



# **COMMUNITIES COMMITTEE MEETING**

## **AGENDA**

**18 FEBRUARY 2025**

*Your attendance is required at a Communities Committee meeting of Council to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 18 February 2025 commencing at 10:00 AM for transaction of the enclosed business.*

A handwritten signature in black ink, appearing to be "C. P.", written in a cursive style.

**CHIEF EXECUTIVE OFFICER**  
12 February 2025

Next Meeting Date: 18.03.25

**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.....	2
2	PRESENT .....	2
3	APOLOGIES AND LEAVE OF ABSENCE .....	2
4	CONFIRMATION OF MINUTES.....	2
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA .....	2
6	BUSINESS OUTSTANDING.....	3
6.1	BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE .....	3
7	PUBLIC FORUMS/DEPUTATIONS .....	7
	NIL .....	7
8	PRESENTATION OF PETITIONS.....	7
	NIL .....	7
9	COMMITTEE REPORTS.....	7
	NIL .....	7
10	COUNCILLOR/DELEGATE REPORTS .....	8
10.1	PORTFOLIO UPDATE.....	8
11	OFFICERS' REPORTS .....	9
11.1	CQ HOME ASSIST SECURE SPECIALISED SUPPLIER.....	9
11.2	COMMUNITIES PROJECT REFERENCE GROUP - 4 DECEMBER 2024 .....	12
11.3	SPONSORSHIP PROPOSAL - MAYOR'S CUP .....	77
12	NOTICES OF MOTION .....	79
	NIL .....	79
13	QUESTIONS ON NOTICE .....	79
	NIL .....	79
14	URGENT BUSINESS/QUESTIONS .....	79
15	CLOSURE OF MEETING.....	79

**1 OPENING**

**2 PRESENT**

Members Present:

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

In Attendance:

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

**3 APOLOGIES AND LEAVE OF ABSENCE**

Councillor Grant Mathers - Leave of Absence from 14 February 2025 to 3 March 2025

**4 CONFIRMATION OF MINUTES**

Minutes of the Communities Committee held 19 November 2024

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

## 6 BUSINESS OUTSTANDING

### 6.1 BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE

**File No:** 10097  
**Attachments:** 1. February 2025 [↓](#)  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Alicia Cutler - General Manager Community Services

---

#### SUMMARY

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

#### OFFICER'S RECOMMENDATION

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

# **BUSINESS OUTSTANDING TABLE FOR COMMUNITIES COMMITTEE**

## **February 2025**

**Meeting Date: 18 February 2025**

**Attachment No: 1**

**BUSINESS OUTSTANDING – COMMUNITIES COMMITTEE – FEBRUARY 2025**

Meeting Date	Subject	Resolution	Officer	Target Date	Notes
20/08/2024	Playground Renewal - Victoria Park Cableway	<b>COMMITTEE RESOLUTION</b>  THAT Council endorse the allocation of \$100,000 from the Community Services contingency budget to fund the replacement of the Victoria Park Cableway.	Richardson, Damon	03/09/2024	<b>11 Sep 2024 8:21am Dorman, Kerri</b> Waiting on quotes to be received. <b>06 Nov 2024 11:02am Dorman, Kerri</b> Change is proposed in latest budget amount <b>11 Feb 2025 3:20pm Richardson, Damon</b> Cable way scheduled to be installed April 2025
17/09/2024	Support for sporting submission	<b>COMMITTEE RESOLUTION</b>  THAT the matter be reported to a future Council meeting when further information as outlined in the report is known.	Clark, Wade	01/10/2024	
19/11/2024	Community Petition - Enhancement of Facilities at Duthie Park	<b>COMMITTEE RECOMMENDATION</b>  THAT the matter lay on the table pending further investigations into alternative options for dog off leash areas near to other amenities and a updated report be brought back to the next Communities committee meeting -18 February 2025.	Pont, Aaron	03/12/2024	<b>22 Nov 2024 9:34am Walsh, Karen - Reallocation</b> Action reassigned to Pont, Aaron by Walsh, Karen - Action re-assigned to Aaron - request from Justin Bulwinkel
19/11/2024	Gracemere Swimming Pool Lease Renewal	<b>COMMITTEE RECOMMENDATION</b>  THAT:  1. Council agrees to renew the Lease Agreement with Department of Education for the Gracemere Swimming Pool upon appointment of an operator and authorise the Chief Executive Officer (Coordinator Property and Insurance) to proceed with negotiations with Department of Education and Training to finalise the Lease Agreement.	Dwyer, Emma-Jane	03/12/2024	<b>11 Feb 2025 3:15pm Dwyer, Emma-Jane</b> Lease has been renewed with the Department of Education for the Gracemere Swimming pool., Currently investigating pricing for hoist.

**BUSINESS OUTSTANDING – COMMUNITIES COMMITTEE – FEBRUARY 2025**

		<ol style="list-style-type: none"> <li>2. Council resolves to investigate the cost to purchase a disability hoist for Gracemere pool.</li> <li>3. Council prioritise the Gracemere heated pool for public use in the upcoming tender for operations.</li> </ol>			
19/11/2024	Amenities Renewal Program Update	<b>COMMITTEE RECOMMENDATION</b>	Dwyer, Emma-Jane	03/12/2024	<b>11 Feb 2025 3:17pm Dwyer, Emma-Jane</b> Renewal of Mount Morgan #7 Dam amenities scheduled for May 2025.
		<p>THAT Council endorse the renewal of the amenities located at the Mount Morgan #7 Dam.</p>			



**7 PUBLIC FORUMS/DEPUTATIONS**

Nil

**8 PRESENTATION OF PETITIONS**

Nil

**9 COMMITTEE REPORTS**

Nil

## 10 COUNCILLOR/DELEGATE REPORTS

### 10.1 PORTFOLIO UPDATE

<b>File No:</b>	<b>10097</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Authorising Officer:</b>	<b>Alicia Cutler - General Manager Community Services</b>
<b>Author:</b>	<b>Alicia Cutler - General Manager Community Services</b>

---

#### **SUMMARY**

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

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

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

#### **BACKGROUND**

Councillors have requested an opportunity to speak about their relevant Portfolio during Committee Meetings.

The following Councillors will provide an update on their Portfolio at Communities Committee:

- Deputy Mayor, Councillor Drew Wickerson – Communities and Heritage Portfolio
- Councillor Cherie Rutherford – Parks, Sport and Public Spaces Portfolio
- Councillor Elliot Hilse – Environmental Sustainability

Councillor Mathers is on leave 14 February to 3 March 2025 so an update on Planning and Regulation will not be provided.

---

## 11 OFFICERS' REPORTS

### 11.1 CQ HOME ASSIST SECURE SPECIALISED SUPPLIER

<b>File No:</b>	<b>186</b>
<b>Attachments:</b>	<b>Nil</b>
<b>Authorising Officer:</b>	<b>Alicia Cutler - General Manager Community Services</b>
<b>Author:</b>	<b>John Webb - Manager Communities and Culture</b>

---

#### SUMMARY

*This report seeks a Council resolution to endorse the engagement of the supplier of custom-made aged care products as Specialised Supplier due to the specialised nature of the goods and the impracticality of inviting multiple quotes.*

#### OFFICER'S RECOMMENDATION

THAT pursuant to s235(b) of the *Local Government Regulation 2012*, Council approve the engagement of Hand Rail Industries as Specialised Supplier of custom made stainless steel grab rail and handrail components and products.

#### COMMENTARY

CQ Home Assist Secure has procured custom made aged care products and modular stainless steel grab rail components from Hand Rail Industries since 2015. In August 2022 the service offer provided by CQ Home Assist Secure was extended to include the installation of modular stainless steel handrails, also supplied by Hand Rail Industries. Using the modular components Home Assist Field Officers are able to construct sturdy, safe rails to suit stairs and walkways on-site and without the need for specialist skills or tools.

This initiative offered clients a cost effective, superior product that may be installed in a timely manner to increase functional independence, safety, and accessibility whilst mobilising in their home environment.

Hand Rail Industries is Australian owned, all products are produced in compliance with Australian Standard AS1428 and are guaranteed against faulty workmanship and material defects for 5 years. Ongoing business with the supplier is due to unmatched design, affordability and availability of quality aged care products. Hand Rail Industries has provided CQ Home Assist Secure with their competitive price list and in most cases does not charge freight.

