



PARKS, RECREATION AND SPORT COMMITTEE MEETING

AGENDA

18 APRIL 2018

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 18 April 2018 commencing at 12.30pm for transaction of the enclosed business.

A handwritten signature in black ink, appearing to be "CR", is positioned above the printed name and date.

CHIEF EXECUTIVE OFFICER
12 April 2018

Next Meeting Date: 23.05.18

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.

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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:

Ms C Worthy – 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 14 February 2018

5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

6 BUSINESS OUTSTANDING

Nil

7 PUBLIC FORUMS/DEPUTATIONS

Nil

8 OFFICERS' REPORTS

8.1 REQUEST FROM FRENCHVILLE SPORTS CLUB LTD. TO RELINQUISH TENURE OVER MCLEOD PARK AND ENTER INTO A TENURE AGREEMENT OVER WOODS PARK

File No: 4290
Attachments: Nil
Authorising Officer: Blake Hunton - Manager Parks
Colleen Worthy - General Manager Community Services
Author: Jacinta James - Acting Senior Sports and Education Advisor

SUMMARY

On 19 January 2018 Council Officers received a request from Frenchville Sports Club Ltd to relinquish its current Licence Agreement over McLeod Park (North Rockhampton). In addition, the Club has requested a Licence over Woods Park (North Rockhampton).

OFFICER'S RECOMMENDATION

THAT:

1. Council approve the request from Frenchville Sports Club Ltd to relinquish the existing Licence over McLeod Park (being Lot 1 on RP602389) and that the Agreement be terminated forthwith; and
2. Council approve the request from Frenchville Sports Club Ltd. to enter into a Freehold Licence over part of Woods Park (being Lot 12 on RP605900 and Lot 27 on RP605728) for a period of six (6) years commencing on 1 July 2018.

COMMENTARY

McLeod Park

McLeod Park is Council-owned land located on Dean Street, Berserker. Frenchville Sports Club Ltd. is the only formal user of the site and hold a Freehold Licence which is due to expire on 30 June 2020.

Woods Park

Woods Park is Council-owned land located on Miles Street, Berserker. The Rockhampton Recreation Club Inc. is the only formal user of the site and hold a Freehold Lease and non-exclusive Freehold Licence which both expired on 10 April 2018 and are being considered for renewal. The proposed exclusive Lease to the Rockhampton Recreation Club Inc. is for the building only. The proposed non-exclusive Licence to the Frenchville Sports Club Ltd is over the playing field.

BACKGROUND

McLeod Park

Frenchville Sports Club Ltd. previously utilised McLeod Park for the training purposes of Softball and Junior Football (Soccer). Given Softball is played competitively at Kele Park (leased to the Rockhampton and District Softball Association), Frenchville Sports Club Ltd's Softball now have the ability to train at this facility. Junior Football (Soccer) training has been relocated to the North Rockhampton State High School through an agreement between the School and the Club. As a result, Frenchville Sports Club Ltd. no longer has a need for use of the subject land.

Woods Park

Frenchville Sports Club Ltd. currently utilise the playing field at Woods Park on Tuesday and Thursday evenings for Rugby Union training via a Temporary Event Application. The Club only require land that is the size of a Rugby Union field, which is why Woods Park is deemed to be more suitable than McLeod Park.

BUDGET IMPLICATIONS

As per 2017/18 Fees and Charges, Frenchville Sports Club will not be charged for tenure over the sporting field.

CONCLUSION

The Frenchville Sports Club has requested to relinquish its existing Freehold Licence over McLeod Park and enter into a non-exclusive Freehold Licence over part of Woods Park.

8.2 FREEHOLD LEASE RENEWAL FOR THE ROCKHAMPTON RECREATION CLUB INC.

File No: 6934
Attachments: Nil
Authorising Officer: Blake Hunton - Manager Parks
Steven Gatt - Acting General Manager Community Services
Author: Jacinta James - Acting Senior Sports and Education Advisor

SUMMARY

In accordance with Section 236(1)(c)(iii) of the Local Government Regulation 2012 (Qld) a Council resolution is sought for the commencement of the renewal of Freehold Leases.

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 Freehold Lease as identified in the report; and
2. Council authorises the Chief Executive Officer (Senior Sports and Education Advisor) to negotiate the terms and conditions of the agreement with the Rockhampton Recreation Club Inc. in preparation for execution by the delegated officer.

COMMENTARY

The Rockhampton Recreation Club Inc. hold a Freehold Lease over part of Woods Park (Lot 12 on RP605900 and Lot 27 RP605728) 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 Freehold Lease to the Rockhampton Recreation Club Inc. expired on 10 April 2018. Upon Council resolution the renewal process will commence and the organisation will be invited to apply for a further tenure. As a result of a breach notice in 2012, it is proposed that tenure be granted under the following conditions:

1. Term: 6 years
 2. Fees and Charges: In accordance with Council's schedule of fees and charges for the 2017/18 Financial Year fixed for the duration of the term of the agreement.
 3. Special Conditions:
Written approval from the General Manager Community Services must be obtained prior to hosting private functions on the Premises. If approval is granted, the following minimum conditions will be applied:
 - Any private or club functions must be concluded before 10pm and all guests must have vacated the Premises by 10pm.
 - Non-compliance may result in no more parties;
 - Further breaches may lead to tenure termination;
 - The gates must be opened to the public when not in use for structured activities
-

- Any other conditions as required

BUDGET IMPLICATIONS

The Rockhampton Recreation Club Inc. will be charged a building site fee (\$600), as per the 2017/18 Fees and Charges.

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 Freehold Lease for The Rockhampton Recreation Club Inc. and that the Chief Executive Officer (Senior Sports and Education Advisor) negotiate the terms and conditions of each in preparation for consideration and execution by the delegated officer.

8.3 NAMING OF LYLE ALBERT DOBBS PARK

File No: 1313
Attachments: Nil
Authorising Officer: Blake Hunton - Manager Parks
Steven Gatt - Acting General Manager Community Services
Author: Brett Nicholls - Coordinator Parks Planning and Projects

SUMMARY

Developed parkland in Norman Gardens to be named to reflect the contribution of a local resident to the region's community.

