

**E&C AGENDA – 14 JANUARY 2002**

SUB NO.	FILE NO.	DIV	TITLE	Y-N HOLD
14/01-1F M	<u>364/48/3(238)</u> 14 JAN 2002	City Governance	Enter into lease agreement with Queensland Police Service for area of land located at Forest Lake Reservoir, Boss Road, Forest Lake.	YES
14/01-2F M	<u>302/10/2(1140)</u> 14 JAN 2002	City Governance	Work Related Accident Insurance Scheme for Councillors	YES
14/01-1J IR	<u>264/45/1-FM850/48</u> 14 JAN 2002	C&CS	Making of permanent Vegetation Protection Order (VPO) identified as MB201SP50, at Wattle Street, Mt Crosby.	YES
14/01-1K -	<u>202/10(639)</u>	Urban Management	Queensland Cement and Lime (QCL) Parkland - Obtain additional funds for purchase of land for park purposes at QCL site at Seventeen Mile Rocks, using Brisbane City Parks Trust Fund.	HELD
14/01-2K M	<u>364/46/3(1323/A1)</u> 14 JAN 2002	Urban Management	Building encroachment upon Council's land at 53 Granby Street, Mount Gravatt.	YES
14/01-3K M	<u>219/50/65</u> 14 JAN 2002	Urban Management	Travel to Auckland, New Zealand to investigate Bridgeclimb Auckland – Peter Shaw	YES
14/01-1L M	<u>1/139(A2)</u> 14 JAN 2002	OLMCEO	Appointment of Andrew MacLeod, Manager, Assurance and Audit Services, to Standards Board of the Information Systems Audit and Control Association (ISACA).	YES
14/01-1N M	<u>392/44/1-2001/2002(41)</u> 14 JAN 2002	CED	Special Consideration of Grant Funding – Wynnum District Soccer Club.	YES

M - Indicates an E&C Committee decision (or minute item), which is included in this document.

R - Indicates an E&C Committee recommendation to full Council. Details can be accessed through the Council Minutes, which are available for inspection on Level 2 of the Brisbane Square Library, 266 George Street, Brisbane.

1.0 FILE NUMBER: 364/48/3(238)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

To enter into a lease agreement with Queensland Police Service for an area of the land located at the Forest Lake Reservoir, Boss Road, Forest Lake.

3.0 ISSUE/PURPOSE

To obtain approval for Queensland Police Service to lease a portion of the land at the Forest Lake Reservoir, Boss Road, Forest Lake, for the establishment of a Police Radio Communications facility as depicted in the attached site plans and photomontage.

4.0 PROPONENT

Helen Gluer  
Chief Financial Officer  
City Governance Division  
Ext 34577

**APPROVED**

14 JAN 2002

5.0 SUBMISSION PREPARED BY

Paul Grove  
Principal Asset Manager  
City Assets - Ext 35588

Lora Mayor

6.0 DATE

9 January 2002

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For Establishment and Co-ordination Committee Approval

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

No.

ACTION TAKEN

14/1/02

TOWN CLERK

File PAMCA

RECEIVED

14 JAN 2002

COMMITTEE SECTION



**9.0 RECOMMENDATION**

That:

1. The Queensland Police Service be granted a lease over that area shown shaded in yellow on the copies of the plans Marked Attachments "A" & "B" for a ten year period at commencing rental of <sup>redacted</sup> per annum (includes GST), generally upon those terms and conditions, so far as applicable, which apply to leases by the Council to Telecommunications Carriers, but subject to such modifications as may be approved by the Manager, City Assets and the Manager Brisbane City Legal Practice.
2. The Queensland Police Service pay an establishment fee of <sup>redacted</sup> (includes GST)

**10.0 MANAGER**

**I Recommend Accordingly**



.....  
**CHIEF EXECUTIVE OFFICER**



**Helen Gluer  
CHIEF FINANCIAL OFFICER  
CITY GOVERNANCE DIVISION**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

## 11.0 BACKGROUND

The Queensland Police Service (QPS) has contacted Council seeking to erect a Radio Communications facility upon a part of the Council owned land presently occupied by the Forest Lake Water Reservoir (Lot 821 on SL 10163) at their cost. This site has been identified because communications in the Forest Lake and Inala area are inadequate for police operations and the Forest Lake Reservoir is the best location to meet the requirements of the radio frequency for transmission.

At present, the Queensland Police Service operates an UHF radio repeater network in South East Region of Queensland, which consists of over 30 repeater sites. For most of the Brisbane South side the network provides adequate coverage but communications are not considered adequate in the areas of Forest Lake and Inala. A site on the high ground and on top of the Forest Lake Water Reservoir would meet the requirement of QPS and benefit the community.

Queensland Police Service is a public authority of the Crown.

Section 46 of the City of Brisbane Act 1924 requiring the calling of tenders prior to the disposal of an interest in land does not apply in the case of a disposal to the Crown.

The nearest residentially zoned properties are approximately 150 metres from the water tower at the Forest Lake Water Reservoir site. (See Attachment A)

The proposed telecommunications facility to be installed at the Forest Lake Reservoir will comprise the following infrastructure items: -

- Stainless steel equipment housing situated at ground level approximately 500mm to the left of the maintenance door of the water tower.
- Antenna feeder housed in stainless steel flexible tubing will be located inside the water tower.
- One Omni-directional antenna with two 300mm folded dipoles.

Having regard to Council's adopted guidelines it is considered that an establishment fee of \$2000.00 (plus GST) and a commencing annual rental of <sup>redacted</sup> (plus GST) would be consistent with Council's policy. Council has a lease with the Queensland Ambulance at the Roles Hill Reservoir for a similar UHF radio transmitter facility. The rental for this facility was agreed at <sup>redacted</sup> of the standard telecommunication rental. Based upon this precedent, City Assets Branch recommends the rental equivalent to <sup>redacted</sup> normal low-impact telecommunications facility rental. (Approximately <sup>redacted</sup> including GST)



## 12.0 CONSULTATION

- Councillor Sharon Humphreys, Chairperson, Finance Committee
- Councillor Les Bryant, Richlands Ward Office.
- Frank Riley, Manager, City Assets, City Governance
- Mark Pascoe, Manager, Water & Sewerage, Urban Management.
- Mr Paul Belz, Manager, Strategic Risk & Special Projects, Brisbane Water.
- Gary Christian, Structural Services Engineer, Brisbane Water.
- David Hains, Senior Research Officer, Information and Knowledge, City Governance

None of the above parties have raised objections to the proposal.

Development and Regulatory Services has been consulted on this application and has provided the following comment.

"As this specific proposal has been assessed as a "Low Impact" activity, no Development Application under the Integrated Planning Act 1997 is required to be submitted by the proponent or considered by Council."

## 13.0 IMPLICATIONS OF PROPOSAL

Council will receive an ongoing income from the site. Council will also be assisting QPS in the management of law and order by facilitating the use of the site for QPS radio communications.

## 14.0 CORPORATE PLAN IMPACT

In accordance with the Corporate Plan:-

Strategy 1.4.3: Improve the management and performance of Council's physical asset and information portfolio.

## 15.0 CUSTOMER IMPACT

Nil.

## 16.0 ENVIRONMENTAL IMPACT

Nil.

## 17.0 POLICY IMPACT

Nil.

## 18.0 FUNDING IMPACT

There are no funding requirements. Moreover, Council will receive an establishment fee of \$2200.00 (includes GST) plus an annual rental of <sup>redacted</sup> (includes GST). The rental revenue received will be increasing upon 1 July each year at 5% per annum or the CPI (whichever is the greater) for the term of the lease.

## 19.0 HUMAN RESOURCE IMPACT

Nil.

## 20.0 URGENCY

In the normal course of business.

## 21.0 PUBLICITY / MARKETING STRATEGY

No publicity is required.

## 22.0 OPTIONS

That the E&C Committee grant approval for:

1.

1) The Queensland Police Service be granted a lease over that area shown shaded in yellow on the copies of the plans Marked Attachments "A" & "B" for a ten year period at commencing rental of <sup>redacted</sup> per annum (includes GST), generally upon those terms and conditions, so far as applicable, which apply to leases by the Council to Telecommunications Carriers, but subject to such modifications as may be approved by the Manager, City Assets and the Manager, Brisbane City Legal Practice.

2) The Queensland Police Service pay an establishment fee of \$2,200.00 (includes GST)

2. Not to approve the recommendation.

**Option 1 is the recommended option**



**ESTABLISHMENT & COORDINATION COMMITTEE SUBMISSION**

**1.0 FILE NUMBER**

302/10/2(1140)

**2.0 TITLE**

Work Related Accident Insurance Scheme for Councillors.

**3.0 ISSUE/PURPOSE**

The purpose of this submission is to seek approval to establish an internal Work Related Accident Insurance Scheme for Councillors.

**4.0 PROPONENT**

Helen Gluer  
Chief Financial Officer  
CITY GOVERNANCE

**5.0 SUBMISSION PREPARED BY**

Michael Byrne (MCRM)  
Manager, Contracts & Risk Management  
CITY GOVERNANCE DIVISION  
Ph: 3403.5290

**APPROVED**

**6.0 DATE**

Tuesday 08 January 2002

**7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL**

For E&C approval.

**8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?**

No.

**9.0 RECOMMENDATION**

That E&C grant approval for the establishment of a Work Related Accident Insurance Scheme for Councillors comprising a self insured component relative to medical and related expenses to a maximum amount of \$50,000 per claim and salary, injury and lump sum payments as set out in the personal accident policy.

**10.0 DIVISIONAL MANAGER**

Helen Gluer  
Chief Financial Officer  
CITY GOVERNANCE

**I Recommend Accordingly**  
  
CHIEF EXECUTIVE OFFICER

RECEIVED

14 JAN 2002

COMMITTEE SECTION

ACTION TAKEN

141 1102  
TOWN CLERK  
J.D. MCRM

BCC 10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

Up until 31 December Councillors were covered for workplace injury or accidents under the Council's Workers' Compensation arrangements.

Through a regulation change which takes effect from 1 January 2002, Councillors no longer come within the definition of an employee for which worker's compensation applies.

To maintain cover equivalent to the past, a range of options were considered. Details of these options are outlined in Section 22.0 of this submission.