Whilst there are two other known suppliers of similar products, overall they are more expensive. All suppliers' products advertise the same dimensions, however the experience is that it is necessary to use the same supplier's components to complete secure installs i.e. to ensure a neat, secure fit, it is not practical to use one supplier's handrail length and another supplier's endset fixtures. To do so may also jeopardise warranty.

It has been determined from a market analysis that other suppliers either don't stock all of the required components, or it's very time consuming to identify the relevant components based on the description to enable a like for like comparison. If there were to be a change in suppliers, Council would be left with residual stocks of components that will most likely never be used due to incompatibility with another supplier's products. For this reason, it is impractical to invite multiple quotes.

The uptake of the modular stainless steel handrail service offer has doubled each year since 2022 and is on track to increase again in 2024-2025:

Financial Year	Total Spend
2024-2025	\$18,614 YTD
2023-2024	\$39,818
2022-2023	\$17,438
2021-2022	\$6,280
2020-2021	\$6,525

## BACKGROUND

The aim of the CQ Home Assist Secure program is to provide low cost, targeted home maintenance and home modifications services to support eligible people who are having difficulties with daily living, and to remain living longer in their own home.

Subsidised services may include:

- Door & lock repairs/replacements
- Light bulb changes
- Step tread repairs
- Minor plumbing and electrical work (note we do not repair dripping taps)
- Lawn mowing
- Critical appliance repairs
- Handheld shower installation
- Key safe installation
- Smoke alarm installation
- Grab rail and handrail installation
- Small ramps, half steps & chair raisers
- High cleaning service (fans, windows, kitchen cupboard tops etc)

Prior to the introduction of modular stainless steel handrails to the service offer, CQ Home Assist Secure engaged the services of steel fabricators to manufacture galvanised steel handrails. This process involved a site visit, request for quotation and on occasion, lengthy wait times for fabrication and installation of the product. Due to the lengthy wait times it was decided to source a more efficient process/product to address the mobility and safety issues being experienced by vulnerable clients.

## PREVIOUS DECISIONS

Nil

## BUDGET IMPLICATIONS

Council receives funding from the State and Commonwealth Governments to deliver subsidised home maintenance and home modifications services to eligible people. The CQ Home Assist Secure program is cost neutral with no financial impact on Council's operational budget.

## LEGISLATIVE CONTEXT

Under Section 235 of the *Local Government Regulation 2012*:

“Other exceptions

A local government may enter into a medium-sized contractual arrangement or large-sized contractual arrangement without first inviting written quotes or tender if –

b) the local government resolves that, because of the specialised or confidential nature of the services that are sought, it would be impractical or disadvantageous for the local government to invite quotes or tenders;

**LEGAL IMPLICATIONS**

Nil

**STAFFING IMPLICATIONS**

Nil

**RISK ASSESSMENT**

There are no significant risk related to this report

**CORPORATE/OPERATIONAL PLAN**

GOAL 1.2 We are respected and recognised for our engagement with the community and our contributions to the Region.

GOAL 2.2 We support our communities through our activities and programs.

**CONCLUSION**

It is recommended that Council approve that Hand Rail Industries be deemed as a Specialised Supplier of stainless steel grab rail and handrail products to Council (CQ Home Assist Secure).

**11.2 COMMUNITIES PROJECT REFERENCE GROUP - 4 DECEMBER 2024**

<b>File No:</b>	<b>11979</b>
<b>Attachments:</b>	<b>1. Communities PRG Meeting - 4 December 2024 - Minutes</b> <a href="#">↓</a> <b>2. Communities PRG Meeting - 4 December 2024 - Agenda</b> <a href="#">↓</a>
<b>Authorising Officer:</b>	<b>Alicia Cutler - General Manager Community Services</b>
<b>Author:</b>	<b>Alicia Cutler - General Manager Community Services</b>

---

**SUMMARY**

*The minutes of the Communities Project Reference Group meeting on 4 December 2024 are provided for endorsement of the recommendations of the Group.*

**OFFICER'S RECOMMENDATION**

THAT the minutes of the Communities Project Reference Group held on 4 December 2024 be received.

**COMMENTARY**

The Capital Project Framework Policy (including Terms of Reference for Project Reference Groups) was adopted at Council meeting on 14 May 2024.

As stated in the Terms of Reference, the purpose of the Communities Project Reference Group is to endorse Project Management Plans, review progress of works and administer change control processes on applicable and nominated projects. This includes where needed to make recommendation on proposed variations in budget, scope, timing, or other risks to Council or delegated Committees.

**BACKGROUND**

As stated in previous report to Council, the Capital Project Framework Policy will provide better oversight and also provides a more robust governance structure around Council's capital works program and its delivery.

Meetings of the Communities Project Reference Group are held on the first Wednesday of each month.

Minutes from the meeting on 7 August 2024 are attached for endorsement of the recommendations of the Group.

**PREVIOUS DECISIONS**

Council meeting 14 May 2024:

*THAT the Capital Project Framework Policy (including Terms of Reference) as attached to this report be adopted and for Council to approve a review timeline of May 2028.*

**BUDGET IMPLICATIONS**

Nil

**LEGISLATIVE CONTEXT**

This process meets legislative requirements.

**LEGAL IMPLICATIONS**

Nil.

---

**STAFFING IMPLICATIONS**

Some additional use of existing resources with the additional reporting has been required.

**RISK ASSESSMENT**

Provides for better governance of Council's Capital Program.

**CORPORATE/OPERATIONAL PLAN**

Corporate Plan Goal 1.1 – We are fiscally responsible.

**CONCLUSION**

It is recommended that the minutes of the Project Reference Group and the actions contained within be endorsed by Council.

# **COMMUNITIES PROJECT REFERENCE GROUP - 4 DECEMBER 2024**

## **Communities PRG Meeting – 4 December 2024 - Minutes**

**Meeting Date: 18 February 2025**

**Attachment No: 1**





**COMMUNITIES PROJECT  
REFERENCE GROUP MEETING**

**MINUTES**

**4 DECEMBER 2024**

---

**TABLE OF CONTENTS**

ITEM	SUBJECT	PAGE NO
1	OPENING.....	1
2	PRESENT .....	1
3	APOLOGIES AND LEAVE OF ABSENCE .....	1
4	CONFIRMATION OF MINUTES OF PREVIOUS MEETING.....	1
5	DECLARATIONS OF INTEREST IN MATTERS ON THE AGENDA .....	1
6	OFFICERS' REPORTS .....	2
6.1	INDEX OF MAJOR AND SIGNIFICANT PROJECTS.....	2
6.2	ROCKHAMPTON BOTANIC GARDENS AND ZOO REDEVELOPMENT.....	3
6.3	PILBEAM THEATRE CARPARK REPAIRS .....	4
6.4	PILBEAM THEATRE CHILLER RENEWAL .....	5
6.5	KERSHAW GARDENS WATERFALL STRUCTURE REPAIRS.....	6
6.6	WALTER REID REDEVELOPMENT.....	7
6.7	NORTH ROCKHAMPTON SPORTS PRECINCT .....	8
6.8	SOUTH ROCKHAMPTON POOL CHANGING PLACES FACILITY .....	9
6.10	CAF SOLAR PROGRAM - SOUTHSIDE POOL .....	10
6.9	PILBEAM THEATRE ROOF REPAIRS .....	11
6.11	DEPOT MASTER PLANNING .....	12
6.12	SOUTH ROCKHAMPTON CEMETERY DRAINAGE .....	13
6.13	PLAYGROUND RENEWAL .....	14
7	CLOSURE OF MEETING.....	15

**REPORT OF THE COMMUNITIES PROJECT REFERENCE GROUP MEETING  
HELD AT COUNCIL CHAMBERS, 232 BOLSOVER STREET, ROCKHAMPTON  
ON WEDNESDAY, 4 DECEMBER 2024 COMMENCING AT 9:00 AM**

**1 OPENING**

- 1.1 Acknowledgement of Country

**2 PRESENT**

## Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor M D Wickerson  
Councillor C R Rutherford  
Councillor E W Oram (Observer)  
Ms A Cutler – General Manager Community Services (Executive Officer)  
Mr E Pardon – Chief Executive Officer  
Ms M Taylor – Chief Financial Officer

## In Attendance:

Mr P Kofod – General Manager Regional Services  
Ms A Collins – Manager Project Delivery  
Ms E Dwyer – Manager Community Assets and Facilities  
Mr A Russell – Executive Manager Advance Rockhampton (Teams)  
Mr J Kann – Manager Office of the Mayor  
Mr A Pont – Manager Parks  
Mr D Richardson – Coordinator Community Facilities  
Mr Z Tomkins – Coordinator Community Assets and Technical Service  
Mr S Ellis – Coordinator Community Master Planning (Teams)  
Mr J Bulwinkel – Sports and Active Communities Coordinator  
Ms K Walsh – Governance Support Officer

**3 APOLOGIES AND LEAVE OF ABSENCE**

Apologies were received from Councillor Hilse and Councillor Mathers

**4 CONFIRMATION OF MINUTES OF PREVIOUS MEETING****PRG OUTCOME**

THAT the minutes of the Communities Project Reference Group of 6 November 2024 be confirmed.