OFFICER'S RECOMMENDATION

THAT Council approve the naming of the developed parkland on the corner of German Street and Sunset Drive in Norman Gardens as '*Lyle Albert Dobbs Park*'.

COMMENTARY

The naming of parks and reserves provides an opportunity to honour individuals and groups for contributions and achievements that deserve recognition. Council's '*Naming of Parks, Reserves and Sports Facilities Policy*' enables nominations from the public and community organisations to be considered.

This report provides a summary of community feedback received in response to the proposed naming of the developed parkland on the corner of German Street and Sunset Drive in Norman Gardens.

BACKGROUND

The Dobbs family wrote to Council seeking the naming of a park to honour *Lyle Albert Dobbs* in recognition for his contribution to the Rockhampton regional community.

Community feedback was canvassed in a Public Notice published on Saturday 24 February 2018, information on Council's website and Facebook, along with signage placed onsite.

Feedback on the proposed naming consists of 17 submissions, all of which are supportive of the name put forward. This consists of 14 personal submissions, along with submissions received from the Central Queensland Amateur Radio Association Inc, the Rockhampton & District Amateur Radio Club and the CQ Diabetes Group Inc.

PREVIOUS DECISIONS

Council adopted on 20 February 2018:

1. supporting the naming of the developed parkland on the corner of German Street and Sunset Drive in Norman Gardens as '*Lyle Albert Dobbs Park*'; and
2. endorsing the public notification of the proposed naming to canvas community opinion.

BUDGET IMPLICATIONS

Should Council elect to proceed with the naming of this parkland, there are one-off funding implications for two actions, namely:

- Park signage fabrication consistent with the Rockhampton Region Wayfinding Signage Manual, estimated cost \$5,000 to supply and install.
- Media event for the naming ceremony, minor funding, less than \$1,000 is required from Advance Rockhampton.

STAFFING IMPLICATIONS

Parks staff will manage the supply and installation of the signage.

Advance Rockhampton staff will manage the media event.

CORPORATE / OPERATIONAL PLAN

This action is consistent with the following provisions:

Corporate Plan 2017 – 2022

1.5 Inclusive, connected and informed community.

1.6 Our sense of place, diverse culture, history and creativity are valued and embraced.

Operational Plan 2017 – 2018

1.6.5 Develop and maintain opportunities that celebrate our local residents.

4.1.1 Customer focused organisation that ensures Council's service delivery is efficient and representative of the community's needs and views.

CONCLUSION

The unnamed, developed parkland on the corner of German Street and Sunset Drive in Norman Gardens be named as '*Lyle Albert Dobbs Park*' to reflect the contribution of this local resident, as supported by the public consultation performed.

SITE SIGNAGE



8.4 PARKS OPERATIONAL REPORT - JANUARY 2018**File No:** 1464**Attachments:** 1. Parks Monthly Report - January 2018 [↓](#)**Authorising Officer:** Colleen Worthy - General Manager Community Services**Author:** Blake Hunton - Manager Parks

SUMMARY

This report provides information on the activities and services of Parks section for January 2018.

OFFICER'S RECOMMENDATION

THAT the report on the activities and services of Parks Section for January 2018 be received.

COMMENTARY

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
 - Aquatic services
 - Park Facilities maintenance
 - Planning, Design and Project Delivery
4. Parks Administration and Management
 - Park bookings
 - Customer service

The attached report contains information on the activities and services of these areas for January 2018.

PARKS OPERATIONAL REPORT - JANUARY 2018

Parks Monthly Report - January 2018

Meeting Date: 18 April 2018

Attachment No: 1



Monthly Operations Report

Parks

January 2018

1. Highlights

The First Turkey Mountain Bike trails, Moore's Creek concrete causeway, composting toilet and outdoor learning area will be opened on 9 February with local and State politicians in attendance. The Mount Morgan Streetscape Improvement Project will be opened by local, State and federal politicians on 23 February in Morgan Street.

The opening of the first stage of the Nurim Circuit Elevated Boardwalk at Fraser Park on Mount Archer is scheduled for opening in March.

The Gracemere Ashes Garden project will be completed in February for an unveiling in March.

A new the Senior Parks Planning Advisor has been appointed to implement the SPARC public consultation process which will occur in early March 2018.

2. Innovations, Improvements and Variations

Parks Irrigation team have secured trials of cloud based Irrigation controllers at Stenlake Park with [Rainbird IQ](#) and Sale yards with [Hunter Hydrowise](#). Both products offer a number of benefits not offered by 'conventional' controllers such as advanced flow management, remote programming, email defect notification and automatic remote shut off in the event of blow outs. In the coming months, the team will build a better understanding of both systems' capabilities and limitations

Preparations for Beef Australia 2018 have commenced with Parks focussing efforts on maximising the visitor experience. In the coming weeks and months our Teams will be ramping up their efforts to beautify focal points of Rockhampton including but not limited to:

- Showgrounds and surrounding sites
- CBD and Riverbank
- City gateways, entry statements and median islands

- Airport linkage to CBD

Parks 'On Call' arrangements are currently being comprehensively reviewed with a focus on identifying efficiencies and potential business improvements. Management team have identified great opportunity to improve On Call arrangements:

- Review of scripting from the call centre
- Clear definition of what Parks responds to after hours
- Review of rosters- can we roster more effectively.

