

E&C RESULTS - 7 OCTOBER 2002

SUB NO.	FILE NO.	DIV	TITLE	Y-N HELD
07/10-1B AR	371/10-2001/2002	HRSM	Brisbane City Council Annual Report 2001/2002.	Yes
07/10-1F AR	246/13/6(P3)	City Governance	Presentation and tabling of the audited 2001/02 Annual Financial Statements.	Yes
07/10-1J IR	243/30-16/95/96	CCSD	ANZ Banking Group, ATM Kiosk - Queen Street Mall.	Yes
07/10-1K M	321/66/21 - 7 OCT 2002	Urban Management	Proposed new property lease at 65 Adelaide Street, City. CMM	Yes

Present:  
 Tim Soorley  
 Catherine Bermingham  
 KOT Quinn  
 Sharon Humphreys  
 Kerry Rea  
 Maureen Hayes  
 John Campbell

PUBLIC RELEASE  
 10 YEAR RELEASE SCHEME

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**

1.0 **FILE NUMBER:** 321/66/21

2.0 **TITLE**

Proposed new property lease at 65 Adelaide Street, City.

3.0 **ISSUE/PURPOSE**

To recommend negotiations be entered into for a new lease of approximately 250 square metres of accommodation located at 65 Adelaide Street, City for the establishment of a Police Beat Shopfront for a period of [redacted] with a [redacted]

4.0 **PROPOSERS**

Margaret Crawford, Divisional Manager, Community & Customer Services, and Helen Gluer, Chief Financial Officer

5.0 **SUBMISSION PREPARED BY**

Shane Hayes  
Manager City Malls  
Ext. 38196

**APPROVED**  
7 OCT 2002  
L. Mayor

6.0 **DATE**

23 September, 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.

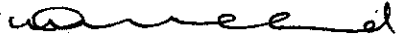
**RECEIVED**  
- 7 OCT 2002  
**COMMITTEE SECTION**

**ACTION TAKEN**  
- 7 OCT 2002  
**TOWN CLERK**  
CMM

9.0 RECOMMENDATION

That Establishment and Co-ordination Committee grant approval for the Manager, City Assets to enter into negotiations for a new lease located at 65 Adelaide Street City being accommodation for the Queensland Police Service "Police Beat Shop Front" for the period of [redacted] with a [redacted] at a rental of [redacted] for the first year.

10.0 DIVISIONAL MANAGERS



Margaret Crawford  
Divisional Manager  
Community and Customer Services



Helen Gluer  
Chief Financial Officer

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

On the 15 May, 2000 the Establishment and Co-ordination Committee granted authority for the Manager, City Assets to enter into negotiations for a lease of approximately 85m2 of suitable accommodation within the ground floor (Queen Street Mall frontage) of the Pavilion Building for the Queensland Police Service "Police Beat Shopfront" at a proposed rental in the order of [redacted] per square metre per annum for a period commencing 29 May, 2000, and expiring on the 31 December, 2001.

This approval also contained a provision that the lease be subject to an option period of up to a further twelve months. Upon negotiating an extension of this lease the property owners agents advised that they could only extend this lease up to the 31 March, 2002 as the Pavilion Building is to be refurbished. They also advised that after this date it was possible to enter into a monthly tenancy. This option has been exercised.

The major considerations as to a suitable location were the leased area must be near the Queen Street Mall, have twenty-four hour access for the Police Service to the leased area, have disabled access and contain adequate floor space to attend to police requirements.

Four sites were identified and details such as the physical size of the premises, rental cost, the lease term, together with ensuring disability access were comparatively assessed. Two were rejected because the rental of [redacted] was considered excessive

A further two sites, one in Albert Street between the mall intersection and Elizabeth Street and the other site at 65 Adelaide Street were then further investigated for their suitability. The fit out costs for the Albert Street site, due to disability access, would be in the order of [redacted]. This was not an issue at the site at 65 Adelaide Street. Accordingly, this is the site preferred by the Police as confirmed by the Police Commissioner, by letter dated 2 September, 2002.

While some 165 square metres larger than the existing property, the Adelaide Street property is the only suitable space available in the inner CBD. It is considered the rental for 65 Adelaide Street, [redacted], is a fair market price in comparison to the other sites available.

The rent for 65 Adelaide Street converts to [redacted] per square metre, which more than favourably compares to the rent of [redacted] per square metre paid presently in relation to the Pavilion Building.

## 12.0 CONSULTATION

Mr Ron Atkinson, Commissioner, Queensland Police Service  
Queen Street Mall Advisory Committee  
Councillor David Hinchliffe, Chairperson Community Policy Committee and Acting Chairperson, Queen Street Mall Advisory Committee  
Councillor Sharon Humphreys, Chairperson Finance Committee  
Mr Alan Rogers, Manager, Community and Lifestyle  
Mr Graeme Jones, Acting Manager Community Development Services  
Mr Frank Riley, Manager, City Assets

### 13.0 IMPLICATIONS OF PROPOSAL

Sectional Support:	Some City Mall traders may perceive that the Police presence will diminish as the site is further from the Mall. However the level of surveillance will not change.
Service Levels:	Continuity of Police presence for City Mall and improved visibility from King George Square.
Political:	The site is recommended by the Commissioner of Police.
Industrial Relations:	Improved accommodation for Police.
Regional Implications:	No impact.
Social and Community:	Maintains safety levels in the City Mall and improves safety in King George Square.

### 14.0 CORPORATE PLAN IMPACT

The proposal addresses the Corporate Plan as follows:

5.1 Safe and healthy community

### 15.0 CUSTOMER IMPACT

Nil

### 16.0 ENVIRONMENTAL IMPACT

Nil

### 17.0 POLICY IMPACT

Nil

### 18.0 FUNDING IMPACT

Budget Impact      The annual rental of redacted p.a, for the first year has been incorporated into the 2002/03 Queen Street Mall budget as recommended by the Queen Street Mall Advisory Committee. Future rental costs will be incorporated into the Queen Street Budget.

Taxation Issues      Nil

Risk Assessment      Not applicable

## 19.0 HUMAN RESOURCE IMPACT

Nil

## 20.0 URGENCY

The Police would like to move into this new premises as soon as possible and some lead time is needed to carry out the internal fit out.

## 21.0 PUBLICITY/MARKETING STRATEGY

A press release to be prepared advising that the Police Post is to relocate from the Pavilion Building to 65 Adelaide Street in the near future.

## 22.0 OPTIONS

- (1) Approve the recommendation
- (2) Do not approve the recommendation

**Option 1 is recommended**

E&C RESULTS – 14 OCTOBER 2002

SUB NO.	FILE NO.	DIV	TITLE	Y-N HELD
14/10-1F R.	221/18	City Governance	Schedule of fees and charges – Development Assessment and Compliance – Compliance Fees.	YES
14/10-2F M	364/48/3(255) 14 OCT 2002	City Governance	Rescission of Telecommunications Leases for Lucent Technologies Aust Ltd & AAPT CDMA Pty Ltd and granting of leases to Telstra Corporation Ltd – Redfern Street Depot. PAMCA	YES
14/10-3F M	364/48/2-D1007(1) 14 OCT 2002	City Governance	Granting of Telecommunications Lease to Telstra Corporation Ltd – Tarragindi Hill Reservoir. PAMCA	YES
14/10-1J R.	1/37(18)	C&CS	Delegation of powers relating to Ss521, 566, 568 and 569 of the Environmental Protection Act 1994.	YES
14/10-1K M	240/7-201/2002 14 OCT 2002	OLMCEO	Report – Contracts to provide Professional Services – July 2002. PAMCEO	YES
14/10-2L R	243/85-9025/98/99	OLMCEO	Stores Board Report – City-Safe Monitoring Contract – A9025/98/99.	YES
14/10-3L R.		OLMCEO	Overseas Travel – Cr Bianchi attend China. H-Tech Fair, Shenzhen, China.	YES
14/10-4R R	264/32(P2)	CED	Graffiti Reduction Policy	YES

PRESENT

J. A. SCORLEY

J. H. CAMPBELL

D. B. HINCHCLIFFE

S. L. HUMPHREYS

K. M. REA

M. A. HAYES

M. BAILEY.

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1.0 FILE NUMBERS: 364/48/3(255)

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

2.0 TITLE

To rescind previous approvals for Telecommunications Leases to Lucent Technologies Australia Ltd and AAPT CDMA Pty Ltd and to grant approval for a Telecommunications Lease to Telstra Corporation Ltd over areas of land at the Redfern Street Depot.

3.0 ISSUE/PURPOSE

To rescind the telecommunication lease approvals previously granted by the Committee to Lucent Technologies and AAPT and to obtain the Committee's approval for Telstra Corporation Ltd to lease from Council a similar area of land at the Redfern Street Depot for the co-location of a mobile telecommunication facility on the existing monopole, as depicted in the Attachments

4.0 PROPONENT

Helen Gluer  
Chief Financial Officer

5.0 SUBMISSION PREPARED BY

Paul Grove  
Principal Asset Manager, (PAMCA)  
CITY ASSETS BRANCH, Ext 34096

**APPROVED**  
14 OCT 2002  
Lord Mayor

6.0 DATE

9<sup>th</sup> October 2002

**RECEIVED**

14 OCT 2002

**COMMITTEE SECTION  
PAMCA**

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 OCT 2002

**TOWN CLERK**



9.0 RECOMMENDATION

That :

- (1) the decision of the Establishment and Co-ordination Committee dated 2 May 2000 (02/05-8F), to grant Lucent Technologies Australia Ltd a lease for the co-location of a mobile telecommunications facility at the Redfern Street Depot, be rescinded and
- (2) the decision of the Establishment and Co-ordination Committee dated 14 August 2000 (14/08-2F) to grant AAPT CDMA Pty Ltd a lease for the co-location of a mobile telecommunications facility at the Redfern Street Depot, be rescinded; and,
- (3) two successive leases to be granted to Telstra Corporation Limited (upon the standard terms and conditions for such leases) for the co-location of a telecommunications facility, over that area of land that is outlined in yellow on Attachment "3".
- (4) the proposed leases to be for an aggregate period of [redacted], comprised of two successive periods of [redacted] each. The first period to commence on 1 November 2002 at an annual rent of [redacted] (includes GST). The proposed leases are to be upon terms satisfactory to the Manager, Brisbane City Legal Practice and the Manager, City Assets.
- (5) Telstra Corporation Limited is to pay an Establishment Fee of [redacted] (includes 10% GST).

10.0 DIVISIONAL MANAGER



Helen Gluer  
CHIEF FINANCIAL OFFICER

I Recommend Accordingly

  
CHIEF EXECUTIVE OFFICER

## 11.0 BACKGROUND

On 6 August 2002, Council adopted a recommendation that it is in the public interest that Section 46 of the City of Brisbane Act 1924 relating to public tendering for the leasing of Council property, should not apply in relation to the leasing of sites to Telecommunications Carriers (or other parties operating a telecommunications facility).

Historically, in June 1994, Vodafone Pty Limited (Vodafone) applied for a lease at the Redfern Street Depot to establish a telecommunications facility

On 3 October 1994 the Establishment and Co-ordination Committee gave its approval to grant a lease to Vodafone at a commencing annual rental of [redacted]. The Lease commenced on 18 November 1994.