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

COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6 OFFICERS' REPORTS****6.1 INDEX OF MAJOR AND SIGNIFICANT PROJECTS**

**File No:** 1464  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Alicia Cutler - General Manager Community Services

---

**SUMMARY**

*An index report which shows the list of significant projects and their timing of reports for Councillors reference.*

**PRG OUTCOME**

THAT the report be 'received'.

COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.2 ROCKHAMPTON BOTANIC GARDENS AND ZOO REDEVELOPMENT****File No:** 7028**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the Rockhampton Botanic Gardens and Zoo Redevelopment project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the Rockhampton Botanic Gardens and Zoo Redevelopment project status report be received.

## COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.3 PILBEAM THEATRE CARPARK REPAIRS**

**File No:** 7028  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the Pilbeam Theatre Carpark Repairs project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the Pilbeam Theatre Carpark Repairs project monthly status report be received.

COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.4 PILBEAM THEATRE CHILLER RENEWAL**

**File No:** 7028  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the Pilbeam Theatre Chiller Renewal project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the Pilbeam Theatre Chiller Renewal project monthly status report be received.

COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.5 KERSHAW GARDENS WATERFALL STRUCTURE REPAIRS**

**File No:** 7028  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the Kershaw Gardens Waterfall Structure Repairs project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the Kershaw Gardens Waterfall Structure Repairs project monthly status report be received.



## COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.6 WALTER REID REDEVELOPMENT**

**File No:** 7028  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the Walter Reid Redevelopment project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the Walter Reid Redevelopment project monthly status report be presented to Communities Committee.

COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

**6.7 NORTH ROCKHAMPTON SPORTS PRECINCT**

**File No:** 7028  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

**SUMMARY**

*This report provides the status of the North Rockhampton Sports Precinct project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the North Rockhampton Sports Precinct project monthly status report be presented to Communities Committee.

9:28AM

I, Councillor Oram inform the meeting of a prescribed conflict of interest in **Item 6.8 - South Rockhampton Pool Changing Places Facility** and **Item 6.10 – CAF Solar Program – Southside Pool**. 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

9:28AM Councillor Oram left the meeting room

COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.8 SOUTH ROCKHAMPTON POOL CHANGING PLACES FACILITY****File No:** 7028**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the South Rockhampton Pool Changing Places Facility project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the South Rockhampton Pool Changing Places Facility project monthly status report be presented to Communities Committee.

## COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.10 CAF SOLAR PROGRAM - SOUTHSIDE POOL**

**File No:** 8315  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities

---

**SUMMARY**

*This report provides the status of the Solar Project which is one of the endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the Southside Pool Solar Project monthly status report be presented to Communities Committee

9:38AM Councillor Oram returned to the meeting room

## COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.9 PILBEAM THEATRE ROOF REPAIRS****File No:** 7028**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the Pilbeam Theatre Roof Repairs project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the Pilbeam Theatre Roof Repairs project monthly status report be received.

## COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.11 DEPOT MASTER PLANNING**

**File No:** 1788  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities

---

**SUMMARY**

*This report provides the status of the Depot Master Planning Project which is one of the endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the Depot Master Planning Project monthly status report be presented to Communities Committee

COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.12 SOUTH ROCKHAMPTON CEMETERY DRAINAGE**

**File No:** 330  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities

---

**SUMMARY**

*This report provides the status of the South Rockhampton Cemetery Drainage Project which is one of the endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the South Rockhampton Cemetery Draining Project monthly status report be presented to Communities Committee

COMMUNITIES PROJECT REFERENCE GROUP MINUTES

4 DECEMBER 2024

---

**6.13 PLAYGROUND RENEWAL**

**File No:** 15228  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities

---

**SUMMARY**

*This report provides the status of Playground Renewal Project which is one of the endorsed significant projects for the current financial year.*

**PRG OUTCOME**

THAT the Playground Renewal Project monthly status report be presented to Communities Committee



**7 CLOSURE OF MEETING**

There being no further business the meeting closed at 9:50am.

# **COMMUNITIES PROJECT REFERENCE GROUP - 4 DECEMBER 2024**

## **Communities PRG Meeting – 4 December 2024 - Agenda**

**Meeting Date: 18 February 2025**

**Attachment No: 2**



# COMMUNITIES PROJECT REFERENCE GROUP MEETING

## AGENDA

**4 DECEMBER 2024**

*Your attendance is required at a meeting of the Communities Project Reference Group to be held in the Council Chambers, 232 Bolsover Street, Rockhampton on 4 December 2024 commencing at 9:00 AM for transaction of the enclosed business.*

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

**CHIEF EXECUTIVE OFFICER**  
27 November 2024

Next Meeting Date: 04.02.25

**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**

<b>ITEM</b>	<b>SUBJECT</b>	<b>PAGE NO</b>
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	OFFICERS' REPORTS .....	2
6.1	INDEX OF MAJOR AND SIGNIFICANT PROJECTS.....	2
6.2	ROCKHAMPTON BOTANIC GARDENS AND ZOO REDEVELOPMENT.....	5
6.3	PILBEAM THEATRE CARPARK REPAIRS .....	8
6.4	PILBEAM THEATRE CHILLER RENEWAL .....	11
6.5	KERSHAW GARDENS WATERFALL STRUCTURE REPAIRS.....	14
6.6	WALTER REID REDEVELOPMENT.....	17
6.7	NORTH ROCKHAMPTON SPORTS PRECINCT .....	20
6.8	SOUTH ROCKHAMPTON POOL CHANGING PLACES FACILITY .....	23
6.9	PILBEAM THEATRE ROOF REPAIRS.....	26
6.10	CAF SOLAR PROGRAM - SOUTHSIDE POOL .....	29
6.11	DEPOT MASTER PLANNING .....	32
6.12	SOUTH ROCKHAMPTON CEMETERY DRAINAGE .....	35
6.13	PLAYGROUND RENEWAL .....	38
7	CLOSURE OF MEETING.....	41

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

---

**1 OPENING**

**2 PRESENT**

Members Present:

The Mayor, Councillor A P Williams (Chairperson)  
Deputy Mayor, Councillor M D Wickerson  
Councillor C R Rutherford  
Councillor G D Mathers  
Councillor E B Hilse  
Ms A Cutler – General Manager Community Services (Executive Officer)  
Mr E Pardon – Chief Executive Officer  
Mr A Collins – Manager Project Delivery

**3 APOLOGIES AND LEAVE OF ABSENCE**

**4 CONFIRMATION OF MINUTES**

Minutes of the Communities Project Reference Group held 6 November 2024

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

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

---

**6 OFFICERS' REPORTS****6.1 INDEX OF MAJOR AND SIGNIFICANT PROJECTS**

**File No:** 1464  
**Attachments:** 1. [Major and Significant Projects](#)  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Alicia Cutler - General Manager Community Services

---

**SUMMARY**

*An index report which shows the list of significant projects and their timing of reports for Councillors reference.*

**OFFICER'S RECOMMENDATION**

THAT the report be 'received'.

**COMMENTARY**

An index is provided of the list of major and significant projects.

Councillors will note the absence of some monthly reports where there is not project update or progress to report. This is primarily due to resourcing.

