commenced to divert existing drainage channel into ephemeral wetlands. Application to be submitted for funding from Building Our Regions.					
Parks – Plant & Equipment	Aug 2016	Apr 2017	WIP	243,982	
Comment: Procurement continuing for additional equipment for Operational maintenance.					

WORKS FOR QUEENSLAND FUNDED PROJECTS					
Cedric Archer Reserve – Water Play		Nov 2017		922,500	16,641
Comment: Project Steering Group formed and met. Tender closed and in evaluation.					
Mt Archer activation plan implementation		Nov 2017		180,000	
Comment: Proceeding with detail design and estimating for Canopy Walk. Scope is replacement of existing walk from picnic area, connecting lookouts with new longer trail and lookouts.					
Mount Morgan Streetscape Improvements		Nov 2017		750,812	
Comment: Tender for Civil works released.					
Hockey – new artificial surface		Nov 2017		1,485,225	42,396
Comment: Council approved MCU. Works progressing on Detailed Design and Operational Works application.					
42 <sup>nd</sup> Battalion Memorial Pool – water slides		Nov 2017		738,000	13,801
Comment: Tender released and closes in early April.					
Rockhampton Botanic Gardens & Zoo Works		Nov 2017		180,000	
Comment: Identification and prioritisation completed. Survey for pathways underway to facilitate detailed design.					

**4. ACHIEVEMENT OF OPERATIONAL PROJECTS WITHIN ADOPTED BUDGET AND APPROVED TIMEFRAME**

Project	Revised Budget	Actual (incl. committals)	% budget committed	Explanation
Median restoration	\$90,000	\$53,457	59%	Works completed on Gladstone Road; preparation works for Albert St
Open Space Strategy revision	\$60,000	\$58,400	97%	Sport Parks Active Recreation and Community Strategy (SPARC) underway.
Tree renewals/ planting	\$90,000	\$9,079	10%	Tree replacements in Gracemere and Yaamba Road

Kershaw Gardens

Parts of Kershaw Gardens remain closed to the public. Council has endorsed the design elements and staging plan for construction of the earthworks, services and embellishments in the Central Precinct.

Approximately 50% of the Gardens are available for public access.

Works progressed to divert the existing drainage channels into the ephemeral wetlands. Recent rain events have shown the revised drainage system to work effectively. Some scouring around culvert headwalls occurred on the outlet pipes to Moores Creek due to impeded flow in the main channel. Protective works were carried out to prevent further damage whilst a long term solution is investigated.

Rockhampton Botanic Gardens

Planning and preparation for the ANZAC Day Dawn Service is on schedule. Some trees loss was experienced due to sodden ground conditions.

Tenure Renewal

78 agreements due to expire prior to 30 June 2018 are currently being progressed:

- 28 are completed.
- 9 are waiting on the Club to return/finalise documentation.
- 19 are waiting on Council including approvals or updated plans.
- 22 have not yet expired, however, the renewal process has commenced

National Tree Day

Schools Tree Day – 28 July 2017

Schools will be invited to host tree planting activities within school grounds. Council will supply the trees for these activities.

## National Tree Day – 30 July 2017

Public plantings will be held on Sunday 30 July 2017 from 10am to 2pm across the Region. These sites include:

1. Frenchville Road / Frenchman's Creek



2. Blackall Street / MacGregor Street area



3. Platen Street, Gracemere



4. Number 7 Dam, Mount Morgan



Detailed planning for each site/ event is underway.

**5. DELIVERY OF SERVICES AND ACTIVITIES IN ACCORDANCE WITH COUNCIL'S ADOPTED SERVICE LEVELS**

These service levels are not formally adopted but are operational standards to show overall progress across the Parks section.

Service Delivery Standard	Target	Current Performance
Pool Operator reporting (Rec'd by 7 <sup>th</sup> of Month)	On-time	Achieved
Tenure Renewals – Resolved in the current financial year	78	28 (FYTD)
Playground Inspections completed (month of March)	14	14

Progressive Measures / Indicators	Previous Period	Current Period
Pool Patronage (previous period is same month last year)	21,557	30,842
Burials (previous period is same month last year)	8	14
Ashes Interments (previous period is same month last year)	6	3
Chapel/ other Services (previous period is same month last year)	4	4
Zoo visitors (previous period is same month last year)	5,032	6,518
Zoo donations (previous period is same month last year)	\$895.40	\$414.50
Parks bookings (number of events and celebrations in month / FYTD) (previous period is same month last year)	43 / 356	65 / 647
Volunteer Participation (hours) – Zoo (previous period is same month last year)	494	390
Volunteer Participation (hours) – Regional Cemeteries (previous period is same month last year)	0	0
Arts in the Park participants (previous period is same month last year)	55	165

## FINANCIAL MATTERS

As at period ended 31 March – 75% of year elapsed.

	Adopted Budget \$	Revised Budget	Revised Budget (Pro Rata YTD) \$	YTD Actual \$	YTD Commit + Actual \$	Variance %	On target 75%
<b>PARKS</b>							
<b>Parks Operations</b>							
1 - Revenues	(47,000)	(2,126,404)	(1,594,803)	(834,289)	(834,289)	39%	✗
2 - Expenses	5,193,007	4,950,241	3,712,680	3,348,642	3,414,991	68%	✓
3 - Transfer / Overhead Al	1,446,238	1,446,238	1,084,679	1,002,850	1,002,850	69%	✓
<b>Total Unit: Parks Operat</b>	<b>6,592,245</b>	<b>4,270,075</b>	<b>3,202,556</b>	<b>3,517,203</b>	<b>3,583,552</b>	<b>82%</b>	<b>✗</b>
<b>Parks Planning &amp; Projects</b>							
1 - Revenues	(160,000)	(160,000)	(120,000)	(163,670)	(163,670)	102%	✓
2 - Expenses	2,695,244	2,646,851	1,985,138	2,210,500	2,599,959	84%	✗
3 - Transfer / Overhead Al	481,546	481,546	361,160	376,182	376,182	78%	✗
<b>Total Unit: Parks Plannir</b>	<b>3,016,790</b>	<b>2,968,397</b>	<b>2,226,298</b>	<b>2,423,013</b>	<b>2,812,471</b>	<b>82%</b>	<b>✗</b>
<b>Parks Management</b>							
1 - Revenues	(55,900)	(45,900)	(34,425)	(30,407)	(30,407)	66%	✗
2 - Expenses	5,330,359	5,225,441	3,919,081	3,709,923	3,727,972	71%	✓
3 - Transfer / Overhead Al	64,608	64,608	48,456	54,171	54,171	84%	✗
<b>Total Unit: Parks Manag</b>	<b>5,339,066</b>	<b>5,244,148</b>	<b>3,933,111</b>	<b>3,733,687</b>	<b>3,751,736</b>	<b>71%</b>	<b>✓</b>
<b>Parks Visitor Services</b>							
1 - Revenues	(292,020)	(292,020)	(219,015)	(323,049)	(323,049)	111%	✓
2 - Expenses	4,520,847	4,349,241	3,261,931	3,052,427	3,175,970	70%	✓
3 - Transfer / Overhead Al	494,841	494,841	371,131	324,696	324,696	66%	✓
<b>Total Unit: Parks Visitor</b>	<b>4,723,668</b>	<b>4,552,062</b>	<b>3,414,046</b>	<b>3,054,074</b>	<b>3,177,616</b>	<b>67%</b>	<b>✓</b>
<b>Total Operations:</b>	<b>19,671,770</b>	<b>17,034,682</b>	<b>12,776,012</b>	<b>12,727,976</b>	<b>13,325,375</b>	<b>75%</b>	<b>✓</b>



**8.2 SPRINGERS LAGOON GRACEMERE**

**File No:** 2051

**Attachments:**

1. Site Map
2. Site Assessment Photos

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

**Author:** Christine Bell - Parks Planning and Land Management Officer

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**SUMMARY**

*In December 2016, Council requested that Springers Lagoon be included in the regular Parks maintenance program and that the condition and potential use of the Reserve be further investigated. This report provides an overview of the current situation and provides a range of potential options for ongoing management and maintenance of Springers Lagoon.*

**OFFICER'S RECOMMENDATION**

THAT Council makes the area safe (option 2 within the report) as the management and maintenance plan for Springers Lagoon.

**COMMENTARY**

Springers Lagoon provides a unique nature-based recreation area, recognised for swimming, fishing, kayaking, picnicking and bird watching. The site is located on reserve land, gazetted for the purpose of water and zoned for rural use. Site infrastructure is predominantly located on the road reserve, with the balance of the 3 ha site located on the opposite side of the creek (currently inaccessible by public road). Springers Lagoon is recognised as a Matter of State Significance (MSES) for biodiversity and wetland values (this includes the waterway plus a 100 m buffer). The area contains remnant riparian vegetation and is subject to high and extreme flood hazard.

In 2006/2007, Fitzroy Shire Council undertook significant site improvements as part of a collaborative wetland management program. Works included flora and fauna surveys; weed control and revegetation; construction of stock-proof boundary fences, access-control bollards, pathways and picnic shelters; and installation of interpretive signage and a timber platform for creek access.

Since that time, a range of issues and incidents have reduced the recreation value of the site including unauthorised vehicle access, illegal dumping, vandalism and significant and continuing creek bank erosion. Remaining site embellishments include an undermined concrete pathway, picnic shelters and picnic tables, damaged interpretive signage, stock-proof boundary fence and partial access-control bollards. The timber platform was damaged (allegedly by arson) and is no longer insitu.

The area is currently recognised as a Category B maintenance area, serviced at 6 to 12 week intervals according to Parks Operations records for 2016/2017.

An options analysis has considered a range of management actions (as detailed in Table 1):

1. Relinquish control of trust land.
2. Make the area safe.
3. Stabilise and enhance the site as a nature-based recreation area.

**Table 1: Options for proposed management of Springers Lagoon**

Option	Proposed management and maintenance plan
1. Relinquish control of trust land	<ul style="list-style-type: none"> <li>Remove all embellishments from the road reserve (picnic tables, shelters, signage)</li> <li>Restrict access to the road reserve from the end of Sullivan Road</li> <li>Manage any ongoing issues or incidents within the road reserve</li> </ul>
2. Make the area safe	<ul style="list-style-type: none"> <li>Continue regular maintenance/surveillance visits (Council, community and Police)</li> <li>Reinstate access control at the end of Sullivan Road (large rock boulders)</li> <li>Fence area adjacent to eroded creek bank and erect warning signs</li> <li>Accept continuing erosion and loss of assets</li> </ul>
3. Stabilise and enhance the site as a nature-based recreation area	<ul style="list-style-type: none"> <li>Continue regular maintenance/surveillance visits (Council, community and Police)</li> <li>Develop a natural areas management plan for the site</li> <li>Remove existing concrete pathway, picnic shelters, picnic tables and other concrete slabs</li> <li>Reinstate defined car park, interpretive signage, picnic shelter/table and access control (large rock boulders) at the end of Sullivan Road</li> <li>Revegetate the area for improved long term stability (tree planting and maintenance program)</li> <li>Install a new waterway access point (for swimming and small non-motorised craft only) near the end of Sullivan Road</li> </ul>

**PREVIOUS DECISIONS**

Adopted at Council meeting on 13 December 2016:

*“That Council include Springers Lagoon in its regular maintenance programme and a report be brought back to the Parks and Recreation meeting early in 2017. This report is to address the erosion and general condition and potential of the reserve.”*

**BUDGET IMPLICATIONS**

There is no approved Capital budget for Springers Lagoon. Indicative budget implications for each option are shown in Table 2. Upon selection of the preferred management option, further estimates will be submitted for consideration as part of the normal budget development process.

**Table 2: Proposed budget implications for management of Springers Lagoon**

Option	2017/2018	2018/2019	Total
1. Relinquish control	20,000	0	\$20,000
2. Make the area safe	20,000	0	\$20,000
3. Stabilise and enhance the site as a nature-based recreation area	70,000	10,000	\$80,000

## LEGISLATIVE CONTEXT

Works may trigger a variety of planning and approvals requirements under the *Rockhampton Region Planning Scheme*, *Planning Act 2016*, *Vegetation Management Act 1999*, *Nature Conservation Act 1992*, and *Environmental Protection Regulation 2008*.

## RISK ASSESSMENT

Failure to adequately manage and maintain the site may present a range of long term reputation, safety, environmental, legal and financial risks (see Table 3). Continuing erosion and creek bank instability has the potential to further undermine the existing footpath and vehicle track creating significant safety issues for uncontrolled use as well as the potential to impact on biodiversity and water quality values and the neighbouring private property boundary.

**Table 3: Initial risk assessment for Springers Lagoon**

Risk	Risk level	Like-lihood	Mitigation strategy
Public safety (facilities not fit for purpose)	Medium	Possible	Implement any of the proposed management options - Reinstate access control
Environmental (degradation of MSES, water quality and ecological values)	Medium	Possible	Implement option 1 or 3 – Undertake appropriate planning and secure necessary permits and approvals prior to commencement of works
Reputation (community concerns regarding site maintenance, illegal dumping and vandalism)	Low	Likely	Implement option 2 or 3 – Regular surveillance visits (Council, community and Police) and pursue community involvement and ownership of works where appropriate
Property (impacts on adjacent and downstream property owners)	Medium	Possible	Implement option 3 – Reduce likelihood of further creek bank erosion
Legal risks (management liability for inaction or damage)	Medium	Possible	Implement any of the proposed management options – Make the area safe and continue to monitor the situation
Financial risks (potential for cost escalation)	Medium	Possible	Implement option any of the management options – Take action and monitor the situation

## CORPORATE/OPERATIONAL PLAN

Management of Springers Lagoon directly links to the Corporate and Operational Plan by providing and maintaining an open space network and recreation facilities to meet community expectations and enhance community wellbeing.

Action: Plan for appropriate open space within the Region. Maintain the Region's sports fields, parks, gardens, playgrounds and open spaces.

## CONCLUSION

Springers Lagoon provides a unique nature-based recreation area. Implementation of an appropriate management and maintenance plan for the site will enable Council to appropriately address risks whilst providing an asset that offers significant long term community benefit.

