

E&C AGENDA – 3 NOVEMBER 2003

SUB NO.	FILE NO.	DIV	TITLE	Y-N HELD
03/11-1F M	28/2(P5) 03 NOV 2003	City Governance	Salary Sacrifice Superannuation	Yes
03/11-2F R	204/68/1(879/P3/A1) 03 NOV 2003	City Governance	Proposed transfer of a strip of Council land to the State for addition to the airtrain Corridor.	Yes
03/11-3F M	364/150/2-D0084 03 NOV 2003	City Governance	Proposed sale of surplus Council land situated at 84/92 Kingsford Smith Drive, Albion.	Yes
03/11-1L R	(5) 239/21 03 NOV 2003	OLMCEO	Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924. (Oracle).	Yes
Walk-In R	(3)456/65 03 NOV 2003	OLMCEO	Elections Recess 2004	Yes
Walk-In M	365/21(9/P2) 03 NOV 2003	City Governance	Proposed new lease of Level 10 at 239 George Street, Brisbane.	Yes

Present

Lord Mayor, K O T Quinn

Councillors:

- A Hayes
- B Hinchliffe
- H J Abrahams
- S L Humphreys
- K M Rea
- J H Campbell

BRISSBANE CITY COUNCIL
PUBLIC RELEASE SCHEME

1.0 File Number: 28/2(P5)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Salary Sacrifice Superannuation

3.0 ISSUE/PURPOSE

To seek approval for increasing the limit for superannuation salary sacrifice from the current maximum of 50% to allowing staff to salary sacrifice to their superannuation fund up to the maximum as permitted by law and without incurring any Fringe Benefits Tax liability.

4.0 PROPONENT

Helen Gluer, Chief Financial Officer and Philip Minns, Divisional Manager, Human Resources & Strategic Management

5.0 SUBMISSION PREPARED BY

Jane McDonald
Strategy & Program Manager
City Governance Division
SMSCG, ext 36858

APPROVED

3 NOV 2003

6.0 DATE

28 October 2003

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?

Not applicable.

9.0 RECOMMENDATION

It is recommended that E&C –

Approve the recommendation for Council to alter the current maximum salary sacrifice from 50% of base salary to allow employer contributions and employee salary sacrifice contributions up to the maximum as permitted by law and without incurring any Fringe Benefits Tax liability.

10.0 DIVISIONAL MANAGER

Chris Mead
A/Chief Financial Officer

Philip Minns
Divisional Manager HR&SM

ACTION TAKEN

03 NOV 2003

TOWN CLERK

SMSCG

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

RECEIVED

03 NOV 2003

COMMITTEE SECTION

11.0 BACKGROUND

Award

All BCC employees are employed under various awards over which is an overarching EBA. Council has a salary sacrifice arrangement that is the subject of a Local Area Agreement (refer attached) that currently stipulates a maximum superannuation salary sacrifice of 50% of base salary. This limit was set on the basis of some advice given by the ATO and supported by KPMG in 2000. Recent advice from the ATO is that there are no restrictions on the amount of an employee's salary that can be subject to a salary sacrifice arrangement.

Several employees have requested that they be allowed to salary sacrifice up to the age-based limit, which in some cases, is in excess of the current 50% maximum.

All employees are encouraged to receive their own independent financial and taxation advice prior to entering into a superannuation salary sacrifice arrangement.

Age Based Limits

Salary sacrifice superannuation contributions are deemed to be employer contributions. There are statutory limits, based upon the employee's age, on how much superannuation an employer can contribute to a complying superannuation fund for a particular employee. In tax-paying organisations, any superannuation salary sacrifice arrangement amounts above the age-based limits are not allowable as a tax deduction. Although there are no company tax implications for Council, these amounts will be subject to Fringe Benefits Tax (FBT).

The age-based limits for the current financial year to 30 June 2004 are:

\$13,233 for employees under 35 years of age;
\$36,754 for employees aged 35 to 49 years; and
\$91,149 for employees aged 50 and over.

There is currently no process to ensure that Council is not contributing more than the age-based limits. However, payroll reports indicate that there have been no employer (including salary sacrificed) contributions in excess of age based limits for 2002/03.

A control will be put in the payroll system to prevent employer contributions (including salary sacrificed) exceeding the age-based limits in future. This control will be effective across all areas of Council. In addition the superannuation procedure states that any FBT liability incurred will be charged to the employee. This will ensure that Council is not exposed to any FBT liability.

Age-based limits do not effect the amount of **after tax contributions** that can be made in a year. After tax contributions are unlimited. Surcharge provisions will continue to apply to high-income earners. Other employee liabilities such as child support and HECS fees may be calculated on a lower income base (gross salary less amounts subject to salary sacrifice). However, our understanding is the partner in any Child Support arrangement can request that salary sacrifice amounts are included in the calculation of liabilities.

The Local Area Agreement consultative process is no longer the appropriate instrument to endorse the proposed change. Under EBA 5, all parties agreed that the Joint Consultative Committee should have carriage of any changes to superannuation and salary sacrifice procedures. The unions have indicated support for this approach.

The new salary sacrifice arrangement will need to be agreed to by both Council management and the unions. This consultation and sign off will be conducted through the Joint Consultative Committee. Agreement by both parties will be required in order to give effect to the policy decision.

12.0 CONSULTATION

Terry Collins	Workplace Relations Co-ordinator, HR&SM
Ian Logan	Corporate Tax Advisor
Francesca O'Reilly	Senior Payroll Advisor
Alex D'Ilario	Senior Financial Accountant – Taxation
David Askern	Brisbane City Legal Practice
Geoff Evans	Brisbane City Legal Practice
Gaylene Smith	City Super Pty Ltd
Ray Ovens	Superannuation Reference Group

Delegates of the Union Breakfast on 21 October 2003.

All parties consulted supported the proposal.

13.0 IMPLICATIONS OF PROPOSAL

Employees will have more flexibility in arranging their salary packaging and retirement planning. In most cases, salary sacrifice will lower the employee's taxable income and increase take-home pay.

14.0 CORPORATE PLAN IMPACT

Nil.

15.0 CUSTOMER IMPACT

Nil.

16.0 ENVIRONMENTAL IMPACT

Nil.

17.0 POLICY IMPACT

Nil.

18.0 FUNDING IMPACT

Nil.

19.0 HUMAN RESOURCE IMPACT

Employees will have more flexibility in arranging their salary packaging and retirement planning. In most cases, salary sacrifice will lower the employee's taxable income and increase take-home pay.

20.0 URGENCY

In the normal course of business.

21.0 PUBLICITY/MARKETING STRATEGY

City Super will inform members in the normal course of business. Union Representatives have been involved in the consultation process and will inform members in due course.

22.0 OPTIONS

1. Approve the recommendation for Council to alter the current maximum salary sacrifice from 50% of base salary to allow employer contributions and employee salary sacrifice contributions up to the maximum as permitted by law and without incurring any Fringe Benefits Tax liability.
2. Not approve the recommendation.

Option 1 is the recommended option.

10 YEAR PUBLIC RELEASE SCHEME

1.0 FILE NUMBER: 364/150/2-D0084

3/11-3F

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Proposed sale of surplus Council land situated at 84 / 92 Kingsford Smith Drive, Albion.

3.0 ISSUE/PURPOSE

To obtain approval to:

- Open as road an area of 411m² of the Council land situated at 84-92 Kingsford Smith Drive, Albion to accommodate a road widening and corner truncation, and
- Sell the balance land described as Lot 21 on SP 150654 containing an area of 1,792m² which is considered surplus to Council's requirements.

4.0 PROPONENT

Chris Mead
Acting Chief Financial Officer – Ext 34577

5.0 SUBMISSION PREPARED BY

Paul Grove
Principal Asset Manager
City Assets Branch – Ext 34096

6.0 DATE

29 October 2003

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 A LOCAL LAW.

ACTION TAKEN

03 NOV 2003

TOWN CLERK

PAMCA

No.

RECEIVED

03 NOV 2003

COMMITTEE SECRETARY

9.0 RECOMMENDATION

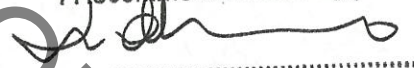
It is recommended that approval be granted to:

1. Open as road an area of 411m² of the Council land situated at 84-92 Kingsford Smith Drive, Albion to accommodate a road widening and corner truncation as detailed within Plan SP 150654 at Attachment 2; and
2. Sell the balance land described as Lot 21 on SP 150654 containing an area of 1,792m², by either public auction or public tender on terms and conditions approved by the Manager, City Assets and the Manager, Brisbane City Legal Practice, and if an auction, at a reserve price acceptable to the Chief Financial Officer, or if a Tender, then the Chief Financial Officer be delegated to accept a Tender that is in excess of redacted for the property.

10.0 DIVISIONAL MANAGER

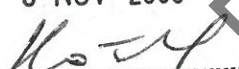


Chris Mead
ACTING CHIEF FINANCIAL OFFICER

I Recommend Accordingly


CHIEF EXECUTIVE OFFICER

APPROVED

3 NOV 2003


Lord Mayor


11.0 BACKGROUND

Council is the registered owner of a parcel of land situated at 84 / 92 Kingsford Smith Drive, Albion. The land is currently described as Lots 5, 6 & 7 on SP 115288 and Lots 8 & 9 on SP 115290 and contains an area of approximately 1,792m².

This land is vacant and is the balance area from three properties acquired for this section of the Inner City Bypass. As construction of the road scheme has now been completed, this land is considered surplus to requirements and has been released to City Assets for disposal – refer photographs at Attachment 1.

It is City Assets' intention to amalgamate the five lots into one prior to disposal so as to minimise traffic entry points along the Kingsford Smith Drive frontage. This lot is described as Lot 21 on SP 150654 - refer Attachment 2. By registration of Plan SP 150654, an area of 411 m² of formed road will be dedicated as road.

Development Assessment Team North have offered the following assessment of the site's development potential:

'The site is included in the Low Density Residential Area under the City Plan area classifications and is surrounded by land also included in this area classification. The relevant officers from the North Development Assessment Team have reviewed and established a set of design parameters for the subject site. In this instance, these design parameters include the following:

Acceptable Land Uses

- Small lot houses on each individual allotment; OR
- Amalgamation of the land for a residential, non-residential or mixed use development.

Building Scale/Height

- Low-medium to Medium Density Residential;
- 60% to 80% gross floor area;
- 3 to 5 storeys in height.

Vehicle Access and Parking

- Traffic report to address the traffic impact of any proposed development;
- No vehicle access from Kingsford Smith Drive;
- One vehicle access from Hunt Street (as far as possible from the intersection) and the provision of vehicle access easement if development on each individual allotment;
- On site car parking for a residential development - 1 space per 1 bedroom unit or 1.25 spaces per other unit.
- On site car parking for a non-residential development – 1 space per 30m² of gross floor area.