There are three components to the cover for workplace accidents:

- (1) medical and related expenses
- (2) salary maintenance when unable to work
- (3) lump sum payments under schedule of benefits eg. lost body parts such as fingers etc.

The preferred option is to self insure medical and related expenses and to obtain the latter two benefits from Council's corporate Personal Accident policy of insurance. This personal accident insurance has been part of the corporate program for many years to date and also provides some benefits to volunteer workers.

Extensive communication with all Councillors in late December 01 to early January 02 to appraise them of the recommended options contained in this submission has been completed. This was ratified by the Lord Mayor in late December 01.

The financial impact of this decision, whilst inconvenient, will be limited as there is a low incidence of claims.

## 12.0 CONSULTATION

Lord Mayor

Cr Sharon Humphreys

All other Councillors (via December 01 and January 02 presentations)

Manager, City Work Cover

Manager, Contracts & Risk Management

All consulted are in agreement with the recommendation

## 13.0 IMPLICATIONS OF PROPOSAL

Equity across Council

To bring about an equitable situation for Councillors relative to statutory insurance in place for the rest of the work force.

Industrial Relations

Managing claims from Councillors in a way that mirrors general legislative requirements under Council's workers' compensation self insurance licence will not cause industrial unrest within the rest of the work force.



**14.0 CORPORATE PLAN IMPACT**

Nil.

**15.0 CUSTOMER IMPACT**

Nil.

**16.0 ENVIRONMENTAL IMPACT**

Nil.

**17.0 POLICY IMPACT**

Nil.

**18.0 FINANCIAL IMPACT**

The financial impact will be minor as Councillors have generated a low claims experience to date and this is not expected to escalate in the future.

**19.0 HUMAN RESOURCE IMPACT**

Nil.

**20.0 URGENCY**

Urgent as the previous statutory insurance cover expired on 31 December 2001.

**21.0 PUBLICITY/MARKETING STRATEGY**

N/A.

**22.0 OPTIONS**

There are three immediate options available to Council:

**Option One.** Council has the option to lobby the State Government to influence Work Cover Queensland to reverse its decision. This action is unlikely to be successful in the short-term and is not recommended.

**Option 2.** To do nothing and require Councillors to provide their own insurances for medical and lost salaries etc due to work related accidents. This would create an inequitable situation whereby all other Council "employees" would enjoy the benefits of Council's self-insurance licence conditions and those required of Council under the relevant legislation.

This option is not recommended.

**Option 3.** Take advantage of Council's existing Personal Accident policy of insurance which provides for lost salaries, a table of benefits re bodily injury and lump sum payments for death and various forms of permanent disabilities. This policy extends to Council's elected representatives. Unfortunately, the personal accident component does not extend to medical and rehabilitation costs and Council would need to self insure these components separately.

To Council's knowledge, there has been only one work related claim submitted by a Councillor over the past three years. An affordable option, therefore, would be to rely upon Council's personal accident cover to the extent that it applies and self fund the work injury related medical and rehabilitation costs of Councillors to a maximum value of \$50,000 per claim.

This "combined scheme" would be administered by City Work Cover in consultation with Contracts and Risk Management. The scheme would be administered using Work Cover Queensland legislated guidelines.

This is the recommended option.

BCC PUBLICATION SCHEME  
10 YEAR RELEASE



1.0 FILE NUMBER:

364/46/3-(1323/A1)

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Building encroachment upon Council's land at 53 Granby Street, Mount Grayatt.

3.0 PURPOSE/ISSUE

Seek approval to subdivide and dispose of a portion of Council's land to resolve an encroachment problem.

4.0 PROPONENT

Barry Ball, Acting Divisional Manager, Urban Management Division.

5.0 SUBMISSION PREPARED BY

Kim A. Shields, Consultant Asset Officer- Project Coordination.  
Asset Support (x34646)

6.0 DATE

9 January 2002.

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E&C approval.

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

No.

**APPROVED**

14 JAN 2002

Lord Mayor

*[Handwritten signatures]*

RECEIVED

14 JAN 2002

COMMITTEE SECTION

ACTION TAKEN

14/1/02  
TOWN CLERK  
File ADPC7

**9.0 RECOMMENDATION**

To determine in accordance with Annexure "A".

**10.0 DIVISIONAL MANAGER**



**Barry Ball**  
Acting Divisional Manager  
URBAN MANAGEMENT DIVISION

**I Recommend Accordingly**

  
.....  
**CHIEF EXECUTIVE OFFICER**

*pge Almond*  
*9/1/02*

**BCC PUBLICATION SCHEME**  
**10 YEAR RELEASE**



## 11.0 BACKGROUND

redacted purchased a residential property described as Lots 80/81 on RP119378 situated at 29 Prenzler Street, Mount Gravatt in February 2001. redacted property is designated Low Density Residential and shown shaded yellow on the attached plan (refer Annexure "B").

Council is the owner of vacant land adjoining the rear of redacted property and described as Lots 101/102 on RP119378 situated at 53 Granby Street, Mount Gravatt. Council's land is designated Conservation Area and shown shaded green on the attached plan (refer Annexure "B").

In 1982/83 the dwelling located at 29 Prenzler Street was extended by the then owners, redacted and redacted. However, that extension resulted in the roofline and a portion of the corner stone column of the rear family room encroaching by about 1.63 metres into Council's adjoining land (refer Annexure "C"). The redacted remained unaware of the encroachment until they came to sell their property to redacted in February 2001.

redacted elected to proceed with purchasing the property following prior notification of the encroachment subsequent to a check survey by her surveyor. The former owners now wish to rectify the encroachment on redacted behalf. redacted has indicated her consent to the proposal. Environment and Parks and Local Asset Services East have advised they have no future requirement for the area subject to the encroachment and no objection to the proposal to excise 35 square metres from the Council's land.

Ordinarily, the unauthorised private use of Council's land is resolved by the removal of encroaching property (Council Policy 10.042). In this instance, given the substantial nature of the improvement and the landowner's apparent innocent transgression, it appears that the practical solution is to sell a small portion of Council's land to the adjoining property owner. The area proposed to be excised from council's land is shown shaded yellow on the attached plan (refer Annexure "D"). The proposed area to be excised represents about 0.6% of the area of Lot 101 or 0.077% of Lots 101/102 together.

Section 184(1) Property Law Act 1974 provides that either an adjoining owner or an encroaching owner may apply to the Court for relief in respect of an encroachment. For the purpose of assessing compensation in favour of the adjoining owner, the Court will take into consideration the conduct of the encroaching owner. If the encroachment arises from deliberate or intentional action or negligence of the encroaching owner, then the compensation may be assessed punitively at three times the unimproved value of the land. Otherwise the Property Law Act provides that the minimum compensation should be the unimproved capital value of the land.

Council's policy 10.045 (Encroachment on Council Land) provides the value of the excised land is determined as the market value based on the difference in the total property value before and after amalgamation of the 35 square metres. Taylor Byrne Valuers has assessed the unimproved capital value of the 35 square metres at redacted based on the before and after method of valuation.



In this instance the basis of value does not provide for punitive action due to the apparent unintentional mistake by the encroaching owner. Punitive action for negligent or intentional encroachment is provided at up to three times the unimproved value of the land under Council's policy.

It is anticipated that the total cost to redacted and redacted for the transfer of the 35 square metres will be about redacted comprising (but not necessarily limited to) redacted for land (including redacted GST), redacted Council's administrative costs, \$495 for valuation fee, \$2,000 lodgement application for reconfiguration, and \$305 for Department of Natural Resources costs

Should the transfer of the land be approved in accordance with the recommendation then redacted redacted property will subsequently contain 35 square metres of land designated Conservation Area. City Planning have previously advised that in such minor instances the matter of dual Area Classifications for the lot after amalgamation can be standardised at the next Planning Scheme Review.

It is recommended that the 35 square metres be excised from Council's land and amalgamated with redacted property.

On 15 May 2001 the Council resolved that it is of the opinion that it is in the public interest that Section 46 of the City of Brisbane Act should not apply to the disposal of land by the Council by way of certain classes of contracts which include contracts for the sale of land to the registered proprietor of, or owner of an estate in fee simple in, the adjoining land where in the opinion of Council the land to be sold is for some reason incapable of being developed satisfactorily as a separate allotment but if used or amalgamated with adjoining land could be developed satisfactorily.

Additionally, the Council resolved at its meeting held 15 May 2001 that under section 39B of the City of Brisbane Act the Council delegates its power or authority to determine whether a particular contract comes within those specified classes of contract (in this case) to Civic Cabinet.

## 12.0 CONSULTATION

Cr Graham Quirk, Councillor for Wishart, and  
Ian Hunter, Principal Program Officer Parks

Have been consulted.

## 13.0 IMPLICATIONS OF PROPOSALS

The sale and amalgamation of a portion of the subject Council land will rectify an encroachment.

## 14.0 CORPORATE PLAN IMPACT

Nil

## 15.0 CUSTOMER IMPACT



The recommendation will rectify an encroachment over Council's land.

#### 16.0 ENVIRONMENTAL IMPACT

Not applicable.

#### 17.0 POLICY IMPACT

Nil.

#### 18.0 FUNDING IMPACT

redacted have agreed to pay the land value and to reimburse Council for the payment of associated fees and charges applicable to the purchase and amalgamation prior to settlement.

#### 19.0 HUMAN RESOURCE IMPACT

Administration only.

#### 20.0 URGENCY

Normal course of business.

#### 21.0 POLICY/MARKETING STRATEGY

Not applicable.

#### 22.0 OPTIONS

1. To determine in accordance with annexure "A".
2. To determine in accordance with annexure "A" except to include compensation of redacted including GST for loss of land (in place of redacted as punitive compensation such as a Court could determine under the Property Law Act in a situation involving an intentional encroachment.
3. Reject the offer of redacted retain the existing land holding and refrain from further action – redacted could then refer the matter to the Supreme Court for a determination.
4. Grant redacted a lease over the area of Council land required to rectify the encroachment – This would fail to effectively resolve the encroachment issue.

It is recommended that Option 1 be approved.