# **SPRINGERS LAGOON GRACEMERE**

## **Site Map**

**Meeting Date: 19 April 2017**

**Attachment No: 1**

Springers Lagoon - Site map

A3 Page scale at 1:1,000  
Printed from GeoCortex on 31/03/2017



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# **SPRINGERS LAGOON GRACEMERE**

## **Site Assessment Photos**

**Meeting Date: 19 April 2017**

**Attachment No: 2**



## Springers Lagoon – Site Assessment Photos

<b>Project</b>	Springers Lagoon
<b>Purpose</b>	Site assessment to identify potential options for the management and use of Springers Lagoon
<b>Property</b>	LN677/328: 197 Sullivan Road, Gracemere QLD 4702
<b>Existing use</b>	Recreation. Currently zoned as rural. Embellishments include entry statement, gravel car park, bollards, 2 x interpretive signs, 3 x shelters, a number of concrete picnic table settings and a concrete footpath through part of the site
<b>Consultation</b>	Internal – Margaret Barrett, Brett Nicholls, Peter Cluff, Damon Richardson, Nick Watson
<b>Prepared by</b>	Christine Bell, Parks Planning and Land Management Officer 07 February 2017



Figure 1. Main carpark (note missing access control bollards)



Figure 2. Erosion of northern creek bank (note missing bollards)



Figure 3. Erosion of northern creek bank erosion (note proximity to pathway and vehicle track)





Figure 4. Erosion of northern creek bank (note undermined path >300mm)



Figure 5. Erosion of northern creek bank (note missing bollards and proximity to pathway)





Figure 6. Footings for old fishing platform (reportedly burnt by vandals and removed due to safety concerns)



Figure 7. Hymenachne infestation (this infestation covers approximately 15m<sup>2</sup>, full extent not surveyed)





Figure 8. Waterway access point (note makeshift rope swing and steep drop)



Figure 9. Interpretive signage (note vandalism)



Figure 10. Interpretive signage (note references to community values and flora)



Figure 11. Shelter, picnic table and pathway (note general condition, proximity to creek and absence of supporting vegetation on creek bank)



### 8.3 REVEGETATION PROJECTS

**File No:** 2488

**Attachments:**

1. Summary list of recommended sites and area
2. Moores Creek - Sites 1-7
3. Frenchmans Creek - Sites 1 - 23
4. Thozet Creek - Sites 1 - 3
5. Yeppen Lagoon sites

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

**Author:** Peter Cluff - Coordinator Parks Operations

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#### SUMMARY

*Council has requested a report identifying suitable Council maintained land for revegetation projects. This report addresses that request and provides information and recommendations on sites suitable for revegetation works*

#### OFFICER'S RECOMMENDATION

THAT Council approve the criteria for selection of sites and the recommended revegetation sites as outlined in the report.

#### COMMENTARY

A number of creek-based sites that are currently a mix of maintained area (mown grass) and stands of trees have been identified and are recommended for revegetation. These are shown in the attachments. Criteria have been proposed that guided this selection and can be tested for on-going application to further areas or in determination of appropriate management regime on acquisition of sites in the future.

Implementing all recommended sites will over time convert approximately 62,000 m<sup>2</sup> from mown area to revegetated.

#### Criteria for selection of sites:

- Good access to creek banks for maintenance purposes
- The site should preferably be a mown site
- Location of site should preferably be in a park that is highly visible and has good road frontage
- The site should not be in an area that is frequently flooded/inundated
- Not adjacent or near park encroachments such as highly maintained garden areas
- Not adjacent house allotments
- The site should not be adjacent high cliff face erosion of creek banks, especially those that have undercuts

#### Types of revegetation for desired outcomes

The types of revegetation should be determined by site requirements and desired outcomes. In general they are:

- Reduction in mown areas
- Creek bank stabilization?
- Improve biodiversity
- Community environmental education
- Visual amenity

In general there would be a continuum in types of revegetation depending on the required outcomes, from massed plantings in large mulched areas to highly landscaped plantings for visual amenity.

Reduction in mown areas

This outcome is desired for operational improvements and cost effectiveness.

Creek bank stabilization

There are conflicting opinions about this outcome from revegetation of creek banks. Certainly large tree root systems like Melaleuca species do provide stabilization but it should be noted that with each new housing development and the resulting hardening of land surfaces, the quantity and velocity of storm water into the existing creek systems increases significantly.

Improve biodiversity

Recently, the Fitzroy Basin Authority (FBA) presented to parks operational staff the biodiversity improvements that result from revegetation of creek banks, particularly as it relates to fish breeding habitat. As a result number of sites along Moores Creek have or will be revegetated by Greening Australia under contract to FBA.

Community environmental education

It is anticipated that the revegetated sites will be used for community education purposes on matters dealing with environmental benefits. One of the risks associated with implementation of the recommended action is managing expectations of neighbouring residents, in particular those that have had mown grass in adjacent parks due to the belief or experience that 'unmaintained' areas provide habitat for vermin and snakes. Involving the adjacent community in the planting of some of these revegetated areas could greatly assist in the education process.

Visual amenity

Form, texture and colour of vegetation can be used to produce pleasing natural area spaces through to more formal landscaped areas.

**PREVIOUS DECISIONS**Council meeting – 13 December 2016

That a report identifying suitable Council maintained land for revegetation projects be prepared for presentation in early 2017

**BUDGET IMPLICATIONS**

Current resourcing within the Parks Operations unit does not provide for the adequate establishment and maintenance of revegetated areas. This is considered to be a new initiative and can either be delivered by contract or day labour. Day labour costs are as follows:

Item	Cost
3 X FTEs (including team leader)	\$150,305 (per annum – operational)
1 X Truck	\$80,000 (once off – capital)
1 X Spray unit and equipment	\$20,000 (once off – minor equipment expensed)
Internal hire of truck	\$15,000 (per annum – operational)

The draft Parks operational budget for 2017-18 considers the inclusion of this dedicated team to manage the delivery and on-going maintenance of these and other natural areas, eg parts of Fraser Park. In addition, the function of community engagement and education on environmental rehabilitation could also be a responsibility of the nominated team leader.

**CORPORATE/OPERATIONAL PLAN**

Outcome: A healthy and liveable environment for everyone to enjoy.

Activity: Achieve land rehabilitation and mitigation through direct action, education and volunteer programme delivery

**CONCLUSION**

The above proposed revegetation sites are within Rockhampton city. Proposed sites for other areas of the region were not considered in this report, but it is anticipated that these would be investigated and prioritised once a revegetation program was supported and there was Council and community confidence that it would be sustainable, with corresponding evidence of its social and environmental benefits.

# **REVEGETATION PROJECTS**

## **Summary list of recommended sites and area**

**Meeting Date: 19 April 2017**

**Attachment No: 1**



## Proposed Revegetation Areas

Location	Site Number	Name	Area (sq. metres)
Moore's Creek	1	German Street Play Park	353
	2	Norman Road - Road Reserve	240
	3	Kerrigan Street - USL	222
	6	South of Col Austin Park and Margaret Hale Park	2345
	7	Yewdale Park	3327
Frenchmans Creek	1	West of Pilbeam drive	275
	2	East of Ironbark Terrace	359
	3	Opposite Rogor Avenue	1013
	4	Opposite Jard Street	613
	5	Opposite 14 Cargill Avenue	413
	6	Opposite 6 Cargill Avenue	462
	7	Glen Millar Park (1)	3551
	8	Glen Millar Park (2)	193
	9	Ollie Smith Park (1)	323
	10	Ollie Smith Park (2)	683
	11	Ollie Smith Park (3)	296
	12	Ollie Smith Park (4)	565
	13	Ollie Smith Park (5)	325
	14	Ollie Smith Park (6)	783
	15	Ollie Smith Park (7)	899
	17	Duthie Park (1)	835
	18	Duthie Park (2)	8314
	19	Duthie Park (3)	501
	20	Duthie Park (4)	1488
	21	Rigarlsford Park (1)	7548
	22	Rigarlsford Park (2)	4588
	23	Bill Crane Park	11029
Thozets Creek	1	Alan Bray Park	5045
	2	Peltophorum Street Park (1)	851
	3	Peltophorum Street Park (2)	1685
Yeppen Lagoon			3639
		<b>Total</b>	<b>62763</b>

# **REVEGETATION PROJECTS**

## **Moores Creek - Sites 1-7**

**Meeting Date: 19 April 2017**

**Attachment No: 2**

**RECOMMENDED REVEGETATION SITES**

**MOORES CREEK**

**Site 1 – German Street Play Park**

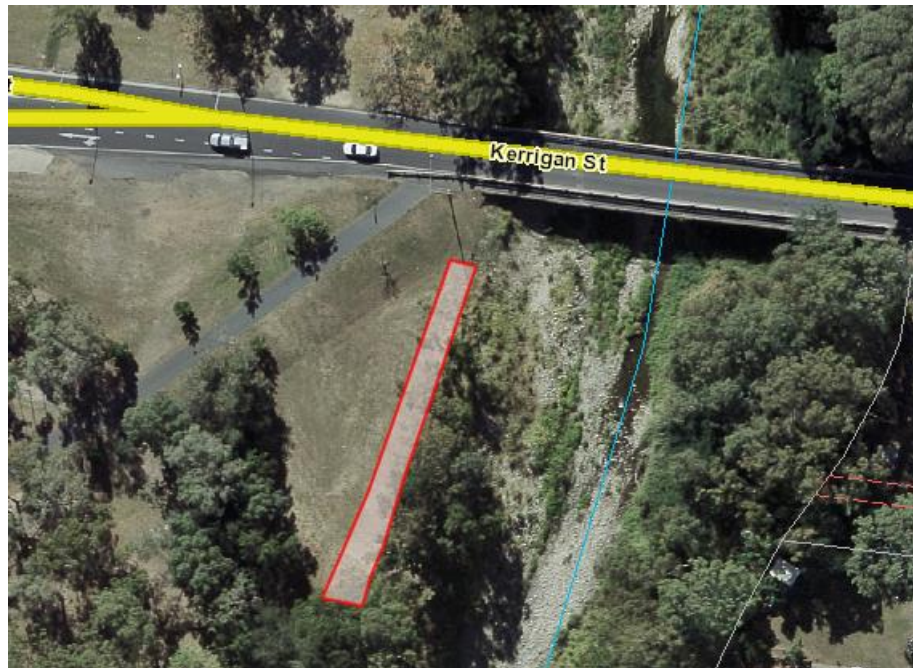


Site 2 – Norman Road – Road Reserve





**Site 3 – Kerrigan Street – Unallocated State Land (USL)**



Site 4 – Col Austin Park











**Site 5 – Col Austin Park USL**



**Site 6 – Reserve –****South of Col Austin Park and Margaret Hale Park**







Site 7 – Yewdale Park



# **REVEGETATION PROJECTS**

## **Frenchmans Creek - Sites 1 - 23**

**Meeting Date: 19 April 2017**

**Attachment No: 3**



**RECOMMENDED REVEGETATION SITES**  
**FRENCHMANS CREEK**  
**Site 1 – West of Pilbeam Drive**



Site 2 – East of Ironbark Terrace





Site 3 – Opposite Rogor Avenue





Site 4 – Opposite Jard Street





Site 5 – Opposite 14 Cargill Avenue





Site 6 – Opposite 6 Cargill Avenue





Site 7 – Glen Millar Park (1)





Site 8 – Glen Millar Park (2)





Site 9 – Ollie Smith Park (1)





Site 10 – Ollie Smith Park (2)





Site 11 – Ollie Smith Park (3)





Site 12 – Ollie Smith Park (4)





Site 13 – Ollie Smith Park (5)





Site 14 – Ollie Smith Park (6)





Site 15 – Ollie Smith Park (7)





Site 16 – Ollie Smith Park (8)





Site 17 – Duthie Park (1)



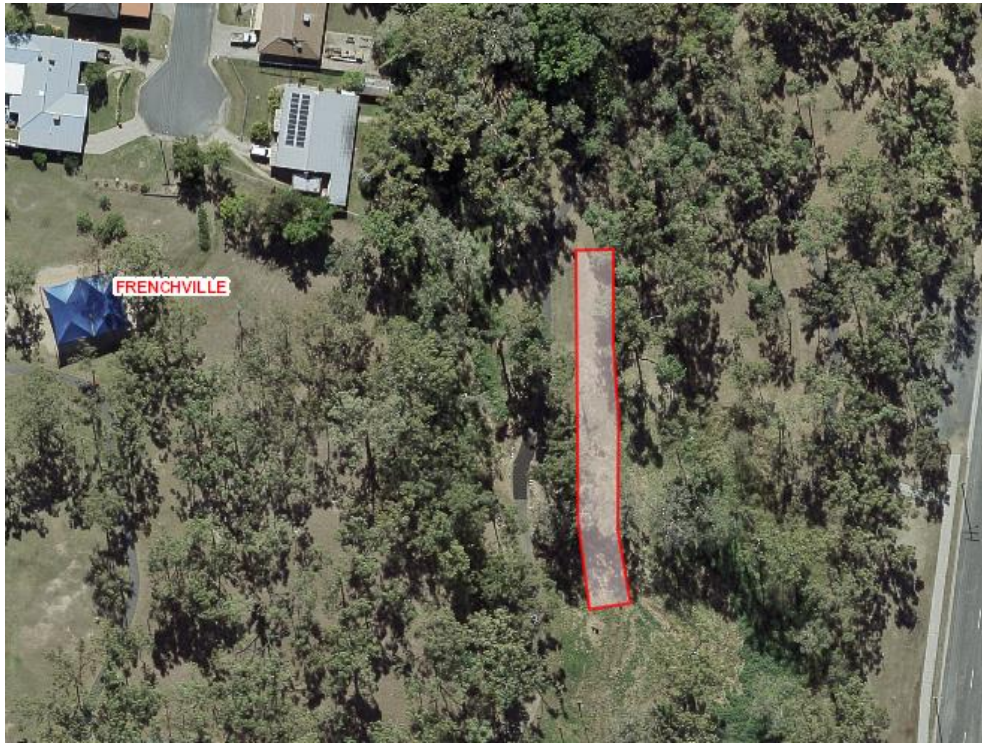


Site 18 – Duthie Park (2)





Site 19 – Duthie Park (3)





Site 20 – Duthie Park (4)





Site 21 – Rigarlsford Park (1)





Site 22 – Rigalsford Park (2)





## Site 23 – Bill Crane Park



# **REVEGETATION PROJECTS**

## **Thozet Creek - Sites 1 - 3**

**Meeting Date: 19 April 2017**

**Attachment No: 4**



**RECOMMENDED REVEGETATION SITES**  
**THOZETS CREEK**

**Site 1 – Alan Bray Park**





## Site 2 – Peltophorum Street Park (1)





Site 3 – Peltophorum Street Park (2)



# **REVEGETATION PROJECTS**

## **Yeppen Lagoon sites**

**Meeting Date: 19 April 2017**

**Attachment No: 5**

**RECOMMENDED REVEGETATION SITES  
YEPPEN LAGOON**





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**8.4 WORKS IN PARKS AND PUBLIC AREAS (INCLUDING "ADOPT A PARK")**

**File No:** 11979

**Attachments:** 1. Application Form - DRAFT  
2. Standard Conditions - DRAFT

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

**Author:** Vincent Morrice - Coordinator Park and Visitor Services  
Margaret Barrett - Manager Parks

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**SUMMARY**

*Council is seeking to establish an open and transparent framework which will allow it to deal fairly and consistently with requests from individuals or organisations wishing to make contributions through activities on public land. This report discusses the issues and suggests an approach which might be used to address these requests.*

**OFFICER'S RECOMMENDATION**

THAT Council

1. Approve the introduction of the activities outlined in the report.
2. Approve the use of the form and agreement as outlined

**BACKGROUND**

From time to time Council receives requests from individuals or organisations wishing to make contributions through activities on public land. Contributions often involve volunteer labour but can also include donations of materials, goods and services along with donations of money.