On 29 April 1997 the Establishment and Co-ordination Committee gave its approval to grant a lease for Optus Mobile Pty Limited to co-locate with the existing Vodafone facility. This lease commenced on 18 May 1997.

The Establishment and Co-ordination Committee subsequently gave its approval on 2 May 2000 to Lucent Technologies Australia Ltd (Lucent) and similarly on 14 August 2000 to AAPT CDMA Pty Limited (AAPT) for the Co-location of facilities with Vodafone. With the subsequent financial collapse of One.Tel and AAPT's decision to withdraw, neither of these two lease applications proceeded.

On 9 April 2001 the Establishment and Co-ordination Committee consented to the assignment by Vodafone of its lease with Council to Crown Castle Australia Ltd.

The current application is from Telstra Corporation Ltd for a lease to co-locate its proposed facility with Council's Lessee, Crown Castle (formerly Vodafone).

This particular case concerns a proposal from Telstra Corporation to co-locate a mobile telephone facility on Crown Castle's installation at Council's Redfern Street Works Depot, on an adjoining site formerly approved for lease to Lucent Technologies Australia Ltd. On the 16 January 2001 Council was formally advised by Lucent that for technical reasons it would not be proceeding with its application to lease.

The facility proposed by Telstra is expected to comprise the following infrastructure: -

- Six (6) panel antennas mounted on stand-off arms at the 20 metre level of the existing 30m Crown Castle concrete monopole; and,
- a Telstra "low impact equipment shelter" situated at ground level adjacent to the Crown Castle lease area; and,
- incorporating appropriate security fencing and workplace health and safety signage.

The nearest property that is zoned for Residential use, lies approximately 20 metres from the subject site.

In terms of the Telecommunications Act 1997 the proposal is deemed to be a "Low Impact" installation and accordingly, it is exempted from the provisions of both the Integrated Planning Act 1987 and the Brisbane City Plan 2000. Low-impact facilities are the responsibility of the Commonwealth under the provisions of the Telecommunications Act 1997 and the carrier must comply with the Telecommunications Code of Practice 1997. It is considered that an Establishment Fee of [redacted] and a commencing rental of [redacted] pa (includes 10% GST) will meet the Council's policy requirements.

**12.0 CONSULTATION**

- Councillor Sharon Humphreys, Chairperson, Finance Committee and Councillor for Morningside
- Warren Dwyer, Solicitor Brisbane City Legal Practice
- Frank Riley, Manager, City Assets
- David Hains, Senior Research Officer, Information and Knowledge

None of those consulted have raised objections to the recommendations.

**13.0 IMPLICATIONS OF PROPOSAL**

Council will receive a greater ongoing income for the site.

Sectional Support:	No impact.
Service Levels:	No impact;
Political:	No impact;
Industrial Relations:	No impact;
Regional Implications:	No impact;
Social and Community:	No impact.

**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 FINANCIAL IMPACT**

Budget Impact	There are no funding requirements. Council will receive additional annual rental revenue from the site of <sup>redacted</sup> indexed at <sup>redacted</sup> (includes GST)
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Taxation Issues	Nil
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Risk assessment	Nil
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**19.0 HUMAN RESOURCE IMPACT**

Nil

**20.0 URGENCY**

In the normal course of business

**21.0 PUBLICITY / MARKETING STRATEGY**

None.

**22.0 OPTIONS**

1. That the E&C Committee approve the recommendations.
2. Not approve the recommendations.

**Option 1 is the recommended option.**

E&C PUBLICATION SCHEME  
10 YEAR RELEASE

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Lease of an area of land at the Tarragindi Hill Reservoir to Telstra.

3.0 ISSUE/PURPOSE

To obtain approval for Telstra Corporation Ltd to lease a part of the land at the Tarragindi Hill Reservoir for the purpose of establishing a mobile telephone telecommunications facility.

4.0 PROPONENT

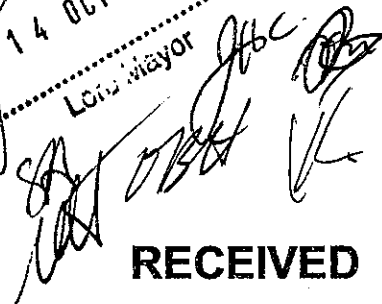
Helen Gluer  
Chief Financial Officer  
Ext 34577

5.0 SUBMISSION PREPARED BY

Paul Grove  
Principal Asset Manager  
City Assets - Ext 34096

**APPROVED**  
14 OCT

.....  
Linda Maynor



6.0 DATE

9 October 2002

**RECEIVED**

14 OCT 2002

**COMMITTEE SECTION**

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 OCT 2002

**TOWN CLERK**

PAMCA

9.0 RECOMMENDATION

That:

1. Subject to the necessary planning and development approvals being obtained, successive leases be granted to Telstra Corporation Ltd to locate a telecommunications facility, over that area of land that is marked on the attached site plan marked "Attachment 1, 2 and 3", upon the standard terms and conditions for such leases; and
2. the said leases to be for an aggregate period of [redacted] comprised of two successive periods of [redacted] each, the first period commencing at an annual rental rate of [redacted] (includes 10% GST) on terms which would be satisfactory to the Manager, Brisbane City Legal Practice and the Manager, City Assets; and
3. Telstra Corporation Ltd to pay Council an establishment fee of [redacted] (includes GST)

10.0 DIVISIONAL MANAGER



Helen Gluer  
CHIEF FINANCIAL OFFICER

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

## 11.0 BACKGROUND

On 6 August 2002, Council adopted a recommendation that it is in the public interest that Section 46 of the City of Brisbane Act 1924 relating to public tendering for the leasing of Council property, should not apply in relation to the leasing of sites to Telecommunications Carriers (or other parties operating a telecommunications facility).

This particular case concerns a proposal by Telstra Corporation Ltd to install a stand alone telecommunications facility on a part of the Council land presently occupied by Council's water and sewerage works. The site is located within the 'Tarragindi Hill Reservoir' which is bounded by Fernvale Road and Tarragindi Road. The reservoir site comprises three lots with a total area of 5.62 hectares. The subject lot is described as lot 1 on RP 38055 with access to the proposed facility through Lot 2 on SP103971 (Refer Attachment 2 and 3).

The proposed facility is expected to comprise of the following infrastructure items: -

- One 25 metre high slimline pole supporting two sets of integrated antenna systems, and
- An equipment hut measuring 7.2 m<sup>2</sup>
- located within a 60m<sup>2</sup> (6m x 10m) lease area encompassed within a manproof fence with access gates.

The existence of mature vegetation on the subject site and in the surrounding locality will provide a partial visual buffer for the equipment hut and the lower to middle portions of the pole. The upper portion of the facility would be visible from the surrounding area as it would extend above the tree canopy, however the design of a slimline pole utilising integrated antenna systems will reduce the visual profile of the site. Please refer to attachments 4 and 7.

The nearest residence is located approximately 110 metres in the line of sight of the proposed facility and in Tarragindi Road. Access to the site will be via the existing gate and road servicing the Tarragindi Water Reservoir. The proposed site will minimise the removal of vegetation and use of the mature vegetation will screen the facility. The facility will be located within the area it is intended to serve. The location of the facility will not impede on the current and future operations of the reservoir site.

Telstra Corporation Ltd looked at a range of Site Options as shown on attachment 2 and as listed below:-

- Zappa (Energex Pole) located at the intersection of Tarragindi Road and Fernvale Road, Tarragindi.  
Telstra Corporation Ltd did not consider this site to be feasible due to the lack of RF penetration of this type of installation coverage and the close proximity to residential buildings.
- Co-locating on an existing Vodafone or Optus installation at Wellers Hill Water Reservoir.  
Telstra Corporation Ltd did not consider this to be feasible due to the lack of penetration caused by terrain. Comparative surveys of both carriers networks show the RF penetration is limited and a likelihood of causing RF interference to the existing Telstra network due to its elevation.

- New Base Station Toohey Mountain Water Reservoir  
Telstra Corporation Ltd did not consider this to be feasible due to the lack of penetration caused by the terrain and the location of the reservoir.

Telstra Corporation Ltd found that there were no other suitable sites in the area that would give the required coverage to the Tarragindi area with the Tarragindi Hill Reservoir providing the only viable option for Telstra to improve mobile coverage in the area.

The development application will seek a Development Permit for a Material Change of Use (Code Assessment) for the purpose of establishing a mobile telecommunications facility in a Community Use Area (Utility Installation).

Under the provisions of the Brisbane City Plan 2000 the proposed site is designated as a Community Uses Area "CU8 – utility Installation". Accordingly, should the E&C Committee grant approval to the application for a lease, the applicant carrier will subsequently need Council's planning approval to a development application.

On 26 September 2002, following pre-lodgement discussion with Council's planning staff, the carrier asked that the necessary development approval application be assessed under the provisions of the now Superseded Planning Scheme. Subsequently, on 27 September 2002, Council's planning staff (in accordance with the provision of s.3.2.1.(5) of the Integrated Planning Act) consented to the request that the application be considered as a Code Assessment under the superseded planning scheme.

In compliance with Council's telecommunication's policy, an Establishment Fee of redacted (includes GST) will be paid by Telstra Corporation Ltd and it is considered that a commencing annual rental of redacted (includes GST) will meet Council's policy requirements.

## 12.0 CONSULTATION

- Councillor Sharon Humphreys, Chairperson, Finance Committee
- Councillor Mark Bailey, Moorooka Ward Office.
- Frank Riley, Manager, City Assets Branch, City Governance
- Warren Dwyer, Solicitor, Brisbane City Legal Practice.
- Ralph Woolley, Manager, Water & Sewerage, Urban Management.
- Stephen Hill, Water System Services, Brisbane Water.
- David Hains, Senior Research Officer, Information and Knowledge, City Governance

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

## 13.0 IMPLICATIONS OF PROPOSAL

Sectional Support:	No impact.
Industrial Relations:	No impact.
Regional Implications:	No impact.
Social and Community:	No impact.
Service Levels	Council will be assisting in the provision of telecommunications services to the community.
Political	No impact.



#### 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 FINANCIAL IMPACT

##### 18.1 Budget Impact:

There are no funding requirements, moreover, Council will receive an Establishment Fee of [redacted] (includes GST) and will receive an ongoing annual rental commencing at [redacted] (includes GST) which will increase upon each anniversary by [redacted] for the term of the lease.

##### 18.2 Taxation Issues:

Nil

##### 18.3 Risk Assessment:

Not Applicable.

#### 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

- 1 Approve the recommendation that the E&C Committee grant approval to:
  - (a) Subject to the necessary planning and development approvals being obtained successive leases be granted to Telstra Corporation Ltd to locate a telecommunications facility, over that area of land that marked on the attached site plan marked "Attachment 1, 2 and 3", upon the standard terms and conditions for such leases; and
  - (b) the said leases to be for an aggregate period of redacted, comprised of two successive periods of redacted each, the first period commencing at an annual rental rate of redacted (includes 10% GST) on terms which would be satisfactory to the Manager, Brisbane City Legal Practice and the Manager, City Assets; and
  - (c) Telstra Corporation Ltd pay to Council an establishment fee of redacted (includes GST)
  
- 2 To not approve the recommendation

**Option 1 is the recommended option.**

1.0 FILE NUMBER: 240/7-2001/2002

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

2.0 TITLE

Contracts to Provide Professional Services - Report for July, 2002

3.0 ISSUE / PURPOSE

The purpose of this submission is to advise E&C of the consultancies commissioned in July, 2002.