11.0 BACKGROUND cond't.

Noise Impacts

Noise report to address noise impact of any non-residential development on adjoining residential uses OR to ensure an acceptable noise environment for any residential development.

Brisbane River Flood Immunity.

- Minimum habitable floor level is RL 3m AHD;
- Minimum non-habitable floor level is RL 2.8m AHD.

Parkland, Utilities and Services

- Monetary park contribution in accordance with Planning Scheme Policy 1 in the Brisbane City Plan;
- Water Supply and Sewerage Headwork Charges in accordance with Planning Scheme Policy 2 in the Brisbane City Plan;
- On site refuse collection to accord with Council's guidelines.'

These design parameters were endorsed by the Development Assessment Committee on Thursday 7 November 2002 and the Administration Sub-Committee the following week.

As it is City Assets' intention to amalgamate the balance lots into one lot to minimise access to Kingsford Smith Drive, 'Acceptable Land Use (a)' will not be an option unless the land is re-subdivided. As well, an easement will be taken to protect an old sewer that traverses the site and this Easement is shown as Easement A on the plan at Attachment 2.

An independent valuation - refer Attachment 3 - undertaken on behalf of Council by Johnston & Co Valuers, has assessed the market values of the parcel of Council land as follows:

- Single unit residential holdings - redacted
- Multi unit residential development @ 60% GFA - redacted
- Multi unit residential development @ 70% GFA - redacted
- Multi unit residential development @ 80% GFA - redacted

The Brisbane Housing Company has indicated by letter dated 20th June 2003 that the property at 84 / 92 Kingsford Smith Drive, Albion does not meet their requirements.

Following receipt of this advice, an update on the valuation was sought and the Consultant Valuer has confirmed that the valuation figures previously assessed have not altered and remain the same as those shown at Attachment 3.

11.0 BACKGROUND cond't.

City Assets will undertake 'value adding' to the sale process through:

- the identification of soil conditions that will assist in the design of buildings for the site;
- the identification of any other development constraints;
- developing preliminary designs for a multi-unit residential development, and
- maximising development potential for that use.

Therefore, it is recommended that approval be granted to:

1. Open as road an area of 411m² of the Council land situated at 84-92 Kingsford Smith Drive, Albion to accommodate a road widening and corner truncation as detailed within Plan SP 150654 at Attachment 2; and
2. Sell the balance land described as Lot 21 on SP 150654 containing an area of 1,792m², by either public auction or public tender with the reserve price or tendered amount acceptable to the Chief Financial Officer, and on terms and conditions approved by the Manager, City Assets and the Manager, Brisbane City Legal Practice.

12.0 CONSULTATION

- Councillor Sharon Humphreys, Chairperson Finance Committee;
- Councillor Tim Nicholls, Hamilton Ward;
- Frank Riley, Manager, City Assets
- Deanna Heinke, Team Leader, Development Assessment Team North;
- Gregg Buyers, Acting Principal, Transport Infrastructure, Transport & Traffic;
- Tom Richardson, Program Officer, City Planning;
- David Bell, Senior Program Manager, Public Transport, Transport & Traffic;
- Vicki Greishaber, Senior Program Officer Environmental Planning, Environment & Parks;
- Gavin Blakey, Principal Waterways Program Officer Flood Management, Waterways;
- Ben Lindeboom, Planning Engineer, W & S Development Design, Brisbane Water;
- Andy Krumins, Manager, Strategic Planning, Policy & Innovation, System Planning, Brisbane Water;
- John Winkler, Program Officer, Network Information, Transport & Traffic.

There are no objections to this proposal. The Local Councillor, Cr Tim Nichols has not responded formally on this issue.

13.0 IMPLICATIONS OF PROPOSAL

Council will dedicate as road land already formed as roadway and dispose of the balance area considered surplus to requirements.

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

14.0 CORPORATE PLAN IMPACT

In accordance with the Corporate Vision Theme: Smart and prosperous city

Council program: City Governance

Service focus: Manage Council's finances and assets effectively to provide the best value for money for ratepayers.

15.0 CUSTOMER IMPACT

Nil.

16.0 ENVIRONMENTAL IMPACT

Nil.

17.0 POLICY IMPACT

In line with present policy to dispose of surplus real property.

18.0 FUNDING IMPACT

1. Budget impact: No Council funding required. It is anticipated Revenue in the amount of approximately redacted will be received from the sale of the land in the 2003/2004 Property Disposal Program.
2. Taxation issues: Nil
3. Risk Assessment: Not Applicable

19.0 HUMAN RESOURCE IMPACT

Nil.

20.0 URGENCY

In normal course of business.

21.0 PUBLICITY/MARKETING STRATEGY

Nil

22.0 OPTIONS

Option 1

It is recommended that approval be granted to:

1. Open as road an area of 411m² of the Council land situated at 84-92 Kingsford Smith Drive, Albion to accommodate a road widening and corner truncation as detailed within Plan SP 150654 at Attachment 2; and
2. Sell the balance land described as Lot 21 on SP 150654 containing an area of 1,792m², by either public auction or public tender on terms and conditions approved by the Manager, City Assets and the Manager, Brisbane City Legal Practice, and if an auction, at a reserve price acceptable to the Chief Financial Officer, or if a Tender, then the Chief Financial Officer be delegated to accept a Tender that is in excess of redacted for the property.

Option 2

Not approve Option 1 and retain the land in Council ownership.

Option 1 is the preferred and recommended Option.

1.0 FILE NUMBER

365/21(9/P2)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Proposed new lease of Level 10 at 239 George Street, Brisbane.

3.0 ISSUE/PURPOSE

To seek authority for City Assets to negotiate the lease of office accommodation on Level 10 at 239 George Street (comprising 406m² of floor space) .

4.0 PROPONENT

Chris Mead
Acting Chief Financial Officer Ext: 34577

5.0 SUBMISSION PREPARED BY

Paul Grove
Principal Asset Manager, City Assets, Ext: 34096

6.0 DATE

31 October 2003

7.0 FOR E&C COMMITTEE APPROVAL OR RECOMMENDATION TO COUNCIL

E & C Committee approval

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

No

RECEIVED

03 NOV 2003

COMMITTEE SECTION

ACTION TAKEN

03 NOV 2003

TOWN CLERK

PAMCA

9.0 RECOMMENDATION

That:

It is recommended that the E&C Committee grant approval for City Assets to negotiate:


1. The lease of approximately 406m² of office space that comprises Level 10 at 239 George Street, Brisbane on the following basis:
 - For a term of two (2) years commencing on 1 December 2003, and
 - the commencing rental charged to be a true gross rental with no building outgoings and calculated at the rate of redacted per m² gross (exclusive of GST); and,
 - fixed rent for the period of term; and,
 - otherwise, to be on such terms and conditions as are approved by the Manager, City Assets and are satisfactory to the Manager, Brisbane City Legal Practice.

10.0 DIVISIONAL MANAGER

APPROVED

3 NOV 2003


Chris Mead
Acting Chief Financial Officer


.....
Lord Mayor

10 YEAR PUBLIC RELEASE SCHEME

11.0 BACKGROUND

Council's Development Assessment (DA) area has experienced a significant increase in the number of applications over the past 6 to 12 months. It has also been suffering from extremely high turnover, with 49 officers leaving DA in the last 12 months. A number of strategies were presented to E&C on 27 October 2003 to address these issues and support DA.

It was agreed that a separate DA team is established from resources both within and external to Council. This team will consist of up to 35 staff members, including planners, engineers and administration officers. The team will start operations on 17 November 2003 and it has been necessary to find appropriate accommodation at very short notice within the BAC.

It was agreed that the new DA team is to be located on BAC 15 in the area presently occupied by the OpenDooRs project and DRS Systems and Support Team. The floor area occupied is 372m² accommodating 40 staff in total.

It is therefore proposed that the project teams currently on BAC 15 be relocated to a new location within close proximity to BAC and DRS.

Accommodation Strategy

After consultation and investigation of a number of potential locations with City Assets Branch the most cost effective option is to lease office space in 239 George Street (formally MLC Building). A portion of floor 10, 239 George Street is currently vacant with 406m² of lettable area. This building currently has BCC connectivity as Urban Management, OASIS Team is currently located on level five.

To ensure minimal disruption to the new DA project team it is proposed to leave existing desks and chairs on BAC 15. Furniture will be required for Floor 10, including the relocation of voice and computer equipment. Establishment cost will be in the order of [redacted] which will be funded by DRS, with no addition costs being borne by the OpenDooRs project.

The Level 10 premises at 239 George Street (if secured for a minimum 2 year period) is available upon the following terms:

- Tenure 2 years fixed rent
- Rental [redacted] (plus 10% GST) per square metre per annum [redacted]
- Outgoings Cleaning and electricity

The Landlord is offering the recarpet of the full tenancy, replacement of all ceiling tiles and the clean and re tube all ceiling mounted fluorescent light fittings.

The proposed tenancy compares very favourably to existing floor space in BAC with gross rent approximately [redacted] cheaper over the two year term.

The George Street premises is ideally suited to meet the combined needs of the OpenDooRs Project, DRS System and Support Team, and the lease of this floor is their preferred accommodation option.

12.0 CONSULTATION

The following people have been consulted during the preparation of the submission:

- John Campbell, Chairperson Development and City Business Committee
- Jude Munro, Chief Executive Officer
- Margaret Crawford, Divisional Manager, Customer and Community Services Division,
- Chris Chapman, Manager Development Assessment
- Frank Riley, Manager City Assets,

All consulted are in agreement with the recommendation.

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 achieves greater flexibility in managing the conflicting short to medium term floor space requirements of the various project teams
Political:	No impact

14.0 CORPORATE PLAN IMPACT

Theme: Smart and Prosperous City	Managing Council's finances and assets effectively to provide the best value for money for ratepayers.
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15.0 CUSTOMER IMPACT

Nil

16.0 ENVIRONMENTAL IMPACT

Nil

17.0 POLICY IMPACT

Nil

18.0 FINANCIAL IMPACT

- 18.1 Budget Impact:
The rental and establishment costs will be covered by the addition revenue generated by Development Assessment.
- 18.2 Taxation Issues:
Nil.
- 18.3 Risk Assessment:
Not applicable.

19.0 HUMAN RESOURCE IMPACT

Nil

20.0 URGENCY

Immediate decision is required in order to secure lease space in 239 George Street as proposed.

21.0 PUBLICITY/MARKETING STRATEGY

Nil

22.0 OPTIONS

Option 1: The E&C Committee to approve the recommendation.