Circumstances by which these activities are undertaken by the community in Parks also take a number of forms:

- a) as part of repeatable organised or coordinated events (e.g. Clean Up Australia Day, National Tree Day etc.),
- b) as a response to ad hoc events such as clean-up following a flood or storm event,
- c) one-off donations of funds to complete a pre-defined parcel of work or project (e.g. erect a shelter, install park furniture), and
- d) as part of an ongoing program (of varying duration, scope and scale), where there is a degree of transfer of responsibility for services, development or maintenance.

Activities in a) and b) are usually arranged/ organised by Council, completion of defined works as shown in c) are achieved through a letter from Council outlining the agreed scope of works and access arrangements.

These requests can involve or progress to an organisation wishing to "Adopt a Park". The use of the term Adopt a Park is taken to infer a level of community involvement across a range of activities, with variations in frequency and scale, for a known duration and which includes a commitment to regular activity.

Types of activities associated with Adopt a Park can be described as:

- Collecting rubbish and debris, Clearing overgrown vegetation, weeds etc.
- Controlling environmental nuisances (pest species)
- Revegetation (including stabilisation of banks)
- Graffiti removal

- Servicing areas to a higher standard or increased frequency
- Installing additional facilities such as seats, shelters, BBQs and play equipment; re/painting or repairing park furniture, and
- New plantings or gardens, community gardens or urban farms (in instances where the organisation is not incorporated).

The on-going and possibly open-ended arrangement, when a community organisation “Adopts a Park” poses risks for Council in the overall delivery of the Parks service. The risks are in the form of Council being seen or being able to meet its obligations – both to the broader community and within legislative boundaries.

Within the bounds of the Local Law, Council would require the applicant requesting to Adopt a Park to supply a proposal, in the prescribed form (see attachment), that includes the following information:

- Name of organisation, including details on incorporation status and any associated insurances;
- The detail of the proposed projects and works, including an indication of the relationship of the works to the suggested Park or Public Space and to the objectives of the requesting organisation;
- Allocated time periods at which the works are planned to be delivered/undertaken, such that Council has information on when works will commence, how often the organisation will be in the Park to perform the activities/ undertake the works.
- An estimate of the cost or value of the contribution or activities.
- Specific requirements that Council is expected to provide in exchange (eg naming, signage, materials, reduction in normal maintenance services).

Factors to be considered by Council officers in making a recommendation to Council for approval of the prescribed works include:

- Designation or Classification of Park/ Public Space
- Tenure of Land (e.g. Reserve, Freehold, USL)
- Need for and relevance of proposed activities
- Impact upon existing use/ patrons
- Evidence of community support and/or need
- Nature of proposing entity (e.g. Incorporated Association, social group)
- Duration of proposed arrangement
- Where creation of assets or embellishments is proposed, do these fit with the Desired Standard of Service for Park/Public Place and comply with relevant codes and legislation, e.g. disability discrimination, playground standards, building code etc.
- Impact upon usability and maintainability
- Financial impact on Council
  - Recurrent expenditure (utilities, maintenance)
  - Whole of Life cost (for contributed assets)
- Form of acknowledgement and recognition requested/ required

In the absence of delegated authority, a report will be prepared annually for Council seeking approval for Works in Parks as defined under (d) above; ie as part of an ongoing program (of

varying duration, scope and scale), where there is a degree of transfer of responsibility for services, development or maintenance.

Approved works and organisations will be documented by way of a signed agreement, with the approval valid for a period of 1 year. Agreements will include details of project deliverables, any appropriate conditions, requirements for reporting and contact with Council officers.

### **LEGISLATIVE CONTEXT**

Local Law No1 (Administration) 2011 provides the basis by which Council can approve a 'prescribed activity'; which for the purposes of this report are described as 'prohibited' or 'restricted' in Subordinate Local Law No4.

Subordinate Local Law No4 provides guidance on a range of activities that are prohibited (Schedule 1) in parks and reserves within the local government area. Some of the activities that may be carried out through an "Adopt a Park" program could fall within those that are prohibited:

- (a) Damaging or interfering with vegetation
- (h) Interfering with a plant or any turf, sand, clay, soil or other material
- (i) Interfering with any facility or equipment located at the park or reserve.

Subordinate Local Law No4 provides guidance on a range of activities that are restricted (Schedule 2) in parks and reserves within the local government area. Some of the activities that may be carried out through an "Adopt a Park" program could fall within those that are restricted and able to be performed or permitted with written approval and under conditions:

- (d) Erecting or installing a building, structure or facility in, on, across or over a park or reserve.

It is noted that the Council's Local Laws are currently under review and this may change as a result of that review.

### **STAFFING IMPLICATIONS**

The introduction or approval of these arrangements may have an impact on the maintenance responsibilities within Parks, however it is not possible to fully quantify this until the scale of any approved arrangements are known.

Officers will include visual assessments and inspections of works underway in Parks as part of current routine park inspections.

Assets developed through these activities and that meet the Asset Management Policy threshold will be registered on Council's Asset Register as contributed assets.

### **CORPORATE/OPERATIONAL PLAN**

#### **LIVING, LEARNING & LEISURE**

Service: Provide and maintain an open space parks network and recreation facilities, to meet community expectations and enhance community wellbeing

Activity: Maintain the Region's sports fields, parks, gardens, playgrounds and open spaces

Activity: Provide developmental programs for sporting and recreational groups

#### **ENVIRONMENT**

Service: Manage environmental initiatives, land rehabilitation and mitigation, pest (flora and fauna) management and vector management

Activity: Achieve land rehabilitation and mitigation through direct action, education and volunteer programme delivery

Activity: Promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity

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**CONCLUSION**

Existing procedures/mechanisms/instruments and delegations are not sufficient to allow Officers to deal with all proposals/requests from individuals or organisations wishing to make contributions through activities on public land. The recommended approach will allow Council to deal fairly and consistently with requests and meet the needs of the community and Council.

# **WORKS IN PARKS AND PUBLIC AREAS (INCLUDING "ADOPT A PARK")**

## **Application Form - DRAFT**

**Meeting Date: 19 April 2017**

**Attachment No: 1**

## Works in Parks and Public Areas Application Form

**Privacy Notice:** Rockhampton Regional Council is collecting the personal information you supply on this form for the purpose of processing your application. Council is authorised to do this under the *Rockhampton Regional Council Local Law No. 1 (Administration)*. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.

This form is to be completed when an individual or organisation wishes to conduct an activity to contribute to a Rockhampton Regional Council park or public area. Prescribed activities under *Rockhampton Regional Council's Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011* must be approved by Council prior to any activity taking place.

P: 07 4932 9000 | E: [enquiries@rrc.qld.gov.au](mailto:enquiries@rrc.qld.gov.au) | W: [www.rrc.qld.gov.au](http://www.rrc.qld.gov.au) | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766



<b>Applicant Details</b>	
Organisation name:	ABN:
Residential address:	
Postal address (if different):	
Preferred contact number:	Email:
Primary contact name:	
Alternate contact name:	
<b>Public Liability Insurance</b> (level of cover must be \$20 million. a copy of your public liability insurance and indemnity statement must be provided)	
Name of insurer:	Policy number:
Policy limit:	Expiry date:
<b>Declaration</b>	
I certify that the information provided in this application is true and correct and that I am authorised to make this application on behalf of the organisation.	
(Note: This form must be signed by two executive officers of the incorporated body accepting legal and financial responsibility for the project or event)	
Name:	Name:
Position in organisation:	Position in organisation:
Signature:	Signature:
Date:	Date:
<b>Activity Location</b>	
Park/public area name:	
Park/public area location:	

<b>OFFICE USE ONLY</b>	Approved by:	Date:
	Commencement date:	Cessation date:



Activity Details <small>(please complete for each activity)</small>	
Activity type:	<input type="checkbox"/> Litter collection <input type="checkbox"/> Hand weeding <input type="checkbox"/> Mulching <input type="checkbox"/> Other:
Activity name:	
Please provide a detailed description of the activity:	
Please outline the need or intent of this activity:	
Commencement date:	Frequency and/or duration:
Estimated cost/value:	
Please outline any contribution and/or support requested of Council <small>(eg naming, signage, materials, reduction in normal maintenance services)</small>	
Supporting Documentation	
Please remember to provide the following supporting documentation when submitting this form:	
<input type="checkbox"/> Public liability insurance <input type="checkbox"/> Certificate of incorporation <input type="checkbox"/> Map clearly describing intended activity area and site/s <small>(for non-park activities)</small>	

<b>Office Use Only</b>			
<b>Conditions of Approval</b>			
Standard conditions:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Special conditions <i>(please attach)</i> :		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Authorisation</b>			
Request to be approved by:		<input type="checkbox"/> Manager Parks	<input type="checkbox"/> Council decision <i>(report to be prepared)</i>
Requested approved:		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Council adoption date <i>(if applicable)</i> :			
Name:		Signature:	Date:

# **WORKS IN PARKS AND PUBLIC AREAS (INCLUDING "ADOPT A PARK")**

## **Standard Conditions - DRAFT**

**Meeting Date: 19 April 2017**

**Attachment No: 2**



# FACT SHEET

## Works in Parks and Public Areas



### Standard Conditions

- Weed control is limited to hand removal only. No chemical controls will be used.
- Persons under 16 years of age will be supervised at all times by a responsible adult.
- Record of attendance will be kept for all participants recording the date, name, time of attendance, time of departure and description of activities undertaken.
- All equipment or unexpended supplies provided under the approved agreement will be returned to Council upon expiration of the agreement or earlier termination.
- Reimbursement of approved disbursements will be made in accordance with Council's usual trading terms.
- Schedules for maintenance to structures/assets must be approved by the Manager Parks to ensure that other users/activities are not adversely affected.
- A quarterly summary of activities will be provided to the Manager Parks by the 14<sup>th</sup> of each month due (February, May, August and November)
- All agreements and approvals will only be for the stated activity/ies submitted and approved by Council
- The approved applicant will:
  - Hold and maintain public liability coverage for a minimum of \$20 million;
  - Provide an appropriate site induction for all volunteers;
  - Ensure use and/or supply of relevant personal protective clothing and personal protective equipment where required;
  - Employ and promote sun smart practises;
  - Conduct maintenance activities within daylight hours only and cease activities during inclement weather;
  - Report promptly to Council any problems/issues observed and not able to be addressed within the scope of the approved agreement;
  - Report promptly to Council any accident/incident and/or damage to Council property arising from or related to volunteer activities.

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**8.5 FEEDING OF WILDLIFE: ROCKHAMPTON BOTANIC GARDENS**

**File No:** 11979  
**Attachments:** 1. Information Signage  
**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - General Manager Community Services  
**Author:** Vincent Morrice - Coordinator Park and Visitor Services

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**SUMMARY**

*This report considers the legislative framework and other information available regarding the feeding of wildlife at Rockhampton Botanic Gardens.*

**OFFICER'S RECOMMENDATION**

THAT Council install and maintain informational signage which discourages the feeding of wildlife at Rockhampton Botanic Gardens.

**COMMENTARY**

There are two areas at Rockhampton Botanic Gardens where wildlife gather in large numbers to either be fed or to opportunistically scavenge (or steal) food, they are the Murray Lagoon foreshore (around the car park area) and the Kiosk area. The Kiosk area is (almost) perpetually surrounded by a mix of birds including Ibis, Lorikeets and Australasian Figbirds. The Murray Lagoon is home to many species of birds although the animals most commonly fed by visitors are ducks, some domestic geese and a large population of turtles.

Over the years, the approach adopted for managing the feeding of the wildlife at has been inconsistent. At various times it has been discouraged, encouraged (albeit with the use of more appropriate foods), actively addressed and ignored/tolerated.

Feeding wildlife is generally discouraged by governments across Australia and internationally. Reasons given have subtle variations but the core issues seem to be largely similar, being:

- negative impact on animal health from inappropriate foods or nutritional imbalance
- creation of a nuisance e.g. large numbers of animals congregating in a small space and/or becoming aggressive to secure food
- adverse effects on the immediate environment (e.g. algal blooms in water due to excess nutrients)
- increased opportunity for the transmission of pathogens (bacteria and viruses) amongst the concentrated population (and to humans)

Researchers have identified a number of motivations for feeding wild animals, some benefits reported by people include;

- pleasure from contact with nature,
- feelings of usefulness by providing food,
- gaining the trust of animals, and
- education of both adults and children.

There is a reasonable body of scientific research available which discusses anthropogenic feeding. A recent review by *Murray, Becker, Hall and Hernandez\** examined papers published between 1961 and 2015. From their analysis of the literature they have proposed a number of strategies which they assert will "... *help retain the recreational and management benefits of wildlife provisioning while mitigating the negative effects for many species around the world.*" However in order to do so, a range of interventions and

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management strategies are required to be resourced and maintained in order to ensure the negative impacts are mitigated.

\* Murray, Maureen H., et al. "Wildlife health and supplemental feeding: A review and management recommendations." *Biological Conservation* (2016).

#### Land Tenure:

Rockhampton Botanic Gardens is (State) reserve land managed by Council as Trustee. Murray Lagoon is part of the same parcel which the Airport occupies (CP906611/6) and is freehold land owned and managed by Council (Rockhampton Airport).

### **BACKGROUND**

Following some public feedback about signage at Rockhampton Botanic Gardens (Murray Lagoon), a report was requested to help inform discussion.

### **OPTIONS**

Whilst there are many permutations, there are two primary options:

1. Adopt a standpoint of "not our business", remove all signage and ignore the practice of feeding wildlife, or
2. Support the scientific approach and general advice and as custodians of the reserve, pass this information on to our visitors

Although the Murray Lagoon and the Kiosk are physically separated, it is desirable that the approach be uniform when addressing this issue.