# **INDEX OF MAJOR AND SIGNIFICANT PROJECTS**

## **Major and Significant Projects**

**Meeting Date: 4 December 2024**

**Attachment No: 1**



**Major & Significant Projects**

		<u>24/25 Budget</u>	<u>December Report</u>	<u>Last report Month</u>
<b>Major Projects Reporting</b>				
Mt Morgan Pool Replacement	Major Projects	300,000	Project Closed	N/A
North Rockhampton Sporting Precinct	Major Projects	500,000	Report included	November
Walter Reid Development	Major Projects	1,675,000	Report included	November
Pilbeam Roof Renewal	Major Projects	200,000	Report included	November
Botanic Gardens & Zoo Redevelopment	Major Projects	5,000,000	Report included	November
Kershaw Gardens Waterfall Structure repairs	Major Projects	130,000	Report included	November
South Rockhampton Pool Changing Places Style Facility	Major Projects	275,000	No Report	August
Zoo - Enclosure Renewals	Major Projects	3,530,000	On hold - Budget now deferred	November
<b>Nominated due to Large Expenditure</b>				
	<b>Reporting Manager</b>			
[U] South Rockhampton Cemetery - Drainage	MJ	830,000	Report Included	August
[R] Depot Master Planning	MJ	2,424,500	Report Included	August
State Sporting Carnival Activation	JB	450,000	No Update	November
[N] Local Park - Cascade Gardens	AP	600,000	No Update	November
<b>Nominated due to delivery contingent to secure Grant Funding</b>				
[N] CAF Solar Program	MJ	400,000	Report Included	August
<b>Nominated as High Profile</b>				
Parkhurst Roundabout	AP	305,000	No Update	November
[R] Playground - Equipment Renewal Program	MJ	200,000	Report Included	November
CBD trees and landscaping	AP	100,000	No Report	None yet

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

**6.2 ROCKHAMPTON BOTANIC GARDENS AND ZOO REDEVELOPMENT**

**File No:** 7028  
**Attachments:** 1. [Status Report - RBGZ Redevelopment](#)  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

**SUMMARY**

*This report provides the status of the Rockhampton Botanic Gardens and Zoo Redevelopment project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**OFFICER'S RECOMMENDATION**

THAT the Rockhampton Botanic Gardens and Zoo Redevelopment project status report be received.

**COMMENTARY**

The project is being delivered by Project Delivery section and comes under the Parks, Sport and Public Spaces Portfolio.

The attachment provides a status of the project.

It is worth noting that this project has all green traffic lights except for Schedule due to structural steel delivery delay, other works are being expedited to ensure minimal impacts to the completion date.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

# **ROCKHAMPTON BOTANIC GARDENS AND ZOO REDEVELOPMENT**

## **Status Report - RBGZ Redevelopment**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

PD-PRO-2020-011 Botanic Gardens & Zoo Redevelopment								
Monthly Status Report						Oct-2024		
<b>Project Management</b>								
Council Custodian:	Parks	Project Manager:	Darren Toohey	Project Phase:	Design & Construction			
<b>Project Scope</b>								
Activity	Scope			Traffic Light	Scope Change			
Design & Construction	Design and Construction of RBGZ Visitor Hub Construction of the Rockhampton Botanic Gardens & Zoo Visitor Hub (Stage 1)			G	No scope change			
<b>Project Funding and Finance</b>								
Funding Source	Funding Amount	Project Life (10 Years) as at				Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	08/11/2024 Remaining Budget			
Council Allocation:	\$15,450,540	\$5,759,025	\$4,004,967	\$0	\$7,186,548	G	No financial change	
External Funding:	\$0							
<b>Total Project Budget:</b>	<b>\$16,950,540</b>							
2024/25FY								
Budget	Actuals	Committals	Forecast	Remaining Budget	Traffic Light	Monthly Update		
\$6,940,524	\$2,510,169	\$4,004,967	\$0	\$425,388	G	No financial change		
<b>Project Schedule</b>								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Construction of RBGZ Visitor Hub (Stage 1a Amenities & Stage 1b Main Building)	24-Jan-24	08-Jan-25	24-Jan-24	15-Jan-25	78%	55%	A	Minor schedule change
<b>Project Milestones</b>								
Construction commencement						Date		
						19-Feb-24		
Construction: Completion of Construction of RBGZ Visitor Hub Stage 1a & b						15-Jan-25		
<b>Commentary</b>								
* Stage 1a & Stage 1b Visitor Hub and amenities was awarded on the 24th January 2024. The contractor started on site on Monday 19th February. * Amenities, ramp and stairs concrete floors completed. * Electrical underbore conduits completed and pits 90% completed * Rock block walls to Amenities and ramps have been completed. * Structural steel installed and completed to amenities. * Structural steel 80% installed to Visitor hub Building. * Civil Road works 90% complete and existine garden bed island kerbs installed.								
Risk Categories	Risks (Cause, Risk, Impact)			Risk Response				
Construction	Currently there is a hold up on delivery of some structural steel components.			Other works on site is to be expedited to keep program with minimal impacts to completion date.				
Funding	BRRF Grant funding office has requested completion of project by the end of November 2024, and /or return funding or reduce scope.			Latent site conditions and inclement weather issues that have been beyond Councils control have impacted the project timelines. A response letter is recommended to be issued to the funding body via the Mayors Office.				
<b>Key Tasks &amp; Deliverables This Month</b>								
Structural steel installaion & Civil Road Works								
Three Month Horizon								
Nov-2024		Dec-2024			Jan-2025			
Structural steel installation and the civil component of works to be completed, Roof & metal stud framing to Visitor hub to start. Ceiling and internal linings to amenities completed.		Internal and external linings to visitor hub, Deck to be laid.			Fit out, landscaping and finishes.			

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

**6.3 PILBEAM THEATRE CARPARK REPAIRS**

**File No:** 7028  
**Attachments:** 1. [Status Report - Pilbeam Theatre Carpark Repairs](#)  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

**SUMMARY**

*This report provides the status of the Pilbeam Theatre Carpark Repairs project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG RECOMMENDATION**

THAT the Pilbeam Theatre Carpark Repairs project monthly status report be received.

**COMMENTARY**

The project is being delivered by Project Delivery section and comes under the Communities, Culture and Heritage Portfolio.

The attachment provides a status of the project.

It is worth noting that this project currently has all green traffic lights.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

# **PILBEAM THEATRE CARPARK REPAIRS**

## **Status Report - Pilbeam Theatre Carpark Repairs**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

PD-PRO-2024 Pilbeam Theatre Carpark Repairs

Monthly Status Report

Oct-2024

Project Management								
Council Custodian:	Communities & Culture	Project Manager:	Daniel Farlow	Project Phase:	Construction			
Project Scope								
Activity	Scope					Traffic Light	Scope Change	
Construction	Install safety crossing and carpark islands. Formalisation of carpark entry from Bolsover Street. Reconfigure and Resurface carpark.					G	No scope change	
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at				08/11/2024 Remaining Budget	Traffic Light	Monthly Update
		Actuals	Committals	Forecast				
Council Allocation:	\$0	\$0	\$0	\$0	\$800,000	G	No financial change	
External Funding:	\$800,000							
Total Project Budget:	\$800,000							
2024/25FY								
Budget	Actuals	Committals	Forecast	Remaining Budget	Traffic Light	Monthly Update		
\$800,000	\$0	\$0	\$0	\$800,000	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Design Review	16-Oct-24	16-Dec-24	16-Dec-24	16-Dec-24	0%	0%	G	No schedule change
Contractor Procurement	29-Jan-25	19-Feb-25	29-Jan-25	19-Feb-25	0%	0%	G	No schedule change
Construction	19-Feb-25	14-Dec-25	19-Feb-25	14-Dec-25	0%	0%	G	No schedule change
Project Milestones							Date	
Design Review							16-Dec-24	
Contractor Procurement							19-Feb-25	
Construction Phase							14-Dec-25	
Commentary								
Currently finalising design and preparing tender documentation.								
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses		
Funding	Project requires W4Q funding for it to proceed.					Funding Received, risk closed.		
Key Tasks & Deliverables This Month								
Finalise Design and prepare documentation for construction.								
Three Month Horizon								
Nov-2024		Dec-2024			Jan-2025			
Design confirmation		Finalise documentation for construction			Tender Period			

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

---

**6.4 PILBEAM THEATRE CHILLER RENEWAL**

**File No:** 7028  
**Attachments:** 1. **Status Report - Pilbeam Theatre Chiller Renewal**[↓](#)  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the Pilbeam Theatre Chiller Renewal project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG RECOMMENDATION**

THAT the Pilbeam Theatre Chiller Renewal project monthly status report be received.

**COMMENTARY**

The project is being delivered by Project Delivery section and comes under the Communities, Culture and Heritage Portfolio.

The attachment provides a status of the project.

It is worth noting that this project currently has all green traffic lights.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.