Option 2: Not approve the recommendation.

Option 1 is the preferred option.

E&C RESULTS – 10 NOVEMBER 2003

SUB NO.	FILE NO.	DIV	TITLE	Y-N HELD
10/11-1B R	288/20-39B	HRSM	Review of Delegations	Yes
10/11-2B R	371/10-2002/2003	HRSM	Brisbane City Council Annual Report 2002/2003.	Yes
10/11-1F R	364/15/75	City Governance	To amend to existing contractual arrangements for remediation of the Newstead Riverpark lands.	Yes
10/11-2F R	221/38-2002	City Governance	Presentation and tabling of the Quarterly Financial Report for the period ended September 2003.	Yes
10/11-1K R	460/2(148)	Urban Management	Small Lot Housing Consultation Planning Scheme Policy.	Yes
10/11-2K R	460/2(131/P7)	Urban Management	Brisbane City Plan – Small Lot Housing Amendments.	Yes
10/11-3K M	202/11-SA340/154	Urban Management	Claim for compensation arising from the resumption of land for environmental purposes 154 Ilaweena Street, Drewvale.	Yes
10/11-4K R	460/97/40(20)	Urban Management	Adoption of the Wynnum West Local Plan.	Yes
10/11-5K	(8)253/6/10	Urban Management	Administration guidelines for the varying of the calculation of headworks contributions required under City Plan Planning Scheme Policy 2 "Development contributions for Water Supply and Sewerage Headwork.	Held
10/11-6K M	202/11-LE095/12	Urban Management	Purchase of Land, 12 Boundary Road, Durack.	Yes
10/11-1L M		OLMCEO	4KQ Brisbane Special Children's Christmas Party – Sponsorship.	Yes
10/11-1M M	(4)12/51/1(P6)	City Business	Monthly Report – Delegation of Authority to Travel – August 2003.	Yes
10/11-1N R	204/86/9	CED	Australasian Cooperative Research Centre (CRC) for Interaction Design.	Yes

Present

K O T Quinn, M A Hayes, S L Humphreys, H J Abrahams, J H Campbell, D B Hinchliffe, K M 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:

202/11-SA340/154

10/11-3K

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Claim for compensation arising from the resumption of land for environmental purposes.
154 Illaweenaa Street, Drewvale

3.0 PURPOSE/ISSUE

Recommended acceptance of a claim for compensation

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)

6.0 DATE

5 November 2003

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

It is recommended that E&C approve settlement of the claim for compensation set out in Schedule 1 Parts 1 and 2.

Schedule 1

Part 1	Details of Resumption
Claimant	King International Pty Ltd
Property Resumed	Lot 2 on Plan RP86325; Area 4.0423 hectares; Parish of Yeerongpilly Address – 154 Illaweena Street, Drewvale.
Purpose of Resumption	Environmental purposes.
Part 2	Details of Claim
Amount of Claim	redacted (b) Reasonable disturbance costs (c) Interest calculated at the appropriate Land Court rate from date of resumption until date of settlement.
Terms of Settlement	(a) Offer is accepted in full and final satisfaction of all rights and interest that the claimant has or will have in respect of the taking of this property; (b) The claimant enters into a deed of indemnity on terms and conditions satisfactory to the Manager Brisbane City Legal Practice.

10.0 DIVISIONAL MANAGER


Michael Kerry
Divisional Manager
URBAN MANAGEMENT DIVISION

I Recommend Accordingly


 CHIEF EXECUTIVE OFFICER

ACTION TAKEN

10 NOV 2003

TOWN CLERK

RECEIVED

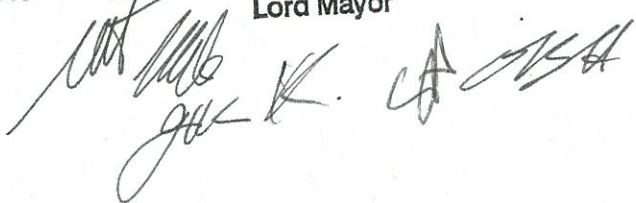
10 NOV 2003

COMMITTEE SECTION

APPROVED

10 NOV 2003


 Lord Mayor



11.0 BACKGROUND

By Notification of Resumption published in the Government Gazette dated 22 September 2000, Council resumed from King International Pty Ltd its land described as Lot 2 on Registered Plan 86325 Parish of Yeerongpilly, County of Stanley, for environmental purposes containing an area of 4.0423 hectares as shown shaded yellow on the attached plan (attachment A).

The property was zoned "Future Urban" and subject to a Vegetation Protection Order at the date of resumption. Following introduction of City Plan 2000 on 30 October 2000 the property was designated Emerging Community Area partly subject to a Waterway Corridor and Wetlands constraints. The vacant unused site comprises lower lying wetland towards the southern boundary fronting Illaweena Street to easy slopes rising towards the rear boundary.

On 31 January 2001 the claimant lodged a claim for compensation in the amount of [redacted] comprising [redacted] compensation for the value of the property and \$24,801.41 for disturbance costs. On 5 March 2001 the E&C Committee rejected the claim for compensation and offered the claimant [redacted] plus interest and reasonable disturbance costs as full and final settlement. The claimant rejected that offer but requested the [redacted] be paid as an advance against compensation. On 10 September 2001 the claimant was paid [redacted] as an advance against compensation.

By letter dated 13 February 2003 King International Pty Ltd amended its claim for compensation to [redacted] plus interest. Following further discussions King International Pty Ltd has amended their claim to [redacted] plus interest. The latter amount comprises [redacted] compensation for the property and [redacted] for disturbance costs.

Council's independent valuation consultant (Horrigan Kamitsis Valuers) initially assessed the value of the land at \$345,000 on the basis that the land had no potential for residential development. Subsequent advice indicated that the property has limited development potential towards the rear of the site. On 4 November 2003 Horrigan Kamitsis Valuers advised that the offer to settle compensation at [redacted] plus reasonable disturbance costs was considered realistic (refer Attachment B).

To avoid the costly exercise of the claim possibly being referred to the Land Court by the claimant and to finally settle the matter it is recommended that the claim for compensation in the amount of [redacted] plus reasonable disturbance costs and interest is accepted. If this matter were referred to the Land Court and if the determination went against Council then Council could be responsible for costs conservatively estimated to be up to \$40,000 plus the amount of any additional compensation determination.

12.0 CONSULTATION

John Rush, Program Officer, Flora and Fauna
Stacey McLean, Senior Program Officer Biodiversity Planning

Both have been advised and support the recommendation.

13.0 IMPLICATIONS OF PROPOSALS

An offer on compensation is processed.

14.0 CORPORATE PLAN IMPACT

The recommendation is in accordance with the Corporate Plan Program 8 Environment and Parks, Strategy 8.2.1 – Protect Natural Assets, and Strategy 8.3.2 – Protect and Enhance the City's Reserves.

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

In accordance with Council policy.

18.0 FINANCIAL IMPACT

Funding is available in the Bushland Acquisition Program Fund

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 offer to settle compensation.
2. Reject the offer and make a counter-offer.
3. Refer the matter to the Land Court for determination

It is recommended that Option 1 be approved.

10 YEAR RELEASE
BCC PUBLICATION SCHEME

1.0 FILE NUMBER:

202/11-LE095/12

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

2.0 TITLE

Purchase of Land, 12 Boundary Road, Durack.

3.0 PURPOSE/ISSUE

To approve the purchase by Council of land at 12 Boundary Road, Durack from Deptex Pty Ltd for environmental purposes.

4.0 PROPONENT

Michael Kerry, Divisional Manager, Urban Management Division.

5.0 SUBMISSION PREPARED BY

Barry Ball, Manager Water Resources

6.0 DATE

10 November 2003

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

To approve the purchase from Deptex Pty Ltd of land at 12 Boundary Road, Durack, described as Lot 21 on Plan SP134057 area 74.1125 hectares for the sum of redacted and otherwise on terms and conditions to the satisfaction of the Manager Brisbane City Legal Practice and the Manager Water Resources.

Schedule 1

Part 1	Details of Resumption
Proprietor	Deptex Pty Ltd as Trustee
Subject Property	Lot 21 on Plan SP134057, Area 74.1125 hectares, Parish of Oxley. Address – 12 Boundary Road, Oxley
Purpose of Acquisition	Environmental Purposes.
Part 2	Details of Offer
Amount of Offer	redacted
Terms of Offer	Offer is accepted in full and final satisfaction of all rights and interests that the owner has or will have in respect of the purchase of this property.

10.0 DIVISIONAL MANAGER


Michael Kerry
 Divisional Manager
 URBAN MANAGEMENT

I Recommend Accordingly

 CHIEF EXECUTIVE OFFICER

RECEIVED

1 0 NOV 2003

COMMITTEE SECTION

ACTION TAKEN


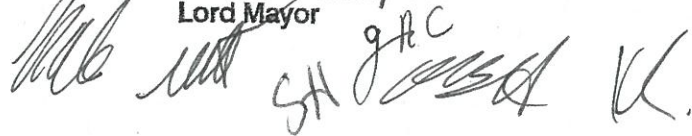
1 0 NOV 2003

TOWN CLERK

MWTR.

APPROVED

1 0 NOV 2003


 Lord Mayor


11.0 BACKGROUND

The Deptex Site at 12 Boundary Road, Durack, is located at the confluence of Blunder and Oxley Creeks and is the last remaining *in situ* wetlands within the Oxley Creek Wedge. The body of sand beneath the wetland also acts as an irreplaceable filter of sediment, nutrients and toxicants in the subsurface water flowing into the Brisbane River and eventually Moreton Bay. As a functional wetland system and subterranean sand filter at the bottom of this badly damaged catchment, its preservation is pivotal to future rehabilitation options in the upper catchment and the protection of Moreton Bay.

Presently, this 74.1125 hectare site provides Brisbane and South-east Queensland with environmental values such as water quality treatment, sediment control, biodiversity, fauna and flora refuge and open space benefits. It is also the last area of original wetland ecosystem that previously extended upstream but has now been mined out for sand and gravel over the last 50 years. In its undeveloped state it also contributes to the quiet amenity of the local residential area, particularly the adjacent retirement village.

The scale of this wetland means that its preservation can be used as a template for the large number of upstream extractive sites urgently requiring rehabilitation. The proposed further enhancement of the wetlands system within the site will offer direct reductions of sediment to the Brisbane River and Moreton Bay by approximately 10 percent. This wetland enhancement will also mitigate impacts from future development options for both upstream and downstream areas of the catchment.