### **BUDGET IMPLICATIONS**

Installation and maintenance of advisory signs will be funded from current and future operational budget allocations.

### **LEGISLATIVE CONTEXT**

Relevant Legislation may include:

- Nature Conservation Act 1992
- Nature Conservation (Wildlife Management) Regulation 2006
- The Animal Care and Protection Act 2001
- Animal Care and Protection Regulation 2012
- Subordinate Local Law No. 4 (Local Government Controlled Areas, Facilities and Roads) 2011

The principal legislation governing feeding of wildlife seems to be the *Nature Conservation (Wildlife Management) Regulation 2006*, which states at Section 340:

- (2) *A person must not feed a native animal in the wild in a way that may immediately threaten human health or safety.*

*Maximum penalty—165 penalty units.*

- (3) *Without limiting subsection (2), a person feeds an animal in a way that may immediately threaten human health or safety if—*

- (a) *the person feeds the animal in a way that causes the animal to move from the place where it is located to the place where the person is providing the food; and*

- (b) *the movement of the animal results in danger to human health or safety.*

and at Section 341:



- (1) *A person, other than an authorised person, must not feed a native animal in the wild that is dangerous, venomous or capable of injuring a person.*

Council does not appear to have any investigation or enforcement powers under the Nature Conservation Act 1992 or the Animal Care and Protection Act 2001

### **STAFFING IMPLICATIONS**

Not significant and able to be managed within existing allocation.

### **CORPORATE/OPERATIONAL PLAN**

#### **LIVING, LEARNING AND LEISURE**

Service: Parks & Open Space

Activity: Maintain the Region's sports fields, parks, gardens, playgrounds and open spaces

#### **ENVIRONMENT**

Service: Natural Resource Management

Activity: Promote the sustainable development of natural and physical resources and the maintenance of ecological processes and genetic diversity

### **CONCLUSION**

Feeding wildlife is, for all intents, a global occurrence. There are numerous drivers for this activity ranging across a diversity of purposes/outcomes including conservation, tourism, recreation and individual enjoyment (sense of wellbeing). There is a significant body of research available on the human, animal and environmental impacts of feeding wildlife, although no single study is applicable and/or relevant to all instances.

# **FEEDING OF WILDLIFE: ROCKHAMPTON BOTANIC GARDENS**

## **Information Signage**

**Meeting Date: 19 April 2017**

**Attachment No: 1**



**PLEASE DO NOT FEED THE WILDLIFE**

## ROCKHAMPTON BOTANIC GARDENS

We ask for your assistance as feeding the animals has a negative affect on them.

- Feeding wildlife will create a dependence on humans.
- If fed, wildlife will gather in large numbers and will become a nuisance.
- Young will not learn to forage for food in their natural environment.
- Consumption of human foods can cause illness or death.





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**8.6 REQUEST FOR EXTENSION OF LEASED AREA FOR ROCKHAMPTON TOUCH FOOTBALL ASSOCIATION, REANEY STREET**

**File No:** 3718

**Attachments:** 1. Request from Rockhampton Touch Football Association for an extension to its leased area

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

**Author:** Sophia Czarkowski - Sports and Education Supervisor

**Previous Items:** 9.5.3 - Freehold Lease and Trustee Lease renewals for Parks until 30 June 2018 - Parks, Recreation and Sport Committee - 22 Jun 2016 12.30 pm  
11.4 - Fees associated with registration of leases, licence and permits for Parks - Ordinary Council - 27 Sep 2016 9.00 am

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**SUMMARY**

*Rockhampton Touch Football Association holds a Freehold Lease and Freehold Licence over Cyril Connell Fields at Reaney Street, The Common (Lot 2 RP613517). The Association is seeking an extension to its Freehold Lease area for the purposes of completing a building extension.*

**OFFICER'S RECOMMENDATION**

THAT Council accede to Rockhampton Touch Football Association's request to increase its Freehold Leased area by approximately 10.3m<sup>2</sup> to cater for an extension to its building.

**COMMENTARY**

Rockhampton Touch Football Association (the Association) holds a Freehold Lease and Freehold Licence over Cyril Connell Fields, Reaney Street, The Common (Lot 2 RP613517) both agreements expire on 30 June 2017.

Cyril Connell Fields consists of 10 fields, seven (7) of which have lights; a club house and shaded seating areas. The club house is owned and maintained by the Association and Council maintains the playing fields. The Association generally uses the fields six (6) days per week during its seasons and has approximately 3,300 players.

The Association is located in a sport and recreation precinct in The Common which consists of Norbridge Park, Callaghan Park, Rockhampton Cricket Grounds, Gymnasium (Gymmy) Grounds and Fitzroy River Pony Club.

**BACKGROUND**

On 22 June 2016 Council agreed to the renewal of a number of Freehold Leases and Trustee Leases including Rockhampton Touch Football Association (the Association). As part of the renewal process the club identified that it would be seeking an extension to its leased area in the future to cater for proposed building works.

It was recommended that this matter be dealt with through the renewal process to eliminate the need to surrender and reissue the lease agreement and incur additional fees associated with preparation of the survey plan and lodgment of agreements.

On 6 March 2017 the Association officially requested the extension to its leased area and proposed that such extension, approximately 10.3m<sup>2</sup>, would be sufficient to extend its canteen and covered seating areas.

If approved by Council the extension to the leased area will be incorporated into the renewed Freehold Lease which will be issued for a period of five (5) years and in accordance with Council's Fees and Charges.

A new lease survey plan is required to accommodate an increased size. As this is at the Club's request, the club will be responsible for the cost of preparation of the new lease survey plan in accordance with the Council report presented on 27 September 2016 regarding fees associated with leases, licences and permits for parks.

**PREVIOUS DECISIONS**

22 June 2016 – Parks, Sport and Recreation Committee - Freehold Lease and Trustee Lease Renewals for Parks until 30 June 2018

27 September 2016 – Ordinary Council - Fees Associated With Registration of Leases, Licence and Permits for Parks

**BUDGET IMPLICATIONS**

The Association has not sought a financial contribution from Council.

**CONCLUSION**

Acceding to the request for an extension to Rockhampton Touch Football Association's leased area will provide the club with tenure over the land it is proposing to build on as well as reduce administrative and financial costs associated with amendments to the Freehold Lease.

**REQUEST FOR EXTENSION OF  
LEASED AREA FOR ROCKHAMPTON  
TOUCH FOOTBALL ASSOCIATION,  
REANEY STREET**

**Request from Rockhampton Touch  
Football Association for an extension  
to its leased area**

**Meeting Date: 19 April 2017**

**Attachment No: 1**



8189074 - 10/03/2017


**ROCKHAMPTON TOUCH ASSOC INC**  
**CYRIL CONNELL FIELDS**

Telephone: (07) 49222444

Administrator: Denise Edwards

President: Gary Benbow

Please address all correspondence to:-

The Administrator, PO Box 9690 Park Avenue Qld 4701

Fax: (07) 4927 1819

Website: [www.rockytouch.com](http://www.rockytouch.com)6<sup>th</sup> March 2017.

Rockhampton Regional Council  
 PO Box 1860  
 ROCKHAMPTON QLD 4700.

Attention Michelle Mills.

Dear Ms Mills,

Rockhampton Touch Association Inc is requesting an increase in area of our Freehold lease LOT 2 ON RP613517.

Within the next term of the lease agreement, we anticipate extending our canteen area which will decrease the size of our outside, shaded seating area. To allow us to retain sufficient outside shaded seating area for our needs, we are hoping to increase our current building footprint by approx 6.0m.

We fully understand that any future extensions will require planning permission but to date, no such plans have been drawn up and we are merely seeking an increase in the lease area to accommodate future plans of extension.

We have attached the Improvement Works Application Form as requested along with the lease site plan and a rough drawing of the proposed additional area.

Please contact this office if you have any queries regarding this request and please let us know if anything further is required.

Yours in Touch

Denise Edwards  
 Administrator  
 Rockhampton Touch Association Inc

ROCKHAMPTON REGIONAL COUNCIL	
File: <u>3718</u>	Doc: _____
Links: _____	
Action Officer: _____	
09 MAR 2017	
Task to: <u>227 Property Mgt.</u>	
QDAN: <u>61005</u>	v: _____ Ref: <u>1004</u>
Box No: _____	Years: <u>7</u>

"We are committed to ensuring the safety and wellbeing of children and young people and the protection from harm of children with whom our Association engages and we will achieve this through our Policies and Practices."

8189074 - 10/03/2017

**Improvement Works on a Lease Site Application Form**

**Privacy Notice:** Rockhampton Regional Council is collecting the personal information you supply on this form for the purpose of assessing your application for improvement works for your lease. Council is authorised to do this under the *Rockhampton Regional Council Local Law No. 1 (Administration) 2011*, specifically *Subordinate Local Law No. 1.1 (Alteration or Improvement to Local Government Controlled Areas and Roads) 2011*. Some of this information may be given to relevant Council Officers and authorised contractors for the purpose of processing your request. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.

This form is to be completed when an organisation who has undertaken a lease with Council, wishes to complete improvement works and requires consent by Council, as the landlord. Under the terms and conditions of a lease, the written consent of Council as landlord is required prior to a tenant undertaking any improvement works on the premises. Applications must be submitted to Council well in advance of submitting a grant application project.

P: 07 4932 9000 | E: [enquiries@rrc.qld.gov.au](mailto:enquiries@rrc.qld.gov.au) | W: [www.rrc.qld.gov.au](http://www.rrc.qld.gov.au) | PO Box 1860 Rockhampton QLD 4700 | ABN: 59 923 523 766