# **PILBEAM THEATRE CHILLER RENEWAL**

## **Status Report – Pilbeam Theatre Chiller Renewal**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

PD-PRO-2024 Pilbeam Theatre Chiller Renewal							Oct-2024	
Monthly Status Report								
<b>Project Management</b>								
Council Custodian:	Communities & Culture	Project Manager:	Nathan Everton	Project Phase:	Construction			
<b>Project Scope</b>								
Activity	Scope				Traffic Light	Scope Change		
Construction	* Chiller 2 to be replaced with a chiller capable of meeting the likely 'coincident' cooling load (approximately 460kW). The new chiller to be set to operate as the 'run' chiller, including New Pumps and modified Pipework. * Chiller 3 to be repaired and set to operate as the standby (and possibly peak load) chiller. * Extensive maintenance on mechanical plant and duct work.				G	No scope change		
<b>Project Funding and Finance</b>								
Funding Source	Funding Amount	Project Life as at				Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$0	\$18,766	\$4,900	\$0	\$976,334	G	No financial change	
External Funding:	\$1,000,000							
Total Project Budget:	\$1,000,000							
<b>2024/25FY</b>								
Budget	Actuals	Committals	Forecast	Remaining Budget	Traffic Light	Monthly Update		
\$200,000	\$18,766	\$4,900	\$0	\$176,334	G	No financial change		
<b>Project Schedule</b>								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Develop detailed design brief	05-Aug-24	25-Nov-24	05-Aug-24	25-Nov-24	77%	77%	G	No schedule change
Construction contractor procurement	24-Jan-25	23-Feb-25	24-Jan-25	23-Feb-25	0%	0%	G	No schedule change
Construction of AC	23-Feb-25	16-Sep-25	23-Feb-25	16-Sep-25	0%	0%	G	No schedule change
<b>Project Milestones</b>							Date	
Design Consultation Completion							25-Nov-24	
Proposed Completion of Contractor Procurement							23-Feb-25	
Proposed Completion of Construction Phase							16-Sep-25	
<b>Commentary</b>								
Tender has been released for the detail design of the chiller renewal. Due to Close Mid November 2024.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Funding	Expenditure prior to W4Q approval will be ineligible for reimbursement under the agreement.				Funding Received, risk closed.			
<b>Key Tasks &amp; Deliverables This Month</b>								
Procurement of Design Consultant.								
<b>Three Month Horizon</b>								
Nov-2024		Dec-2024			Jan-2025			
Engage Design Consultant for detailed design		Start Detailed Design			Continue Detailed Design			

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

---

**6.5 KERSHAW GARDENS WATERFALL STRUCTURE REPAIRS**

**File No:** 7028  
**Attachments:** 1. [Status Report - Kershaw Gardens Waterfall](#)  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the Kershaw Gardens Waterfall Structure Repairs project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG RECOMMENDATION**

THAT the Kershaw Gardens Waterfall Structure Repairs project monthly status report be received.

**COMMENTARY**

The project is being delivered by Project Delivery section and comes under the Parks, Sport and Public Spaces Portfolio.

The attachment provides a status of the project.

It is worth noting that this project currently has all green traffic lights.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

# **KERSHAW GARDENS WATERFALL STRUCTURE REPAIRS**

## **Status Report – Kershaw Gardens Waterfall**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

PD-PRO-2024 Kershaw Gardens Waterfall Structure Repairs

Monthly Status Report

Oct-2024

Project Management

<b>Council Custodian:</b>	Parks	<b>Project Manager:</b>	Eliza Crossley	<b>Project Phase:</b>	Design & Construction
---------------------------	-------	-------------------------	----------------	-----------------------	-----------------------

Activity	Scope	Traffic Light	Scope Change
Design & Construction	The Kershaw Gardens Waterfall has reached the end of its life due to structural integrity issues. As a significant asset to both the local community and visiting tourists, this project aims to refurbish the waterfall to preserve its sentimental value while enhancing its design for increased longevity and in service safety.	G	No scope change

Project Funding and Finance

Funding Source	Funding Amount	Project Life as at 08/11/2024				Traffic Light	Monthly Update
		Actuals	Committals	Forecast	Remaining Budget		
Council Allocation:	\$2,650,000	\$0	\$0	\$0	\$2,650,000	G	No financial change
External Funding:	\$0						
<b>Total Project Budget:</b>	<b>\$2,650,000</b>						
2024/25FY							
Budget	Actuals	Committals	Forecast	Remaining Budget	Traffic Light	Monthly Update	
\$150,000	\$0	\$0	\$0	\$150,000	G	No financial change	

Project Schedule

Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Procurement of Consultant	17-Oct-24	20-Nov-24	17-Oct-24	20-Nov-24	38%	40%	G	No schedule change
Detailed Design & Specifications	27-Nov-24	01-Jul-25	27-Nov-24	01-Jul-25	0%	0%	G	No schedule change
Construction	01-Sep-25	01-Jun-26	01-Sep-25	01-Jun-26	0%	0%	G	No schedule change

Project Milestones	Date
Design tender award	16-Dec-24
Detailed Design & Specification Final Design report	01-Jul-25
Construction tender award	15-Aug-25
Project completion	01-Jun-26

**Commentary**  
 Project brief is completed and issued for procurement, quotes due to be received end of November. Scope includes stabilisation of the façade, new lighting and the construction of a new remote plant room. This will see the iconic asset refurbished and safe service access to pumps.

Risk Categories	Risks (Cause, Risk, Impact)	Risk Responses
Existing	The Façade is showing signs of structural fatigue and the pump station is internal making servicing a hazard.	The proposed structural stabilisation and construction of the external plant room will address the risk.
Budget	The Project budget has not been validated against a confirmed scope of works or a design.	A P 90 Cost Estimate to be provided as part of the Design Development package. This will confirm budget and provide a tender benchmark.

Key Tasks & Deliverables This Month

Awaiting quote return, end of November.

Three Month Horizon		
Nov-2024	Dec-2024	Jan-2025
Project Design Brief to be released for procurement.	Return from procurement, and award of consultant	Preliminary design / investigations to be completed toward end of Jan.

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

**6.6 WALTER REID REDEVELOPMENT**

**File No:** 7028  
**Attachments:** 1. [Status Report - Walter Reid Redevelopment](#)  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

**SUMMARY**

*This report provides the status of the Walter Reid Redevelopment project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG RECOMMENDATION**

THAT the Walter Reid Redevelopment project monthly status report be presented to Communities Committee.

**COMMENTARY**

The project is being delivered by Project Delivery section and comes under the Communities, Culture and Heritage Portfolio.

The attachment provides a status of the project.

It is worth noting that this project currently has all green traffic lights.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

# **WALTER REID REDEVELOPMENT**

## **Status Report – Walter Reid Redevelopment**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

PD-PRO-2023-006 Walter Reid Redevelopment

Monthly Status Report

Oct-2024

**Project Management**

<b>Council Custodian:</b>	Communities & Culture	<b>Project Manager:</b>	Darren Toohey	<b>Project Phase:</b>	Design & Construction
---------------------------	-----------------------	-------------------------	---------------	-----------------------	-----------------------

**Project Scope**

Activity	Scope	Traffic Light	Scope Change
Design & Construction	<b>Walter Reid Refurbishment</b> - Façade works to Quay Lane which include repointing brickwork, render repairs and salts removal. - Roof replacement including all new box gutters and downpipes. - Trade waste upgrades to meet current RRC compliancy standards to leased areas. - Demolition of Unit 1 and supply council office accommodation.	G	No scope change

**Project Funding and Finance**

Funding Source	Funding Amount	Project Life as at 08/11/2024				Traffic Light	Monthly Update
		Actuals	Committals	Forecast	Remaining Budget		
Council Allocation:	\$3,500,000	\$659,597	\$1,346,129	\$0	\$1,494,274	G	No financial change
External Funding:	\$0						
<b>Total Project Budget:</b>	<b>\$3,500,000</b>						
		2024/25FY				Traffic Light	Monthly Update
Budget	Actuals	Committals	Forecast	Remaining Budget			
\$1,675,112	\$509,709	\$1,346,129	\$0	-\$180,726	G	No financial change	

**Project Schedule**

Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Construction / Installation	12-Aug-24	25-Apr-25	22-Aug-24	25-Jun-25	22%	25%	G	No schedule change

Project Milestones	Date
Construction completion	28-Mar-25

**Commentary**  
 Scaffold and Edge protection Installed.  
 Parapet works completed.  
 Roof materials installed onto roof.  
 Internal downpipes for replacement commenced by the contractor.  
 Saw tooth roof 5 commenced.