3. Customer Service Requests

Response times for completing customer requests in this reporting period for January 2018 are:



All Monthly Requests (Priority 3) Parks 'Traffic Light' report January 2018

	Balance B/F	Completed In Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	On Hold	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 incomplete)
			Received	Completed									
Cemeteries - Complaint	0	0	0	0	0	0	0	0.00	8	● 0.00	● 4.13	● 3.67	2.14
Cemeteries - General Enquiry	0	0	1	0	1	0	0	0.00	14	● 0.00	● 4.75	● 2.28	1.53
Sport & Recreation - General Enquiry	2	1	1	1	1	0	0	6.45	10	● 8.00	● 7.00	● 7.96	9.98
Parks Booking Services Request ***Notification***	0	0	1	1	0	0	0	0.00	5	● 1.00	● 6.00	● 5.50	0.25
Tree and Stump Removal - Request	29	24	36	13	28	0	0	9.02	50	● 5.15	● 15.24	● 14.97	13.40
Parks General - Request	31	14	148	111	53	2	0	35.38	10	● 4.37	● 6.92	● 8.67	4.20
Tree Trimming - Request	18	15	206	175	34	0	0	15.69	40	● 2.25	● 4.00	● 4.49	3.82
Council Owned Swimming Pools - General Enquiry	2	2	5	2	3	0	0	0.00	10	● 0.00	● 13.90	● 20.36	13.00

4. Service Delivery

Service Level	Target	Current Performance	Service Level Type (Operational or Adopted)
Pool Operator reporting (Received by 7 th of Month)	On-time	On-time	Operational
Tenure Renewals – Resolved this financial year	70	24	Operational
Playground Inspections completed this month	14	14	Operational

Progressive Measures / Indicators	Same Month Last Year	Current Month
Pool Patronage – 2 nd World War Memorial Aquatic Centre	24,148	20,786
Pool Patronage – 42 nd Battalion Memorial Pool (Slides)	Nil*	14,974 (11,530)
Pool Patronage – Gracemere Pool	2,419	2,772
Pool Patronage – Mount Morgan Pool	682	585
Burials	11	8
Ashes Interments	3	1
Chapel / other Services	4	5
Zoo visitors	9,725	11,767
Zoo donations	\$1,009.95	\$926.55
Parks bookings (number of events and celebrations in month / FYTD)	53 / 516	62 / 477
Volunteer Participation (hours) – Zoo	422	266
Volunteer Participation (hours) – Regional Cemeteries	0	385

*42nd Battalion Memorial Pool was closed in January 2017 for renovations

5. Legislative Compliance and Standards (including Risk and Safety)

Safety Statistics

The safety statistics for the reporting period are:

	THIRD QUARTER		
	January	February	March
Number of Lost Time Injuries	1		
Number of Days Lost Due to Injury	3		
Total Number of Incidents Report	16		
Number of Incomplete Hazard Inspections	4		

Risk Management Summary

Currently under review. Data being revised and updated and reporting will recommence from November.

Legislative timeframes

Item	Due Date	Compliant (Yes/No)	Status
Births, Deaths & Marriages (Cemeteries) Burials reporting	Within 7 days of burial	Yes	On going

6. Operational Plan Targets by Section

The following Operational Plan actions and targets are required to be reported to Council on a monthly basis. This data will also form part of the Operational Plan quarterly report to Council:

Operational Plan Ref	Action	Target	Status
1.1.1.1	<i>Operate, maintain and repair infrastructure as detailed in the annual maintenance programs</i>	<i>Delivery of the annual operating budget to 95%</i>	Parks Planning and Projects activities underway and on target. Parks Operations activities on track and within budget allocations.
1.1.1.2	<i>Deliver the annual capital works program</i>	<i>Budget expenditure greater than 95%</i>	Project Managers responsible. Refer to Section 7 Parks Capital Projects below.
1.1.3.4	<i>Develop and Implement a strategic plan for the Region's open space, parks and streetscapes that improves amenity and encourages / increases physical activity and builds communities</i>	<i>SPARC adopted by Council by 31 December 2017</i>	The newly appointed Senior Parks Planning Advisor is currently reviewing the SPARC material.
		<i>Implement development actions in accordance with SPARC objectives and guidelines</i>	Pending completion of community engagement and report back to Council.
1.2.1.2	<i>Manage and maintain major parks, aquatic centres and sports facilities</i>	<i>All parks and facilities managed in accordance with management plans and contractual agreements</i>	Management plans and contractual agreements under ongoing monitoring. Parks Operations achieving approximately 85% at this stage.
1.2.1.4	<i>Provide quality regional cemeteries to provide burial and memorialisation services</i>	<i>Cemeteries have high community satisfaction with service provided resulting in less than five complaints annually</i>	Three complaints received to 30 September and have been addressed by the cemetery staff.
1.2.1.5	<i>Continued implementation of the Kershaw Gardens Restoration and Redevelopment</i>	<i>Completion of planned works as scheduled by 30 June 2018</i>	Project Management for RRC by Program Delivery Unit. Practical completion date for Redevelopment (#12446) contract is 14 June 2018.
1.2.1.6	<i>Facilitate Works for Queensland projects</i>	<i>Completion of projects in accordance with schedule</i>	Refer to Works for Queensland Project Steering Group minutes.
1.4.1.1	<i>Increase utilisation through a range of entertainment, education and recreation events in</i>	<i>Undertake usage surveys of four parks per year</i>	Visitor intercept and on line surveys completed for Rockhampton Botanic Gardens