The site in its current state can then manage to further optimise water quality, and green space functions now marginalised by poor management practices. In essence, the Council's control over this site will improve the ecological aspects of the greater catchment, offer a focus node for rehabilitation objectives and permit a sustainable ecosystem to be established within the catchment at a reasonable level of expenditure.

The site's acquisition will offer:

- Water quality improvement with better management of Oxley and Blunder Creek flows through a rehabilitated wetland ecosystem. The proposed future enhancement of the wetland ecosystem is expected to improve performance with reductions in total suspended solids from 15 % currently to 42 % percent after rehabilitation. Phosphorus levels will decline by approximately 10 % from the site's current treatment level. This is a considerable decline in Total Suspended Solids and Total Phosphorus entering Brisbane River and Moreton Bay.
- Continued filtering of groundwater that is carrying years of upstream contamination and then keep this material from entering the lower reaches of Oxley Creek, Brisbane River and Moreton Bay.
- Some retention of regional surface flows to retard local erosion and sediment transport into the creek's lower reaches, Brisbane River and Moreton Bay estimated to be as high a ten percent of the river's annual sediment load. Wetlands enhancement will improve this capacity further.
- A critical mass of wetland ecosystem, existing and enhanced, that can influence adjoining

land improvements as a flora seed bank and as a fauna refuge to accelerate biodiversity increases.

- Potentially a high quality wetland site in southern Brisbane, which can allow for public use now and with community inputs, development into a unique public space for the region. This will complement the successful Council initiative at Willawong.
- Support for future catchment-wide rehabilitation activities as the benchmark for ecological, community and economically sustainable commons for Brisbane and region.
- Stormwater treatments for local drainage systems and a possible sources of secondary water for local use.

Property Detail and Location

The subject property is described as Lot 21 on Survey Plan 134057 Parish of Oxley as shown shaded yellow on the attached plans (refer Attachment A). The property is located about 12 kilometres radially south/south west from the Brisbane CBD and adjacent to the Forest Place Retirement Village. The 74.1125 hectares site comprises a flood plain located at the junction of Blunder Creek with Oxley Creek and is primarily designated "Environmental Protection Area" under Brisbane's City Plan 2000 planning scheme. A small area at the northern extremity of the site is designated "Rural" (refer Attachment B). The site is further constrained by Waterway Corridors, Natural Area Corridor, Wetlands, Vegetation Protection Orders and is flagged for investigation for possible contaminated land due to past activities.

Deptex Pty Ltd lodged a development application to undertake sand and gravel extraction on the subject property and that application was rejected by Council on 11 December 2002 on environmental grounds.

Deptex Pty Ltd have appealed that decision and the appeal is close to being set down for hearing. Brisbane City Legal Practice advise that:

redacted

It was on the basis that Council takes the view that it is more appropriate to purchase the land than to risk the appeal.

There is capacity to recoup expenditure through the improved development potential for this section of Oxley Creek Catchment through the use of ICPs.

Property Valuation

The site is unique in its location and topography hence its potential for development is not precisely determinable. Accordingly, Council has engaged two independent valuation consultants to assess the value of the site under various scenarios.

Australia Pacific Valuers have assessed the value of the site as a notional extractive development site at [redacted] (refer Attachment C). John Wood & Associates has valued the site on two bases (refer Attachment D). Firstly, strictly in accordance with the current town planning scheme for Brisbane City at [redacted]. On this basis the entire property can only be used as a single unit rural house site. Secondly, based on a notional residential development of the site in accordance with the Oxley Creek Village Vision concept at [redacted] (worst case) to [redacted] (best case). The village vision concept envisages the development of 154 residential lots over an area of about 27 hectares with the remaining 47 hectares area being dedicated to parkland and lake area to complement the residential development (refer Attachment E).

Deptex Pty Ltd has verbally offered to sell the entire site to Council for [redacted]

12.0 CONSULTATION

Individuals involved in this submission are:

Michael Kerry	Divisional Manager Urban Management
Barry Ball	Manager Water Resources
Doug Yuille	Environmental Policy Adviser to the Mayor
Frank Riley	Manager, City Assets
Chris Mead	Acting Chief Financial Officer
David Askern	Manager, Brisbane City Legal Practice
Stuart Hoverman	Principal Program Officer, Waterway Health
Russel Luhrs	Manager, Environment and Parks

13.0 IMPLICATIONS OF PROPOSALS

Acquisition of a functional wetland ecosystem instrumental to the Corporate Plan's Objectives.

14.0 CORPORATE PLAN IMPACT

The recommendation is in accordance with the Corporate Plan theme 1 Clean and Green City, theme 2 Accessibility, theme 3 Design for sub-tropical living with water treatment and green space enhancement, community access to natural environs and use of ecosystem services to improve social well being locally and regionally.

15.0 CUSTOMER IMPACT

Nil.

16.0 ENVIRONMENTAL IMPACT

- Beneficial impacts in the conservation of a valuable yet compromised ecological system.
- Environmental stabilisation of deteriorating areas of Council. Preservation of environmental values, which would otherwise be lost to Council.

- The opportunity to achieve over time, water quality standards equivalent to Brisbane's water quality objectives in Total Suspended Solids and Nitrogen and Phosphorus loads.
- Protection of council assets for future beneficial use as water quality treatment site, biodiversity protection, and open space.
- A cost effective and sustainable community asset for Brisbane.

17.0 POLICY IMPACT

Acquisition of the Deptex site supports the Council's Oxley Creek rehabilitation pre-feasibility study into the future development options for the catchment.

18.0 FINANCIAL IMPACT

Funding will be sought within the Waterways Program at the 2nd Budget Review and will include strategies to reprioritise some projects and identify additional revenue.

19.0 HUMAN RESOURCE IMPACT

Administration only.

20.0 URGENCY

URGENT

21.0 POLICY/MARKETING STRATEGY

Not applicable.

22.0 OPTIONS

1. Accept the offer to settle compensation.
2. Reject the offer and make a counter-offer.
3. Refer the matter to the Land Court for determination

It is recommended that Option 1 be approved.

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

4KQ Brisbane Special Children's Christmas Party - Sponsorship

3.0 ISSUE/PURPOSE

Purpose of this submission is to secure approval for sponsorship of the 4KQ Brisbane Special Children's Christmas Party to the value of \$11,000.00 (\$10,000 sponsorship + \$1000 GST).

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

4 November 2003

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 LOCAL LAW

No.

9.0 RECOMMENDATION

Approval be given for Brisbane City Council to sponsor the 4KQ Brisbane Special Children's Christmas Party to the value of \$11,000.00 (\$10,000 sponsorship + \$1000 GST).

10.0 DIVISIONAL MANAGER

RECEIVED

1 0 NOV 2003

COMMITTEE SECTION

Jude Munro

Jude Munro

Chief Executive Officer **ACTION TAKEN**

1 0 NOV 2003

TOWN CLERK

LMCS

APPROVED

1 0 NOV 2003

Lord Mayor

Lord Mayor
K. Jurgensen
CA

11.0 BACKGROUND

For the last eight years, 4KQ with the support of Brisbane businesses and the Variety Club of Queensland, has hosted the Brisbane Special Children's Christmas Party (BSCCP). It is expected the ninth annual BSCCP will provide more than 2,500 children, many suffering from terminal illnesses, the opportunity to enjoy a spectacular Christmas party at the Brisbane Convention and Exhibition Centre on Sunday, 7 December 2003.

The children are invited from across South East Queensland to attend the party. These children's lives have been affected in a range of ways, including severe illness, physical or intellectual disabilities and the effects of poverty or abuse. It will also be a day for their families to put their cares aside for a while. They will be treated to a three and a half hour stage show, with celebrities to meet and perform for the children. Santa will make a grand entrance and meet with all the children so they may receive a bag full of brand new toys.

Platinum sponsorship (\$11,000.00) of this event will entitle Brisbane City Council to the following benefits:

- **4KQ Company statements** – 100 x 15 word statements on 4KQ between October 2003 and January 2004
- **Television** – Brisbane City Council's logo will appear in twenty 30 second television commercials to be scheduled on Channel 9
- **Newspaper** – Full page report encouraging community support of the event and those businesses associated with it, includes placement of BCC logo in a prime position
- **Major Honours Board** – company name displayed on this Board at the event and up to four company banners will also be displayed in prime positions around the venue
- **Invitations** – invitations for 8-10 BCC staff to attend the event and help hand out the gifts
- **Post Event Photographic Report** – photos of the event and includes BCC logo
- **Thank You Advertisements** – 50 thank you advertisements on 4KQ in December 2003
- **Certificate of Appreciation** – a platinum plaque and up to 50 unframed certificates will be supplied for display throughout the organisation

12.0 CONSULTATION

Tim Quinn, Lord Mayor of Brisbane
Bob Davis, Executive Officer to the Lord Mayor
~~Staise Johns, Communication Adviser to the Lord Mayor~~

All are in agreement with the recommendation.

13.0 IMPLICATIONS OF PROPOSAL

Sponsorship of this event achieves two goals:

1. To support the children who attend the Brisbane Special Children's Christmas Party
2. Promote Brisbane City Council as a caring member of the South East Queensland community.

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 FINANCIAL IMPACT

Funds are available from the Corporate Activity vote code.

19.0 HUMAN RESOURCE IMPACT

Nil.

20.0 URGENCY

Urgent decision considered desirable to allow for payment to be processed and staff participation to be organised.

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.

OFFICE OF THE LORD MAYOR AND CHIEF EXECUTIVE

(OFFICE OF THE CHIEF EXECUTIVE)

1.0 FILE NUMBER: (4)12/51/1(P6)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

*Monthly Report - Delegation of Authority to Travel -
August 2003*

3.0 ISSUE/PURPOSE

Provision of relevant monthly travel report.

4.0 PROPONENT

Noel K Faulkner
DIVISIONAL MANAGER CITY BUSINESS

APPROVED

10 NOV 2003

Lord Mayor

5.0 SUBMISSION PREPARED BY

Jaylene Farrell
Travel Co-Ordinator, Brisbane Commercial Services, ext. 72056

6.0 DATE

30 October 2003

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL?

For information purposes

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 note the information submitted on approved travel for August 2003.

10.0 Noel Faulkner
DIVISIONAL MANAGER CITY BUSINESS

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

ACTION TAKEN

10 NOV 2003

TOWN CLERK

RECEIVED

10 NOV 2003

COMMITTEE SECTION

10 BCC
10 YEAR
PUBLICATION
SCHEME

11.0 BACKGROUND

In pursuance of the request for information on a monthly basis of travel approved under delegation, reports are enclosed for August 2003, for each Unit of Administration (showing travel actually undertaken during that month).

Attachment "A" shows details associated with travel undertaken in August 2003 which is not covered by the Travel Policy (being essentially travel by job applicants to attend interviews).

