



# **COMMUNITIES COMMITTEE MEETING**

## **MINUTES**

**18 MARCH 2025**

These Minutes are due to be confirmed at the next  
Communities Committee meeting on 15 April 2025.

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**REPORT OF THE COMMUNITIES COMMITTEE MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON TUESDAY, 18 MARCH 2025 COMMENCING AT 10:30AM**

## **1 OPENING**

1.1 Acknowledgement of Country

## **2 PRESENT**

Members Present:

Deputy Mayor, Councillor M D Wickerson (Chairperson)  
Councillor S Latcham  
Councillor E W Oram  
Councillor C R Rutherford  
Councillor M A Taylor  
Councillor G D Mathers  
Councillor E B Hilse

In Attendance:

Ms A Cutler – General Manager Community Services (Executive Officer)  
Mr E Pardon – Chief Executive Officer

## **3 APOLOGIES AND LEAVE OF ABSENCE**

The Mayor, Councillor Tony Williams tendered his apology

## **4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

### **COMMITTEE RESOLUTION**

THAT the minutes of the Communities Committee of 18 February 2025 be confirmed.

**Moved by:** Councillor Oram  
**Seconded by:** Councillor Rutherford

**MOTION CARRIED**

## 5 DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA

I, Councillor Oram inform the meeting of a prescribed conflict of interest in Item 16.1 - 2ND World War Memorial Aquatic Centre - Upgrades. This prescribed conflict of interest arises as my daughter Georgia Oram is an employee at Southside Pool.

I will deal with the conflict by leaving the room and staying away from the place where the meeting is being held when these matters are being discussed.

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## 6 BUSINESS OUTSTANDING

### 6.1 BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE

**File No:** 10097  
**Authorising Officer:** Evan Pardon - Chief Executive Officer  
**Author:** Alicia Cutler - General Manager Community Services

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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 Communities Committee is presented for Councillors' information.*

#### COMMITTEE RESOLUTION

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

**Moved by:** Councillor Rutherford

**Seconded by:** Councillor Mathers

**MOTION CARRIED UNANIMOUSLY**

**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

**8 PRESENTATION OF PETITIONS**

Nil

**9 COMMITTEE REPORTS**

Nil

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## 10 COUNCILLOR/DELEGATE REPORTS

### 10.1 PORTFOLIO UPDATE

**File No:** 10097

**Author:** Alicia Cutler - General Manager Community Services

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#### SUMMARY

*Portfolio Councillors for Communities and Heritage; Parks, Sport and Public Spaces; Planning and Regulation and Environmental Sustainability will provide an update on matters of interest within their portfolio.*

10:53AM Councillor Oram left the meeting room

10:54AM Councillor Oram returned to the meeting room

#### COMMITTEE RESOLUTION

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

**Moved by:** Councillor Oram

**Seconded by:** Councillor Latcham

**MOTION CARRIED UNANIMOUSLY**



## 11 OFFICERS' REPORTS

### 11.1 GRACEMERE JUNIOR RUGBY LEAGUE INC - LEASE EXTENSION AND INFRASTRUCTURE CHARGES

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

#### SUMMARY

*The report recommends extending the Trustee Lease area for Gracemere Junior Rugby League Inc (GJRL). to cover two areas (Project A and Project B). The infrastructure charges waiver of \$7,732.00 applies only to the approved development application for Project A.*

*This extension of lease area is essential to realising the club's development projects at Cedric Archer Park, enhancing community sports facilities and aligning with the Council's strategic objectives.*

#### COMMITTEE RESOLUTION

THAT:

1. Pursuant to Section 236(1)(b)(ii) of the Local Government Regulation 2012, Council approve the request to extend the Trustee Lease area as identified in Attachment 1 of the report;
2. Council resolves to grant a reduction to infrastructure charges of one hundred per cent (100%), being \$7,732.00 upon compliance with the conditions of the relevant development approval (Project A: Reference number: D/74-2024); and
3. Council authorises the Chief Executive Officer (Sports and Active Communities Coordinator) to negotiate the terms and conditions of the agreements with the organisations listed in the report in preparation for execution by the delegated officer.

**Moved by:** Councillor Oram  
**Seconded by:** Councillor Rutherford

**MOTION CARRIED UNANIMOUSLY**

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**11.2 DISPOSAL OF NON-PURPOSED COMMUNITY ASSETS AT ELIZABETH PARK**

**File No:** 7647  
**Authorising Officer:** Doug Scott - Acting Manager Parks  
Alicia Cutler - General Manager Community Services  
**Author:** Justin Bulwinkel - Sports and Active Communities  
Coordinator

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**SUMMARY**

*This report seeks Council's endorsement for the disposal of smaller-scale community assets identified as underutilised, poorly located, and approaching the end of their lifecycle. These assets are described as a single concrete cricket wickets and two cricket nets. The disposal of assets will enable the enhanced development and utilisation of facilities at Elizabeth Park.*

**COMMITTEE RESOLUTION**

THAT:

1. Council approve the proposed disposal of the Cricket Wicket.
2. Council officers ensure consultation with appropriate community groups and sporting organisations before finalising the disposal process.
3. Further information on the community use of the cricket nets be brought back to Communities Committee before disposal is approved.