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Renae Philipson, PAMCEO  
Extension 36486  
Office of the Chief Executive Officer

6.0 DATE

9 October 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.

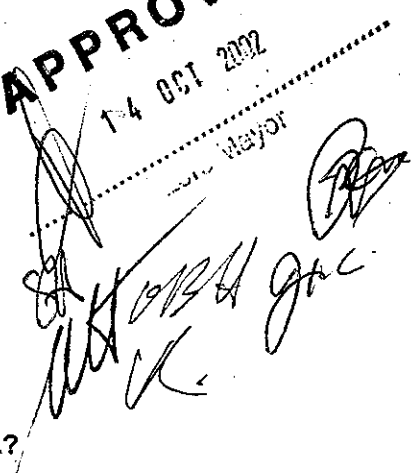
9.0 RECOMMENDATION

That E&C note the report for the consultancies commissioned during the month of July, 2002 as attached.

10.0

  
Jude Munro  
CHIEF EXECUTIVE OFFICER

**APPROVED**  
14 OCT 2002

  
Mayor

**RECEIVED**

14 OCT 2002

**COMMITTEE SECTION**

**ACTION TAKEN**

14 OCT 2002

**TOWN CLERK**  
PAMCEO

**11.0 BACKGROUND**

Council Resolution 1,564/1990/91 requires that a report listing consultancies be submitted to the Establishment & Co-ordination Committee at least quarterly. Reports detailing consultancy commitments of \$800,216.62 during the month of July, 2002 are attached.

**12.0 CONSULTATION**

N/A

**13.0 IMPLICATIONS OF PROPOSAL**

N/A

**14.0 CORPORATE PLAN IMPACT**

Consultants are employed to assist Divisions attain relevant goals under the Themes contained in the Corporate Plan.

**15.0 CUSTOMER IMPACT**

As addressed by Divisions.

**16.0 ENVIRONMENTAL IMPACT**

N/A

**17.0 POLICY IMPACT**

Compliance with reporting request.

**18.0 FUNDING IMPACT**

Expenses incurred through Divisional Consultancy Accounts.

**19.0 HUMAN RESOURCE IMPACT**

N/A

**20.0 URGENCY**

Normal course of business.

**21.0 PUBLICITY / MARKETING STRATEGY**

N/A

**22.0 OPTIONS**

N/A

**E&C RESULTS – 21 OCTOBER 2002**

SUB NO.	FILE NO.	DIV	TITLE	Y-N HELD
21/10-1F M	204/6(16/P1) 21 OCT 2002	City Governance	Project Report – September 2002.	YES
21/10-2F R	246/13/8(P2) 21 OCT 2002	City Governance	Audit Report – year ended 28 June 2002.	YES
21/10-3F R	219/50/65(P1) 21 OCT 2002	City Governance	Story Bridge Adventure Walks.	YES
21/10-1K	460/2(128)	Urban Management	Lake Manchester Local Plan	HELD
21/10-2K M	202/11-KB830/209 21 OCT 2002	Urban Management	Revocation of gazettal resumption notice – 209 Progress Road, Richlands.	YES
21/10-3K R	460/2(127) 21 OCT 2002	Urban Management	Proposed amendments – Heritage Register and Commercial Character Building Register – Mid-North District.	YES
21/10-1L R	376/6/40(P3) 21 OCT 2002	OLMCEO	Report to Council – Contracts and Tendering – July/August 2002.	YES
21/10-2L M	21 OCT 2002	OLMCEO	BCC representation of the Local Government Mutual Queensland's Board of Management.	YES
21/10-3L M	21 OCT 2002	OLMCEO	Appointment	YES

PRESENT

- J C SOORLEY
- J H CAMPBELL
- M A Hayes
- D B HINCHCLIFFE
- K M REA
- K O T QUINN
- S L HUMPHREYS

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1.0 FILE NUMBER: 204/6 (16/P1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Monthly Project Report - September, 2002 (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, 340 34577

**APPROVED**

21 OCT 2002

5.0 SUBMISSION PREPARED BY

Michael Byrne, Manager, Corporate Risk Management, City Governance, 340 35290

Lord Mayor

6.0 DATE

16 October, 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**

**RECEIVED**

9.0 RECOMMENDATION

22 OCT 2002

21 OCT 2002

That E&C accept the Monthly Project Report.

TOWN CLERK

COMMITTEE SECTION

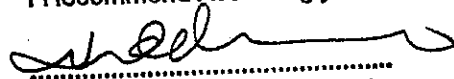
File MCRM

10.0 DIVISIONAL MANAGER



Helen Gluer  
Chief Financial Officer

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

## 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). Some of the exception reporting remains the same as the previous month however, all additional or new information can be identified under the \*\*\*\*SEPTEMBER UPDATE\*\*\*\* heading.

### September Report Summary

Attachment A is the report for September, 2002. 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:

**MIMS technical upgrade to Ellipse** – Reported as with an emerging issue. Mincom cost estimate has increased. The project manager is negotiating with suppliers and rescheduling resources to contain the increase before presenting in the next budget review.

**Australia Trade Coast Sewer – South** – Reported as not on time and with scope changes. A proposal to amalgamate this project with the Australia Trade Coast Sewer – North and Pinkenba Sewerage System Upgrade project will be submitted as an option in an E&C Submission early November. Project delivery documentation for all three projects are on hold pending a decision.

**Luggage Point WWTP EMP Implementation Stage 1** – Reported as not on time and with an emerging issue. This project is being slowed to achieve more economical solutions. The EPA has agreed with the new approach that will divide the project into three stages.

**HR Information System** – Reported as with scope changes. The Employee Self Inquiry function has been added to the scope of this project. The full impact of this additional scope is being investigated.

**UNIX Server Program** – Reported as with scope changes. Brisbane Transport's HP servers and the need for increased capacity for the Library sun server has been added to the scope of this project. These are minor scope changes and it should be possible to absorb any additional costs into the project budget.

#### Projects that no longer appear on the report

**Erosion and Sediment Control Enforcement and Measurement** – This project is a service development and not considered a major project.

## Review of Project Management Practices

The CEO requested a review of project management practices by asking project managers to answer a range of questions and provide supporting evidence of existing processes.

The questions asked were:-

1. The name of the Project Manager responsible for the project
2. Copy of overall project management plan
3. Copy of schedule
4. Minutes of last meeting of Project Control Group
5. Copy of Risk Management Plan
6. Copy of monthly project financial report
7. Copy of cost benefits analysis for the project

Supporting documentation was required on the same day to ensure a false state of affairs was not created.

The projects surveyed were:-

### City Governance

- Old Airport Site – Master Planning

### Community & Economic Development

- Innovation Incubator UQ
- Brisbane Museum
- Murrarie Recreation Reserve
- Heavy Vehicles Emission testing

### Urban Management

- River Walk
- Electronic Parking Meters
- Regional Riverside Park
- Bus Replacement
- Local Access Network Improvements
- Local Drainage Construction

### Customer and Community Services

- eGovernment
- Erosion and Sediment Enforcement etc.

### Brisbane Water

- Bracken Ridge to Sandgate Transport System
- Wastewater Trans Minor Maintain and Enhance

### iDivision

- Network Server Rationalisation Project



## Results of Survey:

The results indicate 67% of projects surveyed were able to provide supporting data in the areas questioned. Weaknesses were found in the following areas:

- Financial or cost reporting that clearly states if the project is on track financially
- Establishment of a Project Management Plan that structures and organises the project
- Active risk management plans. Many showed that at some stage risk was considered but only half provided an indication that it was actively managed.

A follow-up review was conducted on Monday, 14 October, 2002 to establish if change had occurred since the review. Results indicate that some improvements had occurred particularly in the areas of financial reporting and risk management.

### 12.0 CONSULTATION

Chief Executive Officer, Divisional Managers and officers responsible for individual submissions. All consulted are in agreement.

### 13.0 IMPLICATIONS OF PROPOSAL

It is envisaged that this approach will improve our capability to respond to any emerging issues and ensure all stakeholders are well informed of the project progress.

### 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 September, 2002

**Option 2:** Do not accept the report

**Option 1 is the preferred option.**

E&C PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER:

202/11-KB830/209

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Revocation of gazettal resumption notice.

3.0 PURPOSE/ISSUE

Recommendation on a partial revocation of the gazettal resumption notice and revesting of land to claimant - 209 Progress Road, Richlands.

4.0 PROPONENT

Michael Kerry, Divisional Manager, Urban Management Division.

5.0 SUBMISSION PREPARED BY

Kim A Shields, Asset Officer- Planning & Delivery.  
Asset Support (x34646)

**APPROVED**  
21 OCT 2002

*[Handwritten signatures]*  
Lord Mayor

6.0 DATE

16 October 2002

**ACTION**  
22 OCT 2002

TOWN CLERK  
*File AOPCT*

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.

**RECEIVED**

21 OCT 2002

COMMITTEE SECTION

## 9.0 RECOMMENDATION

It is recommended that the E&C approve as follows:

1. As the land particularised in Schedule 1 Part 1 is no longer required by Council for road purposes and is surplus to requirements then Council authorises that the procedure prescribed by Section 17 *Acquisition of Land Act 1967* to revest the said land to the claimant be followed and carried out, and
2. The terms for the offer of consent as set out in Schedule 1 Part 2 are accepted.

### Schedule 1

Part 1	Details of Revocation
Claimant	Seamark Pty Ltd
Property to be returned	Lot 101 and part of Lot 102 on Plan SP125058; Areas 167m2 and 46m2 respectively, Parish of Oxley Address – 209 Progress Road, Richlands.
Part 2	Details of offer
Terms of Revocation	<ul style="list-style-type: none"><li>(a) The claimant enters into a deed of indemnity on terms and conditions satisfactory to the Manager Brisbane City Legal Practice.</li><li>(b) The subject land to be amalgamated with Lot 11 on Plan SP125058 Parish of Oxley.</li><li>(c) Council is responsible for preparation of plans of subdivision and relevant transfer documentation.</li><li>(d) Council to bear reasonable professional costs and other costs associated with survey, transfer of land and title amendment.</li><li>(e) Brisbane City Council will undertake road works in accordance with drawings provided to the claimant.</li></ul>

## 10.0 DIVISIONAL MANAGER

  
Michael Kerry  
Divisional Manager  
URBAN MANAGEMENT DIVISION

I Recommend Accordingly

  
CHIEF EXECUTIVE OFFICER

## 11.0 BACKGROUND

By Notification of Resumption published in the Government Gazette dated 25 February 2000, Council resumed from Seamark Pty Ltd two strips of land for road purposes and a purpose incidental to road purposes described as lots 102 and 101 on Plan SP125058 Parish of Oxley, County of Stanley, containing areas of 123 square metres and 167 square metres respectively as shown shaded yellow on the attached plan (Attachment A). The balance land is described as Lot 11 on Plan SP125058.