Operational Plan Ref	Action	Target	Status
	<i>parks</i>		and Zoo.
1.4.3.2	<i>Engage volunteers to assist with activities in the zoo and selected major parks</i>	<i>Increase in number of volunteers by 10%</i>	Volunteer numbers have been maintained. Further planning to be done this year on developing adopt a park.
1.4.3.4	<i>Support community and volunteer organisations in the delivery of sport and recreation activities</i>	<i>Increase number of organisations supported</i>	As part of the annual Sports and Health Expo sporting clubs are being provided with free First Aid and CPR and sports strapping courses through a partnership between Council and Queensland Government. <i>Works in Parks and Public Places</i> Permit issued to Multicultural Development Australia (MDA) for delivery of Flood Recovery program (Armstrong Street Community Garden).
1.6.2.2	<i>Operate and manage the Rockhampton Botanic Gardens</i>	<i>Rockhampton Botanic Gardens opened in accordance with operating hours and managed in accordance with Strategic Master Plan</i>	Operations maintained and Strategic Master Plan under continued development. Complaint received on Christmas Day – Gates to Botanic Gardens were not opened at designated time by patrol officers and this has been resolved with the security company.
1.6.3.1	<i>Deliver and support local events and celebrations</i>	<i>Conduct the Anzac Day dawn and civic ceremonies</i>	Planning for 2018 Dawn Service progressing. Actions underway to reduce reliance on (hired) lighting towers.
2.1.2.3	<i>Work with the Region's sporting associations to develop opportunities and attract sports competition events to the Region</i>	<i>One or more new events attracted</i>	Opportunities for additional events being investigated including skate park events. Planned events for 2018 include CQ Swimming Championships, Masters State Short Course Championships, Capricornia School Trials, National Water polo Championships and Qld Secondary Schools Open Touch Football Championships.
		<i>Increased utilisation of the Region's sport facilities</i>	Supporting sporting organisation's to deliver events and activities that increase utilisation of facilities.
3.1.4.1	<i>Improve landscape design and delivery</i>	<i>Planting in accordance with the Streetscape</i>	Planting Palette endorsed by Council in December. Final

Operational Plan Ref	Action	Target	Status
	<i>within parks and streetscapes to provide diversity of vegetation cover</i>	<i>Design Manual</i>	planning is underway for the Gracemere Ranger Street revegetation median strip planting.

7. Capital Projects

As at period ended **31 January 2018**

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
PARKS CAPITAL WORKS PROGRAM					
Gracemere Cemetery Ashes Garden	2016	Feb 2018	WIP	184,030	173,079
Comment: Outstanding tasks assigned. Project debrief scheduled for 28 February 2018.					
Botanic Gardens strategic framework	Feb 2017	April 2018	WIP	51,000	44,600
Comment: DRAFT plan currently being reviewed.					
Mt Archer Activation Master Plan implementation	2016	June 2019	WIP	1,034,608	892,566
Comment: Ministerial opening of First Turkey Mountain Bike Trails and associated works scheduled for 9 Feb. Elevated boardwalk stage 1A under construction.					
ASSET RENEWAL PROGRAMMED WORKS					
Upgrade field surface	July 2017	June 2018	WIP	18,869	3,844
Comment: Works completed at Saleyards Park to address field condition issues. Further investigation is required on the overall performance of playing field assets.					
Irrigation Renewal	July 2017	June 2018	WIP	207,047	1,063
Comment: Design and Specifications being developed .The main line renewal contract at Rugby Park has been awarded.					
Enhancement Program for (new) Local Parks	July 2017	June 2018	C	28,714	25,199

Comment: Completed					
Playground Equipment renewal program	July 2017	June 2018	WIP	179,000	0
Comment: Bill Neven Park (\$79k) and Boyd Park (\$100k inc hard shade). Liaising with the respective Councilors on options preference.					
Replace soft shade with hard shade cover	July 2017	June 2018	WIP	50,000	0
Comment: Bill Birch Park Gracemere (\$50k) replacing soft shade previously removed (frame still in place). Order to be raised in February.					
Tables – Picnic Renewal Program	July 2017	June 2018	WIP	12,000	0
Comment: Col Browne Park (\$12k). Order to be raised in February.					
Fencing / Gates / Bollards Renewal Program	July 2017	June 2018	WIP	10,000	5,296
Comment: Gracemere Cemetery (\$3k) completed. First stage of Janet Pajolas Park (\$7k) to be done in March due to funds redirected to Cedric Archer Wet Play fence.					
Footpaths Renewal Program	July 2017	June 2018	WIP	84,236	0
Comment: Rigalsford Park (\$82k) - foot bridges completed in January. Civil Ops developing proposal for addressing eroded sections of path then connecting pathways to be addressed. Diggers Park (\$3k) being scheduled.					
BBQ Renewal Program	July 2017	June 2018	NYC	6,000	0
Comment: Huish Drive (\$6k).					
Rockhampton Botanic Gardens – pathways	July 2017	June 2018	NYC	101,991	0
Comment: Works programmed for 2017/18. The required scoping and investigation to develop specification is planned for early March with the Rockhampton Regional council asset's team.					
Botanic Gardens – Japanese Garden pond restoration	July 2017	June 2018	NYC	30,000	0
Comment: Work being scoped with the intentions of works to commence in late March 2018.					

DIVISIONAL COUNCILLOR ALLOCATIONS					
Div 1 Parks Improvement in Div 1	July 2017	June 2018	WIP	31,293	16,840
Comment: Sunset Drive additional playground equipment ordered in October. Rose Swadling Park additional playground equipment ordered in October (note additional funding will be required for shade of this purchase). Both scheduled for dispatch in February.					
Div 2 Playground equipment	July 2017	June 2018	NYC	11,610	360
Comment: Councillor not progressing with funding Pilbeam Drive seating. Scope of balance works to be settled with Councillor (possibly Apex Park).					
Div 2 Revegetation of Frenchman's Creek	July 2017	June 2018	WIP	15,525	2,235
Comment: Works continuing from 2015/16 allocation for National Tree Day.					
Div 3 Koongal DOLA	July 2017	June 2018	WIP	30,000	0
Comment: Committee to consider report.					
Div 5 Zoo Improvements	July 2017	June 2018	WIP	71,740	0
Comment: Costs recorded against <i>TCM: Zoo aviary</i>					
Div 7 Kershaw Gardens swings		June 2018	WIP	20,000	
Comment: Allocation is directed at swing as part of playground redevelopment; will be delivered as part of this overall package.					
Div 4 and 6 Springers Lagoon Gracemere (BN)	July 2017	June 2018	WIP	150,000	31,163
Comment: Stage 2 works scheduled for completion by June 2018. Contractor engaged to relocate hub. Flyer prepared for Cr Smith to provide to Sullivan Road neighbours regarding proposed works. Stage 3 works (the Fishing and Swimming platform) scheduled for completion by June 2019 using W4Q2 funds.					
TC MARCIA RESTORATION WORKS					
TCM: Zoo aviary	Oct 2016	Nov 2017	WIP	358,427	458,033

Comment: Works completed.					
TCM – RBG Road / Pathways / bridges and car-parks	June 2017	Nov 2017	WIP	344,983	235,859
Comment: Works are completed.					
TCM RBG - Fernery & Visitor Centre entry	June 2017	June 2018	WIP	259,539	40,978
Comment: Restoration and repair of cyclone damage in Parks. Concept design in final draft, progressing to detailed design. Report to Council in April for the final design approval.					