Risk Categories	Risks (Cause, Risk, Impact)	Risk Response
Construction	Adverse weather conditions that may impact the building fabric schedule.	The risk will be mitigated by roof removal works not proceeding if rain is forecast.

**Key Tasks & Deliverables This Month**

Continue Roof replacements, Lead paint removal to Office area, Installation of walls to Office area.

Three Month Horizon		
Nov-2024	Dec-2024	Jan-2025
Continue Roof replacements, Lead paint removal to Office area, Installation of walls to Office area.	Installation of Water reticulation and trade waste.	Office fit out completion.



## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

---

**6.7 NORTH ROCKHAMPTON SPORTS PRECINCT**

**File No:** 7028  
**Attachments:** 1. [Status Report - NR Sports Precinct](#)  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the North Rockhampton Sports Precinct project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG RECOMMENDATION**

THAT the North Rockhampton Sports Precinct project monthly status report be presented to Communities Committee.

**COMMENTARY**

The project is being delivered by Project Delivery section and comes under the Parks, Sport and Public Spaces Portfolio.

The attachment provides a status of the project.

It is worth noting that this project currently has all green traffic lights.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

# **NORTH ROCKHAMPTON SPORTS PRECINCT**

## **Status Report - NR Sports Precinct**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

PD-PRO-2024 North Rockhampton Sports Precinct

Monthly Status Report

Oct-2024

Project Management

<b>Council Custodian:</b>	Community Assets & Facilities	<b>Project Manager:</b>	Andrew Collins	<b>Project Phase:</b>	Detail Design
---------------------------	-------------------------------	-------------------------	----------------	-----------------------	---------------

Project Scope

Activity	Scope	Traffic Light	Scope Change
Detail Design	<p>The aim of this Project is to systematically co-ordinate the delivery of detailed designs and design specifications in a manner that aligns with the project's progression from its preliminary design phase and requisite approvals to staged construction phases that culminates in a cutting-edge Sporting Precinct. This systematic approach ensures that each phase of the project is executed with precision, adhering to the highest standards of design excellence, thereby facilitating a seamless transition into the subsequent stages of development.</p> <p>Initially Council is looking for the development of preliminary design and planning approval documentation. The preliminary plans will look to deliver the preliminary designs and plans to allow for the required statutory processes for securing land use tenure of the site, the application for development approvals and if required a Material Change of Use process. This planning and design process will focus on allowing for a staged delivery of the precinct.</p> <p>Council is looking to also develop detailed design construction packages and a supporting detailed business case and governance plan for the staged packages and the overall Precinct. The Detailed Business Case / (PVR) will be developed by a separate consultancy.</p>	G	No scope change

Project Funding and Finance

Funding Source	Funding Amount	Project Life as at 08/11/2024				Traffic Light	Monthly Update
		Actuals	Committals	Forecast	Remaining Budget		
Council Allocation:	\$5,000,000	\$15,353	\$0	\$0	\$4,984,647	G	No financial change
External Funding:	\$5,000,000						
<b>Total Project Budget:</b>	\$5,000,000						
2024/25FY							
Budget	Actuals	Committals	Forecast	Remaining Budget	Traffic Light	Monthly Update	
\$500,000	\$15,353	\$0	\$0	\$484,647	G	No financial change	

Project Schedule

Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
North Rockhampton Sports Precinct	01-Sep-24	29-Jun-26	01-Sep-24	29-Jun-26	1%	1%	G	No schedule change

Project Milestones

	Date
Engagement of Consultant For Design Development and Project Planning Approval Package	20-Dec-24
Phase 1: Whole of Site Preliminary Planning	09-Sep-25
Phase 2: Detailed Design for Whole Of Site	29-Jul-26
Engagement of Consultant For Project Validation Report Package	20-Dec-24
Phase 1: Masterplan Validation	05-Mar-25
Phase 2: Project Validation Report	30-Jul-26

Commentary

Design brief for "Rockhampton Sports Precinct Design Development and Project Planning Approval Package" and the brief for the Project Validation Report have been released for public tender, due to close the end of November.

The PCG has agreed on the "Terms of Reference" for the group and to work in collaboration to deliver the project.

Risk Categories	Risks (Cause, Risk, Impact)	Risk Responses
Project	Project in early stages of planning. Workshops to address design and construction risks are programmed as part of the projects development.	Risk Management Workshops

Key Tasks & Deliverables This Month

Awaiting return of tender 27 November 2024.

Three Month Horizon		
Nov-2024	Dec-2024	Jan-2025
Tender Period	Tender Evaluation	Tender Evaluation

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

---

**6.8 SOUTH ROCKHAMPTON POOL CHANGING PLACES FACILITY****File No:** 7028**Attachments:** 1. [Status Report - SR Pool Changing Places](#)**Authorising Officer:** Peter Kofod - General Manager Regional Services**Author:** Andrew Collins - Manager Project Delivery

---

**SUMMARY**

*This report provides the status of the South Rockhampton Pool Changing Places Facility project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG RECOMMENDATION**

THAT the South Rockhampton Pool Changing Places Facility project monthly status report be presented to Communities Committee.

**COMMENTARY**

The project is being delivered by Project Delivery section and comes under the Parks, Sport and Public Spaces Portfolio.

The attachment provides a status of the project.

It is worth noting that this project currently has all green traffic lights.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

# **SOUTH ROCKHAMPTON POOL CHANGING PLACES FACILITY**

## **Status Report – SR Pool Changing Places**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

PD-PRO-2024 South Rockhampton Pool Changing Places

Monthly Status Report

Oct-2024

Project Management								
<b>Council Custodian:</b>	Community Assets & Facilities	<b>Project Manager:</b>	Darren Toohey		<b>Project Phase:</b>	Construction		
Activity	Scope				Traffic Light	Scope Change		
	The Southside Memorial Pool requires a Changing Places facility to accommodate the needs of individuals with severe disabilities and their carers. This upgrade will provide a fully accessible and compliant facility to enhance the pool's inclusivity.				G	No scope change		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at				Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
<b>Council Allocation:</b>	\$0	\$23,906	\$0		\$251,094	G	No financial change	
<b>External Funding:</b>	\$275,000							
<b>Total Project Budget:</b>	\$275,000							
2024/25FY								
Budget	Actuals	Committals	Forecast	Remaining Budget	Traffic Light	Monthly Update		
\$253,000	\$2,218	\$0		\$250,782	G	No financial change		
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Procurement of Contractor	01-Nov-24	20-Dec-24	01-Nov-24	20-Dec-24	0%	25%	G	No schedule change
Construction	03-Feb-25	30-Jun-25	03-Feb-25	30-Jun-25	0%	0%	G	No schedule change
Project Milestones							Date	
Detailed Design - Completed by Community Assets and Facilities Team.							-	
Procurement of Contractor							20-Dec-24	
Construction Commencement							03-Feb-25	
Construction Completion							30-Jun-25	
Commentary								
Design and tender package is complete. The project is currently out to tender, closing at the end of November.								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Construction	Operator base pool, communication between stakeholders and planned activities requires close management to ensure no interruptions to project and operator schedule				Planning of schedule to align with Operator's requirements, high level of communication to be maintained throughout construction.			
Key Tasks & Deliverables This Month								
Awaiting return of tender at the end of November.								
Three Month Horizon								
Nov-2024		Dec-2024			Jan-2025			
Evaluation of Tender		Award of Contract			Prestart Meeting and planning for February Construction			

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

**6.9 PILBEAM THEATRE ROOF REPAIRS**

**File No:** 7028  
**Attachments:** 1. **Status Report - Pilbeam Theatre Roof Repairs**[↓](#)  
**Authorising Officer:** Peter Kofod - General Manager Regional Services  
**Author:** Andrew Collins - Manager Project Delivery

**SUMMARY**

*This report provides the status of the Pilbeam Theatre Roof Repairs project, which is one of the current major projects and endorsed significant projects for the current financial year.*

**PRG RECOMMENDATION**

THAT the Pilbeam Theatre Roof Repairs project monthly status report be received.

**COMMENTARY**

The project is being delivered by Project Delivery section and comes under the Communities, Culture and Heritage Portfolio.

The attachment provides a status of the project.