{RECOMMENDATION : That it be determined that –

1. That part of the land owned by the Council –

- \* at 53 Granby Street, Mount Gravatt;
- \* described as part of Lot 101 on Registered Plan 119378, Parish of Yeerongpilly and shown shaded yellow on the attached Plan (Refer Annexure D);
- \* containing an area of 35 square metres, more or less;
- \* in the Conservation Area designation under City Plan 2000 for the City of Brisbane (“the Town Plan”);

(“the Council land “), is surplus to the requirements of the Council.

2. As it is determined in (1), it is convenient that the Council land be disposed of by the Council.

3. By reason of its shape, location and area, the Committee is of the opinion that the Council land could not be developed satisfactorily as a separate allotment but if amalgamated and used with the only adjoining parcel of land, which –

- \* adjoins it ( and in that regard abuts its southern boundary);
- \* is described as Lot 81 on Registered Plan 119378, Parish of Yeerongpilly, (“the adjoining land”);
- \* would, when amalgamated have an allotment area of 1080 square metres;
- \* is in the Low Density Residential designation under the Town Plan;

then that amalgamated land would rectify an encroachment.

As –

- \* it has been determined as in (1) and (2);
- \* the Committee is of the opinion particularised in (3);
- \* [redacted] the former owners of the adjoining land have offered to pay to the Council the sum of [redacted] including GST for the transfer of the Council owned land described in (1) to [redacted]
- \* the committee determines that the proposed contract for the disposal of the Council land to [redacted] comes within the class of contracts referred to in the Council Resolution of 15 May 2001, then

the offer from [redacted] and [redacted] be accepted, subject to the following conditions:-



- (a) The Council land is to be transferred to [redacted] the owner of the adjoining land, free from all encumbrances;
- (b) the Council land and the adjoining land are to be amalgamated into one allotment;
- (c) the amalgamation under (b) is to be effected by a registered survey plan.
- (d) [redacted] being responsible for-
- the payment of the purchase price of [redacted] including GST,
  - the payment of [redacted] as administrative and legal costs for Urban Management Division,
  - the cost of preparing the plan of survey,
  - valuation fee,
  - Council's application fee for lot reconfiguration,
  - payment of all stamp duty and Title Office fees, in relation to the registration of the plan and the transfer documents.
- (e) the purchaser applying for and obtaining the grant under subsection (2) of Section 19 of Part II of the Land Sales Act 1984 of exemption from compliance with the provisions of Section 8 of that Act within 8 weeks from the date of the acceptance by the Council of the offer to purchase the Council land as described above. If exemption is not granted within that time (or such extended time as the Council and the purchaser agree in writing) then this agreement shall be at an end. If exemption is granted subject to terms and conditions which are unacceptable to the Council, then the Council may terminate this agreement by notice in writing within 30 days from the date of notification of those terms and conditions to the Council.
- (f) each party must expeditiously sign all such documents and do all such things on their respective parts as are necessary to give effect to (b), (c) and (d); and
- (g) the purchase price of [redacted] plus all other fees/costs relating to (d) above are to be paid by Bank Cheque into Council's Trust Account by the purchaser prior to or at settlement. Settlement shall be effected within 30 days from the date of subdivisional plan sealing by the Council, by the lodgement in conjunction at the Titles Office of the plan, the transfer of the Council land to the purchaser and the relevant title deed, the title deeds to the adjoining land and any ancillary documents necessary to give effect to the transaction.

**SUBMISSION TO THE ESTABLISHMENT & COORDINATION COMMITTEE**

**1.0 FILE NUMBER**

219/50/65

**2.0 TITLE**

Travel to Auckland, New Zealand to Investigate Bridgeclimb Auckland

**3.0 ISSUE/PURPOSE**

The purpose of this submission is to approve travel to Auckland, New Zealand for Peter Shaw for two days and one night to investigate the operations of Bridgeclimb Auckland. The Bridgeclimb Auckland operation is similar to the Story Bridge Adventure Walks proposal and Bridgeclimb Auckland has links with the preferred Offeror in Brisbane.

**4.0 PROPONENT**

Barry Ball, Acting Divisional Manager, Urban Management Division

**5.0 SUBMISSION PREPARED BY**

Peter Shaw, Principal Engineer Structures (PEST), x30466

**6.0 DATE**

9<sup>th</sup> January 2002

**7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL**

For E&C Approval

**8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?**

No.

**APPROVED**

14 JAN

*[Handwritten signatures and initials]*

**ACTION TAKEN**

14/1/02

TOWN CLERK

*File PEST*

**RECEIVED**

14 JAN 2002

**COMMITTEE SECTION**

BCC 10 YEAR RELEASE SCHEME



9.0 **RECOMMENDATION**

That E&C grant approval for Peter Shaw to travel to Auckland, New Zealand for two days and one night to investigate the operations of Bridgeclimb Auckland, at a cost of \$1500.

10.0 **DIVISIONAL MANAGER**



Barry Ball  
Acting Divisional Manager  
Urban Management Division

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

## 11.0 BACKGROUND

Brisbane City Council wishes to enter into a contract with a group to provide climbing tours on Story Bridge. Peter Shaw has been chairing the Evaluation Panel which has managed the EOI process to the stage where they have now identified a preferred Offeror. The details of the Offer were presented to the Establishment and Co-ordination Strategy Committee on the 3<sup>rd</sup> December 2001.

New Zealand Transit has been through a similar process and has helped Council by supplying copies of their documentation. Climbs on Auckland Harbour Bridge opened to the public on the 1<sup>st</sup> December 2001. Daniel Thompson from New Zealand Transit has invited Peter Shaw to visit their operation to learn of their mistakes and experiences. Their contractor has links to the preferred Offeror in Brisbane, so it would be advantageous to learn of their operations prior to forming a contract with the Brisbane consortium.

Daniel has also expressed a willingness to brief Peter about their maintenance contract and practices with New Zealand Transit, which are quite progressive.

Daniel has suggested that a visit should include:-

- a walk over the bridge;
- meetings with their maintenance teams to establish the impact and possible conflicts of the bridgeclimb operations;
- some discussions with their Town Planners;
- a meeting with their bridgeclimb operators; and
- a review of their maintenance contract and practices.

To accomplish the above tasks and allow for travel would take two days and an overnight stay. Daniel has offered to book accommodation at the cheaper, government rate of \$110 plus GST instead of \$162 plus GST.

The Evaluation Panel is due to meet with the preferred Offeror on the 31<sup>st</sup> January 2002. Therefore, to maximise the benefits of the trip and incorporate any findings into the proposed contract, it is desirable to visit Auckland prior to the 31<sup>st</sup> January.

## 12.0 CONSULTATION

Noel Faulkner, Divisional Manager, City Business has been consulted and is in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

Investigation of the Bridgeclimb Auckland operation will enable Council to capitalise on the benefits of the experiences of New Zealand Transit, in preparing a contract with Bridgeclimb Auckland. The impact on bridge maintenance will also be assessed.



**14.0 CORPORATE PLAN IMPACT**

This proposal is consistent with the Corporate Plan's Strategy 2.2.1 "Plan and facilitate regional and local economic development" and Strategy 7.2.2 "Ensure the road assets are maintained to optimise life-cycle costs".

**15.0 CUSTOMER IMPACT**

The information obtained from New Zealand Transit should assist Brisbane City Legal Practice in preparing the contract for Story Bridge Adventure Walks. It will also assist Urban Management Division in managing and maintaining Story Bridge in the presence of Story Bridge Adventure Walks

**16.0 ENVIRONMENTAL IMPACT**

Nil.

**17.0 POLICY IMPACT**

Nil

**18.0 FUNDING IMPACT**

Funds of \$1500 approximately are required. Funding is available in Activity Waterways Maintenance and Rehabilitation.

**19.0 HUMAN RESOURCE IMPACT**

Nil.

**20.0 URGENCY**

URGENT. The Evaluation Panel is scheduled to meet with the Offeror on the 31<sup>st</sup> January 2002. To maximise the benefits from discussions with New Zealand Transit and inspection of the Bridgeclimb Auckland operations, travel should take place prior to 31<sup>st</sup> January.

**21.0 PUBLICITY/MARKETING STRATEGY**

No publicity requirement.  
this section.

## 22.0 OPTIONS

Option (1) Approve the recommendation that Peter Shaw travel to Auckland, New Zealand. This option is preferred for the reasons outlined previously.

Option (2) Not approve the recommendation. This option is not preferred as it does not take advantage of the offer by New Zealand Transit to capitalise on their experiences with a similar venture.

**Option 1 is the preferred option.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE



1.0 FILE NUMBER: 1/139(A2)

**SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE**

2.0 TITLE

Appointment of Andrew MacLeod, Manager, Assurance and Audit Services, to the Standards Board of the Information Systems Audit and Control Association (ISACA).

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek E&C approval for:

1. The continued appointment of Andrew MacLeod, Manager, Assurance and Audit Services, to the Standards Board of the Information Systems Audit and Control Association; and
2. The Manager, Assurance and Audit Services, to attend a meeting of the Information Systems Audit and Control Association Standards Board in February 2002.

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Andrew MacLeod  
Manager, Assurance and Audit Services

6.0 DATE

07 January 2002

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval.

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

No.

**ACTION TAKEN**

14/1/02

TOWN CLERK

File<sup>23</sup> MMA.

**RECEIVED**

14 JAN 2002

COMMITTEE SECTION

BCC 10 YEAR PUBLICATIONS RELEASE SCHEME

APPROVED  
14 JAN 2002  
*[Signatures]*


9.0 RECOMMENDATION

That E&C grant approval for:

1. The appointment of Andrew MacLeod, Manager, Assurance and Audit Services, to the Standards Board of the Information Systems Audit and Control Association; and
2. The Manager, Assurance and Audit Services, to attend a meeting of the Information Systems Audit and Control Association Standards Board, usually held in Chicago, USA, in February 2002, at no cost to Council.

10.0 DIVISIONAL MANAGER

I recommend Accordingly



Jude Munro  
Chief Executive Officer

.....  
CHIEF EXECUTIVE OFFICER

BCC PUBLICATION SCHEME  
10 YEAR RELEASE



## 11.0 BACKGROUND

With more than 20,000 members in more than 100 countries, the Information Systems Audit and Control Association (ISACA) is recognised as the global leader in IT governance, control and assurance. Founded in 1969, ISACA sponsors international conferences, administers the globally respected CISA® (Certified Information Systems Auditor) designation held by more than 12,000 professionals worldwide, and develops globally-applicable Information Systems (IS) Auditing and Control Standards. An affiliated Foundation undertakes leading-edge research in support of the profession.

