



# Howard Park Recreation Reserve Management Committee Meeting

**MINUTES**  
**Monday 4/12/2023**

Meeting held commencing 5:15pm  
At Howard Hall, Howard Park Recreation Reserve  
325 Whitewood Road, Howard Springs

Ashleigh Young, Community Participation Officer



# COMMITTEE MINUTES

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## Howard Park Reserve Committee Meeting

Held in the Howard Hall, Howard Park Reserve  
on Monday, 4 December 2023 at 5:15pm

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### 1 Opening of Meeting

5:25 pm

#### Present

Mathew Salter	Litchfield Council North Ward Councillor (Chair)
Ashleigh Young	Community Participation Officer (CPO)
Gerry Wood	Resident
Fletcher Austin	Resident
Maxine Way	Howard Springs Volunteer Fire Brigade

### 2 Apologies and Leave of Absence

Gerard Rosse	Resident
Gerard Maley	Resident, Member for Nelson
Evan Johns	Howard Springs Scouts

### 3 Disclosures of Interest

Nil

### 4 Confirmation of Minutes

That the committee confirms the minutes of the meeting held on Monday 2 October 2023

**Moved:** Fletcher Austin

**Seconded:** Gerry Wood

**CARRIED**

## 5 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
05/06/2023	Proposed Master Plan	Main goal is to get feedback from current user groups to determine any suggestions for improvements via a survey.	CPO to review current Howard Park Recreation Reserve Masterplan community engagement strategy document as outlined by previous CPO/SRO and distribute to committee for feedback.	Complete
4/12/2023		Community survey (have your say) to scope ideas from the community about future projects	CPO to scope ideas to get "have your say" survey underway.	Not started
02/10/2023	Carpark Upgrade	CPO to request the infrastructure team to provide plans for proposed upgrade so they can be distributed to committee members for information.	CPO to request Dir. Of Infrastructure and Planning to advise contractor and proposed plan for upgrades.	Complete
4/12/2023	Graffiti	Can MWF remove graffiti from park	CPO to determine if graffiti removal is included roles and responsibilities of MWF	Ongoing

## 6 Presentations

Nil

## 7 Accepting or Declining Late Items

Nil

## 8 Officers Reports

### 8.1 Bi-Monthly Operations Report

Finances – G. Wood proposed presenting a comparison of funds allocated to each major operational cost, such as water, electricity, cleaning, etc., to allow committee members to discern trends in costs. The CPO confirmed that monthly finances, though usually part of committee documentation, were excluded from this month's report due to end-of-month processing. The CPO will distribute it to committee members via email ASAP. Additionally, Cr. Salter requested visual representations (e.g., graphs) to highlight the areas incurring the highest costs.

Water Usage on Reserve – The committee has concluded that previous discussions regarding the installation of bore water on the reserve are not viable. This decision is based on the prohibitively high costs, over-allocation of the aquifer, and elevated iron levels in the water. The matter has been deliberated in prior committee meetings.

Whitewood Hall – The Committee strongly agrees that looks look closely at the future usage of whitewood hall. With decreasing bookings and the aging infrastructure, the hall remains largely unoccupied. The committee acknowledges the substantial funding required for necessary upgrades and proposes including suggestions for hall improvements in the community survey.

BMX Soft Fall – CPO has advised that project will need to begin soon from reserve asset renewal fund. CPO to determine funding allocation and renewed quotes. Aim to start the project by the end of the financial year.

**Moved:** Councillor Salter

**Seconded:** Gerry Wood

THAT the Bi-Monthly Operation Report be received and noted.

**CARRIED**

## 9 Other Business

### 9.1 Carpark Upgrades

Opened discussions for committee members to share any final questions or suggestions regarding the renewal of the car park and pathways. The committee has communicated a preference for a shorter fence and specifically desires the use of black cyclone fencing for the project.

### 9.2 Other

Discussions surrounding future projects for 2024/25 financial year led to suggestion for a fenced-off dog park. Strong argument for this project is the existing practice of residents bringing their dogs to the park. Creating a dedicated, fenced area could provide a secure space for off-leash play, fostering community

engagement and social interaction. The suggested location is the northwestern boundary near the old caretaker shed. Several considerations for the potential project.

**Ground Elevation:** Assess feasibility of elevating the ground to mitigate flooding during wet seasons and significant rainfall events.

**Drainage:** Ensure proper drainage to adjacent residential blocks if the ground is elevated to address potential flooding challenges.

**Cost Considerations:** Conduct a comprehensive cost analysis for fencing, access gates, water bubblers, dog training equipment, benches, picnic tables, and pathways.

**Carparking:** Explore potential expansion of the north-west car park section to address concerns about parking availability due to the construction of the dog park.

CPO will bring this suggestion to the Director of Infrastructure and operations to scope feasibility and costs. The proposed survey will mention 2-3 projects for community and user groups to have their say on.

## 10 Next Meeting

Monday 5 February 2024, at 5:15pm Howard Hall, Howard Park Recreation Reserve.

## 11 Close of Meeting

6:15 pm