The site has a gentle sloping topography and is developed with a service station. All structural improvements are clear of, and remain physically unaffected by, the resumption and its associated works. However, a review of internal vehicle movements within the subject site confirms that, due to the location of the underground fuel tanks, petrol tankers would overhang onto the new road reserve whilst unloading fuel thus presenting a safety hazard.

Following discussions between Council's City Design and the claimant's advisers, the claimant's solicitor has advised by letter dated 18 July 2002 that the claimant has consented to take back part of the resumed land described as Lot 101 on SP125058 and part of Lot 102 on SP125058 comprising a total area 213 square metres as shown shaded green on the attached plan (Attachment B). The partial return of the resumed area will alleviate the safety hazard concerning delivery of fuel.

To date the claimant has not lodged a claim for compensation and Council has paid no compensation amount. Section 17 *Acquisition of Land Act 1967* provides that if a claimant has previously agreed in writing to a reversion of the land, and if the resumed area is found to no longer be required, and prior to either payment of compensation or its determination by the Land Court, the Governor in Council may revoke the gazette resumption notice, either wholly or in part, by a subsequent Notification published in the Gazette. Additionally, subsection (4) provides that a claimant may still claim compensation for any loss, damage or costs incurred as a result of the resumption.

The claimant has incurred various professional expenses as a result of the resumption and it is proposed to compensate for those reasonable expenses to be determined. It is proposed that Council seek the approval of the Governor in Council to reversion part of the resumed area to the claimant. This course of action will substantially minimise the amount of compensation payable by Council in this instance. The issue of compensation for the remaining resumed land is still to be resolved.

It is recommended that Council determine that the area shown shaded green on "Attachment B" is no longer required for the purpose for which it was taken and is surplus to Council's requirements. Further that that land is available for reversion to the claimant under section 17 *Acquisition of Land Act 1967*.

## **12.0 CONSULTATION**

Councillor Les Bryant, Councillor for Richlands,  
Gavin Williams, Program Officer, Project Delivery, and  
Terry Griffith, Solicitor, Brisbane City Legal Practice

have been advised of and agree with the recommendation.

## **13.0 IMPLICATIONS OF PROPOSALS**

A potentially dangerous safety issue is avoided and the amount of compensation payable by Council arising from a resumption of land is minimised.

## **14.0 CORPORATE PLAN IMPACT**

The recommendation is in accordance with the Corporate Plan theme 7 Transport and Traffic, Strategy 7.1.1 - Integrate Brisbane's transport planning with land use, environment and regional planning, and Strategy 7.2.1 - Deliver upgraded transport infrastructure through a coordinated 5 year rolling program.

## **15.0 CUSTOMER IMPACT**

The Urban Management Division's acquisition program will be met in a cost effective manner.

## **16.0 ENVIRONMENTAL IMPACT**

Not applicable.

## **17.0 POLICY IMPACT**

Not applicable.

## **18.0 FUNDING IMPACT**

Funds are available in the 2002 - 2003 Major Projects Budget.

## **19.0 HUMAN RESOURCE IMPACT**

Administration only.

## **20.0 URGENCY**

Normal course of business.

## 22.0 OPTIONS

1. Accept the offer of consent for partial revocation of the resumption notice.
2. Reject the offer of consent and retain the entire resumed area.
3. Refer the matter to the Land Court for determination

It is recommended that Option 1 be approved.

CC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Brisbane City Council representation on the Local Government Mutual Queensland's Board of Management

3.0 ISSUE/PURPOSE

The purpose of this submission is to appoint the Chief Financial Officer as Council's representative on the Local Government Mutual Queensland's Board of Management and the Manager, Corporate Risk Management as alternate Board Member.

4.0 PROPONENT

Jude Munro, Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Michael Byrne, Manager, Corporate Risk Management, City Governance, 340 35290

**APPROVED**

21 OCT 2002

*Lord Mayor*  
*[Handwritten signatures]*

6.0 DATE

14<sup>th</sup> October, 2002

**ACTION**

22 OCT 2002

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL TOWN CLERK

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 appointment of the Chief Financial Officer (CFO) to the Board of Management of the Local Government Mutual Queensland (LGMQ) as from its next meeting.

10.0 CHIEF EXECUTIVE OFFICER

*[Handwritten signature]*

Jude Munro  
CHIEF EXECUTIVE OFFICER

**RECEIVED**

21 OCT 2002

**COMMITTEE SECTION**

*File MCRM*



## 11.0 BACKGROUND

Brisbane City Council was a founding member of LGMQ when it was made operational in February 1994.

LGMQ provides liability protection to virtually all other Councils, Shires and associated bodies throughout Queensland. It was created by Local Government Association of Queensland (LGAQ) in response to a need for alternative insurance arrangements in a fluctuating and difficult commercial insurance market in the early nineties and said market conditions are upon us again.

Council's historical representation on the Board of Management has been:

At inception in 1994	Cr John Campbell (then Deputy Lord Mayor)
From inception to 1995	Mr Bob Gentner, Divisional Manager, Corporate Services (with Mr Pat O'Driscoll as alternate representative)
1995 to 1998	Ms Helen Ringrose, Divisional Manager, Corporate Services (with Mr Pat O'Driscoll as alternate representative)
1998 to present	Mr Pat O'Driscoll has been Council's representative.

Some significant financial challenges will face the LGMQ over the next few years. Claims numbers and costs are escalating strongly and insurance costs are reflecting this trend and recent market influences of -

- Significant reduction in capacity eg. H.I.H. and Independent UK failures.
- Investment returns have plunged putting further pressure on long tail liability insurance companies and mutual funds.
- Catch up phase for past poor returns.

The Fund whilst financially stable will experience significant financial challenges when the current insurance program expires in June 2003. Because of this it is seen as appropriate that more senior financial representation be present on what is effectively the Board of the Mutual.

As LGMQ's financial stability is imperative, it is felt, while acknowledging Mr O'Driscoll's excellent stewardship, that a senior financial officer is a more relevant representative for the challenging times ahead. The financial viability aspect requires expert relevant skills and will ensure this service provider maintains its integrity via appropriate premium settings.

In addition other representatives on the Board of management are Specialist Advisers, Senior Executives or Councillors. Pat O'Driscoll's professional advice will continue to be utilised as an adviser on claims management and insurance issues.

**13.0 IMPLICATIONS OF PROPOSAL**

It is envisaged that this approach will improve our capability to respond to any emerging issues and ensure all stakeholders are well informed on insurance issues.

**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**

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 grant approval for the appointment of the Chief Financial Officer to the Board of Management of the Local Government Mutual Queensland (LGMQ) as from it's next meeting.

**Option 2:** Not approve the recommendation

**Option 1 is the preferred option.**

1.0 FILE NUMBER:

SUBMISSION NUMBER:

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

2.0 TITLE

Appointment of Manager, Chief Executive's Office.

3.0 ISSUE/PURPOSE

Following a process of advertising on 31 August 2002, under the title of Manager, Chief Executive's Office, 41 applications were received. Six additional candidates were approached through search to augment the field of candidates drawn from advertising. First Place International conducted nine interviews. Six applicants were short listed for panel assessment and presented by Louise Baker, Managing Consultant, First Place International.

At the conclusion of Panel interviews three candidates (two internal and 1 external) were considered unsuitable for further evaluation. The three remaining candidates were then subjected to detailed reference checking and psychometric profiling through a workstyle inventory known by the Panel to give good behavioural insights.

At the conclusion of this extensive process two of the remaining three candidates are now considered unsuitable for this particular role, although capable for appointment to Executive Service ranks. One candidate was considered to have highly developed strategic and conceptual skills but did not possess a strong orientation to working on detail, considered a key requirement for this role. The second candidate has strong leadership credentials but is not seen as offering the required balance of skills to support the role of Chief Executive Officer.

The intention of this recruitment process was to identify two suitable candidates for Civic Cabinet consideration. However, following the elimination of two of the final three candidates, it is proposed to request that Civic Cabinet consider the highly suitable candidate for appointment. In the event that members of Civic Cabinet interview the remaining candidate, and are not happy to make an appointment, the search/recruitment assignment will be recommissioned.

The following information is now provided:

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

4.0 PROPONENT

Jude Munro, Chief Executive Officer, as chair of a panel comprising Bob Davis, Manager, Lord Mayor's Office and Phil Minns, Divisional Manager, HR and Strategic Management.

5.0 SUBMISSION PREPARED BY

Steve Rutledge, Senior Associate, First Place International Pty Ltd on behalf of Jude Munro.

6.0 DATE 9 October 2002

**APPROVED**  
21 OCT 2002

*Handwritten signatures and initials, including "K. G. H. C." and "K. G. H. C."*

**10 YEAR RELEASE SCHEDULE**

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

For E&C approval

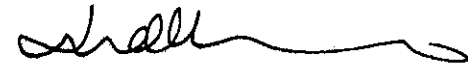
**8.0 RECOMMENDATION**

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

1. Hayden Wright

to the position of Manager, Chief Executive's Office, Brisbane City Council, with a contract and salary to be negotiated.

**9.0 DIVISIONAL MANAGER**



Jude Munro  
Chief Executive Officer, Brisbane City Council

CC PUBLICATION SCHEME  
10 YEAR RELEASE

**E&C RESULTS - 28 OCTOBER 2002**

SUB NO.	FILE NO.	DIV	TITLE	Y-N HELD
28/10-1F	221/38-2002 28 OCT 2002	City Governance	Presentation and Tabling of the Quarterly Financial Report for the year ended 2002	YES
28/10-2F	364/150/3(384)	City Governance	Sale of Council land situated at 83a Curwen Terrace, Cherside	HELD
28/10-1J	DRS/USE/H01-792735(P1) 28 OCT 2002	CCSD	Subdivision of land - "Kelvin Grove Village" - 107 Kelvin Grove Road, Kelvin Grove	YES
28/10-2J	436/74-MS050 28 OCT 2002	CCSD	Closure of part of Banfield Street, Cherside	YES
28/10-1K			WITHDRAWN	WD
28/10-2K			WITHDRAWN	WD
28/10-3K	460/2(128) 28 OCT 2002	UMD	Proposed Lake Manchester Local Plan	YES
28/10-4K	202/11-PK710/101 28 OCT 2002	UMD	Claim for Compensation arising from the resumption of land for road and purposes incidental to road - 101 O'Keefe Street, Woolloongabba	YES
28/10-5K	460/97/42(5) 28 OCT 2002	UMD	Upper Kedron/Ferny Grove Local Plan and Infrastructure Charges Plan	YES
28/10-6K	460/97/28(52) 28 OCT 2002	UMD	Adoption of the Toowong Major Centre Local Plan	YES
28/10-1L	60-6850 4/11/02	OLMCEO	Executive Service	YES
28/10-2L	392/40 (2046) 28 OCT 2002	OLMCEO	Donation of a Grant to Rotary International - Rotary 2003 International Conference	YES
28/10-3L	392/40 (1771) 28 OCT 2002	OLMCEO	Donation - Reclaim the Night Collective	YES
28/10-4L	392/40 (2047) 28 OCT 2002	OLMCEO	Donation - Queensland Program of Assistance to Survivors of Torture and Trauma (QPASTT) - "Education and Social Action" Conference	YES
28/10-5L	392/40 (2045) 28 OCT 2002	OLMCEO	Donation - Australian Red Cross Farmhand Appeal	YES

28/10-6L	392/40 (1405) 28 OCT 2002	OLMCEO	Sponsorship – Buddha Light International Queensland - Buddha Birthday Celebrations	YES
28/10-7L	(1/253(P2)) 4/11/02	OLMCEO	Executive Service	YES
28/10-8L	1/253(P4) 4/11/02	OLMCEO	Executive Service	YES
28/10-1N	392/40(1917) 28 OCT 2002	CED	School Tennis Court Upgrade Program – Funding for Round 4	YES

attendance

A Bailey

A KOTDunn

A Campbell

A Hayes

A Humphreys

A Nicholls

A Rea

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: DRS/USE/H01-792735(P1) - Stage 1A

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Subdivision of land at 107 Kelvin Grove Road, Kelvin Grove  
Kelvin Grove Urban Village

3.0 ISSUE/PURPOSE

Approval required for Council to enter into a Subdivisional Deed of Agreement and accept a letter of undertaking from the developer, Queensland Government Department of Public Works.