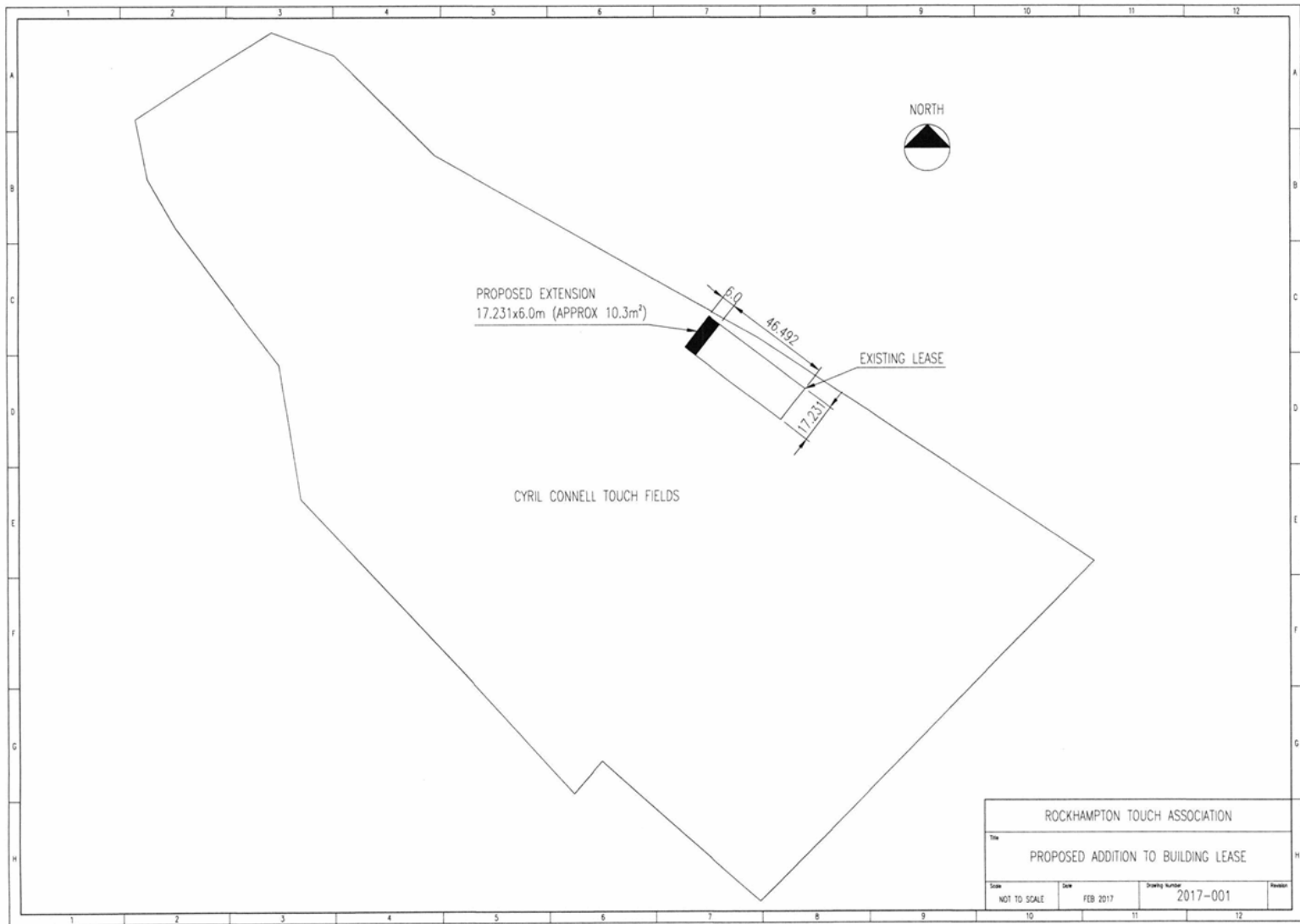


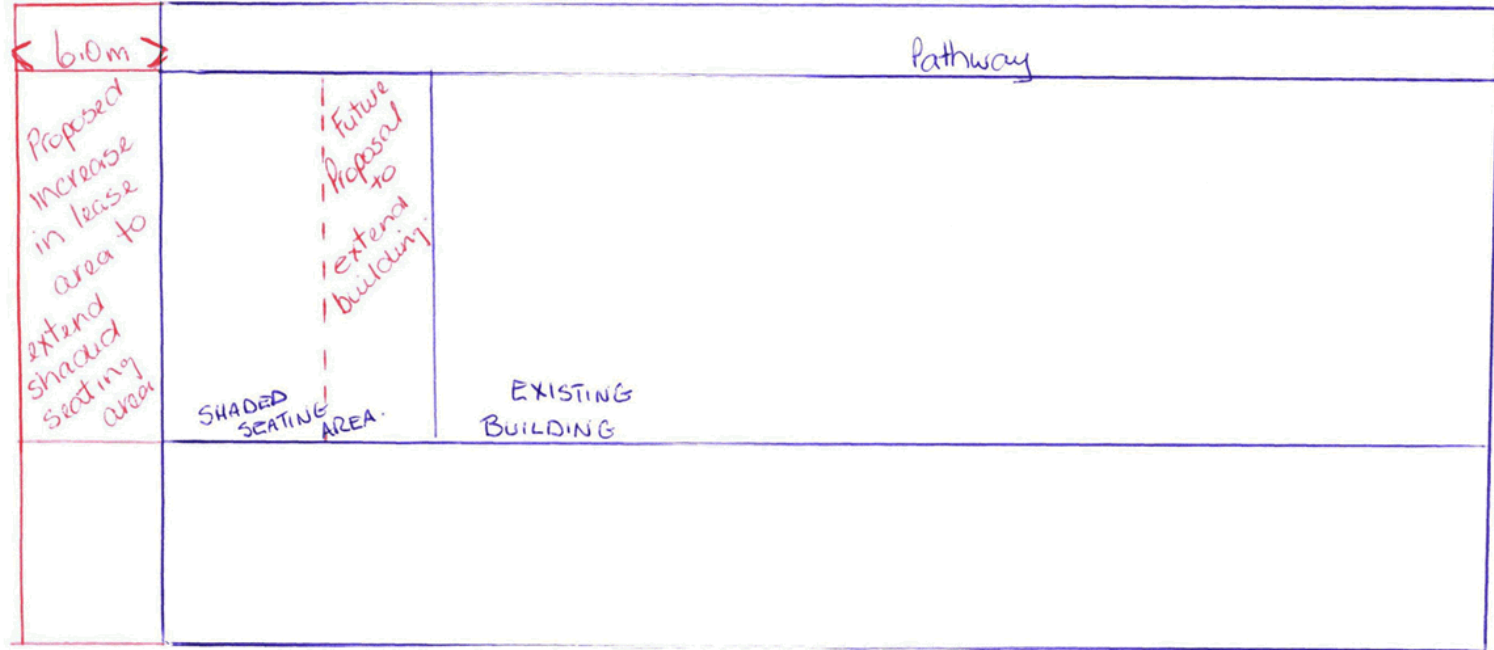
<b>Organisation Details</b>		
Lessee name: ROCKHAMPTON TOUCH ASSOCIATION INC		
Lease site address: 78 REANEY STREET THE COMMON QLD 4701		
Postal address (if different): PO BOX 9690 PARK AVENUE QLD 4701		
Contact number:		Email:
<b>Contact Person's Details</b>		
Name: DENISE EDWARDS	Position: ADMINISTRATOR	
Contact number:		Email:
<b>Site Plan</b>		
A site layout plan indicating the location of proposed works to be undertaken (this plan can be a hand drawn sketch) must be included with this application. This application will not be processed without an attached plan.		
<b>Project Specifications</b> (please complete sections that are applicable)		
<b>Water tank</b>		
Height:	Diameter:	Dimension of concrete slab:
Materials used:		
<b>Fencing</b>		
Length:	Height:	Is pedestrian access maintained? <input type="checkbox"/> Yes <input type="checkbox"/> No
Materials used:		
<b>Signage</b>		
Ensure the following documents are attached to this application:		
<input type="checkbox"/> Plan showing dimensions of proposed sign		
<input type="checkbox"/> Full details of the wording, layout and colour of the sign		
<b>Lighting</b>		
Ensure the following documents are attached to this application:		
<input type="checkbox"/> Lighting design prepared by an engineer or lighting supplier		

8189074 - 10/03/2017

<input type="checkbox"/> Statement of Certification that the design complies with Australian Standard 4282 Effects of Obtrusive Lighting <input type="checkbox"/> Photometric calculation at the lease boundaries or nearest residences for both horizontal and vertical planes <input type="checkbox"/> On site layout plan indicating location of proposed lighting (include details of any new or existing poles, dimensions and materials)	
<b>Play equipment</b>	
Ensure the following documents are attached to this application:	
<input type="checkbox"/> Play equipment design (include materials, e.g. metal, wood)	
<b>Filling/earthworks/drainage</b>	
Ensure the following documents are attached to this application:	
<input type="checkbox"/> Full details of the proposal (include volume of materials to be excavated or brought in)	
<b>Extension to existing building</b>	
Ensure the following documents are attached to this application:	
<input type="checkbox"/> Plans of proposal (clearly indicating existing structure and proposed extensions) <input type="checkbox"/> Full details of dimensions and materials	
<b>New building work with services</b>	
Ensure the following documents are attached to this application:	
<input type="checkbox"/> All building plans, fit out and plumbing works	
<b>New building work with no services (eg storage shed)</b>	
Ensure the following documents are attached to this application:	
<input type="checkbox"/> All building plans	
<b>Other</b>	
Ensure the following documents are attached to this application:	
<input type="checkbox"/> Full details of dimensions and materials	
<b>Project Details</b>	
Provide details on the need for this project: We are looking at extending our canteen sometime in the near future - no plans have been drawn up as yet. Because any extension will take up valuable outside seating area, we are requesting an extension on our lease area where our building is situated so that we can have the same amount of outside seating once the canteen extension has been done.	
What is the estimated total cost of the project:	
<b>Grant Details</b> (please provide details if your organisation is applying for a grant to fund this project)	
Grant name:	Closing date:







Rough Drawing -  
Not to scale.

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**8.7 REQUEST FOR EXTENSION TO LEASED AREA FOR ROCKHAMPTON AND DISTRICT MOTOCROSS CLUB INC, 370 SIX MILE ROAD**

<b>File No:</b>	<b>7456</b>
<b>Attachments:</b>	<ol style="list-style-type: none"><li><b>1. Email from RAD Motocross re Request for extension to increase leased area</b></li><li><b>2. Map identifying current leased area, fenced area and proposed leased area for the Club</b></li><li><b>3. Report to Council - Request for permanent closure of Six Mile Reserve</b></li><li><b>4. Report to Council - Outcome of community consultation on Six Mile Reserve</b></li></ol>
<b>Authorising Officer:</b>	<b>Margaret Barrett - Manager Parks Michael Rowe - General Manager Community Services</b>
<b>Author:</b>	<b>Sophia Czarkowski - Sports and Education Supervisor</b>
<b>Previous Items:</b>	<b>9.5.3 - Freehold Lease and Trustee Lease renewals for Parks until 30 June 2018 - Parks, Recreation and Sport Committee - 22 Jun 2016 12.30 pm</b>

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**SUMMARY**

*Rockhampton and District Motocross Club Inc hold an expired Trustee Lease over part of the Six Mile Reserve (Lot 139 LN2098) and is seeking an extension to its leased area.*

**OFFICER'S RECOMMENDATION**

THAT Council extend the Trustee Leased area to incorporate its entire track and fence line and enter into a Trustee Permit with Rockhampton and District Motocross Club Inc as outlined in Option Two of this report.

**COMMENTARY**

Rockhampton and District Motocross Club Inc (the Club) holds an expired Trustee Lease over part of Six Mile Reserve, 370 Six Mile Road, Pink Lily (Lot 139 LN2098). The Trustee Lease expired on 31 December 2014 and Council Officers have been working with the Club to finalise the renewal process.

The Club's Trustee Lease is proposed to be renewed for a period of five (5) years and in line with Council's Fees and Charges for a building site (\$600) and other sport and recreation area (nil).

Six Mile Reserve also known as Picnic Point is located in Pink Lily, it is a Reserve for Recreation. In addition to the Club, George Fuller holds a Trustee Lease over part of Six Mile Reserve for the purposes of grazing that expires on the 31 May 2018.

Six Mile Reserve was subject to a community consultation in 2012/13 when Council officers requested Council consider the closure of the reserve. The consultation, completed and presented to Council on 12 March 2013, identified that 84% of Pink Lily respondents indicated that their preference was to re-open the reserve and 87% of respondents outside of Pink Lily indicated the same preference.

Local residents identified a number of concerns including noise, illegal uses and safety; these were addressed through additional signage, education and installation of timber bollards as a physical barrier to prevent access to an unformed boat ramp.

**BACKGROUND**

Rockhampton and District Motocross Club Inc (the Club) operate a registered motocross track at Six Mile. The Club hosts a number of club days with 197 riders attending the first one for 2017. Additionally the Club hosts a number of major events each year, in 2017 the Club will host:

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- Round 1 of the WOW Series (Women on Wheels)
- Round 6 (final round) of the Central Queensland Titles
- Queensland Junior and Senior Female MX Championship
- Round 3 of the Ocean to Motion Series

The Club is responsible for the upkeep and maintenance of its Trustee Leased area and its track licencing requirements means the track must be fenced and access prohibited outside of sanctioned club activities (training and competition). The Club has over the years rebuilt its facility after floods and continued to improve the quality of the motocross track through extensions and modifications.

Council Officers are currently renewing the Club's Trustee Lease and on completion of the survey plan it was identified that the area the club occupies extends beyond its leased area, approximately 1ha. As a result the Club was asked to provide a written request for an extension to its leased area. The Club has identified its preferred leased area (see attachment) and Council officers have reviewed the request and present the following options for consideration:

Option One:

Accede to the request for the extension to the leased area as proposed by the Club. This extension is beyond the current track area (~11.5ha) to include ~22.6ha of land (see attachment indicated by the purple line). The Club has cited the following reasons for seeking this extension:

- Increase the 'pit parking' area to better cater for semi-trailer transport vehicles
- A new separate track catering only for mini riders (ages 4-9 years)
- A new track aimed at improving skill levels

The leasing of this land will provide the motocross club with exclusive access to the reserve affectively to the exclusion of all others as the lease will incorporate the main access road.

This option may result in complaints from community members who visit the reserve.

Option Two:

The recommended option is to extend the Trustee Lease area to include the Club's entire fenced area (see attachment indicated by the orange line) to ensure it has tenure over the entire track and to meet licencing requirements. Council Officers suggest that a Trustee Permit be issued over the remainder of the area (approx. 22.6 ha) the Club has requested. A Trustee Permit would provide the Club with exclusive access to the area during the Club's activities and provide community access at all other times.

This also provides the Club and Council with a trial period and an opportunity for the Club to complete its development plan. As part of any development plans the Club will be responsible for obtaining any and all permits or approvals, including environmental and planning approvals.

A Trustee Permit would be issued for a period of three (3) years and rental fees would be consistent with Council's Fees and Charges which is currently nil for the other sport and recreation areas.

Option Three:

The third option is to decline the request for an extension. If this option selected by Council the Club would need to reconfigure its track and relocate its fence. This option would be costly for the Club and is not recommended.

**PREVIOUS DECISIONS**

22 June 2016 – Parks, Recreation and Sport Committee – Freehold Lease and Trustee Lease Renewals for Parks until 30 June 2018

12 March 2013 – Ordinary Council – Outcome of community consultation on Six Mile Reserve

27 March 2012 – Ordinary Council – Request for permanent closure of Six Mile Reserve

**BUDGET IMPLICATIONS**

As part of the Trustee Lease renewal process Council procured a new survey plan for this area. It was identified as part of the survey plan that the Club was operating outside of its Leased area. The Club will be responsible for the cost of re-surveying the area, if approved by Council, due to the new survey plan being required as result of the club's actions. The estimated cost of the survey plan is \$1,045.00.

**CONCLUSION**

Option Two will permit the Club to increase its leased area to include all of its track and fenced area and provide non-exclusive use over the remainder of the area which will ensure community access is retained.

**REQUEST FOR EXTENSION TO  
LEASED AREA FOR ROCKHAMPTON  
AND DISTRICT MOTOCROSS CLUB  
INC, 370 SIX MILE ROAD**

**Email from RAD Motocross re Request  
for extension to increase leased area**

**Meeting Date: 19 April 2017**

**Attachment No: 1**



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**From:** Russell Schirmer [REDACTED]  
**Sent:** Wednesday, 22 March 2017 1:34 AM  
**To:** Michelle Mills  
**Cc:** [REDACTED]  
**Subject:** RE: Rockhampton and District Motocross Club Inc.'s request to increase "Lease A"

Michelle,

Please find attached a sketch illustrating the existing and proposed lease boundaries for the Rockhampton & District Motocross Club. The existing boundaries and fence lines have been provided to me by Capricorn Survey Group.

The Rockhampton & District Motocross Club has been calling the Six Mile Raceway Reserve home for many years and appreciates the leasing arrangement provided by RRC. The RADMX club takes great pride in maintaining the lease area at Six Mile Raceway so the club can provide a safe & fun dirt bike experience for the local community. This was reflected by a fantastic involvement in the first club race for 2017, with 197 entrants for the single day event. The RADMX club is holding a number of championship race event in 2017, including:

- Round 1 of the WOW Series (Women on Wheels)
- Round 6 (final round) of the Central Queensland Titles
- QLD Jnr & Snr Female MX Championship
- Round 3 of the Ocean to Motion Series

The RADMX Club has a strong core group of riders including a great number of mini and junior participants. There was over 40 mini riders (4yr-9yr) at our first club race day, which shows the club is healthy and well utilised by its members. The club is always looking at ways of improving its facilities and ways of operating, including attracting state & national events to the Six Mile Raceway. The club is holding some state events in 2017, but has a very realistic goal of attracting a national motocross event in the near future.

It has been identified that the area to the north of the current lease is very overgrown and is currently not being used for any specific purpose. The Club is proposing to council that this additional land be included into the lease boundary so it can be maintained and serviced by the club members to a similar high standard that the current lease area is receiving. This additional area will assist the RADMX Club greatly with attracting state & national events to the city and will cater for larger numbers of riders, crew, spectators, etc. The club has also identified the need for expansion by ways of new challenges for experienced riders, but also safe controlled areas for new riders and their families.

The club would like to expand the facilities to include the following:

- Larger, more accessible 'pit parking' area. This will assist the larger teams to access the track facilities easily with their semi-trailer transport vehicles.
- A new separate 'mini only' track that will be safe and help build confidence in the new riders. The mini riders and their families are very important to the RADMX Club and it would be great to accommodate them more comfortably by providing a 'mini only'

track.

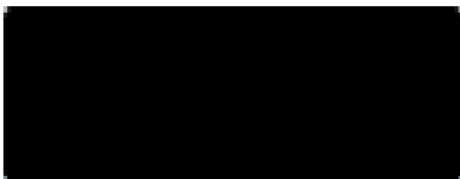
- A new separate more challenging tight circuit motocross track, that will be used by the experienced riders within the club. This style of track will help enhance the skills of the riders enabling RADMX club members to improve to a national level rider.

The RADMX Club greatly appreciates leasing the land at Six Mile Raceway from Rockhampton Regional Council and plans to work with council to ensure the facility is being maintained to a high standard and is being utilised to its full potential.