The ISACA Standards Board defines, develops and promulgates IS auditing standards and their associated interpretations and guidelines. Also, the Standards Board maintains a liaison with the certification program (CISA exam) to assure that it continues to incorporate and reflect the most current standards and guidance officially published, and maintains a dialogue with other standards bodies.

Andrew MacLeod, the Manager Assurance and Audit Services, has been appointed to the 2001 -2002 ISACA Standards Board. The eight member board meets up to three times a year usually in Chicago and via conference calls as needed. Chicago meetings are always scheduled on a Saturday and Sunday and ISACA fully funds these meetings. Andrew was a member of this board in 1995 - 1996 and 1999 - 2001, and Chair of this board in 1996 - 1997.

The Council will benefit from the contacts Andrew will make/maintain and by access to leading edge IS audit research and developments. With Council implementing many computer systems, it is important that the appropriate controls are in place. Assurance and Audit Services now has an IS Audit team who review new computer systems before implementation, data conversions and hardware controls. IS Audit staff are difficult to recruit at this time. One of the criteria that IS Audit staff consider before they join a new organisation is the type of training and access to leading edge research that they will receive. Membership of the Standards Board will allow Andrew to keep up to date with what is happening worldwide in relation to IS Audit.

There will be no cost to Council for this attendance but travelling time on a Friday and Monday will be required as these meetings are held on Saturday and Sunday. E & C agreed for Andrew to take up to ten days off from work to attend meetings of the Institute of Internal Auditors and the Information Systems Audit and Control Association in each financial year. Any extra time would be taken as either leave without pay or recreation leave. This submission would be within the ten day annual allowance.

It is considered that Andrew MacLeod's membership of the ISACA Standards Board is worthwhile and is supported by Council.

## 12.0 CONSULTATION

Bob Davis, Manager Chief Executive's Office, is in agreement with the recommendation.

### 13.0 IMPLICATIONS OF PROPOSAL

Membership of the ISACA Standards Board will allow Andrew access to leading edge IS Audit research and developments.

### 14.0 CORPORATE PLAN IMPACT

Nil.

### 15.0 CUSTOMER IMPACT

Andrew's membership of the ISACA Standards Board should lead to a higher quality of IS Audit coverage in Council.

### 16.0 ENVIRONMENTAL IMPACT

Nil.

### 17.0 POLICY IMPACT

Nil.

### 18.0 FUNDING IMPACT

No cost to Council.

### 19.0 HUMAN RESOURCE IMPACT

Nil.

### 20.0 URGENCY

In the normal course of business.

### 21.0 PUBLICITY/MARKETING STRATEGY

Nil.

### 22.0 OPTIONS

- (1) Approve the recommendation.
- (2) Not approve the recommendation.

**Option 1 is the preferred option.**



1.0 FILE NUMBER:392/44/1-2001/2002(41) SUBMISSION NUMBER

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Wynnum District Soccer Club - Special Consideration of Grant Funding

3.0 ISSUE/PURPOSE

To seek special consideration to approve Wynnum District Soccer Club's application for funding under the 2001/02 Active Brisbane City grant scheme.

4.0 PROPONENT

Pauline Peel, Divisional Manager, Community & Economic Development (x34110).

5.0 SUBMISSION PREPARED BY

Mrs Margaret Jacobson, Principal Program Officer Sport and Recreation Policy, Community and Lifestyle (x34712).

6.0 DATE

10 January 2002

**APPROVED**  
14 JAN  
*[Handwritten signatures and initials]*

7.0 FOR ESTABLISHMENT AND COORDINATION COMMITTEE APPROVAL OR RECOMMENDATION TO COUNCIL?

For Establishment and Co-ordination Committee approval.

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

No.

9.0 RECOMMENDATION

That approval be granted for the allocation of funding to the value of \$15,060.00 (as per Attachment 1) to the Wynnum District Soccer Club for the urgent upgrade of their facilities prior to the commencement of the next season.

*Alan Rogers*

Alan Rogers  
Manager  
COMMUNITY & LIFESTYLE

*T.M. Peel*

Pauline Peel  
Divisional Manager  
COMMUNITY & ECONOMIC DEVELOPMENT

I Recommend Accordingly

*[Signature]*

CHIEF EXECUTIVE OFFICER

ACTION TAKEN

14/1/02

TOWN CLERK

*JL SPOR*

RECEIVED

14 JAN 2002

COMMITTEE SECTION

BCG 10 YEAR RELEASE SCHEME

## **11.0 BACKGROUND**

The Establishment and Coordination Committee at its meeting of 9 July 2001 approved the guidelines for the Active Brisbane City Grant Scheme.

The 2001/2002 Budget included the allocation of funds for the Active Brisbane City Grant Scheme of \$1,000,000.00. Funds are divided into 2 rounds of \$500 000.00.

The recommendations for Round 1 of 2001/2002 Active Brisbane City Grant Scheme were approved for funding on 12 November 2001.

An application from Wynnum District Soccer Club (for \$15,060 to install new lighting posts) was assessed at this time and was considered to have met the majority of the criteria, but was considered ineligible due to non-acquittal of a previous grant. A copy of the original schedule containing this recommendation is attached as Attachment 1.

The club has subsequently satisfactorily acquitted their grant and requested urgent reconsideration of their application to allow the upgrade of facilities before the start of the forthcoming season.

## **12.0 CONSULTATION**

Councillor David Hinchliffe, Chairperson, Community Policy Committee.  
Councillor John Campbell, Councillor for Dobby  
Kathy McMullan, Administration Officer, Community Development Livability Team  
All are in agreement.

## **13.0 IMPLICATIONS OF PROPOSAL**

The club will be able to proceed with their upgrade projects.

## **14.0 CORPORATE PLAN IMPACT**

Program 4	Community Life.
Outcome 4.4	Sport, recreation and leisure activities.
Strategy 4.3.1	Improve the health and quality of life of communities through participation in sport and recreation activities.

## **15.0 CUSTOMER IMPACT**

Active Brisbane City Grant Scheme provides valuable support to community based sport clubs in Brisbane City.

## **16.0 ENVIRONMENTAL IMPACT**

Nil.



### 17.0 POLICY IMPACT

The Active Brisbane City Grant Scheme has been approved by the Establishment and Co-ordination Committee.

### 18.0 FUNDING

Funding for the upgrade is allocated under the Active Brisbane City grant scheme and funds are available from General Ledger Code 1.03.1659.067.862.000.733.000.00 - Community Sport and Recreation. \$442,234.72 was the value of projects approved in November 2001. \$557,765.28 remains from the first round allocation.

### 19.0 HUMAN RESOURCES IMPACT

Nil.

### 20.0 URGENCY

Normal course of business.

### 21.0 PUBLICITY/MARKETING STRATEGY

Nil.

### 22.0 OPTIONS

- (1) Approve the recommendation seeking special consideration of the Wynnum District Soccer Club's application for grant funding.
- (2) That the Wynnum District Soccer reapply for funding under Active Brisbane City in the next round, which will open in January 2002 and close in March 2002. Successful applicants will be notified in July 2002 of their success. This option would not allow the club to upgrade their facilities in time for the forthcoming season.
- (3) Not approve the recommendation.

**Option (1) is recommended.**

**E&C RESULTS – 21 JANUARY 2002**

SUB NO.	FILE NO.	DIV	TITLE	Y-N HOLD
21/01-1F <i>M</i>	204/6(16) <u>22 JAN 2002</u>	City Governance	Monthly Project Report – November and December 2001.	YES
21/01-1K <i>AR</i>	460/2(99/P1) <u>22 JAN 2002</u>	Urban Management	Amendments to the Bulimba District Local Plan	YES
21/01-1L <i>M</i>	204/74/3(1/P1) <u>22 JAN 2002</u>	OLMCEO	Business Group Advisory Board Membership – Appointment of Ms T Dare to Advisory Board of Management of City Business.	YES
21/01-1N <i>M</i>	234/12/20-2002(0) <u>22 JAN 2002</u>	CED	2002 Major Festivals and Cultural Projects Grants.	YES

M - Indicates an E&C Committee decision (or minute item), which is included in this document.

R - Indicates an E&C Committee recommendation to full Council. Details can be accessed through the Council Minutes, which are available for inspection on Level 2 of the Brisbane Square Library, 266 George Street, Brisbane.



1.0 FILE NUMBER: 204/6 (16)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Monthly Project Report - November and December 2001 (Attachment A)

3.0 ISSUE/PURPOSE

The purpose of this submission is to provide regular project performance on all Major Projects.

The key aim is to foster a spirit of responsibility and openness in identifying risks associated with major projects in the early stages. It is envisaged that this approach will improve our capability to respond to issues as they emerge.

4.0 PROPONENT

Helen Gluer, Chief Financial Officer, City Governance, 340 34577

5.0 SUBMISSION PREPARED BY

Michael Byrne, Manager, Contracts & Risk Management, City Governance, 340 35290

6.0 DATE

9 January, 2001

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C Approval

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

No

9.0 RECOMMENDATION

That E&C accept the Monthly Project Report.

10.0 DIVISIONAL MANAGER



Helen Gluer  
Chief Financial Officer, City Governance Division

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

RECEIVED

21 JAN 2002

COMMITTEE SECTION

ACTION TAKEN

221 01102  
TOWN CLERK  
File mCRM



## 11.0 BACKGROUND

The report has adopted a traffic light system to improve identification of projects that are reported as either on time, on budget (green); scope changes (orange); emerging issues (orange) and; not on budget/time (red).

### November/December Report Summary

Attachment A is the report for November and December, 2001 (please note that in this instance the reports for November and December have been combined due to the number of shorter working weeks experienced during December).

Some changes have occurred in the report from the previous month and are outlined below for your consideration.

▪ **Projects adversely changed since last month include:**

**Social History Museum City Hall** - This project is reported as not on time during both November and December. This delay is due to a review of City Hall Management. The review is now complete and plans to commence work have begun.