4.0 PROPONENT

Richard Sivell, A/Divisional Manager, Customer and Community Services

5.0 SUBMISSION PREPARED BY

Dianne Chambers, Team Leader Plan Sealing Unit, Extension 35592

6.0 DATE

22 October, 2002.

**APPROVED**  
28 OCT 2002

Lord Mayor

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**

28 OCT 2002

TOWN CLERK

*Fib PSC/K*

**RECEIVED**

28 OCT 2002

COMMITTEE SECTION

9.0 RECOMMENDATION

That E & C grant approval for the Council to enter into a Subdivisional Deed of Agreement with Queensland Government Department of Public Works, the developers of land at 107 Kelvin Grove Road, Kelvin Grove, in respect of the uncompleted works and to accept a letter of undertaking from Queensland Government Department of Public Works as security for the completion of those works. Both the Deed and the undertaking are to be prepared by and be in a form satisfactory to the Manager, Brisbane City Legal Practice, and the Subdivisional Deed of Agreement should provide that the various works set out below are to be completed within the respective periods after the sealing of the Plan of Survey as are set out hereunder:

<u>Works</u>	<u>Period within which works to be completed After the sealing of plan of survey</u>
<u>Stage 1A</u>	
<u>Parade Ground North Only</u>	
Roads and Drainage (including preliminaries, earthworks)	12 months
Landscaping	12 months
<u>Stage 1A</u>	
<u>Balance (excluding Parade Ground North)</u>	
Roads and Drainage (including Preliminaries, earthworks)	6 months
Sewerage Reticulation	6 months
Water Reticulation	6 months
Landscaping	6 months

10.0 DIVISIONAL MANAGER

I Recommend Accordingly

  
 .....  
 CHIEF EXECUTIVE OFFICER



Richard Sivell  
 Acting Divisional Manager  
 CUSTOMER AND COMMUNITY SERVICES



11.0 BACKGROUND

On 19<sup>th</sup> March, 2002, Brisbane City Council issued a preliminary approval for a material change of use, comprising a concept plan to guide the development of a new "urban village" on the former Gona Barracks and part of the QUT campus at Kelvin Grove.

The concept plan provides for the division of the land into precincts which describe varying densities and heights to facilitate a mixed use medium/high density development, including multi-unit dwellings, public housing, student accommodation, education and sporting facilities, creative arts centre and supporting office/shopping facilities.

The approval is an interim measure to "kick start" this major Public Housing/QUT project and will be superceded by a Local Plan currently being prepared by Urban Management Division.

Development permits have also been issued to subdivide the land to reflect the approved concept plan and to commence the creative arts centre.

To facilitate the timely execution of the necessary land transfers so that development may progress, Connell Wagner by letter dated 15<sup>th</sup> August, 2002, and subsequently amended by letter dated 27<sup>th</sup> September, 2002, on behalf of the project managers, Queensland Government Department of Public Works, requested that the Council permit the securing of uncompleted works to enable the plan of survey for the estate to be sealed prior to completion of those works. The estimates for the uncompleted works provided by Connell Wagner were sufficient. Licencing and Compliance North, Development and Regulatory Services have advised that the following amounts are the value of outstanding works:

<u>Works</u>	<u>Estimated Cost</u>
<u>1A - Parade Ground North</u>	
Roads and Drainage (including preliminaries, earthworks)	\$ [redacted]
Landscaping	\$ [redacted]
<u>1A - Balance (excluding Parade Ground North)</u>	
Roads and Drainage (including Preliminaries, earthworks)	\$ [redacted]
Sewerage Reticulation	\$ [redacted]
Water Reticulation	\$ [redacted]
Landscaping	\$ [redacted]
<b>Total</b>	<b>\$ [redacted]</b>

All bulk earthworks are to be completed, and uncompleted works are not to exceed 50 per cent of the total works. Building approvals will not be issued until "as constructed" drawings and information are accepted by Licensing and Compliance North.

## 12.0 CONSULTATION

Greg Jones, Senior Planner Development Assessment Central  
Kok Yeo, Engineer, Licensing and Compliance North  
Ray Barkmeier, Development Compliance Officer, Licensing and Compliance North  
Terry Griffiths, Solicitor, Brisbane City Legal Practice

All are in agreement with the recommendation.

## 13.0 IMPLICATIONS OF PROPOSAL

Continued goodwill established on the project to date.

## 14.0 CORPORATE PLAN IMPACT

Nil

## 15.0 CUSTOMER IMPACT

Enhanced customer satisfaction – achievement of early sealing of survey plans.

## 16.0 ENVIRONMENTAL IMPACT

Nil

## 17.0 POLICY IMPACT

The proposal differs from strict adherence to the current subdivision bonding guidelines in two ways:

1. It is intended that the ultimate high quality pavement and landscape treatments for the road and parkland comprising Parade Ground North and other external footpath finishes will be delayed for 15 months in lieu of the standard 3 months.

This is proposed to avoid duplicate of the finishing works as a result of the inevitable damage caused by construction of the creative arts centre which surrounds Parade Ground North.

This proposal is considered reasonable and warrants acceptance. The necessary

finishes will be synchronised with completion of the creative arts centre.

2. The Subdivisional Deed will be secured by a letter of undertaking rather than a monetary bond/bank guarantee. Discussions have taken place with Council's Solicitor, Terry Griffiths. Whilst, Section 1.5.1 of the Integrated Planning Act binds all persons, including the State, there are difficulties in obtaining a bank guarantee, as outlined in letter from Tim Joyce, Project Director, Department of Public Works. The State Treasurer is the person authorised to offer a Bank Guarantee. In view of State Government being the applicant and the State's willingness to provide payment to Council, acceptance of a Letter of Undertaking is considered satisfactory security. The unconditional undertaking is to be signed by the Director General, Department of Public Works and the Vice-Chancellor, Queensland University of Technology.

#### 18.0 FUNDING IMPACT

Nil

#### 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. That approval be given for Council to enter into a Subdivisional Deed of Agreement and that a letter of undertaking be provided by Queensland Government Department of Public Works as security in respect of uncompleted works.
2. That approval not be given for Council to enter into a Subdivisional Deed of Agreement and that a letter of undertaking be provided by Queensland Government Department of Public Works as security in respect of uncompleted works.

**Option 1 is the preferred option.**

1.0 FILE NUMBER: 436/74-MS050

28/10- 2J

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

2.0 TITLE

Closure of Part of Banfield Street, Chermside

3.0 ISSUE/PURPOSE

Approval required for Release of Security in respect of a deed of agreement between Coles Myer and the Council with regard to the closure of Banfield Street.

4.0 PROPONENT

Richard Sivell  
A/Divisional Manager  
Customer and Community Services

5.0 SUBMISSION PREPARED BY

Kevin Cronin  
Team Leader, Major Projects  
Development and Regulatory Services

6.0 DATE

22 October 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

10 YEAR RELEASE SCHEME

APPROVED  
28 OCT 2002

*SA*  
*MS*  
*MS*  
*MS*

RECEIVED

28 OCT 2002

COMMITTEE SECTION

**ACTION TAKEN**

28 OCT 2002

**TOWN CLERK**


*JLB SPODA*  
*& PSC K2*

9.0 RECOMMENDATION

That E & C grant approval for the Council to release the security of redacted entered into under a Deed of Agreement with Coles Myer Queensland Limited, the developers of land at Banfield Street, Chermside, in respect of closure of a 5076 sq metre section of Banfield Street, Chermside

10.0 DIVISIONAL MANAGER

I Recommend Accordingly

  
.....  
CHIEF EXECUTIVE OFFICER



Richard Sivell  
A/DIVISIONAL MANAGER  
CUSTOMER AND COMMUNITY SERVICES

CC PUBLICATION SCHEME  
10 YEAR RELEASE

## 11.0 BACKGROUND

Council and Coles Myer Queensland executed a deed on 3 June 1996 following Council's agreement to raise no objection to the permanent closure of a 5,076 square metre section of Banfield Street Chermside subject to terms and conditions of the deed. Subsequently, the section of road has been formally closed, transferred to Coles Myer, rezoned to be included in the Business Zone and amalgamated with the adjoining lot to the south (the then Coles Myer Chermside Shopping Centre site).

Under the deed, clause 2.1(d) included obligations for Coles Myer to reinstate the Council's assets lost by the road closure and to ensure re-dedication of the closed road if:

- Coles Myer did not complete the purchase of Telstra land on the north side of Banfield Street by a certain date or
- Coles Myer had not substantially commenced construction for the redevelopment of the Chermside Shopping Centre on the Telstra land and on the closed road by a certain later date.

These obligations were secured by a Bank Undertaking in the amount of redacted

Coles Myer has subsequently sold the relevant land to Westfield and has not assigned the deed to Westfield. Westfield's solicitors have confirmed that Westfield has since acquired the Telstra land, entered into a lease with Telstra and granted easement access to Telstra over the Westfield land to Banfield Street.

Westfield has since exercised a development approval (253/15-855/97) that included building on the closed road and provided access to the Telstra land. The works carried out under this approval satisfied Council's requirements and, in effect, carried out Coles Myer's obligations under the deed.

Coles Myer has now submitted that, given the events, which have transpired since the deed was executed, it believes that the matters relating to the Bank Undertaking have been satisfied and that it is no longer required.

Sub-clauses 2.1(d), 6 and 7 of the deed provide that the Bank Undertaking has no force or effect upon the completion of the works, the responsibility of Coles Myer, and that Council must notify the relevant Bank that the Bank Undertaking is no longer required and assist in releasing the Bank Undertaking.

Although Coles Myer has not completed the works required under the deed, Westfield has completed the works. Accordingly, there are no further requirements on Coles Myer and the works secured by the Bank Undertaking have been completed. The Bank Undertaking may be released in accordance with the provisions of the deed.