In summary, the position is as follows:

		August 2003
<i>Non-Commercial Operations</i>		
a)	International Travel	
	(i) Number of Bookings	0
	(ii) Airfares	\$0.00
b)	Domestic Travel	
	(i) Number of Bookings	36
	(ii) Airfares	\$17,505.12
c)	Accommodation and Allowances Costs	\$13,843.16
d)	Registration Fees for Conferences	\$51,447.12
e)	Other Costs e.g. hire car	\$3,883.50

TOTAL

\$86,678.90

Commercial Operations

g)	International Travel		
	(i) Number of Bookings	0	
	(ii) Airfares		\$0.00
h)	Domestic Travel		
	(i) Number of Bookings	0	
	(ii) Airfares		\$0.00
i)	Accommodation and Allowances Costs		\$0.00
j)	Registration Fees for Conferences		\$0.00
k)	Other Costs e.g. hire car		\$0.00
	TOTAL		\$0.00
m)	Cost of air-fares, accommodation and taxis as detailed in Attachment A		\$727.94

12.0 CONSULTATION

Liaison with Officers undertaking travel and Divisional Travel Officers.

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

In line with Council policy.

18.0 FUNDING IMPACT

Expenses incurred through Divisional Travel Votes.

19.0 HUMAN RESOURCE IMPACT

Not applicable.

20.0 URGENCY

In the normal course of business.

21.0 PUBLICITY/MARKETING STRATEGY

At the discretion of the Lord Mayor.

22.0 OPTIONS

- (1) That E&C note the information submitted on approved Travel for August 2003.
- (2) Not approve the recommendation.

Option (1) is the preferred option.

E&C RESULTS – 17 NOVEMBER 2003

SUB NO.	FILE NO.	DIV	TITLE	Y-N HELD
17/11-1B <i>m</i>	(8)14/3(P1) 17 NOV 2003	HRSM	Concessional Leave Arrangements – Christmas/New Year Period 2003/04.	Yes
17/11-1K <i>r</i>	460/2(154) 17 NOV 2003	Urban Management	End 2003 Amendments to the Brisbane City Plan 2000.	Yes
17/11-2K <i>m</i>	460/2(154) 17 NOV 2003	Urban Management	Energy efficiency amendments to the Brisbane City Plan 2000.	Held
17/11-3K <i>m</i>	(8)253/6/10 17 NOV 2003	Urban Management	Administration guidelines for the varying of the calculation of headworks contributions required under City Plan Planning Scheme Policy 2 "Development Contributions for Water Supply and Sewerage Headwork".	Yes
17/11-4K <i>r</i>	460/2(155) 17 NOV 2003	Urban Management	Preparation of Infrastructure Charges Plans	Yes
17/11-1L <i>r</i>	243/80-30113-2002/2003 17 NOV 2003	OLMCEO	Stores Board Report – Submission for approval by Council. (Virginia Bus Services CNG Maintenance Services).	Yes
17/11-2L <i>r</i>	468/33/7(1) 17 NOV 2003	OLMCEO	Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924. (Origin Energy).	Yes
17/11-1N <i>m</i>	 17 NOV 2003	CED	Sport & Recreation Queensland Major Facilities Program 2005 applications.	Yes

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

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

present:

Lord Mayor, K O
G. Knapp
M.A. Hayes
D.B. Hinchliffe
H.J. Abrahams

K.M. Rea
J.H. Campbell

SUBMISSION TO THE ESTABLISHMENT AND COORDINATION COMMITTEE

1.0 FILE NUMBER

(8)14/3(P1)

2.0 TITLE

Concessional Leave Arrangements – Christmas/New Year Period 2003/04

3.0 ISSUE/PURPOSE

- 1. The purpose of this submission is to continue the practice of providing concessional leave over the Christmas/New Year period, and
- 2. Clarify the arrangements for Part time employees.

4.0 PROPONENT

Phil Minns, Divisional Manager, Human Resources and Strategic Management

5.0 SUBMISSION PREPARED BY

Robyn Elleray, Project Support Officer (Employment Arrangements)

6.0 DATE

12 November 2003

APPROVED

17 NOV 2003

7.0 FOR E & C APPROVAL OR RECOMMENDATION TO COUNCIL?

For E & C Approval

Lord Mayor

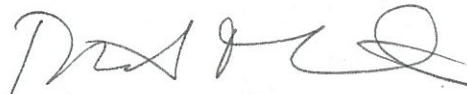
8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR ORDINANCE?

No

9.0 RECOMMENDATION

It is recommended that the Establishment and Coordination Committee approve the implementation arrangement set out on Attachment 1.

10.0 DIVISIONAL MANAGER



Phil Minns
Divisional Manager
HR & Strategic Management

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

ACTION TAKEN

RECEIVED

17 NOV 2003

17 NOV 2003

TOWN CLERK
PSONLR

COMMITTEE SECTION

10 BCC 2003/14/3(P1) YEAR 2003/04 PUBLICATION SCHEME

11.0 BACKGROUND

For many years Council has adopted arrangements to maintain customer service coverage of its operations during the Christmas/New Year period. The most recent feature of these arrangements (since 1987) has been a "half staff" arrangement whereby Council employees receive a Concessional Leave Day (spread over two days) during the Christmas/New Year Holiday period.

Last year there were a number of issues raised by Part Time employees on accessing this benefit with some areas granting the Concessional Leave to their part time employees and other areas did not.

There has been a long standing principle by Council that for employees to be entitled to a Concessional Leave Day, employees must be "available or rostered to work" on **both** the allocated Concessional Leave days.

With the advent of Flexible Permanent Part Time employment, after consultation with the affected areas, if a Flexible Permanent Part Time employee was rostered to work on both the allocated Concessional Leave days, they received Concessional Leave on the following basis:-

Total time to be worked on both days divided by two.

Flexible Permanent Part Time employees who **only worked on one** of the allocated Concessional Leave days did not receive any Concessional Leave.

The following is offered as the guidelines to improve Concessional Leave management for this year and ensure equity in application for Part-time employees.

Proposed Guidelines for the provision of Concessional Leave.

- ◆ All employees, except casual employees, are eligible for Concessional Leave at Christmas / New Year.
- ◆ Part time employees who are rostered on for only one of the two Concessional Days will be entitled to Concessional Leave for that rostered time on that day.

Part time employees who are rostered on for both of the two Concessional Days will be entitled to Concessional Leave for the rostered time on either (but not both) of those days.

- ◆ Employees on Annual or Long Service Leave are deemed to have made themselves available and are entitled to Concessional Leave.
- ◆ Employees who are on Sick Leave or Leave Without Pay, are deemed **not** to have made themselves available for work and therefore **do not** receive Concessional Leave.

12.0 CONSULTATION

Executive Management Team – Agreement

13.0 IMPLICATION OF PROPOSAL

A consistent approach to the management of this Christmas/New Year period would benefit both Council and employees. Council is able to maintain its operations by planning ahead and ensuring staff coverage and service to its customers. Employees are able to plan for the festive season.

14.0 CORPORATE PLAN IMPACT

Nil

15.0 CUSTOMER IMPACT

Nil

16.0 ENVIRONMENTAL IMPACT

Nil

17.0 POLICY IMPACT

The BCC has managed the Christmas/New Year period in the same way since 1987, whereby an E & C decision to grant one day concessional leave was approved. Council will be consistent in its practices and maintain customer service levels.

18.0 FUNDING IMPACT

The extension of pro-rata concessional leave to part time employees will represent an average cost of \$167 per part time employee. Approximately 298 part time employees will have access to pro rata concessional leave. It is expected that these costs would be absorbed in divisional budgets.

19.0 HUMAN RESOURCE IMPACT

Nil

20.0 URGENCY

Nil

21.0 PUBLICITY/MARKETING STRATEGY

All staff by Council wide group wise circular via supervisors/line management.
Public notified where necessary.

22.0 OPTIONS

- (1) Approve that one (1) Concessional Leave day be split over (2) days in accordance with previous practice.
- (2) Approve that one (1) Concessional Leave day be allocated to all staff except Casual staff.
- (3) Approve that one (1) Concessional Leave day be split over (2) days with the extension of pro rata Concessional Leave to Part time employees.
- (4) Not approve a Concessional Leave day over the 2003/04 Christmas/New Year period.

Option (3) is the preferred option.

10 BCC
YEAR PUBLICATION SCHEME
RELEASE

1.0 FILE NUMBER: 221/9/27-2005(1)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Sport & Recreation Queensland Major Facilities Program 2005 applications.

3.0 ISSUE/PURPOSE

Approve the lodging of applications for subsidy funding from Sport & Recreation Queensland for facility development.

4.0 PROPONENT

Pauline Peel, Divisional Manager, Community and Economic Development (x 34110)

5.0 SUBMISSION PREPARED BY

Margaret Jacobson, Principal Program Officer Sport & Recreation, (x 34712)

6.0 DATE

11 November 2003

APPROVED

17 NOV 2003

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?

Not applicable

9.0 RECOMMENDATION

It is recommended that:

1. E&C approve the lodging of four (4) applications for facility subsidy funding; and
2. The projects are endorsed to proceed if Sport & Recreation Queensland approve funding and Council approves the projects.

ACTION TAKEN

17 NOV 2003

TOWN CLERK
SPORT
T.M.T.L.

Pauline Peel
Divisional Manager

COMMUNITY & ECONOMIC DEVELOPMENT

I Recommend Accordingly

[Signature]

CHIEF EXECUTIVE OFFICER

RECEIVED

17 NOV 2003

COMMITTEE SECTION

10.0 DIVISIONAL MANAGER

Alan Rogers

Alan Rogers
Manager

COMMUNITY & LIFESTYLE

11.0 BACKGROUND

Sport & Recreation Queensland offers a Major Facilities Funding program each year. In previous years Council has been successful in gaining financial support towards a number of projects. This year a change has been made to the dates in which this scheme is open to receive applications. This change means that the applications need to be submitted prior to the consideration of these projects within Council's Program & Budget process.

The Major Facilities Program 2005 offers subsidies up to 50% of eligible costs towards the development and enhancement of sport and recreation facilities that allow increased or enhanced participation in physical activity, facilities that are appropriately located, well designed and effectively managed to ensure efficient delivery of services. Applications close on 21 November 2003 with approved projects able to commence on 1 April 2004 for completion and acquittal of funds by 31 August 2005.