**Ferry Facilities Upgrade:** Project reported as not on budget or on time and with scope changes. Design modifications were required to accommodate River Walk initiatives and standards. The project is now likely to be completed by end August 2002.

**Inner City Bypass:** This project is ahead of schedule and as such is likely to require additional funding this financial year.

**Inner Northern Busway:** Reported with emerging issues. Although complete a delay and disruption claim is expected from the contractor due to variations ordered by Queensland Transport. However, as this project is funded by Queensland Transport allowances have been included in both the expense and revenue budgets.

**Logan O'Keefe Street Bus Lane:** Reported with emerging issues this project will experience a delay in the land acquisition process due to the transfer of funds used to cover the cost of Bridgeman Road land acquisitions.

**Major Projects (Major road network improvement schemes):** Reported as not on time or on budget and with scope changes and emerging issues. The original estimate for this scheduled project is likely to be exceeded due to an increase in scope of the Ferry St and Gabba projects in order to cater for the North South bypass tunnel. Two scheduled projects will be placed on hold to cover the additional expenditure.

**Old Cleveland Road Bus Lane:** Reported as not on time, budget or estimate with scope changes and emerging issues. The design estimate of this project was much higher than anticipated due to an increase in schedule of rates and additional scope of work. Some of the additional expenditure will be offset by savings in other projects however, a request for additional funding can be expected at the next budget review.



**Wondall Road - Major Upgrade:** Although project is now complete additional landscaping, drainage and pavement rehabilitation and the relocation of Telstra conduits increased the whole of life cost of this project. Savings will be found within the Wynnum Road project to offset additional expenditure.

**Luggage Point WWTP Thermal Drying Plant:** Reported as not on budget or on time. The terms of reference for this project have not yet been developed. It is expected that process trials of thermal drying may be required to help develop the terms of reference and enable this project to move forward.

**Oxley Creek WWTP - Sludge Dewatering:** Reported as not on budget, time or whole of life estimate and with emerging issues. Process performance tests have been delayed due to a dispute over test parameters. This means that additional expenses will be incurred. Budget approval was received to cover additional costs however, further funding will be required to complete the project.

**Ourbrisbane.com:** Reported as not on time and with emerging issues. Delays are being experienced with Telstra for the provision of a web publishing toolkit to enable community organisations online. Other toolkit providers are being investigated and contract penalties applicable to Telstra's failure to deliver are being explored.

**Project appearing in the report for the first time**

**Inner Northern Bus-way** - Project approved during the 2<sup>nd</sup> budget review.

**14.0 CORPORATE PLAN IMPACT**

Nil

**15.0 CUSTOMER IMPACT**

- Improved standards of Project Management
- Improved awareness of Risk Management Principles

**16.0 ENVIRONMENTAL IMPACT**

Nil

**17.0 POLICY IMPACT**

Nil

**18.0 FINANCIAL IMPACT**

Nil

**19.0 HUMAN RESOURCE IMPACT**

Nil

**20.0 URGENCY**

In the normal course of business.

**21.0 PUBLICITY/MARKETING STRATEGY**

N/A

**22.0 OPTIONS**

**Option 1:** Approve the recommendation that E&C accept the Major Project Report for November/December, 2001

**Option 1 is the preferred option.**



**SUBMISSION TO ESTABLISHMENT AND CO-ORDINATION COMMITTEE**

**1.0 FILE NUMBER**

204/74/3(1/P1)

**2.0 TITLE**

Business Group Advisory Board Membership

**3.0 ISSUE / PURPOSE**

The purpose of this submission is to seek the approval of E&C to appoint Ms Tracy Dare to an existing vacancy on the Advisory Board of Management of City Business. The appointment is for the balance of the current two-year term for members - ie from December 2001 to 30 June 2003.

**APPROVED**  
JAN 2002

*Handwritten signatures and initials: JAC, BBA, H, K*

**4.0 PROPONENT**

Jude Munro  
Chief Executive Officer

**5.0 SUBMISSION PREPARED BY**

Ray Folley  
Manager Business Unit Development Branch, Office of LM/CEO  
EXT: 39110

**RECEIVED**

**6.0 DATE**

15 January 2002.

21 JAN 2002

**COMMITTEE SECTION**

**7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL**

For E&C approval.

**8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?**

No.

**ACTION TAKEN**

22/01/02

TOWN CLERK e

FL MBUD.

**BCC PUBLICATIONS**  
**70 YEAR RELEASE**

9.0 RECOMMENDATION

It is recommended that:

- a) Ms Tracy Dare be appointed to fill an existing vacancy on the Advisory Board of Management of City Business.
- b) The appointment be for the balance of the current two-year term for members – ie from December 2001 to 30 June 2003.
- c) The current Business Group “Terms of Appointment” and remuneration arrangements are to apply to the appointment.

10.0 CHIEF EXECUTIVE OFFICER



BCC PUBLICATION SCHEME  
10 YEAR RELEASE



## 11.0 BACKGROUND

The BCC Business Group structure, which simulates a commercial holding company / subsidiary model, was established by Council in 1996. The structure includes the Holding Entity Advisory Board and Advisory Boards of Management for the businesses – Brisbane Water, Brisbane Transport, Brisbane City Works and City Business.

Membership of the Business Group advisory boards was reviewed earlier this year. The resignations of some advisory board Chairs and some members necessitated changes to the make-up of some boards and the need to recruit several new members. In June this year appointments were made to the majority of positions for a further two-year term dating from 1 July 2001.

It was not possible at the time to fill all vacancies, including the two positions on the City Business Advisory Board of Management.

CV details for Ms Dare are provided as Attachment A. She is an experienced director, has extensive practical business experience and specialist skills in performance improvement, business recovery / turnarounds / restructuring, financial investigations and project management.

The City Business Advisory Board of Management is Chaired by Ms Catherine Sinclair. Other external members are: Mr Barry Vickers and Ms Carolyn Barker. The Divisional Manager City Business, Mr Noel Faulkner and the Divisional Manager City Fleet, Mr John Boland also are members.

## 12.0 CONSULTATION

The following have been consulted :

Cr James Soorley, Lord Mayor

Cr John Campbell

Ms Jude Munro, Chief Executive Officer

Ms Catherine Sinclair, Chair Advisory Board of Management, City Business

Mr Noel Faulkner, Divisional Manager, City Business

Mr John Boland, Divisional Manager, City Fleet

There is agreement on the recommendation.

Ms Dare has indicated her willingness to accept the appointment.

## 13.0 IMPLICATIONS OF THE PROPOSAL

The appointment will fill one of two vacancies on the City Business Advisory Board of Management and strengthen the skill / experience mix essential for the successful operation and development of the businesses.

#### **14.0 CORPORATE PLAN IMPACT**

The maintenance of skilled advisory boards to support the Business Group structure is central to the efficient operation of Council's commercialised business activities and achievement of City Governance Program business objectives in the Corporate Plan 2001-2005.

#### **15.0 CUSTOMER IMPACT**

The advisory boards are an integral part of the functioning of the commercialised businesses. While not directly impacting on customer service, they make a positive contribution indirectly through their role in assisting in the on-going development of customer focussed business operations.

#### **16.0 ENVIRONMENTAL IMPACT**

No impact.

#### **17.0 POLICY IMPACT**

The appointment of advisory boards supports the strategy of developing an efficient model for managing business units.

#### **18.0 FUNDING IMPACT**

Funding for the advisory boards already is included in the budgets of the business units.

#### **19.0 HUMAN RESOURCES IMPACT**

No impact.

#### **20.0 URGENCY**

As soon as possible.

#### **21.0 PUBLICITY AND MARKETING STRATEGY**

Media: as determined by the Lord Mayor.  
Internal: internal communications mechanisms.

#### **22.0 OPTIONS**

[1] Approve the recommendation.

[2] Modify the recommendation.

**Option 1 is the preferred option.**

#### **23.0 ATTACHMENT "A": CV information for Ms Dare.**



1.0 FILE NUMBER 234\12\20-2002(0)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

2002 Major Festivals and Cultural Projects Grants.

3.0 ISSUE/PURPOSE

To approve recommendations for the allocation of the Major Festivals and Cultural Projects Grants to Brisbane arts organisations for 2001/2002 financial year.

4.0 PROPONENT

Pauline Peel, Divisional Manager, Community and Economic Development

5.0 SUBMISSION PREPARED BY

Glenda Johnson, Program Officer Cultural Identity, Community & Lifestyle, ext: 36799.

6.0 DATE

14 January, 2002

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

E&C approval.

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

Not applicable.

9.0 RECOMMENDATION

That the recommendations for the 2002 Major Festivals and Cultural Projects Grants be approved as per the attached schedule of recommended grants (Refer Attachment 1).

10.0

**ACTION TAKEN**

22/1/02

TOWN CLERK

File MCL  
by hand

*Pauline Peel*

*Alan Rogers*

Alan Rogers  
Manager Community & Lifestyle  
COMMUNITY & ECONOMIC DEVELOPMENT

Pauline Peel  
Divisional Manager  
COMMUNITY & ECONOMIC  
DEVELOPMENT

**RECEIVED**

Recommend Accordingly  
*[Signature]*  
CHIEF EXECUTIVE OFFICER

21 JAN 2002

COMMITTEE SECTION



## 11.0 BACKGROUND

The Major Festival and Cultural Projects Grants Program is positioned within a four year strategic framework supporting innovative arts and cultural projects, festival and special events which foster a distinctive city identity and vibrant cultural life. This framework identified the following key priority areas:

- Creative Partnership Projects providing assistance to arts and cultural organisations engaged in creative partnership projects with any or all of the following:
  - Other arts and cultural organisations
  - Business sector, e.g new technologies, design, tourism, hospitality, media, retail etc
  - Government sector agencies
  - Community sector agencies ; and
- Major City Signature Festivals and Events.

This year the fund was widely advertised through print media and radio media. Brisbane's arts and cultural organisations also publicised the grants programs to their members on behalf of the Council. A public workshop was held in City Hall to offer advice and assistance to intending grant applicants. Community & Lifestyle staff provided one-on-one assistance when requested.

The 2002 round of the Major Festival and Cultural Projects Grants was assessed by the Brisbane Arts Advisory Board on 29 November 2001.