It is worth noting that this project currently has all green traffic lights.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

## **PILBEAM THEATRE ROOF REPAIRS**

### **Status Report – Pilbeam Theatre Roof Repairs**

**Meeting Date: 4 December 2024**

**Attachment No: 1**



COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

PD-PRO-2024 Pilbeam Theatre Roof Repairs

Monthly Status Report

Oct-2024

Project Management					
<b>Council Custodian:</b>	Communities & Culture	<b>Project Manager:</b>	Darren Toohey	<b>Project Phase:</b>	Construction

Project Scope			
Activity	Scope	Traffic Light	Scope Change
Construction	Replace multiple sections of the roof, Replace all flashings and install new flashings to all roof penetrations. Replace defective ceiling hangers.	G	No scope change

Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at				08/11/2024 Remaining Budget	Traffic Light	Monthly Update
		Actuals	Committals	Forecast	Forecast			
Council Allocation:	\$0	\$22,322	\$0	\$0	\$4,377,678	G	No financial change	
External Funding:	\$4,400,000							
<b>Total Project Budget:</b>	\$4,400,000							
2024/25FY								
Budget	Actuals	Committals	Forecast	Forecast	Remaining Budget	Traffic Light	Monthly Update	
\$1,000,000	\$22,322	\$0	\$0	\$0	\$977,678	G	No financial change	

Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Roof inspection and defining the scope	02-Sep-24	16-Dec-24	02-Sep-24	16-Dec-24	55%	27%	G	No schedule change
Construction contractor Procurement	17-Dec-24	19-Feb-25	17-Dec-24	19-Feb-25	0%	0%	G	No schedule change
Construction of Roof	20-Feb-25	29-Oct-25	20-Feb-25	29-Oct-25	0%	0%	G	No schedule change

Project Milestones		Date
Design Consultation Completion		16-Dec-24
Proposed Completion of Contractor Procurement		19-Feb-25
Proposed Completion of Construction Phase		29-Oct-25

Commentary	
Detailed design brief being developed. Anticipated Tender release to be in November/December 2024.	
Project Plan has been completed ready for presentation to PRG.	
Project has received W4Q funding.	
Tender scope and documentation nearing completion.	

Risk Categories	Risks (Cause, Risk, Impact)	Risk Responses
Funding	Expenditure prior to W4Q approval will be ineligible for reimbursement under the agreement.	Funding Received, risk closed.

Key Tasks & Deliverables This Month		
Scope confirmation / develop project plan		
Three Month Horizon		
Nov-2024	Dec-2024	Jan-2025
Confirm project procurement plan. For off season delivery.	Develop tender package.	Develop tender package.

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

---

**6.10 CAF SOLAR PROGRAM - SOUTHSIDE POOL**

**File No:** 8315  
**Attachments:** 1. CAF Solar Program Status Report November 2024 [↓](#)  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities

---

**SUMMARY**

*This report provides the status of the Solar Project which is one of the endorsed significant projects for the current financial year.*

**OFFICER'S RECOMMENDATION**

THAT the Southside Pool Solar Project monthly status report be presented to Communities Committee

**COMMENTARY**

The project is being delivered by Community Assets and Facilities and comes under the Parks, Sport and Public Spaces Portfolio.

The budget was initially flagged to support Council's application for a *Community Energy Upgrade Fund* grant application. There are very few grants in this space, and it is likely that the project will be required to proceed without any additional funds but within existing budget allocation.

The attachment provides a status update of the project.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

## **CAF SOLAR PROGRAM SOUTHSIDE POOL**

### **CAF Solar Program Status Report November 2024**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

1159022 - CAF Solar Program  
Monthly Status Report

Nov-24

Project Management								
<b>Council Custodian:</b>	Community Assets & Facilities	<b>Project Manager:</b>	Zachery Tomkins	<b>Project Phase:</b>	Tender			
Project Scope								
Activity	Scope				Traffic Light	Scope Change		
Design/Construction	Design and Construct of the largest Feasible solar PV system at the 2nd World War Memorial Aquatic Centre				G	No scope change		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at 25/11/2024				Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$400,000	\$11,723	\$0	\$0	\$388,277	G	No financial change	
External Funding:	\$0							
<b>Total Project Budget:</b>	\$400,000							
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
2nd World War Memorial Aquatic Centre	11-Dec-24	11-Apr-25	11-Dec-24	11-Apr-25	0%	0%	G	No schedule change
Tender Award	01-Sep-24	11-Dec-24	01-Sep-24	11-Dec-24	0%	0%	G	No schedule change
Construction of SP1	11-Mar-25	11-Apr-25	11-Mar-25	11-Apr-25	0%	0%	G	No schedule change
Construction of SP2	TBA	TBA	TBA	TBA	TBA	TBA		No schedule change
Project Milestones							Date	
Tender Award							11-Dec-24	
Proposed Construction Commencement							11-Mar-25	
Proposed Completion of Construction							11-Apr-25	
Commentary								
Tender has closed and submissions are currently under review								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Weather	Works planned for wet season				Manage case by case during construction			
Key Tasks & Deliverables This Month								
Award tender								
Three Month Horizon								
Dec-24		Jan-24			Feb-24			
Award tender package		Supplier Lead Time			Supplier Lead Time			

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

---

**6.11 DEPOT MASTER PLANNING**

**File No:** 1788  
**Attachments:** 1. [Depot Master Planning Status Report](#)  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities

---

**SUMMARY**

*This report provides the status of the Depot Master Planning Project which is one of the endorsed significant projects for the current financial year.*

**OFFICER'S RECOMMENDATION**

THAT the Depot Master Planning Project monthly status report be presented to Communities Committee

**COMMENTARY**

The project is being delivered by Community Assets and Facilities.

The attachment provides a status update of the project.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

## **DEPOT MASTER PLANNING**

### **Depot Master Planning Status Report**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

1076603 - Depot Master Planning  
Monthly Status Report

Nov-24

Project Management								
<b>Council Custodian:</b>	Community Assets & Facilities	<b>Project Manager:</b>	Zachery Tomkins	<b>Project Phase:</b>	Strategic Options Assessment			
Project Scope								
Activity	Scope			Traffic Light	Scope Change			
Design	Conduct a Master planning exercise of RRC's Operational Depots			G	No scope change			
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at				25/11/2024	Traffic Light	Monthly Update
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$750,000	\$43,341	\$531,019	\$0	\$574,360	G	No financial change	
External Funding:	\$0							
<b>Total Project Budget:</b>	\$750,000							
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Depot Master Planning	12-Sep-24	31-Jan-25	12-Sep-24	31/2/25	70%	61%		
Project Familiarisation	13-Sep-24	27-Sep-24	13-Sep-24	27-Sep-24	100%	100%		No schedule change
Overarching Depot Strategy	17-Sep-24	18-Oct-24	17-Sep-24	18-Oct-24	100%	100%		No schedule change
Strategic Options Assessment	11-Nov-24	29-Nov-24	11-Nov-24	31-Jan-25	100%	70%		Waiting on Availability of staff for workshop
Master planning Documentation	01-Dec-24	31-Jan-24	31-Jan-24	31-Feb-24	0%	0%		
Concept Design	TBA	TBA	TBA	TBA	TBA	TBA		No schedule change
Project Milestones							Date	
Tender Award							14-Aug-24	
Project Familiarisation							27-Sep-24	
Overarching Depot Strategy							18-Oct-24	
Commentary								
Minor delay on strategic options assessment due to staff availability for workshop								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Key Tasks & Deliverables This Month								
Strategic Options Assessment								
Three Month Horizon								
Dec-24			Jan-24			Feb-24		
Finalise Draft Options Assessment			Options Assessment Workshop			Masterplan Completion		

## COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

---

**6.12 SOUTH ROCKHAMPTON CEMETERY DRAINAGE**

**File No:** 330  
**Attachments:** 1. South Rockhampton Cemetery Drainage Status Report 2024 [📄](#)  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities

---

**SUMMARY**

*This report provides the status of the South Rockhampton Cemetery Drainage Project which is one of the endorsed significant projects for the current financial year.*

**OFFICER'S RECOMMENDATION**

THAT the South Rockhampton Cemetery Draining Project monthly status report be presented to Communities Committee

**COMMENTARY**

The project is being delivered by Community Assets and Facilities and comes under the Parks, Sport and Public Spaces Portfolio.

The attachment provides a status update of the project.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.