Please review the attached sketch and provide comment. If you have any queries, please don't hesitate to contact me.

Kind Regards,

**Russell Schirmer | Director**



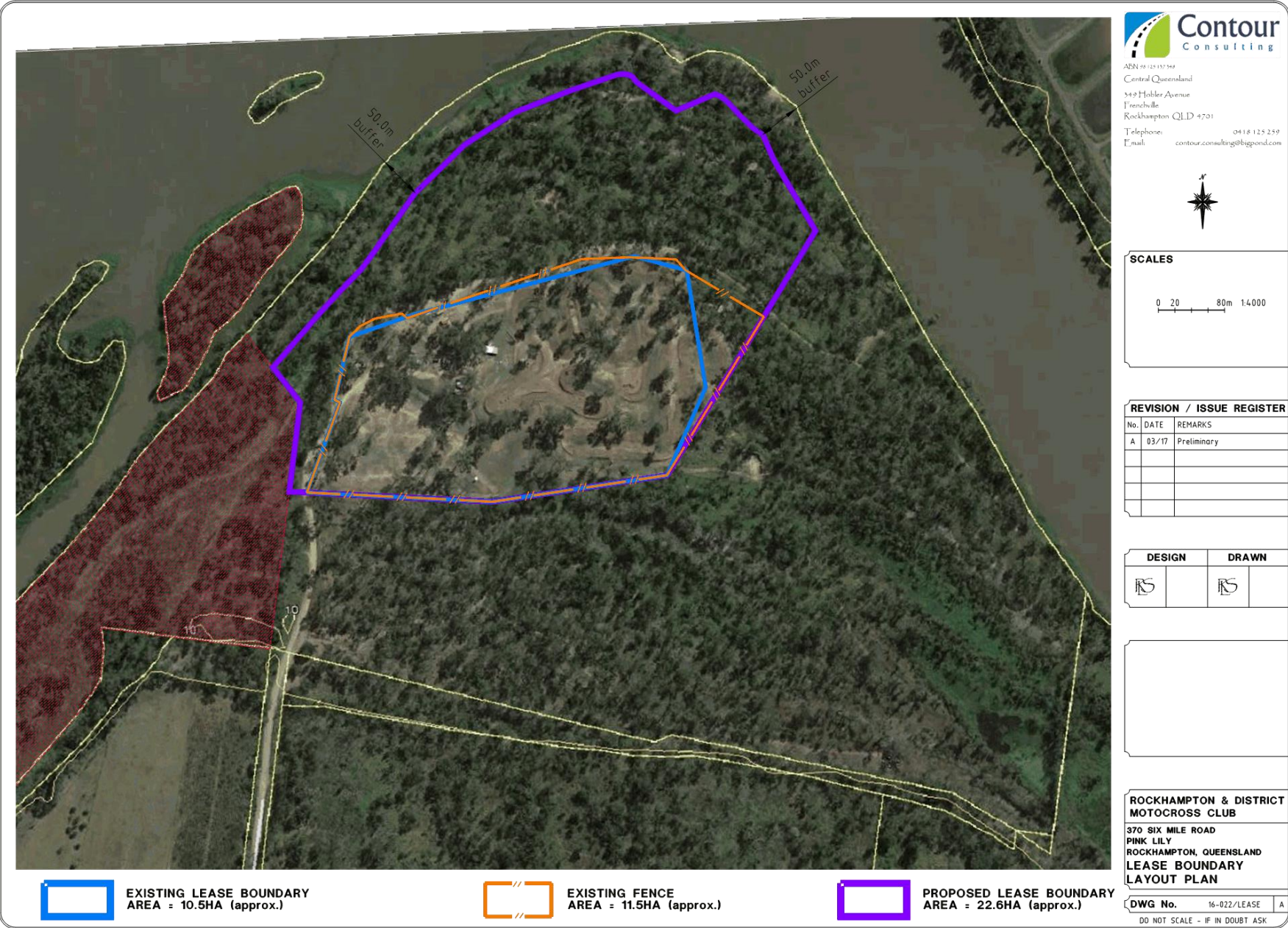
**REQUEST FOR EXTENSION TO  
LEASED AREA FOR ROCKHAMPTON  
AND DISTRICT MOTOCROSS CLUB  
INC, 370 SIX MILE ROAD**

**Map identifying current leased area,  
fenced area and proposed leased area  
for the Club**

**Meeting Date: 19 April 2017**

**Attachment No: 2**





**REQUEST FOR EXTENSION TO  
LEASED AREA FOR ROCKHAMPTON  
AND DISTRICT MOTOCROSS CLUB  
INC, 370 SIX MILE ROAD**

**Report to Council - Request for  
permanent closure of Six Mile Reserve**

**Meeting Date: 19 April 2017**

**Attachment No: 3**

**Request for permanent closure of Six Mile Reserve**

**File No:** 7456

**Responsible Officer:** Michael Rowe  
Acting GM Community Services

**Author:** Sophia Czarkowski  
Sport and Recreation Co-ordinator

**Proposed Meeting Date:** 27 March 2012

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**SUMMARY**

In the interests of community safety Council Officers are proposing the permanent closure of Six Mile Reserve.

**OFFICERS RECOMMENDATION**

That the Council approve the permanent closure of the Six Mile Reserve to the general public.

**BACKGROUND**

The Six Mile Reserve is located on Six Mile Road, Pink Lily (Lot 139 LN2098) with a part Lease to Rockhampton and District Motocross Association. The Reserve has been permanently locked since the 2010/11 floods in the interests of public safety and awaiting the reinstatement of the motocross track.

During this period research was conducted into the unformed boat ramp and previous incidents that have occurred on the Six Mile Reserve.

The boat ramp currently on site is unformed and may pose as a high risk activity if used by the community for launching of boats or water craft.

Furthermore illegal activities have previously taken part on this Reserve, including motorbike riding. These activities put Council, as Trustee of the land, at considerable risk if an accident occurred within the Reserve. Several incidents have occurred on this Reserve as a result of illegal activities including a fatal accident and numerous accidents resulting in serious injuries.

**CONCLUSION**

As the safety of the community is paramount Council Officers are proposing the permanent closure of Six Mile Reserve to the general public.



**REQUEST FOR EXTENSION TO  
LEASED AREA FOR ROCKHAMPTON  
AND DISTRICT MOTOCROSS CLUB  
INC, 370 SIX MILE ROAD**

**Report to Council - Outcome of  
community consultation on Six Mile  
Reserve**

**Meeting Date: 19 April 2017**

**Attachment No: 4**

**6.3 OUTCOME OF COMMUNITY CONSULTATION ON SIX MILE RESERVE**

<b>File No:</b>	<b>1464</b>
<b>Attachments:</b>	<b>1. Six Mile Reserve Community Consultation Report</b> <b>2. Letter from Rockhampton and District Motocross Association re: opening of Six Mile Reserve</b> <b>3. Council Resolution 27 March 2012</b>
<b>Responsible Officer:</b>	<b>Vincent Morrice - Operations Manager Planning and Collections</b> <b>Michael Rowe - General Manager Community Services</b>
<b>Author:</b>	<b>Sophia Czarkowski - Sport &amp; Recreation Coordinator</b>

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**SUMMARY**

*At the Ordinary Meeting held on 27 March 2012 Council resolved that a previous report on this matter lay on the table subject to full community consultation being undertaken.*

*Community consultation on the past, present and future use of the Six Mile Recreation Reserve at Pink Lily has now been completed and this report provides details of the responses received along with additional commentary from Council Officers.*

**OFFICER'S RECOMMENDATION**

THAT the Six Mile Reserve be reopened for public access under the following conditions:

- The site can be closed if the perimeter fence to the Rockhampton and District Motocross Club's leased area is compromised.
- Signage is erected at the entrance to the Reserve advising of restrictions and prohibited activities, specifically:
  - No motorbike riding
  - No 4WDing
  - Camping by permit only
  - No Launching of boats
  - No lighting of fires
- Council conduct an education campaign between September 2013 and December 2013 highlighting rules and conditions for use of the Reserve
- Council install timber bollards or an equivalent physical barrier to prevent access to the unformed boat ramp with supporting signage advising 'No launching of boats'

**BACKGROUND**

The Six Mile Reserve is located on Six Mile Road, Pink Lily (Lot 139 LN2098) with a part Lease to Rockhampton and District Motocross Association. The Reserve is classified as a Reserve for Recreation.

Six Mile Reserve was permanently locked after the 2010/11 floods in the interests of public safety and while the motocross track was repaired and the perimeter fence reinstated.

Between January 2011 and mid March 2011 Council Officers investigated the safety of the Reserve in terms of illegal uses and the unformed boat ramp. Council's Workplace Health and Safety Advisor identified that the launching of boats at the existing 'unformed' boat ramp was a high risk activity and may cause injury or death. Additionally the prevalence of illegal activities on site, including motorbike riding had resulted in serious accidents and a fatality.

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It was determined by Officers that to leave the Reserve open for public use would not only endanger the public but put Council, as Trustee of the land, at considerable risk if an accident occurred within the Reserve.

### **COMMUNITY CONSULTATION**

Between October and December 2012 Council Officers undertook a Community Consultation program regarding the Six Mile Reserve with a focus on engaging the community to understand:

1. *Preference for Six Mile Reserve and its future use*
2. *Previous usage and potential future usage of Six Mile Reserve*
3. *Current concerns relating to Six Mile Reserve*

A variety of methods were open to the community for engagement process, including a mail based survey (sent to all residents of Pink Lily), an online survey (open to any previous user/residents outside Pink Lily and face to face interviews (when requested). Communications were undertaken to prime the community of the engagement, activities include advertising through newspapers, promotions through Council website and Social Media.

For the mail based and online survey a total response of 117 surveys were received, 27 from Pink Lily and 90 from outside Pink Lily. In terms of response rate for Pink Lily alone this represents 24% of the community (Pink Lily having 112 households in total).

Based on the consultation Council Officers have identified strategies for reopening the Reserve for public access, including signage and education campaigns. The Reserve may need to temporarily close during flood periods and when the perimeter fence for the Rockhampton and District Motocross Association Leased area is compromised.

This closure is prudent to protect the liability risk of both Council and Rockhampton and District Motocross Club should persons enter the Club's Leased area and suffer an injury or death. Further, Motorcycling Australia the national governing body of motocross have strict rules and regulations on tracks and public access outside of designated training time and days and through the perimeter fence of the track being compromised the Club is at risk of potentially losing its Motocross Licence.

Investigation into the unformed boat ramp has identified that it is not owned or recognised by either Department of Transport and Main Roads or Rockhampton Regional Council. As the unformed boat ramp is not recognised by either party it must be decommissioned to prevent injury or loss of property and unnecessary risk for Council through legal action. As a result several bollards or a form of physical barrier should be used to prevent access to the unformed boat ramp area.

In regards to illegal activities taking place on the Reserve, including motorbike riding, Local Laws have advised that due to resource constraints they cannot undertake regular patrols of the Six Mile Reserve, but will respond to complaints.

Council Officers have met with the Rockhampton and District Motocross Club Inc to discuss the outcome of community consultation and proposed reopening of the Reserve. The Club has since forwarded a letter to Council (see attachment) outlining concerns and conditions that it feels should be applied to the reopening. Some of the conditions outlined by the Club, include:

- Policing of the area
- Dedicated Ranger for the Reserve
- Rubbish bins
- No camp fires
- Toilet block for public use

The identified issues are understandable, however, a dedicated site ranger is not within the scope of Council's role nor is it economically viable. Officers agree that no lighting of fires should be a condition of use of the Reserve, as reflected in the Officer's Recommendation. A toilet block on site may be investigated in the future, however, is not seen as a priority currently.

Council Officers will continue to work in conjunction with the Club and promotion of the Club will be used to channel motorbike riders into the Club to assist in increasing membership and decreasing illegal motorbike riding in the Reserve area.

In addition to the above the Club has advised it will take approximately six weeks to reinstate the perimeter fence and around three months to repair track damage. Due to the unsafe conditions and increased potential for injury in and around the motocross track it is recommended that the Six Mile Reserve be closed during periods in which the Club's perimeter fence is damaged as outlined in the Resolution.

### **CONCLUSION**

Based on the community consultation conducted the reopening of the Six Mile Reserve under the outlined conditions will allow access to the facility for the community, whilst minimising some of the risks associated with its use.



**8.8 REQUEST FROM ATHELSTANE TENNIS CLUB REGARDING RETENTION OF EXISTING TOILET BLOCK****File No:** 5488

**Attachments:**

1. Letter from Athelstane Tennis Club requesting to retain old amenities block
2. Map identifying location of amenities
3. Site layout indicating position of new toilet block
4. Photo identifying location of new toilet block
5. Photos of old amenities block
6. Copy of report to Parks and Recreation Committee - Request to amend lease boundaries - Athelstane Tennis Club and Rockhampton Mallet Sports Club

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

**Author:** Sophia Czarkowski - Sports and Education Supervisor

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**SUMMARY**

*On 4 August 2015, the Parks and Recreation Committee considered a report to amend the Leased area of Athelstane Tennis Club Inc and Rockhampton Mallet Sports Club to accommodate a new toilet block to be built and maintained by Athelstane Tennis Club. Part of the condition of approval by the Committee was that Athelstane Tennis Club be responsible for the demolition of the existing amenities block and all associated permits. Athelstane Tennis Club has subsequently requested to retain the old amenities block.*

**OFFICER'S RECOMMENDATION**

THAT

1. Council decline the request from Athelstane Tennis Club Inc to retain the old amenities block; and
2. Council manage the demolition of the old amenities block including any associated costs and permits.

**COMMENTARY**

On 4 August 2015, the Parks and Recreation Committee acceded to requests from Athelstane Tennis Club Inc and Rockhampton Mallet Sports Club Inc for amendments to Trustee Leased areas to enable Athelstane Tennis Club to construct an accessible toilet block in line with the conditions that were detailed in the report presented to the Committee.

The conditions were as follows:

1. Athelstane Tennis Club is responsible for the demolition of the existing amenities block and all associated permits;
2. Athelstane Tennis Club is responsible for fees relating to the amendment of the lease area, including:
  - a. Survey plans
  - b. Surrender and re-registration of leases through the Department of Natural Resources and Mines for both Athelstane Tennis Club and Rockhampton Mallet Sports Club
  - c. Any necessary building, plumbing and/or development approvals, including those required on heritage listed land
  - d. Environment and Heritage Protection exemption certificates

**BACKGROUND**

In February and March 2017 members of the Athelstane Tennis Club (the Club) contacted Council regarding retention of the old amenities block which consists of one (1) accessible toilet. Council Officers discussed the previous report and resolution from Council and its conditions with club members. The Club wrote to the Chief Executive Officer on 13 March 2017 requesting Council reconsider its decision regarding demolition of the old amenities block. The Club is proposing to retain the old amenities and use it as additional toilet facilities citing it does not have sufficient toilets even on completion of the new toilet block which will have three (3) unisex toilets.