8. Operational Projects

As at period ended 31 January 2017

Project	Revised Budget	Actual (incl. committals)	% budget committed	Explanation
Median restoration	\$75,000	\$693	1%	Currently developing program for the year. The final planning for implementation will be completed at the end of March 2018.
Tree renewals/ planting	\$90,000	\$21,131	23%	Undertaken as required in consultation with the Rockhampton Regional Council arborist.

Kershaw Gardens

Local company JM Kelly Builders have been awarded the two contracts (Civil Works and Redevelopment Works) for Kershaw Gardens. Possession of site was effected on Friday 9 June. The initial works package encompasses the civil works required to ready the site for the construction of the new infrastructure, play elements, park furniture and landscaping. The construction site area has been fenced to allow for safe conduct of the works.

January planned works have been delivered to schedule.

A “walking loop” remains available around the northern area of the Gardens.

Rockhampton Botanic Gardens

Maintenance and minor renovations underway as scheduled.

Rockhampton Zoo

All works for Queensland stage one have been completed except for the shade structures.

Regional Cemeteries

Ashes Garden project now completed

2018 Sports and Health Expo

The 2018 Sports and Health Expo was held on Sunday 4 February 2018 at the Rockhampton Showgrounds.

Sponsorship:

- Naming Rights: CQ Health
- Major Sponsors: FM Studios, Triple M, Channel 7, SSS Events
- Event Sponsors: BUPA, Terry White Chemmart Rockhampton Day and Night
- Other Sponsors: Get Logo'd, Triple M (Stage), Funtime Amusements

Site Holders:

- 84 registered sites
- 75 attended on the day (51 indoor sites/24 outdoor sites)

Attendance:

- 2,500

Activities:

- In partnership with Queensland Government's Department of National Parks, Sport and Racing workshops were held for sport and recreation clubs. Strapping and First Aid Workshops drew a total of 50 attendees.
- CrossFit Challenge
- Cooking with Councillor Wickerson
- Angus Waddell – guest speaker
- Interactive class for over 60s
- Range of displays and demonstrations from site holders

Outcomes:

- Inclement weather may have been a factor for lower than anticipated numbers
- Site holder interaction with public was far high than previous years
- Equine area at the back of pavilion drew attendees out to the outdoor area
- Site layout improved the flow of foot traffic and received a lot of positive feedback

2019 Event- Tentative Date:

- Sunday 24 February 2019
-

9. Budget

Financial performance as expected for the reporting period – the higher than anticipated percentage of budget expended to date reflects some large commitments in the capital program. (JJ)

COMMUNITY SERVICES

PARKS

Parks Operations

Revenues	(1,045,000)	(1,430,632)	0	(346,555)	(346,555)	24% ✱
Expenses	5,393,892	5,372,976	272,058	2,862,514	3,134,572	58% ✱
Transfer / Overhead Allocation	1,491,553	1,498,544	0	861,110	861,110	57% ✱
Total Unit: Parks Operations	5,840,445	5,440,888	272,058	3,377,069	3,649,127	67% ✱

Parks Planning & Projects

Revenues	(124,030)	(126,818)	0	(6,952)	(6,952)	5% ✱
Expenses	2,812,628	3,239,458	938,294	1,560,299	2,496,593	77% ✱
Transfer / Overhead Allocation	500,905	507,887	0	301,499	301,499	59% ✱
Total Unit: Parks Planning & Projects	3,189,504	3,620,528	938,294	1,854,846	2,793,140	77% ✱

Parks Management

Revenues	(421,500)	(46,500)	0	(59,808)	(59,808)	129% ✱
Expenses	5,435,438	5,525,496	30,277	3,395,957	3,426,234	62% ✱
Transfer / Overhead Allocation	66,922	66,922	0	30,511	30,511	46% ✱
Total Unit: Parks Management	5,080,861	5,545,918	30,277	3,366,661	3,396,938	61% ✱

Parks Visitor Services

Revenues	(351,250)	(351,250)	45	(220,731)	(220,685)	63% ✱
Expenses	4,354,879	4,353,345	190,903	2,394,452	2,585,355	59% ✱
Transfer / Overhead Allocation	505,486	505,486	0	230,937	230,937	46% ✱
Total Unit: Parks Visitor Services	4,509,116	4,507,582	190,948	2,404,658	2,595,606	58% ✱

Total Section: PARKS	18,619,925	19,114,916	1,431,577	11,003,234	12,434,811	65% ✱
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Total Department: COMMUNITY SERVICES	18,619,925	19,114,916	1,431,577	11,761,851	13,193,428	69% ✱
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Grand Total:	18,619,925	19,114,916	1,431,577	14,278,989	15,710,567	82% ✱
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8.5 PARKS OPERATIONAL REPORT - FEBRUARY 2018

File No: 1464
Attachments: 1. Monthly Report - February 2018 [↓](#)
Authorising Officer: Steven Gatt - Manager Planning and Regulatory Services
Author: Blake Hunton - Manager Parks

SUMMARY

This report provides information on the activities and services of Parks section for February 2018.

OFFICER'S RECOMMENDATION

THAT the report on the activities and services of Parks Section for February 2018 be received.

COMMENTARY

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
 - Aquatic services
 - Park facilities construction and maintenance
 - Planning, Design and Project Delivery
4. Parks Administration and Management
 - Park bookings
 - Customer service

The attached report contains information on the activities and services of these areas for February 2018.