# **SOUTH ROCKHAMPTON CEMETERY DRAINAGE**

## **Status Report South Rockhampton Cemetery Drainage**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

South Rockhampton Cemetery Drainage  
Monthly Status Report

Nov-24

Project Management								
<b>Council Custodian:</b>	Community Assets & Facilities	<b>Project Manager:</b>	Emma-Jane Dwyer	<b>Project Phase:</b>	Tender			
Project Scope								
Activity	Scope				Traffic Light	Scope Change		
Construction	Deliver drainage improvements as per naturalisation plan and Heritage exemption certificate.				G	No scope change		
Project Funding and Finance								
Funding Source	Funding Amount	Project Life as at 25/11/2024				Traffic Light	Monthly Update	
		Actuals	Committals	Forecast	Remaining Budget			
Council Allocation:	\$830,000	\$1,686	\$19,250	\$0	\$ 803,064.50	G	No financial change	
External Funding:	\$0							
<b>Total Project Budget:</b>	\$830,000							
Project Schedule								
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update
	Start	Finish	Start	Finish	Plan%	% Complete		
Cemetery Drain Project	02/10/2024	30/04/2025	02/10/2024	30/04/2025	0%	0%	G	No schedule change
Tender Award	02-Dec-24	16-Dec-24	02-Dec-24	16-Dec-24	0%	0%	G	No schedule change
Construction	28-Jan-25	31-Mar-25	28-Jan-25	31-Mar-25	0%	0%	G	No schedule change
Approvals	31-Mar-25	30-Apr-25	31-Mar-25	30-Apr-25	0%	0%	G	No schedule change
Project Milestones								Date
Tender Award								16-Dec-24
Proposed Construction Commencement								28-Jan-25
Proposed Completion of Construction								31-Mar-25
Commentary								
Tender has closed and submissions are currently under review								
Risk Categories	Risks (Cause, Risk, Impact)				Risk Responses			
Weather	Works planned for wet season				Manage case by case during construction			
Key Tasks & Deliverables This Month								
Award tender								
Three Month Horizon								
Dec-24	Jan-24			Feb-24				
Award tender package	Commence Construction			Manage / Monitor construction works				

---

**COMMUNITIES PROJECT REFERENCE GROUP AGENDA**

4 DECEMBER 2024

---

**6.13 PLAYGROUND RENEWAL**

**File No:** 15228  
**Attachments:** 1. **Playground Renewal Status Report November 2024**[↓](#)  
**Authorising Officer:** Alicia Cutler - General Manager Community Services  
**Author:** Emma-Jane Dwyer - Manager Community Assets and Facilities

---

**SUMMARY**

*This report provides the status of Playground Renewal Project which is one of the endorsed significant projects for the current financial year.*

**OFFICER'S RECOMMENDATION**

THAT the Playground Renewal Project monthly status report be presented to Communities Committee

**COMMENTARY**

The project is being delivered by Community Assets and Facilities and comes under the Parks, Sport and Public Spaces Portfolio.

The attachment provides a status update of the project.

**CONCLUSION**

Monthly reports are provided for the current active projects for information prior to the formal submission to the Communities Committee.

## **PLAYGROUND RENEWAL**

### **Playground Renewal Status Report November 2024**

**Meeting Date: 4 December 2024**

**Attachment No: 1**

COMMUNITIES PROJECT REFERENCE GROUP AGENDA

4 DECEMBER 2024

Playground Renewal  
Monthly Status Report

Nov-24

Project Management									
<b>Council Custodian:</b>	Community Assets & Facilities / Parks		<b>Project Manager:</b>	Emma-Jane Dwyer		<b>Project Phase:</b>	Construction		
Project Scope									
Activity	Scope					Traffic Light	Scope Change		
Renewal	Deliver playground renewals at Mick O'Hanlon and Kerr Park					G	No scope change		
Project Funding and Finance									
Funding Source	Funding Amount	Project Life as at 25/11/2024				Traffic Light	Monthly Update		
		Actuals	Committals	Forecast	Remaining Budget				
Council Allocation:	\$200,000	\$0	\$166,940	\$30,000	\$60	G	No financial change		
External Funding:	\$0								
<b>Total Project Budget:</b>	\$200,000								
Project Schedule									
Scope	Baseline		Forecast/Actuals				Traffic Light	Schedule Update	
	Start	Finish	Start	Finish	Plan%	% Complete			
Playground Renewals	02/10/2024	24/04/2025	02/10/2024	24/04/2025	0%	0%	G	No schedule change	
Kerr Park Construction	17-Feb-25	14-Mar-25	17-Feb-25	14-Mar-25	0%	0%	G	No schedule change	
Mick O'Hanlon Construction	10-Mar-25	04-Apr-25	10-Mar-25	04-Apr-25	0%	0%	G	No schedule change	
Approvals	04-Apr-25	24-Apr-25	04-Apr-25	24-Apr-25	0%	0%	G	No schedule change	
Project Milestones								Date	
Purchase Orders Raised								25-Nov-25	
Proposed Construction Commencement - Kerr Park								17-Feb-25	
Proposed Construction Commencement - Mick O'Hanlon								10-Mar-25	
All Construction Completion								24-Apr-25	
Commentary									
Purchase Orders have been raised and are awaiting parts to arrive									
Risk Categories	Risks (Cause, Risk, Impact)					Risk Responses			
Weather	Works planned for wet season					Manage case by case during construction			
Key Tasks & Deliverables This Month									
Nil									
Three Month Horizon									
Dec-24			Jan-24			Feb-24			
Monitor Parks arrival			Monitor Parks arrival			Construction Commences Kerr Park			

**7 CLOSURE OF MEETING**

**11.3 SPONSORSHIP PROPOSAL - MAYOR'S CUP****File No:****Attachments:** Nil**Authorising Officer:** Evan Pardon - Chief Executive Officer**Author:** Justin Kann - Manager Office of the Mayor

---

**SUMMARY**

*This report considers a request from the Rockhampton Jockey Club to sponsor the Mayors Cup as part of the Capricorn Yearling Sales Carnival.*

**OFFICER'S RECOMMENDATION**

THAT Council:

1. Endorse a 4-year sponsorship agreement with the Rockhampton Jockey Club of \$10,000 per event for the Mayors Cup from 2025 to 2028 inclusive; and
2. Authorise the Chief Executive Officer or delegated officer to formalise the terms of this sponsorship and agreement.

**COMMENTARY**

Rockhampton Regional Council has received a request to sponsor the 2025 Mayors Cup as part of the annual Capricorn Yearling Sales Carnival in April.

The Mayors Cup is a key feature of the Central Queensland racing calendar and part of a long-standing partnership between Council and the Rockhampton Jockey Club (RJC) which recognizes both the economic benefits of the racing carnival as well as the benefits of the racing industry to local jobs and the economy.

The racing industry generates more than \$2.4 billion of economic value across the State and employs or engages around 49,800 people with a contribution of \$68 million in Central Queensland and employing over 500 FTE.

In order to grow this partnership and provide greater security to the RJC and Capricorn Yearling Sales Carnival, a 4-year sponsorship agreement of \$10,000 per year or event is proposed which would cover the period from 2025 to 2028 inclusive.

Payment of this sponsorship would be made on a per event or yearly basis.

**BACKGROUND**

Rockhampton Regional Council has a long-standing relationship with the Mayors Cup and the Capricorn Yearling Sales Carnival.

In carnival is held in conjunction with the Yearling Sales in April and in 2024 offered almost \$500,000 in prize money.

**PREVIOUS DECISIONS**

Rockhampton Regional Council has supported the sponsorship of the Mayors Cup for many consecutive years.

**BUDGET IMPLICATIONS**

Sponsorship for this event can be met through existing budget allocations within the Office of the Mayor and Councillors.

**LEGISLATIVE CONTEXT**Nil

---

**LEGAL IMPLICATIONS**

Nil

**STAFFING IMPLICATIONS**

Nil

**RISK ASSESSMENT**

Council officers have considered and identified potential risks associated with a longer-term sponsorship agreement and put appropriate risk mitigation measures in place to address potential issues.

**CORPORATE/OPERATIONAL PLAN**

While this proposal does not address any specific actions within the Operational Plan, it supports overarching goals of the plan and council around fostering and supporting economic development and industry within the region.

**CONCLUSION**

A request has been made for Council to support the Mayors Cup at the Capricorn Yearling Sales Carnival.

This is part of a long-standing partnership and commitment to the local racing carnival and the local racing industry more broadly.

A 4-year sponsorship agreement is proposed to cover the years 2025 to 2028 inclusive with a sponsorship of \$10,000 per event for the duration of the agreement.



**12 NOTICES OF MOTION**

Nil

**13 QUESTIONS ON NOTICE**

Nil

**14 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.*

**15 CLOSURE OF MEETING**