Council has already registered 5 projects with the department:

1. Calamvale Community Indoor Sport Centre (Acacia Ridge Ward)
2. Tennis Strategy Implementation [court development at Lanham Park, Grange (Grange Ward) and Shaw Sportz, Kedron, (Northgate Ward)]
3. Pool Strategy implementation [Development of new pool at Inala on old Richlands TAFE site (Richlands Ward)]
4. Upgrades and amenity improvements at Carmichael Park [in conjunction with Wynnum District Soccer (Doboy Ward)]
5. Forest Lake Multi Sport Indoor Centre – (Acacia Ridge Ward) (on behalf of Salvation Army, which is an ineligible organisation due to their constitution not specifically including sport and recreation activities.)

Applications will be lodged in priority order:

1. Pool Strategy implementation (Development of new pool at Inala on old Richlands TAFE site)
2. Calamvale Community Indoor Sport Centre
3. Tennis Strategy Implementation (court development at Lanham Park, Grange and Shaw Sportz, Kedron)
4. Forest Lake Multi Sport Indoor Centre – (on behalf of Salvation Army, which is an ineligible organisation due to their constitution not specifically including sport and recreation activities.)

Details (including cost estimates) are included on the table at Attachment A.

External organisations have been involved in the development of each of these projects and the applications:

1. Inala Pool – majority of capital funding is to be allocated by Community Renewal, Department of Housing. Council is the applicant only – not contributing towards the capital cost.
2. Calamvale Community Indoor Centre – located at Calamvale Community College – planned in conjunction with community groups in the area and the school administration. The indoor centre is part of the master-plan for this development. Council's contribution is proposed at \$1.4m.
3. Tennis Court developments at Grange and Kedron have both been planned with Brisbane tennis clubs and Shaw Sportz (Kedron) – these organisations will also be committing funds towards the capital development. Council's contribution is proposed at \$1.295m.

4. Forest Lake Multi-Sport Indoor centre – Council is the applicant only – not contributing towards the capital cost. Salvation Army have developed the proposal, sourced their own and Forest Lake Community Facilities Trust funds to develop. Facility will be developed on Salvation Army controlled land in Forest Lake.

The upgrades and amenity improvements at Carmichael Park will be included in the Community & Lifestyle budget development for 2004/05 as sufficient details to allow the application to proceed to Sport & Recreation Queensland have not been received.

12.0 CONSULTATION

Councillor David Hinchliffe, Chairperson, Community Policy Committee
Russell Luhrs, Manager Environment & Parks
Jane McTaggart, Policy Adviser
Lauren Templeman, Principal Program Officer Parks
Lyn Trinder, A/Senior Program Officer Community Leasing
Alex Fisher, Project Coordinator Community Assets
Rod James, Principal Financial Controller CED
Jim Brabon, Senior Program Officer District Facilities
Christian Hunt, Team Leader Community Resourcing and Grants

All consulted are in agreement with the recommendation.

13.0 IMPLICATIONS OF PROPOSAL

In lodging the applications, the application form requests an indication (yes/no) that Council is endorsing the application and readiness to proceed with any project should it be endorsed/approved for subsidy funding by Sport and Recreation Queensland.

14.0 CORPORATE PLAN IMPACT

Program 4	Community Life.
Objective 4.3	Sport, recreation & leisure activities
Service 4.3.1.2	Community facility provision
Strategy 4.3.2	Sport, leisure and recreation facilities

15.0 CUSTOMER IMPACT

Partnerships have been developed with a range of external stakeholders in the development of these projects to date – their contributions (financial and in-kind) and the subsidy funding from the State Government decreases the capital commitment required of Council. The Forest Lake and surrounding community receives a benefit (improved facility access and activity provision) with no capital expenditure by Council.

16.0 ENVIRONMENTAL IMPACT

These projects will be designed in detail to respond to environmental impacts and to have sustainability features designed and built in.

17.0 POLICY IMPACT

The lodging of these applications enables a continued partnership with the State Government in the development of facilities within the City. The Sport & Recreation Facilities Strategy has identified that additional priority facilities are required to meet the growing demand for tennis facilities. The Brisbane Pools strategy 2003 identifies the development of a new pool at Inala as desirable to meet the growth in the South-west corridor.

18.0 FINANCIAL IMPACT

None of these projects are currently funded within a Council budget. These projects will be included in Community & Lifestyle submissions for the 2004/05 program and budget. Calamvale Community Indoor Centre and Tennis facility developments will be subject to capital funding from Council, the other two projects involve Council applying on behalf of these projects – with no capital contribution.

An operating budget will be established for the Inala Pool to align with its proposed opening.

19.0 HUMAN RESOURCE IMPACT

Nil

20.0 URGENCY

If the applications are to be lodged by close of business on 21 November 2003 the recommendation needs to be considered and determined by the 17 November meeting of Establishment and Co-ordination Committee.

21.0 PUBLICITY/MARKETING STRATEGY

At the discretion of the Establishment and Co-ordination Committee.

22.0 OPTIONS

1. That E&C approve the recommendation.
2. That E&C approves the lodging of applications for the three highest priority listed projects (Inala Pool, Calamvale Indoor Sport Centre, Tennis facility development at Grange and Kedron).
2. That E&C does not approve the recommendation.

Option 1 is the preferred and recommended option.

1.0 FILE NUMBER: (8)253/6/10

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Administration guidelines for the varying of the calculation of headworks contributions required under City Plan Planning Scheme Policy 2 "Development Contributions for Water Supply and Sewerage Headwork".

3.0 ISSUE/PURPOSE

To approve administrative guidelines for Council delegates in allowing specific variations to the calculation of water supply and sewerage headworks contributions by Council Delegates for all projects:

1. outside the Central Business District yet to pay headworks contributions or paid after 30 June 2003 that were under construction and financially committed prior to 1 August 2003; and
2. located in the Central Business District where construction will commence in the 2003/2004 financial year

4.0 PROPONENT

Michael Kerry, Divisional Manager, Urban Management Division

APPROVED

17 NOV 2003

5.0 SUBMISSION PREPARED BY

Barry Ball, Manager, Water Resources (extension 34870)

Lord Mayor

6.0 DATE

12 November 2003

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?

Not applicable

ACTION TAKEN

17 NOV 2003

RECEIVED

17 NOV 2003

9.0 RECOMMENDATION

That E&C Committee approve the draft administrative guidelines at Attachment 'A'

TOWN CLERK
MWR

COMMITTEE SECTION

10.0 DIVISIONAL MANAGER

Michael Kerry
Divisional Manager,
Urban Management Division

I Recommend Accordingly

CHIEF EXECUTIVE OFFICER

10 YEAR RECREATION SCHEME

11.0 BACKGROUND

From 1 July 2003 Council introduced revised fees and charges schedules for water supply and sewerage headworks contributions sought under a development approval using a new formula based on Equivalent Tenements rather than the previous formula based on site area.

The effect of the revised schedules was to increase contribution rates throughout the City to reflect Council's move towards a user pays system. This will ensure that in future headworks revenue will closely align with the real cost of providing shared infrastructure.

In some locations, particularly where intensive residential and commercial development is permitted, headworks contribution rates will increase significantly under the new formula for 2003/2004 from that specified in 2002/2003.

Several peak development industry bodies including the Urban Development Institute of Australia and Housing Industry Association have made submissions to Council seeking dispensation for projects that were fully committed (having regard to the old 2002/2003 formula) prior to the introduction of the new rates in July 2003.

Urban Management Division has considered the industry submissions and believes it is appropriate that assistance be given to developers to mitigate the financial impacts of significant increases in headworks contributions between 2002/2003 and 2003/2004 in appropriate circumstances.

The types of projects that merit assistance are those at an advanced state of commitment where project viability may be jeopardised because the project may be unable to carry significant cost increases associated with increased headworks contributions and these increased costs were not reasonably in the contemplation of the developer at the time of that commitment.

In particular Central Business District ("CBD") projects typically require significant up-front investment, commercial risk and long project lead-times (of up to 2 years) associated with site acquisition, building design, tenant pre-commitment and construction. Significant and unplanned increases in headworks contributions relatively late in the planning or construction cycle may have a major impact on project viability.

There are two situations where dispensation is considered appropriate. These circumstances are as follows:

1. *Where Development Projects outside the CBD are yet to pay the relevant headworks contribution or paid after 30 June 2003 and can demonstrate that the project:-*

- (a) *commenced construction prior to 1 August 2003; and*
- (b) *were financially committed prior to 1 August 2003.*

In this situation, it is considered appropriate that the 2002/2003 headworks contributions plus CPI be applied to these projects.

2. *Where Central Business District Development Projects commence construction in the 2003/2004 financial year.*

In this situation, it is considered appropriate that 2003/2004 headworks contributions for eligible projects within the Central Business District be capped at ten times the respective 2002/2003 headworks contribution that would have applied if the headworks contribution had been calculated and paid in that year..

Two guidelines have been drafted for Council delegates to ensure that dispensations are consistently applied in calculating water supply and sewerage headworks contributions to these situations. These guidelines are documented in Attachment 'A'.

12.0 CONSULTATION

This recommendation has been prepared in consultation with the following people:

- Cr Helen Abrahams, Chairperson Urban Planning and Sustainability Committee
- Barry Ball, Manager, Water Resources
- David Askern, Manager Brisbane City Legal Practice

All are in agreement with the recommendation.

13.0 IMPLICATIONS OF PROPOSAL

The proposed guidelines will:

- Formalise circumstances where development projects may be eligible for dispensation from significant increases for water supply and sewerage headworks contributions
- Assist Council delegates to consistently apply requests for dispensation from significant increases for water supply and sewerage headworks contributions
- Demonstrate good faith with the development industry by mitigating the financial impacts of increases in headworks contributions

14.0 CORPORATE PLAN IMPACT

No impact

15.0 CUSTOMER IMPACT

The primary customers impacted by the proposed guidelines will be the development industry. The guidelines will enable delegated officers to provide some financial relief to developers adversely impacted by significant headworks increases relatively late in the planning and construction of development projects. This approach is consistent with that requested by the development industry.

16.0 ENVIRONMENTAL IMPACT

No impact

17.0 POLICY IMPACT

The guidelines will provide limited opportunities to vary the calculation of headworks contributions under Planning Scheme Policy 2.

18.0 FINANCIAL IMPACT

The proposed guidelines will enable delegated officers to vary the amount of headworks contributions on selected projects in a consistent way. This will reduce total revenue received through headworks contributions in the 2003/2004 and possibly 2004/2005 financial years.

In no instance will headworks contributions be less than those that would otherwise have been received under the 2002/2003 fees and charges schedule

19.0 HUMAN RESOURCE IMPACT

No impact

20.0 URGENCY

Urgent. Several CBD projects are currently awaiting Council confirmation of headworks contributions prior to finalising project viability assessments, tenancy commitments and funding arrangements.

21.0 PUBLICITY/MARKETING

No publicity or marketing is required.