**Moved by:** Councillor Rutherford**Seconded by:** Councillor Taylor**MOTION CARRIED UNANIMOUSLY**

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**11.3 QUARTERLY MINOR PROJECT STATUS REPORT FOR COMMUNITY SERVICES  
- OCTOBER TO DECEMBER 2024**

**File No:** 8148  
**Authorising Officer:** Ross Cheesman - Deputy Chief Executive Officer  
**Author:** Marnie Taylor - Chief Financial Officer

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**SUMMARY**

*The Quarterly Minor Project Status Report for Community Services Departments is provided for the period October to December 2024.*

11:29AM The Chief Executive Officer left the meeting room

**COMMITTEE RESOLUTION**

THAT the Quarterly Minor Project Status Report for Community Services for the period October to December 2024 be received.

**Moved by:** Councillor Rutherford  
**Seconded by:** Councillor Oram

**MOTION CARRIED UNANIMOUSLY**

**11.4 WESTWOOD AMENITIES RENEWAL - PROPOSED CHANGE IN DIRECTION**

**File No:** 1807  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities  
Kellie Roberts - Coordinator Property and Insurance

**SUMMARY**

*Since a new approach from Westwood Progress Association in January 2025, the demolition of the existing amenities has been put on-hold. This report outlines an alternative possible solution to refurbish the existing amenities which would be subject to further budget approval.*

11:32AM The Chief Executive Officer returned to the meeting room

**COMMITTEE RESOLUTION**

THAT:

- 1) Council acknowledge the request from the Westwood Progress Association to keep the existing amenities for the benefit of the wider community;
- 2) Council acknowledge that this is now a change in direction from its resolution of 20 August 2024;
- 3) Council plan and budget to renew the amenities located at 4544 Capricorn Highway, Westwood as outlined in the report, subject to Council entering a Trustee Lease from the Westwood Progress Association Inc for a term of 20 years; and
- 4) Council authorises the Chief Executive Officer (Manager Community Assets and Facilities) to negotiate the terms and conditions of the Trustee Lease in preparation for execution by the delegated officer.

**Moved by:** Councillor Rutherford

**Seconded by:** Councillor Mathers

**MOTION CARRIED**

Councillor Latcham recorded his vote against the motion.

**12 NOTICES OF MOTION**

Nil

**13 QUESTIONS ON NOTICE**

Nil

**14 URGENT BUSINESS\QUESTIONS**

Nil

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11:44AM

Councillor Edward Oram having earlier informed the meeting of a prescribed conflict of interest and his decision to not participate in Item 16.1 – 2<sup>ND</sup> World War Memorial Aquatic Centre – Upgrades left the place at which the meeting was held, including any area for the public and stayed away while the matter was discussed and voted on.

## 15 CLOSED SESSION

### COMMITTEE RESOLUTION

11:44AM

THAT Council move into Closed Session pursuant to section 254J(1) of the *Local Government Regulation 2012* and the meeting be closed to the public to discuss the following items, which are considered confidential in accordance with section 254J(3) of the *Local Government Regulation 2012*, for the reasons indicated.

#### 16.1 2nd World War Memorial Aquatic Centre - Upgrades

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

Moved by: Councillor Taylor  
Seconded by: Councillor Mathers

**MOTION CARRIED**

11:56AM The Chief Executive Officer left the meeting room

11:56AM The Chief Executive Officer returned to the meeting room

12:21PM The Chief Executive Officer left the meeting room

### COMMITTEE RESOLUTION

12:23PM

THAT pursuant to s5.12 *Council Meeting Procedures* the meeting moves out of Closed Session and be opened to the public.

Moved by: Councillor Taylor  
Seconded by: Councillor Mathers

**MOTION CARRIED UNANIMOUSLY**

Councillors Taylor, Mathers, Wickerson, Rutherford, Hilse and Latcham voted in the positive. Councillor Oram was not in the room and did not participate in the vote.

## 16 CONFIDENTIAL REPORTS

### 16.1 2ND WORLD WAR MEMORIAL AQUATIC CENTRE - UPGRADES

**File No:** 15997  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities  
Zac Tomkins - Depot Management Officer  
Kellie Roberts - Coordinator Property and Insurance

In accordance with section 254J(3)(g) of the *Local Government Regulation 2012* it is considered necessary to close the meeting to discuss negotiations relating to a commercial matter involving the local government for which a public discussion would be likely to prejudice the interests of the local government.

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#### SUMMARY

*Manager Community Assets & Facilities reporting on a commercial opportunity at the 2<sup>nd</sup> World War Memorial Aquatic Centre.*

#### COMMITTEE RESOLUTION

THAT Council authorises the Chief Executive Officer (Manager Community Assets and Facilities) to proceed with Option 2 as outlined in the report.

**Moved by:** Councillor Rutherford

**Seconded by:** Councillor Latcham

#### MOTION CARRIED UNANIMOUSLY

Councillors Rutherford, Latcham, Taylor, Mathers, Wickerson and Hilse voted in the positive.

Councillor Oram was not in the room and did not participate in the vote.

12:24PM Councillor Oram returned to the meeting room.

**17 CLOSURE OF MEETING**

There being no further business the meeting closed at 12:24pm.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
CHAIRPERSON

\_\_\_\_\_  
DATE

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