PARKS OPERATIONAL REPORT - FEBRUARY 2018

Monthly Report - February 2018

Meeting Date: 18 April 2018

Attachment No: 1

9.2.8 PARKS OPERATIONAL REPORT – FEBRUARY 2018

File No: 1464
Attachments: 1. Parks Monthly Report February 2018
Authorising Officer: Colleen Worthy - General Manager Community Services
Author: Blake Hunton - Manager Parks

SUMMARY

This report provides information on the activities and services of Parks section for February 2018.

OFFICER'S RECOMMENDATION

THAT the report on the activities and services of Parks Section for February 2018 be received.

COMMENTARY

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
 - Aquatic services
 - Park facilities construction and maintenance
 - Planning, Design and Project Delivery
4. Parks Administration and Management
 - Park bookings
 - Customer service

The attached report contains information on the activities and services of these areas for February 2018.



Monthly Operations Report

Parks

February 2018

1. Highlights

The First Turkey Mountain Bike trails, Moore's Creek concrete causeway, composting toilet and outdoor learning area was successfully opened on 9 February with local and State politicians in attendance.

The Mount Morgan Streetscape Improvement Project was opened by local, State and federal politicians on 23 February in Morgan Street to much acclaim.

The opening of the first stage of the Nurim Circuit Elevated Boardwalk at Fraser Park on Mount Archer is scheduled for opening in April.

The Gracemere Ashes Garden project was completed with an opening being scheduled.

The SPARC public consultation process will commence on 2 March 2018.

Four of the iconic bulls were refurbished during February with the remaining two to be completed during March.

2. Innovations, Improvements and Variations

Parks Operations remain committed to continuous improvement across the entire range of operation

- **Parks Maintenance Schedules and Matrix:** Operations Coordinator, Supervisors and Team Leaders have taken a collaborative approach on improving this key aspect of our business. Existing processes are effective and with some minor modifications, it is expected that Parks will have greater raw data from which to implement improvements
- **Mowers:** Parks Mowing Working Group has been formed to holistically assess Mowing from a safety and efficiency perspective. The group comprises of mower operators across the wider Parks teams and seeks to tap into the collective expertise of our operators

Item 9.2.8 - Attachment 1

Parks Monthly Report February 2018

- **Slashers:** Parks Supervisors are undertaking an analysis of Parks' Slashing fleet inclusive of plant utilisation, staffing, areas serviced, and operating procedures
- **Trees:** Improvements to Parks Tree management currently being explored include: mobile apps for tree reports, improved decision making tools, customer communication processes
- **Irrigation:** With the ultimate goal of saving water and gaining efficiency, Nick Watson's irrigation team are exploring options with water saving technology: smart controllers, flow sensors, rain sensors. In addition, Operations are in the process of forward planning capital renewal of irrigation systems across a number of key sites
- **On Call Rosters and Weekend Overtime:** lead team is assessing all Parks overtime and identifying operational improvements. Some recent progress include changes to the after-hours script

3. Customer Service Requests

Response times for completing customer requests in this reporting period for February 2018 are:



All Monthly Requests (Priority 3) Parks 'Traffic Light' report February 2018

	Balance B/F	Completed in Current Mth	Current Month NEW Requests		TOTAL INCOMPLETE REQUESTS BALANCE	Work Orders Issued	On Hold	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 incomplete)			
			Received	Completed												
Cemeteries - Compliant	0	0	2	0	2	0	0	0.00	8	●	0.00	●	4.43	●	4.13	2.63
Cemeteries - General Enquiry	1	0	0	0	1	0	0	0.00	14	●	16.00	●	6.00	●	3.35	3.07
Sport & Recreation - General Enquiry	1	0	2	2	1	0	0	9.96	10	●	3.00	●	11.59	●	9.60	10.68
Parks Booking Services Request ""Notification""	0	0	3	3	0	0	0	0.00	5	●	0.00	●	1.82	●	4.23	0.18
Tree and Stump Removal - Request	28	17	42	25	28	1	0	9.02	50	●	7.60	●	14.85	●	14.79	13.40
Parks General - Request	42	27	103	59	59	6	0	31.25	10	●	2.94	●	7.64	●	8.82	4.48
Tree Trimming - Request	32	23	115	63	61	0	0	21.29	40	●	2.92	●	4.16	●	4.46	4.01
Council Owned Swimming Pools - General Enquiry	2	0	1	0	3	0	0	0.00	10	●	0.00	●	14.64	●	20.50	16.08

4. Service Delivery

Service Level	Target	Current Performance	Service Level Type (Operational or Adopted)
Pool Operator reporting (Received by 7 th of Month)	On-time	Achieved	Operational
Tenure Renewals – Resolved this financial year	70	30	Operational
Playground Inspections completed this month	10	10	Operational

Progressive Measures / Indicators	Same Month Last Year	Current Month
Pool Patronage – 2 nd World War Memorial Aquatic Centre	23,675	17,942
Pool Patronage – 42 nd Battalion Memorial Pool (Slides)	2,167	7,878 (3512)
Pool Patronage – Gracemere Pool	1,680	1,231
Pool Patronage – Mount Morgan Pool	641	398
Burials	11	4
Ashes Interments	6	2
Chapel / other Services	2	7
Zoo visitors	4,701	11,767
Zoo donations	\$369.15	\$592.45
Parks bookings (number of events and celebrations in month / FYTD)	66 / 582	45 / 522
Volunteer Participation (hours) – Zoo	459	292
Volunteer Participation (hours) – Regional Cemeteries	0	0

5. Legislative Compliance and Standards (including Risk and Safety)

Safety Statistics

The safety statistics for the reporting period are:

	THIRD QUARTER		
	January	February	March
Number of Lost Time Injuries	1	4	
Number of Days Lost Due to Injury	3	3	
Total Number of Incidents Report	16	17	
Number of Incomplete Hazard Inspections	4	7	

Risk Management Summary

Currently under review.