22.0 OPTIONS

Option 1: Approve the proposed guidelines as documented in Attachment 'A'

Option 2: Not approve the proposed guidelines

Option 1 is the preferred option.

E&C RESULTS – 24 NOVEMBER 2003

SUB NO.	FILE NO.	DIV	TITLE	Y-N HELD
24/11-1B R	24/1-B/2002(2) 24 NOV 2003	HRSM	Residential Accommodation for fifth "Leadership in Action" development program.	Yes
24/11-1F R	246/13/10 24 NOV 2003	City Governance	Presentation and Tabling of Annual Financial Statements.	Yes
24/11-2F R	204/6(16/P2) 24 NOV 2003	City Governance	Monthly Project Report – October, 2003 (Attachment A).	Yes
24/11-3F R	21/15/1-2003/04 24 NOV 2003	City Governance	2003-04 Budget – Second Review.	Yes
24/11-4F R	364/15/75 24 NOV 2003	City Governance	Sale of Newstead Riverpark Mixed-Use Precinct (part of the amalgamated Origin Energy Asset Management Limited and Council-owned lands at Newstead, known as the Newstead Riverpark site).	Yes
24/11-1J	288/140-0 24 NOV 2003	Urban Management	Proposal of approval of an ongoing pest survey program under the Land Protection (Pest and Stock Route Management) Act 2002.	Held
24/11-1K R	460/2(134) 24 NOV 2003	Urban Management	Changes to Area Classifications in the Brisbane City Plan 2000.	Yes
24/11-2K R	460/2(154) 24 NOV 2003	Urban Management	Energy efficiency amendments to the Brisbane City Plan 2000.	Yes
24/11-3K R	460/97/24(29) 24 NOV 2003	Urban Management	Toombul – Nundah Major Centre Local Plan Amendments.	Yes
24/11-4K R	295/10/10 24 NOV 2003	Urban Management	Setting of Flood Development levels and adoption of new Flood Measurement Standards.	Yes
24/11-1L M	240/7-2002/2003 24 NOV 2003	OLMCEO	Contracts to Provide Professional Services – Report for September, 2003.	Yes
24/11-2L R	376/6/40(P3) 24 NOV 2003	OLMCEO	Contracts and Tendering – Report to Council of Contracts accepted by delegates.	Yes
24/11-3L R	243/50-40058/2003/2004 243/50-40059/2003/2004 24 NOV 2003	OLMCEO	Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924. (North-South Bypass Tunnel project).	Held
24/11-4L	243/85-90139/99/2000	OLMCEO	Submission for Resolution by Council under	Yes

E&C RESULTS – 24 NOVEMBER 2003

SUB NO.	FILE NO.	DIV	TITLE	Y-N HELD
R	24 NOV 2003		Division 12 of the City of Brisbane Act, 1924. (Fuji Xerox).	
24/11-5L R	243/103-40110/2003/2004 24 NOV 2003	OLMCEO	Submission for Resolution by Council under Division 12 of the City of Brisbane Act, 1924. (Kendo Recyclers).	Yes
24/11-6L M	24 NOV 2003	OLMCEO	2003 EU – Qld Forum – Donation	Yes

24/11/7L 24/11/03 OLMCEO Bonus payments 6ES Yes
M

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.

PLEASE ON SCHEME

1.0 FILE NUMBER:

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

2003 EU-Qld Forum - Donation

3.0 ISSUE/PURPOSE

Purpose of this submission is to secure approval for a donation of \$1,800.00 to support the 2003 EU-Qld Forum.

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

20 November 2003

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C Approval

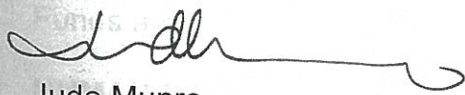
8.0 IF FOR RECOMMENDATION TO COUNCIL, IS A COUNCIL RESOLUTION REQUIRED UNDER AN ACT OR LOCAL LAW

No.

9.0 RECOMMENDATION

Approval be given for Brisbane City Council to donate \$1,800.00 to support the 2003 EU-Qld Forum.

10.0 DIVISIONAL MANAGER

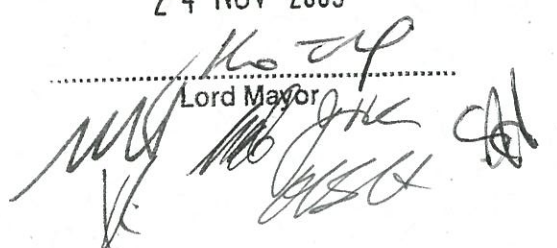


Jude Munro
Chief Executive Officer

APPROVED

24 NOV 2003

Lord Mayor



RECEIVED

24 NOV 2003

ACTION TAKEN

24 NOV 2003

COMMITTEE SECTION

TOWN CLERK

LMESD

11.0 BACKGROUND

The 2003 EU-Qld Forum aims to introduce new investment opportunities between Queensland and the EU-Member States, and to act as a catalyst to revive and further encourage new trade relations between Queensland and the countries of Europe, with the mutual interest of expanding bilateral trade.

The Forum is also an important platform for local business, government and educational bodies to liaise directly with representatives from Europe, and allow them an insight into trade and investment opportunities in regional Australia. It is also an opportunity to showcase Queensland's achievements, particularly in the fields of tourism and transport. (source: www.puntoitalia.com/eu-qld_forum.htm)

A donation of \$1,800.00 will provide valuable support for the Forum, ensuring it continues to expand trade links.

12.0 CONSULTATION

Tim Quinn, Lord Mayor of Brisbane
Bob Davis, Executive Officer to the Lord Mayor

All are in agreement with the recommendation.

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 FINANCIAL IMPACT

Funds are available from the Corporate Activity vote code.

19.0 HUMAN RESOURCE IMPACT

Nil.

1.0 FILE NUMBER: 204/6 (16/P2)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Monthly Project Report – October, 2003 (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

24 NOV 2003

5.0 SUBMISSION PREPARED BY

Chris Mead, Manager, Financial Planning, City Governance, 340 36068

[Signature]
.....
Lord Mayor
[Signature]
[Signature]

6.0 DATE

19 November, 2003

7.0 FOR E&C APPROVAL OR RECOMMENDATION TO COUNCIL

For E&C Approval

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

No

9.0 RECOMMENDATION

That E&C accept the Monthly Project Report.

10.0 DIVISIONAL MANAGER

[Signature]
Helen Gluer
Chief Financial Officer

I Recommend Accordingly
[Signature]
.....
CHIEF EXECUTIVE OFFICER

RECEIVED

ACTION TAKEN

24 NOV 2003

24 NOV 2003

E&C Oct 03.doc

COMMITTEE SECTION

TOWN CLERK

MFP

10 YEAR PUBLIC RELEASE SCHEME

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 ****OCTOBER UPDATE**** heading.

Second budget review submissions have been received for some of the projects appearing on the exception report. These have been submitted to E&C for consideration.

October Report Summary

Attachment A is the report for October, 2003. 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:

Homelessness Strategy - reported as not on time, not on budget, with a scope change and with an emerging issue. Boarding House grants - Council has approved a process to manage financial impacts of approvals dating back to 1999/2000 which have not yet been claimed. State Housing Minister publicly announced approval of \$1m for use in Community Housing Partnership project (using Council surplus houses). This project has had a delay due to timing issues with the key project partner, Dept of Housing. Homeless Info Referral Service (\$600K exp) remains delayed - Further discussions have been held with State.

Museum of Brisbane - Capital & first exhibition - reported as not on budget and with an emerging issue. The parquetry floor will require some repairs which will be carried out during the changeover to the next exhibition in April 2004. The under expenditure on this part of the project will be transferred to establish the MOB shop to offset the over expenditure.

Nudgee Hardfill - Remediation Program - reported as not on time. Minor works orders placed for drilling and supply of LFG pipe consumables. Profile of site ongoing and delays still being experienced due to Qld Recycling presence. Project on budget, however, delays incurred due to project sign off and contract issues may result in a carry over being required.

Nundah SCIP - reported as not on budget, not on time, with a scope change and with an emerging issue. 1. Ongoing negotiations regarding cost of works not authorised &/or charged higher than that originally agreed (upgrade to traffic signals, asphaltting, trees not installed, rate 3 lighting connections). 2. Approximately \$30,000 of defects and incomplete works are outstanding.

River Walk - reported with an emerging issue. The preliminary claim submitted by University of Southern Qld for the costs of the fibre composite components is well in excess of available budget. It is currently being assessed for validity.

SCIPs projects 2002-03_03-04 - reported as not on estimate. Oxley SCIP was opened by the Lord Mayor on October 11th 2003. The undergrounding of Energex wires and subsequent turning on of power for Rate 3 lights is expected to occur in December. The final forecast cost is still being assessed, but overruns in the civil component of the project appear likely.

SPLASH - reported with an emerging issue. The \$200k budget will only fund the program for six months. A 2nd Budget Review was submitted for additional funds to extend the project to 30 June 2004. This submission is also seeking funds to establish a parallel pro-active team to conduct door-to-door visits of pool owners.

Lutwyche Rd - Gympie Rd QBC - reported as not on time and with an emerging issue. Works now scheduled to commence in April 2004. Co-ordination of the implementation of Lutwyche Rd project has been delayed due to co-ordination with the finalisation of the Inner Northern Busway.

HR Information System - reported as not on estimate. 2nd Budget Review submission prepared to seek approval for additional funding to enable customisations and interfaces to be performed within the framework of the HRIS project to meet project timeframes. Whole of project costs revised and included in Budget Review Submission.

Bridges and Culvert Reconstruction and Rehabilitation - reported with an emerging issue. Delays being experienced for tender approvals on Walter Taylor Bridge cables (risk management assessment) and Victoria Bridge handrails (contractor availability).

Construction of new footpaths_K and C_Kerb ramps_Landscape Improvements - reported with an emerging issue. Total number of separate new Footpath, Kerb and Channel and Kerb Ramp jobs = 122. Construction of Caxton St footpath has been identified as high priority.

Greenways Supporting Infrastructure - reported as not on time, with a scope change and with an emerging issue. For the Criterium at Albert Bishop Park, three options currently being investigated 1) 150mm base plus 25mm A/C 2) 150mm base with lime plus 25mm A/C 3) 300mm base plus 25mm A/C. Track has been narrowed to 5m and 8m for only half of the straight. Channel crossings have been realigned and will use pipes instead of culverts to allow savings.

Road Construction Minor traffic density A B C and E - reported with an emerging issue. 23 separate works for 2003/04. Additional Budget of \$200K for Ingleston Rd Wakerley required to complete Stage 2.

