Howard Park Recreation Reserve Management Committee Meeting

MINUTES
Wednesday 9/09/2026

Meeting held commencing 5:00pm
At Whitewood Hall, Howard Park Recreation Reserve
325 Whitewood Road, Howard Springs

Jill Enriquez, Community Participation Officer

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COMMITTEE MINUTES

Howard Park Reserve Committee Meeting

Held in the Scout Hall, Howard Park Reserve
on Wednesday 09 September 2026 at 5:00 pm

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1 Opening of Meeting

5:02 pm

The chair acknowledged the Larrakia People as the traditional owners of the land on which we meet.

Present

Daisy Crawford	Litchfield Council North Ward Councillor (Chair)
Jill Enriquez	Community Participation Officer (CPO)
Kris Civitarese	South Ward Councillor
Kevin Harlan	Central Ward Councillor
Gerard Maley	Resident
Maxine Way	Howard Springs Volunteer Fire Brigade
Gerry Wood	Resident

2 Apologies and Leave of Absence

Gerard Rosse	Resident
Conan Williams	Council representative
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 8 April 2024

Moved: Gerry Wood

Seconded: Maxine Way

CARRIED

5 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
4/12/2023	Proposed "Master Plan"	Committee members propose to upgrade the fence as part of masterplan to beautify the park	DIO	**ON HOLD:** Moved to Capital works 26-27. It will be completed according to capital works priorities.
8/7/2025	Fitness Equipment	Committee members request static facilities rather than moving parts. If a track around the oval is planned, flooding in the wet to be considered.		**ON HOLD:** these will be considered once the masterplan works begin. Committee members and residents' opinions will be sought for all possible facilities at HPRR. Committee members will be given catalogue.
26/8/2025	Irrigation	Patches of dry grass on oval. Some possible turf damage may occur during irrigation repairs Leak in oval affected Fire Brigade's water supply.	RLO	Ongoing: awaiting repairs to be completed. **Completed**: For any interruptions to service, RLO to inform all community groups
8/07/2024	Bike issues and barriers	Additional fencing & new main gate lock added, and pedestrian gate to be locked during busier periods. Committee requests consideration of further infrastructure to prevent entry through the gates, what other councils and other places do that can be implemented rather than making it hard for regular users	CPO	**ON HOLD:** additional security and police presence have seen decrease in antisocial behaviour
9/7/2026	Council and Committee communication	Infrastructure team at council to inform and/or consult the committee	CPO	**COMPLETED**: a new procedure for internal and external communications has been created to keep

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		before any major decisions		community groups informed
9/7/2026	Spring bent at the gate near jumps	This was initially fixed, but was broken again	RLO	Ongoing: to be fixed
9/7/2026	Bore request	To investigate possibility of bore for irrigation purposes and reduce water bills	RLO	Ongoing: will investigate
9/7/2026	Flagpole request from Fire Brigade	To erect flagpole behind the big rock, this will require a project plan to council	RLO	**COMPLETED**: correspondence between council and Fire Brigade
9/7/2026	Open Day event	September 19th open day for Fire Brigade 40th anniversary, to make use of this to activate reserve and have a community event	CPO	Ongoing: preparations underway, Fire Brigade request sponsorship from council and CPO to collaborate for preparations
9/7/2026	Parking on oval	There are cars where the baseball nets are, remind the users to prevent damage to turf	RLO	Ongoing: to action

6 Officers Reports

8.1 Bi-Monthly Operations Report

Moved: Gerard Maley

Seconded: Maxine Way

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

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7 Other Business

7.1 Basketball half court investigation for future capital works request
7.2 In the November meeting, to come up with a proposal for the fitness equipment for 2027 capital works request
7.3 Investigation of irrigation piping damage, consult Thinkwater who installed it, Rotary Club was involved.
7.4 Previous survey results, to send to Chair and use findings for capital works request
7.5 Fire Brigade requests template for project plan (SOP) for flag pole
7.6 Open day event planning- site map, speeches from council and representatives

Moved: Daisy Crawford

Seconded: Gerry Wood

8 Next Meeting

Wednesday 11th November 2026, at 5:00pm Howard Hall, Howard Park Recreation Reserve.

9 Close of Meeting

5:39pm.

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