Legislative timeframes

Item	Due Date	Compliant (Yes/No)	Status
Births, Deaths & Marriages (Cemeteries) Burials reporting	Within 7 days of burial	Yes	On going

6. Operational Plan Targets by Section

The following Operational Plan actions and targets are required to be reported to Council on a monthly basis. This data will also form part of the Operational Plan quarterly report to Council:

Operational Plan Ref	Action	Target	Status
1.1.1.1	Operate, maintain and repair infrastructure as detailed in the annual maintenance programs	Delivery of the annual operating budget to 95%	Parks Planning and Projects activities underway and on target. Parks Operations activities on track and within budget allocations.
1.1.1.2	Deliver the annual capital works program	Budget expenditure greater than 95%	Project Managers responsible. Refer to Section 7 Parks Capital Projects below.
1.1.3.4	Develop and Implement a strategic plan for the Region's open space, parks and streetscapes that improves amenity and encourages / increases physical activity and builds communities	SPARC adopted by Council by 31 December 2017	SPARC public consultation process will commence on 2 March 2018.
		Implement development actions in accordance with SPARC objectives and guidelines	Pending completion of community engagement and report back to Council.
1.2.1.2	Manage and maintain major parks, aquatic centres and sports facilities	All parks and facilities managed in accordance with management plans and contractual agreements	Management plans and contractual agreements under ongoing monitoring. Parks Operations achieving approximately 85% at this stage.
1.2.1.4	Provide quality regional cemeteries to provide burial and memorialisation services	Cemeteries have high community satisfaction with service provided resulting in less than five complaints annually	Twelve complaints received to 28 February and all but one has been resolved.
1.2.1.5	Continued implementation of the Kershaw Gardens Restoration and Redevelopment	Completion of planned works as scheduled by 30 June 2018	Project Management for RRC by Program Delivery Unit. Practical completion date for Redevelopment (#12446) contract is 19 June 2018.
1.2.1.6	Facilitate Works for Queensland projects	Completion of projects in accordance with schedule	Refer to Works for Queensland Project Steering Group minutes.
1.4.1.1	Increase utilisation through a range of entertainment, education	Undertake usage surveys of four parks per year	Visitor intercept and on line surveys completed for Rockhampton Botanic Gardens

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Parks Monthly Report February 2018

Operational Plan Ref	Action	Target	Status
	and recreation events in parks		and Zoo.
1.4.3.2	Engage volunteers to assist with activities in the zoo and selected major parks	Increase in number of volunteers by 10%	Volunteer numbers have been maintained. Further planning to be done this year on developing adopt a park.
1.4.3.4	Support community and volunteer organisations in the delivery of sport and recreation activities	Increase number of organisations supported	As part of the annual Sports and Health Expo sporting clubs are being provided with free First Aid and CPR and sports strapping courses through a partnership between Council and Queensland Government. <i>Works in Parks and Public Places</i> Permit issued to Multicultural Development Australia (MDA) for delivery of Flood Recovery program (Armstrong Street Community Garden).
1.6.2.2	Operate and manage the Rockhampton Botanic Gardens	Rockhampton Botanic Gardens opened in accordance with operating hours and managed in accordance with Strategic Master Plan	Operations maintained and Strategic Master Plan nearing completion.
1.6.3.1	Deliver and support local events and celebrations	Conduct the Anzac Day dawn and civic ceremonies	Planning for 2018 Dawn Service progressing. Parks personnel participating in regular forums. Actions underway to reduce reliance on (hired) lighting towers.
2.1.2.3	Work with the Region's sporting associations to develop opportunities and attract sports competition events to the Region	One or more new events attracted	Opportunities for additional events being investigated including skate park events. Planned events for 2018 include CQ Swimming Championships, Masters State Short Course Championships, Capricornia School Trials, National Water polo Championships and Qld Secondary Schools Open Touch Football Championships.
		Increased utilisation of the Region's sport facilities	Supporting sporting organisation's to deliver events and activities that increase

*Item 9.2.8 - Attachment 1**Parks Monthly Report February 2018*

Operational Plan Ref	Action	Target	Status
			utilisation of facilities.
3.1.4.1	<i>Improve landscape design and delivery within parks and streetscapes to provide diversity of vegetation cover</i>	<i>Planting in accordance with the Streetscape Design Manual</i>	Final planning is underway for the Gracemere Ranger Street revegetation median strip planting.

7. Capital Projects

As at period ended 28 February 2018

Project	Planned Start Date	Planned End Date	Status	Budget Estimate	YTD actual (incl committals)
PARKS CAPITAL WORKS PROGRAM					
Botanic Gardens strategic framework	Feb 2017	April 2018	WIP	51,000	44,600
Comment: DRAFT plan currently being reviewed.					
ASSET RENEWAL PROGRAMMED WORKS					
Upgrade field surface	July 2017	June 2018	WIP	18,869	3,844
Comment: Works completed at Saleyards Park to address field condition issues. Further investigation is required on the overall performance of playing field assets.					
Irrigation Renewal	July 2017	June 2018	WIP	207,047	1,063
Comment: Design and Specifications being developed .The main line renewal contract at Rugby Park has been awarded.					
Playground Equipment renewal program	July 2017	June 2018	WIP	179,000	0
Comment: Bill Neven Park (\$79k) design settled and order to be placed in March. Boyd Park (\$100k inc hard shade) design to be settled on 15 March.					
Replace soft shade with hard shade cover	July 2017	June 2018	WIP	50,000	45,790
Comment: Bill Birch Park Gracemere (\$50k). Order raised in February.					