### Response to the Program

The Brisbane arts community's response to the grants program was positive, with the following results:

- ▶ 23 grant applications were received amounting to \$540,395.
- ▶ a diverse range of citywide cultural projects and festival applications were received;
- ▶ the content of the applications was generally aligned to Council's stated priority areas.

### Assessment Process

The Brisbane Arts Advisory Board met to assess applications to the Major Festivals and Cultural Projects Grants to make recommendations to the Establishment and Co-ordination Committee.

In making its recommendations, the Brisbane Arts Advisory Board adhered to the criteria set out in the Major Festival and Cultural Projects Grants.

15 applications totalling \$239,738 are recommended for full or reduced funding as listed in **Attachment 1**.

8 applications totalling \$213,703 were not recommended for funding as listed in **Attachment 2**.

redacted



Festivals and events are recognised in the Living in Brisbane 2010 document as a key element in the delivery of the Creative City theme. A number of applications also address the emerging Creative Industries area. The breakdown by outcomes to the City of the recommended grants is as follows:

Outcome	No. Applications Recomm'd	% of Funds Allocated
Projects/ festivals which showcase Brisbane's cultural life and contribute to the local economy	6 Applications	39% of available funding
Projects/ festivals which are inclusive of Brisbane's diverse communities	5 Applications	30.5% of available funding
Projects/ festivals which address the City's cultural industry development and changing conditions in innovative ways	5 Applications	30.5% of available funding
TOTALS	16	100%

- ▶ **Attachment 3** provides a statistical overview of recommended grants

Eight applications were unsuccessful. Applications were not recommended because they:

- ▶ were outside the grant guidelines;
- ▶ needed further development, particularly in planning and budgeting;
- ▶ lacked evidence of support from other funding partners or sponsors;
- ▶ showed little evidence of market research or broad audience support;
- ▶ reflected the objectives of other funding programs; or
- ▶ were not rated as highly as other applications given funds available.

## 12.0 CONSULTATION

### Brisbane Arts Board Members:

Cr David Hinchliffe	Chairperson for Community Policy Committee Councillor for Central
Hilary Beaton	Executive Director, Queensland Writers Centre
Cr Ann Bennison	Councillor for Enogerra
Cr Catherine Bermingham	Councillor for East Brisbane
Ross Dimsey	Freelance Film Producer
Jeffrey Jones	Director Communication Design, QUT (absent this round)
John Kotzas	Executive Producer, Qld Performing Arts Trust
Cr Judy Magub	Councillor for Toowong
Beryce Nelson	Managing Director, Jigsaw Public Relations (absent this round)







## **20.0 URGENCY**

Normal course of business.

Grant applicants have been informed that they will be notified of the success or otherwise of their grant applications by 1 March 2002.

## **21.0 PUBLICITY / MARKETING STRATEGY**

At the Lord Mayor's discretion. Appropriate press releases should be prepared by City Marketing in liaison with Community and Economic Development. These releases should not be distributed until the applicants have been formally advised on the outcomes for the Major Festivals and Cultural Projects Grants.

## **22.0 OPTIONS**

1. To approve the allocation of grants recommended as per Appendix 1.
2. To revise the allocation of grants listed in Appendix 1.
3. To reconsider all applications.
4. Not to approve any recommendations.

**Option 1 is recommended.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

**E&C RESULTS – 25 JANUARY 2002**

SUB NO.	FILE NO.	DIV	TITLE	Y-N HOLD
25/01-1F <i>R</i>	221/38-2001 <i>29 JAN 2002</i>	City Governance	Presentation and tabling of the Quarterly Financial Report for the period ended September 2001.	YES
25/01-2F <i>M</i>	202/11-SQ545/116 <i>29 JAN 2002</i>	City Governance	Invitation to call for Expressions of Interest to sell Stage 1 of the former Brisbane Airport site.	YES
25/01-3F <i>M</i>	221/15-2002-03 <i>29 JAN 2002</i>	City Governance	Executive Management Team Residential Budget Forum – 2002/03 Budget Development	YES
25/01-1K <i>AR</i>	460/2(96) <i>29 JAN 2002</i>	Urban Management	Changes to Area Classifications in the City Plan.	YES
25/01-1L <i>M</i>	<i>File ATTACH Lane (0)1/255(P2) we can't have.</i> <i>29 JAN 2002</i>	OLMCEO	Bonus Payment	YES
25/01-2L <i>M</i>	<i>ATTACHing created (7)4/3-1371/02 ATTACH note 29 JAN 2002 US.</i>	OLMCEO	Appeals Board Appointment	YES
25/01-3L <i>M</i>	<i>Awaiting file with Lane we can't have.</i> <i>29 JAN 2002</i>	OLMCEO	Appointment	YES
25/01-1N <i>M</i>	234/12/21-2001/2002(0) <i>29 JAN 2002</i>	CED	2002 Lord Mayor's Performing Arts Fellowships	YES

M - Indicates an E&C Committee decision (or minute item), which is included in this document.  
 R - Indicates an E&C Committee recommendation to full Council. Details can be accessed through the Council Minutes, which are available for inspection on Level 2 of the Brisbane Square Library, 266 George Street, Brisbane.



SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Invitation to call for Expressions of Interest to sell Stage 1 of the former Brisbane Airport site.

3.0 ISSUE/PURPOSE

This submission seeks approval to prepare and release to the market an invitation to call for 'Expression of Interest' (EOI) to sell that portion of the former Brisbane Airport site described as Stage 1.

4.0 PROPONENT

Helen Gluer, Chief Financial Officer, City Governance. (CFO Ext 340577)

5.0 SUBMISSION PREPARED BY

Paul Grove, Principal Asset Manager City Assets, City Governance Division (PAMCA Ext 34096)

6.0 DATE

23 January 2002

ACTION TAKEN

29 / 01 / 02

TOWN CLERK

File PAMCA

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

E&C Approval

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

No

RECEIVED

29 JAN 2002

9.0 RECOMMENDATION

COMMITTEE SECTION

That the Establishment and Coordination Committee grant approval for the preparation and release to the market of an invitation document to call for Expressions of Interest (EOI) to sell Stage 1 of the former Brisbane Airport site.

10.0 DIVISIONAL MANAGER



Helen Gluer  
CHIEF FINANCIAL OFFICER  
CITY GOVERNANCE DIVISION

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER



## 11.0 BACKGROUND

On 21 September 2001, Council purchased the former Brisbane Airport site from the Commonwealth Government (Department of Finance and Administration) for a purchase price of <sup>redacted</sup>. The site is described as Lot 2 on SP112300 and Lots 30 and 31 on RP895254, Parish of Toombul, and has a total land area of 157 hectares (See map at Attachment 1).

A comprehensive site assessment and planning process has now been undertaken, and a staged development plan of 7 stages has been tentatively developed taking into account the site's constraints and opportunities (See plan at Attachment 2). It is proposed to resurvey the 157 hectare site into the 7 stage parcels as required, in order to prepare them for development and/or sale.

It is now proposed to offer Stage 1 of the site (approximately 30 hectares) to the market via an Expression of Interest (EOI) process, in order to assess the level of interest, proposed use and value of the land. Should the sale of the Stage 1 portion proceed, a survey plan will be undertaken to create the lot as a separate parcel. The EOI document will offer the proposed land parcel to the market on the basis that a separate lot will be created and a number of outstanding site development issues will be resolved by Council prior to settlement, if required.

### Site Development Issues

In order to proceed with the sale of Stage 1 to a prospective purchaser/developer, and to maximise its value, Council may seek to address the following site issues:

**Sewerage** – A new temporary connection to the existing sewerage system in Schneider Street will be required. A new permanent upgrade of the sewerage system in Eagle Farm is currently planned for 2003/2004 and this will service the former Brisbane Airport site (including Stage 1 area).

**Access** – A new temporary connection to Schneider Street will be required to be constructed. This requires obtaining Queensland Rail's approval to construct a new level crossing to cross the existing train line. No problems are envisaged in gaining the necessary approval.

**Fill** – Stage 1 requires a small amount of fill and it may be advantageous for Council to undertake this filling prior to settlement.

**Heritage** – Stage 1 contains both Hanger 7 and the Old Women's Prison sites that are currently subject to Heritage listings.

**Contamination** – Stage 1 does not contain any contamination, and once the new lot is created, there should be no reason why it would be listed on the Environmental Management Register (EMR).



**Site Definition** – Stage 1 may not be constrained to the approximate 30 hectares as described at Attachment 2. Should expressions of interest be received for lessor or greater land areas, Council reserves the right to redefine and survey the subject parcel for subsequent sale as agreed with the purchaser and subject to the approval of Council.

It is Council's intention to invite Expressions of interest from interested parties in full knowledge of the above site development issues. These matters will be addressed through the disposal process with Council maintaining control of decisions that may impact upon the future development of the remainder of the site, i.e. remaining Stages 2 to 7.

#### **Current Market Conditions**

The current industrial market is such that there is likely to be significant interest in acquiring land in this precinct. Most light industrial land in the area is being developed for leasehold and the amount of land of this type, in this location for freehold is likely to remain limited in the near future. This situation will result in interest from a number of potential purchasers who would seek to position their businesses in this high-profile area.

This market situation encourages Council to seek Expressions of Interest sooner rather than later, and thus benefit from the early release of developable land on this site.

### **12.0 CONSULTATION**

Councillor Sharon Humphreys, Chairperson Finance Committee  
Frank Riley, Manager, City Assets  
Richard Joel, Chief Executive, Office of Economic Development  
Cameron Nelson, Program Officer, Local Planning  
John Atkinson, Senior Engineer, Assessment Team North, Development and Regulatory Services

All are in agreement with the proposal

### **13.0 IMPLICATIONS OF PROPOSAL**

This call for Expressions of Interest will enable Council to more fully evaluate the value and development potential of this major strategic land holding. It may also facilitate some significant short-term economic development on a developable portion of the site.

### **14.0 CORPORATE PLAN IMPACT**

The proposal is in accordance with the Corporate Plan: -

Strategy 1.4.3: Improve the management and performance of Council's physical asset portfolio.

**15.0 CUSTOMER IMPACT**

Nil.