**12.0 CONSULTATION**

Tony Chadwick, Solicitor, Brisbane City Legal Practice  
Warren Dwyer, Solicitor, Brisbane City Legal Practice.

**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**

Consistent with current delegations

**18.0 FUNDING IMPACT**

Council will be releasing the Bank Undertaking to the value of redacted

**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. That approval be granted for the release of the Bank Undertaking in the value of redacted
2. Not approve the recommendation.

**Option (1) is the preferred option.**

CC PUBLICICATION SCHEME  
10 YEAR RELEASE



1.0 FILE NUMBERS: 202/11-PK710/101

28/10-4K

**SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE**

2.0 TITLE

Claim for compensation arising from the resumption of land for road and purposes incidental to road – 101 O'Keefe Street, Woolloongabba – redacted  
redacted and redacted

3.0 PURPOSE/ISSUE

Recommendation on a claim for compensation.

4.0 PROPONENT

Michael Kerry, Divisional Manager, Urban Management Division.

5.0 SUBMISSION PREPARED BY

Terence Baker, Asset Officer- Planning & Delivery  
Infrastructure Management (x34871)

6.0 DATE

23 October 2002

**APPROVED**  
28 OCT 2002  
Lynn Mayor  
SA JHC  
K

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.

**RECEIVED**

28 OCT 2002

**COMMITTEE SECTION**

**ACTION TAKEN**

28 OCT 2002

**TOWN CLERK**

*File AOPC1*

**9.0 RECOMMENDATION**


It is recommended that the claim for compensation set out in Schedule 1 Parts 1 and 2 be accepted.

**Schedule 1**

<b>Part 1</b>	<b>Details of Resumption</b>
<b>Claimants</b>	redacted
<b>Property resumed</b>	Whole of the property situated at 101 O'Keefe Street, Woolloongabba, described as Lots 1 & 2 on Standard Plan 115242, Parish of South Brisbane, having a total area of 498m <sup>2</sup> .
<b>Purpose of Resumption</b>	Road purposes (360m <sup>2</sup> ) and purposes incidental to road purposes (138m <sup>2</sup> )
<b>Part 2</b>	<b>Details of Claim</b>
<b>Amount of Settlement</b>	(a) redacted loss of land and improvements. (b) Plus reasonable disturbance costs. (c) Plus interest if claimed.
<b>Terms of Settlement</b>	(a) The claim is settled in full and final satisfaction of all rights and interests that the Claimants have or will have in respect of the taking of the land; (b) The Claimants to enter into a Deed of Indemnity on terms and conditions satisfactory to the Manager, Brisbane City Legal Practice.

I Recommend Accordingly

10.0 DIVISIONAL MANAGER

  
CHIEF EXECUTIVE OFFICER

  
Michael Kerry  
Divisional Manager  
URBAN MANAGEMENT DIVISION

## 11.0 BACKGROUND

By notification of resumption published in the Queensland Government Gazette dated 12 July 2002 the Council resumed from [redacted] land for road purposes and purposes incidental to road purposes being the whole of property situated at 101 O'Keefe Street, Woolloongabba, described as Lots 1 & 2 on Standard Plan 144635, Parish of South Brisbane, having a total area of 498m<sup>2</sup> as shown highlighted on attachment "1". The subject land was acquired in connection with the Old Cleveland Road Busway and the Junction Street / O'Keefe Street / Logan Road major intersection works. At the date of resumption the property was operating as a clothing alterations business with a residence at the rear of the building. The property enjoys existing commercial use rights and the property could be renovated and used for a commercial use.

The dispossessed owners of the property were originally seeking compensation in excess of [redacted], however, after initial negotiations with Council they lodged a claim of [redacted]. After further negotiations, the dispossessed owners lodged a revised claim of [redacted] plus disturbance costs.

Council's independent valuation consultant has valued the property on the basis of its highest and best use as a commercial property at [redacted]. A copy of the valuation report is attached. It is therefore recommended that the claim be accepted.

## 12.0 CONSULTATION

Councillor Maureen Hayes, Chairperson Transport and Major Projects; Councillor Catherine Birmingham, Councillor for East Brisbane; and Robert Mackay, Program Officer, Transport Infrastructure Delivery, Urban Management Division, ext 38687,

have been consulted and are in agreement.

## 13.0 IMPLICATIONS OF PROPOSALS

A claim for compensation is processed.

## 14.0 CORPORATE PLAN IMPACT

The recommendation is in accordance with the Corporate Plan theme 7 Transport and Traffic, Strategy 7.1.1 - Integrate Brisbane's transport planning with land use, environment and regional planning, and Strategy 7.2.1 - Deliver upgraded transport infrastructure through a coordinated 5 year rolling program.

## 15.0 CUSTOMER IMPACT

The claimant has lodged a claim for compensation.

**16.0 ENVIRONMENTAL IMPACT**

Not applicable.

**17.0 POLICY IMPACT**

In accordance with Council policy.

**18.0 FUNDING IMPACT**

Funds are available under 2002/2003 Major Roads Sub Program.

**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. Accept the recommendation.
2. Reject the recommendation and refer the matter to the Land Court

It is recommended that **Option 1** be approved.

1.0 FILE NUMBER

60-6850

28/10-1L

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

2.0 TITLE

Expense of Office Allowance – Chief Executive Officer

3.0 ISSUE/PURPOSE

The purpose of this submission is to gain approval to increase the Expense of Office Allowance for the Chief Executive Officer, effective as at 01 July 2002.

4.0 PROPONENT

Bob Davis  
Executive Officer to the Lord Mayor

5.0 SUBMISSION PREPARED BY

David Simons  
Acting Corporate Administration Officer

**APPROVED**  
28 OCT 2002

6.0 DATE

23 October 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 ANY ACT OR ORDINANCE?

N/A

9.0 RECOMMENDATION

That the Expense of Office Allowance for the Chief Executive Officer be increased to redacted per year, effective as at 01 July 2002.

10.0  Bob Davis  
**EXECUTIVE OFFICER TO THE LORD MAYOR**

RECEIVED

- 4 NOV 2002

COMMITTEE

**ACTION TAKEN**

28 OCT 2002

TOWN CLERK

*File E&C EO*

## 11.0 BACKGROUND

The Contract of Employment for the Chief Executive Officer currently provides for an Expense of Office Allowance in the taxable sum of [redacted] per annum and paid as a set amount through the weekly payroll system.

The current rate was established in 1992 and has not been increased since that time. It was originally linked to indexation and it is now time that the allowance be reviewed.

It is recommended that the gross sum of [redacted] be increased by [redacted] to [redacted]

## 12.0 CONSULTATION

The Right Honourable the Lord Mayor, Councillor J G Soorley

## 13.0 IMPLICATIONS OF PROPOSAL

Nil.

## 14.0 CORPORATE PLAN IMPACT

N/A

## 15.0 CUSTOMER IMPACT

Nil.

## 16.0 ENVIRONMENTAL IMPACT

Nil.

## 17.0 POLICY IMPACT

Nil.

## 18.0 FUNDING IMPACT

Funding is available.

## 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) Approve a different increase to the Chief Executive Officer's Expense of Office Allowance.
- (3) Not approve an increase to the Allowance.

**OPTION (1) IS THE PREFERRED OPTION**

CC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER:

28/10- 2L

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Donation of a grant to Rotary International

3.0 ISSUE/PURPOSE

Purpose of this submission is to secure approval for the donation of a \$40,000.00 grant to the Rotary 2003 International Conference.

4.0 PROPONENT

Jude Munro  
Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Bill Fletcher  
Senior Civic Affairs Officer to the Lord Mayor x.34761

6.0 DATE

15 October 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

Approval be given for the donation of a \$40,000.00 grant to the Rotary 2003 International Conference.

10.0 DIVISIONAL MANAGER

  
Jude Munro  
Chief Executive Officer

**RECEIVED**

28 OCT 2002

**COMMITTEE SECTION**

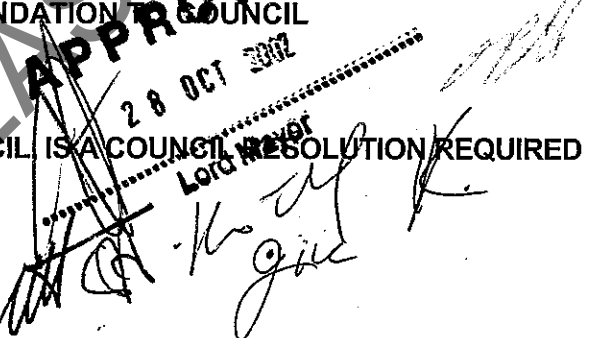
**ACTION TAKEN**

28 OCT 2002

TOWN CLERK

*File ECCEO*  
*SCAO*

PUBLICATION RELEASE SCHEME

**APPROVED**  
28 OCT 2002  
Lord Mayor  




## 11.0 BACKGROUND

In February 1997, the Establishment and Coordination Committee approved support to a bid lodged by Rotary International as set out below:

- The provision of travel on Brisbane Transports suburban bus and ferry network free of charge for all delegates against production of their convention credential
- Provision of the Brisbane Entertainment Centre on a rent free basis in the event Rotary International decides to use it for their opening and closing ceremonies.
- A Lord Mayoral Reception for guests selected by Rotary International Events Corporation at the Lord Mayors Office.

The bid document generated by the Queensland Government, Brisbane City Council and the Rotary Club of Brisbane Inc included the sum of \$100,000.00 for the receptions on a shared basis of \$60,000.00 by the Queensland Government and \$40,000.00 by Brisbane City Council.

Since the time of the bid in 1997, Rotary International has shifted the focus from exclusive receptions, to that of a multicultural community event, which carries an open invitation to the citizens of Brisbane and to Rotarian visitors. Rotary International is seeking to redirect the grant to this multicultural community event.

As Queensland Events Corporation have agreed that its grant of \$60,000.00 would be applied to support the multicultural community event, Rotary International have requested that Brisbane City Council's grant also be applied to the multicultural community event.

## 12.0 CONSULTATION

Lord Mayor  
Bob Davis, Executive Officer to the Lord Mayor

All are in agreement with the recommendations.

## 13.0 IMPLICATIONS OF PROPOSAL

Nil

## 14.0 CORPORATE PLAN IMPACT

In line with the Corporate Plan.

## 15.0 CUSTOMER IMPACT

Nil.

**16.0 ENVIRONMENTAL IMPACT**

Nil.

**17.0 POLICY IMPACT**

Nil.

**18.0 FUNDING IMPACT**

Funding is available from Corporate Activity Vote Code  
1.01.1533.006.000.000.732.000.00

**19.0 HUMAN RESOURCE IMPACT**

Nil.

**20.0 URGENCY**

**21.0 PUBLICITY / MARKETING STRATEGY**

At the discretion of the Lord Mayor.

**22.0 OPTIONS**

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

**Option (1) is the preferred option.**

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Donation

3.0 ISSUE/PURPOSE

Purpose of this submission is to secure approval for the Brisbane City Council to donate \$300.00 to the Reclaim the Night Collective to cover costs associated with the Reclaim the Night rally.