Item 9.2.8 - Attachment 1**Parks Monthly Report February 2018**

Tables – Picnic Renewal Program	July 2017	June 2018	WIP	12,000	0
Comment: Col Browne Park (\$12k). Order to be raised in March.					
Fencing / Gates / Bollards Renewal Program	July 2017	June 2018	WIP	10,000	5,296
Comment: Gracemere Cemetery completed. Balance funds being redirected to Cedric Archer Park to prevent vehicle access to shelters.					
Footpaths Renewal Program	July 2017	June 2018	WIP	84,236	0
Comment: Rigalsford Park (\$82k) - foot bridges completed in February. Civil Ops developing proposal for addressing eroded sections of path then connecting pathways to be addressed. Diggers Park (\$3k) being scheduled.					
BBQ Renewal Program	July 2017	June 2018	WIP	6,000	0
Comment: Huish Drive (\$6k). Contractor currently sourcing required parts.					
Rockhampton Botanic Gardens – pathways	July 2017	June 2018	NYC	101,991	0
Comment: Works programmed for 2017/18. The required scoping and investigation to develop specification is planned for early March with the Rockhampton Regional council asset's team.					
Botanic Gardens – Japanese Garden pond restoration	July 2017	June 2018	NYC	30,000	0
Comment: Work being scoped with the intentions of works to commence in late March 2018.					
DIVISIONAL COUNCILLOR ALLOCATIONS					
Div 1 Parks Improvement in Div 1	July 2017	June 2018	WIP	31,293	16,840
Comment: Sunset Drive additional playground equipment ordered in October. Rose Swadling Park additional playground equipment ordered in October (note additional funding will be required for shade of this purchase). Both delivered in February and installs scheduled for April.					

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Parks Monthly Report February 2018

Div 2 Playground equipment	July 2017	June 2018	NYC	11,610	360
Comment: Councillor Fisher to confirm works.					
Div 2 Revegetation of Frenchman's Creek	July 2017	June 2018	WIP	15,525	2,405
Comment: Works continuing from 2015/16 allocation for National Tree Day.					
Div 3 Koongal DOLA	July 2017	June 2018	WIP	30,000	0
Comment: Council approved DOLA in February. Materials to be ordered. Works scheduled for May.					
Div 5 Zoo Improvements	July 2017	June 2018	WIP	71,740	0
Comment: Costs recorded against TCM: Zoo aviary					
Div 7 Kershaw Gardens swings		June 2018	WIP	20,000	
Comment: Allocation is directed at swing as part of playground redevelopment; will be delivered as part of this overall package.					
Div 4 and 6 Springers Lagoon Gracemere	July 2017	June 2018	WIP	150,000	31,163
Comment: Stage 2 works scheduled for completion by June 2018. Contractor onsite relocating hub, scheduled for completion in March. Earthworks to remedy grass surface, internal bollard installation scheduled for April. Carpark and lagoon entry works scheduled for May. Stage 3 works (the Fishing and Swimming platform) scheduled for completion by June 2019 using W4Q2 funds. Interpretive signage to be installed.					
TC MARCIA RESTORATION WORKS					
TCM RBG - Fernery & Visitor Centre entry	June 2017	June 2018	WIP	259,539	40,978
Comment: Restoration and repair of cyclone damage in Parks. Concept design in final draft, progressing to detailed design. Special Project unit engaged to progress delivery. Report to Council in April for the final design approval.					

8. Operational Projects

As at period ended 28 February 2018

Project	Revised Budget	Actual (incl. commitments)	% budget committed	Explanation
Median restoration	\$75,000	\$693	1%	Currently developing program for the year. The final planning for implementation will be completed at the end of March 2018.
Tree renewals/ planting	\$90,000	\$21,131	23%	Undertaken as required in consultation with the Rockhampton Regional Council arborist.

Kershaw Gardens

Local company JM Kelly Builders have been awarded the two contracts (Civil Works and Redevelopment Works) for Kershaw Gardens. Possession of site was effected on Friday 9 June. The initial works package encompasses the civil works required to ready the site for the construction of the new infrastructure, play elements, park furniture and landscaping. The construction site area has been fenced to allow for safe conduct of the works.

February planned works have been delivered to schedule.

A "walking loop" remains available around the northern area of the Gardens.

Rockhampton Botanic Gardens

Maintenance and minor renovations underway as scheduled.

Rockhampton Zoo

In the early hours of Monday 12 February Chimpanzee Leaky gave birth to a healthy female. The birth has generated significant interest across Queensland (and nationally) and the RRC Media Team have managed the event to maximise exposure of the Rockhampton Region.

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Parks Monthly Report February 2018

9. Budget

Financial performance as expected for the reporting period – the higher than anticipated percentage of budget expended to date reflects some large commitments in the capital program.

COMMUNITY SERVICES

PARKS

Parks Operations

Revenues	(1,045,000)	(1,430,632)	0	(348,776)	(348,776)	24% *
Expenses	5,393,892	5,372,976	166,283	3,219,358	3,385,641	63% *
Transfer / Overhead Allocation	1,491,553	1,498,544	0	1,001,530	1,001,530	67% *
Total Unit: Parks Operations	5,840,445	5,440,888	166,283	3,874,112	4,040,395	74% *

Parks Planning & Projects

Revenues	(124,030)	(126,818)	0	(10,832)	(10,832)	9% *
Expenses	2,812,628	3,239,450	599,485	1,928,476	2,527,961	78% *
Transfer / Overhead Allocation	500,905	507,887	0	333,838	333,838	66% *
Total Unit: Parks Planning & Projects	3,189,504	3,620,528	599,485	2,251,481	2,850,967	79% *

Parks Management

Revenues	(421,500)	(46,500)	0	(42,118)	(42,118)	91% *
Expenses	5,435,438	5,525,496	20,850	4,014,327	4,035,177	73% *
Transfer / Overhead Allocation	66,922	66,922	0	40,065	40,065	60% *
Total Unit: Parks Management	5,080,861	5,545,918	20,850	4,012,274	4,033,124	73% *

Parks Visitor Services

Revenues	(351,250)	(351,250)	0	(257,706)	(257,706)	73% *
Expenses	4,354,879	4,353,345	138,168	2,742,098	2,880,267	66% *
Transfer / Overhead Allocation	505,486	505,486	0	268,633	268,633	53% *
Total Unit: Parks Visitor Services	4,509,116	4,507,582	138,168	2,752,945	2,891,114	64% *

Total Section: PARKS	18,619,925	19,114,916	924,787	12,890,813	13,815,599	72% *
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Total Department: COMMUNITY SERVICES	18,619,925	19,114,916	924,787	13,837,580	14,762,366	77% *
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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