**16.0 ENVIRONMENTAL IMPACT**

Nil.

**17.0 POLICY IMPACT**

Nil.

**18.0 FUNDING IMPACT**

Funds are available in the 2001/2002 City Assets budget to meet the marketing costs associated with this Expression of Interest process.

**19.0 HUMAN RESOURCE IMPACT**

Nil

**20.0 URGENCY**

In the normal course of business.

**21.0 PUBLICITY/MARKETING STRATEGY**

It is proposed to market and sell the property through a suitably qualified and experienced Real Estate Agent.

**22.0 OPTIONS**

1. That the Establishment and Coordination Committee grant approval for the preparation and release to the market of an invitation document to call for Expressions of Interest (EOI) to sell Stage 1 of the former Brisbane Airport site.
2. Not approve the recommendation.

**Option 1 is preferred**



1.0 FILE NUMBER: 221/15-2002-03

**SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE**

2.0 TITLE

Executive Management Team Residential Budget Forum - 2002-03 Budget Development

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek E&C approval for the Executive Management Team to attend a residential budget forum from 20 to 23 March 2002.

4.0 PROPONENT

Helen Gluer, Chief Financial Officer, City Governance Division, Telephone 340 34577

5.0 SUBMISSION PREPARED BY

Chris Mead, Manager, Financial Planning, Telephone 340 86068

6.0 DATE

24 January 2002

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E&C approval

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

No

9.0 RECOMMENDATION

That E&C grant approval for the Executive Management Team residential forum for the 2002-03 budget development be held from the 20 to 23 March 2002 at Grand Pacific Resort & Conference Centre, Caloundra, at a cost of approximately \$13,000.

10. DIVISIONAL MANAGER

Helen Gluer  
Chief Financial Officer  
CITY GOVERNANCE DIVISION

ACTION TAKEN

29/01/02

TOWN CLERK  
File MFP

I Recommend Accordingly

*[Signature]*  
CHIEF EXECUTIVE OFFICER

RECEIVED

29 JAN 2002

COMMITTEE SECTION

BCC PUBLIC RELEASE SCHEME APPROVED  
JAN 2002  
Lord Mayor  
GHC  
GBC  
K. O. P.  
W.

## 11.0 BACKGROUND

As part of the budget development process the Council's Executive Management Team gather together to determine budget priorities for the next year's budget.

The EMT Budget Forum for the 2001-02 Budget was held at Binna Burra Mountain Lodge. Feedback received from EMT members indicated a change of venue was required. A number of venues have been investigated for the forum this year.

Grand Pacific Resort & Conference Centre is available on the required dates and price is competitive. The quote for including accommodation, meals and conference facilities is approximately \$13,000 including GST.

## 12.0 CONSULTATION

Cr Sharon Humphreys, Chairperson, Finance Committee

## 13.0 IMPLICATIONS OF PROPOSAL

The Executive Management Team will have an opportunity to gather and assess budget submissions and determine priorities.

## 14.0 CORPORATE PLAN IMPACT

The forum will contribute to the achievement of Objective 1.3 - Enhance the financial strength of Council to enable it to meet objectives.

## 15.0 CUSTOMER IMPACT

Nil

## 16.0 ENVIRONMENTAL IMPACT

Nil

## 17.0 POLICY IMPACT

Nil

## 18.0 FINANCIAL IMPACT

Funding is available in the 2001-02 budget in account number 1 02 1130 212 000 000 633 000 00.

## 19.0 HUMAN RESOURCE IMPACT

Executive Management Team will be absent from their offices from the evening of Wednesday, 20 March until Saturday, 23 March 2002. Executive Management may still be contacted at Grand Pacific Resort & Conference Centre.

## 20.0 URGENCY

Urgent to confirm bookings if approved.



21.0 **PUBLICITY/MARKETING STRATEGY**

Nil

22.0 **OPTIONS**

1. That E&C approve the recommendation.
2. That E&C not approve the recommendation.

**Option 1 is the preferred.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0

FILE NUMBER: (0)1/255(P2)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0

TITLE

Bonus Payment For The Chief Information Officer, i Division Under Executive Service Contract.

3.0

ISSUE / PURPOSE

To approve the bonus payment to the Chief Information Officer, i Division in accordance with his Contract of Employment.

4.0

PROPONENT

Jude Munro  
Chief Executive Officer

5.0

SUBMISSION PREPARED BY

Bob Davis  
Manager, Chief Executive's Office

**APPROVED**

25 JAN 2002

Lord Mayor

6.0

DATE

17 January 2002

7.0

FOR E & C APPROVAL OR RECOMMENDATION TO COUNCIL?

For decision as delegate.

8.0

IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

No.

9.0

RECOMMENDATION

That the Establishment and Coordination Committee approve the bonus payment for Alan Hesketh, Chief Information Officer, i Division of <sup>redacted</sup> of his notional salary as at 31 December 2001, as in accordance with his Executive Service Contract.

10.0



Jude Munro  
CHIEF EXECUTIVE OFFICER

ACTION TAKEN

29, 01, 02

TOWN CLERK

File CEO

RECEIVED

29 JAN 2002

COMMITTEE SECTION



11.0

### **BACKGROUND**

Under the terms and conditions of the Chief Information Officer's Contract, the Chief Information Officer is redacted

The Chief Information Officer's assessment has been completed by the Chief Executive Officer.

12.0

### **CONSULTATION**

Lord Mayor, Councillor Jim Soorley.

13.0

### **IMPLICATIONS OF PROPOSAL**

No criticisms are expected as the bonus payment forms part of the Chief Information Officer's Executive Service Contract.

14.0

### **CORPORATE PLAN IMPACT**

N/A

15.0

### **CUSTOMER IMPACT**

Improved service delivery as an outcome of performance based contracts.

16.0

### **ENVIRONMENTAL IMPACT**

Nil.

17.0

### **POLICY IMPACT**

Nil.

18.0

### **FUNDING IMPACT**

Funds are available in the current budget.

19.0

### **HUMAN RESOURCE IMPACT**

Nil.

20.0

### **URGENCY**

As soon as possible.

21.0

### **PUBLICITY / MARKETING STRATEGY**

At the discretion of the Lord Mayor.

22.0

### **OPTIONS**

1. That the recommendation be approved.
2. That the recommendation not be approved.

As an Executive Service Contract has been entered into, Option 1. is recommended.

**APPROVED**  
25 JAN 2002

Lord Mayor  
*[Handwritten signature]*

**BRISBANE CITY COUNCIL**

**Establishment and Co-ordination Committee**

Subject Matter: Proposed Appointment of Council Representative to Appeal Board

File Reference: (7)4/3-1371/02

Appeal No. 1371/02

**Minute**

An Appeal has been lodged by *[redacted]* a Development Officer (Health), Licencing and Compliance, North Region, Band 6, against the decision made by or on behalf of the Brisbane City Council and communicated to him on 16 October 2001.

*[redacted]*

In pursuance of the provisions of the City of Brisbane Act 1924, it is necessary to appoint a person as the Council's Representative on the Appeal Board to be constituted for the purpose of hearing the Appeal.

**RECOMMENDATION:** That approval be granted for the appointment of George Flaskas, Manager-Work Environment, as the Council's Representative on the Appeal Board to be constituted for the purpose of hearing the abovementioned Appeal.

**ACTION TAKEN**

29, 01, 02

TOWN CLERK

*JL* CEO

*[Handwritten signature]*  
J. Munro  
CHIEF EXECUTIVE OFFICER

**RECEIVED**

29 JAN 2002

**COMMITTEE SECTION**



1.0 FILE NUMBER:

SUBMISSION NUMBER: 25 / 01 - 3L

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Appointment of Development Leader, iDivision

3.0 ISSUE/PURPOSE

Following a process of advertising and interview of four applicants, the following information is provided:

- Attachment 1 - Executive Role Statement
- Attachment 2 - Interview Summary of Recommended Candidate, Resume and Referee Report
- Attachment 3 - Assessment of Other Applicants

4.0 PROPONENT

Alan Hesketh, Divisional Manager, iDivision

5.0 SUBMISSION PREPARED BY

Judy Gannon, Principal Consultant, Merit Solutions on behalf of Alan Hesketh

6.0 DATE

17 January 2002

RECEIVED

29 JAN 2002

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C approval

COMMITTEE SECTION

8.0 RECOMMENDATION

That the Establishment and Co-ordination Committee consider and appoint the following candidate:

- 1. Mr Tony Shoesmith

to the position of Development Leader, iDivision, within Council's Executive Service, with a contract and salary to be negotiated.

9.0 DIVISIONAL MANAGER

Alan Hesketh  
Divisional Manager, iDivision.

RECEIVED

29 JAN 2002

55  
COMMITTEE SECTION

ACTION TAKEN

29/1 p2

TOWN CLERK  
File PAMCEO

I Recommend Accordingly CIO

CHIEF EXECUTIVE OFFICER

BCC PUBLICATION RELEASE SCHEME APPROVED  
25 JAN 2002  
Lord Mayer



1.0 FILE NUMBER: 234/12/21-2001/2002(0)

**SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE**

2.0 TITLE

2002 Lord Mayor's Performing Arts Fellowships

3.0 ISSUE/PURPOSE

To approve recommendations of the Lord Mayor's Performing Arts Fellowships Assessment Committee to award five fellowships to young Brisbane performing artists.

4.0 PROPONENT

Pauline Peel, Divisional Manager, Community and Economic Development

5.0 SUBMISSION PREPARED BY

Glenda Johnson, Program Officer Cultural Identity, Community & Lifestyle

6.0 DATE

22 January 2002

**APPROVED**

25 JAN 2002

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E&C approval

*[Handwritten signatures and initials: JSA, JHC, K, etc.]*

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

Not applicable

**ACTION TAKEN**

29 / 1 / 02

TOWN CLERK

File POCL

9.0 RECOMMENDATION

That the recommendations of the Lord Mayor's Performing Arts Fellowships Assessment Committee be approved as per Attachment 1.