Parks Minor Improvements Program - reported with a scope change and an emerging issue. Highgate Hill Park still undergoing additional design due to heritage issues. Julie Road Park; Boundary Rd, Carole Park requires additional consultation with residents. D.J. Sherrington Park; Blunder Rd, Inala seeking additional State funding. Ditton Road Park; Neath St, Sunnybank Hills requested changes - re-quoting job. James Freney Park - cancelled - funds diverted to Walleroo Way & Greenways Esplanade. Kangaroo Point - finalising consultation. Drummond St Sinnamon Park -

Changes requested. Assembly St - Additional consultation with school. Tennessee Ave - on hold while resident complaint answered. Ducie Street - consultation with community underway.

Drainage Contributed Assets - reported as not on time. Includes accrual for prior months' donated revenue, to be entered once the Ellipse upgrade related impacts on Bimap is finalised and Data Management processes the back log of information. Expected to be done in November.

Infrastructure Plan Implementation Sch82 - reported with a scope change and with an emerging issue. Works within this schedule are being deferred until next year to partly accommodate the ^{redacted} purchase of 12 Boundary Rd, Durack.

Wharves Jetties and pontoons - reported with an emerging issue. Additional \$800k requested to allow for bring forward of Baxter's Jetty and fund budget shortfall on Wynnum Jetty and Oxley Creek Sailing Club wharf.

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 October, 2003

Option 2: Do not accept the report

Option 1 is the preferred option.

1.0 FILE NUMBER: 240/7-2002/2003

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Contracts to Provide Professional Services - Report for September, 2003.

3.0 ISSUE / PURPOSE

The purpose of this submission is to advise E&C of the consultancies commissioned in September, 2003.

4.0 PROPONENT

Jude Munro
Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Lana Milne, PAMCEO
Extension 36486
Office of the Chief Executive

6.0 DATE

17 November 2003

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 September, 2003 as attached.

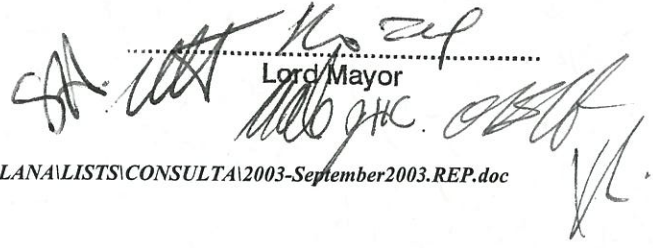
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Jude Munro
CHIEF EXECUTIVE OFFICER

APPROVED

24 NOV 2003



Lord Mayor

RECEIVED ACTION TAKEN

24 NOV 2003

24 NOV 2003

COMMITTEE SECTION

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 \$1,243,084.93 during the month of September, 2003 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

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

1.0 FILE NUMBER :

24/1- B/2002(2)

2.0 TITLE

Residential Accommodation for fifth "Leadership in Action" development program.

3.0 ISSUE/PURPOSE

The purpose of this submission is to seek E&C approval for the residential venue to be used for the fifth BCC "Leadership in Action" Program.

4.0 PROPONENT

Phil Minns, Divisional Manager, Human Resources & Strategic Management Division.

5.0 SUBMISSION PREPARED BY

Cathy Craddock, Consultant, HR Services, HRSCON18 Ext: 30706

6.0 DATE

17 November 2003

APPROVED

24 NOV 2003

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

9.0 RECOMMENDATION

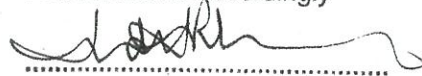
That E&C grant approval for the Koolamara Conference Centre to be the residential venue for the fifth BCC "Leadership in Action" Middle Manager Development Program, from 9 to 13 February 2004, at a total estimated cost of \$15,585.00 (for 27 people).

10.0 DIVISIONAL MANAGER



Phil Minns
Divisional Manager
Human Resources & Strategic Management

I Recommend Accordingly



CHIEF EXECUTIVE OFFICER

RECEIVED

24 NOV 2003

COMMITTEE SECTION

ACTION TAKEN

24 NOV 2003

TOWN CLERK

PADMB

10 YEAR PUBLIC RELEASE SCHEME

11.0 BACKGROUND

The "Leadership in Action" Program in BCC is designed for Bands 6 to 8 senior middle managers or those making the transition from skilled professional to leadership. It is targeted specifically around the development needs of the participant and allows them to practice new skills through working on a strategic workplace project.

The programs consist of pre-program work including meetings between each participant and their manager and a joint interview between participant, manager and facilitator to identify developmental learning needs and establish learning contracts. The facilitators for the program are Elizabeth Synnot and Peter Howie, principals of the consulting firm Macquarie House.

The development project and program are completed over a 10-month timeframe. Key elements of the program are outlined below:

- The initial five-day residential program is followed in six months by a non-residential three-day program and later by a one-day final session where participants deliver formal presentations on projects.
- During the program, participants are encouraged to develop network groups to create ongoing learning opportunities, both individually and as a team.
- There is a focus on managing self while effectively leading others, especially in times of transition or change. The program also builds on existing knowledge of leadership models and provides processes to enhance working relationships for improved business outcomes.

The leadership and management development programs being offered allow current and future leaders the opportunity to develop and enhance their capability, and to collaborate across Council. Collaborative leadership is a quality that is fundamental to building our relationships with organisations outside Council, particularly in South East Queensland – Council's key stakeholders, customers and community.

11.1 ROLE OF HUMAN RESOURCE COUNCIL

The Human Resource Council (HR Council) (Learning Council) initially approved the design of the program to include the residential component - as it is an integral element of the program design, allowing for processes which include the evening meal and a following session on each of the four nights. The processes support the establishment of a strong learning community and shared vision by the participants.

The purpose of the HR Council is to guide strategic learning and development at the corporate level; to champion life-long learning, and to advise EMT about learning and development matters..

The HR Council has endorsed the continuation of this program. The HR Council monitors feedback from the program and recommendations on changes and/or adaptations are provided to the facilitators. Additionally, long term evaluation processes are in place to monitor the effectiveness of the programs.

11.2 RESIDENTIAL COMPONENTS OF PROGRAMS

The venue for the residential is required to accommodate up to 25 participants and 2 facilitators. A number of venues have been investigated for the purpose of hosting the residential component of the program and Attachment A shows the comparative costs of these venues.

Koolamara Conference Centre at Bribie Island offers excellent value for money and has facilities suitable for the needs of this program. A large conference room is at the disposal of the facilitators and participants for the duration of the conference. Special dining arrangements have been made to allow for a series of speeches, which are a component of the evening meals, to be delivered without intrusion. The facilitators have used this venue previously and found the arrangements to be satisfactory.

12.0 CONSULTATION

- HR Council
- Divisional Management Teams

All are in agreement with the proposed recommendation.

13.0 IMPLICATIONS OF PROPOSAL

The benefit achieved from short residential components of the Leadership in Action Program, affords the best mechanism to develop a learning community to ensure participants are established in strong support networks. The program design allows for processes and learning to continue during the evening meal and during the session following the meal each night.

14.0 CORPORATE PLAN IMPACT

Program 11 Organisational Capability:

11.3 Capable Workforce

Strategy 11.3.1 Right shape, skills & behaviours

Service 11.3.1.2 Capability development & reshaping our workforce

Sub-Service Leadership Program

15.0 CUSTOMER IMPACT

Nil

16.0 ENVIRONMENTAL IMPACT

Nil.

17.0 POLICY IMPACT

Nil

18.0 FUNDING IMPACT

The program runs on a cost recovery basis (\$3800 per participant) with each Division funding the participation of its own officers. Divisions will pay the cost for their participants to attend programs and this revenue will be used to pay for all costs associated with the program.

19.0 HUMAN RESOURCES IMPACT

Nil

20.0 URGENCY

As soon as possible. Arrangements are in place to hold a booking of the venue pending confirmation.

21.0 PUBLICITY/MARKETING STRATEGY

Internal promotion via HR Managers, Strategic Change Co-ordinators & Business Services Manager, Administration Groupwise advice and Learning Zone listing.

22.0 OPTIONS

1. Approve the recommendation that Koolamara Conference Centre be selected as the venue for the residential component of the fifth "Leadership in Action" Program.
2. Approve the recommendation in principle, with amendment/further work to be undertaken.
3. Not approve the recommendation.

Option 1 is the preferred option

1.0 FILE NUMBER: 1/253(P4)

SUBMISSION TO THE ESTABLISHMENT AND CO-ORDINATION COMMITTEE

2.0 TITLE

Bonus payments for Executive Service/Senior Officer Contract Staff - Divisional Managers, Managers and Senior Officers.

3.0 ISSUE / PURPOSE

To approve bonus payments to Divisional Managers, Managers and Senior Officers in accordance with their Contracts of Employment.

4.0 PROPONENT

Jude Munro
Chief Executive Officer

5.0 SUBMISSION PREPARED BY

Phillip Filla
Corporate Administration Officer

6.0 DATE

17 November 2003

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 bonus payments for Divisional Managers, Managers and Senior Officers on Executive Service contracts, within a range of 0% to 20% of their notional salary as at 30 June 2003, as presented by the Chief Executive Officer, be approved.

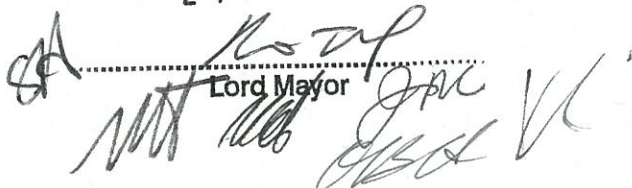
10.0



Jude Munro
CHIEF EXECUTIVE OFFICER

APPROVED

24 NOV 2003



Lord Mayor

ACTION TAKEN

24 NOV 2003

TOWN CLERK

LACEO

RECEIVED

24 NOV 2003

COMMITTEE SECTION

11.0

BACKGROUND

Under the terms and conditions of Executive Service Contracts, Divisional Managers, Managers and Senior Officers are to be assessed at the end of June each year on their performance against their agreed Personal Performance Plan.

The Chief Executive Officer has reviewed the Performance Assessments for each of the other Divisional Managers, Managers and Senior Officers and considers the bonus payments, as set out in the attached schedules, are appropriate.

12.0

CONSULTATION

Executive Management Team is in agreement with the process undertaken, however the final recommended bonus payments for the Divisional Managers, Managers and Senior Officers are the Chief Executive Officer's.

13.0

IMPLICATIONS OF PROPOSAL

No criticisms are expected as the bonus payments form part of the Executive Service Contracts.

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.

OPTIONS

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

As Executive Service Contracts have been entered into, Option 1. is recommended.

BCC PUBLICATION SCHEME
10 YEAR RELEASE