Athelstane Tennis Club is located within a heritage listed area being the Rockhampton Botanic Gardens. The *Rockhampton Botanic Gardens Conservation Management Plan* produced for Rockhampton Regional Council in June 2001 identifies that the sporting club buildings are not significant (p. 35) and under Policy 4 (pp. 39-40) no additional sports or other uses should be permitted, including expansion of the existing clubs. The *Rockhampton Botanic Gardens Conservation Management Plan* completed by Riddel Architecture in August 2012 reaffirms this position.

Several years ago Council agreed to the Club shifting its existing club house to allow for a fourth tennis court to meet demand. This construction did not have an impact on the surrounding land. In 2015 the Club proposed to realign its leased area to allow for a new toilet block to be built beside its club house. The Club cited a number of reasons for this request including player safety at night as the existing amenities did not have a lit pathway, accessibility of the toilet block and the condition and number of toilets.

The request was approved on the proviso that the Club was responsible for the demolition of the old amenities block and that this was required for a number of reasons including aesthetic value of the Rockhampton Botanic Gardens.

The Club has requested Council reconsider this resolution and as part of the request would like Council to fund part or all of the demolition costs if the building cannot be retained. If the request to retain the old amenities block is approved by Council the Club will incur a number of charges (approximately \$2,500) associated with amending its current lease agreement including new survey plans, surrender and registration fees as detailed in Budget Implications.

**PREVIOUS DECISIONS**

04 August 2015: Parks and Recreation Committee

Request to amend lease boundaries – Athelstane Tennis Club and Rockhampton Mallet Sports Club

**BUDGET IMPLICATIONS**Budget Implications associated with demolition of the old amenities block:

The Club's letter to Council requests that if demolition of the amenities block must occur then it believes Council should be responsible for the cost of demolition or make a significant financial contribution. The Club indicated that the cost of demolition of the old amenities block is approximately \$6,000. It is proposed that Council manage the demolition of the old amenities block to ensure it is completed in a timely manner.

Budget Implications associated with retention of the old amenities block:

If Council accedes to the request from the Club to retain the old amenities block, the Club will incur the following charges:

- Amendments of survey plans where the tenant has requested the amendment (approx. \$1,700)
- Registration fee for surrender of the agreement on the title (\$175)
- Registration of the agreement on the title (\$175)

- Lodgement of a survey plan over part of the land for registration on the title (\$350)
- Lodgement of an interest over part of the land for registration on the title (\$26)

**CONCLUSION**

The Club has requested Council reconsider its previous decision requiring the Club to demolish the old amenities block and allow the Club to retain it.

**REQUEST FROM ATHELSTANE  
TENNIS CLUB REGARDING  
RETENTION OF EXISTING TOILET  
BLOCK**

**Letter from Athelstane Tennis Club  
requesting to retain old amenities  
block**

**Meeting Date: 19 April 2017**

**Attachment No: 1**



13 March 2017

Chief Executive Officer  
Rockhampton Regional Council  
PO Box 1860  
ROCKHAMPTON Q 4700

Dear Mr Pardon

Our club writes seeking your assistance.

We have obtained funding to assist with the construction of a new toilet block on an extended lease area at Athelstane as the existing facilities are inadequate for club requirements. We are working towards obtaining all of the required approvals for construction. The funding obtained will be insufficient for the complete construction. It will require additional funds from the club as well as extensive voluntary work by club members.

We have been directed by Council's Parks and Gardens Department that the existing toilet block on Council land must be demolished by the club. While the existing toilet block is not on the club's lease it is located in an area not frequented by the public and used and maintained by club members. We have made unsuccessful representations to Parks and Gardens to allow the existing facility to remain.

The existing facility is a very sound construction and is in very good condition (see photos attached). As you will appreciate many clubs, including ours, work hard to raise funds and members contribute extensive voluntary labour to develop facilities used by the community. The existing toilet block is no exception. We believe it defies logic to demolish the existing facility when it can continue in use by the club as a toilet or even as a secure storage facility for club equipment. The 4 courts at the club are often all in use with others waiting to play. The existing toilet will not be wasted when the new facility is constructed. Its availability will be even more important when the neighbouring mallet club holds major events and uses the new facilities being constructed by our club.

Demolition of the existing facility would be at considerable cost to the club including certificate of demolition, actual cost of demolition and dumping cost. The club would have to engage a demolition contractor to complete the work given the nature of the construction. This burden comes at a time when the club is required to put all of its resources into construction of the new facilities.

We ask you to reconsider the Parks and Gardens requirement to demolish the existing facility. If demolition must proceed, which is not a preferred option for anyone in our view, then we believe Council should cover the cost or at least make a substantial contribution.

We are very keen to receive your response.

Yours faithfully

Dawn Reed  
President  
Athelstane Tennis Club

**REQUEST FROM ATHELSTANE  
TENNIS CLUB REGARDING  
RETENTION OF EXISTING TOILET  
BLOCK**

**Map identifying location of amenities**

**Meeting Date: 19 April 2017**

**Attachment No: 2**

Map of Athelstane Tennis Club



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Printed from GeoCortex on 06/04/2017



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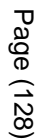
**REQUEST FROM ATHELSTANE  
TENNIS CLUB REGARDING  
RETENTION OF EXISTING TOILET  
BLOCK**

**Site layout indicating position of new  
toilet block**

**Meeting Date: 19 April 2017**

**Attachment No: 3**





**REQUEST FROM ATHELSTANE  
TENNIS CLUB REGARDING  
RETENTION OF EXISTING TOILET  
BLOCK**

**Photo identifying location of new toilet  
block**

**Meeting Date: 19 April 2017**

**Attachment No: 4**





# **REQUEST FROM ATHELSTANE TENNIS CLUB REGARDING RETENTION OF EXISTING TOILET BLOCK**

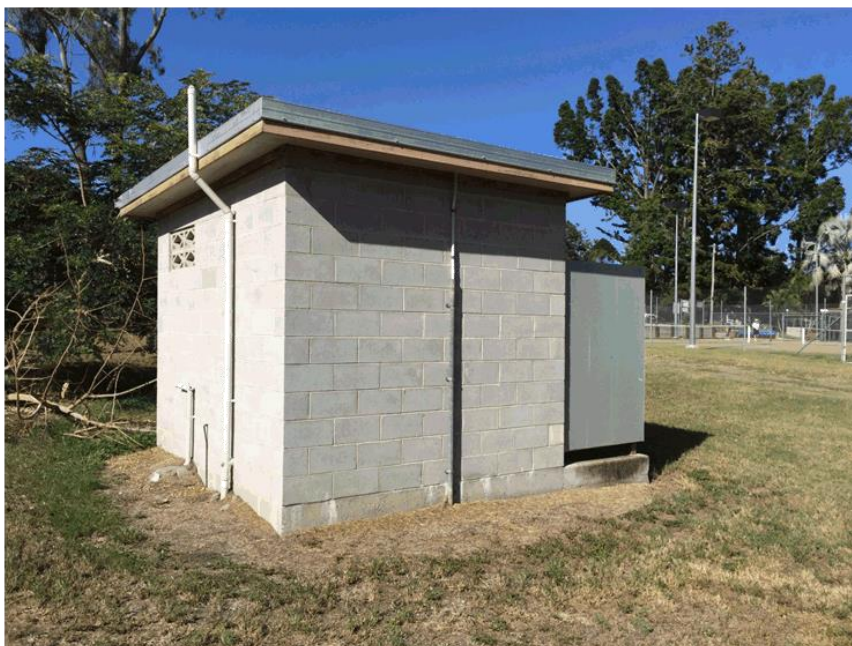
## **Photos of old amenities block**

**Meeting Date: 19 April 2017**

**Attachment No: 5**



Images of old amenities block to be demolished



**REQUEST FROM ATHELSTANE  
TENNIS CLUB REGARDING  
RETENTION OF EXISTING TOILET  
BLOCK**

**Copy of report to Parks and Recreation  
Committee - Request to amend lease  
boundaries - Athelstane Tennis Club  
and Rockhampton Mallet Sports Club**

**Meeting Date: 19 April 2017**

**Attachment No: 6**

## PARKS &amp; RECREATION COMMITTEE AGENDA

4 AUGUST 2015

**8.4 REQUEST TO AMEND LEASE BOUNDARIES - ATHELSTANE TENNIS CLUB AND ROCKHAMPTON MALLET SPORTS CLUB**

**File No:** 5488

**Attachments:**

1. Copy of letters from Athelstane Tennis Club and Rockhampton Mallet Sports Club
2. Overview of area
3. Map showing Leased areas

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

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

**SUMMARY**

*Athelstane Tennis Club and Rockhampton Mallet Sports Club hold Trustee Leases over part of the Botanic Gardens Reserve. Athelstane Tennis Club is seeking permission to construct an accessible toilet block outside of its Leased area. Permission is being sought to amend the leased areas of both Clubs to enable the development.*

**OFFICER'S RECOMMENDATION**

THAT:

1. Council accede to the request to surrender a portion of the Rockhampton Mallet Sport Club's Leased area to allow Athelstane Tennis Club to construct its toilet block; and
2. Council accede to the request from Athelstane Tennis Club to increase its Leased area to allow for the construction of an accessible toilet block in line with the conditions listed in the report.

**COMMENTARY**

The Rockhampton Botanic Gardens is located at 100 Spencer Street, The Range (being Lot 521 SP120476), the following organisations Lease part of this Reserve:

- Athelstane Tennis Club – lease expires 30 June 2020
- Rockhampton Mallet Sports Club – lease expired 30 June 2015 (being renewed)
- Rotary Club of Rockhampton South Inc – lease expires 30 June 2020
- Marianne Williams T/A Gardens Tearooms – lease expires 30 June 2016

Athelstane Tennis Club Inc was built in 1941 and continues to provide tennis and related activities to the community. The Club has 4 synthetic tennis courts with lights, a small clubhouse and a small existing toilet block.

**BACKGROUND**

Athelstane Tennis Club (the Club) contacted Council in 2014 requesting permission to construct a new toilet block. Current members of the Club have raised concerns over the safety and condition of the existing toilet block resulting in the Club investigating options for a new toilet block.

The proposed location for the new toilet block is on the western side of the tennis courts currently on land Leased by Rockhampton Mallet Sports Club. The Rockhampton Mallet Sports Club has agreed to surrender approximately 120m<sup>2</sup> of its Leased area to enable the construction.

**PARKS & RECREATION COMMITTEE AGENDA****4 AUGUST 2015**

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Council Officers have specified the following conditions as part of the proposed construction:

1. Athelstane Tennis Club is responsible for the demolition of the existing amenities block and all associated permits;
2. Athelstane Tennis Club is responsible for fees relating to the amendment of the lease area, including:
  - a. Survey plans
  - b. Surrender and re-registration of leases through the Department of Natural Resources and Mines for both Athelstane Tennis Club and Rockhampton Mallet Sports Club
  - c. Any necessary building, plumbing and/or development approvals, including those required on heritage listed land
  - d. Environment and Heritage Protection exemption certificates

**BUDGET IMPLICATIONS**

The Club has not sought financial assistance from Council at this time.



**REQUEST TO AMEND LEASE  
BOUNDARIES - ATHELSTANE TENNIS  
CLUB AND ROCKHAMPTON MALLET  
SPORTS CLUB**

**Copy of letters from Athelstane Tennis  
Club and Rockhampton Mallet Sports  
Club**

**Meeting Date: 4 August 2015**

**Attachment No: 1**

## PARKS &amp; RECREATION COMMITTEE AGENDA

4 AUGUST 2015

6052881 - 26/08/2014

19 August 2014

Attention: Sophia Czarkowski  
Sport and Education Co-ordinator

The Rockhampton Regional Council  
PO Box 1860  
ROCKHAMPTON Q 4700

ROCKHAMPTON REGIONAL COUNCIL	
File No: 5488	Duc No:
Links: 4196	
Action Officer:	
Group Task	21 AUG 2014
Task to: zzt prop. management	
3.	4.
QDAN:	v: Ref:
Box No:	Yrs: 7yr

Dear Sophia

**ADDITION TO ATHELSTANE TENNIS CLUB INC. LEASE AREA**

Our club requests Council consent to increasing the area of our current lease to allow construction of a new amenities block adjacent to the existing clubhouse. A plan giving an indication of the additional area is attached (the dimensions are approximate).

A letter from Rockhampton Mallet Sports Club Inc. advising they have no objection to the proposal is attached.

We note your advice there will be costs incurred if Council approve the changes to both club lease areas. As you would be aware, both clubs' finances are limited. In order to keep costs to a minimum:

- a) We expect a survey plan showing the new leased areas will be required – could Athelstane Tennis engage the surveyor to prepare the plan at our cost?
- b) Apart from the change in area, we are happy for the new lease to be on the same terms as the existing leases.

If we can reduce costs in this way we hope Council will give favourable consideration to bearing other costs associated with the new leases.

Yours faithfully

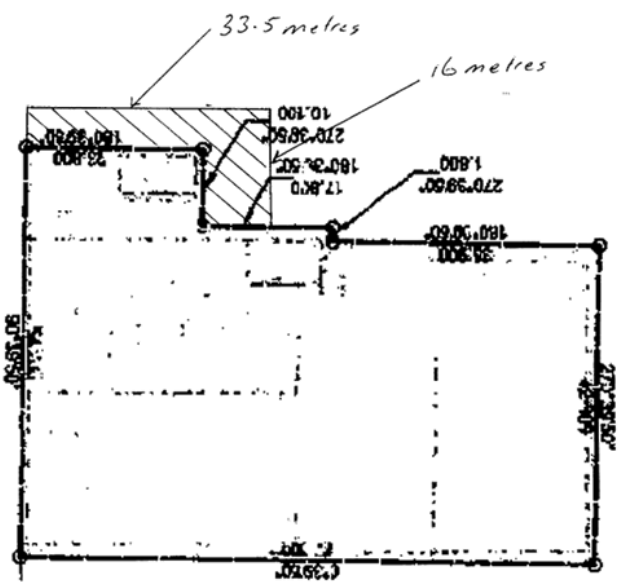


Ross Johnson  
President  
Athelstane Tennis Club Inc.