4.0 PROPONENT

Bob Davis  
Executive Officer to the Lord Mayor

5.0 SUBMISSION PREPARED BY

Teresa Jurgensen, Executive Support Officer, Lord Mayor's Office (x36842)

6.0 DATE

24 October 2002

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C Approval

**APPROVED**  
28 OCT 2002  
Lord Mayor

*[Handwritten signatures and initials]*  
GHC

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

No.

9.0 RECOMMENDATION

Approval be given for the Brisbane City Council to donate \$300.00 to the Reclaim the Night Collective to cover costs associated with the Reclaim the Night rally.

10.0 DIVISIONAL MANAGER

*[Handwritten signature]*

Jude Munro  
Chief Executive Officer

**RECEIVED**

28 OCT 2002

COMMITTEE SEC

*[Handwritten initials]*  
FLE ECCEO  
LMES.

Original retained with Establishment  
and Co-ordination Committee  
Minutes

## 11.0 BACKGROUND

The Reclaim the Night Collective is a diverse group of women who organise the annual Reclaim the Night event. Reclaim the Night is an international event held on the last Friday of October to raise awareness about sexual violence against women and children.

The peaceful rally will be held on 25 October 2002 in King George Square, Brisbane.

In previous years, Brisbane City Council has donated money to cover the costs this not-for-profit organisation incurs arranging the Reclaim the Night rally.

## 12.0 CONSULTATION

Jim Soorley, Lord Mayor of Brisbane  
Bob Davis, Executive Officer to the Lord Mayor  
Marina Vit, Chief of Staff

## 13.0 IMPLICATIONS OF PROPOSAL

Nil.

## 14.0 CORPORATE PLAN IMPACT

In line with the Corporate Plan.

## 15.0 CUSTOMER IMPACT

Nil.

## 16.0 ENVIRONMENTAL IMPACT

Nil.

## 17.0 POLICY IMPACT

Nil.

## 18.0 FUNDING IMPACT

Funds are available in Corporate Activity, 1.01.1533.006.000.000.732.000.00.

## 19.0 HUMAN RESOURCE IMPACT

Nil.

## 20.0 URGENCY

Immediate.

## 21.0 PUBLICITY / MARKETING STRATEGY

At the discretion of the Lord Mayor.

## 22.0 OPTIONS

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

Option (1) is the preferred option.

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Donation

3.0 ISSUE/PURPOSE

Purpose of this submission is to secure approval for the Brisbane City Council to donate \$3,000.00 to the Queensland Program of Assistance to Survivors of Torture and Trauma Inc (QPASTT) to support the participation of four young people in the 'Education and Social Action' conference in Sydney, 11-13 December 2002.

4.0 PROPONENT

Bob Davis  
Executive Officer to the Lord Mayor

5.0 SUBMISSION PREPARED BY

Teresa Jurgensen, Executive Support Officer, Lord Mayor's Office (x36842)

6.0 DATE

24 October 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

Approval be given for the Brisbane City Council to donate \$3,000.00 to QPASTT to support the participation of four young people in the 'Education and Social Action' conference in Sydney, 11-13 December 2002.

10.0 DIVISIONAL MANAGER

**ACTION TAKEN**

28 OCT 2002

**TOWN CLERK**

*Jude Munro*  
Jude Munro  
Chief Executive Officer

*Fib ECC60*  
*LME50*

**RECEIVED**

28 OCT 2002

**COMMITTEE SECTION**

**APPROVED**  
28 OCT 2002  
Lord Mayor  
*[Signatures]*

10 YEAR RELEASE SCHEME

## 11.0 BACKGROUND

QPASTT works with young people from refugee backgrounds in a variety of ways to empower, encourage and support them. Two recent examples of the programs run by QPASTT in partnership with Networking Visible Ink are the formation of YRAN (Young Refugee Advocacy Network) and the 'Solid Ground' documentary featuring young people from nine different countries here in Australia on permanent and temporary visas. Both these projects provided safe and supportive environments for young refugees to tell their stories and act as advocates for themselves and other young people.

The University of Technology Sydney is convening an 'Education and Social Action' conference in Sydney on 11-13 December 2002 which has a focus on asylum seekers. QPASTT wishes to take four young people who have participated in the recent projects to the conference to inform and present their issues, ideas and stories to the conference delegates.

In-kind sponsorship has been received from other organisations to cover accommodation whilst in Sydney, however funding is sought to cover flights, per diems and conference registrations. QPASTT anticipates that it will cost \$1500/person to participate in the conference.

## 12.0 CONSULTATION

Jim Soorley, Lord Mayor of Brisbane  
Bob Davis, Executive Officer to the Lord Mayor  
Marina Vit, Chief of Staff

## 13.0 IMPLICATIONS OF PROPOSAL

Nil.

## 14.0 CORPORATE PLAN IMPACT

In line with the Corporate Plan.

## 15.0 CUSTOMER IMPACT

Nil.

## 16.0 ENVIRONMENTAL IMPACT

Nil.

## 17.0 POLICY IMPACT

Nil.

## 18.0 FUNDING IMPACT

Funds are available in Corporate Activity, 1.01.1533.006.000.000.732.000.00.

## 19.0 HUMAN RESOURCE IMPACT

Nil.

## 20.0 URGENCY

Immediate.

## 21.0 PUBLICITY / MARKETING STRATEGY

At the discretion of the Lord Mayor.

## 22.0 OPTIONS

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

**Option (1) is the preferred option.**

CCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER:

28/10-5L

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Donation

3.0 ISSUE/PURPOSE

Purpose of this submission is to secure approval for the Brisbane City Council to donate \$300,000.00 to the Australian Red Cross Farmhand Appeal.

4.0 PROPONENT

Bob Davis  
Executive Officer to the Lord Mayor

5.0 SUBMISSION PREPARED BY

Teresa Jurgensen, Executive Support Officer, Lord Mayor's Office (x36842)

6.0 DATE

25 October 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

Approval be given for the Brisbane City Council to donate \$300,000.00 to the Australian Red Cross Farmhand Appeal.

10.0 DIVISIONAL MANAGER

  
Jude Munro  
Chief Executive Officer

**ACTION TAKEN**

28 OCT 2002

TOWN CLERK

File ECCE6

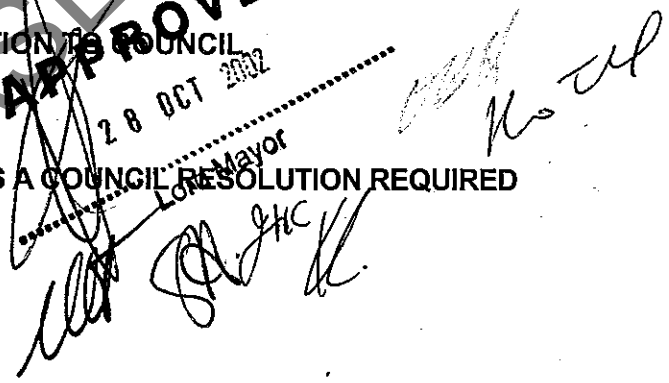
LMR50

**RECEIVED**

28 OCT 2002

COMMITTEE

**APPROVED**  
28 OCT 2002

  
Lord Mayor  
JHC

BCC 10 YEAR RELEASE SCHEME



## **11.0 BACKGROUND**

As a result of one of the worst droughts on record, affecting both Queensland and other states, the Farmhand Foundation was formed. The Farmhand Foundation is the largest private sector group ever formed of this nature, and donations made to the Foundation are distributed by the Australian Red Cross to provide immediate relief to people suffering the effects of drought and to promote long term strategies to help "drought proof" Australian agriculture.

Australians have a strong connection with the land and we understand that what happens in the bush directly affects our cities. We have a great tradition of generosity, care and tolerance in Australia. In 1974 during the worst disaster in Brisbane in a century – namely the 1974 flood – Australians showed their immense support by opening their hearts and their wallets to help Brisbane.

Accordingly, Brisbane should help our fellow Australians by being generous when they need our help.

## **12.0 CONSULTATION**

Jim Soorley, Lord Mayor of Brisbane  
Bob Davis, Executive Officer to the Lord Mayor  
Marina Vit, Chief of Staff

## **13.0 IMPLICATIONS OF PROPOSAL**

Nil.

## **14.0 CORPORATE PLAN IMPACT**

In line with the Corporate Plan.

## **15.0 CUSTOMER IMPACT**

Nil.

## **16.0 ENVIRONMENTAL IMPACT**

Nil.

## **17.0 POLICY IMPACT**

Nil.

## **18.0 FUNDING IMPACT**

Funds are available in Corporate Activity, 1.01.1533.006.000.000.732.000.00.

## **19.0 HUMAN RESOURCE IMPACT**

Nil.

## **20.0 URGENCY**

Immediate.

## **21.0 PUBLICITY / MARKETING STRATEGY**

At the discretion of the Lord Mayor.

**22.0 OPTIONS**

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

**Option (1) is the preferred option.**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER:

28/10-6L

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

2.0 TITLE

Sponsorship

3.0 ISSUE/PURPOSE

Purpose of this submission is to secure approval for the Brisbane City Council to provide additional sponsorship in the amount of \$7,500.00 to the annual Buddha Birthday Celebrations.

4.0 PROPONENT

Bob Davis  
Executive Officer to the Lord Mayor

5.0 SUBMISSION PREPARED BY

Teresa Jurgensen, Executive Support Officer, Lord Mayor's Office (36842)

6.0 DATE

23 October 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

Approval be given for the Brisbane City Council to provide additional sponsorship in the amount of \$7,500.00 to the Buddha Light International Queensland organisation for the Buddha Birthday Celebrations.

10.0 DIVISIONAL MANAGER

**ACTION TAKEN**

28 OCT 2002

**TOWN CLERK**

  
Jude Munro  
Chief Executive Officer

*File ECCL0  
LMES*

**RECEIVED**

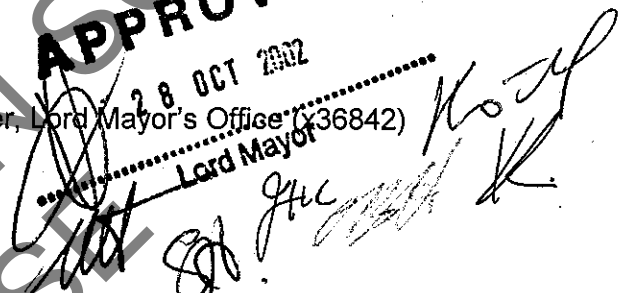
28 OCT 2002

**COMMITTEE SECTION**

**APPROVED**

28 OCT 2002

Lord Mayor



BCC PUBLICATIONS SCHEME  
10 YEAR RELEASE

## 11.0 BACKGROUND

For the past several years, Brisbane City Council has supported the Birthday Celebrations with a grant of \$15,000. In 2002 the Grants Committee recommended that this amount be reduced to \$7,500.

As a result of approaches made by representatives of the Buddha Light International Queensland (BLIQ) organisation and several key members of the Brisbane Taiwanese community, a decision was taken to recommend to E&C that the extra funding for the 2002 celebrations be approved on this occasion.