*[Handwritten signature: Alan Rogers]*

*[Handwritten signature: P. M. Peel]*

10.0

Alan Rogers  
Manager  
**COMMUNITY & LIFESTYLE**

Pauline Peel  
Divisional Manager  
**COMMUNITY & ECONOMIC DEVELOPMENT**

RECEIVED

29 JAN 2002

COMMITTEE SECTION

I Recommend Accordingly

*[Handwritten signature]*

CHIEF EXECUTIVE OFFICER

**BCC 10 YEAR RELEASE SCHEME**



The 2002 Lord Mayor's Performing Arts Fellowship Program is in its seventh year of being offered. The fellowships provide career development opportunities for outstanding young Brisbane performing artists who wish to undertake professional development through study, travel, secondment with a professional arts company or specialist tuition.

The Council has allocated \$60,000 to the program.

The Lord Mayor's Performing Arts Fellowship program was widely advertised through print media. Brisbane's arts and cultural organisations and institutions also publicised the program to their members on behalf of the Council.

A well attended public workshop was held in City Hall to offer advice and assistance to intending fellowship applicants. An additional workshop was also held this year for indigenous artists to encourage greater participation in the program.

### **Assessment Process**

The closing date for this year's program was 29 October 2001. Twenty-three fellowship applications were received.

Applications were assessed by a committee of experienced performing arts professionals chaired by the Lord Mayor (see over). The Lord Mayor's Performing Arts Fellowship Assessment Committee met on 5 December 2001 to make its recommendations. It was noted by the Committee that there were a number of applications this year that required further work, including consultation with senior artists about more appropriate training. These applicants will be encouraged to reapply to future rounds.

Recommended applicants

Applicant's Name	Artform	Amount Recommended
Marcel Dorney	Theatre – Directing & Writing	\$8,000
Kathryn Kelly	Theatre – Dramaturgy	\$5,000
Sarah Knox	Music – Violin	\$15,000
Alison Smith	Music – Cello	\$15,000
Graham Tobin	Music – Saxophone	\$17,000

Refer to **Attachment 1** for Summary of recommended applicants and **Attachment 2** for a biographical summary and fellowship project description.

In assessing each application, the Committee considered the following key attributes:

- ▶ the artist's talent and proven experience;
- ▶ the significance of the Fellowship to the artist's professional development;
- ▶ the artist's future contribution to cultural development in Brisbane;
- ▶ the quality of the artist's application and proposed program of activity; and



- ▶ referee reports.

Refer to **Attachment 3** for NOT Recommended Applicants and **Attachment 5** for a sample of the Assessment Committee Criteria Form.

### **Fellowship Announcements**

A presentation ceremony and concert is planned for early April 2002 to announce fellowship recipients. This event will be hosted by the Lord Mayor. A media strategy will be developed via the Lord Mayor's Office to coincide with the presentation and concert.

## **12.0 CONSULTATION**

### ***Lord Mayor's Performing Arts Fellowship Assessment Committee:***

- ▶ Lord Mayor, Jim Soorley
- ▶ John Kotzas, Executive Producer, Qld Performing Arts Trust (absent this round)
- ▶ Michael Gow, Artistic Director, Qld Theatre Company
- ▶ Paul Draper, Lecturer, Qld Conservatorium of Music (for Simone de Haan)
- ▶ Suzannah Conway, Director, Riverfestival
- ▶ Maggie Sietsma, Artistic Director, Expressions Dance Co.
- ▶ Sandra Maclean, Arts Journalist, Courier Mail

As well as

- ▶ Cr David Hinchliffe, Councillor for Central & Chair Community Policy Committee

All parties are in agreement.

## **13.0 IMPLICATIONS OF PROPOSAL**

A small percentage of unsuccessful applicants may approach the Council questioning why they were unsuccessful. The Lord Mayor's Performing Arts Fellowship Assessment Committee adhered to clearly defined criteria for decision-making (see **Attachment 4**) and within the limitations of the budget, all decisions can be explained.

## **14.0 CORPORATE PLAN IMPACT**

The Lord Mayor's Performing Arts Fellowship Program is aimed at the professional development of young people who are one of the Council's target groups.

The fellowship program contributes to Council's objective – Creative and Vibrant City - as outlined in the Corporate Plan, by investing in the development and depth of Brisbane's pool of performing arts talent. The fellowships provide an avenue for Brisbane's young artists to achieve their professional goals and at the same time allow Brisbane to retain their creative skills and expertise. The program forms part of Council's cultural industry development strategy under the Creative City Statement and 2010 Creative City theme.



## 15.0 CUSTOMER IMPACT

The Lord Mayor's Performing Arts Fellowship Program provides career development opportunities for young Brisbane performing artists. It is a condition of the fellowship that recipients undertake to contribute to the future development of their particular artform in Brisbane. It is also a requirement that on their return to Brisbane, fellows will provide a free performance for the people of Brisbane. Last year, for instance, a previous recipient, Stephen Newcomb, was a featured artist in the *Riverfestival* jazz program at the Riverside precinct.

## 16.0 ENVIRONMENT IMPACT

Not applicable

## 17.0 POLICY IMPACT

The Lord Mayor's Performing Arts Fellowship Program contributes to the development of Brisbane's cultural industries and supports Council policy directions including Creative Brisbane and the Creative City theme in 2010.

## 18.0 FUNDING IMPACT

Funds are available in the 2001/2002 Cultural Grants Program, Vote Number 1 03 1658 063 872 720 635 000 00.

## 19.0 HUMAN RESOURCE IMPACT

Not applicable.

## 20.0 URGENCY

Normal course of business

A presentation ceremony and concert to announce fellowship recipients is planned for 9 April. Fellowship recipients will need to be informally advised of their success by February to enable rehearsal and preparations for the concert to take place and for places of study to be confirmed.

## 21.0 PUBLICITY / MARKETING STRATEGY

At the Lord Mayor's discretion. Publicity announcing fellowship recipients should be organized through the Office of the Lord Mayor in consultation with the Community and Economic Development Division.

A media strategy announcing the fellowship recipients will incorporate the Lord Mayor's Performing Arts Fellowships presentation and concert.

## 22.0 OPTIONS

1. To approve the five applicants recommended for a Lord Mayor's Performing Arts Fellowship as per Appendix 1.
2. To revise recommendations as listed in Appendix 1.
3. Not to approve any recommendations.

**Option 1 is preferred.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE



E&C RESULTS- SPECIAL MEETING – 29 JANUARY 2002

SUB NO.	FILE NO.	DIV	TITLE	Y-N HOLD
29/01- 1B	3 0 JAN 2002	HR&SM	Ex-gratia payment	YES

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

M - Indicates an E&C Committee decision (or minute item), which is included in this document.

R - Indicates an E&C Committee recommendation to full Council. Details can be accessed through the Council Minutes, which are available for inspection on Level 2 of the Brisbane Square Library, 266 George Street, Brisbane.

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Ex-gratia payment

3.0 ISSUE/PURPOSE

Determine ex-gratia payment for an employee

4.0 PROPONENT

Phil Minns  
Divisional Manager  
Human Resources & Strategic Management

5.0 SUBMISSION PREPARED BY

Phil Minns  
Divisional Manager  
Human Resources & Strategic Management

6.0 DATE

29 January 2002

7.0 FOR E&C APPROVAL

8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

N/A

9.0 RECOMMENDATION

It is recommended E&C approve an ex-gratia payment equal to <sup>redac</sup> salary <sup>redac</sup> months of <sup>redac</sup>

10.0 DIVISIONAL MANAGER



Phil Minns  
Human Resources & Strategic Management

**APPROVED**  
29 JAN 2002

Lord Mayor  


RECEIVED

30 JAN 2002

ACTION TAKEN

30 / 1 / 02

COMMITTEE SECTION

TOWN CLERK *FILED MGRB (P.F. in CACE)*

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER



## 11.0 BACKGROUND

redacted was a Band 7 officer (Senior Consultant, Marketing and communications) when she was approached by the Divisional Manager of City Business to act as Marketing and Communications Manager. This acting appointment commenced on 29 November 1999 and will end on 1 February 2002.

The organisation preferred not to immediately advertise the vacant SOS role in November 1999 and again following the decision in April 2000 to investigate reintegration of the marketing purchaser and provider functions. Following the completion of reintegration in May/June 2001, it was determined to fill the role, at SES level, reflecting the increased Corporate focus for marketing strategies arising from the rethink.

The selection process for this role concluded with E&C's decision of 17 December to appoint Ms Rickerby to the position. Following the Marketing restructure, redacted former role does not exist, there are no vacancies within the Marketing and Communications branch, and effectively, redacted is redundant.

While cabinet's decision to prefer the appointment of a different candidate is respected, redacted performance in the role as acting Manager met the organisation's then requirements, managing the process to reduce labour costs through the 2000/2001 budget process and leading the reintegration of the marketing function in 2001/2002.

While there is no contract covering redacted acting employment at the SOS level, there is common law precedence to award the rights of permanency at separation to employees whose temporary status has extended beyond 12 months.

Additionally, there is a common law precedent awarding significant periods of notice (up to 12 months) to a separated executive where there is no written contract and no agreed terms defining "reasonable notice" (Rankin v Marine Power, 2001).

redacted acting role over the last two years has necessarily involved her handling data sources of a sensitive nature.

Under all the circumstances, redacted separation from BCC serves the interests of all parties and recognises her performance as Acting Manager for more than two years.

It is proposed that E&C consider the payment to redacted of the amount exactly equal to the contract rights available under the standard SOS contract redacted

It is proposed that this ex gratia payment include both confidentiality and full and final settlement clauses.

**12.0 CONSULTATION**

Jude Munro, Chief Executive Officer  
Bob Davis, Manager, Chief Executive's Office  
Marina Vit, Lord Mayor's Chief of Staff

**13.0 IMPLICATIONS OF PROPOSAL**

Nil

**14.0 CORPORATE PLAN IMPACT**

Nil

**15.0 CUSTOMER IMPACT**

Nil

**16.0 ENVIRONMENTAL IMPACT**

Nil

**17.0 POLICY IMPACT**

Nil

**18.0 FUNDING IMPACT**

Funds will be made available from HR & Strategic Management budget via absorption strategies

**19.0 HUMAN RESOURCE IMPACT**

Nil

**20.0 URGENCY**

Nil

**21.0 PUBLICITY/MARKETING**

Nil

**22.0 OPTIONS**

Nil