PARKS & RECREATION COMMITTEE AGENDA

4 AUGUST 2015

6052881 - 26/08/2014



PARKS & RECREATION COMMITTEE AGENDA

4 AUGUST 2015

6052881 - 26/08/2014



41 Ann Street

Rockhampton Qld 4700

28<sup>th</sup> July, 2014

To President/Secretary

Athelstane Tennis Club

Rockhampton Qld 4700

Dear Sir,

We the Rockhampton Mallet Sports Club Inc .wish to advise that we have no objection to the Athelstane Tennis Club annexing more of our land on which to build a toilet block to be accessed by both clubs.

A handwritten signature in cursive script, appearing to read "L Farry".

Lynne Farry

Secretary



# **REQUEST TO AMEND LEASE BOUNDARIES - ATHELSTANE TENNIS CLUB AND ROCKHAMPTON MALLET SPORTS CLUB**

## **Overview of area**

**Meeting Date: 4 August 2015**

**Attachment No: 2**

PARKS & RECREATION COMMITTEE AGENDA

4 AUGUST 2015



**REQUEST TO AMEND LEASE  
BOUNDARIES - ATHELSTANE TENNIS  
CLUB AND ROCKHAMPTON MALLET  
SPORTS CLUB**

**Map showing Leased areas**

**Meeting Date: 4 August 2015**

**Attachment No: 3**







**8.9 REQUEST FOR RENEWAL OF FOUR (4) TRUSTEE LEASES**

**File No:** 374  
**Attachments:** Nil  
**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - General Manager Community Services  
**Author:** Sophia Czarkowski - Sports and Education Supervisor  
**Previous Items:** 9.5.3 - Freehold Lease and Trustee Lease renewals for Parks until 30 June 2018 - Parks, Recreation and Sport Committee - 22 Jun 2016 12.30 pm

**SUMMARY**

*In accordance with Section 236(1)(c)(iii) of the Local Government Regulation 2012 (Qld) a Council resolution is sought for the renewal of the following Trustee Leases:*

- *Lions Club of Rockhampton Mt Archer Inc;*
- *Gracemere Mens Shed Inc;*
- *The Rockhampton Bridge Club Inc; and*
- *Fitzroy Gracemere Rugby League Club Inc.*

**OFFICER'S RECOMMENDATION**

THAT

1. Pursuant to Section 236(1)(c)(iii) of the *Local Government Regulation 2012* (Qld) Council approve the renewal of the Trustee Leases as identified in the report; and
2. Council authorises the Chief Executive Officer (Sports and Education Supervisor) to negotiate the terms and conditions of the agreements with the organisations listed in the report in preparation for execution by the delegated officer.

**COMMENTARY**

On 22 June 2016 Council approved the renewal of a number of Trustee Leases and Freehold Leases that had expired or would expire prior to 30 June 2018. The leases were over land owned or controlled by Council for the purposes of sport, recreation and/or community activities.

Under Section 236 of the *Local Government Regulation 2012* (Qld) Council has the ability to renew Leases to existing Lessees, provided that Council has decided, by resolution, that the exception applies to the leasing of valuable non-current assets (i.e. land) other than by tender or auction.

**BACKGROUND**

The organisations listed in the below table have agreements that have expired or are due to expire prior to 30 June 2018 that were not included in the report presented on 22 June 2016 for reasons identified below.

On Council resolution the renewal process will commence and each organisation will be invited to apply for a further tenure. It is proposed that tenure be granted under the following conditions:

1. Term: 5 years (all renewals will be amended to ensure the expiry dates falls on 30 June of the relevant year)
2. Fees and Charges: In accordance with Council's schedule of fees and charges for the 2016/17 Financial Year
3. Special Conditions: As required

Agreement Type	Organisation	Expiry Date	Lot and Plan (Address)
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Agreement Type	Organisation	Expiry Date	Lot and Plan (Address)
Trustee Lease	Fitzroy Gracemere Rugby League Club Inc (see below)	30/06/2012	Lot 128 SP254997 (Saleyards Park, John Street)
Trustee Lease	Lions Club of Rockhampton Mt Archer Inc	30/06/2017	Lot 338 LN1914 (Tom Brady Park, Hinchliff Street)
Trustee Lease	Gracemere Mens Shed Inc	30/04/2018	Lot 101 SP258037 (Ian Besch Drive, Gracemere)
Trustee Lease	The Rockhampton Bridge Club Inc	30/06/2018	Lot 40 SP240869 (Hall Street, Wandal)

#### Fitzroy Gracemere Rugby League Club Inc

Fitzroy Gracemere Rugby League Club Inc's Trustee Lease renewal commenced in 2012, the lease was issued in October 2012 for execution. Over the next 10 months Council Officers followed up with the Club and finally received executed agreements in August 2013.

The accompanying information was not supplied in full and Council Officers followed up for the next two (2) years. In late 2015 the Trustee Permit expired and Council Officers were also following up on this documentation which was received late 2016. The 2012 Trustee Lease was not identified in the Freehold Lease and Trustee Lease renewals for parks until 30 June 2018 report as it had not been registered. Its exclusion is a result of the reporting process used through Council's Pathway System.

Council Officers proposed that Fitzroy Gracemere Rugby League Club Inc be issued with a Trustee Lease for the period from 1 July 2012 through to 30 June 2022. A ten (10) year lease period will cover the five (5) years that expires 30 June 2017 and provides a further five (5) year period.

#### Lions Club of Rockhampton Mt Archer Inc; Gracemere Mens Shed Inc and The Rockhampton Bridge Club Inc

The renewal of these agreements was not identified in the Freehold Lease and Trustee Lease renewals for parks until 30 June 2018 report due to the registration of the agreements after presentation of the report to Council. The exclusion was a result of the reporting process used through Council's Pathway System.

The reporting issue has now been identified and amended.

### **LEGISLATIVE CONTEXT**

Section 236 of the *Local Government Regulation 2012* (Qld) provides Council with the ability to renew a lease to an existing lessee provided there is a Council resolution.

### **CONCLUSION**

It is recommended that Council approve the renewal of the Leases identified in the report and that the Chief Executive Officer (Sports and Education Supervisor) negotiate the terms and conditions of each in preparation for consideration and execution by the delegated officer.

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**8.10 REQUEST FOR WAIVING OF GENERAL ENTRY FEES FOR PUBLIC SWIMMING POOLS ON 27 MAY 2017 IN RESPONSE TO THE 50TH ANNIVERSARY OF THE 1967 REFERENDUM**

**File No:** 349  
**Attachments:** 1. Email request to Mayor to waive entry fees  
**Authorising Officer:** Margaret Barrett - Manager Parks  
Michael Rowe - General Manager Community Services  
**Author:** Sophia Czarkowski - Sports and Education Supervisor

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**SUMMARY**

*It has been requested that Council consider waiving all entry fees for its public swimming pools on 27 May 2017 in recognition of the 50<sup>th</sup> anniversary of the 1967 referendum.*

**OFFICER'S RECOMMENDATION**

THAT

1. Council waive the general entry fee for the first 250 general entries to the 2<sup>nd</sup> World War Memorial Aquatic Centre on 27 May 2017 in recognition of the 50<sup>th</sup> anniversary of the 1967 referendum; and
2. Council reimburse Lane 4 Aquatics the revenue it would receive through these admissions up to \$500 on receipt of an invoice and evidence of general entry admissions.

**COMMENTARY**

On 27 May 1967 a Federal referendum was held to determine whether the two (2) references in the Australian Constitution that discriminated against Aboriginal people should be removed. The sections of the Constitution under scrutiny were:

*51. The Parliament shall, subject to this Constitution, have power to make laws for the peace, order, and good government of the Commonwealth with respect to:-*

*...(xxvi) The people of any race, other than the aboriginal people in any State, for whom it is necessary to make special laws.*

*127. In reckoning the numbers of the people of the Commonwealth, or of a State or other part of the Commonwealth, aboriginal natives should not be counted*

This referendum resulted in a 90.77 per cent 'YES' vote.

The 1967 referendum did not give Aboriginal and Torres Strait Islander peoples the right to vote. This right had been legislated for Commonwealth elections in 1962, with the last State to provide Indigenous enfranchisement being Queensland in 1965.

SOURCE: National Archives of Australia – The 1967 Referendum – Fact Sheet 150 (<http://www.naa.gov.au/collection/fact-sheets/fs150.aspx>)

**BACKGROUND**

On 6 March 2017 a request was emailed to the Mayor, Councillor Margaret Strelow, by Mr Clem Domic, Aboriginal Education Worker, requesting Council consider waiving admission fees for its public pools on 27 May 2017 in recognition of the 50<sup>th</sup> anniversary of the 1967 referendum.

Mr Domic cited Uncle Charles Perkins' involvement in the 1965 Freedom Ride as the inspiration behind this request.

*Charles (Charlie) Perkins AO was born at Alice Springs Telegraph Station Aboriginal Reserve in the Northern Territory in 1936...Perkins was a talented soccer player and*

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*played professionally with Everton, an English Club, and later with the Adelaide Croatian and Sydney Club, Pan-Hellenic.*

*While studying at the Sydney University, Perkins became increasingly active in Indigenous rights issues. In 1965 he gained notoriety by leading a group of fellow students on the Freedom Ride – a tour of rural New South Wales centres to highlight the discrimination that existed for Indigenous people in many country towns.*

*Perkins joined the Commonwealth Office of Aboriginal Affairs in 1969. His career grew with the Commonwealth's increasing role in Indigenous issues. By 1984 he was Secretary of the Department of Aboriginal Affairs. A well-known national figure who often attracted controversy, Perkins resigned his post in 1988 after a clash with his Minister over financial mismanagement (the allegations were later dismissed).*

*In his later years Perkins returned to live in Alice Springs. He was elected to the Aboriginal and Torres Strait Islander Commission (ATSIC) in 1993 and served as Deputy Chairman in 1994–95. He also served as a mentor to several of Australia's Aboriginal athletes.*

*SOURCE: National Archives of Australia – Charles Nelson Perkins – Fact sheet 225 (<http://www.naa.gov.au/collection/fact-sheets/fs225.aspx>)*

At the time of the 1965 Freedom Ride Aboriginal people were not permitted to use the Moree Baths and Swimming Pool Complex (under a Council by-law). According to the National Heritage Places register the ride arrived in Moree on 19 February 1965 and after gathering a number of children, Perkins and the Freedom Riders attempted to gain entry into the pool. Heated negotiations ensued and arrests were made, the protests and picket lines ended when Moree Council rescinded the 1955 by-law. This event is cited as a major contributor to creating an environment for change and moved the public towards the 'YES' vote in 1967.

*SOURCE: Department of the Environment and Energy – National Heritage Places – Moree Baths and Swimming Pool Complex (<http://www.environment.gov.au/heritage/places/national/moree-baths>)*

Mr Domic has requested Council waive all admission fees for its pools on 27 May 2017 in recognition of the 1967 referendum, however, due to the date being within the winter period, only the 2<sup>nd</sup> World War Memorial Aquatic Centre remains open.

Due to the nature of public swimming pools it is difficult to determine the number of attendances that may occur on this day and when compared to the same day in 2016 152 attendances were recorded. 27 May 2017 is a Saturday and additional attendances would be expected.

To recognise the 50<sup>th</sup> anniversary of the 1967 referendum and to ensure that costs associated with this are managed it is proposed that free general entry is capped at 250 attendances.

#### Option 1

Waive the general entry fee as a signal of support for the 50<sup>th</sup> anniversary of the 1967 referendum.

#### Option 2

Not waive the general entry fee and make an alternative statement in support of the 50<sup>th</sup> anniversary of the 1967 referendum.

### **BUDGET IMPLICATIONS**

The maximum cost of this proposal is \$500 if free general entry is capped at 250 attendances.

### **CONCLUSION**

Waiving of the general entry fees for the first 250 entries at the 2<sup>nd</sup> World War Memorial Aquatic Centre on 27 May 2017 will recognise an action that is believed to be precursor to a positive outcome from the 50<sup>th</sup> anniversary of the 1967 referendum.



**REQUEST FOR WAIVING OF GENERAL  
ENTRY FEES FOR PUBLIC SWIMMING  
POOLS ON 27 MAY 2017 IN RESPONSE  
TO THE 50TH ANNIVERSARY OF THE  
1967 REFERENDUM**

**Email request to Mayor to waive entry  
fees**

**Meeting Date: 19 April 2017**

**Attachment No: 1**

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**From:** [REDACTED]  
**Sent:** Monday, 6 March 2017 10:50 AM

**To:** Mayor  
**Subject:** 8184068 50th Anniversary 1967 Referendum

Dear Mrs Strelow **(Mayor)**

My name is Clem Domic and I am an Aboriginal Education Worker at [REDACTED]  
[REDACTED] where

I have been working for 9 years. The 27th May this year is the 50th Anniversary of the 1967 Referendum which meant a great deal to the advancement of Aboriginal & Torres Strait Island people in Australia.

The 1967 Referendum proposed **to include Aboriginal people in the census.**  
The 1967 Referendum proposed **to allow the Commonwealth government to make laws for Aboriginal people.**

This date the 27th May also falls on the beginning of National Reconciliation Week.

I would like to make a suggestion to you as Mayor and all Rockhampton Regional Councillors in regards to an act of bravery by Uncle Charles Perkins and his fellow Non-indigenous university students from the University of Sydney who participated in the 1965 Freedom Ride to bring down segregation of Aboriginal people in outback NSW where at that time in Moree, Aboriginal children/people were not allowed to use the pool because of their colour/race.

This act itself was regarded as the greatest act of Reconciliation in Australia and played an integral part in Australia holding the 1967 Referendum.

I ask that to recognise the milestone of the 50th Anniversary of the 1967 referendum and the fact that National Reconciliation Week also starts on the this date, that as a show of good will towards the Reconciliation process in Rockhampton by the Rockhampton Regional Council, that this day (Saturday 27TH May)) be set aside to allow all people of all nationalities to swim in Council owned pools for free.

I am confident that should the RRC decide in favour of this request, that stronger relations among all people of diverse race living in Rockhampton can only be positive and the fact in knowing that you all their at the Rockhampton Regional Council displayed great character in making this possible.

Regards

Clem Domic  
Aboriginal Education Worker

## **9 NOTICES OF MOTION**

Nil

## **10 URGENT BUSINESS/QUESTIONS**

*Urgent Business is a provision in the Agenda for members to raise questions or matters of a genuinely urgent or emergent nature, that are not a change to Council Policy and can not be delayed until the next scheduled Council or Committee Meeting.*



## **11 CLOSURE OF MEETING**