## 12.0 CONSULTATION

Jim Soorley, Lord Mayor of Brisbane  
Bob Davis, Executive Officer to the Lord Mayor  
Alan Rogers, Manager Community & Lifestyle

## 13.0 IMPLICATIONS OF PROPOSAL

Nil.

## 14.0 CORPORATE PLAN IMPACT

In line with the Corporate Plan.

## 15.0 CUSTOMER IMPACT

Nil.

## 16.0 ENVIRONMENTAL IMPACT

Nil.

## 17.0 POLICY IMPACT

Nil.

## 18.0 FUNDING IMPACT

Funds are available in Corporate Activity, 1.01.1533.006.000.000.659.000.00.

## 19.0 HUMAN RESOURCE IMPACT

Nil.

## 20.0 URGENCY

Immediate

## 21.0 PUBLICITY / MARKETING STRATEGY

At the discretion of the Lord Mayor.

## 22.0 OPTIONS

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

Option (1) is the preferred option.

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

2.0 TITLE

Bonus payment for the Chief Executive Officer under her Executive Service Contract.

3.0 ISSUE / PURPOSE

To approve the bonus payment to the Chief Executive Officer in accordance with her contract of Employment.

4.0 PROPONENT

Bob Davis  
Executive Officer to the Lord Mayor

5.0 SUBMISSION PREPARED BY

David Simons  
Acting Corporate Administration Officer

6.0 DATE

23 October 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

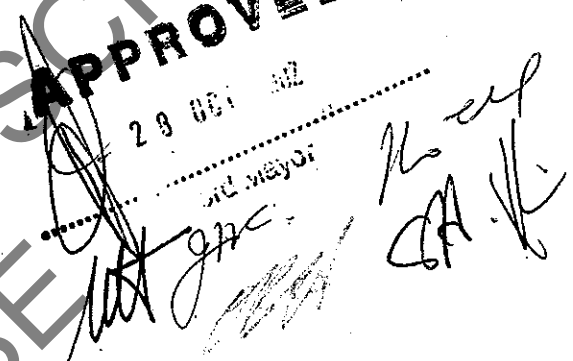
That the Establishment and Co-ordination Committee determine the bonus payment for Ms Jude Munro, Chief Executive Officer, in accordance with her Executive Service Contract, as <sup>redacted</sup> of her notional salary as at 30 June 2002, as presented by the Lord Mayor.

10.0

  
Bob Davis

**EXECUTIVE OFFICER TO THE LORD MAYOR**

HASES\BONUSE&C.CEO.wpd.doc

**APPROVED**  
28 OCT 02  
LORD MAYOR  


**RECEIVED**

- 4 NOV 2002

COMMITTEE CLERK

**ACTION TAKEN**

28 OCT 2002

**TOWN CLERK**  
*F. E. C. C.*

**11.0 BACKGROUND**

Under the terms and conditions of the Chief Executive Officers Contract, the Chief Executive Officer is to be assessed at the end of June each year of her performance against her agreed Personal Performance Plan.

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

**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 Executive 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.

DCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER 1/253(P4)

28/10/01-1-813L

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

2.0 TITLE

Executive Service Salary – Chief Executive Officer

3.0 ISSUE/PURPOSE

The purpose of this submission is to gain approval to increase the salary for the Chief Executive Officer, effective as at 01 July 2002.

4.0 PROPONENT

Bob Davis  
Executive Officer to the Lord Mayor

5.0 SUBMISSION PREPARED BY

David Simons  
Acting Corporate Administration Officer

6.0 DATE

23 October 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 ANY ACT OR ORDINANCE?

N/A

9.0 RECOMMENDATION

That a <sup>redact</sup><sub>ed</sub> increase to the Chief Executive Officer's salary be approved, effective as at 01 July 2002.

10.0   
Bob Davis  
EXECUTIVE OFFICER TO THE LORD MAYOR

E&C-PayIncrease-CEO.wpd.doc

**APPROVED**  
28 OCT 2002  
Lord Mayor

*SA*  
*GAC*  
*[Signature]*  
*[Signature]*

**RECEIVED**

- 4 NOV 2002

**COMMITTEE SECTION**

**ACTION TAKEN**

28 OCT 2002

TOWN CLERK

*Flb* *ECCEO*



## 11.0 BACKGROUND

The Contract of Employment for the Chief Executive Officer contains a provision for the annual review of the notional salary.

The review of the Chief Executive Officer's, salary must take place prior to July of each year, and any increase is to be effective from 01 July each year.

It is recommended that an increase of redacted be made.

## 12.0 CONSULTATION

The Right Honourable the Lord Mayor, Councillor J G Soorley

## 13.0 IMPLICATIONS OF PROPOSAL

Nil.

## 14.0 CORPORATE PLAN IMPACT

N/A

## 15.0 CUSTOMER IMPACT

Nil.

## 16.0 ENVIRONMENTAL IMPACT

Nil.

## 17.0 POLICY IMPACT

Nil.

## 18.0 FUNDING IMPACT

Funding is available.

## 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) Approve a different increase to the Chief Executive Officer's salary.

**OPTION (1) IS THE PREFERRED OPTION**

BCC PUBLICATION SCHEME  
10 YEAR RELEASE

1.0 FILE NUMBER: 392/40(1917)

28/10-1 N

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

2.0 School Tennis Court Upgrade Program – Funding for Round 4.

3.0 ISSUE/PURPOSE

To seek Establishment and Co-ordination Committee approval of the successful applications to receive funding through round four of this program.

4.0 PROPONENT

Pauline Peel, Divisional Manager, Community and Economic Development (x34110)

5.0 SUBMISSION PREPARED BY

Frances Hudson, Program Officer – Facilities Development (x34424)

6.0 DATE

23<sup>rd</sup> October 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.

9.0 RECOMMENDATION

It is recommended:

1. That those schools listed in Appendix A be granted funds to upgrade school tennis courts, in round four of the program, subject to them entering into a Construction & Community Usage Agreement (*Appendix B*) with Council; and
2. That the Manager, Community & Lifestyle be authorised to sign on behalf of Council, the Construction & Community Usage Agreement with the schools in *Appendix A*.

I Recommend Accordingly

10.0 DIVISIONAL MANAGER

*Alan Rogers*

Alan Rogers  
Manager  
Community and Lifestyle

*P.M. Peel*

Pauline Peel  
Divisional Manager  
Community and Economic Development

**APPROVED**  
28 OCT 2002  
Lord Mayor  
*[Signature]*  
*[Signature]*  
*[Signature]*

RECEIVED

28 OCT 2002

COMMITTEE SECRETARY

CHIEF EXECUTIVE OFFICER

**ACTION TAKEN**

28 OCT 2002

TOWN CLERK  
*File POFD*

## 11.0 BACKGROUND

In February 2000 the Establishment and Co-Ordination Committee approved the guidelines for the School Tennis Court Upgrade Program based on matching contributions from Council and Education Queensland of \$100,000 each.

Previous rounds one, two and three have been allocated as approved by Council. All thirteen round one and fourteen round two applicants have completed their upgrade projects.

Round three successful schools as approved in November 2001 are in the process of completing their upgrades. To date three, of the fourteen round three schools have completed their project and acquittal requirements.

In May 2001 Council wrote to Minister for Education requesting confirmation of the funding arrangement of \$100,000 for the next two years, based on the existing signed Memorandum of Understanding, between Brisbane City Council and Education Queensland. In August 2001 Council received advice from the Minister for Education that further funding of \$100,000 had been allocated, to continue the joint funding of the courts upgrade program for each of the 2001/02 and 2002/03 financial years.

Applications for round four were called in June 2002. Thirty-five (35) applications were received by the closing date Friday 9<sup>th</sup> August 2002.

A panel of staff from both Education Queensland and the Brisbane City Council assessed applications for round four funding in September 2002, against the eligibility requirements and priorities of funding.

The main criteria for assessing applications in priority:

- Demonstrated need (condition of courts; issues; demands)
- Need for court usage in areas identified by research (Tennis Qld & BCC Tennis Strategy investigation) *A map of social play areas of need is attached as Appendix D*
- Benefits to school (nature of project)
- Benefits to community (nature of project)
- Amount of community access to the facility (current; proposed etc)
- Level of community support (demonstration of local interest and support from community groups)

These areas had been identified by Council in the 'City Sport & Recreation Facilities Strategy' 1999, as well as research conducted by Tennis Queensland during 1999.

Attached in Appendix A is a schedule of recommended projects for funding in round four. The assessment panel recommends that these schools be granted funds to upgrade their tennis courts and facilities, subject to them entering into a Construction & Community Usage Agreement with Council and Education Queensland (*Attachment B*). Attached as *Appendix C* is a schedule of applications not recommended.

## 12.0 CONSULTATION

Cr. David Hinchliffe, Chairperson Community Policy Committee  
Representatives from Education Queensland – Facilities Section & Regional Services Section  
Representatives from Tennis Queensland  
Jim Brabon, Senior Program Officer Community Infrastructure

All of the above are in agreement with the recommendations.

## 13.0 IMPLICATIONS OF PROPOSAL

Acceptance of this proposal will increase Council's support to sport, through the provision of more sporting facilities in the city.

The \$100,000 Council allocation for round 4 of this program will be matched by \$100,000 from Education Queensland. This will enable a number of school tennis courts to be upgraded to encourage community use of these facilities and continue to provide greater opportunities for residents of Brisbane to play the sport of tennis.

This is the final round of approved and agreed funding to be made available under this program.

## 14.0 CORPORATE PLAN IMPACT

4.3 Offers residents and visitors a wide choice of sport, recreation and leisure activities facilities and experiences

4.3.1.2 Community facility provision  
Service Development – D03 - 4<sup>th</sup> round of School Tennis Court Upgrade Program

## 15.0 CUSTOMER IMPACT

This project will enable a number of school tennis courts to be upgraded to encourage community use of these facilities and provide greater opportunities for residents of Brisbane to play the sport of Tennis.

## 16.0 ENVIRONMENTAL IMPACT

Nil

## 17.0 POLICY IMPACT

This project is an innovative partnership between Council and Education Queensland to upgrade a number of school tennis courts, to encourage community use of Education

Queensland facilities and provide for a greater range of recreation and sport opportunities throughout Brisbane.

## 18.0 FUNDING IMPACT

The Community Sport and Recreation 2002/2003 – CS12. Facility Development Partnerships with School activity budget has \$200,000 allocated for this program. Expense of \$200,000 is recognised in G/L 1.03.1659.007.000.000.659.000.00 and revenue of \$100,000 in 1.03.1659.007.000.000.929.000.00. The \$100,000 revenue from Education Queensland is deemed an appropriation and is not subject to GST.

## 19.0 HUMAN RESOURCE IMPACT

Nil.

## 20.0 URGENCY

In the normal course of business.

## 21.0 PUBLICITY/MARKETING STRATEGY

All applicants will be advised of their successful application following approval of the Establishment and Coordination Committee.

Successful and unsuccessful notification letters, payment instalment advice and cheques will be sent through the Lord Mayor's Office.

## 22.0 OPTIONS

1. Approve the recommended projects on the attached schedule (*Appendix A*).
2. Not approve the recommended projects.

**Option 1 is the preferred option**